



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2023-05-24

**NOTICE OF THE 14TH MEETING OF
THE COUNCIL OF STELLENBOSCH MUNICIPALITY
WEDNESDAY, 2023-05-24 AT 10:00**

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	RS Nalumango
	J Andrews	NR Ndalasi
	Ald JC Anthony	CD Noble
	ZJ Dalling	L Nkamisa
	MM Danana	M Nkopane
	I De Taillerfer	N Ntsunguzi
	R Du Toit	N Olayi
	A Ferns	WC Petersen
	E Groenewald	RO Pheiffer
	AJ Hanekom	WF Pietersen
	RB Hendrikse	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
	NE Mcombring	E Vermeulen
	XL Mdemka	J Williams
	NM Mkhontwana	

Notice is hereby given in terms of Section 29, read with Section 18(2) if the *Local Government: Municipal Structures Act, 117 of 1998*, as amended, that the **14TH MEETING** of the **COUNCIL** of **STELLENBOSCH MUNICIPALITY** will be held in the **STELLENBOSCH TOWN HALL, PLEIN STREET, STELLENBOSCH** on **WEDNESDAY, 24 MAY 2023** at **10:00** to consider the items on the Agenda.

**SPEAKER
CLLR Q SMIT**

A G E N D A
14TH MEETING OF COUNCIL
OF STELLENBOSCH MUNICIPALITY
2023-05-24

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The minutes of the 13th Council Meeting: 2023-04-26 is attached as **APPENDIX 1.**

FOR CONFIRMATION

APPENDIX 1



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/1/5

2023-04-26

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MINUTES

13TH MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

2023-04-26 AT 10:00

MINUTES
13TH MEETING OF COUNCIL
OF STELLENBOSCH MUNICIPALITY
2023-04-26

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18.	REPORT/S SUBMITTED BY THE EXECUTIVE MAYOR	
	NONE	
19.	MATTERS TO BE CONSIDERED IN-COMMITTEE	
	SEE PINK DOCUMENTATION	

PRESENT

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
J Andrews (until 10:40)	CD Noble
Ald JC Anthony	L Nkamisa
ZJ Dalling	N Ntsunguzi (from 10:25)
MM Danana	N Olayi
I De Taillerfer	WC Petersen
R Du Toit	RO Pheiffer
A Ferns	WF Pietersen
E Groenewald	MG Rataza
RB Hendrikse	Ald JP Serdyn
P Johnson	SR Schäfer
J Joon	MJ Slabbert
O Jooste	A Tomose
X Kalipa	RB Van Rooyen
C Manuel	M Van Stade
EP Masimini	CA Van Wyk
NE Mcombring	E Vermeulen
XL Mdemka	J Williams
RS Nalumango	

OFFICIALS

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

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

2.	MAYORAL ADDRESS
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- “As the month of Ramadaan came to an end this past weekend, I want to wish all our Muslim residents and staff a Happy Eid-al-Fitr, that was celebrated this past Saturday. I trust it was a happy and wonderful day and time that you spent with your families and loved ones.
- Want to welcome Councilor Siegfried Schäfer as the new councilor. He was sworn in by Magistrate Maya Prag on Monday, 24 April 2023.
- On 20 April 2023 in Klipmuts, we handed over 27 title deeds. As Executive Mayor, I remain committed to ensure that the backlog of title deeds are addressed and that more people in the municipal area can become homeowners. Thank you to the Khaya Lam project of the Free-Market Foundation South Africa for assisting with this process.
- Want to thank our Fire and Rescue and Disaster Management teams, who responded quickly on 17 April 2023 to a fire in Mandela City, Klipmuts. The swift response of the teams limited the destruction by the fire to 25 structures that were destroyed. No fatalities or serious injuries have been reported.
- On 11 April 2023, the Executive Mayor hosted the first engagement with student leaders for 2023. This is important as the municipality also needs to take the opportunity to discuss some solutions to challenges that our students’ residents face. Students also had the opportunity to engage with the members of the Mayoral Committee.
- The opening of the Steenenbrug, better known as Distillery Bridge, was opened on 5 April 2023 after extensive upgrades. This is the spot where the first ever bridge in Stellenbosch was constructed. Steenenbrug was the main entrance to Stellenbosch from the Cape for about 260 years - from 1691 to the early 1950s. The bridge has now undergone extensive upgrades and renovations. A new double-lane bridge, that also includes a pedestrian and bicycle crossing, has been constructed while maintaining the exact position and alignment of the original bridge. The central stone pier was also retained in its current location and left as unaltered as possible. The existing bollards at the bridge entrance was also reused as spatial markers.
- Want to thank MM, Directors, ward councilors and all supporting staff assisting with the recent IDP / Budget public participation meetings. It is important that the public give input into the ward priorities and the IDP.
- Tomorrow, 27 April we celebrate Freedom Day - is the commemoration of the first democratic elections held in South Africa on 27 April 1994. Since then, elections take place every five years, at different times for National and Provincial, as well as local government elections. And as we also celebrate Worker’s Day on Monday, 1 May, many people will be taking full advantage of the long weekend. I urge everyone to travel safely and be mindful on the roads, at home, and to be careful.
- Even though we had very good rains this past weekend, our dam levels in the province are lower compared to the same time last year. I urge everyone in the municipal area to use water sparingly, and to still save water where they can.”

3.	COMMUNICATION BY THE SPEAKER
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TOOLS OF TRADE

- The Speaker requested Councillors to refrain from using private email addresses (gmail and hotmail) when sending emails relating to any municipal related business. He urged Councillors to please only use their official email addresses allocated to them (...@ Stellenbosch.gov.za) and that he, for the last time, sent out an email in this regard. He cautioned Councillors that in future, emails from private email addresses will be blocked if they don't adhere to this communication and not blame the municipality for not responding on Councilors' emails.

SEASONAL SCHOOL ON 10 MAY 2023

- A seasonal school (re capacity building initiatives) will be rolled out by the Western Cape Government and the Speaker urged Councillors who previously attended these training sessions, afford other Councillors the opportunity to attend. An email in this regard will be sent out during the cause of the day and Councillors who are interested in attending the seasonal school on 10 May 2023, can indicate so.

BIRTHDAYS

- The Speaker congratulated the following Councillors who celebrated their birthdays during April:
 - CLlr R Pheiffer – 4 April
 - CLlr E Groenewald – 18 April
 - CLlr P Crawley – 19 April
 - CLlr N Mcombring – 24 April
 - CLlr M Danana – 30 April

4.	COMMUNICATION BY THE MUNICIPAL MANAGER
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- "Congratulations to all our Muslim colleagues and members who celebrated Eid on Saturday, 22 April 2023. I trust you had a blessed day.
- Freedom Day is celebrated on 27 April in South Africa. I want to remind everyone that with freedom comes responsibilities and it is up to all of us to be accountable for all our actions in terms of what we do.
- I want to urge all who will be having a long weekend to please be safe when travelling on the roads.
- South Africa will be celebrating National Workers Day on 1 May and I want to remind all the workers of Stellenbosch Municipality that no work is insignificant. All labour that uplifts humanity has dignity. They should be undertaken with painstaking excellence. Don't undervalue the little bit that you do in your little corner, because in order for this machine to work we need everybody to do their little part. We are serving the community and we must do so with excellence.

Thank you very much."

5.	DISCLOSURE OF INTERESTS
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Cllr R Pheiffer declared his interest in Item 11.2.1 (he is a member of La Motte Sports Council). Speaker RULED that Cllr Pheiffer do not need to excuse himself from the meeting when Item 11.2.1 is dealt with.

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

Cllr AJ Hanekom	–	26 April 2023
Cllr N Mananga-Gugushe	–	26 April 2023
Cllr NM Mkhontwana	–	26 April 2023
Cllr M Nkopane	–	26 April 2023

6.2 Permission was granted to Cllr J Andrews to leave the meeting earlier after he fell ill (until 10:40).

6.3 ABSENT (without approval)

Cllr NR Ndalasi	–	26 April 2023
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7.	CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING/S
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7.1	12TH COUNCIL MEETING: 2023-03-29
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The minutes of the 12th Council Meeting: 2023-03-29 was **confirmed as correct without any amendments.**

MINUTES

13TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2023-04-26

8.	STATUTORY MATTERS
8.1	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR MARCH 2023

Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 April 2023 & 26 April 2023

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR MARCH 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 March 2023.

13TH CONCIL MEETING: 2023-04-26: ITEM 8.1

NOTED

that Council notes the deviations as listed below for the month of March 2023:

DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR	CONTRACT DESCRIPTION	REASON	SUBSTANTIATION WHY SCM PROCESS COULD NOT BE FOLLOWED	TOTAL CONTRACT PRICE R
D/SM 09/23	16 March 2023	Metsi Chem Ikapa Powercomm solutions Kaizen Water Group	Request approval to deviate from process to procure disinfectant chemicals: Chlorine gas, sodium hypochlorite and chlorman chips as per quoted prices	Emergency	Water and Wastewater Services Department operate five (5) wastewater treatment plants and 3 water treatment plants. To ensure drinking water quality comply to national SAN241 drinking water quality standards and effluent quality complies with discharge limits the water are treated with chlorine gas or alternatives as disinfectant, to remove or inactivate pathogenic micro-organisms in order to prevent the spread of waterborne diseases and	<u>Metsi Chem Ikapa:</u> 100kg cylinder – R35,00/kg 67kg cylinder – R43,50/kg <u>Kaizen:</u> Chemicals tablets – R59,26 Granules HTH – R51,56 HTH Chips -

MINUTES

13TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2023-04-26

					<p>also to minimize public health problems.</p> <p>All services providers that were approved on B/SM 83/20 to supply disinfectant chemicals have indicated that they cannot adhere to the approved prices for the 2022/2023 financial year as per the BAC approval dated 11th September 2020. The Municipality has a valid tender in place until June 2023</p>	<p>R63,24</p> <p>PowerComm: Klorman/25kg – R1678.,26</p>
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FOR FURTHER DETAILS CONTACT:

NAME	Kevin Carolus
POSITION	CFO
DIRECTORATE	Finance
CONTACT NUMBERS	021 808 8528
E-MAIL ADDRESS	<u>Kevin.Carolus@ Stellenbosch.gov.za</u>
REPORT DATE	05 April 2023

8.2	OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 3 (01 JANUARY 2023 – 31 MARCH 2023)
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Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 April 2023 & 26 April 2023

1. **SUBJECT: OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 3 (01 JANUARY 2023 – 31 MARCH 2023)**

2. **PURPOSE**

To submit to Management a report for the period 01 January 2023 – 31 March 2023 on the implementation of Council's Supply Chain Management Policy. The report covers the performance of the various delegated functions and the implementation thereof.

3. **FOR DECISION BY MUNICIPAL COUNCIL**

Section 6 (3) & 4 of the SCM Policy 2022/2023, determines that the Accounting Officer must within 10 days at the end of each quarter; submit a report on the implementation of the SCM Policy to the Executive Mayor. This report must be made public in accordance with section 21A of the Municipal Systems Act (32 of 2000).

4. **EXECUTIVE SUMMARY**

On a quarterly basis the Accounting Officer must submit a report on the implementation of the Supply Chain Management Policy to the Executive Mayor. In terms of the SCM Regulations and Council's SCM Policy the SCM unit has been delegated to perform powers and functions that related to the procurement of goods and services, disposal of goods no longer needed, the selection of contractors to aid in the provision of municipal services.

13TH CONCIL MEETING: 2023-04-26: ITEM 8.2**RESOLVED** (majority vote)

- (a) that Council approves this report and **ANNEXURE A** attached to the report, and
- (b) that the report be made public in accordance with section 21A of the Municipal Systems Act.

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8.3	MFMA SECTION 52 REPORTING UP TO MARCH 2023
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Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 April 2023 & 26 April 2023

1. SUBJECT: MFMA SECTION 52 REPORTING UP TO MARCH 2023**2. PURPOSE**

To comply with section 52(d) of the Municipal Finance Management Act and report to Council on the budget; financial and service delivery budget implementation plan by the Municipality for quarter 3 of the 2022/23 financial year.

3. DELEGATED AUTHORITY**THE EXECUTIVE MAYOR TO SUBMIT TO COUNCIL**

In terms of section 52 (d) of the Municipal Finance Management Act:

"The mayor of a municipality—

(d) must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget as well as the non-financial performance of the municipality;"

4. EXECUTIVE SUMMARY

The Executive Mayor must provide general political guidance over the fiscal and financial affairs of the Municipality and is required by Section 52(d) of the Municipal Finance Management Act to submit a report on the implementation of the budget and the financial and non-financial performance of the Municipality, to the Council within 30 days after end of each quarter.

The Section 52 report is a summary of the budget performance. It compares the implementation of the budget to the commitment and made and contained in the Service Delivery and Budget Implementation Plan (SDBIP) and is intended to enable Council to give effect to their oversight responsibility.

This report provides the overall performance of the Municipality for the period 1 January 2023 to 31 March 2023.

13TH CONCIL MEETING: 2023-04-26: ITEM 8.3**NOTED**

the Section 52 Report (including quarterly performance report) – Third Quarter.

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

10.	ITEMS FOR NOTING
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10.1	REPORT/S BY THE EXECUTIVE MAYOR
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10.1.1	REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 27 FEBRUARY 2023
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Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

26 April 2023 & 26 April 2023

1. **SUBJECT: REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 27 FEBRUARY 2023**

2. **PURPOSE**

To inform Council of the matters under discussion at the Mayor–Rector Forum meeting held on 27 February 2023.

3. **DELEGATED AUTHORITY**

For information.

4. **EXECUTIVE SUMMARY**

The Executive Mayor has since her election reported to Council on discussions that takes place at the regular meetings of the Mayor–Rector Forum. The meeting was held on 27 February 2023. The minutes is attached as **ANNEXURE A**.

13TH CONCIL MEETING: 2023-04-26: ITEM 10.1.1

NOTED

the report from the Executive Mayor on the Mayor – Rector Forum meeting: 27 February 2023.

FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	MANAGER: COUNCILLOR SUPPORT
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	Donovan.Muller@ Stellenbosch.gov.za
REPORT DATE	18 April 2023

10.1.2	REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR ON MATTERS RESOLVED UNDER AUTHORITY DELEGATED TO THE EXECUTIVE MAYOR IN CONSULTATION WITH THE MAYORAL COMMITTEE [JANUARY 2023 – MARCH 2023]
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Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

26 April 2023

- SUBJECT: REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR ON MATTERS RESOLVED UNDER AUTHORITY DELEGATED TO THE EXECUTIVE MAYOR IN CONSULTATION WITH THE MAYORAL COMMITTEE [JANUARY 2023 – MARCH 2023]**

- PURPOSE**

To inform Council of the decisions taken by the Executive Mayor on matters resolved under the authority delegated to the Executive Mayor, in consultation with the Mayoral Committee, for meetings from January 2023 to March 2023 (see **APPENDIX 1**).

- DELEGATED AUTHORITY**

As per the delegations from Council and powers vested in the Executive Mayor by legislation. In terms of the Stellenbosch Municipality System of Delegations (2019) EM12 and section 56(5) of the Structures Act, the Executive Mayor must report to Council at such intervals as the latter may determine on decisions taken.

The Executive Mayor is herewith reporting on the decisions taken by the Executive Mayor in consultation the Mayoral Committee.

- EXECUTIVE SUMMARY**

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

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

13TH CONCIL MEETING: 2023-04-26: ITEM 10.1.2

NOTED

the decisions by the Executive Mayor taken in consultation with the Mayoral committee meeting from January 2023 until March 2023.

FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	MANAGER: COUNCILLOR SUPPORT
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	<u>Donovan.Muller@ Stellenbosch.gov.za</u>
REPORT DATE	03 April 2023

10.1.3	REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: JANUARY 2023 – MARCH 2023
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 26 April 2023

1. SUBJECT: REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: JANUARY 2023 – MARCH 2023

2. PURPOSE

To inform Council of the decisions taken by the Executive Mayor from January 2023 to March 2023 (see **APPENDIX 1**).

3. DELEGATED AUTHORITY

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

For Notification

4. EXECUTIVE SUMMARY

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

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

13TH CONCIL MEETING: 2023-04-26: ITEM 10.1.3

NOTED

the decisions by the Executive Mayor for the Quarter: January 2023 – March 2023.

FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	MANAGER: COUNCILLOR SUPPORT
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	<u>Donovan.Muller@ Stellenbosch.gov.za</u>
REPORT DATE	12 April 2023

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10.2	REPORT/S BY THE SPEAKER
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NONE

10.3	REPORT/S BY THE MUNICIPAL MANAGER
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10.3.1	DECISIONS TAKEN BY DIRECTORATES IN TERMS OF DELEGATED AUTHORITY FROM 1 JANUARY 2023 TO 31 MARCH 2023
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good governance and Compliance

26 April 2023

1. SUBJECT: DECISIONS TAKEN BY DIRECTORATES IN TERMS OF DELEGATED AUTHORITY FROM 1 JANUARY 2023 TO 31 MARCH 2023

2. PURPOSE

To report to Council on the decisions taken by the Municipal Manager and the Directors in terms of Council's System of Delegations for the period 1 January 2023 until 31 March 2023, in compliance with Section 63 of the Local Government: Municipal Systems Act, read in conjunction with the System of Delegations as approved by Council.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

In view of the legislative stipulations, attached is a summary as **ANNEXURE 1** of decisions taken by each Directorate. The report is for noting purposes.

The report outlines the delegations exercised by the various Senior Managers as delegated by Council.

13TH CONCIL MEETING: 2023-04-26: ITEM 10.3.1

NOTED

the decisions taken for the period 1 January 2023 until 31 March 2023, by the following Section 56 Managers:

- Municipal Manager – Ms G Mettler (1 January 2023 – 31 March 2023)
- Chief Financial Officer – Mr K Carolus (1 January 2023 – 31 March 2023)
- Acting Chief Financial Officer – Mr H Mitchell (3 April 2023 – 1 May 2023)

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-
- Director Infrastructure Services – Mr S Chandaka (1 January 2023 – 31 March 2023)
 - Director Planning and Economic Development – Mr A Barnes (1 January 2023 – 31 March 2023)
 - Director Corporate Services – Ms A de Beer (1 January 2023 – 31 March 2023)
 - Acting Municipal Manager – Ms A de Beer (6 - 10 March 2023 and 27 - 28 March 2023)
 - Director Community and Protection Services – Mr G Boshoff (1 January 2023 – 31 March 2023).

FOR FURTHER DETAILS CONTACT:

NAME	<i>Geraldine Mettler</i>
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Municipal Manager</i>
CONTACT NUMBERS	<i>021 808-8025</i>
E-MAIL ADDRESS	<i><u>municipal.manager@ Stellenbosch.gov.za</u></i>
REPORT DATE	<i>12 April 2023</i>

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11.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD G VAN DEVENTER (MS)]
11.1	PROTECTION SERVICES
11.1.1	REVIEW OF DISASTER MANAGEMENT PLAN

Collaborator No: 747710
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 19 April 2023 & 26 April 2023

1. SUBJECT: REVIEW OF DISASTER MANAGEMENT PLAN

2. PURPOSE

To notify the Committee of the recently reviewed Disaster Management Plan.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Stellenbosch Municipality, as prescribed by the Disaster Management act, do have a disaster plan. Due to the dynamic nature of disaster management, an annual review of the disaster plan is necessary. The disaster section therefore embarked on a consultative process and engaged widely with various stakeholders and institutions to collect and verify information and data needed to amend the current plan, where required.

13TH CONCIL MEETING: 2023-04-26: ITEM 11.1.1

During deliberations on the matter, Cllrs M van Stade and WF Pietersen requested that a workshop be held on the Review of Disaster Management Plan.

RESOLVED (majority vote)

that Council approves and adopts the revised Disaster Management Plan.

FOR FURTHER DETAILS CONTACT:

NAME	Wayne Smith
POSITION	Manager: Fire Services and Disaster Management
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	Ext 8771
E-MAIL ADDRESS	wayne.smith@ Stellenbosch.gov.za
REPORT DATE	3 April 2023

11.2	YOUTH, SPORTS AND CULTURE: [PC: CLLR R ADAMS]
11.2.1	FINAL REPORT ON THE IMPLEMENTATION OF THE HYBRID SPORT FACILITIES MANAGEMENT MODEL (PLAN) FOR STELLENBOSCH MUNICIPALITY (WC024)

Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 April 2023 & 26 April 2023

1. SUBJECT: FINAL REPORT ON THE IMPLEMENTATION OF THE HYBRID SPORT FACILITIES MANAGEMENT MODEL (PLAN) FOR STELLENBOSCH MUNICIPALITY (WC024)

2. PURPOSE

2.1 To inform Council on the implementation of the Hybrid Sport Facilities Management Model (Plan) for Stellenbosch Municipality (WC024).

2.2 To inform Council of the User Agreement and the profit-sharing addendum (**ANNEXURE A**) that were used to enter into agreement between Stellenbosch Municipality and Sport Councils.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

All municipal property is funded and maintained from our resources received from rates and taxes paid by our rate payers. It is therefore critical that municipal property be adequately maintained and protected against vandalism and damages to prevent loss to the rate payers. To this end, Council through the department of Community Services engaged with all 15 area sport councils individually to explain and retrieve input and comments on the new Facilities Management Plan.

The new approved Hybrid Model (SFMP) aims to address the issues of proper management and maintenance of the municipal sports facilities. Given that all leases expired, it's the perfect time to introduce this model and new User Agreement. It is important to note that Council have to follow a public participation process in terms of Municipal Assets Transfer Regulations (MTAR). The initial lease will only be for a period of 12 months to ensure that the implementation of the new Facilities Management Plan as per hybrid model is monitored and evaluated for effective and efficient management. Longer term leases will be considered after an initial trail period of 12 months.

The Stellenbosch Sport and Recreation Association (SSRA) has been non-functional since the Covid-19 lockdown restrictions were lifted and sport, and sport facility use returned to normal. A notice was received by the Sport Office that from 09 September 2022 an interim SSRA committee was established to continue the committee activities.

The SSRA interim committee would remain active until a new Annual General Meeting (AGM) date be scheduled. At this AGM a new SSRA Executive would be elected and to date this did not materialise.

During these engagements the replacement of the formal Lease Agreement with a revised "User Agreement" was explained in detail to the various Sport Council representatives.

13TH CONCIL MEETING: 2023-04-26: ITEM 11.2.1

RESOLVED (majority vote)

- (a) that Council takes note of the report;
- (b) that Council mandate the Director Community and Protection Services to enter into an agreement with Sport Councils who have accepted the hybrid model and signed User Agreements;
- (c) that Council takes over the management of the Sport facilities linked to the Sport Council which have not signed the User Agreement; and
- (d) that the department finalise the engagement with Pniel and Raithby Sport Council.

FOR FURTHER DETAILS CONTACT:

NAME	Garth Abrahams
POSITION	Manager: Sport, Recreation and Halls
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	021 808 8162
E-MAIL ADDRESS	Garth.Abrahams@ Stellenbosch.gov.za
REPORT DATE	2 February 2023

11.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
11.3.1	SALARY AND WAGE INCREASE: IMPLEMENTATION OF SALGBC COLLECTIVE AGREEMENT: YEAR 3

Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 19 April 2023 & 26 April 2023

1. SUBJECT: SALARY AND WAGE INCREASE: IMPLEMENTATION OF SALGBC COLLECTIVE AGREEMENT: YEAR 3

2. PURPOSE

To inform Council in regard to the salary and wage increase for employees (excluding the Municipal Manager and Section 56 Managers) as per the SALGBC collective agreement 2021 – 2024 – year 3.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

SALGA, SAMWU and IMATU entered into a salary and wage agreement for the period 1 July 2021 until 30 June 2024 during the bargaining process on 16 September 2021. In terms of clauses 6.6 and 6.7 of the agreement the increase for the 2023/24 financial year will be the projected CPI average for 2023. The forecast by the Reserve Bank in January 2023 will be used for this projection.

SALGA send the municipality a circular 01 of 2023 in March 2023 (attached as **APPENDIX 1**) in which municipalities are informed that the following increases shall apply from 1 July 2023. Salary 5,4% and the minimum wage will be R9 531.54. The flat rate for Homeowners allowance will be R1066.41 and the maximum employer contribution to medical aid will increase to R5 277.38 All benefits linked to salary will increase by 5.4%.

Where municipalities are not able to afford the increase SALGA should be notified and an exemption application must be made to the SALGBC with full motivation. There is provision made for this increase in the draft budget approved by Council. Employees who are not at the maximum of their salary scale are entitled to a notch increase over and above the cost-of-living increase which amounts to around a further 2,5% increase in the salary. The Municipal Manager and 56 Managers are excluded from this agreement and therefore will not be receiving the same increase from 1 July 2023. The current prediction for them is 3%.

13TH CONCIL MEETING: 2023-04-26: ITEM 11.3.1**RESOLVED** (nem con)

- (a) that Council note the circular from the SALGBC dated 31 March 2023; and
- (b) that Council takes note that the increase has been provided for in the draft budget for 2023/24.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Annalene De Beer</i>
POSITION	<i>Director Corporate Services</i>
DIRECTORATE	<i>Corporate Services</i>
CONTACT NUMBERS	<i>021 – 808 8018</i>
E-MAIL ADDRESS	<i><u>Annalene.Debeer@ Stellenbosch.gov.za</u></i>
REPORT DATE	<i>14 April 2023</i>

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11.4	FINANCIAL SERVICES: (PC: CLLR P JOHNSON)
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11.4.1	DATE OF THE NEXT GENERAL VALUATION
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Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 April 2023

1. SUBJECT: DATE OF THE NEXT GENERAL VALUATION**2. PURPOSE**

Is to determine a date, according to Section 31 of the Local Government: Municipal Property Rates Act, No 6, 2004, on which the new General Valuation Roll is to be first implemented.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The purpose of this report is to determine a date, according to Section 31 of the Local Government: Municipal Property Rates Act, No 6, 2004, on which the new General Valuation Roll is to be first implemented.

13TH CONCIL MEETING: 2023-04-26: ITEM 11.4.1**RESOLVED** (nem con)

- (a) that Council, for purposes of the next General Valuation, approves 02 July 2024 as date of the Valuation Roll, to be implemented on 01 July 2025; and
- (b) that Council hereby commits to the successful implementation of the new Valuation Roll on 01 July 2025.

FOR FURTHER DETAILS CONTACT:

NAME	HENRY MITCHELL
POSITION	SENIOR MANAGER: FINANCIAL MANGEMENT SERVICES
DIRECTORATE	FINANCIAL SERVICES
CONTACT NUMBERS	021 808 8512
E-MAIL ADDRESS	Henry Mitchell@ Stellenbosch.gov.za
REPORT DATE	11 April 2023

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11.5	HUMAN SETTLEMENTS: (PC: CLLR J FASSER)
	NONE
11.6	INFRASTRUCTURE SERVICES : (PC : CLLR Z DALLING (MS))
	NONE
11.7	PARKS, OPEN SPACES AND ENVIRONMENT: (PC: J JOON)
	NONE
11.8	PLANNING :(PC: CLLR C VAN WYK)
11.8.1	REPORT ON REVIEW OF THE CURRENT STELLENBOSCH MUNICIPAL ZONING SCHEME BY-LAW (2019) (SZSB) AND TO REQUEST COUNCIL PERMISSION TO COMMENCE WITH A FULL AMENDMENT PROCESS OF THE CURRENT STELLENBOSCH MUNICIPAL ZONING SCHEME BY-LAW (2019)

Collaborator No: 747756
IDP KPA Ref No: Good Governance
Meeting Date: 19 April 2023 & 26 April 2023

1. SUBJECT: REPORT ON REVIEW OF THE CURRENT STELLENBOSCH MUNICIPAL ZONING SCHEME BY-LAW (2019) (SZSB) AND TO REQUEST COUNCIL PERMISSION TO COMMENCE WITH A FULL AMENDMENT PROCESS OF THE CURRENT STELLENBOSCH MUNICIPAL ZONING SCHEME BY-LAW (2019)

2. PURPOSE

Is to present to Council a review of the Stellenbosch Municipal Zoning Scheme By-law (2019) (SZSB) and to request permission from Council to, based on the internal review, commence, and undertake a full amendment of the said Stellenbosch Municipal Zoning Scheme By-law in terms of Section 12(1) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) (MSA).

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Following the Land Use Planning law reform process in South Africa the Stellenbosch Municipality adopted and introduced a Stellenbosch Zoning Scheme By-law (SZSB) in 2019.

Since the introduction of the SZSB, several matters have been identified that presents challenges and would necessitate that the subject By-law be updated with improvements, corrections, and additions.

Due to the nature and scope of the required amendments, and the inherent benefits of having the provincial standard draft zoning scheme by-law to adequately address these challenges, it is proposed that this provincial standard draft zoning scheme by-law be used as the foundation to develop a new zoning scheme by-law for Stellenbosch Municipality.

Consequently, the revision and updating of the SZSB is proposed to ensure the delivery of effective and efficient land use planning services and to contribute to economic growth.

13TH CONCIL MEETING: 2023-04-26: ITEM 11.8.1

RESOLVED (nem con)

- (a) that the contents in the report on the internal review of the current Stellenbosch Zoning Scheme By-law (2019) **BE NOTED**;
- (b) that the proposed development of a revised and updated Stellenbosch Zoning Scheme By-law **BE AUTHORISED**; and
- (c) that the provincial standard draft Zoning Scheme By-law be used as the foundation for the development of the revised and updated Stellenbosch Zoning Scheme **BE ADOPTED**.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Stiaan Carstens</i>
POSITION	<i>Senior Manager: Development Management</i>
DIRECTORATE	<i>Planning and Economic Development</i>
CONTACT NUMBERS	<i>021 808 8674</i>
E-MAIL ADDRESS	<i>Stiaan.Carstens@ Stellenbosch.gov.za</i>
REPORT DATE	<i>29 March 2022</i>

11.8.2	APPOINTMENT OF NEW TERM OF OFFICE AND MEMBERS OF THE STELLENBOSCH MUNICIPAL PLANNING TRIBUNAL (SMPT)
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Collaborator No: 747869
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 19 April 2023 & 26 April 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.

13TH CONCIL MEETING: 2023-04-26: ITEM 11.8.2

During deliberations on the matter Cllr M van Stade raised a concern that Annexure A to the report is not attached to the Agenda, whereafter

Speaker **RULED**

that the item be referred back to a next Special or Urgent Council meeting for completeness.

FOR FURTHER DETAILS CONTACT:

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

11.8.3	CONSIDERATION AND APPROVAL OF REPRESENTATIONS ON CLASS 2 – 4 STELLENBOSCH MUNICIPAL BOUNDARY PROPOSALS IN TERMS OF SECTION 26 OF THE LOCAL GOVERNMENT: MUNICIPAL DEMARCATION ACT NO. 27 OF 1998 (MDA) FOR SUBMISSION TO THE MUNICIPAL DEMARCATION BOARD
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Collaborator No: 747908

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 19 April 2023 & 26 April 2023

1. SUBJECT: CONSIDERATION AND APPROVAL OF REPRESENTATIONS ON CLASS 2 – 4 STELLENBOSCH MUNICIPAL BOUNDARY PROPOSALS IN TERMS OF SECTION 26 OF THE LOCAL GOVERNMENT: MUNICIPAL DEMARCATION ACT NO. 27 OF 1998 (MDA) FOR SUBMISSION TO THE MUNICIPAL DEMARCATION BOARD

2. PURPOSE

For Council to:

- (a) Note the information contained in Circular 1 of 2023 regarding the class 2 – 4 Stellenbosch municipal boundary redetermination proposals which the Municipal Demarcation Board intends to consider.
- (b) Support and approve the representations on the proposed Stellenbosch municipal boundary redeterminations for submission to the Municipal Demarcation Board.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Municipal Demarcation Board (MDB) has initiated the process of municipal boundary redetermination and three (3) proposals were submitted from the public – including the municipality – for consideration. Comments and representations on these redetermination proposals are currently open for comment and based on the proposals, the municipality supports the two proposals contained in DEM8250 (Stellenbosch Municipality submission) and DEM 8252 (City of Cape Town submission); and objects to DEM8251 (private submission).

13TH CONCIL MEETING: 2023-04-26: ITEM 11.8.3

During deliberations on the matter, Speaker RULED that this item stands down to obtain the correct amendments. When the meeting returned to this item, bullet points (a) and (c) in the resolution was amended as follows:

RESOLVED (majority vote with 3 abstentions)

- (a) that Council supports and approves the representations provided on the proposed Stellenbosch municipal boundary redetermination (DEMS250) as detailed motivation provided in annexure E;
- (b) that Council supports the representations provided on the proposed Stellenbosch municipal boundary redetermination (DEM8251) and objects to this proposal;
- (c) that Council supports and approves the representations provided on the proposed Stellenbosch municipal boundary redetermination (DEM 8252); and
- (d) that Council approves these submissions for submission to the Municipal Demarcation Board.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Chantel Hauptfleisch</i>
POSITION	<i>Senior Spatial Planner</i>
DIRECTORATE	<i>Planning & Economic Development</i>
CONTACT NUMBERS	<i>021 808 8607</i>
E-MAIL ADDRESS	<i>Chantel.hauptfleisch@ Stellenbosch.gov.za</i>
REPORT DATE	<i>13 April 2023</i>

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11.9	LOCAL ECONOMIC DEVELOPMENT AND TOURISM:(PC: CLLR R DU TOIT)
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NONE

11.10	RURAL MANAGEMENT: (PC: CLLR J WILLIAMS)
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NONE

11.11	MUNICIPAL MANAGER
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11.11.1	REQUEST TO ENTER INTO A SISTER CITY RELATIONSHIP WITH CORAL GABLES – FLORIDA
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

19 April 2023 & 26 April 2023

1. SUBJECT: REQUEST TO ENTER INTO A SISTER CITY RELATIONSHIP WITH CORAL GABLES - FLORIDA

2. PURPOSE OF REPORT

To obtain approval from Council to enter into a Sister City relationship with Coral Gables in Florida.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The City of Coral Gables is known as The City Beautiful, which stands out as a planned community that blends color, details, and the Mediterranean Revival architectural style. Coral Gables is a major employment center, with almost as many people working in the city as residents. The economy is comprised of local and international businesses.

The International Affairs Coordinating Council for the City of Coral Gables, Florida expressed its desire in respect of the establishment and maintenance of a potential Sister City relationship with Stellenbosch Municipality (attached as **ANNEXURE 1**).

The city's primary goal is cultural exchange and to collaborate with other municipalities to advance in safety (public safety, environmental preparedness), IT and other measures. The Council further aim to grow by establishing relationships with other areas globally.

MINUTES

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2023-04-26

However, in order to initiate the process for a potential Sister City relationship between the two governments, a line of communication had to be developed by sending an introductory letter from one Executive Mayor to the other. On 8 August 2022, the Executive Mayor transmitted a letter to Executive Mayor Lago of Coral Gables indicating mutual interest in establishing this Sister City relationship (attached as **ANNEXURE 2**).

13TH CONCIL MEETING: 2023-04-26: ITEM 11.11.1**RESOLVED** (majority vote)

that Council approves the request to enter into a Sister City relationship with Coral Gables.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Geraldine Mettler</i>
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Municipal Manager</i>
CONTACT NUMBERS	<i>021 808 8025</i>
E-MAIL ADDRESS	<i><u>municipal.manager@ Stellenbosch.gov.za</u></i>
REPORT DATE	<i>12 April 2023</i>

11.11.2	CONSIDERATION FOR ADDITIONAL FUNDING OF EXTERNAL BODIES PERFORMING A MUNICIPAL FUNCTION AS PROVIDED BY THE POLICY FUNDING OF BODIES PERFORMING A MUNICIPAL FUNCTION, READ WITH SECTION 80(2) OF THE LOCAL GOVERNMENT SYSTEMS ACT, 32 OF 2000, FINANCIAL YEAR 2022 / 2023: (Local Tourism Organisations)
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

19 April 2023 & 26 April 2023

- SUBJECT: CONSIDERATION FOR ADDITIONAL FUNDING OF EXTERNAL BODIES PERFORMING A MUNICIPAL FUNCTION AS PROVIDED BY THE POLICY FUNDING OF BODIES PERFORMING A MUNICIPAL FUNCTION, READ WITH SECTION 80(2) OF THE LOCAL GOVERNMENT SYSTEMS ACT, 32 OF 2000, FINANCIAL YEAR 2022 / 2023: (Local Tourism Organisations)**

- PURPOSE**

To discuss and consider the amendment to the funding application for the 2022/2023 financial year received from external bodies performing a Municipal function as provided by the Policy for the Funding of External Bodies Performing a Municipal Function, read with Section 80(2) of the Municipal Systems Act No. 32 of 2000, as approved by Council at the Special Council Meeting dated 22 June 2022.

- DELEGATED AUTHORITY**

In terms of Section 7(2) of the Policy relating to External Bodies Performing a Municipal Function of which budget allocation are delegated to the Grants Committee to make recommendations to Council, as approved by Council.

- EXECUTIVE SUMMARY**

In terms of Section 7(2) of the Policy relating to External Bodies Performing a Municipal Function of which budget allocation is delegated to the Grants Committee to make recommendations to Council, as approved by Council.

The following body submitted an additional application to perform the local tourism function for Council for the 2022 / 2023 financial year:

Applicant	2022 / 2023 Funding Approved by Council on 22 June 2022, in Rand Value	2022 / 2023 Total additional Funding Requested
Visit Stellenbosch	3 775 000.00	961 180.00
Dwarsrivier Tourism	<i>(Including funding for Dwarsrivier Tourism Region)</i>	<i>(3 775 000)</i>
Franschhoek Wine Valley Tourism Association	1 940 918.00	1 940 918.00
Total Funding Requested	5 715 918.00	6 677 098.00

Currently, Council allocated the above amount of R5 715 918 to the Local Tourism Organisations (LTO's) for the 2022/23 financial year.

The Directorate: Planning & Economic Development has however received a written application / request dated 23 November 2022, copy attached as **APPENDIX 1**, for additional funding as part of the Municipality's Adjustment Budget Process for the 2022/ 2023 financial year.

13TH CONCIL MEETING: 2023-04-26: ITEM 11.11.2

RESOLVED (majority vote)

that an additional amount of R787 950.00 be allocated to Visit Stellenbosch for the 2022/2023 financial year for the additional projects.

FOR FURTHER DETAILS, CONTACT:

NAME	<i>Lesley van Gensen</i>
POSITION	<i>Manager: Economic Development and Tourism</i>
DIRECTORATE	<i>PLANNING AND ECONOMIC DEVELOPMENT</i>
CONTACT NUMBERS	<i>021 808 8179</i>
E-MAIL ADDRESS	<i><u>Lesley.vangensen@ Stellenbosch.gov.za</u></i>
REPORT DATE	<i>16 March 2023</i>

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11.11.3	ADOPTION OF THE NEW ANTI-FRAUD AND CORRUPTION PREVENTION PLAN 2023/24
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Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

19 April 2023 & 26 April 2023

1. **SUBJECT: ADOPTION OF THE NEW ANTI-FRAUD AND CORRUPTION PREVENTION PLAN 2023/24**2. **PURPOSE**

To adopt the new Anti- Fraud and Corruption Prevention Plan 2023/24.

3. **DELEGATED AUTHORITY**

Council.

4. **EXECUTIVE SUMMARY**

Fraud, corruption, criminal activity, maladministration and/or negligence is an ever-present threat to public resources. Stellenbosch Municipality is committed to a process of ethical governance, fraud risk management and consequence management that is aligned to the principles of the Local Government: Municipal Finance Management Act 56 of 2003, Local Government Systems Act 32 of 2000 and other related legislative, regulatory and policy frameworks.

Stellenbosch Municipality subscribes to principles of good corporate governance underpinned by values of honesty, good ethics, and transparency. This Municipality is therefore committed to creating and nurturing a culture of zero tolerance toward unethical conduct, corruption, and fraud.

13TH CONCIL MEETING: 2023-04-26: ITEM 11.11.3**RESOLVED** (majority vote)

that Council adopts the new Anti-Fraud and Corruption Prevention Plan 2023/2024 which replaces the Anti-Fraud and Corruption Prevention Plan as approved by Council in 2018.

FOR FURTHER DETAILS CONTACT:

NAME	Helena Priem
POSITION	Chief Risk Officer
DIRECTORATE	Municipal Manager
CONTACT NUMBERS	021-8088157
E-MAIL ADDRESS	Helena.priem@ Stellenbosch.gov.za
REPORT DATE	2023 -04-12

12.	CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER
12.1	MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): [CLLR WF PIETERSEN]
12.1.1	CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY ACTOM POWER TRANSFORMERS: JAN MARAIS S/S TRANSFORMER UPGRADES: EXTENSION OF TRANSFORMER STORAGE

Collaborator No: 747955
 IDP KPA Ref No: Good Governance
 Meeting Date: 20 April 2023 & 26 April 2023

1. SUBJECT: CONSIDERATION OF EXPENDITURE INCURRED RELATING TO SERVICES RENDERED BY ACTOM POWER TRANSFORMERS: JAN MARAIS S/S TRANSFORMER UPGRADES: EXTENSION OF TRANSFORMER STORAGE

2. PURPOSE OF REPORT

To provide information regarding the expenditure incurred for investigation by MPAC and to be recommended to and consideration by Council to write-off the expenditure in terms of the MFMA Section 32 (2). The expenditure with regards to the procurement of services for the extension of transformer storage from October 2022 to 11 April 2023 by means of a deviation dated 22 November 2022, which is regarded as irregular because it breached the procurement process.

3. DELEGATED AUTHORITY

Council to write off the expenditure as irregular expenditure due to the breach of the procurement process. The said breach did not impact in any significant way on the essential fairness, equity, transparency, competitiveness, or cost effectiveness, for the payment Actom Power Transformers.

4. EXECUTIVE SUMMARY

Electrical services department initiated a tender process to procure two 20MVA Transformers for the replacement and upgrade of the transformers at Jan Marais Substation, Jonkershoek area. This was needed to increased power demands and system improvements. This was done under Bid B/SM 101/20, known as Package A in this document and the tender was awarded to Actom Power Transformers in Johannesburg for design and construction and three months free storage. The Transformers were constructed and completed in November 2021 and stored after completion of Factory Acceptance testing.

Three months storage at no cost was included in the B/SM 101/20 Bid. This storage period expired at the end of March 2022. An initial extension was estimated for a further 6 months. A variation process was initiated by Mr. L De Lange Manager: Operations and Maintenance to extend storage for the initial 6 months with the manufacturer which came to an end in September 2022. This variation was approved by BAC.

A deviation, **ANNEXURE A** was prepared by Mr. L De Lange Manager: Operations and Maintenance dated 22 November 2022. This deviation served at a BAC on 13 December 2022. Also find attached the outcome of that BAC, minutes of the BAC is attached, **ANNEXURE B**. The deviation was not approved by the BAC, as the transformers was already at storage from October 2022 and the deviation only reached the BAC in December 2022. The BAC indicated that the expenditure must be reported to MPAC as there was no approval in place and this cost is deemed to be irregular expenditure.

Whilst the Department was finalizing the administrative process the service to continue without an official order number.

As result of this irregular expenditure the Department will introduce various corrective measures such as consequence management, training of staff and Standard Operating Procedures (SOPs).

As result of this irregular expenditure the Department will introduce various corrective measures such as consequence management, training of staff and Standard Operating Procedures (SOPs).

13TH CONCIL MEETING: 2023-04-26: ITEM 12.1.1

RESOLVED (majority vote)

- (a) that Council takes note of the circumstances as provided in the report;
- (b) that Council certifies the irregular expenditure to the amount of R 693 277.50 (including VAT) as irrecoverable; and
- (c) that Council writes off the irregular expenditure as irrecoverable in terms of the MFMA Section 32(2).

FOR FURTHER DETAILS CONTACT:

NAME	<i>Preshane Chandaka</i>
POSITION	<i>Director: Infrastructure Services</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	<i>021 808 8213</i>
E-MAIL ADDRESS	<i><u>Shane.Chandaka@ Stellenbosch.gov.za</u></i>
REPORT DATE	<i>2023/04/11</i>

13.	REPORTS BY THE MUNICIPAL MANAGER
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13.1	FILLING OF VACANCY ON MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) AND OVERSIGHT COMMITTEE
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good governance and Compliance

26 April 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.

A vacancy has occurred due to the untimely passing of Councillor Ansaaf Crombie on 7 March 2023, 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.

13TH CONCIL MEETING: 2023-04-26: ITEM 13.1

RESOLVED (majority vote with 3 abstentions)

that Councillor Siegfried Schäfer be appointed to fill the vacancy of the MPAC and Oversight Committee.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Municipal Manager
CONTACT NUMBERS	021 808-8025
E-MAIL ADDRESS	municipal.manager@ Stellenbosch.gov.za
REPORT DATE	12 April 2023

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

IDP KPA Ref No:

Good governance and Compliance

Meeting Date:

26 April 2023

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

2. PURPOSE OF REPORT

To amend the approval of the Directors who will act as Municipal Manager when the Municipal Manager is not available.

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

The arrangements must from time-to-time be reviewed given that changes take place in the staff structure and the incumbents. This is a review of the approved arrangements from 1 April 2023 given that a new Senior Manager has been appointed in Financial Services.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Council approved the Directors to act as Municipal Manager when the Municipal Manager is not available on 24 August 2022. Council also approved the acting arrangements for section 56 Managers when they are not available on the same date. It is good practise to review these arrangements on a regular basis as circumstances change.

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

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

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

There have been several changes to these rosters approved in August 2022 and the acting arrangements are therefore indicated below.

13TH CONCIL MEETING: 2023-04-26: ITEM 13.2**RESOLVED** (nem con)

- (a) that the acting arrangements approved on 24 August 2022 be amended as follows:

The following Directors be appointed to act as Municipal Manager if the Municipal Manager is not available:

November – December : Financial Services (CFO)
 January - February : Corporate Services
 March - April : Infrastructure Services
 May -June : Planning and Economic Development
 July - August : Community and Protection Services
 September : Financial Services (CFO)
 October : Corporate Services

- (b) that the Director next on the rotation schedule acts when the relevant Director is not available as per the schedule.
- (c) that an acting allowance be paid in terms of the approved acting Policy if the Director acted for 10 consecutive days or longer; and
- (d) that the following Managers act as Acting Section 56 Managers for the periods indicated in the different Directorates respectively:

SECTION 56 POST	PERSON ACTING	POST OF ACTING INCUMBENT	ACTING PERIOD APPROVED
DIRECTOR: CORPORATE SERVICES: ANNALENE DE BEER			
	Alexander Kannemeyer	Senior Manager: Human Resources	January; May; July; September;
	Mervin Williams	Senior Manager: Legal Services	February March June December
	Regan Mooideen	Senior Manager: ICT	April August October November
DIRECTOR: INFRASTRUCTURE SERVICES: SHANE CHANDAKA			
	Myra Francis	Senior Manager: Development Services, Assets Management and Systems and Project Management Unit	December; January; June; July
	Nombulelo Zwane	Senior Manager: Electrical Services	February; March; August; September
	Johan Fullard	Senior Manager: Transport, Roads & Stormwater	April; May; October; November

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DIRECTOR: PLANNING AND ECONOMIC DEVELOPMENT: ANTHONY BARNES			
	Johru Robyn	Manager: Informal Settlements	December January; February; October
	Craig Alexander	Senior Manager: Development Planning	March; April; May November
	Stiaan Carstens	Senior Manager: Development Management	June July August September
DIRECTOR: FINANCIAL SERVICES (CFO): KEVIN CAROLUS			
	Monique Steyl	Senior Manager: Financial Management Services	January; February; July; October.
	Dalleel Jacobs	Senior Manager: Supply Chain Management	March; June; August; September.
	Henry Mitchell	Senior Manager: Revenue and Expenditure	April; May; November; December.
DIRECTOR: PROTECTION AND COMMUNITY SERVICES: GARY BOSHOFF			
	Albert van der Merwe	Senior Manager:	January; March; April; July; September; November
	Charl Kitching	Senior Manager:	February; May; June; August; October; December

- (e) that the acting allowance be paid to acting section 56 manager is line with the Acting Policy approved by Council.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Municipal Manager
CONTACT NUMBERS	021 808-8025
E-MAIL ADDRESS	municipal.manager@ Stellenbosch.gov.za
REPORT DATE	20 April 2023

14.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER
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14.1	MOTION BY COUNCILLOR C NOBLE OF THE GOOD PARTY: MUNICIPAL MANAGER TO SUBMIT A REPORT ON THE PUBLIC PROTECTOR'S REPORT
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A Notice of a Motion, dated 2023-04-04, was received from Councillor C Noble: The Municipal Manager to submit a report on the Public Protector's Report.

Ruling by the Speaker to follow.

13TH CONCIL MEETING: 2023-04-26: ITEM 14.1

Speaker drew Councillors' attention to the High Court Ruling on the Public Protector's Report which states that "*the report is unconstitutional, invalid and unlawful and is reviewed and set aside*".

The Speaker also referred to Item numbers LEG 15 – LEG 19 on page 208 and 209 of the Systems of Delegations indicating the Council approved delegations regarding who may institute or defend legal matters whereafter

the Speaker **RULED**

that this Motion be denied, based on the High Court Ruling on the Public Protector's Report.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Municipal Manager
CONTACT NUMBERS	021 808-8025
E-MAIL ADDRESS	municipal.manager@ Stellenbosch.gov.za
REPORT DATE	April 2023

15.	CONSIDERATION OF URGENT MOTIONS
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NONE

16.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

17.	REPORTS SUBMITTED BY THE SPEAKER
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NONE

18.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

19.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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SEE PINK DOCUMENTATION

The meeting adjourned at 12:35.

CHAIRPERSON:

DATE:

Confirmed on with/without amendments

8.	STATUTORY MATTERS
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8.1	ADOPTION OF THE 1ST REVIEW OF THE 5TH GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027
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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 1ST REVIEW OF THE 5TH GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027

2. PURPOSE

To submit the following to the Council for adoption:

- (a) The 1st Review of the 5th 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 1st Review of the 5th 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 1st Review of the 5th 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 1st Review of the 5th 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.

5. RECOMMENDATIONS

- (a) that the Stellenbosch Municipality's 1st Review of the 5th Generation IDP 2022 – 2027, attached as **ANNEXURE A**, be adopted;
- (b) that the public participation inputs and written submissions on the Draft 1st Review of the 5th 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 1st Review of the 5th Generation IDP 2022 – 2027 has been adopted by the Council.

6. DISCUSSION**6.1 Background**

In terms of the provisions of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA), each council must review its Integrated Development Plan in accordance with an assessment of its performance measurements in terms of Section 41 of the MSA and to the extent the changing circumstances so demand.

The key dates for the IDP review process form part of the integrated SDF / IDP / Budget Time Schedule approved by the Council in August 2022 to guide the planning and development of the 1st Review of the 5th Generation IDP 2022 – 2027.

The following processes were followed in accordance with the Time Schedule:

Date	Action(s)
July / August 2022	- Approval of the Spatial Development Framework (SDF) / Integrated Development Plan (IDP) / Budget Time Schedule / Process Plan for 2023/24.
September – November 2022	<ul style="list-style-type: none"> - The IDP public participation period was from 07 – 28 September 2022. - The hybrid public participation meetings were held from 19 – 22 September 2022. - The online stakeholder engagement was held on 27 September 2022. - An electronic written submission form was created on the municipal website for the community and stakeholders to provide input into the 1st Review of the 5th Generation IDP 2022 – 2027. This website link (URL) was shared via Facebook, Twitter, WhatsApp and the Stellenbosch Citizen App. - Hard copies of the submission form were also made available at all libraries and ward offices. - An all-ward councillor session was held on 7 October 2022, for the reprioritisation of ward priorities for the 2023/24 financial year taking into account the community inputs as baseline information for the reprioritisation of ward priorities.
December 2022 – February 2023	<ul style="list-style-type: none"> - Departmental sessions were held to review the IDP deliverables and targets set for the period 2022 – 2027. - An Indaba 2 Engagement was attended on 7 February 2023 to provide the opportunity to the municipality to engage Western Cape Government (WCG) departments on planning priorities, service delivery challenges and WCG-planned projects / programmes. - Management held a strategic session on 15 – 16 February 2023 to consider the external and internal analysis and strategies around the 5-year development priorities and operational strategies (programmes / projects / activities and actions).

Date	Action(s)
March – May 2023	<ul style="list-style-type: none"> - MayCo and Council considered the Draft 1st Review of the 5th Generation IDP 2022 – 2027 for the purpose of obtaining public input and comments. - The IDP and Budget public participation period has commenced on Monday, 3 April – Tuesday, 25 April 2023. - A virtual Stakeholder Engagement was held on 20 April 2023 to provide feedback on major projects / programmes/ initiatives. - The closing date for the IDP and Budget submission was 25 April 2023. - Consultation and refinement of SDF, IDP and Budget documents. - Adoption of final IDP, Budget, Tariffs and budget-related policies. - Submission of the adopted IDP to the Provincial Government and other role-players.

6.2 Financial Implications

The IDP and the Budget have been aligned, taking into account ward priorities and public needs identified through the public participation engagements outlined above.

6.3 Legal Implications

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

Section 25(1):

The municipal council must, within a prescribed period after the start of its elected term, adopt a single, inclusive and strategic plan for the development of the municipality which—

- links, integrates and co-ordinates plans and takes into account proposals for the development of the municipality;
- aligns the resources and capacity of the municipality with the implementation of the plan;
- forms the policy framework and general basis on which annual budgets must be based;
- complies with the provisions of this Chapter; and
- is compatible with national and provincial development plans and planning requirements binding on the municipality in terms of legislation.

Section 26:

An integrated development plan must reflect -

- the municipal council's vision for the long-term development of the municipality with special emphasis on the municipality's most critical development and internal transformation needs;
- an assessment of the existing level of development in the municipality, which must include an identification of communities which do not have access to basic municipal services;
- the council's development priorities and objectives for its elected term, including its local economic development aims and its internal transformation needs;

-
- (d) the council's development strategies which must be aligned with any national or provincial sectoral plans and planning requirements binding on the municipality in terms of legislation;
 - (e) a spatial development framework which must include the provision of basic guidelines for a land use management system for the municipality;
 - (f) the council's operational strategies;
 - (g) applicable disaster management plans;
 - (h) a financial plan, which must include a budget projection for at least the next three years; and
 - (i) the key performance indicators and performance targets determined in terms of section 41.

Section 34:**“Annual review and amendment of the integrated development plan**

A 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; and
- (a) may amend its integrated development plan in accordance with a prescribed process.”

Section 35(1):

An integrated development plan adopted by the council of a municipality—

- (a) is the principal strategic planning instrument which guides and informs all planning and development, and all decisions with regard to planning, management and development, in the municipality;
- (b) binds the municipality in the exercise of its executive authority, except to the extent of any inconsistency between a municipality's integrated development plan and national or provincial legislation, in which case such legislation prevails; and
- (c) binds all other persons to the extent that those parts of the integrated development plan that impose duties or affect the rights of those persons have been passed as a by-law.

Section 36:

A municipality must give effect to its integrated development plan and conduct its affairs in a manner that is consistent with its integrated development plan.

The 2nd Review of the 5th Generation IDP 2022 – 2027 will be compiled during the 2023/24 financial year.

6.4 Staff Implications

This report has no additional staff implications for the Municipality.

6.5 Risk Implication

This report has no direct risk implications for the Municipality.

6.6 Previous/Relevant Council Resolutions

- Item 8.2 of the 5th Council Meeting held on 25 May 2022. “*Adoption of the 5th Generation Integrated Development Plan (IDP) 2022 - 2027*”; and
- Item 8.2 of the 12th Council Meeting held on 29 March 2023. “*Approval of the Draft 1st Review of the 5th Generation IDP 2022 - 2027*”.

6.7 Comments from Senior Management**6.7.1 Director: Community and Protection Services**

Supported

6.7.2 Chief Financial Officer

Supported

6.7.3 Director: Infrastructure Services

Supported

6.7.4 Director: Corporate Services

Supported

6.7.5 Director: Planning and Economic Development

Supported

6.7.6 Comments from the Municipal Manager

Supported

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 6.1

- (a) that the Stellenbosch Municipality’s 1st Review of the 5th Generation IDP 2022 – 2027, attached as **ANNEXURE A**, be adopted;
- (b) that the public participation inputs and written submissions on the Draft 1st Review of the 5th 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 1st Review of the 5th Generation IDP 2022 – 2027 has been adopted by the Council.

ANNEXURES

Annexure A: 1st Review of the 5th Generation IDP 2022 – 2027

Annexure B: Public comments received on the Draft 1st Review of the 5th Generation IDP 2022 – 2027 and Draft MTREF (Budget) 2023 – 2026

ANNEXURE A



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5th GENERATION

Integrated Development Plan (IDP) 2022 – 2027

As prescribed by Section 34(a) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA)

1st Review
May 2023



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

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Contents Revisions

Section	Revisions made during the review process
List of Acronyms	Reviewed
Foreword by the Executive Mayor	The Foreword of the Executive Mayor was reviewed to take into account changes in the social, political and economic conditions.
Overview by the Municipal Manager	The Foreword of the Municipal Manager was reviewed to take into account changes in the social, political and economic conditions.
Chapter 1: Governance and Institutional Arrangements	Chapter 1 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 2: State of the Greater Stellenbosch Area	Chapter 2 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 3: Strategic Policy Context	Chapter 3 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 4: Spatial Development Framework	Chapter 4 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 5: Performance Summary of the 5 th Generation IDP 2022 - 2027	Chapter 5 was added to reflect on the performance of the implementation of the 1 st year of the 5 th Generation IDP 2022 -2027.
Chapter 6: One Plan: Service Delivery, Budget, Programmes and Projects	Chapter 6 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 7: Sector Plans and Implementation	Chapter 7 was reviewed and updated where necessary considering the Municipality's changing circumstances.
Chapter 8: Council Term Projects 2022 – 2027	Chapter 8 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 9: Public Interest and Expression of Needs	Chapter 9 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 10: Financial Plan	Chapter 10 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 11: Organisational Scorecard (5-YEARS)	Chapter 11 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 12: Implementation, Monitoring and Review (1-YEAR)	Chapter 12 was reviewed and updated where necessary considering the municipality's changing circumstances.

LIST OF ABBREVIATIONS AND ACRONYMS

Abbreviation / Acronyms	Description	Abbreviation / Acronyms	Description
AQMP	Air Quality Management Plan	LUMS	Land Use Management System
CBD	Central Business District	LUPA	Land Use Planning Act
CBO	Community-Based Organisation	MAYCO	Mayoral Committee
CITP	Comprehensive Integrated Transport Plan	MDG	Millennium Development Goal
CoCT	City of Cape Town	MDGs	Millennium Development Goals
CRR	Capital Replacement Reserve	MEC	Member of the Executive Council
CSP	Community, Social and Personal Services	MFMA	Local Government: Municipal Financial Management Act, 2003 (Act No. 56 of 2003)
CWDM	Cape Winelands District Municipality	MOU	Memorandum of Understanding
DBSA	Development Bank of South Africa	MSA	Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000)
DCoG	Department of Cooperative Governance	MTREF	Medium-Term Revenue and Expenditure Framework
DEADP	Department of Environmental Affairs and Development Planning	MTSF	Medium-Term Strategic Framework
DGDS	District Growth and Development Strategy	NDP	National Development Plan
DLG	Department Local Government	NGO	Non-Governmental Organisation
DMA	Disaster Management Act, 2002 (Act No. 57 of 2002)	NGP	New Growth Path
DoRA	Division of Revenue Act	NHDP	Neighbourhood Development Plan
DTPW	Department of Transport and Public Works	NMT	Non-motorised Transport
du/ha	Dwelling units per hectare	NPO	Non-Profit Organisation
DWAF	Department of Water and Sanitation (previously Department of Water Affairs and Forestry)	NSDP	National Spatial Development Perspective
ECD	Early Childhood Development	PEA	Potentially Economically Active
EDA	Economic Development Agency	PGWC	Provincial Government of the Western Cape
EPWP	Expanded Public Works Programme	PMS	Performance Management System
FLISP	Finance Linked Individual Subsidy Programme	PMS	Performance Management System
FPSU	Farmer Production Support Unit	POE	Portfolio of Evidence
GCM	Greater Cape Metro	PSDF	Provincial Spatial Development Framework
GDP	Gross Domestic Product	PSTP	Provincial Sustainable Transport Programme
GDP-R	Gross Domestic Product in Rand	RAP	Rural Area Plan
GGP	Gross Geographic Product	RSIF	Regional Spatial Implementation Framework
GIS	Geographic Information System	SALGA	South African Local Government Association
GRAP	Generally-Recognised Accounting Practices	SAMWU	South African Municipal Workers Union
GVA-R	Gross Value-Added in Rand	SANBI	South African National Biodiversity Institute
HDI	Human Development Index	SAPS	South African Police Service
HIV/AIDS	Human Immunodeficiency Virus/Acquired Immune Deficiency Syndrome	SDBIP	Service Delivery and Budget Implementation Plan
HR	Human Resources	SDF	Spatial Development Framework
IDP	Integrated Development Plan	SITT	Stellenbosch Infrastructure Task Team
IHS	Integrated Human Settlements	SLA	Service Level Agreement
IHSP	Integrated Human Settlement Plan	SM	Stellenbosch Municipality

Abbreviation / Acronyms	Description	Abbreviation / Acronyms	Description
IIC	Infrastructure Innovation Committee	SMME	Small Medium and Micro Enterprises
I-MAP	Implementation Plan	SOE	State-Owned Enterprises
IMATU	Independent Municipal Allied Trade Union	SOP	Standard Operating Procedure
IMESA	Institute for Municipal Engineers South Africa ITP Integrated Transport Plan	SPLUMA	Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013)
IPC	Integrated Planning Committee	SU	Stellenbosch University
IRDP	Integrated Residential Development Programme	UDS	Urban Development Strategy
ISC	Integrated Steering Committee	UISP	Upgrading of Informal Settlements Programme
IWMP	Integrated Waste Management Plan	US	University of Stellenbosch
JPI	Joint Planning Initiative	WCDSP	Western Cape Draft Strategic Plan
KPA	Key Performance Area	WCG	Western Cape Government
KPI	Key Performance Indicator	WDM	Water Demand Management
LED	Local Economic Development	WESGRO	Western Cape Tourism, Trade and Investment Promotion Agency
LEO	Law Enforcement Officer	WSA	Water Service Authority
LGMTEC	Local Government MTEC	WSDP	Water Services Development Plan
LHA	Lanquedoc Housing Association	WtE	Waste to Energy
LM	Local Municipality	WWTW	Wastewater Treatment Works



Integrated Development Plan for 2022 – 2027

Compiled in terms of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000)

The Integrated Development Plan is the municipality's principal five-year strategic plan that deals with the most critical development needs of the municipal area (external focus) and the organisation's most critical governance needs (internal focus).

The Integrated Development Plan –

- ✦ is adopted by the council within one year after a municipal election and remains in force for the council's elected term (five years);
- ✦ is drafted and reviewed annually in consultation with the local community as well as interested organs of state and other role players;
- ✦ guides and informs all planning and development, and all decisions concerning planning, management and development;
- ✦ forms the framework and basis for the municipality's medium-term expenditure framework, annual budgets and performance management system; and
- ✦ seeks to promote integration by balancing the economic, ecological and social pillars of sustainability without compromising the institutional capacity required in the implementation, and by coordinating actions across sectors and spheres of government.

STRATEGIC OVERVIEW

Vision, Mission and Values



Foreword by the Executive Mayor



Cllr Adv Gesie van Deventer
Executive Mayor

This 1st review of the 5th Generation Integrated Development Plan (IDP) covers the Stellenbosch Municipality's plans for the new five-year term and an evaluation of where we are at and what still needs to be done. The past few years have seen the municipality achieve and, in many instances, exceed its goals and targets, overcoming many challenges in the process.

Our strategy is to implement practical solutions, deliver excellent services to all our residents, focus on economic and social development, and further strengthen our track record of good governance practices and sound financial management.

For me, this IDP is personal. It is not just a document. It is not just a report. It goes to the heart of what the Stellenbosch Council and the municipality is planning, doing, and achieving. It describes in detail what we as a government are planning and

practically implementing to ensure that we create a clean, safe, and stable environment that attracts investment and jobs, stimulates economic growth, and lifts people out of poverty.

Local government remains the closest government body to our residents and communities, and as councillors, we were elected to serve the needs of our various communities or the so-called 14 "dorpies". For me, it is vitally important that we aim to serve all our communities from all of these "dorpies" equitably and sustainably.

The importance of public participation in the IDP and Budget processes cannot be overstated. We are fortunate in Stellenbosch that our residents have used this platform to engage the municipality on their relevant needs and priorities. This greatly assists the municipality in planning accordingly and ensuring sustainable growth throughout the municipal area (WC024).

It further allows us, as a municipality, to continuously plan ahead, work diligently, and deliver the services we are responsible for. The IDP creates the framework for the municipality to fulfil its mandate and apply its budget.

Here are some of the IDP deliverables planned and linked to my Mayoral Outcomes for the 2023/24 financial year:

- ✚ The payment of 90% of SMMEs invoices within 14 days after receipt of an invoice;
- ✚ The installation of standpipes in informal settlements and the construction of ablution facilities;
- ✚ The review of the Economic Development Strategy;
- ✚ The Review the Tourism Development Policy;
- ✚ Review the Municipal Agricultural Land Policy ;
- ✚ The further allocation of two municipal agricultural land units to emerging farmers per financial year;
- ✚ To obtain development rights on Erf 7001, Cloetesville to establish GAP housing;
- ✚ Finalisation of the sub-division plans for Jamestown (Phases 2 and 3);
- ✚ Obtain development rights for mixed-use development for Jamestown Phase 4;
- ✚ To obtain development rights for Kayamandi Town Centre upgrades;
- ✚ To obtain development rights for township establishment for Erf 64, Kylemore and spend 90% of the allocated annual capital budget;
- ✚ Transferring approximately 300 title deeds to approved beneficiaries;

- ⬇ Review the Integrated Zoning Scheme By-Law;
- ⬇ Development of 2 out of 10 Local Spatial Development Frameworks out of the 10 small towns for the 2023/24 financial year;
- ⬇ Conduct Transport Studies for the Adam Tas Corridor (ATC);
- ⬇ Facilitation of 23 ward-based community safety engagements;
- ⬇ Spending of the annual allocated Capital Budget on CCTV cameras and equipment for the Traffic and Law Enforcement Departments;
- ⬇ Spend 90% of the Registered Neighbourhood Watches' annual budget
- ⬇ Establish a new cell at the Stellenbosch Landfill Site.

Of course, there are many other key priorities identified for this term. These include, as always, ensuring an efficient and effective local government service that is accountable and responsive. We have a zero-tolerance approach to corruption and have proven over and over that we will always act when the need arises.

Running a clean and transparent government where we ensure that every cent of public funds is spent on improving services, maintenance, upgrades, and development is also non-negotiable.

We are making good progress on our plans to co-generate electricity to protect our communities from the terrible effects of load shedding. Solar panels have been put up on city property, a record number of private small-scale embedded generation (SSEG) applications are received and approved weekly, and our scientific feasibility study will soon be presented to the Council. This co-generating plan will be open for public participation, and I encourage all stakeholders to provide input.

The burning issue of housing for our residents in all categories remains of utmost importance. All categories, from rental stock to BNG and GAP housing to upgrades of informal settlements and mixed-use developments, continue to receive attention. Although housing is not a municipal competency and we rely on the budget provided to us by the national and provincial governments, we will continue to provide as many housing opportunities as possible with limited resources.

I want to thank the Deputy Mayor, Councillor Jeremy Fasser; the members of my Mayoral Committee; all our Councillors; and the Municipal Manager and Administration, who have drafted this updated roadmap for the future. We are, as always, committed to sticking to this roadmap in realising our vision of becoming a Valley of Opportunity and Innovation for all who live here.

We remain committed to doing everything we can to create opportunities for all our residents, and this document is a meaningful symbol of that.

CLLR ADV GESIE VAN DEVENTER
EXECUTIVE MAYOR

Overview by the Municipal Manager



Geraldine Mettler
Municipal Manager

As a local government, I am proud that the Stellenbosch Municipality has continued delivering basic services despite immense pressure and uncertainty. We have shown that we can adapt and respond to new realities in an ever-changing, dynamic world. We have learned valuable lessons that will serve us well in the future. We have proven to be a resilient organisation and a capable local government that can deliver on our mandate even under the most trying circumstances.

This plan provides a focussed set of objectives to ensure that public funds are channelled to the programmes and projects that deliver the most benefit for the public as equitably as possible. For this reason, the inputs we receive from our communities form the backbone of the entire IDP and budgeting processes; as such, new and innovative ways of communicating with our residents are always needed.

Residents have many ways to talk to us about the IDP and what is important to them in their ward. The Stellenbosch Citizen App, interactive pages on our municipal website, emails, a dedicated WhatsApp line, social media platforms, and traditional written submissions became important tools to engage with communities. These tools, together with community meetings across the entire municipal area, provided residents with ample opportunity to be part of the IDP and Budget processes.

The IDP is our roadmap for where we are and where we want to be. It helps us to evaluate community needs, identify ward priorities, and recommit to our strategic objectives. The IDP in turn informs the municipal budget. If we can't identify a need and provide a practical plan to address it, we simply cannot budget for it. It is therefore critical for us to reach as many residents as possible. We are serious when we say we want people to be part of the decision-making process by having their say! The projects, programmes, and initiatives outlined in this document will be executed with effective performance management and dedicated leadership.

There are various key priorities that I have highlighted for the Administration to focus on as part of the 5th Generation IDP. These include:

- ✚ E-governance (SMART CITY);
- ✚ Bulk infrastructure upgrades to ensure sufficient bulk capacity, critically important for economic development;
- ✚ Critical road infrastructure upgrades from a safety and development point of view;
- ✚ Clean, green electricity generation to ensure economic sustainability;
- ✚ Financial viability and sustainability through long-term financial planning and prudent financial management;
- ✚ A zero-tolerance approach to corruption;
- ✚ Focus on social and gap housing to help backyarders and to give as many people as possible the chance to live in a dignified way;
- ✚ Finalising the Inclusionary Housing Policy to enable developers to assist with housing provision, especially in the gap market;
- ✚ Continuing with wealth creation through our title deed programme;
- ✚ The Adam Tas Corridor development - an excellent private-public partnership for sustainable urban development and inclusive growth;

- 📌 Improvements to business processes in our Planning Department;
- 📌 Establishment of a land invasion unit; and
- 📌 Continuing to improve a safer environment, through adding to our existing cameras and surveillance networks as well as supporting and creating more neighbourhood watches.

What we have achieved in the municipality is because of our commitment to working together, good governance practices, transparency, and organisational stability. The fiscal discipline, operational restraint, and sound corporate governance have positioned the municipality to be able to resiliently weather any storm.

Our ability to partner effectively with industry, investors, residents, and community organisations continues to strengthen. I thank all our partners and stakeholders for the role they have played in recent times. I know that the opportunities for stronger partnerships and more collaboration during the period of implementation of this new IDP will grow.

I want to thank our Executive Mayor, Mayoral Committee, Councillors, and my Directors for guiding this ship and for their immense contributions to making our administration work better for all residents of our municipal area.

Together with the residents and stakeholders of the Stellenbosch Municipality, we can make our towns a place of excellence and opportunity for all.

GERALDINE METTLER
MUNICIPAL MANAGER

CHAPTER 1:

Governance and Institutional Arrangements

1.1 Integrated Development Planning

The Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) mandates South African municipalities to formulate a five-year Integrated Development Plan (IDP) to inform the municipal budget and guide all development within the municipal area. The IDP is considered the municipality's principal strategic plan that deals with the most critical development needs of the municipal area as well as the most critical governance needs of the organisation.

As the principal planning instrument that guides and informs the municipal budget, the planning process has to provide a forum for identifying, unpacking and resolving the real issues that face the residents of Stellenbosch Municipality. Identifying these issues in consultation with communities makes it possible for the municipality to propose realistic and workable solutions that can be budgeted for, implemented and monitored in a controlled environment. These issues may be over-arching issues that affect the whole municipality or may only affect specific communities. It is therefore crucially important that the IDP be developed after the completion of a public participation process in which community stakeholders were thoroughly consulted. The plan is also developed in partnership with the provincial and national governments as well as the district municipality.

At the heart of the IDP lies the improvement in the provision of basic municipal services and expanding livelihood opportunities for the people of the Stellenbosch Municipality. The IDP also focuses on expanding and transforming municipal capacity, enterprise development and crucially, exploring new ways of working and living together. This is especially relevant in an ever-changing environment.

1.2 Compilation and Legal Status of the 5th Generation IDP 2022 – 2027

SECTION 35(1) OF THE MSA

An IDP is adopted by the council of a municipality:

- (a) is the principal strategic planning instrument which guides and informs all planning and development, and all decisions with regard to planning, management and development, in the municipality;
- (b) binds the municipality in the exercise of its executive authority, except to the extent of any inconsistency between a municipality's integrated development plan and national or provincial legislation, in which case such legislation prevails; and
- (c) binds all other persons to the extent that those parts of the integrated development plan that impose duties or affect the rights of those persons have been passed as a by-law.

CHAPTER 5 AND SECTION 26 OF THE MSA

Core components of IDPs: An integrated development plan must reflect-

- (a) The municipal council's vision for the long-term development of the municipality with special emphasis on the municipality's most critical development and internal transformation needs;
- (b) An assessment of the existing level of development in the municipality, which must include an identification of communities which do not have access to basic municipal services;
- (c) The council's development priorities and objectives for its elected term, including its local economic development aims and its internal transformation needs;
- (d) The council's development strategies which must be aligned with any national and provincial sectoral plans and planning requirements binding on the municipality in terms of legislation;
- (e) A spatial development framework which must include the provision of basic guidelines for a land-use management system for the municipality;
- (f) The council's operational strategies;
- (g) Applicable disaster management plans;
- (h) A financial plan, which must include a budget projection for at least the next three years; and
- (i) The key performance indicators and performance targets determined in terms of section 41.

The IDP is informed by a leadership agenda – as contained in national and provincial policy documents – as well as the needs of local citizens and public, private and community organisations. It directs and is informed by different aspects of the municipality's work, including how the municipality is structured politically and administratively, the municipal budget, the sector plans and service delivery and budget implementation plans of different municipal services, and how the municipality manages its performance.

The 1st Review of the 5th Generation IDP 2022 – 2027 outlines the following chapters:

- Chapter 1: Governance and Institutional Arrangements;
- Chapter 2: State of the Greater Stellenbosch Area;
- Chapter 3: The Strategic Policy Context;
- Chapter 4: Spatial Development Framework;
- Chapter 5: Performance Summary of the 5th Generation IDP 2022 – 2027;
- Chapter 6: One Plan: Service Delivery, Budget, Programme and Projects;
- Chapter 7: Sector Planning and Implementation;
- Chapter 8: Council Term Projects 2022 – 2027;
- Chapter 9: Public Interest and Expression of Needs (Community Participation);
- Chapter 10: Financial Plan;
- Chapter 11: Organisational Scorecard (5 Years); and
- Chapter 12: Implementation, Monitoring and Review (1- year).

1.3 Relationship between the IDP, Budget, Performance Management and Risk Management

The IDP Process, together with the performance management process, should be seamlessly integrated, where the IDP ensures that the planning stage for performance management occurs and performance management fulfils the implementation, monitoring and evaluation of the IDP process. This is prescribed according to the Performance Management Guide for Municipalities, DPLG, 2001.

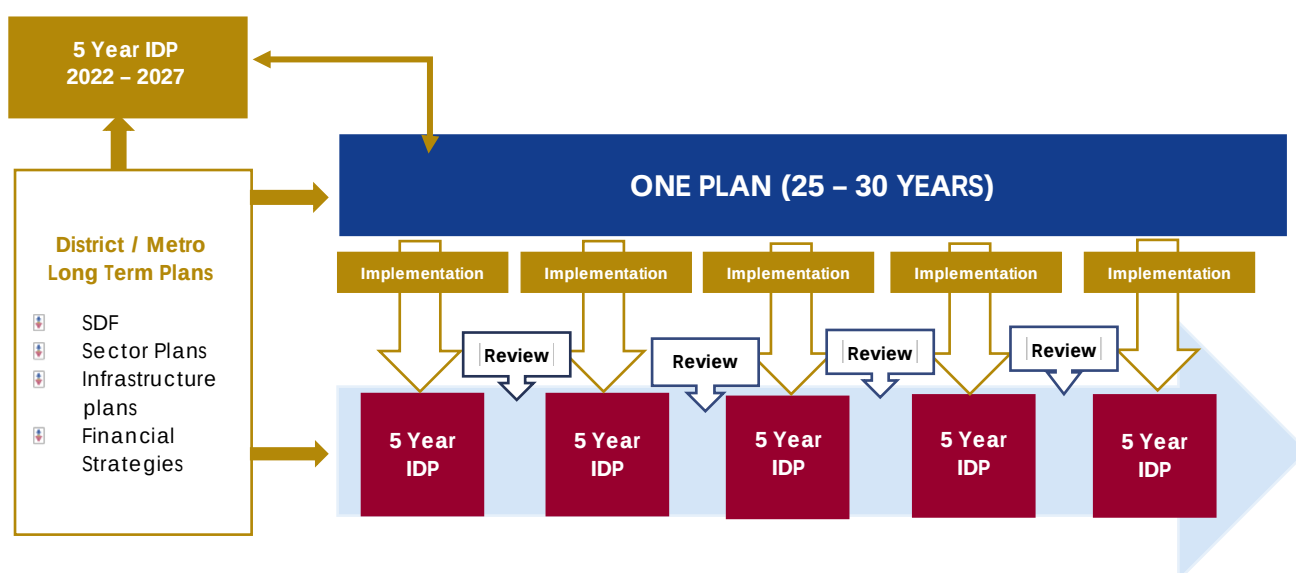
The role of the Budget is to attach money to the objectives that are contained in the IDP and the Budget gets monitored through the Service Delivery Budget Implementation Plan (SDBIP). The IDP, therefore, provides the strategic direction for the municipality, whereas the Budget should ensure the implementation of the IDP.

Risk Management is one of management's core responsibilities according to section 62 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) and is an integral part of the internal processes of a municipality. It is a systematic process to identify, evaluate and address risks continuously before such risks can impact negatively the service delivery capacity of the Stellenbosch Municipality. Risk management provides reasonable assurance that the institution will be successful in achieving its goals and objectives.

1.4 Relationship between the IDP and One Plan

The One Plan does not replace the Integrated Development Plan (IDP) of the municipality as the "single, inclusive and strategic plan for the development of the municipality". It is envisaged that the One Plan will strengthen and enhance the IDP and other plans of the municipalities. It is foreseen to provide greater certainty and direction for the IDP. During the development of the One Plan, the IDP informed the One Plan. However, after approval of the One Plan, the IDP will be directed by the strategies and priorities outlined in the One Plan. In this regard, the IDP will be the vehicle through which implementation of the One Plan will happen at the local government level.

Figure 1: Relationship between One Plan and IDP



1.5 The IDP and Ward Plans

The **twenty - three (23)** ward plans include:

- ✚ A consensus on priorities for the relevant ward(s);
- ✚ An implementation plan; and
- ✚ The capital budget is available for the relevant wards, including the small capital budget.

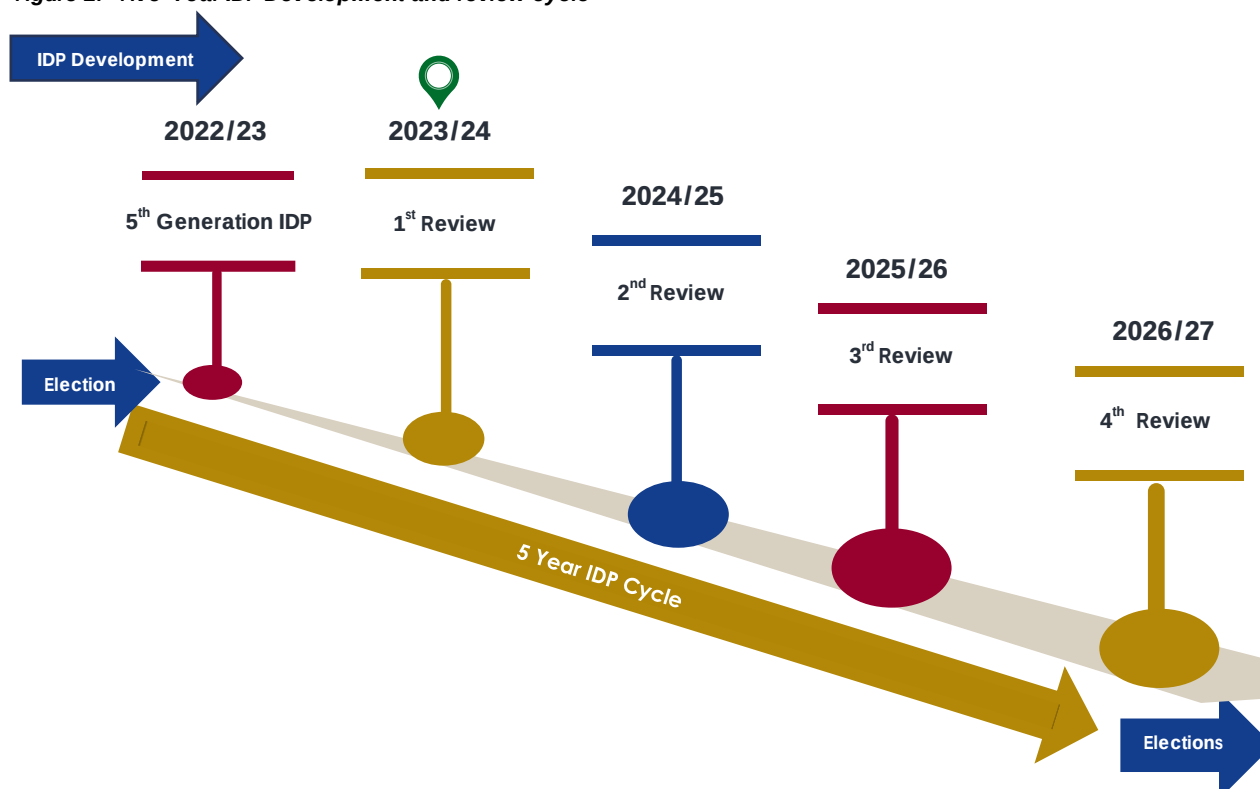
Ward plans help make sure that the IDP is more targeted and relevant to the needs of all groups, including the most vulnerable. These plans give ward committees a way to plan and carry out their roles and responsibilities in a systematic way. They are the basis for conversations between the municipality and ward committees about setting priorities and making budget requests. Ward committees will also use them to keep track of and evaluate progress throughout the year. The information is, however, on a detailed level and is not duplicated in the IDP, but a detailed ward plan is available on request.

1.6 The IDP Planning Process (five-year cycle)

According to the MSA, every new council that comes into office after the local government elections have to prepare an IDP that will guide them for the five years that they are in office. The IDP is, therefore, linked to the five-year term of office of councillors. This does, however, not restrict all proposals in the IDP to five years. The strategic goals that are part of the municipality's strategy all have a longer than the five-year horizon, similar to the Spatial Development Framework (SDF) of the municipality.

A clear distinction must also be made between the main IDP, which is compiled every five years (or if a new council comes into power within the five-year period and does not accept the previous council's IDP), and the annual review of the IDP. The annual review is not a replacement for the five-year IDP, and its purpose is not to interfere with the long-term strategic orientation of the municipality. The annual review reflects and progress reports made concerning the five-year strategy (and strategic goals) and proposes adjustments to the strategy, if necessary, because of changing internal and external circumstances that impact the appropriateness of the IDP.

Figure 2: Five-Year IDP Development and review cycle



1.7 Review of the Integrated Development Plan

Section 34 of the MSA prescribes that a municipality -

- a) must review its integrated development plan –
 - (i) annually following an assessment of its performance measurement in terms of section 41; and
 - (ii) to the extent that changing circumstances so demand;

The review process serves as an institutional monitoring process where stakeholders can meet to discuss the successes and progress of the previous financial year. It is not designed to interfere with the long-term strategic objectives of the municipality. The review process is a strategic process to ensure the institution remains in touch with its intentions, informed of the varying needs of residents and up to date with the changing environment within which it functions.

The Stellenbosch Municipality, in collaboration with all relevant stakeholders and following the completion of the IDP public participation engagements during September 2022, must now review its IDP.

This is the first review to occur since the adoption of the 5th Generation IDP 2022 – 2027 in May 2022.

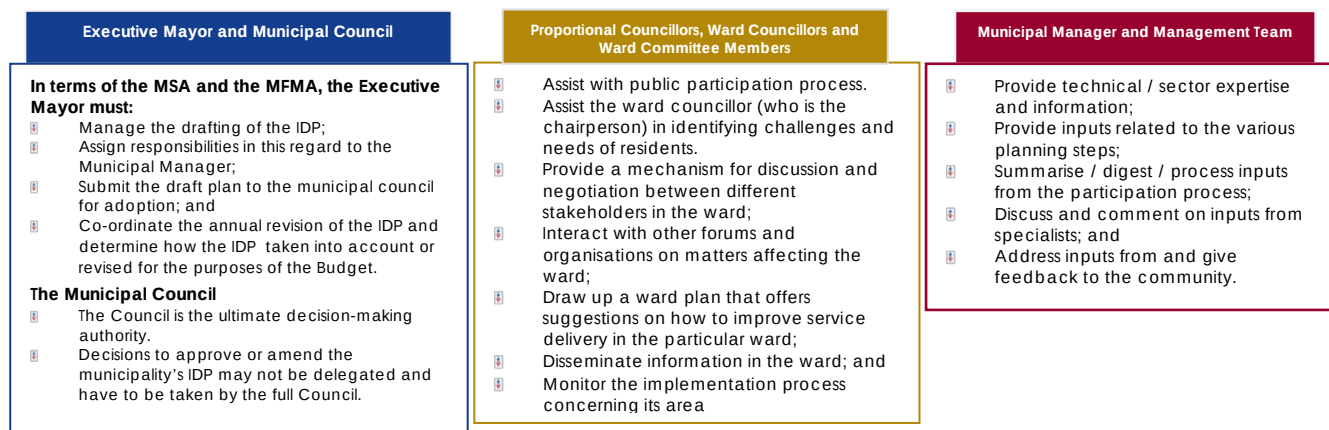
Importantly, this review does not seek to replace or rewrite the IDP that was adopted by the Council on 25 May 2022. The purpose of this review, as instructed by the MSA, is to examine the progress made on the implementation of the IDP and assess the municipality's strategic objectives and targets as set out in the IDP.

The priorities and key performance deliverables identified in this review of the IDP will seek to better inform the municipality's budget, and sector plans and streamline service delivery initiatives. This will ensure that the Stellenbosch Municipality remains on course to attain its strategic objectives.

1.8 Roles and Responsibilities

Section 53 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) stipulates inter alia that the respective roles and areas of responsibility of each political structure and political office bearer of the municipality and the Municipal Manager must be defined.

Figure 3: Roles and Responsibilities



1.9 Municipal Council

The Council performs both legislative and executive functions. It focuses on legislative, oversight, and participatory roles and has delegated its executive function to the Executive Mayor and the Mayoral Committee. Its primary role is to debate issues publicly as well as facilitate political debates and discussions. Apart from their functions as policymakers, councillors are also actively involved with community work and in the various social programmes in the municipal area.

Stellenbosch Municipality is represented by 45 councillors, of whom 23 were elected directly as ward councillors. The rest of the councillors were elected based on the proportion of votes cast for the different political parties. The political composition of the Council is as follows:

Table 1: Council Political Representation

Political Party	Number of Councillors
Democratic Alliance (DA)	28
African National Congress (ANC)	8
GOOD	3
Economic Freedom Fighters (EFF)	2
African Christian Democratic Party (ACDP)	1
People's Democratic Movement (PDM)	1
Patriotic Alliance (PA)	1
Vryheidsfront Plus (VF)	1
Total	45

Below is a table that categorises the councillors within their respective political parties and wards.

Table 2: Ward Councillors and Proportional Councillors

No.	Name of Councillor	Capacity	Political Party	Ward Councillor and Proportional (PR)
1.	G van Deventer (Adv)	Executive Mayor	DA	PR
2.	JS Fasser (Mr)	Deputy Executive Mayor including Human Settlements portfolio	DA	PR
3.	Q Smit (Mr)	Speaker	DA	PR
4.	A Hanekom (Mr)	Part-time	DA	PR
5.	S Schafer (Mr)	Part-time	DA	PR
6.	X Kalipa (Mr)	Part-time	DA	PR
7.	P Crawley (Ms)	Chief Whip	DA	PR
8.	X Mdemka (Ms)	Part - time	DA	PR
9.	N Olayi (Mr)	Part-time	DA	PR
10.	R Pheiffer (Mr)	Part-time	DA	Ward Councillor: Ward 1
11.	WC Petersen (Ms)	Part-time	DA	Ward Councillor: Ward 2
12.	C Manuel (Mr)	Part-time	DA	Ward Councillor: Ward 3
13.	R Adams (Mr)	MayCo Member	DA	Ward Councillor: Ward 4
14.	RB van Rooyen (Mr)	Part-time	DA	Ward Councillor: Ward 5
15.	NE Mcombring (Ms)	Part-time	DA	Ward Councillor: Ward 6
16.	A Ferns (Ms)	Part-time	DA	Ward Councillor: Ward 7
17.	C van Wyk (Ms)	MayCo Member	DA	Ward Councillor: Ward 8
18.	Z Dalling (Ms)	MayCo Member	DA	Ward Councillor: Ward 9
19.	R du Toit (Ms)	MayCo Member	DA	Ward Councillor: Ward 10
20.	J Serdyn (Ms)	Part-time	DA	Ward Councillor: Ward 11
21.	E Vermeulen (Ms)	Part-time	DA	Ward Councillor: Ward 16
22.	P Johnson (Mr)	MayCo Member	DA	Ward Councillor: Ward 17
23.	J Anthony (Ald)	Part-time	DA	Ward Councillor: Ward 18
24.	J Williams (Mr)	MayCo Member	DA	Ward Councillor: Ward 19
25.	J Joon (Mr)	MayCo Member	DA	Ward Councillor: Ward 20
26.	M Slabbert (Mr)	Part-time	DA	Ward Councillor: Ward 21
27.	E Groenewald (Ms)	Part-time	DA	Ward Councillor: Ward 22
28.	L Nkamisa (Mr)	MayCo Member	DA	Ward Councillor: Ward 23
29.	RS Nalumango (Ms)	Part-time	ANC	PR
30.	N Ntsunguzi (Ms)	Part-time	ANC	PR
31.	MG Rataza (Mr)	Part-time	ANC	PR
32.	N Mananga – Gugushe (Ms)	Part-time	ANC	PR
33.	A Tomose (Mr)	Part-time	ANC	Ward Councillor: Ward 12
34.	M Nkopane (Ms)	Part-time	ANC	Ward Councillor: Ward 13
35.	MM Danana (Mr)	Part-time	ANC	Ward Councillor: Ward 14
36.	EP Masiminini (Mr)	Part-time	ANC	Ward Councillor: Ward 15
37.	CD Noble (Mr)	Part-time	GOOD	PR
38.	RB Hendrikse (Ms)	Part-time	GOOD	PR
39.	M van Stade (Mr)	Part-time	GOOD	PR
40.	ZR Ndalasi (Mr)	Part-time	EFF	PR
41.	NM Mkhontwana (Ms)	Part-time	EFF	PR
42.	OL Jooste (Mr)	Part-time	ACDP	PR
43.	W Pietersen (Mr)	MPAC Chairperson	PDM	PR
44.	J Andrews (Mr)	Part-time	PA	PR
45.	I De Taillefer (Ms)	Part-time	VF Plus	PR

1.9.1 Executive Mayor and Mayoral Committee (MayCo)

The Executive Mayor of the municipality, assisted by the Mayoral Committee, heads the political executive arm of the municipality. The Executive Mayor is at the centre of the system of governance since executive powers are vested in the executive mayor to oversee the day-to-day affairs. This encompasses an overarching strategic and political responsibility. The key element of the executive model is that executive power is vested in the Executive Mayor, in addition to delegated powers assigned by the Council. Although accountable for the strategic direction and performance of the municipality, the Executive Mayor operates in consultation with the Mayoral Committee.

Table 3: Executive Mayor and Mayoral Committee (MayCo)

Name of member	Portfolio
Alderman G van Deventer	Executive Mayor
Cllr J Fasser	Deputy Executive Mayor, including Integrated Human Settlements
Cllr P Johnson	MayCo member: Financial Services
Cllr Z Dalling	MayCo member: Infrastructure Services
Vacant	MayCo member: Protection Services
Cllr L Nkamisa	MayCo member: Corporate Services
Cllr R Adams	MayCo member: Youth, Sport and Culture
Cllr J Williams	MayCo member: Rural Management
Cllr R du Toit	MayCo member: Local Economic Development and Tourism
Cllr J Joon	MayCo member: Community Development (Parks, Open Spaces and Environment)
Cllr C van Wyk	MayCo member: Planning

Figure 4: Executive Mayoral Committee



MayCo Members



1.9.2 The Administration

The Municipal Manager is the Chief Accounting Officer of the municipality. The Municipal Manager is the head of the administration and primarily has to serve as the chief custodian of service delivery. The Municipal Manager is assisted by the Management Team that reports directly to the Municipal Manager. The structure of the management team is outlined in the diagram below:

Figure 5: Municipal Management Team



1.10 First-Year Process Followed

The table below reflects the preparation for the 5th Generation Integrated Development Plan 2022 – 2027.

Table 4: Preparation for the first year of the 5th Generation IDP 2022 – 2027

Date	Action(s)
July / August 2021	<ul style="list-style-type: none"> Approval of the mSDF / IDP / Budget Process Plan / Time Schedule. Cape Winelands District Municipality hosted a discussion session on the Section 27 Framework.
September 2021 – November 2021	<ul style="list-style-type: none"> With the Local Government Elections completed in November 2021, it was critical for the municipality to carefully manage the process to ensure compliance with legislation and the successful development of the 5th Generation IDP 2022 – 2027, therefore an Amended mSDF / IDP / Budget Process Plan / Time Schedule was submitted to Council on 23 November 2021 for consideration and approval. The IDP public participation period started on 29 November 2021 and ended on 12 January 2022. A link to access IDP pre-recorded videos was published on the municipal Youtube Channel, shared via Facebook, Twitter, WhatsApp, Stellenbosch Citizen App and on the municipal website. Feedback was also provided on the implementation of projects per ward. An electronic written submission form was created on the municipal website for the community and stakeholders to provide input into the development of the 5th Generation IDP 2022 – 2027. This website link (URL) was shared via Facebook, Twitter, WhatsApp and the Stellenbosch Citizen App. Hard copies of the submission form were also made available at all libraries and ward offices.
December 2021 – February 2022	<ul style="list-style-type: none"> An Online Sector Engagement was held on 11 January 2022 to determine the sector needs and collectively devise plans to address the needs. MayCo and management had a strategic session from 13 – 14 January 2022 to consider the external and internal analysis and strategies around the 5-year development priorities and operational strategies (programmes / projects / activities and actions). Departmental sessions were held with all departments to set their 5-year implementation plans for the 5th Generation IDP 2022 – 2027.
March 2022 – April 2022	<ul style="list-style-type: none"> The Process Plan for 2022 – 2027 to guide the planning, drafting, adoption and review of the 5th Generation IDP 2022 – 2027 was approved by the Council on 30 March 2022, for public comment for 21 days. A second revision of the SDF / IDP / Budget Time Schedule for 2022/23 was submitted to the Council on 30 March 2022 for consideration and approval, which in effect moved the adoption of the Process Plan to May 2022. This was done to ensure compliance and alignment between the MSA Section 27 Framework of the CWDM and the Process Plan for 2022 – 2027 of the Stellenbosch Municipality. The draft 5th Generation IDP 2022 – 2027 and draft MTREF 2022/23 – 2024/25 for Stellenbosch Municipality was submitted to the Council on 30 March 2022 for consideration and approval to be released for public comments. The IDP and Budget public participation process within the Stellenbosch Municipal area commenced on 04 – 28 April 2022. Inputs and comments on the draft 5th Generation IDP 2022 – 2027 and draft MTREF 2022/23 – 2024/25 will be compiled and distributed to the directorates for consideration in finalising the IDP and Budget.
May – June 2022	<ul style="list-style-type: none"> Adoption of the final IDP and Budget, Tariffs and Budget-related policies. Submit adopted IDP to Cape Winelands District Municipality, Provincial Government and National Treasury. Approval of SDBIP by the Executive Mayor within 28 days after adoption of the IDP and Budget.

1.11 Second-Year Process Followed

The table below reflects the preparation for the 1st Review of the 5th Generation Integrated Development Plan 2022 – 2027 for the 2023/24 financial year.

Table 5: Preparation for the second year for the 1st Review of the 5th Generation IDP 2022 – 2027

Date	Action(s)
July / August 2022	<ul style="list-style-type: none"> Approval of the Spatial Development Framework (SDF) / Integrated Development Plan (IDP) / Budget Time Schedule / Process Plan for 2023/24
September 2022 – November 2022	<ul style="list-style-type: none"> The IDP public participation period was open from 07 – 28 September 2022. The hybrid public participation meetings were held from 19 – 22 September 2022. The online stakeholder engagement was held on 27 September 2022. An electronic written submission form was created on the municipal website for the community and stakeholders to provide input into the 1st Review of the 5th Generation IDP 2022 – 2027. This website link (URL) was shared via Facebook, Twitter, WhatsApp and the Stellenbosch Citizen App. Hard copies of the “Have Your Say” submission form were also made available at all libraries and ward offices. An all-ward councillor session was held on 7 October 2022, for the reprioritisation of ward priorities for the 2023/24 financial year taking into account the community inputs as baseline information for the reprioritisation of ward priorities.
December 2022 – February 2023	<ul style="list-style-type: none"> Departmental sessions were held to review the IDP deliverables and targets set for the period 2022 – 2027. An Indaba 2 Engagement was attended on 7 February 2023 to provide the opportunity to the municipality to engage Western Cape Government (WCG) departments on planning priorities, service delivery challenges and WCG-planned projects / programmes. Management strategic session on 15 and 16 February 2023 to consider the external and internal analysis and strategies around the 5-year development priorities and operational strategies (programmes / projects / activities and actions).
March – May 2023	<ul style="list-style-type: none"> MayCo and Council considered the Draft 1st Review of the 5th Generation IDP 2022 – 2027 to obtain public input and comments. The IDP and Budget public participation period has commenced on Monday, 3 April – Tuesday, 25 April 2023. A virtual Stakeholder Engagement was held on 20 April 2023 to provide feedback on major projects / programmes/ initiatives. The closing date for the IDP and Budget submission was 25 April 2023. Consultation and refinement of SDF, IDP and Budget documents. Adoption of final IDP, Budget, Tariffs and budget-related policies. Submission of the adopted IDP to the Provincial Government and other role-players.

1.12 Corporate Governance

Corporate governance is the set of processes, practices, policies, laws and stakeholders affecting the way an institution is directed, administered and controlled. Corporate governance also encompasses the relationships among the many stakeholders involved and the goals for which the institution is governed.

1.13 Risk Management

Section 62 of the MFMA, states that the Accounting Officer should take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and **risk management** and internal control, as well as the effective, efficient and economical use of the resources of the municipality.

Certain risks have also been revised to ensure that the municipality can appropriately respond to the impact of these risks on municipal service delivery taking into account the changing external and internal factors. Provision was also made for ineffective service delivery due to geopolitical instability and the impact of Ukraine and the Russian war on global commodities, particularly fuel.

The top **5 strategic** risks identified include:

- R** | **01** Availability and cost of electricity
- I** | **02** Increased risk of land invasion
- S** | **03** Economic downturn due to civil unrest and crime
- K** | **04** Scarcity of landfill space
- S** | **05** Increase in community unrest since growth in demand for housing exceeds the resources available for development

The municipal risks have been aligned to the Integrated Development Plan (IDP) through linkages to the Strategic Focus Areas (SFAs). The following table depicts these linkages:

Table 6: Risk and IDP Alignment

Strategic Risks						
Risk Item	Risk Description	Risk Background	Strategic Focus Areas	Impact Rating	Likelihood Ratings	Directorate
1	Availability and cost of electricity	Continuous and persistent load-shedding; sustainability of the national power supplier	Green and Sustainable Valley Dignified Living	10	10	Directorate: Infrastructure Services
2	Increased risk of land invasion	Legal precedents are set under disaster management declaration limiting the municipal scope to evict. Illegal invasions and land grabs. Compromising housing development and housing opportunities	Dignified Living Safe Valley Good Governance and Compliance	9	10	Office of the Municipal Manager All Directorates
3	Economic downturn due to civil unrest, crime and continuous load shedding	Increase in criminal activities, civil unrest, and reputational risk due to perceived increase in the said activities. Impact of prolonged load shedding - not sufficient light at night as street lights, CCTV cameras and traffic lights not functioning can lead to more criminal activities.	Safe Valley Dignified Living	10	8	Directorate: Community and Protection Services
4	Scarcity of landfill space	Unavailability of suitable land; costs of SLAs and alternative waste disposal; legislative requirements i.e., EIA applications and approvals etc.	Green and Sustainable Valley	8	8	Directorate: Infrastructure Services
5	Increase in community unrest since the growth in demand for housing exceeds the resources available for development	Lack of bulk infrastructure; lack of identified and suitable land, unrealistic eviction judgements, housing backlogs, migration.	Dignified Living Safe Valley	8	8	Office of the Municipal Manager Directorate Planning and Economic Development Directorate:

Strategic Risks						
Risk Item	Risk Description	Risk Background	Strategic Focus Areas	Impact Rating	Likelihood Ratings	Directorate
						Community and Protection Services
Operational Risks						
1	Insufficient burial space in the greater Stellenbosch	Planning and funding; land availability. Insufficient funding.	Dignified Living	8	8	Directorate: Community and Protection Services
2	Timeous Capital Spending	A steady increase in budget allocation; growing population and demand for services; demand management.	Good Governance and Compliance	10	4	Directorate: Financial Services
3	COVID-19 Pandemic	Manage the COVID-19 pandemic within the context of the prescribed regulations, taking the possible 4 th wave and intensity of new infections into account.	Safe Valley Dignified Living	8	4	All Directorates
4	Climate Change	Changing weather patterns, unpredictable rainfall, flash floods, drought natural disasters, fires (seasonal and other).	Green and Sustainable Valley Safe Valley	8	4	Office of the Municipal Manager
5	High Vacancy Rate	A skilled and capable workforce is necessary to support growth objectives, and quality and timeous service delivery need to be provided by all departments.	Good Governance and Compliance	8	4	Directorate: Corporate Services

1.14 Anti-Corruption and Anti-Fraud

SECTION 83(C) OF THE MSA

Refers to the implementation of effective bidding structures to minimise the possibility of fraud and corruption.

SECTION 115(1) OF THE MFMA

States that the accounting officer must take reasonable steps to ensure that mechanisms and separation of duties in a supply chain management system are in place to minimise the likelihood of corruption and fraud.

SECTION 62(1) OF THE MFMA

States the following “the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure: –

- (a) That the resources of the municipality are used affectively, efficiently and economically;
- (b) That the full and proper records of the financial affairs are kept in accordance with any prescribed norms and standards;
- (c) That the municipality has and maintains effective, efficient and transparent systems –
 - (i) Of financial and risk management and internal control;
 - (ii) Of internal audit operating in accordance with any prescribed norms and standards;
- (d) That unauthorised, irregular or fruitless and wasteful expenditure and other losses are prevented; and
- (e) That disciplinary or, when appropriate, criminal proceedings are instituted against any official of the municipality who has allegedly committed an act of financial or an offence in terms of Chapter 15.”

1.15 Audit and Performance Audit Committee (APAC)

The Municipal Audit and Performance Audit Committee (APAC) (refer to Table below for members of the Audit Committee), appointed in terms of section 166 of the MFMA, has also been appointed as the Performance Audit Committee. Section 166(2) of the MFMA states that an audit committee is an independent advisory body that must:

- (a) advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality, on matters relating to: –
 - internal financial control and internal audit;
 - risk management;
 - accounting policies;
 - the adequacy, reliability and accuracy of financial reporting information;
 - performance management;
 - effective governance;
 - compliance with this Act, the annual Division of Revenue Act, 2013 (Act No. 2 of 2013) and any other applicable legislation;
 - performance evaluation; and
 - any other issues referred to it by the municipality.

Table 7: Members of the Audit Committee

Name of representative	Capacity
LC Nene (Mr)	Chairperson
J Williams (Ms)	Member
V Botto (Mr)	Member
TW Lesihla (Mr)	Member

1.16 Ward Committees

Stellenbosch Municipality has a ward committee system in place, which plays a crucial role in achieving the aims of local governance and democracy, as mentioned in the Constitution of 1996. A ward committee is independent of the council and not politically aligned. The figure below depicts the main duties of the ward committees.

Figure 6: Main duties of the Ward Committee

1.17 Stakeholders

To ensure effective service delivery, high levels of cooperation must exist between all three spheres of government. Effective inter-governmental relations (IGR) structures are especially important to the developmental role of municipalities. This role can only be fulfilled through the active involvement of all spheres of government in the setting of priorities, resource allocation and development planning.

The demonstration of the importance of partnerships for the municipality is illustrated in the table below.

Table 8: Key Stakeholders

Name of Partner	Purpose of MOU / MOA
@ Heart	The @heart partnership is a long-standing relationship built on experience with youth work and HCT testing from a municipal facility.
City of Cape Town and Drakenstein Municipality	Partnership through the Greater Cape Metro Regional Spatial Implementation Framework has been initiated to improve coordination around the development of the Klappmuts area.
Community structures (Forums, ECD centres, religious fraternities, etc.)	Aim to promote and implement: <ul style="list-style-type: none"> platforms to share knowledge; disaster risk reduction initiatives; community safety programmes; and campaigns to promote safe resilient sustainable communities.
CSIR (Council of Scientific and Industrial Research)	A partnership aimed at multidisciplinary research and development by supporting innovation in Stellenbosch.
Department of Education	Aims to promote a culture of prevention, preparedness and resilience at all levels through knowledge, innovation and education.
Department Social Development, DCAS, Cape Winelands District Municipality	Joint implementation of programmes focusing on common issues within WC024.
Disaster Management Advisory Forum	An advisory forum on all safety issues as well as remedial measures implemented to address and alleviate and / or minimise risks.

Name of Partner	Purpose of MOU / MOA
Executive Mayor and Rector Forum	A partnership with the University of Stellenbosch to ensure aligned development planning and that the municipality draws from the University's expertise and resources.
Memorandum of Cooperation between the Stellenbosch Municipality and Stellenbosch University (SU)	Cooperation in terms of closed-circuit television in the interest of the security of the town and the campus with a view to a crime-free university town.
Genius of Space	This initiative developed from and forms part of the Western Cape 110% Green Initiative. The Biomimicry Genius of Space project is a registered flagship project of 110% Green. This initiative combines two priorities of the Western Cape Government – the Berg River and the Green Economy – to find an innovative solution to water pollution in the Berg River.
Green Cape	The Green Cape partnership represents cooperation with the Province's 110% green initiatives, focusing on alternative waste management initiatives and energy efficiency.
HeartFlow	Helping people on the fringes of society. Provide paper coupons that can be exchanged for a stay at the night shelter, a blanket or a meal. The programme was extended to include an electronic app through which said coupons can be bought to benefit people living on the street.
ICLEI (International Council for Local Environmental Initiatives)	A partnership between the City of Cape Town, ECLEI and Stellenbosch Municipality to discuss developments in Transport, Waste and Electricity Generation, towards ensuring sustainability.
IMESA (Institute for Municipal Engineers South Africa)	A partnership with IMESA aimed at strengthening knowledge and capacity related to municipal infrastructure and service delivery.
Infrastructure Innovation Committee (IIC)	A partnership with the University and other stakeholders aimed at exploring sustainable and innovative infrastructure provisions to meet the needs of the municipality and achieve future sustainability.
Integrated Development Committee (IDC)	A partnership with the University and other stakeholders aimed at exploring spatial and urban planning possibilities for Stellenbosch to meet the needs of the municipality and University.
IPC (Integrated Planning Committee)	The Integrated Planning Committee is a working group between the City of Cape Town, Stellenbosch, Saldanha Bay, Overstrand, Theewaterskloof, and Drakenstein Municipality that discuss all transport-related matters to effectively promote regional planning.
Landfill Monitoring Committee	A partnership with the Devon Valley residents, whereby residents monitor the Stellenbosch landfill site.
LTAB (Land Transport Advisory Board)	A partnership was formed between political leaders to discuss Land Transport related matters that affect transport in the area.
NMT (Non-motorised Transport) Working Group	A working group that discusses all Non-Motorised Transport matters in the Stellenbosch area. The group consists of NMT users, officials, representatives from the University and the disabled fraternity.
Provincial Disaster Management Centre, Cape Winelands District Municipal Disaster Management Centre	Aims to promote the development, implementation and maintenance of effective services within its area of jurisdiction.
Provincial Waste Management Officer's Forum	Quarterly Meetings (All designated Waste Management Officers of Western Cape engage with the Provincial Government's Waste Management Department (DEA&DP on issues relating to policy, best practice, etc.).
Ranyaka	Sustainable and integrated solutions to the challenges facing towns, neighbourhoods and communities.
Roads Safety Management	Assisting with schools and education, special projects, e.g. Learners' license classes.
Safety Forum	An advisory forum to the Executive Mayor on all safety issues as well as remedial measures implemented to address and alleviate threats.
SALGA Municipal Benchmarking Committee	A partnership aimed at improving efficiency and effectiveness through comparative process benchmarking, peer-to-peer operational knowledge sharing, and interactive performance improvements.
SCORE	Youth Sports Development at the Indoor Sports Centre, Franschhoek.
Stellenbosch Alternate Energy Research	A joint working relationship is being launched among the University of Stellenbosch, Council for Scientific and Industrial Research, Western Cape Government and the municipality to investigate the generation of alternate electricity to combat load shedding from Eskom.

Name of Partner	Purpose of MOU / MOA
Visit Stellenbosch	A partnership with the umbrella tourism body for the Greater Stellenbosch area aimed at growing and sustaining the municipality's tourism industry and broadening tourism-related benefits.
Social Housing Regulatory Authority (SHRA)	An informal working partnership on promoting and implementing Social Housing within the Stellenbosch Municipal area.
Stellenbosch and Gotland Municipality Partnership	A partnership with Gotland municipality focusing on programmes in local economic development.
Stellenbosch Heritage Foundation	The initiative is aimed at providing support to the municipality on the interactive website of the Heritage Foundation and assisting with the compilation of the heritage inventory.
Stellenbosch Infrastructure Task Team (SITT)	A partnership with the University of Stellenbosch and other stakeholders aimed at exploring sustainable infrastructure provision to meet the needs of the municipality.
Stellenbosch Night Shelter	A partnership to enable appropriate management of the municipal night shelter.
Stellenbosch River Collaborative Steering Committee	A partnership was formed between various role-players to improve the water quality in the Eerste River catchment, with the focus being on the Plankenbrug River.
Mobility Forum and NMT Working Group	A Mobility Forum and NMT Working Group were established to discuss transport-related matters that affect Stellenbosch, including all relevant governmental institutions and other role-players.
University of Stellenbosch – Student Representative Council	A partnership with the University, whereby students provide: <ul style="list-style-type: none"> 🚒 relief aid (clothing, food); 🚒 placement of students to assist during incidents / disasters; and 🚒 awareness programmes.
University of Stellenbosch – Department of Geography and Environmental Studies	A partnership with the University and other stakeholders focusing on strengthening community-based risk assessment capabilities in disaster-prone areas.
University of Stellenbosch – Maties Sport: Community Interaction	A partnership striving for excellence in meeting the needs of the youth through innovative and sustainable programmes to disseminate information on risk avoidance, hazards and their effects and preventative activities.
Western Cape Planning Heads Forum	A partnership with all local municipalities within the Western Cape and the Western Cape Government Department of Environmental Affairs and Development Planning is aimed at the sharing of best practices and improving coordination on matters related to the Spatial Planning and Land Use Management sector.
Western Cape Government Department of Environmental Affairs and Development Planning.	A partnership around the implementation of the Adam Tas Corridor Catalytic initiative.
Western Cape Government Department of Environmental Affairs and Development Planning.	A Partnership around the development of an Inclusionary Housing Policy Framework for Stellenbosch Municipality.
Western Cape Government Department of Environmental Affairs and Development Planning.	A partnership through the Greater Cape Metro Regional Spatial Implementation Framework has been initiated to improve coordination around the development of the Klampmuts area.
Western Cape Department of Public Works, Roads and Transport	As part of the Provincial Sustainable Transport Programme (PSTP), the Western Cape Department of Public Works, Roads and Transport identified Stellenbosch as a priority municipality for the development of a sustainable transport system. The emphasis will be on the development of a public transport system and the development of infrastructure to improve non-motorised transport.
Western Cape Recycling Action Group Forum	Quarterly Meetings (meetings involving the private sector, industries and government in terms of waste minimisation initiatives).
WOF (Working on Fire)	A partnership aimed at promoting capacity building through various programmes helps to develop social cohesion.

CHAPTER 2:

State of the Greater Stellenbosch Area

2.1 Introduction

Stellenbosch Municipality is located at the edge of the City of Cape Town but still manages to retain its distinct small-town character. This undoubtedly gives Stellenbosch a strong competitive advantage – sharply contrasting with similarly sized towns located 400 km or more from the nearest metropolis. Aside from being a mere 50 km from Cape Town's central business district (CBD) and being flanked by the N1 and N2 main routes, Stellenbosch is also just 30 km away from the sea (at Somerset West/Strand) and only a few kilometres away from one of the most attractive mountain ranges of the Boland. In addition, Stellenbosch is a mere 28 km from Cape Town International Airport, one of South Africa's top (air) links to the global economy, and not much further away from Cape Town harbour, the shipping portal to both the Atlantic and the Indian Oceans.

This convergence of environmental resources, scenic quality and business opportunities has two other mutually reinforcing spin-offs: The largest number of JSE-listed companies based in any small South African town have their headquarters in Stellenbosch and the town is home to a disproportionately high number of corporate CEOs and executives, which in turn means that it can sustain a comparatively high level of economic activity and consumer services for a town of its size. This results in other benefits throughout the value-add chain and for employment. The municipal area covers approximately 900 km². The municipality's area of jurisdiction includes the towns of Stellenbosch and Franschhoek, as well as several rural hamlets such as Wemmershoek, La Motte, De Novo, Kylemore, Pniël, Johannesburg, Languedoc, Groot Drakenstein, Muldersvlei, Klapmuts, Elsenburg, Raithby, Jamestown, Koelenhof and Vlootenburg (most with a population of less than 5 000). Apart from formal settlement areas, the municipal area also includes several informal settlements.

Stellenbosch town is the second oldest town in South Africa, dating back to 1679 when an island in the Eerste River was named Stellenbosch by the then Governor of the Cape, Simon van der Stel. The first farming activities in the area were started in 1679. Today, the area has become primarily known for its extraordinary wines and fruits. The towns of Stellenbosch and Franschhoek are renowned for various architectural styles such as Dutch, Georgian and Victorian, which reflect their heritage and traditions, but also divisions of the past.

The area houses excellent educational institutions, including the University of Stellenbosch and several prestigious schools. It has a strong business sector, varying from major South African businesses and corporations to smaller enterprises and home industries. The tourism industry alone is responsible for the creation of about 18 000 jobs in the area. Wine farms and cellars abound and the area is the home of the very first Wine Route in South Africa. A variety of sports facilities are available. Coetzenburg, with its athletics and rugby stadiums, has delivered star performances over many generations. The Municipal area has a variety of theatres which include the Stellenbosch University's HB Thom Theatre, Oude Libertas Amphitheatre (renowned for its summer season of music, theatre and dance), Spier Amphitheatre, as well as Klein Libertas Theatre, Dorp Street at Theatre and Aan de Braak Theatre.

2.2 Ward Demarcation

The Stellenbosch Municipality is currently structured into the following **23** wards:

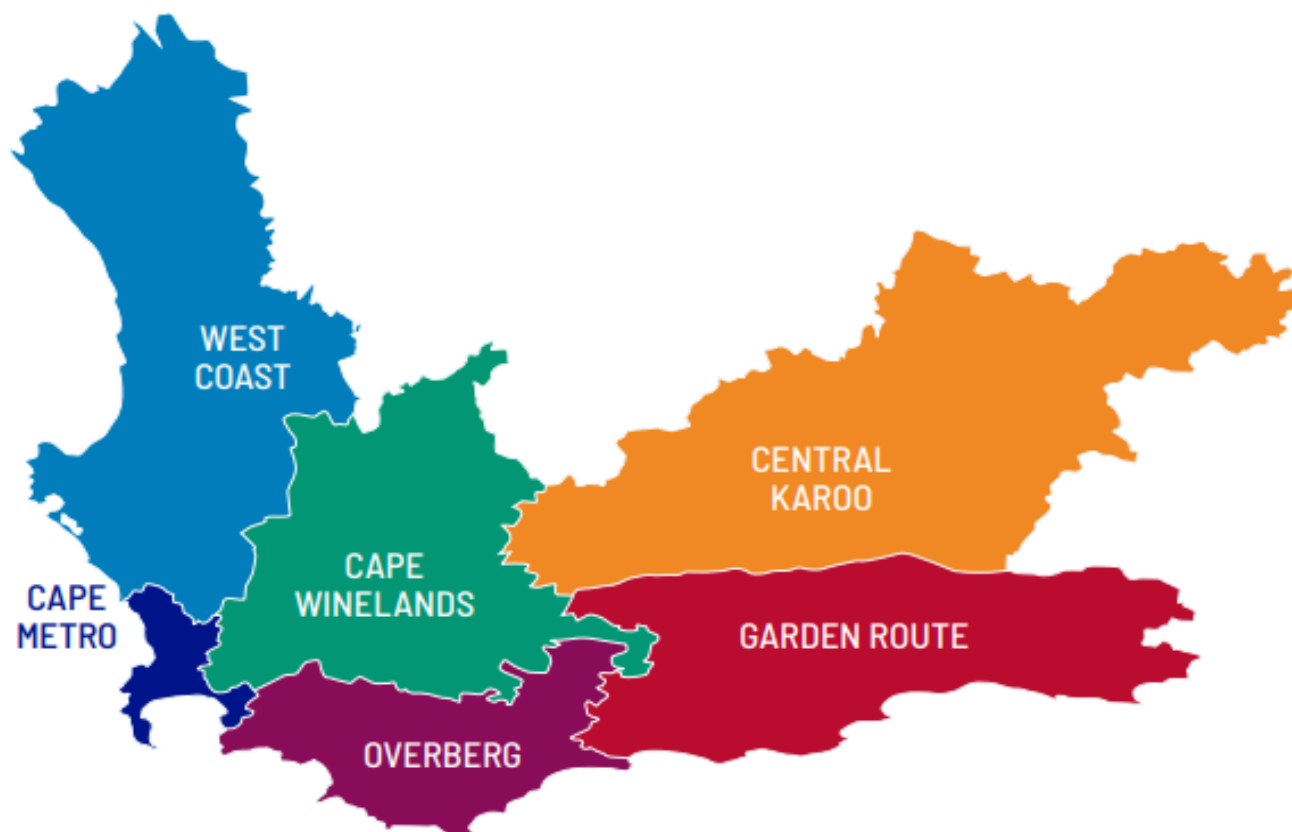
Table 9: Municipal ward demarcation

Ward	Areas
1	Mooiwater, Franschhoek Town and Surrounding Farms
2	Langrug, La Motte, Dennegeur, Groendal
3	Lanquedoc, Wemmershoek to La Motte Wine Farm and Leopard Leap Wine Farm
4	Kylemore, Johannesburg, Pniël and Surrounding Farms
5	Ida's Valley (Hillside Village, La Gratitude Park (Kreefgat), The Ridge, La Roche, Lindida, Bloekomlaan(Moses / Martin) Lindley)
6	The Hydro, Rustenberg and Surrounding Farms, Kelsey Farm
7	Mostersdrift, Karindal, Rozendal, Uniepark, Simanswyk and Universteitsoord
8	Stellenbosch University campus and university residence area; Coetzenburg, (partially:) Koloniesland
9	Stellenbosch CBD, Part of the US campus (residential areas within both these areas), the Southern border is the Eerste River, the Northern border is Merriman Street, the Eastern border is Die Laan and the Western border is Bird Street
10	Tennantville, Lakay Street, Titus Street, Langsuid Street up to Lakay Street, Tennant Street, Lapan Street, Bell Street, Bird Street, La Colline (Dr Malan Street, Dan Pienaar Street, Paul Roos Street, Tobruk Park, Irene Park, La Colline Road, Conde Street, Taylor Street, Mount Albert Street), Kromrivier Road, Jan Celliers Street, Hammanshand, Ds Botha Street, Voorplein Street, Bird Street, Langenhoven Street, Du Toit Station, Ryneveld Street, Karee Street, Oliehout Street, Banghoek Road, Acedemia, Bosman Street, Smuts Road, Joubert Street, De Beer Road, De Villiers Road from Ryneveld Street to Cluver Road on the left-hand side
11	Boundaries of the ward are: Kridge Road, Herte Street, Skone Uitsig Road onto Alexander Street onto Du Toit Street toward Merriman Avenue towards Adam Tas Road onto George Blake Street, Mark Street, Distillery Road, Santhagen Road, Swawel Avenue, Kanarie Road, Tarentaal Road, Bokmakierie Road, Fisant Road, Devon Valley Road, Kiewiet Road, Dagbreek Road, Pelikaan Street, Patrys Road, Hammerkop Road, Loeie Road, Muldersvlei Landgoed, and all areas in Onder Papegaai and businesses
12	Kayamandi: Zone A, Chris Hani Drive, 10th and 13th Street, School Crescent, Snake Valley, Enkanini, Watergang, Watergang TRA 2 and Watergang Informal Settlements
13	Kayamandi: Zone J, Red Bricks, Zone K and L, Hostels, Dairy and University Hostels, Old Bricks Houses Red Roofs, Zwellitsha, Costaland
14	Kayamandi: Zone P, I, F, D and O, Costaland, Marikana, Watergang, Smarties (Mgabadi Street), Monde Crescent
15	Kayamandi: Zone M, N, O, 4 th and 5 th Avenue, 10 th , 12 th and 14 th Street, Long Street, Retreat Street, Forest Drive
16	The borders are Tenant Road, Long Street, Crombi Road to the end of Gabriels Road. Asalea Road, 2nd Road, Noble Road, Bailey Road, Eike Street, Curry Street, Hoop Road, Pansy Road, West Road, Laai Road, Anthony Road, Carriem Road, Archilles Road, Bergstedt Road, Davidse Road, Cupido Road, Pearce Road, Robyn Road, Gonzalves Road, Hercules Road, Chippendale Road, Afrika Road, Arnolds Road, September Road, Jakaranda Street, Short Road, Quarry Road, Middle Road, Primrose Street, Pine (Bo en Onder), North End, Vredelust, Gembok, Daffodil Single, Steps, Sylvia Street, Eiland Street, Last Street (White City), Frikkadel Dorp, September Street
17	A part of Cloetesville (Lakay Road towards Langstraat -Suid Road, Kloof Street, Fir Street, Fontein Road, Williams R towards Gabriels Road towards February Road, Valentyn Road, Pool Road, Raziet Road, Ortel Road, Rhode Road, King Road, Hine Road, Hendrikse Road, Rhode Road), as well as Welgevonden, Green Oaks, Stellita Park, Weltevrede, Welgevonden Estate (Red Oak Road, Belladonna Street, Wildeklaar Welgevonden Boulevard, Olive Road, Sonnedou Road, Mountain Silver Road, Silver Oak Road, Froetang Road, Katbos Road, Everlasting, Fynbos Street, Sourfig Street, Scarlet Crescent, Pin Oak Street, Evergreen, Autumn Close, Nenta, Cherrywood, Candelabra, Froetang, Candelabra, Kouter, Protea Street, Minaret, Gooseberry, Honeybush), Klein Welgevonden (La Belle Vie, Chablis) and the Municipal Flats in Rhode, Kloof and Long Streets, Bertha Wines and Weltevreden Estate, 15 Weltevreden Estate.) The borders of the ward are the R44 Klapmuts Road and Long Street.
18	Klapmuts Town Centre, Bennitsville, Weltevrede Park, Klapmuts New Houses, Mandela City and La Rochelle Informal Settlement, Klapmuts Farms (The Purple Windmill, Arra Vineyards, Hidden Gems Wines, Gravel Junction Wine and Spirits Company, Wine Estate Le Bonheur, Anura Vinyard, Dalewood Farms, Blueberry Bar, Klapmuts Transfer Station, Trophy SA, DKL Transport Pty, Welgelee Estate)
19	De Novo, Kromme Rhee, Vaaldraai, Muldersvlei, Koelenhof and surrounding Farms, Koelenhof Station, Slayley, Hunting, Koelenhof Farms, Poulter / Mariendahl, De Hoop, Nooitgedacht Village, Bottelary and Surrounding Farms, De Waalshof, Weltevrede 1, Weltevrede 2, Smartie Town.
20	Vlottenberg, Raithby, Mooiberge, Lynedoch
21	Brandwacht Aan Rivier, Paradyskloof, Stellenbosch Golf Course, Blaauwklippen / Stellenzicht Farms, De Zalze, Jamestown, Mountainview, Stellenbosch Airfield

Ward	Areas
22	Die Boord, Dalsig, Brandwacht, Krigeville, Libertas Farm
23	Dorp Street, Krige, Hamman Streets, Schroder Road, Die Braak, Bird Street from Dorp Street, Denniseg area, Muller Road, Banghoek Road, Reyneveld Street, Plankenburg Industrial area and Kayamandi Corridor.

Below is a map of the Cape Winelands District concerning the provincial district boundaries:

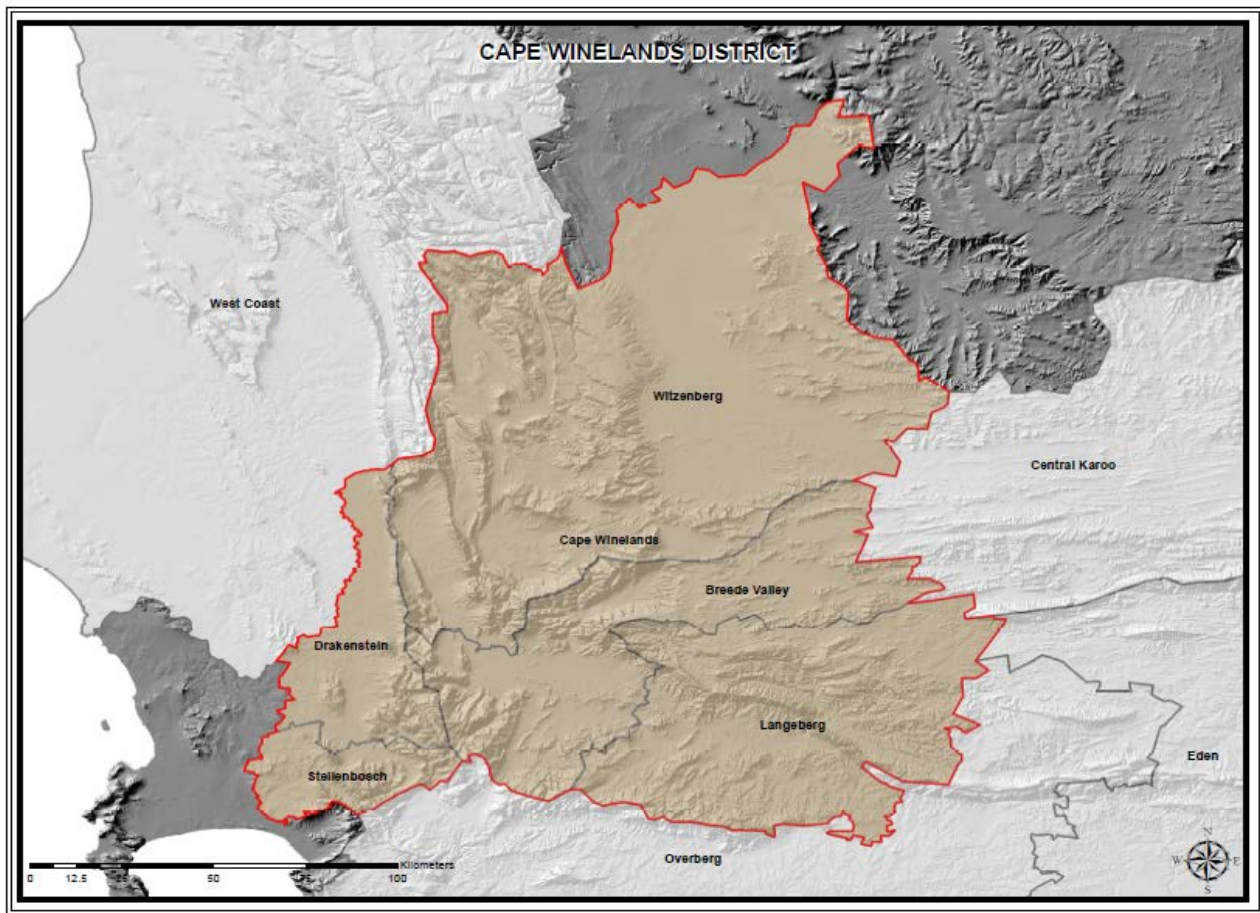
Map 1: Locality of Cape Winelands concerning Provincial Boundaries



The Western Cape Province makes up 10.6% of the country's land surface and encompasses an area of 129 462 km². The province spatial area includes 1 metropolitan area (City of Cape Town), 5 district municipal areas (Central Karoo, Eden renamed Garden Route, Overberg, Cape Winelands and West Coast) and 24 local municipalities.

Below is a map of the municipalities concerning the Cape Winelands District:

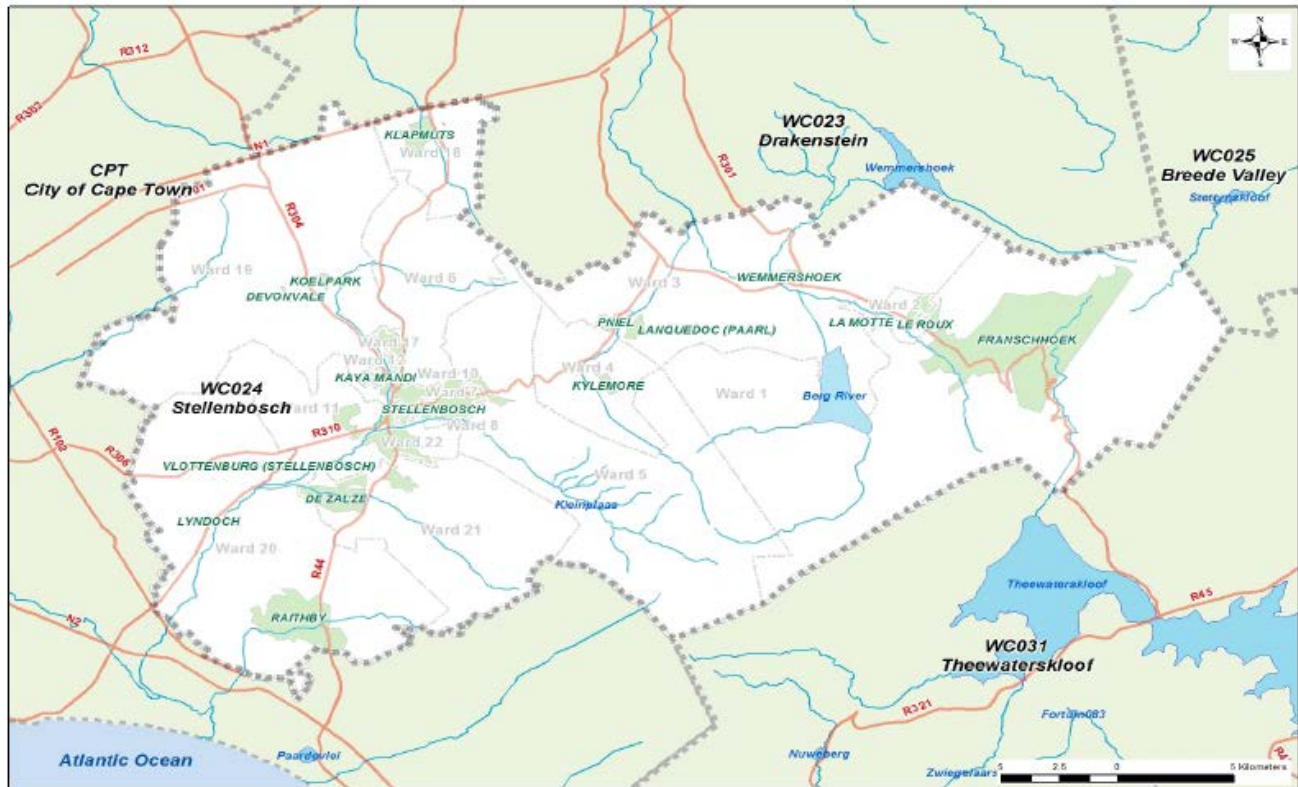
Map 2: Locality map of Stellenbosch Municipality concerning Cape Winelands District Boundaries



The Cape Winelands District Municipality is located within proximity of the City of Cape Town, which offers excellent access to trade opportunities, routes and infrastructure such as expanding broadband networks, an international airport (with direct flights to international cities), the second-largest container port in the country and a comprehensive road and rail network. This gives the Cape Winelands district ideally located as an investment destination. The Cape Winelands District municipal area incorporates Drakenstein, Stellenbosch, Breede Valley, Langeberg and Witzenberg.

Below is a map of the Stellenbosch Municipality's area of jurisdiction:

Map 3: Locality map of municipal boundaries



Stellenbosch Local Municipality is located in the heart of the Cape Winelands and adjacent to the City of Cape Town and Drakenstein Municipality. As a local authority, Stellenbosch Municipality governs the towns of Stellenbosch, Pniel, Klipmuts, Kylemore, Jamestown, Raithby, Ida's Valley, Cloetessville, Kayamandi and Vlotenburg, and the surrounding rural areas. The area covers 831 square kilometres and adjoins the City of Cape Town (CoCT) to the west and south and the Breede Valley, Drakenstein and Theewaterskloof Municipalities to the east and north. Functionally, Stellenbosch Municipality (SM) forms part of the Greater Cape Town metropolitan area.

The main settlements in SM are the historic towns of Stellenbosch and Franschhoek, and Klipmuts. There are also several smaller villages, including Jamestown (contiguous with Stellenbosch town), Pniel, Johannesdal, Lanquedoc, Lynedoch, and Raithby. New nodes are emerging around agricultural service centres, for example, Koelenhof and Vlotenburg. Stellenbosch is a sought-after space, offering opportunity and quality of living, yet near city life. This has placed the municipal area under constant development pressure.

2.3 Stellenbosch Municipality at a Glance

Table 10: Stellenbosch Municipality - Summarised Statistics

Population Estimates, 2022			Actual households, 2021			
	Population 199 325			Households 50 792		
Education		2021	Poverty		2021	
	Matric Pass Rate	87.9%		Gini-Coefficient	0.63	
	Learner Retention Rate	79.1%		Poverty Head Count Ratio (UBPL)	58.91	
	Learner-Teacher Ratio	27.2				
Health						2021/22
	Primary Health Care Facilities 8 (excl. mobile / satellite)	Immunisation Rate 55.8%	Maternal Mortality Ratio (per 100 000 live births) 61.1	Teenage Pregnancies – Delivery rate to women U/18 13.2%		
Safety and Security			The annual number of reported cases in 2021/22			
	Residential Burglaries 958	DUI 252	Drug-related Crimes 1125	Murder 87	Sexual Offences 226	
Access to Basic Service Delivery			Percentage of households with access to basic services, 2021/22			
Water 99.3% 	Refuse Removal 82.1% 	Electricity 96.8% 	Sanitation 96.4% 	Housing 74.5% 		
Road Safety 2021/22		Labour, 2021/22 ¹		Socio-economic Risks		
Fatal Crashes	31	Unemployment Rate	Risk 1	Job Losses		
Road User Fatalities	39	(narrow definition)	Risk 2	Informal Sector Expansion		
		34.5%	Risk 3	Low skills base (Labour)		
Largest 3 sectors			Contribution to GDP, 2020			
Finance, insurance, real estate and business services		Wholesale and retail trade, catering and accommodation		Manufacturing		
26.5% 		17.5% 		16.3% 		

Source: Western Cape, Social-Economic Profile 2022

¹ According to the Quarterly Labour Force Survey (QLFS) – Q1: 2022, the official unemployment rate was 34.5% in the first quarter of 2022.

2.4 Socio – Economic Context

All socio-economic information is sourced from the Local Government Socio-Economic Profile 2022. The statistical data are primarily sourced from Statistics South Africa, administrative data from sector departments, the Municipal Review and Outlook (MERO), Global Insight Regional Explorer and Quantec.

2.4.1 Population Growth

The current population of Stellenbosch in 2022 are 199 325 persons, which is the most populated municipal area in the Cape Winelands District (CWD). This total is expected to grow to 215 456 by 2026, equating to an average annual growth rate of 2.0 per cent for the period.

The estimated population growth rate of Stellenbosch is therefore 0.3 percentage and points higher than the estimated average annual population growth rate of the Cape Winelands District which is 1.7 per cent.

The table below depicts the population growth from 2022 to 2026:

Table 11: Population Growth

Area	2022	2023	2024	2025	2026
Estimated Population					
%					
Stellenbosch	3.3	2.3	2.0	2.0	1.6
Cape Winelands	2.7	1.8	1.6	1.6	1.6
Western Cape	2.9	1.8	1.7	1.7	1.6

Source: Western Cape, Social-Economic Profile 2022

2.4.2 Sex Ratio

The overall sex ratio depicts the number of males per 100 females in the population. The data indicates that as of 2022, there are more females than males in the Stellenbosch municipal area with a ratio of 51.1 per cent (females) to 48.9 per cent (males).



The sex ratio is therefore 96, meaning that for every 100 women there are 96 men. The ratio increases slightly towards 2023 and remains unchanged from 2023 to 2026. This could be attributed to a wide range of factors such as an increase in female mortality rates as well as the potential inflow of working males to the municipal area.

The table below depicts the sex ratio within the Stellenbosch municipal area.

Table 12: Sex Ratio

Year	Cape Winelands	Witzenberg	Drakenstein	Stellenbosch	Breede Valley	Langeberg
2022	98.0	108.9	97.6	95.7	93.9	96.1
2023	98.7	110.0	98.4	96.2	94.4	96.9
2024	98.8	110.3	98.5	96.3	94.4	97.0
2025	98.9	110.6	98.6	96.3	94.3	97.1
2026	99.0	110.3	98.9	96.3	94.3	97.4

Source: Western Cape, Social-Economic Profile 2022

2.4.3 Age Cohorts

The age cohorts are composed according to the population of Stellenbosch. These groupings are expressed as a dependency ratio which indicates those who are part of the workforce (Aged 15 – 64) and those who are dependent on them (children or senior citizens). A higher dependency ratio implies greater pressure on social systems and the delivery of basic services.

Between 2022 and 2026, the largest population growth projection was recorded in the 65+ age cohort at 2.7 per cent. This reflects possible improvements in life expectancy (an ageing population) or that more people are choosing the Stellenbosch municipal area as a retirement destination. Notable growth is also expected in the working age cohort, which results in an overall decrease in the dependency ratio towards 2026.

The table below depicts the age cohorts between 2022 and 2026.

Table 13: Age Cohorts

Year	Children: 0 – 14 Years	Working Age: 15 – 65 Years	Aged: 65 +	Dependency Ratio
2022	43 801	144 203	11 321	38.2
2024	45 272	150 716	11 932	38.0
2026	76 765	156 091	12 600	38.0
Growth	1.7%	2.0%	2.7%	-

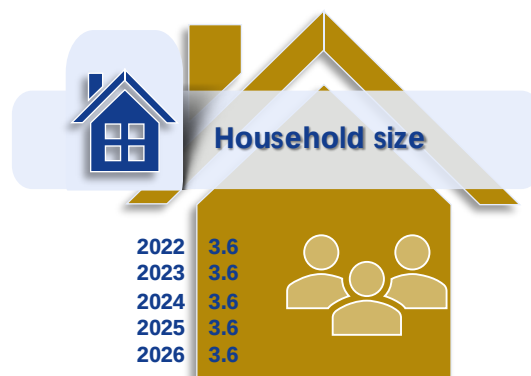
Source: Western Cape, Social-Economic Profile 2022

2.4.4 Household Size

Household size refers to the number of people per household. The average size of households is expected to remain constant at 3.6 people per household from 2022 to 2026. The trend of the constant average household size could be attributed to a wide range of factors but are not limited to, lower fertility rates, ageing population, divorce, cultural patterns surrounding intergenerational co-residence, as well as socioeconomic factors that shape trends in employment, education, and housing markets.

The table below depicts the household sizes from 2022 to 2026:

Figure 7: Household size



Source: Western Cape, Social-Economic Profile 2022

2.4.5 Population Density

Amidst rapid urbanisation across the Western Cape, population density figures will aid public sector decision-makers in mitigating environmental, health and service delivery risks. In 2022, the population density of the Cape Winelands District was 45 persons per square kilometer. In order of highest to lowest, the various local municipal areas compare as follows:

In order of highest to lowest, the various local municipal areas compare as follows:

📍	Stellenbosch	240 people/km ² ;
📍	Drakenstein	194 people/km ² ;
📍	Breede Valley	51 people/km ² ;
📍	Langeberg	27 people/km ² ; and
📍	Witzenberg	14 people/km ² .

According to the above comparison, Stellenbosch has the **highest density** in the Cape Winelands District. This is helped a lot by the fact that the Municipal Spatial Development Framework (*mSDF*) says that urban development should stay within the limits of the urban edge.

Table 14: Population growth

	2022	2023	2024	2025	2026
Stellenbosch	3.3	2.3	2.0	2.0	1.6
Cape Winelands	2.7	1.8	1.6	1.6	1.6
Western Cape	2.9	1.8	1.7	1.7	1.6

Source: Western Cape, Social-Economic Profile 2022

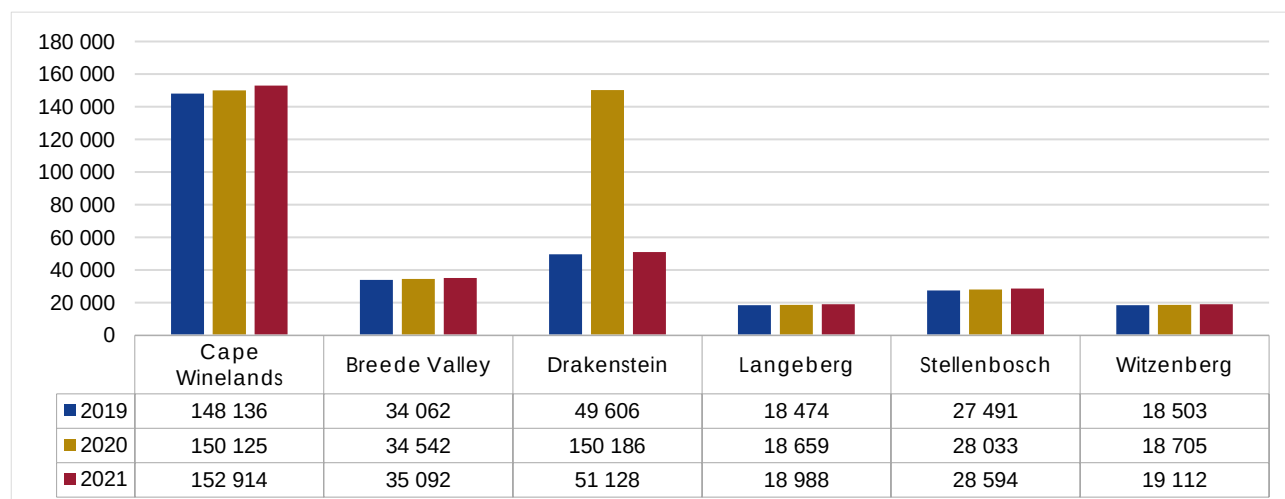
2.5 Education

Education and training improve access to employment opportunities and help sustain and accelerate overall development. Quality Education is the 4th Sustainable Development Goal, while the National Development Plan (NDP) emphasises the link between education and employment as well as the significant contribution it makes to the development of the capabilities and well-being of the population.

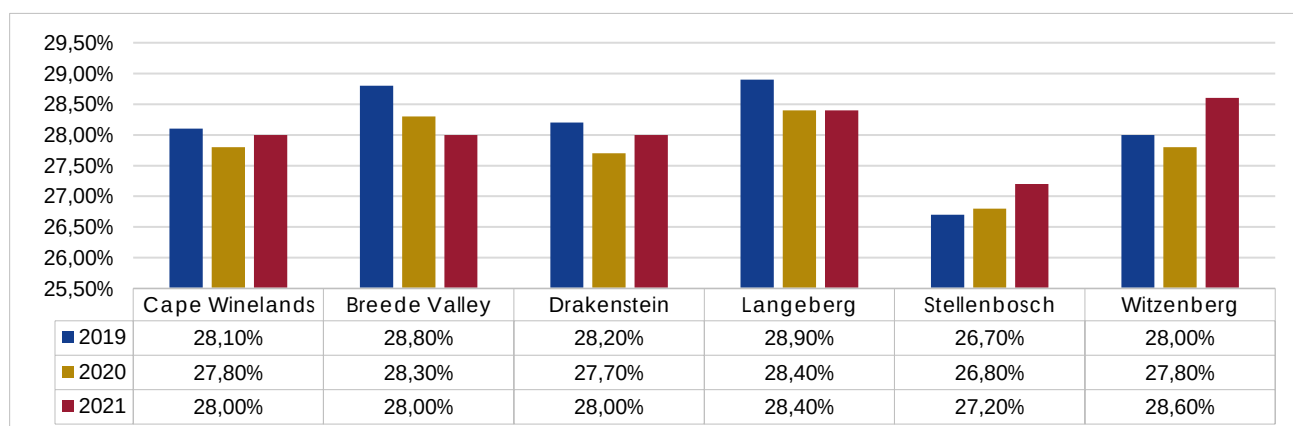
2.5.1 Learner enrolment, the learner-teacher ratio and learner retention rate

Learner enrolment in Stellenbosch increased from 27 491 enrolments in 2019 to 28 594 in 2021 (more than 1 104 learners were enrolled compared to 2019).

The graphics below depict the learner enrollments, learner-teacher ratio and learner retention from 2019 to 2021.

Graph 1: Learner enrolment

Source: Western Cape, Social-Economic Profile 2022

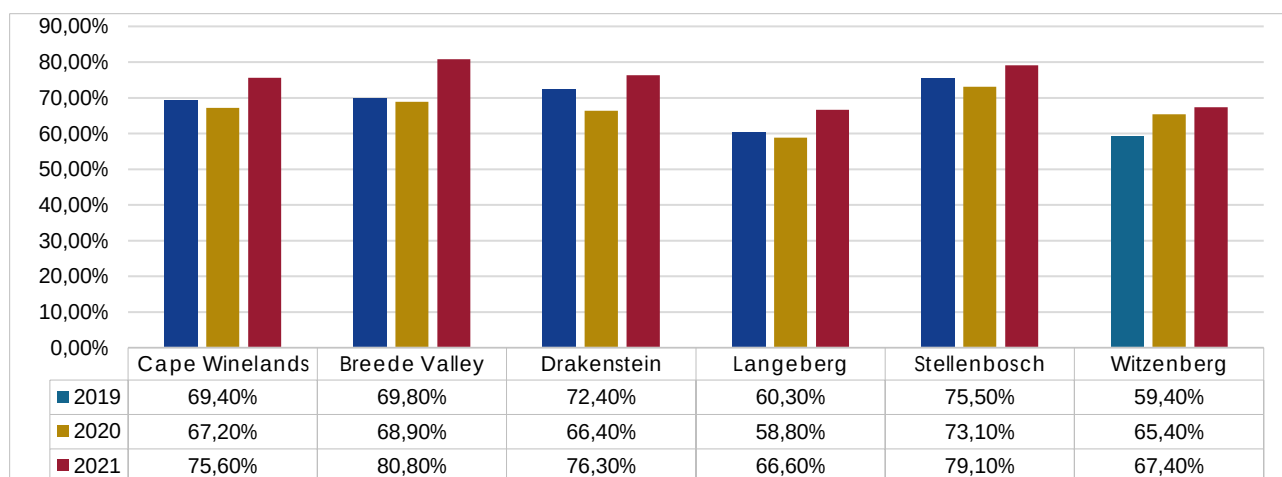
Graph 2: Learner-Teacher Ratio

Source: Western Cape, Social-Economic Profile 2022

The learner retention rate measures the proportion of learners in Grade 12 who were in Grade 10 two years prior.

The inverse of the learner-retention rate is commonly referred to as the drop-out rate. The learner retention rates are influenced by a wide array of factors, including low socio-economic background, student attitudes towards education, overcrowded classrooms, critical thinking skills, study skills and other personal circumstances which can make it difficult for the learner to focus on education.

Although the learner retention rate in the Stellenbosch municipal area improved from 75.5 per cent in 2020 to 79.1 per cent in 2021, more than 20 per cent of the learners did not complete their studies.

Graph 3: Learner retention

Source: Western Cape, Social-Economic Profile 2022

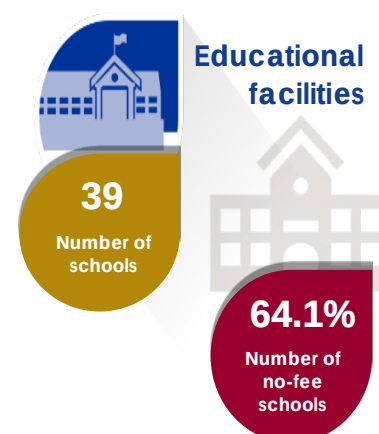
2.5.2 Number of schools and no-fee schools

Figure 8: Number of schools and no-fee schools

The number of schools within the Stellenbosch municipal area is recorded at 39 in 2021. A total of R90 million will be spent in the Stellenbosch municipal area across the MTREF. This allocation will be used for upgrading and additions as well as new and replacement infrastructure in the following schools; Aviation, Elsenburg Agri School, New Klapmuts PS and HS, and New Stellenbosch PS.

The No-fee Schools Policy abolishes school fees in the poorest 40 per cent of schools nationally for learners from Grade R to Grade 9. As per the policy, schools that do not charge fees will be allocated a larger amount of funding from the national budget per learner to make up for the fees that would have been charged.

The proportion of no-fee schools in the Stellenbosch municipal area remains at 64.1 per cent in 2021.



Source: Western Cape, Social-Economic Profile 2021

2.5.3 Schools with libraries / media centres

The Stellenbosch municipal area consist of 39 schools in 2021 of which 27 (69 per cent) were equipped with libraries. The availability of library facilities within schools contributes towards narrowing the academic attainment gap by allowing students access to information which is in turn directly linked to improved education outcomes.

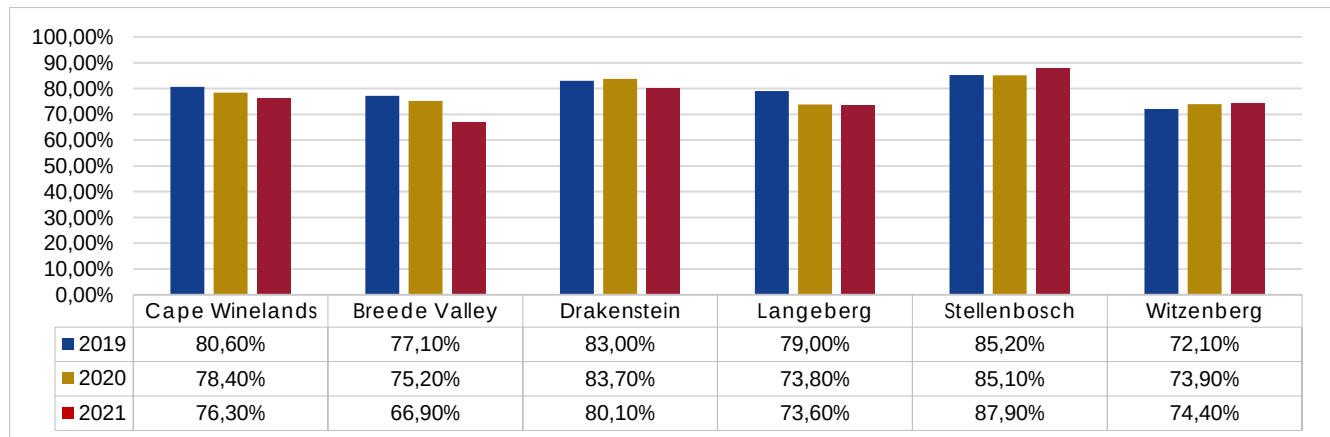


2.5.4 Education outcomes (matric pass rate)

Education remains one of the key avenues through which the state is involved in the economy. In preparing individuals for future engagement in the labour market, policy choices and decisions in the sphere of education play a critical role in determining the extent to which future economic and poverty reduction plans can be realised. Stellenbosch's matric pass rate improved from 85.1 per cent

in 2020 to 87.9 per cent in 2021; recording the highest matric pass rate in the district in both 2020 and 2021 in the Cape Winelands District.

Graph 4: Education outcomes (matric pass rate)



Source: Western Cape, Social-Economic Profile 2022

2.6 Health

2.6.1 Health Facilities

According to the LGSEP 2022, in 2021, the Stellenbosch municipal area had 8 fixed primary healthcare facilities, comprising 7 fixed clinics, 1 community day centre as well as 6 mobile / satellite clinics. In addition to these primary healthcare facilities, there is one district hospital, 9 ART treatment sites and 10 TB clinics. The municipal area has 14 (17.9 per cent) out of the 78 primary healthcare facilities within the Cape Winelands district.

The table depicts the total healthcare facilities.

Table 15: Health facilities

Area	Community Health Centres ²	Community Day Centres ³	Regional hospitals	District Hospitals	PHC Clinics (Satellite and Mobile)	PHC Clinics (Fixed)
Stellenbosch	0	1	0	1	6	7
Cape Winelands District	0	5	2	4	33	39

Source: Western Cape, Social-Economic Profile 2022

2.6.2 Emergency Medical Services

The provision of more operational ambulances can provide greater coverage of emergency medical services. The Stellenbosch municipal area had a total of 6 ambulances servicing the region, which translates to 0.3 ambulances per 10 000 people in 2021. This number only refers to Provincial ambulances and excludes all private service providers and remained unchanged between 2020/21 and 2021/22.

² **Community Health Centre:** A facility that normally provides primary health care services, 24 hour maternity, accident and emergency services and beds where health care users can be observed for a maximum of 48 hours and which normally has a procedure room but not an operating theatre.

³ **Community Day Centre:** A health facility that provides a comprehensive health care services during day hours, including mother and child health, chronic diseases care, women's health, HIV and TB care, men's health, acute services, physio therapy, mental health services and oral health care.

2.6.3 HIV / AIDS and Tuberculosis

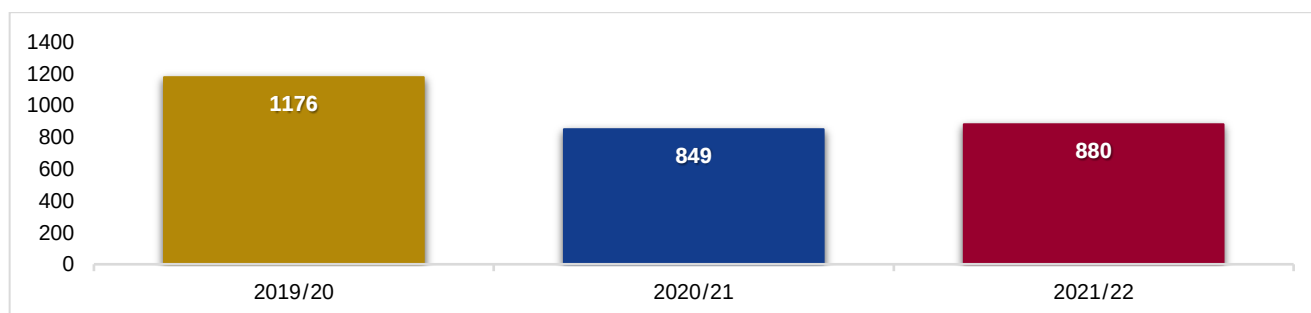
The number of clients (patients) that remain committed to their antiretroviral treatment (ART) plan in the Stellenbosch municipal area increased by one patient between 2020/21 and 2021/22. In total, 6 915 registered patients received antiretroviral treatment in the Stellenbosch municipal area in 2021/22. In turn, the number of new patients receiving ART also increased from 460 in 2020/21 to 481 in 2021/22. There has been an average annual increase of 3.65 per cent between 2020/21 (849) and 2021/22 (880) in the number of registered patients receiving TB treatment in the Stellenbosch municipal area.

Table 16: HIV/AIDS Management

Area	Registered patients receiving ART		Number of new ART patients	
	2020/21	2021/22	2020/21	2021/22
Stellenbosch	6 914	6 919	460	481
Cape Winelands District	32 949	32 719	2 825	3 780

Source: Western Cape, Social-Economic Profile 2022

Graph 5: Tuberculosis



Source: Western Cape, Social-Economic Profile 2022

2.6.4 Child Health

The immunisation coverage rate for children under the age of one in the municipal area improved slightly from 52.7 per cent in 2020/21 to 55.8 per cent in 2021/22. The overall CWD rate increased from 60.6 per cent to 62.2 per cent across the same period. The number of malnourished children under five years of age (severe acute malnutrition) per 100 000 people in the municipal area increased notably from 0.9 in 2020/21 to 1.5 in 2021/22.

The CWD also increased from 1.8 per cent to 2.2 per cent while the provincial average changed from 0.9 to 1.3 per cent. The neonatal mortality rate (deaths per 1 000 live births before 28 days of life) for the municipal area declined from 6.3 in 2020/21 to 3.1 in 2021/22. The rate was still notably below the CWD average of 8.0. A total of 9.8 per cent of all babies born in a facility in the municipal area in 2021/22 weighed less than 2 500 grams, indicating possible challenges with long-term maternal malnutrition and poor health care during pregnancy.

Table 17: Child Health

Area	Low Birth Rate		Neonatal Mortality Rate per 1000		Acute Malnutrition Rate (Under 5) per 100 000		Immunisation Rate (Under 1)	
	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22
Stellenbosch	8,5	9,8	6,3	3,1	0,9	1,5	52,7	55,8
Cape Winelands District	15,5	16,0	10,7	8,0	1,8	2,2	60,6	62,2

Source: Western Cape, Social-Economic Profile 2022

2.6.5 Maternal Health

In 2020/21, the Stellenbosch municipal area recorded the lowest number of maternal deaths (57.3) and teenage pregnancies (11.4 per cent) in the CWD, however, this increased to 61.1 per cent (maternal deaths) and 13.2 per cent (teenage pregnancies) in 2021/22. However, the termination of pregnancy rate (0.6 per cent) remained unchanged across this period.

Table 18: Maternal Health

Area	Maternal Mortality Rate		The delivery rate of women under 20 years		Termination of pregnancy rate	
	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22
Stellenbosch	57.3	61,1	11.4	13,2	0.6	0,6
Cape Winelands District	118.3	120,1	13.6	14,0	0.7	0,7

Source: Western Cape, Social-Economic Profile 2022

2.6.6 Emergency Medical Services

Table 19: Emergency Medical Services

Health Indicator	Stellenbosch	Cape Winelands
EMS operational	6	37
Number of operational ambulances per 10 000 people	0.3	0.4

Source: Western Cape, Social-Economic Profile 2022

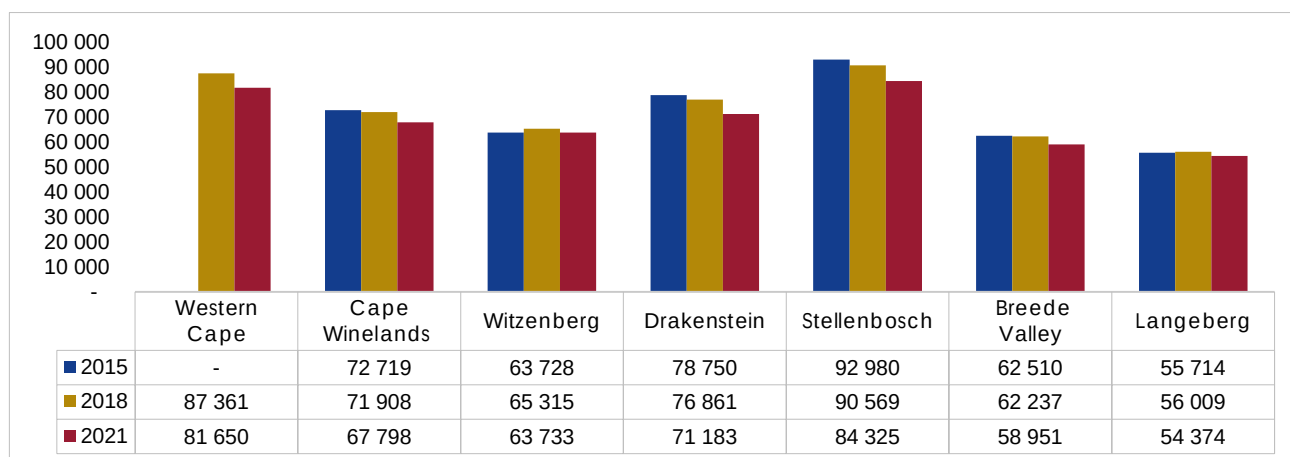
2.7 Poverty

2.7.1 GDPR Per Capita

An increase in the real regional gross domestic product (GDPR) per capita, i.e., GDPR per person, is experienced only if the real economic growth rate exceeds the population growth rate. Even though real GDPR per capita reflects changes in the overall well-being of the population, not everyone within an economy will earn the same amount of money as estimated by the real GDPR per capita indicator.

An increase in GDPR per capita, i.e., GDPR per person, is experienced only if the economic growth rate exceeds the population growth rate. At R67 798 in 2021, the Cape Winelands District's real GDPR per capita is below that of the Western Cape's figure of R81 650 for the same period. However, Stellenbosch has outperformed both the District and the Province by recording a per capita income figure of R84 325 in 2021.

Cape Winelands District recorded the highest figure across 2021. While the 2021 figure has regressed moderately for the period 2015 – 2021, the robust economic potential of the municipality is highlighted by its persistent high level of per capita incomes recorded, despite the recent recessionary economic environment coupled with the COVID-19 pandemic which restricted economic activity both regionally and globally.

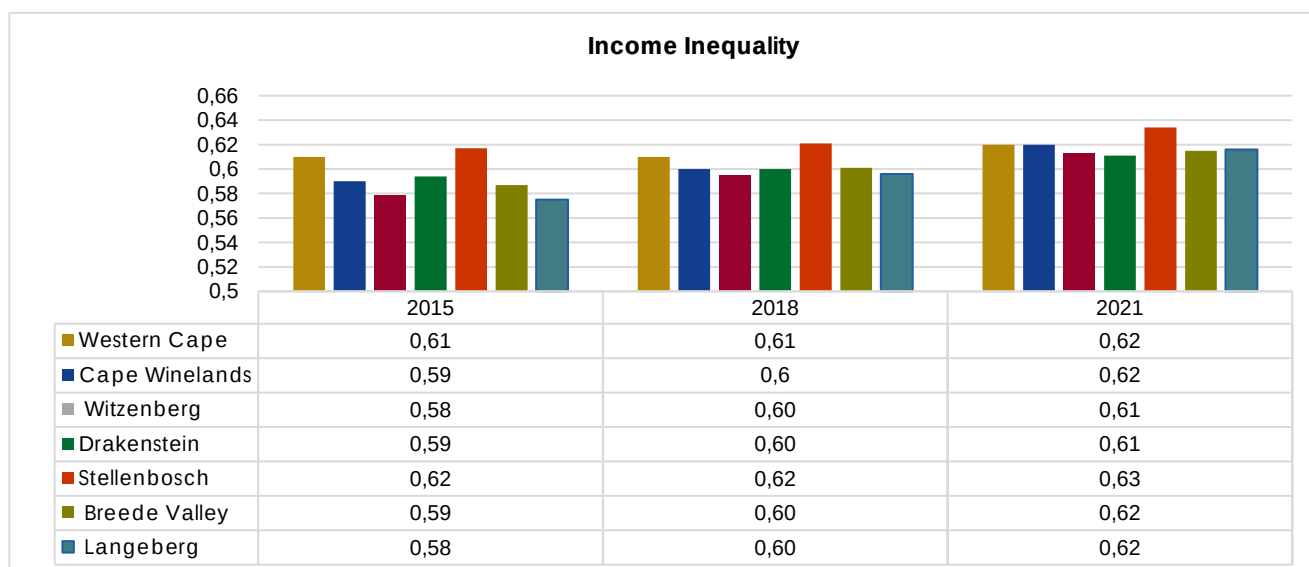
Graph 6: GDP Per Capita

Source: Western Cape, Social-Economic Profile 2022

2.7.2 Income Inequality

South Africa suffers among the highest levels of inequality in the world when measured by the commonly used Gini index. Inequality manifests itself through a skewed income distribution, unequal access to opportunities, and regional disparities.

The National Development Plan (NDP) has set a target of reducing income inequality in South Africa from a Gini coefficient of 0.7 in 2010 to 0.6 by 2030. Income inequality has increased in Cape Winelands District between 2015 (0.59) and 2021 (0.62). These disparities in income are certain to worsen across the ensuing MTREF given the potential aftereffects of the COVID-19 pandemic. Stellenbosch has displayed a similar trend to that of the District's trajectory with inequality levels worsening from 0.62 in 2015 to 0.63 in 2021.

Graph 7: Income Inequality

Source: Western Cape, Social-Economic Profile 2022

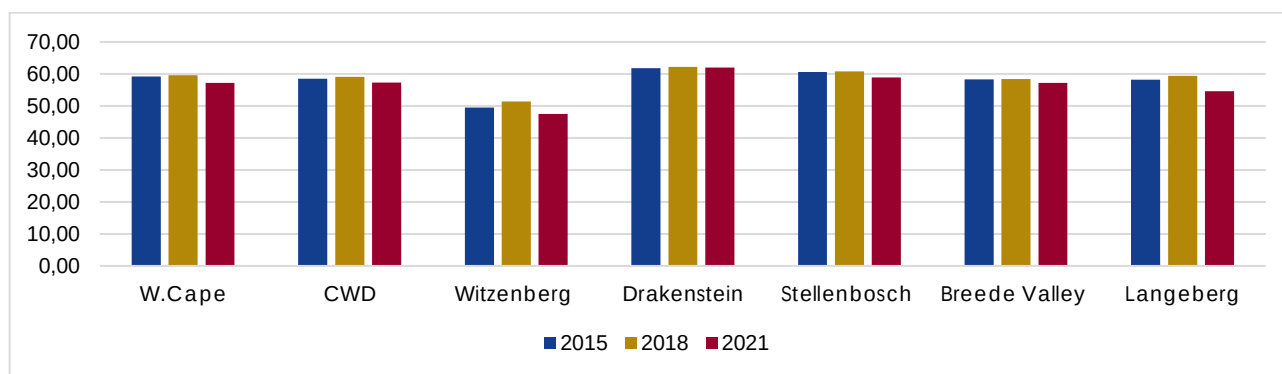
2.7.3 Poverty Line

The Upper Bound Poverty Line (UBPL) headcount ratio is the proportion of the population living below the UBPL i.e., that cannot afford to purchase adequate levels of food and non-food items. The UBPL in South Africa is R1 227 (in April 2019 prices) per person per month.

Poverty affects the social development of communities through lower life expectancy, malnutrition and food insecurity, higher exposure to crime and substance abuse, lower educational attainment and poor living conditions. The NDP aims to eliminate poverty by 2030.

In 2021, 58.91 per cent of Stellenbosch's population fell below the UBPL. This figure improved marginally from the 60.62 per cent and 60.76 per cent recorded for the periods 2015 and 2018, respectively. Stellenbosch along with Drakenstein (61.96 per cent in 2021) represent the highest proportion of people living in poverty across the Cape Winelands District, while the Stellenbosch figure of 58.91 per cent is marginally above that of the District figure (57.26 per cent) recorded in 2021.

Table 20: Poverty Line



Source: Western Cape, Social-Economic Profile 2022

2.8 Basic Service Delivery

The Constitution stipulates that every citizen has the right to access adequate housing and that the state must take reasonable legislative and other measures within its available resources to achieve the progressive realisation of this right. Access to housing also includes access to services such as potable water, basic sanitation, safe energy sources and refuse removal services, to ensure that households enjoy a decent standard of living.

This section considers to what extent this has been achieved by reflecting on the latest available information from Quantec Research for 2021. The latest official statistics were collected by Statistics South Africa for the 2016 Community Survey; the 2021 Census will provide the updated official statistics. The information on free basic services is obtained from Statistics South Africa's Non-Financial Census of Municipalities Survey findings.

2.8.1 Housing and household services

With a total of 50 792 households in the Stellenbosch municipal area, 74.5 per cent had access to formal housing. This is lower than the Cape Winelands District average of 82.4 per cent. The area also had a substantially higher proportion of informal dwellings, a total of 24.7 per cent compared with the District's total of 16.9 per cent.

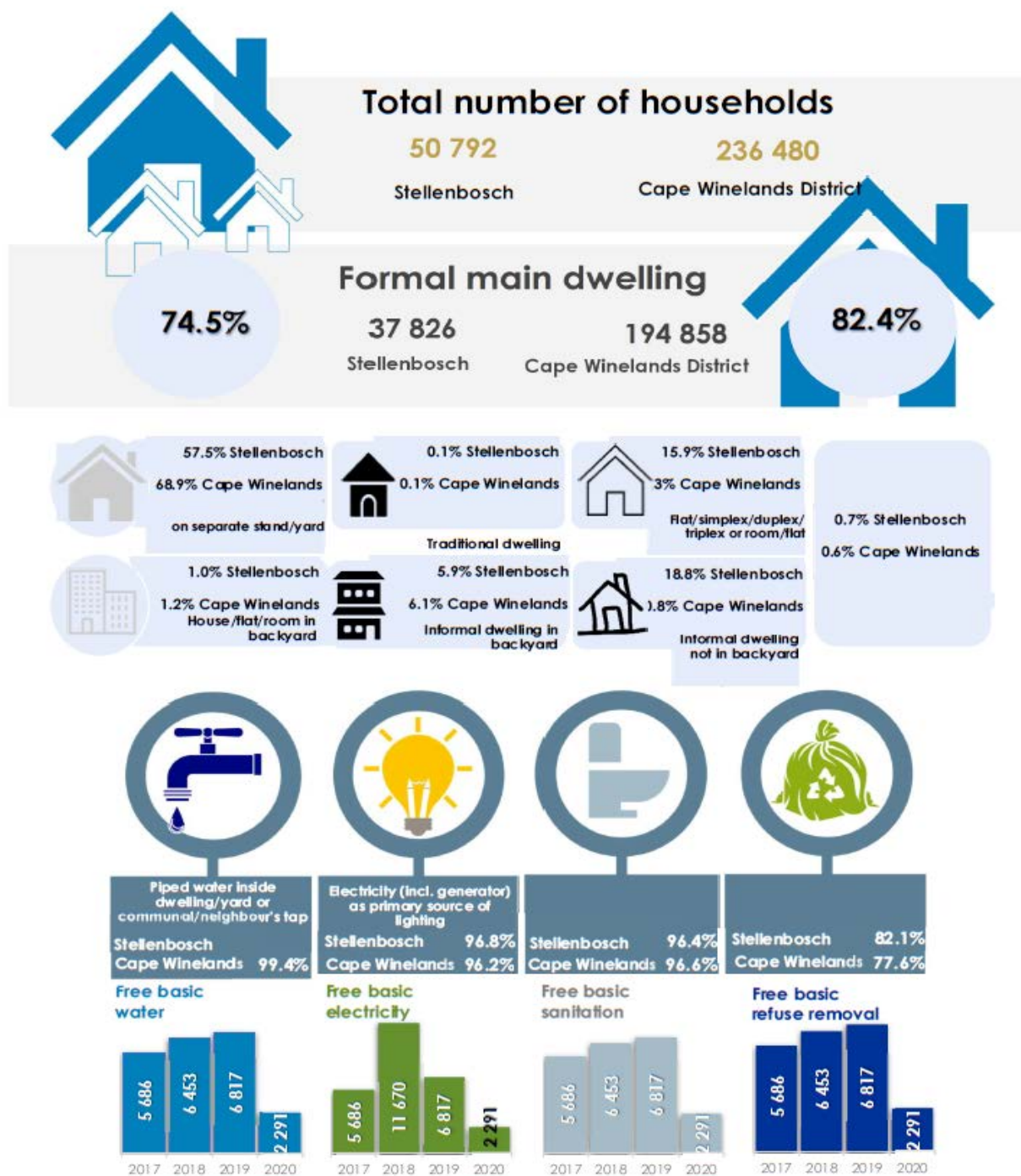
Service access levels within the municipal area were considerably higher than the access to formal housing, with access to piped water inside the dwelling / yard or communal / neighbour's tap at 99.3 per cent, access to a flush or chemical toilet at 96.4 per cent, access to electricity (including a

generator) for lighting at 96.8 per cent and the removal of refuse at least weekly by the local authority at 82.1 per cent of households. These access levels were above the District figures for electricity and refuse removal services.

2.8.2 Free Basic Services

Municipalities also provide a package of free basic services to households that are financially vulnerable and struggle to pay for services. The number of households receiving free basic services in the Stellenbosch municipal area has declined sharply in 2020. The stressed economic conditions are expected to exert additional pressure on household income, which will likely increase the demand for free basic services and in turn the number of indigent households. However, this is area specific and dependent on the qualifying criteria which are used.

Figure 9: Basic Service



Source: Western Cape, Social-Economic Profile 2022

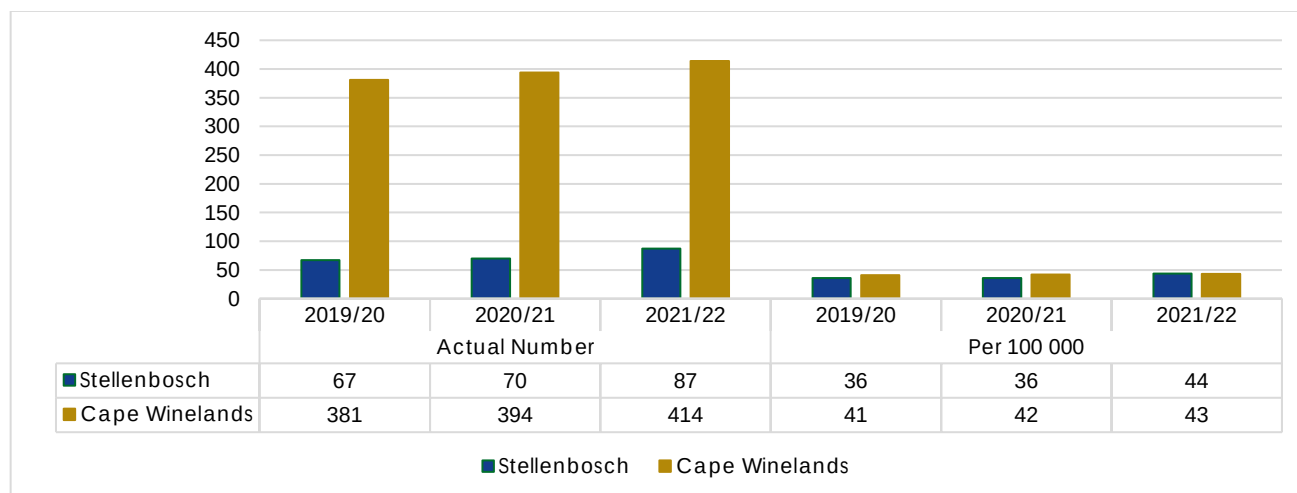
2.9 Safety and Security

2.9.1 Murder

Murder is defined as the unlawful and intentional killing of another person.

Within the Stellenbosch area, the number of murders increased from 67 in 2019/20 to 70 in 2020/21, increasing further to 87 in 2021/22. The Stellenbosch municipal area's murder rate (per 100 000 people) increased from 36 in 2020/21 to 44 in 2021/22, and the murder rate (per 100 000 people) for the Cape Winelands District also increased from 42 to 43 for the same period.

Graph 8: Murder Statistics



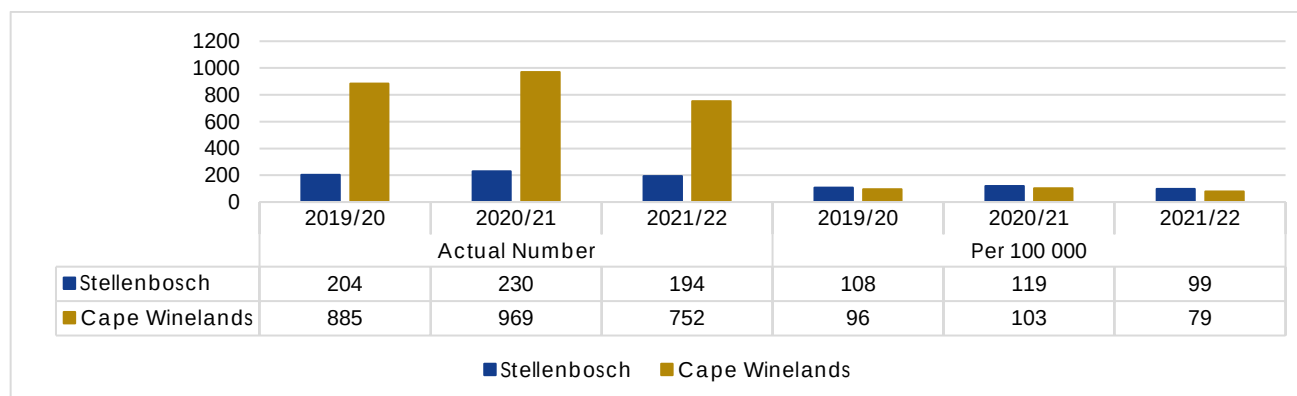
Source: Western Cape, Social-Economic Profile 2022

2.9.2 Sexual Offences

Sexual offences include rape (updated to the new definition of rape to provide for the inclusion of male rape), sex work, pornography, public indecency and human trafficking.

In 2022, there were 226 sexual offences in the Stellenbosch area compared to 806 reported cases in the Cape Winelands District. The incidence of sexual offences (per 100 000 people) in the Stellenbosch municipal area (115) was higher than that of the District (84) in 2021/22.

Graph 9: Sexual Offences per 100 000



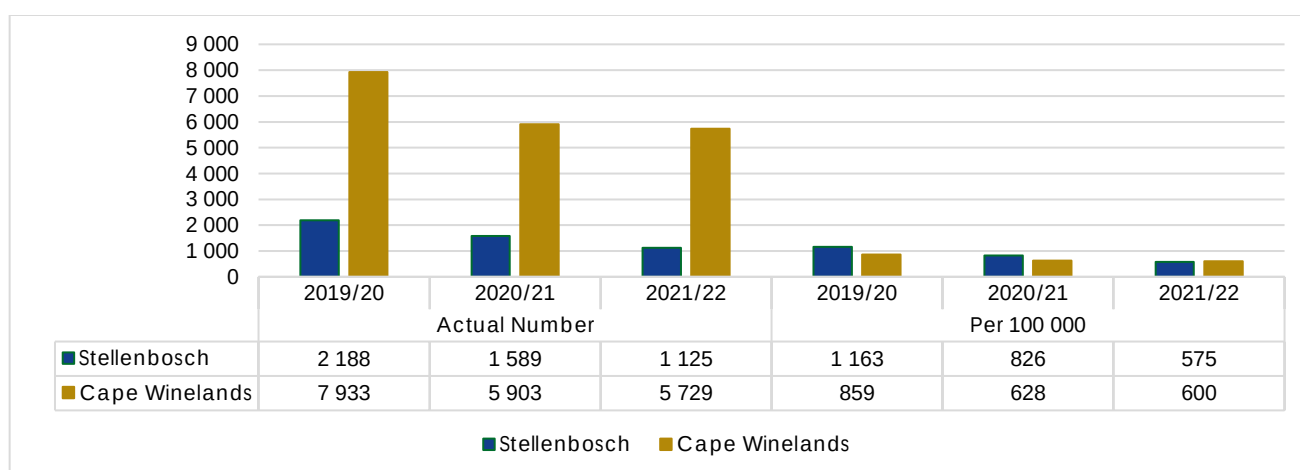
Source: Western Cape, Social-Economic Profile 2022

2.9.3 Drug-Related Offences

Drug-related crimes refer to the situation where the perpetrator is found to have, been under the influence of, or selling illegal drugs.

Drug-related crime within the Stellenbosch area decreased from 1 589 cases in 2020/21 to 1 125 cases in 2021/22. The Cape Winelands District's drug-related offences decreased sharply from 5 903 in 2020/21 to 5 729 in 2021/22. When considering the rate per 100 000 people, with 575 drug-related offences per 100 000 people in 2021/22, the Stellenbosch area's rate is below the District's 600 per 100 000 population.

Graph 10: Drug-related Offences per 100 000



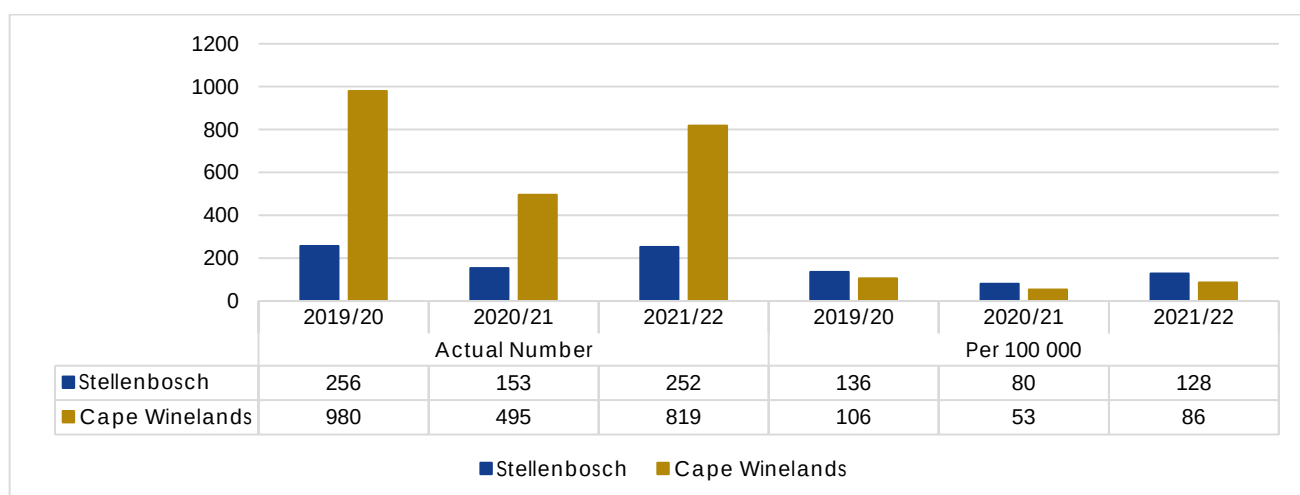
Source: Western Cape, Social-Economic Profile 2022

2.9.4 Driving under the influence (DUI)

A situation where the driver of a vehicle is found to be over the legal blood alcohol limit.

The number of cases of driving under the influence of alcohol or drugs in the Stellenbosch area increased from 153 in 2020/21 to 252 in 2021/22. This translates into a rate of 128 per 100 000 people in 2021/22, which is above the District's 86 per 100 000 people.

Graph 11: Driving under the influence

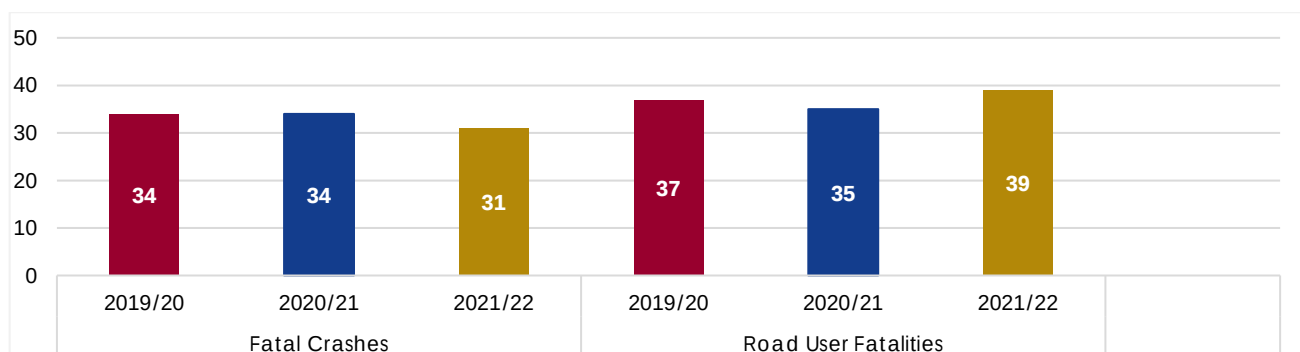


Source: Western Cape, Social-Economic Profile 2022

The type of road user that died in or during a crash i.e. driver, cyclist, passengers, pedestrians.

The number of road user fatalities in the Stellenbosch area increased from 35 in 2020/21 to 39 in 2021/22. While the number of fatal crashes decreased from 34 to 31 for the same reference period.

Graph 12: Fatal Crashes and Road User Fatalities



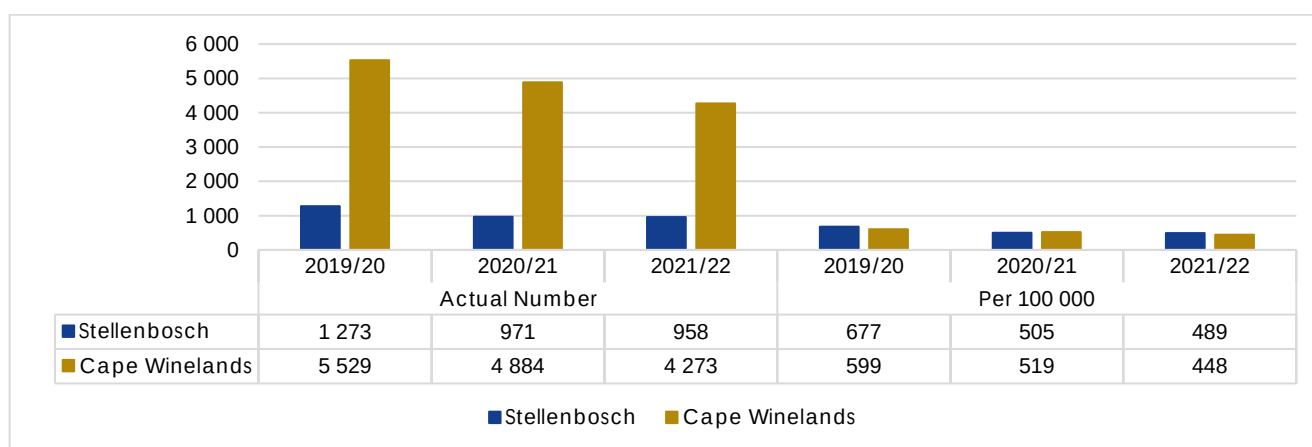
Source: Western Cape, Social-Economic Profile 2022

2.9.5 Residential Burglaries

The unlawful entry of a residential structure with the intent to commit a crime, usually theft.

The number of residential burglaries in the Stellenbosch area decreased from 971 in 2020/21 to 958 in 2021/22. Stellenbosch municipal area's rate of 489 per 100 000 population is above the District's 448 for 2021/22.

Graph 13: Residential Burglaries



Source: Western Cape, Social-Economic Profile 2022

2.10 Economy and Labour Market Performance

2.10.1 Sectoral Overview

In 2020, the economy of Stellenbosch was valued at R18 625.6 billion (current prices) and employed 71 911 people. Historical trends between 2016 and 2020 indicate that the municipal area realised an average annual growth rate of -0.7 per cent. The 2020 recession made a substantial dent in the average growth rate over the period, but load shedding and the drought within the Province also played a major role in prior years.

Estimates for 2021 however indicate a marked recovery in growth (4.6 per cent) from the effects of the COVID-19-related restrictions on economic activity in 2020. It was largely driven by growth in the wholesale and retail trade, catering and accommodation (7.8 per cent) as tourism activity resumed; as well as the finance, insurance, real estate and business services (3.5 per cent); and manufacturing

(5.0 per cent) sectors. The mining and quarrying (-14.2 per cent), construction (-1.0 per cent) and general government (-0.9 per cent) sectors were the only sectors that experienced a further economic decline after the easing of restrictions.

Despite the economic recovery experienced in 2021, the economy continued to shed jobs, with an estimated 2 435 net jobs lost. This was largely driven by job losses in the wholesale and retail trade, catering and accommodation (-945 jobs); manufacturing (-338 jobs); and agriculture, forestry and fishing (-328) sectors, reflecting that employment creation is lagging behind the improved GDP. Only the general government sector was able to create jobs during the year.

Table 21: Economic Sector Overview

	SECTOR	GDPR			Employment		
		R Million value 2019	Trend 2015 – 2019	Real GDPR growth 2020e	Number of jobs in 2019	Average annual change 2015 - 2019	Net change 2020e
PS	Primary Sector	R1 059.7	(5.7%)	0.5	6.7	R1 059.7	(5.7%)
	Agriculture, forestry and fishing	R1 022.6	5.5%	0.5	7.2	R1 022.6	5.5%
	Mining and quarrying	R37.1	0.2%	1.6	-14.2	R37.1	0.2%
SS	Secondary sector	R3 948.9	21.2	-3.7	3.8	R3 948.9	21.2
	Manufacturing	R3 039.7	16.3%	-3.4	5.0	R3 039.7	16.3%
	Electricity gas and water	R222.1	1.2%	-2.0	3.3	R222.1	1.2%
	Construction	R687.2	3.7%	-5.0	-1.0	R687.2	3.7%
TS	Tertiary sector	R13 616.9	73.1%	0.1	4.7	R13 616.9	73.1%
	Wholesale and retail trade, catering and accommodation	R3 257.3	17.5%	-1.5	7.8	R3 257.3	17.5%
	Transport, storage and communication	R1 522.3	8.2%	-0.8	6.9	R1 522.3	8.2%
	Finance, insurance, real estate and business services	R4 943.2	26.5%	1.9	3.5	R4 943.2	26.5%
	General government	R1 849.5	9.9%	0.7	-0.9	R1 849.5	9.9%
	Community, social and personal services	R2 044.7	11.0%	-0.9	6.2	R2 044.7	11.0%
	Stellenbosch	R18 625.6	100%	-0.7	4.6	R18 625.6	100%

Source: Western Cape, Social-Economic Profile 2022

2.10.2 Formal and Informal Employment

It is estimated that Stellenbosch's total employed will in 2021 amount to 69 476 workers, of which 55 435 (79.8 per cent) are employed in the formal sector and 14 041 (20.2 per cent) are informally employed. Employment in the formal sector had an annual average increase of only 0.2 per cent from 2016 to 2020 while the informal sector suffered an annual average decline of 5.9 per cent over this period. The informal economy was responsible for the majority of the job losses in 2021. This is a concern as the informal economy should be able to act as a buffer during times of economic recession.

Most of the formally employed consisted of semi-skilled (42 per cent) and low-skilled (32 per cent) workers. The skilled category only contributed 25.8 per cent to total formal employment. The skilled and semi-skilled categories grew at a pace of 0.7 per cent per annum from 2016 to 2020 and notably outpaced low-skilled employment which shed 0.9 per cent of jobs per annum. The growth in the skilled

categories reflects the increasing market demand for skilled labour and the need for skills development initiatives, especially with the growing tertiary sector in the Stellenbosch municipal area.

Table 22: Skills Levels Formal Employment

Skill Levels Formal employment	Skill Level Contribution 2020 (%)	Average growth (%) 2016 - 2020	Number of jobs	
			2020	2021
Skilled	32.0	- 0.9	14 305	14 433
Semi-skilled	42.2	0.7	23 353	23 327
Low-skilled	25.8	0.7	17 688	17 675
TOTAL	100.0	0.2	55 346	55 435

Source: Western Cape, Social-Economic Profile 2022

Table 23: Informal Employment

Informal Employment	2019	2020	2021e
Number of informal jobs	20 693	16 565	14 041

Source: Western Cape, Social-Economic Profile 2022

2.10.3 Unemployment

To protect South African citizens from the COVID-19 pandemic, the government announced a national lockdown in March 2020 that brought about a shutdown of the economy, which in turn resulted in a shock in the labour market and a big change in the way people went about doing their work.

According to the Quarterly Labour Force Survey (StatsSA, 2021), The number of unemployed persons decreased by 60 000 to 7,9 million in the 1st quarter of 2022 compared to the previous quarter. The number of discouraged jobseekers decreased by 54 000 (1,4%) and the number of people who were not economically active for reasons other than discouragement decreased by 112 000 (0,8%) between the two quarters resulting in a net decrease of 166 000 not economically active population. The above changes in employment and unemployment resulted in the official unemployment rate decreasing by 0,8 of a percentage point from 35,3% in the fourth quarter of 2021 to 34,5% in the first quarter of 2022. The unemployment rate according to the expanded definition of unemployment also decreased by 0,7 percentage points to 45,5 % between April and June 2022 compared to January to March 2022.

The biggest job gains were recorded in community and social services (281 000), manufacturing (263 000) and trade (98 000). However, there were job losses in private households (186 000), finance (72 000), construction (60 000) and agriculture (23 000). The total number of persons employed was 14,9 million in the first quarter of 2022. The expanded unemployment rate⁴ in South Africa increased by 2,2 percentage points to 46,6 per cent (12.5 million people) from July 2021 to September 2021, because people were available for work, but did not actively look for work during the national lockdown.

⁴ Definition: Expanded unemployment rate (aged 15–64 years): were not employed in the reference week; and were available to work but did not look for work either because they are discouraged from looking for work .

CHAPTER 3:

Strategic Policy Context

3.1 Municipal Vision and Strategy

Figure 10: Municipal Vision and Strategy



OUR MISSION: To deliver services in an enabling environment through sustainable, cost-effective and accountable services for our community

OUR VALUES: In all of our work and engagements, we subscribe to the following values:

Accountability: As responsible public servants, we pledge to perform our duties in a manner that is open to oversight and public scrutiny. This commitment is shaped by our understanding to give an account of our actions to individuals, groups and organisations.

Excellence: As a municipality, we will strive to deliver excellent services for all areas within the greater Stellenbosch.

Integrity: As servants of the public, we undertake to perform the functions and operations of the Municipality in an honest and ethical manner.

Innovation: We will continuously review our systems, procedures and processes to make them more responsive to customer needs. In partnership with our stakeholders we will seek innovative solutions to complex problems. We will encourage and reward initiatives which show creativity and ingenuity.

Transformation: We, as custodians of hope, will work tirelessly at transforming our Municipality, communities and broader society by unlocking the endless possibilities that our valley holds and treasures. This commitment is shaped by our understanding of the historical, spatial, social and economic inequalities in our valley.

Responsiveness: The municipality to be a responsive municipal entity with zero tolerance for corruption and illegal actions.

VISION

We describe the vision of where we want to be as a municipality and the Greater Stellenbosch area as the **“An Integrated Valley of Opportunity and Innovation”**

MISSION

Our mission is to deliver services in an enabling environment through sustainable, cost-effective and accountable services for our community

VALUES

In all our work and engagements with the community and other stakeholders, we subscribe to the following values:

Integrity: As servants of the public, we undertake to perform the functions and operations of the municipality honestly and ethically.

Accountability: As responsible public servants, we pledge to perform our duties in a manner that is open to oversight and public scrutiny. This commitment is shaped by our understanding to give an account of our actions to individuals, groups and organisations.

Transformation: We, as custodians of hope, will work tirelessly at transforming our municipality, communities and broader society by unlocking the endless possibilities that our valley holds and treasures. This commitment is shaped by our understanding of the historical, spatial, social and economic inequalities in our valley.

Innovation: We will continuously review our systems, procedures and processes to make them less bureaucratic and more responsive to customer needs. We will acknowledge and reward initiatives that show creativity and ingenuity.

Excellence: As a municipality, we will strive to deliver excellent services for all areas within the greater Stellenbosch.

Responsiveness: The municipality is a responsive municipal entity with zero tolerance for corruption and illegal actions.

3.2 Strategic Focus Areas (SFAs)

3.2.1 Strategic Focus Area 1: Valley of Possibility

The Stellenbosch area offers ample possibilities to their stakeholders. The unlocking of these possibilities to encourage opportunity for enterprise, creativity and business development in our cities, towns and villages are an urgent issue in South Africa. Unemployment, poverty, income inequality, and skills shortages are major concerns impacting the economy. This strategic focus area has three broad dimensions that address these challenges: The first relates to the provision of services to citizens, and how these services can assist them to facilitate development and job creation. The second relates to the internal working of the municipality and how municipal procurement of services aids in fostering opportunities for enterprise development and creativity. The third dimension asserts that efficient infrastructure and services lie at the heart of the municipality's mandate. Infrastructure and services of different kinds fulfil the basic needs of citizens and also enable enterprise and business development. Without appropriate, well-maintained infrastructure, the greater Stellenbosch area will fail as a place of living, work and learning.

3.2.2 Strategic Focus Area 2: Green and Sustainable Valley

Several dimensions of the environment underpinned its importance for the greater Stellenbosch area and the people living within it. The first is an ecological dimension, which recognises that the natural environment and its processes provide the setting in which and the basic resources with which, human life is played out.

The second is an economic and productive dimension, which recognises that the natural environment underpins vitally important tourism and agricultural economy. The third is a psychological, social, and recreational dimension, which recognises that human life is qualitatively affected by a sense of place, and the need for places of 'escape' from urban life. The fourth is a cultural dimension, which recognises the inextricable relationship between the characteristics of a place, peoples' activities in that place, and the emergence of cultural expressions and forms.

There are at least three reasons why the spatial direction is important. Firstly, we live our lives in geographic spaces; how activities and infrastructure are organised in space fundamentally impacts people's access to opportunity. For example, prioritising new urban development on agricultural land may harm the overall viability of agriculture and food security of an area. Another example is the location of housing for poor people far away from work opportunities, which impacts disposable income, work productivity and transport infrastructure provision. Secondly, the Municipal strategy has over the last decade taken a strong sectoral approach. The approach looks at development in sectors as reflected in the LED plans, plans for creative industries, small enterprises, tourism, and so on. Unfortunately, much of this work is silent on the impact of space on specific sectors and has assisted to hide spatial inequity in our settlements. Thirdly, the municipal government has considerable influence over the space economy of settlements. Under its mandate, local government can determine the nature and location of key infrastructure and where settlement is to occur and where not. Local government cannot grow the economy, but it impacts economic success through the provision and maintenance of infrastructure and how activities are organised in space.

3.2.3 Strategic Focus Area 3: Safe Valley

Establishing safety and law-abiding behaviour in greater Stellenbosch is an absolute priority. All our efforts to improve services, opportunities and sound financial position – including affordable rates – will come to nothing if by-laws are not respected, our assets are vandalised, or our neighbourhoods, roads, business areas and recreational facilities are not safe. Safety and security, together with cleanliness, are often cited as the most important factors in getting investment into a city or town. A safe and secure greater Stellenbosch area is thus not only a functional necessity but underpins elements of economic and social development strategies.

3.2.4 Strategic Focus Area 4: Dignified Living

All our citizens should have access to a dignified life, irrespective of their relative material wealth or their background. By a dignified life, we mean, inter alia, access to shelter, ethical administration of municipal housing, and sufficient choice in housing opportunities for different income groups, including young people. We also mean neighbourhoods with accessible public facilities and services. Support for vulnerable groups, including the youth, women and the elderly is critical, as is a close working relationship with other government and social agencies that focus on the needs of these groups.

3.2.5 Strategic Focus Area 5: Good Governance and Compliance

As more people become urbanised, towns and cities have become increasingly important foci of political and economic power and service provision. As the 13th largest economy nationally, the greater Stellenbosch area and municipality is a significant seat of power and deliverer of services.

Deciding what to do, when, where and to whose benefit it is, however, is a difficult task. The range of services to be provided is wide in scope, and the needs of citizens and enterprises vary significantly. Given the depth of need in many communities and limited resources, tough choices have to be made. To succeed, municipalities have to develop appropriate policy- and decision-making structures and plan carefully for the long and short term (across territorial areas and sectors). They should also ensure synergy between the work of the political and administrative spheres of the municipality, their work and that of other spheres of government, civil society and the business sector. Municipalities should communicate well, and monitor processes and procedures in a structured manner. It is also important that excellence in service delivery contributions, external and internal to the organisation, needs to be recognised and built upon.

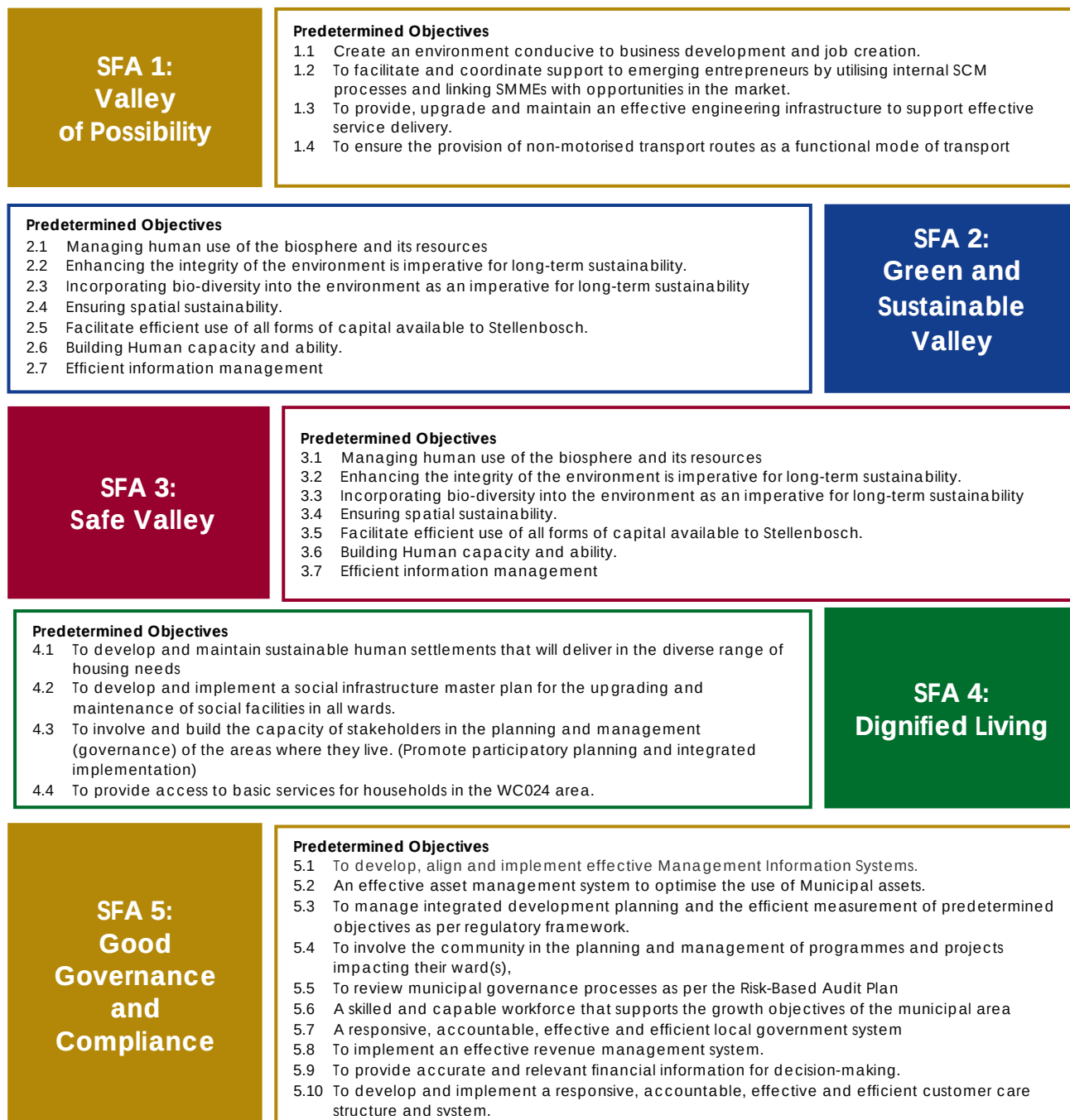
We cannot serve the needs of our citizens without a skilled and customer-focused administration in all the different functional areas and at all levels of the municipality. Given the rapid change in all facets of society, the opportunity must exist for staff to develop their skills, whether in specific functional areas or management. To ensure the best use of public resources, regular performance management is essential. The information must be readily available, and contact between citizens and the municipality should be responsive and as efficient as possible.

The facilities that house the administration also need to be organised in a manner that facilitates integrated and joint work among the staff themselves, and between staff, political leadership and other sectors of the community.

A sound financial basis is central to implementing any strategy. The greater Stellenbosch area is no exception. To deliver on the needs of its citizens, the municipality is required to manage revenue streams sustainably. It also needs to ensure that funds available are utilised for identified projects and that value for money is achieved. In procuring goods and services, ethical conduct is essential to ensure the integrity of the municipality. It is most important that the use of municipal resources supports agreed-upon objectives; in other words, the municipal budget and ongoing expenditure must be strategy-led.

3.3 Strategic Objectives and Predetermined Objectives

Figure 11: Strategic Focus Areas and Predetermined Objectives



3.4 Core Principles in Executing Strategy

The municipality comprises three core components:

- Democratically elected political leadership;
- The administration, comprising officials; and
- Citizens, as individuals, interest groups and organisations (public, community-based and private).

For sustainable municipal management, political leadership and the administration work closely together. Ultimately, democratically elected political leadership is responsible for policy direction. The administration provides advice and implements policy.

International best practice shows that the only way to carry out sustainable urban management is to engage in meaningful partnerships with communities, where communities take full responsibility for the development of their neighbourhoods. Stellenbosch Municipality is committed to ensuring that the real social and economic development of our poorest communities is realised through proper community input and ownership. It is not generally realised that communities are legally part of the municipality. This being the case, however, means that local communities cannot simply play the role of critics or passive bystanders. Local communities must play an active part in the planning and implementation of projects and programmes in their neighbourhoods.

A component of community participation focuses on ward-based planning, where the desired outcome is to have a ward-based plan for each of the 23 wards. Ward-based plans are a form of participatory planning designed to promote community action, with clear linkages to the IDP. Such plans mobilise communities and citizens to take responsibility for their destinies and capture what communities see as their desired outcomes. They also help to speed up the implementation of the IDP. This ensures that the IDP objectives become the collective responsibility of community members, ward councillors, ward committees, the business community, NGOs and CBOs and all other stakeholders in the greater Stellenbosch. This presents an opportunity for visionary local leaders to implement a shared agenda and show tangible and measurable results through collectively addressing the above-mentioned ward priorities.

3.4.1 Alignment with institutional structures and processes

Conventional strategic planning processes aimed at guiding development and management decisions are time-consuming. Preparing a detailed strategic framework and implementation programme can take months. Unfortunately, these processes do not provide for the “now” – the need to guide decisions today. For municipalities, the “now” has become extremely important. Every month counts. We believe that our challenges have become so significant that if we do not find an integrated and commonly shared response to them fast, we may lose much of what is special about an area and be poorly prepared to meet future challenges successfully. We often find that the fact that a strategy is “under preparation” is used as an excuse for inaction or even poor decision-making. The arm’s length approach also appears to neglect local experiential knowledge – what people know through working with services issues daily. With this in mind, we have provided for regular, informal but structured engagements between the MayCo and Director’s Forum to discuss strategic matters and how to best respond to these issues.

These planning methods bridge the gap between local experiential knowledge, the technical requirements of strategy preparation, and the need for strategic frameworks to be available to deal with immediate decision-making. This process is aimed at getting an initial position through intense, structured information-sharing and planning workshops on how to direct the development and management of the municipality. Written up as an initial strategy, provision is made for influencing the

decisions of today and the nature of further work in a manner that supports the strategy. The strategy becomes the broad strategic framework, elaborated on in further technical work.

3.4.2 The tools of governance

Policy: defining / framing the position of government and direction for action concerning issues where clear choices exist (for example, to focus on private or public transport, to grow a settlement outwards or contain it inwards).

Plan making: indicating where resources should focus functionally or spatially, in what form, and when.

Legislation: directing, constraining and rewarding (potentially) the behaviour of different actors in society (in the interest of all citizens).

Regulation: elaborating on behaviour outlined in legislation through guidelines, standards, and so on.

Fiscal measures: fees, charges and taxes for services as a means for raising government revenue, and directing action in support of policy and legislation (through fiscal “incentives”).

Financial measures: the priorities and areas of government spending, including investments in infrastructure, facilities and programmes to support spatial and sectoral or functional area policy and plans.

Institutional measures: arrangements for decision-making, the allocation of powers, responsibilities, agreements and relationships between government and other actors, human resource capacity / competency, and measurement systems within government and between government and other actors.

Asset management: the approach taken to the management of government assets (land, public facilities, and so on).

Knowledge and information management: the government’s investment in and dissemination of knowledge about existing / anticipated conditions that require management.

Advocacy: the positions that government take on issues, “positive” and “negative”. This could be through the media, public meetings / engagements, events, and so on.

3.5 Global Policy Direction

The Stellenbosch Municipality’s strategic planning does not occur within a vacuum. Various key policy directives are being employed that range from a global reach to more specific directives applicable to the municipality and its neighbouring municipalities. All these directives are considered when framing future strategic planning and resource allocation. The sections below outline key policy directives considered when framing Stellenbosch Municipality’s 1st Review of the 5th Generation IDP 2022 – 2027.

3.5.1 Sustainable Development Goals (SDGs)

The Sustainable Development Goals (SDGs), officially known as *Transforming our world: the 2030 Agenda for Sustainable Development* is a set of seventeen aspirational "Global Goals" with 169 targets between them. The Agenda is an action plan for people, the planet, and prosperity, with a focus on strengthening peace and partnerships. The SDGs are integrated and indivisible and balance the three dimensions of sustainable development: the **economic**, **social** and **environmental**. The Goals are the following:

Figure 12: Sustainable Development Goals (SDGs)



Sustainable Development Goals (SDGs) 2030

- 🚩 Goal 1: End poverty in all its forms everywhere.
- 🚩 Goal 2: End hunger, achieve food security and improved nutrition, and promote sustainable agriculture.
- 🚩 Goal 3: Ensure healthy lives and promote well-being for all ages.
- 🚩 Goal 4: Ensure inclusive and equitable quality education and promote life-long learning opportunities for all.
- 🚩 Goal 5: Achieve gender equality and empower all women and girls.
- 🚩 Goal 6: Ensure availability and sustainable management of water and sanitation for all.
- 🚩 Goal 7: Ensure access to affordable, reliable, sustainable, and modern energy for all.
- 🚩 Goal 8: Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all.
- 🚩 Goal 9: Build resilient infrastructure, promote inclusive and sustainable industrialisation, and foster innovation.
- 🚩 Goal 10: Reduce inequality within and among countries.
- 🚩 Goal 11: Make cities and human settlements inclusive, safe, resilient and sustainable.
- 🚩 Goal 12: Ensure sustainable consumption and production patterns.
- 🚩 Goal 13: Take urgent action to combat climate change and its impacts.
- 🚩 Goal 14: Conserve and sustainably use the oceans, seas, and marine resources for sustainable development.
- 🚩 Goal 15: Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat deforestation, halt and reverse land degradation, and halt biodiversity loss.
- 🚩 Goal 16: Promote peaceful and inclusive societies for sustainable development, provide access to justice for all, and build effective, accountable and inclusive institutions at all levels.
- 🚩 Goal 17: Strengthen the means of implementation and revitalise the global partnership for sustainable development.

3.6 National Policy Direction

Based on the National Government's election manifesto and Medium-Term Strategic Framework, a set of twelve outcomes were developed through extensive consultation and discussion at both Ministerial and administrative levels. These outcomes reflect the desired development impacts sought nationally, given the government's policy priorities indicated below:

National Strategic Outcomes

- 🚩 Goal 1: Improved quality of basic education.
- 🚩 Goal 2: A long, healthy life for all South Africans.

- Goal 3: All people in SA are and feel safe.
- Goal 4: Decent employment through inclusive economic growth.
- Goal 5: A skilled and capable workforce to support an inclusive growth path.
- Goal 6: An efficient, competitive and responsive economic infrastructure network.
- Goal 7: Vibrant, equitable and sustainable rural communities with food security for all.
- Goal 8: Sustainable human settlements and improved quality of household life.
- Goal 9: A responsive, accountable, effective and efficient local government system.
- Goal 10: Environmental assets and natural resources that are well protected and continually enhanced.
- Goal 11: Create a better SA and contribute to a better and safer Africa and World.
- Goal 12: An efficient, effective and development-oriented public service and an empowered, fair and inclusive citizenship.

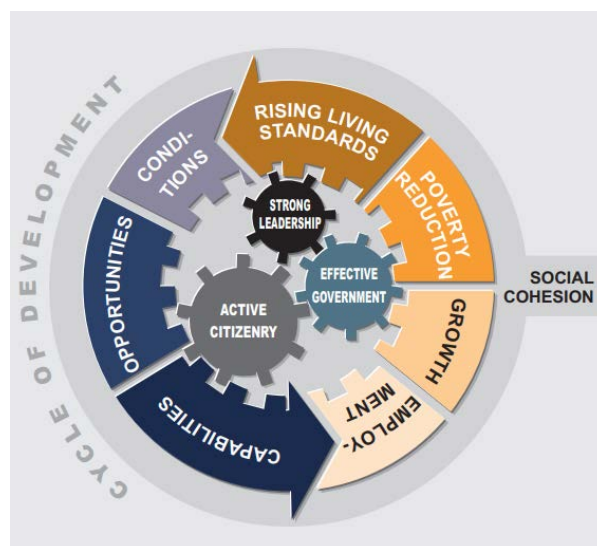
3.6.1 National Development Plan (NDP) – 2030

The President appointed a National Planning Commission in May 2010 to draft a vision and plan for the country. On 9 June 2011, the Commission released a diagnostic document and elements of a vision statement. On 11 November 2011, the vision statement and the plan were released for consideration. The Commission consulted widely on the draft plan. The National Development Plan was adopted by Cabinet in September 2012.

An approach to change

The graphic below demonstrates the close link between capabilities, opportunities and employment on social and living conditions. It shows how leadership, an active citizenry and effective government can help drive development in a socially cohesive environment.

Figure 13: National Development Plan – An approach to change



The plan focuses on the critical capabilities needed to transform the economy and society. Achieving these capabilities is not automatic, nor will they emerge if the country continues on its present trajectory. Rising levels of frustration and impatience suggest that time is of the essence: failure to act will threaten democratic gains. In particular, South Africa must find ways to urgently reduce alarming levels of youth unemployment and provide young people with broader opportunities.

Progress over the next two decades means doing things differently. Given the complexity of national development, the plan sets out six interlinked priorities:

- ✚ Uniting all South Africans around a common programme to achieve prosperity and equity.
- ✚ Promoting active citizenry to strengthen development, democracy and accountability;
- ✚ Bringing about faster economic growth, higher investment and greater labour absorption;
- ✚ Focusing on key capabilities of people and the state;
- ✚ Building a capable and developmental state; and
- ✚ Encouraging strong leadership throughout society to work together to solve problems.

The Plan in brief

By 2030

- ✚ Eliminate income poverty – Reduce the proportion of households with a monthly income below R419 per person (in 2009 prices) from 39% to zero; and
- ✚ Reduce inequality – The Gini coefficient should fall from 0.69 to 0.6.

Enabling milestones

- ✚ Increase employment from 13 million in 2010 to 24 million in 2030.
- ✚ Raise per capita income from R50 000 in 2010 to R120 000 by 2030.
- ✚ Increase the share of national income of the bottom 40% from 6% to 10%.
- ✚ Establish a competitive base of infrastructure, human resources and regulatory frameworks.
- ✚ Ensure that skilled, technical, professional and managerial posts better reflect the country's racial, gender and disability makeup.
- ✚ Broaden ownership of assets to historically disadvantaged groups.
- ✚ Increase the quality of education so that all children have at least two years of preschool education and all children in grade 3 can read and write.
- ✚ Provide affordable access to quality health care while promoting health and well-being.
- ✚ Establish effective, safe and affordable public transport.
- ✚ Produce sufficient energy to support the industry at competitive prices, ensuring access for poor households, while reducing carbon emissions per unit of power by about one-third.
- ✚ Ensure that all South Africans have access to clean running water in their homes.
- ✚ Make high-speed broadband internet universally available at competitive prices.
- ✚ Realise a food trade surplus, with one-third produced by small-scale farmers or households.
- ✚ Ensure household food and nutrition security.
- ✚ Entrench a social security system covering all working people, with social protection for the poor and other groups in need, such as children and people with disabilities.
- ✚ Realise a developmental, capable and ethical state that treats citizens with dignity.
- ✚ Ensure that all people live safely, with an independent and fair criminal justice system.
- ✚ Broaden social cohesion and unity while redressing the inequities of the past.
- ✚ Play a leading role in continental development, economic integration and human rights.

3.6.2 Medium-Term Strategic Framework 2019 – 2024 (MTSF)

The MTSF is a high-level strategic document to guide the five-year implementation and monitoring of the National Development Plan (NDP) 2030. It identifies the priorities to be undertaken during the 2019 – 2024 period to put the country on a positive trajectory towards the achievement of the 2030 vision. It sets targets for the implementation of the priorities and interventions for the five years and states the outcomes and indicators to be monitored.

The implementation of the MTSF 2019-2024 was however disrupted by the outbreak of the COVID-19 pandemic and the declaration of a National State of Disaster on 15 March 2020. The government had to reprioritise its plans and budgets in response to the pandemic, which has had a devastating impact on the health, social and economic aspects of the lives of South Africans. The President launched the Economic Reconstruction and Recovery Plan (ERRP) on 15 October 2020, which sought

to restore much-needed economic growth and employment. The combination of all these factors has meant that the MTSF 2019-2024 had to be revised to include critical interventions that are part of the government's relief and recovery efforts.

The Revised MTSF 2019 – 2024 also prioritises government commitments to prevail over the coronavirus pandemic and to work towards recovery. These commitments are to defeat the coronavirus pandemic, accelerate our economic recovery and implement economic reforms to create sustainable jobs and drive inclusive growth and lastly fight corruption and strengthen the capacity of the state. These commitments are included in the Revised MTSF 2019-2024 and will provide the focus for annual and strategic plans.

The MTSF 2019 – 2024 aims to address the challenges of **unemployment**, **inequality**, and **poverty** through the three pillars of the NDP.

Figure 14: Three NDP Pillars



The priorities, which will be achieved through more focused implementation, coordination and integration by the various levels of government including state-owned enterprises, the private sector and civil society, are as follows:

- Priority 1:** A capable, ethical and developmental state;
- Priority 2:** Economic transformation and job creation;
- Priority 3:** Education, skills and health;
- Priority 4:** Consolidating the social wage through reliable and quality basic services;
- Priority 5:** Spatial integration, human settlements and local government;
- Priority 6:** Social cohesion and safe communities; and
- Priority 7:** A better Africa and world.

3.6.3 National District Development Model and One Plan

Cabinet approved the District Development Model (DDM) as an All of Government and Society Approach providing a method by which all three spheres of government and state entities work in unison in an impact-oriented way to speed up service delivery to ensure that municipalities are properly supported and adequately resourced. The DDM is an intergovernmental approach focusing on 44 districts and 8 metropolitan spaces for more effective joint planning, budgeting and implementation over multi-year planning and electoral cycles. Although each sphere, sector or entity has its distinct constitutional powers, functions and responsibilities, they cooperate and undertake collaborative planning, budgeting and implementation processes converging developmental efforts at the district / metropolitan level.

The objectives of the DDM are to:

- 🏡 solve the silos at a horizontal and vertical level;

- ✦ maximise impact and align plans and resources at our disposal through the development of “One District, One Plan and One Budget”;
- ✦ narrow the distance between people and government by strengthening the coordination role and capacities at the district level;
- ✦ ensure inclusivity through gender-responsive budgeting based on the needs and aspirations of our people and communities at a local level;
- ✦ build government capacity to support municipalities;
- ✦ strengthen monitoring and evaluation at district and local levels;
- ✦ implement a balanced approach towards development between urban and rural areas;
- ✦ ensure sustainable development whilst accelerating initiatives to promote poverty eradication, employment and equality; and
- ✦ exercise oversight over budgets and projects in an accountable and transparent manner.

Nationally, the DDM is expressed through the development of a One Plan. The One Plan is defined as an intergovernmental plan setting out a 25-30 years long-term strategic framework (consisting of short, medium and long-term actions) to guide investment and delivery about each of the districts and metropolitan spaces. This plan for each space is to be jointly developed and agreed to by all three spheres of government.

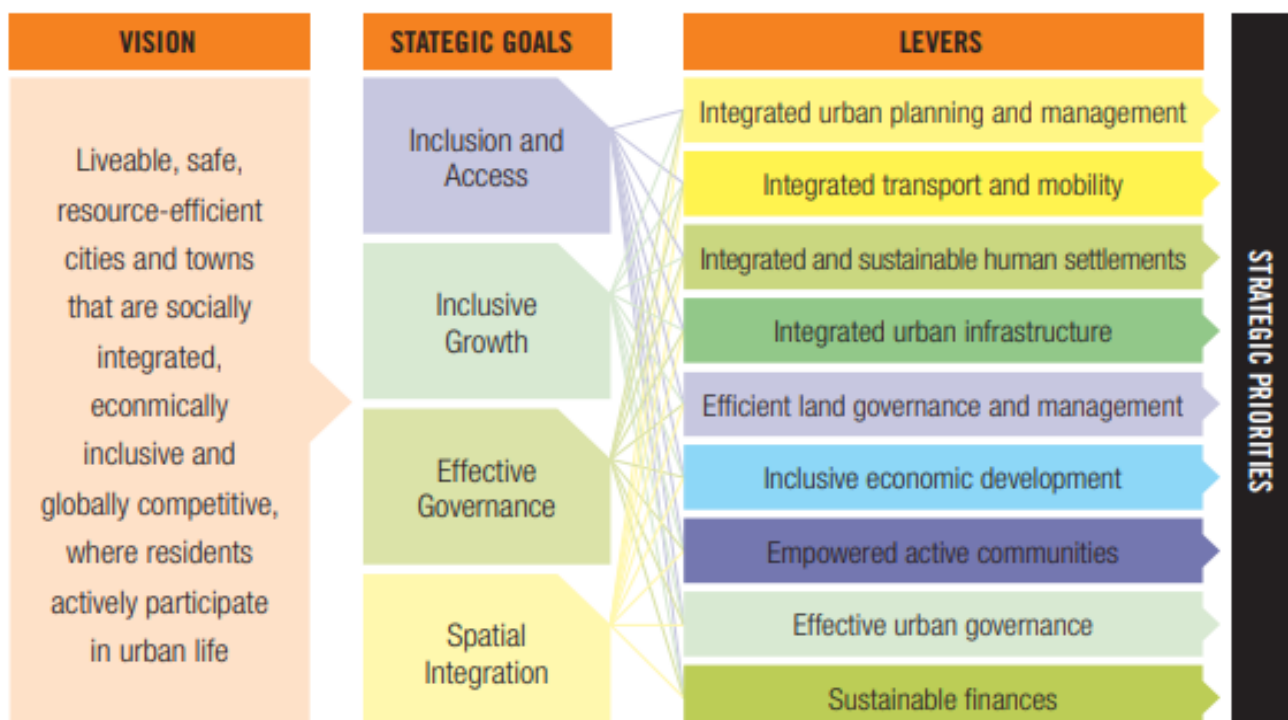
3.6.4 Integrated Urban Development Framework (IUDF)

The National Development Plan (NPD) indicated that by 2030 South Africa should observe meaningful and measurable progress in creating more functionally integrated, balanced and vibrant urban settlements. To attain this goal, the Department of Cooperative Governance, working in collaboration with other national departments and other role-players, developed the Integrated Urban Development Framework (IUDF) to transform and restructure South Africa’s urban spaces.

The IUDF aims to guide the development of **inclusive**, **resilient** and **liveable urban settlements**, while directly addressing the unique conditions and challenges facing South Africa’s cities and towns.

To achieve the transformation vision, four (4) overall strategic goals were introduced:

Figure 15: IUDF Strategic Goals and Levers



Source: Integrated Urban Development Framework

The above IUDF strategic goals give rise to nine (9) policy levers, the implementation of which depends on its integration into municipal development planning tools such as the Spatial Development Framework (SDF) and Integrated Development Plan (IDP).

3.7 Provincial Policy Direction

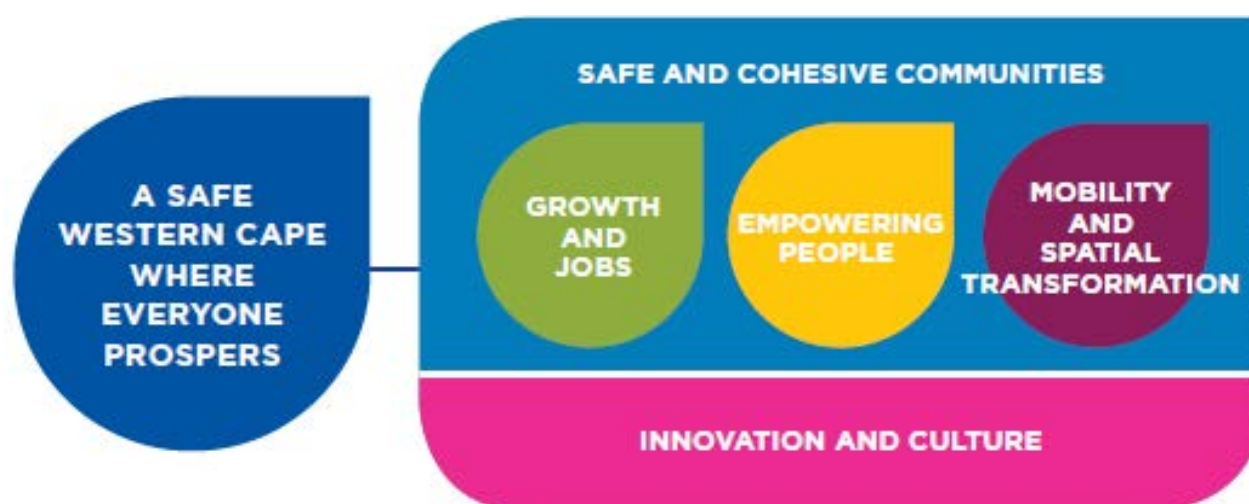
3.7.1 The Western Cape Government Provincial Strategic Plan 2019 – 2024

The Western Cape Provincial Government (WCG) committed itself, through its recently adopted Vision Inspired Priorities (VIPs), to building a values-based competent state that enables opportunity and promotes responsibility in a safer Western Cape.

The VIPs are as follows:

1. Safe and Cohesive Communities (VIP 1);
2. Growth and Jobs (VIP 2);
3. Empowering People (VIP 3);
4. Mobility and Spatial Transformation (VIP 4); and
5. Innovation and Culture (VIP 5).

Figure 16: WCG: Vision Inspired Priorities (VIPs)



3.8 The Cape Winelands District Municipality (CWDM) Strategic Focus

The Cape Winelands District Municipality has set the following strategic objectives for their District:

Table 24: CWDM Strategic Objective 2022 – 2027

SOs	Strategic Objective 2022 – 2027
SO 1	Creating an environment and forging partnerships that ensure social and economic development of all communities, including the empowerment of the poor in the Cape Winelands District.
SO 2	Promoting sustainable infrastructure services and a transport system which fosters social and economic opportunities.
SO 3	Providing effective and efficient financial and strategic support services to the Cape Winelands District Municipality.

3.9 Local Policy Direction

3.9.1 Stellenbosch Municipality

The intent of the Strategic goals for the 1st Review of the 5th Generation IDP 2022 – 2027 will remain the same as the strategic goals of the 5th Generation IDP 2017 – 2022.

The table below indicates how the municipality's Strategic Focus Areas are aligned with National, Provincial and District Plans.

Table 25: Horizontal Alignment Matrix

Strategic Focus Areas (SFAs)	Sustainable Development Goals (SDGs)	National Strategic Outcomes	Medium-Term Strategic Framework	Western Cape Provincial Government Strategic Plan	CWDM Strategic Objectives
SFA 1- Valley of Possibility	Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all (8)	Ensuring decent employment through inclusive economic growth (4)	Economic transformation and job creation (2)	Growth and Jobs (VIP 2)	Promoting sustainable infrastructure services and transport systems which foster social and economic opportunities.
SFA 2- Green and Sustainable Valley	Take urgent action to combat climate change (13) Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss (15)	Ensuring that the environmental assets and natural resources are well protected and continually enhanced (10)	Social cohesion and safe communities (6) Spatial integration, human settlements and local government (5)	Empowering People (VIP 3)	Creating an environment and forging partnerships that ensure the health, safety, social and economic development of all communities including the empowerment of the poor in the Cape Winelands District through economic, environmental and social infrastructure investment.
	Make cities and human settlements inclusive, safe, resilient and sustainable (11)	Ensuring vibrant, equitable and sustainable rural communities with food security for all (7) Promoting sustainable human settlements and improved quality of household life (8)	Social cohesion and safe communities (6)	Mobility and Spatial Transformation (VIP 4)	Promoting sustainable infrastructure services and transport systems which foster social and economic opportunities.
SFA 3- Safe Valley	Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels (16)	Ensuring all people in South Africa are and feel safe (3)	Social cohesion and safe communities (6)	Safe and Cohesive Communities (VIP 1)	Creating an environment and forging partnerships that ensure the health, safety, social and economic development of all communities including the empowerment of the poor in the Cape Winelands District.

Strategic Focus Areas (SFAs)	Sustainable Development Goals (SDGs)	National Strategic Outcomes	Medium-Term Strategic Framework	Western Cape Provincial Government Strategic Plan	CWDM Strategic Objectives
SFA 4- Dignified Living	Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all (4) Ensure healthy lives and promote well-being for all at all ages (3)	Providing improved quality of basic education (1) Enabling a long, healthy life for all South Africans (2)	Education, skills and health (3)	Growth and Jobs (VIP 2)	Creating an environment and forging partnerships that ensure the health, safety, social and economic development of all communities, including the empowerment of the poor in the Cape Winelands District.
	Build resilient infrastructure, promote inclusive and sustainable industrialisation and foster innovation (9)	Setting up an efficient, competitive and responsive economic infrastructure network (6)	A capable, ethical and developmental state (1)	Empowering People (VIP 3)	Promoting sustainable infrastructure services and transport systems which foster social and economic opportunities.
SFA 5- Good Governance and Compliance	Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels (16)	Achieving an accountable, effective and efficient local government system (9) Creating a better South Africa and a better and safer Africa and the world (11) Building an efficient, effective and development-oriented public service and an empowered fair and inclusive citizenship (12)	A capable, ethical and developmental state (1) Education, skills and health (3) Social cohesion and safe communities (6)	Innovation and Culture (VIP 5)	Promoting sustainable infrastructure services and transport systems which foster social and economic opportunities.
		Achieving a responsive, accountable, effective and efficient local government system (9)	A capable, ethical and developmental state (1)	Embed good governance and integrated service delivery through partnerships and spatial alignment (5)	To provide an effective and efficient financial and strategic support service to the Cape Winelands District Municipality.

3.10 Municipal Manager: Five-Year Plan

Table 26: Summary Results: Municipal Manager Priority IDP Deliverables 2022/23

	Project completed	4
	Project in progress	5
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		9

Table 27: Municipal Manager 5-Year Plan 2022 - 2027

Project Rating					
😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function

[illegible]

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2023/24	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA1	Infrastructure Services	Continues with our plan with bulk infrastructure upgrades to ensure sufficient bulk capacity – key for economic development	Implementation of the Assets Management Software Program	Number of Assets Management Software Programmes implemented by 31 March	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	<p>To date, an Infrastructure Asset Management Framework has been developed and signed off by the Municipal Manager.</p> <p>Before considering a software system, the next step is to develop an Infrastructure Asset Management Policy.</p>
TBC	Directorate: Infrastructure Services	Department: Roads, Transport and Storm Water (RTS)	NKPA 1	SFA 3	Infrastructure Services	Critical road infrastructure upgrades from a safety and development point of view – R45, Western by-pass, etc	Completion of the Adam Tas Link Road	Number of Adam Tas Link roads completed by 30 June	WCO24	1	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	The target date has been adjusted from 2024/25 to 2025/26.
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 1	Infrastructure Services	Clean, green electricity generation to ensure economic sustainability	Amendment of policy to allow purchasing of electricity from public	Number of policies to be amended to allow purchasing of electricity from the public by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Financial Services	Financial viability and sustainability through long-term financial planning and prudent financial management Zero tolerance for corruption	Submission of a revised Capital Expenditure Framework (CEF) to CoGTA	Number of revised Capital Expenditure Frameworks (CEF) submitted to CoGTA by 30 June	WCO24	2	1	n/a	n/a	1	n/a	😊	n/a	n/a	n/a	n/a	In terms of COGTA compliance, a CEF should compile every five (5) years.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Human Settlement	Focus on social housing and Gap housing to address the plight of the backyarders and to provide dignified living	Submission of the Stellenbosch Inclusionary Housing Policy to the Council	Number of Stellenbosch Inclusionary Housing Policies submitted to Council by 31 March	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Linked to Mayoral Outcome and Spatial Planning Outcome.

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2023/24	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Human Settlement	Continuing with wealth creation through the title deed programme	Transferring title deeds to approved beneficiaries	The number of title deeds transferred to approved beneficiaries by 30 June	WCO24	1500	300	300	300	300	300	😊	n/a	n/a	n/a	n/a	Linked to Mayoral Outcome. The target will be reported by 30 June 2023.
TBC	Directorate: Planning and Economic Development	Development Planning	NKPA 3	SFA 1	Planning	Adam Tas Corridor is an excellent private-public partnership for sustainable urban development and inclusion	Development of an ATC Local Spatial Development Framework	Number of ATC Local Spatial Development Frameworks developed by 30 September	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved. Linked to Mayoral Outcome.
TBC	Directorate: Planning and Economic Development	Development Planning	NKPA 5	SFA 1	Planning	Improve business processes in the Planning department	Compilation of an annual report on the policy / guideline / SOP needs assessment for the Department: Development Management	Number of annual reports on the policy / guideline / SOP needs assessment for the Department: Development Management, compiled by 31 March	WCO24	5	1	1	1	1	1	😊	n/a	n/a	n/a	n/a	The target will be reported on by 31 March 2023.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Protection Services	Implementation of a land invasion unit	Appointment of Law Enforcement Officers (Tactical Reaction Unit (TRU))	Number of Law Enforcement Officers (TRU) appointed by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The establishment of a TRU needs to be finalised before the appointments can be made.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Protection Services	Continuing to improve on the safer environment, through adding to our cameras and surveillance as well as supporting and creating more neighbourhood watches	Spending of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services	Percentage of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services by 30 June	WCO24	90%	90%	90%	90%	90%	90%	😊	n/a	n/a	n/a	n/a	Linked to Mayoral Outcome 37.25% achieved by February 2023 The ongoing process of expenditure on CCTV Cameras as per Masterplan This will include UPS solar power for the batteries.

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2023/24	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Infrastructure	Clean, green electricity generation to ensure economic sustainability	Develop an Energy Master Plan	Number of Energy Master Plans to be developed by 31 December	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.

CHAPTER 4:

Spatial Development Framework

4.1 The Purpose of the Spatial Development Framework

Spatial Development Frameworks (SDFs) serve to provide strategic direction and align the efforts of all government spheres as they apply within the municipal area. The SDF serves to give a coherent spatial direction to the municipal Integrated Development Plan (IDP) and provide a planned and integrated approach to achieve the shared spatial development vision, goals, and objectives for sector plans of government over a short-term (5 years), as well as over a strategically longer-term (10 – 20 years), to achieve the desired spatial growth and development pattern of the municipality. Most importantly, the SDF outlines the municipality's spatial agenda to its service departments, ensuring that their sector plans, programmes, and projects are grounded in sound and common spatial logic.

In essence, the SDF is a spatial contract between all spheres of government, as well as the private sector, which is binding and must assist in integrating, coordinating, aligning, and expressing development efforts and should be actively supported through the specific arrangement of prioritising, mobilising, sequencing, and implementing of investment in priority spatial structuring areas to achieve the legislated development principles of sustainable development. Therefore, the SDF and the Capital Expenditure Framework (CEF) indicate where and how the municipality intends to channel public investment, influence, and other resources at its disposal. In broad terms, this includes where infrastructure and public facility investment will be prioritised, where private sector partners will be sought in development, and how the municipality will view development applications through its spatial planning and land use management system.

4.2 The relationship between the IDP and SDF

Figure 17: Relationship: IDP and SDF



At its core, SDFs deal with the art and science of shaping places at different scales (or areas of influence, from large regions to municipal jurisdictions or neighbourhood precincts). The SDF aims to:

- ✚ Enable a long-term spatial vision for the future of regions and places to be best developed over time that is based on evidence, local distinctiveness and community-derived objectives;
- ✚ Translate this vision into a set of strategic municipal planning, policies, priorities, programmes,

and land allocations together with the public-sector resources (budget) to deliver them;

- ✚ Create a framework for private investment and regeneration that promotes economic, environmental and social well-being for a specific region or area i.e. the Adam Tas Corridor Local Areas Spatial Development Framework and Development Guidelines (October 2022); and
- ✚ Coordinate and deliver the public-sector components of this vision with other agencies and processes to ensure implementation through its CEF (medium-term) and IDP (short-term).

In the case of Stellenbosch Municipality, the SDF, CEF, and IDP must answer the following questions: “How is Stellenbosch going to develop over the next ten to thirty years? What kind of development will take place, where will it take place, and who will be responsible for what aspect of the development?”

4.3 The Legislative Framework of Municipal SDFs

With the enactment of the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013) (SPLUMA), a new planning regime was introduced in South Africa. The coherent legislative system has been designed to spatially transform the country in its democratic era. In broad terms, SPLUMA differentiates between two components of the planning system:

- ✚ Spatial Development Frameworks; and
- ✚ The Land Use Management System (LUMS).

Section 12(1) of SPLUMA sets out general provisions which apply to the preparation of all scales of SDFs. These provisions require that all SDFs must:

- ✚ Interpret and represent the spatial development vision of the responsible sphere of government and competent authority;
- ✚ Be informed by a long-term spatial development vision;
- ✚ Represent the integration and trade-off of all relevant sector policies and plans;
- ✚ Guide planning and development decisions across all sectors of government;
- ✚ Guide a provincial department or municipality in taking any decision or exercising any discretion in terms of this Act or any other law relating to spatial planning and land use management systems;
- ✚ Contribute to a coherent, planned approach to spatial development in the national, provincial and municipal spheres;
- ✚ Provide clear and accessible information to the public and private sectors and provide direction for investment purposes;
- ✚ Include previously disadvantaged areas, areas under traditional leadership, rural areas, informal settlements, slums and land holdings of state-owned enterprises and government agencies and address their inclusion and integration into the spatial, economic, social and environmental objectives of the relevant sphere;
- ✚ Address historical spatial imbalances in development;
- ✚ Identify the long-term risks of spatial patterns of growth and development and the policies and strategies necessary to mitigate those risks;
- ✚ Provide direction for strategic developments, and infrastructure investment, promote efficient, sustainable and planned investments by all sectors and indicate priority areas for investment in land development;
- ✚ Promote a rational and predictable land development environment to create trust and stimulate investment;
- ✚ Take cognisance of any environmental management instrument adopted by the relevant environmental management authority;
- ✚ Give effect to national legislation and policies on mineral resources and sustainable utilisation and protection of agricultural resources; and
- ✚ Consider and, where necessary, incorporate the outcomes of substantial public engagement,

including direct participation in the process through public meetings, public exhibitions, public debates and discourses in the media and any other forum or mechanisms that promote such direct involvement.

Chapter 2 of SPLUMA sets out the development principles that must guide the preparation, adoption and implementation of any SDF, policy or by-law concerning spatial planning and the development or use of land. The table below summarises the five SPLUMA principles and what they mean.

Table 28: SPLUMA and Development Principles

Principle	Meaning
Spatial justice	<ul style="list-style-type: none"> Past spatial and other development imbalances must be redressed through improved access to and use of land. SDFs (and associated policies) must address the inclusion of persons and areas that were previously excluded, with an emphasis on informal settlements, and areas characterised by widespread poverty and deprivation. Spatial planning mechanisms, including zoning scheme by-laws, must incorporate provisions that enable redress in access to land by disadvantaged communities and persons. Land use management systems must include all areas of a municipality and specifically include provisions that are flexible and appropriate for the management of disadvantaged areas and informal settlements. Land development procedures must include provisions that accommodate access to secure tenure and the incremental upgrading of informal areas. In considering an application, a Municipal Planning Tribunal may not impede or restrict the exercise of its discretion solely because the value of land or property is affected by the outcome of the application.
Spatial sustainability	<ul style="list-style-type: none"> Promote land development that is within the fiscal, institutional and administrative means of government. Give special consideration to the protection of prime and unique agricultural land. Uphold consistency of land use measures under environmental management instruments. Promote and stimulate the effective and equitable functioning of land markets. Consider all current and future costs to all parties for the provision of infrastructure and social services in land developments. Promote land development in sustainable locations, limit urban sprawl, and result in viable communities.
Efficiency	<ul style="list-style-type: none"> Land development must optimise the use of existing resources and infrastructure. Decision-making procedures must be designed to minimise negative financial, social, economic or environmental impacts. Development application procedures must be efficient, and streamlined, and timeframes adhered to by all parties.
Spatial resilience	<ul style="list-style-type: none"> The flexibility of spatial plans, policies and land use management systems accommodate to ensure sustainable livelihoods in communities most likely to suffer the impacts of economic and environmental shocks.
Good administration	<ul style="list-style-type: none"> All spheres of government must ensure an integrated approach to land use and land development, guided by spatial planning and land use management systems. All government departments must provide their sector inputs and comply with any other prescribed requirements during the preparation or amendment of SDFs. The requirements of any law relating to land development and land use must be met timeously. Transparent processes of public participation are incorporated within the preparation and amendment of spatial plans, policies, land use schemes and development applications to allow all parties to provide inputs on matters affecting them. Policies, legislation and procedures must be set to inform and empower members of the public.

At the municipal sphere of government, aligned with SPLUMA, and the Western Cape Land Use Planning Act, 2014 (Act No. 3 of 2014) (LUPA), the Stellenbosch Municipal Land Use Planning By-law (dated 1 December 2015) further outlines minimum standards for SDFs, both in the preparation process and content. In support of SPLUMA, the Department of Rural Development and Land Reform (now known as the Department of Agriculture, Land Reform, and Rural Development) prepared a detailed process and content “Guidelines for the Development of Provincial, Regional and Municipal Spatial Development Frameworks and Precinct Plans”. The Stellenbosch Municipality follows these legislative frameworks and guidelines in its work on the municipal and local SDFs, which is subject to an extensive review every five years, with less comprehensive reviews annually.

4.4 Stellenbosch Municipality's work on its SDF

The Stellenbosch Municipality's work on the longer-term SDF has taken place with the input and oversight of an Intergovernmental Steering Committee (ISC), as prescribed in LUPA, and comprising representatives across spheres of government and sectors. Further, it should be noted that the approved longer-term SDF (dated November 2019), as well as specific sector documents and area studies, sought inputs from various organisations and individuals as part of public participation processes undertaken during various stages of preparing these studies. The extensive review of the SDF as part of the IDP process, as noted in the previous section is currently underway through the legislated project committee process in terms of LUPA and the Stellenbosch Municipal Land Use Planning By-law, which will produce a five-year spatial development plan, which will not detract from the longer-term spatial development vision contained in the adopted and approved SDF.

The sections below provide an overview of the spatial challenges, opportunities, strategies and programmes as reflected in the SDF over the longer term.

4.5 The Spatial Challenges and Opportunities identified in the SDF

The Stellenbosch Municipality's SDF attempts to address the spatial dimensions of varied challenges, documented in this IDP and numerous studies and documents produced to date, dealing with spatial and non-spatial matters.

Framed as a question, the key challenge revolves around how to achieve, through managing the spatial distribution and form of development—primarily land use activities and associated structures, both new and existing—shared and inclusive growth, increased access to opportunities (particularly for disadvantaged citizens), improved sustainability by minimising ecological footprints, and maintenance of the unique sense of place of the settlements and surrounding lands that constitute the municipality.

In addressing these challenges, the SDF has two tasks. The first relates to how activities should be organised and accommodated in space to best address challenges. The second is to guide how other sectors, services, or functional areas should adjust their focus and work to support the recommended organisation and accommodation of activities in space.

Without re-stating the varied challenges of the municipality outlined in full in the IDP and sector documents, the table below lists specific spatial challenges addressed by the SDF, following the broad themes contained in the SDF Guidelines.

Table 29: Spatial Challenges

Theme	Spatial Challenges
Biophysical context	<ul style="list-style-type: none"> ⚠ The degradation of key ecological assets and loss of productive agricultural land has been ongoing. ⚠ The condition of the river systems within the municipality has deteriorated. ⚠ Climate change is likely to have a significant impact on the natural resource base of the municipal area, which will include a reduction in water, increased temperatures, increased fire risks, and increased incidences of extreme weather events. This in turn will impact agricultural production, scenic landscapes, the liveability of urban areas and the ability to provide basic services such as water and sewerage treatment.
Socio-economic context	<ul style="list-style-type: none"> ⚠ The population in the municipality will continue to grow above the average provincial rate, and urbanisation rates will increase with settlements absorbing the bulk of growth. ⚠ The ability of the economy to absorb growth, particularly concerning job creation, is concerning. ⚠ The informal sector will continue to provide livelihoods to a significant proportion of residents. ⚠ The growing youthful population, large student population, and the seasonal influx of labour are likely to increase the municipality's dependency ratio, in addition to a smaller base from which the municipality can collect revenue to provide services and opportunities that will improve the lives of the poor. ⚠ Inequality in the municipal area, and particularly in historic towns such as Stellenbosch and Franschhoek, remains significant and current development patterns are not addressing the issue. ⚠ Crime rates remain high and the market response i.e. private security provision for those who can afford it, is likely to exacerbate inequality. ⚠ Upgrading and provision of basic services and housing will remain the focus of the municipality, including other government agencies for the foreseeable future. The focus on these priority areas

Theme	Spatial Challenges
	<p>can lead to foregoing investment in other areas that would likely have more socio-economic spin-offs and result in improved place-making.</p> <p>The municipality's inability to provide basic services (e.g. refuse removal) leads to dumping, environmental degradation and resulting health-related problems.</p>
Built environment context	<p>Infrastructure backlogs – especially in poor areas – and essential municipal infrastructure requires significant investment and maintenance. This applies to all basic services (electricity, water supply, wastewater management and solid waste disposal).</p> <p>The need for housing and shelter – both for the lower-income groups and those with employment – has not been adequately met. The existing housing pipeline will not meet the need of those requiring state assistance, and little is built which is affordable to ordinary workers. A pattern of intermittent land invasions and associated responsive basic infrastructure provision, as well as daily inward commuting of ordinary workers and students, is likely to continue.</p> <p>Property and land are inordinately expensive in the municipality, locking out both the poor and lower / middle-income workers from the property market. Without significant intervention in the property market, this situation is likely to worsen.</p> <p>Inequality in the municipality is particularly evident in the structure of settlements, with low-density development accommodating the wealthy, while the poor are accommodated in high-density, poor-quality peripheral areas. Significant numbers of people live in informal shelters. Many new developments reinforce a pattern of low overall densities and are located in peripheral areas, entrenching dependency on private transport, amongst other inefficiencies.</p> <p>New high-density development mostly focuses on the student market, and target groups using private vehicles.</p> <p>Numerous heritage resources located within the settlements are assets of immense value. Many of these, are underutilised and have the potential to become vehicles for innovative development that can contribute to creating a more inclusive economy.</p> <p>The existing industrial / manufacturing operations and land holdings in the centre of Stellenbosch town impede large-scale restructuring of the settlement.</p> <p>The planned move of Distell – occupying large tracts of strategic land in Stellenbosch town – to Klapmuts presents very significant opportunities for the future development of Stellenbosch, Klapmuts, and the broader regional space economy. If not rigorously managed as a shared initiative between the public and private sectors, the opportunity may be lost. The municipality should focus maximum effort on utilising the opportunity presented to address the needs of the town.</p> <p>Transport planning practice at the provincial level has maintained a regional mobility lens with the bulk of planning effort and funding allocated to road infrastructure rehabilitation and expansions that provide for and respond to demand-side growth, largely attributed to unconstrained low occupancy private vehicles at the cost of local mobility. Too little focus is placed on progressively improving the efficiency of the use of existing road space through shifting modes and altering travel patterns.</p> <p>This regional mobility and growth approach's focus has very high financial, economic, social, and environmental costs, as it is unsustainable and exclusionary to most of the population. The regional focus on private vehicle growth has an adverse consequence on managing transport at the localised level where trips are generated.</p> <p>The provision of public transport, non-motorised modes and travel demand management programmes are generally considered local municipal functions, and not a core responsibility or competency of the Province. Given the extent of transport issues in the municipality, the municipality has limited institutional capacity and funding for the management of transport issues. As a result, sustainable transport approaches have been extensively overlooked in favour of traditional engineering solutions.</p> <p>The municipality continuously updates the online housing demand database and associated mobile applications to provide a valuable source for planning and delivery.</p>
Institutional context	<p>The limited capital budget of the municipality, given the extent and depth of community needs.</p> <p>Limited funds to address critical issues especially related to infrastructure augmentation and maintenance places the municipality in a tenuous position to reverse backlogs or negative trends in shelter or infrastructure needs.</p> <p>Private sector investment is not structured to contribute to the long-term maintenance of common assets or address the developmental needs of the municipal area.</p> <p>The growth in rates of income will largely be used to maintain existing infrastructure and services and will likely not focus on new productive investments.</p> <p>The limited professional resources of the municipality, specifically concerning the rigorous and dedicated full-time management of large-scale projects.</p> <p>Sector planning remains fragmented, and most developments follow a business-as-usual pattern.</p>

4.6 The Spatial Proposals of the SDF

4.6.1 Spatial development 20 -year vision statement

In line with the SM's vision as the "valley of opportunity and innovation" (as contained in the IDP), the vision for spatial development and management is described as follows:

"We envisage a municipal area even more special than it is today; a place of natural beauty, rich in the way it preserves and exposes elements of history and culture, its produce from the land, the quality of its institutions, and the mindfulness and innovations of its people."

It is a future Stellenbosch municipal area that remains familiar; it has retained what differentiates the municipality from other places, its landscapes, historic buildings and settlement patterns, and the specialness of its institutions. It is resilient; it has adapted to the needs of today without losing what is special from the past. It is inclusive; it has accommodated the needs of citizens from all walks of life without fear. It is diverse and therefore productive. Adapting to new needs, and accommodating new people, it becomes the stage for new expressions of culture, new businesses, and new ways of doing.

In form, it comprises a set of compact settlements, large and small, surrounded by natural and productive landscapes, and linked using public transport. Internally, settlements are relatively dense, cyclable and walkable. Each portrays a unique character, closely linked to its surrounding landscape, the reach and extent of its public institutions, and the capacity and opportunity of its infrastructure. Each provides for a range of citizens from all walks of life, with significant choice in place of residence."

4.6.2 Strategic Focus and Spatial Alignment between the IDP and SDF

The table below illustrates how work on the SDF relates – in terms of its focus and contribution – to achieving the five municipal strategic focus areas as contained in the IDP.

Table 30: IDP Strategic Focus Areas and the SDF

IDP Strategic Focus Area	Related concerns of the SDF	SDF Strategic Direction
SFA1: Valley of Possibility	The way settlements, nature and agriculture are spatially developed and managed to enhance individual and collective livelihood opportunities and enterprise development and overcome inequity and exclusion.	 Containment of settlements to protect nature / agricultural areas and enable public and non-motorised transport and movement.  A focus on public and non-motorised transport and movement.
SFA2: Green and Sustainable Valley	The way settlements, nature and agricultural areas are spatially developed and managed to maintain and enhance natural resources and ensure a future balance between human settlement and its use of natural resources and opportunity.	Protection of natural areas, agricultural areas, and river corridors.
SFA3: Safe Valley	The way settlements, nature and agricultural areas are spatially developed and managed to ensure individual and collective safety in living, in movement, at work, institutions, and play.	Denser settlements with diverse activity to ensure surveillance.
SFA4: Dignified Living	The way settlements, nature and agricultural areas are spatially developed and managed to ensure equal access to shelter, facilities and services, notwithstanding material wealth, age, gender, or physical ability.	A specific focus is on the needs of "ordinary" citizens, experiencing limited access to opportunity because of restricted available material resources.
SFA5: Good Governance and Compliance	The way settlements, nature and agricultural areas are spatially developed and managed to ensure individual and collective participation – based on accessible information and open processes – in matters related to spatial planning and land use management.	Presenting information, including opportunities and choices in a manner that assists its internalisation by all.

4.6.3 Spatial Proposals and Structuring elements of the SDF

The conceptual framework extracted from the SDF shows the expression of the seven key principles, which include:

Maintain and grow the assets of Stellenbosch's natural environment and farming areas

- ✚ The spatial policies that relate to this principle, focus on protective actions, also called urban management.
- ✚ The intent is to protect and expand priority conservation areas, establish ecological linkages, and preserve high-potential agricultural land within the municipality.
- ✚ Resist the subdivision of viable agricultural land, unless it forms part of a new balanced, integrated, and inclusive settlement supportive of the SDF objectives (including settlement hierarchy), and rural guidelines.
- ✚ Support compatible and sustainable rural activities outside the urban edge (including tourism) if these activities are of a nature and form appropriate in a rural context, generate positive socio-economic returns, and do not compromise the environment, agricultural sustainability, or the ability of the municipality to deliver on its mandate.

Respect, preserve, and grow our cultural heritage

- ✚ The spatial policies that relate to this principle, focus on protective actions around specific spatial elements, e.g., scenic landscapes, scenic routes, and special places of arrival, while also focusing on improving the landscape and public amenities associated with these cultural assets.
- ✚ The intent is to preserve significant cultural and historic assets within the municipality and to grow the opportunity for new or emerging forms of cultural expression through expanding the use of cultural assets or supporting new uses for areas or structures of historic value.
- ✚ As far as possible, protect cultural landscape assets – including undeveloped ridgelines, view corridors, scenic routes, and vistas – from development.

Direct growth to areas of lesser natural and cultural significance as well as movement opportunity

- ✚ The spatial policies that relate to this principle, focus on protective actions around specific spatial elements e.g. maintaining the urban edge and following the defined settlement hierarchy.
- ✚ In addition to the abovementioned, spatial policies are directed at urban restructuring and spatial transformation (also referred to as change and new development actions) and include, informal settlement upgrading; residential densification and infill development; mixed land use and improved economic opportunity; improved access and mobility; improved access to community facilities; and improved landscaping and public amenities.

The spatial policies are spatially targeted in priority development areas and include Baden Powell Adam Tas-R304 corridor for growth and new development; Stellenbosch town and Klapmuts. Clarify and respect the different roles and functions of existing settlements

- ✚ The spatial policies that relate to this principle, focus on protective actions around specific spatial elements e.g. maintaining the urban edge and following the defined settlement hierarchy. In clarifying and respecting the different roles and potentials for settlements within the municipality, the natural and cultural assets are protected, whilst ensuring that the capacity of existing infrastructure can accommodate change and growth.
- ✚ The spatial policies that are directed at urban restructuring and spatial transformation within the hierarchy of settlements focus on new growth and development primarily in larger settlements (as referenced in principle 3 above), to:
 - a) Minimise associated impacts on the environment, agricultural land, and natural resources.
 - b) Maximise the livelihood opportunity (also referred to as quality of life) by building on the

- availability of existing public facilities and commercial opportunities.
- c) Maximise the sustainability of new facilities and commercial opportunities.
- d) Enable the provision of infrastructure most efficiently and cost-effectively.
- e) Minimise the need for inter-settlement movement.
- f) Maximise opportunity for and use of non-motorised and public transport.
- g) Minimise growth in smaller settlements where opportunity is limited while improving access to local services and facilities (required daily).
- h) Maintain and enhance the unique historic, cultural, and settlement characteristics of different settlements.

Clarify and respect the roles and functions of different elements of the movement structure

- ✚ The spatial policies that are directed at urban restructuring and spatial transformation within the hierarchy of settlements ensure a balanced approach to transport in the municipality, that appropriately serves regional mobility needs and local-level accessibility improvements.
- ✚ The spatial policies actively promote compact, dense, mixed-use development, which reduces and promotes non-motorised and public transport.

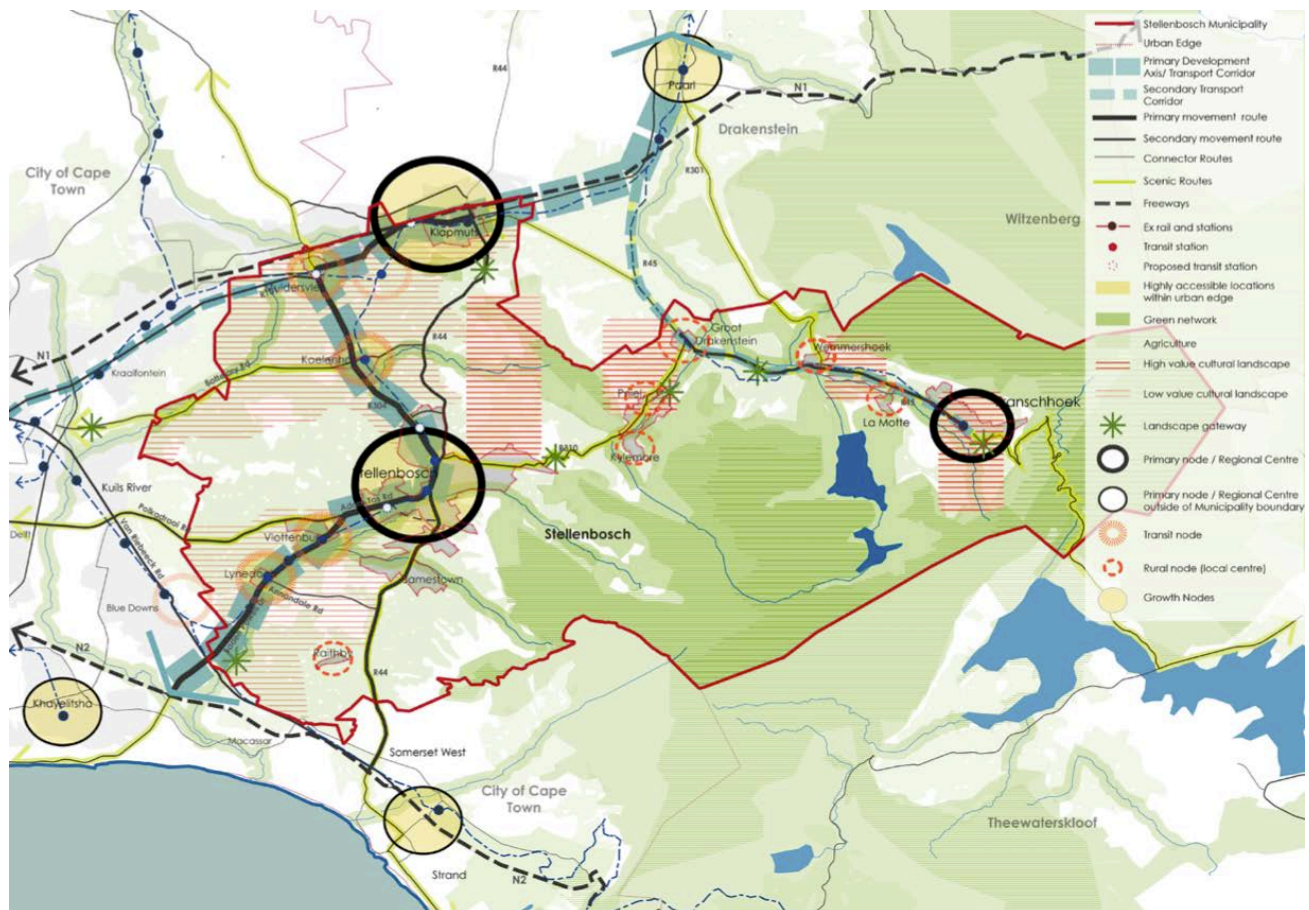
Ensure balanced, sustainable communities

- ✚ The spatial policies that are directed at urban restructuring and spatial transformation within the hierarchy of settlements (including maintaining the urban edge) work towards and maintain, for each settlement, a compact urban form and structure to achieve better efficiency in service delivery and resource use, the viability of non-motorised and public transport, and facilitate inclusion, integration, and entrepreneurship development.
- ✚ Adopting a conservative view towards the extension of existing urban edges over the SDF period.
- ✚ Actively support infill development and adaptive reuse of existing structures.
- ✚ Support increased densities in new, infill, and redevelopment projects.
- ✚ Rationalise space standards – especially for social facilities – and release surplus land for other uses, specifically housing.
- ✚ Support the general upgrading and transformation of existing informal settlements.
- ✚ Expand housing opportunities for a broader range of groups – including lower-income groups and students – particularly in settlements forming part of the Baden Powell-Adam Tas-R304 corridor.
- ✚ Provide and maintain a system of accessible social facilities, integrated with public space and non-motorised transport (NMT) routes.
- ✚ Provide and maintain an urban open space / public space system integrated with public transport / NMT, social facilities, and linked to natural assets.
- ✚ Ensure work and commercial opportunities are accessible through public transport and NMT to all communities and provide opportunities to emerging and small entrepreneurs.
- ✚ Ensure that all settlements are balanced and sustainable, providing for different groups, maintaining minimal development footprints, walkability, and so on.

Focus collective energy on a few catalytic areas that offer extensive opportunity and address present risk

- ✚ The spatial policies focussed on major development efforts concerning new mixed-use, industrial, and residential developments and significant changes in access and mobility are spatially targeted in the Adam Tas Corridor (Stellenbosch town) and Klapmuts.

Figure 18: Consolidated Concept for the Municipal Area (Approved November 2019)



4.7 SDF and CEF Implementation Frameworks

The SPLUMA guidelines require, as part of the *mSDF*, a high-level Implementation Framework setting out the required measures that will support the adoption of the SDF proposals while aligning the capital investment and budgeting process moving forward. The SDF, and CEF Implementation Framework comprises the following sections:

A proposed settlement hierarchy.

- A proposed settlement hierarchy to inform and guide the investment rationale.
- Priority development areas and themes.
- A policy framework (linked to strategies).
- Guidelines, studies, and information supporting the policies.
- Implications for sector planning and specific development themes, including:
 - o Movement;
 - o Housing; and
 - o Local economic development.
- Implications for inter-municipal planning
- Land use management and regulations.
- Catalytic initiatives.
- Further planning work.
- Institutional arrangements.
- Checklists in support of decision-making.
- A municipal leadership and advocacy agenda related to spatial development and management.

4.7.1 Settlement hierarchy, priority development areas and themes

In terms of the SDF concept, prioritisation of development – at a broad level – is done through two main spatial structuring elements. The first is spatial and targeted at significant future growth in functional and priority development areas. The second is sectoral or thematic, focused on the kind of development to be prioritised.

The functional and priority development areas are categorised into urban and rural nodes and are depicted in the figure below, with the detailed description provided in the table:

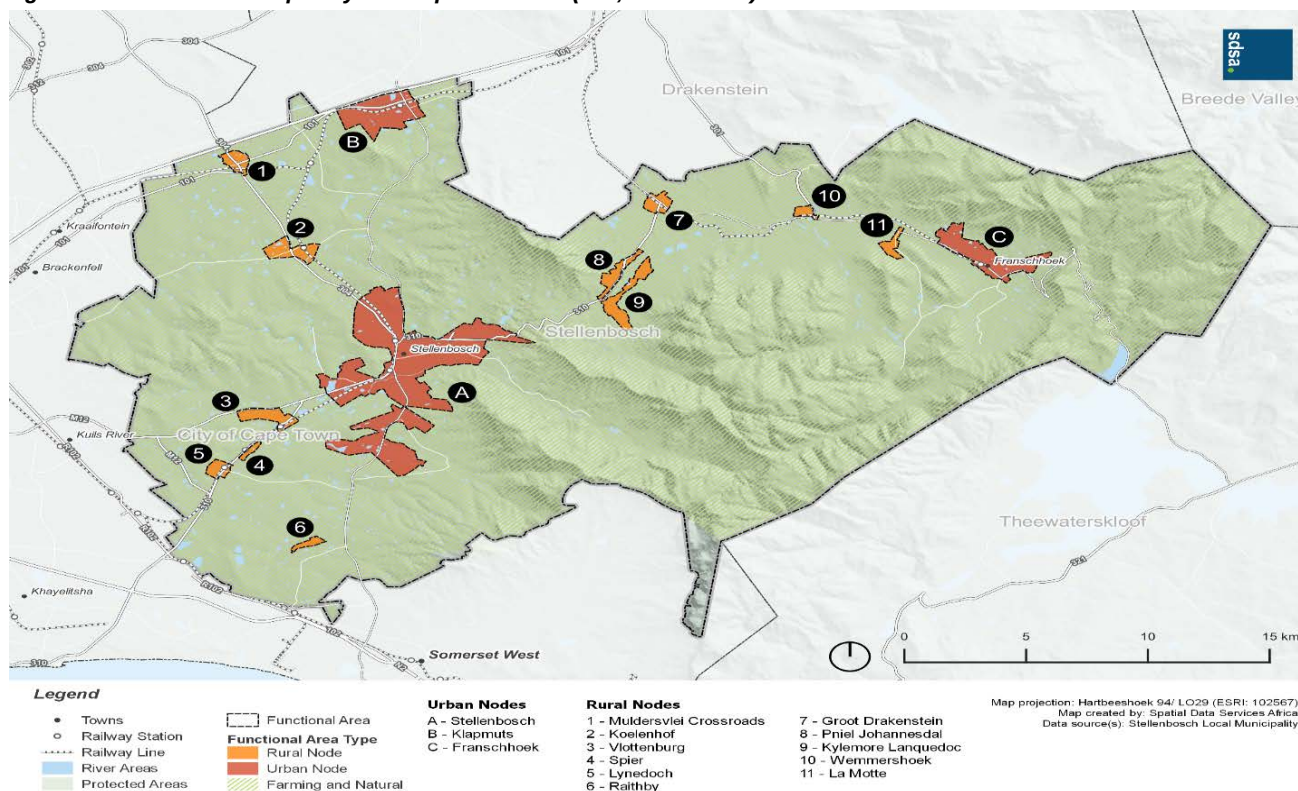
The spatial areas for priority development over the SDF planning period are:

- Stellenbosch Town;
- Klapmuts; and
- Franschhoek (maintenance).

In terms of sectoral or thematic focus, the spatial development priority in all settlements should be to:

- Upgrade the servicing and transformation of informal settlements;
- Provide housing for lower-income groups in well-located areas (specifically through infill of vacant and underutilised land or redevelopment of existing building footprints);
- Expand and improve public and NMT routes;
- Improve public and community facilities and places (e.g. through clustering, framing them with infill development to improve edges and surveillance, prioritisation for landscaping, and so on); and
- Expand the recognition, restoration, and exposure of historically and culturally significant precincts and places (both in the form and use of precincts and places).

Figure 19: Functional and priority development areas (CEF, March 2021)



The proposed settlement hierarchy for SM, supporting the spatial plan and proposals for the settlement as a whole, is outlined in the table below.

Table 31: Proposed settlement hierarchy for the Stellenbosch Municipality

Settlement	Role	Development and Land Use Management Focus
Primary urban settlements		
Stellenbosch town (Urban node - A)	A significant centre comprising extensive education, commercial and government services with a reach both locally and beyond the borders of the municipality, tourism attractions, places of residence, and associated community facilities.	<ul style="list-style-type: none"> Broadening of residential opportunity for lower-income groups, students, and the lower to middle housing market segments. Upgrade of informal settlements. Retention of University functions in the town. Enablement of the Adam Tas Corridor. Sensitive residential infill and compaction. Drive to established “balanced” precincts. Public transport development, travel demand management, parking controls, and NMT improvements.
Klapmuts (Urban node - B)	Focus on economic development (utilising a favourable location for manufacturing, logistics, and warehousing enterprises) and associated residential opportunities	<ul style="list-style-type: none"> Support for the development of RE / Farm 736 as a lever to economic development utilising a favourable location for manufacturing, logistics, and warehousing enterprises. Balanced housing provision in Klapmuts South, focused on those who can benefit from employment provision through unlocking Klapmuts North. Establishing the Klapmuts town centre. NMT improvements.
Franschhoek (Urban node - C)	Secondary service centre, significant tourist destination, and place of residence.	<ul style="list-style-type: none"> Upgrade of informal settlements. NMT improvements. Sensitive infill within urban edge providing inclusive housing and extended commercial opportunity (also for small and emerging entrepreneurs). Retention of historic character.
Secondary urban settlements		
La Motte (Rural node – 11)	Contained rural settlement.	<ul style="list-style-type: none"> Diversification of existing activities to curtail the need for movement. Sensitive location of diversified uses closer to the R45. Limited further housing development.
Wemmershoek (Rural node – 10)	Contained rural settlement.	<ul style="list-style-type: none"> Possible extension of residential opportunity linked to re-use of the saw-mill site and local employment opportunity.
Groot Drakenstein (Rural node – 7)	Contained rural settlement.	<ul style="list-style-type: none"> Accommodation of sensitive private and public sector initiatives offering expanded livelihood (including tourism) and residential opportunities.
Dwars River Valley (Rural nodes – 8 and 9)	Contained historic rural settlements.	<ul style="list-style-type: none"> Accommodation of sensitive private and public sector initiatives offering expanded livelihood (including tourism) and residential opportunities.
Jonkershoek (Rural node)	Contained, but a dispersed collection of institutional, recreational and residential uses.	<ul style="list-style-type: none"> Potential future consolidated, inclusive settlement linked to rail / bus.
Muldersvlei (Rural node – 1)	Contained rural settlement.	<ul style="list-style-type: none"> Potential future consolidated, inclusive settlement linked to rail / bus.
Koelenhof (Rural node – 2)	Contained rural settlement.	<ul style="list-style-type: none"> Potential future consolidated, inclusive settlement linked to rail / bus.
Vlottenburg (Rural node – 3)	Contained rural settlement.	<ul style="list-style-type: none"> Gradual expansion of a unique development model based focused on sustainable living and education.
Lynedoch (Rural node – 5)	Contained village and institutional clusters.	<ul style="list-style-type: none"> Containment and limited expansion of existing offerings.
Spier (Rural node – 4)	Contained tourism and cultural centre.	<ul style="list-style-type: none"> Protection of unique historic settlement structure and form.
Raithby (Rural node – 6)	Contained historic rural settlement.	<ul style="list-style-type: none"> Potential future consolidated, inclusive settlement linked to rail/ bus.

Over the longer term, Muldersvlei / Koelenhof and Vlottenburg / Lynedoch along the Baden Powell-Adam Tas-R304 could accommodate more growth and be established as inclusive settlements offering a range of opportunities. However, much work needs to be done to ensure the appropriate make-up of these settlements (including each providing opportunity for a range of income groups) and integration with the corridor in terms of public transport. They are therefore not prioritised for

significant development over the *SDF* period. Should significant development be enabled in these areas now, it is likely to be focused on private vehicular use and higher-income groups (in gated developments), and will in all probability reduce the potential of initiatives to transform Stellenbosch town and Klappmuts.

The focus on Stellenbosch town and Klappmuts does not exclude all development efforts in Franschhoek and the smaller settlements. Rather, it is argued that these settlements should not accommodate significant growth as the pre-conditions for accommodating such growth do not exist to the same extent as in Stellenbosch town and Klappmuts.

What should be emphasised in Franschhoek and smaller settlements are improving conditions for existing residents and natural growth within the context of retaining what is uniquely special in each (from the perspective of history, settlement structure and form, relationship with nature and agriculture, and so on).

4.7.2 Policy Framework

The table below sets out specific spatial policies to support the *SDF* concept and settlement plans. In using the policy framework, it is important to note that one specific policy or guideline should not be highlighted or used exclusively to support a specific initiative. Rather, each policy supports the other; each "frames" the other. Thus, initiatives or proposals should be evaluated in terms of the policy framework as a whole.

Further, the successful implementation of spatial policies and guidelines is often dependent on related, supportive, non-spatial policies. This implies policy alignment across municipal functional areas and services.

The table also includes specific work guidelines that begin to frame the work to be undertaken or continued in support of proposed policies.

The table also includes specific work guidelines that begin to frame the work to be undertaken or continued in support of proposed policies.

Table 32: Specific work guidelines

No.	Strategy	Spatial Policy	Non-Spatial, Supportive Policy	Work Guidelines
1.	Maintain and grow the assets of SM's natural environment.	<ul style="list-style-type: none"> As far as possible, protect and expand priority conservation areas, establish ecological linkages, and preserve high-potential agricultural land within the municipality. Resist the subdivision of viable agricultural land unless it forms part of a new balanced, integrated, and inclusive settlement supportive of the <i>mSDF</i> objectives, an agri-village in line with provincial policy for the settlement of farmworkers, or the formalisation of the "urban" component of existing forestry settlements (for example, Jonkershoek and La Motte). Support compatible and sustainable rural activities outside the urban edge (including tourism) if these activities 	<ul style="list-style-type: none"> Proactively maintain and upgrade municipal infrastructure services to limit / mitigate risk to ecological services. Support initiatives to protect water resources, rehabilitate degraded aquatic systems, retrofit or implement water demand management systems, and mainstream water conservation. Support energy diversification and energy efficiency initiatives to enable a transition to a low-carbon, sustainable energy future. Support initiatives to extend public access to natural assets without compromising the integrity of natural areas or ecological services. Support initiatives by the private sector to extend environmental stewardship. Assist in initiatives to diversify, strengthen, and open up new opportunities and jobs in the rural economy, including the identification of strategically located land for land reform purposes. 	<ul style="list-style-type: none"> Prepare and implement management plans for municipal nature reserves and other ecological assets. Prepare and implement invasive species control plans for municipal properties. Prepare and implement initiatives for the rehabilitation of rivers and wetlands in urban areas. Develop resource-efficient strategies for all municipal services and land and building development (e.g. compulsory green energy installations in building development, greywater circulation, sustainable urban drainage, etc.). Utilise and contribute to municipal and provincial mapping and planning initiatives that inform land-use decision-

No.	Strategy	Spatial Policy	Non-Spatial, Supportive Policy	Work Guidelines
		<p>are of a nature and form appropriate in a rural context, generate positive socio-economic returns, and do not compromise the environment, agricultural sustainability, or the ability of the municipality to deliver on its mandate.</p>	<ul style="list-style-type: none"> Support initiatives to utilise municipally-owned agricultural land for small-scale agriculture, forge partnerships with non-governmental or public benefit organisations to assume management responsibilities for commonages, and provide basic agricultural services to commonages. 	<p>making supportive of ecological integrity, securing natural resources, and protecting agricultural land of high value.</p> <ul style="list-style-type: none"> Delineate and manage urban edges and watercourse setbacks in a manner that diverts urban growth pressures away from important natural and agricultural assets. Apply biodiversity offsets in cases where development in areas of endangered and irreplaceable biodiversity cannot be avoided. Actively engage with adjoining municipalities and provincial government to ensure that the integrity of SM's natural environment is maintained (specifically regarding land use management in adjoining municipal areas).
2.	Respect, preserve and grow the cultural heritage of SM.	<ul style="list-style-type: none"> Preserve significant cultural and historic assets within the municipality and grow the opportunity for new or emerging forms of cultural expression through expanding the use of existing cultural assets or supporting new uses for areas or structures of historic value. As far as possible, protect cultural landscape assets – including undeveloped ridgelines, view corridors, scenic routes, and vistas – from development. Support alternative uses for historic structures and places that will enable their preservation (subject to adherence to the general <i>mSDF</i> strategy and policies). 	<ul style="list-style-type: none"> Support the transfer of municipal assets of cultural and historic value to organisations geared to manage these assets sustainably in the interest of the broader community. Manage heritage places and structures in terms of the recommendations of municipal heritage studies. 	<ul style="list-style-type: none"> Maintain and utilise municipal and inter-governmental evaluation and mapping initiatives to inform land-use decision-making supportive of cultural integrity and secure historic places and structures. Actively engage – continuously – with adjoining municipalities and the provincial government to ensure that the integrity of SM's heritage is maintained (specifically regarding land use management in adjoining municipal areas).

No.	Strategy	Spatial Policy	Non-Spatial, Supportive Policy	Work Guidelines
3.	<p>Direct significant growth or new development in SM to areas:</p> <ul style="list-style-type: none"> • Not identified as having the most critical natural or cultural significance. • Where the most opportunity exists in existing infrastructure investment, whether reconfigured, augmented, or expanded. 	<ul style="list-style-type: none"> • Prioritise the targeted settlements on the Baden Powell-Adam Tas-R304 corridor for growth / new development. • Over the <i>mSDF</i> period, focus on Stellenbosch town and Klapmuts to accommodate significant new growth. 	<ul style="list-style-type: none"> • Align the policy and planning of all municipal services to support accommodating significant growth and new development as proposed in specific areas. • Progressively utilise the municipality's significant asset of land as a resource to direct major growth or new development to areas not identified as of the most critical natural or cultural significance. • Allocate municipal funds for land acquisition in areas identified as most suitable for growth or new development (specifically for development as lower-income housing). 	<ul style="list-style-type: none"> • Together with the WCG, undertake inter-service investigations to determine the exact location, size, nature, and form of new settlement areas to accommodate new growth. • Develop specific framework planning, land use management, infrastructure, financial, and urban design provisions and directives to ensure the optimal development of identified settlement areas to accommodate new growth.
4.	<p>Clarify and respect the different roles and potentials of settlements in SM and maintain the identity of each.</p>	<ul style="list-style-type: none"> • Ensure that each settlement – large and small – remains a distinct entity, surrounded by natural open space and agricultural land. • Maintain a clear hierarchy of settlements that (in general terms) focuses on new growth and development in larger settlements to: <ul style="list-style-type: none"> – Minimise associated impacts on the environment, agricultural land, and natural resources. – Maximise livelihood opportunities by building on the availability of existing public facilities and commercial opportunities. – Maximise the sustainability of new facilities and commercial opportunities. – Enable the provision of infrastructure most efficiently and cost-effectively. – Minimise the need for inter-settlement movement. – Maximise opportunity for and use of non-motorised and public transport. • Minimise growth in smaller settlements where opportunity is limited while improving access to local services and facilities (required daily). • Maintain and enhance the unique historic, 	<ul style="list-style-type: none"> • Align the policy and planning of all municipal services to support the proposed settlement hierarchy and development / management approach. • Reinforce the role of Stellenbosch town as a regional service and tourism centre focused on higher-order educational, health, government, and commercial uses, as well as unique historic assets. • Reinforce the role of Klapmuts as a potential regional logistics / warehousing / manufacturing hub – with associated residential opportunity – based on its location at the intersection of the N1 and regional north / south movement routes. • Maintain Franschhoek as a centre for tourism and culture with limited growth potential. 	<ul style="list-style-type: none"> • Support the re-location of land extensive manufacturing, logistics, and warehousing enterprises from Stellenbosch town to Klapmuts. • Maintain the nature and form of small rural settlements while enabling small changes towards improving livelihood opportunities.

No.	Strategy	Spatial Policy	Non-Spatial, Supportive Policy	Work Guidelines
		cultural, and settlement characteristics of different settlements.		
5.	Ensure a balanced approach to transport in SM, that appropriately serves regional mobility needs and local-level accessibility improvements.	<ul style="list-style-type: none"> Actively promote compact, dense, mixed-use development that reduces car dependence and enables and promotes the use of public and NMT. 	<ul style="list-style-type: none"> Shift municipal resources to include a greater focus on non-motorised, shared vehicle travel, and public transport solutions. Establish measures to ensure that there is inter-service agreement on the settlement hierarchy, settlement roles, associated functions, modes of transport to be carried out, and development / management approach to be followed concerning different sections of the municipal movement network. Work with the provincial and national governments to affirm the proposed categorisation of movement forms, and associated infrastructure and management needs in Stellenbosch. Proactively seek management of travel demand among key stakeholders in SM, in such a manner that significantly higher passenger volumes are gradually achieved from existing transport infrastructure. Proactively allocate resources to improve NMT in the municipal area. Strengthen the role played by rail-based public transport, including advocating for a new, lighter, frequent rail service on the Eerste River / Klapmuts rail line as the backbone of transport movement along the Baden Powell-Adam Tas-R304 corridor. 	<ul style="list-style-type: none"> Assess future transport development / improvements concerning the impact on the complete settlement system. Guard against needed / required vehicular routes of necessity resulting in the development of undeveloped land traversed by the route.
6.	Develop all settlements as balanced, inclusive, appropriately serviced, communities, negotiable through NMT and exhibiting a positive relationship with surrounding nature and agricultural land.	<ul style="list-style-type: none"> Work towards and maintain – for each settlement in the municipality – a compact form and structure to achieve better efficiency in service delivery and resource use, the viability of public and NMT, and facilitate inclusion, integration, and entrepreneurship development. Adopt a conservative view towards the extension of existing urban edges over the <i>mSDF</i> period. Actively support infill development and the adaptive reuse of existing structures. Support increased densities in new, infill, and redevelopment projects. Rationalise space standards – especially for social facilities – and 	<ul style="list-style-type: none"> Proactively drive transport demand management programmes (specifically in and around Stellenbosch town) to curtail private vehicle use. Shift more transport resources to the development and operation of effective public transport services and the comprehensive provision of NMT. 	<ul style="list-style-type: none"> Review the delineation of restructuring zones to support the <i>mSDF</i> objectives. Support development which emphasises public transport / NMT as opposed to private vehicular use. Integrate spatial planning, transport planning (emphasis on public and NMT), and social facilities planning. Move away from self-reinforcing conditions for development in terms of car parking minimum standards, and ensure the active participation and collaboration between landowner, developer, and municipality towards the provision of alternatives to car use. Actively engage – continuously – with adjoining municipalities and provincial

No.	Strategy	Spatial Policy	Non-Spatial, Supportive Policy	Work Guidelines
		release surplus land for other uses, specifically housing.		government to ensure that the integrity of SM's settlements as contained, and balanced communities are maintained (specifically about land use management in adjoining municipal areas).
		Support the general upgrading and transformation of existing informal settlements.	<ul style="list-style-type: none"> • Prioritise basic residential services for poor households, specifically in informal settlements, backyard dwellings, and a minimum level of basic services to marginalised rural settlements. • Resist existing informal settlements being the only viable settlement option for poor households by supporting the identification and servicing of alternative areas for settlement. • Ensure that asset management best practice is followed to maintain existing infrastructure investment and prevent greater replacement cost in future. • Reinforce basic service delivery with good quality urban management to support household and economic asset development. 	<ul style="list-style-type: none"> • Put in place an inter-governmental portfolio of land (existing and earmarked for purchase), an agreed land preparation programme, and a release strategy, for publicly assisted, lower-income housing (including the BNG, FLISP, social / rental, and GAP markets). • Identify alternative settlement locations for poor households, over and above existing informal settlements. • To assist the municipality in housing provision, and support initiatives to house farmworkers on farms (in a manner that secures tenure).
		Expand housing opportunities for a broader range of groups – including lower-income groups and students – particularly in settlements forming part of the Baden Powell-Adam Tas-R304 corridor.	<ul style="list-style-type: none"> • The planning of infrastructure and social facilities should accommodate the likelihood of back-yarding and its contribution to livelihood strategies. 	<ul style="list-style-type: none"> • Develop an inclusionary housing policy and guidelines. • Prioritise infill housing opportunities on public land for the BNG, FLISP, social / rental, and GAP markets. • Where possible, proactively plan for back-yarding opportunities in lower-income housing projects. • Actively support the development of student housing in Stellenbosch town.
		Provide and maintain a system of accessible social facilities, integrated with public space and public and NMT routes.	<ul style="list-style-type: none"> • Reinforce social facilities with good quality urban management to ensure service excellence and sustainability. • Focus on fewer but better social facilities. 	<ul style="list-style-type: none"> • Cluster social facilities. • Locate facilities in association with public space and public and NMT routes.
		Provide and maintain an urban open space / public space system integrated with public transport / NMT, social facilities, and linked to natural assets (e.g. river corridors).	<ul style="list-style-type: none"> • Prioritise open / public space development in poor and denser neighbourhoods of the municipality. • Reinforce open / public space with good quality urban management to ensure use and safety. 	Ensure that the edges between building development and open spaces promote activity and passive surveillance.
		Ensure work and commercial opportunities are accessible through public and NMT to all communities and provide opportunities for emerging and small entrepreneurs.		<ul style="list-style-type: none"> • Avoid large retail malls and office parks in peripheral locations reliant on private vehicular access and which detract from the viability of established commercial and work

No.	Strategy	Spatial Policy	Non-Spatial, Supportive Policy	Work Guidelines
				areas, and lock out small entrepreneurs.
7.	Actively seek conditions to enable the private and community sectors to align their resources and initiatives with the <i>mSDF</i> principles and proposals.	Conscious of public resource constraints, actively seek and support private and community sector partnerships to expand livelihood opportunities, settlement opportunities for ordinary citizens, and the national imperative to expand participation in the economy.	Develop an incentives package to support private and community sector partnerships in achieving the <i>mSDF</i> principles and proposals.	<ul style="list-style-type: none"> • Enable private and community sector participation by making known the municipality's spatial principles and intent in user-friendly communicate and guidelines. • Require private landowners in key areas to plan and coordinate development collectively (beyond individual property boundaries and interests) to ensure appropriate infrastructure arrangements, the provision of inclusionary housing, public facilities, and so on.
8.	Focus major development energy in SM on a few catalytic development areas that offer extensive, inclusive opportunities.	Focus major development effort in SM on: <ul style="list-style-type: none"> • Unlocking development in Klapmuts North. • The Adam Tas Corridor (in Stellenbosch Town). 	<ul style="list-style-type: none"> • Communicate municipal objectives and principles – across functional areas and services – for development and urban management in catalytic areas. • Seek landowner, provincial government, and national government support to develop catalytic areas in the best public interest. • Support the establishment of institutional arrangements solely dedicated to enabling the development of catalytic areas and proceed with work to detail the broader plan and activity programme. • Align municipal infrastructure and social services planning to support development in catalytic areas. • Use municipal and government-owned land assets to support development in catalytic areas. 	<ul style="list-style-type: none"> • Ensure that catalytic areas be developed as inclusive, appropriately serviced communities, negotiable through NMT and exhibiting a positive relationship with surrounding nature and agricultural land. • Prepare land use management measures to enable development in catalytic areas. • Define catalytic areas as “restructuring” or other special-measure areas to enable benefit from national and provincial support and incentives.

4.8 Catalytic Initiatives - Adam Tas Corridor (ATC) Local Areas Spatial Development Framework, Development Guidelines (October 2022) and overlay zone

Large industrial spaces, including land that was formerly home to Cape Sawmills and Distell facilities, make up the most strategically located land in Stellenbosch town. A significant proportion of these have been vacated or will be vacated in the foreseeable future in response to changes in the operating context of manufacturing enterprises. Thoughtful redevelopment of these spaces – at scale – can contribute meaningfully to meeting existing challenges and SDF objectives.

In simple terms, the concept is to launch a process of re-imagining and re-purposing the land around Adam Tas Road within Stellenbosch town to enable the maximum potential of this space. This will entail the redevelopment of the Adam Tas Corridor, which includes, the area stretching along the R310 and R44 along the foot of Papegaaiberg, from the dis-used Cape Sawmills site to the west of Kayamandi and Cloetesville along the north part of this corridor.

It forms the western edge of the town but is not well integrated with the rest of Stellenbosch, largely because of the barrier / severance effect of the R44 and the railway line. Much of the area was

historically used for light industrial and manufacturing purposes. It includes the disused Sawmill site, the government-owned Droë Dyke area, Distell's Adam Tas facility, Oude Libertas, various Remgro property assets, Bosman's Crossing, the rail station, the Bergkelder complex, the Van der Stel sports complex, the George Blake Road area, and parts of Kayamandi and Cloetesville. Under-utilised and disused land in the area measures more than 300ha.

Conceptually, a linear new district within Stellenbosch is envisaged adjacent to and straddling (in places) Adam Tas Road, the R44, and the railway line. Overall, development should be residentially led with a strong mixed-use basis and high density and should favour non-motorised ("NMT") access to the centre of Stellenbosch Town. It is estimated that the Adam Tas Corridor, through a preliminary development conceptual framework, will produce approximately 3 million square metres of bulk within a 293-hectare area, with 69% earmarked for residential usage.

A central movement system (with an emphasis on public transport and NMT) forms the spine of the area and is linked to adjacent districts south and west of the corridor. The corridor retains west-east and north-south vehicular movement (both destined for Stellenbosch town and through movement) as well as the rail line. Remote parking facilities will enable ease of access within the corridor concept, with passengers transferring via public transport, cycling, and walking to reach destinations within the town of Stellenbosch.

The corridor is not envisaged as homogenous along its length, with uses and built forms responding to existing conditions and its relationship with surrounding areas. Conceptually, three (3) areas could be defined, each linked through a sub-district.

- ✚ Grow Stellenbosch town – and accommodate existing demand – in a manner that prevents sprawl, and creates conditions for efficient, creative living and working;
- ✚ Stimulate and act as a catalyst for the development of improved public transport and NMT;
- ✚ Rethink and reconstruct infrastructure, particularly the movement system, including the possible partial grade separation of east-west and north-south movement systems, in turn, integrating the east and west of town and releasing land for development;
- ✚ Integrate Kayamandi and Stellenbosch town seamlessly;
- ✚ Shift the new development focus to the west of town, with the Die Braak and Rhenish complex forming the centre and seam between the new west and east of Stellenbosch town;
- ✚ Investigating options for alternative parking provision initiatives in and around the town while the corridor provides for and promotes a greater focus -on non-motorised transport;
- ✚ Accommodate uses that meet urgent needs, specifically higher density housing and university expansion, while also assisting in establishing a compact, less sprawling town, public transport, and NMT; and
- ✚ Increases land value east of the R44 and in the area between Kayamandi and the Bergkelder complex.

Along the corridor as a whole – depending on local conditions – significant re-use of existing buildings is envisaged. This is seen as a fundamental prerequisite for diversity, in-built character and activity (as re-purpose offers the opportunity for great a variety of spaces). Aspects of the industrial history of the area should remain visible. A range of housing typologies accommodates different income groups and family types.

Redevelopment in terms of the concept offers the opportunity to:

- ✚ Re-imagine the future use of the land encompassed in the ATC;
- ✚ Grow Stellenbosch town – and accommodate existing demand – in a manner which prevents sprawl, and creates conditions for efficient, creative living and working;
- ✚ Stimulate and act as a catalyst for the development of improved public transport and NMT;
- ✚ Reconstruct infrastructure, and particularly the movement system, including the possible partial grade separation of east-west and north-south movement systems, in turn, integrating the east

- and west of town and releasing land for development;
- Integrate Kayamandi and Stellenbosch town seamlessly;
- Shift new development focus to the west of town, with Die Braak and Rhenish complex forming the centre and seam between the new west and east of Stellenbosch town;
- Investigate options for alternative parking provision initiatives in and around the town whilst the corridor provides for and promotes a greater focus on non-motorised transport; and
- Accommodate uses that meet urgent needs, specifically higher density housing and university expansion, also assisting in establishing a compact, less sprawling town, public transport, and NMT.

Existing manufacturing enterprises can gradually relocate to the north, closer to the N1 logistics corridor (as planned by Distell for their operations).

A Local Spatial Development Framework ("LSDF") for the Adam Tas Corridor as well as comprehensive development guidelines were formally approved by the Council in October 2022 and will be used as the enabling planning framework to realise the implementation of the Adam Tas Corridor over the next 3 – 20 years. This LSDF includes an Implementation Framework that will guide in respect of the following:

- Most appropriate Land Use Strategy;
- Action Areas / Catalytic Projects;
- Framework for Investment; and
- Other enabling Interventions.

Following the implementation framework, the drafting of an overlay zone for the Adam Tas Corridor is currently being prepared and will be included as a special zone in the Stellenbosch Municipality Land Use Planning Bylaw. The purpose of the overlay zone is to award the zoning rights envisaged by the Adam Tas Corridor LSDF to the individual land portions, together with the conditions applicable to each property, for the land owner to take up these rights.

Institutional arrangements are critical, which include all spheres of government, private stakeholder involvement, and established partnerships. It would include a broad agreement between landowners and the municipality to pursue the corridor development concepts.

To assist Stellenbosch Municipality in coordinating the implementation of the Adam Tas Corridor LSDF and development guidelines, a project management unit is envisaged to be created to coordinate, plan, and assist with the implementation of development along the corridor. The project management unit will be formed on an equal basis between the municipality and the private sector involved with the Adam Tas corridor. The purpose of the project management unit is to provide additional capacity and expertise to manage and implement the vision of the Adam Tas corridor.

The Adam Tas Corridor is the start of Stellenbosch's emerging urban transformation district, and the vision is to create an integrated urban development corridor that is liveable, safe, resource-efficient, socially integrated, economically inclusive, and globally competitive, in which all citizens can actively participate. The Adam Tas Corridor concept will require sustained, committed work over a prolonged period, trade-offs, and a departure from current norms, i.e., investigation of overlay zones, e.g., Urban Development Zones ("UDZ"), Special Rating Areas ("SRA"), etc., to be included within the Stellenbosch Municipality Zoning Scheme By-law, 2019.

The emerging objectives for the Adam Tas Corridor are as follows:

- Re-purposing and transforming Stellenbosch Town, using existing under-utilised assets in a manner to benefit all and address critical needs;
- Establishing a process and plan which gives certainty and sufficient flexibility to accommodate the unknown while enabling a *"starting through sharing, learning by doing and using small steps to inform the next methodology"*;

The Greater Cape Metro Regional Spatial Implementation Framework (RSIF) contains very specific policy directives related to Klapmuts, aimed at addressing pressing sub-regional and local space economy issues. Key policy objectives include:

- Using infrastructure assets (e.g. key movement routes) as “drivers” of economic development and job creation;
- Recognition that existing infrastructure in the area (i.e. N1, R101, R44 and the Paarl-Bellville railway line and station) dictate the location of certain transport, modal change or break-of-bulk land uses;
- Recognition of the Klapmuts area as a significant new regional economic node within the metropolitan area and spatial target for developing a “consolidated platform the for export of processed agri-food products (e.g. inland packaging and containerisation port)” and “an inter-municipal growth management priority”;
- The consolidation of and support for existing and emerging regional economic nodes as they offer the best prospects to generate jobs and stimulate innovation;
- The clustering of economic infrastructure and facilities along public transport routes;
- Maintaining valuable agricultural and natural assets; and
- Providing work opportunities in proximity to living areas.

There is no doubt that Klapmuts is a potentially significant centre for economic activity and residence within the metropolitan region and SM, as it is located on the N1 transport corridor, which carries 93% of metropolitan freight traffic. To date, the settlement is characterised by residential use and limited commercial and work-related activity.

Public sector resource constraints have prevented the infrastructure investment required to enable and unlock the full potential of the area for private sector economic development as envisaged in the GCM RSIF.

The decision by Distell Limited to relocate to and consolidate its operations in Klapmuts is critical to the more balanced development of the settlement. Distell Limited proposes to develop a beverage production, bottling, warehousing, and distribution facility on Paarl Farm 736/RE, located north of the N1, consolidating certain existing cellars, processing plants, and distribution centres in the Greater Cape Town area. The farm measures some 200 ha in extent. The beverage production, bottling, warehousing, and distribution facility will take up approximately 53 ha.

The project proposal includes commercial and mixed-use development on the remainder of the site, which is not environmentally sensitive, to provide opportunities for both Distell's suppliers to co-locate and for other business development in the Klapmuts North area. The site does not have municipal services, and the proposed development will therefore require the installation of bulk service infrastructure, including water, wastewater treatment, stormwater electricity, and internal roads.

Significant progress has been made in planning for an "Innovation Precinct" or "Smart City" district west of but contiguous to Klapmuts south. This includes a land agreement with the University of Stellenbosch to possibly establish university-related activities in this area. The urban edge has been adjusted in recognition of the opportunity associated with this initiative (see the figure below for the concept Development Framework).

Figure 21: Concept Development Framework

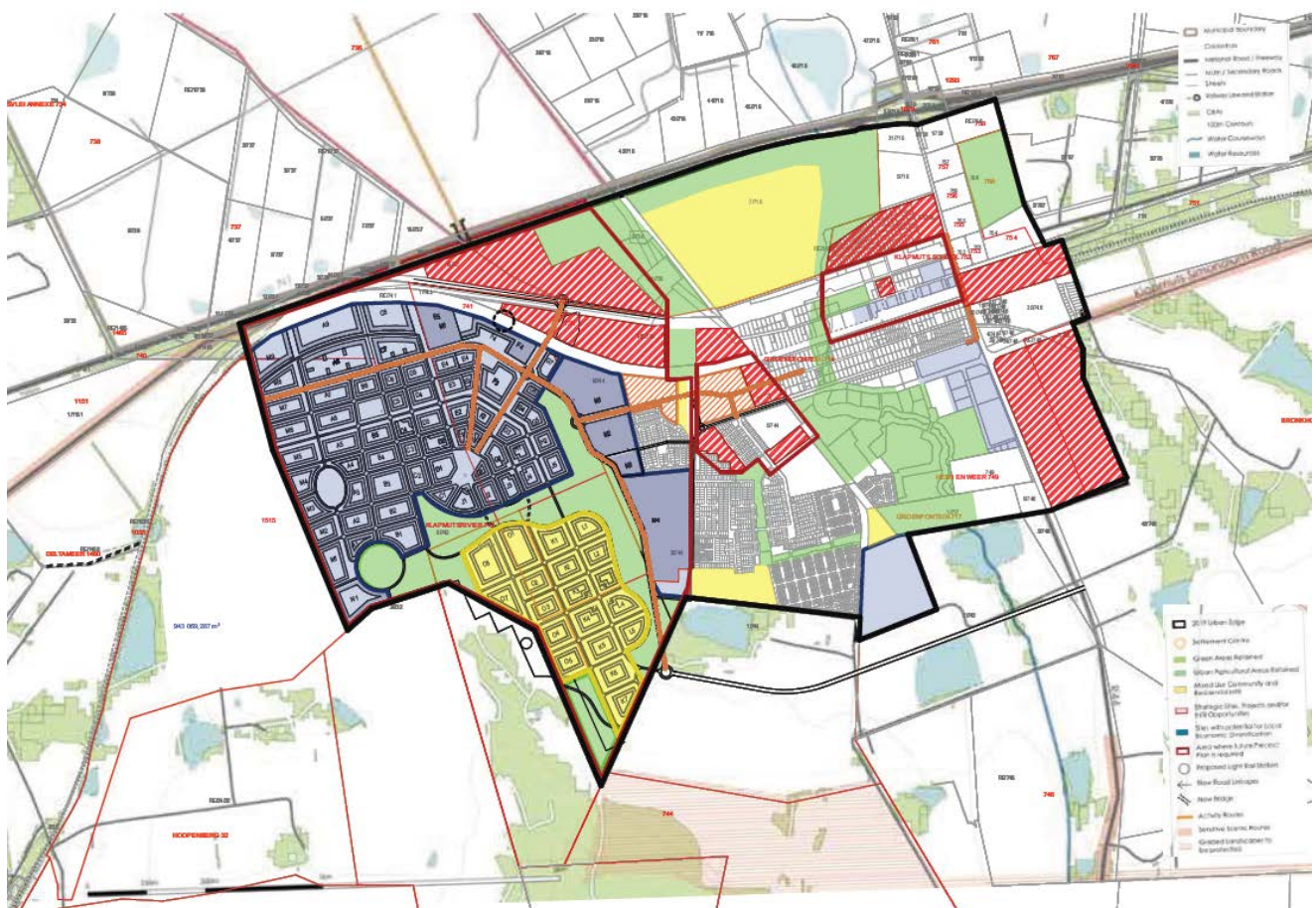


Figure 56. The proposed Klapmuts "Innovation Precinct" Concept (Osmond Lange Architects and Planners)

Several issues require specific care in managing the development of Klapmuts over the short to medium term.

- ✚ The first is speculative applications for land use change on the back of the proposed Distell development. Already, a draft local plan prepared by DM has indicated very extensive development east of Farm 736/RE. Distell will not fund the extensive infrastructure required to unlock development here, and arguably, land use change to the east of Farm 736/RE could detract from the opportunity inherent in Farm 736/RE;
- ✚ The second is the linkages between Klapmuts north and south, specifically along Groenfontein Road, and a possible NMT crossing over the N1, linking residential areas south of the N1 directly with Farm 736/RE. Without these linkages, residents to the south of the N1 will not be able to benefit from the opportunities enabled north of the N1; and
- ✚ The third is a speculative higher-income residential development in the Klapmuts area, based on the area's regional vehicular accessibility. Higher-income development is not a problem in and of itself, but ideally, it should not be in the form of low-density gated communities.

Given that management of Klapmuts is split between DM and SM (respectively responsible for the area north and south of the N1), special arrangements will be required to ensure that the settlement as a whole develops responsibly in a manner that ensures thoughtful prioritisation, infrastructure investment, and opportunity for a range of income groups.

Arguably, recent LSDF planning work commissioned by DM for the area east of Farm 736/RE begins to illustrate the problem of insufficiently coordinated planning. The LSDF envisages a very significant extent of development for Klapmuts North. Specifically, in terms of a 20-year growth trajectory, commercial office development of 912 354m² is envisaged, commercial retail development of 187 839m², and general light industrial development of 370 120m². Several issues emerge:

Firstly, the realism of these land use projections within the context of the regional economy is questioned. To illustrate:

- ✚ Considering the envisaged commercial office allocation, it is noted that Cape Town CBD currently has some 940 000m² of office space, Sandton in Gauteng is larger at over 1,2m m² of commercial office space, Midrand at some 640 000m², and Century City (some 20 years in the making) at some 340 000m²;
- ✚ Concerning commercial retail space, it is noted that more of this use is envisaged for Klapmuts North than Century City's current 140 000m²;
- ✚ While 370 120m² is provided for general light industrial development, the proposed Distell distribution centre alone will comprise 125 000m², and many new logistic centres recently completed in the Kraaifontein / Brackenfell area range in size between 45 000m² and 120 000m². The master plan prepared as part of the acquisition process of Farm 736/RE foresees a significantly lighter industrial floor area than the 370 120m² indicated in the LSDF.

Secondly, these land use allocations need to be viewed against the policy context, which sees Klapmuts as a regional freight/ logistics hub – with a focus on job creation – and establishing a balanced community. It would appear that the LSDF over-emphasises commercial office and retail development, “exploiting” the areas' access to regional vehicular routes, and private vehicular access, at the expense of job creation at scale – and establishing a regional light industrial hub – serving an existing poorer community in proximity to a freight movement corridor.

Thirdly, it is maintained that the infrastructure service requirements – and affordability – of the projected land use allocations are understated. For example, it is known that any development north of the N1 over and above the proposed Distell distribution centre of 125 000m² will involve very costly reconfiguration and augmentation of intersections with the N1. It would be irresponsible to create expectations around land use without these associated requirements being resolved to a fair degree of detail.

Finally, Farm 736/RE is remarkably unique; comprising some of the least valuable agricultural lands within the Paarl / Stellenbosch area. It would appear that the LSDF, given the development process for Farm 736/RE, assumes that adjacent land to the east, of higher agricultural value, should also be developed.

4.8.2 Alternative rail service along the Baden Powell Drive-Adam Tas-R304 corridor

As indicated above, it is critical, both for the Adam Tas Corridor and the broader Baden Powell-Adam Tas-R304 development corridor, to explore the feasibility of introducing a more frequent and reliable rail service along the Eerste River-Stellenbosch-Muldersvlei-Klapmuts rail line. The aim should be to have a more frequent passenger service along the corridor, connecting larger and smaller settlements. Lighter rail stock – possibly in the form of a “tram” system has been suggested - offering the advantage of safe at grade crossing of the rail line and other modes of transport, in turn, enabling “lighter” infrastructure support for settlement development and concomitant cost savings. Alternatively, the viability of regular bus service along this route should be explored. The SM should commence engagements with PRASA in this regard.

As argued elsewhere in this document, Stellenbosch town and Klapmuts should be the focus of significant settlement growth. It is here, by settlement location concerning broader regional networks and existing opportunities within settlements, that the needs of most people can be met, in a compact settlement form while protecting the municipality’s natural and agricultural assets.

Over the longer term, Muldersvlei / Koelenhof and Vloffenburg along the Baden Powell-Adam Tas-R304 corridor could accommodate more growth, and be established as inclusive settlements offering a range of opportunities. However, much work needs to be done to ensure the appropriate make-up of these settlements (including each providing opportunity for a range of income groups) and integration with the corridor in terms of public transport.

The smaller settlements are therefore not prioritised for significant development over the SDF period. Should significant development be enabled in these areas now, it is likely to be focused on private vehicular use and higher-income groups, and will in all probability reduce the potential of initiatives to transform Stellenbosch town and Klapmuts.

4.9 Institutional Arrangements

The SM has dedicated staff resources for spatial planning, land use management, and environmental management organised as the Planning and Economic Development Directorate. Work occurs within the framework set by annually approved Service Delivery and Budget Implementation Plans (aligned with the IDP), decision-making processes and procedures set by the Council, and a suite of legislation and regulations guiding spatial planning, land use management, and environmental management (including SPLUMA, LUPA, and the National Environmental Management Act, 1998 (Act No. 107 of 1998)).

The Planning and Economic Development Directorate will facilitate the implementation of the SDF in terms of institutional alignment, including:

- ✚ The extent to which the main argument and strategies of the SDF are incorporated into the Capital Expenditure Framework, Annual Reports, annual IDP Reviews, future municipal IDPs, and so on;
- ✚ The annual review of the SDF as part of the IDP review process.
- ✚ The extent to which the main argument and strategies of the SDF inform sector planning and resource allocation;
- ✚ The extent to which the main argument and strategies of the SDF inform land use management decision-making;
- ✚ Alignment with and progress in implementing the municipality’s Human Settlement Plan and Comprehensive Integrated Transport Plan; and

- ✦ The mutual responsiveness of the SDF and national, provincial and regional plans, programmes and actions (including the extent to which SDF implementation can benefit from national and provincial programmes and funding).

Over and above institutional arrangements in place, it appears that two aspects require specific focus in support of the *mSDF*.

4.9.1 Inter-municipal planning

The first relates to inter-municipal planning. As indicated elsewhere in the *SDF*, SM (and other adjoining municipalities) appears to experience increasing challenges related to development pressure in Cape Town. This pressure is of different kinds. The first is pressure on the agricultural edges of Stellenbosch through residential expansion within Cape Town. The second is migration to SM (whether in the form of corporate decentralisation, or both higher and lower-income home seekers), leading to pressure on available resources, service capacity, and land within and around the settlements of SM. While municipal planners do liaise on matters of common concern, there appears to be a need for greater high-level agreement on spatial planning for “both sides” of municipal boundaries. The spatial implications of pressure related to migration to SM could be managed locally, should there be an agreement to redevelop existing settlement footprints rather than enabling further greenfield development (as a general rule). However, the municipality’s increased resource needs to accommodate new growth – a non-spatial issue – should be acknowledged and addressed. These challenges and opportunities.

4.9.2 Private Sector Joint Planning

The second relates to joint planning and action resourced by the private sector, increasingly needed for several reasons:

- ✦ The municipal human and financial resource base is simply too small to achieve the vision of the *SDF* or implement associated strategies and plans;
- ✦ Many matters critical to implementing the *SDF* fall outside the direct control or core business of the municipality. For example, the municipality does not necessarily own the land associated with projects critical to achieving *SDF* objectives;
- ✦ It is increasingly evident that individual landowners are finding it difficult to develop – to make the most of what they have – individually. Specifically, the transport and movement implications of individual proposals require strong and dedicated integration;
- ✦ Individual landowners do not necessarily control the extent of land required to undertake inclusive development, focusing on opportunities for a range of income groups. Inclusive development often requires cross-subsidisation, in turn, enabled by larger land parcels and development yields; and
- ✦ The municipality’s focus is often – and understandably so – on the “immediate”, or shorter-term challenges. Much of what is needed to implement the *SDF* or catalytic projects requires a longer-term view, a committed focus on one challenge, and cushioning from the daily and considerable demands of municipal management.

Partnerships are needed, with different agencies and individuals working in concert with the municipality to implement agreed objectives. Further, partnerships are required between individual corporations and owners of the land. The Adam Tas corridor is a prime example: making the most of the disused sawmill site, Bergkelder complex, Van der Stel complex, Die Braak and Rhenish complex – in a manner which contributes to agreed objectives for developing Stellenbosch town – is only possible if various landowners, the municipality, University, and investors work together, including undertaking joint planning, the “pooling” of land resources, sharing of professional costs, infrastructure investment, and so on. The municipality simply does not have the resources – and is overburdened with varied demands in different locations – to lead the work and investment involved.

4.9.3 Further Planning Work

As indicated above, over the longer term, Muldersvlei / Koelenhof and Vlottenburg along the Baden Powell-Adam Tas-R304 corridor could accommodate more growth, and be established as inclusive settlements offering a range of opportunities. However, these settlements are not prioritised for development at this stage. Critical pre-conditions for significant development include:

- ✚ The measures required to ensure that settlements provide for a range of housing types and income groups (in a balanced manner);
- ✚ Establishing regular public transport services between settlements, including services between the expanded smaller settlements and Stellenbosch town; and
- ✚ Understanding to what extent settlements can provide local employment, in this way minimising the need for transport to other settlements.

4.9.4 Other local planning initiatives

Ideally, each of the settlements in SM should have an LSDF, applying the principles of the *SDF* in more detail. The priority for LSDFs should be determined by the position and role of settlements in the SM settlement hierarchy.

4.9.5 Checklists in Support of Decision-Making

To further assist in aligning day-to-day land use and building development management decision-making and detailed planning – public and private – with the *SDF*, it is proposed that a “checklist” of questions be employed.

If the initiators of development proposals, applicants, officials, and decision-makers all, in general terms, address the same questions in the conceptualisation, assessment, and decision-making related to proposals, a common, shared “culture” could be established where key tenets of the *SDF* is considered and followed continuously.

Although focused on the location, nature, and form of activities in space, the checklist incorporates questions addressing issues beyond space, including matters of resource management, finance, institutional sustainability, and so on.

It is not envisaged that the checklist is followed slavishly in considering every development proposal. Yet, its use is important in ensuring that relevant issues be addressed and discussed to enable decision-making in line with the *SDF* and broader provincial and national planning policy. If, in assessing a proposal or project, posing a question result in a negative answer, the proposal probably requires very careful consideration, further work, or change.

The checklist should not be viewed as static. Rather, it should be reviewed periodically and in parallel with the *SDF* review – perhaps under the leadership of the Municipal Planning Tribunal and with input from all stakeholders – to reflect the municipal spatial planning agenda and challenges.

It is proposed that the questions – together with the SPLUMA principles, and the key *SDF* strategies and policies – are packaged in an easy-to-use and accessible form to facilitate wide usage.

4.9.6 Partnerships

Arguably, the municipal budget is simply too small to achieve the vision of the *SDFs* or implement associated strategies and plans. Also, many matters critical to implementing the *SDF*, fall outside the direct control or core business of the municipality. For example, the municipality does not necessarily own the land associated with projects critical to achieving *SDF* objectives.

Even if the municipal budget is increased ten-fold, or its staff resources significantly enhanced, it would still not have the control to do what is needed for the capacity to drive critical projects. The municipality’s focus is often – and understandably so – on the “immediate”, or the shorter-term

challenges. Much of what is needed requires a longer-term view, a committed focus on one challenge, and cushioning from the daily and considerable demands of municipal management.

Partnerships are needed, with different agencies and individuals working in concert with the municipality to implement agreed objectives. Further, partnerships are required between individual corporations and owners of the land. It is increasingly evident that individual landowners are finding it increasingly difficult to develop – to make the most of what they have – individually. Specifically, the transport and movement implications of individual proposals require strong and dedicated integration. The Adam Tas corridor is a prime example: making the most of the disused sawmill site, Bergkelder complex, Van der Stel complex, Die Braak and Rhenish complex – in a manner which contributes to agreed objectives for developing Stellenbosch town – is only possible if various landowners, the municipality, University, and investors work together, including undertaking joint planning, the “pooling” of land resources, sharing of professional costs, infrastructure investment, and so on.

The municipality simply does not have the resources – and is overburdened with varied demands in different locations – to lead the work and investment involved.

There appears to be an opportunity to establish a new partnership with businesses, to the side of the municipality, to drive major integrated projects, specifically the Adam Tas Corridor. Fortunately, Stellenbosch has established (private sector) institutions with an astounding track record in achieving urban development / management objectives (e.g. Historiese Huise). Their work can be expanded, to assist in meeting new challenges, in partnership with the municipality.

CHAPTER 5:

Performance Summary of the 5th Generation IDP 2022 – 2027

5.1 Introduction

The performance reporting on the IDP deliverables for the financial year 2022/23 relating to the first-year implementation of the 5th Generation IDP 2022 – 2027 covers the period from 01 July 2022 to 28 February 2023. The complete performance report until 30 June 2023, will form part of the 2nd Review of the 5th Generation IDP 2022 – 2027.

The reporting focus on the implementation of the Municipal Manager, Mayoral, Mayoral Portfolio and Sector Plans priorities encapsulated throughout the various sections in the IDP document, and the format reflects the IDP deliverables per priority area. The IDP deliverables were revised in January / February 2022 to allow for adequate planning and implementation in the 2023/24 financial year.

The overall assessment of actual performance against targets set for the IDP deliverables as documented in the various sections of the IDP document is illustrated below:

5.2 IDP Performance Reporting: Municipal Manager IDP Priorities for 2022/23

Nine (9) IDP deliverables linked to the Municipal Manager's Priorities across directorates were measured during the 2022/23 financial year. Of the nine (9) IDP deliverables, 4 (44 per cent) were achieved while 5 (56 per cent) are in progress. The IDP deliverables in progress are expected to be completed by 30 June 2023.

Figure 22: Number of Municipal Manager Priorities achieved in the 2022/23 financial year

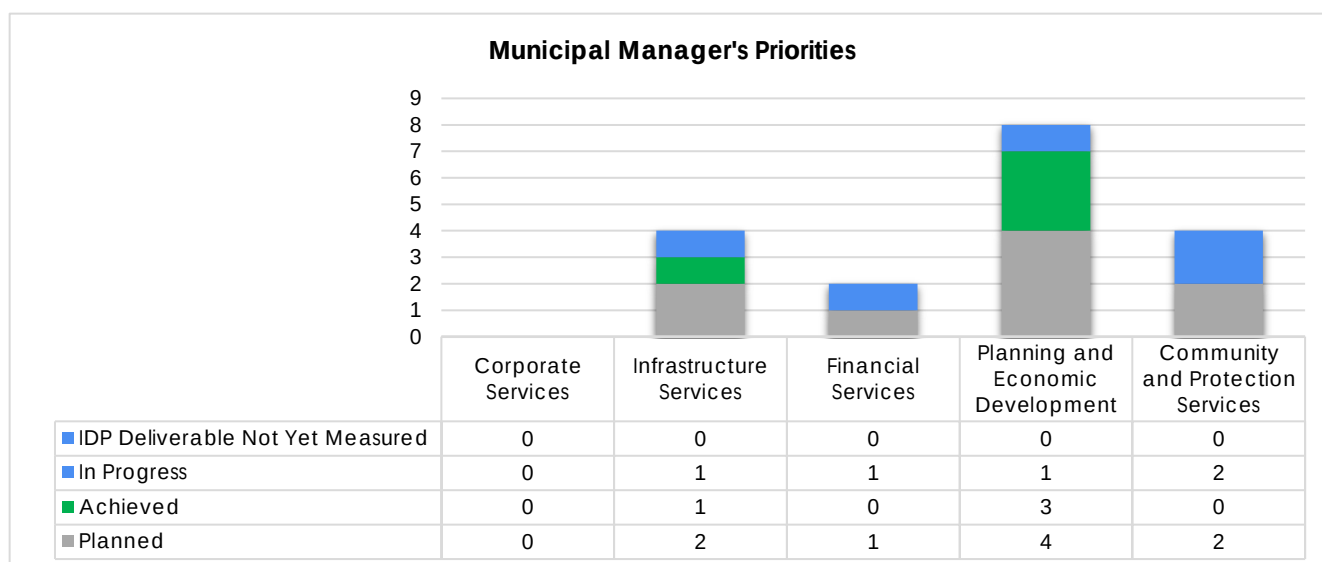
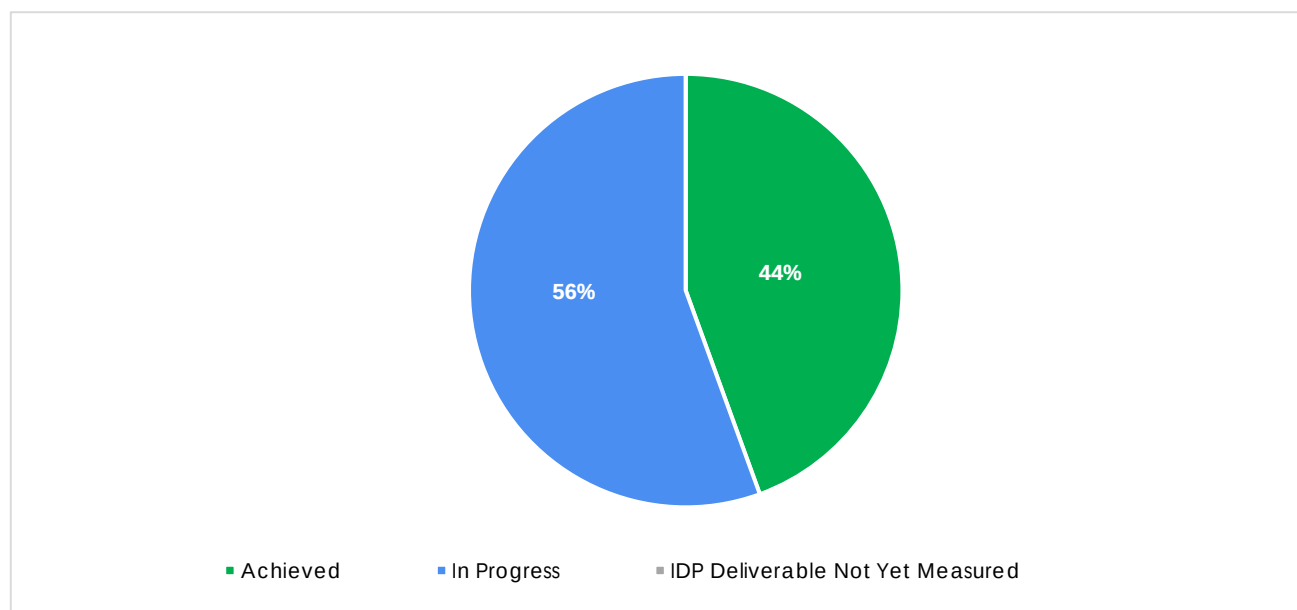


Figure 23: Percentage achieved: Municipal Manager Priorities- 2022/23

5.3 IDP Performance Reporting: Executive Mayor Priorities for 2022/23

The **Executive Mayoral** 5 – year plan has a total of 58 IDP deliverables linked to nine mayoral outcomes which are applicable for the 5th Generation IDP 2022 – 2027. Of the 58 IDP deliverables which are being measured in the 2022/23 financial year, 4 (7 per cent) were achieved as at 28 February 2023, while 54 (93 per cent) are in progress. The Mayoral IDP deliverables in progress are expected to be completed by 30 June 2023. The actual results of these deliverables will be reported in the 2nd review of the 5th Generation IDP 2022 – 2027.

Executive Mayor IDP Deliverables: 2022/23

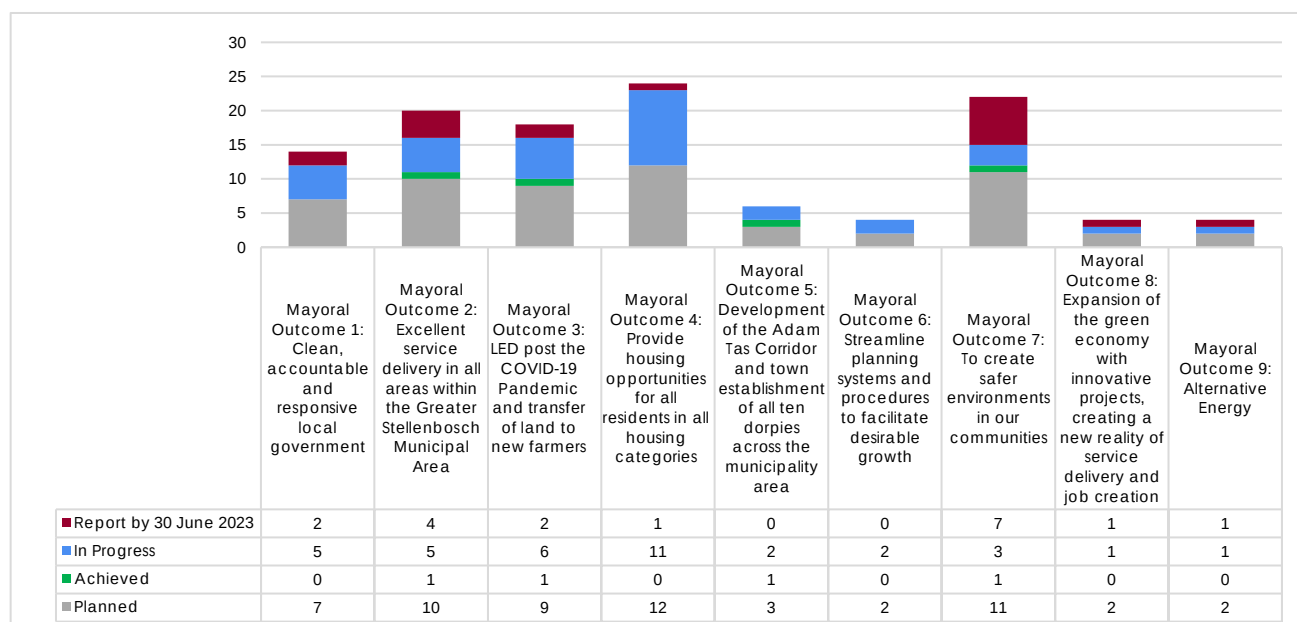
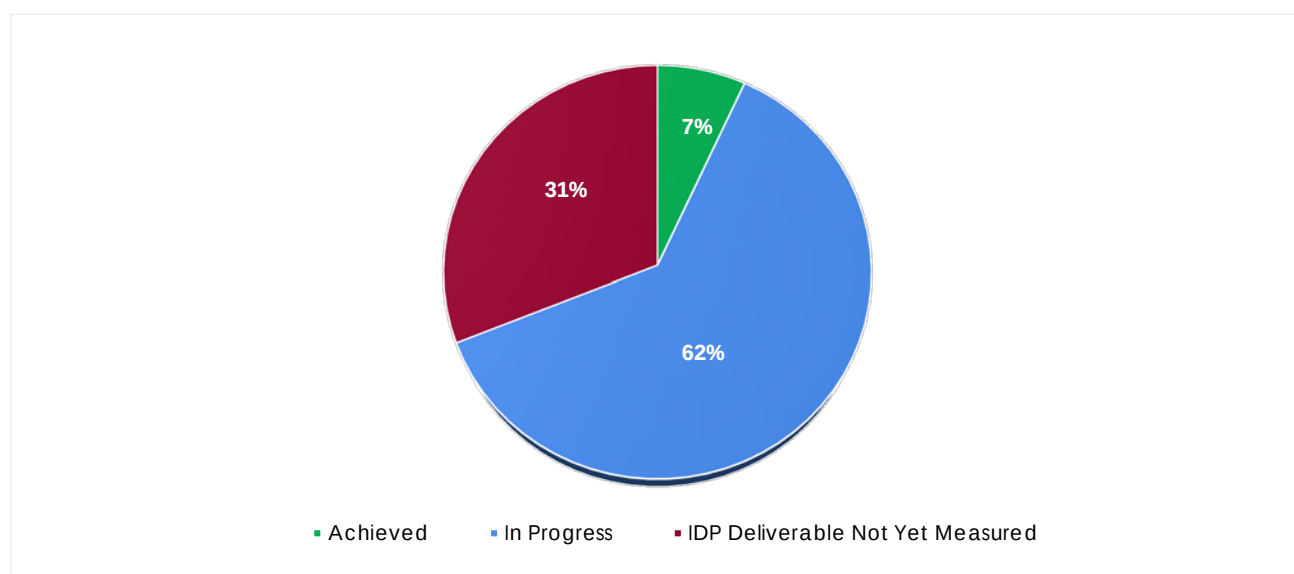


Figure 24: Percentage of Mayoral Priorities achieved for the 2022/23 financial year

5.4 IDP Performance Reporting: Mayoral Portfolios for 2022/23

The (nine) 9 **Mayoral Portfolio's** each have a 5 – year plan with specific IDP deliverables and targets applicable for the 2022/23 financial year. A total of 89 IDP deliverables are linked to nine (9) mayoral portfolios which were applicable for the 2022/23 financial year. Of the 89 IDP deliverables with applicable targets for 2022/23, 11 (12 per cent) were achieved while 29 (33 per cent) are in progress. The mayoral portfolio IDP deliverables in progress are expected to be completed in this financial year 2022/23 and 49 (55 per cent) out of the 89 mayoral portfolio IDP deliverables will only be reported on by 30 June 2023.

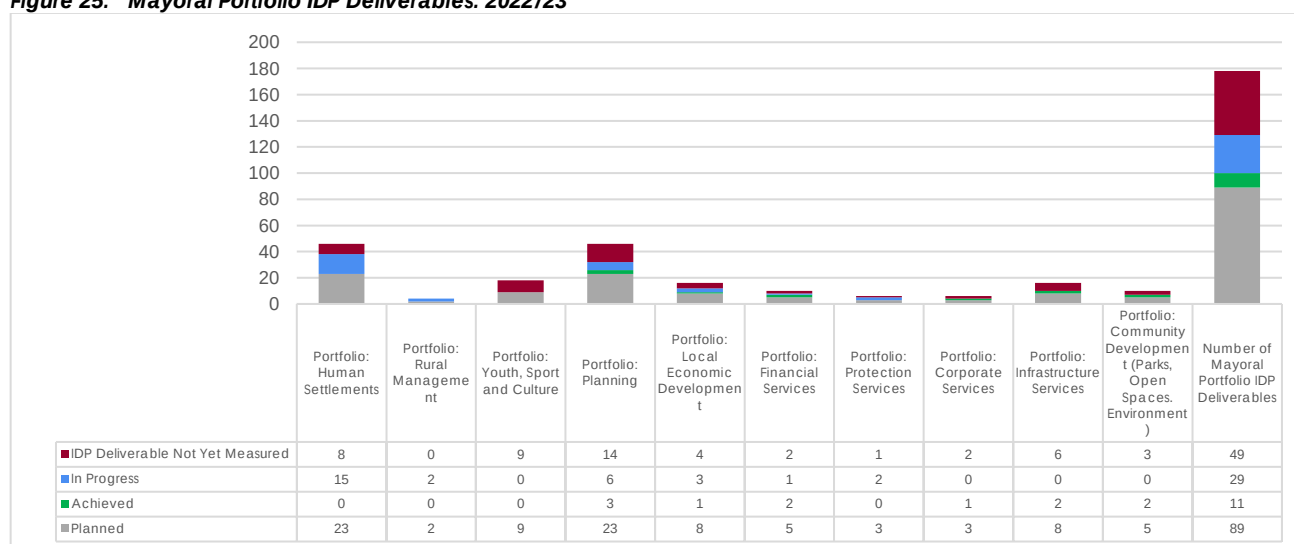
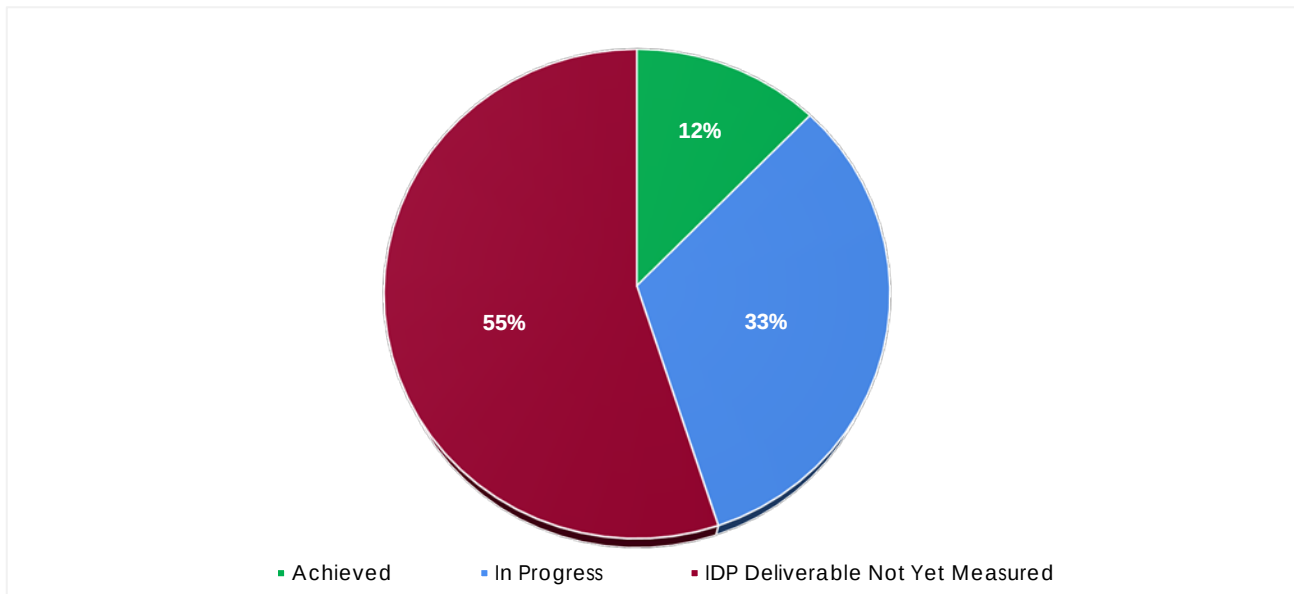
Figure 25: Mayoral Portfolio IDP Deliverables: 2022/23

Figure 26: Percentage of the Mayoral Portfolios Priorities achieved for the 2022/23 financial year



5.5 IDP Performance Reporting: Sector Plans Implementation for 2022/23

A total of 50 IDP deliverables are linked to the **nine (9) Sector Plans** for the 2022/23 financial year. Of the 50 IDP deliverables with applicable targets for 2022/23, 12 (24 per cent) were achieved while 35 (70 per cent) are in progress. The Sector Plan IDP deliverables that are currently in progress are expected to be completed in 2022/23 and 3 (6 per cent) out of the 50 IDP deliverables will only be reported on by 30 June 2023.

Figure 27: Sector Plans IDP deliverables: 2022/23

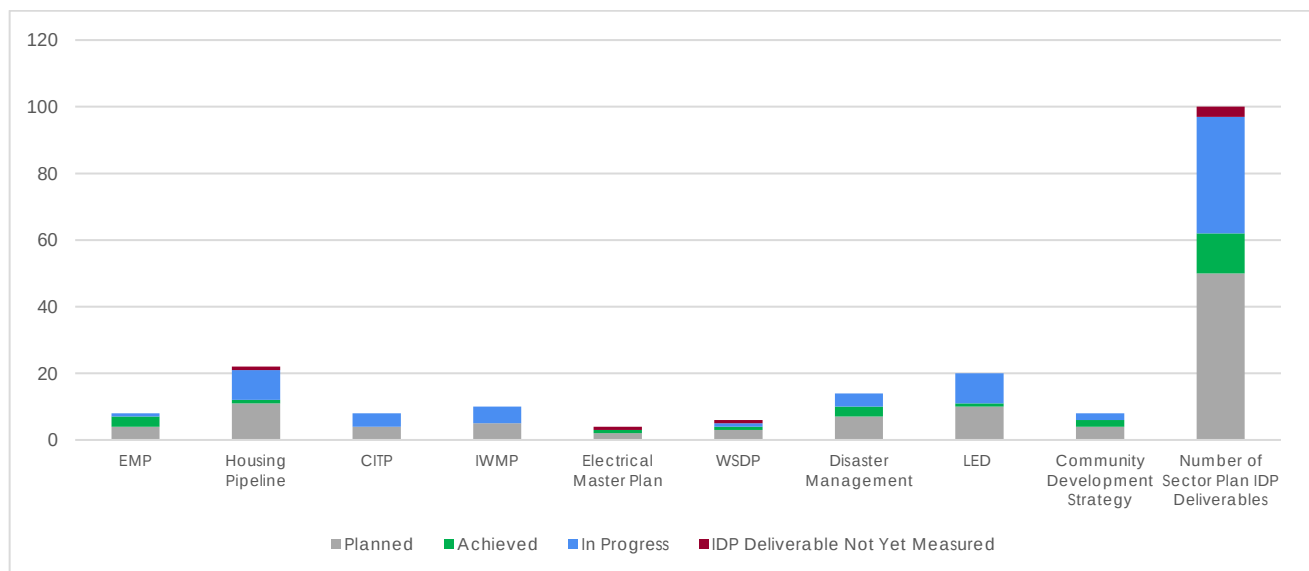
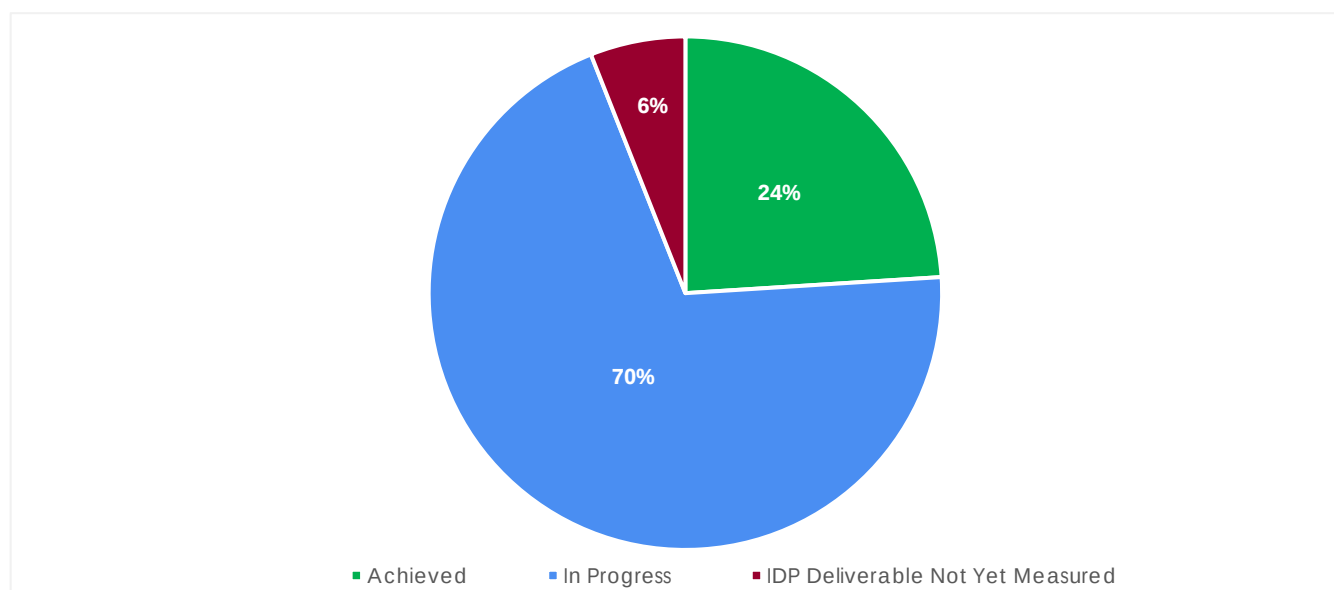


Figure 28: Percentage of Sector Plan IDP deliverables for 2022/23



CHAPTER 6:

One Plan: Service delivery, budget, programmes and projects

6.1 Introduction

Cabinet approved the District Development Model (DDM) as an All of Government and Society Approach providing a method by which all three spheres of government and state entities work in unison in an impact-oriented way, where there is higher performance and accountability for coherent and effective service delivery and development outcomes.

The DDM is an intergovernmental approach focusing on 44 districts and 8 metropolitan spaces for more effective joint planning, budgeting and implementation over multi-year planning and electoral cycles. Although each sphere, sector or entity has its distinct constitutional powers, functions and responsibilities, they cooperate and undertake collaborative planning, budgeting and implementation processes converging developmental efforts at the district / metropolitan level.

It is acknowledged that the DDM introduces a new planning instrument in the form of the **One Plan**. This process comes into a planning environment where there are existing planning instruments at local, provincial, and national levels of government. However, the One Plan is not meant to replace any of the existing prescribed development, departmental strategic and annual performance plans that each sphere, department and state entity is responsible for or required to develop. The One Plan is rather informed by these plans and once in place, it will guide the review of these plans and budgets.

The Western Cape Government-specific approach to the DDM is called the **Joint District and Metro Approach (JDMA)**. The JDMA envisages the three spheres of government to converge, using Intergovernmental (IGR) engagements, to develop similar Western Cape strategic, development and planning priorities with aligned budgets and accelerated implementation for service delivery.

The **Joint District and Metro Approach (JDMA)** -

- ✚ is a geographical (district) and team-based and citizen-focused approach;
- ✚ has the output of a single implementation plan to provide planning and strategic priorities, developmental initiatives, service delivery and capacity building;
- ✚ has the desired outcome of improving the living conditions (lives) of citizens;
- ✚ has a horizontal interface (between provincial departments) and a vertical interface (national, provincial and local government spheres);
- ✚ does not exclude local municipalities;
- ✚ is not a functions and power debate; and
- ✚ promotes collaboration using the District Coordinating Forum as the governance instrument for co-planning, co-budgeting, and co-implementation to strengthen service delivery to communities.

This chapter will provide details from all three spheres of government to give effect to the objectives and strategies contained in the 5th Generation Integrated Development Plan.

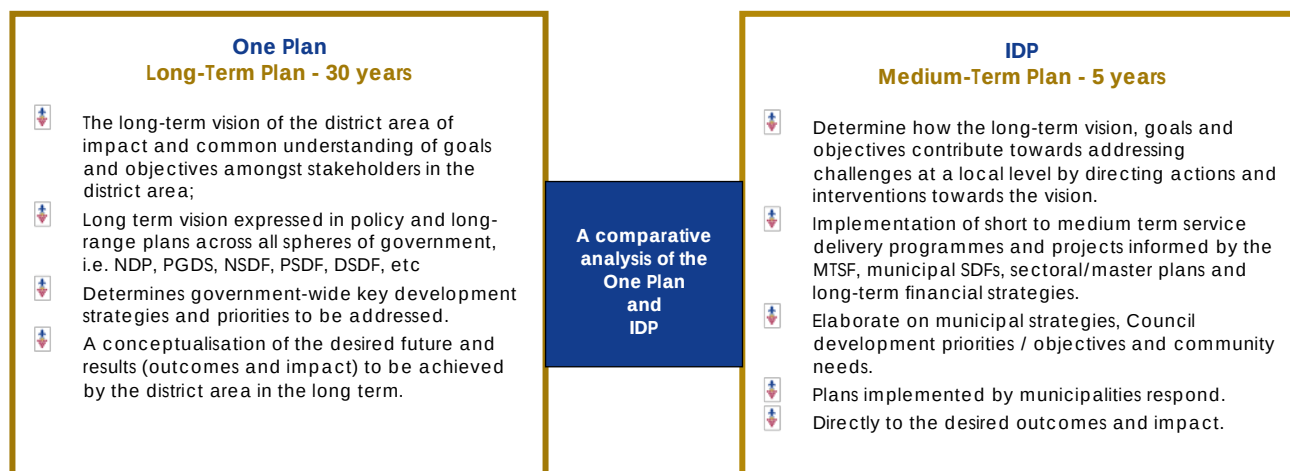
6.2 Relationship between the One Plan and Integrated Development Plan (IDP)

The One Plan does not replace the Integrated Development Plans of municipalities as the “single, inclusive and strategic plan for the development of the municipality” but is meant to strengthen and enhance the IDPs and other plans of the municipalities. It is foreseen to provide greater certainty and

direction for the IDPs. The IDP will be the vehicle through which implementation of the One Plan will happen at the local government level.

Below is a comparative analysis of the One Plan and IDP:

Figure 29: Comparative analysis of the One Plan and IDP



6.3 National and Provincial Government Priorities

6.3.1 State of the Nation Address (SONA) 2023

President Cyril Ramaphosa presented the State of the Nation Address (SONA) on 09 February 2023.

The following are key highlights from the SONA:

Load shedding

- Minister of Cooperative Governance and Traditional Affairs Nkosazana Dlamini Zuma had gazetted the declaration of the State of Disaster.
 - The state of disaster will enable the government to provide practical measures that are needed to support businesses in the food production, storage and retail supply chain, including the rollout of generators, solar panels and uninterrupted power supply;
 - It will enable the government to exempt critical infrastructure such as hospitals and water treatment plants from load shedding, if technically possible; and
 - It will enable the government to accelerate energy projects and limit regulatory requirements while also maintaining rigorous environmental protections, procurement principles and technical standards.
- Ensuring the Electricity Regulation Amendment Bill is passed to transform the energy sector and establish a competitive electricity market.

Unemployment

- Implementation of several programmes aimed at ensuring that young people were introduced to the world of work.

Poverty and the rising cost of living

- The National Treasury was considering the feasibility of urgent measures to mitigate the impact of load shedding on food prices.

Crime and Corruption

- Significantly more funding would be made available for the police, the National Prosecuting Authority and the Special Investigation Unit.

6.3.2 State of the Province Address (SOPA) 2023

Premier Alan Winde presented the State of the Province Address (SOPA) on 16 February 2023.

The following are key highlights from the SOPA:

The Energy Crisis

- An Energy Council has been established to focus on both the short-term crisis but also the longer-term;
- Development of an energy plan for the province that informs our short-term responses;
- Responding to the short-term impact of load shedding now on government services;
- Securing diesel to keep essential public services running during load shedding;
- Helping buffer schools from load shedding;
- Providing poorer households with “power packs” that help reduce the impact of load shedding on daily tasks;
- Assisting SMMEs in assessing and implementing alternative energy options.

Water and Health:

- Emergency funding will be made available to municipalities to ensure safe drinking water and working sewage infrastructure during rolling blackouts.
- Funding to be used to purchase backup generators for the treatment and supply of water services.

WiFi and Connectivity:

- Ensuring citizens have access to information.

Renewable Energy / Green Economy

- The Western Cape government is on a drive to increase energy resilience, not only to mitigate the effects of load shedding and the resulting economic damage but also to highlight the immense potential the power generation sector, specifically the green economy, has in being able to stimulate growth, attract investment and create employment.

Municipal Energy Resilience

- Key intervention of the Western Cape Government in addressing the power crisis is the Municipal Energy Resilience (MER) plan, a local government-level programme that develops, supports and builds capacity at municipalities across our province to implement renewable energy projects.
- The municipalities part of the programme is the City of Cape Town, George, Mosselbay, Stellenbosch and Saldanha.
- Stellenbosch is working towards procuring energy from Independent Power Producers.

Infrastructure Development

- The aim is to prioritise the importance of developing and maintaining critical infrastructure in the province, both as a means to ensure roads, bridges, sewerage systems, and other development projects, are of high quality and safe to use.

Education Infrastructure

- The Western Cape Government will continue to expand the province’s schooling environment.

Social Housing

- ✚ The province has committed to creating 9395 housing opportunities.

Health Infrastructure

- ✚ The province government will continuously be expanding health services to meet the needs of a growing population.

Growth For Jobs

- ✚ “Our Growth For Jobs” strategy gives expression to the government’s radical drive to drastically reduce unemployment, achieve breakout growth and offer residents meaningful opportunities to prosper.
- ✚ The strategy sets out a comprehensive and ambitious goal for the Western Cape of growing the provincial economy by between 4 and 6% by 2035.
- ✚ The goal is to fuel and stimulate economic growth to achieve an R1 trillion provincial GDP target by 2035. This would require an annual average growth of 3.8% until 2035, translating into 600 000 new jobs.

Youth Interventions

- ✚ The Western Cape’s employment figures are better than the rest of the country, more must be done to enable job growth.

Agriculture

- ✚ In the new financial year, the WCG is to support 3 000 household food gardens each year over the medium-term, as well as 85 community and school food gardens out of an annual budget of R32 million.

6.4 Status Quo on Public Infrastructure Spend

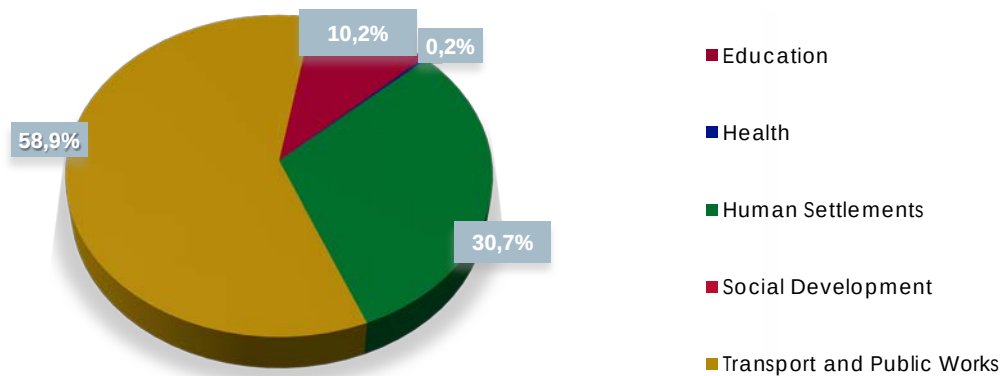
This section reflects on provincial and municipal infrastructure priorities within the Stellenbosch area for 2021/22.

6.4.1 Social Infrastructure

Spending on social infrastructure aids in social development and has the spill-over effect of enabling economic growth. A total of 41.1 per cent of the total WCG infrastructure allocation towards the Stellenbosch municipal area will be spent on social infrastructure. As displayed in the pie chart, the WCG will be spending 10.2 per cent (R17.0 million) of the total infrastructure budget in the municipal area on the Education function. Spending on education is crucial as it can serve to improve education outcomes and skills levels within a community, and more importantly, alleviate poverty through increased long-term income for individuals. A healthy and resilient community increases productivity and reduces pressures on government resources.

The WCG will in 2021/22 spend R344 000 on Health-related infrastructure within the municipal area. An allocation has also been made by the WCG towards the Housing function (R51.4 million; 25.1 per cent) to improve the quality of life of individuals within the municipal area. The municipality allocated R9.9 million towards the Housing function.

Community safety is a cornerstone of the Western Cape Economic Recovery Plan. Crime has a negative impact on the quality of life of individuals, but also on the economy by deterring private investment and causing business losses. It further creates a burden on government resources in terms of justice system costs, victim assistance and replacement of assets. The municipality has as such allocated R15.6 million (3.3 per cent) of its capital budget towards the Public Safety function.

Figure 30: Provincial Infrastructure Spend

Source: Western Cape, Social-Economic Profile 2021

6.4.2 Economic Infrastructure

Economic infrastructure is defined as infrastructure that promotes economic activity. Considering the sluggish economic growth throughout the country, spending on economic infrastructure is crucial to stimulating economic activity. The WCG will in 2020/21 spend R98.6 million on economic infrastructure, more specifically towards road transport and public works. Road transport infrastructure goes a long way towards unlocking the region's economic potential, especially due to it having the largest natural port in Africa and being a tourist destination.

The municipality assists in this regard with its contribution of R61.5 million (13.0 per cent of total municipal infrastructure spending) towards road transport.

Figure 31: Municipal Infrastructure Spend

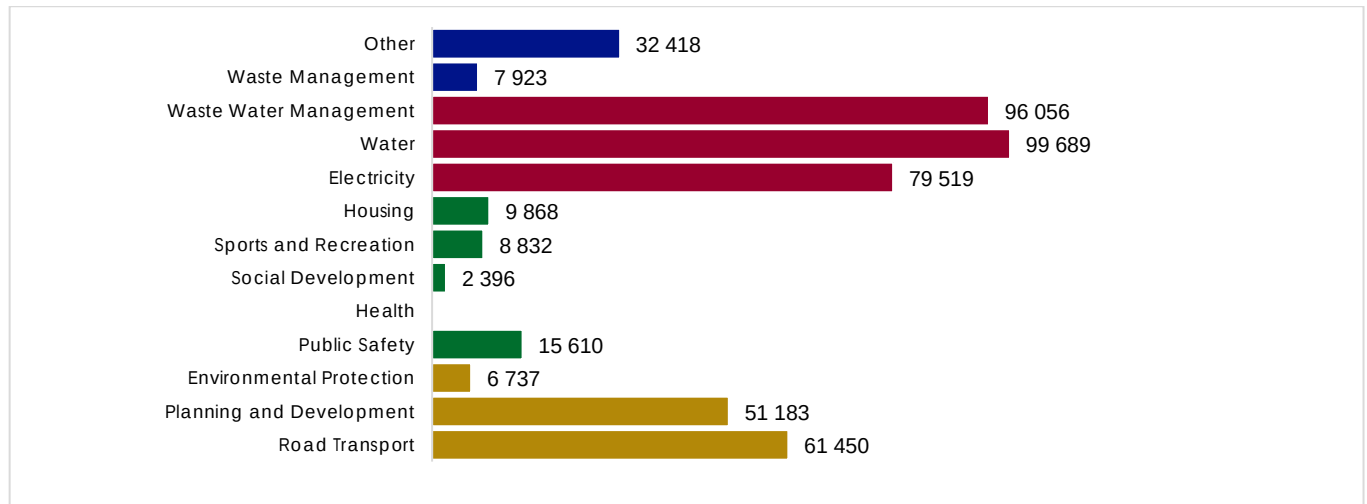
Source: Western Cape, Social-Economic Profile 2021

6.4.3 Trading Services

Basic services are crucial to improving the living conditions of citizens within the municipal area and enabling economic activity for businesses via access to water, electricity, sanitation and refuse removal. The municipality will 2021/22 channel R283.2 million towards trading services to reduce backlogs, improve service delivery standards, provide for future residential developments and to roll out basic services to informal settlements.

The 2021/22 trading services budget is mostly focused on water (R100.0 million; 35.2 per cent), wastewater management (R96.1 million; 33.9 per cent) and electricity services (R79.5 million; 28.1 per cent). A smaller allocation of R7.9 million (2.8 per cent) has been made towards the solid waste management function.

Figure 32: Trading Services



Source: Western Cape, Social-Economic Profile 2021

6.5 Intergovernmental Budgetary Allocation

The infrastructure projects and related capital projects listed below are in various stages of implementation, with certain projects being in the planning phases, others in implementation with construction in progress and some in the close-up phase of the project.

Table 33: Provincial Infrastructure Projects and Programmes MTEF period 2023/24 – 2025/26

IDP Ref No	Provincial Department	Number of Projects	Value (all amounts rounded to R'000)						MTREF Totals (R'000)
			Infrastructure Transfers - Capital	Maintenance and Repairs	New or Replaced Infrastructure	Non-Infrastructure	Rehabilitation, Renovations and Refurbishment	Upgrading and Additions	
TBC	Education	3	R0	R0	R90 000	R0	R0	R40 000	R130 000
TBC	Health	7	R0	R0	R0	R11 281	R13 823	R10 625	R35 729
TBC	Human Settlements	10	R162 695	R0	R0	R0	R0	R0	R162 695
TBC	Transport and Public Works	11	R0	R450 892	R0	R0	R726 738	R5 000	R1 182 630
Total		31	R162 695	R450 892	R90 000	R11 281	R740 561	R55 625	R1 511 054

Source: Department of Environmental Affairs and Development Planning – March 2023

Table 34: Provincial Infrastructure Investment Projects and Programmes for 2022/23 (Main and Adjustment Budget) and 2023/24 – 2025/26

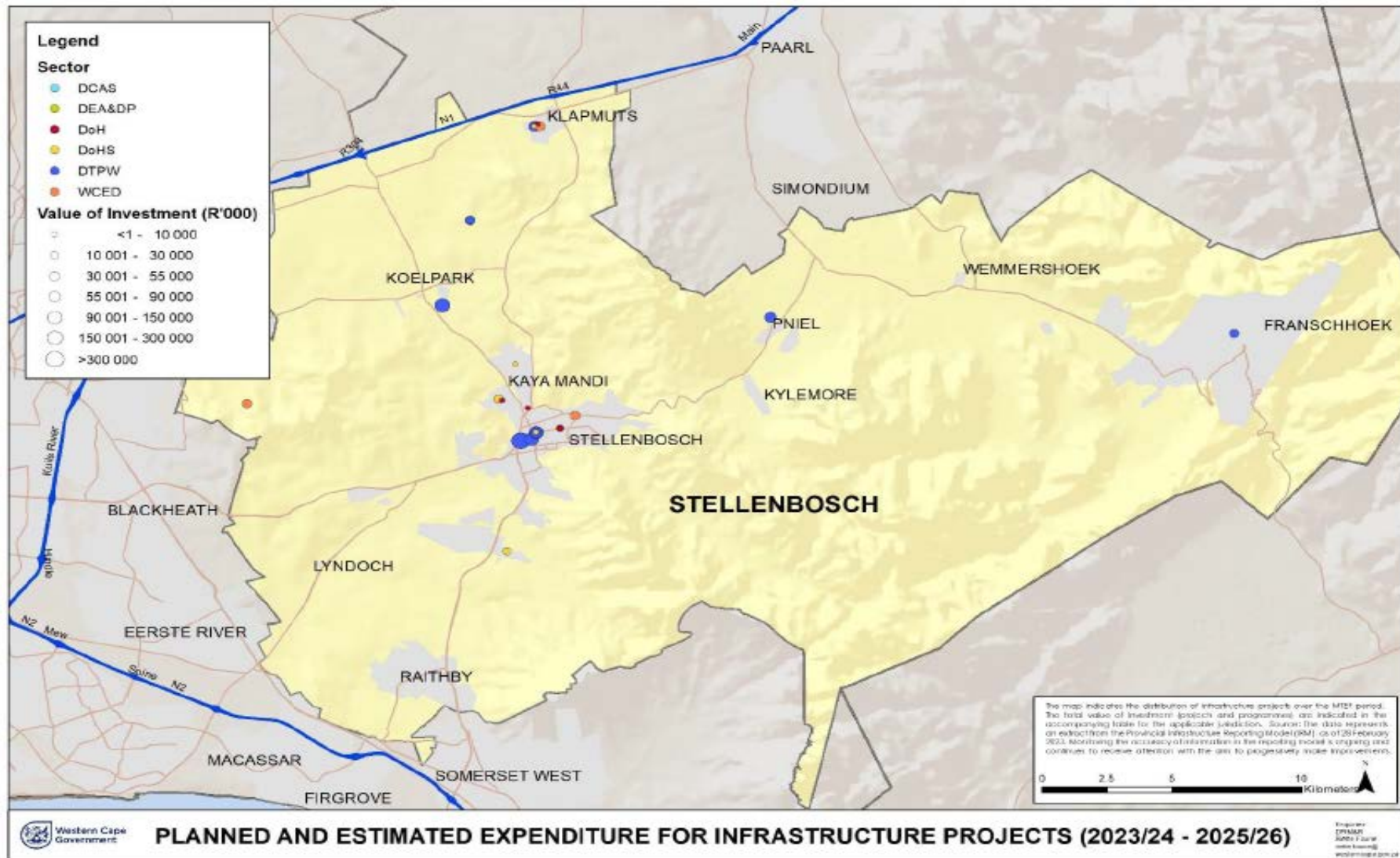
Project Name	Department	Project Status	Project Phase	Main Budget 2022-23 (R)	Adjustments 2022-23 (R)	Current Budget 2022-23 (R)	MTEF 2023/24 (Rand)	MTEF 2024/25 (Rand)	(MTEF 2025/26 (Rand)	MTEF TOTAL 2023/24 – 2025/26 (Rand)
CW DM Reseal	Transport and Public Works	Construction	Stage 5: Works	14 200 000	0	14 200 000	0	0	0	0
CW DM Re-gravel	Transport and Public Works	Construction	Stage 5: Works	27 000 000	1 006 000	28 006 000	30 000 000	31 500 000	33 075 000	94 575 000
New Klapmuts HS	Education	Feasibility	Stage 2: Concept / Feasibility	2 000 000	-1 800 000	200 000	0	0	45 000 000	45 000 000
C914 Spier Road Phase 3	Transport and Public Works	Construction	Stage 5: Works	120 000 000	0	120 000 000	120 000 000	20 000 000	0	140 000 000
Stellenbosch - Stellenbosch Hospital - Hospital and stores repairs and renovation	Health	Construction	Stage 5: Works	12 063 000	-4 538 000	7 525 000	9 091 000	4 076 000	656 000	13 823 000
CYCC-Lindelani	Transport and Public Works	Feasibility	Stage 3: Design Development	4 705 000	750 000	5 455 000	24 996 000	77 375 000	80 908 000	183 279 000
Stellenbosch - Cloetesville CDC - HT - General maintenance (Alpha)	Health	Construction	Stage 5: Works	3 176 000	-2 314 000	862 000	1 866 000	0	0	1 866 000
Modernisation Elsenburg- Main Building Phase2 (Labs)	Transport and Public Works	Design	Stage 4: Design Documentation	37 601 000	-21 300 000	16 301 000	0	0	0	0
Elsenburg Main Building Mod Phase 2 (Labs)	Transport and Public Works	Construction	Stage 5: Works	0	0	0	18 295 000	1 089 000	0	19 384 000
Elsenburg Main Building Mod Phase 3 (Labs)	Transport and Public Works	Initiation/ Pre-feasibility	Stage 1: Initiation/ Pre-feasibility	0	0	0	1 500 000	25 000 000	25 000 000	51 500 000
New Klapmuts PS	Education	Feasibility	Stage 2: Concept / Feasibility	2 000 000	-1 800 000	200 000	0	0	45 000 000	45 000 000
Stellenbosch - Stellenbosch Hospital - HT - Hospital and Stores Repairs and Renovation	Health	Construction	Stage 5: Works	2 000 000	-1 061 000	939 000	1 900 000	865 000	0	2 765 000
Vlottenburg Longlands (106 units) IRDP	Human Settlements	Construction	Stage 5: Works	68 980 000	-52 232 000	16 748 000	0	0	0	0

Project Name	Department	Project Status	Project Phase	Main Budget 2022-23 (R)	Adjustments 2022-23 (R)	Current Budget 2022-23 (R)	MTEF 2023/24 (Rand)	MTEF 2024/25 (Rand)	(MTEF 2025/26 (Rand)	MTEF TOTAL 2023/24 – 2025/26 (Rand)
C1092 Somerset West - Stellenbosch	Transport and Public Works	Final Completion	Stage 7: Closeout	1 000 000	1 202 000	2 202 000	0	0	0	0
Stellenbosch Cloeteville (380 sites) IRDP	Human Settlements	Feasibility	Stage 3: Design Development	1 100 000	0	1 100 000	1 300 000	0	6 000 000	7 300 000
ISSP Kayamandi Zone 0 (711 services) UISP	Human Settlements	Construction	Stage 5: Works	13 350 000	-7 500 000	5 850 000	13 350 000	16 080 000	6 000 000	35 430 000
Cape Winelands: Stellenbosch: Kayamandi Zone 0 - 711 Services ISSP - Phase 1	Human Settlements	Design Development	Stage 3: Design Development	0	0	0	17 380 000	10 744 00	15 800 000	43 924 000
Langrug Mooiwater Dam Phase 1 (300 sites) UISP	Human Settlements	Feasibility	Stage 3: Design Development	4 500 000	0	4 500 000	5 000 000	0	0	5 000 000
Stellenbosch - Kayamandi Clinic - Upgrade and additions (Alpha)	Health	Design	Stage 2: Concept / Feasibility	0	60 000	60 000	454 000	588 000	8 224 000	9 266 000
Maintenance - Cape Winelands	Transport and Public Works	Other - Packaged Ongoing Project	Packaged Programme	112 565 000	0	112 565 000	142 317 000	145 017 000	163 558 000	450 892 000
C749.2 Reconstruct Paarl - Franschhoek	Transport and Public Works	Design	Stage 4: Design Documentation	25 000 000	-25 000 000	0	0	0	0	0
Cape Winelands: Stellenbosch: Northern Extension: Planning for 5200 sites IRDP - Phase 1	Human Settlements	Project Initiation	Stage 1: Initiation / Pre-feasibility	1 900 000	-1 900 000	0	0	0	0	0
Stellenbosch: Kayamandi Watergang Northern Extension (2000)	Human Settlements	Packaged Programme	Packaged Programme	0	0	0	0	6 000 000	21 800 000	27 800 000
3258 - ISSP Kayamandi Town Centre (1 000 sites) UISP	Human Settlements	Feasibility	Stage 3: Design Development	3 000 000	-3 000 000	0	0	0	0	0
Jamestown Phases 2, 3 and 4 (1 044 sites) IRDP	Human Settlements	Project Initiation	Stage 1: Initiation / Pre-feasibility	2 900 000	-2 900 000	0	0	0	0	0
Jamestown Ph2, Ph3 and Ph4 (1044 sites) IRDP	Human Settlements	Design Development	Stage 3: Design Development	0	0	0	0	6 000 000	21 800 000	27 800 000
ISSP Klapmuts La Rochelle (100 sites) UISP	Human Settlements	Project Initiation	Stage 1: Initiation / Pre-feasibility	150 000	- 150 000	0	283 000	0	0	283 000
Stellenbosch Cloeteville Infill (738 sites) IRDP	Human Settlements	Project Initiation	Stage 1: Initiation/ Pre-feasibility	850 000	-850 000	0	n/a	0	0	0

Project Name	Department	Project Status	Project Phase	Main Budget 2022-23 (R)	Adjustments 2022-23 (R)	Current Budget 2022-23 (R)	MTEF 2023/24 (Rand)	MTEF 2024/25 (Rand)	(MTEF 2025/26 (Rand)	MTEF TOTAL 2023/24 – 2025/26 (Rand)
Stellenbosch La Motte Old Forest Station (1 000 sites) IRDP	Human Settlements	Project Initiation	Stage 1: Initiation/ Pre-feasibility	1 250 000	-1 250 000	0	1 500 000	0	6 000 000	7 500 000
P.C. Peterson PS	Education	Practical Completion	Stage 6: Handover	0	1 250 000	1 250 000	0	0	0	0
Ida's Valley	Human Settlements	Feasibility	Stage 3: Design Development	0	400 000	400 000	0	0	0	0
Hotspot Areas, Improve Look and Feel	Education	Project Initiation	Stage 1: Initiation/ Pre-feasibility	0	0	0	40 000 000	0	0	40 000 000
Stellenbosch - Klipmuts Clinic - Upgrade and Additions (Alpha)	Health	Not Applicable	Not Applicable	0	0	0	1 000	158 000	1 200 000	1 359 000
Stellenbosch - Klipmuts Clinic - HT - Upgrade and Additions (Alpha)	Health	Not Applicable	Not Applicable	0	0	0	0	0	2 850 000	2 850 000
Stellenbosch - Kayamandi Clinic - HT - Upgrade and Additions (Alpha)	Health	Not Applicable	Not Applicable	0	0	0	0	0	3 800 000	3 800 000
Stellenbosch: Kylemore - 236 <203> \$ (Phase 1)	Human Settlements	Packaged Programme	Packaged Programme	0	0	0	833 000	2 000 000	0	2 833 000
Cape Winelands: Stellenbosch Droë Dyke - 1000 sites - lrdp - Phase 1	Human Settlements	Feasibility	Stage 3: Design Development	0	0	0	1 400 000	3 425 000	0	4 825 000
C1217 Reseal Stellenbosch - Pniël (Helshoogte Pass)	Transport and Public Works	Initiation/ Pre-feasibility	Stage 1: Initiation/ Pre-feasibility	0	0	0	0	22 000 000	46 000 000	68 000 000
C1225.1 Reseal N1 - Stellenbosch	Transport and Public Works	Initiation/ Pre-feasibility	Stage 1: Initiation/ Pre-feasibility	0	0	0	0	0	60 000 000	60 000 000
C1229.1 Reseal Paarl - Franschhoek 14,5km	Transport and Public Works	Initiation/ Pre-feasibility	Stage 1: Initiation/ Pre-feasibility	0	0	0	0	0	45 000 000	45 000 000
C1228 Reseal Old Paarl Road Klipmuts – Paarl	Transport and Public Works	Initiation/ Pre-feasibility	Stage 1: Initiation/ Pre-feasibility	0	0	0	0	5 000 000	60 000 000	65 000 000
C1225 Stellenbosch - N1 doubling	Transport and Public Works	Initiation/ Pre-feasibility	Stage 1: Initiation/ Pre-feasibility	0	0	0	0	0	5 000 000	5 000 000

Source: Department of Environmental Affairs and Development Planning – March 2023

Map 4: Spatial distribution of Provincial Infrastructure Investment in WCO24 2023/24 – 2025/26



6.6 Cape Winelands District (CWD) JDMA Implementation Plan

A **CWDM JDMA profile** was developed in 2020 and updated in November 2021. The Cape Winelands District Profile - 2020 Perspective is a first-generation knowledge product to provide information and evidence to government stakeholders and also to:

- ✚ Provide an information source that at a glance highlights what needs to be maintained, the strengths and challenges facing the Cape Winelands District (i.e. set the context and provide the government with an intergovernmental understanding of key development trends and patterns within the District); and
- ✚ Assist in informing catalytic or strategic projects for the Joint District and Metro Approach Implementation Plan for the longer-term development of this geographical area that is both focused and targeted, but also implementation-ready, resilient, coordinated and integrated.

Given the above, the following Strategic Priorities have been identified for inclusion in the CWD JDMA Implementation Plan and approved by the District Coordinating Forum (DCF).

- ✚ Waste minimisation and management solutions
 - Regional Landfill
 - Waste Minimisation Strategies
 - Integrated Waste Management Plan
 - Waste Workshop
- ✚ Resource Resilience
 - Climate Change, Water Management and Wildfire Urban Interphase Risks
 - **Municipal Energy Resilience Programme**
- ✚ Infrastructure management and development
 - N1 Eastern by-pass
 - ESKOM Infrastructure delays (Witzenberg)
- ✚ Economic Recovery and Unemployment
 - Economic Recovery Plan - Implementation
- ✚ Urbanisation
 - Develop a guide to inform future developments
 - Monitor mega human settlement projects to inform the Guide
 - Address Land invasions
 - Provision of Basic Services for Prioritised Informal Settlements
- ✚ Community Safety
 - District Plan
 - Area-based Plan (Witzenberg)
 - SANTAM (fire and IT equipment, PPE and smoke alarms)
- ✚ Municipal Business Sustainability
 - Financial Sustainability
 - Revenue Collection: ESKOM
 - Shared Services: Development of 4 Models
- ✚ External Stakeholder involvement

🚩 Communication and IGR

🚩 Data Governance and Profile update

- The development of a dynamic profile to inform JDMA Implementation Plan developmental priorities and projects.

🚩 Digital Transformation Strategy

6.6.1 The Municipal Energy Resilience Project and Small-Scale Embedded Generations

The Municipal Energy Resilience (MER) Project was developed following an amendment to Schedule 2 of the Electricity Regulation Act in 2020, allowing municipalities to generate electricity. The key objectives of the MER Project are development, support, and capacity building to implement renewable energy projects in municipalities across the province for municipalities, businesses, and households to generate, procure and sell electricity. The project aims to secure reliable electricity supplies for the province and increase economic resilience. The project includes four approaches: creating space for small-scale embedded generation (SSEG), providing assistance in procurement processes for municipalities to source energy from independent power producers (IPPs), building a business case for utility-scale to-power generation, and finally, reforming the sector. The Stellenbosch Municipality and five other candidate municipalities are participating in the first phase of the MER Project.

This project will look at several innovative renewable energy technologies and scales, as well as cost options, the size of the investment needed, location issues, risks, municipal readiness needs, infrastructure needs, timelines for getting capacity onto the grid, transaction and procurement mechanisms, and regulatory issues.

SSEG enables solar photovoltaic (PV) systems to be grid-tied and feed in any excess electricity generated. Registering a feed-in system allows one to export excess electricity to the grid and receive credit based on the SSEG tariff. This is structured to support PV system owners while covering the cost of their electricity services.

6.6.2 Cape Winelands District Joint District Approach

The following Strategic Projects apply to the Stellenbosch municipal area:

Figure 33: Cape Winelands District Joint District Approach

IMPLEMENTATION PLAN: CAPE WINELANDS DISTRICT JOINT DISTRICT APPROACH						
Municipal Priority	Key Initiative (s)	Municipalities Involved	Project	Project lead and team ((link to existing technical structures and / or projects)	Action/s	Progress
Provincial Priority (Vision Inspired Priority 2) – Growth and Jobs						
Waste minimisation and management solutions (priority project)	Integrated Waste Management Plan	All municipalities	Review of Integrated Waste Management Plan	CWDM and DEADP	 Update the JDMA Implementation Plan in terms of DEADP lead on Waste.	Integrated Waste Management Plan  Project has commenced
Waste minimisation and management solutions (priority project)	Establishment of a Regional Waste Management Facility	All municipalities	Regional Waste Management Facility: Conduct a section 78 investigation and implement the recommendations		 Western Cape Provincial Government to assist with Supply Chain Management challenges.  Waste Management Conference will be arranged as soon as the new Council is fully functional.	Regional Waste Management  Council approved the purchasing of land for a regional landfill site.  Council approved the appointment of consultants for the design and the compilation of documents.
Resource Resilience	Water Governance and Water Service Development Plan Joint Strategy: Bulk Storage Facilities (to provide for drought) Local Economic Development / Growth and Development Strategy (for the District to address risks associated with Climate Change / Water Security)	All municipalities	Municipal Energy Resilience Programme	DLG, DEDAT, Stellenbosch Municipality and Drakenstein Municipality	 Specific pioneering projects for Drakenstein and Stellenbosch were identified.  DEDAT did a proxy to cost supply studies required by NERSA.  The next step is to compile a roadmap on the pioneering projects and the implementation thereof.  DEDAT to establish a MER Fund, to assist municipalities to prepare for the studies and enable them to look at new generation capacity specifically for Renewable energy.  Wheeling support for individual municipalities is in the process of being finalised.	 The project is in progress with quarterly updates.

IMPLEMENTATION PLAN: CAPE WINELANDS DISTRICT JOINT DISTRICT APPROACH

Municipal Priority	Key Initiative (s)	Municipalities Involved	Project	Project lead and team (link to existing technical structures and / or projects)	Action/s	Progress
Provincial Priority (Vision Inspired Priority 2) – Growth and Jobs						
Economic Recovery, long term unemployment and its consequences (priority project)	Address factors associated with Youth unemployment	All municipalities	Economic Recovery Plan	CWDM and all local municipalities; with WESGRO and DEDAT	Further offline discussions will be held regarding unemployment.	Quarterly updates are done on projects in the Economic Recovery Plan.
Municipal Business Sustainability (priority project)	Saving costs across certain functions	All municipalities	Shared Service Model Development	CWDM and all local municipalities, DLG and IGNITE	Follow up on progress with the appointed service provider.	Audited completed.
Data Governance and JDMA Profile	Towards developing a Dynamic Profile and sharing data	All municipalities	Data Governance and JDMA Profile	DLG, CWDM and all local municipalities, DEADP, DotP, DSD	Data Governance is a transversal JDMA Project. CEI is busy drawing up a Memorandum of Understanding (MOU) for Metros and non-Metros. Provincial governance structures are being set up and aligned with local government in the Western Cape. This is being done with support from the Department of the Premier and will address monitoring and evaluation,	Municipal Interface structures are being finalised. Data Sharing MoUs are being drafted and with consultations underway. The CWDM Data Management Plan was developed. Gaps in the 2020 Profile identified.

6.7 Agricultural Interventions

In support of the Western Cape Department of Agriculture Strategic Plan, the municipality has identified two priority interventions on which the municipality will embark in the **period 2022 – 2027**.

Table 35: Agricultural Interventions for 2022 – 2027

Project Rating					
	Project completed.		Project in progress.		Not completed / No budget available / District Function / Provincial Function

Table 36: Agricultural Interventions

Proposed Municipal Actions in Support of the Strategic Focus Areas of the Western Cape Department of Agriculture					Target and Progress Rating					Performance Comment
Priority Area	Desired Municipal Deliverable	Status Quo within Municipality	Proposed Local Intervention (appropriate municipal action)	Timeframe to deliver (Short / medium / long term or ongoing)	2022/23	2023/24	2024/25	2025/26	2026/27	
Farmer Support	Lease agreement for use of commonage land (e.g. Terms of the lease, roles and responsibilities of each party, preference for individual agreements, and need for longer leases)	In 2020, two (2) land parcels were identified and advertised for emerging farmers. The process is to be finalised.	Through the Municipal Agricultural Land Policy, the municipality aims to identify and allocate an additional 10 parcels of land for emerging farmers	Medium / long term	2	2	2	2	2	Sixteen (16) farming applications have been received.
						n/a	n/a	n/a	n/a	Assessment of farming applications has been completed. Four applications have been shortlisted for potential allocation on the two portions of available land.
Market Access	Infrastructural development that supports agriculture development value chain and market access	Through the Municipal Agricultural Land Policy, the municipality aims to identify and allocate an additional 10 parcels of land for emerging farmers.	Ensuring vibrant, equitable and sustainable rural communities with food security for all	Medium / long term	2	2	2	2	2	An item will be prepared for Council for the approval of the allocation of land.
						n/a	n/a	n/a	n/a	

6.8 Stellenbosch Municipality Operational Support Plan

The projects listed in the table below were identified as projects / programmes / initiatives that would require assistance and funding from other spheres of government:

Table 37: Stellenbosch Municipality Operational Support Plan

Project / Programme/ Initiative	Responsible Internal Department/ Agency	Action/s	Estimated Funds
Climate Change Adaptation Strategy (Alien Clearing, River Management and Wildfire Management)	Department Community Service	Implementation of Alien Clearing, River Management and Wildfire Management Plans.	R2 000 000
Mega-human settlement project monitoring	Department: Housing Development	Kayamandi Town Centre: To obtain development rights/township establishment.	R2 000 000
		Jamestown: Housing (Phase 2, 3 and 4): To obtain development rights / township establishment.	R1 500 000
		Erf 7001 and other possible sites for mix-used development in Cloetesville: To obtain development rights/township establishment.	R1 000 000
Stellenbosch Municipality: Resource Resilience: Municipal Energy Resilience	Municipality / DLG / Water Services	Financial support is required for the development of pico hydropower units.	n/a
Stellenbosch Municipality: Resource Management Resilience: Water Management Resilience	Stellenbosch Municipality and DLG	Financial support is required for the development of real-time management control centres.	n/a
Improvements to public transport facilities in rural and semi-rural areas within the Stellenbosch Municipal area	Department: Roads, Stormwater and Transport	Upgrading and implementing new Taxi and Bus stops in rural and semi-rural areas within the Stellenbosch municipal area.	n/a
Improvements to the NMT network in rural and semi-rural residential settlements located within the Stellenbosch Municipal area	Department: Roads, Stormwater and Transport	Construction of Sidewalks and NMT facilities in rural and semi-rural residential settlements located within the Stellenbosch Municipal area.	n/a
Compilation of the Adam Tas Corridor Local Spatial Development Framework	Department: Development Planning (Spatial Planning)	Compilation of a Local SDF for the Adam Tas Corridor Study Area. The Compilation of a Land Use Framework to develop a Development Incentive Overlay Zone (Urban Development Zone).	n/a
Compilation of a Klapmuts Local Spatial Development Framework	Department: Development Planning (Spatial Planning)	Inclusion of Klapmuts within the Cape Metro Regional Spatial Implementation Framework ("RSIF") in partnership with WCG; CoCT; Cape Winelands District and Drakenstein Municipality which focuses on the following themes: <ul style="list-style-type: none"> Smart City Concept; Economic Development and Job Creation; and Cost-effective Services 	n/a
Other Projects, policies, frameworks, programmes and housing pipeline projects outside of the priority areas	Department: Development Planning (Spatial Planning)	Draft Economic Development Strategy (an Approach to Stimulate Economic Growth). <ul style="list-style-type: none"> Inclusionary Housing Policy. Jamestown Housing Project. De Novo. Vaaldraai. Jonkershoek. Erf 7001, Stellenbosch (Soekmekaar). 	n/a

6.9 Gender Mainstreaming

Gender mainstreaming is the process of assessing the impact on women and men of any planned development projects, including policies and programmes. It is a strategy for making women's as well as men's concerns and experiences an integral dimension in the planning, implementation, monitoring, and evaluation of projects and programmes in all areas of governance, economics, basic services, and social spheres. The ultimate goal of gender mainstreaming in the municipality is to achieve gender equality at all levels of service delivery. The United Nations Organisation defines gender equality as equal rights, responsibilities, and opportunities for women and men. It implies that the interests, needs, and priorities of both women and men are taken into consideration in the planning, decision-making, and performance of organisational functions.

Gender mainstreaming is one of the SDGs and District Development Model (DDM) objectives. The SDG (Goal 5) and DDM advocate that the government should aim for gender equality, empower all women and girls, and ensure inclusivity through gender-responsive budgeting based on the needs and aspirations of our people and communities at a local level. In support of the SDG and DDM objectives, the Stellenbosch Municipality aims to establish an environment that encourages gender mainstreaming interventions at the municipal level. Although priority issues identified by the different segments of the community cannot be addressed at once due to sufficient resources, the municipality is implementing interventions as a start to address gender and gender mainstreaming.

Gender mainstreaming will require the municipality to shift in organisational cultures and ways of thinking, as well as in the goals, structures, and allocation of resources. Through the IDP and in support of the SDG and DDM objectives, the Stellenbosch Municipality will make an effort to incorporate gender into each phase of planning. As a stepping stone to incorporating gender in municipal planning, it will take the form of identifying key gender indicators linked to the projects and programmes encapsulated in the 5th Generation IDP 2022 – 2027. The table below on the gender matrix will be revised during the 2nd Review of the 5th Generation IDP 2022 – 2027 to allow directorates the opportunity to shift to a level of implementing projects, programmes, and policies that take into account the principles of gender mainstreaming as stipulated below:

- ✚ Gender-sensitive language;
- ✚ Gender-specific data collection and analysis;
- ✚ Equal access to and utilisation of services;
- ✚ Women and men are equally involved in decision-making; and
- ✚ Equal treatment is integrated into steering processes.

The benefits of incorporating gender outcomes into the IDP will be:

- ✚ Positive impact on individuals, organisations, and at a societal level;
- ✚ Acceleration of implementation of Sustainable Development Goals (SDGs);
- ✚ Higher rate of growth and development;
- ✚ Improved resource management;
- ✚ Improved productivity; and
- ✚ By examining the overall situation of women and men across municipalities, a stronger analysis could provide a basis for identifying their specific needs and assessing whether certain groups of women and men could be adversely affected by development programmes and projects.

6.9.1 Gender Interventions

In terms of integrated planning and streamlining governance processes, the Department: Community Development and the Provincial Department: Social Development signed an MOU to collectively focus on various programmes with gender as one of the focal points. This includes the implementation of empowering programmes for women, reaching out to single mothers, hosting the 16 Days of Activism / Gender-Based Violence, and establishing a Gender-Based Violence Forum.

The implementation of gender-specific programmes is depicted in the table below:

Table 38: Gender-Based Interventions

Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Performance Comment
Establishment of the Greater Stellenbosch GBV Forum	Number of Greater Stellenbosch GBV Forums established by 30 June 2024	The provincial Department: Social Development will be the driver of this structure. To be included in the 2023/24 implementation plan of the MOU between the two government entities.
Hosting of 16 days of activism event	Number of 16 days of activism events hosted by 30 November	<p>The 16 days of activism event will be taking each financial year for the period 2022 – 2027.</p> <p>This programme is linked to the Mayoral Outcome, to create safer environments for communities. Implementation and monitoring of the programme will be on a departmental level.</p>

6.9.2 Gender Disaggregated Matrix⁵

Disaggregating information by gender, count males and females separately when gathering information on projects and programmes. Gender-disaggregated data is important because it will assist the municipality to see whether an initiative is successful at targeting and benefiting women and men. The indicators specify that all data about target groups and beneficiaries will be gender disaggregated.

Table 39: Gender Disaggregated Matrix

Directorate	Department		Indicator Description	5-Year Target 2022 – 2027		Target 2022/23		Target 2023/24		Target 2024/25		Target 2025/26		Target 2026/27	
				M	F	M	F	M	F	M	F	M	F	M	F
		1.	Governance and Institutional Structure												
Corporate Services	Human Resource Management	1.1	Percentage of seats held by males and females in the Council	53%	48%	53%	48%	53%	48%	53%	48%	53%	48%	53%	48%
Corporate Services	Council Support	1.2	Percentage of ward committee members, disaggregated by gender	61%	39%	61%	39%	61%	39%	61%	39%	61%	39%	61%	39%
Corporate Services	Human Resource Management	1.3	Percentage of males and females in Top Management	66.7%	33.3%	66.7%	33.3%	66.7%	33.3%	66.7%	33.3%	66.7%	33.3%	66.7%	33.3%
Corporate Services	Human Resource Management	1.4	Percentage of males and females in management	80%	20%	80%	20%	80%	20%	80%	20%	80%	20%	80%	20%
Corporate Services	Human Resource Management	1.5	Percentage of male and female employees in Stellenbosch Municipality (permanent)	63.3%	36.7%	63.3%	36.7%	63.3%	36.7%	63.3%	36.7%	63.3%	36.7%	63.3%	36.7%
Corporate Services	Human Resource Management	1.6	Percentage of professionally qualified and experienced specialists and mid-management, disaggregated by gender	53.4%	46.6%	53.4%	46.6%	53.4%	46.6%	53.4%	46.6%	53.4%	46.6%	53.4%	46.6%
Corporate Services	Human Resource Management	1.7	Percentage of skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents, disaggregated by gender	52.9%	47.1%	52.9%	47.1%	52.9%	47.1%	52.9%	47.1%	52.9%	47.1%	52.9%	47.1%
Corporate Services	Human Resource Management	1.8	Percentage of semi-skilled and discretionary decision-making employees, disaggregated by gender	63.2%	36.8%	63.2%	36.8%	63.2%	36.8%	63.2%	36.8%	63.2%	36.8%	63.2%	36.8%

⁵ The 5-year and outer-year targets will be revised during the public participation period in April 2023.

[illegible]

Directorate	Department	Indicator Description		5-Year Target 2022 – 2027		Target 2022/23		Target 2023/24		Target 2024/25		Target 2025/26		Target 2026/27	
				M	F	M	F	M	F	M	F	M	F	M	F
Financial Services	Supply Chain Management	4.6	Number of 100% male and women-owned service providers appointed as service providers	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
		5.	Economic Empowerment												
Planning and Economic Development	Housing Administration	5.1	Number of registered applicants on the housing demand database, disaggregated by gender	8378	10011	8378	10011	8378	10011	8378	10011	8378	10011	8378	10011
Planning and Economic Development	Housing Administration	5.2	Number of title deeds handover to beneficiaries, disaggregated by gender	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
Planning and Economic Development	Housing Administration	5.3	Number of male and female-headed household beneficiaries in new housing developments	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
Planning and Economic Development	Housing Administration	5.4	Number of disabled male and female-headed household beneficiaries in new housing developments	1	4	1	0	1	1	1	1	1	1	1	1
Planning and Economic Development	Housing Administration	5.5	Number of Housing Consumer Education (HCE) attendees, disaggregated by gender	100	100	20	20	20	20	20	20	20	20	20	20
Planning and Economic Development	Development Planning	5.6	Percentage of attendees at SMME workshop, disaggregated by gender	60%	40%	60%	40%	60%	40%	60%	40%	60%	40%	60%	40%
Community and Protection Services	Community Development	5.7	Number of participants in accredited training programmes, disaggregated by gender	99	93	19	13	20	20	20	20	20	20	20	20
Community and Protection Services	Community Development	5.8	Number of participants in programmes for vulnerable groups (Youth, Elderly and Disability)	1287	3061	807	2581	120	120	120	120	120	120	120	120

Note: All residents, regardless of gender, benefit from the installation of ablution facilities and water points in an informal settlement. The facilities are gender-neutral and hence 100% beneficial to all genders.

CHAPTER 7:

Sector Plans and Implementation

7.1 Introduction

The municipality has several medium- and longer-term sector plans that direct the implementation of the different functional areas. These plans form an integral part of the Integrated Development Plan (IDP).

Although the time periods for sector plans and the IDP differ (e.g., the *mSDF* has a 20-year horizon, IDP has a 5-year horizon and sector plans can be revised annually), the IDP and sector plans inform each other mutually. Like the IDP, sector plans are subject to periodic review. Alignment between sector plans and the IDP allows for more effective budgeting integration.

Other service delivery implementation processes include:

Figure 34: Service Delivery Implementation Plans



The sections below expand on key sector plans of the Stellenbosch Municipality.

7.2 The relationship between the Sector Plans and Strategies

Sector plans need to support and reinforce each other to have meaning and assist in the sustainable development of the municipal area. The table below illustrates how different key sector plans inform and direct each other.

Table 40: The relationship between sector plans

Sector Plan	Spatial Development Framework	Human Settlements Plan	Integrated Transport Plan	Infrastructure Master Plans
Municipal Spatial Development Framework (mSDF)		<ul style="list-style-type: none"> Identifies areas for the satisfaction of human settlement needs Designates areas for developmental needs Indicates areas desirable for specific nature and form of urban development Indicates areas desirable for conservation Spatially reflects the distribution of community facilities Identifies areas to be protected from the settlement (e.g. heritage, agriculture and natural) Designates housing priority / restructuring areas Integrates settlement patterns with infrastructure plans 	<ul style="list-style-type: none"> Identifies areas for the satisfaction of human settlement needs Indicates areas desirable for conservation Spatially reflects the distribution of community facilities Identifies areas to be protected from the settlement (e.g. heritage, agriculture and natural) Designates housing priority / restructuring areas Indicates areas desirable for densification / specific land use / integrated networks Spatially reflects the Council's approved nature and form of urban development 	<ul style="list-style-type: none"> Identifies municipal growth direction Identifies areas to be protected from development (e.g. heritage, agriculture and natural) Identifies priority development areas Identifies infrastructure priority areas
Human Settlements Plan	<ul style="list-style-type: none"> Identifies current settlements and interventions that should be accommodated in future planning Determines settlement needs Quantifies the extent of demand for various housing typologies 		<ul style="list-style-type: none"> Identifies current settlements and interventions that should be accommodated in future planning Determines settlement needs Quantifies the extent of demand for various housing typologies 	<ul style="list-style-type: none"> Identifies current settlements and interventions which should be accommodated in future planning Determines settlement infrastructure needs Quantifies the extent of demand for services according to various housing typologies
Integrated Transport Plan	<ul style="list-style-type: none"> Determines most efficient responses to transport challenges. Identifies transport and traffic priority areas. 	<ul style="list-style-type: none"> Identifies transport and road priority areas. Determines development parameters, e.g. parking ratios, access and standards 		<ul style="list-style-type: none"> Determines most efficient responses to transport challenges. Identifies transport and traffic priority areas.

Sector Plan	Spatial Development Framework	Human Settlements Plan	Integrated Transport Plan	Infrastructure Master Plans
	<ul style="list-style-type: none"> Shapes future planning according to the most appropriate modal changes and challenges. Identifies the need for services not provided by the municipality, e.g. SANRAL, Provincial Roads, PRASA, Transnet. 	<ul style="list-style-type: none"> Shapes settlement planning according to the most appropriate modal changes and challenges. 		<ul style="list-style-type: none"> Shapes future planning according to the most appropriate modal changes and challenges.
Infrastructure Master Plans	<ul style="list-style-type: none"> Identifies existing infrastructure capacity / constraints. Identifies interventions required to support growth / infill. Designates priority infrastructure development areas / corridors. Provides for services not provided by the municipality, e.g. Telkom, Eskom, raw water supply. 	<ul style="list-style-type: none"> Identifies existing infrastructure capacity or / constraints. Identifies interventions required to support growth / infill. Provides for services not provided by the municipality, e.g. Telkom, Eskom, raw water supply. 	<ul style="list-style-type: none"> Identifies existing infrastructure capacity or / constraints. Identifies interventions required to support growth / infill. Provides for services not provided by the municipality, e.g. SANRAL, Provincial Roads, PRASA, Transnet. 	

7.3 Sector Plans and Implementation Strategies

7.3.1 Air Quality Management Plan

Stellenbosch Municipality's 3rd Generation Air Quality Management Plan (AQMP) has been approved by the Council in 2022. This document follows the adoption of the original document approved in 2013 and its first revision in 2018.

7.3.1.1 Vision, Mission and Goals

Aligned with the Cape Winelands District Municipality (CWDM) vision for air quality management the vision for the Stellenbosch Municipality, as defined in the AQMP is: Air quality in the Stellenbosch Municipality is clean and healthy.

The mission statement for achieving the stated vision is:

Air quality in the Stellenbosch Municipality is co-operatively managed for the benefit of present and future generations according to the principles of sustainable development to safeguard health and quality of life, promoting economic and social development.

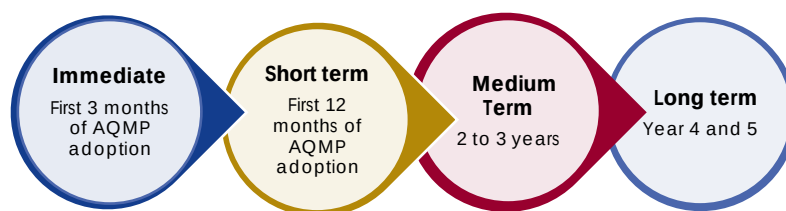
The goals to achieve the mission of the AQMP are listed below and their linkages to the Western Cape Provincial AQMP (DEA&DP, 2010) and the CWDM AQMP (CWDM, 2012) are highlighted. The three goals for the Stellenbosch Municipality AQMP are:

- ⚙️ **Goal 1:** Air quality governance meets requirements to effectively implement the AQMP: This goal addresses the regulatory framework and the institutional capacity required in the Stellenbosch Municipality to carry out the air quality function. This links directly to the goal of the AQMP for the Western Cape to 'Ensure effective and consistent air quality management and the goal in the CWDM AQMP of 'Effective air quality management;
- ⚙️ **Goal 2:** Reduce atmospheric emissions of harmful pollutants: This goal aims to manage activities that impact air quality to reduce the emissions of harmful pollutants and associated impacts on human health and well-being. This links directly to the Provincial AQMP goal to 'Ensure effective and consistent compliance monitoring and enforcement and 'To ensure that health-based air quality standards are attained and continually met'. It also links to the CWDMAQMP goal of 'Effective air quality management through an 'Emission reduction strategy; and
- ⚙️ **Goal 3:** Systems and tools are established to effectively implement the AQMP: This goal refers to the systems and tools required for effective AQMP implementation, the cornerstone of which is an Air Quality Management System (AQMS). The development of AQMS links directly to the Provincial AQMP goal 'To ensure effective and consistent air quality management through the development of AQM systems. It also links to the CWDM AQMP goal to develop an AQMS. An AQMS is a fundamental unit towards the management of air quality in an area, incorporating the necessary technical elements that provide information on the status of air quality (D: EA&DP, 2010). Included in this goal is the need for stakeholders to actively participate in AQM in the Stellenbosch Municipality, which links to the Provincial AQMP goal 'To continually engage with stakeholders to raise awareness concerning air quality. It also links to the CWDM AQMP goal to 'Promote communication concerning Air Quality Management.
- ⚙️ **Goal 4:** This goal aims to improve the understanding of the impact that climate change is likely to have on the municipality and to implement measures to mitigate such impact.

7.3.1.2 Time frames

The timeframes defined for the Implementation of the AQMP are:

Figure 35: AQMP Time frames



The following immediate items were included in the AQMP:

Table 41: Items in AQMP

Objective	Activity	Responsibility
Sufficient capacity and competence exist to perform the air quality management function.	Identify capacity and competency needs.	Council
The AQMP is included in the IDP.	Prepare air quality input for inclusion in the IDP. Ensure adequate funding in the IDP for AQMP implementation.	Air Quality Officer, Council
A regulatory framework exists in the municipality for air quality management.	Develop an air quality by-law.	Air Quality Officer, Council
Emissions from waste burning are reduced.	Enforcement of the by-law.	Air Quality Officer
An Air Quality Management System exists in Stellenbosch Municipality including an emission inventory, ambient air quality monitoring and reporting.	Prepare an annual report on progress with AQMP implementation and state of air quality including emissions and ambient data and complaints.	Air Quality Officer
Stakeholders participate in AQ management	Participate and provide input / comment on development planning (e.g. EIA, SDF, SEMF).	Air Quality Officer
Dust management	Respond to and attend to odour and dust complaints.	Air Quality Officer
Noise pollution management	Respond and attend to noise complaints.	Air Quality Officer

Stellenbosch Municipality relies on data from the province's monitoring station situated at CWDM in Stellenbosch town to determine air quality or atmospheric emissions. This data is reported on by the relevant Environmental Health Official from CWDM.

7.3.2 Environmental Management Plan

Stellenbosch Municipality is continuously developing its capacity to protect the environment within its boundaries and to strive towards a municipality and communities that recognise the vital importance of their rich natural capital and manage these in a manner that ensures sustainability and fulfils the needs of all concerned.

To this effect, Stellenbosch Municipality has developed the Stellenbosch Environmental Management Framework (SEMF) approved by the Council as a sector plan for the Municipal Spatial Development Framework. The SEMF is a municipal strategic environmental management policy that responds to and complies with the relevant statutes and directives.

Stellenbosch Municipality also implemented its Invasive Alien Plant Management Plan (prepared in terms of the National Environmental Management: Biodiversity Act, 2004 (Act No.10 of 2004), completed during the 2017/18 financial year. This document has been reviewed and adopted by the Council in 2022.

The Stellenbosch Municipality owns various properties regarded as nature areas. Three of these areas have formally been designated to be conservation areas. These are Mont Rochelle Nature Reserve, Jan Marais Park (Nature Reserve) and Papegaaiberg Nature Reserve. The Stellenbosch Municipality is in the process of putting environmental management plans (EMPs) in place for all of these areas, including areas that are not formally declared as protected areas. The status of these is as follows:

- Mont Rochelle Nature Reserve: Approved by the Council in 2022 and will be reviewed in 2026;
- Papegaaiberg Nature Reserve: Approved EMP is in place, currently up for 5-year review;
- Jan Marais Nature Reserve: Final draft EMP prepared, to be advertised for public input;
- Paradyskloof Nature Area: Approved by the Council in 2019 and will be reviewed in 2024; and
- Ida's Valley / Botmaskop Nature Area: The first draft was advertised for public input in 2022.

7.3.2.1 Implementation Plan: Environmental Management Plan

Table 42: Summary Results: EMP - IDP Deliverables 2022/23

	Project completed	3
	Project in progress.	1
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		4

Table 43: Implementation: Environmental Management Plan

Funding Type							Project Rating						
▲	Municipal Funding	●	Grant Funding	■	External Loan / Funding	✖	No funding required	😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function

IMPLEMENTATION PLAN: ENVIRONMENTAL MANAGEMENT															Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
				2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Review the Stellenbosch Invasive Alien Plant Management Plan	Number of Stellenbosch Invasive Alien Plant Management Plans reviewed by 31 March	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Submit the Mont Rochelle Nature Reserve EMP to the Municipal Manager	Number of Mont Rochelle Nature Reserve EMP submitted to the Municipal Manager by 31 March	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Review the Papegaaiberg Nature Reserve EMP	Number of Papegaaiberg Nature Reserve EMPs reviewed by 31 March	1	n/a	1	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	
TBC	Submit the Jan Marais Nature Reserve EMP to the Municipal Manager	Number of Jan Marais Nature Reserve EMPs submitted to the Municipal Manager by 30 June	1	1	n/a	n/a	n/a	n/a	▲	😐	n/a	n/a	n/a	n/a	

IMPLEMENTATION PLAN: ENVIRONMENTAL MANAGEMENT															Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
				2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Review the Paradyskloof Nature Area EMP	Number of Paradyskloof Nature Area EMPs reviewed by 30 June	1	n/a	n/a	1	100	n/a	▲	n/a	n/a	n/a	n/a	n/a	
TBC	Submit the Ida's Valley / Botmaskop Nature Area EMP to the Municipal Manager	Number of Ida's Valley / Botmaskop Nature Area EMPs submitted to the Municipal Manager by 30 June	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	Target achieved. Submitted to the Municipal Manager on 28 February 2023.

7.3.3 Integrated Human Settlement Plan

7.3.3.1 Overview

An Integrated Human Settlement Plan (IHSP) is the road map for the provision of all forms of housing within a municipal area. This plan is closely linked to the municipal IDP and the Municipal SDF.

Accordingly, Stellenbosch Municipality developed an IHSP to be aligned with the IDP and the *mSDF*. Stellenbosch Municipality originally approved an IHSP in 2008. A service provider was appointed to develop and align the new IHSP with the long-term vision as envisaged in the IDP and the *mSDF*, which will be concluded in the 5th Generation IDP 2022 – 2027. A key component of the IHSP is the Housing Pipeline. The Housing Pipeline has a dual function i.e.

- (i) it is the roadmap for all Council's housing-related projects; and
- (ii) it is the official communication document between the Provincial Department of Human Settlements (PDoHS) and the municipality.

The IHSP and the Housing Pipeline have a five (5) year development horizon. Notwithstanding this, the Housing Pipeline must be reviewed and approved annually by the Municipal Council.

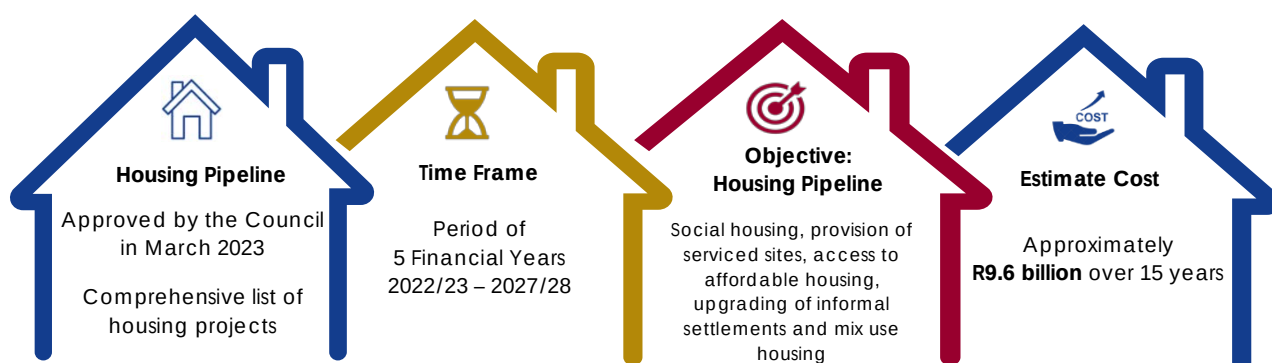
In the absence of an approved IHSP, the Housing Pipeline serves as the housing implementation strategy for the municipality.

7.3.3.2 Housing Pipeline

The PDoHS requires that every municipality must have a Housing Pipeline. The Housing Pipeline is premised on a **five-year horizon** and serves as the planning and budgeting tool for the implementation of Human Settlements initiatives. Each municipality's Housing Pipeline is an integral component of the Department of Human Settlements' Business Plan.

It is required that the Housing Pipeline must be annually reviewed. The latest review of the Housing Pipeline was approved by the Council in March 2023. This revision includes the following:

Figure 36: Housing Pipeline Time Frame, Objective and Estimate Cost



The objective of the Housing Pipeline is to provide more emphasis on the following housing types or programmes:

- Social housing (the National Minister of Human Settlements approved Stellenbosch as a restructuring town and restructuring zones in November 2016);
- Provision of serviced sites;
- Access to affordable housing (GAP housing);
- Upgrading of Informal settlements; and

- ✚ Mixed-use housing (formalised homeownership employer housing - especially farmworker housing).

The estimated cost of this programme will be approximately **R9.6 billion** over **15 years**.

- ✚ Upgrading of informal settlements, (La Rochelle, Klapmuts, Langrug and Franschhoek);
- ✚ Access to basic services (ABS);
- ✚ Jamestown, Farm 527 (phases 2, 3 and 4);
- ✚ Longlands Development;
- ✚ Upgrading of Zone O, Kayamandi;
- ✚ Ida's Valley (Erf 9445 also known as Oak Tree Village) - A key aspect of this project was to utilise municipal land provided at a reduced cost for formal home ownership to cross-subsidise other housing types;
- ✚ Enumeration of people on farms and backyarders;
- ✚ Rectification of Cloetesville subsidy houses at The Steps and Orlean Lounge;
- ✚ Erf 7001, Cloetesville (known as "Soek-mekaar");
- ✚ Upgrade of the Kayamandi CBD; and
- ✚ Northern Extension.

7.3.3.3 Upgrading of Informal Settlements

The municipality manages and coordinates the upgrading of informal settlements through the following broad objectives:

- ✚ In-situ upgrading of informal settlements;
- ✚ Upgrade informal settlements by the provision of basic services;
- ✚ Develop emergency housing sites geared to accommodate evictees;
- ✚ Enumerate / undertake demographic surveys of identified informal settlements;
- ✚ Facilitate tenure security in informal settlements;
- ✚ Assist in short-term job creation through linkages with Expanded Public Works Programme (EPWP) and longer-term job creation through upgrading programmes;
- ✚ Facilitate capacity-building and training for residents and stakeholders through direct service provision and partnerships with outside agencies; and
- ✚ Manage the provision of services and development programmes to informal settlements.

7.3.3.4 Informal backyard dwellings

The municipality through the Housing Pipeline is actively attempting to address the needs and plight of backyard dwellers within the municipal area. Currently, it is required to be registered on the Housing Demand Database and hopefully, this will result in a permanent dwelling in one of the Council's housing projects. This process is long and tedious and the chance of actually obtaining a formal house is very slim. Therefore, Council is actively researching ways in which the service (and basic services) to backyard dwellers can be improved through its various housing programmes (especially Social Housing (affordable rental)).

7.3.3.5 Social Housing

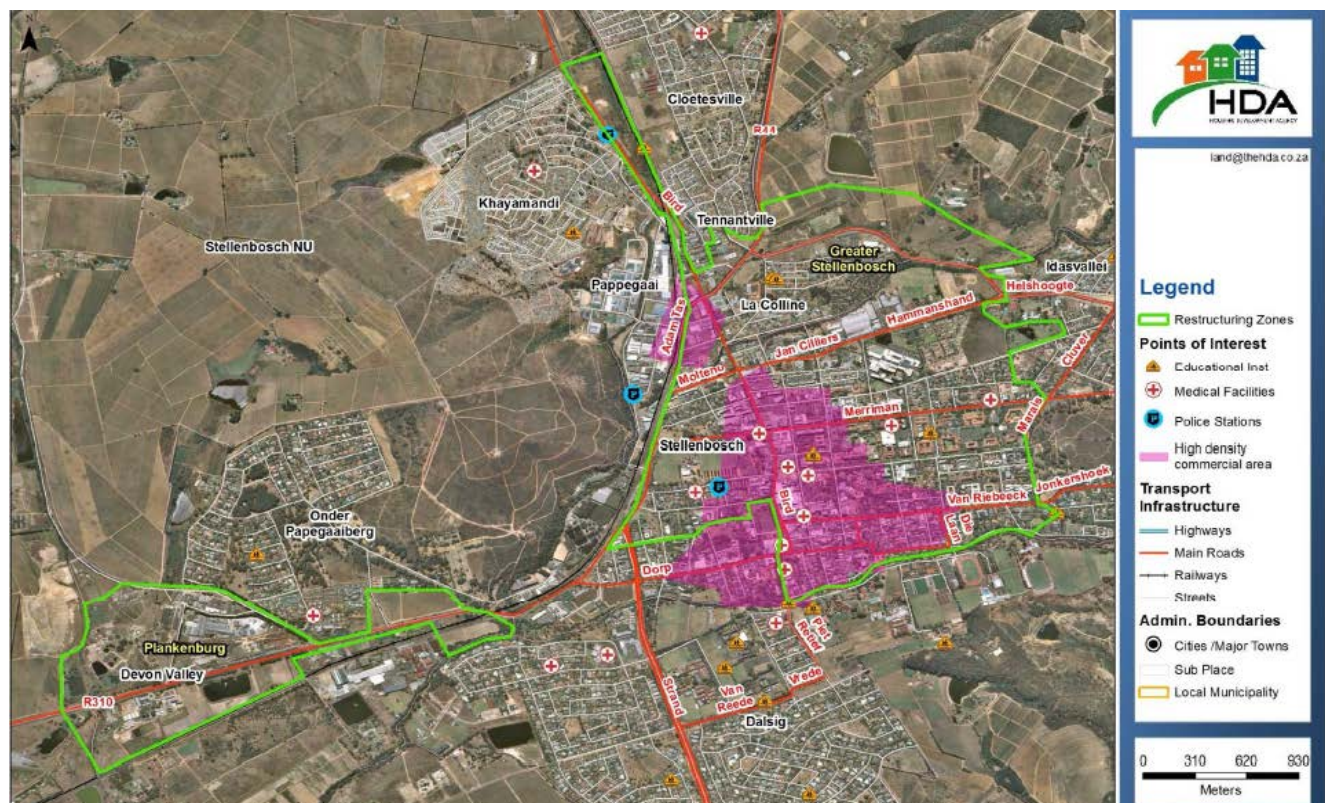
Stellenbosch Municipality was approved as a Restructuring Town in March 2017, by the National Minister of Human Settlements. This approval included the confirmation of the various Restructuring Zones within the municipality and the latter culminated in a Council decision instructing the administration to attract Social Housing Institutions (SHIs) and / or Other Development Agency (ODAs) to effect the municipality's social housing programme.

This programme aims to ensure improved quality of life for communities through a Rental housing programme. This process of integration speaks to the importance of:

- ✚ Economic sustainability: affordability, access to economic opportunities, and promoting job creation via the multiplier effect associated with building medium-density housing stock. etc.;
- ✚ Social sustainability: social integration between various income groups, access to educational, recreational and health facilities, etc.; and
- ✚ Ecological sustainability: conservation of scarce resources.

The figure below depicts areas that have been declared as **Restructuring Zones** for Stellenbosch Municipality.

Figure 37: Restructuring Zones as indicated in green



7.3.3.6 The Western Cape Housing Delivery Model

In 2020, the National Department of Human Settlements (NDoHS) issued a letter to the Provincial Department of Human Settlements (PDoHS) regarding the new directives for human settlements projects. The letter stated that the delivery of top structures was fiscally unsustainable and therefore there is a need to downscale the delivery of top structures to prioritise the delivery of enhanced service sites. The **four newly prioritised categories** for the top structure of the letter were:

- ✚ The elderly;
- ✚ Military veterans;
- ✚ Persons with disabilities; and
- ✚ Child-headed households.

In light of the correspondence received from the NDoHS, the PDoHS added to the above its **existing priority categories**:

- ✚ Backyard residents and
- ✚ Person, longest on the waiting list.

After consultation with the National Department, the PDoHS confirmed that all new projects application received from municipalities, which include top structures, must adhere to the above criteria. All the supporting applicable beneficiary approval information must be attached to the top structure project application.

7.3.3.7 Priority Human Settlements and Housing Development Areas (PDSHDA)

In 2020, the Minister of Human Settlements Gazetted the declaration of the Priority Human Settlements and Housing Development Areas (PHSHDAs). The PHSHDAs intend to advance Human Settlements Spatial Transformation and Consolidation by ensuring that the delivery of housing is used to restructure and revitalise towns and cities, strengthen the livelihood prospects of households and overcome apartheid spatial patterns by fostering integrated urban forms.

The PHSHDAs are underpinned by the principles of the National Development Plan (NDP) and allied objectives of the National Spatial Development Framework (NSDF) and the Integrated Urban Development Framework (IUDF) which include:

- ✚ **Spatial Justice:** reversing segregated development and creation of poverty pockets in the peripheral areas, integrating previously excluded groups and resuscitating declining areas;
- ✚ **Spatial efficiency:** consolidating spaces and promoting densification and efficient communicating patterns;
- ✚ **Access to connectivity, economic and social infrastructure:** ensure the attainment of basic services, job opportunities, transport networks, education, recreation, health and welfare to facilitate and catalyse increased investment and productivity;
- ✚ **Access to adequate accommodation:** the emphasis is on the provision of affordable and fiscally sustainable shelter in areas of high need; and
- ✚ **Provision of quality housing options:** ensure that different housing typologies are delivered to attract different market segments of appropriate quality and innovation.

Emphasis is placed on synchronising national housing programmes in these priority human settlements and housing development areas namely:

- ✚ **Integrated Residential Development Programme** provides a tool to plan, fund and develop integrated settlements that include all the necessary land uses and housing types and price categories to create integrated communities. It provides for subsidised, as well as finance-linked housing, social and rental housing, and commercial, institutional and other land use to be developed.
- ✚ **Social Housing Programme in Restructuring Zones** provides for Social Housing located in specific, defined localities (mostly urban) which have been identified as areas of opportunity (largely economic) where the poor have limited or inadequate access to accommodation, and where the provision of social housing can contribute to redressing structural, economic, social and spatial dysfunctionalities. It is also aimed to improve and contribute to the overall functioning of the housing sector and in particular, the rental sub-component thereof, especially insofar as social housing can contribute to widening the range of housing options available to the poor.
- ✚ **Informal Settlements Upgrading Programme** provides for the structured in situ upgrading of informal settlements to address the social and economic exclusion of communities. It remains evident that informal settlements provide new migrants and the urban poor an affordable point

of access to towns and cities, although they are also associated with high degrees of physical and social vulnerability.

✚ **Finance Linked Individual Subsidy Programme** provides for the creation of an inclusive and vibrant residential property market which can provide state assistance to households who are unable to independently access housing credit to become upwardly mobile and progress up the housing ladder.

✚ **The Special Presidential Package (SPP) Programme on Revitalisation of Distressed Mining Communities** by developing and implementing human settlements spatial transformation plans for identified mining areas.

✚ **Enhanced People's Housing Process** provides for a process in which beneficiaries actively participate in decision-making over the housing process and housing product and make a contribution in such a way that:

- o Beneficiaries are empowered individually and collectively;
- o Various partnerships are created;
- o Social capital is retained and expanded upon, and 4) housing is valued as an asset far beyond its monetary value; and
- o Housing is valued as an asset far beyond its monetary value.

The current status of the PSHDA for Stellenbosch Municipality, namely:

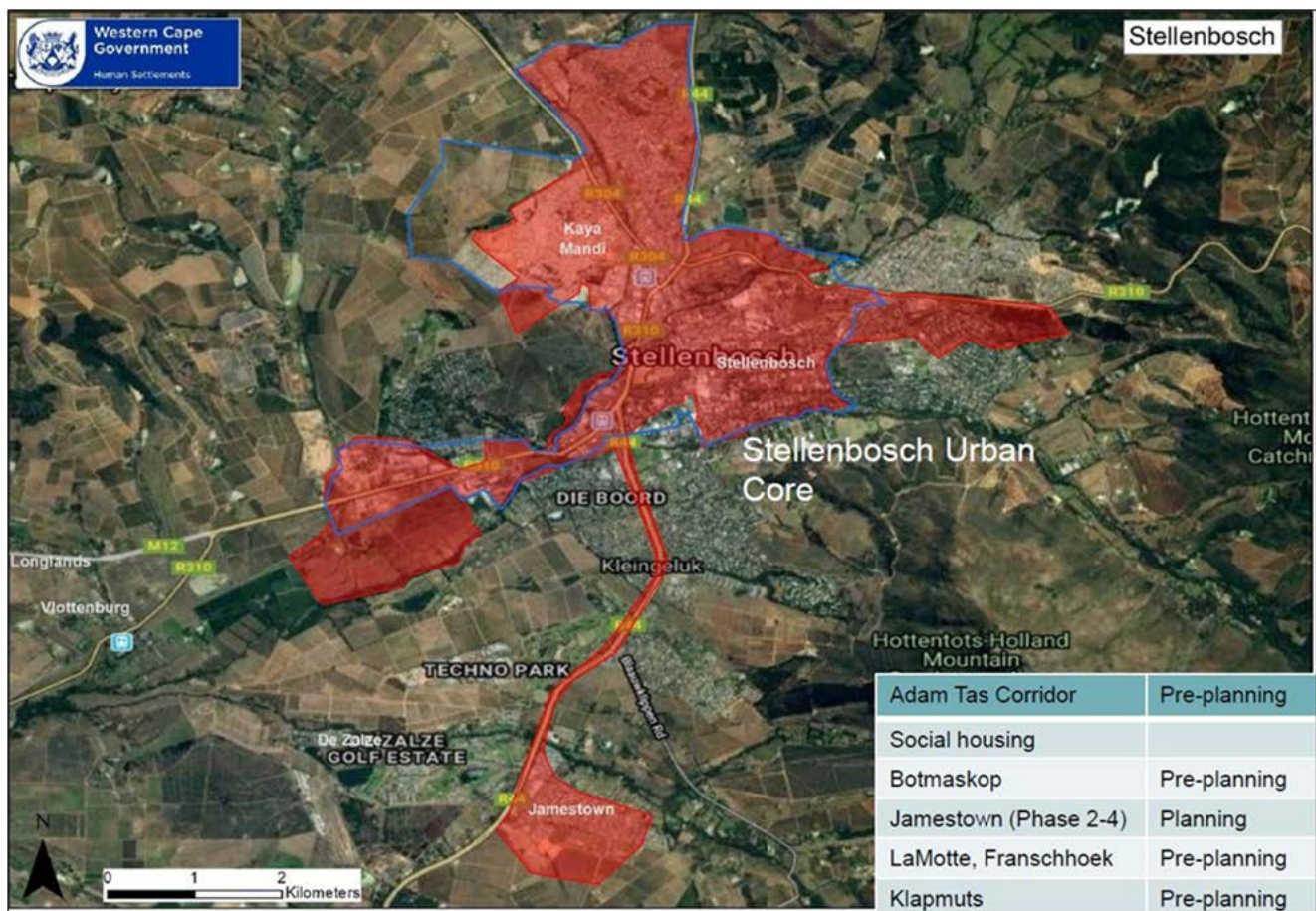
✚ The “Stellenbosch Urban Core Priority Human Settlements and Housing Development Area (PHSHDA) was formally gazette on 15 May 2020 (Government Gazette No. 43316) and consists of the neighbourhoods of Jamestown, Kayamandi and Central Stellenbosch;

✚ To date the Housing Development Agency (HDA) with assistance from the Provincial Department of Human Settlements (PDoHS) has undertaken a Status Quo Analysis in preparation for the drafting of the Stellenbosch PSHDA Development Plan. The Status Quo Analysis has been completed and will inform the drafting of the Development Plan going forward; and

✚ The PDoHS, Stellenbosch Municipality and HDA will proceed with the drafting of the Stellenbosch PSHDA Development Plan shortly.

The figure below depicts areas that have been declared as Priority Human Settlements and Housing Development Areas (PDSHDA):

Figure 38: Priority Human Settlements and Housing Development Areas (PDSHDA)



The approved Housing Pipeline is available on request at the Directorate: Planning and Economic Development, on 021 808 8462 or via email at: lester.vanstavel@ Stellenbosch.gov.za.

7.3.3.8 Implementation Plan: Priority Housing Projects and Upgrading of Informal Settlements

Table 44: Summary Results: Housing Pipeline - IDP Deliverables 2022/23

	Project completed	1
	Project in progress.	9
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	1
Total KPIs		11

Table 45: Priority Housing Projects and Upgrading of Informal Settlements

Funding Type								Project Rating					
	Municipal Funding		Grant Funding (CCR / HSDG)		External Loan / Funding		No funding required		Project completed.		Project in progress.		Not completed / No budget available / District Function / Provincial Function

DIRECTORATE: INFRASTRUCTURE SERVICES																		Performance Comment
IDP Ref No	Responsible Department	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	PMU	Construction of Longlands, Vlotenburg (144 Serviced sites)	Percentage of the Longlands, Vlotenburg Capital Budget actually spent by 30 June	Construction	144	90%	90%	n/a	n/a	n/a	n/a			n/a	n/a	n/a	n/a	Target achieved.
TBC	PMU	Rectification of Cloetesville: The Steps / Orlean Lounge Houses (Temporary units with toilets erected for temporary relocation of occupants during	Percentage of Cloetesville: The Steps / Orlean Lounge Houses rectification Capital Budget actually spent by 30 June	Construction	161	90%	90%	n/a	n/a	n/a	n/a			n/a	n/a	n/a	n/a	The project is in progress.

DIRECTORATE: INFRASTRUCTURE SERVICES																		Performance Comment
IDP Ref No	Responsible Department	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27							
TBC	PMU	Development of the Kayamandi Town Centre	Percentage of the Kayamandi Town Centre development Capital Budget actually spent by 30 June	Implementation	±1 854	90%	n/a	n/a	n/a	n/a	90%		n/a	n/a	n/a	n/a	n/a	
TBC	PMU	Development of Erf 64 Kylemore	Percentage of the Erf 64 Kylemore Development Capital Budget actually spent by 30 June	Implementation	±171	90%	n/a	n/a	n/a	90%	90%	<div></div>	n/a	n/a	n/a	n/a	n/a	
TBC	PMU	Development of Erf 2183, La Rochelle, Klapmuts	Percentage of Erf 2183, La Rochelle, Klapmuts Development Capital Budget actually spent by 30 June	Planning (service sites)	±100	90%	n/a	n/a	n/a	n/a	n/a	<div></div>	n/a	n/a	n/a	n/a	n/a	No budget allocation for the MTREF period 2023/24 - 2025/26
TBC	PMU and Department: Housing Development	Development of the Northern Extension, Kayamandi	Percentage of Northern Extension, Kayamandi Development Capital Budget actually spent by 30 June	Planning (Mix-used development)	± 5 000 - 6 000	90%	n/a	n/a	n/a	n/a	90%	<div></div>	n/a	n/a	n/a	n/a	n/a	

DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT

IDP Refs	per	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
							2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	PMU	Upgrading of Zone O in Kayamandi	Percentage of the Zone O (in Kayamandi) Capital Budget actually spent by 30 June	Construction will be dealt with in phases	711	90%	90%	n/a	90%	90%	90%			n/a	n/a	n/a	n/a	Relocation of families was not achieved. The contractor could not activate it. Construction funding was removed from the adjustment budget.
TBC	Housing Development	To obtain development rights on Erf 7001, Cloeteville to establish GAP housing	Percentage of the Erf 7001, Cloeteville annual capital budget actually spent by 30 June	Planning	360 GAP housing	90%	90%	90%	n/a*	n/a*	n/a*			n/a	n/a	n/a	n/a	32% of the capital budget was actually spent by February 2023 The project is in progress.
TBC	Housing Development	Finalise the sub-division plan for Jamestown (Phases 2 and 3)	Percentage of the Jamestown, Phase 2 and 3 annual capital budget actually spent by 30 June	Planning	±2 000 housing opportunities (to be determined per phase)	90%	90%	n/a*	n/a*	n/a*	n/a*			n/a	n/a	n/a	n/a	73% of the capital budget was actually spent by February 2023 The project is in progress.

DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT																		
IDP Refs	per	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
							2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Housing Development	Obtain development rights for mixed-use development for Jamestown Phase 4	Percentage of the Jamestown, Phase 4 annual capital budget actually spent by 30 June	Planning		90%	90%	90%	90%	n/a*	n/a*	<div></div>	<div></div>	n/a	n/a	n/a	n/a	74% of the capital budget was actually spent by February 2023 The project is in progress.
TBC	Housing Development	Submit status reports on Social Housing (affordable rental accommodation) on Farms 81/2 and 81/9, Stellenbosch to the Executive Mavor	Number of quarterly status reports on Social Housing submitted to the Executive Mayor	Planning (SHIs and / or ODAs attract)	±250	20	4	4	4	4	4	<div></div>	<div></div>	n/a	n/a	n/a	n/a	2 Reports submitted by February 2023.

DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT																		
IDP Refs	per	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
							2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Housing Development	To obtain development rights for the Northern Extension, Kayamandi	Percentage of the Northern Extension Kayamandi Development Annual Capital Budget actually spent by 30 June	Planning (Mix-used development)	± 5 000 - 6 000	90%	90%	90%	n/a*	n/a*	n/a*	<div></div>	<div></div>	n/a	n/a	n/a	n/a	The Municipality submitted a request to the PDoHS informing the PDoHS that the HSDG allocation for the 2022/23 Business Plan is not aligned with funding approvals. PDoHS was requested during their adjustment budget to rectify the Business Plan and reduce the allocation.
TBC	Housing Development	To obtain development rights for Kayamandi Town Centre	Percentage of the Kayamandi Town Centre annual capital budget actually spent by 30 June	Planning (Mix -used development)	±1 854	90%	90%	n/a*	n/a*	n/a*	n/a*	<div></div>	<div></div>	n/a	n/a	n/a	n/a	80% of the capital budget was actually spent by February 2023

DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT																		
IDP Refs	per	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
							2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Housing Development	To obtain development rights for Erf 64 Kylemore	Percentage of the Erf 64 Kylemore annual capital budget actually spent by 30 June	Planning	±171	90%	90%	90%	n/a*	n/a*	n/a*	<div></div>	<div></div>	n/a	n/a	n/a	n/a	65% of the capital budget was actually spent by February 2023. Expenditure occurs per the cashflow and programme.
TBC	Housing Development	To obtain development rights La Motte: Farm 1339, Farm 1158 and Farm 1158/1	Percentage of the La Motte: Farm 1339, Farm 1158 and Farm 1158/1 annual capital budget actually spent by 30 June	Planning (Mix-used development)	±1 100	90%	n/a	90%	90%	90%	n/a*	<div></div>	n/a	n/a	n/a	n/a	n/a	There has been no confirmation received that the property will be transferred.
TBC	Housing Development	To obtain development rights Erf 2183, La Rochelle, Klapmuts	Percentage of the Erf 2183, La Rochelle, Klapmuts annual capital budget actually spent by 30 June	Planning (service sites)	±100	90%	90%	n/a*	n/a*	n/a*	n/a*	<div></div>	<div></div>	n/a	n/a	n/a	n/a	The correct expenditure can only be reflected after the adjustment budget of the Municipality in January 2023. Revised funding allocation for 2022/23 Business Plan

DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT

IDP Refs	per	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
							2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Housing Development	To obtain development rights Botmaskop Precinct	Percentage of the Botmaskop Precinct capital budget actually spent by 30 June	Planning (Mix-used development)	To be determined from studies	n/a	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a	The project has been put on hold.

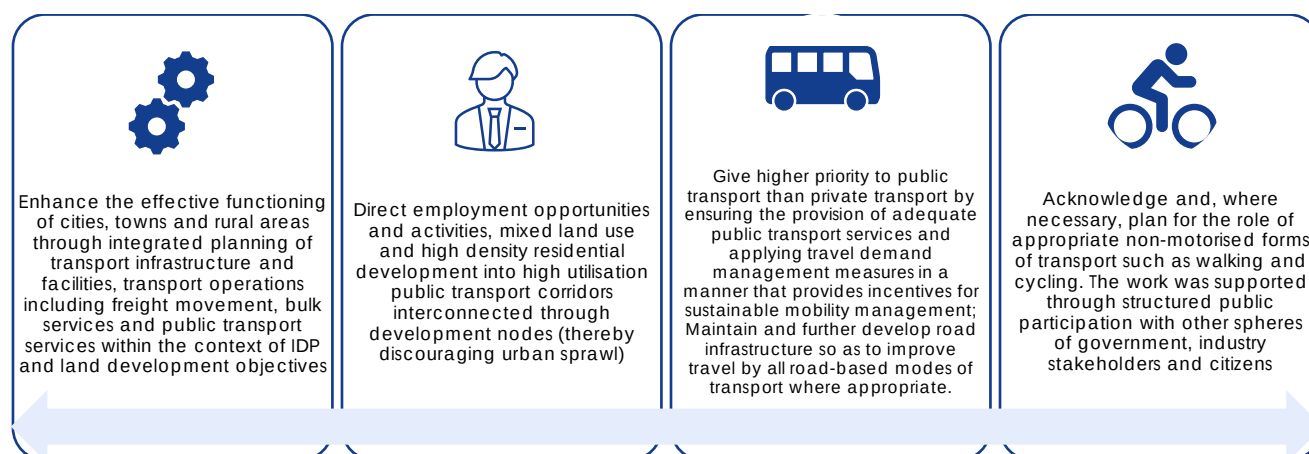
n/a* - After obtaining development rights, implementation of the project is dealt with by the Department: Project Management Unit.

7.3.4 Comprehensive Integrated Transport Plan

The National Land Transport Act, 2009 (Act No. 5 of 2009) (NLTA), requires “Type 1” planning authorities (the country’s major cities and towns (including Stellenbosch Municipality), to prepare Comprehensive Integrated Transport Plan (CITP). Generally, a CITP is considered a mechanism by which planning authorities can plan for, develop, manage, integrate and provide for all modes of transport in their areas of jurisdiction.

The current (2016) CITP is valid for a period of at least five years. The latest update was compiled and adopted by the Council on 28 April 2021. The current CITP is valid until the new review / overhaul of the CITP has been approved by the Council. The new review / overhaul of the CITP will be valid from 2023 to 2027 and is in the process of being finalised.

Figure 39: Comprehensive Integrated Transport Plan (CITP)



7.3.4.1 Strategic Interventions

The following areas of strategic intervention have been highlighted:

- 

“Towards Car-Free Living” refers to strategies that encourage more effective modes of travel such as public transport, NMT and other mechanisms to increase the number of passengers per vehicle. The municipality in collaboration with the Provincial Transport Department is investigating strategies that would improve public transport services within and around Stellenbosch.
- 

“Travel Demand Management” refers to strategies that manage overall demand for travel during peak periods such as congestion pricing and parking management.
- 

“Infrastructure and Operational Enhancements” refer to capacity improvements to transport infrastructure but only as part of the overarching transport philosophy in Stellenbosch. The municipality continues to roll out its infrastructure enhancement initiatives such as the Main Road Intersection Improvement Programme, the Traffic Signal Optimisation Programme as well as the implementation of Public Transport Facility upgrades.
- 

“Optimal Land-Use and Interconnected Nodes” refers to integrated land use and transport planning which supports and promotes transit-orientated development (ATC).

7.3.4.2 Implementation Plan: Comprehensive Integrated Transport Plan (CITP)

Table 46: Summary Results: CITP - IDP Deliverables 2022/23

😊	Project completed	0
😐	Project in progress.	4
😞	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		4

Table 47: CITP Strategic Interventions

Funding Type							Project Rating						
▲	Municipal Funding	●	Grant Funding	■	External Loan/ Funding	✖	No funding required	😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function

IMPLEMENTATION PLAN: COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)																
IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Investigations and feasibility reports for a mechanism for the Internal Transport Feeder System from park and ride areas to the CDB	Number of assessment reports for the Internal Transport Feeder System completed by 30 June	Inception / Feasibility	1	n/a	n/a	1	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	
TBC	Facilitating the implementation and optimisation engagements of the Public Transport System	Number of implementation and optimisation engagements of the Public Transport System facilitated by 30 June	Ongoing, forming part of the internal operational programme	5	1	1	1	1	1	▲	😐	n/a	n/a	n/a	n/a	

IMPLEMENTATION PLAN: COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)																
IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Submission of assessments reports for management of park and ride facilities to the Municipal Manager	Number of assessments reports for management of park and ride facilities submitted to the Municipal Manager by 30 June	Inception / Feasibility	2	n/a	n/a	1	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	
TBC	Develop a Congestion Charge Strategy	Number of Congestion Charge Strategies developed by 30 June	Inception / Feasibility	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	The implementation of an efficient Public Transportation System is the first milestone before considering a congestion charge strategy.
TBC	Conduct investigations for the pedestrianisation of streets	Number of investigations for the pedestrianisation of streets conducted by 30 June	Inception / Feasibility	1	n/a	1	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	
TBC	Completion of Tour Bus facilities in Stellenbosch and Franschhoek Towns	Number of Tour Bus facilities in Stellenbosch and Franschhoek Towns completed by 30 June	Design / Implementation (Included in CEF)	2	n/a	n/a	1	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	

IMPLEMENTATION PLAN: COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)

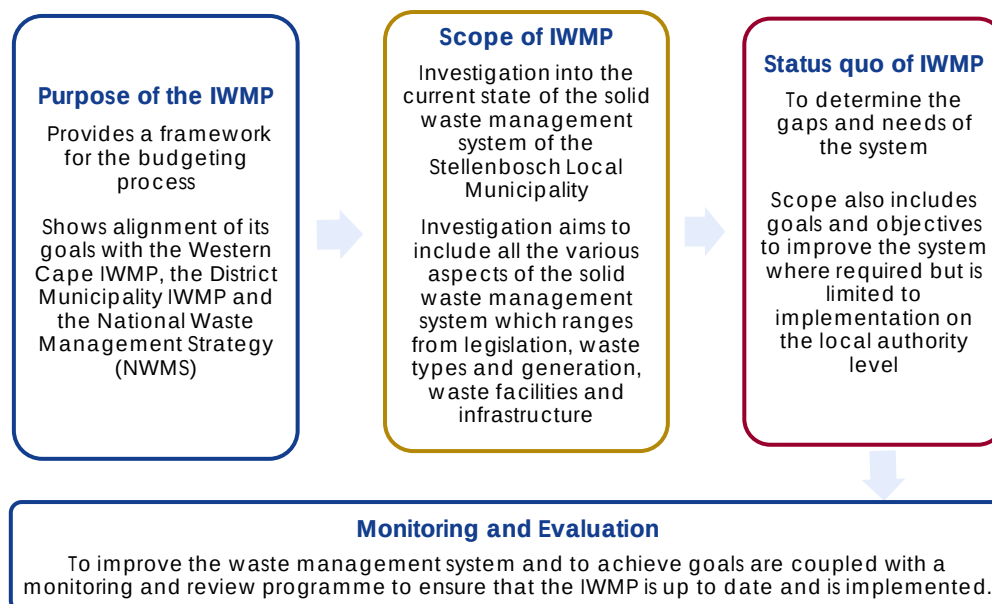
IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Submission of an assessment report to the Provincial Department of Transport on the implementation of public transport lanes on the R44 (from both directions Stellenbosch – Somerset West)	Number of assessment reports submitted to the Provincial Department of Transport on the implementation of public transport lanes on the R44 (from both directions Stellenbosch – Somerset West) completed by 30 June	Feasibility	1	n/a	n/a	1	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	
TBC	Engagements with the University to collaborate on the implementation and improvement of park-and-ride facilities and shuttle services for students	Number of engagements held to collaborate on the implementation and improvement of park and ride facilities by 30 June	Ongoing, forming part of the internal operational programme	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	Linked to the park and ride deliverable in the CITP.
TBC	Completion of the Kayamandi Pedestrian Bridge	Number of Kayamandi Pedestrian Bridges completed by 30 June	Implementation (Included in CEF)	1	n/a	n/a	1	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	Due to budget prioritisation, only the Distillery Road bridge could be budgeted for in the 2022/23 financial year.
TBC	Completion of the Lanquedoc Access Road and Bridge	Number of Lanquedoc Access Roads and Bridges completed by 30 June	Implementation (Included in CEF)	1	n/a	n/a	1	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	Due to budget prioritisation, only the Distillery Road bridge could be budgeted for in the 2022/23 financial year.
TBC	Completion of the expansion of the NMT projects	Number of expansion of the NMT projects completed by 30 June	Implementation (Included in CEF)	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	

IMPLEMENTATION PLAN: COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)																
IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Spent the Traffic Signal Synchronisation programme	Percentage of the Traffic Signal Synchronisation programme capital budget actually spent by 30 June	Implementation (Included in CEF)	90%	90%	90%	90%	90%	90%	▲	😊	n/a	n/a	n/a	n/a	22.50% achieved by February 2023.
TBC	Complete the improvements on the Main Road intersections (R44, Alexander Street; R44, Merriman Lane; R45 Le Roux, Franschoek; and R45, Helshoogte Road Realignment)	Percentage of the Main Road Intersection Improvements capital budget actually spent by 30 June	Implementation (Included in CEF)	90%	90%	90%	90%	90%	90%	▲	😊	n/a	n/a	n/a	n/a	22.50% achieved by February 2023. Projects are in the design phase and awaiting approval from the WCG Road Planning.
TBC	Conduct Transport Studies for the Adam Tas Corridor (ATC)	Number of Transport Studies for the ATC conducted by 30 June	Designs	1	n/a	1	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	

7.3.4.3 Integrated Waste Management Plan (IWMP)

This third-generation IWMP was developed in 2020. The development of the IWMP is necessary, as it is an integral tool to identify current needs and act as a guide towards sustainable waste management. With regular updates to this document, changing needs and progress in the waste management sector can be tracked, and strategies can be adjusted as needed.

Figure 40: Integrated Waste Management (IWMP) Purpose, Scope and Status Quo



7.3.4.4 Implementation Plan: Integrated Waste Management Plan (IWMP)

Based on the gaps and needs identified, the aligned goals of the IWMP, and planned projects by the municipality, the plan contains the objectives, timeline, and resources required for the implementation of the IWMP. The gaps and needs identified are linked to the main goals contained in the Western Cape Provincial IWMP.

Table 48: Summary Results: IWMP - IDP Deliverables 2022/23

	Project completed	0
	Project in progress.	5
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		5

Table 49: Integrated Waste Management Plan Interventions

Funding Type							Project Rating						
▲	Municipal Funding	●	Grant Funding	■	External Loan / Funding	✖	No funding required	😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function

Implementation Plan: Integrated Waste Management Plan (IWMP)																	Performance Comment
IDP Ref	Goal	Objective	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Goal 1: Strengthened education, capacity and advocacy towards Integrated Waste Management	Facilitate consumer and industry responsibility in Integrated Waste Management	Conduct follow-up visits to the special and hazardous waste generators in the Stellenbosch Municipality	Number of follow-up visits conducted at the special and hazardous waste generators in the Stellenbosch Municipality by 30 June	1	n/a	1	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	
		Promote and ensure awareness and education of integrated waste management	Conduct educational awareness campaigns	Number of educational awareness campaigns conducted by 30 June	10	2	2	2	2	2	▲	😊	n/a	n/a	n/a	n/a	

Implementation Plan: Integrated Waste Management Plan (IWMP)																	Performance Comment
IDP Ref	Goal	Objective	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
		Build and strengthen waste management capacity	Attend waste management seminars and / or forums	Number of waste management seminars and / or forums attended by 30 June	15	3	3	3	3	3	▲	☹️	n/a	n/a	n/a	n/a	
TBC	Goal 2: Improved Integrated Waste Management Planning and implementation for efficient waste services and infrastructure	Facilitate municipal waste management planning	Review of the Integrated Waste Management Plan (IWMP)	Number of IWMP reviewed by 31 March	4	n/a	1	1	1	1	▲	n/a	n/a	n/a	n/a	n/a	A review will be conducted once a year from 2023/24.
			Submit the 4th Generation IWMP to MayCo	Number of 4th Generation IWMPs submitted to MayCo by 30 June	1	n/a	1	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	
		Promote industry waste management planning	Conduct engagements with industries to reduce waste generation	Number of engagements conducted with industries to reduce waste generation by 30 June	1	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	
		Promote the establishment of Integrated Waste Management Infrastructure and Services	Carry out vehicle assessments	Number of vehicle assessments carried out by 30 June	4	n/a	1	1	1	1	▲	n/a	n/a	n/a	n/a	n/a	
			Develop a mechanical biological treatment (MBT) facility	Number of MBT facilities developed by 31 March	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	A feasibility study was conducted, and the project was found to be not feasible.
TBC	Goal 2: Improved Integrated Waste Management Planning and implementation for efficient waste services and infrastructure	Ensure effective and efficient waste information management	Conduct system improvement waste data	Number of systems improvements conducted on waste data by 30 June	4	n/a	1	1	1	1	▲	n/a	n/a	n/a	n/a	n/a	

Implementation Plan: Integrated Waste Management Plan (IWMP)																	Performance Comment	
IDP Ref	Goal	Objective	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating						
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27		
TBC	Goal 3: Effective and efficient utilisation of resources	Minimise the consumption of natural resources	Linked to Goal 1		n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a		
		Stimulate job creation within the waste economy	Create job opportunities in the waste management sector	Number of job opportunities created in the waste management sector by 30 June	2000	400	400	400	400	400	400	▲	😊	n/a	n/a	n/a	n/a	
		Increase waste diversion through reuse, recovery and recycling	Develop identified waste diversion infrastructure to increase diversion	Number of waste diversions infrastructure developed to increase diversion by 30 June	1	n/a	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	
TBC	Goal 4: Improved compliance with the environmental regulatory framework	Strengthen compliance monitoring and enforcement	Conduct internal and external compliance audits at all waste management facilities	Number of internal and external compliance audits conducted at all waste management facilities by 30 June	25	5	5	5	5	5	▲	😊	n/a	n/a	n/a	n/a		
			Attend to illegal dumping complaints	Percentage of illegal dumping complaints attended to within 48 hours	100% per annum	100%	100%	100%	100%	100%	100%	100%	▲	😊	n/a	n/a	n/a	n/a
		Remediate and rehabilitate contaminated land	Rehabilitation of the unused cell at the landfill site	Number of unused cells at the landfill site rehabilitated by 31 March	1	n/a	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	

7.3.5 Electrical Master Plan

With the approval of the SDF in November 2019, which was almost within the time that the Master Plan was due for an update, the review was not done. The complete update was planned for September 2020, but due to the COVID-19 pandemic, the updating of the Masterplan was delayed.

In October 2020, the Minister of DME announced that municipalities would be allowed to purchase electricity from other sources and also generate their electricity in the future. This drastically changed the whole concept of the Stellenbosch Municipality's Masterplan. Where the municipality previously had one supplier of electricity, it would have major intake points from this one supplier. As networks flow from these points to consumers, the size of the cables will depend on the demands of these consumers for electricity. Because the municipality may now receive electricity from multiple sources, the municipal network design will no longer be compatible with this new policy. The entire Masterplan must now change, as cables in certain areas may now be too big and in a few places too small. The whole system of intake points must first be established, and once that is known, the network itself must be redesigned with the knowledge of existing and future intake points and methods of energy acquisition.

To understand what the energy sources for electricity would look like, an **Energy Masterplan** has been launched and is currently being conducted by the Council for Scientific and Industrial Research (CSIR), which will form the basis for how electricity is likely to be generated or purchased. Once this Master Plan has been completed and the SDF has been updated, it would be the ideal time to draft an entirely new Electricity Master Plan. The following timetables are planned:

- Complete the **Energy Master Plan** by December 2022; and
- Complete the **Electricity Master Plan** by June 2023.

The plans aim to provide the Stellenbosch Municipality with a clear view and a long-term plan for the development of the electrical infrastructure required to support the envisaged demand growth in Stellenbosch and surrounding areas. The municipality also evaluated the long-term viability of existing infrastructure and the expansion and refurbishment requirements thereof, where new infrastructure should be located, and which components, either existing or new, will be required.

Apart from spatial changes, the **Electrical Master Plan** is to contain the following main elements:

- Documented assessments of primary equipment at all 66/11 kV substations and 11 kV switching substations within the municipal area;
- Site-specific assessments to provide a systematic estimate of the life remaining in substation facilities, and planning to extend the life of facilities to meet future needs;
- Development of a geographical load forecast based on regional demographic and historical load growth patterns, as informed by the SDF. (The anticipated long-term load forecast was directly used as input to the expansion plan.);
- Development of network strengthening and expansion options and technical evaluations to ensure that load and performance criteria are met over the short, medium and term (2028);
- Preparation of cost estimates for the technically viable expansion and strengthening options; and
- The Electrical Master Plan is updated every five years and is used in medium-term project planning, prioritisation and budgeting.

7.3.6 Water Services Development Plan

As a Water Services Authority (WSA), the Stellenbosch Municipality has a duty, in terms of sections 12 and 13 of the Water Services Act, 1997 (Act No. 108 of 1997) to prepare and maintain a Water Services Development Plan (WSDP). The municipality prepared a comprehensive WSDP in 2007, 2012, and 2019 that is valid for a period of five years. The revision and updating of the WSDP will commence in the 2022/23 financial year.

South Africa's water resources are looked after by the Department of Water and Sanitation. Stellenbosch Municipality's Water Services sees itself as an extension of this caretaking. Water Services is responsible for acting in line with the Water Services Act and the implementation of Municipal By-Laws, policies, and procedures.

As part of the WSDP package, the municipality maintains:

- Water and Sewer Master Plans;
- Water Resources Study;
- Annual water audit;
- A Water Safety Plan;
- A drinking water quality sampling programme;
- Water and sewer pipe replacement prioritisation programme; and
- A Water Demand Management (WDM) Strategy.

The Water Master Plan, Sanitation Master Plan, Bulk Water Resources / Drought Intervention Plan, Asset Register and Pipe Replacement Prioritised Programme were updated in 2019.

A brand-new Master Plan is envisaged to be commenced with and completed in 2023. Since water management has drastically changed with the advent of drought, the use of greywater, and the increasing cleansing of rivers, it is needed to be redone. It will also align the Water Master Plan with the latest changes to the SDF.

The Water Conservation and Water Demand Management (WC and WDM) strategy is a comprehensive study, which includes a 10-year financial plan. The strategy has two goals: the municipality will prioritise the implementation of WC and WDM and will ensure ongoing planning, management, monitoring and an enabling environment. The WC and WDM initiatives include a water pipe replacement programme, indigent domestic leak repair and meter replacement programme, Stellenbosch water meter audit and Stellenbosch in-house water services operation and maintenance.

Poverty reduction and improved water management are closely linked. Section 4B of the Constitution lists water and sanitation services, limited to potable water supply systems and domestic wastewater and sewerage disposal systems, as a local government function.

Access to basic water is defined as 25 liters of potable water per day supplied within 200 meters of a household.

Due to the severe drought experienced recently and very low rainfall recorded in recent years, the municipalities in the Western Cape had to enforce water restrictions that were lifted in recent years.

Stellenbosch Municipality supplies water to its consumers through the following water supply systems:

- Stellenbosch (Jonkershoek and Theewaterskloof tunnel);
- Franschhoek;
- Wemmershoek (treated water imported from the City of Cape Town);
- Blackheath (treated water imported from the City of Cape Town);
- Faure (treated water imported from the City of Cape Town); and

Other own sources (Boreholes).

The total population supplied with water in the Stellenbosch Municipal area amount to approximately 213 710 people. Water is also supplied to a fairly extensive industrial area.

Emergency water is supplied to farm communities that do not get water from the farms that they stay on.

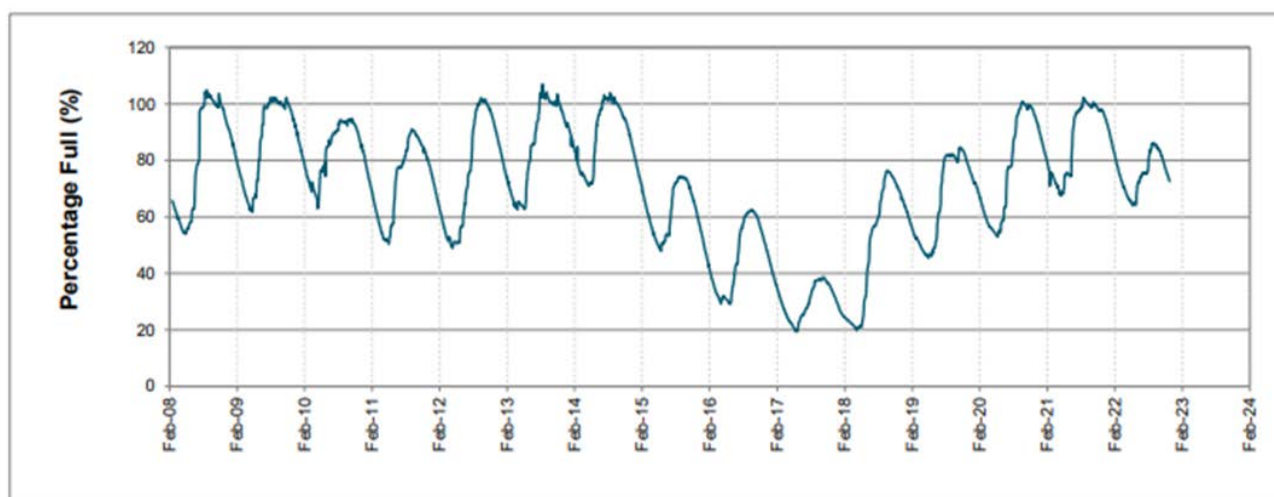
Stellenbosch Municipality manages three water treatment works, namely Ida's Valley, Paradyskloof and Franschhoek. The potable water supply from these works amounts to 21.2 MI/d on average and a further 9.1 MI/d was obtained from the City of Cape Town during the financial year, ensuring a supply of approximately 30.4 MI/d to the municipal area.

Areas supplied by the Wemmershoek Water Treatment Works include half of Franschhoek town, La Motte, Wemmershoek, Pniël, Boschendal, Johannesburg, Kylemore, Lanquedoc, Klappmuts, Koelenhof, Elsenburg, Devon Valley and Muldersvlei. Areas supplied by Blackheath water treatment works include Polkadraai, Spier and Vlootenburg. Areas supplied by the Faure Water Treatment Works are Faure, Jamestown, De Zalze, Raithby and Lynedoch. Although these water treatment works fall within the sphere of responsibility of the City of Cape Town, their impact concerning water quality and quantity needs to be monitored and considered by Stellenbosch Municipality.

Stellenbosch Municipality supplies potable water to the entire municipal area through a network and infrastructure consisting of 56 reservoirs / holding tanks and water towers, 41 water pump stations, 43 pressure-reducing valve installations, 729 kilometers of pipeline and 80 water supply zones. The network is fully controlled and operated by a telemetry system.

The bulk water input into the water network for 2021/2022 was 11 108 208 kl, with an annual average daily demand of 30 433 kl/day. About 42% of the water supplied is purified from its water sources at the Ida's Valley and Franschhoek water treatment plants. The balance is supplied by the City of Cape Town and the Paradyskloof Water Treatment Plant, where raw water supplied by the Department of Water and Sanitation is purified. Potable water supplied by the City of Cape Town is analysed every month by the City of Cape Town.

Figure 41: WCWSS Storage Record (2008 – present)



Ida's Valley and Paradyskloof Water Treatment Works are equipped with some analytical capabilities and routine plant analyses are performed in-house. A full water quality monitoring programme is further performed for the municipality by an accredited external laboratory / contractor. Maintenance of equipment is performed in-house and by specialist contractors.

7.3.6.1 Basic Services and Level of Services

- There is no basic water and sanitation services backlog in the urban areas of the municipality. A small number of households on farms are still without basic water and sanitation services.
- The clinics, hospitals and schools in the municipal area have adequate and safe water supply and sanitation services.
- All indigent households receive free basic water (the first six kilolitres of water) and sanitation services.
- All the formal households in urban areas of the municipality are provided with water connections and waterborne sanitation facilities inside the houses (higher level of service). Communal standpipes and ablution facilities are provided in the informal areas as a temporary emergency service. Communal standpipes represent the weakest part of a network's water supply services. Standpipes are often constructed in ways that cannot withstand excessive use (and abuse) and are often neglected in terms of operation and maintenance, adversely affecting the health of their already vulnerable and poor users.
- A sustainable type of water and sanitation facility needs to be provided to the households on those farms with current services below the minimum service level standard. Stellenbosch Municipality is committed to supporting the private landowners as far as possible concerning addressing the current services backlog on farms, as identified through the Cape Winelands Rural Survey of Service Levels.
- From a water services perspective, the most significant challenges are the augmentation of the existing water sources, the replacement and upgrading of old infrastructure to accommodate development, the provision of sustainable basic services to informal settlements, and ensuring the provision of basic services to rural communities located on private farms.

7.3.6.2 Maintenance of Infrastructure

Both water infrastructure and sanitation infrastructure require serious remedial investment. About a third of the water supply infrastructure is in poor or very poor condition and the condition backlog is more than R300 million. The bulk of the backlog is made up of the old Asbestos Cement (AC) water reticulation pipeline assets. About 40% of the sanitation infrastructure is in poor or very poor condition and the condition backlog is in the order of R250 million. The bulk of the backlog consists of the old Asbestos Cement (AC) and Pic Fibre sewer reticulation assets in the Stellenbosch area.

Wastewater Treatment Works

An Infrastructure Asset Register is in place for all water and sanitation infrastructure. An Infrastructure Asset Management Plan must be developed and implemented, based on the principle of preventative maintenance to ensure that damage to assets is prevented before it occurs. Assets must be rehabilitated and / or replaced before the end of their economic life and the necessary capital funds must be allocated for this purpose. Maintenance activities have been increasingly focused on reactive maintenance as opposed to preventative maintenance.

7.3.6.3 Implementation Plan: Water Services Development Plan

Table 50: Summary Results: WSDP - IDP Deliverables 2022/23

	Project completed	1
	Project in progress.	1
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	1
Total KPIs		3

Table 51: Water Services Development Interventions

Funding Type								Project Rating					
▲	Municipal Funding	●	Grant Funding	■	External Loan/ Funding	✖	No funding required	😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function

Implementation Plan: Water Services Development Plan															Performance Comment	
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Current Infrastructure Projects	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Upgrading of the Wemmershoek WWTW	Number of Wemmershoek WWTWs upgraded by 31 March	Wemmershoek WWTW Upgrade will increase capacity and improve the quality of effluent discharged into the Berg River.	1	n/a	n/a	1	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	Phase 1 is completed. Phase 2 is budget-dependent and completion is planned for 2024/25. Finalised design at the end of the next financial year.
TBC	Upgrading of the Pniël WWTW	Number of Pniël WWTWs upgraded by 31 December	Pniël WWTW upgrade will increase the capacity and the quality of effluent	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	The target will be achieved by 30 June 2023.

Implementation Plan: Water Services Development Plan																Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Current Infrastructure Projects	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Complete the Vlotenburg / Polkadraai Bulk Water Supply Pipeline	Number of Vlotenburg / Polkadraai Bulk Water Supply Pipeline completed by 30 June	The upgrading of the Vlotenburg / Polkadraai Bulk Water Scheme is a 60-week construction phase	1	n/a	1	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	Phase 1 construction is underway and projected to be completed in 2023/24.
TBC	Upgrading of the Uniepark (Rosendal Reservoir) Bulk Water Supply Pipeline	Number of Uniepark (Rosendal Reservoir) Bulk Water Supply Pipelines upgraded by 30 June	Uniepark (Rosendal Reservoir) Bulk Water Upgrade consists of multiple phases.	1	1	n/a	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	Target achieved in 2022/23. Phase 1 is complete. Phase 2 is budget-dependent and earmarked for 2025/26.
TBC	Upgrading of the Kayamandi and Northern Extension Bulk Water Supply Pipeline	Number of Kayamandi and Northern Extension Bulk Water Supply Pipelines upgraded by 30 June	Kayamandi and Northern Extension Bulk Water Upgrade is in the final design stage and will include a 10ML Reservoir, 4km of Bulk Supply Pipelines and a water transfer pumpstation (Onder Papagaa!).	1	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	As per the Capital Expenditure Framework (CEF) A budget is allocated for implementation to start in 2024/25.
TBC	Construction of the new Jamestown Reservoir	Number of new Jamestown Reservoirs constructed by 30 June	New Jamestown 5ML Reservoir and Bulk Pipeline	1	n/a	1	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	The target will be achieved by 30 June 2024.

Implementation Plan: Water Services Development Plan																Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Current Infrastructure Projects	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
					2022/23	2023/24	2024/25	2025/26	2026/27							
TBC	Construction of the new Jonkershoek WTP	Number of new Jonkershoek WTPs to be constructed by 30 June	The new Jonkershoek WTP Project consists of a new 15 l/s water filtration plant, complete with disinfection and stabilisation.	1	n/a	n/a	1	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	The project requires a design revisit. Design completion is targeted for the 2023/24 financial year.
TBC	Upgrading of the Ida's Valley WTP	Number of Ida's Valley WTPs upgraded by 30 June	Ida's Valley WTP Upgrade is in the planning phase with funding to be secured in the CEF.	1	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	The project is in the early design stage. Design completion is targeted for the 2024/25 financial year.

7.3.6.4 Water Demand Management (WDM)

Stellenbosch Municipality is actively implementing their adopted WDM Strategy to reduce the current percentage of non-revenue water and to keep the future water demand as low as possible. The municipality has a block-step tariff system that discourages wasteful or inefficient use of water. The restriction of water use by indigent households and non-payers was prioritised with the implementation of the Leak Repair Programme which includes the repairs to private leaks and the installation of Water Demand Management Devices. These devices restrict users to 400 litres per day. More than 1 600 devices have been installed with savings of over 450 000 litres of water per day.

7.3.6.5 Climate Change

In terms of adapting to climate change, water systems will need to be more robust and newer or alternative sources of supply may need to be found. Increased skills will be required from water managers and long-term water projections are required. Although an overall decrease in rainfall is not generally forecast, increased variability in the climate and frequency of extreme events, as well as increased temperature and wind could have an impact on water sources, particularly surface waters. It is, therefore advisable for the municipality to maintain a conservative approach to the management of water sources, including the following actions:

- ✚ Establish assurance of supply levels of all water sources;
- ✚ Increase assurance of supply of water resources by ensuring that there is at least 10% additional capacity (headroom) when considering the maximum 24-hour demand on the peak month of the year;
- ✚ Do not undertake new developments unless a proper investigation of the implication on water sources and sustainability in the long term has been undertaken.
- ✚ Vigorous implementation of WDM measures, especially in terms of increased water efficiency, frequent monitoring of the water supply system from the sources to the consumers, and regular and adequate system maintenance and repairs; and
- ✚ IRIS monitoring system including the Blue Drop Awards system is active in the municipality and in the past with the Blue Drop system, SM was awarded for four of the municipality's five water supply systems. Three awards were received in conjunction with the City of Cape Town, which supplies water to these systems – from where Stellenbosch manages distribution to end-users. A further Blue Drop Award (the fourth consecutive award) recognised the Stellenbosch water supply system for water treated by the municipality's Ida's Valley and Paradyskloof water treatment plants. The Department of Water Affairs acknowledged this exceptional performance by awarding a silver award to Stellenbosch.

The municipality did not receive a Blue Drop Award for the Franschhoek water supply system which receives water from its own Franschhoek water treatment works. This was expected because of certain infrastructure challenges in this system. Projects have been initiated to address these issues.

7.3.6.6 Level of Service

In the rural area, the responsibility lies with the landowner to manage stormwater over his land. In the urban area, the responsibility lies with the local municipality. The objective in stormwater management is to be able to accommodate a 1:5-year storm in the residential areas and 1: 2 in the urban areas as contemplated in the Guideline for Human Settlements Planning and Design. The Water Act, 1998 (Act No. 36 of 1998) determines that flood lines should be indicated on development plans.

Flood line determination has been done in the past but this information is outdated. The municipality is currently busy compiling a hydrological model to determine the latest flood lines on the rivers in Stellenbosch and Franschhoek for the urban area. It is a development condition for all future developments to do a flood-line determination.

7.3.6.7 Risk Mitigation – COVID-19 Influence on Water Services

Household water supplies may fall victim to the COVID-19 pandemic – if users can no longer pay their bills, and municipalities' revenue streams dry up.

"In the short term, there will still be water for people to wash their hands. However, the long-term consequences could be devastating if municipalities are not able to fund their ongoing operations while funds for the President's Infrastructure Investment initiative will also be affected," says Mike Muller, Chair of the Technical Subcommittee for the Water Institute of Southern Africa (WISA).

As the lockdown impacts individuals and companies across the spectrum, prompting job losses and reduced working hours, the Water Institute of South Africa (WISA) warns that proactive interventions to address "the elephant in the room" are already overdue.

"If people are faced with the choice of paying their rates or feeding their children, they are going to choose the latter. And this non-payment, in a scenario already under serious financial pressure, could have a devastating effect on the general cash standing of municipalities," Dan Naidoo, WISA non-executive director, cautioned at a WISA Board meeting held online recently.

To clarify the depth of the negative knock-on effect, he points out that local government is the main driver of South Africa's economy.

"Service delivery, including the provision of water, is the cornerstone of all economies. Non-payment affects the entire value chain upstream, and if our five big metros are already reporting tough times, how can we expect the smaller, poorer municipalities to survive?"

*Water is a prime focus usually, and more so now as we battle the COVID-19 pandemic. But water is not free, and the country must be sure that it can fund and maintain this critical infrastructure into the future."*⁶

The infrastructure capital implementation is hampered by the pandemic which lowers the income from water and wastewater services due to the lockdown. The capital implementation programme is thus delayed.

7.3.6.8 Risk Mitigation – Drought Response Plan

Water is probably the most fundamental and indispensable of natural resources – fundamental to life, the environment, food production, hygiene and power generation.

Due to the threat of re-occurring droughts and very low rainfall recorded in recent years, the municipalities in the Western Cape had to enforce water restrictions. Stellenbosch Municipality implemented water restrictions to lower water consumption.

The success of this initiative is largely dependent on the cooperation of the consumer taking ownership of the new smart meter. The use of the water demand management device (smart meter) has been implemented nationally with huge success and a reduction in water losses.

The project is currently underway and has received a positive reaction from the community.

The new Water Services By-Laws were also finalised and approved by the Council and promulgated. This will contribute to increasing the management and control of water and sanitation-related aspects within the municipality.

During the last official Blue Drop certification (2012), Stellenbosch Municipality achieved Blue Drop certifications for four of its five water supply systems, with a total **Blue Drop score of 95.56%.**

⁶ WISA, Jun 30, 2020

Stellenbosch Municipality's performed well concerning DWS's 2021 Blue Drop Progress Assessment (Drinking Water Process and Quality). The Blue Drop Risk Ratings for the five systems evaluated were 23.5%, 22.5%, 26.3%, 39.9% and 35.2%, which all fall in the low-risk category (<50%).

The municipality achieved a platinum award for the Stellenbosch Water Supply System for achieving Blue Drop accreditation three times, every year since the programme's inception in 2009.

The following planning documents are continuously updated to include the latest planning: the Water Master Plan, Drought Response Plan, Water Services Audit Report and the Pipe Replacement Study and Model and all projects and daily operations are done in line with the aforementioned studies and guidelines.

7.3.6.9 Backlogs in Water and Sanitation Services

A municipality as a Water Services Authority (WSA) has a duty to all its customers or potential customers in its area of jurisdiction to progressively ensure efficient, affordable, economical and sustainable access to water and sanitation services to promote sustainable livelihoods and economic development. To ensure this it is important that the backlogs within the water and sanitation infrastructure should be addressed. Backlogs could be defined in three broad categories:

- ✚ Backlogs regarding access to basic water and sanitation services. (Basic water and sanitation services in terms of RoadP standards);
- ✚ Conditional backlogs (lack of maintenance); and
- ✚ Capacity backlogs (increase in consumers).

7.3.6.10 Backlogs – Access to Basic Levels of Services

All indigent households receive free basic water (the first ten kilolitres of water) and sanitation services.

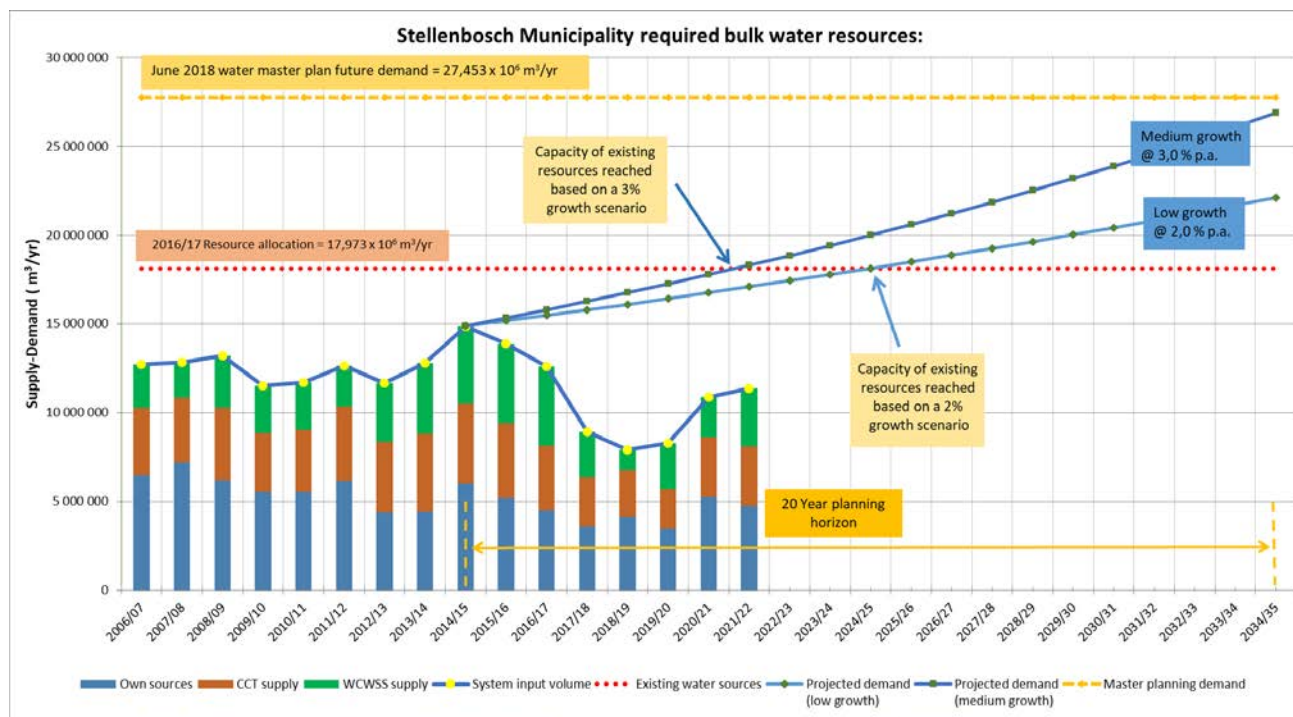
All the formal households in urban areas of the municipality are provided with water connections and waterborne sanitation facilities inside the houses (higher level of service). Communal standpipes and ablution facilities are provided in the informal areas as a temporary emergency service. Communal standpipes represent the weakest part of a network's water supply services. Standpipes are often constructed in ways that cannot withstand excessive use (and abuse) and are often neglected in terms of operation and maintenance, adversely affecting the health of their already vulnerable and poor users.

A sustainable type of water and sanitation facility needs to be provided to households with current service levels below RDP standards. Stellenbosch Municipality is committed to supporting the private landowners as far as possible in addressing the current services backlog on farms.

7.3.6.11 Conditional and Capacity Backlogs of Infrastructure

Resolving inequality and growing the economy will require access to water and sanitation services for the 20 000 new residential units proposed for Stellenbosch Municipality. This will require a doubling of infrastructural service points over the next 10 years.

Figure 42: Water supply and accommodating growth (Total for WCO24)



Updated growth in demand: 20-year planning horizon

Detailed water balance and future water demand projection models were developed as part of the WSDP process, to plan adequately for the augmentation of the existing water sources.

Groundwater is now seen as a potential water source and will be investigated and evaluated after the new water resources study is completed.

Based on the municipality's IWA Water Balance sheet for the 2020/21 financial year, the municipality recorded 29.7% for "non-revenue" water which is an increase of 2.3 % from the previous financial year and 14.6% for Real Network Losses.⁷ The no-revenue water for the financial year 2020/21 is 29.7% which is above the target set of 25%. The real physical network losses are at 14.6% which is below the best practice value of 15%.

⁷ Refer to the municipality's IWA Water Balance Sheet

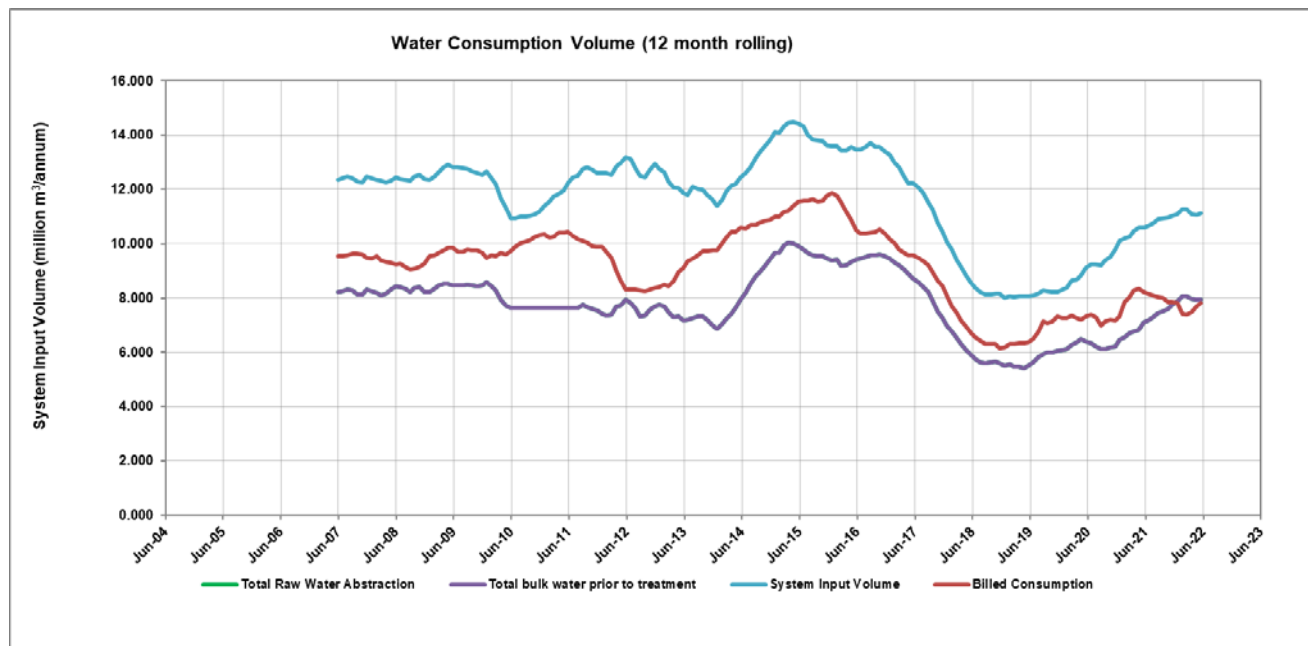
Figure 43: Water Losses from July 2021 to June 2022

System input volume: July 2021 to June 2022 ; kL			11 108 208	100%	
(water demand in reticulation system)					
Potable water	Authorised consumption 82.4%	Revenue water 70.3%	Billed metered	7 807 027	70.3%
			Billed unmetered	0	0.0%
	Water losses 17.6%	Non-revenue water 29.7%	Unbilled metered	0	0.0%
			Unbilled unmetered	1 343 981	12.1%
			Apparent losses	332 724	3.0%
			Real network losses	1 624 476	14.6%
	Non-revenue water (NRW) ; kL			3 301 181	29.7%
Real network losses ; kL			1 624 476	14.6%	

7.3.6.12 Borehole Drilling in WCO24

Part of the drought mitigation plan was to manufacture and install water purification plants in the Stellenbosch Municipality water networks at strategic positions. The containerised water purification plants treat water up to SANS 241 standards before it is included in the water supply networks. This water is however more expensive compared to our Ida's Valley WTP supply and is not used unless necessary.

Figure 44: Stellenbosch Bulk Water Consumption



7.3.7 Long-Term Water Conservation and Water Demand Management Strategy

A comprehensive Water Conservation and Water Demand Management (WC and WDM) Strategy which includes a 10-year financial plan has been developed. The strategy has two goals. The municipality will:

- ✚ Prioritise the implementation of WC and WDM Strategy; and
- ✚ Ensure ongoing planning, management, monitoring and enabling environment.

This long-term WC and WDM Strategy were approved by the Council on Tuesday, 25 February 2014 and was since been implemented. Water Conservation and Water Demand Management (WC/WDM) are more cost-effective and have a less environmental impact when compared with developing new sources of supply, provided there is scope for implementing WC / WDM measures. The payback period for the implementation of WC / WDM in this municipality is 3 years which is considerably less than the 20 years that one would expect with major infrastructure projects. The updating of the long-term plan is underway.

The results of the successful implementation of the strategy are evident with declining input volumes and lower water losses recorded since implementation started. The active Leak Repair Program, the installation of the Water Demand Management Device, the active replacement of faulty water meters and the replacement of asbestos cement pipelines all contributed to below-average Real Network Losses and Non-revenue Water Losses. It is, therefore, an effective way of delaying the development of infrastructure for new water resources and reducing the need to upgrade or construct new bulk water infrastructure.

WC / WDM involves measures which:

Figure 45: WC / WDM Measures

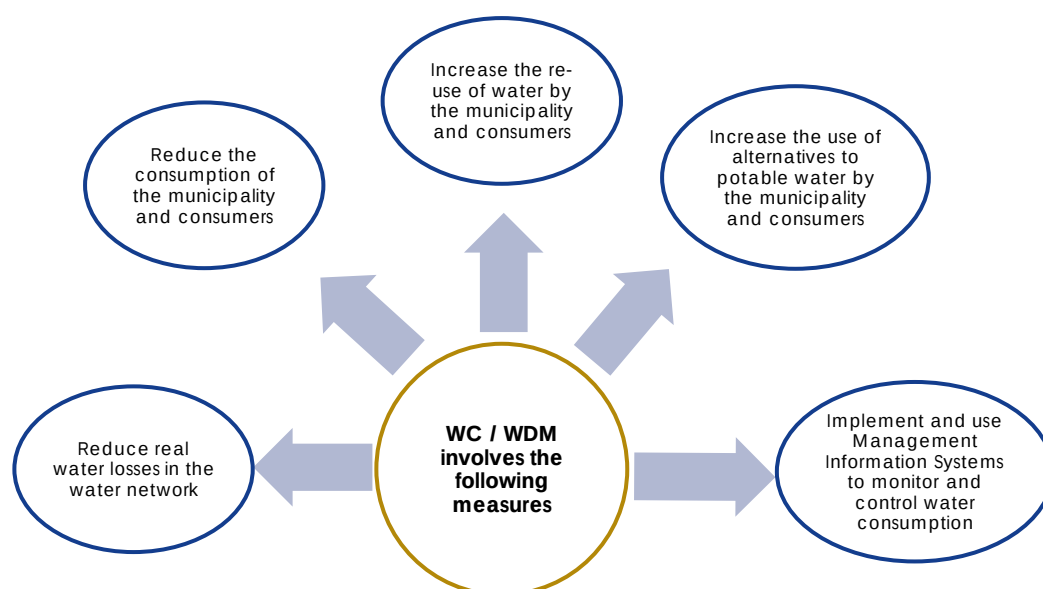


Figure 46: Stellenbosch Bulk Water input volumes

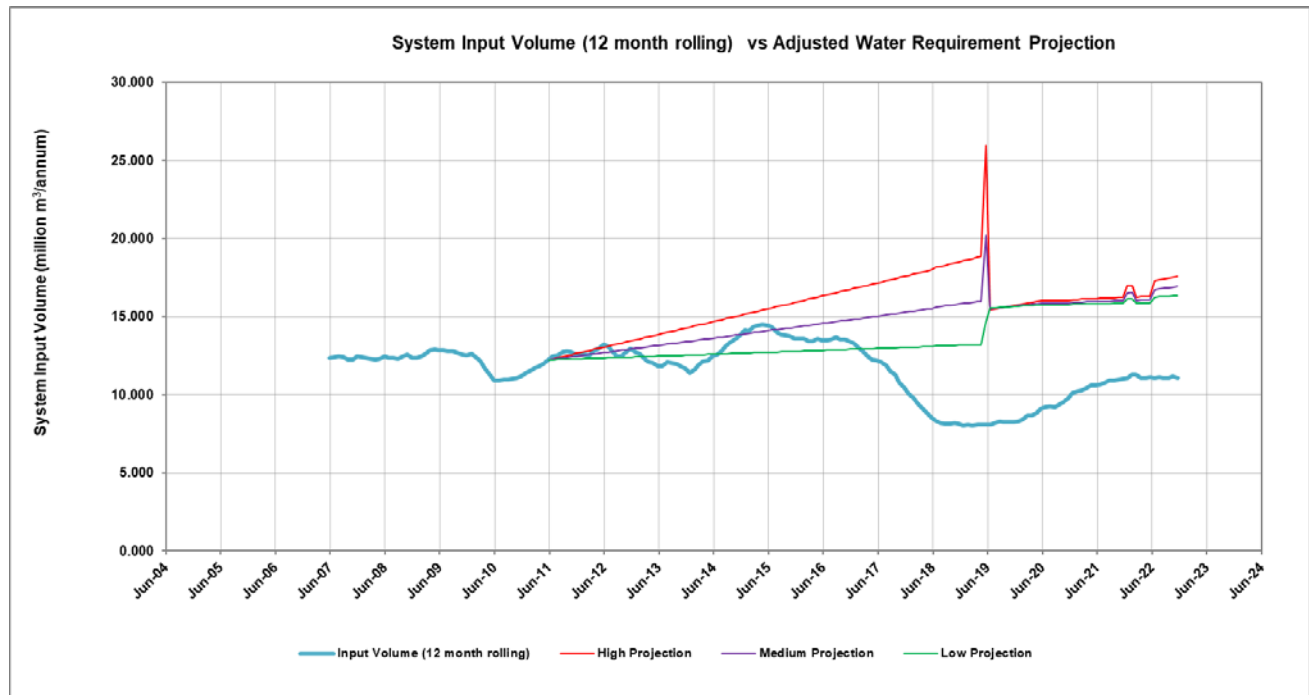
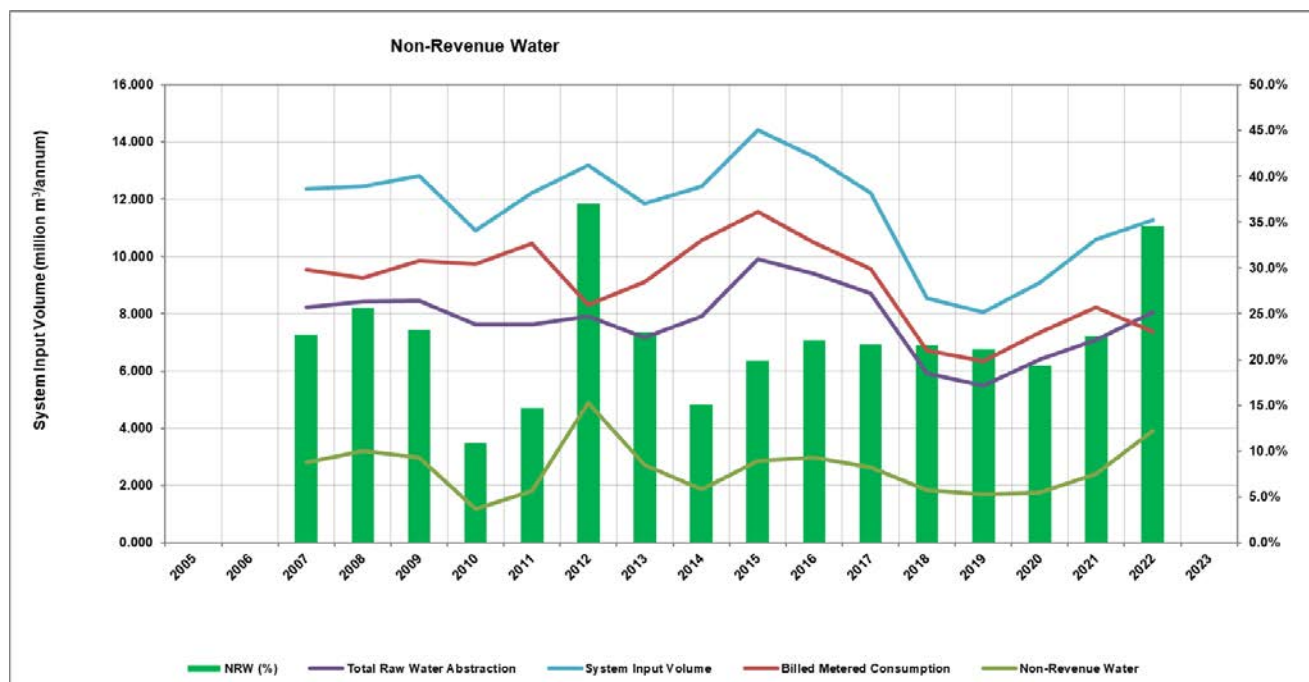
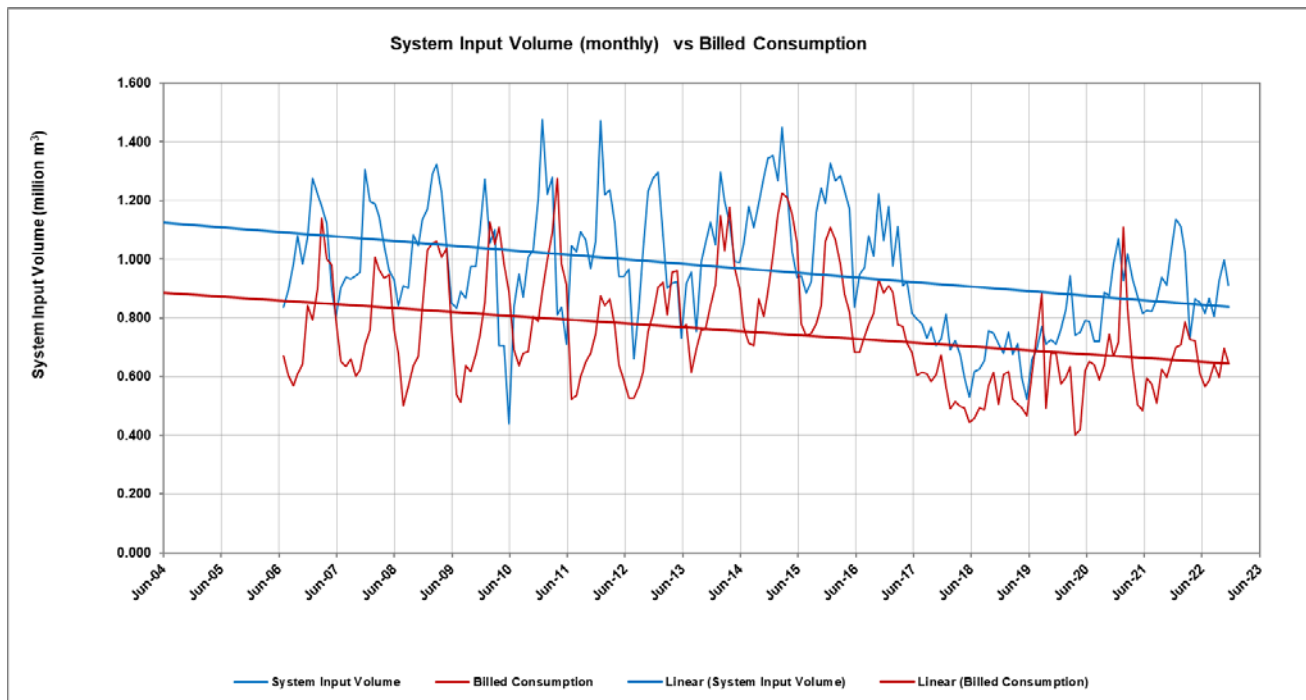


Figure 47: Stellenbosch Bulk Water Sales





The unrestricted growth in water demand versus the growth in water demand assuming WC and WDM is implemented as shown in the figure below.

Figure 48: Unrestricted versus WDM growth in demand

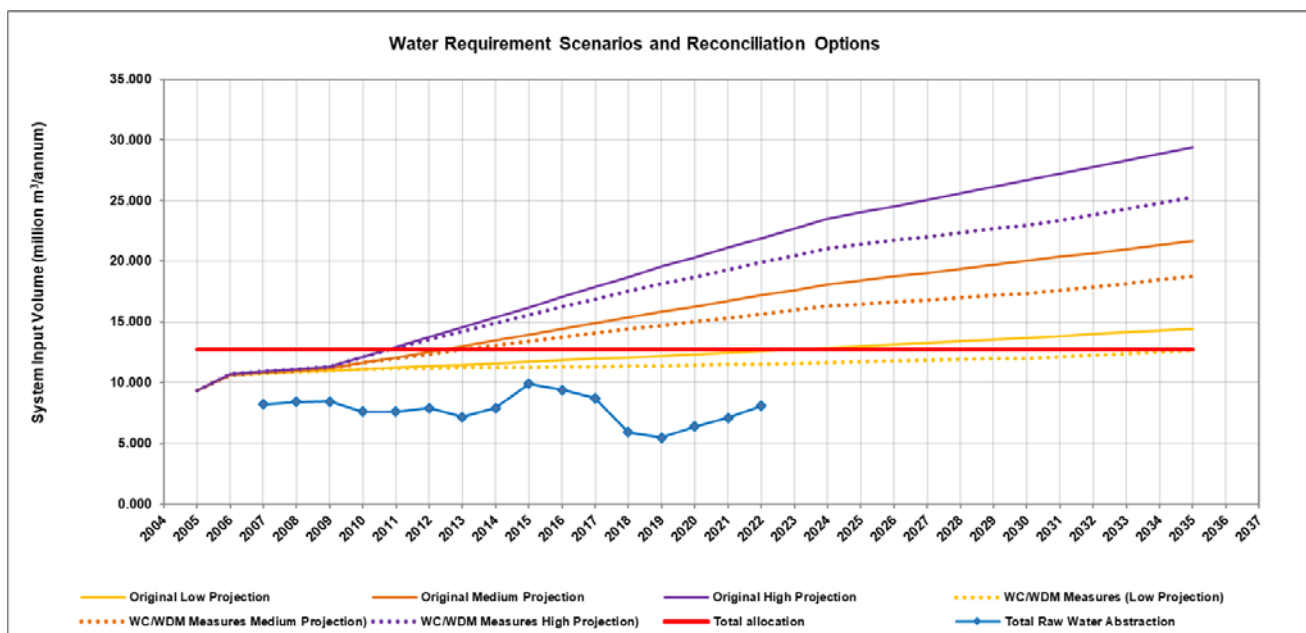
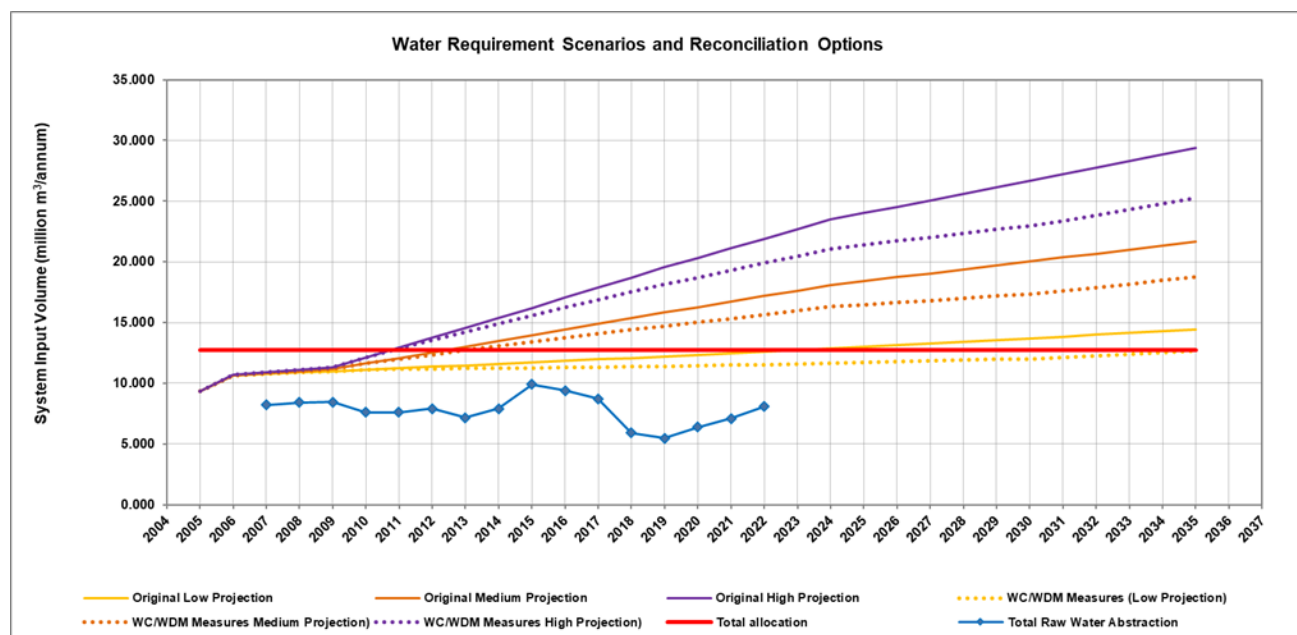


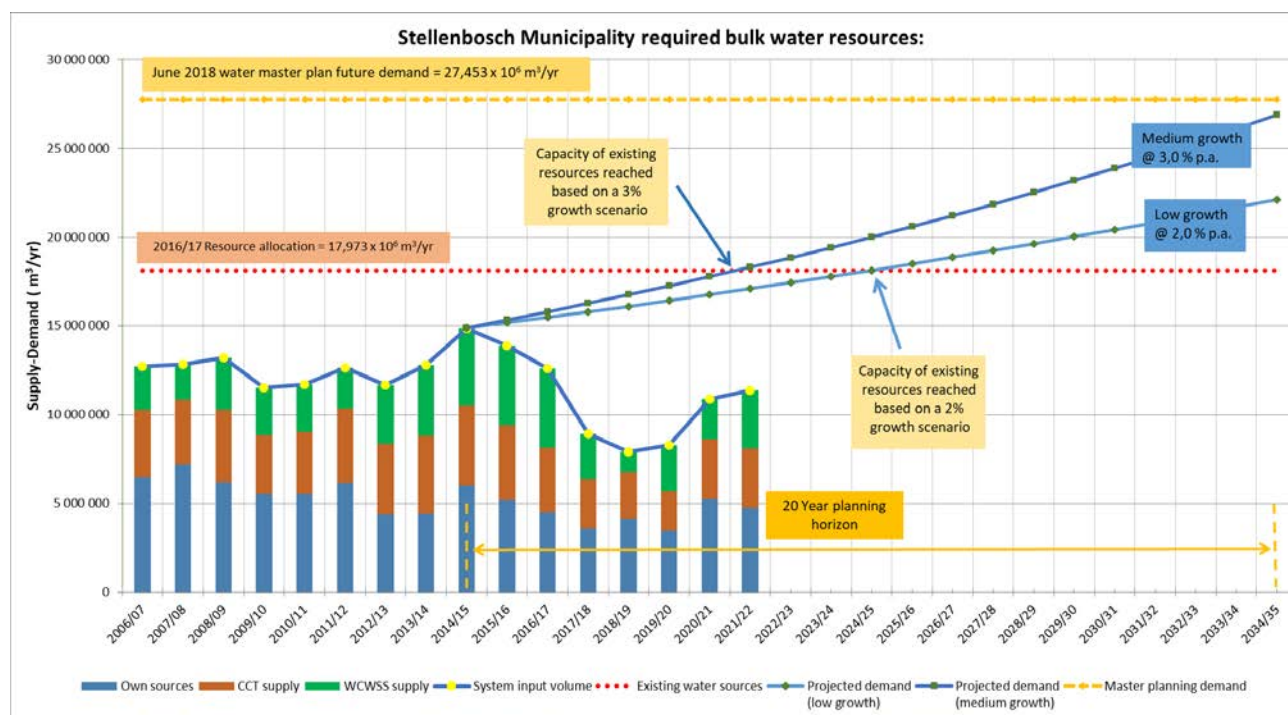
Figure 49: Unrestricted versus WDM growth in demand

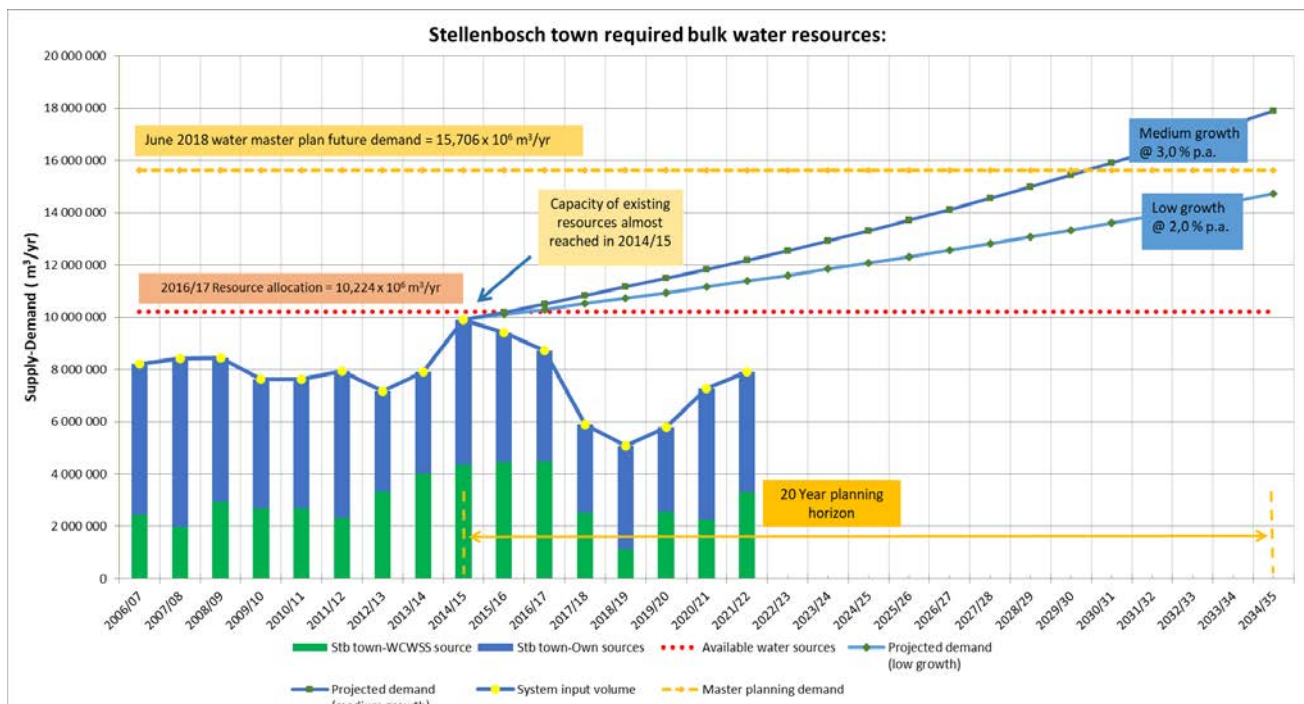


Note that each town in the municipality has water supplies independent of each other. When implementing WC / WDM in the municipality it is critical to implement it in those towns where the existing supply will become inadequate for the demand the soonest. This will enable the municipality to delay the implementation of expensive infrastructure. The estimated budget required is about R80 million over 10 years.

The municipality embarked on a Drought Intervention Programme that accelerated and expanded some of the WC / WDM plans and programmes.

Figure 50: Updated growth in demand 20-year planning horizon





7.3.8 Safety and Security Strategy

The purpose of the Safety and Security Strategy is thus to reduce crime and increase safety through an integrated, multi-pronged approach. The strategy is revised annually to ensure that it remains relevant to the real challenges of the day. To this end, the municipality partners with a range of stakeholders ranging from the Western Cape Government, the Cape Winelands District Municipality, SAPS, and Stellenbosch University, as well as various private, public, and community-based safety and security organisations and institutions.

The Stellenbosch Safety Partnership (SSP) serves as an operational platform for safety and security entities to plan and operationalise enforcement plans. The breakdown of silos (between internal departments and private institutions with similar objectives) is of critical importance, as no strategy from any role-player can succeed unless a multi-disciplinary, integrated approach is embraced as part of the process and has been successful in crime prevention. The SSP is open to any registered entity that contributes towards safety and security initiatives in the Stellenbosch Municipality.

The Stellenbosch Municipality has and continues to invest in and support neighbourhood watches (NHWs) and mobilise communities to support them. This includes direct assistance to NHWs to formalise their registration with the Department of Police Oversight and Community Safety (DPOCS) so that they can qualify for financial support and participate in sanctioned safety projects. The NHWs form a critical part of the community-based safety focus of the municipality in that NHWs are located in the communities and understand the particular challenges faced by those communities. In addition to the support received from DOCS, the municipality continues to provide training for under-resourced neighbourhood watches and provides them with radios for swift and effective communication with the municipal control room as and when required. To achieve this, the following role players have been identified as key stakeholders and partners for success:

- South African Police Services (SAPS);
- Department of Community Safety (DOCS);
- Cape Winelands District Municipality (CWDM);
- Neighbourhood watches and Farm Watches;
- Community Policing Forums (CPFs);

- Private and corporate businesses;
- Private security companies;
- Winelands Safety Initiative (WSI);
- Department of Correctional Services (DCS);
- Department of Justice (DoJ);
- University of Stellenbosch (Campus Control); and
- Stellenbosch Municipality
 - Law Enforcement
 - Traffic Services
 - Fire and Rescue
 - Disaster Management.

Building collaborative relationships with our community stakeholders and highlighting Council's commitment to maintaining strong partnerships with primary Law Enforcement Agencies remains the foundation of ensuring safety throughout the Greater Stellenbosch.

The Stellenbosch Municipality has and continues to support neighbourhood watches (NHWs), as well as to mobilise communities to support the neighbourhood watches. This includes providing direct assistance to NHWs in formalising their registration with the Department of Community Safety (DOCS) for the NHWs to qualify for financial support and participate in sanctioned safety projects. The NHWs form a critical part of the municipality's community-based safety strategy since they are positioned in the communities and understand the unique challenges faced by those communities. In addition to the DOCS assistance, the municipality will provide training and equip under-resourced neighbourhood watches with radios for swift and effective communication with the municipal control centre as needed.

The control room is fully functional and situated at the Stellenbosch Fire Department. The municipality still strives and will continue to, as part of the strategy provide a space where all Safety and security stakeholders could jointly monitor and communicate with each other on safety and security matters. This includes the monitoring of municipal bylaw transgressions, criminal activity, emergency response in case of disasters, emergencies and a range of other safety and security-related incidents.

One dedicated emergency number is available to residents within the municipal boundaries which will mobilise all relevant units in response to alerts received on this number: **021 808 8999**. Additionally, the control room also monitors a dedicated WhatsApp number for general and safety complaints within the municipal boundaries of Stellenbosch with WhatsApp number is **079 622 4722**.

All registered NHWs and security companies registered with the SSP have been and are in the process of being allocated space in the control centre.

Awareness initiatives have been and will continue to be launched as it contributes and make communities aware of crime prevention tips and other preventative tips, for example, fire safety and what to do in case of disasters. This will be a joint approach between role-players and supplemented based on crime patterns and situations experienced. Training will also be provided to enhance safety initiatives, for example, road safety (crossing of roads).

The Community Safety Forum (CSF) was approved by the Council on 30 March 2022. The CSF is a multi-stakeholder forum that will address matters of community safety and security in the WC024. The purpose of CSF is to promote the development of communities in a safe environment and have access to high-quality services at the local government level, through multi-agency collaboration between the different spheres of government and communities. The CSF as a multi-sectoral structure would champion the coordination, integration, and implementation of crime and violence prevention community safety initiatives. The CSF will have three Clusters, namely: Law Enforcement, Social Cohesion and Crime Prevention through Environmental Design.

Fire Services

The Stellenbosch Municipal Fire and Rescue section is dedicated towards the provision of services that seek to safeguard the public against fire and other natural and man-made disasters and emergencies.

The role of the Fire and Rescue Services is to deal proactively and reactively with the following:

- ✦ The proactive provision of general fire safety guidance and assistance in respect of venues and their users;
- ✦ Protection and rescue of life and property from any threatening danger;
- ✦ Prevent the outbreak or spread of fire;
- ✦ Extinguish fire;
- ✦ Any other duties as stipulated in the Fire Brigade Services Act;
- ✦ Through the Department of Planning and Development and Building Department, consolidate initial structural damage assessments from other departments, conduct evaluations of structures, and support efforts of property owners to address structural issues;
- ✦ Assist SAPS with inspections at licensed premises to combat illegal activities identified by crime intelligence;
- ✦ Determine slide (land) danger areas of informal settlements, oversee the direction, management and cordoning-off of identified slopes and stabilise;
- ✦ Activate the Disaster Management Unit in case of any life-threatening incident, for example, flooding, loss of residence due to fire, etc; and
- ✦ Conduct annual evacuation drills at designated buildings and premises.

Traffic Services

Stellenbosch Municipality has a legislative mandate to provide traffic services to the general public and its community, and safe road usage in the municipal area. Traffic Services is committed to managing, controlling and improving road safety in the municipal area by providing effective Traffic Administration and Traffic Law Enforcement services.

This will be achieved through the implementation of specific operational activities throughout the year which focuses on enforcement and education. The enforcement of public transport violations, speed violations and sustained education at schools will be a specific focus for this year.

Another focus is also to improve the smart policing concept by optimally utilising technology for our officers, fine devices, and other policing techniques to provide effective and efficient services at our Motor Vehicle Registration and Licensing, Driver License Testing Centre, and our Vehicle Testing Centre.

The Traffic Management Plan contains the full spectrum of road safety programs and projects across all functions, stakeholders, and users in WC024. The plan describes the various challenges in road safety and presents a range of action plans to address or mitigate these challenges.

Traffic Services is committed to:

- ✦ Ensure the road safety of all members of the community insofar by providing quality traffic services in all its divisions (Traffic Administration, Traffic Law Enforcement, Licensing, Education and Accident Statistics);
- ✦ Reducing the accident rate that will result in fewer fatalities and injuries;
- ✦ Increase the voluntary compliance of road users in respect of the rules, legislation, and regulations of the road;
- ✦ Improve management practises throughout all traffic services divisions; and

- Provide a safe environment by integrating the best practices with internal and external agencies and role-players.

Traffic Services will focus on,

- Ensure the constant free flow of traffic;
- Enforcement of the National Road Traffic Act and National Land Transport Act;
- To achieve a measurable improvement in road user behaviour – including the skill level of drivers, safer decision-making, and better regard for other road users;
- To reduce the incidence of traffic offences, including speeding, dangerous driving, drunk-driving, driving under the influence of a narcotic substance, dangerous overtaking, moving violations, etc;
- Parking enforcement/management;
- To ensure that un-roadworthy (including overloaded) vehicles are removed from the road;
- Point duty during morning, midday, and evening peak at critical locations, during loadshedding, as well as school points;
- Special operations team to focus on driving under the influence of alcohol or drugs, illegal racing, and transportation of illegal substances;
- Road safety training and education provided for crèches, nurseries, schools, primary / high schools, colleges, and universities as well as pedestrians, cyclists, farm workers, rehabilitation centres and youth groups. Training also includes learner's license programs for youth and scholar patrol and level-crossing awareness;
- Events (road closures, escort duties);
- Public Transport activities and checking of roadworthy status buses and minibuses;
- ANPR (automatic number-plate recognition) focusing on offenders with outstanding fines;
- Conducting driving and learner's license testing;
- Conducting driver's license conversions/renewals;
- Accepting and processing Professional Driving Permit (PrDP) applications;
- Conducting vehicle testing (all classes of vehicles); and
- Vehicle registration and licensing.

Law Enforcement

With the review of the Safety Strategy, the municipality has to adapt to the changing environment of crime in its area and actively pursued closer working relationships with SAPS, private security, and neighbourhood watches active in the WC024 area to be able to make an impact. It is common knowledge that criminals become smarter and migrate from neighbourhood municipalities which means that the municipality has to think smarter to always be one step ahead.

The municipality has completed all 3 phases of the action plan as identified during the previous review. This includes the installation of License Plate Recognition cameras (LPR) at all the main entrances and exits to Stellenbosch and Franschhoek towns. These LPR cameras are supplemented with additional LPR cameras within residential areas which make it possible to track the direction of suspect vehicles linked to crime picked up by these. The municipality continuously invests in CCTV to enhance safety. The municipality also has a CCTV Master Plan which is a "living" document and is frequently updated based on needs identified concerning safety.

The focus of Law Enforcement

- Effective monitoring and surveillance of CCTV cameras with reaction units to respond immediately;
- Establishment and implementation of the CBD Safety Project – zero tolerance approach;
- Weekly operational planning with SAPS and safety partners;

- Amendment of the structure of Law Enforcement to accommodate identified needs;
- Establishment of a Tactical Response Unit (TRU);
- Strengthening coordination of communication strategies between neighbouring municipalities;
- Social Crime Prevention Strategies in conjunction with the Section: Community Development in terms of Council's Street People Policy and Social Justice SOP;
- Consult with the CWDM in terms of sharing resources and information flow;
- Use of innovative technology to improve enforcement strategies;
- Compile a Security and Safety Camera Master Plan for WC024;
- Completion of the municipal control room – Joint Operating Centre (JOC);
- Issuing of radios to all neighbourhood watches to be able to communicate with and through the Stellenbosch Municipality control room (JOC);
- Provide training to Neighbourhood watches;
- Implementation of the externally funded Law Enforcement (Rent-a-Cop) Policy; and
- Implementation of the Reservist policy.

7.3.9 Disaster Management Plan

The National Disaster Management Centre (NDMC) provided a set of guidelines; developed in terms of section 19(a) of the Disaster Management Act, 2002 (Act No. 57 of 2002) (DMA) and section 3.6 of the National Disaster Management Framework, 2005 (NDMF) provides a uniform structure and checklist to organs of state to develop a Disaster Management Plan.

This plan confirms the arrangements for managing disaster risks and for preparing for – and responding to disasters within the Greater Stellenbosch Municipality as required by the Disaster Management Act, 2002 (Act 57 of 2002).

SECTION 53(1) DISASTER MANAGEMENT ACT, 2002 (ACT NO. 57 OF 2002)

- a) Prepare a disaster management plan for its area according to the circumstances prevailing in the area;
- b) Co - ordinate and align the implementation of its plan with those of other organs of state and institutional role-players; and
- c) Regularly review and update its plan; and through appropriate mechanisms, processes and procedures established in terms of Chapter 4 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) to consult the local community on the preparation or amendment of its plan.

7.3.9.1 The Key Outcome of the Disaster Management Plan

The Disaster Management Plan (DMP) seeks to achieve the following key outcomes:

- integration of Disaster Risk Management into the strategic and operational planning and project implementation of all line functions and role-players within the municipality;
- resilient communities; and
- an integrated, fast and efficient response to emergencies and disasters by all role-players.

7.3.9.2 Linkage to Stellenbosch Municipality's IDP

The MSA and the Disaster Management Act require the inclusion of the Disaster Management Plan into the Integrated Development Plan (IDP) of the Stellenbosch Municipality, as a core component of the IDP document. However, it is not practical to include the entire Disaster Management Plan with annexures within the IDP of the Stellenbosch Municipality. Therefore, a summary of the key points is encapsulated in the IDP.

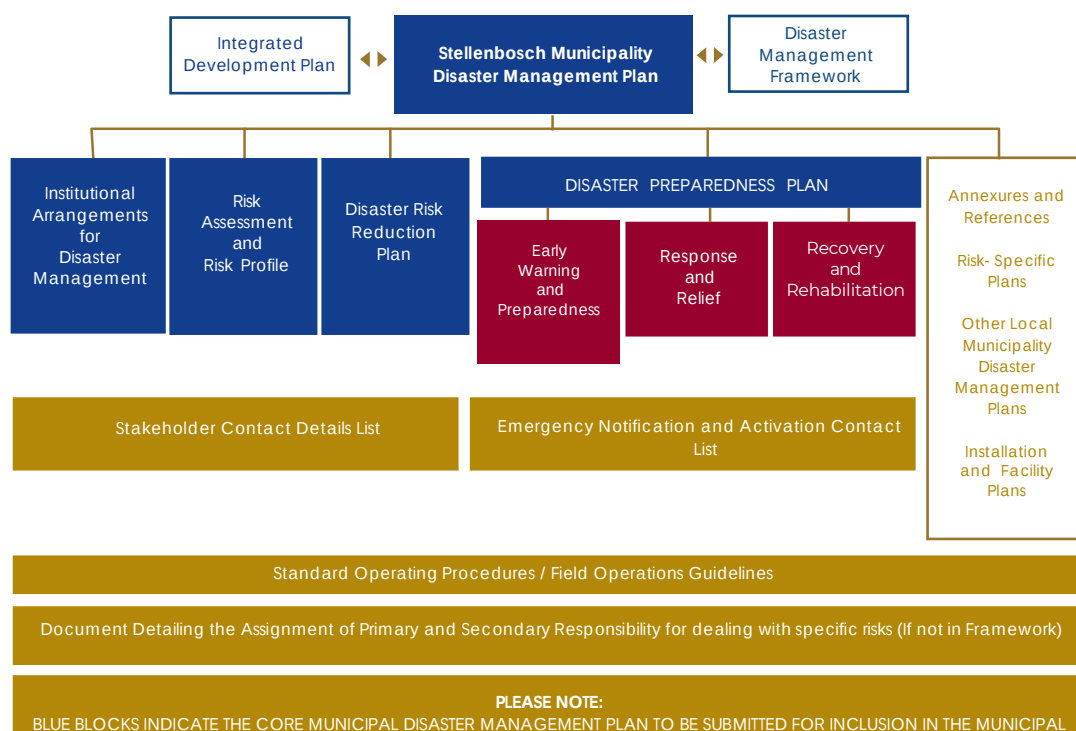
7.3.9.3 Linkage to the Disaster Management Framework of the CWDM

The Stellenbosch Municipality must prepare and execute its Disaster Management Plan within the Disaster Management Framework of the Cape Winelands District Municipality. The National, Western Cape Provincial and Cape Winelands' frameworks guide the development of the municipal Disaster Management Plan and future versions of this plan.

7.3.9.4 Structure of the Disaster Management Plan

The municipal Disaster Management Plan of the Stellenbosch Municipality consists of the components as indicated in the figure below:

Figure 51: Structure of Disaster Management Plan



7.3.9.5 The Purpose of the Stellenbosch Municipality Disaster Management

The purpose of Stellenbosch Municipality Disaster Management is to ensure coordination of multi-disciplinary and multi-sectorial risk reduction through the integrated institutional capacity for Disaster Risk Management, Risk Assessment, Response and Recovery and implementation of measures aimed at:

- ⬇ Preventing or reducing the risk of disasters;
- ⬇ Mitigating the severity or consequences of disasters;
- ⬇ Emergency preparedness;
- ⬇ Rapid and effective response to disasters; and
- ⬇ Post-disaster recovery and rehabilitation.

7.3.9.6 Risk assessment throughout WCO24

An all-ward-based Disaster Risk Assessment was conducted in collaboration with the Cape Winelands District Municipality to identify all possible hazards that could impact the community and environment of Greater Stellenbosch was undertaken and completed. As the environment is dynamic and constantly changing, so are the risks that affect our communities. In the period since the risk assessments took place, some of these risks would have been addressed by projects implemented by

municipalities, however, new risks might have also emerged. Therefore, it is necessary to regularly review the risk assessments. Several risks were identified, however, six risks were identified to be high-priority risks.

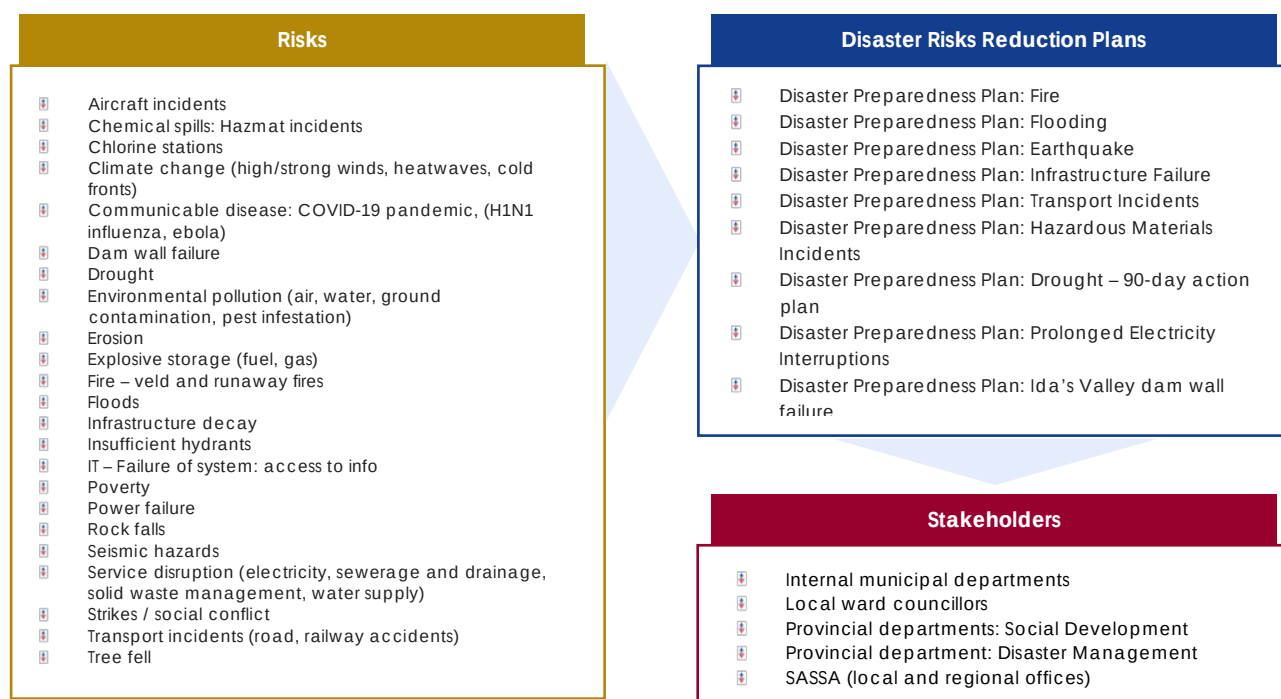
High-priority risks identified that pose a risk to the WCO24 are listed in the table below.

Table 52: High-Priority Risks Identified

High Priority Risks	Description of risks
A. Inability to control urbanisation	<ul style="list-style-type: none"> “Urbanisation – the increase in the number of people living in towns and cities, resulting in the growth of urban populations.” Several disadvantages occur with rapid and unplanned urban growth. These disadvantages include but are not limited to, poor infrastructure / inadequate housing, water and sanitation, waste disposal and pollution, and transport and healthcare services.
B. Increased poverty and unemployment	<ul style="list-style-type: none"> Poverty and unemployment directly correlate with the quality of life of the members of the community. The risk is exacerbated by the expansion of the informal sector and a low skills base population.
C. Access to basic services	<ul style="list-style-type: none"> The lack of basic services results in major personal and environmental health concerns. Lack of formal electrical infrastructure results in structural fire risks within the informal settlements.
D. Safety and Security	<ul style="list-style-type: none"> Human-induced hazards such as crime (which includes theft, robbery, rape, and murder), gangsterism, and alcohol and drug abuse remain one of the top hazards in most wards within the Stellenbosch municipal area.
E. Poor / no electricity	<ul style="list-style-type: none"> Inadequate electricity supply is a result of cable theft, but also the continuing population growth – specifically within the informal settlements. Increased population growth leads to the increased erection of informal structures that require electricity. In most cases, electricity is obtained illegally through illegal electrical connections. Cable theft is becoming more common in larger parts of South Africa and the Stellenbosch municipal area is not excluded from this phenomenon. This hinders the operations of businesses, households and transportation systems
F. Illegal dumping	<ul style="list-style-type: none"> Illegal dumping poses great environmental health risks. Not only are these locations where infectious diseases spread, but they also attract unwanted pests such as cockroaches, mice and rats. In most cases, illegal dumping occurs in highly populated informal settlements due to a lack of proper and frequent waste disposal.

The figure below illustrates the types of disasters that pose the highest risks within the area of the Stellenbosch Municipality, the disaster risk reduction plans and stakeholders in the event of a disaster. The municipality engages at numerous platforms through partnering with stakeholders to gain access to new resources, information, expertise and skills to facilitate service delivery.

Figure 52: Highest Risk, Disaster Risk Reduction Plans and Stakeholders



7.9.3.6.1 Implementation Plan: Disaster Management

Table 53: Summary Results: Disaster Management Plan - IDP Deliverables 2022/23

😊	Project completed	3
😐	Project in progress.	4
😞	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		7

Table 54: Disaster Management Interventions

Funding Type								Project Rating					
▲	Municipal Funding	●	Grant Funding	■	External Loan / Funding	✕	No funding required	😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function

Implementation Plan: Disaster Management																	Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project description	Stakeholders	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Conduct fire awareness sessions	Number of fire awareness sessions conducted by 30 June	Safer Communities Project Plan (For implementation throughout the year: Fire Resilient Communities)	Disaster Management and other internal stakeholders	240	48	48	48	48	48	▲	😊	n/a	n/a	n/a	n/a	31 fire awareness sessions have been conducted by February 2023.

Implementation Plan: Disaster Management																	Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project description	Stakeholders	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Facilitate COVID-19 vaccination drives in WCO24	Number of COVID-19 vaccination drives facilitated by 30 June	COVID-19 is a respiratory illness similar to the flu (cough, fever, fatigue and aching body / muscles). More commonly than the flu, it can become severe causing viral pneumonia (difficulty breathing).	Department of Health, Disaster Management and all relevant Stakeholders	25	5	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	This IDP deliverable was completed in collaboration with the DoH.
TBC	Respond to fire incidents within 14 minutes	Percentage of fire incidents responded to within 14 minutes	Flood / Fire Response	Disaster Management	85%	85%	85%	85%	85%	85%	▲	😊	n/a	n/a	n/a	n/a	46 fire incidents were responded to within 14 minutes by February 2023
TBC	Installation of smoke alarms	Number of smoke alarms installed by 30 June	Fire Prevention / Safety	Disaster Management	1500	300	300	300	300	300	▲	😄	n/a	n/a	n/a	n/a	Target achieved.
TBC	Implement water safety programmes within WCO24	Number of water safety programmes implemented within WCO24 by 30 June	Water Safety Programmes	Disaster Management Santam / NSRI	10	2	2	2	2	2	▲	😊	n/a	n/a	n/a	n/a	One (1) water safety programme implemented in December 2022.
TBC	Create EPWP job opportunities within the Department: Fire and Disaster Management	Number of EPWP jobs created within the Department: Fire and Disaster Management by 30 June	EPWP – job creation initiative across all departments	EPWP Project-holders	50	10	10	10	10	10	▲	😄	n/a	n/a	n/a	n/a	Target achieved.

Implementation Plan: Disaster Management																Performance Comment	
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project description	Stakeholders	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Conduct disaster risk assessments in WCO24	Number of disaster risk assessments conducted in WCO24 by 30 June	Disaster Risk Assessments conducted to determine the increase in vulnerability: ⬆️ Croydon ⬆️ Jamestown ⬆️ Lanquedoc ⬆️ Langrug ⬆️ Kayamandi ⬆️ Jonkershoek ⬆️ Groot Drakenstein ⬆️ Backsberg	Disaster Management	10	2	2	2	2	2	⬆️	😊	n/a	n/a	n/a	n/a	Target achieved.

7.3.10 Local Economic Development Strategy

Local Economic Development (LED) is not an explicit municipal function as defined in the Constitution of the Republic of South Africa, 1996. Instead, it is an obligation imposed on local government in terms of sections 152 and 153 of the Constitution that stipulates the objectives of local government are to promote social and economic development to strive, within its financial and administrative capacity.

Stellenbosch Municipality is thus legally compelled to promote social and economic development in its area of jurisdiction and should play the leading role in municipal sector planning.

The focus on individual economic sectors and spatial planning as the key focus areas, rather than on social and economic development results tends to delink economic growth benefits (increase in indicators like GDP, per capita income, etc.) into local economic development benefits (improvement in the life expectancy rate, infant mortality rate, literacy rate and poverty rate).

Local economic development is the means of systematic identification, development and utilisation of economic opportunity, to benefit local businesses and create opportunities for local communities to improve the lives of residents.

The growth of the informal economy reduces the demand for jobs while increasing the number of entrepreneurs and potential contributors to the private sector demand.

The health of the entire economy is important. The economy does not divide neatly into the 'formal sector' and the 'informal sector'. Rather, the different sectors, such as manufacturing, tourism, services, and construction, are on a continuum that has a more formal and a more informal end.

The great challenge to local government, in its support for economic development, is to enable job opportunities at different points along the continuum, while ensuring health and safety, orderly planning and management. All work, whether in the more formal or more informal ends of the continuum, has to be valued, especially when unemployment is high, and when there is a highly probable link between unemployment and crime. The number of people relying on the informal economy for work can and will increase and the formal economy struggles to grow and make meaningful progress in global markets.

Given the above, Local Economic Development is therefore a multi-stakeholder effort in support of creating economic opportunities for both the private sector and the local community.

7.3.10.1 Strategic approach

The strategic approach to LED in broad is to create economic opportunities for all citizens residing in the Stellenbosch Municipal area. However, the recent disruptive trends in the economy affected not only Stellenbosch but South Africa and the world as a whole. These economic shocks included the extended drought experienced and thereafter the COVID-19 pandemic. These events have highlighted the vulnerability of society, the municipality's systems to deal with it as well the revenue streams of the municipality. The municipality needs to think and approach LED differently and as the "new normal" is here to stay, hence, the municipality with all the role players in society must review its strategy going forward to ensure the municipality builds better resilience in its economy to deal with future shocks and ensure better livelihoods for all.

Lastly, technology changes especially connectivity become more important for businesses and government to do business, this was highlighted by the lockdown experience that forced the municipalities to work remotely.

The following ways of doing business must be seen within the context of the "new normal":

- ✚ To maximise prospects of sustained economic growth, stakeholders must be permitted to strengthen their competitiveness and collaboration within the local business environment. Networking, local government responsiveness to business needs, effective service delivery and business-oriented organisational structuring will be used to address this aspect;
- ✚ New business development or investment and expansion of existing businesses will be actively promoted, as the consequence of increased investment more often than not resulting in new jobs and local economic growth. Spatial development framework planning, the Integrated Zoning Scheme, aligned municipal infrastructure services provision and municipal financial management tools will be used to address this aspect;
- ✚ It appears that the formal economy is rapidly becoming more informal, as seen in the increase in the number of occupational practices and businesses run from residential premises. The informal economy offers diverse opportunities for absorbing those who have lost their jobs and for new entrants into the economy. The integrated zoning scheme, aligned municipal infrastructure services provision and municipal financial management tools will be used to address this aspect;
- ✚ Create an enabling environment. An enabling environment refers to “a set of policies, institutions, support services and other conditions that collectively improve or create a general business setting where enterprises and business activities can start, develop and thrive.” Spatial Development Framework planning, the integrated zoning scheme, aligned municipal infrastructure services provision and municipal financial management tools will be used to address this aspect; and
- ✚ The formal and informal parts of the economy are mutually interdependent. The good health of one depends on the good health of the other. It is difficult to promote the growth of smaller enterprises if the overall rate of economic growth is slow. Dedicated networking projects to create opportunities for the informal economy to contribute to the demands of the formal economy will be used to address this aspect.

7.3.10.2 Implementation Plan: Local Economic Development (LED)

Table 55: Summary Results: Local Economic Development (LED) - IDP Deliverables 2022/23

	Project completed	1
	Project in progress.	9
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		10

Table 56: Local Economic Development Interventions

Funding Type							Project Rating						
▲	Municipal Funding	●	Grant Funding	■	External Loan / Funding	✖	No funding required	😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function

Implementation Plan: Local Economic Development (LED)																	Performance Comment
IDP Ref No	Strategy	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Description	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Strategy 1: Ensure effective local business networking and sector consultation to improve the municipality's responsiveness to local businesses, entrepreneurs and the economic environment	Facilitate sector meetings	Number of sector meetings facilitated by 30 June	Design and maintain institutional arrangements with all dominant sector players to ensure alignment and information sharing	10	2	2	2	2	2	▲	😊	n/a	n/a	n/a	n/a	1 Sector Meeting: Development Forum Meeting held on 18 October 2022.
TBC	Strategy 2: Establish a networking and mentoring system to ensure SMME development	Conduct business outreach sessions	Number of business outreach sessions conducted by 30 June	Regular seminars and workshops for SMMEs facilitated by the municipality and Private Sector Partners	20	4	4	4	4	4	▲	😊	n/a	n/a	n/a	n/a	2 business outreach sessions completed by February 2023.

Implementation Plan: Local Economic Development (LED)																	Performance Comment
IDP Ref No	Strategy	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Description	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27							
TBC	Strategy 2: Establish a networking and mentoring system to ensure SMME development	Facilitate sector meetings	Number of sector meetings facilitated by 30 June	An annual mentorship programme in collaboration with a Non-Profitable Organisation the University and Industry players in the municipal area.	20	4	4	4	4	4	▲	😊	n/a	n/a	n/a	n/a	1 Mentorship programme facilitated in September 2022. The target will be achieved during the 3rd and 4th quarters of 2022/23.
TBC	Strategy 3: Proactively identify opportunities for new investment and expansion	Alignment of the Red Tape Reduction Strategy to the SDF	Number of Red Tape Reduction Strategies aligned to the SDF by 31 May	Align Economic Development Strategies with the SDF of the municipality and ensure service standards are maintained to fast-track land development approvals and authorisations to reduce turnaround time for investors.	1	1	n/a	n/a	n/a	n/a	▲	😄	n/a	n/a	n/a	n/a	The target was achieved in the 2022/23 financial year.
TBC	Strategy 3: Proactively identify opportunities for new investment and expansion	Review the Local Economic Development Strategy	Number of Local Economic Development Strategies reviewed by 30 June	Inclusion of new economic opportunities in the IDP and Economic Development Strategy identified during the municipal public engagement processes for evaluation of feasibility and implementation with stakeholders.	5	1	1	1	1	1	▲	😊	n/a	n/a	n/a	n/a	

Implementation Plan: Local Economic Development (LED)																	Performance Comment
IDP Ref No	Strategy	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Description	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27							
TBC	Strategy 4: Manage and develop tourism as one of the key economic sectors	Submission of quarterly LTO reports to the Municipal Manager	Number of quarterly LTO reports submitted to the Municipal Manager	Facilitate the development of tourism attractions, as contained in the Local Economic Development Strategy, in all sectors and at all levels of the local economy.	20	4	4	4	4	4	▲	😊	n/a	n/a	n/a	n/a	
TBC	Strategy 5: Manage and develop tourism as one of the key economic sectors	Development of a Tourism Policy	Number of Tourism Policies developed by 31 March	Ensure implementation of strategies in partnership with Local Tourism bodies to ensure the sustainability of the sector and the creation of more job opportunities while transforming the tourism sector to become more inclusive.	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	
TBC	Strategy 5: Manage and develop tourism as one of the key economic sectors	Review the Tourism Policy Strategic Plan	Number of Tourism Policies Strategic Plans reviewed by 31 March	Ensure implementation of strategies in partnership with Local Tourism bodies to ensure the sustainability of the sector and the creation of more job opportunities while transforming the tourism sector to become more inclusive.	4	n/a	1	1	1	1	▲	n/a	n/a	n/a	n/a	n/a	

Implementation Plan: Local Economic Development (LED)																Performance Comment	
IDP Ref No	Strategy	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Description	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Strategy 6: Facilitate rural development and farmer support	Allocation of Municipal Agricultural Land to emerging farmers	Number of municipal agricultural land allocated to emerging farmers by 30 June	Facilitate the development of new farming operations for emerging farmers on municipal land and through cooperation with existing farms.	10	2	2	2	2	2	▲	😐	n/a	n/a	n/a	n/a	16 Farming applications have been received. Assessment of farming applications has been completed. Four applications have been shortlisted for potential allocation on the two portions of available land. An item will be prepared for Council for approval.
TBC	Strategy 6: Facilitate rural development and farmer support	Review the Municipal Agricultural Land Policy	Number of Municipal Agricultural Land Policies reviewed by 30 June	Collaborate with the Departments of Agriculture, Rural Development and Land Affairs around land and farming matters.	5	1	1	1	1	1	▲	😐	n/a	n/a	n/a	n/a	Review in progress.
TBC	Strategy 7: Facilitate income-generating opportunities for the unemployed.	Create job opportunities through the EPWP	Number of job opportunities created through the EPWP by 30 June	The implementation and expansion of the EPWP programme in the municipality by providing income opportunities and skills for the unemployed in Stellenbosch fairly and transparently.	5800	1 400	1 100	1100	1100	1100	▲	😐	n/a	n/a	n/a	n/a	Linked to LED Strategy, Mayoral Outcome and Top Layer SDBIP 891 job opportunities created by 28 February 2023

7.3.11 Community Development Strategy

Moreover, Schedule 4b and 5b lists the functions of local government to include the following which has relevance to the community development functions:

- Child care facilities;
- Building regulations (concerning SANS 10400S);
- Municipal Planning (concerning ECD registration applications and provisions to be made for social infrastructure inclusive of education and health services);
- Municipal public works (accessibility);
- Local amenities (concerning the contribution to social development);
- Local sports fields (regarding the contribution to social development);
- Municipal parks and recreation (regarding the contribution to social development); and
- Municipal roads (accessibility).

INTERGOVERNMENTAL RELATIONS FRAMEWORK ACT, 2005 (ACT NO. 13 OF 2005) (IGRFA)

The IGRFA which defines the relationship between the three spheres of government and facilitates coordination in the implementation of policy and legislation, includes coherent government, effective provision of services, monitoring implementation of policy and legislation and realisation of national policies. Because these services are primarily provided by national and provincial spheres of government but significantly affect local communities and residents, this department / function plays a pivotal role.

LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT, 2000 (ACT NO. 32 OF 2000) (MSA)

The MSA further demonstrates in Chapter 4 the mandate of the municipality to develop a culture of community participation (16(1)(b)) in order to contribute to building the capacity of— (i) the local community to enable it to participate in the affairs of the municipality (networks and forums) and must do so with specific emphasis on the inclusion of (17(2)) the specific needs of (a) people who cannot read or write; (b) people with disabilities; (c) women; and (d) other disadvantaged groups.

The White Paper on Local Government (1998:23-26) identifies four interrelated characteristics of the role and function of Local Government related to community development:

- Maximising social development and economic growth: The role and function of the Local Government are to promote the development of communities so that the basic needs of the poor and vulnerable are met. It involves regulation of service delivery. This means that the Local Government is not directly responsible for services, but rather takes steps (i.e. strategies) to encourage good service delivery that addresses the specific needs of the specific community. It could therefore be viewed as a facilitation role. Partnerships between organisations could be encouraged, training opportunities could be provided and facilities could be developed to support existing service providers in the community;
- Integrating and coordinating: Coordination should include national and provincial departments, trade unions, community groups and private sector institutions. “Developmental Local Government must provide a vision and leadership for all those who have a role to play in achieving local prosperity.” An IDP could contribute to proper coordination;
- Democratising Development: Local Government practices should be aimed at the involvement of “...citizens and community groups in the design and delivery of municipal programmes”.

Coordination should lead to democratic “...leadership, encouragement, practical support and resources for community action”. Another key aspect is that democratic development should aim to involve all community groups; and

- ✚ Leading and learning: Community development should lead to networks, partnerships, and coalitions. To this extent, a Memorandum of Understanding (MOU) was signed with DSD.

- ✚ It includes training opportunities and awareness programmes. The ultimate aim is to empower communities and create opportunities for sustainable change and growth. The emphasis is therefore on capacity building within communities.

The above characteristics are aimed at the improvement of service delivery within the constraints of available resources. As mentioned before, partnerships with businesses and Non-profit Organisations (NGOs) become a key aspect of this developmental model (White Paper on Local Government, 1998:35). These services are aimed at specific vulnerable groups and social issues also highlighted in policy documents.

Further to the above, the department gives effect to the strategic goal of Dignified Living in the IDP of Stellenbosch Municipality through:

- ✚ The implementation of critical key performance areas and processes associated with the creation of a conducive environment for community / social development forging relations with national, provincial and local stakeholders and the generation of current social data; and

- ✚ The development of six vulnerable groups (youth, gender, children, elderly, people living on the street, and people living with disability) within the municipal area through strategy and policy development and monitoring and reporting on the intended goals of the department's key performance areas.

7.3.11.1 Implementation Plan: Community Development Strategy

Table 57: Summary Results: Community Development - IDP Deliverables 2022/23

	Project completed	2
	Project in progress.	2
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		4

Table 58: Community development projects / programmes / initiatives

Funding Type							Project Rating						
▲	Municipal Funding	●	Grant Funding	■	External Loan / Funding	✖	No funding required	😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function

Implementation Plan: Community Development Strategy																Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Partnerships / IGR Structure / Interdepartmental	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Training of youth through the Mayoral Youth Skills Development Programme	Number of Youth trained through the Mayoral Youth Skills Development Programme by 30 June	Approved service providers	300	60	60	60	60	60	▲	😊	n/a	n/a	n/a	n/a	Target achieved. 62 Youths trained through the Mayoral Youth Skills Development Programme
TBC	Conduct Youth Job Readiness Training	Number of Youth Job Readiness training conducted by 30 June	Department of Social Development (DSD)	600	120	120	120	120	120	▲	😐	n/a	n/a	n/a	n/a	58 youths trained by February 2023.
TBC	Host quarterly Registration of Early Childhood Development Centres capacity building workshops	Number of quarterly Registration of Early Childhood Development Centres capacity building workshops hosted	DSD, Cape Winelands District Municipality, Department of Education, Internal Municipal Departments, NGOs	20	4	4	4	4	4	▲	😐	n/a	n/a	n/a	n/a	To date two (2) quarterly workshops have been completed.

Implementation Plan: Community Development Strategy																Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Partnerships / IGR Structure / Interdepartmental	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Establishment of the Greater Stellenbosch GBV Forum	Number of Greater Stellenbosch GBV Forums established by 30 June	DSD, SAPS, NGOs	1	0	1	0	0	0	▲	n/a	n/a	n/a	n/a	n/a	DSD indicated that DSD will be the driver of these structures. To be included in the 23/24 implementation plan of the MOU between two government entities.
TBC	Facilitate network meetings with collaborative structures	Number of network meetings with collaborative structures held by 30 June	SCAN, DSD, ECD Forums	60	12	12	12	12	12	▲	😊	n/a	n/a	n/a	n/a	Target achieved. 16 network meetings facilitated by February 2023.

7.3.12 Human Resource Strategy

High quality and a responsive Stellenbosch Municipality, with a focus on skills identification, supply, demand, retention, employability and social mobility, is essential if the municipality is to realise its IDP ambitions. As such Stellenbosch Municipality needs to be pre-emptive in terms of its human resource requirements and more responsive to service delivery improvement and best practices. The strategic role of Human Resource Management and Development (HRM&D) is ultimately to facilitate performance improvement through people. The table below provides a clarification of roles and involves the following:

- Understanding the business environment within which HRM&D operates;
- Partnering with management in effective people practices;
- Enabling change and transition;
- Engaging constructively with internal and external stakeholders' groups; and
- Delivering service-level commitments.

Table 59: Clarifying the role of HRM&D vis-à-vis Manager and employees

HRM	Line Managers	Employees
<ul style="list-style-type: none"> • Develops HRM&D strategies, principles, policies and procedures in line with business requirements. • Ensures consistency and standardisation of processes and practices across the municipality. • Provides expert advisory services. • Ensure application of appropriate best practice HRM&D service. • Partners line management in effective people practices • Enables change and transition. • Facilitates assimilation of culture and values. • Build the capacity of line managers to effectively manage people. • Ensure good corporate governance around HRM&D practices. • Delivers on service level agreements. • Measures and reports on the effectiveness of HRM&D services within the municipality. • Interaction and negotiations with trade unions and feedback. 	<ul style="list-style-type: none"> • Partners with HRM&D in developing and implementing HRM&D strategies to achieve results. • Manage people according to HRM&D principles, policies and procedures. • Complies with HRM&D legal requirements. • Proactively engages and partners with HRM&D around business and people challenges and solutions. • Initiate and lead change. • Drives the organisational values. • Takes responsibility for being informed of HRM&D matters and building own people management skills. • Follows fair and procedural HRM&D practices and processes. • Ensures high performance through effective performance management and retention practices. • Communicates and gives feedback on service level expectations. • Tracks and measures the impact of HRM&D strategies in functional areas. • Measure and report on the effectiveness of people management within functional areas. 	<ul style="list-style-type: none"> • Partners with line and HRM&D to: • Remain relevant to local; government by taking responsibility for own performance development and career planning; • Taking advantage of appropriate opportunities for development; • Remain informed of HRM&D policy and procedure; • Discuss expectations; • Take personal accountability for and support change initiatives; • Live the organisational values; • Participate in HRM&D surveys and feedback mechanisms; and • Provides feedback to / and liaises with Unions and relevant employee forums.

This HRM&D Framework provides Stellenbosch Municipality with the structure to plan, implement, monitor and improve its HRM&D standards. This framework does not operate in isolation and will be central to all activities involving the human resources of Stellenbosch Municipality. It is, therefore, not an HR document but must be “owned” by the Council, management, staff and trade unions. Since the field of HR management is a dynamic discipline, it is envisaged that this framework will change and develop over time to reflect the realities of the municipality’s environment.

Table 60: Key Strategies

Strategic Focus Area (SFA)	Key strategies	Alignment with HR Standards
SFA 1: Valley of Possibility	Ensuring that infrastructure and services planning and resourcing occur over the long term sustainably and draw on the expertise of other service delivery agencies, the private sector, and the University.	 Strategic HR Management.
SFA 2: Green and Sustainable Valley	Focusing more strongly on the environmental planning and management function, including appropriate resourcing.	 Strategic HR Management.  Talent Management.  Learning and Development.
SFA3: Safe Valley	<p>Securing adequate permanently employed HR, facilities and equipment (specifically fleet) to undertake the specialist functions of traffic management, fire and rescue services, and disaster and event management on a 24/7 basis and to comply with legal standards.</p> <p>Establishing adequate, integrated Law Enforcement capacity, present in every ward of the municipality.</p>	 Strategic HR Management.  Learning and Development.
SFA 4: Dignified Living	Ensuring the delivery of a comprehensive range of services to vulnerable groups, and the coordinated cooperation of service providers at all levels in the delivery and management of services to these groups	 Learning and Development.
SFA 5: Good Governance and Compliance	<p>Ensuring that functional areas have the capacity and readiness to deliver services in terms of short-, medium- and longer-term objectives and targets.</p> <p>Ensuring that all staff has the opportunity for leadership development within their functional areas, and municipal management generally.</p> <p>Ensuring regular performance management of staff at all levels within the organisation.</p> <p>Undertaking strategic planning for the longer and shorter terms, the municipality as a whole, and local areas</p> <p>Implementing regular auditing of processes.</p> <p>Celebrating excellence in service delivery, external and internal to the municipality.</p> <p>Renewing intergovernmental efforts to establish a municipal court in Stellenbosch.</p>	 Strategic HR Management.  Talent Management.  Learning and Development.  Performance Management/ Reward and Recognition.  Strategic HR Management.  HR Risk Management.  Reward and Recognition.  Talent Management.

7.3.13 ICT Strategy

7.3.13.1 Background

Information and Communication Technology (ICT) Systems and Services are playing an ever-increasing role as a strategic enabler of organisational transformation and service delivery in the public sector. There is also a growing acknowledgement at the corporate governance level that ICT services and systems form an integral part of the municipal service delivery value chain.

The continuous alignment of ICT services and systems with the strategic goals and objectives of the municipality, as well as statements of direction from the National Government and the Western Cape Provincial Government impose major challenges on the Department: ICT and its resources.

This document aims to articulate and describe changes in the Stellenbosch Municipality's ICT Strategy with the view to ensure alignment with the Stellenbosch Municipality's Strategy. Emphasis is placed on identifying the municipality's new requirements and opportunities for Information and Communication Technology to move towards meeting the ICT-related requirements of the municipality and

management. The municipality intends to review and update the ICT Strategy for approval in the 2023/24 financial year.

The successful implementation of the municipality's IDP and the achievement of its strategic objectives are highly dependent on several critical enabling resources to be managed effectively to support the IDP, including finances, human resources and information technology.

The achievement of the strategic objectives of the municipality's IDP is indirectly dependent on various information technology services, without which the core and supporting functions of the municipality will not be able to operate. The vital ICT-related services include:

- ✚ Provisioning of Municipal Financial Management and Payroll Management software applications;
- ✚ Hosting of the Municipal website;
- ✚ E-mail and internet services;
- ✚ Data storage;
- ✚ Data recovery;
- ✚ ICT planning;
- ✚ Provisioning of the network, wireless networks and telephony services;
- ✚ End-user support for the ICT environment;
- ✚ Disaster Recovery Management;
- ✚ Business Continuity;
- ✚ ICT Risk Management;
- ✚ ICT Contract Management; and
- ✚ Public Wi-Fi.

7.3.13.2 The Mission and Vision of ICT

ICT's mission is to provide ICT infrastructure and ICT business systems solutions that will assist the Stellenbosch Municipality to deliver sustainable services that are operationally efficient and cost-effective to all its stakeholders and communities which includes:

- ✚ Cost-effective solutions;
- ✚ Quality Service Delivery;
- ✚ Ongoing performance monitoring; and
- ✚ Aligned to business processes.

The vision of the ICT Department is to be a trusted and reliable Information and Communication Technology partner to support the Stellenbosch Municipality management and end-users to achieve their objectives.

7.3.13.3 Success Factors to Adopt in getting closer to the community

The Department: ICT will continue to strive in achieving its goals to close the gap between the municipality and the community by improving services and engagement. These goals include:

- ✚ Understanding the needs of the community;
- ✚ Always deliver a consistent and quality service; and
- ✚ Manage the relationships with vendors and stakeholders providing a service to the public.

7.3.13.4 Implementation Plan: ICT Strategy

Table 61: ICT Interventions

Funding Type								Project Rating					
▲	Municipal Funding	●	Grant Funding	■	External Loan / Funding	✖	No funding required	😊	Project completed.	😐	Project in progress.	☹	Not completed / No budget available / District Function / Provincial Function

Implementation Plan: ICT Strategy										
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Performance Comment
				2022/23	2023/24	2024/25	2025/26	2026/27		
TBC	Implementation of a Desktop Refreshment Policy and Hardware Standardisation over 3 years	Number of desktop refreshment policies and hardware standardisation implemented by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	The Implementation Plan for the ICT Strategy will be monitored on a departmental level.
TBC	Completion of a Business Case for System Integration (Collaborator, Ignite, SAMRAS, IMQS, and GIS etc.)	Number of Business Cases for System Integration completed by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Drafting of a Smart City Framework*	Number of Smart City Frameworks drafted by 31 May	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Development of a 3-year Public Wi-Fi Strategy*	Number of 3-year Public Wi-Fi Strategies developed by 31 May	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Upgrading of the ICT Infrastructure Network (Cameras and High sites and Hardware Replacement)*	Number of the ICT Infrastructure Networks (Cameras and High sites and Hardware Replacement) upgraded by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Implementation of the Corporate GIS modules plus aerial photography (Customer Care, Asset Management etc)	Number of Corporate GIS modules plus aerial photography (Customer Care, Asset Management etc) implemented by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Development of a 3-year Fibre Strategy for the Stellenbosch Municipality*	Number of 3-year Fibre Strategies for the Stellenbosch Municipality developed by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Implement a 3-year Cabling Maintenance Solution for all ICT needs.*	Number of Cabling Maintenance Solutions implementation reports submitted to the Director: Corporate Services	3	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Upgrading of the audio and visual equipment in the Council Chambers, Stellenbosch*	Number of audio and visual equipment in the Council Chambers, Stellenbosch upgraded by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	

IMPLEMENTATION PLAN: ICT STRATEGY										
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Performance Comment
				2022/23	2023/24	2024/25	2025/26	2026/27		
TBC	Implementation of a Digital Employee Management Solution*	Number of Digital Employee Management Solutions implemented by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	

CHAPTER 8:

Council Term Projects 2022 – 2027

8.1 Smart City

As cities compete for global investment and talent, efficient cities with less red tape barriers, ICT competitiveness comes centre stage. A smart city is adaptable to change and demands that emanate from growth, and in response applies information and communication technologies to enhance performance and urban services to respond to demand whilst reducing consumption, waste and costs. Smart cities need to capitalise on digital technology to facilitate the speed of information to support more efficient delivery of goods and services and contribute to the greater vibrancy of cities.

A **smart city** is a municipality that uses information and communication technologies to increase operational efficiency, share information with the public and improve both the quality of government services and citizen welfare.

8.1.1 Guiding Principles to create inclusive smart cities

For a smart city to be inclusive, it should adhere to six interdependent principles. The principles provide guidance when decisions have to be made regarding the identification, planning and implementation of smart initiatives and technologies.

Decisions on the nature and purpose of a smart initiative or technology should be guided by the following principles:

1. It should be smart for all;
2. It should use technology as an enabler rather than a driver;
3. It should be shaped by, and respond to, the local context;
4. It should be informed by the real needs of the community;
5. It should embrace innovation, partnership and collaboration; and
6. It should be sustainable, resilient and safe.

8.1.2 A smart city as a holistic ecosystem

Global best practices recommend three primary categories when determining the benefits and priorities for the design and implementation of the smart city roadmap. The smart city roadmap includes the following:

Smart Governance

Transform the institutional systems, processes and organisational structure to one of the high-performance organisations to effectively deliver basic services.

Smart Livelihood

Implementation and integration of innovative digital platforms to enable social upliftment.

Smart Economy

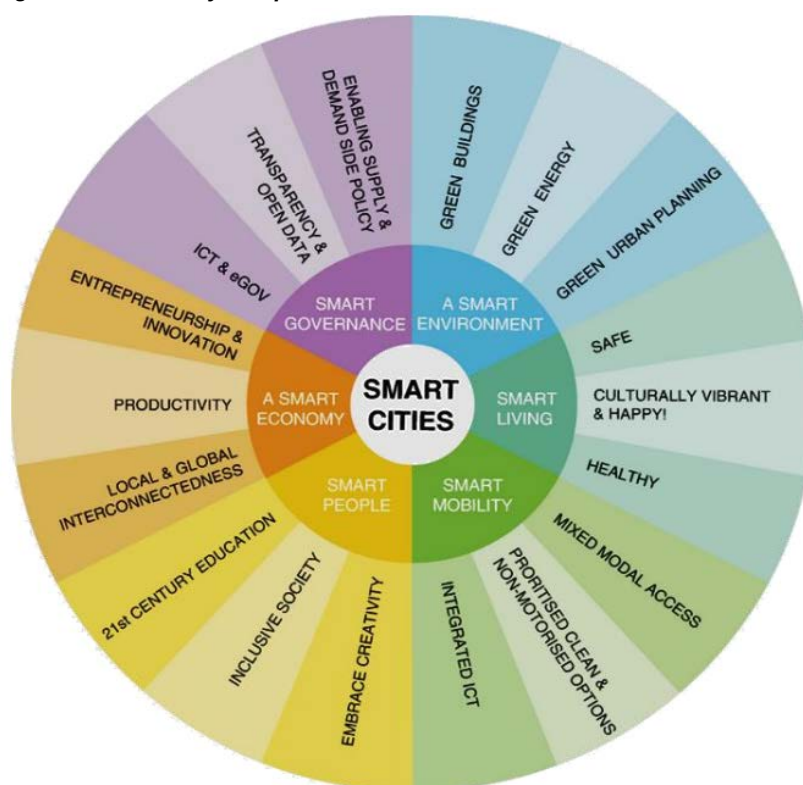
Grow and diversify the local economy through the attraction of new investment, skills development and facilitation of an enabling environment for small business growth and job creation.

8.1.3 The Nature and Purpose of a proposed smart city initiative

The implementation of smart city initiatives should be guided by a clear understanding of the nature and purpose of the proposed interventions. These initiatives could be focussed on benefitting different target services in municipal-driven smart city initiatives, addressing the needs of the entire city (municipal area). Smart City initiatives should be aimed at improving the lives of the people residing in the city, especially in the different services that are delivered to the residents in the municipal area.

Smart city initiatives can be placed within a specific smart city theme, the figure below indicates the different smart city themes:

Figure 53: Smart City components and initiatives



Source: A South African Smart Cities Framework

Realising the goal and implementation of smart city initiatives will need the collaboration of internal and external stakeholders. Within the next five years (2022 – 2027) Stellenbosch Municipality will emphasise on Smart Governance with a focus on E-governance. The aim is to formulate a Smart City Framework for approval by the Council in the 2023/24 financial year.

The purpose of the Smart City Framework will be to guide decision-making and provide internal stakeholders with a structured framework when identifying, planning and implementing the smart city initiatives which are appropriate to the theme of Smart Governance.

The legacy projects will be undertaken by the administration and political leadership, which will remain applicable for the duration of the political term under the leadership of the Executive Mayor and respective portfolios of the Mayoral Committee Members.

8.2 Political Leadership: Five-Year Plans

8.2.1 Executive Mayor

In developing the 1st Review of the 5th Generation IDP 2022 – 2027, the Stellenbosch Municipality ensured proper alignment and integration with the IDP, Budget, SDF and sector plans. There is no fundamental shift in the outstanding projects / programmes and initiatives that were planned in the 4th Generation IDP 2017 – 2022. All outstanding plans have been taken into consideration for the new strategic document.

The 1st Review of the 5th Generation IDP 2022 – 2027 will be the Municipality's road map for the next five years and track the progress on the implementation of projects / programmes and initiatives. It is an exciting journey in working together with the administration, communities, and other spheres of government in making greater Stellenbosch a valley of opportunity. For this to happen, the following mayoral outcomes for the period 2022 – 2027 have been set and are reviewed on an annual basis.

Mayoral Outcome 1: Clean, accountable and responsive local government;

Mayoral Outcome 2: Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area;

Mayoral Outcome 3: LED post the COVID-19 Pandemic and transfer of land to new farmers;

Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments);

Mayoral Outcome 5: Development of the Adam Tas Corridor and town establishment of all ten dorps across the municipality area;

Mayoral Outcome 6: Streamline planning systems and procedures to facilitate desirable growth;

Mayoral Outcome 7: To create safer environments in our communities;

Mayoral Outcome 8: Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation;

Mayoral Outcome 9: Alternative Energy.

Table 62: Summary of Results: Overall Mayoral Outcomes - IDP Deliverables 2022/23

	Project completed	4
	Project in progress.	36
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	18
Total KPIs		58

8.2.1.1 Mayoral Outcome 1: Clean, accountable and responsive local government

Table 63: Summary of Results: Mayoral Outcome 1 - Clean, accountable and responsive local government

	Project completed	0
	Project in progress.	5
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	2
Total KPIs		7

Table 64: Executive Mayor 5-Year Plan 2022 – 2027

Project Rating					
	Project completed.		Project in progress.		Not completed / No budget available / District Function / Provincial Function

Table 65: Mayoral Outcome 1: Clean, accountable and responsive local government

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 1: Clean, accountable and responsive local government																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Office of the Municipal Manager	Department: Governance	NKPA 5	SFA 5	Investigate all reported fraud and corruption cases	Percentage of all fraud and corruption cases initiated by 30 June	WCO24	100%	100%	100%	100%	100%	100%	😊	n/a	n/a	n/a	n/a	The Fraud register is updated and discussed with the Municipal Manager monthly. Submitted to the Risk and Fraud Committee as well as the Audit and Performance Audit Committee (APAC).
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Revised Risk-Based Audit Plan (RBAP) submitted to the Audit Committee	Number of Revised Risk-Based Audit Plan (RBAP) submitted to the Audit Committee by 30 June	WCO24	5	1	1	1	1	1	😊	n/a	n/a	n/a	n/a	Linked to the Top Layer SDBIP.

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 1: Clean, accountable and responsive local government																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Implement the Risk-Based Annual Audit Plan (RBAP)	Percentage of Annual Risk-Based Audits completed by 30 June	WCO24	80%	80%	80%	80%	80%	80%	🟡	n/a	n/a	n/a	n/a	Progress report submitted to APAC and Municipal Manager.
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	AGSA Audit Action Plan (AAP) submitted to the Audit Committee	Number of AGSA Audit Action Plan (AAP) submitted to the Audit Committee by 30 June	WCO24	5	1	1	1	1	1	🟡	n/a	n/a	n/a	n/a	
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Implementation of the Directorate's actions as per the AGSA Audit Action Plan	Percentage of the Directorate's actions as per the AGSA Audit Action Plan implemented by 30 June	WCO24	100%	100%	100%	100%	100%	100%	n/a	n/a	n/a	n/a	n/a	
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Submission of a combined assurance report to the Council	Number of combined assurance reports submitted to Council by 30 September	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Establishment of a Disciplinary Board in line with the financial misconduct regulations	Number of disciplinary boards in line with the financial misconducts established by 30 June	WCO24	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 1: Clean, accountable and responsive local government																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Distribution of external newsletters	Number of external newsletters distributed by 30 June	WCO24	48	8	10	10	10	10	😊	n/a	n/a	n/a	n/a	4 Newsletter was distributed by February 2023

8.2.1.2 Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area

Table 66: Summary Results: Mayoral Outcome 2 - Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area

	Project completed	1
	Project in progress.	5
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	4
Total KPIs		10

Table 67: Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Actual expenditure on the approved Capital Budget for the Municipality by 30 June (NKPI - MSA, Reg. S10(c))	Percentage of the approved Capital Budget for the municipality actually spent by 30 June	WCO24	90%	90%	90%	90%	90%	90%	😊	n/a	n/a	n/a	n/a	26.17% achieved by February 2023 A detailed performance assessment was conducted during the Mid-Year adjustment budget, and projects were shifted to the outer years for which tenders are not yet in place.
TBC	Directorate: Financial Services	Department: Revenue and Expenditure	NKPA 4	SFA 5	Payment of SMMEs within 14 days after receipt of invoice	Percentage of SMMEs invoices paid within 14 days after receipt of invoice	WCO24	90%	90%	90%	90%	90%	90%	😊	n/a	n/a	n/a	n/a	15% achieved by 28 February 2023 SMMEs are paid each week.

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Financial Services	Department: Revenue and Expenditure	NKPA 4	SFA 5	Held Supply Chain Management Good Governance Workshop	Number of Supply Chain Management Good Governance Workshops held by 31 July	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Finalised Business License Applications within 30 days	Percentage of Business License Applications finalised within 30 days of the receipt of a completed application	WCO24	90%	90%	90%	90%	90%	90%	😊	n/a	n/a	n/a	n/a	48.33% achieved by February 2023 In certain months no business licence applications were received.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 3	SFA 1	Finalised Filming and Events Applications within 30 days	Percentage of Filming and Events Applications finalised within 30 days of receipt of a completed application	WCO24	75%	75%	75%	75%	75%	75%	😊	n/a	n/a	n/a	n/a	46.67% achieved by 28 February 2023
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 3	SFA 5	Develop an SOP for the registration of ECD Centres	Number of SOPs developed for the registration of ECD Centres 28 February	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 3	SFA 2	Develop a Service Level Charter	Number of Service Level Charters developed by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 5	SFA 2	Review the Service Level Charter	Number of Service Level Charters reviewed by 31 March	WCO24	3	n/a	n/a	1	1	1	n/a	n/a	n/a	n/a	n/a	

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 4	Limit unaccounted electricity to less than 9% annually {(Number of Electricity Units Purchased and / or Generated - Number of Electricity Units Sold (incl. Free basic electricity)) / Number of Electricity Units Purchased and / or generated) x 100}	Percentage of average electricity losses, measured by 30 June	WCO24	<9	<9	<9	<9	<9	<9	😊	n/a	n/a	n/a	n/a	0% achieved by February 2023
TBC	Directorate: Infrastructure Services	Department: Development Services, Asset Management and Systems and Project Management Unit (PMU)	NKPA 1	SFA 4	Submit quarterly reports on development charges contributions	Number of reports submitted to the Director: Infrastructure Services by 30 June	WCO24	4 per annum	4	4	4	4	4	😐	n/a	n/a	n/a	n/a	
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 1	Upgrading of the Ida's Valley WTP	Number of Ida's Valley WTP upgraded by 30 June	WCO24	1	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 1	Upgrading of the Kayamandi Bulk Water infrastructure	Number of Kayamandi Bulk Water infrastructures upgraded by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 4	Installation of standpipes in informal settlements	Percentage of system standpipes conforming to the Water Services Standard. Amount of Standpipes / ((Amount of informal community families)/25)	WCO24	95%	80%	85%	90%	93%	95%	😊	n/a	n/a	n/a	n/a	Linked to the Top Layer SDBIP.
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 4	Construction of Ablution facilities	Percentage of toilets conforming to the Water Services Standard. Amount of Toilets / ((Amount of informal families)/5)	WCO24	95%	80%	85%	90%	93%	95%	😊	n/a	n/a	n/a	n/a	6.67% achieved by February 2023.

8.2.1.3 Mayoral Outcome 3: LED post the COVID-19 Pandemic

Table 68: Summary Results: Mayoral Outcome 3 - LED post the COVID-19 Pandemic and transfer of land to new farmers

	Project completed	1
	Project in progress.	6
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	2
Total KPIs		9

Table 69: Mayoral Outcome 3: LED post the COVID-19 Pandemic

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
LED post the COVID-19 Pandemic and transfer of land to new farmers																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Review the Economic Development Strategy	Number of Economic Development Strategies reviewed by 30 June	WCO24	5	1	1	1	1	1	🟡	n/a	n/a	n/a	n/a	Linked to the LED Strategy outcome.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop the Economic Intelligence Report	Number of economic intelligence reports developed quarterly	WCO24	12	4	2	2	2	2	🟡	n/a	n/a	n/a	n/a	One (1) Report submitted in the 2022/23 financial year.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop an Annual Events Calendar for Stellenbosch Municipality	Number of Annual Events Calendars developed for the Stellenbosch Municipality by 31 December	WCO24	1	1	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Update the Annual Events Calendar for Stellenbosch Municipality	Number of Annual Events Calendars updated for Stellenbosch Municipality by 31 December	WCO24	4	n/a	1	1	1	1	n/a	n/a	n/a	n/a	n/a	

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
LED post the COVID-19 Pandemic and transfer of land to new farmers																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Establishment of a Municipal Investment Desk	Number of Municipal Investment Desks established by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Review the Tourism Policy	Number of Tourism Policies reviewed by 31 March	WCO24	4	n/ a	1	1	1	1	n/a	n/a	n/a	n/a	n/a	Linked to LED Strategy outcome (Tourism Policy).
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Review the Municipal Agricultural Land Policy	Number of Municipal Agricultural Land Policies by 30 June	WCO24	5	1	1	1	1	1	😊	n/a	n/a	n/a	n/a	Linked to LED Strategy Outcome.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Establishment of a Municipal Investment Desk	Number of Municipal Investment Desks established by 31 December	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 3	SFA 1	Develop a Filming and Events Policy	Number of Filming and Events Policies developed by 31 March	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Compilation of an annual report on the policy / guideline / SOP needs assessment for Economic Development	Number of annual reports on the policy / guideline / SOP needs assessments compiled for Economic Development by 31 March	WCO24	5	1	1	1	1	1	😊	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Allocation of municipal agricultural land units to emerging farmers	Number of municipal agricultural land units allocated to emerging farmers by 30 June	WCO24	10	2	2	2	2	2	😊	n/a	n/a	n/a	n/a	Linked to the LED Strategy Outcome.

8.2.1.4 Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories

Table 70: Summary Results: Mayoral Outcome 4 - Provide housing opportunities for all residents in all housing categories

	Project completed	0
	Project in progress.	11
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	1
Total KPIs		12

Table 71: Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments)																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Obtaining development rights for mixed-use development for Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	12,13,14,15	90%	90%	90%	n/a*	n/a*	n/a*	🟡	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submission of quarterly Integrated Human Settlement status reports	Number of quarterly Integrated Human Settlement status reports submitted to the Executive Mayor	WCO24	20	4	4	4	4	4	🟡	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Obtaining development rights on Erf 7001, Cloeteville to establish GAP housing	Percentage of the Erf 7001, Cloeteville Capital Budget annual actually spent by 30 June	16, 17, 19	90%	90%	90%	n/a*	n/a*	n/a*	🟡	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Finalising the sub-division plan and obtaining approval for Jamestown (Phases 2 and 3)	Percentage of the Jamestown (Phases 2 and 3) Capital Budget actually spent by 30 June	21	90%	90%	n/a*	n/a*	n/a*	n/a*	🟡	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome.

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments)																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	To obtain development rights for mixed-use development for Jamestown Phase 4	Percentage of the Jamestown Phase 4 Capital Budget actually spent by 30 June	21	90%	90%	90%	90%	n/a*	n/a*	😊	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Obtaining planning approvals for the redevelopment of the Kayamandi Town Centre	Percentage of the Kayamandi Town Centre Capital Budget actually spent by 30 June	12,13,14,15	90%	90%	n/a*	n/a*	n/a*	n/a*	😊	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	To obtain development rights for township establishment for Erf 64, Kylemore	Percentage of the Erf 64, Kylemore Capital Budget annual actually spent by 30 June	4	90%	90%	90%	n/a*	n/a*	n/a*	😊	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	To obtain development rights and planning approvals for La Motte, Franschhoek	Percentage of the La Motte, Franschhoek Capital Budget actually spent by 30 June	2 and 3	90%	n/a	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome. There has been no confirmation received that the property will be transferred.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submission of quarterly Integrated Human Settlement status reports to the Executive Mayor	Number of quarterly Integrated Human Settlement status reports submitted to the Executive Mayor	WCO24	20	4	4	4	4	4	😊	n/a	n/a	n/a	n/a	Two (2) reports had been submitted by February 2023.

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments)																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submit quarterly status reports on Social Housing (affordable rental accommodation) on Farms 81/2 and 81/9 and LAP - rental stock Stellenbosch to the Executive Mayor	Number of quarterly status reports on social housing submitted to the Executive Mayor	10 and 13	20	4	4	4	4	4	😊	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome on Social Housing Reports Two (2) reports had been submitted by February 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submission of bi-annual Housing Development status reports on the rural nodes (De Novo and Vaaldrain) to the Executive Mayor	Number of bi-annual Housing Development status reports on the rural nodes (De Novo and Vaaldrain) submitted to the Executive Mayor	19	10	2	2	2	2	2	😊	n/a	n/a	n/a	n/a	Two (2) reports had been submitted by February 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submission of bi-annual status reports on backyard dwellers to the Executive Mayor	Number of bi-annual status reports on backyard dwellers submitted to the Executive Mayor	WCO24	20	4	4	4	4	4	😊	n/a	n/a	n/a	n/a	Two (2) reports had been submitted by February 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Transferring title deeds to approved beneficiaries	The number of title deeds to approved beneficiaries transferred by 30 June	WCO24	1 500	300	300	300	300	300	😊	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023

n/a* -After obtaining development rights, implementation of projects dealt with by the Department: Project Management Unit.

8.2.1.5 Mayoral Outcome 5: Development of the Adam Tas Corridor and town establishment of all ten dorpie across the municipality area

Table 72: Summary Results: Mayoral Outcome 5 - Development of the Adam Tas Corridor and town establishment of all ten dorps across the municipality area

	Project completed	1
	Project in progress.	2
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		3

Table 73: Mayoral Outcome 5: Development of the Adam Tas Corridor and town establishment of all ten dorpiés in WCO24

[illegible]

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 5: Development of the Adam Tas Corridor and town establishment of all ten dorpies across the municipality area																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Development of Local Spatial Development Frameworks for the 10 small towns	Number of Local Spatial Development Frameworks developed for all 10 small towns by 30 September	WCO24	10	n/a	2	3	3	2	n/a	n/a	n/a	n/a	n/a	

8.2.1.6 Mayoral Outcome 6: Streamline planning systems and procedures to facilitate desirable growth

Table 74: Summary Results: Mayoral Outcome 6 - Streamline planning systems and procedures to facilitate desirable growth

	Project completed	0
	Project in progress.	2
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		2

Table 75: Mayoral Outcome 6: Streamline planning systems and procedures to facilitate desirable growth

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 6: Streamline planning systems and procedures to facilitate desirable growth																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Review the Municipal Spatial Development Framework	Number of Municipal Spatial Development Frameworks reviewed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	🟡	n/a	n/a	n/a	n/a	Linked to TL SDBIP Target will be reported on by 30 June 2023
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Implementation of a Spatial Information Performance Management System	Number of Spatial Information Performance Management Systems implemented by 31 March	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Development of an Inclusionary Zoning Policy	Number of Inclusionary Zoning Policies developed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	🟡	n/a	n/a	n/a	n/a	Linked to TL SDBIP Target will be reported on by 30 June 2023

8.2.1.7 Mayoral Outcome 7: To create safer environments in our communities

Table 76: Summary Result: Mayoral Outcome 7 - To create safer environments in our communities

	Project completed	1
	Project in progress.	3
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	7
Total KPIs		11

Table 77: Mayoral Outcome 7: To create safer environments in our communities

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 7: To create safer environments in our communities																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Facilitation of ECD new and re-registration processes	Number of ECD new and re-registration processes facilitated by 30 June	WCO24	25	5	5	5	5	5	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Hosting a child protection event	Number of child protection events hosted by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Hosting of 16 days of activism event	Number of 16 days of activism events hosted by 30 November	WCO24	5	1	1	1	1	1	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Hosting the prevention of elderly abuse event	Number of prevention of elderly abuse events hosted by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 7: To create safer environments in our communities																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Hosting of International Day of Disability	Number of International Days of Disability hosted by 31 December	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Facilitation of ward-based community safety engagements	Number of ward-based community safety engagements facilitated by 30 June	WCO24	23	23	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	6 meetings were facilitated by February 2023 11 Ward meetings were scheduled of which 6 wards attended and 5 wards cancelled due to lack of community attendance and matric exams. Meetings will be rescheduled. Ward safety meetings were held for the 2022/2023 financial year. The Community Safety Forum platform will allow safety issues to be discussed and feedback is given quarterly.

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 7: To create safer environments in our communities																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Spending of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services	Percentage of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services by 30 June	WCO24	90%	90%	90%	90%	90%	90%	🟡	n/a	n/a	n/a	n/a	37.25% achieved by February 2023 The ongoing process of expenditure on CCTV Cameras as per Masterplan. This will include UPS solar power for the batteries.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Appointment of Law Enforcement Officers (Tactical Reaction Unit (TRU))	Number of Law Enforcement Officers (TRU) appointed by 30 June	WCO24	48	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The establishment of a TRU needs to be finalised before the appointments can be made.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Spending of the Registered Neighbourhood Watches capital budget	Percentage of the Registered Neighbourhood Watches capital budget actually spent by 30 June	WCO24	90%	90%	90%	90%	90%	90%	🟡	n/a	n/a	n/a	n/a	Funds could not be converted to the Operating budget. Purchasing of equipment for NHWs to be confirmed and processed.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Spending of the vehicle and equipment Capital Budget for the Department: Protection Services	Percentage of the vehicle and equipment Capital Budget actually spent for the Department: Protection Services by 30 June	WCO24	90%	90%	90%	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The target will be reported by 30 June 2023.

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 7: To create safer environments in our communities																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Office of the Director: Infrastructure Services	NKPA 1	SFA 2	Spending of the vehicle and equipment Capital Budget for the Directorate: Infrastructure Services	Percentage of the vehicle and equipment Capital Budget actually spent for the Directorate: Infrastructure Services by 30 June	WCO24	90%	90%	90%	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.

8.2.1.8 Mayoral Outcome 8: Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation

Table 78: Summary Results: Mayoral Outcome 8 - Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation

	Project completed	0
	Project in progress.	1
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	1
Total KPIs		2

Table 79: Mayoral Outcome 8: Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 8: Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 5	SFA 2	Develop a Waste Reclaimers Strategy	Number of Waste Reclaimer Strategies developed by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Infrastructure Services	Office of the Director: Infrastructure Services	NKPA 5	SFA 2	Submission of a Green Energy Strategy to the MayCo	Number of Green Energy Strategies submitted to the MayCo by 31 March	WCO24	1	1	n/a	n/a	n/a	n/a	🟡	n/a	n/a	n/a	n/a	Linked to the Energy Master Plan. Energy Master Plan presented to the Municipal Manager and Directors on 08 November 2022 by CSIR. The target will be reported on by 31 March 2023.

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																		Performance Comment	
Mayoral Outcome 8: Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Infrastructure Services	Office of the Director: Infrastructure Services	NKPA 5	SFA 2	Invest in new and / or upgrade bulk infrastructure through the use of development charges contributions	Number of bulk infrastructure projects implemented through the use of development charges contributions by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported by 30 June 2023.

8.2.1.9 Mayoral Outcome 9: Alternative Energy

Table 80: Summary Results: Mayoral Outcome 9 - Alternative Energy

	Project completed	0
	Project in progress.	1
	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	1
Total KPIs		2

Table 81: Mayoral Outcome 9: Alternative Energy

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 9: Alternative Energy																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 1	Amendment of policy to allow purchasing of electricity from the public	Number of policies to be amended to allow purchasing of electricity from the public by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 1	Generate Landfill gas to energy (MW/H) per day	Number of Landfill gas to energy (MW/H) generated per day	WCO24	0,5	0,5	0,5	0,5	0,5	0,5	n/a	n/a	n/a	n/a	n/a	

8.3 Mayoral Portfolios

The mayoral portfolios are a tool for the Executive Mayor to use to reach the mayoral goals for 2022 – 2027. In support of the mayoral outcomes, each portfolio has set performance-based strategic priorities that are aligned and will give effect to the mayoral outcomes. The performance-based strategic priorities for the 1st Review of the 5th Generation IDP 2022 – 2027, have a focused approach on the implementation of the strategic projects / programmes and initiatives with set targets and time frames.

The following portfolio performance-based implementation plans are listed below:

1. Portfolio: Human Settlements;
2. Portfolio: Rural Management;
3. Portfolio: Youth, Sport and Culture;
4. Portfolio: Planning;
5. Portfolio: Local Economic Development;
6. Portfolio: Financial Services;
7. Portfolio: Protection Services;
8. Portfolio: Corporate Services;
9. Portfolio: Infrastructure Services; and
10. Portfolio: Community Development (Parks, Open Spaces and Environment).

8.3.1 Portfolio: Human Settlements

Table 82: Summary Results: Mayoral Portfolio Human Settlements - IDP Deliverables 2022/23

😊	Project completed	0
😐	Project in progress.	15
😞	Not completed / No budget available / District Function / Provincial Function	-
N/A	IDP Deliverable Not Yet Measured	8
Total KPIs		23

Table 83: Portfolio Human Settlements: 5-Year Plan 2022 – 2027

Project Rating					
😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function

PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Implement and Annually Review the Housing Administration and Allocation Policy	Review the Housing Administration and Allocation Policy	Number of Housing Administration and Allocation Policy by 30 June	WCO24	5	1	1	1	1	1	😊	n/a	n/a	n/a	n/a	The target will be reported by 30 June 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Implement an annual Housing Policy and Guideline and SOP Needs Assessment Review.	Compilation of an annual report on the policy / guideline / SOP needs assessment for Integrated Human Settlements	Number of annual reports on the Integrated Human Settlements policy / guideline / SOP needs assessment compiled by 31 March	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 31 March 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Implement and Annually Review of Stellenbosch staff rental housing policy	Review the Staff Rental Housing Policy	Number of Staff Rental Housing Policy by 30 June	WCO24	3	1	n/a	1	n/a	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.

Portfolio Human Settlements: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Enable Transfer and registration of Title Deeds at the Deeds Offices of State Subsidy Houses to approved beneficiaries	Transferring title deeds to approved beneficiaries	The number of title deeds to approved beneficiaries transferred by 30 June	WCO24	1500	300	300	300	300	300	🟡	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome. The target will be reported by 30 June 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Percentage of responding to minor maintenance and anti-social behavioural complaints received from the Municipal rental stock	Minor maintenance complaints of municipal rental stock were responded to within 72 hours	Percentage of minor maintenance complaints of municipal rental stock responded to within 72 hours	WCO24	80%	80%	80%	80%	80%	80%	n/a	n/a	n/a	n/a	n/a	40% achieved by February 2023
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure implementation of Electronic Management Systems for the Management of the Housing Demand Database	Review the electronic housing demand database	Number of electronic housing demand databases reviewed by 31 March	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The department is planning to revert to using Western Cape Housing Database (needs Council Approval)
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Facilitate and conduct Housing Consumer Education Workshops	Conduct quarterly Housing Consumer education workshops	Number of housing consumer education workshops conducted by 30 June	WCO24	40	8	8	8	8	8	🟡	n/a	n/a	n/a	n/a	6 workshops completed by February 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure the Management and Regular update of the Housing Demand Database	Update the housing demand database	Number of monthly housing demand databases updated	WCO24	60	12	12	12	12	12	🟡	n/a	n/a	n/a	n/a	6 workshops completed by February 2023.

Portfolio Human Settlements: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure annual internal audit review of amendments made to the Housing Demand Database	Conduct an annual audit on the amendments made to the housing demand database	Number of annual audits on the amendments made to the housing demand database by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported by 30 June 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure implementation of annually reviewed Housing Communication Plan	Compilation of a communication plan for Integrated Human Settlements	Number of communication plans compiled for Integrated Human Settlements by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported by 30 June 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects: Erf 2183, Klapmuts	To obtain development rights Erf 2183, La Rochelle, Klapmuts	Percentage of the Erf 2183, La Rochelle, Klapmuts annual Capital Budget actually spent by 30 June	WCO24	90%	90%	n/a	n/a	n/a	n/a	🚩	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline. The correct expenditure can only be reflected after the adjustment budget of the Municipality in January 2023. Revised funding allocation for 2022/23 Business Plan.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects.	To obtain development rights La Motte: Farm 1339, Farm 1158 and Farm 1158/1	Percentage of the La Motte: Farm 1339, Farm 1158 and Farm 1158/1 annual capital budget actually spent by 30 June	1 and 2	90%	n/a	90%	90%	90%	n/a*	n/a	n/a	n/a	n/a	n/a	Linked to Housing Pipeline and Mayoral Outcomes. No confirmation has been received that the property will be transferred.

Portfolio Human Settlements: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Housing Projects for Kayamandi Town Centre	Obtaining planning approvals for the redevelopment of Kayamandi Town Centre	Percentage of the Kayamandi Town Centre Capital Budget annual actually spent by 30 June	12, 13, 14 and 15	90%	90%	n/a*	n/a*	n/a*	n/a*	😊	n/a	n/a	n/a	n/a	Linked to Housing Pipeline and Mayoral Outcomes.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for existing Housing Projects in Kayamandi.	Obtain development rights for the rectification of 5 existing housing projects in Kayamandi	Percentage spent on Operational Budget by 30 June	12, 13, 14 and 15	90%	90%	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	52% achieved by February 2023. This project is in progress.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects. Jamestown Phases 2 and 3	Finalise the sub-division plan for Jamestown (Phases 2 and 3)	Percentage of the Jamestown, Phases 2 and 3 capital budget actually spent by 30 June	21	90%	90%	n/a*	n/a*	n/a*	n/a*	😊	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects. Erf 64 - Kylemore	To obtain development rights for Erf 64 Kylemore	Percentage of the Erf 64 Kylemore annual capital budget actually spent by 30 June	4	90%	90%	90%	n/a*	n/a*	n/a*	😊	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects, Jamestown Phase 4	Obtain development rights for mixed-use development for Jamestown Phase 4	Percentage of the Jamestown, Phase 4 annual capital budget actually spent by 30 June	21	90%	90%	90%	90%	n/a*	n/a*	😊	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline and Mayoral Outcome.

Portfolio Human Settlements: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects, Erf 7001, Cloetesville	To obtain development rights on Erf 7001, Cloetesville to establish GAP housing	Percentage of the Erf 7001, Cloetesville annual capital budget actually spent by 30 June	16 and 17	90%	90%	90%	n/a*	n/a*	n/a*	😊	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure implementation of the Social Housing Programme (Obtain development rights). Farms 81/2 and 81/9 and Lapland Precinct	Submit quarterly status reports on Social Housing (affordable rental accommodation) on Farms 81/2 and 81/9 and LAP - rental stock Stellenbosch to the Portfolio Chairperson	Number of quarterly status reports on Social Housing (affordable rental accommodation) on Farms 81/2 and 81/9 and LAP - rental stock Stellenbosch submitted to the Portfolio Chairperson	WCO24	20	4	4	4	4	4	😐	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure annual submission of housing pipeline to MayCo for approval	Submission of the Housing pipeline to the MayCo	Number of Housing Pipelines submitted to the MayCo by 31 May	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	Linked to the TL SDBIP.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure Quarterly Reports on the updated Demographics and Service Levels in all Informal Settlements	Updated Quarterly reports submitted to the MayCo on the demographics and Service Levels in all Informal Settlements	Number of quarterly reports submitted to MayCo on the demographics and Service Levels in all Informal Settlements	WCO24	20	4	4	4	4	4	😐	n/a	n/a	n/a	n/a	2 Reports submitted by February 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Ensure Informal Settlement administrative support services in response to disasters within 24 hours	Compilation of a draft verification report of disaster incidents within 24 hours	Percentage of draft verification reports of disaster incidents submitted to Disaster Management within 24 hours	WCO24	80%	80%	80%	80%	80%	80%	😐	n/a	n/a	n/a	n/a	40% draft verification reports submitted within 24 hrs by February 2023.

Portfolio Human Settlements: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure Informal Settlement administrative support service in response to court-related eviction matters within agreed timeframes.	Informal settlement service in response to court-related eviction matters within agreed timeframes	Percentage of informal settlements administrative services provided with in court agreed on timeframes	WCO24	80%	80%	80%	80%	80%	80%	🟡	n/a	n/a	n/a	n/a	46.67% achieved by February 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Ensure monitoring of each of the 29 Informal Settlements at least once per week.	Conduct site inspections in all informal settlements at least once per month	Number of site inspections conducted in all informal settlements at least once per month	WCO24	1740	348	348	348	348	348	🟡	n/a	n/a	n/a	n/a	167 site inspections completed by February 2023.

8.3.2 Portfolio: Rural Management

Table 84: Summary Results: Mayoral Portfolio Rural Management - IDP Deliverables 2022/23

	Project completed	0
	Project in progress.	2
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	0
Total KPIs		2

Table 85: Portfolio Rural Management: 5-Year Plan 2022 – 2027

Project Rating										
	Project completed.				Project in progress.			Not completed / No budget available / District Function / Provincial Function		

PORTFOLIO RURAL MANAGEMENT: 5-YEAR PLAN 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Annual Review of the Municipal Agricultural Land Policy	Review the Municipal Agricultural Land Policy	Number of Municipal Agricultural Land Policies reviewed by 30 June	WCO24	5	1	1	1	1	1		n/a	n/a	n/a	n/a	Linked to the LED Strategy Outcome.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Facilitate the allocation of municipal agricultural land to emerging farmers	Allocation of Municipal Agricultural Land to emerging farmers	Number of municipal agricultural land allocated to emerging farmers by 30 June	WCO24	10	2	2	2	2	2		n/a	n/a	n/a	n/a	Linked to the LED Strategy Outcome.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop a Rural Economic Development Strategy	Develop a Rural Economic Development Strategy	Number of Rural Economic Development Strategies developed by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The revised target date has been adjusted from 2022/23 to 2023/24.

Portfolio Rural Management: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Review of a Rural Economic Development Strategy	Review of a Rural Economic Development Strategy	Number of Rural Economic Development Strategies reviewed by	WCO24	4	n/a	1	1	1	1	n/a	n/a	n/a	n/a	n/a	

8.3.3 Portfolio: Youth, Sport and Culture

Table 86: Summary Results: Mayoral Portfolio Youth, Sport and Culture - IDP Deliverables 2022/23

😊	Project completed	0
😐	Project in progress.	0
😞	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	9
Total KPIs		9

Table 87: Portfolio Youth, Sport and Culture: 5-Year Plan 2022 – 2027

Project Rating																				
😊	Project completed.			😐	Project in progress.		😞	Not completed / No budget available / District Function / Provincial Function												
PORTFOLIO YOUTH, SPORT AND CULTURE: 5-YEAR PLAN 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 5	SFA 5	Revise the agreements with each Sports Council	Submission of revised agreements with each Sports Council to the Municipal Manager	Number of revised agreements with each Sports Council submitted to the Municipal Manager by 30 June	WCO24	36	n/a	9	9	9	9	n/a	n/a	n/a	n/a	n/a	Six (6) Sports Councils to sign the agreements. Nine (9) Sports Councils signed already.
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 5	SFA 5	Compilation of a Sports Facilities Master Plan	Submission of a Sports Facilities Master Plan to the Municipal Manager	Number of Sports Facilities Master Plans submitted to the Municipal Manager by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 1	Compile a list of outstanding / upgrades to be done at Sports facilities.	Compilation of a status quo report for Sports Facilities and Community Halls	Number of Sports Facilities and Community Halls status quo reports compiled by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.

Portfolio Youth, Sport and Culture: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Establishment of a Youth Forum	Establishment of a Youth Forum	Number of Youth Forums established by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Capacity Building for Youth Forum (Project Management Governance)	Facilitate Capacity Building workshops for the Youth Forum (Project management Governance)	Number of Capacity Building workshops facilitated for the Youth Forum by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Drafting of Youth Policy Approximate.	Submission of a Youth Policy to the MayCo	Number of Youth Policies submitted to the MayCo by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Reporting on progress made with the implementation of the policy and policy objectives to MM and Council	Submit Universal Access progress reports to the MayCo	Number of Universal Access progress reports submitted to the MayCo by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Training different departments on the requirements of UA and how to implement the theory in context:	Conduct inter-departmental Universal Access training	Number of inter-departmental Universal Access training conducted by 30 June	WCO24	6	6	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Develop a GIS map of all DPOs (Disability Persons Organisations)	Submission of completed GIS map of all DPOs to the MayCo	Number of completed GIS maps of all DPOs submitted to the MayCo by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.

Portfolio Youth, Sport and Culture: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	GIS mapping and plotting of ECDs and their registration status	Updating of ECD facilities per ward on the Geographic Information System (GIS)	Number of ECD facilities per ward updated on the GIS, measured monthly	WCO24	600	120	120	120	120	120	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	SOP development: Stellenbosch ECD registration process – develop information leaflet	Develop an SOP for the registration of ECD Centres	Number of SOPs developed for the registration of ECD Centres 28 February	WCO24	1	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	ECD Policy Review	Submission of the reviewed ECD Policy to the MayCo	Number of reviewed ECD policies submitted to the MayCo by 31 March	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The policy requires a review every 5 years.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	First Aid Training	Facilitation of First Aid Training for all Early Childhood Development Practitioners	Number of First Aid Training facilitated to all Early Childhood Development Practitioners by 30 June	WCO24	6	2	1	1	1	1	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Health and Safety Training (COVID-19 readiness)	Facilitation of Health and Safety Training sessions	Number of Health and Safety training workshops facilitated by 30 June	WCO24	3	1	n/a	1	n/a	1	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Establish Child Protection Forum in collaboration with NGOs	Establishment of Child Protection Forum	Number of Child Protection Forums established by 31 May	WCO24	1	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.

8.3.4 Portfolio: Planning

Table 88: Summary Results: Mayoral Portfolio Planning - IDP Deliverables 2022/23

	Project completed	3
	Project in progress.	16
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	14
Total KPIs		23

Table 89: Portfolio Planning: 5-Year Plan 2022 – 2027

Project Rating										
	Project completed.				Project in progress.			Not completed / No budget available / District Function / Provincial Function		

PORTFOLIO PLANNING: 5-YEAR PLAN 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 1	Review the SBM Municipal Planning By-law Annually	Review of SBM Municipal Planning By-Law	Number of SBM Planning By-Laws reviewed by 30 June	WCO24	3	1	n/a	1	n/a	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Implement and Annually Review SBM Integrated Zoning Scheme	Review SBM Zoning Scheme	Number of SBM Zoning Schemes reviewed by 30 June	WCO24	3	1	n/a	1	n/a	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Develop and Update SBM Zoning Scheme Register and Zoning Map	Updating the SBM Zoning Scheme Register and Zoning Map	Number of SBM Zoning Scheme Registers and Zoning Maps updated by 30 June	WCO24	10	2	2	2	2	2	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023

Portfolio Planning: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Ensure Implementation of Land Use Management Electronic Application Management System)	Conduct an Annual Performance Assessment of the implementation of the Land Use Management Electronic Application Management System	Number of annual performance assessments of the Land Use Management Electronic Application Management System conducted by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Implement annually approved LUM and BDM Client Communication and Consultation Plan.	Compilation of a communication plan for the Department: Development Management	Number of communication plans compiled for Department: Development Management by 31 March	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 31 March 2023.
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Perform a LUM and BDM Policy and Guideline and SOP Review and Needs Assessment Annually.	Compilation of an annual report on the policy / guideline / SOP needs assessment for the Department: Development Management	Number of annual reports compiled on the policy / guideline / SOP needs assessment for the Department: Development Management by 31 March	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	Linked to the Municipal Manager Outcome. Target will be reported on by 31 March 2023
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 1	Percentage of Land-use applications considered by the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	Land-use applications considered by the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	Land-use applications considered by the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	WCO24	80%	80%	80%	80%	80%	80%	😊	n/a	n/a	n/a	n/a	Linked to the Top Layer SDBIP 50% achieved by February 2023.

Portfolio Planning: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 1	Percentage of land-use applications considered by the Authorised Official within 120 days after having a complete land-use application submission	Land-use applications considered by the Authorised Official within 60 days after a complete land-use application submission	Percentage of land-use applications considered by an Authorised Official within 60 days after a complete land-use application submission	WCO24	60%	60%	60%	60%	60%	60%	🟡	n/a	n/a	n/a	n/a	19.50% achieved by 28 February 2023. Resources are not adequate to address the workload effectively. Motivation for the continued appointment of student interns and the appointment of additional capacity.
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Implement Annually approved LUM and BD, Client Charter.	Development of a Client Charter for the Department: Development Management	Number of Client Charters for the Department: Development Management developed by 31 March	WCO24	1	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 31 March 2023,
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Implement Annually approved LUM and BD, Client Charter.	Review the Client Charter for the Department: Development Management	Number of Client Charters for the Department: Development Management reviewed by 31 March	WCO24	4	n/a	1	1	1	1	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 1	Percentage of building plan applications of <500sqm processed within 30 days after the date of receipt	Building plan applications of <500sqm decided on within 30 days	Building plan applications of <500sqm decided on within 30 days	WCO24	75%	75%	75%	75%	75%	75%	🟡	n/a	n/a	n/a	n/a	Linked to Top Layer 43.75% achieved by February 2023

PORTFOLIO PLANNING: 5-YEAR PLAN 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 1	Review, Amend and Update the Municipal Spatial Development Framework Annually	Review the Municipal Spatial Development Framework	Number of Municipal Spatial Development Frameworks reviewed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Linked to TL SDBIP and Mayoral Outcome Target will be reported on by 30 June 2023
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 1	Development of Local Spatial Development Frameworks for the 10 small towns	Development of Local Spatial Development Frameworks for the 10 small towns	Number of Local Spatial Development Frameworks developed for all 10 small towns by 30 September	WCO24	10	n/a	2	3	3	2	n/a	n/a	n/a	n/a	n/a	Linked to Mayoral Outcome
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Development of a Spatial Information Performance Management System	Implementation of a Spatial Information Performance Management System	Number of Spatial Information Performance Management Systems implemented by 31 March	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Submission of Feasibility Report for possible Land Banking (Including buildings)	Submission of Feasibility Report for possible Land Banking (Including buildings)	Number of Feasibility Reports for possible Land Banking (Including buildings) submitted by 30 June	WCO24	10	2	2	2	2	2	n/a	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome. The target will be reported on by 30 June 2023
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 1	Facilitate, and coordinate the enablement of approved Catalytic Initiatives	Development of an ATC Local Spatial Development Framework	Number of ATC Local Spatial Development Frameworks developed by 30 September	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved. Linked to the Mayoral Outcome.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 1	Develop and review the Inclusionary Zoning Policy	Development of an Inclusionary Zoning Policy	Number of Inclusionary Zoning Policies developed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Linked to the TL SDBIP and Mayoral Outcome.

Portfolio Planning: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Implementation of council-approved spatial programmes, projects, or initiatives. (i.e. Bosdorppe, Economic Zones, etc.)	Development of Local Spatial Development Frameworks for the 10 small towns	Number of Local Spatial Development Frameworks developed for all 10 small towns by 30 September	WCO24	10	n/a	2	3	3	2	n/a	n/a	n/a	n/a	n/a	Linked to Mayoral Outcome.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Review and Update the Heritage Resource Inventory for Stellenbosch Municipality	Review the Heritage Resource Inventory of the Stellenbosch Municipality	Number of Heritage Resource Inventories of the Stellenbosch Municipality reviewed by 31 March	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 31 March 2023.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Provision of comments i.r.o. land use applications and building plans within 30 days	Provision of comments i.r.o. land use applications and building plans within 7 calendar days	Percentage of plans commented on i.r.o land use applications and building plans within 7 calendar days	WCO24	80%	80%	80%	80%	80%	80%	😊	n/a	n/a	n/a	n/a	Approvals are dependent on interdepartmental comments as well as internal capacity constraints with historic backlogs.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Establish and Convene the Conservation Advisory Committee monthly	Establish the Conservation Advisory Committee	Number of Conservation Advisory Committees established by 30 September	WCO24	1	1	n/a	n/a	n/a	n/a	😄	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Develop and review the Outdoor advertising, Poster and Signage Bylaw Annually	Develop an Outdoor advertising, Poster and Signage By-law	Number of Outdoor advertising, Poster and Signage By-laws developed by 31 December	WCO24	1	1	n/a	n/a	n/a	n/a	😄	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Develop and review the Outdoor advertising, Poster and Signage Bylaw Annually	Review the Outdoor advertising, Poster and Signage By-law	Number of Outdoor advertising, Poster and Signage By-laws reviewed by 31 March	WCO24	4	n/a	1	1	1	1	n/a	n/a	n/a	n/a	n/a	

Portfolio Planning: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Develop a GIS and Spatial Information Policy	Development of a GIS and Spatial Information Policy	Develop a GIS and Spatial Information Policies developed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Update the Municipality’s cadastral dataset quarterly	Updating of the municipality’s cadastral dataset	Number of quarterly updates of the municipality’s cadastral datasets	WCO24	20	4	4	4	4	4	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Update the Municipality’s Property Register quarterly	Updating of the municipality’s Property Register	Number of quarterly updates of the municipality’s Property Registers	WCO24	20	4	4	4	4	4	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Update the Electronic Metadata Catalogue Quarterly	Updating of the Electronic Metadata Catalogue	Number of quarterly updates of the Electronic Metadata Catalogue	WCO24	20	4	4	4	4	4	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Facilitate Municipal GIS Forum Meetings	Facilitate Municipal GIS Forum Meetings	Number of Municipal GIS Forum Meetings facilitated by 30 June	WCO24	20	4	4	4	4	4	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.	

8.3.5 Portfolio: Local Economic Development and Tourism

Table 90: Summary Results: Mayoral Portfolio Local Economic Development - IDP Deliverables 2022/23

	Project completed	1
	Project in progress.	3
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	4
Total KPIs		8

Table 91: Portfolio Local Economic Development and Tourism: 5-Year Plan 2022 – 2027

Project completed.

Project in progress.

Not completed / No budget available / District Function / Provincial Function

PORTFOLIO LOCAL ECONOMIC DEVELOPMENT AND TOURISM: 5-YEAR PLAN 2022 – 2027

Performance Comment

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop and review the Economic Development Strategy Annually			WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop and review the Economic Development Strategy Annually	Review of the Economic Development Strategy	Number of Economic Development Strategies reviewed by 31 March	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	Linked to the LED Strategy and Mayoral Outcome. The target will be reported on by 31 March 2023.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop and review a Tourism Development policy annually	Review the Tourism Policy	Number of Tourism Policies reviewed by 31 March	WCO24	4	n/a	1	1	1	1	n/a	n/a	n/a	n/a	n/a	

Portfolio Local Economic Development and Tourism: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 3	SFA 1	Functional and Efficient Economic Development and Tourism System Develop a Filming and Events Policy	Develop a Filming and Events Policy	Number of Filming and Events Policies developed by 31 March	WCO24	1	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	To be confirmed.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 3	SFA 1	Develop and review a Filming and Events Policy annually	Review the Filming and Events Policy	Number of Filming and Events Policies reviewed by 31 March	WCO24	4	n/a	1	1	1	n/a	n/a	n/a	n/a	n/a	n/a	To be confirmed.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop and update the Annual Events Calendar for Stellenbosch Municipality	Develop an Annual Events Calendar for Stellenbosch Municipality	Number of Annual Events Calendars developed for the Stellenbosch Municipality by 31 December	WCO24	1	1	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome. Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop and update the Annual Events Calendar for Stellenbosch Municipality Update the Economic Intelligence Report	Update the Annual Events Calendar for Stellenbosch Municipality	Number of Annual Events Calendars updated for Stellenbosch Municipality by 31 December	WCO24	4	n/a	1	1	1	1	n/a	n/a	n/a	n/a	n/a	

Portfolio Local Economic Development and Tourism: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Perform an annual Economic Development Policy and Guideline and SOP Review and Needs Assessment. Compilation of an annual report on the policy / guideline / SOP needs assessment for Economic Development	Compilation of an annual report on the policy / guideline / SOP needs assessment for Economic Development	Number of annual reports on the policy / guideline / SOP needs assessments compiled for Economic Development by 31 March	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	Linked to Mayoral Outcome.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Percentage of Business License Applications processed within 30 days.	Finalised Business License Application within 30 days	Percentage of Business License Applications finalised within 30 days of the receipt of a completed application	WCO24	90%	90%	90%	90%	90%	90%	😊	n/a	n/a	n/a	n/a	48.33% achieved by 28 February 2023. In certain months, no business licence applications were received. Linked to the Mayoral Outcome.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 3	SFA 1	Processing of filming and events applications within 30 days	Finalised Filming and Events Applications within 30 days	Percentage of Filming and Events Applications finalised within 30 days of receipt of a completed application	WCO24	75% per annum	75%	75%	75%	75%	75%	😊	n/a	n/a	n/a	n/a	46.67% achieved by 28 February 2023

Portfolio Local Economic Development and Tourism: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Facilitate the provision of training opportunities to Entrepreneurs and SMMEs	Training opportunities are provided for entrepreneurs and Small, Medium and Micro Enterprises	Number of training opportunities provided for entrepreneurs and Small, Medium and Micro Enterprises by 30 June	WCO24	20	4	4	4	4	4	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Number of jobs created through the Municipality's EPWP (public and / or private)	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Number of job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	WCO24	5800	1400	1100	1100	1100	1100	🟡	n/a	n/a	n/a	n/a	Linked to LED Strategy, Mayoral Outcome and Top Layer SDBIP. 891 job opportunities created by February 2023.

8.3.6 Portfolio: Financial Services

Table 92: Summary Results: Mayoral Portfolio Financial Services - IDP Deliverables 2022/23

	Project completed	2
	Project in progress.	1
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	2
Total KPIs		5

Table 93: Portfolio Financial Services: 5-Year Plan 2022 – 2027

Project Rating																				
	Project completed.				Project in progress.			Not completed / No budget available / District Function / Provincial Function												
PORTFOLIO FINANCIAL SERVICES: 5-YEAR PLAN 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 3	SFA 1	Maintain a Clean Audit from the AG each financial year	Receive an unqualified audit opinion from the AGSA	Number of unqualified audit opinions from AGSA received by 30 November	WCO24	5	1	1	1	1	1		n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Importance of S71 engagements	Conduct monthly section 71engagements with Directorates	Number of monthly section 71 engagements conducted with Directorates	WCO24	170	10	40	40	40	40		n/a	n/a	n/a	n/a	13 Section 71 engagements conducted by February 2023

Portfolio Financial Services: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Specifically ensuring that the status of Capital projects that were recorded as work in progress in the previous financial year per directorate are being completed on time Doing site visits when needed	Manage and Administer the Capital Prioritisation Platform for Stellenbosch Municipality	Number of quarterly reports regarding the management and implementation of the Prioritisation Platform submitted to the Management Forum	WCO24	18	2	4	4	4	4	n/a	n/a	n/a	n/a	n/a	Capital Prioritisation Platform / System to be implemented.
TBC	Directorate: Financial Services	Department: Revenue and Expenditure	NKPA 4	SFA 5	Revenue Enhancement strategy	Implementation of the adopted Revenue Enhancement Strategy	Number of actions implemented as identified in the Revenue Enhancement Strategy by 30 June	WCO24	18	2	4	4	4	4	😬	n/a	n/a	n/a	n/a	1 revenue enhancement strategy implemented by February 2023.
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Existing Policies and By-laws are reviewed regularly and implemented	Submit a report on policies and by-laws to the MayCo	Number of reports submitted to the MayCo on policies and by-laws by 30 June	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.

Portfolio Protection Services: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Camera Master Plan (CCTV / LPR)	Spending of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services	Percentage of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services by	WCO24	90%	90%	90%	90%	90%	90%	😊	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome. 37.25% achieved by February 2023. An ongoing process of expenditure on CCTV cameras as per the Masterplan. This will include UPS solar power for batteries.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Tactical Reaction Unit (TRU)	Appointment of Law Enforcement Officers (Tactical Reaction Unit (TRU)))	Number of Law Enforcement Officers (TRU) appointed by 30 June	WCO24	48	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Linked to the Mayoral and Municipal Manager's Outcomes The establishment of a TRU needs to be finalised before appointments can be made.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Traffic Pound	Completion of the Traffic Pound registration process	Number of Traffic Pound registration processes completed by 30 June	WCO24	1	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Neighbourhood Watch Support	Spending of the Registered Neighbourhood Watches capital budget	Percentage of the Registered Neighbourhood Watches capital budget actually spent by 30 June	WCO24	90%	90%	90%	90%	90%	90%	😊	n/a	n/a	n/a	n/a	The funds could not be converted to the operating budget. Purchasing of equipment for NHWs to be confirmed and processed.

Portfolio Protection Services: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Rent a Cop Implementation	Not Applicable	Not Applicable	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Rent a Cop Programme is dependent on business buy-in.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Auxiliary (Reservist) Peace Officer Implementation	Not Applicable	Not Applicable	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A policy is in place. Individuals need to sign up for the programme.

8.3.8 Portfolio: Corporate Services

Table 96: Summary Results: Mayoral Portfolio Corporate Services - IDP Deliverables 2022/23

😊	Project completed	1
😐	Project in progress.	0
😞	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	2
Total KPIs		3

Table 97: Portfolio Corporate Services: 5-Year Plan 2022 – 2027

Project Rating																				
😊	Project completed.			😐	Project in progress.		😞	Not completed / No budget available / District Function / Provincial Function												
PORTFOLIO CORPORATE SERVICES: 5-YEAR PLAN 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Review the Property Management Policy, especially the outdoor dining aspect	Submission of revised Draft Property Management Policy to the Municipal Manager	Number of new Draft Property Management Policies submitted to the Municipal Manager by 31 May	WCO24	5	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 31 May 2023.
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Upgrade Makupula Community Hall	Completion of the Makupula Community Hall	Number of community halls completed by 30 June	15	1	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Structural improvement of Van Der Stel Sports Ground	Completion of the structural improvements of the Van De Stel Sports Ground	Number of Van der Stel Sports grounds improvements completed by 30 June	11	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	

Portfolio Corporate Services: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Structural upgrade of the Jamestown ward office	Completion of the structural upgrade of the Jamestown ward office	Number of Jamestown Ward Offices upgraded by 30 June	21	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Corridor structural upgrade	Completion of Kayamandi Corridor structural upgrade	Number of Kayamandi Corridors upgraded by 30 June	12	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 1	SFA 1	Upgrade of the New Space on Ryneveld Street	Complete the upgrade of the New Office Space in Ryneveld Street	Number of new office spaces upgraded in Ryneveld Street by 30 June	8	1	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.

8.3.9 Portfolio: Infrastructure Services

Table 98: Summary Results: Mayoral Portfolio Infrastructure Services - IDP Deliverables 2022/23

	Project completed	2
	Project in progress.	0
	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	6
Total KPIs		8

Table 99: Portfolio Infrastructure Services: 5-Year Plan 2022 – 2027

Project Rating					
	Project completed.		Project in progress.		Not completed / No budget available / District Function / Provincial Function

Portfolio Infrastructure Services: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Alternative energy supply: Purchasing Electricity from the Public	Amendment of policy to allow purchasing of electricity from public	Number of policies to be amended to allow purchasing of electricity from the public by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Linked to the Municipal Manager outcome.
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Alternative energy supply: Purchasing Electricity from the Public	Purchasing electricity from the public	Percentage of Energy Purchased from Public / (Total energy purchased)	WCO24	10%	n/a	7%	8%	9%	10%	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Alternative energy supply: Purchasing Electricity from Internal IPPs	Conclusion of IPP tender	Number of IPP tenders concluded by 31 March	WCO24	3	n/a	n/a	1	1	1	n/a	n/a	n/a	n/a	n/a	

Portfolio Infrastructure Services: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Alternative energy supply: Purchasing Electricity from external IPPs	Purchasing of Energy from external IPPs	Percentage of Energy Purchased from IPP / (Total energy purchased)	WCO24	30%	n/a	7%	10%	20%	30%	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA 2	Alternative energy supply: Methane Mining	Appointment of a service provider for the Extraction of Methane from Cell 3 for the generation of electricity	Number of service providers appointed for the Extraction of Methane from Cell 3 for the generation of electricity by 31 March	WCO24	1	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	To be confirmed.
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA 2	Alternative energy supply: Wet Waste Anaerobic Digestion (AD) Plant	Conclusion of a contract for diverting 50% of Organic Waste and generating electricity	Number of contracts concluded for diverting 50% of Organic Waste and generating electricity by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	To be confirmed.
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA 2	Recycling from source: Stellenbosch municipality to provide residents with bins and bags to collect and separate organic waste and recyclable material to be collected by Municipality.	Expansion of the recycling programme	Number of recycling programmes expanded by 30 June	WCO24	10	2	2	2	2	2	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.

Portfolio Infrastructure Services: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA 2	Recycling from source: Stellenbosch municipality to provide residents with bins and bags to collect and separate organic waste and recyclable material to be collected by the Municipality.	Implementation of an organic waste diversion initiative	Number of organic waste diversion initiatives implemented by 30 June	WCO24	4	n/a	1	1	1	1	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 4	Pre-paid or "capped" water meters: Households are to be fitted with pre-paid water meters to reduce and prevent water wastage.	Installation of pre-paid and "capped" water meters	Number of pre-paid and "capped" water meters installed by 30 June	WCO24	2500	300	500	500	500	700	n/a	n/a	n/a	n/a	n/a	Target will be reported on by 30 June 2023.
TBC	Directorate: Infrastructure Services	Department: Roads, Transport and Storm Water (RTS)	NKPA 1	SFA 1	Parking areas for park-and-ride purposes to create adequate parking spaces for people working in and visiting the Stellenbosch municipal area.	Develop single-level parking areas	Number of single-level parking areas developed by 30 June	WCO24	2	n/a	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Two single-level parking areas to be found feasible. A feasibility study is to be conducted for an additional 5 single-level parking areas.

Portfolio Infrastructure Services: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 1	Water pipelines: Old water pipes are to be replaced	Spent the capital budget of water pipeline replacements	Percentage of the capital budget for the replacements of water pipelines by 30 June	WCO24	90%	90%	90%	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.
TBC	Directorate: Infrastructure Services	Department: Infrastructure Planning, Development and Implementation Services	NKPA 1	SFA 4	Longlands Housing Project-Building of Top Structures	Construction of 106 subsidised top structures of the Longlands Housing Project	Number of subsidised top structures constructed by 30 June	20	106	99	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The target will be reported on by 30 June 2023.
TBC	Directorate: Infrastructure Services	Department: Infrastructure Planning, Development and Implementation Services	NKPA 1	SFA 4	Longlands Housing Project-Building of Top Structures	Construction of 38 enhanced sites in the Longlands Housing Project	Number of enhanced sites constructed by 30 June	20	38	38	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Infrastructure Services	Department: Infrastructure Planning, Development and Implementation Services	NKPA 1	SFA 4	Lindida GAP Housing Project – servicing 166 sites and building GAP houses.	Construction of 166 GAP houses in Lindida	Number of GAP houses constructed in Lindida by 30 June	5 and 6	166	140	26	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Infrastructure Services	Department: Infrastructure Planning, Development and Implementation Services	NKPA 1	SFA 4	Servicing 178 sites in Zone O	Construction of 178 serviced sites in Zone O	Number of serviced sites constructed in Zone O by 30 June	12, 13, 14 and 15	178	n/a	n/a	50	128	n/a	n/a	n/a	n/a	n/a	n/a	Relocation of the families was not achieved. The contractor was appointed but could not activate it. Construction funding was removed from the adjustment budget. Indicator to be moved to Housing Planning Development

8.3.10 Portfolio: Community Development (Parks, Open Spaces and Environment)

Table 100: Summary Results: Mayoral Portfolio Community Development (Parks, Open Spaces, Environment) - IDP Deliverables 2022/23

😊	Project completed	2
😐	Project in progress.	0
😞	Not completed / No budget available / District Function / Provincial Function	0
N/A	IDP Deliverable Not Yet Measured	3
Total KPIs		5

Table 101: Portfolio Community Development: 5-Year Plan 2022 – 2027

Project Rating					
	Project completed.		Project in progress.		Not completed / No budget available / District Function / Provincial Function

[illegible]

[illegible]

CHAPTER 9:

Public Interest and Expression of Needs

9.1 Community Participation

Chapter 4 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) requires municipalities to create a culture of community participation. According to section 16(1)(a)(i) of the MSA, “A municipality must develop a culture of municipal governance that complements formal representative government with a system of participatory governance, and must for this purpose encourage, and create conditions for, the local community to participate in the affairs of the municipality, including in the preparation, implementation and review of its integrated development plan in terms of Chapter 5”. It is therefore essential to have effective public participation structures in place.

The SDF, IDP, Budget, Sector Plans as well as major municipal policies, by-laws and decisions should be engaged to ensure that they are designed and implemented for and with the community. This also adds to the credibility of the needs reflected in the IDP, the Budget calculated in addressing these needs and the SDBIP drafted in implementing programmes and projects which reflect the communities' needs.

The growing trend of mature and constructive discussions from the public, the level of complexity and the investment made in understanding the municipality's business are encouraging. The direct participation and involvement of the ward councillors, communities and stakeholders in the identification of ward-based priorities and their involvement in the public participation process have added great value to the maturity and quality of the discussions between the public and the municipality. Ward Councillors are a critical link in connecting the municipality with the public. As members of the Council, and recipients of all the decisions taken by the Council, it positions Councillors strategically to ensure that the municipality not only understands the needs of the community, better but also to provide the public with honest and accurate feedback on the municipality's initiatives. These endeavours are supported by well-functioning Ward Committees. Councillors are, however, encouraged to always adhere to the code of ethics for Councillors and to always act with the utmost integrity and accountability toward their constituents and the municipality, as this is the only way in which to form a responsible local government.

Public participation takes place through various means and platforms and is often tailored to suit a specific audience or community. Importantly, communities from different socio-economic backgrounds use different platforms to communicate. It is important to cater for all scenarios and to utilise all available platforms to their optimum potential, given that a certain degree of apathy exists in certain communities.

The maturity level that the public participation process has achieved during the COVID-19 pandemic, has reached new heights from both the community members and the administration. Further feedback will be provided on the comments captured on written submissions made via the various platforms created for public participation. To ensure that the public participation process is a two-way process, all comments have been carefully considered and discussed with internal departments.

9.2 Public Participation in the drafting of 1st Review of the 5th Generation IDP 2022 – 2027

Stellenbosch Municipality implemented a hybrid approach for public participation from **Wednesday, 7 September – Wednesday, 28 September 2022** during the analysis phase to determine the needs of the community in developing the 1st Review of the 5th Generation IDP 2022 – 2027.

A notice was published in the local newspaper and on the municipal website to announce the start of the public participation process for the development of the 1st Review of the 5th Generation IDP 2022 – 2027. At the start of the process, a link to an **electronic submission form** was made available on the municipal website, the Stellenbosch Citizen App, and broadcast via WhatsApp, Facebook, and email.

Members of the community and other interested and affected parties were encouraged to attend the online public participation meeting for their ward / area. Members of the community with no access to WIFI / data and or a device were encouraged to attend the online public participation meeting at a venue closest to their place of residence. The MS Teams links and meeting schedules to the **hybrid public participation meetings** were made available on the communication platforms as indicated in the figure below.

Figure 54: Communication Platforms

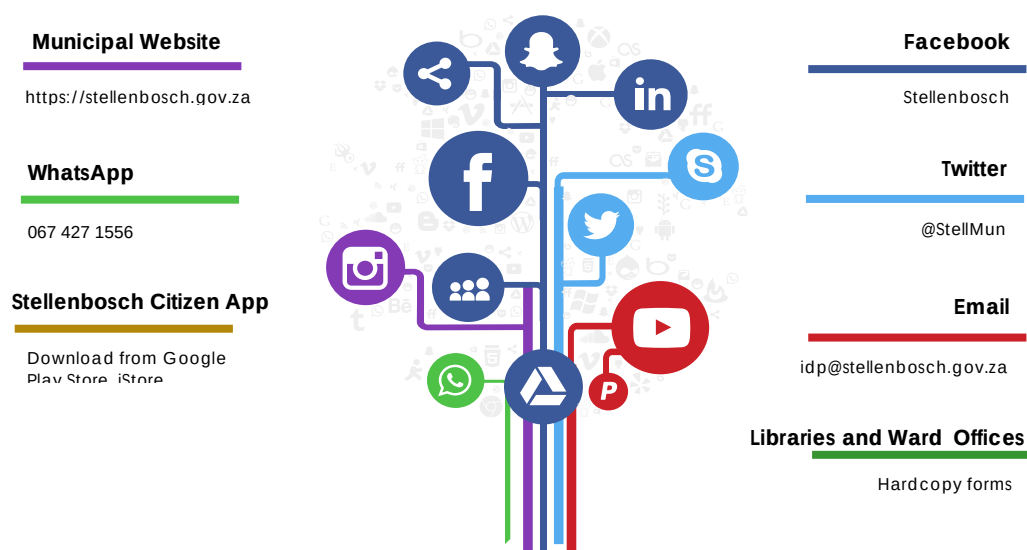


Table 102: IDP Public Participation Meeting Schedule – September 2022

Date	Wards	Ward Councillor/s	Satellite Venue	Times	Meeting Link
Monday, 19 September 2022	1	Cllr Reginald Pheiffer	Groendal Community Hall (Franschhoek)	18:00 – 20:00	https://bit.ly/3QLsbAE
	2	Cllr Wilhelmina Petersen	La Motte Community Hall		
	3	Cllr Charles Manuel	Wemmershoek Community Hall	18:00 – 20:00	https://bit.ly/3AkBdza
	4	Cllr Ralphon Adams	Kylemore Community Hall		
Tuesday, 20 September 2022	5	Cllr Roy Van Rooyen	Lückhoff High School (Ida's Valley)	18:00 – 20:00	https://bit.ly/3QjiUzT

Date	Wards	Ward Councillor/s	Satellite Venue	Times	Meeting Link
	6	Cllr Nateshia Mcombring	St. Ida's Primary School (Ida's Valley)	18:00 – 20:00	https://bit.ly/3AnhM8Q
	16	Cllr Elsabe Vermeulen	Eike Hall (Cloetesville)		
	17	Cllr Peter Johnson			
Wednesday, 21 September 2022	12, 13, 14 and 15	Cllr Ayanda Tomose Cllr Mary Nkopane Cllr Maxwell Danana Cllr Elliot Masimini	Kayamandi Community Hall	18:00 – 20:00	https://bit.ly/3pjJpt7
	18	Cllr JC Anthony	Klapmuts Multipurpose Centre	18:00 – 20:00	https://bit.ly/3SUOCyW
	19	Cllr James Williams	De Novo Community Hall		
Thursday, 22 September 2022	7, 8, 9, 10, 11, 22 and 23	Cllr Annemarie Ferns Cllr Carli Van Wyk Cllr Zelda Dalling Cllr Rozette Du Toit Cllr Johannie Serdyn Cllr Esther Groenewald Cllr Lwando Nkamisa	Stellenbosch Town Hall (Plein Street)	18:00 – 20:00	https://bit.ly/3w709HX
	20	Cllr Joseph Joon	Vlottenburg Methodist Church	18:00 – 20:00	https://bit.ly/3dwlQt7
	21	Cllr Rikus Badenhorst	Weber Gedenk Primary School Hall (Jamestown)		

The draft 1st Review of the 5th Generation IDP 2022 – 2027 and draft Budget 2023 – 2026 were made public from **3 April – 25 April 2023** for a period of 23 days, and a series of the area-based public meetings were held from **12 April to 18 April 2023** in the Stellenbosch municipal area. The same communication platforms were used as in September 2022, with physical public meetings being held at various locations in the respective wards.

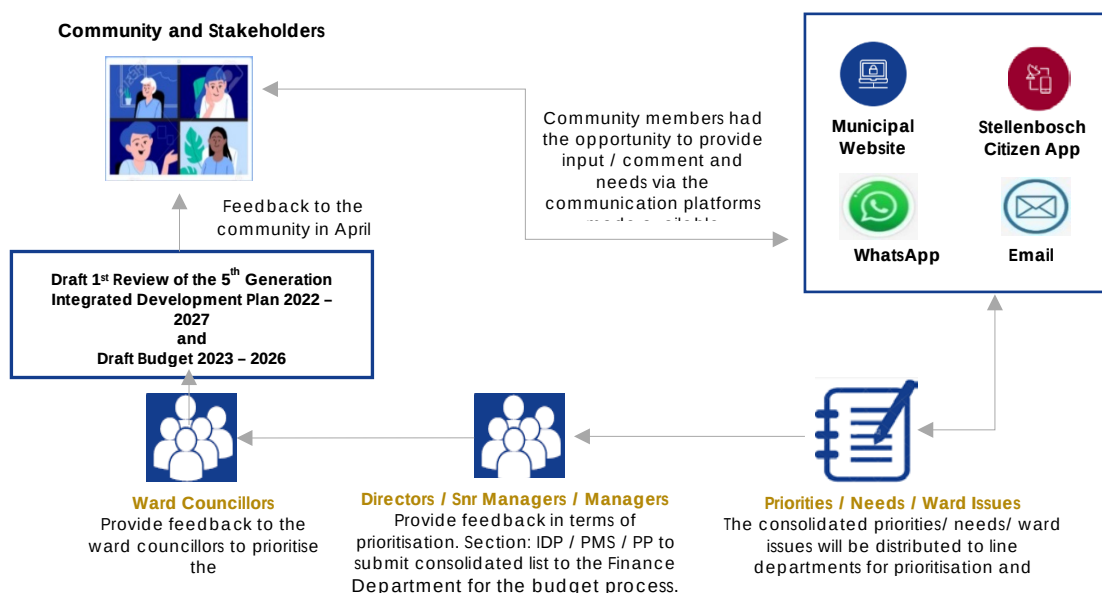
Table 103: IDP and Budget Public Participation Meeting Schedule – April 2023

Date	Time	Wards	Ward Councillor/s	Venue
Wednesday, 12 April 2023	18:30 – 20:30	1 and 2	Cllr Reginald Pheiffer Cllr Wilhelmina Petersen	Groendal Community Hall (Franschhoek)
		12, 13, 14 and 15	Cllr Ayanda Tomose Cllr Mary Nkopane Cllr Maxwell Danana Cllr Elliot Masimini	Kayamandi High School (Kayamandi)
Thursday, 13 April 2023	19:00 – 21:00	5 and 6	Cllr Roy Van Rooyen Cllr Nateshia Mcombring	Lückhoff High School (Ida's Valley)
		18 and 19	Cllr JC Anthony Cllr James Williams	Klapmuts Multipurpose Centre (Klapmuts)
Monday, 17 April 2023	19:00 – 21:00	3 and 4	Cllr Charles Manuel Cllr Ralphton Adams	Kylemore Community Hall (Kylemore)

Date	Time	Wards	Ward Councillor/s	Venue
		16, 17 and 19 (Smartietown and Weltevrede 1 and 2)	Cllr Elsabe Vermeulen Cllr Peter Johnson	Eike Hall (Cloeteville)
Tuesday, 18 April 2023	18:00 – 20:30	7, 8, 9, 10, 11, 22 and 23	Cllr Annemarie Ferns Cllr Carli Van Wyk Cllr Zelda Dalling Cllr Rozette Du Toit Cllr Johannie Serdyn Cllr Esther Groenewald Cllr Lwando Nkamisa	Stellenbosch Town Hall (Plein Street)
	19:00 – 21:00	20 and 21	Cllr Joseph Joon Cllr Mynard Slabbert	Webergedenk Primary School Hall (Jamestown)

The electronic and verbal submissions made available on the various platforms created for public participation followed the process below:

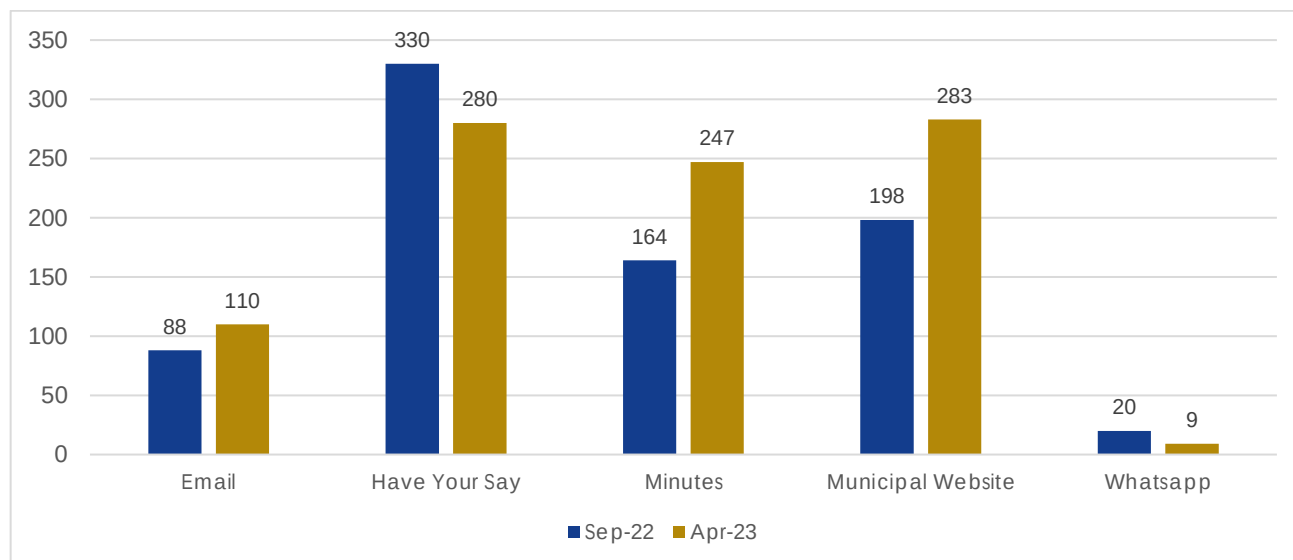
Figure 55: Process Flow for electronic and verbal submissions



9.3 Public Participation Statistics: September 2022 and April 2023

The graphs below indicate the number of individual line-item submissions received on the various communication platforms.

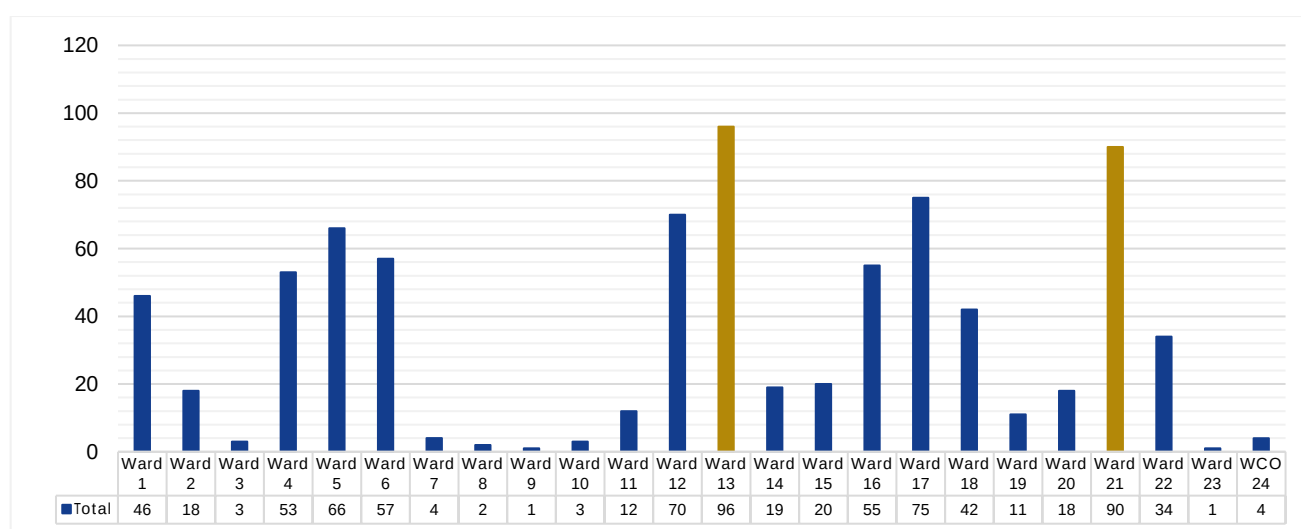
Graph 14: Total number of individual submissions per platform (Sept 2022 and April 2023)

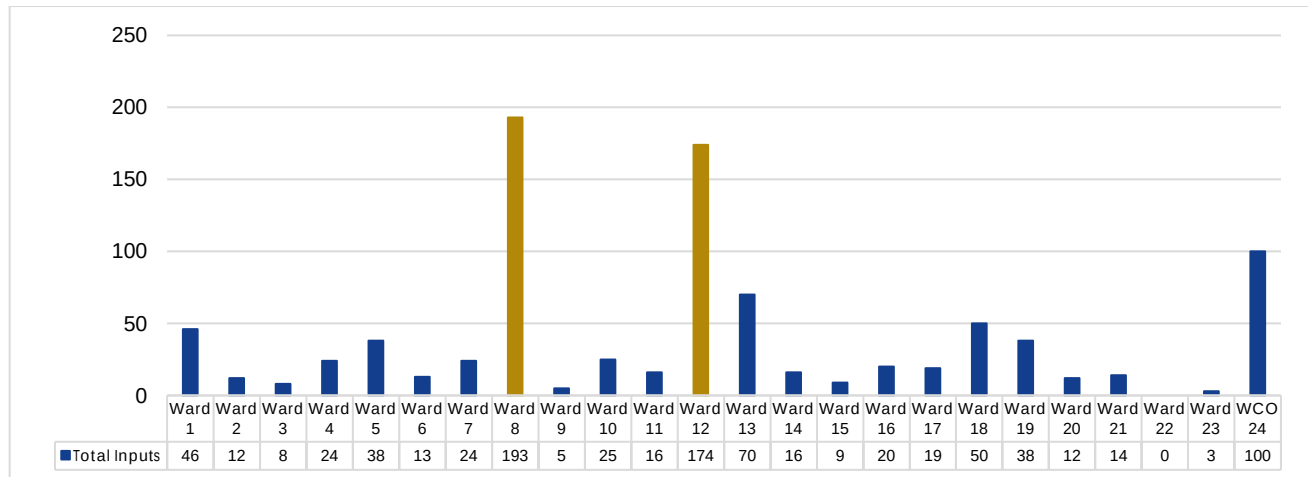


As noted from the graph above, the electronic form, which was made available on the municipal website, input recorded in the public meeting minutes and the written 'Have your Say' was the most popular platform used by the community and stakeholders to submit their needs and priorities. A total of **330 and 280** 'Have Your Say' individual line items were recorded, with the electronic form on the municipal website as the second most popular platform with **198 and 283** individual line-item submissions recorded.

The graph (dark yellow) below indicates that **Ward 13** and **Ward 21** have the highest number of line items / inputs per ward received and capture during the public participation period for September 2022. In comparison with April 2023, **Ward 8** and **Ward 12** had the highest items / inputs recorded during the IDP and Budget public participation period.

Graph 15: Total number of Ward inputs per ward (Sept 2022)



Graph 16: Total number of Ward inputs per ward (April 2023)

9.4 Summary of Needs and Priorities

The graphs below present a summary of the key priorities and needs raised by communities during the public participation period in September 2022 and April 2023. It is evident from both graphs that the **top 5 priorities** identified for WCO24 by community members are listed below:

1. Safety and Security;
2. Roads, Transport and Stormwater;
3. Access to Housing;
4. Electrical Services; and
5. Basic Services / Water and Sanitation.

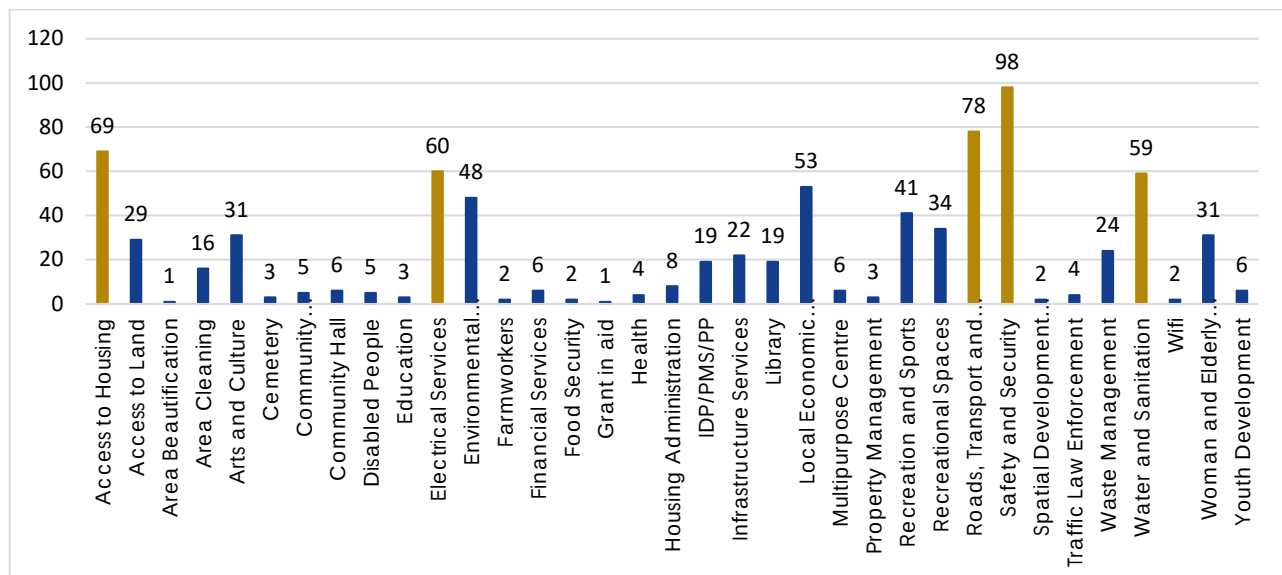
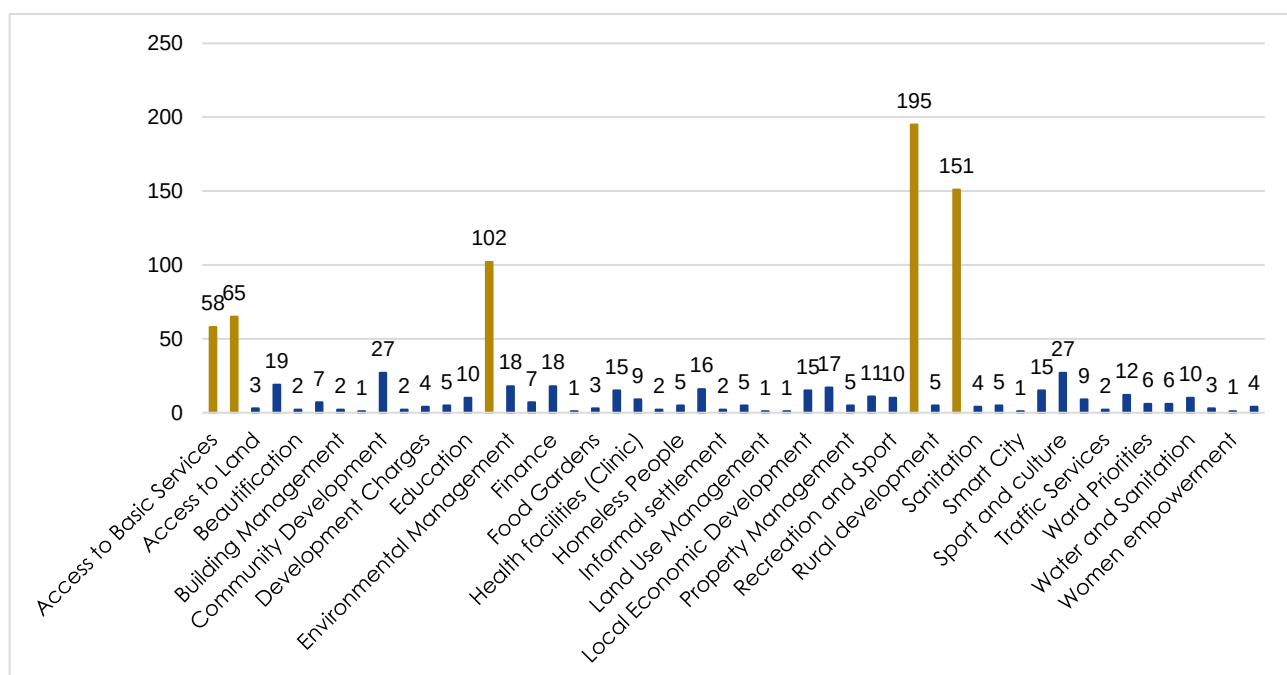
Graph 17: Number of community inputs per priority area in Sept 2022

Table 104: Number of Attendees disaggregated by Gender, April 2023

IDP and Budget Public Participation: April 2023 Number of Attendees disaggregated by Gender					
Wards	Area	Male	Female	Unspecified	Total Attendees
12, 13, 14 and 15	Kayamandi	75	55	6	136
5 and 6	Ida's Valley	25	18	3	46
1 and 2	Franschhoek	30	38	7	75
7, 8, 9, 10, 11, 22 and 23	Stellenbosch CBD	51	93	30	174
18 and 19	Klapmuts, De Novo, Vaaldraai, Elsenburg and surrounding farms	72	56	25	153
3 and 4	Kylemore, Pniël, Wemmershoek, Lanquedoc, Maasdorp and Meerlust	27	38	7	72
20 and 21	Vlottenburg, Raithby, and Jamestown	63	57	6	126
16, 17 and 19	Cloetesville (including Smartie Town and Weltevrede 1 and 2)	33	50	4	87
Total		376	405	88	869

Graph 18: Number of community inputs per priority area in April 2023

The table below indicates which priority areas were raised in the different wards:

Table 105: Priority areas per Ward

Community Need / Priority	Wards (September 2022)	Wards (April 2023)
Access to Basic Services	n/a	2, 3, 8, 10, 12, 18, 19, WCO24
Access to Housing	1, 2, 4, 5, 12, 13, 14, 15, 16, 18, 19, 20, 21	1, 2, 4, 5, 8, 10, 12, 13, 14, 16, 17, 18, 19, 21, WCO24
Access to Land	1, 2, 4, 5, 11, 12, 13, 14, 15, 17, 18, 21, WCO24	5, 12, 18
Area Beautification	4	8, 11
Area Cleaning	4, 6, 12, 16, 17, 21, 22	2, 4, 12, 17, 19
Arts and Culture	1, 12, 13, 21	7, 9
Building Maintenance	n/a	1, 2, 12, 16, 17

Community Need / Priority	Wards (September 2022)	Wards (April 2023)
Cemetery	18	18
Community Development	2, 13, 15, 18	1, 5, 6, 12, 13, 14, 15, 16, 17, 18, 19
Community Hall	13, 14	4, 5, 12, 14
Council	n/a	19, 21
Development Charges	n/a	19, WCO24
Disabled People	12, 13	12, WCO24
Education	1, 5, 16	1, 2, 5, 8, 18, WCO24
Electrical Services	2, 4, 5, 11, 12, 13, 14, 16, 17, 18, 20, 21, 22	1, 2, 5, 6, 7, 8, 9, 10, 12, 13, 15, 16, 18, 19, 20, WCO24
Environmental Management	1, 4, 5, 6, 11, 16, 17, 21, 22, WCO24	1, 5, 7, 8, 11, 12, 19, WCO24
Farmworkers	19	19, WCO24
Fire Services	n/a	5, 6, 12, 21, WCO24
Financial Services	11, 15, 16, 18, 21	20
Food Security	12, 21	3, 5
Grant in Aid	16	4, 5, 12, WCO24
Health	6, 12, 13, 15	1, 12, 14, 18, 19
Housing Administration	2, 16, 17, 19	5, 10, 12, 14, 17, 19, WCO24
IDP/PMS/PP	4, 12, 13, 14, 15, 16, 18, WCO24	3, 10, 11, 12, 15, 19, 20, 21, WCO24
Infrastructure Services	4, 5, 6, 13, 23	n/a
Land for Housing	n/a	1, 2, 3, 4, 12, 14, 16, 17, 18, 20
Land Use Management	n/a	12, 18, 20, WCO24
Library	2, 12, 13	18
Local Economic Development	1, 4, 5, 6, 10, 12, 13, 15, 16, 17, 18, 19, 20, 21, 22	1, 5, 15, 18, 21, WCO24
Multipurpose Centre	6, 13, 16	n/a
Property Management	5, 17	1, 4, 11, 14, 16
Recreation and Sports	1, 3, 4, 5, 6, 12, 13, 14, 15, 16, 17, 18, 20, 21	1, 2, 3, 4, 6, 7, 12, 14, 15, 16, 18, 19, 20, WCO24
Recreational Spaces	1, 2, 3, 5, 6, 13, 14, 15, 17	1, 3, 5, 6, 10, 11, 12, 17, 19, WCO24
Roads, Transport and Storm Water Services	1, 4, 5, 6, 7, 8, 11, 12, 14, 16, 17, 18, 20, 21, 22	1, 4, 5, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 21, 23, WCO24
Rural Development	n/a	18, 19, WCO24
Safety and Security	1, 2, 4, 5, 6, 10, 11, 12, 13, 15, 16, 17, 18, 19, 20, 21, 22	1, 2, 3, 5, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, WCO24
Smart City	n/a	WCO24
Spatial Development Framework	4, 22	1, 5, 8, 15, 16, 17, 18, 19, 20, 21, 23, WCO24
Tariffs / Rates	n/a	1, 4, 6, WCO24
Traffic Law Enforcement	14, 16, 21, 22	8, 10
Waste Management	1, 5, 6, 12, 16, 17, 18, 21, 22	5, 10, 12, 14, 23
Water and Sanitation	1, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, 22	1, 2, 5, 10, 12, 20, WCO24
WiFi	3, 13	12, 15
Woman and Elderly	5, 6, 12, 13	5
Youth Development	1, 4, 13, 18, 19	4, 10, 18, 19

9.5 Ward Priorities

Emanating from the community needs and inputs, the following **key priorities per ward** were identified by the ward councillor for the period 2022 – 2027. During the annual IDP review, these key priorities may be reviewed and reprioritised.



Ward 1: Cllr. Reginald Pheiffer

9.5.1 Ward Priorities: Ward 1

Table 106: Ward 1 – Ward Priorities

Table 100: Ward 1 – Ward Priorities

Project Rating																
	Project completed.				Project in progress.				Not completed / No budget available / District Function / Provincial Function							

WARD PRIORITIES: WARD 1																	Departmental Comment	
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Priority 1: Housing	Provision of mixed-development housing projects in the greater Franschhoek Valley Area	Obtaining development rights for mixed-use development for the La Motte housing project	Percentage of the La Motte Capital Budget actually spent by 30 June	Planning and Economic Development	Integrated Human Development	Local	n/a	n/a	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The La Motte mixed-use housing development will provide a variety of housing opportunities / typologies for different income categories in the Franschhoek Valley that qualify for a housing subsidy. The HDA is currently working on transferring the land from the national DPWL.
TBC	Priority 2: Infrastructure Services	Construction of the Franschhoek Taxi Rank across the Franschhoek Wine Tram Terminal (PRASA Property) in consultation with the local taxi association	Held a consultation meeting with relevant stakeholders	Number of consultation meetings held with relevant stakeholders by 31 March	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality needs to investigate more suitable / alternative land in the CBD. There is an existing lease between the Wine Tram and PRASA for the land.

		Provide space for collection and processing of recyclable waste at the Fabriek Street Waste Drop-off site	Investigate a suitable location for the processing of recyclable waste in Franschhoek.	Number of investigations conducted for a suitable location for the processing of recyclable waste in Franschhoek by 30 June	Infrastructure Services	Waste Management	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Establish a permit system for businesses in Franschhoek that transport extra waste of households to the Fabriek Street Waste Drop-off site.	According to the municipal bylaw outside service providers are not allowed to pick up refuse from private homes.	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipal by-law does not allow external service providers to collect household refuse from residential properties. This is a municipal function.
		Street names to be installed in the new housing section in Mooiwater:	Installation of street name kerbs	Number of street name kerbs installed by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	11	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The kerbs to be completed by 30 June 2023 are as follows: Sunflower Street, Jacaranda Street, Orchid Street, Lavender Street, Aloe Street, Fennel Street, Bellflower Street, Cypress Street, Barberry Street, Fern Street, and Everlasting Street.
		Formalising the parking lot in front of the Franschhoek Bowling Club on Lambrecht Street	Complete concept designs for the improvement of the parking area on Lambrecht Street	Number of concept designs completed for the improvement of the parking area in Lambrecht Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The parking is part of a provincial road reserve.
		Establishment of a parking area at the back of Franschhoek Town Hall / Franschhoek Municipal Offices for use of the public	Complete concept design for the parking areas at the back of the Franschhoek Town Hall	Number of concept designs completed for the parking areas at the back of the Franschhoek Town Hall by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Designs for the parking area are currently being reviewed.

		Upgrade and / or establish sidewalks in Reservoir Street specific, and frequently utilised residential routes in Franschhoek Town	The project is completed.	The project is completed.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The construction of sidewalks on Reservoir Street is complete.
		Construction and upgrading of sidewalks in Mooiwater, Groendal (Accessible for persons with disabilities)	Complete concept designs for sidewalks in Mooiwater, Groendal	Number of concept designs completed for sidewalks in Mooiwater, Groendal by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Establish a Landscaped Municipal Parking area on the corner of Dirkie Uys- and La Rochelle Street.	Compile designs for the parking areas on the corner of Dirkie Uys- and La Rochelle Street	Number of designs compiled for the parking areas at the corner of Dirkie Uys- and La Rochelle Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The designs for the parking area are currently being reviewed.
		Removal of the parking bays on the west side of Hugonote Street between Berg and De La Rey Street and widening the sidewalks	The municipality could consider the request in the outer years after the implementation of the current strategy (2025-27 financial year).	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The ward priority could be considered in the 2025 – 2027 MTREF period.
		Closure of the southeast side of Church Street and conversion of the existing road into a public amenity area	Complete concept designs for the improvement of Church Street	Number of concept designs completed for the improvements of Church Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Designs for the improvement of Church Street are currently being reviewed.

		Construction of traffic calming measures and resurfacing of Reservoir Street	Construct a raised intersection at Reservoir Street and AgriMark	Number of raised intersections constructed at Reservoir Street and AgriMark by 28 February	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Completed.
		Construct traffic calming measures and resurface Reservoir Street	Construct a raised pedestrian crossing at Reservoir Street	Number of raised pedestrian crossings constructed at Reservoir Street by 28 February	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Completed.
		Construction of a raised pedestrian crossing on Akademie Street across the Hospice	Conduct an assessment to determine the feasibility of a raised pedestrian crossing on Akademie Street	Number of assessments conducted to determine the feasibility of a raised pedestrian crossing in Akademie Street by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Fourway stop at the intersection of Oaklodge- and Akademie Street	Conduct an assessment to determine the feasibility of a four-way stop at the intersection of Oaklodge- and Akademie Street	Number of assessments were conducted to determine the feasibility of a four-way stop at the intersection of Oaklodge- and Akademie Street by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Erection of more pedestrian signage on Akademie Street at Franschhoek High School	Conduct a pedestrian signage assessment on Akademie Street at Franschhoek High School	Number of pedestrian signage assessments conducted in Akademie Street at Franschhoek High School by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An assessment will be completed by 30 June 2023.

		Develop emergency vehicle access ways in Riverside and Klein Mooiwater informal settlement	The Department: Informal Settlements indicated that the structures should be removed before an	Not Applicable	Infrastructure Services and Planning and Economic Development	Roads, Transport and Storm Water (RTS) Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Installation and upgrading of ablution facilities within the Riverside and Klein Mooiwater informal settlements	The responsible department will investigate and provide a progress report.	Not Applicable	Planning and Economic Development Infrastructure Services	Integrated Human Settlements Water and Sanitation Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Provision and upgrading of water access points and sewerage infrastructure within the Riverside and Klein Mooiwater informal settlements	The Department: Informal Settlements monitors and reports on these facilities regularly.	Not Applicable	Planning and Economic Development Infrastructure Services	Integrated Human Settlements Water and Sanitation Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Upgrading of electricity network capacity to provide electricity access for residents in Riverside and Klein Mooiwater informal settlements	The MV network upgrade has been completed and residents that applied for an electricity connection have been attended to.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	n/a	Eleven (11) applications were received, and connections have been completed.
TBC	Priority 3: Sports, Recreation and Parks	Construction of the swimming pool facility in Groendal / Franschhoek / La Motte	Conduct a feasibility study for additional swimming pools in the Stellenbosch municipal area.	Number of feasibility studies conducted for additional swimming pools in the Stellenbosch municipal area by 30 June	Community and Protection Services	Community Services	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are no available funds on the current MTREF. A progress report is to be provided during the September 2023 public participation process.

		Erection of a clear-view fence around the Franschoek Bowling green with a motor-controlled gate.	The municipality will investigate the type of lease agreement entered into with the bowling club to establish the roles and responsibilities.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Establish sports and recreational facilities on Erf 3229, Mooiwater	Groendal already has a sports facility. The identified erf is earmarked for housing development.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Provision of staff to manage the Circus Grounds facilities (ablution, park and other) Mon-Sun and Public Holidays	The responsible department will investigate and provide a progress report.	Not Applicable	Community and Protection Services And Infrastructure Services	Community Services Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Develop the Franschoek Circus Grounds that promote the Heritage, Culture and Art of Franschoek	This is a heritage site. Therefore, development of an amphitheatre and wine museum cannot be developed.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a	Unfortunately, the implementation of the ward priority is not feasible due to the heritage status of the site.

		Construction of Natural Focused Parks alongside the Stiebeul River in Mooiwater	Continuous upgrades alongside the Stiebeul River in Mooiwater are dependent on available funds.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Clean-up operation of the Stiebeul River and implementation of the river stewardship programme	The Stewardship programme is a volunteer programme. It is not a compulsory programme.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🚫	n/a	n/a	n/a	n/a	The Department: Community Services is not in a position to start with the stewardship programme due to capacity constraints.
TBC	Priority 4: Property Management	Upgrade and repurpose the Old Youth Centre Building in Beau Coup De L'eau Street, Mooiwater	There are no funds available on the MTREF.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	🚫	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Development of an Amphitheatre and Wine Museum on the Franschhoek Circus Ground	This is a heritage site. Therefore, the development of an Amphitheatre and wine museum is not feasible.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	🚫	n/a	n/a	n/a	n/a	Unfortunately, the implementation of the ward priority is not feasible due to the heritage status of the site.
		Reopening of the ablution facilities for the public in Dirkie Uys Street at the back of the Franschhoek Town Hall	The responsible department will investigate and provide a progress report.	Not Applicable	Community and Protection Services Infrastructure Services	Community Services and Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		To issue a call for proposals for Erven 3192, 3019 and 3111 Mooiwater, Franschhoek for the establishment of places of worship	The Directorate: Corporate Services will investigate and look at the council resolution to determine whether or not places of worship can utilise this land.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Lowering of the Franschhoek Municipal office counters at the Finance and Traffic section for accessibility for people with disabilities (persons in wheelchairs)	The Directorate: Corporate Services will conduct an assessment.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Establish a well-positioned Tourism Office in Franschhoek CBD	The LTO was awarded a suitable tourism office on a lease agreement. This is included in the Franschhoek Wine Valley Tourism Association (FWVT) appointment.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	🤔	n/a	n/a	n/a	n/a	The Franschhoek Wine Valley Tourism Association (FWVTA) is funded by Council as an LTO.

TBC	Priority 5: Local Economic Development	Implementation of a policy and effective mechanisms to limit and control formula restaurants in historic areas of Franschhoek	Land usage is currently managed in terms of the Stellenbosch Municipality Zoning Scheme Bylaw, 2019. Therefore, the proposed policy will infringe on person's rights to operate a business.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	It would rather be suggested that an urban design policy be developed to ensure that the historical character (landscapes and building facades, etc.) of Franschhoek is retained.
		Provide space for Jobseeker Data Capturers in Franschhoek / Groendal	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Planning and Economic Development	Development Planning	Local	1300	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Space has been identified at the Groendal Ward Office and the ICT Department is currently in the process of installing ICT infrastructure to enable the functioning of the Jobseeker Data Capturers from the Groendal Ward Office.
		Establish a policy to control and limit the use of private houses and flats for short-term rental in Franschhoek	The use of private houses and flats for short-term rental in Franschhoek is controlled and managed in terms of the Zoning Scheme Bylaw.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This is regulated by the municipal Zoning Scheme Bylaw.



Ward 2: Cllr. Wilhelmina Petersen

9.5.2 Ward Priorities: Ward 2

Table 107: Ward 2 – Ward Priorities

Project Rating																		
😊	Project completed.			😐	Project in progress.			😞	Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 2																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Housing	Housing as well as land for housing in Ward 2	To obtain development rights for La Motte	Percentage of the La Motte capital budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The La Motte mixed-use housing development will provide a variety of housing opportunities / typologies for different income categories in the Franschhoek Valley that qualify for a housing subsidy. The HDA is currently working on transferring the land from the national DPWL.
		Use open Spaces in Bosbou and Groendal to build houses to address the backlog of housing in Ward 2.	Council has requested the administration to investigate possible housing / business options on erven 412 and 217 and 284, Groendal.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A consultant was appointed, and various development proposal options have been developed for each of the erven. Currently investigating the contractual status of each of the erven, where after the development proposal options will be sent to Council for consideration.

TBC	Priority 2: Basic Infrastructure Services	Insitu upgrading of Langrug	The Department: Informal Settlements in collaboration with the Department: Project Management Unit (PMU) will revise the existing plans to re-evaluate the in-situ upgrading of Langrug.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Upgrading and beautifying sidewalks in La Motte Bosbou	Conduct an assessment for phase implementation	Number of assessments conducted for phase implementation by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Maintenance of Stiebeuel Riverbanks	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Sewerage problem from Langrug to Blossom Street	A new bulk sewer main was constructed from the corner of Blossom Street and Le Roux Street, along Le Roux Street and Gladiola Street where it connected up to the bulk sewer. A catchpit was constructed at the entrance of Langrug to separate illegal objects that are dumped into the municipal sewer network by the community.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a	Completed.

		Sewerage outlet in the Stiebeuel River near Mooiwater informal Settlement in Skool Street	The sewerage outlet referred to is not a sewerage outlet, but a stormwater outlet that is contaminated by the community.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 3: Sports, Arts and Culture	Swimming pool in Groendal next to Groendal Sports Grounds	Conduct a feasibility study for additional swimming pools in the Stellenbosch municipal area.	Number of feasibility studies conducted for additional swimming pools in the Stellenbosch municipal area by 30 June	Community and Protection Services	Community Services	Local	1	n/a	n/a	n/a	n/a	🚫	n/a	n/a	n/a	n/a	There are no available funds on the current MTREF. A progress report is to be provided during the September 2023 public participation process.
		Pavilion at Groendal Sports Grounds	A Structural Engineer must be appointed.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are no available funds on the current MTREF. A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Safety and Security	Safety- checks CCTV cameras in Groendal that give a poor vision	Repair and maintenance form part of the CCTV Camera Masterplan.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Increase Law Enforcement personnel to render services in Greater Franschhoek Valley	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 5: Education	The community of Langrug will be glad if you can add an IsiXhosa Secondary School	This is a Provincial function.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Provincial	n/a	n/a	n/a	n/a	n/a	🚫	n/a	n/a	n/a	n/a	The municipality will forward the ward priority to the provincial sector department and provide feedback during the September 2023 public participation process.

9.5.3 Ward Priorities: Ward 3



Ward 3: Cllr. Charles Manuel

Table 108: Ward 3 – Ward Priorities

Project Rating																		
	Project completed.				Project in progress.				Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 3																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Housing	Housing and town establishment in Lanquedoc, Wemmershoek, Maasdorp	To obtain development rights for Maasdorp	Percentage of the Maasdorp operational budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Lanquedoc: No land is currently available for any housing development. Wemmershoek: No land is currently available for any housing development. Maasdorp: A service provider has been appointed to obtain land use and development rights. The application has been submitted to the Department: Land Use Planning, for approval.
TBC	Priority 2: Clinic	Build clinics in Lanquedoc and Wemmershoek	This is a Provincial function.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Provincial	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The municipality will forward the ward priority to the provincial sector department and provide feedback during the September 2023 public participation process.
TBC	Priority 3: Basic Infrastructure Services	Construction of speed humps on Boonzaaier Road	Conduct an assessment to construct speedhumps on Boonzaaier Road	Number of assessments conducted to construct speed humps in Boonzaaier Road by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Completed.

		Construction of a bridge in Lanquedoc	Construction of a new bridge in Lanquedoc	Number of new bridges implement in Lanquedoc by 31 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Design, documentation, and procurement processes are in progress.
		Construction of sidewalks in Lanquedoc and Wemmershoek	The pedestrian walkways will be assessed.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The NMT Masterplan will be utilised for ongoing phased implementation aligned with available resources. A progress report is to be provided during the September 2023 public participation process.
		Erecting fences at the Lanquedoc and Wemmershoek Sportsgrounds	The Wemmershoek Sports ground needs boundary walls. A consultant will be appointed to draw plans and draft specifications.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: Community Services will liaise with the ward councillor concerning the natural waterbody next to the facility (Lanquedoc). A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Local Economic Development	Develop a business hub in Lanquedoc	Submission of progress reports on Council-approved catalytic initiatives and / or special projects to the Director: Planning and Economic Development	Number of quarterly progress reports on Council-approved catalytic initiatives and / or special projects submitted to the Director: Planning and Economic Development	Planning and Economic Development	Development Planning	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Put business even on tender for Wemmershoek residents			Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.



9.5.4 Ward Priorities: Ward 4

Table 109: Ward 4 – Ward Priorities

Ward 4: Cllr. Ralphton Adams

Project Rating																		
😊	Project completed.			😐	Project in progress.			😞	Not completed / No budget available / District Function / Provincial Function									

WARD PRIORITIES: WARD 4																		
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					Departmental Comment
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Basic Infrastructure Services	Drains overflowing in winter / rainy days in the areas of Kylemore; Johannesdal; Pniël.	Upgrading is scheduled for the 2023/24 financial year.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Maintenance of stormwater drains forms part of the operational programme.
		Recycling programme to be implemented in Kylemore; Johannesdal and Pniël.	Implementation (expansion) of the recycling programme in Kylemore and Johannesdal	Percentage of recycling programmes implemented in Kylemore and Johannesdal by 30 June	Infrastructure Services	Waste Management	Local	n/a	80%	n/a	n/a	n/a	😐	n/a	n/a	n/a	n/a	The recycling programme is in place in Pniël in the form of weekly collection.
		A reliable electricity network is needed in Ward 4 in the following areas: Johannesdal, Kylemore and Pniël.	A consultant and an electrical contractor have been appointed in the 2020/21 financial year to assist the municipality with the 11kV network upgrades. It will be upgraded by 2030.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An investigation was conducted to determine which networks needed to be upgraded. Arrangements for a direct supply point from Eskom are currently underway and will be concluded by 2027.

		Increase the number of streetlights in the streets of Johannesburg; Kylemore and Pniël.	Replacing the existing streetlights with LED lights in Pniël and Johannesburg is ongoing (95% is completed).	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The contractor fixing the streetlights in Kylemore is on site and was completed by 30 November 2022.
		Resurfacing or reseat of Sonnestraal Street in Johannesburg	Conduct an assessment for the resurfacing or reseat of Sonnestraal Street in Johannesburg.	Number of assessments conducted for the resurfacing or resealing of Sonnestraal Street in Johannesburg by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The outcome of the assessment will determine implementation. The condition of Sonnestraal Street was not as poor as other streets in Johannesburg. Roads in Johannesburg were rehabilitated and resealed.
		Restructuring of the sewage network in Pniël, East End Crescent. Removal of a pump station in the area.	Upgrade (minor) the Pniël sewer pump station	Percentage of the Pniël sewer pump station capital budget actually spent by 30 June	Infrastructure Services	Water and Wastewater Services	Local	n/a	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Sidewalks in all streets of Kylemore; Pniël and Johannesburg.	Conduct an assessment to Construct sidewalks in all streets of Kylemore; Pniël and Johannesburg.	Number of assessments conducted to Construct sidewalks in all streets of Kylemore; Pniël and Johannesburg by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Assessments are to be carried out in terms of NMT policy for phased implementation as required for ongoing phased implementation aligned with available resources.
TBC	Priority 2: Safety and security	Visibility of Law Enforcement officers in Kylemore; Pniël; Johannesburg area	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Installation of more security cameras at hotspots in Kylemore, Johannesburg and Pniël	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

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		Speedbumps at Kylemore Sports ground on the access road from Gate to the clubhouse.	Department: Community Services will investigate alternative means of addressing speeding vehicles on our community sports grounds.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 3: Open spaces; Sport; Recreation, Culture and Facilities	Renovation or upgrading of sports facilities; clubhouses and change rooms in Kylemore and Pniël	A contractor has been appointed for the repairs of sport facilities in Kylemore and Pniël cricket facility.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Extension of boundaries of existing cemeteries in Pniël and Kylemore	Pniël: There is no additional land available to extend the boundaries. Kylemore is in the process of registering two additional erven to be used as a cemetery.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.	
		Cleaning of all streets and removal of weed on pavements not taking place in Johannesburg; Kylemore and Pniël.	This is part of the operational maintenance which will be completed before 30 June 2023.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.	
		Cutting of grass is needed in all Streets on municipal roads and Sidewalks in Johannesburg; Kylemore and Pniël.	The municipality will attend to this request.	Not Applicable	Infrastructure Services Community and Protection Services	Roads, Transport and Storm Water (RTS) Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.	

		Reconsider the existence of Riverside play park in Pniël is becoming a crime hotspot	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The park is fenced. A progress report is to be provided during the September 2023 public participation process.
		Cleaning of Kylemore and Pniël cemeteries and maintenance of it.	This is an ongoing process in both cemeteries.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Renovation or upgrading of Millennium Hall and Kylemore Community Hall	The Kylemore Community Hall has been attended too.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The upgrade and renovation of the Millennium Hall are not on the MTREF budget.
		Force private owners to clean vacant plots in Ward 4.	The cleaning of private plots is the responsibility of the landowner.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will investigate and provide feedback during the September 2023 public participation process.
TBC	Priority 4: Local Economic Development	More effective skills development programmes for youth in Ward 4	Fourteen (14) youths completed a beginners computer course in collaboration with the Pniël E-centre.		Community and Protection Services	Community Development	Local												A progress report is to be provided during the September 2023 public participation process on the implementation of accredited skills programmes.
		More job creation opportunities are needed in ward 4.	EPWP projects were identified throughout the municipality and included these areas.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Unemployed people are encouraged to register on the municipal Unemployment Database.
TBC	Priority 5: Land for Housing	Community needs land for affordable housing (GAP) in Pniël, Johannesdal and Kylemore.	To obtain development rights for Erf 64, Kylemore	Percentage of the Erf 64, Kylemore capital budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality does not own any property within the Pniël and Johannesdal areas, and therefore the provision for housing opportunities is extremely limited.

		Erf 64 in Kylemore needs urgent attention for housing development.	To obtain development rights for Erf 64, Kylemore	Percentage of the Erf 64, Kylemore capital budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The nearest housing development project near is Erf 64, Kylemore. The municipality has appointed the Housing Development Agency (HDA) to obtain development rights.
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Ward 5: Cllr. Roy Van Rooyen

9.5.5 Ward Priorities: Ward 5

Table 110: Ward 5 - Ward Priorities

Project Rating																		
	Project completed.				Project in progress.				Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 5																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC TBC	Priority 1: Local Economic Development	Ida's Valley Community Trails initiative. Activating Ida's Valley Community Market as trail Centre	Submission of progress reports on the Council-approved catalytic initiatives and / or special projects to the Director: Planning and Economic Development	Number of quarterly progress reports on Council-approved catalytic initiatives and / or special projects submitted to the Director: Planning and Economic Development	Planning and Economic Development	Development Planning	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Future tourism hub together with Botmaskop Mountain. This will enable integration and social cohesion between wards 5, 6 and 7	Submission of progress reports on Council-approved catalytic initiatives and / or special projects to the Director: Planning and Economic Development	Number of quarterly progress reports on Council-approved catalytic initiatives and / or special projects submitted to the Director: Planning and Economic Development	Planning and Economic Development	Development Planning	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Process of enquiring about the land the open space next to the school by Hillside Village, Newman Street and Hector Street in Ida's Valley (ward 5) for a community garden to plant vegetables and flowers to sell and use some for household consumption.	The municipality is not aware of such an official application to lease the property for this purpose. The person / organisation that will be responsible for the terms of the lease agreement is requested to send such an application to the Property Section for processing and a decision by the Council.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Work together with DCAS, surrounding schools, NGOs tennis academy and SAS to build multipurpose courts at the netball fields	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 2: Sports, Recreation and Culture.	Well-disciplined and structured after-school programme for surrounding schools. We will be able to transform the space where the office of the Ward Councillor is into a youth centre	Section: Community Development will deal with this priority through the normal programme for partial care capacity building. The councillor has been informed of the next engagement and will join along with two volunteers from the community.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		The other properties like the rugby clubhouse can be used as spaces for this after-school programme	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Sports like Futsal Netball volleyball, chess, and basketball tennis can be coached. Jobs will be created youth will be educated and the sports field will be looked after and again integration can be promoted	Couching of sport is not a municipal function. The municipality only provides facilities.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will refer the request to DCAS and CWDM and provide feedback during the September 2023 public participation process.
		Identify a space where a swimming pool can be built for the community of Ida's Valley. Areas like the Ida's Valley sports ground	Conduct a feasibility study for additional swimming pools in the Stellenbosch municipal area.	Number of feasibility studies conducted for additional swimming pools in the Stellenbosch municipal area by 30 June	Community and Protection Services	Community Services	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are no available funds on the MTREF. A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 3: Basic Infrastructure Services	Install skips at specific areas in the community to prevent dumping in these open spaces like the rivers and Ida's Valley Nature Area.	Conduct an investigation into the placement of skips	Number of investigations conducted for the placement of skips by 30 June	Community and Protection Services Infrastructure Services	Community Services Waste Management	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Section: Waste Management, in collaboration with the Department: Community Services will be able to place skips in the Ida's Valley Nature Area. A progress report is to be provided during the

TBC	Priority 4: Access to housing	Identify land in Jonkershoek and Ida's Valley for future housing projects and development	Ida's Valley: After the completion of Erf 9445, Lindida of 166 GAP-housing and Jonkershoek.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	😊	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>Ida's Valley: After the completion of Erf 9445 and Lindida of 166 GAP-housing, no further land has been identified on the Housing Pipeline. The municipality is in the process of obtaining development rights on land known as the Northern Extension, which is earmarked to accommodate ±4 000 – 5 000 housing opportunities.</p> <p>Jonkershoek: The municipality has appointed the Housing Development Agency (HDA) to assist and finalise the transfer of land from the National Department of Public Works and Infrastructure (NDoPW&I) to the municipality. The HDA is currently assessing possible portions of land for their suitability for housing development.</p>
TBC	Priority 5: Safety and Security	One security camera is to be installed at the four ways stop at the entrance to The Ridge. One security camera is to be installed at the old Asla building site in Hillside Village, Helderberg Street.	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>A progress report is to be provided during the September 2023 public participation process.</p>

		<p>Streetlights are to be installed on Helshoogte Road, behind The Ridge, in the direction of Pniël</p>	<p>The road is a provincial road function, and it is responsible for the management and maintenance of streetlights.</p> <p>A service level agreement is being finalised where the Stellenbosch Municipality will be tasked with managing and maintaining the streetlight infrastructure on behalf of provincial engineers. This process is not finalised yet and is currently with the Municipal Manager.</p>	Not Applicable	Infrastructure Services	Electrical Services	Local	😊	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>The superintendent is to arrange a site meeting with the ward councillor by 30 June 2023.</p> <p>A progress report is to be provided during the September 2023 public participation process</p>
		<p>Fencing is to be put up between McCoy Street, Old Helshoogte Road and at the back of the houses on Helderberg Street and Tafelberg Street. The open space where the ditch is.</p>	<p>The municipality does not fence open spaces.</p>	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	😡	n/a	n/a	n/a	n/a	😡	n/a	n/a	n/a	n/a	n/a	<p>This ward priority is not feasible to implement.</p>



Ward 6: Cllr. Nateshia Mcombring

9.5.6 Ward Priorities: Ward 6

Table 111: Ward 6 – Ward Priorities

Project Rating																		
	Project completed.				Project in progress.				Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 6																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Safety and Security	Installation of a Close Circuit Camera on Old Helshoogte Park	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Installation of a Close Circuit Camera at the Main Road 5 (Traffic lights on the corner of Helshoogte Road and R44)	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		New camera installation on the corner of Rustenburg Road and Sonnebloem Street	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Use of building at the Community Market as a Satellite Police Station	Satellite police stations are a Provincial function and will render the purpose for which this facility was erected redundant. It is unlikely that the facility is	Not Applicable	Community and Protection Services	Protection Services	Provincial	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The municipality will refer the request for a satellite police station to SAPS.

			feasible to be used as a satellite station due to the requirements of such a facility by SAPS.																
		More visibility and regular patrols of Police and Law Enforcement officials on all roads, Sports Grounds and farms in the ward. If the budget allows use Neighbourhoods Watches and pay them a stipend.	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>A progress report is to be provided during the September 2023 public participation process.</p> <p>The payment of a stipend will set a precedent, as all neighbourhood watch members will want payment, which is not in the budget.</p>
		Cleaning and fencing (Clearview or Betafence) of all Electricity Boxes in the ward.	The fencing will be installed at the miniature substations on the priority list, if practically possible.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>A site meeting was arranged to discuss the fencing of the requested miniature substations as well as other substations that needed proper fencing. Installations will be done as soon as the material for the individual fencing project is delivered.</p> <p>Hotspots: In front of Ida's Valley Primary School in Bloekom Avenue; miniature substation between Old Helshoogte Road and Helshoogte Road opposite Beltane; Madrassa in Protea Street and the corner of Kahler Street and on the corner of Weber Street and Old Helshoogte Road.</p>
		<p>Miniature Substation between Old Helshoogte Road and Helshoogte Road.</p> <p>Conduct a needs analysis to determine the use of this facility as a home base for the Neighbourhood watches in Ida's Valley</p>	The respective department will investigate the feasibility of this request.																<p>A progress report is to be provided during the September 2023 public participation process.</p>

TBC	Priority 2: Infrastructure	Request traffic lights on the turn-off from Kromme Rhee Road in the direction of Koelenhoff and turn-off from Elsenburg (near Kanonkop)	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This road falls under the Provincial Road Authority.
		Pedestrian crossing between Nietvoorbij and Timerlea Farm on R44	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	1	n/a	n/a	n/a	🚫	n/a	n/a	n/a	n/a	n/a	This road falls under the Provincial Road Authority.
		A pedestrian Traffic light on Helshoogte Road near Spar in the direction of The Safe House, Stellenbosch Primary and Stellenbosch High School / Footbridge in Helshoogte Road for people to utilise when going to Spar instead of crossing the Main Road (Helshoogte Road)	Conduct a feasibility assessment on Helshoogte Road.	Number of feasibility assessments conducted on the Helshoogte Road by 30 June.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The road falls under the Provincial Road Authority. The Municipality will relay the request to the provincial government, and possible feedback by 30 March 2025.
		Pedestrian crossing between Remhoogte and Lavinir on the R44	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This road is within the Provincial Road Authority. A progress report is to be provided during the September 2023 public participation process.

		Warning sign board indicating pupils are crossing the R44 near the second entrance of Cloetesville near Nietvoorbij in the direction of Klapmuts	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This road is within the Provincial Road Authority. A progress report is to be provided during the September 2023 public participation process.
		A warning sign board indicating pupils are crossing the R44 near Timerlea Farm (Blue Jay) in the direction of town.	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This road is within the Provincial Road Authority. A progress report is to be provided during the September 2023 public participation process.
		Warning sign boards indicate pupils are crossing the R44 on both sides near Remhoogte and Lavinir	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This road is within the Provincial Road Authority. A progress report is to be provided during the September 2023 public participation process.
		Replacement of current outdated sewerage pumps in Luckhoff Street and Baker Street.	Ida's Valley is a high-lying area and is not dependent on sewer pumps. Ida's Valley is serviced by gravity sewers.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	As well in the following streets <i>if</i> required: Moffat Street Hahn Street, Weber Street, Tindall Street, Juffenburg Street, Kahler Street, Rustenburg Road, Erasmussmith Street, Desch Street, Lelie Street, Sonnebloem Street, Old, Helshoogte Road, Botmanskop Road, Speler Street, Dahlia Street, Protea Road and Bloekom Avenue. This ward priority is not feasible to implement.

		Parking Embayment in front of Old Apostolic Church in Luckhoff Street to help ease the parking problem of dropping and picking up pupils of Ida's Valley Primary School.	Conduct a feasibility assessment.	Number of feasibility assessments conducted by 30 June.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Paint the Bus shelters in the ward which is covered by graffiti.	The respective department will investigate.	Not applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Regular cleaning of the drains to prevent overflowing during rainy conditions.	The cleaning of drains forms part of the departmental operational plan.	Not applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 3: LED (Planning)	Request Waterproof covers for Ida's Valley Community Market to allow residents to use the facility as a hall and through all weather conditions	Submission of progress reports on Council-approved catalytic initiatives and / or special projects to the Director: Planning and Economic Development	Number of quarterly progress reports on Council-approved catalytic initiatives and / or special projects submitted to the Director: Planning and Economic Development	Planning and Economic Development	Development Planning	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process. This request clashes with a previous request to use it as a satellite police station.
		Support and funding for Skills Development (Arts and Crafts) / Reading / Mathematics / Science and other Soft Skills Programmes through the Operational Budget of Ward Allocation (First Aid and Learners Licence Training)	Annual Grant - In Aid applications to support these services financially are paid up to the value of R 5 000 000.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Applications closed on 2 December 2022 for the 2023/24 financial year. A new call for proposals will be advertised during September / October 2023.

		Conduct a Need and Cost Analysis for a Frail Care Centre in WCO24. The need for local skills development has previously been dealt with through ward projects. Include Beading, arts and crafts, CV Writing and assistance with mathematics. Not as once-off projects, but as ongoing sustainable projects.	The Department: Community Development indicated it would assist with the following: Access to a list of existing resources in the community that could be accessed by Stellumthombo, VGK Church, Stellcare, and Co-Create Hub.	Not Applicable	Community and Protection Services	Community Development	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The ward councillor indicated that she is willing to network with these resources to see whether the projects can be implemented. A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Infrastructure	Construct sidewalks for the following: Moffat, Hahn, Weber, Erasmussmith, Baker, Desch S, Botmanskop, Speler, Dahlia Streets	Conduct an assessment for phase implementation	Number of assessments conducted for phase implementation by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Implementation will be phased in until 2027. A progress report is to be provided during the September 2023 public participation process.
		Upgrading and resealing of roads and potholes as required in the ward	Conduct an assessment for the upgrade and reseal of roads and potholes	Number of assessments conducted for the upgrade and reseal of roads and potholes by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Implementation will take place as funding allows. A progress report is to be provided during the September 2023 public participation process.
		More regular basic cutting of grass on all sidewalks in Moffat, Hahn, Weber, Tindall, Juffenburg, Kahler, Luckhoff, Rustenburg Road, Erasmussmith, Baker, Desch, Lelie, Botmanskop Road, Speler, Protea, Bloekom, Avenue not only the, six weeks cycle on, parks and Main Roads.	The responsible department will investigate and provide a progress report.	Not Applicable	Infrastructure Services Community and Protection Services	Roads, Transport and Storm Water (RTS) Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Tar of Public Parking next to Ida's Valley Public Library and Ward Office	Conduct an assessment for the construction of a formalised public parking next to Ida's Valley Public Library and Ward Office.	Number of assessments conducted for the construction of a formalised public parking next to Ida's Valley Public Library and Ward Office by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 5: Recreation and Sport	Tar the entrances of the Ida's Valley Sport Grounds	Scrapping of the entrances of Ida's Valley Sports ground will be incorporated into maintenance programmes.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Fence all around Sonnebloem Street Parkie	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.		Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		More bins around Sonnebloem Street Parkie	Installation of bins at Sonnebloem Street Park	Number of bins installed at Sonnebloem Street Park by 30 June	Community and Protection Services	Community Services	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Upgrade seating in the stadium with recycling chairs or wooden panels	There are no available funds on the current MTREF.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🚫	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Replacement of vibracrete wall with a solid wall / Clear View Fencing on the Ida's Valley Sport Grounds	The fencing has been installed with a beta fence.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are no available funds on the current MTREF for the solid wall.
		Upgrade of lights on the Rugby fields	Upgrade of the Ida's Valley sports fields' floodlights	Number of the Ida's Valley sports fields' floodlights upgraded by 30 June	Community and Protection Services	Community Services	Local	n/a	n/a	4	n/a	n/a	😊	n/a	n/a	n/a	n/a	A consultant has been appointed to assess the lights and prepare specifications to address the light repairs.
		Upgrade of the Cricket fields	Upgrade the Ida's Valley cricket Field practise nets	Number of Ida's Valley cricket Field practice nets upgraded by 30 June	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The upgrade of the cricket practice nets and cricket pitch surfaces is in the procurement stage.
		Maintain and Upgrade the BMX Track and purchase Bicycles as recreational equipment	Routine maintenance is being done at the BMX Track as in the Maintenance Plan. The Sections: Library Services, Sport and the Ward Councillor will investigate the possibility to create a project in the next financial year to support chess development.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Five (5) giant rubberised Chessboard Sets (size of board 30,5 cm; squares 24 x 24 boards) Recreational Equipment for the use of 3 Primary Schools and 1 High School in the Ward. As well as for Ida's Valley Public Library for Skills Development and Recreational purposes.			Community and Protection Services	Community Services	Local											A progress report is to be provided during the September 2023 public participation process.



Ward 7: Cllr. Annemarie Ferns

9.5.7 Ward Priorities: Ward 7

Table 112: Ward 7- Ward Priorities

Project Rating																		
😊	Project completed.			😐	Project in progress.			😞	Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 7																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial /	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Roads and Transport	Implementation of traffic calming and safety measures at the intersection of Martinson- and Endler Streets.																
		The painting of a pedestrian crossing and providing signage on Martinson Road, across from the Junior Academy, allow parents and children safe access across this busy road.	The department will conduct an assessment.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Speedily implementation of traffic calming measures as recommended by the Ward Committee and included in the consultant's final plan. The proposed date is January / February 2023.	Implementation of traffic calming and safety measures at the intersection of Martinson- and Endler Streets.	Number of traffic calming, and safety measures implemented at the intersection of Martinson- and Endler Streets 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The project is in progress and expected completion by 30 June 2023.
		Create a safe environment for all pedestrians and cyclists.	Implementation of traffic calming and safety measures at the intersection of Martinson- and Endler Streets.	Number of traffic calming, and safety measures implemented at the intersection of Martinson- and Endler Streets 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Speeding of vehicles and not stopping at the pedestrian crossing on Martinson Road. causes a dangerous situation for school	Conduct sporadic crime prevention operations	Number of sporadic crime prevention operations conducted	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023

		children that needs to cross the road.	within the WCO24	within the WCO24 by 30 June														public participation process.
		More frequent law enforcement is required around the schools during peak periods to ensure a better flow of traffic and to prevent illegal parking.	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Implement traffic calming measures for Cluver Road, Martinson Road, Jonkershoek Road, Omega Street, and streets in Simonswyk.																
		Carry out ITS traffic calming plan for Ward 7 in conjunction with the ward committee. Introduce other measures i.e. home zone concepts rather than speedbumps. Speedbumps are only effective for small vehicles.	Conduct an assessment for the implementation of traffic calming measures in Cluver Road, Martinson Road, Jonkershoek Road, Omega Street, and streets in Simonswyk.	Number of assessments conducted for the implementation of traffic calming measures in Cluver Road, Martinson Road, Jonkershoek Road, Omega Street, and streets in Simonswyk by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2025 public participation process.
		Implementation of the Non-Motorised Transport (NMT) policy and plan for Ward 7.																
		Investigate the option to have separate cycle and pedestrian roads on opposite sides of the road in Martinson Road.	Conduct an assessment for the completion of the cycle and pedestrian road from Jannasch Street.	Number of assessments conducted for the completion of the cycle and pedestrian road from Jannasch Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2025 public participation process.
		Prevent vehicles from driving over, turning on or parking on pedestrian / cycle paths.	Implement cycle lanes on Martinson Street	Number of cycle lanes implemented on Martinson Street by 31 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Reverse direction of Jannasch Street.																
		Implement a public participation process to determine whether most people agree to the reversing of the street.	Conduct a public participation process for the reversing of Jannasch Street	Number of public participation processes conducted for the reversing of Jannasch	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

				Street by 30 June															
		Implement the reversal of Jannasch Street once agreed to through public participation.	Implement the reverse direction in Jannasch Street as per the public participation outcome.	Number of reverse directions implemented in Jannasch Street as per the public participation outcome by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2024 public participation process.
		Formalise the parking area on the northern side of Stellenbosch High School.																	
		Create a more permanent surface for the area. Currently, the area is full of surface roots and potholes which become mudholes during the winter.	Conduct a concept and feasibility study for a formalised area on the northern side of Stellenbosch High School	Number of concept and feasibility studies conducted for a formalised area on the northern side of Stellenbosch High School by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2024 public participation process.
		Create parking bays for busses, like those at Coetzenburg.	Conduct an assessment on the creation of parking bays for busses	Number of assessments conducted on the creation of parking bays for busses by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2024 public participation process.
		Increase the length of the drop-off zone.	Conduct an assessment of the increase in the length of the drop-off zone	Number of assessments conducted on the increasing of the length of the drop-off zone by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2025 public participation process.
		Prevent trucks from bypassing the speedbump on Merriman Road by driving across the parking area. Prevent cars from driving into and turning on the pedestrian / cycle path.	Issue Section 341 fines	Number of Section 341 fines issued in terms of the Criminal Procedure Act, measured quarterly	Community and Protection Services	Protection Services	Local	12000	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The KPI and target refer to all fines issued and not only to which the ward priority refers.

		Prevent the hook-off of large trailers in the parking area.	Issue Section 341 fines	Number of Section 341 fines issued in terms of the Criminal Procedure Act, measured quarterly	Community and Protection Services	Protection Services	Local	12000	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The KPI and target refer to all fines issued and not only to which the ward priority refers.
The Ward wishes to investigate the Home Zone concept within Ward 7.																		
		Discuss the concept with all relevant parties, gaining knowledge and understanding about what the community wants and what they are willing to contribute towards the project.	Conduct an assessment of the concept	Number of Assessments conducted of the concept by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2026 public participation process.
		Activate the community and implement a pilot – project within the ward without regulatory interference from the municipal authorities.	Conduct an assessment of the concept	Number of Assessments conducted of the concept by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2026 public participation process.
		Analyse and evaluate the effects of the Home Zone concept after implementation, to demonstrate successes and to determine where alternatives are required.	Conduct an assessment of the concept	Number of Assessments conducted of the concept by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2026 public participation process.
		Water tariffs: Fair treatment is required concerning the municipal reading of water meters. Residents should first be informed by the Municipality about irregular readings instead of just billing them. Unknown underground leaks may be the cause of the problem and not just over-usage. The current water tariff scale should be revised urgently to acceptable levels for all. Correct and consistent water meter readings are required. Municipal officials should be more helpful when residents approach them for assistance with a bill that is incorrect.	The Leak Rebate Policy is strictly followed.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Residents should be informed that all rebate applications are approved depending on compliance with the Leak Rebate Policy.
TBC		Safety at Botmaskop																

Priority 2: Safety and Security	The erection of a security fence along a section of the Helshoogte Pass.	Installation of a security fence along the Helshoogte Pass on the Botmaskop side	Number of security fences installed along the Helshoogte Pass on Botmaskop side by 30 June	Community and Protection Services	Community Services	Local	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
	Implement safety measures for hikers and cyclists. These may include the establishment of a Neighbourhood Watch for the area, where volunteers can patrol the area during certain hours when most people are using the nature area. These measures can be communicated to the public through social media and signboards.	The establishment of NWH is the mandate of the Department of Community Safety (DOCS).	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The establishment of NWH is the mandate of the Provincial Department of Community Safety (DOCS).
	The installation of cameras in key positions must also be investigated.	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
	Cleaning up of Beltana depot (Metal sheets gathered by Red Ants).																
	Find an alternative site for the storage of the metal sheets, away from any neighbourhood.	Completed.	Not Applicable	Community and Protection Services	Community Services	Local	😊	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Completed.
	Remove and clean up all building material and relocate it to the new site.	Beltana depot is the only site of the municipality, therefore closing it is not feasible.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
	Prevent any late-night dumping activities until completion of the clean up	Beltana depot is the only site of the municipality.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Closing of the site is not feasible.

			Improve security at the Hangbrug main entrance gate and along the river down to Koloniesland.															
			Investigate the option to move the fence and gate to create a larger parking area for vehicles, preventing any vehicle from driving and parking close to the river. The vehicles will be in view of security officers on duty, controlling alcohol and drug abuse when visitors carry their goods to the Hangbrug / Brummer Park area.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
			Hangbrug main entrance gate and along the river down to Koloniesland: Security officers must be on duty over weekends during high season and control visitors actively	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
			Waste management at the Hangbrug and Brummer Park.															
			Issuing a sufficient number of rubbish bins for peak usage.	There are sufficient bins. During the festive period, the frequency of cleaning is increased.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department is looking at alternative waste minimisation measures.
			Cleaning of bins over weekends during high season. Cleaning of the bins on Monday mornings.	There are sufficient bins. During the festive period, the frequency of cleaning is increased.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department is looking at alternative waste minimisation measures.
			Regular cleaning of riverbanks and in the river on Monday mornings, removing bottles, plastics, and paper.	Regular cleaning is part of the maintenance programme.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
			Toilet facilities at the Hangbrug.															

		<p>The placement of movable toilets near the Hangbrug over weekends in the high season.</p> <p>Regularly providing toilet paper over weekends.</p>	<p>The service provider, Mshengu Toilet Hire, delivered two mobile toilets to Brummer Park in Karindal.</p>	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality has a term tender contractor in place.
		Applications.																	
		<p>The planning department takes too long to process building applications. The current process should be investigated, and measures put in place to ensure a quicker response.</p> <p>Regular communication with applicants during the process is required, informing them of the progress made, expected timeline and completion date of the application.</p>	<p>BPAMS version 2 has been implemented as of 01 July 2022 and the Section: Building Development is undergoing a business process investigation to improve the workflow. The Section: Building Development is in the process of acquiring additional capacity.</p>	Not Applicable	Planning and Economic Development	Development management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>A progress report is to be provided during the September 2023 public participation process.</p>
		Jan Marais Park																	
TBC	Priority 3: Environment	Implementation of the EMP as of June 2022.	<p>EMPs have been completed. Implementation is ongoing.</p>	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>A progress report is to be provided during the September 2023 public participation process.</p>

		Creating a new parking area for Jan Marais Park on Merriman Avenue. See the Jan Marais Nature Reserve: Northern Entrance Complex Plan.	The Department: Community Services will implement the plan that Community Services commissioned for the entrance and parking area to Marais Street Nature Reserve.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Appoint a manager / supervisor for Jan Marais Park.	The post is on the current microstructure but is unfunded.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Improve the infrastructure, namely the replacement / installation of irrigation for sections of the park and replace old fences and gates.	Irrigation FQ 67/23 is currently being evaluated for the appointment of a contractor. All gates were replaced in the last financial year. Fencing: The department is looking for funding.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Improve security and implement regular foot patrols throughout the park.	Foot patrols are happening daily.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Upgrade De Jonker Park for the elderly and other visitors.																
		Investigate the option to establish a low-maintenance labyrinth on this site.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Improve the uneven surfaces of the park.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation. process.
		Regular cutting of the grass.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation. process.
		Create a few beds and plant water-wise plants.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation. process.
		Construct hard footpaths to benches, suitable for wheelchairs.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation. process.
		Install rubbish bins.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation. process.

		Watering and feeding of trees and plants.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Consider more gravel and less grassy areas.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
Arboretum at Uniepark																			
		Revise the existing plan for the Arboretum and focus on hardy trees, better suited for the conditions.	There are no funds available in the current budget for the 2022/23 financial year for the development of an Arboretum in Uniepark.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Funds will be requested in the 2023/24 financial year for the project. If approved the request will be investigated.
		Investigate the option to install drip irrigation lines, connecting them to a water source.	There are no funds available in the current budget for the 2022/23 financial year for the development of an Arboretum in Uniepark.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Funds will be requested in the 2023/24 financial year for the project. If approved the request will be investigated.

																		Funds will be requested in the 2023/24 financial year for the project. If approved the request will be investigated.
																		Funds will be requested in the 2023/24 financial year for the project. If approved the request will be investigated.
																		Funds will be requested in the 2023/24 financial year for the project. If approved the request will be investigated.
Repair the riverbank at the divider sluice of the Mill Stream on the Eerste River.																		
																		Assessment to be conducted by 30 June 2023.
Rehabilitation of trees in Ward 7.																		

		Investigate the situation regarding the oak trees in lower Jonkershoek Road and consider several options: Removing the tar around the base of the trees, loosening the soil and mulching the area around the trees, for a few trees on an experimental basis.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Replant on open spaces where trees have died, with other Oak species such as Quercus acutissima, etc.	The municipality is in the process of investigating the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Pruning off low-hanging branches in streets	Branches were pruned as when required according to the APO.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Cutting of bushes and shrubs in ward 7.																
		Cutting off vegetation on street corners and along roads which obstructs the view of traffic, cyclists, and pedestrians.	The department is in the process of investigating the request.	Not Applicable	Infrastructure Services Community and Protection Services	Roads, Transport and Storm Water (RTS) Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Forfeited funds																
		Feedback is required regarding the funds from Department: Environment Affairs which was forfeited when the contract was terminated in October 2019.	Funds were paid back to the Provincial Department of Environmental Affairs.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Funds were paid back to the Provincial Department of Environmental Affairs.

		The IDP public participation process during September / October is too rushed and more time is required.	The IDP public participation process is legislated by the MSA and its regulations.	Not Applicable	Office of the MM	Good Governance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The consultative process normally takes 21 calendar days. The public participation process for September was 22 days, with an additional day for sector organisations to submit their input during the sector engagement.
TBC	Priority 4: Roads and Transport	Resurfacing of Rowan, Van der Stel, Kommandeurs- and Reyger Streets	Conduct an assessment for Resurfacing of Rowan, Van der Stel, Kommandeurs- and Reyger Streets	Number of assessments conducted for Resurfacing of Rowan, Van der Stel, Kommandeurs- and Reyger Streets by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Roads are addressed annually. Implementation depends on the condition of roads and priorities. Implementation is also dependent on available funding.
TBC	Priority 5: Roads and Transport	Painting of road names in Ward 7	Painting of road names in Ward 7	Number of road names painted in Ward 7 by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Paint speedbumps to make them more visible to motorists.	Painting of speedhumps	Number of speedhumps painted by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Make sidewalks in Universiteitsoord more accessible for students/pedestrians	Implementation of NMT Intervention	Number of NMT interventions implemented by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Repair faulty lights in the park adjacent to CampusKey in Universiteitsoord	Material is being procured, awaiting feedback from Supply Chain Management. The user department will engage with SCM for feedback.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Cleaning of side-drains and drains on roads from March to May and again from October to December.	Clean side-drains and drains in Ward 7	Number of side-drains and drains cleaned in Ward 7 by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Close all entrances at the green zone at Botmaskop, for private vehicles	Further discussions will be facilitated with the ward councillor.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The request will be discussed with the ward councillor to indicate all the areas that are being referred to. The municipality must keep in mind that the nature area must be excess able, not only for municipal vehicles but also other private vehicles, for example, ambulances for emergencies.



Ward 8: Cllr. Carli Van Wyk

9.5.8 Ward Priorities: Ward 8

Table 113: Ward 8 – Ward Priorities

Project Rating																		
😊	Project completed.			😐	Project in progress.			😞	Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 8																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Safety and Security	Investigate and repair the quality of street lighting on all streets in Ward 8	All the streetlights have been upgraded as per the ward councillor's request.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Collaborate with Campus Security and other stakeholders to ensure community members are informed and aware of safety and security measures in Ward 8.	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Ensure CCTV is working efficiently in Coetzenberg Road and Noordewal-East	Repair and maintenance form part of the CCTV Camera Master Plan.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

		Increase the visibility of patrols in Ward 8	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 2: Infrastructure Services	Investigate alternative methods of transport in ward 8	Approval of the final CIP	Number of final CIPs approved by 31 July	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Draft CIP has been compiled and contains a Transport Strategy. CIP will be advertised for public comment. The comment period is open for 30 days and the deadline to provide comments is 12 May 2023.
		Focus on mobility for all residents in ward 8		Number of final CIPs approved by 31 July	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Draft CIP has been compiled and contains a Transport Strategy. CIP will be advertised for public comment. The comment period is open for 30 days and the deadline to provide comments is 12 May 2023.
		Collaborate with Stellenbosch University regarding mobility and accessibility in Ward 8	The NMT network is being extended in terms of the NMT Masterplan. The network of the University of Stellenbosch is also being extended.	Number of NMT Interventions implemented by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Focus on the safety of cycling in Ward 8		Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Look into upgrading pedestrian walkways in Ward 8.	Pedestrian walkways will be assessed. This will form part of the municipality's annual NMT upgrade programme.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Investigate the possibility of safer cycling lanes in Ward 8	The NMT network is extended annually in terms of the NMT Master Plan.		Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		The committee will partner with Stellenbosch University on how to improve recycling in Ward 8 and focus on encouraging more residents to recycle	Conduct recycling awareness campaigns	Number of recycling awareness campaigns conducted by 30 June	Infrastructure Services	Waste Management	Local	n/a	n/a	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are constraints in partnering with Stellenbosch University. A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 3: Environmental sustainability	Collaboration with Stellenbosch University and student communities to ensure recycling programmes are implemented in Ward 8	Conduct recycling awareness campaigns	Number of recycling awareness campaigns conducted by 30 June	Infrastructure Services	Waste Management	Local	n/a	n/a	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are constraints in partnering with Stellenbosch University. A progress report is to be provided during the September 2023 public participation process.
		Improve recycling bins or bags to ensure efficient recycling in Ward 8.	Installation of bulk underground waste receptacles for recycling (subject to suitable location)	Number of bulk underground waste receptacles installed for recycling (subject to suitable location) by 30 June	Infrastructure Services	Waste Management	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Focus on environmental sustainability civic education in Ward 8	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Enforcement of environmental by-laws in Stellenbosch.	Attend to all reported environmental by-law transgressions in WC024	Percentage of reported environmental by-law transgressions attended in WC024 quarterly.	Community and Protection Services	Community Services	Local	n/a	100%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Beautification	Ensure flowerpots are maintained	Replacement of vegetation in pots in Victoria Street.	Number of annual replacements of vegetation in pots in Victoria Street.	Community and Protection Services	Community Services	Local	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Collaborate with the community to implement a recreational garden project in Ward 8.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 5: First Aid Training (Level 1)	The Municipality offers First Aid Training to the members in the ward which will be for two days first-day theory and second-day practical in ward 8.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.



Ward 9: Cllr. Zeldia Dalling

9.5.9 Ward Priorities: Ward 9

Table 114: Ward 9 – Ward Priorities

Project Rating																		
	Project completed.				Project in progress.			Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 9																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Safety and Security	Security cameras at regular intervals in Ward 9	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Monitoring of cameras in Ward 9	This is part of the Control room's daily operation function.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 2: Safety and Security	Universally accessible sidewalks and pavements and improvement of uneven pavements in Ward 9	Pedestrian walkways will be assessed annually. NMT Masterplan will be utilised.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Traffic calming with raised pedestrian crossing outside Utopia Retirement Home at the top of Dorp Street – Pastorie Street	Not feasible due to policy road alignment and safety concerns, therefore the request cannot be supported.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The request is not feasible.

		Traffic calming with raised pedestrian crossing on Dorp Street, corner of Andringa and Helderberg Streets	Conduct an investigation for alternative traffic calming measures on Dorp Street, the corner of Andringa and Helderberg Streets	Number of investigations conducted for alternative traffic calming measures on Dorp Street, the corner of Andringa and Helderberg Streets by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Visible street names on poles and the side of buildings on street corners in Ward 9.	Street names are currently implemented on the kerbs.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Parking and Ride facilities for the CBD	Conduct an assessment of the feasibility of park-and-ride facilities in the CBD	Number of assessments conducted on the feasibility of park and ride facilities in the CBD by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Designs are currently underway for expanding the parking facilities in Borchards Road.
TBC	Priority 3: Environment	Preservation of historic trees and other important trees Ward 9	Operational plans for the maintenance of trees are in place.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Replacement of sick and dead trees is a matter of urgency in Ward 9.	Operational plans for the maintenance of trees are in place.		Community and Protection Services	Community Services	Local												n/a
		Replacement of trees that have been removed. The suggestion is that an agreement be reached with private property owners to plant trees inside private properties where pavements are compromised in Ward 9.	Operational plans for the maintenance of trees are in place.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.	

		Stellenbosch is known as the Eikestad, but the trees in Ward 9 need urgent care	Operational plans for the maintenance of trees are in place.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🙄	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Historic Buildings and Tourism	Maintenance and preservation of historic buildings and properties	A project is on the budget that deals with historic buildings that are in progress.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Maintenance and preservation of the Town Hall	Maintenance is done at the Stellenbosch Town Hall. A new kitchen, new toilets, and flooring are in progress, along with the painting of the outside of the hall.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Public toilets for use by visitors and tourists (possibly with an entrance fee)	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Infrastructure Services Planning and Economic Development	Water and Wastewater Services Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Clean pavements and public spaces	Further discussions will be facilitated with the ward councillor to determine the feasibility of	Not Applicable	Infrastructure Services Community and Protection Services	Waste Management Community Services Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		The municipality offers First Aid Training to the members of Ward 9 which will be for two days first-day theory and second-day practical	Only one person from Ward 9 was interested in the training. The proposal is for the review of the ward priority.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

TBC	Priority 5: NMT non-motorised transport	Encourage cycling and walking in the CBD and campus	The municipality has implemented ongoing initiatives for consultation between stakeholders. The NMT network is being extended annually in terms of the NMT Masterplan.	Number of NMT Interventions implemented by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
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Ward 10: Cllr. Rozette Du Toit

9.5.10 Ward Priorities: Ward 10

Table 115: Ward 10 – Ward Priorities

Project Rating																		
😊	Project completed.			😐	Project in progress.			😞	Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 10																	Departmental Comment	
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Priority 1: Safety and Security	Criminal activities in Ward 10 escalating at LapFlats. Visible Law Enforcement or policing is needed.	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Construct a traffic light / robot at the pedestrian crossing in front of Boland College on Bird Street.	Conduct an assessment for the installation of a traffic light in front of Boland College on Bird Street	Number of assessments conducted for the installation of a traffic light in front of Boland College in Bird Street by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Three constructional speedbumps are essential at three-way stops in Lang-Suid both ways up and down, including Curry Street.	Conduct an assessment for the feasibility of speedhumps at the three-way stop in Lang-Suid (both ways) and Curry Street	Number of assessments conducted for the feasibility of speedhumps at the three-way stop in Lang-Suid (both ways) and Curry Street 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Channel that runs from R44 through Tennantville underground is utilised as a getaway to Kayamandi when crimes are committed.	Any closure or obstruction in the main water channel will result in flooding and damage to property.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Propose that alternative crime prevention measures be investigated.
TBC	Priority 2: Housing	Municipal flats' infrastructure needs replacement and upgrades.	Appointment of a structural engineer	Percentage of Housing project Capital Budget from the Department: Housing Development actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A Request for Quotation (RFQ) has been advertised to appoint structural engineers to determine the extent of structural upgrades needed and also draw up the scope of work.
		Residents residing at the Municipal flats for 5 years or more must be listed as part of provisioning housing projects.	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	As part of the integrated development process, the municipality, in accordance with the Housing Pipeline is planning projects that can accommodate families currently residing in municipal rental stock. The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that 5 000–6 000 mixed-use housing opportunities will be created.
TBC	Priority 3: Infrastructure Services	Upgrading on waterpipes due to constant waterpipe bursts.	Not Applicable	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
		Bird and Mount Albert Streets and lower areas of Cloeteville are a huge concern when waterpipe/s breaks. Affects huge areas in Ward 10 with no water supply.	Replacement of old infrastructure remains a priority and will be addressed according to the pipe replacement programme.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		When waterpipe/s breaks at AF Louw School it affects the La Colline area.	If the lower part of LA Colline is shut down the secondary source in Dr Malan (connection in front of Prins Park) will feed La Colline.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Cleaning of River	The river needs clean-up this is a constant problem, as a lot of dumping happens around and in the river.	The stewardship programme is a volunteer programme, not a compulsory programme.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Due to capacity constraints, the Department: Community Services will not be able to begin the stewardship programme.
		Provision for fencing will become a necessity by the river.	A fence along the river is not an ideal solution. The adjacent property owners may fence the river if required.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Unfortunately, this request is not feasible.
		Skip is required in Lang-Suid and Lappan Street since garbage or building rubble dumping occurs daily.	Conduct an investigation into the placement of skips in Lang-Suid and Lappan Street	Number of investigations conducted for the placement of skips in Lang-Suid and Lappan Street by 30 June	Infrastructure Services	Waste Management	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 5: Youth, Sport, Arts and Culture	Provide learnerships for youth to partner with businesses to train the youth skills to also assist school dropouts.	The Department: Community Development had an engagement with the Ward Councillor, and it was agreed that the project was not feasible.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	The Section: Community Development commits to providing the ward councillor and ward administrator with youth-related skills development opportunities through email and WhatsApp.

		Learner's and License's programme should be combined as one programme and not be separated.	The Department: Community Development had an engagement with the Ward Councillor, and it was agreed that the project was not feasible.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Section: Community Development commits to providing the ward councillor and ward administrator with youth-related skills development opportunities through email and WhatsApp.
		There is not sufficient space for sports facilities at the Municipal flats. Hence, we make use of members in different wards to provide.	The Department: Community Services will investigate and engage with other user departments.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Municipality to provide different types of sports and make use of different sports facilities. From time to time there are Cultural events at the flats. Municipality to identify land to host events at Lap-flats area because of the lack of ground or open spaces it is challenging to host any sports or cultural events.	The area was identified as a "housing restructuring zone" for social housing development.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.



Ward 11: Cllr. Johannie Serdyn

9.5.11 Ward Priorities: Ward 11

Table 116: Ward 11 – Ward Priorities

Project Rating																		
	Project completed.				Project in progress.			Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 11																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Safety and Security	CCTV camera installation in the area around the Municipal Court. In consultation with the ward councillors	Installation of CCTV cameras is per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		The deployment of fence and monitoring camera in Papegaaiberg Reserve	The fencing project has been completed.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The plan was not to fence the whole nature reserve, but to fence the area and the suburb next to it. Cameras were installed by law enforcement, and monitoring is done in the control room.
		Redeployment of working cameras to Papegaaiberg in Papegaaiberg Reserve	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Papegaaiberg Reserve Fencing	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Extension of fence around the Papegaaiberg cemetery in Papegaaiberg Reserve	The fencing project has been completed.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The fencing project has been completed. The plan was not to fence the whole nature reserve but to fence the area next to the suburb.
		The overall lighting of the ward will be an ongoing priority at Patrys Street (below Fisant Hammerkop, Flamingo, Jan Frederick, Tarentaal)	The superintendent must arrange a site meeting with the councillor by 30 June	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Tarring of pathways in Kwikstert Street down to Devon Valley Road	Compile planning and designs to Construct tar pathways in Kwikstert Street down to Devon Valley Road	Number of planning and designs compiled to Construct tar pathways in Kwikstert Street down to Devon Valley Road by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 2: Basic Infrastructure	Reseal all road surfaces in Onder Papegaaiberg	Conduct an assessment for the upgrade and reseal of roads and potholes	Number of assessments conducted for the upgrade and reseal of roads and potholes by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Roads are assessed annually. The state of the roads, the priority identified, and the available funding all influence implementation.
		Replacement of waterpipes where necessary in ward 11	Replacement of old infrastructure remains a priority and will be addressed	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Taxis at Stellenbosch Station has taken complete control of the parking area	Interim measures assessment to be carried out by June 2024.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		No facilities available at the Taxi rank at Stellenbosch Station	Interim measures assessment will be conducted by 30 June 2024.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		No input was asked from the public about the Taxi rank at Stellenbosch Station	Interim measures are currently being reviewed. Interim measures assessment will be conducted by 30 June 2024.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Sidewalk intersection Adam Tas to Devon Valley Road in front of the businesses	Compile planning and designs to construct a sidewalk intersection Adam Tas to Devon Valley Road in front of the businesses	Number of planning and designs conducted to construct a sidewalk intersection between Adam Tas to Devon Valley Road in front of the businesses by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		The request for sideways must make provision for pedestrians and cyclists in the area of Woodmill and Adam Tas R310	Construct a sidewalk for pedestrians and cyclists in the area of Woodmill and Adam Tas R310	Number of sidewalks constructed for pedestrians and cyclists in the area of Woodmill and Adam Tas R310 by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
		Ward 11 strives to conform with the NMT requirements of Stellenbosch Municipality	The Department: RTS will monitor annually as part of ongoing operations.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Establishment of park and ride facilities as a support to our public transport system at Woodmill Development Stellenbosch Station	A transport study for the ATC has commenced. Park and ride facilities will be part of the study.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	n/a	Linked to the Adam Tas Corridor (ATC). A progress report is to be provided during the September 2023 public participation process.

		Closure of Nagtegaal Street	Conduct an assessment of the feasibility to close of Nagtegaal Street	Number of assessments conducted for the feasibility to close of Nagtegaal Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		There is a growing concern about the impact on traffic from development in Oude Molen	A Transport Study for the ATC has commenced. Traffic Impacts will form part of the study.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		NMT facilities are a prerequisite in Oude Molen	A transport study for the ATC has commenced. NMT facilities will form part of the transport study.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		An aggressive stance on the side of the developers in Oude Molen	The land use decision on Oude Molen has already been taken, and the developer has appealed the decision.	Not Applicable	Planning and Economic Development	Development management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The appeal decision is currently being finalised.
		Promote cycle routes for recreational purposes in ward 11	NMT facilities will be implemented as per the NMT Masterplan and are dependent on the available budget.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Further developments to make provision for Non-Motorising Transport in Woodmill Development	A transport study for the ATC has commenced. NMT facilities will form part of the study.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		The new roadside fence on Oude Libertas Road (Cabernet Estate to Bokmakierie)	Department: Community Services to determine the feasibility of fencing of	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		The Integrated Transport Plan (ITP) of 2017 or its revisions should receive attention for the implementation in collaboration with the Adam Tas Corridor project and affected wards	As part of the approval process for CITP, stakeholder engagement and public participation will be followed. The CITP will align with the ATC project and the affected wards.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 3: Sports Recreation and Culture	Maintenance of Van der Stel Sports Grounds more especially the bowling facility.	The bowling club indicated that they want to enter into an MOU with the municipality.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		A better quality of panels to be used to replace vandalised panels in Papegaaiberg Reserve	Replacement of vandalised panels depends on the extent of damage to the panel. If 90% of the panel can still be utilised, no replacement will be implemented.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Projects ECD through support equipment in Ward 11	Three (3) ECDs from Ward 11 received funding through the GiA process. They were also invited to join the ECD Forum and, through that, have access to the basket of services available to ECDs.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Development Applications and Social Development	Employment of residents in Ward 11 that is already on the Unemployment Database for Local Economic Development	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Planning and Economic Development	Development Planning	Local	1300	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Target is applicable for the WCO24.
		The public had no insight into the exact plans of the Adam Tas Corridor	The ATC LSDF underwent a thorough and expansive public participation process, including several open days and workshops	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>The PPP exceeded the statutory requirements. The ATC LSDF has been approved, adopted, and promulgated during November 2022, and any further discussions in this regard can be directed to the Section: Spatial Planning.</p> <p>A progress report is to be provided during the September 2023 public participation process.</p>

		Developers are looking to exploit the need for the rapid growth of the Adam Tas Corridor	The ATC Project and LSDF are the transformation district for Stellenbosch Municipality.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The ATC has been identified as a catalytic project in the 4 th Generation IDP, and the municipality is focussing on the implementation of the project in the 5 th Generation IDP. The developments within the ATC's vision and objectives are contained within the LSDF, IDP, and mSDF.
TBC	Priority 5: Environment	Land invasions are major and growing threats at the Top part of Kayamandi (Adam Tas bridge).	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
		Combat health risks and illegal structures in Papegaaiberg Reserve (Top – North and South)	The departments Public Safety and Integrated Human Settlements are the main role-players. This request has been discussed with these different role players.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😬	n/a	n/a	n/a	n/a	n/a	<p>The departments Public Safety and Integrated Human Settlements are the main role-players. This request has been discussed with these different role players.</p> <p>The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that 5000–6000 mixed-use housing opportunities will be created.</p>
		Request for the removal of alien species to support the natural granite renosterveld in Papegaaiberg Reserve, Plankenburg and Eerste River	Alien cleaning is done in terms of the APO. Agreement with SANBI that specifically focus on acaicia species.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>Plankenburg: The Municipality only remove vegetation from the riverbank.</p> <p>Eerste River: The Municipality only remove vegetation."</p>

		Rehabilitation of wetlands area at Tarentaal / Devon Valley Road in conjunction with Huis Horison	Based on the council's decision the area was handed over to Huis Horison to do the rehabilitation.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Huis Horison is responsible for the rehabilitation of the area.
		Establish and maintain an active group "The Friends of Reserves" Taking care of the total set environmental requirements for a declared reserve in Ward 11	Target achieved.	Not Applicable	Community and Protection Services	Community Services	Local	1	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved. The Friends of Reserves Group has been established.
		The outdated maintenance plan for the reserve is to be revised	The Department: Community Services is in the process of reviewing the Papegaaiberg Management Plan.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		The deployment of rangers to patrol the reserve in Papegaaiberg Reserve	The appointment of rangers is funding-dependent.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.



Ward 12: Cllr. Ayanda Tomose

9.5.12 Ward Priorities: Ward 12

Table 117: Ward 12 – Ward Priorities

Project Rating																		
😊	Project completed.			😐	Project in progress.		😞	Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 12																	Departmental Comment	
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Priority 1: Access to Land and Housing	Land and for RDP Housing and plots for low- and medium-income earners in Kayamandi.	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that 5 000 – 6 000 mixed-use housing opportunities will be created.	
		Land to provide space for 106 Local Business stalls to operate in Kayamandi.	The municipality is busy with the Kayamandi Town Centre and the construction of the Kayamandi business hub. The community can utilise the Kayamandi corridor (renting space).	Not Applicable	Planning and Economic Development	Integrated Human Settlements and Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Kayamandi Town Centre: The Land Use Planning Application to obtain development rights has been submitted to the Land Use Management Department. After development rights have been obtained, and a decanting site in the Northern Extension has been established, the redevelopment of the Kayamandi Town Center will commence. Kayamandi Business Hub: A progress report is to be provided during the September 2023 public participation process.	

		Land for New Primary School in Kayamandi	This is a Provincial function.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Provincial	n/a	n/a	n/a	n/a	n/a	🚫	n/a	n/a	n/a	n/a	The municipality will forward the ward priority to the provincial sector department and provide feedback during the September 2023 public participation process.
TBC	Priority 2: Infrastructure Services	Electrify Nkanini and other areas	Electrification of informal structures in Nkanini	Number of informal structures in Nkanini electrified by 30 June	Infrastructure Services	Electrical Services	Local	n/a	1300	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The tender for the procurement of contractors closed on 12/12/2022. The project will commence after the appeal period and a contractor had been appointed. The project is planned to be completed by 30 June 2023.
		Fix Street Lights in the Decanting sites and Watergang area.	Maintenance of streetlights in the decanting site in the Watergang area	Number of streetlights in the decanting site in the Watergang area maintained by 30 June	Infrastructure Services	Electrical Services	Local	12	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Awaiting the material tender to be awarded. The expected delivery date of the material is 30 April 2023.
		Fixing of Drains in the Watergang area, Snake Valley and the rest of Ward 12.	This is an ongoing operation network.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Complaints are attended to, and regular maintenance is conducted on the stormwater network.
		Fix the existing toilets in Nkanini.	The ablution facilities are maintained daily by an appointed local contractor.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The ablution facilities are maintained daily by an appointed local contractor. Materials needed for the repairs are provided by the municipality, and labour is provided by the contractor. The reason for the ongoing repairs is vandalism.
		Fix the Roads in Nkanini and Azania to make it accessible for trucks to go in into the areas.	For improved truck access, the area needs to be formalised.		Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	This is an ongoing operation. Complaints are attended to and regular maintenance is conducted on the road network.

		Rename or name unnamed the streets in the Watergang area.	The naming of streets in formalised areas is done by Department: Planning for approval by the Council.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		The streets of Watergang require speed humps.	Conduct an assessment to determine the feasibility for the construction of speedhumps in Watergang.	Number of assessments conducted to determine feasibility for the construction of speedhumps in Watergang by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Put a speedhump in front of Kayamandi Primary School.	Conduct an assessment to determine the feasibility of the construction of a speedhump in front of the Kayamandi Primary School	Number of assessments conducted to determine feasibility for the construction of a speedhump in front of the Kayamandi Primary School 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

TBC	Priority 3: Food Security	Space for Food Garden that can provide vegetables for child-headed families to help disadvantaged families. Identified spaces: Nkanini, G Section and TRA	Two projects were initiated through DPLG: CDW's.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Food garden in Nkanini: 41 community members are involved. The current obstacle relates to water. The garden has a JoJo tank, but a request is made for water to be filled up by fire services. The Manager: Fire and Disaster indicated in-principle support, but that it requires an inspection as to whether it will be possible. The food garden at the primary school is also progressing but requires support for a JoJo tank. The project is not using water from the school, but it is becoming difficult, especially over the summer months. The GiA process for accessing funding was explained to and accepted by the ward councillor.
		Provide a soup kitchen to feed less privileged and disadvantaged families in Ward 12.	Soup kitchens are operating in the community through NGOs. Grand-in-Aid is provided to NGOs that are running soup kitchens. The ward councillor has been given a list of soup kitchens.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Area Cleaning	Employ more EPWP workers to clean the Nkanini River and streets of Nkanini, Azania and the rest of Ward 12.	EPWP workers are employed twice a year to clean in Nkanini, Azania and the rest of Ward 12.	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

TBC	Priority 5: Safety	Install smoke detectors and fire extinguishers at Churches and ECD centres in Kayamandi.	Unfortunately, the municipality cannot install smoke detectors in privately owned	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	This ward priority is not feasible for implementation.
		Establishment of a Green Route with NHW in Ward 12. A green route is a connected road / route that workers and scholars will use to get to their destinations and which is consistently patrolled for the safety of users, as it is and continues to be a common occurrence that workers and scholars get mugged on their way to work and school and back.	The Neighbourhood Watch Coordinator will discuss this with the NHW in Kayamandi and attempt to involve more members of the community.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.



9.5.13 Ward Priorities: Ward 13

Ward 13: Cllr. Mary Nkopane

Table 118: Ward 13 – Ward Priorities

Project Rating																		
	Project completed.				Project in progress.			Not completed / No budget available / District Function / Provincial Function										

WARD PRIORITIES: WARD 13																	Departmental Comment	
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Priority 1: Upgrade of Hostels	Infrastructure improvements on the Hostels in Kayamandi.	Obtaining development rights for high-density development in the Kayamandi Town Centre	Percentage of the Kayamandi Town Centre Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Kayamandi Town Centre: The Land Use Planning Application to obtain development rights has been submitted to the Land Use Management Department. After development rights have been obtained, and a decanting site in the Northern Extension has been established, the redevelopment of the Kayamandi Town Center will commence,
		Construction of more ablution facilities and repair of the current ablution facilities servicing in each Hostel block in Kayamandi	The ownership of the buildings and property must still be verified.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The redevelopment of the hostel area is an ongoing project with Integrated Human Settlement.
TBC	Priority 2: Multipurpose centre	Municipality to build Thusong Centre and Youth training centre through revamped shipment containers in Kayamandi.	The construction of a Thusong Centre is a provincial function. (Department of Local Government).		Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Provincial	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a

		Request for the building of a Multipurpose centre for indoor sports facilities, a training centre for skills development, which can be used as a Wellness Centre for Senior Citizens occasionally Kayamandi.	The construction of a Thusong Centre is a provincial function. (Department of Local Government).	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There is no space in Kayamandi to build a Multi-Purpose Centre. The municipality will forward the ward priority to the provincial sector department and provide feedback during the September 2023 public participation process.
		Build indoor sports and Computer centre in Kayamandi.	The computer centre can be accommodated in the Kayamandi Corridor.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Northern Extension might be suitable for the construction of an indoor Sports Centre, currently, there is no land available.
		Free Wi-Fi Zone at the Centre in Kayamandi.	Wi-Fi is available in ward offices at the Kayamandi Corridor.	Not Applicable	Corporate Services	Information and Communication Technology	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	n/a	Completed.
TBC	Priority 3: Safety and Security	Install CCTV Cameras at the George Blake and Costaland Entrance and Exits	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Municipality to Fix the existing Cameras in ward 13	Repair and maintenance form part of the CCTV Camera Masterplan.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Municipality to establish and provide financial support for Neighbourhood Watch, which will employ people from Ward 13.	The establishment of NWH is the mandate of the Provincial Department of Community Safety (DOCS).	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will forward the ward priority to the provincial sector department and provide feedback during the September 2023 public participation process.

		Municipality to provide container dedicated for the Neighbourhood Watch in Ward 13.	The establishment of NWH is the mandate of the Provincial Department of Community Safety (DOCS).	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will forward the ward priority to the provincial sector department and provide feedback during the September 2023 public participation process.
TBC	Priority 4: Electricity	Solar Panels on streetlights in Ward 13 for Safety during Power cuts	The Superintendent at the Department: Electrical Services will arrange a site meeting by 30 June 2023.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Electricity boxes for back yarders in Kayamandi.	The Superintendent at the Department: Electrical Services will arrange a site meeting by 30 June 2023.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There is a process in place. If the backyarder is the owner of the property, he must apply for the connection. Backyard dwellers need to be referred to Informal Settlements.
		Municipality to provide Floodlights in Hotspot areas Ward 13.	The Superintendent at the Department: Electrical Services will arrange a site meeting by 30 June 2023.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

TBC	Priority 5: Food Garden	Land identified at Sizamile Creche where there is unused land must be utilised for community food gardening in ward 13.	It is confirmed that the municipality has a lease agreement with StellCare and that decisions relating to what happens on this land are tied to the agreement.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: Community Development is committed to providing the contact details of StellCare to the ward councillor.
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Ward 14: Cllr. Maxwell Danana

9.5.14 Ward Priorities: Ward 14

Table 119: Ward 14 – Ward Priorities

Project Rating																		
😊	Project completed.			😐	Project in progress.		😞	Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 14																	Departmental Comment	
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial /	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Priority 1: Land and Housing	Finding land for low-income housing, semi-urban housing, and prospects for middle-class housing in Kayamandi.	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that 5 000–6 000 mixed-use housing opportunities will be created.
		Land identification of serviced sites and plots for housing development in Kayamandi.	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that 5 000–6 000 mixed-use housing opportunities will be created.
TBC	Priority 2: Community Hall	Makuphula / Kayamandi Hall must be upgraded; the old hall must be torn down and a new one built and maintained. Construction of Makuphula / Kayamandi Hall	The Makhuphula Hall will be maintained and not reconstructed.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Makuphula Hall will be maintained, not reconstructed. There are no funds on the budget and the informal houses are located next to the hall.

TBC	Priority 3: Safety and Security	CCTV cameras must be installed at Luyolo Street, next to the car wash	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		CCTV camera must be installed at the corner of Setona Street and Swarts Close, closer to Kayamandi Clinic	A progress report is to be provided during the September 2023 public participation process.		Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Electricity	Solar-powered floodlights as it will operate during load shedding at Watergang Area and Swarts Close	The Superintendent at the Department: Electrical Services will arrange a site meeting with the ward councillor by 30 June 2023.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 5: Health	Municipality to utilise the land located at Makuphula Street, near the old houses that will be demolished for the construction of an Old Age Home and subsequent maintenance.	Further considerations by the ward councillor and ward committee are required.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	After conducting meetings with the ward councillor question arose around the implementability of the ward priority, and further considerations by the ward committee are required.



Ward 15: Cllr. Elliot Masimini

9.5.15 Ward Priorities: Ward 15

Table 120: Ward 15 – Ward Priorities

Project Rating																		
	Project completed.				Project in progress.			Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 15																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Land and Housing	Request for housing for backyarders in Ezintentei Zone N	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality has appointed a team of professionals to undertake a Broad Conceptual Urban Design Framework which will include ±2 000 housing typologies for low-income earners in the development of the Northern Extension as well as to obtain town planning and development rights. Serviced plots will be part of the development options in this project.
		Housing block Approach system in Kayamandi	Council has adopted in Zone O a block approach and Temporary Relocation Area (TRA) was established to implement the block approach.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This project is ready for implementation by the Department: Project Management Unit. Site establishment will commence in May 2023 and the first phase of the installation of engineering services will start thereafter.

TBC	Priority 2: Multipurpose centre	Youth skills development centre or multipurpose centre in Kayamandi.	The construction of a Thusong Centre is a provincial function. (Department of Local Government).	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	🚫	n/a	n/a	n/a	n/a	There is no space in the Kayamandi area to build a Multi-Purpose Centre. The municipality will forward the ward priority to the provincial sector department and provide feedback during the September 2023 public participation process.
TBC	Priority 3: Local Economic Development	The focal point is to assist growing entrepreneurs with funding and skills development to grow their businesses in Kayamandi.	The municipality has implemented an SMME training programme through its external body performing a municipal function.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The municipality will identify additional training opportunities during the 2023/24 financial year. CDWM also makes funding in the amount of R100 000 available to SMMEs annually. A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Parks	Request parks to be renovated on Forest Drive and Vineyard Street	The parks are maintained regularly.		Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	
TBC	Priority 5: Safety and Security	Establish and support Neighbourhood watch in Ward 15	The establishment of NWH is the mandate of the Provincial Department of Community Safety (DOCS).	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will forward the ward priority to the provincial sector department and provide feedback during the September 2023 public participation process.

		Establish the Green paths working with Neighbourhood Watch in Ward 15. Green Paths refers to the safe walking zone in Ward 15. Hotspots are Fire Street, Bassi Street, Forth Street and Vineyard Street. Neighbourhood Watch visibility on these streets would ensure safety in Ward 15.	The Neighbourhood Watch Coordinator will discuss this with the NHW in Kayamandi and attempt to involve more members of the community.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Increase patrols of Law Enforcement in Ward 15	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Install cameras at Basi Street, Vineyard Street, 7th Avenue and 8th Avenue	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.



Ward 16: Cllr. Elsabe Vermeulen

9.5.16 Ward Priorities: Ward 16

Table 121: Ward 16 – Ward Priorities

Project Rating																		
😊	Project completed.			😐	Project in progress.			😞	Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 16																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Land and Housing	Municipality to provide stand-alone plots for housing in Cloetesville.	To obtain development rights on Erf 7001, Cloetesville by providing GAP housing	Percentage of the Erf 7001, Cloetesville Capital Budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A service provider was appointed for Erf 7001, Cloetesville, better known as "Soek-mekaar" to obtain development rights and provision for ±250 medium- to high-density GAP-housing opportunities.
		Municipality to provide basic services for backyarders in Cloetesville.	The Directorate: Infrastructure Services must develop a policy for the provision of services to backyarders.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Upgrading of Municipal flats on Pine, Primrose, Eike and Jakaranda Streets	There are no funds available on the MTREF.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Utilising empty plots for housing in Cloetesville.	To obtain development rights identified sites in Cloetesville for possible housing opportunities	Percentage of Capital Budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	Council approved that an investigation should be undertaken on certain erven in Cloetesville whereby development rights can be obtained for housing opportunities. A funding application was submitted to the

								n/a	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	Provincial Department of Human Settlements to execute the Council's decision. Council approved that an investigation should be undertaken on certain erven in Cloetesville whereby development rights can be obtained for housing opportunities. A funding application was submitted to the Provincial Department of Human Settlements to execute the Council's decision.
		Outline areas for selection to erect affordable and RDP housing.to make away with constraints and backlogs in Cloetesville.	To obtain development rights identified sites in Cloetesville for possible housing opportunities	Percentage of Capital Budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local											
		To phase it out in an impact full manner to accomplish the fair distribution of the housing matter	Allocation of housing is done in terms of the National Housing Code 2009 and Municipal Policies.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local											
TBC	Priority 2: Safety and security	More visible Law Enforcement in Cloetesville.	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		More patrol assistance from Law Enforcement in Cloetesville.	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		More cameras in gangster areas with 24-hour mobile Law Enforcement units in the community of Cloetesville.	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Neighbourhood watch and security awareness with community involvement ward 16.	The establishment of NWH is the mandate of DOCS.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will forward the ward priority to the provincial sector department and provide feedback during the September 2023 public participation process.
TBC	Priority 3: Local Economic Development	More EPWP projects for the youth and the disabled in Cloeteville.	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Planning and Economic Development	Development Planning	Local	1300	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target applicable for the WC024. The selection of participants currently prioritises the appointment of women, youth, and the disabled.
		Youth camps, youth orientation and skills development programmes in Cloeteville.	Youth camps have not been included on the MTREF budget.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	There are no funds available for Youth Camps.
		Training programmes for women empowerment to equip themselves to self-sustainability e.g. back yard gardens, selling their products. Crochet and knitting and business start-ups in Cloeteville	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The focus of the Department for the next five (5) is on SMME Training and Development. Currently, they are local NGOs that deal with product development and product training projects.
TBC	Priority 4: Sports and Culture	Wheelchair access to the swimming pool facility e.g., the gate in Cloeteville.	Completed.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed. A wheelchair pathway was constructed entering from Curry Street.
		Entry into the swimming pool in Cloeteville.	The swimming pool will open with the appointment of lifeguards.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Transform the tennis court into a more useful entity for the community of Cloeteville.	Upgrade of the Cloeteville tennis courts	Number of Cloeteville tennis courts upgraded by 30 June	Community and Protection Services	Community Services	Local	2	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A contractor has been appointed to upgrade the tennis courts. After completion, the tennis courts will be painted as multipurpose courts.
		Floodlights on Cloeteville Sportsground	Upgrade of the Cloeteville Sportsground floodlights	Number of Cloeteville Sportsground floodlights upgraded by 30 June	Community and Protection Services	Community Services	Local	2	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A consultant is in the evaluation stage for the upgrade of the Cloeteville Sports Ground floodlights.
TBC	Priority 5: Roads and safety	Place fencing next to the railway track on the Municipal side of the walkway in Crombie Street of White City, not on the PRASA side	It is not feasible for a fence to be installed on municipal property. The fence must be installed on the PRASA property.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will forward the request to PRASA and provide feedback during the September 2023 public participation process.
		Tar pavements in Pine, Primrose and Eland Streets	Conduct an assessment to construct tar pavements on Pine, Primrose and Eland Streets	Number of assessments conducted to construct tar pavements in Pine, Primrose and Eland Streets by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Phase implementation until 2027, as funding allows.
		Ramp for disabled residents in Ward 16	Construct a ramp for disabled residents at the Steps	Number of ramps constructed for disabled residents at the Steps by 30 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
		Universal access / ramp for the disabled to the Cloeteville shopping centre	An assessment was carried out and found not to be feasible.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Sign boards to all public facilities in Cloetesville.	Update signage at the Cloetesville sport facility	Number of signage at the Cloetesville sports facility was updated by 30 June	Community and Protection Services	Community Services	Local	2	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	All parks have the necessary signboards with the rules.
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Ward 17: Cllr. Peter Johnson

9.5.17 Ward Priorities: Ward 17

Table 122: Ward 17 – Ward Priorities

Project Rating																			
😊	Project completed.			😐	Project in progress.			😞	Not completed / No budget available / District Function / Provincial Function										

WARD PRIORITIES: WARD 17																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Housing	Upgrading of Municipal flats in Rhodes Street: Melody, Monte Christo, Monte Ray and Mountview blocks	There are no funds available on the MTREF for the upgrading.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 2: Open spaces safety	Fencing of Erf 7181 / 6668 next to the R44: fence the complete perimeter of the erf to prohibit illegal squatters	The municipality does not fence erves.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	This request is not feasible to implement.
		Close "Die Gang" in Williams Road that leads into ERF 7181 (safety hazard)	Conduct an assessment on the closure of "Die Gang" in Williams Road that leads into ERF 7181	Number of assessments conducted on the closure of "Die Gang" in Williams Road that leads into ERF 7182 by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Fence next to R44 and Kloof Street Park that has been vandalised needs to be repaired.	Kloof Street Park has constant vandalism. The ward councillor, ward committee and Department: Community Services need to	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

TBC	Priority 3: Infrastructure services	Parking is required at the entrances of Rieterbosch and Pieter Langeveld Schools	Compile designs for the construction of parking at the entrances of Rieterbosch and Pieter Langeveld Schools	Number of designs were compiled for the construction of parking at the entrances of Rieterbosch and Pieter Langeveld Schools by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Resurfacing of parking areas at Kloof and Rhode Streets flats	Resurface of parking areas at Kloof and Rhode Streets flats	Number of parking areas resurfaced at Kloof and Rhode Streets flats by 30 June.	Planning and Economic Development	Integrated Human Settlements	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Kloof Street flats require 1 Wheelie bin per flat	Installation of bulk underground waste receptacles (subject to suitable location).	Number of bulk underground waste receptacles installed by 30 June (subject to suitable location)	Infrastructure Services	Waste Management	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Streetlights required in Kloof Street (both sides of the park)	Completed.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	n/a	The project has been completed in the 2021/22 financial year (April 2022).
		Fibre connection application in Cloeteville	Processing of the wayleave application for installation of fibre.	Percentage of wayleave applications processed within 30 days from the date of application.	Infrastructure Services	Development Services, Asset Management and Systems and Project Management Unit (PMU)	Local	n/a	80%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Roads	Construction of pavements in Raziet, Pool, Ortell, King, Isaacs and Hine Roads	Conduct assessment to construct pavements in Raziet, Pool, Ortell, King, Isaacs and Hine Roads	Number of assessments conducted to construct pavements in Raziet, Pool, Ortell, King, Isaacs and Hine Roads by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Phase implementation until 2027 as funding allows. Raziet Street is completed.

		Beautification of open spaces in Ward 17	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 5: Local Economic Development	Create job opportunities for unemployed residents: main focus on youth in Cloeteville	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Planning and Economic Development	Development Planning	Local	1300	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The selection of participants currently prioritises the appointment of women, youth, and the disabled.
		Skills development programme in Cloeteville.	Accredited youth skills training is implemented each year. Three courses are already in progress.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A new advertisement will be published in the first half of 2023 for further courses. A progress report is to be provided during the September 2023 public participation process.
		Liaise with Provincial and National Governments to create opportunities locally	Coordination with all spheres of government occurs through the IDP/Budget/MSDF legislative processes.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.



9.5.18 Ward Priorities: Ward 18

Table 123: Ward 18 - Ward Priorities

Ward 18: Cllr. JC Anthony

Project Rating																		
😊	Project completed.			😐	Project in progress.			😞	Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 18																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Access to Housing and basic services	Investigation of social housing at farms 739 and 737 Klapmuts.	Klapmuts is currently not registered as a Restructuring Zone for Social Housing.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Social Housing can only be implemented if the National Minister of Human Settlements approved a Restructuring Zone (RZ). Land must first be identified for a Social Housing Project and thereafter an application can be submitted to the National and Provincial Governments
		Installation and upgrading of ablution facilities within the La Rochelle and Mandela City informal settlements for all residents	The Department: Informal Settlements monitors and reports on these facilities regularly.	Not Applicable	Infrastructure Services	Water and Sanitation Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Upgrading the electricity network capacity to provide electricity access for residents in La Rochelle informal settlements and the whole of Klapmuts Town	The area is an Eskom area of supply. The project must be implemented by Eskom.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: Electrical Services will forward the request to Eskom. Progress report to be provided during the September 2023 public participation process.
		Municipality to provide funding to buy land in Klapmuts for 600 RDP housing development units. Various portions of land are available in Klapmuts to buy in Land adjacent to Mandela City at Arra Farms and various other portions are available to supply Klapmuts Communities with residential units	A desktop study was conducted to investigate for potential developable sites in the greater Klapmuts area for future housing developments.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Provincial Department of Human Settlements (PDoHS) is responsible to provide funding to acquire land for housing. A funding application will only be submitted to PDoHS once the Council approves the acquisition of a specific site/s.
	Priority 2: Burial Land / Graveyard	There is currently no burial place for our deceased people in town – We note the municipalities proposal for a regional graveyard – The Klapmuts Community, however, insisted to have a locally based graveyard. Land at the old Refuse station has been identified by the Klapmuts Community for this purpose. The land is currently within the Drakenstein area of jurisdiction. Liaise with Drakenstein Municipality	The development of a Stellenbosch Memorial Park.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Funding is only available for the new Stellenbosch Memorial Park. The residents of Klapmuts will be able to make use of the park once it is developed.

TBC	Priority 3: Local Economic Development	Job creation projects in Klapmuts. EPWP workers / learnership should be made available to young people to be trained as firefighters in Klapmuts to sustain the need	Those who are interested can join the Fire Reservist Project. The Reservist process allows access to training.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Becoming part of the project will make participants eligible to receive training as firefighters depending on the availability of positions and training conducted by the District Municipality. Learnership funding opportunities will be tabled with the Department: LED.
		No jobs currently for the Klapmuts Community. A structured method should be done to secure Klapmuts Community with permanent jobs as security workers at the sports field and EPWP to clean Mandela City and La Rochelle	This is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Job creation projects - The buying / selling of refuse or Swop Shop idea should be introduced in Klapmuts	The procurement process was concluded to obtain a service provider to operate a Swop Shop, which was unsuccessful.	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	😬	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

TBC	Priority 4: Safety and security	Cameras should be put in all strategic areas in the Ward to stop the flow of crime in Ward 18. LPQ and 360 rotating cameras must be installed at the 2 robots on R44 and 1 camera on the N1 Bridge entrance, 1 camera on Groenfontein road, 1 camera in Klapmuts Clubhouse and 1 camera in Mandela City.	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Installation of cameras on the R44 and inside the Klapmuts area to stop the highflyers coming in to rob the business sector of the town	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Increase Law Enforcement personnel to render services in Klapmuts. 15 EPWP workers should be deployed as urgently as possible to address this big shortcoming	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Traffic calming measures at Groenfontein Street, Klapmuts. Two people have already died on this road within one year. Speed calming should be done urgently.	Due to road classification, it is not possible to construct traffic calming measures.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Traffic enforcement is to be increased.

TBC	Priority 5: Spatial Development Planning	The spatial development plan for Klapmuts needs to be updated for the town to be united – as the boundaries of the town are divided into two municipalities - Drakenstein and Stellenbosch. Ward base planning needs to be a continuous function in this area – as apartheid planning is still on in Klapmuts	The application to the Municipal Demarcation Board ("MDB") for the re-alignment of the boundaries between Klapmuts North and South has been submitted on 31 March 2022.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The proposal to include Klapmuts North within the municipal administrative boundaries of Stellenbosch Municipality has been advertised in the media on 30 March 2023 for public comment, by the Municipal Demarcation Board.
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9.5.19 Ward Priorities: Ward 19



Ward 19: Cllr. James Williams

Table 124: Ward 19 – Ward Priorities

Project Rating																		
😊	Project completed.			😐	Project in progress.			😞	Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 19																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Local Economic Development	Provide Learnership, Internships and skills development for the youth of Ward 19.	Accredited skills training and establishment of food gardens.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Established food gardens for adults: The food gardens project is progressing well. Some participants wish to establish a co-op, while others do not. The ward councillor will continue to communicate with SEDA to assist the group. The Department: LED will be approached to elicit support. Food gardens for the Youth (De Novo, Kromme Rhee and Vaaldrail) and skills development programmes.

TBC	Priority 2: Access to Housing	Upgrade and rectify houses at Elsenburg (Vaaldraai / Elsenburg). Elsevier Project which includes De Novo and Kromme Rhee as promised by the Department of Transport and Public Works.	The properties are owned by the Department of Transport and Public Works and Infrastructure (DoTPW&I).	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>The ward priority will be forwarded to DoTPW&I for comment / feedback as the properties are being managed by DoTPW&I.</p> <p>The Department: Spatial Planning is in the process of re-advertising a "Development of Local Community Investment Plans that address Localised Planning and Development Outcomes". This process will entail significant community participation, and only after the outcome of this study, a decision can be made about the projects.</p>
		Re-establish and provide an update on the Elsevier housing Project that was established more than 20 years back but was stopped.	Conduct a desktop study on the Elsevier housing project	Number of desktop studies conducted on the Elsevier housing project by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>There are no funds available in this MTREF to conduct a desktop study on the Elsevier housing project.</p> <p>The Department: Spatial Planning is in the process of re-advertising a "Development of Local Community Investment Plans that address Localised Planning and Development Outcomes". This process will entail significant community participation, and only after the outcome of this study, a decision can be made about the projects.</p>
		Provision of title deeds to all residents of Elsenburg (Vaaldraai / Elsenburg). Elsevier Project which includes De Novo and Kromme Rhee.	The land is under the jurisdiction of the City of Cape Town and the Provincial Department of Public Works and Infrastructure (DoTPW&I).	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Provincial	n/a	n/a	n/a	n/a	n/a	⛔	n/a	n/a	n/a	n/a	n/a	<p>The properties are not in Stellenbosch's jurisdiction for transfers of title deeds.</p>

TBC	Priority 3: Sport	Upgrade Kromme Rhee clubhouse. (Built by the Department of Transport and Public Works and Cape Winelands District.	The Provincial Department of Public Works owns the facility.	Not Applicable	Community and Protection Services	Community Services	Provincial	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The municipality will forward the ward priorities to the provincial sector department and provide feedback during the September 2023 public participation process.
		Construct tennis courts for Vaaldras / Elsenburg, Kromme Rhee and De Novo. (1 per community) and train more players	There is no municipal land available in Vaaldras / Elsenburg, Kromme Rhee and De Novo to construct tennis courts.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The municipality will forward the ward priorities to the provincial sector department and provide feedback during the September 2023 public participation process.
		Construct a soccer field for Vaaldras / Elsenburg, Kromme Rhee and De Novo. (2 Fields Per community), like Nietvoorbij (Stellenbosch) Field was built by the Department of Sports, Arts and Culture.	There is no municipal land available in Vaaldras / Elsenburg, Kromme Rhee and De Novo to construct a soccer field.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	There is no municipal land available in Vaaldras / Elsenburg, Kromme Rhee and De Novo to construct a soccer field.
		Construction of netball fields like Ida's Valley field for Vaaldras / Elsenburg, Kromme Rhee and De Novo, (2 Fields per community).	There is no municipal land available in Vaaldras / Elsenburg, Kromme Rhee and De Novo to construct a netball field.		Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	
		Provision of Chess equipment for Ward 19.	There are no available funds on the MTREF.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The proposal is for the ward councillor to avail funding from the ward allocations.

		Construct swimming pools for Vaaldraai / Elsenburg, Kromme Rhee and De Novo.	There is no municipal land available in Vaaldraai / Elsenburg, Kromme Rhee and De Novo to construct swimming pools.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	n/a	The municipality will forward the ward priorities to the provincial sector department and provide feedback during the September 2023 public participation process.
		Construct clubhouses at Vaaldraai and De Novo.	There is no municipal land available in Vaaldraai and De Novo to construct club houses.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	n/a	There is no municipal land available in Vaaldraai and De Novo to construct clubhouses. The municipality will forward the ward priorities to the provincial sector department and provide feedback during the September 2023 public participation process.
		Establish a Sports Council in Ward 19.	Ward 19 does not have municipal sports facilities.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Ward 19 does not qualify for a Sports Council.
		Implementation of more sport, arts and culture programmes for the elderly.	A meeting was held with the ward councillor on 17 March 2023.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The process for the Golden Games must begin with the formalisation of the elderly into a club through which Golden Games participation will be initiated. The ward administrator will compile a contact list of the Ward 19 elderly with all contact details for the department to initiate a first meeting towards the establishment of a club in the 2023/24 financial year.

		Lifeguard training	This should be a joint initiative between the Section: Community Development, Skills Development and Sports and Halls.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Section: Sport and Halls will convene the lifeguard training meeting.
TBC	Priority 4: Road safety and transport	Issuing of taxi licences and permission to the taxi association in Klapmuts, Muldersvlei, Elsenburg / Vaaldrail, Kromme Rhee, Koelenhof to Stellenbosch.	The CITP is currently in the review process.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Demand will be established after a route survey and feedback will be provided to the ward councillor by 30 June 2023.
		Issuing of taxi licences and permission to taxi associations in De Novo and surrounding farms to Kraaifontein and Paarl.	The municipality does not have jurisdiction over the Kraaifontein route.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This request is not feasible due to the municipal jurisdiction.
TBC	Priority 5: Infrastructure	Construction of tar road and new speed humps in the communities of De Novo, there is gravel roads but no street names. Kromme Rhee have no street names. Rural area with tar road. Request for 4 speedhumps in Smartie Town, 1 in End of Hoek Street and 2 in Weltevrede and Waaierpalm Street (Northside).	Conduct an assessment for speedhumps on Hoek Street and Waaierpalm Street	Number of assessments conducted for speedhumps on Hoek Street and Waaierpalm Street by 31 December.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	De Novo and Kromme Rhee are not municipal or public roads. In terms of the municipal roads, a progress report will be provided during the September 2023 public participation process.

		Re-construction of speedhumps in Vaaldraai. Weltevrede Street and 25 Waaierpalm Street, the current speedhumps are too high for motor vehicles.	Conduct an assessment on the height of the speedhump	Number of assessments conducted on the height of Speedhump by June 2023.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Waaierpalm Street: The potholes are currently being repaired.
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9.5.20 Ward Priorities: Ward 20



Ward 20: Cllr. Joseph Joon

Table 125: Ward 20 - Ward Priorities

Project Rating																		
😊	Project completed.			😐	Project in progress.		😞	Not completed / No budget available / District Function / Provincial Function										

WARD PRIORITIES: WARD 20																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Access to housing	Local farmworker families who have lived generations in this community cannot afford access to safe and decent housing	The municipality does not own any property for possible housing development within the Vlothenburg, Raithby and Lynedoch areas. Therefore, the provision for housing opportunities is extremely limited.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Alternative housing opportunities should be considered in line with the approved Housing Pipeline to the south of Stellenbosch.

TBC	Priority 2: Youth, Sports, Arts and Culture	Because of unemployment many of the community needs food security. Projects can be implemented for the youth and parents to be self-sufficient which can then also be used for developing skills and self-employment	The Department: Community Development suggests that the ward committee first establish an interest in home gardens, after which the Provincial Department: Agriculture can be approached to conduct an investigation, with a focus on youth.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	Progress feedback will be provided to the Department: Community Development by the ward administrator once interest has been established.
		Activities and facilities for the youth to develop sport, arts and culture in Vlottenburg is urgently needed	Existing skills programmes will be communicated to the youth of the area through the ward administrator.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		There are no sports grounds to practice their soccer, rugby and netball	Land has not been identified yet because municipal land is extremely rare in the Vlottenburg area. At the moment, the municipality hasn't been successful.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		A hall / place is needed to do extra mural activities	There are no available funds on the MTREF.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	😡	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Provide a Ward office for the Ward 20 councillor	There are no available funds on the MTREF.	Not Applicable	Office of the Speaker	Office of the Speaker	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The current space is leased from Vlottenburg Primary School.

		Because of the lack of facilities our youth are walking around aimlessly and this leads to crime and participation in substance abuse	The building of facilities is dependent on land identification.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Facilities are dependent on land identification. A progress report is to be provided during the September 2023 public participation process.
		Because of the lack of facilities our youth are walking around aimlessly and this leads to crime and participation in substance abuse	The building of facilities is dependent on land identification.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Facilities dependent on land identification. A meeting will be set up with the ward councillor to establish the need of the youth and action plans in Q3.
		The grounds on the outside at the Vlotenburg Primary School can be developed into sports grounds	Department: Community Services will establish ownership of the property.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Department: Community Services will establish ownership of the property. Department: Community services will take the lead with the specific need from a sports perspective and spatial land use management, and property management will assist.
		Upgrading of the Raithby Playpark. Placing sitting benches, shading trees, removing thorns in the park, replacing broken equipment, and flower bowls and placing tar sidewalks.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Providing a Playpark in Longlands, Vlotenburg	The Section: Parks is in contact with the housing developer about plans to develop a play park area.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		A public library will also make a huge difference in developing the children's and	Public libraries are not a municipal function.	Not Applicable	Community and Protection Services	Community Services	Provincial	n/a	n/a	n/a	n/a	n/a	⚠	n/a	n/a	n/a	n/a	The ward priority will be referred to the Provincial Department of Culture Affairs and Sport (DCAS).

TBC	Priority 3: Infrastructure	Making rail transport a priority and liaising with Metrorail and PRASA to get infrastructure back and running again. Employees are severely affected by the lack of alternative transport	Hold a consultation meeting with relevant stakeholders	Number of consultation meetings held with relevant stakeholders by 31 March	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Relocation of the irrigation water pump / valve from the private property on the Winelands Village Estate to the Municipal Raithby Sport grounds	An assessment will be conducted in conjunction with the Department: Community Services.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Bus transport with Golden Arrow extending to some routes would also be an option for further consideration. This will also ensure the importance of road safety	There is a service operating from Stellenbosch to Cape Town and from Metro South East to Stellenbosch.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A bus service is operating.

		Prevention of load shedding and implementation of plans and timelines shared for the plan to eliminate loading	Vlottenburg, Raithby, and Lynedoch fall within the Eskom area of supply.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Stellenbosch Municipality is one of the five pilot sites that the Western Cape Provincial Government is funding through its Municipal Energy Resilience Programme. Various alternative energy projects are being investigated to alleviate load shedding in the Stellenbosch Municipality.
		Streetlights on Raithby Road, Watson Way, Herman Street, Shaw Street, and Raithby Park.	Installation of streetlights in Raithby Road, Watson Way, Herman Street, Shaw Street, and Raithby Park.	Number of streetlights installed in Raithby Road, Watson Way, Herman Street, Shaw Street and the Raithby Park by 31 December	Infrastructure Services	Electrical Services	Local	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The work commenced on 28 November 2022 and was completed by mid-December 2022.
		Water pipes are to be upgraded and the removal of asbestos pipes in Raithby Main Road / Watson Way Raithby	The replacement of old infrastructure remains a priority and will be addressed according to the pipe replacement programme.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The replacement of the bulk water main is currently in the planning phase. No funds are currently available for this project, but it will be prioritised for possible inclusion and implementation in the 2027/28 financial year.

		Construct sidewalks (with paving) on both sides of Raithby Road from the Winery Road Intersection	The road falls under the provincial government's authority.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will forward the request to the provincial sector department and provide feedback during the September 2023 public participation process.
		Upgrading of all signage and street markings throughout Raithby	Conduct a signage assessment by 30 June 2023.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Street marking will be completed by 30 June 2023.
		Re-implement the recycling programme in Raithby which includes signage and recycling bins	Installation of bulk underground waste receptacles for recycling (subject to suitable location)	Number of bulk underground waste receptacles installed for recycling (subject to suitable location) by 30 June	Infrastructure Services	Waste Management	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The recycling programme is in place in Raithby in the form of weekly collection.
		Installation of traffic lights at the R44 / Winery Road Intersection	This is a provincial competency.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will forward the request to the provincial sector department and provide feedback during the September 2023 public participation process.
TBC	Priority 4: Safety and Security	CCTV Cameras at the entrances in Raithby	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		CCTV Cameras on the R44 / Winery Road Intersection	Installation of CCTV cameras is per the CCTV Camera Master Plan and is funding-dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		CCTV Cameras on Stellenbosch Kloof Road, Vlotenburg road, Annandale Road and Vlaeberg.	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 5: Environment Management	Clearing of alien vegetation in the biodiversity area / municipal properties / water streams in Raithby	Clearing of alien vegetation in the biodiversity area / municipal properties / water streams in WC024	Number of hectares of alien vegetation cleared by 30 June	Community and Protection Services	Community Services	Local	200	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Clearing of alien vegetation in the biodiversity area / municipal properties / water streams in Raithby is ongoing.
		Town beautification of Raithby	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.
		Beautification and fencing of Longlands Vlotenburg.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.



9.5.21 Ward Priorities: Ward 21

Ward 21: Cllr. Mynard Slabbert

Table 126: Ward 21 – Ward Priorities

Project Rating																		
	Project completed.				Project in progress.				Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 21																		Departmental Comment
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/ JDMA)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Priority 1: Local Economic Development	Jamestown has many Tuin Erven where residents cultivate fresh fruit, vegetables, and flowers. There is a need for a marketplace where local produce can be easily traded.	The Jamestown Economic Hub has been aligned with the implementation of the Jamestown Housing Project.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Jamestown Housing Project is estimated to be developed during the 2024/25 financial year.
TBC	Priority 2: Sport, Arts and Culture	Fencing around sports club (beta fencing or solid wall) in Jamestown	There are no available funds on the MTREF.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

TBC	Priority 3: Light Industrial Park	Light industrial park to accommodate appropriate enterprises located near Jamestown	The only land available for an industrial area / park is in Klapmuts, other than that, there is no land available in Jamestown for light industrial park purposes.	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The only land available for an industrial area / park is in Klapmuts, other than that there is no land available in Jamestown for Light industrial park purposes.
TBC	Priority 4: Roads and Transport	Traffic calming measures and pedestrian walkways at Webersvallei Road, Festival Road, Torrey Road, Pajaro Avenue Mountainview entrance road, the intersection of Paradyskloof Road and Houtkapper Street up to Eden Forest, Schuilplaats Road (Make One way) and Serruria	Implementation of some of the requests will be between the 2023 – 2027 financial years. Schuilplaats Road is currently being addressed, and feedback was provided to the ward councillor.		Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Upgrade of NMT surface from Paradyskloof Engen to Dalsig (Vd Rheede intersection)	Completion of the NMT path from Paradyskloof to Dalsig (Vd Rheede intersection)	Number of NMT paths completed from Paradyskloof to Dalsig (Vd Rheede intersection) by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 5: Parks	Upgrading of playparks in Jamestown and Paradyskloof with new play equipment / benches and fencing where possible	Installation of play park equipment in Jamestown	Number of play park equipment installed in Jamestown by 30 November	Community and Protection Services	Community Services	Local	3	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Target achieved. New play park equipment has been installed.

		Upgrading of playparks in Jamestown and Paradyskloof with new play equipment / benches and fencing where possible	There will be no more fences or benches installed in Jamestown. The Department: Community Services will consult with the ward councillor for Paradyskloof.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	No more fences and benches will be installed in Jamestown. The Department: Community Services will consult with the ward councillor for Paradyskloof.
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9.5.22 Ward Priorities: Ward 22

Table 127: Ward 22 – Ward Priorities

Ward 22: Cllr. Esther Groenewald

Project Rating																		
😊	Project completed.			😐	Project in progress.		😞	Not completed / No budget available / District Function / Provincial Function										

WARD PRIORITIES: WARD 22																	Departmental Comment	
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Priority 1: Safety and security	Safety in Ward 22 and alongside the Eerste Riviera	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		All safety requests previously mentioned are top priority. Together with that is the priority that all the cameras in Ward 22 should be linked to the internal system with sustainable and reliable internet and be monitored by the control room.	All municipally owned CCTV cameras in Ward 22 are maintained and monitored regularly.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 2: Road safety	Sealing of roads was put on the list as well, but it has somehow disappeared. The internal roads in the suburb of Ward 22 need serious attention	Roads are assessed annually. Roads in poor conditions will receive priority, depending on available funding.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

		Maintenance of all pedestrian and cycle paths in Ward 22	The sidewalks will be assessed. Sidewalks in poor conditions will receive priority, depending on available funding.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Raised Intersection at Rokewood and Saffraan Avenue, Boord.	Conduct an assessment to determine the feasibility for the construction of a raised intersection at Rokewood and Saffraan Avenue, Boord	Number of assessments conducted to determine the feasibility for the construction of a raised intersection at Rokewood and Saffraan Avenue, Boord by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Speed hump in Brandwacht Street near number 40.	Conduct an assessment to determine the feasibility for the construction speed hump in Brandwacht Street (near number 40)	Number of assessments to determine the feasibility for the construction speed hump in Brandwacht Street (near number 40) by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Cleaning of vegetation on the Rokewood sidewalk at the corner of Rokewood / Elbertha Streets	Vegetation encroachment on sidewalks throughout the municipality is receiving priority. A Sidewalk Accessibility Policy is being tabled at Council.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 3: Parks	The play parks have not all been upgraded and / or painted in Ward 22.	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Play-Equipment on the parks to be painted and / or replaced in Ward 22.	Paint, the replacement of playground equipment, and the placement of trash bins in the parks in Ward 22 are completed.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.

		Bins on parks need to be replaced in ward 22.	Paint, the replacement of playground equipment, and the placement of trash bins in the parks in Ward 22 are completed.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
TBC	Priority 4: Environmental management	Clearing of overhanging trees, branches and bushes that are obstructive in front of traffic signs in Ward 22 needs serious attention	An inspection will be conducted, and the matter will be addressed.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Fixing of the two gates that give entry to the Brandwacht mountain area; one of which goes from Nooitgedacht Street and the other one from Brandwacht Street	Repair the gates at the Brandwacht mountain area (Nooitgedacht Street / Brandwacht Street).	Number of gates repaired at the Brandwacht mountain area (Nooitgedacht Street / Brandwacht Street) by 30 December.	Community and Protection Services	Community Services	Local	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
TBC	Priority 5: Electricity	More streetlamps in Welgevallen Street on the farm side of the street and the replacement of old electric bulbs with LED Lights will be appreciated by the owners of that area	Installation of an extra pole with 2 fittings at the cul-de-sac at the end of Welgevallen Street	Number of extra poles with 2 fittings installed at the cul-de-sac at the end of Welgevallen Street by 28 February	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	The expected completion date is 28 February 2023.

		Floodlights are to be installed at the upper and lower sections of Formosa Park, Boord. This park has become a security risk to the neighbouring residents at night time.	The superintendent will arrange a site meeting with the ward councillor by 30 June	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
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9.5.23 Ward Priorities: Ward 23

Table 128: Ward 23 – Ward Priorities

Ward 23: Cllr. Lwando Nkamisa

Project Rating															
	Project completed.		Project in progress.		Not completed / No budget available / District Function / Provincial Function										

WARD PRIORITIES: WARD 23																Departmental Comment		
IDP Ref No	Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
								2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25		2025/26	2026/27
TBC	Priority 1: Safety and Security in Town Central	Increase the number and frequency of Law Enforcement patrols in Ward 23, especially in the CBD area	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.	
		Increase the number of security cameras in the CBD, Dennesig and Plankeberg Industrial Area (Stellenbosch)	Installation of CCTV cameras is done in accordance with the CCTV Camera Master Plan and is funding dependent.	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.	
		Increase the number of cameras in public parking areas and increase Law Enforcement patrols to prevent theft of materials from vehicles	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.	

		Create a safe dedicated and protected NMT corridor from Kayamandi to Central Stellenbosch	The replacement of brick paving with asphalt surfacing is currently underway on George Blake Road.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Assist to curb the impact of homelessness by moving them to the homeless shelter Stellenbosch Central	The Section: Property Management is to investigate the potential of property transfer at 18 Mark Street.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are already two homeless shelters in the Stellenbosch municipal area. Establishment / construction of homeless shelters is not a municipal function.
TBC	Priority 2: Community Development in Ward 23	Collaborate with civil society organisations to curb the negative impact of homelessness in Stellenbosch Central	The Section: Community Development, together with civil society, is in the process of establishing a forum to look at the needs of people on the street. The focus of the structure will be to conduct a follow-up survey of people living on the street and a health promotion programme.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Conversations around homelessness were conducted during Aug 2022. This led to a learning exchange between Stellenbosch Municipality and CT-based NGOs addressing homelessness. To establish a homelessness forum to collaboratively look at possible local solutions. A progress report is to be provided during the September 2023 public participation process.

		Promote the give responsible campaign and encourage people to stop giving cash at WC024	Give Responsibly campaigning takes place at the university and includes the training of parking attendants, traffic wardens, and law enforcement officials to assist with spreading the message. Facebook and WhatsApp messages on local groups are also used as campaign platforms.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Section: Community Development requested the ward councillor to provide any new ideas or other initiatives to spread the message.
		Have a municipality led recycling programme and development to prevent homeless people from trashing Ward 23	Confirmed that the municipality is funding the Stellenbosch Night Shelter at 100% of the business plan submitted by the NGO through GiA.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Future funding will be dependent on the business plan submitted by the shelter and is not in the control of the Section: Community Development.
		Proper funding of NGOs such as the night shelter to cope with the massive increases in street living in Ward 23	Annual GiA applications to support these services financially are paid up to the value of R5 000 000.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	R1.5m was budgeted for the Stellenbosch Night Shelter in the 2022/23 financial year. GiA applications closed on 2 December 2022 for the 2023/24 financial year. A new call for proposals will be advertised during September / October 2023.

		Use the municipal / state house in Mark Street 18 to build a homeless centre, to provide skills, counselling and help for homeless people in the town's central	The Section: Property Management to investigate the potential of property transfer.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 3: Ward-Based Planning	Ward 23 Comprehensive Development Plan. To Develop a ward-based development plan that will include all major developments the municipality plans. Private development that the municipality will approve with the ward for the next 5 years	A Comprehensive Development Plan will be discussed with Development Planning in terms of the ATC.	Not Applicable	Planning and Economic Development	Development management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Alternatively, have a proper town central special development zone, that will cater for the needs of long-term residents, new property development and student accommodation in Ward 23.	The ward priority will be discussed with Department: Development Planning in terms of the ATC.	Not Applicable	Planning and Economic Development	Development management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
TBC	Priority 4: Planning and Economic Development and access to land	Prioritise young people on job opportunities in Ward 23	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Planning and Economic Development	Development management	Local	1300	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	Target applies to the WCO24.
		Access to housing: Release municipal land for developers to build affordable housing for young working adults in Stellenbosch.	Housing programmes are time-bound and linked to the availability of funding as and when provided by the Provincial Department of Human Settlements.	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	The approved Housing Pipeline makes provision for various housing opportunities which includes but is not limited to service sites, Social Housing, medium to high GAP-housing as well as BNG housing. These programmes are time bound and linked to the availability of funding as and when provided by the Provincial Department of Human Settlements.

TBC	Priority 5: Environmental Management	Regularly clean the Kromrivier and Plankenberg River	The Department: Community Services will investigate and provide feedback to the ward councillor.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Provide educational programmes for residents to stop littering and polluting rivers and the environment in Stellenbosch	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.
		Ensure the ward is clean with sufficient bins in key places, such as the taxi rank, Mark Street, Plankenberg and Kromrivier	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2023 public participation process.

CHAPTER 10:

Financial Plan

To achieve delivery on the 5th Generation IDP 2022 – 2027 strategic focus areas and objectives, it is essential to align the municipal budget with the strategy. The sections below expand on aspects of the Stellenbosch Municipality's medium-term financial planning and the extent to which it is possible to align the budget to all the priorities of the wards, given our financial constraints and the need to concentrate on basic service delivery.

10.1 Introduction

The long-term financial viability of municipalities depends largely on:

- the extent to which improved and sustainable revenue capacity can be achieved; and
- the sound **financial management of its resources**.

These imperatives necessitate proper multi-year financial planning. Future impacts of revenue and expenditure streams and the financial implications for the community (i.e. the potential influence on rates, tariffs and service charges) must be identified and assessed to determine the sustainability of planned interventions, programmes, projects and sundry service delivery actions.

10.2 Capital and Operating Budget Estimates

10.2.1 Budget Assumptions

The selected key assumptions relating to this budget are as follows:

- Government grants for the years 2023/24 to 2025/26 are as per the Division of Revenue Act and Provincial Gazette (capital and operational); and
- The inflation **rate has been estimated at 5.2% for 2023/24**.

10.2.2 Operating Budget Estimates

A municipality is a non-profit organisation and it should break even after contributing to the different funds and reserves and meeting normal operating expenses. With the structuring of rates and tariffs, both the user-pay principle and the full cost recovery principle are applied. It should be noted that the surplus is calculated in terms of the accrual principle and therefore is not 100% cash-backed.

Table 129: Operating Budget Estimates

	(Current) 2022/23 Budget	Year 1 2023/24 Budget	Year 2 2024/25 Budget	Year 3 2025/26 Budget
Revenue Sources				
Property Rates	438 941 447	473 588 918	504 285 202	534 542 314
Electricity	812 307 977	913 669 187	1 046 151 218	1 160 181 699
Water	176 782 708	185 621 843	194 902 936	204 648 084
Sewerage	109 133 951	108 646 667	115 165 467	122 075 396
Refuse	94 971 363	107 653 574	117 342 398	127 903 213
Rental of facilities	10 098 683	10 603 901	11 102 285	11 624 090
Fines	124 955 174	131 570 078	137 753 873	144 228 305
Licences and Permits	7 482 512	7 871 599	8 241 564	8 628 917
Operational and Capital grants	344 598 437	344 766 000	340 957 000	400 695 000
Other Income	90 425 846	104 791 061	120 209 464	132 730 482
Total Operating Revenue	2 209 698 098	2 388 782 828	2 596 111 407	2 847 257 500
Operating Expenditure				
Employee Related Costs	590 885 967	617 695 992	631 369 707	674 743 047
Remuneration of Councillors	20 845 768	22 096 514	23 422 304	24 827 641
Depreciation and Impairment	214 992 797	220 283 469	225 790 548	230 390 566
Finance Charges	68 069 222	59 688 487	72 516 590	91 614 910
Bulk Purchases- Electricity	543 925 482	636 392 814	776 399 233	947 207 065
Other Expenditure	680 945 271	702 194 035	710 018 216	721 586 080
Operating Expenditure	2 119 664 507	2 258 351 311	2 439 516 598	2 690 369 309
Surplus / (Deficit)-Year	90 033 591	130 431 517	156 594 809	156 888 191

Table 130: Capital Budget Estimates

	(Current) 2022/23 Budget	Year 1 2023/24 Budget	Year 2 2024/25 Budget	Year 3 2025/26 Budget
Funding Sources				
Capital Replacement Reserve	151 326 558	176 826 279	274 946 329	218 796 875
External Loan	94 368 337	200 000 000	200 000 000	175 000 000
National Government	99 191 820	79 189 500	57 816 150	58 603 100
Provincial Government	20 552 543	24 666 000	34 133 000	30 656 000
Development Contribution	13 269 883	24 118 086	22 199 985	20 000 000
Total Funding Sources	378 709 141	504 799 865	589 095 464	503 055 975
Municipal Manager	40 000	40 000	40 000	40 000
Planning and Economic Development	12 665 281	9 043 500	29 835 000	31 450 000
Community and Protection Services	29 774 773	24 642 002	45 115 000	16 080 000
Infrastructure Services	296 643 879	436 423 363	494 235 464	445 965 975
Corporate Services	37 708 208	33 901 000	19 620 000	9 270 000
Financial Services	1 877 000	750 000	250 000	250 000
Capital Expenditure	378 709 141	504 799 865	589 095 464	503 055 975

10.3 Financial Management Arrangements

For the effective and efficient financial management of the municipality, all role-players, inclusive of the municipal councillors, must provide an environment conducive to good management. Local government legislation and National Treasury circulars articulate and provide regulatory structure. Council and officials define this environment by developing and accepting policy guidelines to govern financial decision-making and fiscal discipline.

The management arrangements of Stellenbosch Municipality are reflected in the policy documents listed in the table below:

Table 131: Management Arrangements

Document	Purpose	Status
Delegation Register	To provide for administrative, managerial and institutional arrangements in respect of the delegation of responsibilities.	In place
Credit Control and Debt Collection Policy	<ul style="list-style-type: none"> To establish consolidated, sound and practically executable credit control measures to be applied in respect of all property owners and consumers. To regulate the actions about arrear accounts, including extensions granted, written arrangements to pay off arrears, the monitoring thereof and legal actions associated with unpaid accounts. 	In place
Indigent Policy	To subsidise indigent households with a specified level of income enabling them to pay for a basic package of municipal services.	In place
Irrecoverable Debt Policy	To provide a framework for the writing off of irrecoverable debt, to ensure that Council is in a position where it is not carrying debt that has been prescribed or which is irrecoverable on its books.	In place
Tariff Policy	To provide a framework to determine rates and tariffs to finance expenditure.	In place
Rates Policy	To ensure that all the stipulations of the Municipal Property Rates Act are effected administratively and also layout and stipulate all the requirements for rebates for all qualifying property owners.	In place
Special Rating Areas Policy	To strike an appropriate balance between facilitating self / funded community initiatives that aim to improve and / or upgrade neighbourhoods.	In place
Supply Chain Management Policy	To provide a system of procurement that gives effect to the principles of: <ul style="list-style-type: none"> Fairness; Equity; Transparency; Competitiveness; and Cost-effectiveness. 	In place
Budget Implementation and Monitoring Policy	<ul style="list-style-type: none"> Sets out the budgeting principles that Stellenbosch Municipality will follow in preparing each annual budget. To give effect to the requirements and stipulations of the Municipal Finance Management Act (MFMA) and Municipal Budget and Reporting Framework in terms of the planning, preparation and approval of the annual and adjustments budgets. 	In place
Borrowing, Funding and Reserves Policy	To provide a framework to ensure that the annual budget of Stellenbosch Municipality is fully funded and that all funds and reserves are maintained at the required level to avoid future year non-cash-backed liabilities.	In place
Cash Management and Investment Policy	To regulate and provide directives in respect of the investment of funds and to maximise returns from authorised investments, consistent with the primary objective of minimising risk.	In place
Travel and Subsistence Policy	To set out the basis for the payment of subsistence, travel allowance, and hourly rate when applying for official travelling.	In place
Accounting Policy	To provide the accounting framework applicable to the finances of the municipality and is informed by the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003).	In place

Document	Purpose	Status
Grant-in-aid Policy	To provide the framework for grants-in-aid to NGOs, CBOs or NPOs and bodies that are used by the government as an agency to serve the poor, marginalised or otherwise vulnerable as envisaged by Sections 12 and 67 of the MFMA.	In place
Development Contributions for Bulk Engineering Services	<ul style="list-style-type: none"> Local government has the discretionary power when granting development approvals to impose conditions about the provision of engineering services and the payment of money that is directly related to requirements resulting from those approvals in respect of the provision of the necessary services to the land to be developed. To provide the framework for the calculation of these contributions. 	In place
Petty Cash Policy	To stipulate clear processes and procedures to ensure that all transactions are processed effectively and efficiently in a bid to ensure prudent financial control. All purchases below R2 000 are regulated by this policy.	In place
Asset Management Policy	The Municipal Manager as Accounting Officer of municipal funds, assets and liabilities is responsible for the effective implementation of the asset management policy which regulates the acquisition, safeguarding, maintenance of all assets and disposal of assets where the assets are no longer used to provide a minimum level of basic service as regulated in terms of section 14 of the MFMA.	In place
Liquidity Policy	The documented policy sets out the minimum risk management measures that Stellenbosch Municipality has to implement and adhere to ensure that its current and future liquidity position is managed prudently.	In place
Virement Policy	The policy sets out the virement principles and processes which the Stellenbosch Municipality will follow during a financial year. These virements will represent a flexible mechanism to effect budgetary amendments within a municipal financial year.	In place

10.4 Financial Strategies and Programmes

The optimal use of available resources, the maximum raising of revenue and the sustainable delivery of services are the key elements to a successful financial strategy. The municipality has developed and implemented various strategies in this regard. The table below summarises the key strategies:

Table 132: Key Financial Strategies

Strategy	Currently in Place
Financial viability and sustainability through long-term financial planning	<ul style="list-style-type: none"> Long-term financial planning tool effective implementation and monitoring.
COVID-19 Policy Initiatives and Incentives to enhance vaccinations	<ul style="list-style-type: none"> Revise budget and related policies
Clean Audit	<ul style="list-style-type: none"> Audit Action Plan Annual Financial Statement compilation standard operating procedure Monthly Reconciliations Training Sessions Participation in Forums
Staffing	<ul style="list-style-type: none"> Revise Organogram Fill critical vacancies
Capital expenditure	<ul style="list-style-type: none"> Implementation of Project Management System including in-year reporting
Revenue Enhancement Strategy	<ul style="list-style-type: none"> Implementation of Revenue Enhancement Strategy Roll-out of WMD and Pre-payment Water Meters Data cleansing Validity of registered indigent households
Billing system enhancement	<ul style="list-style-type: none"> Web-based billing system Review Municipal Account Layout Investigate payment methods
Debt management	<ul style="list-style-type: none"> Debt Review Committee Quarterly Report on Debt and Possible Debt to be written off

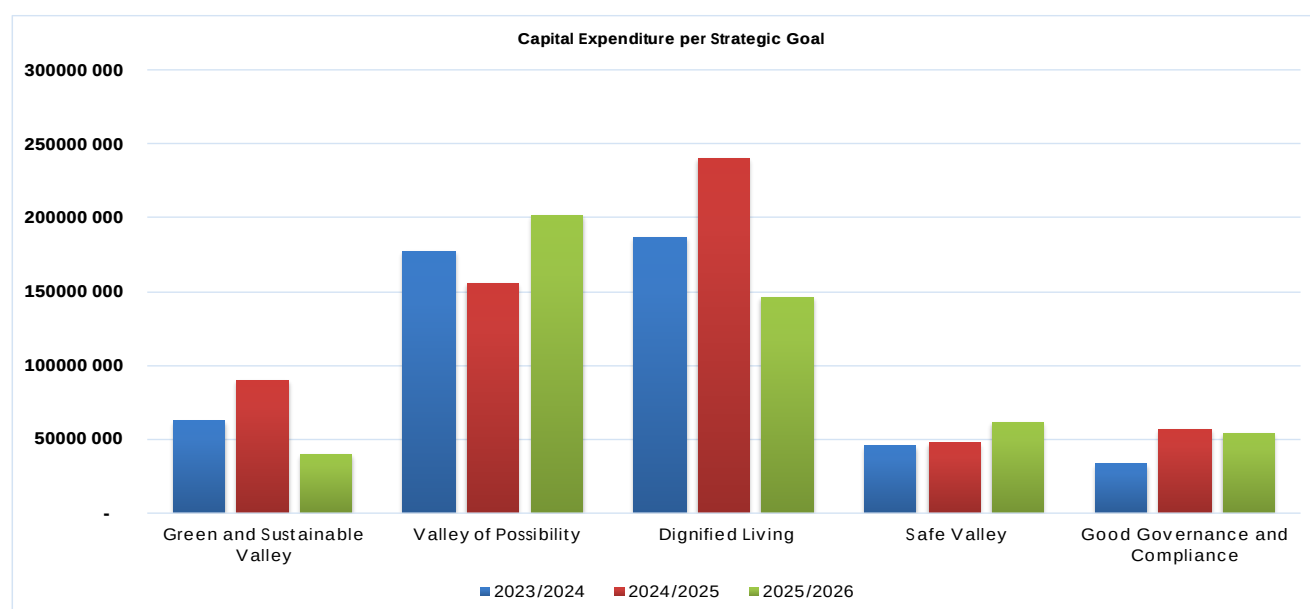
10.5 Medium – Term Capital Expenditure per Strategic Focus Area

The proposed capital expenditure per strategic focus area over the medium term is illustrated in the table below:

Table 133: Capital Expenditure per Strategic Focus Area

Strategic Goal	2023/24	2024/25	2025/26
SFA 1 - Valley of Possibility	177 041 706	155 497 637	201 628 695
SFA 2 - Green and Sustainable Valley	62 400 000	89 749 985	39 642 500
SFA 3 - Safe Valley	45 168 307	47 218 490	61 968 764
SFA 4 - Dignified Living	186 499 880	240 125 378	146 516 698
SFA 5 - Good Governance and Compliance	33 689 972	56 503 974	53 699 318

Figure 56: Capital Expenditure per Strategic Focus Area



Source: Capital Budget 2023/24

The most capital-intensive strategic focus area is Dignified Living with an allocation of R186,5 million in the upcoming financial year, totalling R572,7 million over the MTREF. Water projects dominate this strategic objective receiving an investment of R59,1 million in 2023/24, and it is increasing over the outer years.

The second most capital-intensive strategic focus area is Valley of Possibility, with a total allocation of R534,1 million for the duration of the MTREF. Project highlights include:

- Bien don 66/11kV substation new;
- Electrification INEP;
- Kayamandi(Costa grounds) new substation 11 kV switching station;
- Bulk Water Supply Pipe and Reservoir: Stellenbosch; and
- Bulk Water Supply Pipeline and Reservoir - Jamestown.

The Green and Sustainable Valley strategic focus area receives the 3rd highest capital investment with the total MTREF budget amounting to R191,7 million. Solid Waste Management takes centre stage as part of the broader Green and Sustainable Valley Strategy, for the expansion of the landfill site.

The municipality is also making a concerted effort to improve ICT infrastructure platforms, allocating R31,8 million for this purpose over the multi-year budget period.

10.6 Medium – Term Operational Expenditure

The proposed Operational Expenditure per Strategic Focus Area over the medium term is illustrated in the table below.

Table 134: Operational Expenditure per Strategic Focus Area

Operational Expenditure	2023/24	2024/25	2025/26
SFA 1 - Valley of Possibility	761 893 964	806 355 626	812 619 156
SFA 2 - Green and Sustainable Valley	24 547 730	24 140 241	24 712 286
SFA 3 - Safe Valley	33 245 154	34 662 807	35 491 388
SFA 4 - Dignified Living	911 865 888	1 024 497 825	1 242 078 891
SFA 5 - Good Governance and Compliance	526 796 132	549 857 480	575 467 588

10.7 Medium–Term Operational Revenue per Strategic Focus Area

The proposed Operational Revenue per Strategic Focus Area over the medium term is illustrated in the table below.

Table 135: Operational Revenue per Strategic Focus Area

Operational Revenue	2023/24	2024/25	2025/26
SFA 1 - Valley of Possibility	-	-	-
SFA 2 - Green and Sustainable Valley	-	-	-
SFA 3 - Safe Valley	142 799 374	149 510 946	156 537 959
SFA 4 - Dignified Living	1 315 591 271	1 473 562 019	1 614 808 392
SFA 5 - Good Governance and Compliance	826 536 683	881 089 292	986 652 049

10.8 Capital Budget 2023/24 – 2025/26 per Directorate

10.8.1 Capital Budget 2023/24 – 2025/26: Office of the Municipal Manager

Table 136: Capital Budget 2023/24 – 2025/26: Office of the Municipal Manager

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
MUNICIPAL MANAGER					
Municipal Manager	Furniture, Tools and Equipment: MM	CRR (Own funds)	40 000	40 000	40 000
			40 000	40 000	40 000

10.8.2 Capital Budget 2023/24 – 2025/26- Directorate: Planning and Economic Development

Table 137: Capital Budget 2023/24 – 2025/26- Directorate: Planning and Economic Development

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
PLANNING AND ECONOMIC DEVELOPMENT					
Economic Development and Tourism	Furniture, Tools and Equipment: LED	CRR (Own funds)	75 000	75 000	75 000
Economic Development and Tourism	Establishment of the Kayamandi Informal Trading Area	RSEP	1 000 000	-	-
Housing Development	Erf 64, Kylemore	Human Settlements Grant	833 000	2 000 000	-
Housing Development	Erf 7001 Cloetesville (380) FLISP	Human Settlements Grant	1 300 000	-	6 000 000
Housing Development	Erf 7001 Cloetesville (380) FLISP	CRR (Own funds)	-	4 100 000	500 000
Housing Development	Erven 81/2 and 82/9, Stellenbosch	CRR (Own funds)	437 500	-	-
Housing Development	Furniture, Tools and Equipment: Housing Development	CRR (Own funds)	70 000	80 000	150 000
Housing Development	Housing Projects (Social housing planning)	CRR (Own funds)	750 000	500 000	500 000
Housing Development	Jamestown: Housing	Human Settlements Grant	-	6 000 000	6 000 000
Housing Development	Kayamandi Town Centre	ISUP	-	6 000 000	6 000 000
Housing Development	Kayamandi Watergang Northern Extension (2000)	Human Settlements Grant	-	6 000 000	6 000 000
Housing Development	Klapmuts La Rochelle (100)	ISUP	283 000	-	-

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
PLANNING AND ECONOMIC DEVELOPMENT					
Housing Development	La Motte Old Forest Station (±430 services and ±430 units)	Human Settlements Grant	1 500 000	-	6 000 000
Housing Development	Droë Dyke 100 TOD	Human Settlements Grant	1 400 000	3 425 000	-
IHS: Informal Settlements	Langrug UISP (1899) Sub divisional area	CRR (Own funds)	250 000	500 000	-
Housing Administration	Flats: Interior Upgrading - Kayamandi	CRR (Own funds)	1 000 000	1 000 000	-
Housing Administration	Furniture, Tools and Equipment: Housing Administration	CRR (Own funds)	70 000	80 000	150 000
Development Planning	Furniture, Tools and Equipment: Spatial Planning	CRR (Own funds)	75 000	75 000	75 000
			9 043 500	29 835 000	31 450 000

10.8.3 Capital Budget 2023/24 – 2025/26- Directorate: Community and Protection Services

Table 138: Capital Budget 2023/24 – 2025/26- Directorate: Community and Protection Services

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
COMMUNITY AND PROTECTION SERVICES					
Community Development	Furniture, Tools and Equipment: Comm Development	CRR (Own funds)	55 000	60 000	-
Community Development	Early Childhood Development Centres	IUDG	1 000 000	1 000 000	1 000 000
Community Services: Library Services	Furniture, Tools and Equipment: Pniël Library	CRR (Own funds)	20 000	-	10 000
Community Services: Library Services	Library Books	CRR (Own funds)	180 000	180 000	200 000
Community Services: Library Services	Upgrading: Cloetesville Library	CRR (Own funds)	180 000	-	-
Community Services: Library Services	Ida's Valley: Furniture, Tools and Equipment	CRR (Own funds)	-	30 000	-
Community Services: Library Services	Kayamandi: Furniture, Tools and Equipment	CRR (Own funds)	-	-	20 000
Halls	Community Hall	CRR (Own funds)	200 000	1 500 000	-

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
COMMUNITY AND PROTECTION SERVICES					
Halls	Furniture, Tools and Equipment: Halls	CRR (Own funds)	150 000	-	-
Halls	Upgrading of Halls	CRR (Own funds)	-	250 000	-
Sports Grounds and Picnic Sites	Borehole: Rural Sports Grounds	CRR (Own funds)	-	1 100 000	-
Sports Grounds and Picnic Sites	Fencing of Netball Courts	CRR (Own funds)	350 000	-	-
Sports Grounds and Picnic Sites	Fencing: Sports Grounds (WC024)	CRR (Own funds)	-	1 750 000	-
Sports Grounds and Picnic Sites	Furniture, Tools and Equipment: Sports	CRR (Own funds)	-	400 000	-
Sports Grounds and Picnic Sites	Install Prepaid Meters at Sports Facilities	CRR (Own funds)	-	200 000	-
Sports Grounds and Picnic Sites	Installation of Boreholes	CRR (Own funds)	-	1 500 000	-
Sports Grounds and Picnic Sites	Jonkershoek Picnic Site upgrades	CRR (Own funds)	500 000	-	-
Sports Grounds and Picnic Sites	Kayamandi Sports Ground	CRR (Own funds)	300 000	-	-
Sports Grounds and Picnic Sites	La Motte Open Air Gym	CRR (Own funds)	300 000	-	-
Sports Grounds and Picnic Sites	Upgrade of netball courts	CRR (Own funds)	-	1 000 000	-
Sports Grounds and Picnic Sites	Upgrade of Sport Facilities	CRR (Own funds)	-	3 000 000	-
Sports Grounds and Picnic Sites	Upgrade of Sport Facilities	DC - Community	3 561 030	-	-
Sports Grounds and Picnic Sites	Installation of cricket nets	CRR (Own funds)	200 000	150 000	-
Sports Grounds and Picnic Sites	Clubhouse Devon Valley Sport Facility	CRR (Own funds)	-	200 000	2 000 000
Sports Grounds and Picnic Sites	Specialised Vehicles	CRR (Own funds)	-	1 000 000	-
Sports Grounds and Picnic Sites	Upgrading of Swimming Pool	CRR (Own funds)	-	-	200 000

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
COMMUNITY AND PROTECTION SERVICES					
Environmental Management: Implementation	Furniture, Tools and Equipment: Environmental Management	CRR (Own funds)	100 000	150 000	150 000
Environmental Management: Implementation	Jonkershoek Picnic Site: Upgrade of Facilities.	CRR (Own funds)	700 000	-	-
Environmental Management: Implementation	Mont Rochelle Nature Reserve: Upgrade of Facilities	CRR (Own funds)	1 000 000	-	-
Environmental Management: Implementation	Specialised Equipment: Workshop	CRR (Own funds)	-	1 500 000	-
Environmental Management: Implementation	Specialised Vehicles: Workshop	CRR (Own funds)	800 000	-	-
Environmental Management: Implementation	Vehicle Fleet: Workshop	CRR (Own funds)	-	100 000	-
Environmental Management: Implementation	Workshop: Upgrading of facilities	CRR (Own funds)	-		3 500 000
Environmental Management: Urban Forestry	Design and implement an electronic Urban Forestry management tool	CRR (Own funds)	250 000	250 000	-
Environmental Management: Urban Forestry	Furniture, Tools and Equipment: Urban Forestry	CRR (Own funds)	-	1 500 000	-
Environmental Management: Urban Forestry	Specialised equipment: Urban Forestry	CRR (Own funds)	-	1 500 000	-
Environmental Management: Urban Forestry	Installation of Boreholes	CRR (Own funds)	500 000	-	-
Environmental Management: Urban Forestry	Landscaping of Nature Areas	CRR (Own funds)	-	1 000 000	-
Cemeteries	Extension of Cemetery Infrastructure	CRR (Own funds)		10 000 000	-
Cemeteries	Extension of Cemetery Infrastructure	IUDG	5 500 000		
Cemeteries	Vehicle Fleet: Cemeteries	CRR (Own funds)	-	500 000	-
Parks and Cemeteries	Beautification of Parks and Cemeteries	IUDG	300 000	800 000	1 000 000
Parks and Cemeteries	Fencing: Parks and Gardens	IUDG	200 000	200 000	-
Parks and Cemeteries	Furniture, Tools and Equipment: Parks and Cemeteries	CRR (Own funds)	-	50 000	-
Parks and Cemeteries	Vehicle Fleet: Parks and Cemeteries	CRR (Own funds)	-	1 000 000	-

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
COMMUNITY AND PROTECTION SERVICES					
Fire and Rescue Services	Furniture, Tools and Equipment: Fire	CRR (Own funds)	200 000	50 000	-
Fire and Rescue Services	Specialised Vehicles: Fire	CRR (Own funds)	2 500 000	1 000 000	-
Fire and Rescue Services	Fire Station - Jamestown	CRR (Own funds)	300 000	1 000 000	8 000 000
Fire and Rescue Services	Rescue equipment	CRR (Own funds)	-	1 000 000	-
Law Enforcement and Security	Furniture, Tools and Equipment: Law Enforcement	CRR (Own funds)	150 000	200 000	-
Law Enforcement and Security	Install and Upgrade CCTV / LPR Cameras In WC024	CRR (Own funds)	1 000 000	2 000 000	-
Law Enforcement and Security	Install Computerised Access Security Systems and CCTV Cameras At Municipal Buildings	CRR (Own funds)	1 200 000	1 000 000	-
Law Enforcement and Security	Law Enforcement Tools and Equipment	CRR (Own funds)	-	300 000	-
Law Enforcement and Security	Neighbourhood Watch Safety equipment	CRR (Own funds)	250 000	250 000	-
Law Enforcement and Security	Security Upgrades	CRR (Own funds)	-	650 000	-
Law Enforcement and Security	Vehicle Fleet: Law Enforcement	CRR (Own funds)	1 365 972	2 500 000	-
Traffic Services	Furniture, Tools and Equipment: Traffic Services	CRR (Own funds)	130 000	45 000	-
Traffic Services	Specialised Equipment: Traffic	CRR (Own funds)	-	1 500 000	-
Traffic Services	Specialised Vehicles: Traffic	CRR (Own funds)	-	1 750 000	-
Traffic Services	Vehicle Fleet: Traffic	CRR (Own funds)	1 200 000	-	-
			24 642 002	45 115 000	16 080 000

10.8.4 Capital Budget 2023/24 – 2025/26- Directorate: Corporate Services**Table 139: Capital Budget 2023/24 – 2025/26- Directorate: Corporate Services**

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
CORPORATE SERVICES					
Information and Communications Technology (ICT)	Fibre Optic Implementation	CRR (Own funds)	2 000 000	2 000 000	2 000 000
Information and Communications Technology (ICT)	ICT Cable Reticulation and Management	CRR (Own funds)	1 000 000	500 000	500 000
Information and Communications Technology (ICT)	Purchase and Replacement of Computer / software and Peripheral devices	CRR (Own funds)	1 270 000	1 270 000	1 270 000
Information and Communications Technology (ICT)	Server Storage Expansion and Upgrades	CRR (Own funds)	2 000 000	1 000 000	1 000 000
Information and Communications Technology (ICT)	Upgrade and Expansion of IT Infrastructure Platforms	CRR (Own funds)	3 500 000	3 500 000	2 000 000
Information and Communications Technology (ICT)	Upgrading Communication Network	CRR (Own funds)	4 000 000	1 500 000	1 500 000
Properties and Municipal Building Maintenance	Air conditioners	CRR (Own funds)	300 000	500 000	-
Properties and Municipal Building Maintenance	Upgrade Facilities for the Disabled	CRR (Own funds)	200 000	-	-
Properties and Municipal Building Maintenance	Furniture, Tools and Equipment: Property Management	CRR (Own funds)	250 000	250 000	-
Properties and Municipal Building Maintenance	Kayamandi: Upgrading of Makapula Hall	CRR (Own funds)	2 000 000	1 000 000	-
Properties and Municipal Building Maintenance	New Depot: La Motte	CRR (Own funds)	-	300 000	-
Properties and Municipal Building Maintenance	Structural Improvement: General	CRR (Own funds)	2 000 000	3 000 000	-
Properties and Municipal Building Maintenance	Structural improvements: Sports grounds	CRR (Own funds)	3 500 000	-	-
Properties and Municipal Building Maintenance	Structural Maintenance / Upgrade: Beltana	CRR (Own funds)	2 000 000	2 000 000	-
Properties and Municipal Building Maintenance	Structural Upgrade: Jamestown Ward Office and Library	CRR (Own funds)	2 900 000	1 000 000	-
Properties and Municipal Building Maintenance	Structural Upgrade: Heritage Building	CRR (Own funds)	5 781 000	-	-
Properties and Municipal Building Maintenance	Upgrade Millennium Hall Pniël	CRR (Own funds)	200 000	800 000	-

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
CORPORATE SERVICES					
Properties and Municipal Building Maintenance	Upgrading Fencing	CRR (Own funds)	1 000 000	1 000 000	1 000 000
			33 901 000	19 620 000	9 270 000

10.8.5 Capital Budget 2023/24 – 2025/26- Directorate: Infrastructure Services

Table 140: Capital Budget 2023/24 – 2025/26- Directorate: Infrastructure Services

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Infrastructure Services	Furniture, Tools and Equipment: IS	CRR (Own funds)	75 000	75 000	75 000
Waste Management: Solid Waste Management	Expansion of the landfill site (New cells)	External Loan	46 000 000	39 251 050	1 000 000
Waste Management: Solid Waste Management	Expansion of the landfill site (New cells)	CRR (Own funds)	-	16 348 950	-
Waste Management: Solid Waste Management	Furniture, Tools and Equipment: Solid Waste	CRR (Own funds)	45 000	50 000	50 000
Waste Management: Solid Waste Management	Landfill Gas To Energy	External Loan	10 000 000	20 000 000	11 000 000
Waste Management: Solid Waste Management	Major Drop-Offs: Construction - Franschhoek	External Loan	500 000	3 000 000	2 000 000
Waste Management: Solid Waste Management	Major Drop-offs: Construction - Klapmuts	CRR (Own funds)	800 000	4 000 000	3 000 000
Waste Management: Solid Waste Management	Major Drop-offs: Construction - Klapmuts	DC - Refuse	-	2 199 985	-
Waste Management: Solid Waste Management	Mini Waste drop-off facilities at Inf Settlements	CRR (Own funds)	200 000	100 000	-
Waste Management: Solid Waste Management	Skips (5,5Kl)	CRR (Own funds)	200 000	200 000	200 000
Waste Management: Solid Waste Management	Street Refuse Bins	CRR (Own funds)	300 000	-	-
Waste Management: Solid Waste Management	Transfer Station: Stellenbosch Planning and Design	External Loan	-	1 000 000	10 000 000

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Waste Management: Solid Waste Management	Vehicles: Solid Waste	CRR (Own funds)	2 500 000	2 500 000	3 500 000
Waste Management: Solid Waste Management	Waste Minimisation Projects	CRR (Own funds)	500 000	500 000	500 000
Waste Management: Solid Waste Management	Upgrade Refuse disposal sites	CRR (Own funds)	-	-	300 000
Waste Management: Solid Waste Management	Upgrade Material Recovery Facility	CRR (Own funds)	500 000	2 000 000	-
Waste Management: Solid Waste Management	Area Cleaning Depot: Franschhoek	CRR (Own funds)	1 000 000	2 000 000	-
Electrical Services	Ad-Hoc Provision of Streetlighting	CRR (Own funds)	2 000 000	2 100 000	2 140 000
Electrical Services	Alternative Energy	External Loan	5 018 307	5 068 490	5 828 764
Electrical Services	Automatic Meter Reader	CRR (Own funds)	400 000	400 000	440 000
Electrical Services	Bien don 66/11kV substation new	External Loan	24 152 773	25 000 000	25 000 000
Electrical Services	Bien don 66/11kV substation new	DC - Electricity	847 227	-	-
Electrical Services	Cable replacement 66kV	CRR (Own funds)	-	-	400 000
Electrical Services	Demand Side Management Geyser Control	CRR (Own funds)	450 000	450 000	450 000
Electrical Services	Electricity Network: Pniël	External Loan	3 500 000	3 500 000	3 500 000
Electrical Services	Electrification INEP	INEP	18 450 000	16 000 000	15 000 000
Electrical Services	Energy Balancing - Metering and Mini-Substations	CRR (Own funds)	250 000	250 000	250 000
Electrical Services	Energy Efficiency and Demand Side Management	CRR (Own funds)	1 000 000	1 000 000	-
Electrical Services	Feeder cable (Watergang to Enkanini) 11kV 95cu	INEP	4 300 000	-	-
Electrical Services	General System Improvements - Franschhoek	External Loan	2 000 000	2 000 000	2 000 000
Electrical Services	General Systems Improvements - Stellenbosch	External Loan	5 000 000	4 000 000	4 400 000
Electrical Services	General Systems Improvements - Stellenbosch	CRR (Own funds)	-	-	800 000
Electrical Services	Infrastructure Improvement - Franschhoek	External Loan	1 500 000	1 500 000	1 500 000

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Electrical Services	Integrated National Electrification Programme	CRR (Own funds)	321 957	321 957	321 957
Electrical Services	Jan Marais Upgrade: Remove Existing Tx and replace with 20MVA	External Loan	6 630 746	-	-
Electrical Services	Kayamandi(Costa grounds)new substation 11 kV switching station	External Loan	300 000	30 000 000	-
Electrical Services	Lattera Substation	DC - Electricity	7 709 829	-	-
Electrical Services	Lattera Substation	External Loan	15 398 174	225 680	-
Electrical Services	Meter Panels	CRR (Own funds)	250 000	250 000	250 000
Electrical Services	Network Cable Replace 11 Kv	CRR (Own funds)	3 000 000	3 000 000	3 300 000
Electrical Services	Replace Control Panels 66 kV and Circuit breakers	External Loan	-	-	8 664 498
Electrical Services	Replace Ineffective Meters	CRR (Own funds)	250 000	-	302 500
Electrical Services	Replace Switchgear - Franschhoek	CRR (Own funds)	-	-	9 500 000
Electrical Services	Furniture, Tools and Equipment: Electrical Services	CRR (Own funds)	100 000	100 000	333 182
Electrical Services	STB Switchgear (11kV) SF6	External Loan	-	-	27 606 738
Electrical Services	Substation 66kV equipment	CRR (Own funds)	2 184 000	2 295 974	5 301 136
Electrical Services	System Control Centre and Upgrade Telemetry	External Loan	3 000 000	2 075 428	-
Electrical Services	System Control Centre and Upgrade Telemetry	CRR (Own funds)	3 600 000	3 960 000	4 356 000
Electrical Services	Third transformer and associated works 20MVA Cloetesville	CRR (Own funds)	-	550 000	450 000
Electrical Services	Uninterrupted Power Supply for buildings	CRR (Own funds)	1 000 000	2 000 000	2 000 000
Electrical Services	Upgrade transformers at Main substation 7.5MVA to 20MVA	CRR (Own funds)	-	500 000	27 571 200
Electrical Services	Upgrading of Offices Beltana	CRR (Own funds)	500 000	500 000	500 000

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Electrical Services	Vehicles: Electrical Services	CRR (Own funds)	-	2 800 000	-
Electrical Services	Cable Network: Franschhoek	CRR (Own funds)	-	-	500 000
Electrical Services	Streetlights R304	CRR (Own funds)	-	-	1 000 000
Project Management Unit (PMU)	Kayamandi: Zone O (±711 services)	ISUP	13 350 000	10 080 000	-
Project Management Unit (PMU)	Franschhoek Mooiwater 236	ISUP	5 000 000	-	-
Project Management Unit (PMU)	Furniture, Tools and Equipment: PMU	CRR (Own funds)	50 000	75 000	75 000
Project Management Unit (PMU)	Housing Projects	CRR (Own funds)	250 000	300 000	350 000
Water and Wastewater Services: Water	Bulk Water Supply Klapmuts	External Loan	8 000 000	-	-
Water and Wastewater Services: Water	Bulk Water Supply Pipe: Cloetesville / Ida's Valley	CRR (Own funds)	-	1 000 000	7 000 000
Water and Wastewater Services: Water	Bulk Water Supply Pipe and Reservoir: Stellenbosch	External Loan	1 500 000	879 352	35 000 000
Water and Wastewater Services: Water	Bulk Water Supply Pipe and Reservoir: Stellenbosch	IUDG	-	-	25 103 100
Water and Wastewater Services: Water	Bulk Water Supply Pipe and Reservoir: Stellenbosch	CRR (Own funds)	-	39 120 648	14 896 900
Water and Wastewater Services: Water	Bulk Water Supply Pipe Line and Pumpstations: Franschhoek	External Loan	1 000 000	9 000 000	4 000 000
Water and Wastewater Services: Water	Bulk Water Supply Pipe: Ida's Valley / Papegaaiberg and Network Upgrades	CRR (Own funds)	1 000 000	1 000 000	-
Water and Wastewater Services: Water	Bulk Water Supply Pipeline and Reservoir - Jamestown	External Loan	32 500 000	-	-
Water and Wastewater Services: Water	Bulk Water Upgrades Franschhoek	CRR (Own funds)	-	1 000 000	-
Water and Wastewater Services: Water	Bulk Water Upgrades Franschhoek	External Loan	-	-	15 000 000
Water and Wastewater Services: Water	Chlorination Installation: Upgrade	CRR (Own funds)	2 000 000	2 000 000	1 500 000
Water and Wastewater Services: Water	Dwarsriver Bulk Supply Augmentation and Network Upgrades	CRR (Own funds)	7 000 000	-	750 000
Water and Wastewater Services: Water	Furniture, Tools and Equipment: Water	CRR (Own funds)	150 000	150 000	200 000
Water and Wastewater Services: Water	New Developments Bulk Water Supply WC024	IUDG	1 500 000	1 500 000	1 500 000

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Water and Wastewater Services: Water	Uniepark and Helshoogte Storage and Supply scheme	CRR (Own funds)	-	-	1 000 000
Water and Wastewater Services: Water	New Reservoir and Pipeline: Vlottenburg	CRR (Own funds)	7 060 500	10 683 850	-
Water and Wastewater Services: Water	New Reservoir and Pipeline: Vlottenburg	DC - Water	7 000 000	-	-
Water and Wastewater Services: Water	New Reservoir and Pipeline: Vlottenburg	IUDG	31 939 500	23 316 150	-
Water and Wastewater Services: Water	Reservoirs and Dam Safety	External Loan	2 000 000	-	500 000
Water and Wastewater Services: Water	Update Water Masterplan	CRR (Own funds)	1 000 000	1 000 000	1 000 000
Water and Wastewater Services: Water	Upgrade and Replace Water Meters	CRR (Own funds)	2 500 000	1 000 000	1 000 000
Water and Wastewater Services: Water	Vehicles: Water	CRR (Own funds)	-	1 000 000	1 000 000
Water and Wastewater Services: Water	Water Conservation and Demand Management	External Loan	2 000 000	2 000 000	6 000 000
Water and Wastewater Services: Water	Water Telemetry Upgrade	CRR (Own funds)	1 500 000	1 500 000	1 500 000
Water and Wastewater Services: Water	Water Treatment Works: Franschhoek	CRR (Own funds)	2 500 000	-	-
Water and Wastewater Services: Water	Water Treatment Works: Ida's Valley	External Loan	1 000 000	-	-
Water and Wastewater Services: Water	Waterpipe Replacement	External Loan	4 000 000	4 000 000	7 000 000
Water and Wastewater Services: Water	New 5 MI Reservoir: Cloeteville	CRR (Own funds)	-	-	500 000
Water and Wastewater Services: Water	Specialised Vehicles: Water	CRR (Own funds)	-	-	5 500 000
Water and Wastewater Services: Sanitation	New Development Bulk Sewer Supply WC024	CRR (Own funds)	-	-	2 000 000
Water and Wastewater Services: Sanitation	New Development Bulk Sewer Supply WC024	IUDG	1 000 000	2 000 000	-
Water and Wastewater Services: Sanitation	Sewerpipe Replacement: Alexander Street	CRR (Own funds)	-	-	2 000 000
Water and Wastewater Services: Sanitation	Sewer Pumpstation and Telemetry Upgrade	CRR (Own funds)	500 000	2 500 000	2 500 000
Water and Wastewater Services: Sanitation	Sewerpipe Replacement	CRR (Own funds)	4 000 000	4 000 000	8 000 000
Water and Wastewater Services: Sanitation	Specialised Vehicles: Sanitation	CRR (Own funds)	-	4 500 000	-

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Water and Wastewater Services: Sanitation	Update Sewer Masterplan	CRR (Own funds)	500 000	500 000	500 000
Water and Wastewater Services: Sanitation	Compilation of Water Service Development Plan (tri-annually)	CRR (Own funds)	300 000	300 000	400 000
Water and Wastewater Services: Sanitation	Upgrade of WWTW: Klapmuts	CRR (Own funds)	15 040 350	35 000 000	10 500 000
Water and Wastewater Services: Sanitation	Upgrade of WWTW Wemmershoek	External Loan	19 500 000	45 000 000	5 000 000
Water and Wastewater Services: Sanitation	Extension Of WWTW: Stellenbosch	CRR (Own funds)	2 000 000	4 000 000	-
Water and Wastewater Services: Sanitation	Refurbish Plant and Equipment - Raithby WWTW	External Loan	5 500 000	2 500 000	-
Water and Wastewater Services: Sanitation	Furniture, Tools and Equipment: Sanitation	CRR (Own funds)	300 000	400 000	400 000
Water and Wastewater Services: Sanitation	Upgrade Laboratory Equipment	CRR (Own funds)	-	500 000	-
Water and Wastewater Services: Sanitation	Upgrade Auto-Samplers	CRR (Own funds)	200 000	-	-
Water and Wastewater Services: Sanitation	Cloetesville Bulk Sewer Upgrade	IUDG	1 000 000	-	-
Water and Wastewater Services: Sanitation	Dorp Street Bulk Sewer Upgrade	CRR (Own funds)	-	500 000	-
Water and Wastewater Services: Sanitation	Industrial Effluent Monitoring	CRR (Own funds)	1 500 000	-	-
Water and Wastewater Services: Sanitation	Vehicles: Sanitation	CRR (Own funds)	800 000	1 500 000	2 000 000
Water and Wastewater Services: Sanitation	Vlottenburg Outfall Sewer: Construction of Digteby Sewerpipe	CRR (Own funds)	500 000	-	-
Water and Wastewater Services: Sanitation	Pond rehabilitation and pond pumping systems construction WWTW	CRR (Own funds)	500 000	-	-
Roads and Stormwater	Ad hoc Reconstruction of Roads (WC024)	IUDG	3 000 000	3 000 000	5 000 000
Roads and Stormwater	Furniture, Tools and Equipment: Roads and Stormwater	CRR (Own funds)	400 000	400 000	400 000
Roads and Stormwater	Gravel Roads Devon Valley - Safety Improvements Structural Repairs	CRR (Own funds)	-	500 000	300 000
Roads and Stormwater	Klapmuts Transport Network	CRR (Own funds)	600 000	-	-

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Roads and Stormwater	Lanquedoc Access Road and Bridge	DC - Roads	5 000 000	12 000 000	15 000 000
Roads and Stormwater	Lanquedoc Access road and Bridge	CRR (Own funds)	-	3 000 000	-
Roads and Stormwater	Reseal Roads - Klapmuts, Raithby and Surrounding	CRR (Own funds)	1 250 000	100 000	100 000
Roads and Stormwater	Reseal Roads - Kylemore and Surrounding	CRR (Own funds)	100 000	100 000	1 500 000
Roads and Stormwater	Reseal Roads - Stellenbosch and Surrounding	CRR (Own funds)	3 000 000	4 000 000	5 000 000
Roads and Stormwater	Reseal Roads - Franschhoek and Surrounding	CRR (Own funds)	2 000 000	100 000	100 000
Roads and Stormwater	River Rehabilitation Implementation	CRR (Own funds)	1 000 000	100 000	100 000
Roads and Stormwater	Specialised Vehicles: Heavy Duty Vehicles: Roads	CRR (Own funds)	2 500 000	2 000 000	2 500 000
Roads and Stormwater	Upgrade Stormwater Retention Facilities	CRR (Own funds)	500 000	1 000 000	500 000
Roads and Stormwater	Update Pavement Management System	CRR (Own funds)	1 000 000	-	-
Roads and Stormwater	Upgrade Stormwater System	CRR (Own funds)	100 000	50 000	50 000
Roads and Stormwater	Update Stormwater Masterplan	CRR (Own funds)	1 000 000	-	-
Roads and Stormwater	Wilderbosch Extension to Trumali	CRR (Own funds)	1 500 000	1 500 000	3 000 000
Roads and Stormwater	Adam Tas Road Intersection Upgrades	CRR (Own funds)	1 000 000	300 000	300 000
Roads and Stormwater	Specialised Vehicles - Digger Loader	CRR (Own funds)	-	3 000 000	-
Roads and Stormwater	Ad hoc Minor Upgrading of Roads (WC024)	CRR (Own funds)	300 000	300 000	700 000
Traffic Engineering	Bird Street Dualling - Adam Tas to Kayamandi	CRR (Own funds)	500 000	5 000 000	10 000 000
Traffic Engineering	Road Upgrades at School Precincts	CRR (Own funds)	200 000	200 000	200 000

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Traffic Engineering	Furniture, Tools and Equipment: Traffic Engineering	CRR (Own funds)	150 000	150 000	150 000
Traffic Engineering	Jamestown Transport Network - School Street	CRR (Own funds)	3 000 000	-	2 000 000
Traffic Engineering	Main Road Intersection Improvements: Franschhoek	CRR (Own funds)	10 000 000	2 129 950	-
Traffic Engineering	Main road intersection improvements: Helshoogte Road / La Colline	CRR (Own funds)	3 000 000	-	-
Traffic Engineering	Main Road Intersection Improvements: R44 / Merriman Street	DC - Roads	-	4 000 000	-
Traffic Engineering	Main Road Intersection Improvements: Strand / Adam Tas / Alexander	DC - Roads	-	4 000 000	5 000 000
Traffic Engineering	Optic Fibre for Traffic Signals	CRR (Own funds)	500 000	-	-
Traffic Engineering	Pedestrian Crossing Implementation	CRR (Own funds)	300 000	100 000	100 000
Traffic Engineering	Raised Intersection Implementation	CRR (Own funds)	-	600 000	-
Traffic Engineering	Road Safety Improvements	CRR (Own funds)	-	500 000	-
Traffic Engineering	Signalisation implementation	CRR (Own funds)	500 000	-	-
Traffic Engineering	Specialised Equipment: Roadmarking Machine + Trailer	CRR (Own funds)	-	500 000	600 000
Traffic Engineering	Traffic Calming Projects: Implementation	CRR (Own funds)	300 000	-	400 000
Traffic Engineering	Traffic Management Improvement Programme	CRR (Own funds)	1 000 000	-	-
Traffic Engineering	Traffic Signal Control: Installation and Upgrading of Traffic Signals and Associated Components	CRR (Own funds)	500 000	500 000	500 000
Traffic Engineering	Universal Access Implementation	CRR (Own funds)	200 000	-	-
Traffic Engineering	Ad hoc Intersection Improvements	CRR (Own funds)	-	-	2 000 000
Traffic Engineering	Vehicle Fleet: Traffic Engineering	CRR (Own funds)	500 000	-	-

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Traffic Engineering	Traffic Signal Management System	CRR (Own funds)	-	-	1 000 000
Transport Planning	Adam Tas - Technopark Link Road	CRR (Own funds)	3 000 000	5 000 000	20 000 000
Transport Planning	Adam Tas - Corridor Transport	CRR (Own funds)	1 000 000	-	1 000 000
Transport Planning	Bicycle Lockup Facilities	CRR (Own funds)	300 000	-	-
Transport Planning	Comprehensive Integrated Transport Plan	CRR (Own funds)	600 000	-	344 000
Transport Planning	Comprehensive Integrated Transport Plan	ITP	-	628 000	656 000
Transport Planning	Cycle Plan – Design and Implementation	CRR (Own funds)	500 000	-	500 000
Transport Planning	Freight Strategy for Stellenbosch and Franschhoek	CRR (Own funds)	500 000	-	-
Transport Planning	Kayamandi Pedestrian Bridge (R304, River and Railway Line)	IUDG	11 000 000	10 000 000	10 000 000
Transport Planning	Non-Motorised Transport Implementation	CRR (Own funds)	1 000 000	-	3 000 000
Transport Planning	Park and Ride (Transport Interchange)	CRR (Own funds)	250 000	-	-
Transport Planning	Provision of Bulk Parking Planning and Development	CRR (Own funds)	3 000 000	3 000 000	3 000 000
Transport Planning	Pedestrian Streets in Stellenbosch	CRR (Own funds)	-	1 700 000	-
Transport Planning	Public Transport Infrastructure (Public Transport Shelters and Embayments)	CRR (Own funds)	-	400 000	-
Transport Planning	Public Transport Planning - WC024	CRR (Own funds)	600 000	-	2 000 000
Transport Planning	Public Transport Service (Inclusive of Disabled)	CRR (Own funds)	-	500 000	-
Transport Planning	Stellenbosch - Bicycle network	CRR (Own funds)	1 000 000	-	-
Transport Planning	Stellenbosch Tour Bus Parking	CRR (Own funds)	600 000	-	-
Transport Planning	Technopark Kerb and Channel Upgrade	CRR (Own funds)	-	1 500 000	-

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
INFRASTRUCTURE SERVICES					
Transport Planning	Update Roads Master Plan for WC024	CRR (Own funds)	-	2 000 000	-
Transport Planning	Public Transport Facilities (Taxi Ranks) Ad hoc Upgrades	CRR (Own funds)	3 000 000	3 500 000	-
Transport Planning	Taxi Rank Franschhoek	CRR (Own funds)	500 000	-	-
			433 423 363	491 235 464	445 965 975

10.8.6 Capital Budget 2023/24 – 2025/26- Directorate: Financial Services

Table 141: Capital Budget 2023/24 – 2025/26- Directorate: Financial Services

Department	Project name	Funding	Proposed budget 2023/24	Proposed budget 2024/25	Proposed budget 2025/26
FINANCIAL SERVICES					
Financial Management Services	Furniture, Tools and Equipment: FS	CRR (Own funds)	250 000	250 000	250 000
Financial Management Services	Vehicle Fleet: FMS	CRR (Own funds)	500 000	-	-
			750 000	250 000	250 000

10.9 National and Provincial Investment

The following tables depict the National and Provincial allocations to the municipality over the MTREF period. It should be noted that the information is subject to change depending on fiscal constraints and the availability of resources.

The table below sets out the allocations by the national government for the MTREF period for Stellenbosch Municipality.

As indicated in the table below the total National allocation for Stellenbosch amounts to **R289 337** million for the 2023/24 financial year.

Table 142: National and Provincial Investment

National Allocations / Provincial (R'000)	2023/2024	2024/25	2025/26
Stellenbosch Municipality			
Equitable Share	200 841 000	222 190 000	247 200 000
Integrated Urban Development Grant	59 410 000	44 017 000	45 898 000
Integrated National Electrification Programme (Municipal) Grant (Schedule 5)	22 750 000	16 000 000	15 000 000
Local Government Financial Management Grant	1 550 000	1 550 000	1 688 000
EPWP Integrated Grant for Municipalities	4 786 000	-	-
Total	289 337 000	283 757 000	309 786 000

The table below sets out the allocations by the provincial government for the MTREF period for Stellenbosch Municipality.

As indicated in the table below the total Provincial allocation for Stellenbosch Municipality amounts to **R55 429** million for the 2023/24 financial year.

Table 143: Provincial allocation to the Stellenbosch Municipality

WCG Departments and funding (R'000)	2023/24	2024/25	2025/26
Department of Local Government			
Community Development Workers Operational Support Grant	38 000	38 000	38 000
Human Settlements			
Informal Settlements Upgrading Partnership Grant: Provinces (BENEFICIARIES)	18 633 000	16 080 000	6 000 000
Title Deeds Restoration Grant	1 503 000	-	-
Human Settlements Development Grant	22 413 000	28 169 000	71 400 000
Environmental Affairs and Development Planning			
Regional Socio-Economic Project/violence through urban upgrading (RSEP/VPUU)	1 000 000	-	-
Provincial Treasury			
Municipal Accreditation and Capacity Building Grant	245 000	249 000	249 000
Transport and Public Works			
Integrated Transport Planning	-	628 000	656 000
Financial assistance to municipalities for maintenance and construction of transport infrastructure	345 000	345 000	350 000
Economic Development and Tourism			
Community Library Service Grant	11 252 000	11 691 000	12 216 000

WCG Departments and funding (R'000)	2023/24	2024/25	2025/26
District Municipality			
	-	-	-
Total	R55 429 000	57 200 000	90 909 000

CHAPTER 11:

Organisational Scorecard (5 – years)

The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) requires that municipalities prepare a Service Delivery and Budget Implementation Plan (SDBIP) as a strategic financial management tool to ensure that budgetary decisions that are adopted by municipalities for the financial year are aligned with their strategic planning tool, the Integrated Development Plan (IDP). The SDBIP is a contract between Council, administration and the community. It gives effect to the IDP and budget of the municipality.

The municipal budget shall give effect to the Strategic Focus Areas as contained in the IDP. The Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) shall contain details on the execution of the budget and information on programmes and projects. Quarterly, half-yearly and annual performance reports must also be submitted to Council as a means to monitor the implementation of the predetermined objectives as contained in the IDP.

The SDBIP is a one-year detailed implementation plan which gives effect to the IDP and Budget of the municipality. It is a contract between the administration, Council and community expressing the goals and objectives set by the Council as quantifiable outcomes that can be implemented by the administration over the next twelve months. This provides the basis for measuring the performance in service delivery against end-year targets and implementing the budget.

Indicators developed for the Stellenbosch Municipality address the Strategic Focus Areas of the municipality. The municipality utilises the one-year TL SDBIP to ensure that it delivers its service delivery mandate by indicating clear indicators and targets. These indicators also form the basis of the performance plans of the Directors, hence, the Directors are being evaluated on the approved TL SDBIP indicators.

The five necessary components are:

1. Monthly projections of revenue to be collected for each month;
2. Monthly projections of expenditure (operating and capital) and revenue for each vote;
3. Quarterly projections of service delivery targets and performance indicators;
4. Ward information for expenditure and service delivery; and
5. Detailed capital works plan broken down by ward over three years.

11.1 Five-Year Top-Level Service Delivery and Budget Implementation Plan (SDBIP)

The SDBIP gives effect to the Integrated Development Plan (IDP) and is essentially the management and implementation tool setting out the quarterly service delivery targets.

The Top Layer SDBIP include the main service delivery indicators of the municipality. The following table reflects the 5 Year Implementation Plan of the Integrated Development Plan:

11.2 SFA 1 – Valley of Possibility

SFA 1 – Valley of Possibility																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP (National Planning	PSO (VIP) link	CWDM link	PDO link	SDG LINK	Delivery Indicator
KPI001	Planning and Economic Development	Submission of the Economic Development Strategy to the MayCo	Number of Economic Development Strategies submitted to the MayCo by 31 May	Programme	All	New KPI	1	n/a	1	n/a	n/a	n/a	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 1.1	SDG 8	Output
KPI002	Planning and Economic Development	Review the Economic Development Strategy	Number of Economic Development Strategies reviewed by 31 March	Programme	All	New KPI	4	n/a	1	1	1	1	n/a	NKPA 3	NDP1	VIP 2	CWDM 1	PDO 1.1	SDG 8	Output
KPI003	Planning and Economic Development	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Number of job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	Programme	All	1120	1 100-per annum	1 400	1100	1100	1100	1100	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 1.1	SDG 8	Output
KPI004	Planning and Economic Development	Submission of Land-use applications to the Municipal Planning Tribunal (MPT) within 120 days from the	Percentage of Land-use applications submitted to the MPT within 120 days from the conclusion of the		All	66.66 %	75% of land-use applications submitted to the Municipal MPT within 120 days from the conclusion of	75%	75%	75%	75%	75%	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 2.4	SDG 11	Outcome

SFA 1 – Valley of Possibility																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP (National Planning	PSO (VIP) link	CWDM link	PDO link	SDG LINK	Delivery Indicator
		conclusion of the administrative processing of the application	administrative processing of the application				the administrative processing of the application													
KPI005	Planning and Economic Development	Provide training opportunities to entrepreneurs and Small, Medium and Micro Enterprises (SMMEs)	Number of quarterly training opportunities provided to entrepreneurs and SMMEs	Programme	All	11	4 per annum	4	4	4	4	4	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 1.2	SDG 8	Output
KPI006	Planning and Economic Development	Submission of the revised Spatial Development Framework (SDF) to the Council	Number of revised SDFs submitted to the Council by 30 June	Programme	All	1	1 per annum	1	1	n/a	n/a	n/a	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO2.4	SDG 11; 15	Output
KPI007	Planning and Economic Development	Submission of the revised Housing Pipeline (document) to the MayCo	Number of revised Housing Pipelines (document) submitted to the MayCo by 31 May	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO4.1	SDG 11	Output
KPI008	Planning and Economic Development	Submission of the Rural Economic Development Strategy to the	Number of Rural Economic Development Strategies	Key Initiative	All	New KPI	1 per annum	n/a	n/a	n/a	n/a	n/a	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 1.1	SDG 8	Output

[illegible]

11.3 SFA 2 – Green and Sustainable Valley

SFA 2 – Green and Sustainable Valley																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI009	Infrastructure Services	Construction of a new intake substation in Dwarsriver Valley	Number of new intake substations constructed by 30 June	Project	4	New KPI	1 Per annum	n/a	n/a	n/a	1	N/A	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG9	Output
KPI010	Infrastructure Services	Upgrade the telemetry monitoring system	Number of telemetry monitoring systems upgraded by 30 June	Project	All	New KPI	1 Per annum	n/a	1	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 9	Output
KPI011	Infrastructure Services	Construction of a New Landfill Cell at Stellenbosch Landfill facility	Number of New Landfill Cells constructed at the Stellenbosch Landfill facility by 30 June	Project	All	New KPI	1 Per annum	n/a	1	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 9	Output
KPI012	Community and Protection Services	Establishment of a Friends Group for the nature reserves	Number of Friends Groups for the nature reserves established by 30 June	Key Initiative	All	New KPI	n/a	n/a	n/a	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.4	SDG 15	Output
KPI013	Community and Protection Services	Submission of a revised Friends Group Memorandum of Understanding (MOU) to the Municipal Manager	Number of revised Friends Group MOUs submitted to the Municipal Manager by 30 June	Programme	All	New KPI	1 per annum	n/a	n/a	1	n/a	1	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 42.4	SDG 11	Output

SFA 2 – Green and Sustainable Valley																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI014	Planning and Economic Development	Process building plan applications of <500sqm within 30 days after the date of receipt	Percentage of building plan applications of <500sqm processed within 30 days after the date of receipt	Programme	All	62,35%	70% per annum	70%	70%	70%	70%	70%	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG11	Output
KPI015	Infrastructure Services	Submission of a Draft Organic Waste Plan to the Municipal Manager	Number of Draft Organic Waste Plans submitted to the Municipal Manager by 30 June	Key Initiative	All	New KPI	1 per annum	n/a	n/a	n/a	n/a	1	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.4	SDG 15	Output
KPI016	Infrastructure Services	Reduce organic waste	Percentage of organic waste reduced by 30 June	Programme	All	42%	20% per annum	20%	20%	20%	20%	20%	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.4	SDG 15	Output
KPI017	Infrastructure Services	Submission of the Fourth Generation Integrated Waste Management (IWMP) Plan to the MayCo	Number of Fourth Generation IWM Plan submitted to the MayCo by 30 June	Programme	All	New KPI	1 per annum	n/a	n/a	n/a	1	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.7	SDG 15	Output

SFA 2 – Green and Sustainable Valley																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI018	Infrastructure Services	Submission of a Waste Reclaimers Strategy to the Municipal Manager	Number of Waste Reclaimers Strategies submitted to the Municipal Manager by 30 June	Key Initiative	All	New KPI	1 per annum	n/a	n/a	1	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 15	Output
KPI019	Infrastructure Services	Submission of a Service Level Charter to the Municipal Manager	Number of Service Level Charters submitted to the Municipal Manager by 30 June	Key Initiative	All	New KPI	1 per annum	n/a	1	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 15	Output
KPI020	Infrastructure Services	Conduct an External Audit of the Stellenbosch Municipal Waste Disposal Facilities	Number of external audits of the Stellenbosch Municipal Waste Disposal Facilities conducted by 30 June	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.1	SDG 15	Output
KPI021	Infrastructure Services	Implementation of identified waste minimisation projects	Number of identified waste minimisation projects implemented by 30 June	Programme	All	2	2 per annum	2	2	2	2	2	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.1	SDG 15	Output
KP022	Infrastructure Services	Wastewater quality measured ito the Department of Water and	Percentage of wastewater quality compliance as per the	Programme	All	51,75%	70% per annum	70%	70%	70%	70%	70%	n/a	NKPA 6	NDP 2	VIP 2	CWDM 2	PDO 4.4	SDG 6	Outcome

SFA 2 – Green and Sustainable Valley																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
		Sanitation's License Conditions for physical and micro parameters	analysis certificate, measured quarterly																	
KPI023	Community and Protection Services	Submission of the revised Facility Management Plan to MayCo	Number of revised Facility Management Plans submitted to MayCo by 31 May	Programme	All	1	1 per annum	n/a	n/a	1	1	1	1	NKPA 9	NDP 8	VIP 5	CWDM 1	PDO 1.1	SDG 9	Output

11.4 SFA 3 – Safe Valley

SFA 3 – Safe Valley																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI024	Community and Protection Services	Submission of the revised Disaster Management Plan to the Municipal Manager	Number of revised Disaster Management Plans submitted to the Municipal Manager by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 9	NDP 8	VIP 5	CWDM 2	PDO 3.1	SDG 13	Output
KPI025	Community and Protection Services	Submission of the revised Safety and Security Strategy to the Municipal Manager	Number of revised Safety and Security Strategies submitted to the Municipal Manager by 30 April	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 7	NDP 6	VIP 5	CWDM 2	PDO 3.2	SDG 16	Output
KPI026	Community and Protection Services	Submission of the revised Traffic Management Plan to the Municipal Manager	Number of revised Traffic Management Plans submitted to the Municipal Manager by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 7	NDP 6	VIP 5	CWDM 2	PDO 3.2	SDG 16	Output

11.5 SFA 4 – Dignified Living

SFA 4 – Dignified Living																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI027	Infrastructure Services	Installation of new standpipes	Number of new standpipes installed by 30 June	Programme	All	New KPI	50 new standpipes installed by 30 June	50	n/a	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 5	CWDM 2	PDO 4.4	SDG 9	Output
KPI028	Infrastructure Services	Provision of waterborne toilet facilities in informal settlements as identified by the Department: Integrated Human Settlements	Number of waterborne toilet facilities provided in Informal settlements as identified by the Department: Integrated Human Settlements by 30 June	Programme	All	0	50 per annum	50	20	25	30	50	n/a	NKPA 2	NDP 2	VIP 5	CWDM 2	PDO 4.4	SDG 9	Output
KPI029	Infrastructure Services	Limit unaccounted electricity to less than 9% annually {(Number of Electricity Units Purchased and / or Generated - Number of Electricity Units Sold (incl. Free basic electricity)) / Number of	Percentage of average electricity losses, measured by 30 June	Programme	All	9,60%	<9% per annum	<9%	<9%	<9%	<9%	<9%	n/a	NKPA 9	NDP 8	VIP 5	CWDM 3	PDO 4.4	SDG 12	Outcome

SFA 4 – Dignified Living																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
		Electricity Units Purchased and/or Generated) x 100}																		
KPI030	Infrastructure Services	Water quality measured quarterly ito the SANS 241 physical and micro parameters	Percentage of water quality level as per the analysis certificate, measured quarterly	Programme	All	95%	90% per annum	90%	90%	90%	90%	90%	n/a	NKPA 2	NDP 2	VIP 2	CWDM 1	PDO 4.4	SDG 7	Outcome
KPI031	Infrastructure Services	Limit unaccounted water to less than 25%	Percentage of average unaccounted water, measured by 30 June	Programme	All	18,70%	<25% per annum	<25%	<25%	<25%	<25%	<25%	n/a	NKPA 3	NDP 3	VIP 5	CWDM 2	PDO 4.5	SDG 7	Outcome
KPI032	Financial Services	Registered indigent formal households with access to free basic water (NKPI Proxy - MSA, Reg. S10(a), (b)	Percentage of registered indigent formal households with access to free basic water, measured quarterly	Programme	All	100%	100% per annum	100%	100%	100%	100%	100%	n/a	NKPA 6	NDP 2	VIP 5	CWDM 2	PDO 4.4	SDG 7	Outcome

SFA 4 – Dignified Living																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI033	Financial Services	Registered indigent formal households with access to free basic electricity provided by the municipality (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic electricity provided by the municipality, measured quarterly	Programme	All	100%	100% per annum	100%	100%	100%	100%	100%	n/a	NKPA 6	NDP 2	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI034	Financial Services	Registered indigent formal households with access to free basic refuse removal (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic refuse removal, measured quarterly	Programme	All	100%	100% per annum	100%	100%	100%	100%	100%	n/a	NKPA 7	NDP 3	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI035	Financial Services	Registered indigent formal households with access to free basic sanitation (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic sanitation, measured quarterly	Programme	All	100%	100% per annum	100%	100%	100%	100%	100%	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome

SFA 4 – Dignified Living																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI036	Financial Services	Formal households with access to water (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to water, measured quarterly	Programme	All	26 825	27 000 per annum	26 000	27 000	27 000	27 000	27 000	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI037	Financial Services	Formal households with access to electricity (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to electricity, measured quarterly	Programme	All	26 825	27 000 per annum	26 000	27 000	27 000	27 000	27 000	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI038	Financial Services	Formal households with access to refuse removal (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to refuse removal, measured quarterly	Programme	All	26 825	27 000 per annum	26 000	27 000	27 000	27 000	27 000	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI039	Financial Services	Formal households with access to sanitation (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to sanitation, measured quarterly	Programme	All	26 825	27 000 per annum	26 000	27 000	27 000	27 000	27 000	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome

11.6 SFA 5 – Good Governance and Compliance

SFA 5 – Good Governance and Compliance																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI040	Financial Services	Actual expenditure on the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	Percentage of the approved Capital Budget for the municipality actually spent by 30 June	Programme	All	84,29%	90% per annum	90%	90%	90%	90%	90%	n/a	NKPA 9	NDP 8	VIP 5	CWDM 3	PDO 5.9	SDG 9	Input
KPI041	Planning and Economic Development	Submission of the revised Integrated Zoning Scheme to the MayCo	Number of revised Integrated Zoning Schemes submitted to the MayCo by 30 June	Key Initiative	All	New KPI	1 per annum	1	n/a	n/a	n/a	n/a	n/a	NKPA 11	NDP 4	VIP 5	CWDM 1	PDO 1.3	SDG15	Output
KPI042	Financial Services	Financial viability measured in terms of the available cash to cover fixed operating expenditure (NKPI Proxy - MSA, Reg. S10(g)(iii))	Cost coverage as at 30 June annually [(Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation)	Programme	All	3	4 per annum	4	4	4	4	4	n/a	NKPA 9	NDP 8	VIP 5	CWDM 3	PDO 5.8	SDG 16	Input
KPI043	Financial Services	Achieve an average payment percentage of 96% by 30 June	(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance -	Programme	All	96%	96% per annum	96%	96%	96%	96%	96%	n/a	NKPA 10	NDP 9	VIP 5	CWDM 3	PDO 5.9	SDG 16	Input

SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
		(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	Bad Debts Written Off) / Billed Revenue x 100																	
KPI044	Office of the Municipal Manager	Employment equity appointments made within the financial year in the three highest levels of management	Percentage of employment equity appointments made within the financial year in the three highest levels of management, measured by 30 June	Programme	All	33,30%	50% per annum	50%	50%	50%	50%	50%	n/a	NKPA 9	NDP 8	VIP 5	CWDM 3	PDO 5.6	SDG 16	Output
KPI045	Corporate Services	The percentage of the actual payroll budget spent on implementing the Municipal Workplace Skills Plan (NKPI Proxy-MSA, Reg. S10(f))	Percentage of the municipality's payroll budget actually spent on implementing its Workplace Skills Plan ((Total Actual Training Expenditure / Total Annual payroll Budget) x 100), measured by 30 June	Programme	All	0.43%	0.20% per annum	0.20%	0.20%	0.20%	0.20%	0.20%	n/a	NKPA 10	NDP 9	VIP 5	CWDM 3	PDO 5.7	SDG 16	Input

SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI046	Financial Services	Financial viability measured in terms of the municipality's ability to meet its service debt obligations (NKPI Proxy - MSA, Reg. S10(g)(i))	Debt coverage ratio ((Total operating revenue - operating grants received) / (Debt service payments due within the year)) measured by 30 June	Programme	All	17,55%	15% per annum	15%	15%	15%	15%	15%	n/a	NKPA 5	NDP 8	VIP 5	CWDM 3	PDO 5.6	SDG 16	Input
KPI047	Financial Services	Financial viability measured in terms of the outstanding service debtors (NKPI Proxy - MSA, Reg. S10(g)(ii))	Service debtors to revenue ratio – (Total outstanding service debtors / revenue received for services) measured by 30 June	Programme	All	15,56%	27% per annum	27%	27%	27%	27%	27%	n/a	NKPA 5	NDP 9	VIP 5	CWDM 3	PDO 5.7	SDG 16	Input
KPI048	Office of the Municipal Manager	Submission of the revised Risk-Based Audit Plan (RBAP) to the Audit and Performance Audit Committee (APAC)	Number of revised RBAPs submitted to the APAC by 30 June	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 8	VIP 5	CWDM 3	PDO 5.5	SDG 16	Output
KPI049	Office of the Municipal Manager	Submission of the Auditor General of South Africa (AGSA) Audit Action Plan (AAP) to the APAC	Number of AGSA Audit Action Plans submitted to the APAC by 28 February	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA5	NDP 8	VIP 5	CWDM 3	PDO 5.5	SDG 16	Output

SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI050	Office of the Municipal Manager	Submission of the revised Strategic Risk Register (SRR) to the Risk Management Committee	Number of revised SRRs submitted to the Risk Management Committee by 30 June	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 9	VIP 5	CWDM 3	PDO 5.6	SDG 16	Output
KPI051	Corporate Services	Submission of the revised Information and Communication Technology (ICT) Backup Disaster Recovery Plan to the ICT Steering Committee	Number of revised ICT Backup Disaster Recovery Plans submitted to the ICT Steering Committee by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 8	VIP 5	CWDM 3	PDO 5.1	SDG 16	Output
KPI052	Corporate Services	Submission of the revised Strategic ICT Plan to the ICT Steering Committee	Number of revised Strategic ICT Plans submitted to the ICT Steering Committee by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	1	NKPA 5	NDP 9	VIP 5	CWDM 3	PDO 5.2	SDG 16	Output
KPI053	Office of the Municipal Manager	Submission of the draft Integrated Development Plan (IDP) to the Council	Number of draft IDPs submitted to the Council by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output
KPI054	Office of the Municipal Manager	Submission of the IDP / Budget / SDF time schedule (process plan) to the Council	Number of IDP / Budget / SDF time schedules (process plan) submitted to the Council by 31 August	Programme	All	1	1 per annum	1	1	1	1	1	1	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output

SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI055	Infrastructure Services	Submission of the revised Wastewater Master Plan to the Municipal Manager	Number of revised Wastewater Master Plans submitted to the Municipal Manager by 30 June	Programme	All	New KPI	1 per annum	1	1	1	1	1	1	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output
KPI056	Infrastructure Services	Submission of the revised Electrical Master Plan to the Council	Number of revised Electrical Master Plans submitted to the Council by 30 June	Programme	All	New KPI	1 per annum	N/A	1	1	1	1	1	NKPA 5	NDP 8	VIP 5	CWDM 3	PDO 4.4	SDG 16	Output
KPI057	Corporate Services	Submission of a Draft Smart City Framework to the Municipal Manager	Number of draft Smart City Frameworks submitted to the Municipal Manager by 31 May	Key Initiative	All	1	1 per annum	N/A	n/a	1	n/a	n/a	n/a	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output
KPI058	Corporate Services	Submission of an Integrated Property Maintenance Plan to the Municipal Manager	Number of Integrated Property Maintenance Plans submitted to the Municipal Manager by 30 June	Key Initiative	All	New KPI	1 per annum	1	n/a	n/a	n/a	n/a	n/a	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output
KPI059	Office of the Municipal Manager	Submission of the revised Communication Policy to the MayCo	Number of revised Communication Policies submitted to the MayCo by 30 June	Key Initiative	All	New KPI	1 per annum	1	1	1	1	1	n/a	NKPA5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16; 17	Output

SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI060	Infrastructure	Submission of the revised Comprehensive Integrated Transport Plan (CITP) to the Municipal Manager	Number of revised CITPs submitted to the Municipal Manager by 30 June	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 9; 16	Output

Note: The Five-year Municipal Scorecard will be updated in accordance with the approved Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP). The TL SDBIP must be approved by the Executive Mayor within 28 days after the adoption of the Municipal Budget, to be tabled in Council during May.

CHAPTER 12:

Implementation, Monitoring and Review (1 – year)

The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) requires that municipalities prepare a Service Delivery and Budget Implementation Plan (SDBIP) as a strategic financial management tool to ensure that budgetary decisions that are adopted by municipalities for the financial year are aligned with their strategic planning tool, the Integrated Development Plan (IDP). The SDBIP is a contract between Council, administration and the community. It gives effect to the IDP and budget of the municipality.

The municipal budget shall give effect to the Strategic Focus Areas as contained in the IDP. The Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) shall contain details on the execution of the budget and information on programmes and projects. Quarterly, half-yearly and annual performance reports must also be submitted to Council as a means to monitor the implementation of the predetermined objectives as contained in the IDP.

The SDBIP is a one-year detailed implementation plan which gives effect to the IDP and Budget of the municipality. It is a contract between the administration, Council and community expressing the goals and objectives set by the Council as quantifiable outcomes that can be implemented by the administration over the next twelve months. This provides the basis of measuring the performance in service delivery against end year targets and implementing budget.

Indicators developed for the Stellenbosch Municipality addresses the Strategic Focus Areas of the municipality. The municipality utilises the one-year TL SDBIP to ensure that it delivers of its service delivery mandate by indicating clear indicators and targets. These indicators also forms the basis of the performance plans of the Directors, hence, the Directors are being evaluated on the approved TL SDBIP indicators.

The **five** necessary components are:

- Monthly projections of revenue to be collected for each month;
- Monthly projections of expenditure (operating and capital) and revenue for each vote;
- Quarterly projections of service delivery targets and performance indicators;
- Ward information for expenditure and service delivery; and
- Detailed capital works plan broken down by ward over three years.

Note: *This Chapter, the one-year Municipal Scorecard, will be updated in accordance with the approved Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) 2023/24 during June 2023, and therefore, **is subject to change**. The TL SDBIP 2023/24 must be approved by the Executive Mayor within 28 days after the adoption of the Municipal Budget to be tabled in Council in May 2023.*

12.1 SFA 1 – Valley of Possibility

SFA 1 – Valley of Possibility													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2021/22))	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI003	Planning and Economic Development	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Number of job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	Programme	ALL	1 100 per annum	1439	1 100 job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	330 (330)	660 (660)	990 (990)	1100 (1100)	Output
KPI004	Planning and Economic Development	Submission of Land-use applications to the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	Percentage of Land-use applications submitted to the MPT within 120 days from the conclusion of the administrative processing of the application	Programme	ALL	80% per annum	66,66%	75% of land-use applications submitted to the Municipal MPT within 120 days from the conclusion of the administrative processing of the application	75%	75%	75%	75%	Output
KPI005	Planning and Economic Development	Provide training opportunities to entrepreneurs and Small, Medium and Micro Enterprises (SMMEs)	Number of quarterly training opportunities provided to entrepreneurs and SMMEs	Programme	All	4 per annum	11	4 quarterly training opportunities provided to entrepreneurs and SMMEs	1 (1)	1 (2)	1 (3)	1 (4)	Output
KPI006	Planning and Economic Development	Submission of the revised Spatial Development Framework (SDF) to the Council	Number of revised SDFs submitted to the Council by 30 June	Programme	All	1 per annum	1	1 revised SDF submitted to the Council by 30 June	n/a	n/a	n/a	1	Output
KPI007	Planning and Economic Development	Submission of the revised Housing Pipeline (document) to the MayCo	Number of revised Housing Pipelines (document) submitted to the MayCo by 31 May	Programme	ALL	1 per annum	1	1 revised Housing Pipeline (document) submitted to the MayCo by 31 May	n/a	n/a	n/a	1	Output

SFA 1 – Valley of Possibility													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2021/22))	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI061	Planning and Economic Development	Submission of the Economic Development Strategy to the MayCo	Number of Economic Development Strategies submitted to the MayCo by 31 May	Programme	ALL	1 per annum	New KPI	1 Economic Development Strategy submitted to the MayCo by 31 May	n/a	n/a	n/a	1	Output

12.2 SFA 2 – Green and Sustainable Valley

SFA 2 – Green and Sustainable Valley													
IDP Ref No	Directorate	Indicator (Activity/ Project/ Programme/ Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2021/22))	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI010	Infrastructure Services	Upgrade the telemetry monitoring system	Number of telemetry monitoring systems upgraded by 30 June	Project	All	1	New KPI	1 telemetry monitoring system upgraded by 30 June	n/a	n/a	n/a	1	Output
KPI011	Infrastructure Services	Construction of a New Landfill Cell at Stellenbosch Landfill facility	Number of New Landfill Cells constructed at the Stellenbosch Landfill facility by 30 June	Project	All	1 per annum	New KPI	1 per annum	n/a	n/a	n/a	1	
KPI014	Planning and Economic Development	Process building plan applications of <500sqm within 30 days after the date of receipt	Percentage of building plan applications of <500sqm processed within 30 days after the date of receipt	Programme	All	70% per annum	64,35%	70% of building plan applications of <500sqm processed within 30 days after the date of receipt	70%	70%	70%	70%	Outcome
KPI016	Infrastructure Services	Reduce organic waste	Percentage of organic waste reduced by 30 June	Programme	All	20% per annum	42%	20% of organic waste reduced by 30 June	n/a	n/a	n/a	20%	Output
KPI019	Infrastructure Services	Submission of a Service Level Charter to the Municipal Manager	Number of Service Level Charters submitted to the Municipal Manager by 30 June	Key Initiative	All	1 per annum	New KPI	1 Service Level Charter submitted to the Municipal Manager by 30 June	n/a	n/a	n/a	1	

SFA 2 – Green and Sustainable Valley													
IDP Ref No	Directorate	Indicator (Activity/ Project/ Programme/ Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2021/22))	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI020	Infrastructure Services	Conduct an External Audit of the Stellenbosch Municipal Waste Disposal Facilities	Number of external audits of the Stellenbosch Municipal Waste Disposal Facilities conducted by 30 June	Programme	All	1 per annum	1	1	n/a	n/a	n/a	1	Output
KPI021	Infrastructure Services	Implementation of identified waste minimisation projects	Number of identified waste minimisation projects implemented by 30 June	Programme	All	2	2	2 identified waste minimisation projects implemented by 30 June	n/a	n/a	1 (1)	1 (2)	Output
KP022	Infrastructure Services	Wastewater quality measured to the Department of Water and Sanitation's License Conditions for physical and micro parameters	Percentage of wastewater quality compliance as per the analysis certificate, measured quarterly	Programme	All	70% per annum	51,75%	70%	70%	70%	70%	70%	Outcome

12.3 SFA 3 – Safe Valley

SFA 3 – Safe Valley													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2021/22)	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI024	Community and Protection Services	Submission of the revised Disaster Management Plan to the Municipal Manager	Number of revised Disaster Management Plans submitted to the Municipal Manager by 31 March	Programme	All	1 per annum	1	1 revised Disaster Management Plan submitted to the Municipal Manager by 31 March	n/a	n/a	1	n/a	Output
KPI025	Community and Protection Services	Submission of the revised Safety and Security Strategy to the Municipal Manager	Number of revised Safety and Security Strategies submitted to the Municipal Manager by 30 April	Programme	All	1 per annum	1	1 revised Safety and Security Strategy submitted to the Municipal Manager by 30 April	n/a	n/a	n/a	1	Output
KPI026	Community and Protection Services	Submission of the revised Traffic Management Plan to the Municipal Manager	Number of revised Traffic Management Plans submitted to the Municipal Manager by 31 March	Programme	All	1 per annum	1	1 revised Traffic Management Plan submitted to the Municipal Manager by 31 March	n/a	n/a	1	n/a	Output

12.4 SFA 4 – Dignified Living

SFA 4 – Dignified Living													
IDP Ref No	Directorate	Indicator (Activity/ Project/ Programme/ Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2021/22))	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI028	Infrastructure Services	Provision of waterborne toilet facilities in informal settlements as identified by the Department: Integrated Human Settlements	Number of waterborne toilet facilities provided in Informal settlements as identified by the Department: Integrated Human Settlements by 30 June	Programme	All	50 per annum	0	20 waterborne toilet facilities provided in Informal settlements as identified by the Department: Integrated Human Settlements by 30 June	n/a	n/a	n/a	20	Outcome
KPI029	Infrastructure Services	Limit unaccounted electricity to less than 9% annually {(Number of Electricity Units Purchased and / or Generated - Number of Electricity Units Sold (incl. Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) x 100}	Percentage of average electricity losses, measured by 30 June	Programme	All	<9% per annum	9,60%	<9% of average electricity losses, measured by 30 June	n/a	n/a	n/a	<9%	Outcome
KPI030	Infrastructure Services	Water quality measured quarterly ito the SANS 241 physical and micro parameters	Percentage of water quality level as per the analysis certificate, measured quarterly	Programme	All	90% per annum	95%	90% of water quality level as per the analysis certificate, measured quarterly	90%	90%	90%	90%	Outcome

SFA 4 – Dignified Living													
IDP Ref No	Directorate	Indicator (Activity/ Project/ Programme/ Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2021/22))	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI031	Infrastructure Services	Limit unaccounted water to less than 25%	Percentage of average unaccounted water, measured by 30 June	Programme	All	<25% per annum	18,70%	<25% of average unaccounted water, measured by 30 June	n/a	n/a	n/a	<25%	Outcome
KPI032	Financial Services	Registered indigent formal households with access to free basic water (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic water, measured quarterly	Programme	All	100% per annum	100%	100% of registered indigent formal households with access to free basic water, measured quarterly	100%	100%	100%	100%	Outcome
KPI033	Financial Services	Registered indigent formal households with access to free basic electricity provided by the municipality (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic electricity provided by the municipality, measured quarterly	Programme	All	100% per annum	100%	100% of registered indigent formal households with access to free basic electricity provided by the municipality, measured quarterly	100%	100%	100%	100%	Outcome
KPI034	Financial Services	Registered indigent formal households with access to free basic refuse removal (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic refuse removal, measured quarterly	Programme	All	100% per annum	100%	100% of registered indigent formal households with access to free basic refuse removal, measured quarterly	100%	100%	100%	100%	Outcome

SFA 4 – Dignified Living													
IDP Ref No	Directorate	Indicator (Activity/ Project/ Programme/ Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2021/22))	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI035	Financial Services	Registered indigent formal households with access to free basic sanitation (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic sanitation, measured quarterly	Programme	All	100% per annum	100%	100% of registered indigent formal households with access to free basic sanitation, measured quarterly	100%	100%	100%	100%	Outcome
KPI036	Financial Services	Formal households with access to water (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to water, measured quarterly	Programme	All	25 500 per annum	26 825	27 000 formal households with access to water, measured quarterly	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	Outcome
KPI037	Financial Services	Formal households with access to electricity (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to electricity, measured quarterly	Programme	All	25 500 per annum	26 825	27 000 formal households with access to electricity, measured quarterly	27 000	27 000	27 000	27 000	Outcome
KPI038	Financial Services	Formal households with access to refuse removal (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to refuse removal, measured quarterly	Programme	All	25 500 per annum	26 825	27 000 formal households with access to refuse removal, measured quarterly	27 000	27 000	27 000	27 000	Outcome
KPI039	Financial Services	Formal households with access to sanitation (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to sanitation, measured quarterly	Programme	All	25 500 per annum	26 825	27 000 formal households with access to sanitation, measured quarterly	27 000	27 000	27 000	27 000	Outcome

12.5 SFA 5 – Good Governance and Compliance

SFA 5 – Good Governance and Compliance													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2021/22)	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI040	Financial Services	Actual expenditure on the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	Percentage of the approved Capital Budget for the municipality actually spent by 30 June	Programme	All	90% per annum	84,29%	90% of the approved Capital Budget for the municipality actually spent by 30 June	10%	30%	60%	90%	Input
KPI042	Financial Services	Financial viability measured in terms of the available cash to cover fixed operating expenditure (NKPI Proxy - MSA, Reg. S10(g)(iii))	Cost coverage as at 30 June annually [(Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation)	Programme	All	4 per annum	3	4	n/a	n/a	n/a	4	Input
KPI043	Financial Services	Achieve an average payment percentage of 96% by 30 June (Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	Programme	All	96% per annum	96%	96%	n/a	n/a	n/a	96%	Input
KPI044	Office of the Municipal Manager	Employment equity appointments made within the financial year in the three highest levels of management	Percentage of employment equity appointments made within the financial year in the three highest levels of management, measured by 30 June	Programme	All	50% per annum	33,30%	50% employment equity appointments made within the financial year in the three highest levels of management, measured by 30 June	n/a	n/a	n/a	50%	Output

SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2021/22)	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI045	Corporate Services	The percentage of the actual payroll budget spent on implementing the Municipal Workplace Skills Plan (NKPI Proxy- MSA, Reg. S10(f))	Percentage of the municipality's payroll budget actually spent on implementing its Workplace Skills Plan ((Total Actual Training Expenditure / Total Annual payroll Budget) x 100), measured by 30 June	Programme	All	0.20% per annum	0.43%	0.20% of the municipality's payroll budget actually spent on implementing its Workplace Skills Plan ((Total Actual Training Expenditure / Total Annual payroll Budget) x 100), measured by 30 June	n/a	n/a	n/a	0.20%	Input
KPI046	Financial Services	Financial viability measured in terms of the municipality's ability to meet its service debt obligations (NKPI Proxy - MSA, Reg. S10(g)(i))	Debt coverage ratio ((Total operating revenue - operating grants received) / (Debt service payments due within the year)) measured by 30 June	Programme	All	15% per annum	17,55%	15%	n/a	n/a	n/a	15%	Input
KPI047	Financial Services	Financial viability measured in terms of the outstanding service debtors (NKPI Proxy - MSA, Reg. S10(g)(ii))	Service debtors to revenue ratio – (Total outstanding service debtors / revenue received for services) measured by 30 June	Programme	All	27% per annum	15,56%	27%	n/a	n/a	n/a	27%	Input
KPI048	Office of the Municipal Manager	Submission of the revised Risk-Based Audit Plan (RBAP) to the Audit and Performance Audit Committee (APAC)	Number of revised RBAPs submitted to the APAC by 30 June	Programme	All	1 per annum	1	1 revised RBAP submitted to the APAC by 30 June	n/a	n/a	n/a	1	Output
KPI049	Office of the Municipal Manager	Submission of the Auditor General of South Africa (AGSA) Audit Action Plan (AAP) to the APAC	Number of AGSA Audit Action Plans submitted to the APAC by 28 February	Programme	All	1 per annum	1	1 AGSA Audit Action Plan submitted to the APAC by 28 February	n/a	n/a	1	N/A	Output

SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2021/22)	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI050	Office of the Municipal Manager	Submission of the revised Strategic Risk Register (SRR) to the Risk Management Committee	Number of revised SRRs submitted to the Risk Management Committee by 30 June	Programme	All	1 per annum	1	1 revised SRR submitted to the Risk Management Committee by 30 June	n/a	n/a	n/a	1	Output
KPI051	Corporate Services	Submission of the revised Information and Communication Technology (ICT) Backup Disaster Recovery Plan to the ICT Steering Committee	Number of revised ICT Backup Disaster Recovery Plans submitted to the ICT Steering Committee by 31 March	Programme	All	1 per annum	1	1 revised ICT Backup Disaster Recovery Plan submitted to the ICT Steering Committee by 31 March	n/a	n/a	1	N/A	Output
KPI052	Corporate Services	Submission of the revised Strategic ICT Plan to the ICT Steering Committee	Number of revised Strategic ICT Plans submitted to the ICT Steering Committee by 31 March	Programme	All	1 per annum	1	1 revised Strategic ICT Plan submitted to the ICT Steering Committee by 31 March	n/a	n/a	1	N/A	Output
KPI053	Office of the Municipal Manager	Submission of the draft Integrated Development Plan (IDP) to the Council	Number of draft IDPs submitted to the Council by 31 March	Programme	All	1 per annum	1	1 draft IDP submitted to the Council by 31 March	n/a	n/a	1	N/A	Output
KPI054	Office of the Municipal Manager	Submission of the IDP / Budget / SDF time schedule (process plan) to the Council	Number of IDP / Budget / SDF time schedules (process plan) submitted to the Council by 31 August	Programme	All	1 per annum	1	1 IDP / Budget / SDF time schedule (process plan) submitted to the Council by 31 August	1	n/a	n/a	N/A	Output
KPI055	Infrastructure Services	Submission of the revised Wastewater Master Plan to the Municipal Manager	Number of revised Wastewater Master Plans submitted to the Municipal Manager by 30 June	Programme	All	1 per annum	New KPI	1 revised Wastewater Master Plan submitted to the Municipal Manager by 30 June	n/a	n/a	n/a	1	Output

SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2021/22)	Annual Target 2023/24	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2023/24)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI056	Infrastructure Services	Submission of the revised Electrical Master Plan to the Council	Number of revised Electrical Master Plans submitted to the Council by 30 June	Key Initiative	All	1 per annum	New KPI	1 revised Electrical Master Plan submitted to the Council by 30 June	n/a	n/a	n/a	1	Output
KPI059	Office of the Municipal Manager	Submission of the revised Communication Policy to the MayCo	Number of revised Communication Policies submitted to the MayCo by 30 June	Programme	All	1 per annum	New KPI	1 revised Communication Policy submitted to the MayCo by 30 June	n/a	n/a	n/a	1	Output
KPI060	Infrastructure	Submission of the revised Comprehensive Integrated Transport Plan (CITP) to the Municipal Manager	Number of revised CITPs submitted to the Municipal Manager by 30 June	Programme	All	1 per annum	New KPI	1 revised CITP submitted to the Municipal Manager by 30 June	n/a	n/a	n/a	1	Output

Annexure A: 4th Generation IDP 2017 – 2022 Close-out Report

Close – Out Report

4th Generation

Integrated Development Plan 2017 – 2022



May 2023



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1. Strategic and Legacy Projects / Programmes

This Close-Out Report summarises the progress of the 4th Generation IDP 2017 – 2022 implementation. It is important to assess the state of implementation of the IDP deliverables over the previous five-year period for Stellenbosch Municipality to provide the community and stakeholders a true reflection of the successes of 4th Generation IDP 2022 – 2027.

The report will also provide a summary of the revenue and operating expenditure performance versus budgets as well as the 5 highest capital expenditure projects for the period 2017 – 2022.

This will be a once – off close – out report on the 4th Generation IDP 2017 – 2022 and will serve as an annexure to the 1st Review of the 5th Generation IDP 2022 – 2027.

1.1. Strategic Projects / Programmes Implemented Per Strategic Objective: 2017 – 2022

The graph below compares the number of strategic IDP deliverables achieved, in progress, and not achieved to the total number of strategic IDP deliverables implemented between 2017 and 2022. A total of **50** strategic IDP deliverables were identified for 2017-2022, with 39 completed, 10 in progress, and 1 not completed.

Graph 1: Number of Strategic IDP Deliverables for 2017 – 2022

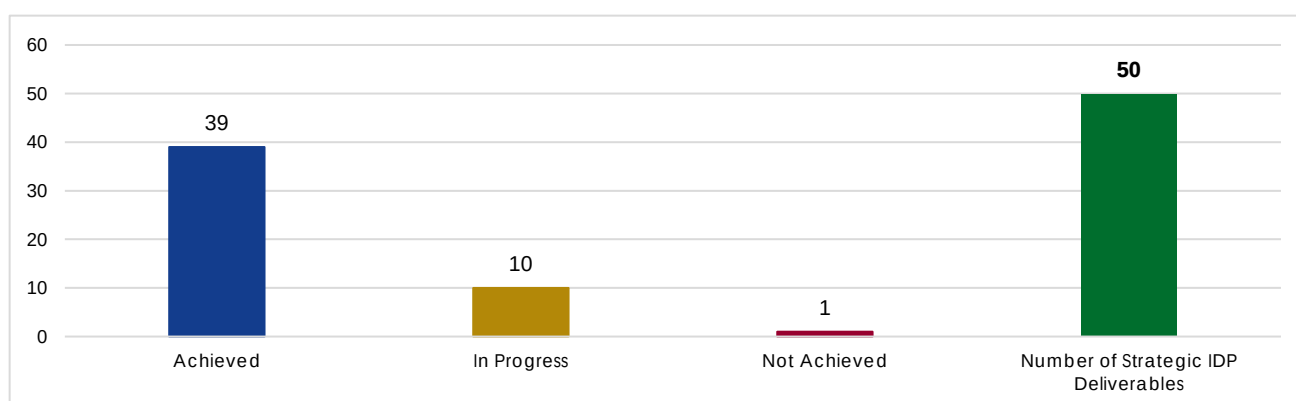


Table 1: Strategic Projects / Programmes Implemented Per Strategic Objective: 2017 – 2022

Directorate	Department	Strategic IDP deliverable	Progress Report 2020 – 2021	Final Close – Out Status Report for 2021 - 2022 (4 th Generation IDP 2017 - 2022)	Rating
SFA 1: VALLEY OF POSSIBILITY					
Planning and Economic Development	Development Management	Development and implementation of the Integrated zoning scheme	Implementation of the Stellenbosch Zoning Scheme By-law, 2019. Preparation of a Report to the Council on the progress with implementation of the Zoning Scheme By-law. Report to be finalised and submitted to the Council in 2021/22 financial year.	Achieved.	😊
Planning and Economic Development	Development Planning	Develop local economic development hubs	The Franschhoek Informal Trading Site was successfully implemented and opened by the Executive Mayor.	Achieved.	😊
Planning and Economic Development	Development Planning	Develop local economic development hubs	Construction of the following markets has been completed and the request for traders has been advertised: 📍 Klapmuts; 📍 Cloeteville; 📍 Groendal; and 📍 Kayamandi.	Achieved.	😊
Planning and Economic Development	Development Planning	Develop local economic development hubs	The Kayamandi Bridge West (Taxi Rank) Informal Trading site is scheduled to be completed during the 2021/22 financial year.	Achieved.	😊
Planning and Economic Development	Development Planning	Develop local economic development hubs	Construction of the Jamestown Hub.	The Jamestown Hub will be aligned with the Jamestown Housing Project in the period 2022 – 2027.	😐
Planning and Economic Development	Integrated Human Settlements	Housing Project Kayamandi Watergang / Zone O	That Residents in Zone O, have been relocated to the various TRAs as planned in the previous IDP cycles.	This project is at its initial stages, and engagements with the community have commenced. The construction period is estimated to be nine (9) months after the contractor has been established on-site. Site establishment is dependent on the successful relocation of the families residing currently on the site identified for construction. Phase 1 comprises 178 sites and it is envisaged that the installation of internal services will commence in 2023/24 financial year. The budget to implement internal services at Zone O in the 2022/23 financial year was moved to 2023/24 financial year. This was to allow ample time for the successful relocation of families on site.	😐
Infrastructure Services	Electrical Services	Electricity 📍 Energy Efficiency and Demand Side Management 📍 Integrated National Electrification	Electricity Network Kick-off Processes by placing them on Priority List. Recruit the University of Stellenbosch and local CSIR as Partners and start the viability study Finish the Viability Assessment. Place the amount on MTREF Budget. Design First Round Tariffs. Obtain buy-in from NERSA, DMRE, COGTA and NT. Integrated National Electrification Programme (INEP) grant received, the municipality managed to construct an	The municipality continued with the Energy and Demand Management project, to replace energy-inefficient streetlight fittings with energy-efficient (LED) fittings. Stellenbosch Municipality is now exploring least-cost electricity pathways that are accessible to mitigate against load shedding amongst other aspirations.	😐

Directorate	Department	Strategic IDP deliverable	Progress Report 2020 – 2021	Final Close – Out Status Report for 2021 - 2022 (4 th Generation IDP 2017 - 2022)	Rating
		Programme ⚡ Electricity Network	electricity network in Enkanini to cater for 1 000 connections in 2020/21.	In the 2021/22 financial year, the Kayamandi Bulk Infrastructure Project was initiated to strengthen the bulk infrastructure to provide for the remaining backlogs in Enkanini. The contractor is on-site implementing the project. During the 2022/23 financial year, 1 300 connections are planned, and the municipality is in the process of appointing consultants for this project.	
Infrastructure Services	Roads, Stormwater and Transport Planning	Roads, Stormwater and Traffic Engineering ⚡ Reconstruction of roads ⚡ Upgrade of Gravel Roads ⚡ Reseal of Roads ⚡ Main Roads Intersection Improvements ⚡ Klapmuts Public Transport Interchange	Implemented the construction phase of the following Programmes ⚡ Gravel Road Upgrading (Franschhoek); and ⚡ Intersection improvement programme (Techno Park and Paradyskloof). New Public Transport facilities (Groendal) and Upgrades to existing Public Transport Facilities (Klapmuts and Kayamandi).	During the 2021-2022 financial year, the municipality has completed the reconstruction of roads in the following areas: Kayamandi, Brandwacht, Die Boord, Mostertsdraif, Ida's Valley, Jamestown, Franschhoek CDB and Stellenbosch CBD. ⚡ Gravel Road upgrading (Franschhoek) is completed. ⚡ Intersection Upgrades completed. ⚡ Public Transport facilities is completed.	😊
Infrastructure Services	Roads, Stormwater and Transport Planning	Roads, Stormwater and Traffic Engineering ⚡ Main Roads Intersection Improvements ⚡ Klapmuts Public Transport Interchange	Implemented the construction phase of the following: ⚡ Intersection improvement programme (Techno Park and Paradyskloof).	The following has been completed in the 2021- 2022 financial year: ⚡ Technopark and Paradyskloof Intersection ⚡ Adam Tas / Vredenberg Road Intersection ⚡ Adam Tas / Devon valley Road Intersection ⚡ Phase 1 of R44 and Helshoogte	😊
Infrastructure Services	Roads, Stormwater and Transport Planning	Roads, Stormwater and Traffic Engineering ⚡ Klapmuts Public Transport Interchange	The following taxi rank had been completed in the 2020/21 financial year: Klapmuts Taxi Rank.	Achieved. During the 2021- 2022 financial year, new Public Transport facilities (Groendal) were completed as well as upgrades to the existing Public Transport Facilities (Klapmuts and Kayamandi).	😊
Infrastructure Services	Roads, Stormwater and Transport Planning	Construction and upgrading of pedestrian and cycle paths.	Implemented construction phase of pedestrian and cycle paths (R44 Jamestown) in terms of NMT Masterplan and Policy.	In the 2021-2022 financial year pedestrian facilities were constructed in Ryneveld, Church, Drosdy, Die Laan, Reservoir Street (Franschhoek), Lielie Street, Kahler Street and Hillside village (Ida's Valley).	😊
Infrastructure Services	Roads, Stormwater and Transport Planning	Develop Specific Non-Motorised Transport routes according to needs.	Review of NMT Masterplan and Policy currently underway.	Achieved.	😊

Directorate	Department	Strategic IDP deliverable	Progress Report 2020 – 2021	Final Close – Out Status Report for 2021 - 2022 (4 th Generation IDP 2017 - 2022)	Rating
Infrastructure Services	Roads, Stormwater and Transport Planning	Design and construct Bicycle parking facilities	Bicycle parking facilities are incorporated in the designs for new parking areas.	Bicycle parking facilities are incorporated in the designs for new parking areas.	😊
Infrastructure Services	Waste Management	Solid Waste ✦ Major Drop-offs: Construction Franschhoek	This project will be reviewed in the new financial year 2021/22.	Project completed. The drop-off site in Franschhoek is operational and it accepts clean builders' rubble and garden waste from residents only.	😊
Infrastructure Services	Water and Wastewater Services	Water Services Extension of the WWTW: Stellenbosch	Stellenbosch Wastewater Treatment Works officially opened on 4 March 2020.	Achieved.	😊
Infrastructure Services	Water and Wastewater Services	Water Services Relocation / Upgrading main Water Supply line: Ida's Valley Storage Dams	Relocation / upgrade main water supply Ida's Valley – Ida's Valley: Hillside Village Housing Project completed.	Achieved.	😊
Infrastructure Services	Water and Wastewater Services	Water Services ✦ Bulk water supply Pipe Reservoir: Dwarsriver (Johannesdal / Kylemore / Pniël)	Bulk water supply Pipe Reservoir: Dwarsriver (Johannesdal / Kylemore / Pniël) – completed.	Achieved.	😊
Infrastructure Services	Water and Wastewater Services	Water Services ✦ New Plankenbrug: Main Sewer Outfall	New Plankenbrug: Main Sewer Outfall - completed.	Achieved.	😊
Infrastructure Services	Water and Wastewater Services	Water Services ✦ Water Treatment Works: Paradyskloof	Water Treatment Works: Paradyskloof – completed.	Achieved.	😊
Infrastructure Services	Water and Wastewater Services	Water Services ✦ Water pipe replacement	Waterpipe Replacement – This is an ongoing	Ongoing project. The municipality is continuously replacing old Asbestos Piping and at the current pace will be busy for approximately in excess of 50 years.	😐
Infrastructure Services	Water and Wastewater Services	Water Services Ida's Valley Merriman Outfall Sewer	Close out of the project in progress.	Achieved.	😊
Community and Protection Services	Community Services	New Community Hall, Klapmuts	-	Achieved.	😊
SFA 2: GREEN AND SUSTAINABLE VALLEY					
Community and Protection Services	Community Services	Conserve natural resources, biodiversity and landscapes.	The Department: Community Services is in the process of compiling Management Plans (EMP) for all our Nature Reserves and Nature Areas.	The following EMP has been completed and approved: ✦ Paradyskloof Nature Area (Stellenbosch). ✦ The Mont Rochelle (Franschhoek).	😊
Community and Protection Services	Community Services	Conserve natural resources, biodiversity and landscapes.	The following EMPs have been drafted: ✦ Jan Marais Nature Reserve (Stellenbosch).	Jan Marais Park's EMP is under review.	😐

Directorate	Department	Strategic IDP deliverable	Progress Report 2020 – 2021	Final Close – Out Status Report for 2021 - 2022 (4 th Generation IDP 2017 - 2022)	Rating
Community and Protection Services	Community Services	Conserve natural resources, biodiversity and landscapes.	The following EMP is to be drafted: ✦ Ida's Valley Nature Area (Stellenbosch).	A first draft EMP has been completed for the Ida's Valley Dam- / Botmaskop which will be advertised for public input by 31 December 2022.	☹️
Community and Protection Services	Community Services	Develop and implement a biodiversity register.	A biodiversity register is maintained through a Geographical Information System. This system will be expanded to include CBA, alien clearing data, air quality (fuel-burning appliances) and other data.	Achieved.	😊
Infrastructure Services	Electrical Services and Waste Management	Facilitate the use of green energy.	Initiating the investigation of generating green electricity to stop Load Shedding. Concluding an MOU with the University of Stellenbosch, CSIR and Western Cape Government. Continuing with green energy projects such as: ✦ Fats, Oils and Grease (FOG) to Eco Diesel; ✦ Landfill Site Methane mining; ✦ Solar Roof Top Installation; and ✦ Purchasing electricity from homeowners.	An Energy Master Plan to be completed by 30 December 2022.	😊
Planning and Economic Development	Development Planning	Promote land development that is within the environmental, fiscal, institutional and administrative means of Stellenbosch Municipality	The LSDF for the ATC is being drafted and will result in planning-led development taking place.	Achieved.	😊
Planning and Economic Development	Development Planning	Implement strategies to ensure that any form of development, on balance, improves current circumstances in the subject area.	Through conditions of approval of development applications, sustainable development and the provision of social facilities and affordable housing is addressed. An Inclusionary Housing Policy is being drafted and will encourage the development of more affordable housing located in places closer to employment opportunities.	Achieved.	😊
Financial Services	Financial Management Services	Implement plans to ensure that development optimises the use of existing resources and infrastructure (i.e. monetary capital, environmental capital and infrastructural capital) and that such development results in beneficial synergies and multipliers in the local economy.	The municipality has compiled a comprehensive 10-year Capital Expenditure Framework (CEF) that is informed by the Long-Term Financial Plan of the municipality.	CEF completed.	😊
SFA 3: SAFE VALLEY					
Community and Protection Services	Protection Services	Identify and develop a safety network database.	Stellenbosch Safety Initiative in place (SSI). Ongoing meetings with role-players and updating continuous.	Stellenbosch Safety Initiative is established.	😊
Community and Protection Services	Protection Services	Perform ward-based risk assessments.	Completed and integrated within the Disaster Management Plan as well as Safety Plan.	Disaster Management Plans and Safety Plan are reviewed each financial year. Review completed.	😊

Directorate	Department	Strategic IDP deliverable	Progress Report 2020 – 2021	Final Close – Out Status Report for 2021 - 2022 (4 th Generation IDP 2017 - 2022)	Rating
Community and Protection Services	Community Development	Provide support to Early Childhood Development centres.	In the 2020/21 financial the municipality supported 150 ECD facilities through quarterly capacity-building sessions. This is done in partnership with local ECD forums and the Early Education Centre and other ECD grassroots organisations.	<p>Greater ECD Quarterly Engagement with 170 ECDs.</p> <p>12 ECDs assisted with Financial Management Training.</p> <p>GIS plotting of 139 ECD Facilities.</p> <p>Working on Fire training for 73 ECD facilities.</p> <p>39 ECD Practitioners completed the Indaba Core Curriculum training by the Sustainable Institute.</p> <p>27 ECD practitioners completed the Child Sexual Behaviour training.</p> <p>20 ECD practitioners completed the 3-year Cotlands training.</p>	

Directorate	Department	Strategic IDP deliverable	Progress Report 2020 – 2021	Final Close – Out Status Report for 2021 - 2022 (4 th Generation IDP 2017 - 2022)	Rating
Community and Protection Services	Community Development	Develop, facilitate and implement youth programmes in partnership with public and private institutions.	<p>Accredited Training Programmes:</p> <p>Number of youths trained in the 2020/21 financial year was 111 (26 Youths trained in Basic Plumbing Skills; 28 youths trained in Five Star Table Attendance; 13 youths attended the General Building Maintenance training; 24 youths participate in the Assistant Chef training; 20 youths participated in the learner license programme).</p>	<p>Accredited Training Programmes:</p> <ul style="list-style-type: none"> 12 youths as professional waiters; 24 youths in 5-star table attendance; 12 youths in food handling; painting training was done with 13 youths). <p>Life Skills Training by National Youth Development Agency for 20 youths.</p> <p>NPO registration of 9 Youth Organisations.</p> <p>Mobilising 21 youths to enrol in the Chrysalis Academy programme.</p> <p>19 young fathers were trained in fatherhood skills.</p> <p>Inkuthazo Yesizwe Sport Coaching summit by the university with 37 coaches to upskill them in working with young athletes.</p> <p>80 youth applied and participated in the learner and driver's licence programme.</p> <p>94 youths participated in the job-readiness programme in partnership with DSD.</p> <p>60 youths participated in the Human Rights Day: Anti-bullying campaign.</p> <p>Youth Day was celebrated by 165 youths.</p> <p>11 youths completed the data literacy workshop conducted by Open-Up and the Cloeteville E - centre.</p>	

Directorate	Department	Strategic IDP deliverable	Progress Report 2020 – 2021	Final Close – Out Status Report for 2021 - 2022 (4 th Generation IDP 2017 - 2022)	Rating
SFA 4: DIGNIFIED LIVING					
Planning and Economic Development	Integrated Human Settlements	Develop and implement a housing pipeline	The Housing Pipeline which will be tabled before Council in May 2021 will have to incorporate all the housing projects earmarked for the next 10 years, in a manner that conforms to the latest policy directive of NDoHS and PDoHS.	Housing Pipeline is approved and reviewed once per financial year.	
Planning and Economic Development	Integrated Human Settlements	Implement upgrading of informal settlements programme	Residents in Zone O, Enkanini, Kayamandi and Mandela City in Klapmuts have been relocated to the various TRAs as planned in the previous IDP cycles.	Zone O: Project at initial stages, engagements with the community have commenced.	
				Enkanini: Relocation completed. Mandela City: Relocation completed.	
Planning and Economic Development	Integrated Human Settlements	Implement upgrading of informal settlements programme	The Langrug project in Franschhoek consists of 4 sequential stages, i.e. the development of Erf 3229, as a decanting site, the relocation of inhabitants of the dam in Langrug to Erf 3229, the rehabilitation of the Langrug dam area and the relocation of the original inhabitants of the Langrug dam area.	To commence with the re-blocking of Langrug, a decanting site on Erf 3229, Mooiwater, Franschhoek is being developed (basic services), the process of which is currently underway. The Department: Housing Development will go out on tender to appoint a service provider to finalise detailed planning for the rehabilitation of the freshwater dam and implement an in-situ upgrading project. The implementation stage will be dealt by the Department: PMU.	
Planning and Economic Development	Integrated Human Settlements	Social Housing programme	In terms of its Social Housing Initiatives, Council approved Farms 81/2 and Erf 81/9 , Stellenbosch situated on the R304 as the first Social Housing project. In this regard, a Call for Proposals to appoint a suitable Social Housing Institution (SHIs) and / or Other Development Agency (ODA) is currently being prepared for advertisement.	The tender has been advertised in June 2022 and the closing date is 4 July 2022. On request from the bidders (during the compulsory clarification meeting which was held on 15 June 2022) due to the short period to submit their bids, the Bid Specification Committee approved an extension of the closing date. It should be noted that the tender was cancelled on 1 August 2022 due to a material change to the tender specifications and / or scope of works. The amended tender was re-advertised on 2 September 2022 and a compulsory clarification meeting was held on 15 September 2022. The closing date for the tender was on 3 October 2022. The SCM process to be finalised.	
Planning and Economic Development	Integrated Human Settlements	Housing Consumer Education	Consumer Education was undertaken on an individual basis and with strict COVID-19 protocols in respect of all Title Deed handovers	A total of thirteen (13) workshops were held with mainly tenants in municipal rental stock.	
Community and Protection Services	Community Services	Identify areas to establish new facilities for sports and recreation facilities	Reconsidered due to the drought disaster.	Reconsidered due to the drought disaster.	
Planning and Economic Development	Integrated Human Settlements	Housing consumer education sessions	Housing Consumer Education was undertaken on an individual basis and with strict COVID-19 protocols in respect of all Title Deed handovers (52), TRA (rental stock) recipients and RDP houses handed over (105 individuals).	A total of thirteen (13) workshops were held with mainly tenants in municipal rental stock.	

Directorate	Department	Strategic IDP deliverable	Progress Report 2020 – 2021	Final Close – Out Status Report for 2021 - 2022 (4 th Generation IDP 2017 - 2022)	Rating
			In Pniël, an almost 30-year quest for homeownership culminated in the handover of 16 Title Deeds to their respective owners.	The HCE programmes were also held for beneficiaries of houses that were built between 1994 and 2010. A total of sixteen (16) HCE workshops were held during the 2021/22 financial year inclusive of those held before formal title deed handovers, outreaches for the signing of Deeds of Sale and completion of subsidy applications for the Longlands Housing Project.	
Corporate Services	Property Management	Identify and upgrade facilities for multi-purpose usage	Two of the main halls, namely Eikestad and Stellenbosch Town Hall have been upgraded.	Upgrades completed.	
SFA 5: Good Governance and Compliance					
Financial Services	Financial Services Management	Implement MSCOA requirements on Information Systems	All financial systems are aligned with the mSCOA requirements.	mSCOA compliant.	
Financial Services	Financial Services Management	Update and implement the Asset Management Policy	The Asset Management Policy is in place and was reviewed with the Medium Revenue and Expenditure Framework (Budget).	Assessment Management Policy adopted on 26 May 2021.	
Financial Services		Effective billing systems	An effective billing system is in place and reporting occurs every month as a key revenue-raising strategy.	Implementation of billing systems completed.	
Financial Services		Effective credit control and debt collection processes	Effective credit control and debt collection processes are in place. The Debt Review Committee was established during the 2020/21 financial year.	A Revenue Enhancement Strategy was developed as well as a Debt Review Committee was established to monitor the progress of outstanding debt and deliberate on acceptable and reasonable arrangements for the settlements of arrear debts by all affected municipal debtors. These initiatives will continue to be implemented during the 2022/23 financial year.	
Office of the Municipal Manager	Governance	Implement the performance management plan	The Revised Performance Management Policy was adopted by Council on 30 September 2020 and is being implemented.	The Performance Management Policy 2021/22 is currently under review to be aligned with the new staff regulations 809.	
Office of the Municipal Manager	Governance	Regular compliance reporting to Council committees and other relevant oversight bodies	The Draft and Final Annual Report 2019/20 served before MPAC and was approved without any significant changes.	The Draft Annual Report 2020/21 served before MPAC and was approved without any significant changes.	
Corporate Services	Human Resource Management	Implement the Workplace Skills Plan	A Workplace Skills Plan is drawn up and implemented on annual basis.	A Workplace Skills Plan is drawn up and implemented on annual basis.	

1.2. Legacy Projects for the period 2017 – 2022

The graph below compares the number of Legacy Projects achieved, in progress, and not achieved to the total number of legacy projects implemented between 2017 and 2022. A total of **80** Legacy projects are listed in the 4th Generation 2017 – 2022, with 54 completed, 26 in progress, and no incomplete projects.

Graph 2: Number of Legacy Projects - IDP Deliverables for 2017 - 2022

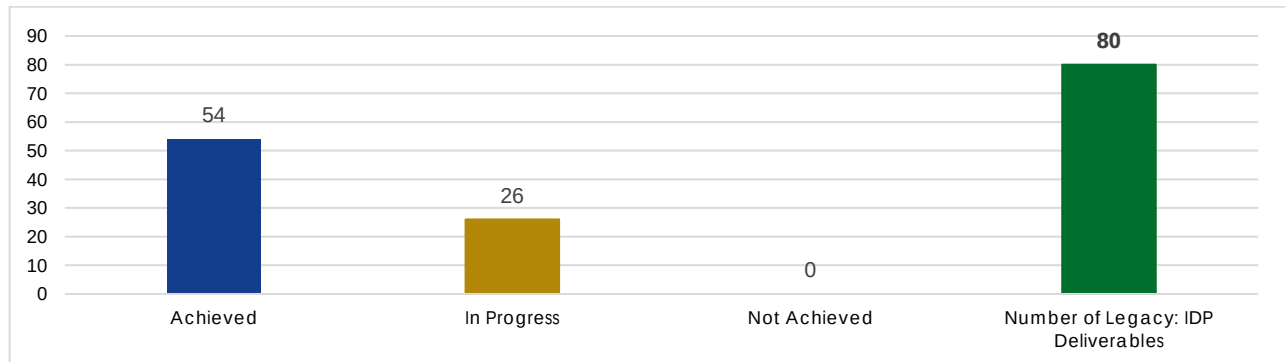


Table 2: Number of Legacy Projects - IDP Deliverables for 2017 - 2022

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
Municipal Spatial Development Framework (mSDF) amendment and review	mSDF Amendments and full review.	The amendment and review process includes developing a strategy for monitoring the performance of the Stellenbosch Municipality's SDF. This process will hopefully commence in the 4 th quarter of the 2020/21 financial year. A service provider has been appointed and commenced with the Compilation of the Adam Tas Corridor (ATC) Local Spatial Development Framework (LSDF). The draft LSDF for the ATC is scheduled to be submitted to Council by 31 August 2021 for adoption. The DEA&DP (WCG), Stellenbosch Municipality and Drakenstein Municipality are currently engaging in a process to develop a concept regional plan for the greater Klapmuts Area. This concept plan will guide evaluating and promoting of current and future land use applications / development within the area.	The ATC LSDF was completed in September 2021 and went through a rigorous public participation process and be submitted to the Council for approval in October 2022.	
Innovative system to streamline and expedite building plan approvals	Implementation of an electronic building plan application solution	BPAMS was partially implemented on 1 July 2020 due to delays caused by the COVID-19 pandemic. The implementation of the full BPAMS system was effected as of 1 January 2021 and has been fully operational since.	Implementation of BPAMS completed.	
Finalise land use management backlogs	50% reduction in backlog applications by 2020	Even though no operational (as opposed to management capacity) capacity interventions were ever introduced, the original backlog of 144 land use management applications was progressively reduced during 2020 to only 1 outstanding backlog land use management application at present (12 February 2021).	The backlog was successfully reduced.	
Local Economic Development	Agricultural Land Plan adopted by Council	A further ten (10) agricultural land parcels are currently being investigated to be advertised and allocated to emerging farmers. The final report on the additional agricultural land parcels is scheduled to be submitted to Council in April 2021.	Two (2) vacant land that was advertised during November / December 2020 is currently being evaluated in line with the Policy on the Management of Municipal Agricultural Land. The Municipal Council in July 2021 approved the re-establishment of the Operational Committee and will assist with the evaluation of the applications received to provide recommendations to the Council for the allocation of the land parcels. Land parcels will only be awarded in the 2022/23 financial year.	
	LED Hubs identified and constructed	Currently, building plans are in the process of being approved for the Old Clinic Site in Victoria Street, and the Land Use Management (LUM) Section is in the process of finalising the land use management application for the Triangle Site (Erf 230,) in Franschoek.	Achieved.	
	Informal Trading Sites identified and constructed	Groendal Informal Trading Site construction completed in February 2021.	The project is completed.	
	Audit of People on farms and back-yard dwellers	A survey of backyard structures in Klapmuts is currently underway. Ida's Valley's survey was completed in the previous financial year.	A survey of backyard dwellers in Klapmuts was completed during the period from April to May 2021.	

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
Tourism Strategy	Electronic Tourism Boards (Stellenbosch CBD and Franschhoek)	The appointed service provider completed the draft Tourism Plan, which is currently being finalised by the acting Manager: Local Economic Development and Tourism for inclusion within the Economic Strategic Plan for Stellenbosch Municipality. Completion date 30 June 2021.	The municipality is currently reviewing and finalising the 1st draft Tourism Policy which will be completed by 31 March 2023.	☹️
Adopted Rural Management Plan	Rural Management Plan adopted by the Council by 30 June 2020	The Plan was indeed adopted by Council in 2018. In drafting the plan, intense public participation was held on a precinct-by-precinct basis with land workers and workers. It is not at this stage envisaged that a general public participation process for the Rural Area Plan specifically will be held as the RAP was included as a resource document in drafting the now-approved MSDF.	Rural Management Plan was adopted by the Council.	😊
Housing projects	Annual review of the 5-year Housing Pipeline	The review of the Housing Pipeline is scheduled to be tabled at the May 2021 Council meeting for consideration.	Revised Housing Pipeline (documents) was submitted to the MayCo by 31 May 2022.	😊
	Jamestown Housing (bulk sewer 408 opportunities)	The urban edge has been amended as per the Stellenbosch Municipal Spatial Development Framework 2019, which includes extended portions of land for Jamestown. This resulted in the need to review the vision and development proposals for the area. To ensure a broad development view, the Call for Proposals which was being finalised has been cancelled. The proposed housing development for Jamestown Phases 2 – 4 now includes the relevant portion of the Remainder, Portion 3 and a broader Portion of Portion 7 of Farm No 527 Stellenbosch, per the approved urban edge. New tender specifications are in the process to be drawn up for advertisement to proceed with the development proposals for Jamestown Phases 2 – 4.	The municipality appointed a service provider to undertake a Broad Conceptual Urban Design framework and to obtain town planning and development rights. The process and timeframe for Phases 2 and 3 will be concluded over a period of two (2) years. The project is ongoing.	☹️
	Longlands Housing Subsidy implemented	Approximately 80% of the internal services have been completed. A funding application for the top structures, with the Provincial Department of Human Settlements (PDoHS), is in its final stage. The PDoHS has made financial provisions on their 2021/22 financial year budget to build top structures.	The PDoHS approved subsidies for 98 beneficiaries in the Longlands housing project.	😊
	Zone O re-blocking	The funding application for the implementation of Zone O re-blocking (installation of civil services) was approved by PDoHS on 28 January 2021. The project is now in its implementation stage and the Department: Project Management Unit will oversee this project.	The project is in the initial stages, and engagements with the community have commenced.	☹️
	Ida's Valley housing projects implemented	Erf 11330 (Hillside) – The developer has completed 87 BNG houses for the low-income category and 113 GAP houses. All houses have been handed over and the contractor is currently busy with the snags following the retention period.	The project is completed.	😊
	Ida's Valley housing projects implemented	Erf 9445 (Oak Tree Village): Several 166 GAP housing opportunities will be created on Erf 9445. The PDoHS has made provision in their 2021/22 financial year for the installation of internal services.	The expected completion date is the end of 2023.	☹️
	Langrug upgrade concluded by June 2021	The Geotechnical Investigation was concluded. An instruction was issued to the consultant to prepare the procurement documents for the site rehabilitation. The design of the layout plan for the proposed development has been completed. A land use development application has been submitted to obtain development rights for a land use departure to enable the temporary use of the site as a Temporary Relocation Area. The checklist and screening report was submitted to the Department of Environmental Affairs and Development Planning (DEADP), to which the municipality was directed to undertake further specialist studies. The formal quotation process is currently underway to appoint	The density in the number of structures impeded the implementation of these planning interventions. Land invasions at Langrug exacerbated the implementation of these projects. To implement the in-situ upgrading projects, a decanting site is required to relocate households to create enough space for upgrading.	☹️

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
		specialists to deal with the issues as indicated by DEADP. The civil designs have been revised and submitted for final approval on 17 March 2021. The appointment of an electrical engineer has been concluded and the preliminary design for the electrification of approximately 258 sites is due for submission.	To commence with the re-blocking of Langrug, a decanting site on Erf 3229, Mooiwater, Franschhoek is being developed (basic services), the process of which is currently underway. The Section: PMU to go out on tender to appoint a service provider to finalise detailed planning for the rehabilitation of the freshwater dam and implement an in-situ upgrading project.	
	Land for Housing Langrug Franschhoek identified	Stellenbosch Municipality is currently engaged with the Housing Development Agency (HDA) to facilitate the transfer of land in La Motte to the local authority as well as obtain the applicable land use development rights. An Implementation Protocol (IP) was completed by HDA to charter the way forward concerning roles and responsibilities, funding and obtaining development rights.	The HDA submitted a new request for the State Land Release for the subject properties by DPW&I to HDA through Power of Attorney. The target timeframe for releasing land is in the 2022/23 and 2023/24 financial years, respectively. The HDA is to submit a Project Feasibility Report (PFR) requesting funding for land use rights for these projects.	☹️
	Klapmuts upgrade of informal settlement	Phase 1 (187 units) and Phase 2 (76 units) of the project has been completed.	Completed.	😊
	Informal Settlement Strategy developed and implemented	The Informal Settlement Strategy has been reviewed to align with development (proposals and projects) as identified through the Municipal IDP and mSDF.	The Informal Settlement Strategy has been reviewed to align with development (proposals and projects) as identified through the Municipal IDP and mSDF.	😊
Upgrading of the Cloeteville flats	Upgrading of the Steps (Cloeteville)	The project has commenced, and the contractor is on site. Approximately 25% of the units have been completed. The transfer of the units will be programmed to coincide with the rectification programme.	The project is in the construction phase.	☹️
Erf 7001, Cloeteville (known as "Soekmekaar") development	GAP housing	During the public participation process, it was determined that the preferred development should accommodate housing typologies that range from mid to high GAP to conform to the surrounding neighbourhood. The proposed development aims to provide housing opportunities to those families that do not qualify for BNG housing due to their income but can be assisted with affordable GAP housing through the FLISP initiative. The Department: Housing Development is currently in the process of formulating new specifications for a Tender / Call for Proposal.	The goal of this development is the delivery of houses to the medium to upper (GAP) housing market and not aimed at BNG housing units (free houses). A new tender was advertised and closed on 26 July 2021. A service provider was appointed to undertake a Broad Conceptual Urban Design framework for Erf 7001, Cloeteville to obtain town planning and development rights.	☹️
Kayamandi CBD upgrade	Upgrading of the Kayamandi Town Centre	A funding application has been submitted to PDoHS in June 2020 and approved in May 2021. The planning layout has been approved by Council on 24 August 2020. A service provider is currently in the process to finalise all detailed planning and is in process of engaging with the Planning Section of the Stellenbosch Municipality and proceeding with further public participation processes. These planning applications will be submitted to obtain development rights.	The proposed town planning layout consists of ±1 800 housing opportunities (2 to 3-storey BNG walk-ups). The development parameters will include a mix of housing typologies, business units and community facilities. This design methodology was utilised to suit the demand and the needs of the affected community.	☹️

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
			<p>The community must agree upon a relocation strategy to effectively address the challenges facing Kayamandi Town Centre.</p> <p>Conceptual urban design proposals were presented and submitted by the service provider in November 2021 to Section: Spatial Planning for inputs.</p> <p>A new Urban Design concept has been proposed to deal with the multi-storey upgrading (3-storey walk-up units) of the Kayamandi Town Centre. This new Urban Design concept has been presented on 23 May 2022 to the Deputy Mayor and Director: Planning and Economic Developments for comments and inputs.</p> <p>The planning application process is anticipated to be completed during the 2022/23 financial year.</p>	
	PPP – Feasibility Study concluded	The municipality acquired additional office space in the 2019/20 financial year and therefore no need to continue with the PPP process.		
	Klapmuts Development	Notwithstanding the ongoing spatial planning initiatives, all land use management applications pertaining to Klapmuts are being duly processed. Stellenbosch Municipality is participating in an inter-governmental workgroup to coordinate and liaise on the development of the greater Klapmuts area.	This is an ongoing process.	
	Revenue Enhancement Strategy implemented	<p>Completed - The Revenue enhancement strategy was implemented during the 2020/21 financial year.</p> <p>The municipality established a Debt Review Committee to closely monitor the progress of outstanding debt and deliberate on acceptable and reasonable arrangements for the settlements of arrear debts by all affected municipal debtors.</p>	The Revenue Enhancement Strategy is being implemented and the Debt Review Committee has been established.	
	Audit Management	<p>At the time of reporting the audit for the 2019/20 financial year was not completed.</p> <p>After the finalisation of the 2019/20 Audit, an Audit Action Plan will be compiled to address the audit findings identified during the audit. A service provider is appointed to assist with the review of the annual financial statements and annual performance reports.</p>	An Audit Action Plan was submitted to the Audit Committee by 28 February 2022.	
Long-term financial plan and expenditure framework	Long Term Financial Plan was developed and implemented and CP3 Model Implemented	The Long-Term Financial Plan is completed and forms part of the 10 Capital Expenditure Framework.		

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
Beautification of the towns	Nature Resource Programme implemented	<p>The Department Community Services is in the process of compiling Environmental Management Plans (EMPs) for all the municipality's Nature Reserves and Nature Areas.</p> <p>The following EMPs have been completed and approved:</p> <ul style="list-style-type: none"> Paradyskloof Nature Area (Stellenbosch). <p>The following EMPs have been drafted:</p> <ul style="list-style-type: none"> Jan Marais Nature Reserve (Stellenbosch); and Mont Rochelle (Franschhoek). <p>The following EMP is up for review:</p> <ul style="list-style-type: none"> Papegaaiberg Nature Reserve (Stellenbosch). <p>The following EMP needs to be drafted:</p> <ul style="list-style-type: none"> Ida's Valley Nature Area (Stellenbosch). 	<p>The following EMP has been completed and approved:</p> <ul style="list-style-type: none"> Paradyskloof Nature Area (Stellenbosch) The Mont Rochelle (Franschhoek) <p>Jan Marais Park's EMP is under review.</p> <p>A first draft EMP has been completed for the Ida's Valley Dam- / Botmaskop which will be advertised for public input by 31 December 2022.</p>	
	Upgrade and maintenance of cemeteries	<p>The fencing was repaired. An additional pathway was completed in Jamestown Cemetery.</p> <p>Jamestown Cemetery: Specifications served at BAC and were finalised. The project has been postponed due to budget cuts.</p> <p>The project is moved to the outer years.</p> <p>Conifers and trees were planted in Jamestown cemetery.</p>	The cemetery in ward 21 received a new office and a new herbicide store with garden beautification.	
	Upgrade and maintenance of cemeteries	<p>Kylemore is not zoned for cemeteries. Planning Department did not approve building plans until rezoning is finalised.</p> <p>This project will however not commence in 2020/21 due to the rezoning status.</p>	No funding was available on the 2021/22 budget for upgrading / new durable fencing, security and gates in Pniël and Kylemore cemetery.	
	Revise grass cutting cycle programme	<p>Main routes and town entrances are receiving bi-monthly cuts.</p> <p>A Tree Management Policy has been approved by the Council in 2020 and has been implemented.</p>	Tree Management Policy was approved in 2020.	
	Urban forestry policy implemented	A Tree Management Policy has been approved by Council in 2020 and has been implemented.		
	Complete the Astro-turf, CBD	Because there is no available land in the Stellenbosch CBD, this project was moved to Cloeteville – no funding is presently allocated for this project.	Because there is no available land in Stellenbosch CBD this project was moved to Cloeteville – no funding is presently allocated for this project.	
	Land for Cemeteries identified	Environmental Impact Assessment proceeded on 2 sites, Louw's Bos (Stellenbosch) and Culcatta (Koelenhof). Environmental Authorisation (EA) (in terms of the National Environmental Management Act, 1998 (Act No. 107 of 1998) [NEMA]) has been granted for both. An appeal, however, on the EA issued for Louw's Bos has been upheld by the Minister (DEADP). Expecting a decision on Water Use Licensing by DWS during 2021. Both proposals' Land Use application was approved by the Municipal Planning Tribunal in 2020.	Consultants were appointed (3 years + project) to assist Stellenbosch Municipality with the identification and planning of two regional cemetery sites to address the critical need for burial space within the municipality. This project is at an advanced stage of acquiring the required environmental-, water and land use approvals. All licences have been received for the commencement of the new Stellenbosch Memorial Park situated alongside the R304 planned at the site known as the Calcutta bush.	

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
Upgrades of parks	Upgrade of parks and open spaces, Cloetessville	The project has been completed.	The project has been completed.	😊
	Audit parks and open spaces	This audit has been completed.	This audit has been completed.	😊
Youth, Sport and Culture	Re-surface Ida's Valley	Tennis court resurfacing is 90% completed. The contractor is currently being monitored for slow performance.	A new Tennis Development Centre with 6 new tennis courts was opened in Ida's Valley. This project was completed in collaboration with World Tennis Foundation and Ida's Valley Sport Council.	😊
	Netball courts upgraded	Resurfacing is 100% completed.	The project is completed.	😊
	Complete Lanquedoc sport facilities	Project reached Practical Completion, currently attending to snags.	The project is completed.	😊
	Complete the Kayamandi Astro turf	Project funds were reallocated to address the budget shortfall for the swimming pool upgrades and fencing projects. The remainder of the funds are reallocated to engineering projects.	Project funds were reallocated to address the budget shortfall for the swimming pool upgrades and fencing projects. The remainder of the funds is reallocated to engineering projects. There is currently no project to install artificial grass at Kayamandi Sports Facility.	😐
	Boreholes for Ida's Valley and Franschhoek sport grounds	Franschhoek Borehole 85% completed. A budget was requested to complete the commissioning of the borehole and pumps. Specifications are completed for the commissioning. Currently, no funds are available. No budget was received for a borehole in Ida's Valley.	Franschhoek Borehole 85% completed. A budget was requested to complete the commissioning of the borehole and pumps. Specifications are completed for the commissioning. Currently, no funds are available. No budget received for a borehole in Ida's Valley	😐
	Security at sport grounds and facilities	There is a security tender in place and all security shortcomings matters are reported to Law Enforcement.	There is a security tender in place and all security shortcomings matters are reported to Law Enforcement.	😊
	Mayoral youth and skills programme	In the first half of the 2020/21 financial year, The Mayoral Youth Skills Development Programme included accredited training in: ✚ 5 Star Table Attendant Training – 12 youth; and ✚ Plumbing – 12 youths. Recruitment and selection have been completed for the second half of the year to complete accredited training in: ✚ General Building Maintenance – 13 youths; and ✚ Assistant Chef training – 13 youth Job Readiness in partnership with DSD focuses on CV writing and interviewing skills. To date, 38 youth has been reached.	Accredited Training Programmes: ✚ 12 youths as professional waiters; ✚ 24 youths in 5-star table attendance; ✚ 12 youths in food handling; ✚ painting training was done with 13 youths) Life Skills Training by National Youth Development Agency for 20 youths. NPO registration of 9 Youth Organisations.	😊

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
		<p>19 Youths were reached through an entrepreneurship training course done in partnership with NYDA.</p> <p>Two unaccredited pieces of training were completed with youth from Franschhoek in Fire Awareness (23 youth) and life skills (37 youth)</p> <p>The Directorate: Community and Protection Services will focus on the establishment of a youth forum in the latter part of the financial year.</p> <p>For the 2021/22 financial year, the municipality will focus on different accredited skills courses, job readiness and forum activities if a suitable budget is approved.</p>	<p>Mobilising 21 youths to enrol in the Chrysalis Academy programme.</p> <p>19 young fathers were trained in fatherhood skills.</p> <p>Inkuthazo Yesizwe Sport Coaching summit by the university with 37 coaches to upskill them in working with young athletes.</p> <p>80 youth applied and participated in the learner and driver's licence programme.</p> <p>94 youths participated in the job-readiness programme in partnership with DSD.</p> <p>60 youths participated in the Human Rights Day: Anti-bullying campaign.</p> <p>Youth Day was celebrated by 165 youths.</p> <p>11 youths completed the data literacy workshop conducted by Open-Up and the Cloeteville E - centre.</p>	
Non-motorised Transport Plan (Park and Ride)	NMT transport and plan (Park and Ride) implemented	NMT Master Plan and policy complete.	NMT Master Plan and policy are completed.	
Long-term infrastructure plan	Long Term Infrastructure Plan developed	<p>Stellenbosch Municipality first qualified for the 2019/20 Integrated Urban Development Grant (IUDG) and Intermediate City Municipality (ICM) programme. The business plan for the IUDG is a three-year capital programme aligned with a long-term (10-year) Capital Expenditure Framework (CEF) that incorporates planning for both social and engineering infrastructures. A CEF serves as a performance evaluation mechanism and as a rationale towards capital investment planning that provides business intelligence, data validation, programme and project synchronisation, and prioritisation. Thus far, Stellenbosch Municipality has implemented two iterations of the CEF namely 2019/20 and 2020/21, and both are available on the municipality's website.</p> <p>Roads Master Plan – complete.</p> <p>Stormwater Master Plan – complete.</p> <p>Comprehensive Integrated Transport Plan – complete.</p>	Completed.	
Standard paving for sidewalks in Franschhoek and Stellenbosch	Update the Pavement Management Plan	Maintenance, construction and implementation of standard paving are in process and on schedule.	Maintenance, construction and Implementation of standard paving are in process and on schedule.	

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
Roads	Finalising Skool Street	The public participation processes are in progress. The implementation plan will be put in place after the public participation process.	Realignment of School Street and the construction of the New School Street, as well as the construction of a Non-Motorised Transport (NMT) facility (on the old School Street) providing an NMT link to the schools are currently underway. It is expected that the work on the realignment of School Street to commence in the middle of 2023.	
	Traffic Congestion Management (R44)	Techno Park intersection with R44 complete. Modification of median islands at Paradyskloof intersection complete. The Traffic Signalisation pilot programme is currently in operation.	The projects are completed.	
	Underground Parking	Planning, design, and municipal legislative processes are in progress.	Public Private Partnership (PPP) Process is underway for the development of a Bulk Parking Facility.	
	Pavements and sidewalks	Various sections are complete, and implementation of newly identified sections in progress. <ul style="list-style-type: none"> 📍 R44 non-motorised transport (NMT) facility linking Blaauwklippen and Jamestown; 📍 Cloetesville: Waaiepalm Street, Kloof Street, Crombi Road and Last Road; 📍 Ida's Valley: Davy's Street and Old Helshoogte Road; 📍 Pniël: Silwermyn Street; 📍 Stellenbosch CBD: Noordwal Wes Road and Louw Street; and 📍 Stellenbosch: Merriman Ave. 	During the 2021/22 financial year, sidewalks were constructed along the following roads: <ul style="list-style-type: none"> 📍 Stellenbosch: Oude Libertas Road; Paradyskloof Road; Merriman; Martinson; Van Riebeeck; 📍 Van Reede; Ryneveld; Church; Drostdy; De Laan; 📍 Cloetesville: Fontein; Primrose; Pine and Raziet; 📍 Ida's Valley: Hillside Village; Lelie Street and Kahler; and 📍 Franschhoek: River Path North (Groendal) and Reservoir. 	
	Re-surfacing parking areas	The surfacing of initially identified parking areas is complete. Implementation subsequently identified parking areas to commence in May 2021.	The municipality embarked upon several interventions to improve the provision of parking in Stellenbosch CBD and Franschhoek. These interventions comprise the following: <ul style="list-style-type: none"> 📍 Reviewing and improving on the parking management model; 📍 Construction and upgrading of parking areas in Stellenbosch and Franschhoek; and 📍 Feasibility studies and associated works for the establishment of possible Public Private; and Partnership (PPP) projects to implement and manage bulk parking facilities in Stellenbosch. 	
	Signage	Implementation is in progress and on schedule.	The replacement and repair of road signage form part of upgrading and maintenance programmes and are addressed on a continuous basis and are up to date.	

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
	Street markings	Implementation is in process and on schedule.	Implementation is carried out as part of the Municipality's maintenance program and is up-to-date and on schedule.	☹️
	Taxi Rank upgrade	Implementation / Construction phases are in progress and on schedule. The Klappmuts taxi rank had been completed in the 2020/21 financial year.	The following taxi ranks were completed in the 2021/22 financial year: 📍 Groendal Taxi Rank; and 📍 Kayamandi Taxi Rank.	😊
Electricity	Lights / masts Onder-Pappagaaiberg	100% of light fittings in Distillery Road have been replaced with LED fittings. 90% of the parks are complete. Parks will be completed at the end of May 2021.	Lighting at Bosman Crossing was identified, and repairs were done in September 2021.	😊
	Enkanini Electrification	A tender for the electrification of 1 000 units has been awarded. The site was handed over to the contractor. Planning is underway which includes meetings with all stakeholders (Project manager and ward Councillors etc.).	The municipality constructed an electricity network in Enkanini to cater for 1 000 connections in 2020/21. In 2021/22 the Kayamandi Bulk Infrastructure Project was initiated to strengthen the bulk infrastructure to provide for the remaining backlogs in Enkanini. The contractor is on-site implementing the project. During the 2022/23 financial year, 1 300 connections are planned, and the municipality is in the process of appointing consultants for this project.	☹️
	Electricity take-over Pniël	Completed.		😊
	Lighting sidewalks (Klappmuts)	Klappmuts is an Eskom supply area. The municipality is in consultation with Eskom to take over the streetlights in Klappmuts. Klappmuts Old Paarl Road and Piet Retief Constantia Park were completed by the municipality.	Klappmuts is an Eskom supply area. The municipality is in consultation with Eskom to take over the streetlights in Klappmuts	☹️
Waste Management	Implementation of Waste Minimisation Projects	Door-to-door household recyclable collections and green waste shredding at the landfill in place.	Two (2) waste minimisation projects were implemented by 30 June 2022.	😊
	Extension of the landfill site	The environmental authorisation has been received for the moving of the Eskom power lines. Eskom may proceed with this project which should take up to ±18 months to complete. The Waste Management Licence application is still in progress.	This project is still ongoing and final agreements with Eskom have been signed for construction to Commence.	☹️
Water and Sanitation	Waste Water Treatment Works upgraded	Stellenbosch WWTW Phase 2 completed.	The project is completed.	😊
		Pniël commenced March 2020. Completions planned for 2021/22. Wemmershoek / Franschhoek WWTW commencement from July 2020. The detailed design and tender process for phase 1 is completed. Construction is starting in July 2021.	Klappmuts: The commencement date is in 2022. Challenges with sludge handling cause highly suspended solids and affect other parameters negatively. Corrective action is to procure and install additional Belt Press. The budget is available.	☹️

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
			<p>Pniël WWTW: Upgrades to the plant will be completed by 31 December 2022.</p> <p>Wemmershoek / Franschoek WWTW: Plant in need of repair and upgrade. Phase 1 of this process is to improve sludge handling and will be completed by 31 December 2022. This will reduce suspended solids and increase disinfection effectiveness. Phase 2 will improve the process by increasing capacity and shock handling ability. This should start at the beginning of 2023.</p>	
	Catchment pits, Kayamandi	Modifications are completed. Structures are being fenced off currently.	The project is completed.	
	Upgrade Sewer System	Continuous projects until 2028. A consultant working on the design phase of the project. Contractors are to start working before June 2021.	Ongoing project. The municipality is continuously replacing old Asbestos Piping and at the current pace will be busy for approximately in excess of 50 years.	
	Plankenberg River Maintenance	In Process – research in collaboration with stakeholders is an ongoing process.	In process – research in collaboration with stakeholders is an ongoing process.	
	Pigs and the River, Onder-Pappagaaiberg, Klappmuts	The municipality is looking into possible measures to be implemented.	The municipality is looking into possible measures to be implemented.	
Repositioning of the protection services	Reposition Law Enforcement and Safety	Policies to increase staff capacity have been submitted and approved. (Auxiliary officers and externally funded officers) Awaiting approval of implementation plans for these two projects.	Policies to increase staff capacity have been submitted and approved.	
Land Invasion Unit	Establishment of a Land Invasion Unit	This function is performed by on-duty staff as the Law Enforcement Division does not have the capacity currently to establish a unit. The municipality is assisted by a service provider. The municipality also submitted a proposal to establish a Tactical Response Unit which will include a focus on Land invasion and a 24-hour deployment. Awaiting approval.	This function is performed by on-duty staff as the Law Enforcement Division does not have the capacity currently to establish a unit. The function includes the monitoring and prevention of municipal land- invasion of which the responsibility is shared between Community and Protection Services and the Section: Informal Settlements.	
Turn around for traffic services	Turn Around Strategy for Traffic Services	Proposals to increase staff capacity have been submitted. Increased Learners classes were implemented as well as Drivers Tests over identified weekends to accommodate students which cannot come during the week.	Additional hours and Saturday operations at the Admin Section and a new approach to Law Enforcement strategies have been implemented in the 2021/22 financial year.	
Safety and Security	Safety Cameras Stellenbosch CBD	Cameras have been installed in the CBD, with replacements on an ongoing basis. This also forms part of a CCTV Camera Master Plan	CCTV camera installation forms part of a CCTV Camera Master Plan.	
	Speed and safety cameras, Franschoek	Groendal CCTV has been completed. 1 site in Franschoek will be finalised this financial year.	Installation completed.	

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
	LPR Cameras (Cloeteville and Ida's Valley)	Fir Street LPR will be concluded in the 2020/21 financial year.	Project completed.	
		Lilly Street in Ida's Valley LPR will be finalised by end of the 2020/21 financial year.	Installation of LPR cameras completed.	
Area cleaning	Consolidation of Area Cleaning and Solid Waste	The process has been completed but all vacancies have not been filled.	The process has been completed.	
Cemeteries	Cemetery Extension	Environmental Impact Assessment proceeded on 2 sites, Louw's Bos (Stellenbosch) and Culcatta (Koelenhof). Environmental Authorisation (EA) (in terms of the National Environmental Management Act, 1998 (Act No. 107 of 1998) [NEMA]) have been granted for both. An appeal, however, on the EA issued for Louw's Bos has been upheld by the Minister (DEADP). Expecting a decision on Water Use Licensing by DWS during 2021. Both proposals' Land Use application was approved by the Municipal Planning Tribunal in 2020.	Consultants were appointed (3 years + project) to assist Stellenbosch Municipality with the identification and planning of two regional cemetery sites to address the critical need for burial space within the municipality. This project is at an advanced stage of acquiring the required environmental-, water and land use approvals. All licences have been received for the commencement of the new Stellenbosch Memorial Park situated alongside the R304 planned at the site known as the Calcutta bush.	
Street People	Street People Policy (Replace with Homeless People Policy) and By-Law SRA By-Law	Stellenbosch Municipal Council approved the Street People Policy through which all Homeless People issues are being addressed. The By-Law deals with all issues resulting from deviant behaviour on streets and public places and led to the Social Justice SOP through which persons are dealt with.	Street People Policy approved.	
Customer care initiative to become responsive to community concerns	Operational Call Centre	<p>The Customer Care Interface implementation actively commenced in July 2020, where the 1st pilot department was consulted. The implementation of the 1st pilot started with the Department of Urban Greening. The teething problem with the 1st pilot was resolved in December 2020 which allowed us to continue with other departments.</p> <p>In January 2021 the 2nd phase of the pilot commenced, which included the whole Directorate Infra Structure Services. The Directorate handles the bulk of complaints as they are responsible for most of the core services to residents. The teething problems in this department were much quicker dealt with.</p> <p>In February 2021, an engagement with the remaining Directorates was held which included Financial Services, Planning and Economic Development and Community and Protections Services.</p> <p>In March 2021 a communication strategy will be implemented to make the public aware of the launch of the new Customer Care Interface deployed by the municipality to address all citizen enquiries or complaints.</p> <p>The municipality envisages the Customer Care Interface to reach full (internal and external customer engagement) implementation in April 2021.</p>	The project is in progress.	
	PABX	The telephone system was upgraded with a switchboard function in the 2018/19 financial year.		

Legacy Project/s	IDP deliverable (Specific Initiatives)	Progress 2020/21	Final Close-Out Status Report for 2021/22 (4th Generation IDP 2017 - 2022)	Rating
	TV Systems	All TV screens are connected to the network. Additional budget is needed to procure central control unit to display content. The latter previous unit was damaged by water leaks. Request for R200 000 will be requested on the 2022/23 budget.	All TV screens are connected to the network.	
Human Resources and Organisational Structure	HR Policies Review (Recruitment and Selection, Standby, Smoking, TASK, Essential User Scheme)	Recruitment and Selection Policy: New Recruitment and Selection Policy submitted for consultation in the 3 rd quarter of 2020. During consultations on the previous draft, it became clear that the previous draft was inadequate to deal with progressive recruitment practices. Consultation on the new draft is currently underway. Essential User Car Scheme Final agreement submitted to SALGA HR Workgroup for adoption by municipalities.	The Recruitment and Selection Policy was approved / revised on 22 June 2022.	
	Review System of Delegations	A further review in 2020 was approved. Delegations change from time to time as by-laws and policies are revised. The system is updated on yearly basis.	Delegations change from time to time as by-laws and policies are revised. The system is updated on yearly basis.	
	Re-evaluation of staff job descriptions by the Regional TASK Committee	In process Thus far 323 job descriptions (JDs) have been submitted for evaluation out of a total post compliment of 1 998 posts equating. Not all post needs evaluation as a lot of posts are generic and, in that situation, only one JD will be evaluated covering several posts. The municipality will endeavour to have all outstanding JDs submitted for evaluation by 30 June 2021.	The TASK Evaluation Policy was submitted within the 2021/22 year and is under consideration at the LLF.	

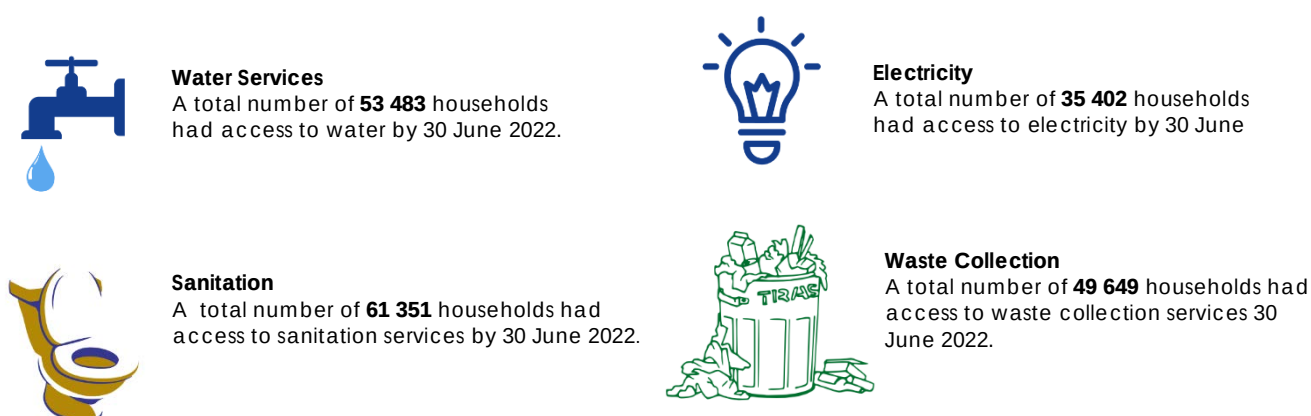
2. Service Delivery Implementation Overview: 2017 – 2022

2.1. Basic Services

The mandate of the Stellenbosch Municipality is to provide adequate basic services to its communities within reasonable legislative and within its available resources to achieve the progressive realisation of this right. These basic services include access to water, basic sanitation, safe energy sources and refuse removal services, to ensure that households live in a safe and dignified environment.

The graph below summarizes the extent to which Stellenbosch Municipality delivered basic services during the period of the 4th Generation 2017-2022.

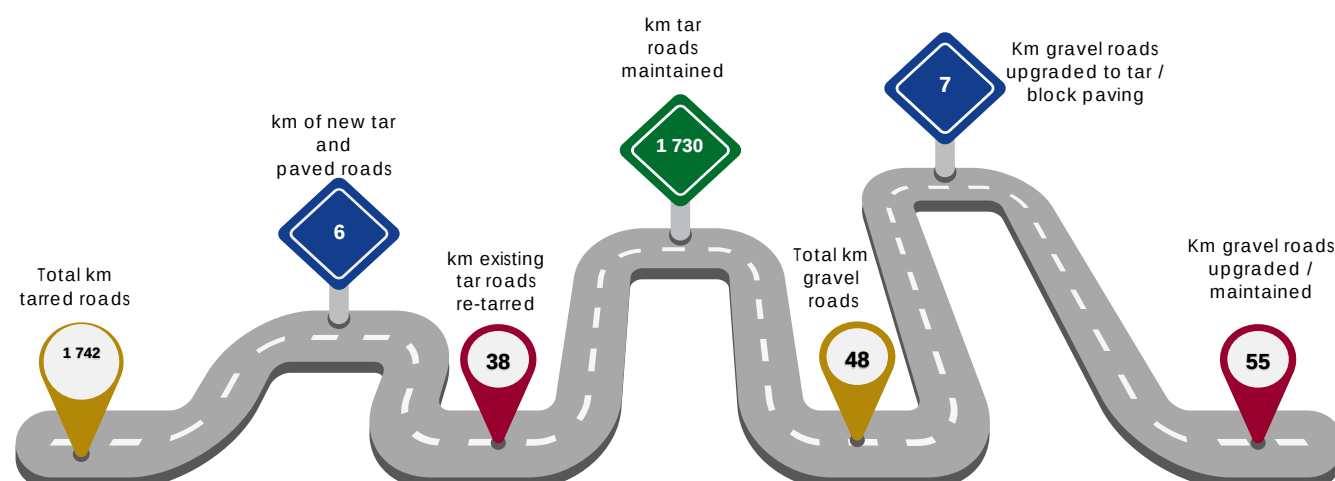
Figure 1: Access to Basic Services for 2017 - 2022



2.2. Infrastructure: Roads, Transport and Stormwater

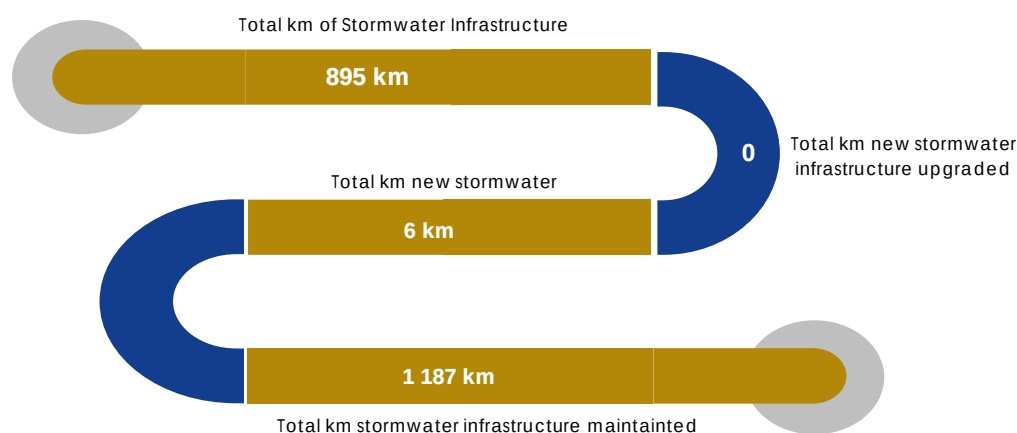
The figures below provide an overview of the total kilometers of roads maintained and / or new roads tarred in the period 2017 – 2022: *Tarred (Asphalted) and Gravel Roads*.

Figure 2: Total Kilometres of Roads and Gravel Roads Maintained for 2017 - 2022



The figure below shows the total kilometres of stormwater infrastructure maintained and upgraded as well as the kilometres of new stormwater pipes installed for the period 2017 – 2022.

Figure 3: Total km of Stormwater Infrastructure for 2017 – 2022



2.3. Human Settlements

Stellenbosch Municipality continues in their efforts in addressing the plight of the middle-income and disadvantaged through housing opportunities. The need for housing remains a major challenge as resources and allocations from the National and Provincial Governments remain limited and the backlog tremendous.

Whilst the municipality remains committed to exploring housing opportunities, the availability of land remains a burning issue, which is receiving constant attention.

Below is a list of housing projects in its planning phase (which are being dealt by the Department: Housing Development) and the implementation phase (which are being dealt by the Department: Project Management Unit (PMU)) during the period 2017 – 2022 with the status quo of the progress on each specific project within the period mentioned:

Table 3: List of housing projects identified / implemented during the period 2017 – 2022

Implementation Phase		
Project Name	Number of Housing Opportunities Delivered	Project Status by 30 June 2022
Stellenbosch Ida's Valley (286 opportunities on erf 11330)	113 affordable houses and 87 subsidised houses	Project completed.
Stellenbosch Ida's Valley (erf 9445)	166 Gap houses	Completion expected in the 2022/23 financial year.
Klapmuts: Erf 2181 (298 serviced sites)	298 Serviced sites	Project completed.
Klapmuts TRA (298 Nute c Structures)	298 Nute c Structures	Project completed.
Longlands, Vloottenburg (144 Serviced sites)	144	Completion expected in the 2022/23 financial year.
Cloeteville: Rectification of Smartie Town houses	106	Project completed.
Cloeteville: Rectification of The Steps/Orlean Lounge Houses - (Temporary units with toilets erected for temporary	161	This is a multi-year project, and the anticipated completion date is 30 June 2023.

Implementation Phase		
Project Name	Number of Housing Opportunities Delivered	Project Status by 30 June 2022
relocation of occupants during the rectification of units)		
Longlands, Vlotenburg (144 Serviced sites)	38 enhanced sites and 106 subsidy houses	<p>⬆️ Completion expected in the 2022/23 financial year.</p>
Upgrading of Zone O in Kayamandi	711	<p>⬆️ This project is at its initial stages, and engagements with the community have commenced.</p> <p>⬆️ The construction period is estimated to be nine (9) months after the contractor has been established on-site. Site establishment is dependent on the successful relocation of the families residing currently on the site identified for construction.</p> <p>⬆️ Phase 1 comprises 178 sites and it is envisaged that the installation of internal services will commence in the 2023/24 financial year.</p>
Erf 3229, Mooiwater, Franschhoek	<p>⬆️ Erf 3229 at Mooiwater has been identified as a relocation site to accommodate families impacted by the rehabilitation of the dam wall at Langrug informal settlement.</p> <p>⬆️ The Section: PMU is finalising funding applications for emergency housing, which will be submitted to the National Department of Human Settlement (NDoHS) for consideration. Furthermore, the Department: PMU is compiling funding applications for the implementation of basic services, which will be submitted to the PDoHS for consideration.</p>	

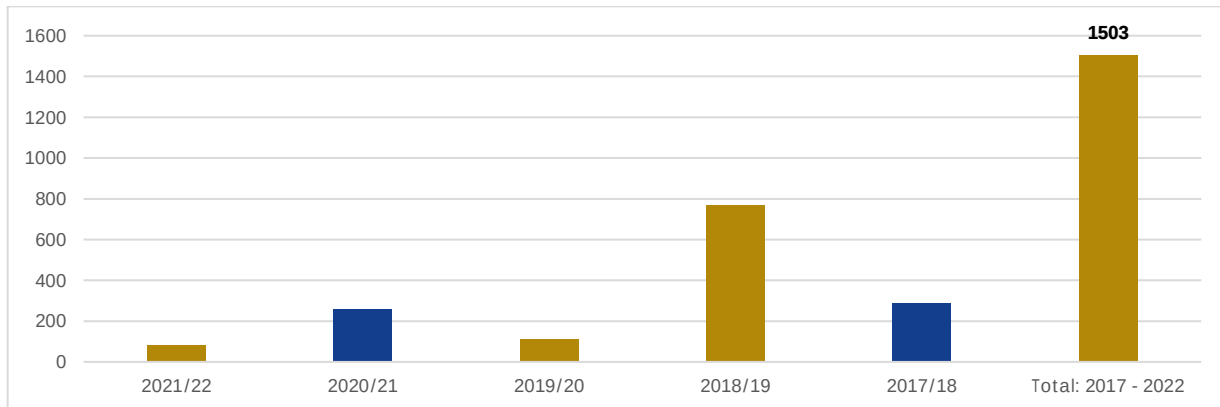
Planning Phase		
Number of Housing Opportunities Delivered	Number of Housing Opportunities Delivered	Number of Housing Opportunities Delivered
Cloetesville: Erf 7001	360 Gap housing	<p>⬆️ The goal of this development is the delivery of houses to the medium to upper (GAP) housing market and not aimed at BNG housing units (free houses).</p> <p>⬆️ A new tender was advertised and closed on 26 July 2021. A service provider was appointed to undertake a Broad Conceptual Urban Design framework for Erf 7001, Cloetesville to obtain town planning and development rights.</p>
Stellenbosch Jamestown Phases 2 and 3	±400 housing opportunities	<p>⬆️ The municipality appointed a service provider to undertake a Broad Conceptual Urban Design framework and to obtain town planning and development rights.</p> <p>⬆️ The process and timeframe for Phases 2 and 3 will be concluded over a period of two (2) years.</p> <p>⬆️ The project is ongoing.</p> <p>⬆️ Subdivision approval is expected in the 2022/23 financial year.</p> <p>⬆️ The PDoHS approved the funding for the outer years after the Business Plan has been Gazetted in March 2022.</p>
Stellenbosch Jamestown Phase 4	To be determined from studies	<p>⬆️ Specialist studies to be conducted before a LUPA application can be prepared which includes a public participation process. Housing opportunities can only be determined after the feasibility studies have been completed for this phase.</p> <p>⬆️ LUPA approvals are expected in the 2025/26 financial year.</p>

Planning Phase		
Number of Housing Opportunities Delivered	Number of Housing Opportunities Delivered	Number of Housing Opportunities Delivered
Social Housing (affordable rental accommodation) on Farm 81/2 and 81/9, Stellenbosch	To be determined from studies	<p>↓ Portions 2 and 9 of Farm No 81 Stellenbosch.</p> <p>↓ The tender has been advertised in June 2022 and the closing date was 8 August 2022.</p>
Northern Extension: Kayamandi	±5 000 – 6 000 residential opportunities	<p>↓ Planning (mix-used development)</p> <p>↓ It is envisaged that the development rights could be obtained during the 2022/23 financial year.</p>
Kayamandi Town Centre	±1 800 (2 to 3 Storey BNG walk-ups)	<p>↓ Planning (mix-used development)</p>
Erf 64 Kylemore	±171	<p>↓ The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights;</p> <p>↓ The HDA is to submit a Project Initiation Document (PID) funding application to the municipality; and</p> <p>↓ The PID funding application is with PDoHS for comments, the PID funding application will be finalised and submitted in August 2022.</p>
La Motte, Franschhoek	<p>↓ The HDA submitted a new request for the State Land Release for the subject property by DPW&I to HDA through Power of Attorney. The target timeframe for the release of the land is the end of the 2022/23 financial year.</p> <p>↓ The HDA to submit a Project Feasibility Report (PFR) requesting funding for land use rights for the project on the release of the property has been completed and is ready for submission to PDoHS to allow funding flow for the 2023/24 financial year.</p>	
Meerlust, Franschhoek Portion 1 of the Farm Meerlust No 1006	<p>↓ Development options have been completed and are ready for presentation to the Stellenbosch Municipality;</p> <p>↓ Detailed costing to be undertaken for the preferred development option;</p> <p>↓ The HDA is assisting the municipality to facilitate the release of land by DPW&I to the Housing Development Agency (HAD) through Power of Attorney; and</p> <p>↓ The HDA is to request funding for land use rights for the project once the release of the property has been completed and is ready for submission to PDHS.</p>	

2.4. Housing Administration

An intense focus on the handing over of title deeds to disadvantaged communities accelerated. As this is a step towards redressing the legacy of our past and bringing more of our residents into the economy. The handing over of title deeds to beneficiaries continued from 2017 to 2022.

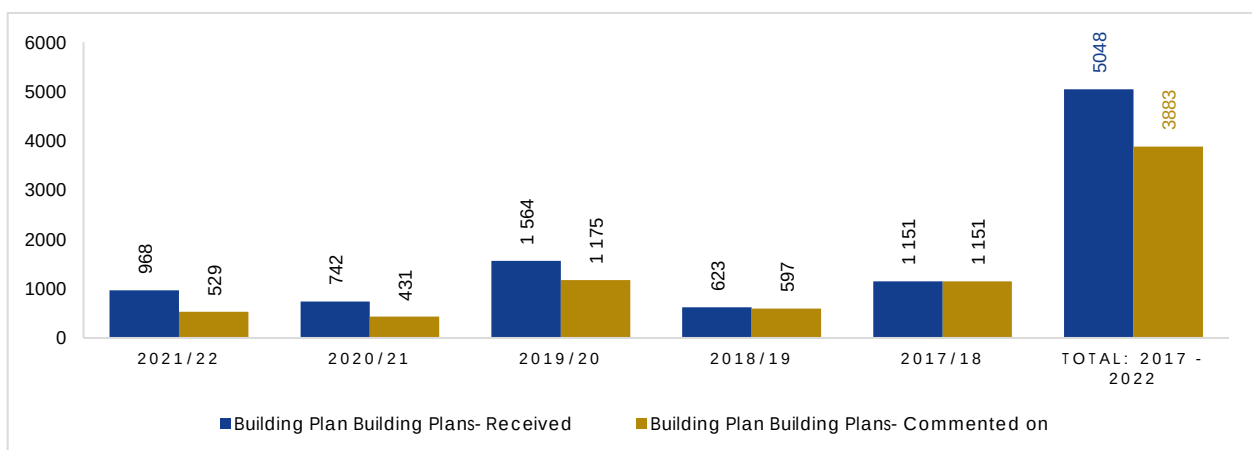
A total of 1 503 title deeds were handed over to beneficiaries for the period 2017 – 2022.

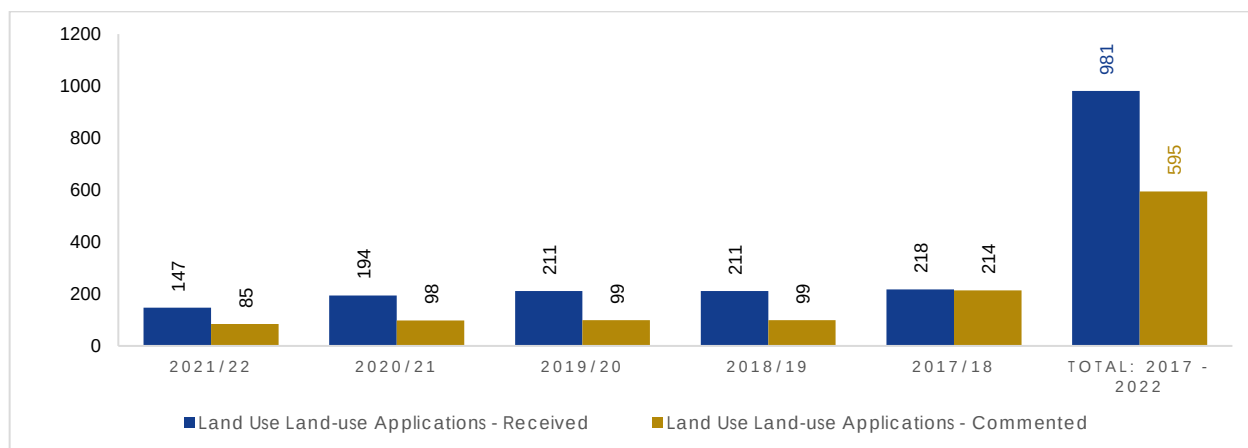
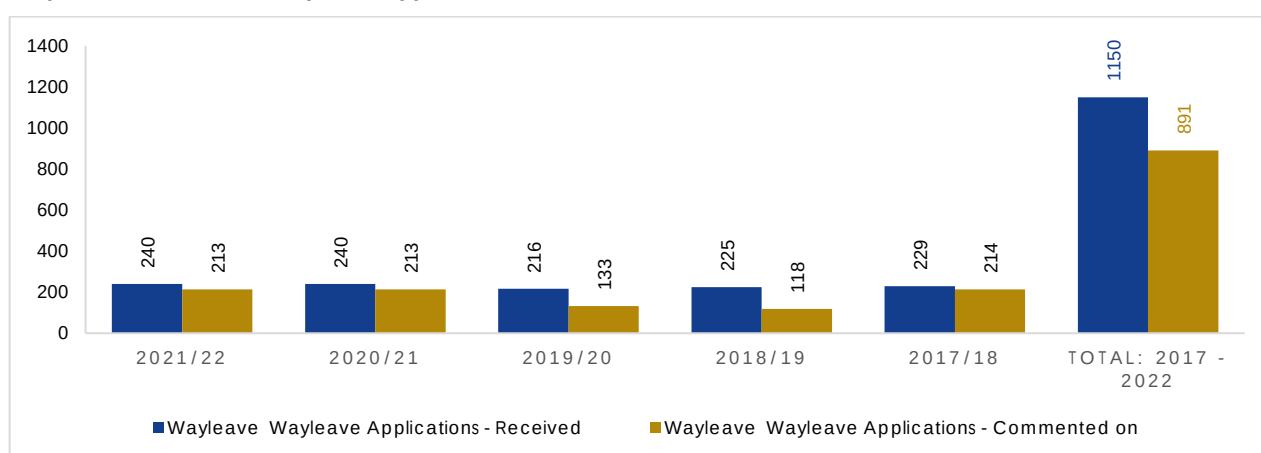
Graph 3: Number of Title Deeds for 2017 - 2022

2.5. Development Services

The management of new developments in the municipal area is of utmost importance to ensure that the impact on municipal services and environment applications is adequately and responsibly mitigated. It is also important for the municipality to facilitate the promotion of economic growth, stimulate job creation, expand the municipal revenue stream (Development Contributions and new property rates), and ensure development contributes to the achievement of the strategic goals of the municipality. The graph below indicates the total of building plans, land use applications and wayleave applications received and commented on for the period 2017 – 2022. For the period 2017 – 2022, a total of **5 048** building plans were received and **3 883** were commented on. Concerning the land use applications received and commented on, a total of **981** were received and **595** were commented on.

In total, **1 150** wayleave applications were received between 2017 and 2022, with **891** comments submitted on these applications.

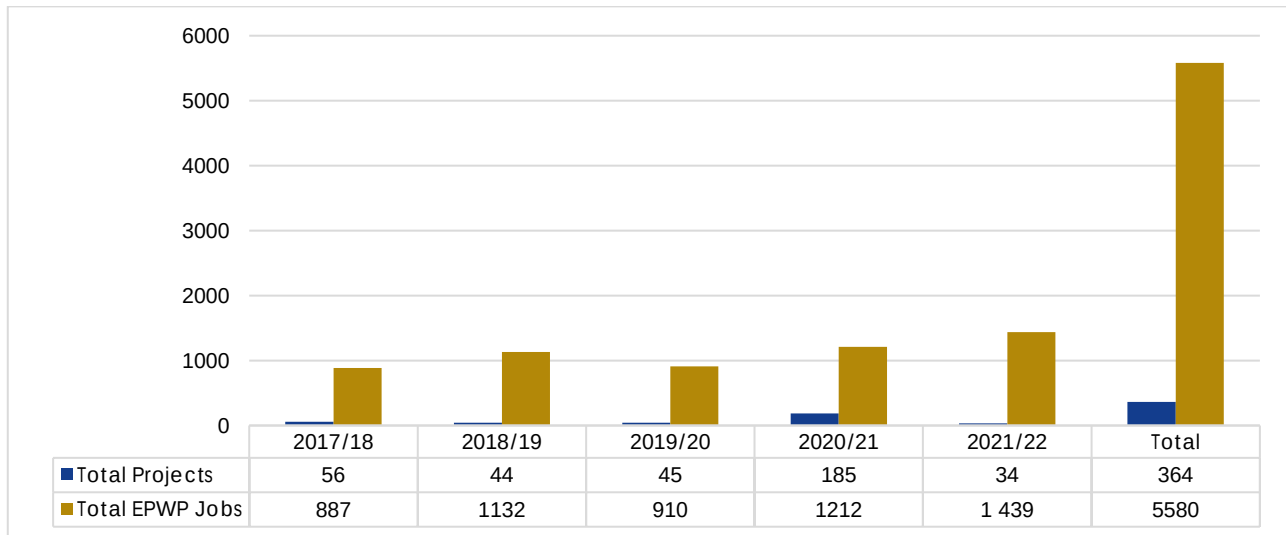
Graph 4: Total Number of Building Plans for 2017 – 2022

Graph 5: Total Number of Land Use Applications for 2017 – 2022**Graph 6: Total Number of Wayleave Applications for 2017 – 2022**

2.6. Job Creation: Expanded Public Works Programme

Job creation, though a serious concern at the local government level, is not a municipal mandate, however, the Stellenbosch Municipality continue to create an enabling environment for investment to contribute to job creation through economic development strategies and business development. The number of Expanded Public Works Programme (EPWP) Projects has been increased and additional funding provided to ensure that more job opportunities are created.

EPWP contracts are awarded in terms of the Memorandum of Agreement (MOA) between the municipality and National Public Works (NPW). The municipality will provide EPWP contracts for residents registered on the Municipal Jobseekers Database, and through the database, the municipality can accurately monitor the manner the contracts are allocated by each user department. The graph below indicates the total number of EPWP projects and jobs created in the timeframe of 2017 – 2022. A total of **364** EPWP projects were implemented between 1 July 2017 – 30 June 2022 and **5 580** jobs were created within this period. In the 2020/21 financial year more projects and jobs were created than in any other financial year.

Graph 7: Number of EPWP Projects and Jobs for 2017 - 2022

3. Financial Revenue, Operating and Capital Expenditure

The table below shows a summary of the revenue and operating expenditure performance against the budgets approved for the period 2017 – 2022.

Table 4: Revenue and Operating Expenditure Performance vs Budget

Financial Year	Revenue				Operating expenditure			
	Budget	Actual	Diff.	%	Budget	Actual	Diff.	%
	R'000				R'000			
2017/18	1 778 647	1 609 729	-168 918	-9.50%	1 575 255	1 363 953	211 302	13.41%
2018/19	1 738 394	1 629 667	-108 727	-6.25%	1 719 105	1 508 629	210 476	12.24%
2019/20	1 834 539	1 742 596	-91 943	-5.01%	1 778 284	1 661 441	116 843	6.57%
2020/21	1 930 252	1 805 680	-124 572	-6.45%	1 830 891	1 812 392	18 499	1.01%
2021/22	2 116 591	2 028 289	88 302	4,17%	1 977 679	1 925 898	51 781	2,62%

The below table shows the 5 highest capital expenditure projects per financial year for 2017 – 2022:

Table 5: 5 Highest Capital Expenditure Projects

Name of Project					
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance	Adjustment Variance
				%	
Name of Project	2021/22			Variance 2021/22	
Adhoc Reconstruction of Roads (WC024)	2 000 000	26 390 419	26 390 419	-1 219,52	-
Integrated National Electrification Programme	18 000 000	23 400 000	13 757 664	23,57	41,21
Stellenbosch Ida's Valley (166) FLISP ERF 9445	11 288 000	16 150 020	15 455 319	-36,92	4,30
Upgrade of WWTW Wemmershoek	30 000 000	27 500 000	22 022 887	26,59	19,92
Upgrade of WWTW: Pniël and Decommissioning of Franschhoek	48 000 000	30 708 338	30 708 338	36,02	-
	2020/21			Variance 2020/21	
Upgrade of WWTW: Pniël and Decommissioning of Franschhoek	-	62 962 319	75 649 730	-	20.15%
Purchasing of land	-	46 960 585	46 224 000	-	-1.57%
Bulk Sewer Outfall: Jamestown	-	29 499 970	22 367 831	-	-24.18%
Adhoc Reconstruction of Roads (WC024)	-	15 755 412	15 519 995	-	-1.49%
General Systems Improvements - Stellenbosch	-	14 795 082	12 132 548	-	-18%
	2019/20 ('000)			Variance 2019/20	
Purchasing of land	77 500	112 750	66 321	14.43	41.18
Upgrade of WWTW: Pniël and Decommissioning Of Franschhoek	40 000	32 751	17 461	56.35	46.68
Bulk Sewer Outfall: Jamestown	30 000	31 578	29 914	0.29	5.27
Stellenbosch WC024 Material Recovery Facility	22 000	25 669	19 510	11.32	24
New Plankenburg Main Outfall Sewer	10 000	22 348	18 295	-82.95	18.13
	2018/19 ('000)			Variance 2019/20	
Extension of WWTW: Stellenbosch	46 000	53 097	41 069	10.72	22.65

New Plankenburg Main Outfall Sewer	45 385	45 385	40 792	10.12	10.12
Kayamandi: Watergang and Zone O	5 860	24 162	21 856	-272.97	9.54
Ida's Valley Merriman Outfall Sewer	20 000	22 653	21 541	-7.71	4.91
Ida's Valley IRDP / FLISP	20 365	21 251	21 937	-7.72	-3.23
	2017/18 (‘000)			Variance 2017/18	
Extension of WWTW: Stellenbosch (Phase 1)	81 277	40 715	39 375	52	-3
New Plankenburg Main Outfall Sewer	23 856	27 387	29 045	-22	6
Water Treatment Works: Paradyskloof	20 000	21 200	20 017	0	-6
Bulk Water Supply Pipe Reservoir: Dwars River (Johannesdal / Kylemore / Pniël)	19 000	18 100	19 088	0	5
Kayamandi: Watergang and Zone O	21 082	16 247	6 068	71	-63

ANNEXURE B

Consolidated IDP and Budget Public Participation Inputs- April 2023

**WhatsApps, sms, website, Have your Say
forms, physical meetings and social media**

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023													
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)
1	IDP - APRIL 2023- 01	Minutes	Reginald Pheiffer		Housing	Provision of housing opportunities in Franschhoek.	The Housing Development Agency (HDA) with regards to La Motte, submitted a new request for the State Land Release for the subject property by Department of Public Works and Infrastructure (DPW&I) to HDA through Power of Attorney. The target timeframe for the release of the land is the end of the 2023/24 financial year. The HDA to submit a Project Feasibility Report (PFR) requesting funding for land use rights for the project on the release of the property has been completed and is ready for submission to PDoHS to allow funding flow for the 2023/24 financial year, if Power of Attorney is issued.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
1	IDP - APRIL 2023- 02	Minutes	Reginald Pheiffer	n/a	Health facilities (Clinic)	Cleaning of the Franschhoek Clinic. The clinic needs daily operational cleaning.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Provincial
1	IDP - APRIL 2023- 03	Minutes	Reginald Pheiffer	n/a	Health facilities (Clinic)	The request is for the Franschhoek Clinic to be operating 24/7.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial
1	IDP - APRIL 2023- 04	Minutes	Reginald Pheiffer	n/a	Roads and Transport	Maintenance of the La Motte Bridge and the R45.	The R45 is a provincial authority road and will be communicated to the provincial government. Although there is shared responsibility with regard to the bridge, the Provincial Government still need to provide approval for work that needs to be done on the road.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Provincial
1	IDP - APRIL 2023- 05	Minutes	Reginald Pheiffer	n/a	Education	Integration of learners at the Franschhoek High School: It is not a private school and learners should be accommodated at the school.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial
1	IDP - APRIL 2023- 06	Minutes	Reginald Pheiffer	n/a	Tariffs / Rates	Residents are struggling with high municipal tariffs, particularly on electricity, and the fact that electricity metres are being blocked.	Rates are determined according to your property. It depends on how long payment has been outstanding for outstanding debt before electricity meters are blocked. The municipality will serve the resident with notice, and the meters will be blocked thereafter.	Financial Services	Department: Revenue and Expenditure	Revenue	Cllr Peter Johnson	Pieter Wagenaar	Local
1	IDP - APRIL 2023- 07	Minutes	Reginald Pheiffer	n/a	Sport and culture	Construct a soccer field in Mooiwater.	The site earmarked is going to be used as a temporary housing site. In future, the site will be used to construct a soccer field. Cllr Pietersen indicate she is aware of another piece of land where a field can be constructed. The department will liaise with her to discuss the piece of land she is referring to.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
1	IDP - APRIL 2023- 08	Minutes	Reginald Pheiffer	n/a	Sport and culture	Request for clarity on the processes to follow to apply for the use of the Groendal Sports Grounds.	The organising of sports events is the mandate of the Sports Council.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
1	IDP - APRIL 2023- 09	Minutes	Reginald Pheiffer	n/a	Sport and culture	Upgrade of the land in Mooiwater as a soccer field.	The site earmarked is going to be use as a temporary housing site. In future the site will be use to construct a soccer field. Cllr Pietersen indicate she is aware of another piece of land where a field can be constructed. The department will lease with her to discuss the piece of land she is referring to.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023														
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)	
1	IDP - APRIL 2023- 10	Minutes	Reginald Pheiffer	n/a	Safety and Security	Increase law enforcement officers to patrol in Groendal / Mooiwater especially during load shedding.	Funding dependent to deploy more staff, other alternatives are looked at to ensure a law enforcement presence, but cannot dedicate staff to specific areas for extended times.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
1	IDP - APRIL 2023- 11	Minutes	Reginald Pheiffer	n/a	Health facilities (Clinic)	Installation of undercover seating at the Groendal Clinic: Patients must arrive early at the clinic early to be assisted, as there is no undercover seating in Groendal.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
1	IDP - APRIL 2023- 12	Email	Reginald Pheiffer	1	Tariffs / Rates	The tariffs for electricity, water and other municipal services are too expensive.	Feedback will be provided during the September 2023 public participation process.	Financial Services	Department: Revenue and Expenditure	Revenue	Cllr Peter Johnson	Pieter Wagenaar	Local	
1	IDP - APRIL 2023- 13	Email	Reginald Pheiffer	2	Safety and Security	Restrict the movement of illegal immigrants from moving into the neighbourhood of Groendal, and taking over the shop and restaurants and not paying taxes.	This will be tabled with the DHA and their immigration department as well as SAPS to facilitate operations focussing on these contraventions.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
1	IDP - APRIL 2023- 14	Email	Reginald Pheiffer	3	Local Economic Development	Restriction to place on the opening of mobile shops in neighbourhoods.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette du Toit	Craig Alexander	Local	
1	IDP - APRIL 2023- 15	Email	Reginald Pheiffer	4	Local Economic Development	Mobile shop owners charge higher prices for electricity, airtime, and coupons.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette du Toit	Craig Alexander	Local	
1	IDP - APRIL 2023- 16	Email	Reginald Pheiffer	5	Building Maintenance	The old farmhouse at the Taxi Rank is being vandalised and squatters took over the house.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Section: Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
1	IDP - APRIL 2023- 17	Email	Reginald Pheiffer	n/a	Community Development	Construction of a rehabilitation centre in Franschhoek.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
1	IDP - APRIL 2023- 925	Email	Reginald Pheiffer	4	Property Management	it remains the FHRPA's and Ward 1 Committee's absolute conviction that the Circus Ground needs to be developed to provide a better and more attractive recreational space for the benefit of the wider Franschhoek community and an amphitheatre for the benefit of tourism in Franschhoek, Stellenbosch and the regional economy	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
1	IDP - APRIL 2023- 926	Email	Reginald Pheiffer	5	Spatial Planning	As pointed out in the Memorandum re Fast Food Restaurants in Franschhoek submitted by the FHRPA to the department in June 2021, the Stellenbosch Municipality Zoning Scheme Bylaw of 2019 restricts the use of premises in the Historic Area of Franschhoek for car showrooms and plant nurseries without a Consent Use. The principle of such a restriction is, therefore, established. The proposal is for the same restriction to be applied to formula restaurants as defined in the draft amendment to the Zoning Scheme in the Annexure B Memorandum and there is a policy for deciding such applications.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette du Toit	Craig Alexander	Local	

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023													
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)
1	IDP - APRIL 2023- 927	Email	Reginald Pheiffer	5	Spatial Planning	The STR Proposal notes that in terms of s28 of the Zoning Scheme Bylaw "should rental [of a dwelling unit] on a short-term basis exceed 30 calendar days per year, the relevant application for a guest house or tourist dwelling unit, as the case may be, shall be required". It is not believed, however, that "The use of private houses and flats for short term rental in Franschhoek is effectively controlled and managed in terms of the Zoning Scheme Bylaw." If such use is being effectively controlled and managed, the department is asked to tell the FHRPA: what criteria are applied in deciding applications for Consent Use for a Tourist Dwelling Unit or a Guest House in Franschhoek; and how many flats and houses in Franschhoek have Consent Use for a Tourist Dwelling Unit or a Guest House in Franschhoek?	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette du Toit	Craig Alexander	Local
1	IDP - APRIL 2023- 928	Email	Reginald Pheiffer	5	Spatial Planning	As it appears that even Airbnb now recognises the need for better regulation and management of Short-Term Rentals, it is hoped the municipality will now also do so. The FHRPA would like to meet with the relevant officials in person to discuss this.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette du Toit	Craig Alexander	Local
1	IDP - APRIL 2023- 929	Email	Wilhelmina Petersen	2	Land for housing	The FHRPA is surprised by the Departmental Comment that "Council has requested the administration to investigate possible housing/business options on erven 412 and 217 and 284, Groendal" and there are not as yet more developed plans after the positive and constructive discussion at the Teams Meeting on 22nd November 2022 of the Councillors for Wards 1 and 2, a co-chairperson of the FHRPA, municipal officials facilitated by the Deputy Mayor. After this meeting, the attached memorandum (Annexure D) signed by the Councillors for Wards 1 and 2, and the Chairpersons of the Franschhoek Chamber of Commerce and the FHRPA with proposals for Development Objectives and Design Parameters and Guidelines for erven 412, 217, and 284 was submitted to the municipality. A follow up meeting is requested.	The Department: Housing Development acknowledge the interaction and the positive discussions with the FHRPA and ward councillors. During a follow-up meeting with the ward councillors, an enquiry was raised during these discussions on Erf 284 regarding certain legal matters. The user department has forwarded this enquiry to the Municipality's Directorate: Corporate Services for input. After all comments have been received an item will be referred to Council. If Council approves the draft development proposals and the Land Use Planning process is undertaken, all Interested and Affected parties (I&A) will receive a further opportunity to comment on the proposed developments and a procurement process will be followed to appoint an implementing agent or developer.	Planning and Economic Development	Integrated Human Settlements	Housing development	Cllr Jeremy Fasser	Lester van Stavel	Local
1	IDP - APRIL 2023- 555	Municipal Website	Reginald Pheiffer	1	Housing	Provision of housing opportunities in Groendal.	Development proposals were concluded by a service provider for Erf 412 and 284, Groendal. Discussions with the Ward Councillors have been concluded, an enquiry was raised during these discussions on Erf 284. The user department has forwarded this enquiry to the Municipality's Corporate Services directorate for input. After all comments have been received an item will be referred to Council. If Council approves the development proposals, a procurement process will be followed to appoint an implementing agent or developer.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023														
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)	
1	IDP - APRIL 2023- 556	Municipal Website	Reginald Pheiffer	5	Water and Sanitation	Request for the maintenance of the sewerage reticulation above Mooiwater and below Dalabuthle School. It has been overflowing for at least 2 months and runs into the waste water and flow into the river.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
1	IDP - APRIL 2023- 557	Municipal Website	Reginald Pheiffer	2	Safety and Security	Increase the visibility of law enforcement to reduce crime in ward 1.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
1	IDP - APRIL 2023- 558	Municipal Website	Reginald Pheiffer	2	Roads and Transport	Construction of sidewalks on Soeteweide.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
1	IDP - APRIL 2023- 559	Municipal Website	Reginald Pheiffer	1	Housing	Provision of housing opportunities.	The Housing Development Agency (HDA) with regards to La Motte, submitted a new request for the State Land Release for the subject property by Department of Public Works and Infrastructure (DoPW&I) to HDA through Power of Attorney. The target timeframe for the release of the land is the end of the 2023/24 financial year. The HDA has completed a Project Feasibility Report (PFR) requesting funding for land use rights for the project on the release of the property and if Power of Attorney is issued by DoPW&I, the funding application will be submitted to PDoHS.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
1	IDP - APRIL 2023- 560	Municipal Website	Reginald Pheiffer	1	Education	Construction of a school in Groendal.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
1	IDP - APRIL 2023- 561	Municipal Website	Reginald Pheiffer	1	Electricity	Installation of renewable (solar) power for all streetlights. The municipality gets 150% rebate. Safety from reckless driving and being mugged.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
1	IDP - APRIL 2023- 562	Municipal Website	Reginald Pheiffer	5	Roads and Transport	Painting of road and speedhump markings in Groendal, Mooiwater. Speedhumps are often not visible because of the lack of markings.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
1	IDP - APRIL 2023- 563	Municipal Website	Reginald Pheiffer	1	Safety and Security	Installation of more CCTV cameras in Groendal.	This is funding dependent and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
1	IDP - APRIL 2023- 564	Municipal Website	Reginald Pheiffer	3	Electricity	Installation of electricity connections in ward 1.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
1	IDP - APRIL 2023- 565	Municipal Website	Reginald Pheiffer	1	Safety and Security	Installation of pedestrian crossings on the roads in ward 1.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
1	IDP - APRIL 2023- 566	Municipal Website	Reginald Pheiffer	1	Safety and Security	Installation of pedestrian crossings on the roads in ward 1.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
1	IDP - APRIL 2023- 567	Municipal Website	Reginald Pheiffer	5	Roads and Transport	Construction of road safety measures in ward 1.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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1	IDP - APRIL 2023- 568	Municipal Website	Reginald Pheiffer	2	Housing	Provision of housing development opportunities in ward 1.	The Housing Development Agency (HDA) with regards to La Motte, submitted a new request for the State Land Release for the subject property by Department of Public Works and Infrastructure (DoPW&I) to HDA through Power of Attorney. The target timeframe for the release of the land is the end of the 2023/24 financial year. The HDA has completed a Project Feasibility Report (PFR) requesting funding for land use rights for the project on the release of the property and if Power of Attorney is issued by DoPW&I, the funding application will be submitted to PDoHS.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
1	IDP - APRIL 2023- 569	Municipal Website	Reginald Pheiffer	1	Safety and Security	There should be fines handed out for pedestrians walking in the street.	This will be addressed with the law enforcement staff.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
1	IDP - APRIL 2023- 570	Municipal Website	Reginald Pheiffer	1	Environmental Management	Prevention of littering in the water in ward 1.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
1	IDP - APRIL 2023- 571	Municipal Website	Reginald Pheiffer	1	Roads and Transport	Installation of walkways and bike lanes in the Franschhoek area.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
1	IDP - APRIL 2023- 572	Municipal Website	Reginald Pheiffer	1	Housing	Housing development opportunities for backyard dwellers in Groendal.	The Housing Development Agency (HDA) with regards to La Motte, submitted a new request for the State Land Release for the subject property by Department of Public Works and Infrastructure (DoPW&I) to HDA through Power of Attorney. The target timeframe for the release of the land is the end of the 2023/24 financial year. The HDA has completed a Project Feasibility Report (PFR) requesting funding for land use rights for the project on the release of the property and if Power of Attorney is issued by DoPW&I, the funding application will be submitted to PDoHS.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
1 & 2	IDP - APRIL 2023- 573	Minutes		n/a	Housing	Provision of housing opportunities for the Franschhoek area.	The Housing Development Agency (HDA) with regards to La Motte, submitted a new request for the State Land Release for the subject property by Department of Public Works and Infrastructure (DoPW&I) to HDA through Power of Attorney. The target timeframe for the release of the land is the end of the 2023/24 financial year. The HDA has completed a Project Feasibility Report (PFR) requesting funding for land use rights for the project on the release of the property and if Power of Attorney is issued by DoPW&I, the funding application will be submitted to PDoHS.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
1 & 2	IDP - APRIL 2023- 574	Minutes		n/a	Spatial Planning	When the municipality is planning for housing developments, provisions should be made for sports facilities and land churches in the Franschhoek area.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local
1 & 2	IDP - APRIL 2023- 575	Minutes		n/a	Sport and culture	Construct 2 soccer fields in Groendal.	The municipality is aware that there is a shortage of soccer fields. The municipality will conduct an investigation and see alternative possibilities.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
1 & 2	IDP - APRIL 2023- 576	Minutes		n/a	Sport and culture	Installation of a wall around Groendal Sports Ground.	The request to erect a wall around the Groendal Sports Grounds will be discussed with the Sports Council.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
1 & 2	IDP - APRIL 2023- 577	Minutes		n/a	Parks and Recreation	Deploy security in the play park in Groendal to combat drug den and ensure the park is more child friendly.	Not enough resources available.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
1 & 2	IDP - APRIL 2023- 578	Minutes		n/a	Environmental Management	Cutting off free branches hanging off the roofs of houses.	Mr Fazel Albert to be specific on the location of the tree branches.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
1 & 2	IDP - APRIL 2023- 579	Minutes		n/a	Roads and Transport	Repairing of potholes in the roads of Groendal.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local

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1 & 2	IDP - APRIL 2023- 580	Minutes		n/a	Housing	Housing development in Franschoek.	The Housing Development Agency (HDA) with regards to La Motte, submitted a new request for the State Land Release for the subject property by Department of Public Works and Infrastructure (DoPW&I) to HDA through Power of Attorney. The target timeframe for the release of the land is the end of the 2023/24 financial year. The HDA has completed a Project Feasibility Report (PFR) requesting funding for land use rights for the project on the release of the property and if Power of Attorney is issued by DoPW&I, the funding application will be submitted to PDoHS.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
1 & 2	IDP - APRIL 2023- 581	Minutes		n/a	Land for housing	Housing development on the land by Dalubushle and Erf 412.	Development proposals were concluded by a service provider for Erf 412 and 284, Groendal. Discussions with the Ward Councillors have been concluded, an enquiry was raised during these discussions on Erf 284. The user department has forwarded this enquiry to the Municipality's Corporate Services directorate for input. After all comments have been received an item will be referred to Council. If Council approves the draft development proposals and the Land Use Planning process is undertaken, all Interested and Affected parties (I&A) will receive further opportunity to comment on the proposed developments, a procurement process will be followed to appoint an implementing agent or developer.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
1 & 2	IDP - APRIL 2023- 582	Minutes		n/a	Electricity	Theft of electricity cables near the informal structures results in residents having to pay for the replacement of the cables.	Theft of cables: when cables are damaged by the consumer will the municipality charge the consumer.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
1 & 2	IDP - APRIL 2023- 583	Minutes		n/a	Roads and Transport	Construction of speedhumps in ward 1.	The request for the construction of speedhumps may be given through to the ward committee. An assessment will be conducted and feedback will be provided to the ward committee.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
1 & 2	IDP - APRIL 2023- 584	Minutes		n/a	Housing Administration	Conduct area visits to assist residents with housing applications or register on the housing database to be on the waiting list.	The Housing Administration is currently busy with outreach programmes for the updating of the housing demand database. The following areas were already visited: Cloetesville, Jamestown, Wemmershoek, Klamputs and Vloetenburg. A total of 1379 applicants were assisted.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local
2	IDP - APRIL 2023- 18	Minutes	Wilhelmina Petersen	n/a	Sport and culture	The representatives of Sports Councils are to be elected by the community.	Sports Councils are not elected by politicians. A new model is in place and elections is done by and through the community.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
2	IDP - APRIL 2023- 19	Minutes	Wilhelmina Petersen	n/a	Sport and culture	Construction of a sports ground in La Motte.	This request will be investigated	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
2	IDP - APRIL 2023- 20	Minutes	Wilhelmina Petersen	n/a	Land	Land in the La Motte is being auctioned off, however it is claimed that there is no land for housing development.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annelene de Beer	Local

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2	IDP - APRIL 2023- 21	Minutes	Wilhelmina Petersen	n/a	Housing	Provision of housing opportunities for backyard dwellers in La Motte.	Backyard dwellers need to register on the Housing Demand Database. The Housing Development Agency (HDA) with regards to La Motte, submitted a new request for the State Land Release for the subject property by the Department of Public Works and Infrastructure (DPW&I) to HDA through Power of Attorney. The target timeframe for the release of the land is the end of the 2023/24 financial year. The HDA is to submit a Project Feasibility Report (PFR) requesting funding for land use rights for the project on the release of the property has been completed and is ready for submission to PDoHS to allow funding flow for the 2023/24 financial year, if Power of Attorney is issued.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
2	IDP - APRIL 2023- 22	Municipal Website	Wilhelmina Petersen	1	Safety and Security	Installation of speedhumps to create safer roads in ward 2.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
2	IDP - APRIL 2023- 23	Municipal Website	Wilhelmina Petersen	5	Education	Identification of land or property to build an ECD and aftercare centres in ward 2.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
2	IDP - APRIL 2023- 24	Municipal Website	Wilhelmina Petersen	1	Access to Basic Services	Provision of clean water and cleaning of the river in ward 2.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
2	IDP - APRIL 2023- 25	Municipal Website	Wilhelmina Petersen	5	Electricity	Increase the electricity units since there is too much load shedding.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
2	IDP - APRIL 2023- 26	Have Your Say	Wilhelmina Petersen	n/a	Area Cleaning	Cutting of street grains in Langrug.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe		
2	IDP - APRIL 2023- 27	Have Your Say	Wilhelmina Petersen	n/a	Informal settlement	Provision of roof sheets for the houses in Langrug, 1378	This is an isolated matter and will be discussed with the relevant councillors.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
2	IDP - APRIL 2023- 28	Have Your Say	Wilhelmina Petersen	n/a	Sanitation	Installation of toilets for informal structures in Langrug, Franschoek.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
2	IDP - APRIL 2023- 29	Have Your Say	Wilhelmina Petersen	n/a	Sanitation	Installation of toilets and water taps in Langrug. Phase 2 - D57	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
3	IDP - APRIL 2023- 30	Minutes	Charles Manuel	n/a	Informal settlement	Provision of basic services to informal structures in Meerlust.	The Housing Development Agency (HDA) is looking at different pieces of land for housing development in the Dwaarsriver Valley which will include Meerlust. The challenge is that the land in the Dwaarsriver Valley does not belong to Stellenbosch Municipality and this is the reason why the HDA was appointed to assist the municipality with amongst others land transfers from the Department of Public Works.	Planning and Economic Development	Integrated Human Settlements	Informal Settlements	Deputy Executive Mayor Jeremy Fasser	Johru Robyn	Local	
3	IDP - APRIL 2023- 31	Minutes	Charles Manuel	n/a	Ward Priorities	Request for Meerlust to be placed on the ward priority list for ward 3.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local	
3	IDP - APRIL 2023- 32	Minutes	Charles Manuel	n/a	Food Gardens	Provision of information on the department in responsible of community food gardens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphon Adams	Michelle Aalbers	Local	

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3	IDP - APRIL 2023- 33	Minutes	Charles Manuel	n/a	Parks and Recreation	Identification of land for a play park in Lanquedoc.	Request will be investigated	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
3	IDP - APRIL 2023- 34	Minutes	Charles Manuel	n/a	Food Gardens	Identification of land for a community garden in Lanquedoc.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
3	IDP - APRIL 2023- 35	Minutes	Charles Manuel	n/a	Safety and Security	Establishment of Neighbourhood Watches in Lanquedoc.	Will have the Law Enforcement NHW coordinator liaise with the ward councillor to assist new members wanting to join a NHW and or establish a new one.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
3	IDP - APRIL 2023- 36	Minutes	Charles Manuel	n/a	Sport and culture	Installation of a fence around the Lanquedoc Sports Ground.	No provision has been made on the next financial years budget for this request.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
3	IDP - APRIL 2023- 37	Minutes	Charles Manuel	n/a	Land for housing	Identification of land for housing development in Lanquedoc.	No municipal land is available in Lanquedoc, only privately owned land. The acquisition of privately owned land is linked to the availability of National and Provincial Governments. The closest housing project is Erf 64, Kylemore.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
4	IDP - APRIL 2023- 38	Minutes	Ralphton Adams	n/a	Land for housing	Identification of land for housing development in ward 4 .	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. The project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
4	IDP - APRIL 2023- 39	Minutes	Ralphton Adams	n/a	Housing Development	Request for feedback to the community on housing developments in ward 4.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. The project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
4	IDP - APRIL 2023- 40	Minutes	Ralphton Adams	n/a	Sport and culture	Accommodate soccer and netball as sport codes on Kylemore Sports Ground.	The organising of sports is the mandate of the Sports Council.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
4	IDP - APRIL 2023- 41	Minutes	Ralphton Adams	n/a	Land for housing	Identification of land for housing development opportunities in Kylemore.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. The project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
4	IDP - APRIL 2023- 42	Minutes	Ralphton Adams	n/a	Grant-in-Aid	Request for financial support for AITSA organisation to deal with social and economic issues in Kylemore.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
4	IDP - APRIL 2023- 43	Minutes	Ralphton Adams	n/a	Access to housing	Provision of housing development opportunities for the communities of ward 4.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. The project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	

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4	IDP - APRIL 2023- 44	Minutes	Ralphton Adams	n/a	Access to housing	Provision of housing development opportunities for the communities of Kylemore.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. The project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
4	IDP - APRIL 2023- 45	Minutes	Ralphton Adams	n/a	Grant-in-Aid	Request for financial support for Aitsa organisation to deal with children on the streets in Kylemore.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
4	IDP - APRIL 2023- 46	Minutes	Ralphton Adams	n/a	Housing development	Provision of feedback on funds allocation for Housing development (Erf 64) in Kylemore.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. The project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
4	IDP - APRIL 2023- 47	Minutes	Ralphton Adams	n/a	Property Management	Determine who the rightful owners of Erf 64 in Kylemore are.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial
4	IDP - APRIL 2023- 48	Minutes	Ralphton Adams	n/a	Sport and culture	Sports development of the youth in Kylemore.	The organising of sports is the mandate of the Sports Council.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
4	IDP - APRIL 2023- 49	Minutes	Ralphton Adams	n/a	Sport and culture	Provision should be made for practising multiple sports codes in Kylemore.	No provision has been made on the next financial years budget for this request.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
4	IDP - APRIL 2023- 50	Minutes	Ralphton Adams	n/a	Land for housing	Identification of land for housing development in Kylemore.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. The project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
4	IDP - APRIL 2023- 51	Minutes	Ralphton Adams	n/a	Youth development	Implement youth development programmes in Kylemore to combat teenage pregnancy and substance abuse.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
4	IDP - APRIL 2023- 52	Minutes	Ralphton Adams	n/a	Land for housing	Identification of land for housing development in Kylemore.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. The project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
4	IDP - APRIL 2023- 53	Minutes	Ralphton Adams	n/a	Facilities	Implement fair processes and protocols for the hiring municipal halls.	There is a fair process in place for the hiring of halls. The department will discuss the matter with the ward councillor to get detail of why this is a request on the IDP.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local

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4	IDP - APRIL 2023- 54	Minutes	Ralphton Adams	n/a	Tariffs / Rates	Re-evaluate the tariffs structure for the hiring of municipal halls for functions.	The tariff structure is annually reviewed and approved by Council.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
4	IDP - APRIL 2023- 55	WhatsApp	Ralphton Adams	n/a	Housing	Kylemore residents are dissatisfied with the feedback on Erf 64 and what was mentioned at the Public Participation meeting.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. The project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
4	IDP - APRIL 2023- 613	Municipal Website	Ralphton Adams	5	Housing	Provide feedback on the housing development on the ERF 64 in Kylemore.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. This project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
4	IDP - APRIL 2023- 614	Municipal Website	Ralphton Adams	1	Recreation and Sport	Construction of Basketball Courts. Stellenbosch Oak City Basketball Club has been requesting through the SSRA and Pniel Sports Council for this facilities.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
4	IDP - APRIL 2023- 615	Municipal Website	Ralphton Adams	5	Roads and Transport	Construction of 3-way Stops on the Main Road. It's a struggle in the morning to cross the road to Stellenbosch.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
4	IDP - APRIL 2023- 616	Municipal Website	Ralphton Adams	5	Access to housing	Housing development opportunities in Kylemore.	The HDA went out on a procurement process to appoint a team of professionals to finalise detailed planning studies for the preferred development option and to obtain development rights. The HDA has submitted a Project Initiation Document (PID) funding application to the PDoHS. The funding application is currently being evaluated by PDoHS. This project is ongoing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
4	IDP - APRIL 2023- 617	Municipal Website	Ralphton Adams	1	Sport and culture	Construction of Basketball Courts. Stellenbosch Oak City Basketball Club has been requesting through the SSRA and Pniel Sports Council for this facilities.	No funding available on the CAPEX to implement this request during the new financial year.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
4	IDP - APRIL 2023- 618	Municipal Website	Ralphton Adams	5	Area Cleaning	Cleaning of the empty land next to the property. It is a fire risk.	The department will need to establish what land is referred to.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
5	IDP - APRIL 2023- 56	Minutes	Roy van Rooyen	n/a	Parks and Recreation	Income generated from the picnic site in Jonkershoek to be contributed to community organisations such as creches for play areas.	Income funding cannot be ring fence to address this request.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
5	IDP - APRIL 2023- 57	Minutes	Roy van Rooyen	n/a	Access to Land	Land identification for housing development opportunities in Jonkershoek.	The Municipality has appointed the Housing Development Agency (HDA) to assist and finalise the transfer of land from the National Department of Public Works and Infrastructure (NDOPW&I) to the Municipality. The HDA is currently assessing possible portions of land for the suitability of housing development. The Executive Mayor requested a meeting with the National Minister of Public Works and Infrastructure to address the challenges facing Jonkershoek and Forestry Villages. Await a response from the National Minister of Public Works and Infrastructure's office.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
5	IDP - APRIL 2023- 58	Minutes	Roy van Rooyen	n/a	Sanitation	Provision of visible ablution facilities / chemical toilets to the community of Jonkershoek.	Mr J Beukes indicated that there is a service provider who services these mobile toilets every Tuesday and Thursday.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local

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5	IDP - APRIL 2023- 59	Minutes	Roy van Rooyen	n/a	Skills development	If the train the trainer workshop in Kayamandi for 12 ECDs was free, how was the R50 000 applied?	The issue will be directed to Section: Community Development.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
5	IDP - APRIL 2023- 60	Minutes	Roy van Rooyen	n/a	Housing Administration	Explain the criteria to qualify for housing.	Mr Barnes indicated that the beneficiaries are from the waiting list which was approved by Council. The community was informed that with every project within WC024 Council can determine the criteria in terms of the beneficiaries. Outreaches were done to update the waiting list and are still ongoing. The waiting list is managed by Provincial Department. Community is welcome to give their inputs and requests on any council documents.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local
5	IDP - APRIL 2023- 61	Minutes	Roy van Rooyen	n/a	Access to housing	Provision of low-cost housing opportunities for Ida's Valley residents and backyard dwellers.	No Municipal or suitable land for housing development is available in Ida's Valley. The Municipality is currently obtaining development rights on land known as the Northern Extension which is earmarked to accommodate ±4 000-5 000 housing opportunities that will address various income categories and housing typologies.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
5	IDP - APRIL 2023- 62	Minutes	Roy van Rooyen	n/a	Local Economic Development	EPWP programme to accommodate more unemployed youth in Ida's Valley.	Mr Barnes indicated that residents should register on the jobseekers database.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette du Toit	Craig Alexander	Local
5	IDP - APRIL 2023- 63	Minutes	Roy van Rooyen	n/a	Grant-in-Aid	Make funding available for the elderly home in Cloeteville to exempt the R1900 paid in order to get into the elderly home.	This request will be directed to Section: Community Development.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
5	IDP - APRIL 2023- 64	Minutes	Roy van Rooyen	n/a	Safety and security	Investigate the working condition of the CCTV cameras in Cluver Way and Marlson Street.	The CCTV camera at Cluver is working.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
5	IDP - APRIL 2023- 65	Minutes	Roy van Rooyen	n/a	Safety and security	CCTV camera footage to be made available when people are mugged in Ida's Valley.	There is a process to obtain footage and when cases are registered through the SAPS, they do apply for footage. Footage can be applied for via a PAIA application through our Section: Legal Services.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
5	IDP - APRIL 2023- 66	Minutes	Roy van Rooyen	n/a	Water and Sanitation	Repair the blocked sewer pipes in Gorridon Street in Ida's Valley.	Mr Barnes indicated throughout the meeting that service delivery requests should be reported on the lets fixit platform.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
5	IDP - APRIL 2023- 67	Minutes	Roy van Rooyen	n/a	Finance	Repair the faulty meter readings in Davy Street in Ida's Valley.	The issue will be directed to Department: Revenue.	Financial Services	Department: Revenue and Expenditure	Revenue	Cllr Peter Johnson	Pieter Wagenaar	Local
5	IDP - APRIL 2023- 68	Minutes	Roy van Rooyen	n/a	Roads and Transport	Request feedback on the incomplete sidewalks at the corner of Adenhof Street.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
5	IDP - APRIL 2023- 69	Minutes	Roy van Rooyen	n/a	Electricity	Installation of a fence around the green electricity box on Davy Street in Ida's Valley.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
5	IDP - APRIL 2023- 70	Minutes	Roy van Rooyen	n/a	Electricity	Investigate the leaking of oil around the green electricity box in Davy Street in Ida's Valley.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
5	IDP - APRIL 2023- 71	Minutes	Roy van Rooyen	n/a	Waste Management	Address the illegal dumping at the back of the electricity box in Davy Street in Ida's Valley.	The area will be cleaned and monitored for future illegal dumping.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local

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5	IDP - APRIL 2023- 72	Minutes	Roy van Rooyen	n/a	Roads and Transport	The municipality to provide more details regarding the Non-Motorised Transport (NMT) project.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
5	IDP - APRIL 2023- 73	Minutes	Roy van Rooyen	n/a	Parks and Recreation	Provision of reasons for the removal of the swings and wheels in the park on Talang Street in Ida's Valley.	The reason for the removal of the swings and the wheels in the park on Talang Street will be provided to the ward councillor.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
5	IDP - APRIL 2023- 74	Minutes	Roy van Rooyen	n/a	Food Gardens	Requested advice on how to start a food garden project which the residents can economically benefit from.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
5	IDP - APRIL 2023- 75	Minutes	Roy van Rooyen	n/a	Skills development	The municipality to utilise the building that belongs to Public Works in Koelenhof as a Skills Centre.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
5	IDP - APRIL 2023- 76	Minutes	Roy van Rooyen	n/a	Education	Review the admission criteria for children with special needs to schools.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
5	IDP - APRIL 2023- 77	Minutes	Roy van Rooyen	n/a	Women empowerment	Implement upliftment programmes to educate mothers with special needs children to assist at school creches or at schools.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
5	IDP - APRIL 2023- 78	Minutes	Roy van Rooyen	n/a	Education	Convert Speelkring to a special needs school.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
5	IDP - APRIL 2023- 79	Minutes	Roy van Rooyen	n/a	Roads and Transport	The municipality to provide feedback why the pedestrian crossing was removed at Dash Street towards the Clinic.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
5	IDP - APRIL 2023- 80	Minutes	Roy van Rooyen	n/a	Roads and Transport	Construction of a footbridge in Ida's Valley.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
5	IDP - APRIL 2023- 81	Minutes	Roy van Rooyen	n/a	Safety and security	Installation of CCTV cameras in Ida's Valley.	This is funding dependent and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
5	IDP - APRIL 2023- 82	Minutes	Roy van Rooyen	n/a	Spatial Planning	Explain the criteria or requirements for the demarcation of the WC024.	Director de Beer indicated that the demarcation is conducted by National Government in collaboration with the IEC. The community must directly contact the IEC to give their input and proposal.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local	
5	IDP - APRIL 2023- 83	Minutes	Roy van Rooyen	n/a	Housing Administration	Conduct housing consumer education sessions.	Mr Barnes indicated that the waiting list is updated on a regular basis with additional or removal of contact details where necessary.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
5	IDP - APRIL 2023- 84	Minutes	Roy van Rooyen	n/a	Safety and Security	Address / relocate the signage board of Pniel and Kylemore blocking the camera from serving its purpose.	The department will investigate and address the issue.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
5	IDP - APRIL 2023- 85	Minutes	Roy van Rooyen	n/a	Safety and Security	Explain why the University has cameras in Ida's Valley.	The Senior Manager: Protection Services indicated that a memorandum of understanding is between the University and the municipality regarding utilising the municipal land and putting up their cameras.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	

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5	IDP - APRIL 2023- 86	Minutes	Roy van Rooyen	n/a	Finance	To explain the budget in detail regarding the capital and operational items.	A meeting should be requested with the administration where the all the detail will be discussed.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local	
5	IDP - APRIL 2023- 87	Minutes	Roy van Rooyen	n/a	Water and Sanitation	Replacement of the sewer pipes in Ida's Valley and the chemical toilets.	James Beukes indicated that Ida's Valley is a high-pressure area. The pipes are replaced on a regular basis. The survey is conducted. There is no need to pump the sewage.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
5	IDP - APRIL 2023- 88	Minutes	Roy van Rooyen	n/a	Roads and Transport	Investigate and paint the middle lines of the roads in Ida's Valley to make them more noticeable.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
5	IDP - APRIL 2023- 89	Minutes	Roy van Rooyen	n/a	Electricity	Implement load shedding mitigation strategies.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
5	IDP - APRIL 2023- 619	Municipal Website	Roy van Rooyen	1	Local Economic Development	Activating the Ida's Valley Community Market as a tourism hub for Ida's Valley. Use the Ida's Valley Community Trails Initiative together with Visit Stellenbosch to make the market a tourism hub. The Ida's Valley Community Trails should operate the same way as Antie Sophie's kitchen with an adventure shop.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
5	IDP - APRIL 2023- 552	Municipal Website	Roy van Rooyen	1	Facilities	Request the municipality to build a community hall in Ida's Valley for children to have place for the school holiday programs.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
5	IDP - APRIL 2023- 553	Municipal Website	Roy van Rooyen	1	Environmental Management	Our open spaces nature area and rivers in Ida's valley should be looked after the same way the municipality looks after the open spaces and natural resources in Unie Park die laan Paradykloof Jonkershoek. More efforts and support should be given to organizations and individuals who stands for conservation in Ida's valley. The municipality knows we moving into a green gig economy show the municipality knows how valuable natural resources will be and how important renewable energy will become. So why not use this opportunity to invest more in conservation of natural resources in previous dispossessed and currently disadvantaged communities. In the more privileged areas we see how people even let the eersteriver run through their properties because they look after it we can do the same with consent and they support form municipality.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Joseph Joon	Albert van der Merwe	Local	
5	IDP - APRIL 2023- 554	Municipal Website	Roy van Rooyen	2	Skills development	Request for First Aid Training and driver's license for the broad community of Ida's Valley.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
6	IDP - APRIL 2023- 90	Minutes	Nateshia Mcombring	n/a	Sport and culture	Establish more sustainable and realistic solutions to utilise Ida's Valley Sports ground more effectively.	this request will be discuss with the Sports Council of Ids Valley Sports facility.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	

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6	IDP - APRIL 2023- 91	Minutes	Nateshia Mcombring	n/a	Sport and culture	Maintenance of the incomplete hockey field in Ida's Valley.	The Astro hockey field is completed.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
6	IDP - APRIL 2023- 92	Minutes	Nateshia Mcombring	n/a	Finance	IDP community needs/inputs to inform the budget.	All public participation comments and submissions were considered with the compilation of the final budget.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local	
6	IDP - APRIL 2023- 93	Minutes	Nateshia Mcombring	n/a	Finance	To avoid late payment, municipal accounts must be delivered to residents on time.	Residents are encouraged to provide their email addresses, as difficulties are experienced with the post office. The municipality is also exploring alternative	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local	
6	IDP - APRIL 2023- 94	Minutes	Nateshia Mcombring	n/a	Tariffs / Rates	The municipality to revise the unreasonable penalty fee for late payments.	Feedback will be provided during the September 2023 public participation process.	Financial Services	Department: Revenue and Expenditure	Revenue	Cllr Peter Johnson	Pieter Wagenaar	Local	
6	IDP - APRIL 2023- 95	Minutes	Nateshia Mcombring	n/a	Unemployment	Employ residents to deliver municipal accounts in all wards.	Feedback will be provided during the September 2023 public participation process.	Financial Services	Department: Revenue and Expenditure	Revenue	Cllr Peter Johnson	Pieter Wagenaar	Local	
6	IDP - APRIL 2023- 96	Minutes	Nateshia Mcombring	n/a	Parks and Recreation	Upgrading of parks in Ida's Valley such as in Jonkershoek park.	This request will be discussed with the ward councillor.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
6	IDP - APRIL 2023- 97	Minutes	Nateshia Mcombring	n/a	Parks and Recreation	Maintenance of the park in Helshoogte.	All the municipal parks forms part of a maintenance schedule.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
6	IDP - APRIL 2023- 98	Minutes	Nateshia Mcombring	n/a	Electricity	Increase the electricity units.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
6	IDP - APRIL 2023- 99	Minutes	Nateshia Mcombring	n/a	Electricity	The municipality to establish a solution for the load shedding.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
6	IDP - APRIL 2023- 100	Have Your Say	Nateshia Mcombring	n/a	Sport and culture	Convert the BMX track into a practice field. Sports ground are being overused (4 soccer clubs, junior sport clubs and schools). There is no use for a BMX track.	This request will be discuss with the sports council.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
6	IDP - APRIL 2023- 101	Have Your Say	Nateshia Mcombring	n/a	Sport and culture	Installation of a fence around Lückhoff High School Sports Ground.	The property does not belong to the municipality, therefore a fence cannot be construct by the municipality.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
6	IDP - APRIL 2023- 102	Email	Nateshia Mcombring	n/a	Roads and Transport	Unclogging and cleaning of the drains in Juffernbruch Street. The drains on various plots on Kahler Street have overflowed.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
7	IDP - APRIL 2023- 103	Minutes	Annemarie Ferns	n/a	Historic Building	Repair historic houses/buildings that are a fire hazard in Town.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
7	IDP - APRIL 2023- 104	Minutes	Annemarie Ferns	n/a	Environmental Management	Replacement of the trees that were cut down in the central town.	The municipality does have plans with replacing the trees, but there are some limitations. If there are a lot of underground activities taking place in that area, the municipality is not allowed to plant trees there. To determine the services a process called Wayleave is followed. The municipality is currently identifying empty spaces in Ward 7 to plant trees.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	

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7	IDP - APRIL 2023- 105	Minutes	Annemarie Ferns	n/a	Roads and Transport	Remove obstacles on sidewalks and use it for the purpose of pedestrians and NMT.	A drafted policy has been sent through to the council. This will assist the municipality in better-managing obstructions on sidewalks. Once approved, the policy will go out for public comment.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
7	IDP - APRIL 2023- 106	Email	Annemarie Ferns	n/a	Roads and Transport	Construct sidewalks on Soeteweide Street, or construct Soeteweide Street as a one-way dedicated lane for heavy pedestrian traffic.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
7	IDP - APRIL 2023- 107	Email	Annemarie Ferns	n/a	Roads and Transport	The painting of a pedestrian crossing and provide signage in Martinson Road, across from the Junior Academy, allowing parents and children safe access across this busy road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
7	IDP - APRIL 2023- 620	Municipal Website	Annemarie Ferns	1	Roads and Transport	Construct a pedestrian crossing on the road to get to the Engineering faculty, Academia Student Accommodation, and other digs/student accommodation in that area beside the bridge crossing by Merriman.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
7	IDP - APRIL 2023- 621	Municipal Website	Annemarie Ferns	1	Roads and Transport	Implement a pedestrian crossing on Merriman Rd to the University at the top of Merriman because the bridge is too low down for most students.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
7	IDP - APRIL 2023- 622	Municipal Website	Annemarie Ferns	1	Roads and Transport	Construct a pedestrian crossing/speed hump at the Eendrag/Simonsberg residence towards the private accommodation.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
7	IDP - APRIL 2023- 623	Municipal Website	Annemarie Ferns	2	Safety and Security	Request for improved and uninterrupted CCTV coverage at all hostel entrances and student card scanners at all entrances, which remain activated during load shedding.	"This request must be directed to the university, as we do not have cameras at hostels, neither manage access at university premises.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
7	IDP - APRIL 2023- 624	Municipal Website	Annemarie Ferns	1	Electricity	Install more streetlights on Merriman Rd during load shedding to prevent accidents.	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
7	IDP - APRIL 2023- 625	Municipal Website	Annemarie Ferns	1	Electricity	Install more streetlights on Merriman Rd during load shedding to prevent accidents.	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
7	IDP - APRIL 2023- 626	Municipal Website	Annemarie Ferns	1	Electricity	Install more streetlights on Merriman Rd during load shedding to prevent accidents.	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
7	IDP - APRIL 2023- 627	Municipal Website	Annemarie Ferns	1	Electricity	Install more streetlights on Merriman Rd during load shedding to prevent accidents.	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
7	IDP - APRIL 2023- 628	Municipal Website	Annemarie Ferns	5	Safety and Security	Increase the visibility of law enforcement officers at the Eikestad Mall parking to ensure the safety of the vehicles.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	

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7	IDP - APRIL 2023- 629	Municipal Website	Annemarie Ferns	1	Roads and Transport	Improvements to cycle infrastructure to enable cycling as a mode of transport for all ages and ability including for example children cycling to school, parents cycling to schools, shops and place of work. Enabling more cycling for transport, as opposed to recreation, reduces unnecessary short car journeys which reduces congestion, never mind the obvious health benefits.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
7	IDP - APRIL 2023- 630	Municipal Website	Annemarie Ferns	1	Roads and Transport	Construct a pedestrian crossing at the Bosman Street / Merriman traffic lights for the safety of students. Besides the bridge crossing lower down on Merriman, the request is for another safe form of crossing the road to get to the Engineering faculty, Academia Student Accommodation and other digs / student accommodation in that area. Something at those traffic lights so students can arrive alive and safe on campus and safely walk between campus and their accommodation / faculty.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
7	IDP - APRIL 2023- 631	Municipal Website	Annemarie Ferns	1	Roads and Transport	The street lights at the intersection between Merriman and Andringa need to be retimed as the pedestrian light goes on at the same time as the opposing street is able to turn into the street making it useless and resulting in people crossing the road where it is unsafe.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
7	IDP - APRIL 2023- 632	Municipal Website	Annemarie Ferns	4	Roads and Transport	Despite bicycle lanes being implemented on Merriman, it remains reasonably unsafe as motorists continue to drive dangerously close to bicycles.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
7	IDP - APRIL 2023- 633	Municipal Website	Annemarie Ferns	2	Roads and Transport	Construct additional pedestrian crossings for busy roads that are frequently used such as Merriman Road which is used daily used by students.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
7	IDP - APRIL 2023- 634	Municipal Website	Annemarie Ferns	2	Roads and Transport	Construct additional pedestrian crossings for busy roads that are frequently used such as Merriman Road which is used daily used by students.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
7	IDP - APRIL 2023- 635	Municipal Website	Annemarie Ferns	1	Roads and Transport	Construct additional pedestrian crossings.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
7	IDP - APRIL 2023- 636	Municipal Website	Annemarie Ferns	1	Roads and Transport	Construct additional pedestrian crossings on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
7	IDP - APRIL 2023- 637	Municipal Website	Annemarie Ferns	3	Sport and culture	Implement additional recreational activities like bowling, arcades, and ect other than Jan Marais Park, Coetzenburg, and some art stores there is nothing affordably fun to do in central Stellenbosch other than going out to eat or drink.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local

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7	IDP - APRIL 2023- 637	Email	Annemarie Ferns	n/a	Safety and Security	The replacement of the entrance gate to the Hangbrug, with a sliding gate that can be opened by cellphone. This will grant entrance only to registered persons.	This request is under consideration.	Office of the Municipal Manager	Governance	IDP/PMS Public Participation	Gesie van Deventer	Geraldine Mettler	Local	
7	IDP - APRIL 2023- 638	Municipal Website	Annemarie Ferns	2	Roads and Transport	Installation of a Traffic circulation plan to reduce traffic in the town centre and ensure safer streets for everyone including drivers, cyclists and pedestrians. Construction of raised intersection and a modal filter at Katzenberg Street and Van Riebeeck Street would quieten Katzenberg Street to local access only, enabling more students to feel comfortable to cycle to the university sports grounds.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 640	Municipal Website	Carli van Wyk	1	Safety and Security	Request construction of pedestrian crossing on Merriman Road	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 641	Municipal Website	Carli van Wyk	1	Safety and Security	Request the installation and upgrade of street lights on campus and Meriman when there is loadshedding at night.	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 642	Municipal Website	Carli van Wyk	5	Roads and Transport	Decreasing speeds on Merriman avenue as well as adding speed cameras.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 643	Municipal Website	Carli van Wyk	5	Roads and Transport	Request for the installation of better lighting on the streets of Meriman avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 644	Municipal Website	Carli van Wyk	1	Safety and Security	Increase the visibility of Law enforcement officers and more private security presence in campus	This is funding dependent to deploy more staff. Other alternatives are looked at to ensure a law enforcement presence. The Municipality does not provide security on campus premises, the request for more security on campus is to be directed to the University of Stellenbosch.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 645	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of more lights off campus	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 646	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of cameras off campus.	This is funding dependent and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 647	Municipal Website	Carli van Wyk	1	Roads and Transport	Request parking areas for university students.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 648	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the construction of traffic calming circle at Merriman Road for pedestrians.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 649	Municipal Website	Carli van Wyk	1	safety and security	Installation of speed cameras at Merriman Road for the vehicles travel to fast.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 650	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of robots at Joubert and Merriman rd.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 651	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of solar panels and lights on the bridge by Merriman Road for load-shedding times.	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zeldia Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 652	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to construct traffic calming measures such as pedestrian crossing on Merriman Road to ensure the safety of the pedestrians.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 653	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install solar-powered traffic lights, and solar-powered street lights along the entire Merriman Road.	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zeldia Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 654	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install speed cameras along the entire Merriman Road.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 655	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to construct traffic calming measures on Merriman road for pedestrians crossing robots near Helshoogte residence as many students cross there.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 656	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the construction of additional pedestrian crossings on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 657	Municipal Website	Carli van Wyk	5	Safety and Security	Installation of street lights on Merriman Avenue to make it safer for pedestrians to walk at night.	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zeldia Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 658	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of more pedestrian crossings on Merriman Street for the safety of pedestrians majority of students need to cross to get onto campus.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 659	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of more speed cameras on Merriman street.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 660	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of more solar-panelled traffic lights on Merriman Street is unsafe for pedestrians majority of students need to cross to get onto campus.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 661	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of security cameras on Merriman road	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 662	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the construction of additional pedestrian crossings on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 663	Municipal Website	Carli van Wyk	1	Safety and Security	The construction of speed bumps as a traffic calming measure and safety on Merriman and Banghoek roads. Enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 664	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of traffic cameras on Bangkok Road to reduce the risk and enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 665	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the construction of additional pedestrian crossings on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 666	Municipal Website	Carli van Wyk	1	Safety and Security	The construction of speed bumps as a traffic calming measure and safety on Merriman and Banghoek roads. Enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 667	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of traffic cameras on Bangkok Road to reduce the risk and enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 668	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of more pedestrian crossings on Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 669	Municipal Website	Carli van Wyk	1	Roads and Transport	Add more parking for motorist in Stellenbosch central	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 670	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of safety measures on Merriman street.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 671	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of safety measures on Merriman street.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 672	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the construction of additional pedestrian crossings on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zeldia Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 673	Municipal Website	Carli van Wyk	1	Safety and Security	The construction of speed bumps as a traffic calming measure and safety on Merriman and Banghoek roads. Enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 674	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of traffic cameras on Bangkok Road to reduce the risk and enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 675	Municipal Website	Carli van Wyk	1	Roads and Transport	Construction of cycling lanes that are safe from cars, without interfering with pedestrians to allow for the flow of traffic, bicycles, and people.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 676	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install more pedestrian crossings to Merriman road to ensure cross safety of students staying in Stellenbosch University and around.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 677	Municipal Website	Carli van Wyk	5	Environmental Management	Installation of signs to warn drivers about porcupines crossing on the roads near Coetzenburg (specifically along the eerste River.) Signage along these roads would be beneficial to wildlife.	This request will be directed to the Directorate: Infrastructure Services.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 678	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install more pedestrian crossings to Merriman road to ensure cross safety of students staying in Stellenbosch University and around.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 679	Municipal Website	Carli van Wyk	5	Homeless People	Request the municipality to assist homeless people with food and provide shelter this will ensure the streets of Stellenbosch are clean.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphon Adams	Michelle Aalbers	Local	
8	IDP - APRIL 2023- 680	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the construction of additional pedestrian crossings on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 681	Municipal Website	Carli van Wyk	1	Safety and Security	The construction of speed bumps as a traffic calming measure and safety on Merriman and Banghoek roads. Enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 682	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of traffic cameras on Bangkok Road to reduce the risk and enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 683	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of speed cameras along the Merriman road	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 684	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the construction of additional pedestrian crossings on Merriman Avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 685	Municipal Website	Carli van Wyk	4	Safety and Security	The municipality to investigate the criminal activities happening in the abandoned houses on the corner of Smuts and Merriman that is utilised by homeless people and make open fires right by the Smuts/Merriman parking lot. This makes students feel very unsafe, and it could be used for extra student housing.	Crime prevention is the primary responsibility of SAPS. This will be tabled at the weekly operational meeting with SAPS.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 686	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the construction of additional pedestrian crossings on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 687	Municipal Website	Carli van Wyk	1	Safety and Security	The construction of speed bumps as a traffic calming measure and safety on Merriman and Banghoek roads. Enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 688	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of traffic cameras on Bangkok Road to reduce the risk and enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 689	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of more pedestrian crossings along Merriman road to ensure the safety of students on their way to lectures.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 690	Municipal Website	Carli van Wyk	5	Safety and Security	Request the municipality to install Solar panels street lights on Merriman.	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 691	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of the pedestrian crossing on Merriman Avenue for the safety of students and people of Stellenbosch ensure safe road rules for all who use that road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 692	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install speed Cameras on Merriman Road.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 693	Municipal Website	Carli van Wyk	1	Safety and Security	Request the installation of additional pedestrian crossings along the whole of Merriman.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 694	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install Solar powered traffic lights along Merriman (especially on the Merriman bridge).	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 695	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	

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8	IDP - APRIL 2023- 696	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install speed Cameras on Merriman Road.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 697	Municipal Website	Carli van Wyk	1	Safety and Security	Request the installation of additional pedestrian crossings along the whole of Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 698	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install Solar powered traffic lights along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 699	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	The Superintendent Services will schedule a meeting with the ward councillor to investigate .	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 700	Municipal Website	Carli van Wyk	1	Safety and Security	Request the installation of additional pedestrian crossings along the whole of Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 701	Municipal Website	Carli van Wyk	1	Roads and Transport	Request bike lane enforcement: bike lanes on Merriman Avenue are encroached on by at least one car every time traffic cops should enforce safety on the roads. Cycling lanes should be marked in red and issue fines for the cars parked on bike lanes.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 702	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of pedestrian bridges or tunnels on Merriman Road to provide safe passage for pedestrians. Construct dedicated pedestrian and raised walkways that are separate from the road, install barriers between the road and the walkway, or create pedestrian-only paths.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 703	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of speed cameras along Merriman road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 704	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of solar-powered lights on Merriman Road by the bridge.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 705	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the construction of additional pedestrian crossings on Meriman Avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 706	Municipal Website	Carli van Wyk	5	Roads and Transport	Request for the construction of additional pedestrian crossings on Meriman Avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 707	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of solar-powered lights on Merriman Road to ensure visibility during load shedding to protect students crossing the road	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 708	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of solar-powered lights in central Stellenbosch to ensure safety at night during load shedding to avoid students being harmed.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 709	Municipal Website	Carli van Wyk	1	Electricity	Create renewable energy through solar investments for household's. The municipality will still own it, but it on the house's roof because space is a limiting factor for solar farms	This will be addressed and investigated under the alternative energy initiatives.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 710	Municipal Website	Carli van Wyk	5	Safety and Security	Increase visibility of law enforcement for safety and patrols within Stellenbosch	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHWs	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 711	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install Solar panelled lights on Merriman.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 712	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install speed Cameras on Merriman Road.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 713	Municipal Website	Carli van Wyk	1	Safety and Security	Request the installation of additional pedestrian crossings along the whole of Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 714	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 715	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 716	Municipal Website	Carli van Wyk	1	Safety and Security	Construction of more pedestrian crossings on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 717	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of Speed Cameras and CCTV cameras ON Merriman Road.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	

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8	IDP - APRIL 2023- 718	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of solar lighting along Merriman road as becomes very dark during loadshedding.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 719	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of additional solar lighting along Banghoek as well as it also becomes very dark during load-shedding.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 720	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to build parking facilities for students and non-resident professionals outside of the cities and safe public transport into town.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 721	Municipal Website	Carli van Wyk	2	Safety and Security	Installation of additional Campus Security points near the parking spaces outside residences.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 722	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of speed cameras along Merriman road.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 723	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the visibility of law enforcement officers to assist students in crossing the Merriman roads.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 724	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the construction of additional pedestrian crossings on Merriman Avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 725	Municipal Website	Carli van Wyk	1	Roads and Transport	Construction of safety precautions for pedestrians on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 726	Municipal Website	Carli van Wyk	5	Roads and Transport	Request for the construction of additional pedestrian crossings on Merriman Avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 727	Municipal Website	Carli van Wyk	1	Roads and Transport	Increased safety measures on Merriman Avenue	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 728	Municipal Website	Carli van Wyk	1	Roads and Transport	Construction of safety precautions for pedestrians on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 729	Municipal Website	Carli van Wyk	4	Safety and Security	Construction of safety precautions for pedestrians on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 730	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install speed Cameras on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 731	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the installation of additional pedestrian crossings along the whole of Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 732	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered traffic lights along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 733	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 734	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to allow residents to implement some form of safety along that road (a speed bump, a permanent speed trap, etc) funds have been accumulated.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 735	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the construction of additional pedestrian crossings on Merriman Avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 736	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the installation of sola powered light on Merriman Avenue that stay on during loadshedding.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 737	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the installation of railing on the side of the road on Merriman Avenue or ideally circles need to be implemented on Merriman road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 738	Municipal Website	Carli van Wyk	1	Homeless People	Request the municipality to provide homeless people with dignified living conditions and access to food and water at the very least.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
8	IDP - APRIL 2023- 739	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the taxi rank to be moved from Stellenbosch centre and more away from the University as it is unsafe for University students.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 740	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the installation of batteries for street lights close to the university given how many people walk	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 741	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of solar-power cameras on Merriman.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 742	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of solar-power lights on Merriman.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 743	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the construction of additional pedestrian crossings on Merriman Avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 744	Municipal Website	Carli van Wyk	1	Roads and Transport	Construction of sidewalks on Soeteweide road, or to make Soeteweide one-way and use the other lane for walking and cycling students.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 745	Municipal Website	Carli van Wyk	1	Safety and Security	Request for more security Marshall's on Bird Street area	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 746	Municipal Website	Carli van Wyk	2	Safety and Security	Request for the installation of traffic cameras on Merriman Road to reduce the risk and enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 747	Municipal Website	Carli van Wyk	3	Beautification	Request for the Cleaning and beautification of roads and surroundings to attract tourism and safety into Stellenbosch.	The entrance roads to Stellenbosch forms part of beautification project.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
8	IDP - APRIL 2023- 748	Municipal Website	Carli van Wyk	1	Spatial Planning	Request for Spatial planning to zone more land for parking in Stellenbosch Central.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local	
8	IDP - APRIL 2023- 749	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the installation of traffic cameras on Merriman Road to reduce the risk and enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 750	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install speed Cameras on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 751	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the installation of additional pedestrian crossings along the whole of Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 752	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered traffic lights along Meriman (especially on the Meriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 753	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 754	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to deploy more security and install cameras on Merriman Road.	This is funding dependent for staff and cameras. The cameras are attached to the CCTV camera master plan.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 755	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of solar-power lights on Merriman.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 756	Municipal Website	Carli van Wyk	5	Roads and Transport	Installation of speed cameras on Merriman Avenue to stop drivers from driving dangerously.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 757	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install speed Cameras on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 758	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the installation of additional pedestrian crossings along the whole of Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 759	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered traffic lights along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 760	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 761	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install speed Cameras on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 762	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the installation of additional pedestrian crossings along the whole of Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 763	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered traffic lights along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 764	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 765	Municipal Website	Carli van Wyk	1	Safety and Security	Request for more visibility of security guards and law enforcement patrolling around Merriman road	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHWS.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
8	IDP - APRIL 2023- 766	Municipal Website	Carli van Wyk	1	Safety and Security	Request for more visibility of security guards and law enforcement patrolling around Merriman road	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHWS.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
8	IDP - APRIL 2023- 767	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of additional speed cameras down Merriman Avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
8	IDP - APRIL 2023- 768	Municipal Website	Carli van Wyk	2	Spatial Planning	Request for spatial planning zone more land for park in Stellenbosch Central.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local
8	IDP - APRIL 2023- 769	Municipal Website	Carli van Wyk	1	Safety and Security	Request for the construction of additional pedestrian crossings on Merriman Avenue.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
8	IDP - APRIL 2023- 770	Municipal Website	Carli van Wyk	1	Safety and Security	Request the installation of additional pedestrian crossings along the whole of Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
8	IDP - APRIL 2023- 771	Municipal Website	Carli van Wyk	1	Roads and Transport	Request for the installation of traffic cameras on Merriman Road to reduce the risk and enforce the speed limit of 60 km/h on Merriman as motorists regularly speed there.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
8	IDP - APRIL 2023- 772	Municipal Website	Carli van Wyk	1	Safety and Security	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
8	IDP - APRIL 2023- 773	Municipal Website	Carli van Wyk	3	Environmental Management	Removing of invasive plants along rivers	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
8	IDP - APRIL 2023- 774	Municipal Website	Carli van Wyk	1	Access to Basic Services	Request the municipality to provide safe and clean water to drink in ward 8	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
8	IDP - APRIL 2023- 775	Municipal Website	Carli van Wyk	5	Homeless People	Request the municipality to assist curb the number of homeless people in the Stellenbosch town.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local

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8	IDP - APRIL 2023- 776	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install speed Cameras on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 777	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the installation of additional pedestrian crossings along the whole of Merriman	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 778	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered traffic lights along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 779	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 780	Municipal Website	Carli van Wyk	1	Roads and Transport	Construction of additional pedestrian crossings on Merriman Road r for safety of students.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 781	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of solar-powered robots for foot traffic on Merriman Road, robots being out makes it extremely dangerous.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 782	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 783	Municipal Website	Carli van Wyk	5	Roads and Transport	Installation of speed cameras on Merriman as an extra precaution.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 784	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install speed Cameras on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 785	Municipal Website	Carli van Wyk	2	Roads and Transport	Request the municipality to install speed Cameras on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 786	Municipal Website	Carli van Wyk	2	Roads and Transport	Request the installation of additional pedestrian crossings along the whole of Merriman.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 787	Municipal Website	Carli van Wyk	2	Roads and Transport	Request the municipality to install Solar powered traffic lights along Merriman (especially on the Merriman bridge).	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 788	Municipal Website	Carli van Wyk	2	Roads and Transport	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge).	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 789	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install speed Cameras on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 790	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the installation of additional pedestrian crossings along the whole of Merriman.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 791	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered traffic lights along Meriman (especially on the Merriman bridge).	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 792	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge).	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 793	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of more robots on Merriman street to slow down the cars.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 794	Municipal Website	Carli van Wyk	1	Roads and Transport	Due to the shortage of parking the municipality should promote by creating bike-friendly roads and more bike lanes, and they need to be enforced in Stellenbosch Central.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 795	Municipal Website	Carli van Wyk	1	Roads and Transport	Increase the visibility of Law enforcement to enforce traffic laws, such as speeding for pedestrian safety.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 796	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of extra pedestrian crossings along Merriman road to ensure safety of students crossing this road daily.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 797	Municipal Website	Carli van Wyk	1	Safety and Security	Increase the visibility of law enforcement officers to ensure safety of students from robberies.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHWs.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 798	Municipal Website	Carli van Wyk	1	Safety and Security	Deployment of a guards to be stationed and patrol down the alleyway in between the Eikestad mall at night.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHWs.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	

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8	IDP - APRIL 2023- 799	Municipal Website	Carli van Wyk	2	Safety and Security	Deployment of a few guards to be stationed and patrol down the alleyway in between the Eikestad mall at night.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHWS.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 800	Municipal Website	Carli van Wyk	1	Roads and Transport	Upgrade the intersection of Merriman and R44 for better traffic flow, the current two lanes must both turn left onto the R44 to Somerset West and a short additional lane can be added for the few cars that must turn right. Then from that intersection till the Y-crossing Robot at the R44 and Polkadraai road robots from Merriman till that Y robot must be in sync for better traffic flow. Most people realise it's faster to take a shortcut by driving on the road between the R44 and Van der stel sports field/cricket ground to skip one out of sync robot and join at the Robot closest to Wes-Kerk	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 801	Municipal Website	Carli van Wyk	5	Roads and Transport	Construction of more bridges across Merriman Road. Increase traffic officer presence to discourage drinking and driving.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 802	Municipal Website	Carli van Wyk	5	Roads and Transport	Construction of more bridges across Merriman Road. Increase traffic officer presence to discourage drinking and driving.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 803	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of visible pedestrian crossings for students to use to cross Merriman Road safely and easily.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 804	Municipal Website	Carli van Wyk	1	Traffic Services	Request the municipality to install speed Cameras on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 805	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the installation of additional pedestrian crossings along the whole of Merriman.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 806	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered traffic lights along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 807	Municipal Website	Carli van Wyk	1	Roads and Transport	Request the municipality to install Solar powered lighting along Merriman (especially on the Merriman bridge)	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 808	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of speed measures and roadblocks on Merriman Road.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	

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8	IDP - APRIL 2023- 809	Municipal Website	Carli van Wyk	2	Roads and Transport	Installation of additional pedestrian crossings on whole of Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 810	Municipal Website	Carli van Wyk	1	Safety and Security	Increase the visibility of police during load-shedding, in areas where students typically gather, or in the circumstances they walking home from campus at night.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
8	IDP - APRIL 2023- 811	Municipal Website	Carli van Wyk	1	Electricity	Implementation of contingencies for load shedding such as IPPs for alternative power supply.	This will be addressed and investigated under the alternative energy initiatives.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 812	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of Solar powered traffic lights on Merriman Avenue to curb risks during load-shedding.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 813	Municipal Website	Carli van Wyk	1	Education	Implement quality and equal education amongst faculties.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	provincial	
8	IDP - APRIL 2023- 814	Municipal Website	Carli van Wyk	1	Roads and Transport	Implement bus transport from the University areas to clubs and bars.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 815	Municipal Website	Carli van Wyk	1	Roads and Transport	Construct speedhumps along Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 816	Municipal Website	Carli van Wyk	1	Electricity	Installation of streetlights along Merriman Road.	The Superintendent Services will schedule a meeting with the councillor to investigate.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 817	Municipal Website	Carli van Wyk	1	Roads and Transport	Close off Merriman so only students can walk there or add speedhumps/ circles or take other measures to make it safer.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 818	Municipal Website	Carli van Wyk	1	Electricity	Installation of solar-powered streetlights on Merriman Avenue to curb risk during load-shedding.	The municipality does not have any solar power streetlighting in its network, therefor this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
8	IDP - APRIL 2023- 819	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of additional safety precautions for pedestrians on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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8	IDP - APRIL 2023- 820	Municipal Website	Carli van Wyk	5	Roads and Transport	Installation of traffic calming safety measures on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
8	IDP - APRIL 2023- 821	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of traffic calming measures on Merriman Road	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
8	IDP - APRIL 2023- 822	Municipal Website	Carli van Wyk	4	Homeless People	The municipality should find another practical solution for the homeless besides the available homeless shelters in Stellenbosch. The homeless people endanger the safety of the students.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
8	IDP - APRIL 2023- 823	Municipal Website	Carli van Wyk	1	Safety and Security	The municipality needs to monitor and curb the increase of homeless individuals around Stellenbosch University individuals which leads to cases of harassment and theft. Please contact me for more detailed information with regards to the student community as I'm a representative on the university Academic Affairs Council.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
8	IDP - APRIL 2023- 824	Municipal Website	Carli van Wyk	1	Roads and Transport	Construct pedestrian crossings on Merriman Road for pedestrians.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
8	IDP - APRIL 2023- 825	Municipal Website	Carli van Wyk	1	Roads and Transport	Installation of traffic calming safety measures on Merriman road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
8	IDP - APRIL 2023- 826	Municipal Website	Carli van Wyk	2	Electricity	Divest from Eskom-based services and grant private companies to generate electricity at a higher rate using renewables.	This will be addressed and investigated under the alternative energy initiatives.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
8	IDP - APRIL 2023- 827	Municipal Website	Carli van Wyk	2	Roads and Transport	Construction of pavements on Ryneveld Road between its intersection with Merriman Rd all the way to Krommerivier road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
8	IDP - APRIL 2023- 828	Municipal Website	Carli van Wyk	1	Safety and Security	Installation of speed cameras on Merriman Road near the BA building as many people speeding through red lights and not obeying to speed limit.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Traffic Services	Cllr Carli van Wyk	Charl Kitching	Local
8	IDP - APRIL 2023- 829	Municipal Website	Carli van Wyk	1	Access to housing	Housing development opportunities in ward 8.	In accordance with the approved Housing Pipeline, housing projects are planned for and implemented taken the available funding into consideration.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
8	IDP - APRIL 2023- 830	Municipal Website	Carli van Wyk	3	Safety and Security	Installation of speed cameras on Merriman Road.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Traffic Services	Cllr Carli van Wyk	Charl Kitching	Local

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8	IDP - APRIL 2023- 831	Municipal Website	Carli van Wyk	2	Roads and Transport	Installation of additional pedestrian crossings along the entire Merriman Rd.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
8	IDP - APRIL 2023- 832	Municipal Website	Carli van Wyk	3	Roads and Transport	Installation of traffic calming measures on Merriman Road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
9	IDP - APRIL 2023- 108	Minutes	Zelda Dalling	n/a	Historic Building	Provide a plan for the Historic buildings in the Transvalia Plein.	An information statement will be released in April 2023, where we encourage the public for their input before the final decision will be made regarding what should happen with the Transvalia Plein.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
9	IDP - APRIL 2023- 109	Minutes	Zelda Dalling	n/a	Roads and Transport	Construct traffic circles, instead of traffic lights, on the R44.	The R44 is a Provincial Road. Therefore designs are created by Provincial government. However, it is important to mention that traffic circles do have their limitations.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Provincial	
9	IDP - APRIL 2023- 110	Municipal Website	Zelda Dalling	1	Safety and Security	Implementation of crime prevention measures during the day and night.	This request will be tabled at the weekly operational meeting with SAPS.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
9	IDP - APRIL 2023- 111	Municipal Website	Zelda Dalling	1	Electricity	Installation of solar-powered streetlights to prevent accidents and reduce crime during load shedding in ward 9.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Department: Electrical Services	Electrical Services	Cllr Zelda Dalling	Nombulelo Zwane	Local	
9	IDP - APRIL 2023- 112	Municipal Website	Zelda Dalling	1	Roads and Transport	Installation of additional speedhumps and zebra crossings in Bird Street.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
10	IDP - APRIL 2023- 113	Minutes	Rozette Du Toit	n/a	Waste Management	Implement the recycling programme at the Lapland Flats and provide the contact details of the responsible municipal official.	Stellenbosch Municipality has created its own recycling facility. The municipality has put out a plan to include all areas of Stellenbosch and Lapland will be prioritised on the list of new areas.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local	
10	IDP - APRIL 2023- 114	Minutes	Rozette Du Toit	n/a	Housing Administration	Upgrading of Lapland Flats.	Currently not funded, but minor maintenance is attended to as and when needed.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
10	IDP - APRIL 2023- 115	Minutes	Rozette Du Toit	n/a	Roads and Transport	Restrict / control the use of sidewalks by restaurants for their chairs and tables.	95 restaurants have to apply to use outdoor dining space. Currently, only 37 restaurants have applied. Restaurants must reserve 1.5 meters of sidewalk for pedestrians. The municipality is currently regulating this act, but at the same time wants to protect outdoor dining as it creates the environment for Stellenbosch Town.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette du Toit	Craig Alexander	Local	
10	IDP - APRIL 2023- 116	Minutes	Rozette Du Toit	n/a	Safety and security	Law enforcement to employ residents instead of using private companies for security and safety purposes in town.	Employment of private security companies are done through a municipal process and will only be to safeguard municipal properties and not to enforce bylaws. Residents can form part of NHW's if they want to contribute towards safety.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
10	IDP - APRIL 2023- 117	Minutes	Rozette Du Toit	n/a	Housing Administration	Replacement of water taps and sinks that were removed due to leakages in Lapland Flats.	The municipality is currently busy with the procurement of water taps. Once received from suppliers the municipality will commence with replacement of taps.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	

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10	IDP - APRIL 2023- 118	Minutes	Rozette Du Toit	n/a	Access to Basic Services	Repair of waterpipes and taps at the Lapland flats.	The senior manager is aware of the piping issue. An assessment has been done and the municipality is waiting for a report to know how much must be budgeted for.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
10	IDP - APRIL 2023- 119	Minutes	Rozette Du Toit	n/a	Safety and Security	Increase the visibility and response of Law Enforcement in Ward 10.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
10	IDP - APRIL 2023- 120	Minutes	Rozette Du Toit	n/a	Safety and Security	Provide feedback on CCTV Cameras installed without the resident's permission	The municipality has the right to put up CCTV Cameras in any public space. It is for safety purposes and to capture illegal activities. The recording can also be given through to SAPS. There have been more positive than negative results regarding the installation of CCTV Cameras.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
10	IDP - APRIL 2023- 121	Minutes	Rozette Du Toit	n/a	Water and Sanitation	Appointment of a qualified plumber to fix the water problems at Lavanda Flats.	The senior manager is aware of the piping issue. An assessment has been done and the municipality is waiting for a report to know how much must be budgeted for.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
10	IDP - APRIL 2023- 122	Minutes	Rozette Du Toit	n/a	Ward Priorities	Request for ward priorities to be implemented.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
10	IDP - APRIL 2023- 123	Minutes	Rozette Du Toit	n/a	Safety and Security	Provide support to the youth through the establishment of an NHW at Lapland.	The law enforcement coordinator for NHW's will liaise with the ward councillor and assist youth with the registration and establishment of NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
10	IDP - APRIL 2023- 124	Minutes	Rozette Du Toit	n/a	Safety and Security	Repair CCTV Cameras in Lapland.	Seven (7) out of the eight (8) cameras are in working order.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
10	IDP - APRIL 2023- 125	Minutes	Rozette Du Toit	n/a	Access to housing	Provision of housing opportunities in ward 10.	A public meeting was held on 3 May 2023 to address the concerns of the tenants residing in LAP-land (Ward 10). Further inspection and investigations will take place in order to address the challenges the tenants are facing.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
10	IDP - APRIL 2023- 126	Minutes	Rozette Du Toit	n/a	Housing Administration	Repair and maintenance of Laplands Flats.	Minor maintenance is attended to as and when needed and dependent on the available budget.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
10	IDP - APRIL 2023- 127	Minutes	Rozette Du Toit	n/a	Safety and Security	Increase the visibility of law enforcement or SAPS at the Lapland flats.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
10	IDP - APRIL 2023- 128	Minutes	Rozette Du Toit	n/a	Electricity	Repair and maintenance of electricity boxes at the Lapland Flats.	The Superintendent of Construction will investigate and meet with the ward councillor. A meeting will be scheduled at the councillor's earliest convenience.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
10	IDP - APRIL 2023- 129	Minutes	Rozette Du Toit	n/a	Youth development	Improve the advertising of the youth driver licence programme and put in place fair selection procedures.	Ward projects are linked to training and development. Each ward received R50 000 for specific training programmes. Please keep on applying as you will get a chance.	Community and Protection Services	Community Development	Community Development	Cllr Ralpton Adams	Michelle Aalbers	Local	

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10	IDP - APRIL 2023- 130	Minutes	Rozette Du Toit	n/a	Housing Administration	Complete the construction of braai spots and installation of benches at the Lapland flats.	It will be attended to in the 2023/2024 financial year.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
10	IDP - APRIL 2023- 131	Minutes	Rozette Du Toit	n/a	Safety and Security	Implementation of safety measures around Eikestad Mall to prevent muggings and safety issues around the Mall.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Traffic Services	Cllr Carli van Wyk	Charl Kitching	Local	
10	IDP - APRIL 2023- 132	Minutes	Rozette Du Toit	n/a	Safety and Security	Installation of traffic calming measures on Merriman Road for pedestrians crossing the road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
10	IDP - APRIL 2023- 585	Municipal Website	Rozette Du Toit	1	Roads and Transport	The construction of speedhumps as a traffic calming measure and safety on Merriman and Banghoek roads. The municipality is to enforce the speed limit of 60 km/h on Merriman as motorists regularly speed on the road.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
10	IDP - APRIL 2023- 586	Municipal Website	Rozette Du Toit	1	Traffic Services	Installation of traffic cameras on Bangkok Road to reduce the risk and enforce the speed limit of 60 km/h on Merriman as motorists regularly speed on the road.	This is currently being investigated and looked into by the department.	Community and Protection Services	Protection Services	Traffic Services	Cllr Carli van Wyk	Charl Kitching	Local	
10	IDP - APRIL 2023- 587	Municipal Website	Rozette Du Toit	1	Roads and Transport	Implementation of bus services operating from student areas to the university and surrounds, at night.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
10	IDP - APRIL 2023- 588	Municipal Website	Rozette Du Toit	2	Parks and Recreation	Cleaning of parks and free of homeless people residing in them.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
10	IDP - APRIL 2023- 589	Municipal Website	Rozette Du Toit	1	Electricity	The municipality to enforce the use of silent generators around town during load shedding and introduce a 'hotline' or designated website link to report noise disturbances.	Mr Martin Van As at Stellenbosch Municipality dealing with noise disturbances and should be contacted to investigate such cases/complaints.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
11	IDP - APRIL 2023- 133	Email	Johannie Serdyn	1	Roads and Transport	Demarcate allocated parking spaces for businesses and residents staying in and around the 'driehoek' (R44, Dorp Street and Adam Tas Road).	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
11	IDP - APRIL 2023- 134	Email	Johannie Serdyn	2	Safety and security	Improve safety and security around the Adam Tas-bridge.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
11	IDP - APRIL 2023- 135	Email	Johannie Serdyn	2	Roads and Transport	Construction and upgrading of the sidewalk at Eesterivier Road for NMT.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
11	IDP - APRIL 2023- 136	Email	Johannie Serdyn	3	Safety and security	Improve safety and security around Huis Harrison and the dam.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	

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11	IDP - APRIL 2023- 137	Email	Johannie Serdyn	4	Beautification	Beautification of the Woodmill-complex entrance.	This request will be investigated and discuss with the ward councillor.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe		
11	IDP - APRIL 2023- 138	Email	Johannie Serdyn	5	Environmental Management	The trees in the surrounding ward 7 area is getting sick and dying out. Please prioritise the safety and health of the nature.	The municipality does have plans with replacing the trees, but there are some limitations. If there are a lot of underground activities taking place in that area, the municipality is not allowed to plant trees there. To determine the services a process called Wayleave is followed. The municipality is currently identifying empty spaces in Ward 7 to plant trees.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe	Local	
11	IDP - APRIL 2023- 139	Email	Johannie Serdyn	6	Safety and security	Installation of a fence around the Oude Libertas highway from the Liberte complex fill Bokmakierie Street.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
11	IDP - APRIL 2023- 140	Email	Johannie Serdyn	7	Safety and security	Installation of a fence around Papegaaiberg Reserve.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe	Local	
11	IDP - APRIL 2023- 141	Email	Johannie Serdyn	6	Safety and security	Installation of batteries in the CCTV cameras to function during loadshedding.	The department is currently attending to this through a new tender process.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
11	IDP - APRIL 2023- 142	Email	Johannie Serdyn	8	Property Management	The sale of municipal houses in Onder-Papegaaiberg to be accelerated.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
11	IDP - APRIL 2023- 143	Email	Johannie Serdyn	9	Ward Priorities	Disappointed in the number of ward priorities that do not have any feedback / progress status during the IDP and Budget Public Participation.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local	
11	IDP - APRIL 2023- 590	Municipal Website	Johannie Serdyn	2	Environmental Management	Protect the nature reserve from informal settlement as this poses crime and unsafe to walk there. Install fencing with cameras pointing towards Kayamandi Township to prevent further informal development and monitor cameras for 24 hours, regular patrolling of securities and law enforcement for the safety of people.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Joseph Joon	Albert van der Merwe	Local	
11	IDP - APRIL 2023- 591	Municipal Website	Johannie Serdyn	1	Environmental Management	Request the municipality to remove the Informal dwellers on the Reserve from Kayamandi.	This request will be forward to Department: Informal Settlements.	Community and Protection Services	Community Services	Environmental Management	Cllr Joseph Joon	Albert van der Merwe	Local	
11	IDP - APRIL 2023- 592	Municipal Website	Johannie Serdyn	1	Parks and Recreation	Increase visibility of law enforcement in the Parks in Onder Papegaaiberg and reduce overgrown and need to be safe.	The feasibility of the request will be investigated.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
11	IDP - APRIL 2023- 593	Municipal Website	Johannie Serdyn	1	Parks and Recreation	Regular cutting of the bushes in Papegaaiberg Nature Reserve to ensure safety.	The detail of this request will be discussed with the ward councillor.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
11	IDP - APRIL 2023- 594	Municipal Website	Johannie Serdyn	1	Parks and Recreation	Prevent Kayamandi from overtaking the Reserve.	Housing department is currently busy erecting a fence on the northern border of the Reserve.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
12	IDP - APRIL 2023- 144	Minutes	Ayanda Tomose	n/a	Electricity	The municipality to provide the exact date the service provider will start with the installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	

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12	IDP - APRIL 2023- 145	Minutes	Ayanda Tomose	n/a	Waste Management	Distribution of waste bags in Nkanini.	Waste bags are distributed quarterly. The challenge is that during distribution there is no one in some of the households to accept/collect the waste bag.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local	
12	IDP - APRIL 2023- 146	Minutes	Ayanda Tomose	n/a	Unemployment	The current process of the unemployment database is not working as the same people are employed repeatedly, and others are not given an opportunity.	The LED office will be at the Kayamandi Corridor in the next 2 weeks to assist community members with EPWP database registration and application for stalls in Corridor.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
12	IDP - APRIL 2023- 147	Minutes	Ayanda Tomose	n/a	Housing	Housing development opportunities for Azania residents.	The upgrading of informal settlements is an ongoing process that is linked to the availability of funding from the National and Provincial departments. As Azania is the latest informal settlement in Stellenbosch, the investigation pertaining to the availability and type of basic services is continuing.	Planning and Economic Development	Integrated Human Settlements	Housing Development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
12	IDP - APRIL 2023- 148	Minutes	Ayanda Tomose	n/a	Electricity	Provide electricity connections for Azania.	Arrangement for bulk services in Azania has been made which include the provision of electricity.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 149	Minutes	Ayanda Tomose	n/a	Building Maintenance	Upgrade of the municipal flats in Kayamandi.	The municipal flats have been budgeted for the upgrade. The tender will be advertised in the next financial year and the project be rolled-out for 3 years. Housing is not a municipal mandate, the municipality receives funding from the provincial government to construct a certain number of houses. Next month there will be a programme to assist residents with housing applications.	Planning and Economic Development	Integrated Human Settlements	Housing Administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
12	IDP - APRIL 2023- 150	Minutes	Ayanda Tomose	n/a	Grant-in-Aid	The requirements of the Grant-in-Aid are too high / strict for the striving community NGOs.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
12	IDP - APRIL 2023- 151	Minutes	Ayanda Tomose	n/a	Recreation and Sport	The municipality must build an indoor sports centre for kids in Kayamandi to be assisted with sports, mural activities, and homework.	No funding is available on the capital budget to address this request.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
12	IDP - APRIL 2023- 152	Minutes	Ayanda Tomose	n/a	Public Participation	The municipality should consider conducting housing or IDP imbizo, and categorise topics according to sectors to ease communication and involvement of the residents in municipal affairs.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local	
12	IDP - APRIL 2023- 153	Minutes	Ayanda Tomose	n/a	Unemployment	The municipality is not to recruit the same EPWP workers repeatedly in Kayamandi.	EPWP database applications are available at the LED office. The application must be accompanied by a CV, proof of address, and a certified copy of ID. If not all required documents are submitted the applicant will be disqualified. There will be an office in Kayamandi Corridor assisting with applications.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
12	IDP - APRIL 2023- 154	Minutes	Ayanda Tomose	n/a	Area Cleaning	Increase workers to clean the streets in Kayamandi and the availability of trucks to collect the waste.	EPWP staff will be periodically sourced and employed from the unemployment database.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local	
12	IDP - APRIL 2023- 155	Minutes	Ayanda Tomose	n/a	Housing Administration	Handover of title deeds to the Kayamandi residents.	Two (2) title deed handover events have already occurred in Kayamandi and the registration of Title deeds is continuing. The Township establishment processes have been concluded in Kayamandi which will result in the registration of the Amended General Plans, after which the transfers of these properties may commence.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023													
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12	IDP - APRIL 2023- 156	Minutes	Ayanda Tomose	n/a	Electricity	Installation of solar panels at households in Kayamandi to respond to the load shedding challenges.	There is a current Bid with the service provider I-Shack where residents of Kayamandi can apply for the installation of solar panels for the charging of phones ect.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
12	IDP - APRIL 2023- 157	Minutes	Ayanda Tomose	n/a	Finance	The municipality should break down the budget per ward.	The public participation process did break down the budget per ward. It is important to note that there are capital projects that service more than one ward and the entire municipal area.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
12	IDP - APRIL 2023- 158	Minutes	Ayanda Tomose	n/a	Safety and Security	CCTV cameras in Kayamandi must be monitored and utilised to identify and assist to combat criminal activities.	Cameras are monitored from the control room. Loadshedding does impact cameras being on or off, NHWs are invited to sit in our control room to monitor cameras.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
12	IDP - APRIL 2023- 159	Minutes	Ayanda Tomose	n/a	Land	Leasing of the land at Sizamile Creché to Kayamandi residents for a Wellness Centre.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local
12	IDP - APRIL 2023- 160	Minutes	Ayanda Tomose	n/a	Land	Identification of heritage land for an initiation site for the Kayamandi community.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local
12	IDP - APRIL 2023- 161	Minutes	Ayanda Tomose	n/a	Unemployment	The municipality to stop recruiting the same EPWP workers repeatedly and capture people's CVs on the database.	Shortlisting of EPWP workers is drawn from the database and applicants can work for 24 months. If according to the system the applicant has not worked for 24 months they can be recruited again until they finish 24 months.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
12	IDP - APRIL 2023- 162	Minutes	Ayanda Tomose	n/a	Area cleaning	Appointed EPWP workers should clean the areas where they reside because workers from other areas do not clean properly.	EPWP staff will be periodically sourced and employed from the unemployment database to work within the respective areas.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local
12	IDP - APRIL 2023- 163	Minutes	Ayanda Tomose	n/a	Waste Management	The community of Nkanini by Mashiya is requesting for skips and waste plastic bags.	The truck that collects skips is too big for the upper area of Nkanini. Waste plastic bags are distributed quarterly. If there is no one home, the household may contact the Section: Waste Management.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local
12	IDP - APRIL 2023- 164	Minutes	Ayanda Tomose	n/a	Environmental Management	The community of Nkanini by Mashiya is requesting for skips and waste plastic bags.	The truck that collects skips is too big for the upper area of Nkanini. Waste plastic bags are distributed quarterly if there is no one home the household can contact the Section: Waste Management.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
12	IDP - APRIL 2023- 165	Minutes	Ayanda Tomose	n/a	Disabled people	Provision of transport services for disabled people to collect medication.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
12	IDP - APRIL 2023- 166	Minutes	Ayanda Tomose	n/a	Sanitation	Installation of ablution facilities in Azania by Watergang 2 (Horn).	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local

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12	IDP - APRIL 2023- 167	Minutes	Ayanda Tomose	n/a	Housing	Request for the municipality to relocate/move the informal houses that are built on the pavement in Luyolo Street for the construction of sidewalks and demolish informal houses of the residents that receive formal housing.	The assessment for the construction of sidewalks in Luyolo Street was conducted and according to the assessment, the construction of sidewalks at Luyolo Street is not feasible. Informal houses on the sidewalks must be moved first. The informal house must be demolished after residents have relocated to a house. But the beneficiaries supported by community members create claims that there are people supported by the beneficiary who will stay behind hence some of the informal houses are not demolished. The Department: Informal Settlements: There is currently no decanting space in Kayamandi in general and therefore the structures cannot be moved immediately. Provision has been made to relocate qualifying residents in the Northern Extension project.	Planning and Economic Development	Integrated Human Settlements	Informal Settlements	Deputy Executive Mayor Jeremy Fasser	Johru Robyn	Local
12	IDP - APRIL 2023- 168	WhatsApp	Ayanda Tomose	n/a	Area cleaning	Regularly cleaning of streets in Snake Valley and the appointment of people from Snake Valley as cleaners.	EPWP staff will be periodically sourced and employed from the unemployment database to work within the respective areas.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local
12	IDP - APRIL 2023- 169	WhatsApp	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
12	IDP - APRIL 2023- 170	WhatsApp	Ayanda Tomose	n/a	Parks and Recreation	Relocate the small bin by Snake Valley Park gate to the inside of the park as it is used as a dumping site.	This request will be discussed with the ward councillor.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
12	IDP - APRIL 2023- 171	WhatsApp	Ayanda Tomose	n/a	Parks and Recreation	Repair and maintain the Snake Valley Park and install equipment that was removed by the municipality.	The request will be investigated.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
12	IDP - APRIL 2023- 172	WhatsApp	Ayanda Tomose	n/a	Parks and Recreation	Cleaning of Snake Valley Park and implement lock and opening times to ensure safety.	This request will be investigated and discussed with the ward councillor.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
12	IDP - APRIL 2023- 173	WhatsApp	Ayanda Tomose	n/a	Roads and Transport	Cleaning and maintenance of drains in Snake Valley, Kayamandi.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
12	IDP - APRIL 2023- 174	Municipal Website	Ayanda Tomose	3	Land for housing	Allow residents to build their own houses as the informal settlements are always on fire in Nkani.	In accordance with the approved Housing Pipeline, housing projects are planned for and implemented taken the available funding into consideration. Given the steep slopes and density of the informal settlement, the upgrading of Enkanini is extremely challenging. When a decanting site and funding from Province is approved, and services are installed the residents will be able to build their own houses in line with Government / Municipal policies.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
12	IDP - APRIL 2023- 175	Municipal Website	Ayanda Tomose	3	Access to housing	Provision of housing development opportunities in Kayamandi.	The Municipality has appointed a team of professionals to undertake a Broad Conceptual Urban Design Framework which will include ±4 000 – 5 000 residential opportunities for low -medium income earners in the development in the Northern Extension as well as to obtain town planning and development rights.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
12	IDP - APRIL 2023- 176	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local

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12	IDP - APRIL 2023- 177	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 178	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 179	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 180	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 181	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 182	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 183	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 184	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 185	Have Your Say	Ayanda Tomose	n/a	Facilities	Construct a community hall in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
12	IDP - APRIL 2023- 186	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 187	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 188	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 189	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 190	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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12	IDP - APRIL 2023- 191	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 192	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Area cleaning in Nkanini.	EPWP staff are deployed into various areas to clean and the Section: Area Cleaning collects all waste.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 193	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 194	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 195	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 196	Have Your Say	Ayanda Tomose	n/a	Access to Land	Identification of land for housing opportunities Nkanini.	The Municipality has appointed a team of professionals to undertake a Broad Conceptual Urban Design Framework which will include ±4 000 – 5 000 residential opportunities for low -medium income earners in the development in the Northern Extension as well as to obtain town planning and development rights.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
12	IDP - APRIL 2023- 197	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of electricity connections in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 198	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 199	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 200	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 201	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 202	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 203	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	

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12	IDP - APRIL 2023- 204	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 205	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 206	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Area cleaning in Nkanini.	EPWP staff are deployed into various areas to clean and the Section: Area Cleaning collects all waste.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 207	Have Your Say	Ayanda Tomose	n/a	Facilities	Construct a community Hall in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
12	IDP - APRIL 2023- 208	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 209	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 210	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 211	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Area cleaning of Nkanini.	EPWP staff are deployed into various areas to clean and the Section: Area Cleaning collects all waste.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 212	Have Your Say	Ayanda Tomose	n/a	Facilities	Build a community Hall in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
12	IDP - APRIL 2023- 213	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 214	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 215	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 216	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Area cleaning in Nkanini.	EPWP staff are deployed into various areas to clean and the Section: Area Cleaning collects all waste.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 217	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 218	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023														
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)	
12	IDP - APRIL 2023- 219	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 220	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 221	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 222	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 223	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 224	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 225	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 226	Have Your Say	Ayanda Tomose	n/a	Housing	Building of RDP houses.	The Municipality has appointed a team of professionals to undertake a Broad Conceptual Urban Design Framework which will include ±4 000 – 5 000 residential opportunities for low -medium income earners in the development in the Northern Extension as well as to obtain town planning and development rights.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
12	IDP - APRIL 2023- 227	Have Your Say	Ayanda Tomose	n/a	Wi-Fi connection	Installation of free wifi in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Information and Communication Technology	ICT Infrastructure	Cllr Lwando Nkamisa	Regan Mooideen	Local	
12	IDP - APRIL 2023- 228	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 229	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 230	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 231	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 232	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023														
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)	
12	IDP - APRIL 2023- 233	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 234	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 235	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 236	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 237	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Area cleaning in Nkanini.	EPWP staff are deployed into various areas to clean and the Section: Area Cleaning collects all waste.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 238	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 239	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Request for bins to be emptied by the municipality in Nkanini.	The department has a 7-day-a-week skip bin collection schedule. Nkanini receives 3 days a week of collection.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 240	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Area cleaning in Nkanini.	EPWP staff are deployed into various areas to clean and the Section: Area Cleaning collects all waste.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 241	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 242	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Request for bins to be emptied by the municipality in Nkanini.	The department has a 7-day-a-week skip bin collection schedule. Nkanini receives 3 days a week of collection.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 243	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 244	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 245	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 246	Have Your Say	Ayanda Tomose	n/a	Disabled People	Provision of transport for people with disabilities in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023														
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)	
12	IDP - APRIL 2023- 247	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of taps in houses in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 248	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 249	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 250	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 251	Have Your Say	Ayanda Tomose	n/a	Disabled People	Provision of transport for people with disabilities in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
12	IDP - APRIL 2023- 252	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 253	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 254	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 255	Have Your Say	Ayanda Tomose	n/a	Unemployment	Create job opportunities for the residents of Nkanini.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
12	IDP - APRIL 2023- 256	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 257	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 258	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 259	Have Your Say	Ayanda Tomose	n/a	Facilities	Build a community Hall in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local	
12	IDP - APRIL 2023- 260	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Request for bins to be emptied by the municipality in Nkanini.	The department has a 7-day-a-week skip bin collection schedule. Nkanini receives 3 days a week of collection.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023														
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)	
12	IDP - APRIL 2023- 261	Have Your Say	Ayanda Tomose	n/a	Parks and Recreation	Identify land for a park.	The request will be investigated.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
12	IDP - APRIL 2023- 262	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini. B175	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 263	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini. B175	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 264	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 265	Have Your Say	Ayanda Tomose	n/a	Wi-Fi connection	Installation of free Wi-Fi in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Information and Communication Technology	ICT Infrastructure	Cllr Lwando Nkamisa	Regan Mooideen	Local	
12	IDP - APRIL 2023- 266	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 267	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 268	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 269	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini. B158	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 270	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini. B158	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 271	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini. B707	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 272	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini. B707	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 273	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 274	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	

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12	IDP - APRIL 2023- 275	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 276	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini. A291	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 277	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini. A219	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 278	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 279	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini. B145	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 280	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 281	Have Your Say	Ayanda Tomose	n/a	Health facilities (Clinic)	Construction of clinic in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
12	IDP - APRIL 2023- 282	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 283	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 284	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 285	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 286	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 287	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 288	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023														
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)	
12	IDP - APRIL 2023- 289	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 290	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.A91	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 291	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini. A91	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 292	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 293	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.A91	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 294	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini. A91	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 295	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini. B701	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 296	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini. B701	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 297	Have Your Say	Ayanda Tomose	n/a	Unemployment	Create more job opportunities in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
12	IDP - APRIL 2023- 298	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 299	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 300	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 301	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 302	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	

1st Review of the 5th Generation Integrated Development Plan 2022 - 2027: Public Participation Comments and Inputs: 3 -25 April 2023														
Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)	
12	IDP - APRIL 2023- 303	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 304	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 305	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 306	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 307	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Request for bins to be emptied by the municipality in Nkanini.	The department has a 7-day-a-week skip bin collection schedule. Nkanini receives 3 days a week of collection.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 308	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 309	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 310	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 311	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 312	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
12	IDP - APRIL 2023- 313	Have Your Say	Ayanda Tomose	n/a	Area Cleaning	Area cleaning in Nkanini.	EPWP staff are deployed into various areas to clean and the Section: Area Cleaning collects all waste.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks		
12	IDP - APRIL 2023- 314	Have Your Say	Ayanda Tomose	n/a	Roads and Transport	Construction of roads in Nkanini	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
12	IDP - APRIL 2023- 315	Have Your Say	Ayanda Tomose	n/a	Electricity	Installation of electricity connections in Nkanini.	Electrification of Nkanini has started and the service provider has commenced with the work on 8 March 2023. The ward councillor has been updated. The Department: Housing Administration is finalising beneficiary list.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
12	IDP - APRIL 2023- 316	Have Your Say	Ayanda Tomose	n/a	Access to Basic Services	Installation of toilets and water taps in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	

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12	IDP - APRIL 2023- 317	Have Your Say	Ayanda Tomose	n/a	Disabled People	Provision of transport for people with disabilities in Nkanini.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
13	IDP - APRIL 2023- 318	Have Your Say	Mary Nkopane	n/a	Housing	Schedule a meeting with Director Barnes and team responsible for housing and land.	The normal protocol to arrange meeting with the Director should be followed.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
13	IDP - APRIL 2023- 319	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. Cllr to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
13	IDP - APRIL 2023- 320	Have Your Say	Mary Nkopane	n/a	Community Development	Building of a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers	
13	IDP - APRIL 2023- 321	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
13	IDP - APRIL 2023- 322	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
13	IDP - APRIL 2023- 323	Have Your Say	Mary Nkopane	n/a	Community Development	Building of a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers	
13	IDP - APRIL 2023- 324	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
13	IDP - APRIL 2023- 325	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
13	IDP - APRIL 2023- 326	Have Your Say	Mary Nkopane	n/a	Community Development	Building of a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers	
13	IDP - APRIL 2023- 327	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
13	IDP - APRIL 2023- 328	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
13	IDP - APRIL 2023- 329	Have Your Say	Mary Nkopane	n/a	Community Development	Build of a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers	
13	IDP - APRIL 2023- 330	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
13	IDP - APRIL 2023- 331	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 17.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local

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13	IDP - APRIL 2023- 332	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Clir Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 333	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Clir Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 334	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Clir Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 335	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Clir Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 336	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Clir Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 337	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Clir Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 338	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Clir Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 339	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Clir Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 340	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Clir Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 341	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Clir Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 342	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Clir Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 343	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Clir Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 344	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Clir Ralphton Adams	Michelle Aalbers		

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13	IDP - APRIL 2023- 345	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 346	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 347	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 348	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 349	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 350	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 351	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 352	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 353	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 354	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 355	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 356	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 357	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	

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13	IDP - APRIL 2023- 358	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 359	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 360	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 361	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 362	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services			Cllr Ralphton Adams	Michelle Aalbers		
13	IDP - APRIL 2023- 363	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 364	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 365	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
13	IDP - APRIL 2023- 366	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 367	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13.	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 368	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
13	IDP - APRIL 2023- 369	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 370	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 371	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	

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Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)	
13	IDP - APRIL 2023- 372	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 373	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 374	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
13	IDP - APRIL 2023- 375	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 376	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 13	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 377	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
13	IDP - APRIL 2023- 378	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 379	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 14	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 380	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
13	IDP - APRIL 2023- 381	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
13	IDP - APRIL 2023- 382	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 15	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
13	IDP - APRIL 2023- 383	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
13	IDP - APRIL 2023- 384	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	

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Ward	Ref no	Source	Ward Councillor	Priority Ranking (1-5)	Community Need/ Ward Priority	Description of ward issue (Author: community member/ stakeholder)	Departmental Comment	Linkage to Directorate	Department	Section	Responsible Portfolio Councillor	Responsible Senior Manager/ Manager	Government Competency (National / Provincial / District / Municipal)
13	IDP - APRIL 2023- 385	Have Your Say	Mary Nkopane	n/a	Safety and security	Installation of CCTV Cameras in Ward 16	This is funding depended and attached to the CCTV camera masterplan. The ward councillor to provide more specific details of locations where cameras are required, to allow for it to be investigated in relation to feasibility.	Community and Protection Services	Law Enforcement	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
13	IDP - APRIL 2023- 386	Have Your Say	Mary Nkopane	n/a	Community Development	Build a Wellness Centre at Sizamile Creche for youth activities and senior citizens.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
13	IDP - APRIL 2023- 387	Have Your Say	Mary Nkopane	n/a	Electricity	Installation of solar panels on streetlights to create safer areas during load shedding.	The municipality does not have any solar power streetlighting in its network, therefore this is not a stock item in the stores and hence cannot be procured.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
14	IDP - APRIL 2023- 388	Minutes	Maxwell Danana	n/a	Roads and Transport	The construction of the Kayamandi bridge has been submitted as a ward priority since the 1980s, but no funds have been allocated for its development.	Bridge construction approvals have been approved and procurement is underway, but the cost is higher than the estimated budget. The exact dates of the implementation stage cannot be confirmed at present.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
14	IDP - APRIL 2023- 389	Minutes	Maxwell Danana	n/a	Skills development	The number of youth included in skills development training must be increased in order to accommodate more youth per ward.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
14	IDP - APRIL 2023- 390	Minutes	Maxwell Danana	n/a	Housing	The building of houses for Kayamandi residents has been promised for a long but there has been no implementation.	The Municipality has appointed a team of professionals to undertake a Broad Conceptual Urban Design Framework which will include ±4 000 – 5 000 residential opportunities for low -medium income earners in the development in the Northern Extension as well as to obtain town planning and development rights.	Planning and Economic Development	Integrated Human Settlements	Housing Development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
14	IDP - APRIL 2023- 391	Minutes	Maxwell Danana	n/a	Health facilities (Clinic)	Build a second clinic in Kayamandi. One clinic is not sufficient for the entire of Kayamandi.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial
14	IDP - APRIL 2023- 392	Minutes	Maxwell Danana	n/a	Safety and security	Relocation of the police station next to the Kayamandi Clinic which will be in the middle of Kayamandi.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial
14	IDP - APRIL 2023- 393	Minutes	Maxwell Danana	n/a	Waste Management	Collection of wheelie bins on a regular basis, which are rarely collected in Kayamandi.	The Section: Waste Management will make an arrangement for the collection of wheelie bins.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local
14	IDP - APRIL 2023- 394	Minutes	Maxwell Danana	n/a	Housing	Provide housing opportunities for the people of Luyolo Street in Kayamandi.	The Municipality has appointed a team of professionals to undertake a Broad Conceptual Urban Design Framework which will include ±4 000 – 5 000 residential opportunities for low -medium income earners in the development in the Northern Extension as well as to obtain town planning and development rights.	Planning and Economic Development	Integrated Human Settlements	Housing Development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
14	IDP - APRIL 2023- 395	Minutes	Maxwell Danana	n/a	Facilities	Build a community hall in Kayamandi.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local
14	IDP - APRIL 2023- 396	Minutes	Maxwell Danana	n/a	Property Management	Kayamandi is being fenced but the municipality claims there are no funds.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local

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14	IDP - APRIL 2023- 397	Minutes	Maxwell Danana	n/a	Recreation and Sport	Establish proper playgrounds for the children in Ward 14.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
14	IDP - APRIL 2023- 398	Minutes	Maxwell Danana	n/a	Property Management	Provide details of the rightful owners of identified land when residents enquire about a specific land.	Residents can request land ownership from the municipality and information will be provided.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annelene de Beer	Local	
14	IDP - APRIL 2023- 399	Minutes	Maxwell Danana	n/a	Land for housing	The municipality must address corruption within the municipality. Some municipal officials request bribes to render services and authorise flats for themselves.	Any irregularities should be reported on the Anti-fraud line of the municipality whereby the necessary investigations will be conducted.	Planning and Economic Development	Integrated Human Settlements	Housing Development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
14	IDP - APRIL 2023- 400	Municipal Website	Maxwell Danana	1	Housing	Provision of housing opportunities with more rooms for backyard dwellers in Zone P.	The upgrading of Zone P has not been identified as a project on the Housing Pipeline.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
14	IDP - APRIL 2023- 401	Municipal Website	Maxwell Danana	1	Housing Administration	Roof replacement for Zone P houses that are in poor condition.	The formal houses in Zone P is currently not part of the Municipal rental stock. No funding is available to maintain houses in Zone P.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
14	IDP - APRIL 2023- 402	Municipal Website	Maxwell Danana	1	Safety and Security	Increase law enforcement and police visibility, especially in the morning hours when people are going to work and back at night.	Law Enforcement has limited staff which covers the entire municipal area. Law Enforcement does not provide a 24/7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHWs.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
14	IDP - APRIL 2023- 403	Whatsapp	Maxwell Danana	n/a	Community Development	Removal of the age limit of the learner and licence project and made available for all ages.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Section: Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers		
15	IDP - APRIL 2023- 404	Minutes	Elliot Masimini	n/a	Skills development	Increase the budget for youth development to accommodate more youth.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
15	IDP - APRIL 2023- 405	Minutes	Elliot Masimini	n/a	Electricity	The cables on Fire Street in Zone O have been stolen, leaving the area without electricity for several weeks.	The Fire Street issue will be reported to be fixed. Community members should ensure and safeguard infrastructure safety.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
15	IDP - APRIL 2023- 406	Minutes	Elliot Masimini	n/a	Wi-Fi connection	Request for internet connection in Kayamanai Corridor.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Information and Communication Technology	ICT Infrastructure	Cllr Lwando Nkamisa	Regan Mooideen	Local	
15	IDP - APRIL 2023- 407	Minutes	Elliot Masimini	n/a	Safety and security	Increase the budget for Neighbourhood Watches in order to pay the neighbourhood watch volunteers a stipend to encourage them.	NHWs is a voluntary service for community members to assist in creating a safer Neighbourhood.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
15	IDP - APRIL 2023- 408	Minutes	Elliot Masimini	n/a	Public Participation	The municipality should extend invitations to the provincial government during IDP public participation meetings to provide feedback on provincial issues.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local	

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15	IDP - APRIL 2023- 409	Minutes	Elliot Masimini	n/a	Sport and culture	There is no sports council in Kayamandi. Sports facilities in Kayamandi are not up to standard as compared to other areas.	Sports Council has been established during 2023.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
15	IDP - APRIL 2023- 410	Minutes	Elliot Masimini	n/a	Spatial Planning	The municipality must include and consult all areas of Stellenbosch regarding decision-making on ATC.	ATC land belongs to the private sector, only 30% of the 53 000 units are reserved for R3500 – R20 000 income earners.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local	
15	IDP - APRIL 2023- 411	Minutes	Elliot Masimini	n/a	Local Economic Development	Request for the implementation of a fair application process for stalls in Kayamandi Corridor, and to be informed about Kayamandi Corridor application notifications.	Kayamandi corridor received 5 -6 applications, but still need to evaluate if the places are right. The application notification for spaces in Corridor will be out.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
15	IDP - APRIL 2023- 412	Minutes	Elliot Masimini	n/a	Roads and Transport	To allow residents to extend their homes, the municipality must relocate the drains on their properties near Emazink houses.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
16	IDP - APRIL 2023- 413	Minutes	Elsabe Vermeulen	n/a	Safety and security	Request law enforcement near the schools in Cloeteville to assist learners to cross the road.	The department does have a program in place to assist learners, as well as training is given to schools. The ward councillor is to provide specific schools where there is a need so we can see how the school can be assisted through possible wardens/pointmen or training school teachers.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
16	IDP - APRIL 2023- 414	Minutes	Elsabe Vermeulen	n/a	Land for housing	Soek Mekaar erven to be removed from the SDF and include realistic identified land for housing development, houses cannot be built around a reservoir.	A service provider was appointed for Erf 7001, Cloeteville better known as "Soek-mekaar" to obtain development rights and provision for ±250 medium to higher GAP-housing opportunities. Erf 7001 ("Soek-mekaar") housing project is in a planning stage and when the Land Use Application is advertised for public comment, the interested and affected person/parties may comment and/or object accordingly.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
16	IDP - APRIL 2023- 415	Minutes	Elsabe Vermeulen	n/a	Land for housing	Identification of land to build houses for backyard dwellers in Cloeteville.	A public meeting was held on 8 May 2023 regarding all housing-related queries and the processes of funding for housing between the Municipality and Province. The Municipality has identified Social Housing (affordable rental) as a housing programme to amongst others address the backyarder's plight for better living conditions.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
16	IDP - APRIL 2023- 416	Minutes	Elsabe Vermeulen	n/a	Safety and Security	Repair of the CCTV cameras on North - End Street.	Currently experiencing network challenges. The problem is being investigated for urgent repairs.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
16	IDP - APRIL 2023- 417	Minutes	Elsabe Vermeulen	n/a	Safety and Security	Installation of a CCTV camera at The Steps – J Block.	This is funding dependent and attached to the CCTV camera masterplan. The request will be investigated.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
16	IDP - APRIL 2023- 418	Minutes	Elsabe Vermeulen	n/a	Housing	Investigate the implementation of the housing pipeline projects in Cloeteville.	A public meeting was held on 8 May 2023 regarding all housing-related queries and the processes of funding for housing between the Municipality and Province. The Housing Pipeline was presented and the housing projects are planned for and implemented taken the available funding into consideration.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
16	IDP - APRIL 2023- 419	Minutes	Elsabe Vermeulen	n/a	Safety and Security	Increase visible law enforcement at Cloeteville schools at the pedestrian crossing.	The department does have a program in place to assist learners, as well as training is given to schools. Cllr to provide specific schools where there is a need so we can see how the school can be assisted through possible wardens/pointmen or training school teachers.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
16	IDP - APRIL 2023- 420	Municipal Website	Elsabe Vermeulen	5	Sport and culture	Construction or installation of ablution facilities at the Cloeteville Sports ground.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	

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16	IDP - APRIL 2023- 421	Municipal Website	Elsabe Vermeulen	5	Sport and culture	Build a Cloakroom for the netball players.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
16	IDP - APRIL 2023- 422	Municipal Website	Elsabe Vermeulen	5	Roads and Transport	Construction of tar roads and wheelchair-friendly roads.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
16	IDP - APRIL 2023- 423	Municipal Website	Elsabe Vermeulen	5	Sport and culture	Construction of tar roads and installation of lights around Cloeteville sports ground.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
16	IDP - APRIL 2023- 424	Have Your Say	Peter Johnson	n/a	Building Maintenance	Replacement of taps at 13 Monteray Flat, Rhode Street, Cloeteville.	The municipality is busy with the procurement of water taps. Once received from suppliers we will commence with replacement of taps.	Planning and Economic Development	Integrated Human Settlements	Housing Administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
16	IDP - APRIL 2023- 425	Have Your Say	Elsabe Vermeulen	n/a	Spatial Planning	Make Cloeteville (Ward 10, 16, 17 and 19) one ward.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local	
16	IDP - APRIL 2023- 426	Have Your Say	Elsabe Vermeulen	n/a	Safety and security	Repairing and installation of CCTV cameras in Cloeteville. (9 Vredelust Street, Cloeteville).	This is funding dependent and attached to the CCTV camera masterplan. The request will be investigated.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
16	IDP - APRIL 2023- 427	Have Your Say	Elsabe Vermeulen	n/a	Property Management	Replacement of asbestos roofs as people are falling ill.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Section: Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annelene de Beer	Local	
16	IDP - APRIL 2023- 428	Have Your Say	Elsabe Vermeulen	n/a	Unemployment	Provide proof that residents of Cloeteville are employed as EPWP workers by registration on the unemployment database.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
16	IDP - APRIL 2023- 429	Have Your Say	Elsabe Vermeulen	n/a	Electricity	Provide an explanation why some residents are allocated more electricity units than others. (Vredelust and White City).	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nambulelo Zwane	Local	
16 and 17	IDP - APRIL 2023- 595	Minutes		n/a	Housing Administration	Hand over title deeds to the residents of Curry and Longstreet for the low-cost housing.	This is an ongoing programme and a workshop is planned for these residents to assist them with the processes in dealing with estates.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
16 and 17	IDP - APRIL 2023- 596	Minutes		n/a	Access to housing	Provision of housing opportunities for the old army veterans in Cloeteville.	The Housing Pipeline that identifies housing project throughout the Municipality makes provision for veterans as a priority. According to the latest guideline from National and Provincial government, all housing project must prioritise the allocation of houses to veterans which are registered on the National Military Veteran Database of the Department of Military Veterans.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
16 and 17	IDP - APRIL 2023- 597	Minutes		n/a	Housing Administration	Replace the asbestos rooftops at Elke, Curry, Pine, and Nort End Streets.	Housing Development is currently busy investigating funding programmes from the National Housing Development Grant for the replacement of Asbestos roofs in the WC024.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
16 and 17	IDP - APRIL 2023- 598	Minutes		n/a	Housing Administration	Is there insurance on the houses at The Steps and how will it affect the tenants if the property is not yet transferred to them?	We are currently investigating this with the Directorate : Financial Services.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	

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16 and 17	IDP - APRIL 2023- 599	Minutes		n/a	Housing Administration	Request that the security be upgraded at the Steps, fences be put around, and gates.	There are no funds available for these requests.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
16 and 17	IDP - APRIL 2023- 600	Minutes		n/a	Housing Administration	Conduct an investigation and maintenance of The Steps as the building can collapse on the tenants.	This must be referred to PMU as they are attending to the upgrading project in the Steps.	Infrastructure Services	Development Services, Asset Management and Systems & Project Management Unit	Project Management Unit (PMU)	Cllr Zelda Dalling	Myra Francis	Local	
16 and 17	IDP - APRIL 2023- 601	Minutes		n/a	Land for housing	Identification of land for housing development opportunities at Nietvoorbij.	Nietvoorbij is currently not included in the approved Housing Pipeline. The only housing projects that are on the Housing Pipeline are planned for and implemented taken the available funding into consideration. The said property's ownership is not that of the Municipality.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
16 and 17	IDP - APRIL 2023- 602	Minutes		n/a	Safety and Security	Proper management of the CCTV cameras in Cloeteville.	Cameras are monitored from the control room. Loadshedding does impact cameras being on or off. NHW's are invited to sit in our control room to monitor cameras	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
17	IDP - APRIL 2023- 430	Have Your Say	Peter Johnson	n/a	Spatial Planning	Make Cloeteville (Ward 16 and 17) one ward.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local	
17	IDP - APRIL 2023- 431	Have Your Say	Peter Johnson	n/a	Building Maintenance	Fixing of the roof at 13 Monterey Flat, Rhode Street, Cloeteville.	A Structural Engineer has been appointed to do an investigation and supply specifications for the appointment of a contractor.	Planning and Economic Development	Integrated Human Settlements	Housing Administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
17	IDP - APRIL 2023- 432	Have Your Say	Peter Johnson	n/a	Building Maintenance	Repair of cracks in front door frame / wall at 6 Monterey Flat, Rhode Street, Cloeteville.	The artisan team will investigate and advise the tenants of the timeframes to be followed for the repairs.	Planning and Economic Development	Integrated Human Settlements	Housing Administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
17	IDP - APRIL 2023- 433	Have Your Say	Peter Johnson	n/a	Building Maintenance	Fixing and maintenance of door and floor tiles at 14 Monterey Flat, Rhode Street, Cloeteville.	The artisan team will investigate and advise the tenants of the timeframes to be followed for the repairs.	Planning and Economic Development	Integrated Human Settlements	Housing Administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
17	IDP - APRIL 2023- 434	Have Your Say	Peter Johnson	n/a	Building Maintenance	Fixing and maintenance of the toilet and geyser at 14 Monterey Flat, Rhode Street, Cloeteville.	The artisan team will investigate and advise the tenants of the timeframes to be followed for the repairs.	Planning and Economic Development	Integrated Human Settlements	Housing Administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
17	IDP - APRIL 2023- 435	Have Your Say	Peter Johnson	n/a	Safety and security	Installation of fences around Monterey Flats.	There is no budget for the installation of a fence.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
17	IDP - APRIL 2023- 436	Have Your Say	Peter Johnson	n/a	Spatial Planning	Make Cloeteville (Ward 16 and 17) one ward.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local	
17	IDP - APRIL 2023- 603	Municipal Website	Peter Johnson	3	Area Cleaning	Cleaning of illegal dumping sites in Cloeteville.	EPWP staff are deployed into various areas to clean and the Section: Area Cleaning collects all waste.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local	
17	IDP - APRIL 2023- 604	Municipal Website	Peter Johnson	1	Area Cleaning	Provide critical skills development training for people employed for area cleaning (StellCare etc) to help them be gainfully employable rather in Cloeteville.	The department will liaise with various stakeholders within the areas to determine the best solution.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local	
17	IDP - APRIL 2023- 605	Municipal Website	Peter Johnson	1	Community Development	Implement skills development training opportunities not only for youth under 35 but also for their parents in Cloeteville.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphon Adams	Michelle Aalbers	Local	

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17	IDP - APRIL 2023- 606	Municipal Website	Peter Johnson	1	Land for housing	Identification of land for housing development for marginalised communities closest to the CBD and economic activity with reserving land closer to CBD for those with the financial means.	The Municipality has embarked on investigations to build Social Housing (affordable rental) near the CBD of Stellenbosch. The first Social Housing project to be awarded to a Social Housing Institution (SHI) to implement affordable housing is at an advance stage.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
17	IDP - APRIL 2023- 607	Municipal Website	Peter Johnson	5	Safety and Security	Deployment of law enforcement officers to "Soekmekaar" the open veld in Cloeteville to combat the criminal activities taking place. Close "Soekmekaar" with a fence with one or two pedestrian gates and one big gate for Adf to petrol or law enforcement.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHWs. Fencing and closure of areas do not resort with Protection services.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
17	IDP - APRIL 2023- 608	Municipal Website	Peter Johnson	2	Roads and Transport	Cleaning of drains and streets in Cloeteville.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
17	IDP - APRIL 2023- 609	Municipal Website	Peter Johnson	1	Roads and Transport	Paving of walkways next to the Rhode Street flats along the Pieter Langeveldt Primary fence which will be used by learners and wheelchair-bound citizens. In winter that area is muddy and inaccessible.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
17	IDP - APRIL 2023- 610	Municipal Website	Peter Johnson	1	Housing Administration	Monitoring and maintenance of municipal rental flats in Cloeteville to deal with infrastructure complaints.	The maintenance programme is an ongoing programme dependent on the availability of budget.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local	
17	IDP - APRIL 2023- 611	Municipal Website	Peter Johnson	1	Access to housing	Provision of open spaces for recreation in the infill housing projects as contained in the Housing Pipeline.	Funding from the Provincial Department to investigate the development of infill housing projects has been requested and when these studies commence, attention will be given to make provision for open spaces for recreation purposes.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
17	IDP - APRIL 2023- 612	Municipal Website	Peter Johnson	5	Parks and Recreation	Construct a playpark or a gym for kids in Cloeteville.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
18	IDP - APRIL 2023- 437	Minutes	JC Anthony	n/a	Land for housing	Identification of land for housing development in Klapmuts.	The residents of Klapmuts must take note that Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division that is currently not earmarked for housing development. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
18	IDP - APRIL 2023- 438	Minutes	JC Anthony	n/a	Rural development	Identification of land for small farmers in Klapmuts.	The Municipality does not own land in Klapmuts for Farming. Stellenbosch Municipality does lease land to small farmers close to Jamestown. Please contact Craig Alexander for further information.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
18	IDP - APRIL 2023- 439	Minutes	JC Anthony	n/a	Roads and Transport	Request to use the Klapmuts – Stellenbosch Train Station route without getting fined and paying R2500 for parking.	Stellenbosch Municipality is not directly involved with the taxi industry, as it is a Provincial Function. We can only refer the request to Provincial Government.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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18	IDP - APRIL 2023- 440	Minutes	JC Anthony	n/a	Land for housing	Identification of land for housing development in Klapmuts.	The residents of Klapmuts must take note that Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division that is currently not earmarked for housing development. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
18	IDP - APRIL 2023- 441	Minutes	JC Anthony	n/a	Cemeteries	Upgrading of the graveyard in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local
18	IDP - APRIL 2023- 442	Minutes	JC Anthony	n/a	Land for housing	Identification of land for housing development in Klapmuts.	The residents of Klapmuts must take note that Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division that is currently not earmarked for housing development. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
18	IDP - APRIL 2023- 443	Minutes	JC Anthony	n/a	Electricity	Installation of electricity connections in Mandela City.	The municipality can only revert the request to Eskom, as this is an Eskom Area. A meeting can be arranged with the Senior Manager: Electrical Services, Director: Infrastructure Services with Eskom.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
18	IDP - APRIL 2023- 444	Minutes	JC Anthony	n/a	Access to housing	Identification of land for housing development opportunities for low and middle income earners in Klapmuts.	The residents of Klapmuts must take note that Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division that is currently not earmarked for housing development. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
18	IDP - APRIL 2023- 445	Minutes	JC Anthony	n/a	Electricity	Request for the Department: Electrical Services to arrange a meeting with the Klapmuts residents to discuss the electrical issues.	Klapmuts is an Eskom area of supply and Eskom is responsible for electrification.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
18	IDP - APRIL 2023- 446	Minutes	JC Anthony	n/a	Sport and culture	Construction of sports facilities in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
18	IDP - APRIL 2023- 447	Minutes	JC Anthony	n/a	Electricity	Installation of electricity connections in Mandela City.	Klapmuts is an Eskom area of supply and Eskom is responsible for electrification.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
18	IDP - APRIL 2023- 448	Minutes	JC Anthony	n/a	Access to Basic Services	Provision of water, ablution, and sanitation facilities in Mandela City.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
18	IDP - APRIL 2023- 449	Minutes	JC Anthony	n/a	Access to Basic Services	Provision of water, ablution, and sanitation facilities in Mandela City.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
18	IDP - APRIL 2023- 450	Minutes	JC Anthony	n/a	Electricity	Installation of electricity connections in Mandela City.	Klapmuts is an Eskom area of supply and Eskom is responsible for electrification.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local

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18	IDP - APRIL 2023- 451	Minutes	JC Anthony	n/a	Land for housing	Identification of land for housing opportunities for Mandela City residents.	The residents of Mandela City must take note that Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division that is currently not earmarked for housing development. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
18	IDP - APRIL 2023- 452	Minutes	JC Anthony	n/a	Roads and Transport	Cleaning of the drains in Mandela City.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
18	IDP - APRIL 2023- 453	Minutes	JC Anthony	n/a	Local Economic Development	Increase wages for the EPWP workers.	EPWP pay rates are determined by Public Works. The municipality also feels that the rate should increase. We are in consultation with the Department of Public Works on increasing the minimum wage.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
18	IDP - APRIL 2023- 454	Municipal Website	JC Anthony	1	Safety and Security	Prevention of petty theft and violent attacks in the Klapmuts area, especially close to the train station and train tracks in the mornings when people walk to the station or the bridge.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHWs.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
18	IDP - APRIL 2023- 455	Municipal Website	JC Anthony	4	Health facilities (Clinic)	Expand the Klapmuts Clinic.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	provincial
18	IDP - APRIL 2023- 456	Have Your Say	JC Anthony	n/a	Youth development	Implement the Drivers Licence Code 10 programme in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Section: Community Development	Community Development	Cllr Ralphon Adams	Michelle Aalbers	
18	IDP - APRIL 2023- 457	Have Your Say	JC Anthony	n/a	Roads and Transport	Provide facilities for a truck parking area with supporting restroom facilities and maintenance and repair facilities for trucks.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
18	IDP - APRIL 2023- 458	Have Your Say	JC Anthony	n/a	Spatial Planning	The Council to provide a practical spatial plan incorporating existing long-established industries.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local
18	IDP - APRIL 2023- 459	Have Your Say	JC Anthony	n/a	Unemployment	Grow the existing industries to provide more job opportunities and include the flight industry.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
18	IDP - APRIL 2023- 460	Have Your Say	JC Anthony	n/a	Spatial Planning	Convert Erven 17 and 18 to a truck stop and petrol station.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local
18	IDP - APRIL 2023- 461	WhatsApp	JC Anthony	n/a	Access to Land	The Muslim community of Klapmuts are requesting land for worship. The Muslim community of Klapmuts are being denied our constitutional right to a place of worship. Waiting on feedback for the past 5 to 6 weeks.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Section: Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local
18	IDP - APRIL 2023- 462	Have Your Say	JC Anthony	n/a	Housing	Building of houses for homeless people in Klapmuts.	The residents of Klapmuts must take note that Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division that is currently not earmarked for housing development. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local

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18	IDP - APRIL 2023- 463	Have Your Say	JC Anthony	n/a	Health facilities (Clinic)	Construction of a Day Clinic in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
18	IDP - APRIL 2023- 464	Have Your Say	JC Anthony	n/a	Unemployment	Create more job opportunities in Klapmuts as the unemployment rate is very high.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
18	IDP - APRIL 2023- 465	Have Your Say	JC Anthony	n/a	Housing	Construction of houses in Klapmuts. The residents of Klapmuts must take note that Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division that is currently not earmarked for housing development. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments.	The residents of Klapmuts must take note that Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division that is currently not earmarked for housing development. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
18	IDP - APRIL 2023- 466	Have Your Say	JC Anthony	n/a	Unemployment	Create more job opportunities in Klapmuts as the unemployment rate is very high.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
18	IDP - APRIL 2023- 467	Have Your Say	JC Anthony	n/a	Education	Building of a high school in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
18	IDP - APRIL 2023- 468	Have Your Say	JC Anthony	n/a	Recreation and Sport	Construction of recreation and play park facilities for the children of Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
18	IDP - APRIL 2023- 469	Have Your Say	JC Anthony	n/a	Housing	Building of houses in Klapmuts. The residents of Klapmuts must take note that Council does not own property in Klapmuts. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments. of Klapmuts must take note that Council does not own property in Klapmuts.	The residents of Klapmuts must take note that Council does not own property in Klapmuts. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments. of Klapmuts must take note that Council does not own property in Klapmuts.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
18	IDP - APRIL 2023- 470	Have Your Say	JC Anthony	n/a	Library	Building of a library in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
18	IDP - APRIL 2023- 471	Have Your Say	JC Anthony	n/a	Recreation and Sport	Building of swimming pool in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphon Adams	Albert van der Merwe	Local	
18	IDP - APRIL 2023- 472	Have Your Say	JC Anthony	n/a	Recreation and Sport	Building of swimming pool in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphon Adams	Albert van der Merwe	Local	
18	IDP - APRIL 2023- 473	Have Your Say	JC Anthony	n/a	Unemployment	Create more job opportunities in Klapmuts as the unemployment rate is very high.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
18	IDP - APRIL 2023- 474	Have Your Say	JC Anthony	n/a	Health facilities (Clinic)	Services received at the Klapmuts Clinic is very slow.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
18	IDP - APRIL 2023- 475	Have Your Say	JC Anthony	n/a	Electricity	Request Eskom to respond to call-outs when the community report electricity faults.	Eskom customers to call Eskom customer care line to report electricity faults.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
18	IDP - APRIL 2023- 476	Have Your Say	JC Anthony	n/a	Unemployment	Create more job opportunities in Klapmuts as the unemployment rate is very high.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local	
18	IDP - APRIL 2023- 477	Have Your Say	JC Anthony	n/a	Recreation and Sport	Construction of recreation and play park facilities for the children of Klapmuts.	The request will be investigated.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
18	IDP - APRIL 2023- 478	Have Your Say	JC Anthony	n/a	Housing	Building of more houses in Klapmuts.	The residents of Klapmuts must take note that the Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division which is currently	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
18	IDP - APRIL 2023- 479	Have Your Say	JC Anthony	n/a	Roads and Transport	Construction of speedhumps in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	

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18	IDP - APRIL 2023- 480	Have Your Say	JC Anthony	n/a	Safety and security	Visibility of Police and Law Enforcement in Klapmuts.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local
18	IDP - APRIL 2023- 481	Have Your Say	JC Anthony	n/a	Local Economic Development	Construction of a Business hub in Klapmuts, as unemployment is high.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
18	IDP - APRIL 2023- 482	Have Your Say	JC Anthony	n/a	Housing	Provision of housing opportunities for backyard dwellers.	The residents of Klapmuts must take note that Council does not own property in Klapmuts, except for Remainder of Erf 342 and Farm 739, Paarl Division that is currently not earmarked for housing development. The Department: Housing Development is investigating alternative land for housing development in Klapmuts, the WWTW must be first upgraded to accommodate any further developments.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
18	IDP - APRIL 2023- 483	Have Your Say	JC Anthony	n/a	Recreation and Sport	Building of swimming pool in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
18	IDP - APRIL 2023- 484	Have Your Say	JC Anthony	n/a	Roads and Transport	Extension of the street to the Main Road in Klapmuts.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
18	IDP - APRIL 2023- 485	Have Your Say	JC Anthony	n/a	Land	The land next to my house was stolen. An advocate will write to the municipality regarding this issue. I have spoken to Mev Groenewald and Mav Mettler twice.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local
19	IDP - APRIL 2023- 486	Minutes	James Williams	n/a	Electricity	The allocation of one generator to Klapmuts from the six generators donated to Stellenbosch Municipality by the Provincial Government.	A meeting with the ward councillor will be scheduled to investigate and based on the outcome of that meeting the decision will be made on the way forward.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
19	IDP - APRIL 2023- 487	Minutes	James Williams	n/a	Access to Housing	Provision of decent housing opportunities for people in Mesko farm in De Novo / Kromme Rhee / Elsenburg.	The nodes in question belongs to the Provincial Department of Public Works and Infrastructure. The Department: Spatial Planning is in the process to readvertising a "Development of Local Community Investment Plans that address Localised Planning and Development Outcomes". This process will entail significant community participation, and only after the outcome of this study a decision can be made about if housing projects can be accommodated.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
19	IDP - APRIL 2023- 488	Minutes	James Williams	n/a	Housing Administration	Provision of title deeds for Elsenburg residents.	The houses belong to the Western Cape Department of Human Settlements and are not within the mandate of Stellenbosch Municipality.	Planning and Economic Development	Integrated Human Settlements	Housing administration	Deputy Executive Mayor Jeremy Fasser	Rotanda Godlo	Local
19	IDP - APRIL 2023- 489	Minutes	James Williams	n/a	Roads and Transport	Construction of tarred roads in De Novo / Kromme Rhee / Elsenburg.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
19	IDP - APRIL 2023- 490	Minutes	James Williams	n/a	Electricity	Installation of electricity connections in De Novo / Kromme Rhee / Elsenburg farms.	Eskom area of supply, all new developments will have to apply to Eskom.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
19	IDP - APRIL 2023- 491	Minutes	James Williams	n/a	Access to housing	Establish an agreement with Public Works to provide housing opportunities in De Novo/ Elsenburg / Vaaldraci.	The Department: Spatial Planning is in the process to readvertising a "Development of Local Community Investment Plans that address Localised Planning and Development Outcomes". This process will entail significant community participation, and only after the outcome of this study a decision can be made about if housing projects can be accommodated.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local

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19	IDP - APRIL 2023- 492	Minutes	James Williams	n/a	Access to housing	Identification of land for housing development in Klein Akker.	The municipality is not allowed to spend money on private land. Unfortunately, the complaints must be given to the landowner. The municipality can only provide assistance if an agreement or partnership between Stellenbosch Municipality, Public Works, and the land owner has been reached. The ward councillor could arrange a meeting with Public Works to discuss the issues. Public Works relocated the families to Mesco farm and are therefore the responsible department.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
19	IDP - APRIL 2023- 493	Minutes	James Williams	n/a	Electricity	Installation of a electricity connection in Klein Akker.	The municipality is not allowed to spend money on private land. Unfortunately, the complaints must be given to the landowner. The municipality can only allocate funds if there is an agreement or partnership between Stellenbosch Municipality, Public Works, and the landowner. The ward councillor can arrange a meeting with Public Works to discuss the challenges. It is not the Stellenbosch Municipality that evicts people.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
19	IDP - APRIL 2023- 494	Minutes	James Williams	n/a	Access to Basic Services	Installation of water services in Klein Akker.	The municipality is not allowed to spend money on private land. Unfortunately, the complaints must be given to the landowner. The municipality can only allocate funds if there is an agreement or partnership between Stellenbosch Municipality, Public Works, and the landowner. The ward councillor can arrange a meeting with Public Works to discuss the challenges. It is not the Stellenbosch Municipality that evicts people.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
19	IDP - APRIL 2023- 495	Minutes	James Williams	n/a	Access to Basic Services	Construction of ablution facilities in Klein Akker.	The municipality is not allowed to spend money on private land. Unfortunately, the complaints must be given to the landowner. The municipality can only allocate funds if there is an agreement or partnership between Stellenbosch Municipality, Public Works, and the landowner. The ward councillor can arrange a meeting with Public Works to discuss the challenges. It is not the Stellenbosch Municipality that evicts people.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
19	IDP - APRIL 2023- 496	Minutes	James Williams	n/a	Ward Priorities	Request for the inclusion of De Novo and Elsenburg on the ward priorities and budget.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local
19	IDP - APRIL 2023- 497	Minutes	James Williams	n/a	Public Participation	A request for separate IDP public meetings for De Novo and Elsenburg.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local
19	IDP - APRIL 2023- 498	Minutes	James Williams	n/a	Rural development	Request the municipality to assist with intervening in the threats of eviction in Mesko Farm.	The municipality is not allowed to spend money on private land. Unfortunately, the complaints must be given to the landowner. The municipality can only put money if there is an agreement or partnership between Stellenbosch Municipality, Public Works, and the landowner. The ward councillor can only arrange a meeting with Public Works to discuss the issues. Public Works put the people out and on that Mesco farm, not Stellenbosch Municipality.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Local
19	IDP - APRIL 2023- 499	Minutes	James Williams	n/a	Access to Basic Services	Replacement of pipes and water taps in Mesko Farm.	The municipality is not allowed to spend money on private land. Unfortunately, the complaints must be given to the landowner. The municipality can only allocate funds if there is an agreement or partnership between Stellenbosch Municipality, Public Works, and the landowner. The ward councillor can arrange a meeting with Public Works to discuss the challenges. It is not the Stellenbosch Municipality that evicts people.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local

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19	IDP - APRIL 2023- 500	Minutes	James Williams	n/a	Sport and culture	Construction of a netball court in De Novo.	No municipal land available.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
19	IDP - APRIL 2023- 501	Have Your Say	James Williams	n/a	Safety and security	Increase safety and security measures in Cloeteville / Smartietown.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
19	IDP - APRIL 2023- 502	Have Your Say	James Williams	n/a	Housing	Municipality to visit Mesco Farm, Bottelary Road and look at living condition of residents. Arrange meeting with Executive Mayor.	The necessary protocol must be followed to arrange a meeting and/or site visit with the Executive Mayor / Deputy Mayor.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
19	IDP - APRIL 2023- 503	Have Your Say	James Williams	n/a	Parks and Recreation	Cleaning and upgrading of the Park on Waaierpalm Street, Weltevrede 2.	The cleaning of parks forms part of a maintenance program.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
19	IDP - APRIL 2023- 504	Have Your Say	James Williams	n/a	Roads and Transport	Repaving of partially paved sidewalks in Waaierpalm Street, Weltevrede 2 (Cloeteville).	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
19	IDP - APRIL 2023- 505	Have Your Say	James Williams	n/a	Council	Increase the visibility of the ward councillor in Weltevrede 2.	Feedback will be provided during the September 2023 public participation process.	Office of the Speaker	Office of the Speaker	Office of the Speaker	Cllr Quintin Smit	Donovan Muller	Local	
19	IDP - APRIL 2023- 506	Have Your Say	James Williams	n/a	Housing	Provision of new housing opportunities in Soekmekaar.	A service provider was appointed for Erf 7001, Cloeteville better known as "Soek-mekaar" to obtain development rights and provision for ±250 medium to higher GAP-housing opportunities, and the submission of a Land Use Planning Application is at an advance stage.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
19	IDP - APRIL 2023- 507	Have Your Say	James Williams	n/a	Area Cleaning	Identification of the responsible official for the supervision of workers on the streets and rivers?	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe		
19	IDP - APRIL 2023- 508	Have Your Say	James Williams	n/a	Environmental Management	Closing off of rivers in Weltevrede 1. The rivers have become a dumping zone.	This request will be investigated.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe	Local	
19	IDP - APRIL 2023- 509	Have Your Say	James Williams	n/a	Safety and security	Municipality to visit Mesco Farm, Bottelary Road and look at living condition of residents. Arrange meeting with Executive Mayor.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
19	IDP - APRIL 2023- 510	Have Your Say	James Williams	n/a	Safety and security	Restrict the opening of taverns and drug houses.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	

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19	IDP - APRIL 2023- 511	Have Your Say	James Williams	n/a	Safety and security	Conduct more safety measures on the farms.	Law Enforcement has limited staff which covers the entire municipality. Law Enforcement does not provide a 24/ 7 service, although they have staff on standby. Crime prevention is not the primary responsibility of law enforcement but that of SAPS. The municipality is trying to launch more programmes to appoint youth to contribute towards safety, thus the importance for youth with a passion for safety to join the NHW's.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
19	IDP - APRIL 2023- 512	Have Your Say	James Williams	n/a	Community Development	Establishment of a Soup Kitchen in Ward 19.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Section: Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers		
19	IDP - APRIL 2023- 513	Have Your Say	James Williams	n/a	Roads and Transport	Installation of bus shelters for learners.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
19	IDP - APRIL 2023- 514	Have Your Say	James Williams	n/a	Roads and Transport	Improve the public sector transport.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local	
19	IDP - APRIL 2023- 515	Have Your Say	James Williams	n/a	Sport and culture	Build a sport clubhouse with changing rooms.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
19	IDP - APRIL 2023- 516	Have Your Say	James Williams	n/a	Housing	Provision of housing opportunities for pensioners.	The Housing Pipeline identifies housing projects throughout the Municipality makes provision for pensioners as a priority. According to the latest guideline from the National and Provincial governments, all housing projects must prioritise the allocation of houses to people 60 years and older and is registered on the Municipal Housing Demand Database.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
19	IDP - APRIL 2023- 517	Have Your Say	James Williams	n/a	Housing	Restrict the evictions on the farms in ward 19.	A meeting will be scheduled with the Ward Councillor to discuss the matter.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
19	IDP - APRIL 2023- 518	Have Your Say	James Williams	n/a	Youth development	Implementation of community development programmes for youth and pensioners.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
19	IDP - APRIL 2023- 519	Have Your Say	James Williams	n/a	Health facilities (Clinic)	An upgraded and bigger size mobile clinic is needed in ward 19.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
19	IDP - APRIL 2023- 520	Email	James Williams	n/a	Development Charges	The municipality to provide a reduction of Development Charges of 40% as determined against the full determination on the land development. The Draft Inclusionary Zoning (Housing) Policy states that there has to be a financial compromise between the Developer and the Municipality to enable the Developer to meet the requirements.	The following provision has been included in the draft DC Policy for approval by Council: "A discount for Inclusionary housing units/erven will be applicable if approved by Council in the Stellenbosch Municipality's Inclusionary Zoning Policy (as amended). The discount will be based on the discount rate approved in the aforementioned policy."	Infrastructure Services	Development Services, Asset Management and Systems & Project Management Unit (PMU)	Development Services	Cllr Zelda Dalling	Myra Francis	Local	
19	IDP - APRIL 2023- 521	Email	James Williams	n/a	Public Participation	Concern and strong disagreement with the IDP and Budget Presentation and the ward priorities regarding De Novo.	Feedback will be provided during the September 2023 public participation process.	Office of the Speaker	Office of the Speaker	Office of the Speaker	Cllr Quintin Smit	Donovan Muller	Local	
20	IDP - APRIL 2023- 522	Minutes	Joseph Joon	n/a	Water and Sanitation	The municipality to explain the processes utilised to obtain land for the construction of the two reservoirs in Vlothenberg which amount to R80 million.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	

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20	IDP - APRIL 2023- 523	Minutes	Joseph Joon	n/a	Sport and culture	Identification of land for the construction of a sports field for the community of Vlotenburg.	No municipal land is available.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
20	IDP - APRIL 2023- 524	Minutes	Joseph Joon	n/a	Land for housing	Investigate the availability of land to build houses in Vlotenburg.	The residents of Vlotenburg must take note that Council does not own property in Vlotenburg that is earmarked for residential development. The acquisition of land is funded by Provincial Department and currently no property has been identified. The Housing Pipeline makes provision for housing opportunities to the south of the town.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local	
20	IDP - APRIL 2023- 525	Minutes	Joseph Joon	n/a	Fire Services	Construct Fire Station in Vlotenburg.	This is funding dependent. Vlotenburg is serviced by the Stellenbosch Fire department.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
20	IDP - APRIL 2023- 526	Minutes	Joseph Joon	n/a	Water and Sanitation	The municipality to explain the processes utilised to obtain land for the construction of the two reservoirs in Vlotenburg which amount to R80 million.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
20	IDP - APRIL 2023- 527	Minutes	Joseph Joon	n/a	Public Participation	Request for more responsible officials to attend the meeting to answer questions.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local	
20	IDP - APRIL 2023- 528	Municipal Website	Joseph Joon	2	Electricity	Installation of additional streetlights in ward 20.	The Superintendent Services will schedule a meeting with the ward councillor to investigate.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
20	IDP - APRIL 2023- 529	Municipal Website	Joseph Joon	3	Electricity	Installation of energy alternatives to mitigate load shedding.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local	
20	IDP - APRIL 2023- 530	Have Your Say	Joseph Joon	n/a	Land	Obtain land in Vlotenburg for a sport field or community hall. What process was followed to obtain the Vlotenburg Reservoir Land? Was it bought by the municipality, is there a lease agreement, joint partnership?	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local	
20	IDP - APRIL 2023- 531	Email	Joseph Joon	n/a	Spatial Planning	Updating and correction of the MSDP regarding developments in and around Raithby. The MSDP of 2023 states that there is no housing developments in and around the area, but there is currently housing developments.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local	
20	IDP - APRIL 2023- 532	Email	Joseph Joon	n/a	Water and Sanitation	Upgrading of the Raithby Water and Sewage Plant to deal with existing demands.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local	
20	IDP - APRIL 2023- 533	Email	Joseph Joon	n/a	Spatial Planning	Include Rustenburg farm, Normandie farm (Portion 4 of the Farm Rustenburg Annex No. 686 measuring 4,3657 hectares), Halliford / Hartley Glen Farm (Portion 4 of the Farm Halliford No. 1256 measuring 13,9605 hectares) and Heron Crest (remainder of Portion2 of the Farm Halliford No. 1256 measuring 13,9606 hectares) in the Raithby node and focussed development to be allowed on these farms.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local	

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21	IDP - APRIL 2023- 534	Minutes	Mynard Slabbert	n/a	Ward Priorities	Request for the implementation of previous years ward priorities.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local
21	IDP - APRIL 2023- 535	Minutes	Mynard Slabbert	n/a	Access to housing	Housing opportunities to be prioritised in Jamestown.	A housing meeting will be scheduled in accordance with the availability of the school hall and ward councillor. The community will be informed accordingly.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
21	IDP - APRIL 2023- 536	Minutes	Mynard Slabbert	n/a	Housing	Provide detailed timeframes for the implementation of the housing project (Phase 2) in Jamestown.	The Land Use Application for Phases 2 and 3 has been advertised for public comment and should development rights be obtained the project will commence.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
21	IDP - APRIL 2023- 537	Minutes	Mynard Slabbert	n/a	Roads and Transport	Construction of pedestrian crossings and speedhumps on Helderberg Street as traffic calming measures.	The Land Use Application for Phases 2 and 3 has been advertised for public comment and the closing date is 15 May 2023. The normal timeframe for the application to be evaluated by the Land Use Management department and circulated for comments is between 6 - 8 months. Should development rights be obtained, the project will commence after a successful tender process is followed and a contractor is appointed.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
21	IDP - APRIL 2023- 538	Minutes	Mynard Slabbert	n/a	Roads and Transport	Installation of enough stormwater pipes in Helderberg Street.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
21	IDP - APRIL 2023- 539	Minutes	Mynard Slabbert	n/a	Finance	Implementation of accountability processes on the budget per line items and timeframes.	The budget process is legislated in terms of the MFMA and Municipal Budget and Reporting Regulations.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
21	IDP - APRIL 2023- 540	Minutes	Mynard Slabbert	n/a	Ward Priorities	Establishment of policy on the turnaround on the feedback of requests from the community.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local
21	IDP - APRIL 2023- 541	Minutes	Mynard Slabbert	n/a	Local Economic Development	Request information on how youth, the unemployed, and the rest of the residents will be benefited from the development in Jamestown.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
21	IDP - APRIL 2023- 542	Minutes	Mynard Slabbert	n/a	Roads and Transport	The linkage of the road will result that a servitude will link to Paradyskloof and will cause havoc in terms of traffic.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
21	IDP - APRIL 2023- 543	Minutes	Mynard Slabbert	n/a	Roads and Transport	The municipality to provide a plan for transport in Jamestown.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
21	IDP - APRIL 2023- 544	Minutes	Mynard Slabbert	n/a	Spatial Planning	Request to make the entire MSDF with amendments public and not the summary page.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local
21	IDP - APRIL 2023- 545	Minutes	Mynard Slabbert	n/a	Council	The community requests regular councillor (ward) feedback meetings.	Feedback will be provided during the September 2023 public participation process.	Office of the Speaker	Office of the Speaker	Office of the Speaker	Cllr Quintin Smit	Donovan Muller	Local
21	IDP - APRIL 2023- 546	IDP Stakeholder Engagement	Mynard Slabbert	n/a	Finance	Consider and ensure adequate budget allocation for services of the 400 proposed even.	The service component per the subsidy agreement is current R60 000 per service site. There is sufficient budget over the MTREF.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local

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21	IDP - APRIL 2023- 547	Municipal Website	Mynard Slabbert	1	Roads and Transport	Objection to the Wildebosch Extension to Trumali Road (Phase 1) proposal. The Wildebosch Road Extension to Trumali Road cutting over a wetland and Vineyards	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
23	IDP - APRIL 2023- 548	Minutes	Lwando Nkamisa	n/a	Roads and Transport	Provision of plans for the Hammand Street as it is an awkward section of town.	The department is trying to link the project to a Transport Plan.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
23	IDP - APRIL 2023- 549	Minutes	Lwando Nkamisa	n/a	Spatial Planning	Provision of the timeline for the implementation of ATC.	The long-term project has been approved as being part of the LSDP. This includes the overlay zone. ATC Bosbou crossing is part of this plan. The SDP must just be drafted. The municipality does not have the capacity to deal with it full-time, but the second phase of implementation will start in June 2023.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local
19	IDP - APRIL 2023- 550	Municipal Website	James Williams	5	Recreation and Sport	Installation of lights at Cloeteville Sports Ground.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
19	IDP - APRIL 2023- 551	Municipal Website	James Williams	5	Recreation and Sport	Installation of public toilets and cloakrooms for the netball players at the Cloeteville Sports Ground.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
7, 8, 9, 10, 11, 22 and 23	IDP - APRIL 2023- 639	Minutes		n/a	Waste Management	Request for the businesses to be treated equal as with households regarding recycling.	The municipality's main priority is households. If the municipality has additional services, the municipality will give the business name to the service provider. Currently, the municipality has 5300 households to attend to and unfortunately, if the municipality has to attend to businesses first, it slows down the process.	Infrastructure Services	Waste Management	Waste Minimisation and Disposal	Cllr Zelda Dalling	Clayton Hendricks	Local
WC024	IDP - APRIL 2023- 833	IDP Stakeholder Engagement		n/a	Public Participation	Request for stakeholder engagement sessions to be physical and hybrid on MS Teams for those that cannot attend in person.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local
WC024	IDP - APRIL 2023- 834	IDP Stakeholder Engagement		n/a	Roads and Transport	A physical meeting is to be held for the CIP draft which is now underway to be offered the opportunity to discuss comments.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
WC024	IDP - APRIL 2023- 835	IDP Stakeholder Engagement		n/a	Homeless People	Distribution of contact details for the Homeless People Forum.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 836	IDP Stakeholder Engagement		n/a	Public Participation	Provision of transport for disabled persons to the IDP meetings.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local
WC024	IDP - APRIL 2023- 837	IDP Stakeholder Engagement		n/a	Electricity	The municipality is to consider buying electricity from the private sector.	This will be addressed and investigated under the alternative energy initiatives.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
WC024	IDP - APRIL 2023- 838	IDP Stakeholder Engagement		n/a	Access to housing	Provision of housing opportunities for backyard dwellers and rethink how housing opportunities will be rollout to backyard dwellers.	The Municipality has identified Social Housing (affordable rental) as a housing programme to amongst others address the backyarder's plight for better living conditions. The first Social Housing project to be awarded to a Social Housing Institution (SHI) to implement affordable housing is at an advance stage.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
WC024	IDP - APRIL 2023- 839	IDP Stakeholder Engagement		n/a	Education	Identification of land for the construction of English medium school in Lynedoch.	Building clinics and schools is a provincial function. The municipality only assists with identifying the land that belongs to the municipality. In terms of schools, the municipality liaises with the Department of Education. The municipality had a meeting with the Department of Environmental Affairs to assist assess strategies for the identification of land for schools.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial

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WC024	IDP - APRIL 2023- 840	IDP Stakeholder Engagement		n/a	Education	Prevent school out drops in the Stellenbosch area due to lack of schooling facilities.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial	
WC024	IDP - APRIL 2023- 841	IDP Stakeholder Engagement		n/a	Parks and Recreation	Regularly cutting of grass and addressing the issue of structures that are put inside the park.	Cutting of grass take place every 6 weeks in all parks. The municipality does not have the capacity to provide security in all the parks, hence it needs the by-in of the community to assist.	Community and Protection Services	Community Services	Parks and Open Spaces	Cllr Joseph Joon	Albert van der Merwe	Local	
WC024	IDP - APRIL 2023- 842	IDP Stakeholder Engagement		n/a	Safety and Security	Provide assistance and support Neighbourhood Watches on patrolling.	The municipality is not a custodian of NHW establishment, only assist with equipment, training is provided by Community Services. Request for patrolling support can be directed to the weekly operational planning with local SAPS.	Community and Protection Services	Protection Services	Law Enforcement and Events Management	Cllr Carli van Wyk	Charl Kitching	Local	
WC024	IDP - APRIL 2023- 843	IDP Stakeholder Engagement		n/a	Disabled people	Provision of services and facilities for disabled people. Disabled must be clustered together with Frail Care.	Universal access policy indicate the streaming lining of how to make use of these for disabled functions for the disabled persons.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
WC024	IDP - APRIL 2023- 844	Email	n/a	n/a	Grant-in-Aid	Review of the Grant in Aid funding - recommendation for the Stellenbosch Civil Advocacy Network.	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local	
WC024	IDP - APRIL 2023- 845	Email	n/a	n/a	Development Charges	Arrange a workshop with the relevant officials and the Agricultural Society, to discuss the following: The proposed Development Contributions policy is not conducive and contradicts the overarching objectives of the IDP as well as relevant provincial plans. The highly inflates rates/tariffs proposed for the establishment of tourism related facilities in the rural areas will restrict and prevent rural investment and associated job opportunities. Any kind of development that does not require rezoning should be evaluated on its own merit and unique circumstances. The rate per square meter (based on Gross Leasable Area) differs substantially in an urban and rural context. The extreme inset cost associated with the DC's policy is counterproductive and does not allow for an enabling environment in support of the creation of tourist related facilities with multiplier economic benefits. The policy and tariffs must be revisited.	In rural areas, the argument is that the road infrastructure is predominantly provincial and not municipal but also that some of these trip starts in Stellenbosch in municipal road networks. The latter must be acknowledged in the calculation of the DC. Provision is made to reduce the DC for rural Ares in the existing DC Policy (13.1): "A scientifically calculated reduction factor of 50% will be however be applied to the trip generation rates as specified for such land uses outside of urban areas". A new category has been added to the draft DC Tariff tables for approval by council: "Outdoor Dining/Function Area (persons)" - This DC new category makes it possible to calculate DCs for outdoor dining areas per person, and not only per m2 GLA, in order to provide a fair and reasonable calculation.	Infrastructure Services	Development Services, Asset Management and Systems & Project Management Unit (PMU)	Development Services	Cllr Zelda Dalling	Myra Francis	Local	
WC024	IDP - APRIL 2023- 846	Email	n/a		Land Use Management	Conduct a feasibility study on Erf 74/13 to develop it to storage facilities.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Management	Building Development Management	Cllr Carli van Wyk	Stiaan Carstens	Local	

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WC024	IDP - APRIL 2023- 847	Email	n/a	n/a	Tariffs / Rates	Objection and request municipality to reconsider the proposed rebate as indicated in the revised Rates Policy for NPO's. Since the implementation thereof during the previous financial years indeed had a serious negative impact on the economic viability and associated operational cost of the Society. That the Agricultural Society is functioning as a society in terms of a Federal Structure that is acknowledged by Provincial and National Government, formal registration as an NPO has never been required. It is therefore requested that the Municipality acknowledge / recognise the status of the Society accordingly.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 848	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 849	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 850	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 851	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 852	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 853	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 854	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local

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WC024	IDP - APRIL 2023- 855	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 856	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 857	Email	n/a	n/a	Grant-in-Aid	Grant-in-Aid Appeal (outstanding documents submitted)	The appeals/comments have been assessed and prepared for submission to council for consideration. The outcome of which will be after the next Council Meeting at the end of May. Successful organisations will be contacted by the municipality during June for the signing of the GiA MOA's.	Community and Protection Services	Community Development	Community Development	Cllr Ralphton Adams	Michelle Aalbers	Local
WC024	IDP - APRIL 2023- 858	Email	n/a	n/a	Public Participation	Stop making use of Online MS Teams meetings for stakeholder and public participation meetings and revert back to in-person meetings.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local
WC024	IDP - APRIL 2023- 859	Email	n/a	n/a	Finance	Will the CEF make funds available for PPP and by when will this be done?	The CEF forms part of the content requirements of the MSDF [SPLUMA section 21. (m) – broadly and more specifically 21. (n)]. As reflected in the current draft amended MSDF, one of the amendments to the MSDF includes the update and inclusion of the updated CEF (2023) and this component with the MSDF is open for a 60-day public participation process.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 860	Email	n/a	n/a	Finance	On which version of the MSDF was the CEF dated?	The CEF is based on the MSDF, 2019, the proposed draft MSDF 2023 (specifically the strategic alignment proposals in Annexure B), and the ATC: LASDF 2022.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local

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WC024	IDP - APRIL 2023- 861	Email	n/a	n/a	Finance	What is the legal basis of the draft 2023 CEF?	<p>SPLUMA refers to sectoral policies of all municipal departments in section 21.(m) (e.g. infrastructure master plans, CIP, etc.) and the municipality's development programs in section 21.(n) (IDP, MTREF, etc.).</p> <p>The diagram reflects the coordination, alignment, and integration of various Council policies across varying time scales (5 – 10 years) which necessitates strategic alignment both horizontally and vertically across the spheres of government over the long term to achieve the spatial vision (20 – 30 years) as reflected in the MSDP. This is a complex process of coordination, alignment, and integration and a linear or simple line diagram doesn't reflect all the intricacies and only provides a visual representation of an intent/aim of strategic alignment across sectoral policies of all municipal departments [SPLUMA 21 (m)].</p> <p>In addition, the CEF process follows the guidelines and steps as stipulated by the Department of Cooperative Governance in its "Guide to Preparing a Capital Expenditure Framework" and the diagram is a simple representation of some of the steps to compile a CEF which achieves the long term spatial vision of the MSDP. These steps are informed by various legislative requirements from the LG: MFMA (sections 16 & 19); SPLUMA (Chapter 4 - sections 21. (m) & (n)), LG: Municipal Planning and Performance Regulations (section 2); and LG: MSA (Chapter 2). Please note that the aforementioned list is not an extensive list of compliance requirements from the applicable legislation and guidelines applicable to this</p>	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 862	Email	n/a	n/a	Sport and culture	There are no budget allocated for basketball courts for the Greater Stellenbosch on the 2022/23 and 2023/24 budget.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
WC024	IDP - APRIL 2023- 863	Email	n/a	n/a	Access to Basic Services	Installation of taps in informal settlements. Include this on the municipal budget as it is currently not included.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
WC024	IDP - APRIL 2023- 864	Email	n/a	n/a	Access to Basic Services	Allocate a budget for water/standpipes in informal settlements.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
WC024	IDP - APRIL 2023- 865	Email	n/a	n/a	Access to Basic Services	Installation of toilets in informal settlements. Increase the target. Allocate a budget for additional toilets.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
WC024	IDP - APRIL 2023- 866	Email	n/a	n/a	Access to Basic Services	Improve the solid waste collection in informal settlements. Placement of skips or more regular waste removal services.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
WC024	IDP - APRIL 2023- 867	Email	n/a	n/a	Access to Basic Services	Repair and maintenance of water, sanitation and waste removal services in informal settlements.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
WC024	IDP - APRIL 2023- 868	Email	n/a	n/a	Water and Sanitation	A functional fault-reporting system should be put in place for informal settlements.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
WC024	IDP - APRIL 2023- 869	Email	n/a	n/a	Access to Basic Services	Increase spending on repairs and maintenance of water, sanitation and waste removal services in informal settlements.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local

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WC024	IDP - APRIL 2023- 870	Email	n/a	n/a	Local Economic Development	Include and recognise the Stellenbosch Agricultural Society as a strategic partner of Stellenbosch Municipality.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 871	Email	n/a	n/a	Local Economic Development	The Stellenbosch Agricultural Society remains concerned with the ever changing procedures contradicting the recommendations of the previous PACA process to ensure the project deliverables are met.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 872	Email	n/a	n/a	Roads and Transport	Improving and provision of public transport and NMT facilities in rural and semi-rural areas.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
WC024	IDP - APRIL 2023- 873	Email	n/a	n/a	Housing	The housing pipeline to provide more emphasis on the following housing types or programmes: social Housing, provision of services sites, access to affordable housing, mixed-use housing (formalised homeownership employer housing - especially farmworker housing).	It can be confirmed that the latest approved Housing Pipeline incorporates all of the housing types or programmes received.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
WC024	IDP - APRIL 2023- 874	Email	n/a	n/a	Local Economic Development	Red tape reduction in planning department.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 875	Email	n/a	n/a	Building Management	Increase the number of Building Plan approvals.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Management	Building Development Management	Cllr Carli van Wyk	Stiaan Carstens	Local
WC024	IDP - APRIL 2023- 876	Email	n/a	n/a	Building Management	Ensure a streamlined process that conforms to By-laws stipulated.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Management	Building Development Management	Cllr Carli van Wyk	Stiaan Carstens	Local
WC024	IDP - APRIL 2023- 877	Email	n/a	n/a	Tariffs / Rates	Tax rebates in relation to heritage protection of farms, new vineyard plantations, provision of institutional / community facilities on farms (creches, pre-schools, public transport, housing, sport facilities, etc.)	Feedback will be provided during the September 2023 public participation process.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 878	Email	n/a	n/a	Environmental Management	Increase and improve alien clearing and river management practices.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe	Local
WC024	IDP - APRIL 2023- 879	Email	n/a	n/a	Development Charges	Manual allocation of pro-rata development contributions in rural areas based on real trip generations and impact on bulk municipal services.	In rural areas, the argument is that the road infrastructure is predominantly provincial and not municipal but also that some of these trip starts in Stellenbosch in municipal road networks. The latter must be acknowledged in the calculation of the DC. Provision is made to reduce the DC for rural Ares in the existing DC Policy (13.1): "A scientifically calculated reduction factor of 50% will be however be applied to the trip generation rates as specified for such land uses outside of urban areas".	Infrastructure Services	Development Services, Asset Management and Systems & Project Management Unit (PMU)	Development Services	Cllr Zelda Dalling	Myra Francis	Local
WC024	IDP - APRIL 2023- 880	Email	n/a	n/a	Rural development	Encourage partnering/engaging with the Stellenbosch Agricultural Society and Farm Worker Forum in relation to land availability and allocation to emerging farmers.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 881	Email	n/a	n/a	Rural development	Increase and encourage networking and mentorship on farms and municipality.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local

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WC024	IDP - APRIL 2023- 882	Email	n/a	n/a	Rural development	Occasional use/events applications in rural areas.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 883	Email	n/a	n/a	Local Economic Development	Increase the number of liquor and trade licences issued.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 884	Email	n/a	n/a	Spatial Planning	Increase the number of zoning certificates issued.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Spatial Planning	Cllr Carli van Wyk	Craig Alexander	Local
WC024	IDP - APRIL 2023- 885	Email	n/a	n/a	Local Economic Development	Review and adoption of tourism strategy.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 886	Email	n/a	n/a	Local Economic Development	Streamline/prioritise applications aimed at agri-processing and related tourist facilities.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 887	Email	n/a	n/a	Development Charges	Arrange a workshop with relevant officials, the Stellenbosch Agricultural Society, The Stellenbosch Wine Route and one or two reputable engineering firms to discuss and improve the Development Contribution Policy and improve the Development Contributions for Bulk Engineering Services.	Provision is made to reduce the DC for rural areas in the existing DC Policy (13.1): "A scientifically calculated reduction factor of 50% will be however be applied to the trip generation rates as specified for such land uses outside of urban areas". This trip reduction discount reduces the total DC payable quite significantly and addresses the concerns raised by this comment.	Infrastructure Services	Development Services, Asset Management and Systems & Project Management Unit (PMU)	Development Services	Cllr Zelda Dalling	Myra Francis	Local
WC024	IDP - APRIL 2023- 888	Email	n/a	n/a	Public Participation	The IDP and associated budget policies to create an enabling environment that is conducive to increased agricultural activities, so as to ensure food security as well as sustaining the employment related to the sector.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local
WC024	IDP - APRIL 2023- 889	Email	n/a	n/a	Housing	Provision of farm worker housing.	The Housing Pipeline does not make specifically reference to farm workers housing as housing projects are planned throughout the jurisdiction area of Stellenbosch Municipality. The Municipal Housing Demand Database is specifically used to make housing allocations in accordance with the applicant's date of application.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
WC024	IDP - APRIL 2023- 890	Email	n/a	n/a	Access to Basic Services	Installation and upgrading of essential services on farms and rural areas.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
WC024	IDP - APRIL 2023- 891	Email	n/a	n/a	Education	Provision of social facilities (schools, creches, etc.) on farms and rural areas.	Feedback will be provided during the September 2023 public participation process.	Corporate Services	Properties Management and Municipal Building Maintenance	Properties Management and Municipal Building Maintenance	Cllr Lwando Nkamisa	Annalene de Beer	Provincial
WC024	IDP - APRIL 2023- 892	Email	n/a	n/a	Sport and culture	Provision and upgrading of sport facilities on farms and rural areas.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Recreation, Sport Grounds and Halls	Cllr Ralphton Adams	Albert van der Merwe	Local
WC024	IDP - APRIL 2023- 893	Email	n/a	n/a	Local Economic Development	Provision of skills and training programmes on farms and rural settlements.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local
WC024	IDP - APRIL 2023- 894	Email	n/a	n/a	Tariffs / Rates	Increase 'rebates on property tax' to encourage farmers in assisting the municipality with provision and maintenance of these services.	Feedback will be provided during the September 2023 public participation process.	Planning and Economic Development	Development Planning	Local Economic Development and Tourism	Cllr Rozette Du Toit	Craig Alexander	Local

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WC024	IDP - APRIL 2023- 895	Email	n/a	n/a	Tariffs / Rates	The Stellenbosch Agricultural Society in association with The Stellenbosch Farmworker Forum and the Franschhoek Agricultural Society hereby request and propose that Stellenbosch Municipality adopts the same financial model as currently being implemented by the Bergriver Local Municipality as part of their budget and rates policy framework. The proposed tax rebate policy will apply to bona-fide agricultural owners belonging to agricultural societies affiliated to Agri Western Cape and subsequently also to the SA Agricultural Union, situated in the Stellenbosch WC024 municipal area.	Feedback will be provided during the September 2023 public participation process.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 896	Email	n/a	n/a	Tariffs / Rates	With Reference to the Rates Policy to Relief Measures it is proposed that cognisance be given to the implementation of a special rebate applicable to the agricultural sector with reference to wine cellars and associated tourism facilities.	Feedback will be provided during the September 2023 public participation process.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 897	Email	n/a	n/a	Finance	Termination of the 2019 NRM Contract and Tender BSM7/19	Feedback will be provided during the September 2023 public participation process.	Financial Services	Department: Revenue and Expenditure	Revenue	Cllr Peter Johnson	Pieter Wagenaar	Local
WC024	IDP - APRIL 2023- 898	Email	n/a	n/a	Roads and Transport	SM has quietly closed down the Mobility Forum without as much as giving notice to the participants. No mention of the workings and participants of the Stellenbosch Infrastructure Task Team is made anywhere in the IDP. The publicly announced Developers' Forum has not even been mentioned. There is a clear need for SM to become "clean and transparent" on its stakeholder engagements; in other words, please apply IDP Section 8.2.1.1. (Clean	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
WC024	IDP - APRIL 2023- 899	Email	n/a	n/a	Public Participation	The Strategic Focus Areas (IDP Section 3.2, SFA's) such as Valley of Possibility have become meaningless. The five categories are listed everywhere but they have no impact on decision-making, prioritisation and have information value in themselves. The SFA's should be eliminated from the IDP and related documents such as the MIREF as they just clog up the tables and spaces.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	

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WC024	IDP - APRIL 2023- 900	Email	n/a	n/a	Roads and Transport	4.3.1 FSM will deal with roadbuilding, public transport and NMT in comments pertaining to the CIP and MSDF which are due on 12 May and 30 May respectively. Since relevant information on those plans is contained in the Draft IDP and MTREF, those future CIP and MSDF FSM comments should be read with the present ones. 4.3.2 Section 7.3.4: As indicated elsewhere, the past 2021 CIP is not an update and not compliant with the transport legislation. We note that neither the relevant officials have been disciplined nor has the external consultant Innovative Transport Solutions (ITS) suffered any consequences for the sloppy work and effectively. Facilities and Wasteful	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
WC024	IDP - APRIL 2023- 901	Email	n/a	n/a	Housing	Housing (IDP Section 7.3.3): Figure 38 on Priority Human Settlements and Housing Development Areas depicts the R44 between Adam Tas and Jamestown as priority. Naturally the Transit-Oriented Development approach also advocates siting housing close to routes of transport. 4.4.1 Housing is intimately tied to public transport and Travel Demand Management (see transport legislation). The R44 route is already congested. This congestion is the direct result of the strong anti-public-transport stance taken by SM. Further housing along the R44 can built only if and	The comments are well noted and with all developments a Traffic Impact Assessment will and must be conducted. The Non-Motorised Transport (NMT) policy (currently under review) will play a significant roll when housing developments that are linked to the R44, is implemented.	Planning and Economic Development	Integrated Human Settlements	Housing development	Deputy Executive Mayor Jeremy Fasser	Lester van Stavel	Local
WC024	IDP - APRIL 2023- 902	Email	n/a	n/a	Electricity	FSM strongly supports electricity generation from renewables and co-generation by private entities. Hence the Energy Masterplan is supported. We note that, unlike the Roads Master Plan, the Energy Masterplan is compliant with national legislation and priorities.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local
WC024	IDP - APRIL 2023- 903	Email	n/a	n/a	Water and Sanitation	4.6.1 water Demand Management is critical. Section 7.3.6.4 is not nearly enough. We must deal not only with water leaks but actively control and limit groundwater use, eg by private and estate boreholes. 4.6.2 Support for Wastewater Treatment Works projects is conditional on understanding whom they serve. If these are being built to accommodate more luxury housing, we do not support them. 4.6.3 IDP Section 7.3.6.5 is generally supported. See Section 6 below for a more detailed treatment of climate change. 4.6.4 IDP Section 7.3.6.12 Boreholes: Accessing groundwater is an absolute last resort and cannot possibly be a sustainable solution. The 2018 emergency drilling measures resulted in significant environmental damage. That may not be repeated. 4.6.5 Decisions may not be driven by the financial needs of SM to sell water. If at all, rates should be increased as an effective measure to reduce water usage.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local

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WC024	IDP - APRIL 2023- 904	Email	n/a	n/a	Environmental Management	The Stellenbosch Environmental Management Framework (SEMF) has been all but ignored. We find little to no reference to its provisions in council agendas, development proposals and SM communications outside of general aspirations and principles. The SEMF exists only on paper. Many provisions of the Paradyskloof Nature Area Environmental Management Plan and other sectoral environmental plans are not being applied. For example, Section 4.2.4 in the Paradyskloof EMP and Section 7.2.4 in the Botmaskop EMP contain detailed specifications on how to prevent soil erosion, including e.g. slope grading, inside ditches and berm construction on jeep tracks, and logs on cycle tracks. Instead, grading is done indiscriminately and with no regard for adjacent vegetation.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe	Local
WC024	IDP - APRIL 2023- 905	Email	n/a	n/a	Smart City	The benefits seem initially obvious but there is a significant danger in centralisation of control, privacy and data management. This is supported only if from inception the governance structures and resulting databases and data processing are decentralised, i.e. controlled not by a single authority (such as SM or one of the tech giants) but by citizens themselves. There should be clear and transparent rules on data usage and easily accessible mechanisms for private individuals to retrieve and delete data.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	
WC024	IDP - APRIL 2023- 906	Email	n/a	n/a	Roads and Transport	Adam Tas Corridor (IDP Section 8.2.1.5): This initiative should be the core and origin of all structural changes in Stellenbosch for decades to come. The ATC and within it the public transport and NMT components must inform and determine the strategy and contents of the MSDP, CEF and CIP and thence the resulting individual projects. We see very little of that happening. Instead, the CEF and CIP simply include the ATC but then proceed to propagate projects which undermine or ignore the central role of the ATC.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
WC024	IDP - APRIL 2023- 907	Email	n/a	n/a	Environmental Management	The Mayoral Outcomes (five-year plans) exhibit a glaring deficiency in all matters relating to the environment. Note that environment pertains to nature areas, river courses, parks and gardens. Green energy, Green waste and Green economy are nice, but they do not cover the environment per se. A further Mayoral Outcome 8.2.1.10 should be added specifically with respect to the environment. Section 8.3.10 is a small beginning but not enough.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe	Local

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WC024	IDP - APRIL 2023- 908	Email	n/a	n/a	Finance	The entire MTREF makes no reference whatsoever to the 10-year Capital Expenditure Framework (CEF). That is unacceptable and must be changed. There cannot be two disjoint financial planning instruments; one must influence the other.	The Capital Expenditure Framework is a chapter within the CEF and it informs the prioritising of capital projects that is encapsulated within the MTREF budget.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 909	Email	n/a	n/a	Finance	Page 19: The Capital Replacement Reserve is seen to be contributing funds of R151million and R174million to expenditure. This funding source is second only to that of external loans, which come in at R94m and R200m in the next two years, followed by a further R200m and R175m in the two years thereafter (Page 92). This implies that Stellenbosch Municipality is spending money excessively. Drawing down reserves while taking up loans at the same time seems like a sure road to disaster in the long term. There needs to be a section motivating this and providing a viable roadmap to become financially sustainable. Could this profligacy perhaps have something to do with the upcoming 2024 General Elections?	The Capital Expenditure Framework is a chapter within the CEF and it informs the prioritising of capital projects that is encapsulated within the MTREF budget.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 910	Email	n/a	n/a	Finance	Employee costs: Page 12 and 17: Re financial sustainability: In particular, there is general agreement that expenditure on employee costs is excessive. The table on MTREF Page 89 pencils in employee related cost increases of 5.4% plus Notch Increments of 2.4% for 2023/2024. This means that municipal employees will perceive an above-inflation increase of 7.6% in this year. That is unacceptable, given the macroeconomic situation and the MFMA circulars. The one exception is the Section Environmental Implementation, which is badly understaffed and underfunded. There needs to be a significant increase in operational funding and filling of posts in this section.	The remuneration as a percentage of total operating expenditure for the MTREF is 28.40%. This is well within the National Treasury norm of between 25% and 40%. The municipality is managing its resources well. The employee salary increases is based on the SALGA collective agreement.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 911	Email	n/a	n/a	Finance	Councillor remuneration: It is likewise inappropriate to budget a 6.0% increase (above the CPI inflation rate) for councillor remuneration while the country is in recession.	Municipalities are advised to budget for the actual costs approved in accordance with the Government Gazette on the Remuneration of Public Office Bearers Act: Determination of Upper Limits of Salaries, Allowances and Benefits of different members of municipal councils published annually between December and January by the Department of Cooperative Governance. It is anticipated that this salary determination will also take into account the fiscal constraints.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local

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WC024	IDP - APRIL 2023- 912	Email	n/a	n/a	Finance	Motor vehicle allowances (MTRF Part 2K): Currently, councillors and officials are incentivised by their motor vehicle allowances to make decisions which favour roadbuilding, parking and car use. Which councillor or official will ever make use of NMT or public transport when his or her pocket suffers as a result? Add to that SARS tax allowances for vehicle use, and the inherent bias acting on municipal decisionmakers is clear. This is incompatible with stated national and provincial policy. The vehicle allowances of councillors have been reduced, but the motor vehicle allowances for municipal officials have been increased. This allowance should be either reduced substantially or eliminated	Councillors, Municipal Manager and Section 56 Managers car allowances are structured according to the upper limits notice issued by COGTA. Municipal officials motor vehicle allowance are based on Council approved policy and compliant with legal prescribes.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 913	Email	n/a	n/a	Finance	Other expenditure Page 17/18: Operating budget: "Other expenditure" worth about R700m needs to be unpacked. This is a huge item and its major components needs to be set out. Mere reference to telephone usage and consulting fees is not enough; consultants cost "only" about R40million per years (Page 156). On which specific expenditure items is the rest of the R700m being spent?	Feedback will be provided during the September 2023 public participation process.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 914	Email	n/a	n/a	Finance	Page 19 Capital budget summary: The 43% increase in Infrastructure Services to R433m (86% of Capital Budget) is excessive. Infrastructure already dominates spending and this further increase cannot be supported.	The municipality applied the prioritisation framework to the infrastructure demand, taking into consideration the intent of the MSDF and the financial limitations of the LTFP. This helps to prioritise infrastructure projects based on their importance and affordability, ensuring that resources are allocated in the most effective way possible.	Financial Services	Financial Management Services	Budget Office	Cllr Peter Johnson	Monique Steyl	Local
WC024	IDP - APRIL 2023- 915	Email	n/a	n/a	Roads and Transport	Page 36: Table A5 does not even have an item on public transport infrastructure. The universal neglect of public transport ranges right into the administrative categories which have not even been created.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
WC024	IDP - APRIL 2023- 916	Email	n/a	n/a	Environmental Management	There is almost no capital expenditure on Environmental Management and the municipal nature areas.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphon Adams	Albert van der Merwe	Local
WC024	IDP - APRIL 2023- 917	Email	n/a	n/a	Public Participation	Page 78 Annexure D (Alignment with the IDP): As stated, reference to the Strategic Focus Areas in a little table is meaningless in proving "alignment". Real alignment needs to demonstrate how specific projects prioritised in the IDP (and MSDF, and MTRF) tie in to specific sections of legislation and the related regulations.	Feedback will be provided during the September 2023 public participation process.	Office of the MM	Governance	IDP/PMS Public Participation	Executive Mayor Gesie Van Deventer	Gurswin Cain	Local

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WC024	IDP - APRIL 2023- 918	Email	n/a	n/a	Roads and Transport	Roads, Stormwater, Transport: Page 136ff (Annexure N, Detail Capital Budget) We will deal in detail with the projects relating to Roads, Stormwater and Transport in comments on the CIP. Those comments should be read also as input into the IDP and MTRF.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Roads and Storm Water	Cllr Zelda Dalling	Johan Fullard	Local
WC024	IDP - APRIL 2023- 919	Email	n/a	n/a	Environmental Management	A budget item in the IDP's Table 37 is called Climate Change Adaptation Strategy, which is fair enough. The allocated amount of R2,000,000 is, however ridiculously small compared to the need. R2million is not even a fraction of what is needed just for alien clearing, not to speak of river management and wildlife management. This budget allocation must be increased drastically.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe	Local
WC024	IDP - APRIL 2023- 920	Email	n/a	n/a	Environmental Management	Goal 13 in Section 3.5.1 (Take urgent action to combat climate change and its impacts) is not put into practice anywhere in the IDP.	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe	Local
WC024	IDP - APRIL 2023- 921	Email	n/a	n/a	Environmental Management	Goal 14 in Section 7.3.1.1 to improve the understanding of the impact that climate change is likely to have on the municipality and to implement measures to mitigate such impact is a misnomer because it confuses the terminology. Again, mitigation is about preventing climate change, while adaptation would be dealing with the consequences. Furthermore, improving the understanding of the impact is just kicking the can down the road. The impacts are well understood, as voluminous documentation of eg the International Panel for Climate Change shows. Goal 14 should	Feedback will be provided during the September 2023 public participation process.	Community and Protection Services	Community Services	Environmental Management	Cllr Ralphton Adams	Albert van der Merwe	Local
WC024	IDP - APRIL 2023- 922	Email	n/a	n/a	Water and Sanitation	Water: Section 7.3.6.5 of the IDP (on adapting water systems to climate change) is supported, but this is just a small beginning. There is no doubt that the price of water must be increased significantly, especially for large users. In other words, the tariff curve of costs as a function of monthly usage should be much steeper than it is now. Naturally valid	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
WC024	IDP - APRIL 2023- 923	Email	n/a	n/a	Access to Basic Services	Installation and upgrading of essential services on farms and rural areas.	Feedback will be provided during the September 2023 public participation process.	Infrastructure Services	Water and Wastewater Services	Water Treatment	Cllr Zelda Dalling	Paul Joubert	Local
WC024	IDP - APRIL 2023- 924	IDP Stakeholder Engagement		n/a	Electricity	Is there a budget for the installation of solar plants or alternative energy.	This will be addressed and investigated under the alternative energy initiatives.	Infrastructure Services	Electrical Services	Operations and Maintenance	Cllr Zelda Dalling	Nombulelo Zwane	Local

Written Submissions

DB PROPERTY DEVELOPMENT COMPANY (PTY) LTD

Catherine Muller

From: Pieter van der Westhuizen <pieter@squareturn.co.za>
Sent: Tuesday, 25 April 2023 15:25
To: idp
Subject: [EX] LETTER OF COMMENT
Attachments: Devonbosch - Letter of Comment _ Stellenbosch Municipality 2023.04.25.pdf

To whom it may concern,

Please find attached hereto a Letter of Comment for your records and consideration.

Kind regards,

Pieter



Pieter van der Westhuizen
Development Executive

☎ 083 948 7006 | 021 271 0216
✉ pieter@squareturn.co.za
🌐 www.squareturn.co.za
📍 Block A, Office 2B, Brickfield Offices, 11 Alberto Drive,
Devonbosch, Bottelary Road, Koelenhof,
Stellenbosch, 7605

BOTANICA
CONSTANTIA

A Z U L
TERRACES - DEURBORG

DEVONBOSCH
STELLENBOSCH

Tuesday, 25 April 2023
SquareTurn Developments (Pty) Ltd
On Behalf of DB Property Development Company (Pty) Ltd
11 Alberto Drive
Devonbosch

The Municipal Manager
Stellenbosch Municipality
Third Floor, Main Building
Plein Street
Stellenbosch

RE: DEVELOPMENT CONTRIBUTIONS TOWARD INCLUSIONARY HOUSING TYPOLOGIES

Dear Madam,

In response to a request for comment regarding Draft Development Contribution Development Policy and the inclusion of Inclusionary Zoning (Housing) Policy, please find comment herewith.

DB Property Development Company owns zoned development land in the Koelenhof-node of Stellenbosch. This area has traditionally been neglected in the provision of Municipal Services, especially so with the lack of a Municipal Electricity network and the road infrastructure not being supported by the Municipality.

The Developer is tasked to provide the infrastructure at its cost and have to do so in addition to paying its share of Development Contributions/Charges as, under the current DC Policy, only certain limited costs can be off set against the prescribed DC's.

Considering the above, the financial point of entry to market is high due to the fact that the Developer has to be able to recover the site establishment costs, the costs associated with the external and internal services upgrades, the Development Charges and the actual build costs.

If the intention of the above-mentioned Inclusionary Zoning (Housing) Policy is to force Developers to provide residential units at a lower rate, it limits the Developer's ability to recover the costs as above. In view hereof, there has to be a financial compromise between the Developer and the Municipality to enable the Developer to meet the requirements as being proposed in the Draft Policy.

Clause 12 of the 2022/23 Development Charges Policy provides for the instances where the Municipality can, and should, reduce the Development Charges imposed on land developments. If the Draft Inclusionary Zoning (Housing) Policy comes into power, this should be such an instance.

In this regard, it is the recommendation from this writer, that the Municipality has to provide a reduction of Development Charges of 40% as determined against the full determination on the land development.

Regards,



Pieter vd Westhuizen

Development Manager

Email: pieter@squareturn.co.za

Phone: +27(0)83 948 7006

Gerhard Nel

Catherine Muller

From: Tyrone King
Sent: Wednesday, 05 April 2023 15:58
To: idp; Adele Wagenaar
Subject: FW: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch
Attachments: WCO24 2023_IDP_MTREF_Annual Report_PP Notice_March 2023.pdf

Good Day IDP Office and Adele

See the email below from Gerhard Nel.

Can you regard this as a comment on the Budget (MTREF) documents, which include our DC tariffs and Policy so we can formally deal with it. In my opinion it is a valid request and I think we should add a new DC category in our DC tariff table for storage facilities since it is becoming more common.

Can you please confirm if this is in order?

Regards



Tyrone King Pr Tech Eng

Manager: Development

Infrastructure Services

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Stellenbosch, 7600

www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

From: Tyrone King
Sent: Wednesday, 05 April 2023 08:45
To: Gerhard Nel <gnel@fairmile.co.za>
Subject: RE: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch

Hi Gerhard – sorry for the late reply.

Currently, we do not have a DC category for storage, but I think we need to create one as it is becoming more common.

I will look into it as the municipality is currently dealing with the revision of the municipal tariffs, including DC tariffs for 2023/24. I will keep you posted, but the soonest I can give you a firm answer will be 1 July 2023, after the tariffs are approved by council.

Regards



Tyrone King Pr Tech Eng

Manager: Development

Infrastructure Services

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Stellenbosch, 7600
www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

From: Gerhard Nel <gnel@fairmile.co.za>
Sent: Tuesday, 04 April 2023 16:42

To: Tyrone King <Tyrone.King@stellenbosch.gov.za>
Cc: connect@yourhouse.co.za; clifford@tv3.co.za
Subject: [EX] RE: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch

Good afternoon Tyrone, just a reminder of my mail below.

From: Gerhard Nel
Sent: Tuesday, March 28, 2023 6:25 PM
To: Tyrone King - Stellenbosch Municipality (tyrone.king@stellenbosch.gov.za) <tyrone.king@stellenbosch.gov.za>
Cc: connect@yourhouse.co.za; Clifford Heys <Clifford@tv3.co.za>
Subject: FW: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch

Hi Tyrone, trust you are well. We have not spoken in ages!

We are looking at options to develop farm 74/13, Stellenbosch into storage facilities. (Refer picture below)
I need your help on what the Municipal policy/claculation is on development contributions for our feasibility. As I understand there is no DC category for storage.

Regards,

Gerhard Nel
083 255-1642



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Vanuit 'n verkeersimpak oogpunt, dink jy so iets sal kan werk?

Groete

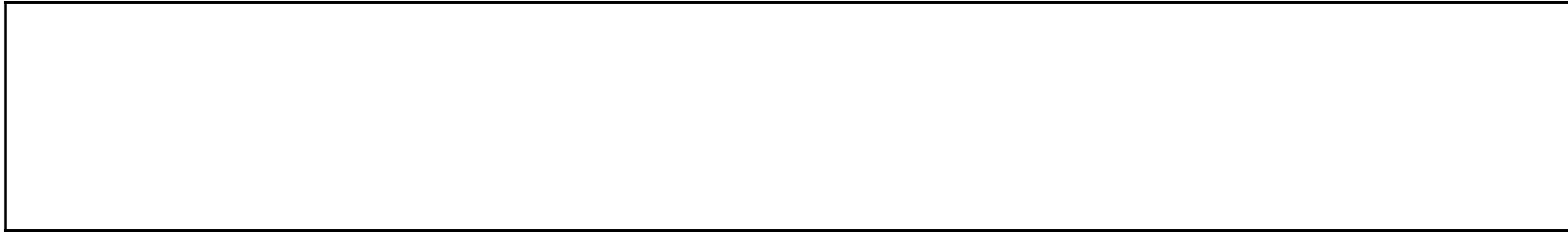
Clifford Heys

Pr Pln (TRP SA), B Econ, M (T&RP), MSAPI

DIRECTOR • TOWN PLANNING

Cell: +27 (0)83 309 9770

[Directions](#)



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Catherine Muller

From: Johan Brink <johanb@itsglobal.co.za>
Sent: Tuesday, 11 April 2023 19:34
To: Tyrone King; Dave Edwards
Cc: Myra Francis; Ilze Fillies (Development Technician); Shane Chandaka; idp; Adele Wagenaar
Subject: [EX] RE: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch
Attachments: Storage Unit Trip Generation Rates

Dear Tyrone

See attached my correspondence to Colin regarding Storage Units. The report refers to peak hour rates and not daily trip generation that is required for DC calculations. However, from the Institute of Transportation Engineers (ITE's) Trip Generation Manual, 10th Edition, the average daily trip generation rate for a self-storage facility is approximately 0.16 trips per unit or 16 daily trips/100 units.

This compares very well to the surveys done at a Storage facility in Somerset-West (AECOM, 2010). The facility has 575 units and generated on average 90 trips per day or 15.6 daily trips per 100 units.

Table 2.1: Daily Statistical Survey Results

RESULT	WEEKDAY			WEEKEND			ALL		
	In	Out	Tot	In	Out	Tot	In	Out	Tot
MAX	69	69	138	51	53	104	69	69	138
MIN	36	38	74	14	14	28	14	14	28
AVERAGE	51	52	103	31	30	61	45	45	90

We would therefore recommend a trip rate of 16 trips per 100 units.

Regards

Johan Brink

Technical Director
Western Cape Office



✉ johanb@itsglobal.co.za

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☎ +27 21 914 6211

🌐 www.itsglobal.co.za

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THINKING GLOBAL, ACTING LOCAL

From: Tyrone King <Tyrone.King@ Stellenbosch.gov.za>

Sent: Tuesday, April 11, 2023 9:14 AM

To: Dave Edwards <DEdwards@ingerop.co.za>; Johan Brink <johanb@itsglobal.co.za>

Cc: Myra Francis <Myra.Francis@ Stellenbosch.gov.za>; Ilze Fillies (Development Technician) <Development.Technician@ Stellenbosch.gov.za>; Shane Chandaka <Shane.Chandaka@ Stellenbosch.gov.za>; idp <idp@ Stellenbosch.gov.za>; Adele Wagenaar <Adele.Wagenaar@ Stellenbosch.gov.za>

Subject: FW: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch

Hi Dave and Johan

I hope you had a good long weekend.

Please see request below regarding DCs for storage. This type of development is becoming more common and therefore I would like us to add this as a category on our DC table.

Johan, I know you have done some work on this before for Colin. Can you please send your findings on trip generation to Dave, as well as on what it is based.

Dave, can you please include this category in the DC table so it is ready when I have to re-submit to Finance – say two weeks from now. Also include a description of it (definition and on what the demands are based, especially trip generation) in your technical report.

Regards

Tyrone King Pr Tech Eng

Manager: Development

Infrastructure Services



T: +27 21 808 8214 | F: +27 21 883 9874
 1st Floor, Ecclesia Building, 71 Plein Street,
 Stellenbosch, 7600
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STELLENBOSCH
 • 1912 •



About Stellenbosch Municipality

Our mission is to deliver cost-effective services that will provide the most enabling environment for civil and corporate citizens.



Our head office is at Town House Complex, Plein Street, Stellenbosch, 7600, South Africa. For more information about Stellenbosch Municipality, please call +2721-808-8111, or visit www.stellenbosch.gov.za

Disclaimer:

The information contained in this communication from tyrone.king@stellenbosch.gov.za sent at 2023-04-11 09:14:21 is confidential and may be legally privileged. It is intended solely for use by johanb@itsglobal.co.za and others authorized to receive it. If you are not johanb@itsglobal.co.za you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this information is strictly prohibited and may be unlawful. Powered by [IOCO](#)

From: Catherine Muller <Catherine.Muller@stellenbosch.gov.za>

Sent: Thursday, 06 April 2023 09:24

To: Tyrone King <Tyrone.King@stellenbosch.gov.za>

Cc: Adele Wagenaar <Adele.Wagenaar@stellenbosch.gov.za>; idp <idp@stellenbosch.gov.za>

Subject: FW: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch

Dear Tyrone

Your input into the Draft 1st Review of the 5th Generation IDP 2022 – 2027 and Draft Budget are herewith acknowledged.

Your input will duly be considered when finalising the IDP and Budget.

Thank you for your participation.

Sincerely yours,
IDP / PMS / PP Team

From: Tyrone King <Tyrone.King@stellenbosch.gov.za>
Sent: Wednesday, April 5, 2023 3:58 PM
To: idp <idp@stellenbosch.gov.za>; Adele Wagenaar <Adele.Wagenaar@stellenbosch.gov.za>
Subject: FW: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch

Good Day IDP Office and Adele

See the email below from Gerhard Nel.

Can you regard this as a comment on the Budget (MTREF) documents, which include our DC tariffs and Policy so we can formally deal with it. In my opinion it is a valid request and I think we should add a new DC category in our DC tariff table for storage facilities since it is becoming more common.

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Regards



Tyrone King Pr Tech Eng
Manager: Development
Infrastructure Services

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I will look into it as the municipality is currently dealing with the revision of the municipal tariffs, including DC tariffs for 2023/24. I will keep you posted, but the soonest I can give you a firm answer will be 1 July 2023, after the tariffs are approved by council.

Regards



Tyrone King Pr Tech Eng

Manager: Development

Infrastructure Services

T: +27 21 808 8214 | F: +27 21 883 9874

1st Floor, Ecclesia Building, 71 Plein Street,
Stellenbosch, 7600

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From: Gerhard Nel <gnel@fairmile.co.za>
Sent: Tuesday, 04 April 2023 16:42
To: Tyrone King <Tyrone.King@stellenbosch.gov.za>

Cc: connect@yourhouse.co.za; clifford@tv3.co.za

Subject: [EX] RE: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch

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From: Gerhard Nel

Sent: Tuesday, March 28, 2023 6:25 PM

To: Tyrone King - Stellenbosch Municipality (tyrone.king@stellenbosch.gov.za) <tyrone.king@stellenbosch.gov.za>

Cc: connect@yourhouse.co.za; Clifford Heys <Clifford@tv3.co.za>

Subject: FW: BL Williams eiendom (Koelenhof) - Plaas 74/13, Stellenbosch

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I need your help on what the Municipal policy/claculation is on development contributions for our feasibility. As I understand there is no DC category for storage.

Regards,

Gerhard Nel
083 255-1642



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Vanuit 'n verkeersimpak oogpunt, dink jy so iets sal kan werk?

Groete

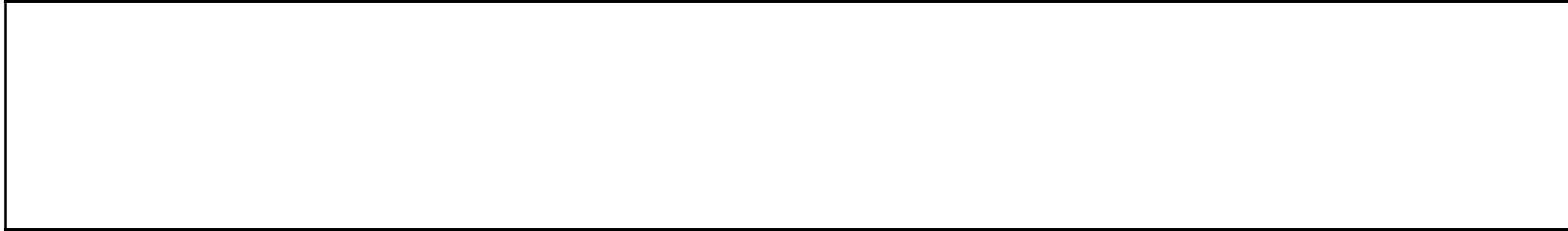
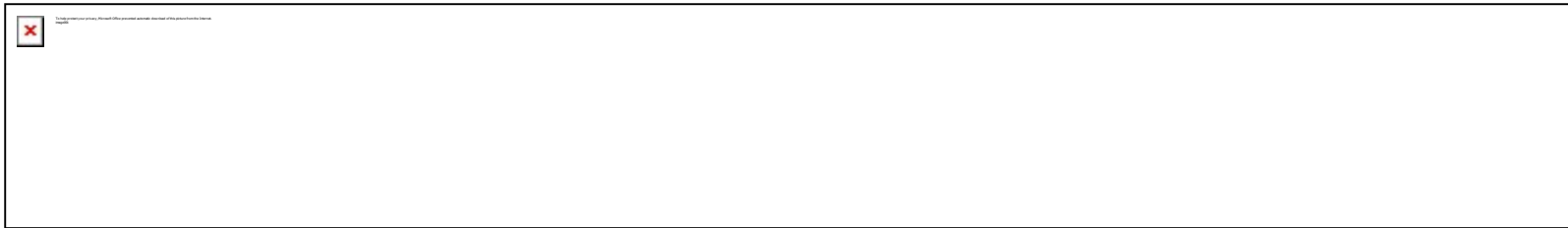
Clifford Heys

Pr Pln (TRP SA), B Econ, M (T&RP), MSAPI

DIRECTOR • TOWN PLANNING

Cell: +27 (0)83 309 9770

[Directions](#)



Annemarie Ferns

Catherine Muller

From: Raymond Loftie-Eaton
Sent: Tuesday, 04 April 2023 08:54
To: Catherine Muller
Cc: Annemarie Ferns
Subject: RE: Ward 7 IDP Addition

Good day Catherine

As requested by Gurswin Cain, I resubmit the following input, for inclusion in the Draft IDP:

Please include under the Martinson Road activities as Priority 1: "The painting of a pedestrian crossing and provide signage in Martinson Road, across from the Junior Academy, allowing parents and children safe access across this busy road."

Thank you so much.

Regards
Raymond Loftie-Eaton
Ward Admin: Ward 7

Sent from [Mail](#) for Windows

From: [Gurswin Cain](#)
Sent: Wednesday, 29 March 2023 03:07 PM
To: [Catherine Muller](#)
Cc: [Annemarie Ferns](#); [Raymond Loftie-Eaton](#)
Subject: RE: Wysiging aan die GOP vir Wyk 7

Good morning Raymond,

Thank you for your email.

Unfortunately, it is not possible at this late moment.

You can resubmit the below inputs between 03 – 25 April 2023 when the municipality is having a public participation process on the Draft IDP and Budget.

Kind regards,

**Gurswin Cain**

Manager: IDP/PMS/PP

Department: Governance

Office of the Municipal Manager

T: +27 21 808 8174 | C: +27 82 415 5749

71 Plein Street, Stellenbosch, 7600

Private Bag X17, Stellenbosch, 7599

www.stellenbosch.gov.za



From: Catherine Muller <Catherine.Muller@stellenbosch.gov.za>

Sent: Wednesday, 29 March 2023 10:13

To: Gurswin Cain <Gurswin.Cain@stellenbosch.gov.za>

Cc: Annemarie Ferns <Annemarie.Ferns@stellenbosch.gov.za>; Raymond Loftie-Eaton <Raymond.Loftie-Eaton@stellenbosch.gov.za>

Subject: RE: Wysiging aan die GOP vir Wyk 7

Importance: High

Dear Gurswin,

Please see email below from Raymond.

Regards,
Catherine

From: Raymond Loftie-Eaton <Raymond.Loftie-Eaton@stellenbosch.gov.za>

Sent: Wednesday, March 29, 2023 9:56 AM

To: Catherine Muller <Catherine.Muller@stellenbosch.gov.za>

Cc: Annemarie Ferns <Annemarie.Ferns@stellenbosch.gov.za>

Subject: Wysiging aan die GOP vir Wyk 7

Hello Catherine

Hoop dit gaan goed aan jou kant te midde van hierdie druk tyd wat julle nou deurgaan.

Daar is een versoek vanuit die buurt wat ons graag bygevoeg wil kry in die GOP dokument alvorens die publieke proses begin. Julle hulp word baie waardeer.

Onder die prioriteit 1 punte rakende Martinson Straat, vra ons asb. dat die volgende bygevoeg word:

“The painting of a pedestrian crossing in Martinson Road, across from the Junior Academy, allowing parents to safely take their small children across this busy road.”

Vriendelike groete

Raymond Loftie-Eaton

Wyk 7 Administrateur

Sent from [Mail](#) for Windows

Catherine Muller

From: Raymond Loftie-Eaton
Sent: Tuesday, 25 April 2023 10:58
To: Catherine Muller
Cc: Annemarie Ferns
Subject: Aanpassing van die die GOP

Hello Catherine

Ek wil graag 'n verdere toevoeging tot Wyk 7 se GOP maak, na aanleiding van ons onlangse vergadering met Wetstoepassing.

Die versoek was gerig dat 'n telefonies beheerde skuifhek aangebring word, wat toegang tot die Hangbrug area sal beheer en toegang vir belanghebbendes steeds verseker.

Sluit dus asb in onder die Hangbrug prioriteit:

“The replacement of the entrance gate to the Hangbrug, with a sliding gate that can be opened by cellphone. This will grant entrance only to registered persons.”

Baie dankie en sterkte.

Groete
Raymond

Sent from [Mail](#) for Windows

Development Action Group (DAG)

Catherine Muller

From: Crystal West <crystal@dag.org.za>
Sent: Tuesday, 25 April 2023 11:52
To: idp
Subject: [EX] Comments: Draft 1st Review of the 5th Generation IDP 2022 – 2027 or Draft Budget 2023/24 – 2025/26
Attachments: 2023 Stellenbosch Municipality Submission_FINAL_.docx

Good day Municipal Manager

Attached, please find comments submitted by Development Action Group (DAG) as part of the Asivikelane Western Cape Campaign representing informal settlement communities in Stellenbosch Municipality, in lieu of the Draft 1st Review of the 5th Generation IDP 2022 – 2027 or Draft Budget 2023/24 – 2025/26.

Sincerely
 Crystal West

Crystal West**Programme Manager**



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 OBSERVATORY 7925
 South Africa
 Tel: +27 (0)21 448-7886
 Fax: +27 (0)21 447-1987
 Mobile: +27 (0)82 327-4271
 E-mail: crystal@dag.org.za
 Website: www.dag.org.za



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Submission of inputs for Stellenbosch Municipality's Draft 2023/24 Budget

Date: 25 April 2023

Submitted by: Development Action Group (DAG) as part of the Asivikelane Western Cape Campaign representing informal settlement communities in Stellenbosch Municipality.

Contact details:

Contact person: Crystal West (DAG)

Cell: 082 327 4271 - Email: crystal@dag.org.za

1. Summary of Recommendations for Stellenbosch Budget 2023/24

Asivikelane Western Cape (WC) initiative conducted an analysis of the Stellenbosch Municipality's 2023/24 draft budget and Integrated Development Plan. Based on this, informal settlement residents in Stellenbosch along with Development Action Group (DAG), would like to submit the following recommendations to be considered in the final budget:

<i>Municipal service</i>	<i>Stellenbosch 2023/24 IDP and Budget: Key Observations</i>	<i>Asivikelane WC Recommendations</i>
Water	<p>The IDP says that water in informal settlements is a priority yet:</p> <ul style="list-style-type: none"> The 2023/24 budget does not include a specific allocation for water/standpipes to informal settlements. 	<ul style="list-style-type: none"> Set a target for taps in informal settlements, based on need. Asivikelane WC data shows that several informal settlements have no water

	<ul style="list-style-type: none"> No targets are given for new standpipes in informal settlements. (See page 5-6) 	<p>and in some places there is not enough water.</p> <ul style="list-style-type: none"> Specify budget allocation for water/standpipe to informal settlements
Sanitation	<p>The IDP says that the construction of ablution facilities is a priority yet:</p> <ul style="list-style-type: none"> The target for waterborne toilet facilities has declined from 50 in 2022/23 FY to 20 in 2023/24 FY. The budget does not indicate a specific allocation for informal settlement ablution facilities. (See page 6-7) 	<ul style="list-style-type: none"> Increase the target for toilets in informal settlements, based on need. Asivikelane WC data shows that several informal settlements have no sanitation and in some places there are not enough toilets. Specify budget allocation for toilets in informal settlements
Solid waste	<p>The waste removal services budget increases by over 8% in 2023/24 FY. But neither the IDP and Draft Budget it clear whether the increase includes any dedicated allocation for waste collection services in informal settlements. (See page 7-8)</p>	<ul style="list-style-type: none"> Improve solid waste collection to informal settlements. Asivikelane WC data shows that several areas have no waste collection service, other have no skips and skips are overflowing in places. Specify budget allocation for waste collection in informal settlements
Repairs and maintenance	<p>The budget does not show a separate allocation for repairs and maintenance to informal settlement toilets, solid waste and standpipes. We assume that these services will be funded by the maintenance budget for water supply infrastructure, sanitation infrastructure and solid waste infrastructure.</p> <p>The municipality is spending less 1% of its Property, Plant and Equipment budget on repairs and maintenance. This is far less than the National Treasury norm on repairs and maintenance (which is 8%). (See page 9-10)</p>	<ul style="list-style-type: none"> Specify the plans and budget allocation for repairs and maintenance to water, sanitation and solid waste removal services in informal settlements A functional fault-reporting systems should be put in place Increase spending on repairs and maintenance to at least be in line with National Treasury norm of 8%.

2. Asivikelane Western Cape community assessment of informal settlement service delivery in Stellenbosch

Asivikelane Western Cape¹ is an initiative that gives a platform to informal settlement residents who face severe basic service shortages. Asivikelane Western Cape regularly collects data from participating residents in informal settlements in Stellenbosch Municipality. Residents answer questions and report on access and challenges to water, sanitation and refuse removal services. The campaign currently engages over 180 residents who are Asivikelane Western Cape participants, living in 8 informal settlements: Azania, Enkanini, Emaholweni, Kayamandi, Khwezi, Langrug, Mandela City and Strongyard.

Led by Development Action Group (DAG), Asivikelane Western Cape has held several engagements with Stellenbosch Municipality, which have resulted in some instances of improvements in water (2), sanitation (53) and waste collection (9) in informal settlements in 2022. **However, the need for safe, reliable access to water, sanitation and waste collection services remains urgent in many areas. We hope that these budget inputs will support the municipality's efforts to improve the quality of life of those living in informal settlements.**

Water: Informal settlements do not have enough taps

Data collected in February 2023 showed that 85% of residents use communal standpipes in their informal settlements. Residents have reported that communal taps/standpipes are far from their settlement section and they, therefore, collect water from neighbouring settlement sections. Some residents specifically reported that there are not enough communal taps to ensure sufficient water for all households in their settlement. In addition, 25% of the residents did not have enough water in their settlement for at least 7 days. Residents in Kwezi informal settlement said that they do not have water. The gap in water access has an impact on residents' health and hygiene.

Data collected in September 2022 showed that 84% of women said they are primarily responsible for collecting water and 98% of them do so more than once per day. Several women said they feel unsafe walking long distances to collect water and asked for more taps to be installed, closer to where they live.

Sanitation: Too few toilets and toilets are not cleaned often enough

In February 2023, 82% of residents said that they use communal flush/ablution block toilets and many residents said that there are **not enough toilets**. Several residents raised concerns about toilets being dirty and blocked. Forcing them to a different settlement section to use toilets. When residents were asked if the municipality has cleaned their toilets in the last 7 days, 10% of the **residents reported said the toilets were not cleaned**, and 12% of the residents indicated that this question was not applicable to them because they do not have toilets, these are residents in Mandela City and Khwezi.

¹ Asivikelane Western Cape website: <https://asivikelane.org/westerncape-releases/>

Safety is a major concern, especially for women. When toilets are placed in dark, isolated locations it's dangerous for women because they are targeted by criminals. In September 2022, 89% of women said they feel unsafe using communal toilets at night, and 38% feel unsafe during the day.

Residents want more toilets, closer to where they live, and 89% of women asked for separate toilets for men and women. This will be safer and more hygienic.

Refuse collection: Irregular waste collection and lack of skips is a health risk

In February 2023, Asivikelane Western Cape collected asked residents if they received refuse collection services in the last 7 days from the municipality. 13% of residents reported that their settlement does not receive refuse collection services. A further 16% of the residents reported that they usually receive refuse collection services, however, their **refuse was not collected in the last 7 days**. Residents also reported that there are not enough communal dumping skips. In settlements with skips, these are often not emptied. Several residents have resorted to burning their waste, which is both hazardous to health and the environment – just one of the negative consequences of the municipality's failure to collect waste.

Repairs and maintenance: municipality slow to fix broken services

Based on the data collected by Asivikelane Western Cape in November 2022, **36% of the residents reported that it takes the municipality between 1 to 3 months to fix a broken tap or toilet**, a further 26% of the residents reported that it takes a month or less and 14% reported that the municipality never fixed the broken tap or toilet. The lack of repairs means that more residents are relying on fewer services, reducing access levels and placing additional strain on infrastructure.

Asivikelane Western Cape #8 data

How_soon_municipality_fixes_taps_toilets?	Number	Percentage
Between_1_to_3_months	52	36%
In_a_month_or_less	38	26%
I_don't_know	23	16%
Never_they_don't_fix_it	20	14%
In_a_week_or_less	12	8%
TOTAL	145	100%

Source: Asivikelane Western Cape #8 data, collected in November 2022

Maintenance and repairs of existing service infrastructure are cheaper than installing new services and it increases the lifespan of the infrastructure.

3. Analysis of Stellenbosch Municipality's 2023/24 draft budget and Integrated Development Plan

Allocations for the provision of water to informal settlements

We were encouraged to see that Stellenbosch Municipality has identified the installation of standpipes in informal settlements and the construction of ablution facilities as some of the Integrated Development Plan (IDP) deliverables for the 2023/24 budget year.² However, the municipality's **draft 2023/24 IDP does not provide any targets for the delivery of standpipes in 2023/24**. In contrast, a target of 50 new standpipes were set for 2022/23. No information is provided about how the target of 50 standpipes was determined.

TABLE 1: Target for standpipes

	2022/23	2023/24	% change
Infrastructure Services Directorate: Installation of new standpipes	50 new standpipes installed by 30 June	No target	Unclear

Source: Service Delivery and Budget Implementation Plan (SDBIP), page 409

According to the Service Delivery and Budget Implementation Plan (SDBIP), the Infrastructure Services Directorate is responsible for the installation of standpipes. The Infrastructure Services Directorate's capital budget is planned to increase by 46.11% from its adjusted 2022/23 budget of R297 million to R433 million for the budget year 2023/24 as illustrated in Table 2 below.

TABLE 2: Infrastructure Services Directorate Capital Budget

	2022/23		2023/24	
[Rands]	Adopted Budget	Adjusted Budget	Draft Budget	% change
Infrastructure Services Directorate Capital Budget	290 468 879	296 643 879	433 423 363	46.11%

Source: Medium Term Revenue and Expenditure Framework for the Financial Period 2023 – 2026, page 19

Within the Infrastructure Services Directorate capital budget, there is a specific allocation for the Water Network, responsible for supplying water provisioning infrastructure to households. The 2023/24 draft budget indicates an increase of 40.25% from its adjusted budget of R84 million to R117 million for the Water Network for the 2023/24 budget year, illustrated in Table 3 below. However, despite the installation of standpipes in informal settlements being a priority for the 2023/24 budget year for the municipality, **we cannot see**

² Stellenbosch Municipality Draft 2023/24 IDP & SDBIP: <https://stellenbosch.gov.za/download/5th-generation-integrated-development-plan-2022-2027-v22-consolidated-amended/?ind=1680165465897&filename=5th-Generation-Integrated-Development-Plan-2022-2027-v22.-Consolidated.amended.pdf&wpdmdl=20735&refresh=64342c04733eb1681140740>

a specific allocation of how much of the Water Network budget is for standpipes and for water supply to informal settlements.

TABLE 3: Vote 3 - Infrastructure Services Directorate: Water Network

	2022/23		2023/24	
[Rands]	Adopted Budget	Adjusted Budget	Draft Budget	% change
Vote 3 - Infrastructure Services Directorate: Water Network	49 669 000	83 531 000	117 150 000	40.25%

Source: Medium Term Revenue and Expenditure Framework for the Financial Period 2023 – 2026, page 38

The IDP further indicates: “Communal standpipes represent the weakest part of a network’s water supply services. Standpipes are often constructed in ways that cannot withstand excessive use (and abuse) and are often neglected in terms of operation and maintenance, adversely affecting the health of their already vulnerable and poor users.”³

The municipality acknowledges that standpipes are the weakest part of its water network and are constructed in a way that cannot withstand excessive use. In addition, many residents have reported that there are not enough communal taps/standpipes. However, both the draft IDP and budget don't provide any evidence that the municipality plans to install more standpipes (see Table 2 above) that can potentially reduce the household-to-standpipe ratio and alleviate the excessive use per standpipe.

Allocations for sanitation in informal settlements

Stellenbosch Municipality makes the construction of ablution facilities in informal settlements a priority for the budget year 2023/24. The municipality has set a target of 20 waterborne toilet facilities for the budget year 2023/24, in contrast to the previous year’s target, which was 50 waterborne toilet facilities, as illustrated in Table 4. This is 60% less than the previous year’s target, the reduction in the target does not support the municipalities statement that the construction of ablution facilities is a priority for 2023/24. **No reasons are provided for the decrease in the sanitation target as set by the Department: Integrated Human Settlements.** It is also not clear how many households will be served by these ablution facilities and where they will be installed.

TABLE 4: Target for communal ablution facilities

	2022/23	2023/24	% change
Provision of waterborne toilet facilities in informal settlements as identified by the Department: Integrated Human Settlements	50	20	-60%

Source: Service Delivery and Budget Implementation Plan (SDBIP), page 409

³ Source: Stellenbosch Municipality Draft 2023/24 IDP, page 151: <https://stellenbosch.gov.za/download/5th-generation-integrated-development-plan-2022-2027-v22-consolidated-amended/?ind=1680165465897&filename=5th-Generation-Integrated-Development-Plan-2022-2027-v22.-Consolidated.amended.pdf&wpdmdl=20735&refresh=64342c04733eb1681140740>

The Infrastructure Services Directorate provides sanitation services to households via the sewerage network. We see a positive increase of 15.53% from the adjusted budget of R46 million to R53 million for the budget year 2023/24 in the Infrastructure Services: Sewerage Network, shown in Table 5 below.

However, the IDP nor the capital budget does not include a dedicated project for the provision of informal settlement ablution facilities and **it is not clear if the sewerage network budget allocation includes sanitation services to informal settlements.**

TABLE 5: Vote 3 - Infrastructure Services Directorate: Sewerage Network

	2022/23		2023/24	
[Rands]	Adopted Budget	Adjusted Budget	Draft Budget	% change
Vote 3 - Infrastructure Services Directorate: Sewerage Network	57 000 000	45 738 000	52 840 000	15.53%

Source: Medium Term Revenue and Expenditure Framework for the Financial Period 2023 – 2026, page 38

Allocation for the provision of Refuse Removal services to informal settlements

It is encouraging to see the budget for mini waste drop-off facilities at informal settlements has increased from R100 000 in the adopted 2022/23 budget to R200 000 in the 2023/24 draft budget. There are two further capital projects that might benefit informal settlements but those budgets have decreased, skips decrease from R300 000 in the 2022/23 adopted budget down to R200 000 in the 2023/24 draft budget, and street refuse bins from R500 000 in the adopted 2022/23 adopted budget down to R300 000 in the 2023/24 draft budget.

TABLE 6: Refuse Removal Capital Projects

Project	[Rands]	Department	Adopted 2022/23	Draft 2023/24	% change
Mini Waste drop-off facilities at Inf Settlements		Waste Management: Solid Waste Management	100 000	200 000	100%
Skips (5,5kl)		Waste Management: Solid Waste Management	300 000	200 000	-33.33%
Street Refuse Bins		Waste Management: Solid Waste Management	500 000	300 000	-40%

Source: Medium Term Revenue and Expenditure Framework for the Financial Period 2023 – 2026, page 38

Table 7 below illustrates the Trading Services Expenditure for Waste Management as allocated in the 2023/24 draft operating budget. We see an increase from R139 million in the adjusted 2022/23 budget to R151 million in 2023/24 in the draft budget, this is an 8.03% increase. Waste removal services are usually provided either directly by the municipality or through contract services and both will be funded from the operating budget (trading services). **The IDP and Draft Budget do not make it clear whether the increase in the Waste**

Management budget includes any dedicated allocation for waste collection services in informal settlements.

TABLE 7: Trading Services Expenditure

	2022/23		2023/24	
[Rands]	Adopted Budget	Adjusted Budget	Draft Budget	% change
Waste Management	131 508 000	139 418 000	150 616 000	8.03%

Source: Medium Term Revenue and Expenditure Framework for the Financial Period 2023 – 2026, Table A2, page 25

Allocation of Municipal Grants for Informal Settlements

The Informal Settlement Upgrading Partnership Grant (ISUPG) is a funding source dedicated to upgrading of informal settlements and this is allocated by the Western Cape Provincial government to the Municipality. The Integrated Urban Development Grant (IUDG) is also a funding source that can be used to provide basic service delivery to informal settlements. The IUDG is directly allocated to the Municipality by National Government.

ISUPG is set to decrease by 10.63% of its 2022/23 adopted budget of R21 million down to R19 million of the 2023/24 draft budget as well as the IUDG decreases by 4.88% of its 2022/23 adopted budget of R62 million down to R59 million of the budget for 2023/24. **This suggests that less money will be available for informal settlement services.**

TABLE 8: Municipal Grant Funding

	2022/23		2023/24	
[Rands]	Adopted Budget	Adjusted Budget	Draft Budget	% change
Integrated Urban Development Grant (IUDG)	62 460 000	-	59 410 000	-4.88%
Informal Settlement Upgrading Partnership Grant (ISUPG): Provinces (BENEFICIARIES)	20 850 000	-	18 633 000	-10.63%

Source: Integrated Development Plan 2022-2027, page 381, and Adjusted 2022/23 Capital Budget

The Kayamandi Zone O Housing Project is currently underway, and the IDP indicates that ±711 services/number of housing opportunities will benefit from the project. The project is funded from the ISUPG. Kayamandi is one of the Asiviklane Western Cape participating settlements.

The municipality has indicated in the IDP that project is at its initial stages, and engagements with the community have commenced. The construction period is estimated to be 9 months after the contractor has been established on-site. Site establishment is dependent on the successful relocation of the families residing currently on the site identified for construction⁴.

⁴ Source: Stellenbosch Municipality Draft 2023/24 IDP, page 104 and 134:

<https://stellenbosch.gov.za/download/5th-generation-integrated-development-plan-2022-2027-v22->

However, the relocation of families was not achieved. The contractor could not activate it. Construction funding was removed from the adjustment budget (illustrated in Table 9 below). The adopted 2022/23 budget is R13 million and the adjusted 2022/23 budget is R6 million. The 2023/24 draft budget is R13 million, the municipality, in the IDP, has indicated that they are allocated the same amount of money for the next budget year and the current budget year. There have been delays in the Kayamandi housing project as people are still being relocated.

The ISUPG budget for 2023/24 is R19 million and since the housing project budget of R13 million is funded by the ISUPG, this means 68.4% of the ISUPG budget will go towards the Kayamandi housing project. **Services to other informal settlements (beneficiaries of the ISUPG) may be neglected.**

TABLE 9: Kayamandi Zone O Housing Project

[Rands]	2022/23		2023/24
	Adopted Budget	Adjusted Budget	Draft Budget
Kayamandi: Zone O (±711 services) Funding source: ISUPG	13 350 000	5 850 000	13 350 000

Source: Integrated Development Plan 2022-2027, page 104

Allocation of Repairs and maintenance of informal settlements infrastructure

The municipality has indicated in the IDP that communal standpipes are the weakest part of a network's water supply services. Standpipes are often constructed in ways that cannot withstand excessive use and are often neglected in terms of operation and maintenance, adversely affecting the health of their already vulnerable and poor users.

The total budget allocation for repairs and maintenance for the 2023/24 budget year is increased by only 9.72%. We are seeing small percentage increases for water supply infrastructure (10.78%), sanitation infrastructure (4.77%) and solid waste infrastructure (4.35%), as shown in Table 11 below. The budget does not show a separate allocation for repairs and maintenance to informal settlement toilets, solid waste and standpipes. We assume that these services will be funded by the maintenance budget for water supply infrastructure, sanitation infrastructure and solid waste infrastructure.

The municipality is spending less than the National Treasury norm on repairs and maintenance (which is 8%). The analysis shows that 0.0% of the Property, Plant and Equipment (PPE) will be spent on repairs and maintenance. This does not mean that the municipality is spending nothing on R & M, but we assume that the amount is so small in comparison to the value of PPE that it comes to less than 1%.

TABLE 11: Repairs and maintenance

	2022/23		2023/24	
[Rands]	Adopted Budget	Full Year Forecast	Draft Budget	% change
Total Repairs and Maintenance	107 541 000	103 582 000	113 659 000	9.72%
Water Supply Infrastructure	12 423 000	12 423 000	13 750 000	10.68%
Sanitation Infrastructure	10 800 000	10 800 000	11 316 000	4.77%
Solid Waste Infrastructure	4 344 000	4 344 000	4 533 000	4.35%
R&M as a % of PPE	0.0%	0.0%	0.0%	-

Source: Medium Term Revenue and Expenditure Framework for the Financial Period 2023 – 2026, Table A2, page 45

Conclusion

In conclusion, it is our hope that Stellenbosch Municipality utilises these inputs to strengthen its budget with an emphasis on fair, inclusive allocations for services to informal settlements. For further engagement with Asivikelane Western Cape, please contact us using the detail below:

Contact person: Crystal West (DAG)

Cell: 082 327 4271

Email: crystal@dag.org.za

Thank you for the opportunity to make inputs into the budget.

References

1. Asivikelane Western Cape Data #8 and #10. Available online: <https://asivikelane.org/westerncape-releases/>
2. Stellenbosch Municipality. March 2023. Draft 2023/24 Budget. Medium Term Revenue and Expenditure Framework for the Financial Period 2023/2024 to 2025/2026. Available online: <https://stellenbosch.gov.za/download/appendix-1-mtref-2023-2024-march-2023/?ind=1680604398118&filename=Appendix-1-MTREF-2023-2024-March-2023.pdf&wpdmdl=20874&refresh=64342b80e90671681140608>
3. Stellenbosch Municipality. March 2023. Integrated Development Plan 2022-2027. Available online: <https://stellenbosch.gov.za/download/5th-generation-integrated-development-plan-2022-2027-v22-consolidated-amended/?ind=1680165465897&filename=5th-Generation-Integrated-Development-Plan-2022-2027-v22.-Consolidated.amended.pdf&wpdmdl=20735&refresh=64342c04733eb1681140740>
4. Stellenbosch Municipality. February 2023. Adjusted 2022/23 Capital Budget. Available online: <https://stellenbosch.gov.za/download/adjustments-budget-documentation-february-2023/?ind=1677653896562&filename=WC024-Adjustments-Budget-Documentation-February-2023.pdf&wpdmdl=20492&refresh=6434611d686201681154333>

Stellenbosch and District Coronation RFC

Catherine Muller

From: Bonita Klaasen
Sent: Tuesday, 25 April 2023 12:43
To: idp
Cc: Michelle Aalbers
Subject: Grant-in-aid
Attachments: Coronation Rugby Club.pdf

Good day

Herewith, please find the appeal letter and newly completed application forms from Stellenbosch and Distrikte Coronation RFC



Kind regards, Vriendelike groete

Bonita Klaasen
Ward Administrator: Ward 17
Cloetesville Ward Office
Strategic & Corporate Services

Tell: 021 808 8931
Cell: 061 353 4608
Cloetesville Complex,
Stellenbosch, 7600
www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm



Stellenbosch & District Coronation Rugby Football Club

Korrespondensie / Correspondence

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Die Sekretaris/ The Secretary

B Klaasen

06 Monte Christo, Rhodestraat
Stellenbosch, 7600

Mobile: 061 353 4608

E-mail: stellcoronations@gmail.com

25 April 2023

The Municipal Manager
Stellenbosch Municipality

Re: Grands-in-Aid APPEAL

Dear Sir/madam

Our Club noted the reasons for the outcome of our application. We have managed to amend the information accordingly, and listed the adjustments below

- The application form was amended from General support to Specific project.
- All forms are signed.
- Bank signature was added
- AGM minutes correctly adjust as per our Constitution
- AGM minutes signed
- Feedback Report was updated for the 2020/2021 Grant in Aid application.

Kind regards,

Bonita Klaasen
Club secretary
021 808 8931
061 353 4608

Voorsitter/ Chairman:	James Manuel	- manueljames107@gmail.com	- 081 486 9285
Kassier/ Treasurer:	Johan Adonis	- adonisjohan1@gmail.com	- 083 458 6274
Wedstryd Sekretaris/ Match Secretary	Esmarelda Adams	- essieadams274@gmail.com	- 072 518 4137



APPLICATION FOR GRANT-IN-AID: 2023/24

NOTE: ATTENDANCE OF THE GRANT-IN-AID WORKSHOP IS COMPULSORY

PLEASE COMPLETE THE FOLLOWING (Incomplete applications will not be considered.)					
A	REGISTERED NAME OF ORGANISATION				
	STELLENBOSCH v DISTRICT CORONATION RFC.				
B	DATE AND YEAR IN WHICH THE ORGANISATION WAS FOUNDED: (include a brief description of the business or activities of the organization)				
	1902				
C	ADDRESS OF REGISTERED ORGANISATION				
	PHYSICAL ADDRESS			POSTAL ADDRESS	
	IDASVALLEY SPORTS GROUND			23 STELLITA PARK	
				CLOETESVILLE	
	IDASVALLEY			STELLENBOSCH	
	STELLENBOSCH				
	CODE:		CODE:	7600	
D	CONTACT DETAILS (Details of the person to contact regarding this GIA application)				
	NAME & SURNAME:		JOHAN ADONIS		
	POSITION:		TREASURER		
	TEL:	()	FAX:	()	
	MOBILE:		083 458 6274		ALTERNATIVE:
	EMAIL ADDRESS:		adonisjohan1@gmail.com		

E REGISTRATION:				
Is the organization a NP/NG Organisation?		YES	NO	X
If YES, please provide the Registration Number: (Attach a copy of the registration certificate or proof of other affiliation where applicable)				
F BOARD/COMMITTEE MEMBERS OF THE ORGANISATION: (List ALL Board/Committee Members of the Organisation) Insert a separate page if the space is not enough).				
1	NAME & SURNAME:		MR SHIRAGE POOL	
	POSITION:		IRE PRESIDENT	
	ADDRESS:		21 MOSES STREET	
			IDASVALLEY STELLENBOSCH	
	CONTACT NUMBER:		083 3552 066	
2	NAME & SURNAME:		MR JAMES MANUEL	
	POSITION:		PRESIDENT	
	ADDRESS:		74 KUDU STREET	
			MACASSAR	
	CONTACT NUMBER:		081 486 9285	
3	NAME & SURNAME:		MRS ANNELINE HOUSION	
	POSITION:		VICE PRESIDENT	
	ADDRESS:		68 LONG STREET SOUTH	
			TENNANTVILLE STELLENBOSCH 7600	
	CONTACT NUMBER:		MS BONITA KLAASEN 078 283 1494	
4	NAME & SURNAME:		MS BONITA KLAASEN	
	POSITION:		SECRETARY	
	ADDRESS:		6 MONIE CHRISTOFFEL RHODE STREET	
			CLOETESVILLE STELLENBOSCH 7600	
	CONTACT NUMBER:		061 353 4608	

5	NAME & SURNAME:	MR. RICHARD SECONDS	
	POSITION:	ASSISTANT SECRETARY	
	ADDRESS:	5 HENDRICKS STREET	
	CLOETESVILLE STELLENBOSCH 7600		
	CONTACT NUMBER:	084 737 3357	
6	NAME & SURNAME:	MR QUINTON ISAACS	
	POSITION:	ASSISTANT TREASURER	
	ADDRESS:	17 HEUNINGBOOM STREET	
	CLOETESVILLE STELLENBOSCH 7600		
	CONTACT NUMBER:	071 961 5665	
7	NAME & SURNAME:	MS ESMERALDA ADAMS	
	POSITION:	MATCH & REGISTRATION SECRETARY	
	ADDRESS:	WATERGANG PLAAS	
	KOELENHOF ROAD R304 STELLENBOSCH 7600		
	CONTACT NUMBER:	072 518 4137	
8	NAME & SURNAME:	MR PETER SEALE	
	POSITION:	ASSISTANT MATCH & REGISTRATION SECRETARY	
	ADDRESS:	150 WATSON WAY	
	RAITHBY		
	CONTACT NUMBER:	083 380 6591	
9	NAME & SURNAME:	MR RAKEEP POOL	
	POSITION:	TRUSTEE	
	ADDRESS:	15 KROOF STREET	
	CLOETESVILLE STELLENBOSCH 7600		
	CONTACT NUMBER:	072 835 8950	

10	NAME & SURNAME:		MR HEIN PHILANDER		
	POSITION:		TRUSTEE		
	ADDRESS:		7 ARNOLD STREET		
			CLOETESVILLE STELLENBOSCH 7600		
	CONTACT NUMBER:		060 418 2432		
G PREVIOUS FUNDING:					
		Have you successfully applied and received Stellenbosch Municipal Grant-In-Aid funding previously?			YES
		If yes for which financial year?			2020/2021
		What amount was received?			R40 000,00
		Did you submit Financial Reports for the funds received?			YES
		Do you receive any other sources of funding? (If YES please provide details)			
H CATEGORY A:					
For more information refer to the Grant-In-Aid Policy for general guidelines and categories (Please categorize your application by marking the appropriate category with X)					
HEALTH					
ENVIRONMENT					
SOLID WASTE					
SOCIAL DEVELOPMENT					
SPORTS & RECREATION					X
CATEGORY B:					
For more information refer to the Grant-In-Aid Policy for general guidelines and categories (Please categorize your application by marking the appropriate category with X)					
NIGHT SHELTER					
OTHER (Please specify)					
I REQUEST FOR FUNDING:					
Is funding required for the ensuing year?			YES		NO
Is funding required for a specific project? (If YES attach details separately)			YES	X	NO
Is funding required for general support? (If YES, attach a copy of the Organisation's Overall Budget)			YES		NO
Budgeted amount requested			R41 000		
Duration of project?			1 YEAR		

11 5	NAME & SURNAME:		MR DEELS ABRAHAMS	
	POSITION:		ADDITIONAL MEMBER	
	ADDRESS:		5 MERRILMOF STREET LANDIDA	
			1 DAS VALLEY STELLENBOSCH	
	CONTACT NUMBER:		073 340 9661	
12 8	NAME & SURNAME:		MR JOHAN ISAACS	
	POSITION:		ADDITIONAL MEMBER	
	ADDRESS:		102 PHYLLARIA PLAT	
			JAN CILLIERS STREET STELLENBOSCH	
	CONTACT NUMBER:		083 753 9340	
13 7	NAME & SURNAME:		MR NICK JACOBS	
	POSITION:		ADDITIONAL MEMBER	
	ADDRESS:		12 BETA STREET	
			CLOETESVILLE STELLENBOSCH 7600	
	CONTACT NUMBER:		073 679 8150	
8	NAME & SURNAME:			
	POSITION:			
	ADDRESS:			
	CONTACT NUMBER:			
9	NAME & SURNAME:			
	POSITION:			
	ADDRESS:			
	CONTACT NUMBER:			

If Category B Application						
Total amount requested for 3 year period						
Annual amounts requested:	Year 1		Year 2		Year 3	
J	SERVICE FOCUS					
	Ward number/s in which services are delivered: 6					
	Which Ward Priority/ies are addressed through the service: (Please provide details below)					
	UPGRADE LIGHTS ON RUGBY FIELD. YOUTH SKILLS DEVELOPMENT, ALCOHOL ABUSE ON SPORTS FIELD					
	UPGRADE OF CRICKET FIELD, SAFETY CRIME, DRUGS					
	Describe the services for which funds are requested:					
	EQUIPMENT OF YOUNG RUGBY PLAYERS IN STELLENBOSCH					
	Which Municipal Strategic Goal/s is linked to the services: (Please mark with a X)					
	Valley of Possibility					
	Safe Valley					
	Dignified Living					
	Good Governance and Compliance					X
	Green and Sustainable Valley					
K	THE FOLLOWING MUST BE ATTACHED TO THIS APPLICATION: (Category A and B applications) (Please use this form as a check-list, to ensure that you comply to the specified requirements)					
1	AUDITED FINANCIAL STATEMENTS (A copy of the latest audited financial statements. Should the organization be classified as an emerging organization, the financial statements MUST be dated and signed by the Treasurer and Chairperson and MUST include a monthly income and expense statement for the months that the organization has been in existence or for the last 12 months)					X
2	ORGANISATIONAL CONSTITUTION (A signed and dated copy of the Organisation's Constitution, as well as a signed copy of the Minutes of the AGM/Special Meeting, to verify the acceptance of the Constitution.)					X
3	PROJECT PROGRAMME/BUSINESS PLAN (A copy of the project/program description and/or a business plan for the ensuing financial year. Please ensure that the following is included in the project/program and or business plan, by using the below mentioned bullet points as a guide).					X
	❖ Full details of the proposal/project/business plan including objectives;					X
	❖ The number of people who will benefit and how the project/program will contribute or enhance the strategic objectives of Stellenbosch Municipality;					100 %
	❖ The project/program commencement and completion dates;					
	❖ Information on the total costs of the project/program budget;					R41 000,00
	❖ A breakdown of costs and an outline of any contributions by fundraising and / or own contributions;					X
	❖ A list of all other sources of funding together with the assessments;					
	❖ A summary of past achievements;					X
4	❖ Reference independent of the applicant and its executive/board or committee members.					
	SIGNED AND STAMPED CREDITOR CONTROL FORM (An original signed copy of a correctly completed Creditors Control form of the Stellenbosch Municipality)					X
5	ACCOUNT ON EXPENDITURE FOR PRECEDING FUNDING (If you have received funding from Stellenbosch Municipality in the preceding financial year, expenditure of the funds received needs to be accounted for with this new application). Please refer to Section M for the format.					X
6	PROOF OF REGISTRATION/AFFILIATION (Attach a copy of the organisation's Registration Certificate of Affiliation)					X

O DECLARATION OF INTEREST:	
The beneficiary declares that the following municipal employees and/or councillors have a vested interest in the business of the beneficiary. However, they do not benefit directly from this donation and were not part of the decision making process in the allocation of the donations:	
Name & Surname:	RICHARD SECONDS
Designation:	
Name & Surname:	
Designation:	
P UNDERTAKING:	
	<p>I/We hereby verify that the information provided in this application is true and correct and that the conditions applicable to the allocation of a Grant-in-Aid as set out above and in the GIA Policy have been read and is understood and will be complied with.</p> <p>I/We also declare that the organization implements effective, efficient and transparent financial management and internal control mechanisms to guard against fraud, theft and financial mismanagement and has in the past complied with requirements for similar transfer(s) of funds.</p> <p>Thus completed and signed at Stellenbosch on this 24 day of APRIL 2023.</p> <p>Chairperson/Authorised Representative Secretary/Duly Authorised Signatory</p>
Q	<p>PLEASE TAKE NOTE: (Completed application forms, together with all the required supporting documentation must be posted to):</p> <p>The Director: Planning & Economic Development P O Box 17 Stellenbosch 7599</p> <p>Or hand delivered to:</p> <p>The Manager: Community Development 21 Simonsberg Road Stellenbosch 7600</p> <p>The submission of applications closes at 13H00 on the closing date as per the advertisement.</p> <p>PLEASE NOTE: Neither LATE nor INCOMPLETE applications shall be considered.</p>



Stellenbosch & District Coronation Rugby Football Club

Korespondensie / Correspondence

Die Sekretaris / The Secretary
B Klaasen
06 Monte Christo, Rhodestraat
Stellenbosch 7600
Mobile: 061 353 4608
E-mail: stellcoronations@gmail.com

Proposed funds for Grant in Aids for 2023/2024

ITEMS	AMOUNT	COST PER ITEM	TOTAL
TRANSPORT	7	R3,500.00	R 24,500.00
FIRST AIDER/ FIRST AID KIT	15 GAMES	R400.00	R 6,000.00
MATCH /TRAINING BALLS	20		R 7,000.00
SOCKS			R 3,500.00
TOTAL			R 41,000.00

1
JOHAN ADONIS
TREASURER

Chairperson: Anneline Houston • anneline@noblehill.com • 078 283 1494

Kassier/ Treasurer: Johan Adonis • adonisjohan1@gmail.com • 083 458 6274

Wedstrvd Sekretaris/ Match Secretary: Esmarelda Adams • essieadams274@gmail.com • 072 518 4137

Stellenbosch Coronations RFC
Algemene Jaar Vergadering (AGM)
03 November 2022

President, Anneline Houston open met gebed en verwelkom elkeen teenwoordig.

“Old boys” lede is teenwoordig en wil weet of hul stem reg het.

Johan Adonis bevestig dat almal wel teenwoordig het stem regtig is.

Die 2021 se notule word voorgelees deur Sekretaresse.

Stellenbosch Coronations RFC
Algemene Jaar Vergadering (AGM)
03 November 2022

President, Anneline Houston open met gebed en verwelkom elkeen teenwoordig.

“Old boys” lede is teenwoordig en wil weet of hul stem reg het.

Johan Adonis bevestig dat almal wel teenwoordig het stem regtig is.

Die 2021 se notule word voorgelees deur Sekretaresse.

Korreksies word uitgewys wat aangeteken moet word.

Quinton Isaacs se van was verkeerd gespel .

Verslag word aanvaar deur Johan Isaacs met Hinie Philander wat sekondeer.

President se verslag word voorgelees aan die vergadering en word aanvaar deur mnr Asraf Patel snr, met Donovan Lindoor wat sekondeer.

Sekretaris verslag word voorgelees aan vergadering en word aanvaar deur Mnr. Riyaad Adonis met Hinie Philander wat sekondeer.

Trustee verslag word deur Johan Adonis gelewer.

Johan Isaacs wil weet waar die brand blussers is.

Johan Adonis verduidelik dat dit die Munisipaliteit se blussers is. Dit word elke keer vervang deur die Raad

Mnr. Johan Isaacs wil ook weet hoekom kry die klub nie versekering nie.

Johan Adonis verduidelik dat die sportraad moet kyk na verskering, maar noem ook dat dit munisipale eindom is.

Al die klub se bates is tans in veilige bewaring.

Mnr. Celeton Rhode wil weet waar die klub se truie is, waar op Mnr Johan Adonis verseker dat dit ook in veilige bewaring is.

Trustee verslag word aanvaar deur Mnr Riyaad Adonis, met Mev Magdalene Seale wat sekondeer.

BK

Mnr. Franklyn Abrahams wil weet wat die waarde van die klub se bates is. Mev die voorsitster veduidelik dat volgens boekhouer reëls kan daar nie waarde aangeheg word nie, want die waarde verminder elke jaar.

Mnr. Johan Adonis deel die finansiële verslag met die vergadering en maak die vloer oop vir enige vrae.

Geen vrae was op die tafel gelê, so was finansiële verslag aanvaar deur Mnr. Neels Abrahams, met Dillon Philander wat sekondeer.

Mnr. Johan Isaacs sit n voorstel op die tafel rakende die seisoenfooï.

Hy stel voor dat spelers elke tuis wedstryd n R20 moet bring. Wat dan bydra is vir hul seisoen geld.

Geen korrespondensie was ontvang vir wysigings in die Grondwet nie, maar die uitvoerende bestuur was wel gevra om die grondwet te bestuurder en met aanpassings vorendag te kom wat met volgende AGM behandel kan word. Die huidige grondwet word aanvaar in sy huidige vorm.

Mnr Shirage Pool (Ere-President) word versoek om die verkiesing te behartig

Die Klub ere-president neem voorsittende stoel in en verklaar alle bestuurs poste as vakant.

President:

Anneline Houston word deur Nick Jacobs genomineer met Leon Pietersen as sekondeer
James Manuel word deur Magdalene Seale genomineer met Meekaeel Pool as sekondant.
James Manuel wen met 19 oor 10 punte

Vise-President:

Anneline Houston word eenparig verkies

Sekretaris:

Bonita Klaasen word eenparig verkies

Vise-Sekretaris:

Richard Seconds word eenparig verkies

Kassier:

Johan Adonis word eenparig verkies

Vise- Kassier:

BK

Quinton Isaacs word eenparig verkies

W&R Sekretaris en Vise W&R Sekretaris posisies word eenparig verkies

Esmarelda Adams met Peter Seal wat haar asistent sal wees

Hine Philander en Rakeeb Pool word eenparig verkies tot Trustees

Adisionele lede plek word gevul met Nick Jacobs, Neels Abrahams en Johan Isaacs.

Mnr Shirage Pool wens die nuutgekose bestuur met Mnr James Manuel as President geluk en versoek lede om hul plekke in te neem.

Mnr Manuel bedank klublede vir hul vertrouwe in hom en sy mede bestuur. Vra dat lede asb respek moet toon vir mekaar en dat in sy termyn gaan dissipline 'n groot rol speel in die klub se toekoms.

Vergadering sluit af met gebed deur President, James Manuel

A handwritten signature in black ink, appearing to be 'B Klaasen', written in a cursive style.

B Klaasen (Sekretaris)

A small, stylized handwritten mark or signature in the bottom right corner of the page.

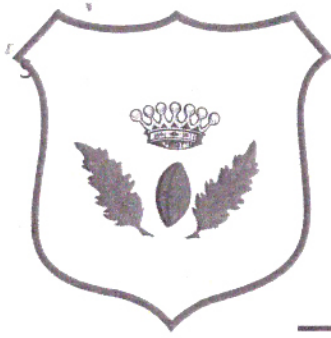


CREDITOR CONTROL FORM / KREDITEUR KONTROLE VORM

COMPANY DETAILS	CREDITOR CONTACT DETAIL / KREDITEUR KONTAK BESONDERHEDE (Supplier / Verskaffer, Organization / Organisasie)		
	REGISTERED NAME / GEREISTREERDE NAAM: <i>STELLENBOSCH - DEIRIKIE CORONATION RVC</i>		
	PHYSICAL STREET ADDRESS / FISIESE STRAAT ADRES:		POSTAL ADDRESS / POS ADRES: (If different to physical address)
	STREET NAME: <i>23 STELLITA PARK</i>		PO BOX
	SUBURB: <i>CLOETESVILLE</i>		TOWN
	TOWN: <i>STELLENBOSCH</i>		POSTAL CODE: <i>7600</i>
PERSON	TEL: <i>083 458 6274</i>		
	FAX / FAKS:		
	CREDITOR CONTACT PERSON DETAIL / KREDITEUR KONTAK PERSOON BESONDERHEDE		
	NAME AND SURNAME / NAAM EN VAN: <i>J.P. JOHAN ADONIS</i>		
BANK DETAILS	TEL: <i>083 458 6274</i>		
	FAX / FAKS:		
	CELL / SEL: <i>083 458 6274</i>		
	EMAIL / EPOS: <i>adonis.johan.1@gmail.com</i>		
	CREDITOR <u>BANKING</u> DETAIL / KREDITEUR <u>BANK</u> BESONDERHEDE:		
	NAME OF BANK / NAAM VAN BANK: <i>NEDBANK LIMITED</i>		
	BANK ACCOUNT NAME / BANK REKENING NAAM: <i>1498054706</i>		
	BANK ACCOUNT NUMBER / BANK REKENING NOMMER: <i>1498054706</i>		
BRANCH NUMBER / TAKKODE: <i>198765</i>			
ACCOUNT TYPE / TIPE REKENING			
CHEQUE / TJEK ☒			
SAVING / SPAAR ☐			
TRANSM ☐			
VAT REGISTERED / BTW GEREISTREER			
YES / JA ☐			
NO / NEE ☐			
VAT / BTW NO:			

SIGNATURE / HANDTEKENING: *[Signature]*

OFFICE USE / KANTOOR GEBRUIK		
CREDITOR NO / KREDITEUR NO: <i>[Blank]</i>		
Create a new creditor / Skep van nuwe Krediteur		
Changing of creditors details / Verandering op Krediteur inligting		
Deleting of creditor / Uitwis van Krediteur		
REQUESTED BY: AANGEVRA DEUR:	DATE: DATUM:	DEPARTMENT: DEPARTEMENT
MOTIVATION: MOTIVERING:		
ENTERED BY: INGEVOER DEUR:	DATE: DATUM:	



Stellenbosch & District Coronation Rugby Football Club

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Koersponder / Correspond

Die Sekretaris / The Secretary
R. Seconds
Hendricks Str 27
Stellenbosch
Cell: 084 737 3357
E-mail: kuilsrivierv1@finbond.co.za

D Proposed funds for Grand in Aids for 2020/2021

ITEMS	AMOUNT	COST PER ITEM	TOTAL
TRANSPORT	10	R3,000.00	R 30,000.00
FIRST AIDER/ FIRST AID KIT	15 GAMES	R450.00	R 6,750.00
MATCH /TRAINING BALLS	20		R 5,000.00
TOTAL			41,750.00

UTILIZATION OF FUNDS FOR GRANTS IN AID FOR 2020/ 2021

<u>ITEMS</u>	<u>AMOUNT</u>	<u>COST PER UNIT</u>	<u>TOTAL</u>
First Aid Kit			R 1 639.43
Transport			R 31 500
First Aiders			R 3 450.00
		TOTAL	<u>R 36 589.43</u>
Rugby balls			<u>R 5 070.20</u>
		TOTAL	<u>R 41 659.63</u>

Stellenbosch & Distrikte Coronation R.F.C. inkomste en uitgawes vir Grant in Aid jaar 2020/2021

INKOMSTE	Julie 2020												
Stellenbosch Munisipaliteit	40000.00												40000.00
													40000.00
UITGAWES	Novem 20	Maart 21	Febr 22	Maart 22	April 22	Mei 22	Junie 22	Julie 22	Augu 22	Sept 22	Oktober 22	Novem 22	
Sportsman Warehouse	5070.20												5070.20
Swarts Busdiens			9800		7100		7600					7000	31500.00
Clicks Pharmacy				280.01		914.59	157.97	286.86					1639.43
Peter Gordon		150			150	150	150	300	150	300	150		1500.00
Mackey Seals					150	450	300	150	300	300	150		1800.00
													41509.63

JOHAN ADONIS
TREASURER





CALL 0860 254 257 www.clicks.co.za
ETHEKWE

CL AD STRAPPING
3 @ R42.99 R128.97
CL AD STRAPPING 75 IN
2 @ R46.99 R93.98
CLICKS 100% 24LT BLS R0.63
COLD GEL 35G V R29.99
DEEP FREEZE SPRAY V R70.99
DEEP HEAT RUB 35G V R41.99

MSM DEEP HEAT FREEZE -R29.99

Total Savings R29.99

9 BALANCE DUE R336.56
Debit card R336.56

EXP. DATE: 11/2024
Auth Code = 431719

CHANGE R0.00

TOTAL BEFORE VAT R292.66

TOTAL VAT R43.90

TOTAL AFTER VAT **R336.56**

TAX-CODE	TAXABLE VAL	TAX-VALUE
15% VAT	R336.56	R43.90

Tax Inv. Incl. VAT @ 5% REG:4520189236
Due to cash rounding the value added tax
charged & as reflected on this document
must be adjusted for input tax purposes

CLUBCARD STATEMENT

CLUBCARD NUMBER 0200585234580
Cashback Opening Balance R0.00
Cashback Spent R0.00
Cashback Balance R0.00
Points Balance(Midnight) 252 points

CASHIER NAME: ONEZWA

COJ23 #5043 11 02:02 14MAY2021
S00115 R003

Tax Inv. incl. VAT @ 5% REG:4520189236
* RXNO/OTC - Levy Payment

Please retain as proof of purchase
V : Discovery Vitality members save up
to 25% on HealthyCare products.

Due to cash rounding the value added tax
charged & as reflected on this document
must be adjusted for input tax purposes

Customer Copy CLICKS

EMV Details

Application Label: MASTERCARD

Application ID: A1000000041010

IVR: 0100008001

TSI: 0100

Merchant: 010000002090104

Debit card

*****8020

EXP. DATE 11/24

AUTHORISATION: 439711

AMOUNT : R336.56

PLEASE KEEP FOR YOUR RECORDS

CASHIER NAME: ONEZWA

COJ23 #5043 11 02:02
S00115 R003

14MAY2021



11/11/2021 12:23:50 AM Clicks 11/11/21
CIRETAD

CL AD STRAPPING
2.4 R42.99 R05.98
SUNSCREEN #3
CL AD STRAPPING
2.4 R42.99 R05.98
CL AD STRAPPING 75 ml
2.4 R46.99 R05.98
LUCAS 100% 24.1 B.B
R06.63
DEEP HEAT SPRAY 15.1
3.4 R05.99 R257.97
EN FREEZER MAX AAA8 W
R102.99
DANON LITE 250ml R011.43

MCM DEEP HEAT FREEZE R001.99

Total Savings R05.99

12 BALANCE DUE R578.03
lobst card R578.03

EXP. DATE: 11/2024

Auth Code = 344626

CHANGE R0.00

TOTAL BEFORE VAT R502.63

TOTAL VAT R75.40

TOTAL AFTER VAT R578.03

TAX-CODE TAXABLE VAL TAX-VALUE
15% VAT R571.03 R75.40

Tax incl. Incl. VAT @ 5% REG:4520189236
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must be adjusted for input tax purposes

CLUB CARD STATEMENT
CLUB CARD NUMBER 0200185234580
Cashback Opening Balance R0.00
Cashback Spent R0.00
Cashback Balance R0.00
Points Balance (Midnight) 79 points

CASHIER NAME: ONEZHA
00023 #2072 12 23:50 MAY2021
500115 R003

Tax incl. Incl. VAT @ 5% REG:4520189236

** RXND/OTC - Levy Payment

Please retain as proof of purchase

V : Discovery Vitality members save up
to 20% on HealthyCare products.

Due to cash rounding the value added tax
charged & as reflected on this document
must be adjusted for input tax purposes

Customer Copy

EMV 781115
Application Label: M. STERCARD
Application ID: A 000000041010
TVR: 9 000480.01
TSI: 0.00
Merchant: 0 0000002097104
Product: 0 0000002097104

*****0000
EXP. DATE: 11/24
AUTHORIZATION: 34462

AMOUNT: R578.03
PLEASE KEEP FOR YOUR RECORDS

CASHIER NAME: ONEZHA
00023 #2072 12 23:50 MAY2021
500115 R003



0011 4470 154 257 www.clicks.co.za
EIKESTAD

DEEP HEAT V/PACK
3.0 R140.00 R420.00
Supervisor #14
ITEM SUBTRACTED
DEEP HEAT V/PACK -R140.00
Supervisor #14
PRICE OVERRIDE
ORIGINAL PRICE R140.00
DEEP HEAT V/PACK R0.01
3 BALANCE DUE R280.01
Debit card R280.01
EXP. DATE: 11/2024
Auth Code = 938696
CHANGE R0.00

TOTAL BEFORE VAT R243.49
TOTAL VAT R36.52
TOTAL AFTER VAT R280.01

TAX CODE	TAXABLE-VAL	TAX-VALUE
15% VAT	R280.01	R36.52

Tax Inv. Inc. VAT @15% REG:4520189236
Due to cash rounding the value added tax
charged & as reflected on this document
must be adjusted for input tax purposes

CLUECARD STATEMENT
CLUECARD NUMBER 02008721380
Cashback Opening Balance R2.90
Cashback Spent R0.00
Cashback Balance R2.90
Points Balance(Midnight) 62 points

CASHIER NAME: Unathi Mjamba
C0040 #5593 10:44:58 19MAR2022
S00115 R003

Tax Inv. Inc. VAT @15% REG:4520189236
R003 - Levy Payment

Please retain as proof of purchase
V : Discovery / Vitality members save up
to 25% on health/care products.

Due to cash rounding the value added tax
charged & as reflected on this document
must be adjusted for input tax purposes



0200565234580 www.clicks.co.za
ETI 51AD

CLIQUE SPRAY 150ML V	R22.59
CLIQUE SPRAY 150ML V	R22.59
CLIQUE SPRAY 150ML V	R22.59
BALANCE DUE	R157.97
debit card	R157.97

EXP. DATE: 11/2024
Auth Code = 445021

CHANGE	R3.00
TOTAL BEFORE VAT	R137.37
TOTAL VAT	R20.60
TOTAL AFTER VAT	R157.97

TAX CODE	TAXABLE-VAL	TAX VALUE
15%	R137.37	R20.60

Tax Inv. Inc. VAT @15% REG:452018C236
Due to cash rounding the value added tax
charged & as reflected on this document
must be adjusted for input tax purposes

CLUECARD STATEMENT	0200565234580
CLUECARD NUMBER	R25.60
Cashback Opening Balance	R0.00
Cashback Spent	R25.60
Cashback Balance	0 points
Points Balance(Midnight)	

CASHIER NAME: Unathi Mjamba
C0040 #3694 12:47:03

000115 R003
Tax Inv. Inc. VAT @15% REG:452018C236

IN RXNG/OTC - Levy Payment
Please retain as proof of purchase
Vitality members save up
to 10% on Healthycare products.

Due to cash rounding the value added tax
charged & as reflected on this document
must be adjusted for input tax purposes.



CALL 0800 254 257 www.clicks.co.za
LIRESTAD

CLICKS 100% 12.1 BAG R0.90
CLICKS LATEX GLOVES V R15.99
DEEP HEAT SPRAY 150 R264.97
3 @ R94.99 R79.99
SLOW MAG FIZZY 100

MIM Deep Heat /Freez R94.99

Total Savings

G BALANCE DUE R286.86
Debit card R286.86

EXP. DATE: 11/2024

Auth Code = 837301

CHANGE R0.00

TOTAL BEFORE VAT R249.44

TOTAL VAT R37.42

TOTAL AFTER VAT R286.86

TAX-CODE	TAXABLE-VAL	TAX-VALUE
15% VAT	R286.86	R37.42

Tax Inv. Incl. VAT @15% REG:4520189236
Due to cash rounding the value added tax
charged & as reflected on this document
must be adjusted for input tax purposes

CLUBCARD STATEMENT
CLUBCARD NUMBER 0200565234580
Cashback Opening Balance R25.60
Cashback Spent R0.00
Cashback Balance R25.60
Points Balance(Midnight) 31 points

CASHIER NAME: Unathi Mjamba
C0040 #7871 10:21:42 01JUL2022
S00115 R005

Tax Inv. Incl. VAT @15% REG:4520189236
** RXNO/OTC - Levy Payment

Please retain as proof of purchase
V : Discovery Vitality members save up
to 25% on HealthyCare products.

Due to cash rounding the value added tax
charged & as reflected on this document
must be adjusted for input tax purposes



Notification of Payment

Nedbank Limited confirms that the following payment has been made:

Date of Payment : 17/10/2022
Reference Number : 2022-10-17/Nedbank/003704844979

Beneficiary details

Recipient : Swartz Bus Services
Amount : R7000.00
Recipient Reference : SBS 459&566/22
Bank : NEDBANK
Account Number : ...626604
Channel : Internet payment

Payer details

Paid from Account Holder : S/BOSCH EN DIST CORONATION RUG

Nedbank will never send you an e-mail link to access Verify payments, always go to Online Banking on www.nedbank.co.za and click on Verify payments.

This notification of payment is sent to you by Nedbank Limited Reg No 1951/000009/06. Enquiries regarding this payment notification should be directed to the Nedbank Contact Centre on 0860 555 111. Please contact the payer for enquiries regarding the contents of this notification.

Nedbank Ltd will not be held responsible for the accuracy of the information on this notification and we accept no liability whatsoever arising from the transmission and use of the information.

Payments may take up to three business days. Please check your account to verify the existence of the funds.

Note: We as a bank will never send you an e-mail requesting you to enter your personal details or private identification and authentication details.

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Security Code : 49A02B80D619ECDB430508DFD9033A20ACDBA250



Notification of Payment

Nedbank Limited confirms that the following payment has been made:

Date of Payment : 27/06/2022
Reference Number : 2022-06-27/Nedbank/003549168449

Beneficiary details

Recipient : Swartz Bus Services
Amount : R3800.00
Recipient Reference : Stell Cor RFC SBS 330
Bank : NEDBANK
Account Number : ...626604
Channel : Internet payment

Payer details

Paid from Account Holder : S/BOSCH EN DIST CORONATION RUG

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This notification of payment is sent to you by Nedbank Limited Reg No 1951/000009/06. Enquiries regarding this payment notification should be directed to the Nedbank Contact Centre on 0860 555 111. Please contact the payer for enquiries regarding the contents of this notification.

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Payments may take up to three business days. Please check your account to verify the existence of the funds.

Note: We as a bank will never send you an e-mail requesting you to enter your personal details or private identification and authentication details.

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Security Code : 7CC5FA8EC32EABC9B7927005074093DA162C64E2



Notification of Payment

Nedbank Limited confirms that the following payment has been made:

Date of Payment : 17/06/2022
Reference Number : 2022-06-17/Nedbank/003534200767

Beneficiary details

Recipient : Swartz Bus Services
Amount : R3800.00
Recipient Reference : Stell Cor RFC SBS 308
Bank : NEDBANK
Account Number : ...626604
Channel : Internet payment

Payer details

Paid from Account Holder : S/BOSCH EN DIST CORONATION RUG

Nedbank will never send you an e-mail link to access Verify payments, always go to Online Banking on www.nedbank.co.za and click on Verify payments.

This notification of payment is sent to you by Nedbank Limited Reg No 1951/000009/06. Enquiries regarding this payment notification should be directed to the Nedbank Contact Centre on 0860 555 111. Please contact the payer for enquiries regarding the contents of this notification.

Nedbank Ltd will not be held responsible for the accuracy of the information on this notification and we accept no liability whatsoever arising from the transmission and use of the information.

Payments may take up to three business days. Please check your account to verify the existence of the funds.

Note: We as a bank will never send you an e-mail requesting you to enter your personal details or private identification and authentication details.

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Security Code : C3A8D7347650158D1B982A9A3AC87C289788B384



Notification of Payment

Nedbank Limited confirms that the following payment has been made:

Date of Payment : 20/04/2022
Reference Number : 2022-04-20/Nedbank/003454679512

Beneficiary details

Recipient : Swartz Bus Services
Amount : R3800.00
Recipient Reference : Stel Cor RFC SBS 134
Bank : NEDBANK
Account Number : ...626604
Channel : Internet payment

Payer details

Paid from Account Holder : S/BOSCH EN DIST CORONATION RUG

Nedbank will never send you an e-mail link to access Verify payments, always go to Online Banking on www.nedbank.co.za and click on Verify payments.

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Security Code : E0726C745DA5B90D1346C019A225189E04AC17E1



Notification of Payment

Nedbank Limited confirms that the following payment has been made:

Date of Payment : 06/04/2022
Reference Number : 2022-04-06/Nedbank/003442040079

Beneficiary details

Recipient : Swartz bus services
Amount : R3300.00
Recipient Reference : Stell Cor RFC SBS93
Bank : NEDBANK
Account Number : ...626604
Channel : Internet payment

Payer details

Paid from Account Holder : S/BOSCH EN DIST CORONATION RUG

Nedbank will never send you an e-mail link to access Verify payments, always go to Online Banking on www.nedbank.co.za and click on Verify payments.

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Security Code : 5B60A1688F85277142D4BF1C9EEF8C2E4348C868



Notification of Payment

Nedbank Limited confirms that the following payment has been made:

Date of Payment : 23/02/2022
Reference Number : 2022-02-23/Nedbank/003379856477

Beneficiary details

Recipient : Swartz Bus Services
Amount : R9800.00
Recipient Reference : SBS 52 /22
Bank : NEDBANK
Account Number : ...626604
Channel : Internet payment

Payer details

Paid from Account Holder : S/BOSCH EN DIST CORONATION RUG

Nedbank will never send you an e-mail link to access Verify payments, always go to Online Banking on www.nedbank.co.za and click on Verify payments.

This notification of payment is sent to you by Nedbank Limited Reg No 1951/000009/06. Enquiries regarding this payment notification should be directed to the Nedbank Contact Centre on 0860 555 111. Please contact the payer for enquiries regarding the contents of this notification.

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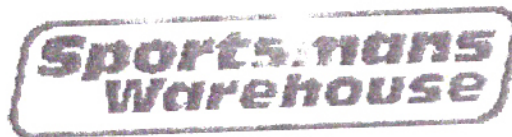
Payments may take up to three business days. Please check your account to verify the existence of the funds.

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Security Code : 811077F0F61DBBBCD5ECB8E0072CA5DF8AA5A391



EIKESTAD MALL
 STELLENBOSCH@SWH.CO.ZA
 TEL: (021) 80 4727
 WWW.SPORTSMANSWAREHOUSE.CO.ZA

SPORTSMANSWAREHOUSE.CO.ZA
 THANK YOU FOR SHOPPING WITH US

TAX INVOICE

4530230433

Ind Type	Barcode	Qty Description	Price	Total
VIT	1711534			
	**9 GILBERT	X1300		R1439.10
Assistant: NATHAN ADAMS				
	1714718			
	**2 RECYCLED BAG BUL			R2.00
Assistant: NATHAN ADAMS				
VIT	1715286			
	**3 GILBERT DUNNITION M			R1349.70
Assistant: NATHAN ADAMS				
	1715289			
	GILBERT ENERGY			R2279.40
Assistant: NATHAN ADAMS				

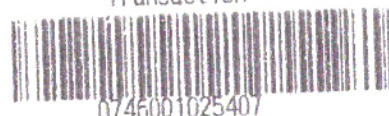
20 Security Item(s) Count

SUBTOTAL R5070.20
 VISA R3970.20
 Card Number : 446387*****5387
 CASH R1100.00
 CHANGE R0.00

TAX INCLUDED @ 15.00% R661.34

CASHIER 15-DESLIN WILLEMS
 DATE 25/11/2020 10:14:07
 TRANSACTION 0746001025407
 TILL 1 DelftPOS(4,315.54)

Transaction



VIT - Vitality

STELLENBOSCH CORONATION R.F.C

Requisition for cheque or cash payment /// Rekwisisie vir 'n tjek of kontant betaling

Date of request /// Datum van versoek 27 MARCH 2021

Payment requested by /// Betaling aangevra deur **KASSIER JJ ADONIS**

Reason for payment /// Rede vir betaling

..... HOODHULP

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... P. GORDON

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT BETALING

..... R150.00

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur [Signature]

Name & Surname

Date sign /// Datum geteken: 27.03.21

[Signature] ANNELINE HOUSTON 2021/03/27
PRESIDENT

[Signature] JOHAN ADONIS
TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cash payment /// Rekwisisie vir kontant betalingDate of request /// Datum van versoek 9 APRIL 2022

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling

..... MOODHULP

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... P. GORDON

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT & BETALING

..... R 150.00

PAYMENT APPROVED BY /// BETALING GOEDGEKEUR (CHAIRPERSON) SY OEMAGTIGDE

..... Date /// Datum 9/4/2022

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur [Signature]

Name & Surname

Date sign /// Datum geteken: 9.4.22

[Signature] ANNELINE HOUSTON 2022/04/09
 PRESIDENT
[Signature] JOHAN ADONIS
 TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cash payment /// Rekvisisie vir kontant betaling

Date of request /// Datum van versoek

28 M/E/ 2022

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling

Road Hulp

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

RISO P. GORDON

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT & BETALING

R150.00

PAYMENT APPROVED BY /// BETALING GOEDGEKEUR (CHAIRPERSON) SY GEMAGTIGDE

Date /// Datum .. 28.05.2022

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur



Name & Surname

Date sign /// Datum geteken:

28.5.22



ANNELINE HOUSTON

2022/05/28

PRESIDENT



JOHAN ADONIS

TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cash payment /// Rekwisisie vir kontant betalingDate of request /// Datum van versoek 11 JUNIE 2022Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling

..... NOODHULP

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... A. GORDON

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT & BETALING

..... R150.00

PAYMENT APPROVED BY /// BETALING GOEDGEKEUR (CHAIRPERSON) SY GEMAGTIGDE

..... Date /// Datum 11 Jun 2022

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur [Signature]

Name & Surname

Date sign /// Datum geteken: 11.06.22

[Signature] ANNELINE HOUSTON 2022/06/11
 PRESIDENT

[Signature] JOHAN ADONIS
 TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cash payment /// Rekvisisie vir kontant betaling

Date of request /// Datum van versoek 30 JULIE 2022

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling
..... NOODHULP
..... 2 + 30 JULIE 2022

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... R. P. GORDON

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT & BETALING

..... R. 300

PAYMENT APPROVED BY /// BETALING GOEDGEKEUR (CHAIRPERSON) SY GEMAGTIGDE

..... Date /// Datum 30.07.2022

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur [Signature]

Name & Surname

Date sign /// Datum geteken: 30.7.22

[Signature] AINEUNE Houston 2022/07/30
PRESIDENT

[Signature] JOHAN ADONIS
TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cheque or cash payment /// Rekvisisie vir 'n tjek of kontant betaling

Date of request /// Datum van versoek 13 August 2022.

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling Goodhulp.

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN D. Gordon

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT BETALING R50.00

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur Gordon

Name & Surname

Date sign /// Datum geteken: 13.09.2022.

A Anneline Houston 2022/09/13
President

Johan Adonis
TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cheque or cash payment /// Rekvisisie vir 'n tjek of kontant betaling

Date of request /// Datum van versoek 24 SEPTEMBER 2022

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling

bed help 6 x 7 Sept 2022

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

R. Gordon

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT BETALING

R 300

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur [Signature]

Name & Surname

Date sign /// Datum geteken: 24 Sept 2022

[Signature] ANNELINE HOUSTON 2022/09/24
PRESIDENT
[Signature] JOHAN ADONIS
TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cheque or cash payment /// Rekwisisie vir 'n tjek of kontant betaling

Date of request /// Datum van versoek 1 Oktober 2022

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling Goodwill

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN A. GORDON

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT BETALING R50.00

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR
Sign by /// Geteken deur Gordon

Name & Surname

Date sign /// Datum geteken: 1.10.22.

A. ANNELINE HOUSTON 2022/10/01
PRESIDENT

J. ADONIS
TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cash payment /// Rekwisisie vir kontant betalingDate of request /// Datum van versoek 2 APRIL 2022

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling

..... HOODHULP 2 APRIL 2022

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... R150.00 11. SEALS

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT & BETALING

..... R150.00

PAYMENT APPROVED BY /// BETALING GOEDGEKEUR (CHAIRPERSON) SY GEMAGTIGDE

..... Date /// Datum ... 2/4/2020

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur M Seals

Name & Surname

Date sign /// Datum geteken: 2.04.22

AN ANNEINE HOUSTON 2022/04/02
PRESIDENT

JJ JOHAN ADONIS
TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cash payment /// Rekwisisie vir kontant betaling

Date of request /// Datum van versoek 7 MEI 2022

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling

..... HOODHULP

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... M. SEALS

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT & BETALING

..... R150.00

PAYMENT APPROVED BY /// BETALING GOEDGEKEUR (CHAIRPERSON) SY GEMAGTIGDE

Date /// Datum 7/5/2022

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur M. Seals

Name & Surname

Date sign /// Datum geteken: 7.05.22

Andrew Houston 2022/05/07
PRESIDENTJOHAN ADONIS
TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cheque or cash payment /// Rekwisisie vir 'n tjek of kontant betalingDate of request /// Datum van versoek 22.05.21Payment requested by /// Betaling aangevra deur **KASSIER JJ ADONIS**

Reason for payment /// Rede vir betaling

..... NOODHULP 15 - 22 MEI 2021

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... M. SEALS

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT BETALING

..... R300.00

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur M. Seals

Name & Surname

Date sign /// Datum geteken: 22.05.21

fa ANNELINE HOUSTON 2021/05/22
 PRESIDENT
Johan Adonis
 TOWN CLERK

STELLENBOSCH CORONATION R.F.C

Requisition for cash payment /// Rekwisisie vir kontant betalingDate of request /// Datum van versoek 25 JUNIE 2022

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling

..... NOEDHULP
..... 7 & 15 JUNIE 2022

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... M. SEGELS

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT & BETALING

..... R300

PAYMENT APPROVED BY /// BETALING GOEDGEKEUR (CHAIRPERSON) SY GEMAGTIGDE

..... Date /// Datum 25.06.22

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur M Segels

Name & Surname

Date sign /// Datum geteken: 25/6/22

RA ANNELINE HOUSTON 2022/06/25
PRESIDENT
JJ JOHAN ADONIS
KASSIER

STELLENBOSCH CORONATION R.F.C

Requisition for cash payment /// Rekwisisie vir kontant betalingDate of request /// Datum van versoek 5 JULIE 2022

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling MOODHULP

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... M. SEALS

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT & BETALING

..... R150.00

PAYMENT APPROVED BY /// BETALING GOEDGEKEUR (CHAIRPERSON) SY GEMAGTIGDE

..... Date /// Datum 5.07.2022

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur M. Seals

Name & Surname

Date sign /// Datum geteken: 5/7/22Aneine Houston
PRESIDENT

2022/07/05

JOHAN ADONIS
TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cheque or cash payment /// Rekwisisie vir 'n tjek of kontant betaling

Date of request /// Datum van versoek 20 Augustus 2022.

Payment requested by /// Betaling aangevra deur KASSIER JJ ADONIS

Reason for payment /// Rede vir betaling

..... Noedhulp 6-20 Aug 2022.

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN

..... R500 M. Seals

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT BETALING

..... R500

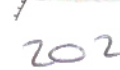
CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur M Seals

Name & Surname

Date sign /// Datum geteken: 20.8.2022

 Anneline Houston
 President

 2022/08/20
 Treasurer

 JOHAN ADONIS
 TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cheque or cash payment /// Rekwisie vir 'n tjek of kontant betalingDate of request /// Datum van versoek 24 SEPTEMBER 2022Payment requested by /// Betaling aangevra deur KASSIER JJ ADONISReason for payment /// Rede vir betaling
NOODHULP 6 x 24-SEPT 2022CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN
~~R300~~ M. SEALSAMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT BETALING
R300

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur M. SEALS

Name & Surname

Date sign /// Datum geteken: 24.09.2022.

AA ANNELINE HOUSTON 2022/09/24
PRESIDENT

JJ JOHAN ADONIS
TREASURER

STELLENBOSCH CORONATION R.F.C

Requisition for cheque or cash payment /// Rekvisisie vir 'n tjek of kontant betaling

Date of request /// Datum van versoek 1 October 2022

Payment requested by /// Betaling aangevra deur **KASSIER JJ ADONIS**

Reason for payment /// Rede vir betaling Hoofhuur

CASH PAYMENT MADE OUT TO /// KONTANT BETALING UITGEMAAK AAN R50.00 M. SEALS

AMOUNT OF CASH PAYMENT /// BEDRAG VAN KONTANT BETALING R50.00

CASH PAYMENT SIGN BY /// KONTANT BETALING GETEKEN DEUR

Sign by /// Geteken deur M. Seals

Name & Surname

Date sign /// Datum geteken: 1.10.22

AN ANNELINE HOUSTON 2022/10/01
PRESIDENT

JJ JOHAN ADONIS
TREASURER

Stellenbosch Night Shelter

Catherine Muller

From: Denise Paulse <info@stellenboschnightshelter.co.za>
Sent: Wednesday, 12 April 2023 16:12
To: idp
Subject: [EX] Comments: Draft Budget 2023/24 – 2025/26
Attachments: Constitution 2016.pdf; Signed AFS.pdf; Comments letter draft budget 2023.pdf

Dear Ms Mettler

Please find attached Comments letter , Signed constitution and Audited Financial Statements dated February 2022.

Denise Paulse





021 886 6173
info@stellenboschnightshelter.co.za
www.stellenboschnightshelter.co.za
TENNANTSTRAAT 3 TENNANT STREET

12 April 2023

The Municipal Manager

PO Box 17

STELLENBOSCH

7599

Dear Ms Mettler

Comments: Draft Budget 2023/24 – 2025/26

The Stellenbosch Night Shelter sincerely apologises for the incorrect Audited Financial Statements and Constitution that was not signed.

Please find attached the correct documents for your consideration to render this valuable service to homeless adults.

Kind regards

Mrs D. Paulse

Manager

Stellenbosch Night Shelter

**The Stellenbosch Night Shelter NPO 004-737
Annual financial statements
for the year ended 28 February 2022**

The Stellenbosch Night Shelter NPO 004-737**Annual financial statements for the year ended 28 February 2022****General information**

Country of domicile	South Africa
Nature of business and main activities	Accommodation for the homeless
Committee members	Antoinette Bruwer (Chairperson) Andrew de Vries (Vice-Chairperson) Danie Nel (Treasurer) Dorothy Reyneke Corné Oelofse Tokkie Malan
Registered office	3 Tennant Street Stellenbosch 7600
Postal address	PO Box 766 Stellenbosch 7599
Bankers	ABSA Bank
Auditors	PricewaterhouseCoopers Incorporated Registered Auditor

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Index

The reports and statements as contained in the document represent the annual financial statements submitted to the committee members:

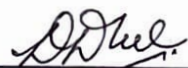
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Independent Auditors' Report	4 - 6
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Statement of Comprehensive Income	8
Statement of Changes in Equity	9
Statement of Cash Flow	10
Accounting Policies	11 - 13
Notes to the Annual Financial Statements	14 - 19

The following additional information is not part of the annual financial statements and is unaudited:

Detailed Income Statement	20
---------------------------	----

The annual financial statements and additional information set out on pages 7 to 20, which have been prepared on a going concern basis, have been approved by the Board on 25 August 2022 and signed on its behalf by:


 Antoinette Bruwer (Chairperson)


 Danie Nel (Treasurer)

Independent auditor's report

To the Management Committee of The Stellenbosch Night Shelter

Report on the audit of the financial statements

Our qualified opinion

In our opinion, except for the possible effects of the matter described in the Basis for qualified opinion section of our report, the financial statements of The Stellenbosch Night Shelter (the Organisation) for the year ended 28 February 2022 are prepared, in all material respects, in accordance with the basis of accounting described in note 1 to the financial statements.

What we have audited

The Stellenbosch Night Shelter's financial statements set out on pages 7 to 19 comprise:

- the statement of financial position as at 28 February 2022;
 - the statement of comprehensive income for the year then ended;
 - the statement of changes in equity for the year then ended;
 - the statement of cash flow for the year then ended; and
 - the notes to the financial statements, which include a summary of significant accounting policies.
-

Basis for qualified opinion

Donations received are a significant source of income for The Stellenbosch Night Shelter. The management committee has determined that it is impracticable to establish internal controls over the collection of donations received prior to the initial entry into its financial records. We were therefore unable to confirm whether all donations received were recorded. Our opinion on the financial statements for the year ended 28 February 2022 was modified accordingly.

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Independence

We are independent of the Organisation in accordance with the Independent Regulatory Board for Auditors' *Code of Professional Conduct for Registered Auditors* (IRBA Code) and other independence requirements applicable to performing audits of financial statements in South Africa. We have fulfilled our other ethical responsibilities in accordance with the IRBA Code and in accordance with other ethical requirements applicable to performing audits in South Africa. The IRBA Code is consistent with the corresponding sections of the International Ethics Standards Board for Accountants' *International Code of Ethics for Professional Accountants (including International Independence Standards)*.

Emphasis of Matter – Basis of Accounting and restriction on distribution and use

We draw attention to note 1 to the financial statements, which describes the basis of accounting. The financial statements are prepared in accordance with the Organisation's own accounting policies to satisfy the financial information needs of the Organisation's management committee. As a result, the financial statements may not be suitable for another purpose.

Our report is intended solely for The Stellenbosch Night Shelter and should not be distributed to or used by parties other than The Stellenbosch Night Shelter. Our opinion is not modified in respect of this matter.

Other information

The management committee is responsible for the other information. The other information comprises the information included in the document titled "The Stellenbosch Night Shelter Annual financial statements for the year ended 28 February 2022". The other information does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express an audit opinion or any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. As described in the *Basis for qualified opinion* section above, we were unable to obtain sufficient appropriate evidence about whether all donations received were recorded. Accordingly, we are unable to conclude whether or not the other information is materially misstated with respect to this matter.

Responsibilities of the Management Committee for the financial statements

The management committee is responsible for the preparation of the financial statements in accordance with the basis of accounting described in note 1 to the financial statements and for determining that the basis of preparation is acceptable in the circumstances and for such internal control as the management committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the management committee is responsible for assessing the Organisation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the management committee either intends to liquidate the Organisation or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organisation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management committee.
- Conclude on the appropriateness of the management committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organisation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organisation to cease to continue as a going concern.

We communicate with the management committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on other legal and regulatory requirements

In accordance with our responsibilities in terms of section 44(4) of the Auditing Profession Act, we report that J du Toit, a director of PricewaterhouseCoopers Inc., was responsible for keeping the books, records or accounts of the Organisation.

In addition to being appointed as independent auditor of The Stellenbosch Night Shelter, we are also appointed as accounting officer of The Stellenbosch Night Shelter. We report, as required in terms of section 17(2) of the Nonprofit Organisations Act of South Africa, having performed such procedures and conducting such enquiries in relation to the accounting records as we considered necessary in the circumstances, that

- the financial statements of the Organisation are consistent with its accounting records;
 - the accounting policies of the Organisation are appropriate and have been appropriately applied in the preparation of the financial statements; and
 - no matters relating to non-compliance with the provisions of this Act and of its constitution relating to financial matters have come to our attention.
-

PricewaterhouseCoopers Inc.

PricewaterhouseCoopers Inc.
 Director: D de Jager
 Registered Auditor
 Stellenbosch, South Africa
 29 August 2022

The Stellenbosch Night Shelter NPO 004-737

Annual financial statements for the year ended 28 February 2022

Statement of Financial Position

	Note	2022 R	2021 R
Assets			
Current assets			
Trade and other receivables	2	82,088	77,658
Cash and cash equivalents	3	818,208	315,508
		<u>900,296</u>	<u>393,166</u>
Non-current assets			
Property, plant and equipment	4	756,501	515,348
Investments	5	12,351,596	11,005,971
		<u>13,108,097</u>	<u>11,521,319</u>
Total assets		<u>14,008,393</u>	<u>11,914,485</u>
Equity and liabilities			
Liabilities			
Current liabilities			
Trade and other payables	6	156,368	162,297
		<u>156,368</u>	<u>162,297</u>
Equity			
Non-distributable reserves		3,607,215	2,958,050
Retained earnings		10,244,810	8,794,139
		<u>13,852,025</u>	<u>11,752,189</u>
Total equity and liabilities		<u>14,008,393</u>	<u>11,914,486</u>

The Stellenbosch Night Shelter NPO 004-737

Annual financial statements for the year ended 28 February 2022

Statement of Comprehensive Income

	Note	2022 R	2021 R
Income	7	3,209,549	2,790,197
Operating costs		(2,086,896)	(2,082,082)
Operating surplus		1,122,653	708,115
Investment income	8	328,018	289,033
Surplus before tax		1,450,671	997,148
Taxation	9	-	-
Surplus for the year		1,450,671	997,148
Other comprehensive income		-	-
Total comprehensive income for the year		1,450,671	997,148

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Statement of Changes in Equity	Fair value reserve R	Total reserves R	Retained earnings R	Total equity R
Balance on 01 March 2020	2,207,971	2,207,971	7,796,991	10,004,962
Change in equity	-	-	-	-
Total comprehensive income for the year	-	-	997,148	997,148
Revaluation of investment	750,079	750,079	-	750,079
Total change	750,079	750,079	997,148	1,747,227
Balance on 01 March 2021	2,958,050	2,958,050	8,794,139	11,752,189
Change in equity	-	-	-	-
Total comprehensive income for the year	-	-	1,450,671	1,450,671
Revaluation of investment	649,165	649,165	-	649,165
Total change	649,165	649,165	1,450,671	2,099,836
Balance on 28 February 2022	3,607,215	3,607,215	10,244,810	13,852,025

The Stellenbosch Night Shelter NPO 004-737

Annual financial statements for the year ended 28 February 2022

Statement of Cash Flows

	Note	2022 R	2021 R
Cash flows from operating activities			
Cash used in operations	10	1,215,030	796,500
Investment income	8	1,990	2,204
Net cash from operating activities		1,217,020	798,705
Cash flows from investing activities			
Purchase of plant and equipment	4	(314,320)	(54,751)
Purchase of new investments		(400,000)	(900,000)
Net cash from investing activities		(714,320)	(954,751)
Total cash and cash equivalents movement for the year		502,700	(156,046)
Cash and cash equivalents at the beginning of the year		315,508	471,555
Total cash and cash equivalents at the end of the year	3	818,208	315,508

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Accounting Policies

1. Presentation of Annual Financial Statements

The principal accounting policies applied in the preparation of the financial statements are set out below. This policy has been consistently applied in all the years presented, unless otherwise stated.

The financial statements have been prepared on a historical cost basis, as adjusted for the revaluation of investments and are presented in Rands. The financial statements have been prepared to meet the mandatory reporting requirements as contained in the "Non-profit Organisations Act".

1.1 Property, plant and equipment

Property, plant and equipment are tangible items that:

- are held for use in the production or supply of goods and services, for rent to others or for administrative purposes; and
- is expected to be used in more than one period.

Costs include costs initially incurred to acquire and build property, plant and equipment and costs subsequently incurred to build, replace or service a part thereof. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the recognition of the carrying amount of the item in question is reversed.

Property, plant and equipment are carried at cost less any accumulated depreciation and any impairment loss.

Depreciation is provided for using the straight-line method to allocate to their cost or revalued amounts over the useful life of the property, plant and equipment, which is as follows:

Item	Average useful life (Years)
Land	Unlimited
Buildings	Unlimited
Furniture and fixtures	6
Office equipment	3 - 6
IT equipment	3
Computer software	2
Operating assets	5 - 15

No depreciation is provided for on buildings, as the committee members are of the opinion that the current residual value exceeds carrying amount of the buildings.

Profit and loss on sales are calculated by comparing the return with the carrying amount and are recognised in surplus or deficit during the period.

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

1.2 Financial instruments

Trade and other receivables

Trade receivables are initially recognised at transaction cost and subsequently at amortised cost using the effective interest method, less the provision for impairment. Appropriate provision for estimated irrecoverable amounts is recognised in surplus or deficit when there is objective evidence that the asset is irrecoverable.

Cash and cash equivalents

Cash and cash equivalents consist of cash on hand, trust accounts, demand deposits and other highly liquid short-term investments that are readily convertible into a known amount of cash and are subject to insignificant risks in respect of changes in value. It is recorded initially and thereafter at fair value.

Investments at fair value

Investments are shown at fair value. The adjustment to fair value is recognised annually in the fair value reserve. If an investment is sold, a realisation of the fair value adjustments will be recognised in the statement of comprehensive income.

Trade and other payables

Trade payables are initially calculated at fair value and subsequently at amortised cost using the effective interest method.

1.3 Taxation

Income tax

The organisation is registered under section 18A and has income tax exemption, so no tax liabilities are accrued.

1.4 Income recognition

Income

Income consists of overnight fees, donations, management fees and social grants. Donations and overnight fees are recognised as received. Management fees are recognised in terms of the contract with the Stellenbosch Municipality. Social grants are recognised in terms of the TPA agreement with the Department of Social Services of the Western Cape Local Government. Income also includes donations of property, plant and equipment. The latter is accounted for at market value on the date of donation. The donations received that have not yet been used according to the spending conditions are recognised as deferred income.

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Accounting Policies

1.4 Income recognition (continued)

Other income

(a) Dividend income

Dividends are recognised in surplus and deficit when the organisation's right to receive the payment is established.

(b) Interest income

Interest income is recognised on the time allocation basis using the effective interest method.

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Notes to the Annual Financial Statements

	2022	2021
	R	R
2. Trade and other receivables		
Deposit - Water and electricity	200	200
Control account - Municipal shelter	66,293	60,715
Prepaid expenses	15,595	16,743
	<u>82,088</u>	<u>77,658</u>
3. Cash and cash equivalents		
Cash and cash equivalents consist of:		
Petty cash	-	139
Bank balances	747,131	246,879
Short-term deposits	50,136	48,146
Trust account	20,941	20,344
	<u>818,208</u>	<u>315,508</u>

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Notes to the Annual Financial Statements

4. Property, plant and equipment

	2022			2021		
	R			R		
	Cost	Accumulated Depreciation	Carrying amount	Cost	Accumulated Depreciation	Carrying amount
Land	99,287	-	99,287	99,287	-	99,287
Buildings	247,320	-	247,320	247,320	-	247,320
Furniture and fixtures	102,003	(71,357)	30,646	95,208	(60,831)	34,377
Office equipment	56,818	(40,971)	15,848	44,908	(37,093)	7,815
IT equipment	82,310	(62,984)	19,326	73,512	(43,944)	29,568
Computer software	8,135	(8,135)	-	8,135	(8,135)	-
Operating assets	622,175	(278,100)	344,074	335,358	(238,377)	96,981
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	1,218,048	(461,547)	756,501	903,727	(388,380)	515,348

Reconciliation of property, plant and equipment - 2022

	Opening balance	Additions	Disposals	Depreciation	Closing balance
Land	99,287	-	-	-	99,287
Buildings	247,320	-	-	-	247,320
Furniture and fixtures	34,377	6,795	-	(10,526)	30,646
Office equipment	7,815	11,910	-	(3,878)	15,848
IT equipment	29,568	8,798	-	(19,040)	19,326
Computer software	-	-	-	-	-
Operating assets	96,981	286,817	-	(39,723)	344,074
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	515,348	314,320	-	(73,167)	756,501

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Notes to the Annual Financial Statements

4. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment - 2021

	Opening balance	Additions	Disposals	Depreciation	Closing balance
Land	99,287	-	-	-	99,287
Buildings	247,320	-	-	-	247,320
Furniture and fixtures	28,197	12,955	-	(6,775)	34,377
Office equipment	10,598	-	-	(2,783)	7,815
IT equipment	27,271	17,598	-	(15,301)	29,568
Computer software	-	-	-	-	-
Operating assets	98,106	24,198	-	(25,323)	96,981
Total	510,779	54,751	-	(50,182)	515,348

Details of property

The land is located at Erf 8887, 3 Tennant Street, Stellenbosch, and was donated by the Municipality of Stellenbosch on condition that, if it is no longer used for charitable purposes, it will revert to the Municipality of Stellenbosch.

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Notes to the Annual Financial Statements

	2022	2021
	R	R
5. Investments		
At fair value		
Investments	<u>12,351,596</u>	<u>11,005,971</u>
Non-current assets		
At fair value	<u>12,351,596</u>	<u>11,005,971</u>

The fair values of listed or quoted investments are based on the quoted market price at the reporting date.

Details of investments

Reconciliation of investments

Amount at the beginning of the year	11,005,971	9,092,761
Additions - interest, REIT and dividends received - reinvested	326,028	286,829
New investments made	400,000	900,000
Fair value adjustment	649,165	750,079
Other income	15	573
Administration fees	(29,582)	(24,271)
	<u>12,351,596</u>	<u>11,005,971</u>

Description of investments

Ninety One Investment Portfolio	10,086,834	8,871,085
Marriot Income Specialists	546,475	484,837
Stanlib Unit Trusts	949,390	903,532
Investec Corporate Cash Manager	768,897	746,517
	<u>12,351,596</u>	<u>11,005,971</u>

6. Trade and other payables

Accrued expenses	135,427	141,953
Trust account	20,941	20,344
	<u>156,368</u>	<u>162,297</u>

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Notes to the Annual Financial Statements

	2022	2021
	R	R
7. Income		
Donations received	2,006,069	1,817,396
Management fees	270,046	257,187
Overnight fees	133,294	117,561
Social grants	786,011	555,350
Other income	14,129	42,703
	<u>3,209,549</u>	<u>2,790,197</u>
8. Investment income		
Dividends received	88,232	74,068
REIT Income	45,839	19,163
Interest received	193,947	195,801
	<u>328,018</u>	<u>289,032</u>
9. Taxation		
The Stellenbosch Night Shelter (NPO 004 737) is exempt from income tax in terms of Section 10 (1) (cN) of the Income Tax Act.		
10. Cash used in operations		
Surplus before taxation	1,450,671	997,147
Adjustments for:		
Investment income	(328,018)	(289,032)
Other income - Investment	(15)	(573)
Depreciation	73,167	50,182
Administrative expenses	29,582	24,271
Changes in working capital:		
Trade and other receivables	(4,430)	6,630
Trade and other payables	(5,928)	7,875
	<u>1,215,030</u>	<u>796,500</u>

The Stellenbosch Night Shelter NPO 004-737
Annual financial statements for the year ended 28 February 2022

Notes to the Annual Financial Statements

11. Going concern and events after reporting date

During March 2020, the World Health Organization (WHO) declared the outbreak of the coronavirus (Covid-19) a pandemic. South Africa was also affected by the disease and accordingly the president declared a national state of restrictions on 23 March 2020. The implemented measures have and might continue to have an adverse impact on many businesses and organisations. Many non-profit organisations experienced a decrease in income whilst there was an increasing need in this sector. In the case of the Stellenbosch Night Shelter, its income increased due to overwhelming support from the community and others. This enabled the organisation to provide much needed relief and accordingly, its expenses also increased. It is not clear to what extent monetary support will continue.

Management believes that the organisation has sufficient reserves, funding and resources available to fund operations for the near future.

Management is not aware of any other matter or circumstance that has arisen since the end of the financial year.

The Stellenbosch Night Shelter NPO 004-737**Annual financial statements for the year ended 28 February 2022****Detailed Income Statement**

	Note	2022 R	2021 R
Income and Investment Income			
Dividends received		88,231	74,068
REIT Income		45,839	19,163
Donations received		2,006,069	1,817,396
Interest received		193,947	195,801
Management fees		270,046	257,187
Other income		14,129	42,703
Overnight fees		133,294	117,561
Social grants		786,011	555,350
		3,537,567	3,079,229
Operating costs			
Accounting fees		(109,006)	(78,300)
Administrative and management fees		(29,582)	(24,271)
Advertisements		(2,411)	(1,490)
Amenities - Municipal costs		(147,668)	(158,930)
Bank charges		(7,235)	(8,129)
Computer expenses		(5,287)	(2,150)
Cleaning costs		(41,211)	(52,094)
Depreciation		(73,167)	(50,182)
Drug tests		-	(3,749)
Gardening		(330)	(280)
General expenses		(125,026)	(77,806)
Groceries		(169,644)	(239,777)
Insurance		(22,797)	(28,142)
Printing and Stationery		(7,488)	(1,812)
Repairs and maintenance		(122,086)	(171,954)
Salaries and wages		(1,210,073)	(1,162,835)
Telephone and fax		(10,343)	(15,399)
Transport		(3,541)	(4,782)
		(2,086,896)	(2,082,082)
Surplus for the year		1,450,671	997,147

Amendment to the CONSTITUTION OF STELLENBOSCH NIGHT SHELTER

WHEREAS the STELLENBOSCH NIGHT SHELTER currently operates under their constitution dated 26 February 2007;

AND WHEREAS the constitution needs to be amended for compliance with legislative requirements and for changing circumstances;

AND WHEREAS a written notification of the proposed amendment was given to each member of the organisation at least 15 (fifteen) days before the meeting and the details of the proposed amendment were included in the agenda;

AND WHEREAS a two-third majority of members present at the annual general meeting of 6 September 2016 approved the amendments below;

AND WHEREAS the approval by the Director of Fundraising to the amendments cannot be obtained, since no such designation exists;

AND WHEREAS the members have agreed, for practical reasons, to replace the existing constitution with a new constitution;

NOW THEREFORE it is hereby agreed that this constitution will in future constitute the constitution of the STELLENBOSCH NIGHT SHELTER, namely:

**CONSTITUTION
OF
STELLENBOSCH NIGHT SHELTER**

1 **NAME**

The name of the Organisation is THE STELLENBOSCH NIGHT SHELTER, hereafter referred to as "**The Organisation**".

2 **ADDRESS**

Postal address: P.O. Box 766, Stellenbosch 7599

3 **OBJECTIVES**

The main aim of the Organisation is care for people who are in distress: to achieve this goal, the Organisation has the following objectives:

- 3.1 to assist people who are in distress or destitute and in need of assistance;
- 3.2 to establish and conduct, in affiliation with Matie Gemeenskapsdiens ("**MGD**"), operated by the University of Stellenbosch, a night shelter with rehabilitation facilities in Stellenbosch for the purpose of helping and rehabilitating vagrants in need of care and assistance;
- 3.3 to co-operate with all religious denominations, institutions, organisations, welfare bodies and persons who are concerned with and interested in the care and welfare of vagrants;
- 3.4 to raise funds for the erection, staffing, equipping and maintenance of the shelter and for all matters related thereto; and
- 3.5 The provision of funds, assets, services or other resources by way of donation or loan to public benefit organisations which has been approved in terms of section 30 of the Income Tax Act and institutions, boards or bodies contemplated in section 10 (1) (cA) (i) of the Income Tax Act, which conducts one or more public benefit activities.

All activities of the Organisation are carried on in a non-profit manner and with an altruistic or philanthropic intent.

4 AREA OF OPERATION

The area of operation and fundraising will be the same as for MGD and activities carried on by the Organisation is for the benefit of, or is widely accessible to, the general public at large.

5 MEMBERSHIP

The following persons shall be members of the Organisation:

- 5.1 honorary members elected by the Management Committee on the grounds of exceptional services rendered to the Organisation;
- 5.2 representatives of affiliated organisations and institutions, on invitation;
- 5.3 donors who have contributed an amount more than R500, unless the member has not made any additional financial contributions for a period of 5 (five) years;
- 5.4 members of the management and sub-committees;
- 5.5 all persons present at the advertised meeting held on November 1st, 1989;
- 5.6 the community worker of MGD in the Stellenbosch area; and
- 5.7 the representative of the Department of Social Development of the sub-regional office.

6 MEMBERSHIP REGISTER

The secretary of the Management Committee shall keep a register listing every member and it shall be the duty of every member to furnish the Secretary with all data required.

7 MANAGEMENT COMMITTEE

- 7.1 The affairs of the Organisation shall be controlled by a Management Committee, which shall be responsible for the carrying out of the objective of the Organisation in accordance with the regulations of the laws applicable to welfare organisations and for taking care of the affairs of the Organisation in accordance with the stipulations laid down in this Constitution. At a Management Committee, a quorum will be half plus one of the members.

- The members of the Management Committee shall not be connected persons in relation to each other and must accept the fiduciary responsibility of the Organisation.
- 7.2 The Management Committee shall consist of less than nine but not less than five members elected at the Inaugural Meeting of the Organisation. A Management Committee shall have authority to co-opt additional members to serve on its committee subject to such co-options being limited to five additional members.
- 7.3 A Management Committee will be chosen every 2nd year at the Annual General Meeting.
- 7.4 In case of resignations the positions can be filled by nominations by the Management Committee.
- 7.5 At each Annual General Meeting the period of service of the co-opted members shall terminate but they shall be eligible for election for further co-option to the Committee.
- 7.5.1 The Management Committee shall elect annually from its own members, a Chairman, a Vice-Chairman, a Secretary and a Treasurer.
- 7.5.2 A member shall be deemed to have resigned if he fails to attend three consecutive meetings of the Management Committee, except in the following circumstances: (a) The necessary leave has been granted by the Management Committee; or (b) For reasons deemed satisfactory by the Management Committee.
- 7.5.3 If a member becomes incapable of serving or has been declared insolvent or found guilty of an offence in a criminal court, he shall be deemed to have resigned with immediate effect.

7.6 Meetings of the Management Committee:

- 7.6.1 The Management Committee shall meet as far as practically possible once each month and the business of such meetings will be to review the activities of the Organisation and to plan and deal with on-going business and affairs of the Organisation or its various facets and to conduct such business as may be relevant to the objectives of the Organisation.
- 7.6.2 The Chairman, Deputy Chairman, Secretary and Treasurer shall constitute the Executive of the Management Committee and this executive shall meet as often as the Chairman may deem necessary. The Executive shall report on its functions and performance to the Management Committee at its monthly meetings.
- 7.6.3 Every member present at a Management Committee Meeting shall have one vote and in the event of an equal number of votes for or against a motion the Chairman shall have an additional casting vote.
- 7.6.4 Paid officials of the organisation may serve on the management committee in an advisory capacity, but will have no voting rights.
- 7.6.5 No member of the Management Committee may have a direct interest in or benefit from any contract which the management may conclude with any company.
- 7.6.6 No single person may directly or indirectly control the decision making powers relating to the Organisation.

7.7 Powers of the Management Committee:

- 7.7.1 The Management Committee has the following rights and powers:
- 7.7.2 To buy land, property, building and or goods and supplies which are deemed necessary or useful for the objectives of the organisation.
- 7.7.3 To maintain or alter the Shelter and its facilities as deemed necessary or useful for the objectives of the organisation.

- 7.7.4 To invest funds available, exceeding the value of six months running costs, with financial institutions registered with the FSB, the JSE and stock exchanges in the G7 countries after having obtained financial advice from a financial advisor with a minimum qualification of CFP. If the committee is not in agreement a second opinion from a financial advisor with the aforesaid minimum qualification should first be obtained.
- 7.7.5 To carry out any other rightfully permissible tasks, which may assist in the achievement of the objectives, or any one of them, or anything connected with them.
- 7.8 In addition to the Management Committee's general powers it shall be deemed competent in the name of the Organisation to:
- 7.8.1 Appoint officials and employees, to determine their conditions of service and to discharge, suspend or replace them;
- 7.8.2 Enter into or end an agreement;
- 7.8.3 Make or appose lawsuits;
- 7.8.4 Appoint sub-committees for the proper management of the Organisation. Such sub-committees may include persons who are not members of the Management Committee. Such sub-committees shall also be under the supervision and control of the Management Committee to whom they will be responsible. Decisions of the sub-committees must be submitted to the Management Committee at the next meeting for approval.
- 7.9 The members of the Management Committee shall not be liable for any loss or damage caused by, or resulting from any act of commission or omission in the execution of his duty on the part of any official of the Organisation or member of the Committee.
- 7.10 Duties of the Management Committee:
- 7.10.1 The Management Committee shall keep minutes of the meetings of the Management Committee in which the name of members of the Committee who attended such meeting are given;
- 7.10.2 Deposit all the money received by the Organisation into a banking account in the registered name of the Organisation;

- 7.10.3 Keep books of account which reflect accurately the financial transactions of the Organisation, including details of all property acquired or disposed of;
- 7.10.4 Send a copy of the audited accounts annually to MGD during September each year, after the Annual General Meeting, for their information;
- 7.10.5 Ensure that all cheques issued are properly signed by at least two persons authorised for this purpose by the Management Committee. No monies to be drawn without a Committee decision being taken and minuted;
- 7.10.6 Internet payment and/or transfers must be made by a person with signing power and authorised by a second person with signing power;
- 7.10.7 Ensure that no funds are collected by the Organisation for any objective except as set out in Clause 3 above and that no money or properties be used by the Organisation for any purpose other than as set out in Clause 3 above. The Organisation is prohibited from directly or indirectly distributing any of its funds to any person (otherwise than in the course of undertaking public benefit activities) and is required to utilise its funds solely for the object for which it has been established.
- 7.10.8 Ensure that the books of account and the substantiating documents are kept for at least 3 (three) years unless these are required to be kept for a longer period by virtue of Law;
- 7.10.9 Inform MGD of the names and addresses of the members of the Management Committee and of any changes in such Committee; and
- 7.10.10 Should the services of a fundraiser be made use of for the collection of contributions, the expenses (remuneration and/or commission included) may not exceed 40% of the total proceeds of the collection; which fee is not excessive having regard to what is generally considered reasonable in the sector.
- 7.11 In order to effectively exercise their powers and comply with their duties, the Management Committee is to be solely involved in the general and financial management of the Organisation;

8 ASSETS

- 8.1 All property belonging to the Organisation or to which the Organisation is entitled or may become entitled, shall belong to and be registered in the name of the Organisation and the Management Committee shall be competent to receive , acquire and dispose of in the name of the Organisation such assets in the administration of its affairs. The members and Management Committee of the Organisation do not have rights over things that belong to the Organisation.
- 8.2 The income and assets of the Organisation, however obtained or from wherever derived must only be used to promote the objectives of the Organisation as set out in this Constitution and no part whatsoever thereof may directly or indirectly by means of dividend, bonus or in any other form, be paid out to any member or committee member. This excludes employees of the Shelter, who may only receive reasonable compensation in the form of a salary and performance bonus. The Organisation will not pay any remuneration, as defined in the Fourth Schedule of the Income Tax Act, to any employee, office bearer, member or other person which is excessive, having regard to what is generally considered reasonable in the sector and in relation to the service rendered and will not economically benefit any person in a manner which is not consistent with its objects.

9 OTHER STIPULATIONS

- 9.1 All donations to the Organisation shall be irrevocable and subject to the stipulations of this constitution. The Organisation is prohibited from accepting any donation which is revocable at the instance of the donor for reasons other than a material failure to conform to the designated purposes and conditions of such donation, including any misrepresentation with regard to the tax deductibility thereof in terms of section 18A of the Income Tax Act: Provided that a donor (other than a donor which is an approved public benefit organisation or an institution board or body which is exempt from tax in terms of section 10 (1) (cA) (i) of the Income Tax Act, which has as its sole or principal object the carrying on of any public benefit activity) may not impose conditions which could enable such donor or any connected person in relation to such donor to derive some direct or indirect benefit from the application of such donation.

- 9.2 The Organisation may not conduct business activities (Business activities include, inter alia, ordinary commercial activities, speculative transactions in property of any kind and the systematic hiring out of immoveable property).
- 9.3 The Organisation will within 12 months after the end of the relevant year of assessment distribute or incur the obligation to distribute at least 50 per cent of all funds received by way of donation during that year in respect of which receipts in terms of Section 18A of the Income Tax Act were issued. If, however, funds are accumulated for a specific capital project, approval must be obtained from the Receiver of Revenue (to whom the Organisation submits its annual income tax return);
- 9.4 Loans may only be granted to beneficiaries and not to any other person.
- 9.5 Buildings belonging to the Organisation may not be occupied gratis by any person other than the beneficiaries themselves;
- 9.6 No donor, member of the Organisation or their next of kin may receive any advantage out of the funds or income of the Organisation and no activity of the Organisation is intended to directly or indirectly promote the economic self-interest of any fiduciary or employee of the Organisation, otherwise than by way of reasonable remuneration payable to that fiduciary or employee.
- 9.7 The Organisation will take reasonable steps to ensure that funds provided to other associations carrying on public benefit activities are utilised for the purpose for which it has been provided.
- 9.8 The Organisation will not use its resources directly or indirectly to support, advance or oppose any political party.
- 9.9 The Organisation will insure that all donations received in respect of which receipts were issued in terms of Section 18A of the Income Tax Act, will be utilised solely in carrying on activities contemplated in Part II of the Ninth Schedule of the Income Tax Act.

- 9.10 The Organisation shall, in respect of any amount referred to in clause 9.3 that is not distributed, distribute or incur the obligation to distribute all amounts received in respect of investment assets held by it, other than amounts received in respect of disposals of those investment assets to any public benefit organisation, institution, board or body contemplated in subsection (1)(a) of Section 18A of the Income Tax Act, no later than six months after every five years from 1 March 2015.
- 9.11 The Organisation will insure that funds, in respect of which receipts were issued in terms of Section 18A of the Income Tax Act, provided to public benefit organisations, institutions, boards or bodies that carry on public benefit activities contemplated in Part II of the Ninth Schedule of the Income Tax Act and to other entities, will be utilised solely in carrying on activities contemplated in Part II of the Ninth Schedule of the Income Tax Act.
- 9.12 The Organisation will obtain and retain an audit certificate confirming that all donations received or accrued in that year in respect of which receipts were issued in terms of Section 18A of the Income Tax Act, were utilised in the manner contemplated in the said act.
- 9.13 The financial year of the Organisation ends on February 28 of each year.

10 ANNUAL GENERAL MEETING

- 10.1 The Management Committee shall call a general meeting of the members of the Organisation as soon as possible after the closing of each financial year and not later than September 30th in that calendar year
- 10.2 All members are entitled to attend the Annual General Meeting and to take part in the discussions.
- 10.3 All members must receive notice of the Annual General Meeting at least 15 (fifteen) days before it is due to be held. Such notice must indicate the business to be dealt with at the meeting, which business must include:
- 10.3.1 The presentation of the Annual Report and Audited Final Accounts for approval by the meeting.
- 10.3.2 The election of the Management Committee every 2nd year

- 10.3.3 The appointment of Auditors as prescribed by the Act;
- 10.3.4 Any other business of which notice has already been given;
- 10.4 Each member shall be deemed to have received the notice of meeting if such notice has been mailed to the address of the member which appears in the register.
- 10.5 Members of the Organisation shall be eligible for election to the Management Committee provided that written nominations with formal support shall be furnished to the Secretary of the Management Committee 7 (seven) business days (this excludes weekends and public holidays) prior to the general meeting.
- 10.6 Management Committee members shall be eligible for re-election to the Management Committee provided that nominations are furnished in compliance with point 10.5.
- 10.7 The quorum for an Annual General Meeting shall be 15 (fifteen) members.
- 10.8 In case of there not being a quorum at an Annual General Meeting, Special Meeting or Management Committee Meeting, the meeting shall be adjourned for 7 (seven) days and all members attending such postponed meeting shall constitute a quorum.
- 10.9 In the absence of the Chairman the meeting is chaired by the Vice-Chairman. When both of these office bearers are absent the meeting shall choose a Chairman from amongst the members present.
- 10.10 Everyone entitled to a vote shall have one vote and in the event of an equal number of votes for or against the motion the Chairman has an additional deciding vote.
- 10.11 Any member of the Management Committee has a right to submit a proposal to the meeting provided that the member concerned submits the written proposal to the Secretary 14 (fourteen) days before the meeting in question. The content of the proposal is then included in the notice which is sent to members.

- 10.12 The Management Committee shall have authority in its discretion to convene a Special General Meeting of members at any time and at such time as it may become necessary for the transaction and handling of special business of the Organisation.
- 10.13 A Special General Meeting must be convened by the Secretary if a written request for same be submitted to the Secretary, signed by 25 or more members which sets out clearly the reasons for calling such a meeting and specific business to be discussed at such meetings.
- 10.14 The meeting must be held between 3 and 6 weeks after the receipt by the Secretary of such request and notices are to be sent to members accordingly at least 15 (fifteen) days before the date of the meeting advising the agenda, date, place and time at which such Special General Meeting will be held.
- 10.15 The only business, which may be discussed at such Special General Meeting, is that as set out in the notice of the meeting. The conditions governing the quorum are to be the same as for an Annual General Meeting.

11 **LEGAL STATUS**

The organisation shall exist in its own right, separately from its members and continue to exist even when its membership changes and there are different office bearers. The Organisation shall sue or be sued in its own name. The authority of instituting or defending legal proceedings shall be underwritten Power of Attorney of the Chairman or Vice-Chairman and the Secretary or Treasurer, who shall be authorised thereto by a resolution of the Management Committee.

12 **AMENDMENT OF THE CONSTITUTION**

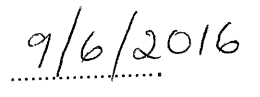
This constitution may only be amended by a two-third majority of members present at any general meeting, provided that written notification of such proposed revocation, amendment or addition is given, to each member of the Organisation at least 15 (fifteen) days before such meeting and provided that the details of such proposed amendment are included in the agenda of such a meeting. A copy of any amendment must be submitted to the Commissioner for the South African Revenue Service, as well as the Director of Nonprofit Organisations.

13 DISSOLUTION OF THE ORGANISATION

- 13.1 The Organisation can be dissolved if at least two-thirds of the members present at a General Meeting, which has been called for this purpose vote in favour of dissolution. As least 21 (twenty-one) days notice must be given of such a meeting and the notice must clearly state that the question of dissolution of the Organisation and the disposal of its assets will be considered.
- 13.2 If there is no quorum present at such a general meeting, the meeting shall be adjourned for at least a week and the members attending such an adjourned meeting shall constitute a quorum, subject to there being at least 5 (five) members present at such an adjourned meeting.
- 13.3 If upon dissolution of the organisation there remain any assets whatsoever after the satisfaction of all its debts and liabilities, such assets shall not be paid or distributed among its members, but shall be transferred to the University of Stellenbosch Matie Gemeenskapsdiens provided that they are registered as an NPO. Should the University of Stellenbosch Matie Gemeenskapsdiens not qualify to receive such assets in terms of the law, then the remaining assets shall be transferred to another non-profit organisation which has been approved in terms of section 30 of the Income Tax Act or any institution, board or body which is exempt from tax under the provisions of section 10 (1) (cA) (i) of the Income Tax Act, that has similar objectives; or the government of the Republic in the national, provincial or local sphere, contemplated in section 10 (1) (a) of the Income Tax Act, which is required to use those assets solely for purposes of carrying on one or more public benefit activities. The Organisation's general meeting can decide what organisation this should be.



D M REYNEKE
CHAIRMAN



DATE

e' Bosch

Catherine Muller

From: Anthony Penderis <admin@anthonypenderis.com>
Sent: Tuesday, 25 April 2023 15:27
To: idp
Cc: Michelle Aalbers; Sias Mostert; Carol Lakay
Subject: [EX] Comments: Draft 1st Review of the 5th Generation IDP 2022 2027: I tem 127 ?? e Bo ch
Attachments: letter gia appeal 2023.pdf; budget mayor function 2023.pdf; feedback report gia ebosch 2022.pdf

Att: Municipal Manager, Stellenbosch Municipality, PO Box 17, Stellenbosch, 7599

On attachment please find three documents pertaining to our comments on this matter.

Please acknowledge receipt of this

Thanks and Regards

Anthony Penderis
e'Bosch Executive Committee



25 April 2023

Municipal Manager
PO Box 17
Stellenbosch 7599

Dear They

Comments: Draft 1st Review of the 5th Generation IDP 2022 – 2027: Item 127 e'Bosch

We wish to rectify your objections in our original proposal as follows:

1 Your comment: "FEEDBACK REPORT DOES NOT CONTAIN POP"

On attachment, please find an amended feedback report with narrative, photos and POPs totaling R41,043.49 as supplied by our auditors Moore Stellenbosch:

2 Your comment: "GENERAL APPLICATION WITHOUT OVERALL BUDGET. SOME BUDGETS FOR 2021? BUDGETS FOR 23/24 PROPOSAL INCLUDE COSTING RANGEING FROM 2019-2023"

On attachment, please find adjusted budget now changed from "OVERALL BUDGET" to include only quotes for one event only namely the e'Bosch Mayor's Honorary Awards Function 2023 totalling R40 094.

I trust you find this sufficient for the e'Bosch Heritage Project to qualify for the R40,000 allocation this year.

Thanks and regards.

Anthony Penderis

e'Bosch Executive Committee



25 April 2023

Municipal Manager
PO Box 17
Stellenbosch 7599

Dear They

Feedback report e'Bosch Grant-in-Aid R40 000 2022 llocation

On behalf of the e'Bosch Heritage Project I can confirm that the funds were spent on the Mayor's Honorary Awards Function and the School Choir Festival.

Please find the POPs below for the total amounts spent.

Mayor's Function

5/10/2022 African Sun Media	R522.63
28/10/2022 JK Murray/Silver Solutions	R1,245.87
29/09/2022 SWH Trading	R9,137.49
20/09/2022 SWH Trading	R9,137.50

School Choir Festival

23/10/2022 Stage Pro	R10,500.00
22/09/2023 Stage Pro	R10,500.00

Total	R41,043.49
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The narratives for each event are as follows with photos below.

Mayor's Honorary Awards Function 2022

The annual Mayor's Heritage Awards function took place at the US Museum in Ryneveld Street on Wednesday 28 September 2022. Speakers included Dr Sias Mostert, chairperson of the e'Bosch Board of Directors, the Deputy Mayor of Stellenbosch Municipality, Cllr. Jeremy Fasser and the Rector, and Vice-Chancellor of Stellenbosch University, Prof Wim de Villiers.

Eight community members active in the cultural field were awarded e'Bosch Awards for their contribution to culture and heritage. Altogether nine candidates that had completed the leadership course presented by e'Bosch in cooperation with Stellenbosch University's Matie Community Service, also received their certificates.

The e'Bosch Schools Choir Festival 2022

This festival renowned as the largest school choir gathering in the Stellenbosch and Franschhoek area was held as two events on 22 and 23 September 2022. The e'Bosch High Schools Choir Festival on Thursday, September 22, at 7 pm at Stellenbosch High School followed by the e'Bosch Primary Schools Choir Festival on Friday, September 23, at 6 pm at the Coetzenburg Sports Centre.

The six high schools with 260 learners participating were Cloetesville High School, Lückhoff High School, Stellenzicht High School, Makupula High School, Paul Roos Gimnasium, and Stellenbosch High.

The 18 primary schools with 540 learners participating were Cloetesville Primary, Eikestad Laerskool, St. Ida's Rk Primêre Skool, Bruckner De Villiers Primary School, Laerskool Rietenbosch, Pieter Langeveldt Primêr, Ikaya Primary School, Laerskool Af Louw, J.J. Rhode Primêre Skool, Klapmuts Primary School, Dalubuhle Primary School, Joostenberg SSKV Primary School, St. Vincent Rc Primary School, Simondium Primary School, Devon Valley Primary School, Raithby Primary School, Weber Gedenk NGK Primary School, and Dorothea Primary School.

The 18 primary schools grouped into three geographical clusters for songs of their respective groups. The Stellenbosch University Brass Ensemble, under the direction of Pamela Kierman, performed at the High School event and accompanied the mass choir.

A total of some 2000 spectators attended these two events.

We thank you for your contribution

Regards.

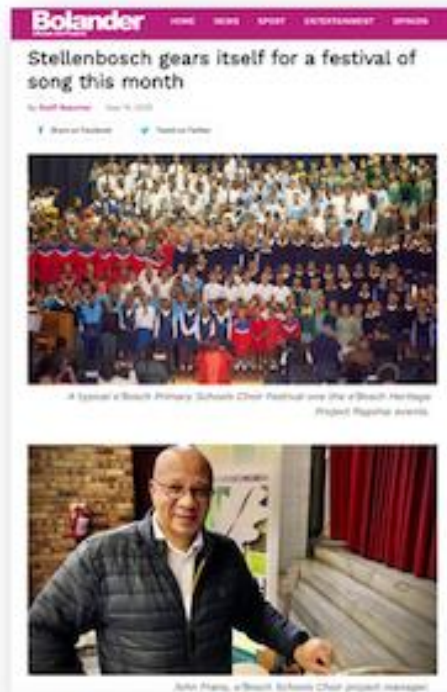


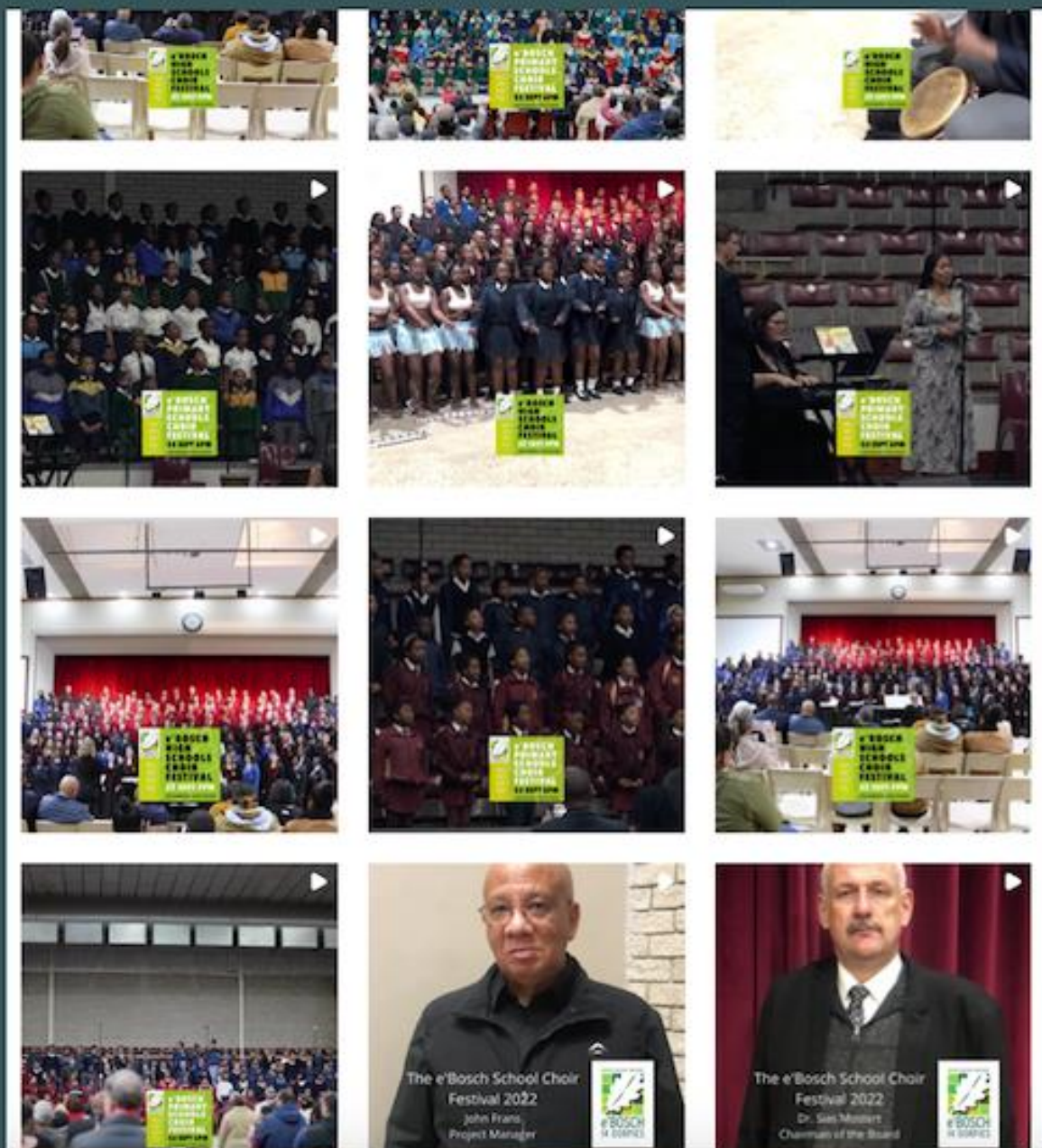
Anthony Penderis
e'Bosch Executive Committee

Mayor's Honorary Awards Function 2022



e'Bosch School Choir Festival Media Samples 2022





e'Bosch School Choir Festival Media Samples 2022



NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank hereby confirms that the following payment instruction has been received:

Date Actioned	: 2022/10/28
Time Actioned	: 08:45:38
Trace ID	: 3313F82J

Payer Details

Payment From	: E'bosch Heritage Project Npc - Business Account
Curr/Amount	: ZAR1,245.87

Payee Details

Recipient/Account No	: . . 349533
Name	: Jk Murray
Bank	: ABSA BANK LIMITED
Branch Code	: 632005
Reference	: E Bosch

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank website at fnb.co.za, select the "Verify Payments" link and follow the on-screen instructions.

Our customer (the payer) has requested First National Bank Limited to send this notification of payment to you. Should you have any queries regarding the contents of this notice, please contact the payer. First National Bank Limited does not guarantee or warrant the accuracy and integrity of the information and data transmitted electronically and we accept no liability whatsoever for any loss, expense, claim or damage, whether direct, indirect or consequential, arising from the transmission of the information and data.



NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank hereby confirms that the following payment instruction has been received:

Date Actioned	: 2022/10/05
Time Actioned	: 09:09:58
Trace ID	: ZM94KZZJ

Payer Details

Payment From	: E'bosch Heritage Project Npc - Business Account
Curr/Amount	: ZAR522.63

Payee Details

Recipient/Account No	: . . 422807
Name	: African Sun Media
Bank	: Standard Bank
Branch Code	: 051001
Reference	: Ebosch

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank website at fnb.co.za, select the "Verify Payments" link and follow the on-screen instructions.

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NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank hereby confirms that the following payment instruction has been received:

Date Actioned	: 2022/09/29
Time Actioned	: 08:20:34
Trace ID	: C9JLS8YJ

Payer Details

Payment From	: E'bosch Heritage Project Npc - Business Account
Cur/Amount	: ZAR9,137.49

Payee Details

Recipient/Account No	: . . 022927
Name	: Swh Tradings
Bank	: FNB/RMB
Branch Code	: 250655
Reference	: E Bosch

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank website at fnb.co.za, select the "Verify Payments" link and follow the on-screen instructions.

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NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank hereby confirms that the following payment instruction has been received:

Date Actioned	: 2022/09/20
Time Actioned	: 09:24:21
Trace ID	: 7CTCPBYJ

Payer Details

Payment From	: E'bosch Heritage Project Npc - Business Account
Curr/Amount	: ZAR9,137.50

Payee Details

Recipient/Account No	: . . 022927
Name	: Swh Tradings
Bank	: FNB/RMB
Branch Code	: 250655
Reference	: E Bosch

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank website at fnb.co.za, select the "Verify Payments" link and follow the on-screen instructions.

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NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank hereby confirms that the following payment instruction has been received:

Date Actioned	: 2022/09/23
Time Actioned	: 06:23:14
Trace ID	: NZZQ2LYJ

Payer Details

Payment From	: E'bosch Heritage Project Npc - Business Account
Cur/Amount	: ZAR10,500.00

Payee Details

Recipient/Account No	: . . 874569
Name	: Stage Pro
Bank	: Capitec Bank
Branch Code	: 470010
Reference	: Inv440

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank website at fnb.co.za, select the "Verify Payments" link and follow the on-screen instructions.

Our customer (the payer) has requested First National Bank Limited to send this notification of payment to you. Should you have any queries regarding the contents of this notice, please contact the payer. First National Bank Limited does not guarantee or warrant the accuracy and integrity of the information and data transmitted electronically and we accept no liability whatsoever for any loss, expense, claim or damage, whether direct, indirect or consequential, arising from the transmission of the information and data.



NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank hereby confirms that the following payment instruction has been received:

Date Actioned	: 2022/09/22
Time Actioned	: 10:33:27
Trace ID	: 2H1DPJYJ

Payer Details

Payment From	: E'bosch Heritage Project Npc - Business Account
Curr/Amount	: ZAR10,500.00

Payee Details

Recipient/Account No	: . . 874569
Name	: Stage Pro
Bank	: Capitec Bank
Branch Code	: 470010
Reference	: Inv440

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank website at fnb.co.za, select the "Verify Payments" link and follow the on-screen instructions.

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25 April 2023

Municipal Manager
PO Box 17
Stellenbosch 7599

Dear They

Budget e'Bosch Mayor's Honorary Awards Function 2023

The annual e'Bosch Mayor's Honorary Awards Function to be staged for the 12th consecutive year will take place on 7 September 2023. The function with the Stellenbosch Mayor and University Stellenbosch Rector as guests of honour will be held at the Stellenbosch Museum. The occasion not only marks the opening of the 2023 season of e'Bosch Projects but also serves as an occasion for the e'Bosch Honorary Awards to individuals and organizations who have made an outstanding contribution to their communities and handing over of certificates to those who have passed the e'Bosch Community Development Leadership Course.

The entire R40 000 allocation of the Grand-in-Aid will be spend on this occasion as below. See quotes of individual contractors included.

Catering 100 attendees SWH Trading	R23 644
Frames 25 Certificates NF Framers	R 6 250
Photography & Videography Weearth	R 7 500
Entertainment Lanquedoc Group	R. 2 700
Total	R40 094

Thanks and regards.

Anthony Penderis
e'Bosch Executive Committee

SWH TRADINGS (PTY) LTD
 9466513208
 21 Cupido Street, Stellenbosch
 Cape Winelands, - 7600
 061 585 5070 & 073 266 1767

QUOTATION
 Quo 070
 22 APRIL 2023
 Bill to: e'Bosch Heritage Project NPC
 116 Dorp Street, Stellenbosch, 7600
 Att: Rector & Mayoral Function 7 Sept 2023

EBOSCH HERITAGE PROJECT,
**Quotation for Rector / Mayoral Function, dd 7
 September 2023**

SWH TRADINGS (PTY) LTD

S. No	Item Code	Item Details	Per Person	Per Person x 10 Happies	QTY	Total
1.	Pp01	Materials: Per person x 10 Happies	R7.00	R70.00	120	R8400.00
2.	Pp02	Labour & Waiters x 4	3 hrs	R125ph	4	R1500.00
	Pp03	Labour & Kitchen Help	3 hrs	R125ph	2	R750.00
	Pp04	Labour- Chef	4 hrs	R400per hour	1	R1600.00
3.	Pp05	Flowers	2 Bunches	R400	2	R800.00
4.	Del01	Pick up & Delivery			1	R1750.00
5.	Decor & Cutlery rental			R18	120	R2160.00
6.	Beverages -Hot, Cold,			R30	120	R3600.00

	Water & Juices					
	Subtotal					R20560.00
	VAT 15%					R3084.00
	Total:					R23644.00

Many thanks for your support!

We look forward to do business with you.

50% Deposit required

Bank Details FNB BRANCE CODE 200610

ACCOUNT TYPE: GOLD BUSINESS

ACCOUNT NUMBER: 63010022927

ACCOUNT HOLDER: SWH TRADINGS (PTY) LTD



TEL / FAX: 883 9203
CELL: 083 427 0331
STELLENBOSCH CHECKERS CENTRE
SHOP No 8
CNR DORP & MILL STREET
STELLENBOSCH
7600

E-MAIL: nfframers@gmail.com

QUOTATION | KWOTASIE 014

M El Bosch Erfenis NPC
116 Derp straat
Stellenbosch

DATE:

JOB CARD NO:

ORDER NO:

TEL / FAX:

12! 7 Sept 2023 Rektor Jungsie

[illegible]

QUOTATION

**BILLED TO:**

e'BOSCH Heritage Projects
 Carol Lakay
 Rector / Mayoral Heritage Award Function
 Ref: 7 Sept 2023 Rector/Mayoral Awards Event

We earth
 www.weearth.co.za
 Quotation No. 54

for 7 September 2023

Item	Quantity	Unit Price	Total
Event Photography	80	R20	R1 600
Event Videography	2 hours	R1 750	R3 500
Content Editing and compilation	fixed	R 400	R2 400
tax included Subtotal			R7 500

Total R7 500

**Photography and videography for the
 evening of 7 September 2023
 between the hours 17:30 - 19:30**

Thank you!ore information Please email:
 Marketing@weearth.co.za
 or
 call/Whatsapp kennedy @: 069 139 6109

PAYMENT INFORMATION

Capitec bank
 Account Name: We earth
 Account No.: 1679689183
 Pay by: 20 May 2023

Thank you!

WOTASIE E'bosch 7 September 2023 Burgermeester en Rektor funksie

Aan: E'bosch Erfenis Project NPC
116 Dorp Straat
Stellenbosch
7680

Van: Lanquedoc E'bosch Projekte
Lanquedoc
Groot Drakenstein
7680

	ITEM	BEDRAG
1) Dansers	1x1000	R1 000
2) Sang	1x1000	R1 000
3) Vervoer koste	1x700	R700
TOTAAL	R2 700	R2 700

Koördineerder: Marius Krediet
Kontak Nr: 0718766590

South African Institute for Entrepreneurship (SAIE)

Catherine Muller

From: Ernest Boateng <ernest@entrepreneurship.co.za>
Sent: Tuesday, 25 April 2023 15:29
To: idp
Cc: Michelle Aalbers
Subject: [EX] COMMENTS ON DRAFT BUDGET: GRANT-IN-AID DONATIONS
Attachments: SAIE COMMENTS ON DRAFT BUDGET-GIA DONATIONS.pdf; Idas Valley and Khayamandi Meeting Register.pdf; Meeting with Idas Valley Ward Committee Members.jpeg; Cash Flow Projection for Home Food Gardens 2023 - 2024.xlsx

Dear Sir/Madam,

I have the pleasure .of submitting the South African Institute for Entrepreneurship (SAIE) response to Stellenbosch Municipality **“Comments on Draft Budget: Grant-in-Aid Donations”** for the establishment of Home Food Gardens in 2023 -2023.

Attached please find the following for your attention:

1. South African Institute for Entrepreneurship (SAIE) response to Stellenbosch Municipality **“Comments on Draft Budget: Grant-in-Aid Donations”**
2. Home Gardens Project Cashflow for 2023 -2024
3. Meeting Registers with Kayamandi and Idas Valley Ward Councillors

Thank you and kind regards.... 

Ernest Boateng
021 447 2023
074 401 6247



SOUTH AFRICAN INSTITUTE FOR ENTREPRENEURSHIP

COMMENTS ON

STELLENBOSCH MUNICIPALITY DRAFT BUDGET: GRANT-IN-AID DONATIONS

FOR THE ESTABLISHMENT OF

SUSTAINABLE HOME FOOD SECURITY GARDENS

IN

2023 - 2024

Date Issued: Tuesday, 25 April 2023

File: COMMENTS ON DRAFT BUDGET: GRANT-IN-AID DONATIONS

Contact Details

Ernest Boateng
SAIE - Chief Operating Officer
 Unit 5 Block A, Collingwood Place,
 11 Drake Street, Observatory, Cape Town
 South Africa, 7925
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 Fax: +27 (21) 447 9911
 Mobile: +27 (0)74 401 6247
 e-mail: ernest@entrepreneurship.co.za

Alternative contact: Fadia Truter
fadia@entrepreneurship.co.za
 021 447 2023

Michelle Aalbers
 The Manager – Community Development
 Stellenbosch Municipality
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 Stellenbosch 7600, South Africa
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 Fax: +27 83 560 5935
 e-mail: mdp@stellemnbosch.gov.za

Contents

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Point 6	FOOD GARDENS ENABLING FACTORS - PARTNERS
Point 7	CONCLUSION

1. INTRODUCTION

The South African Institute of Entrepreneurship (SAIE) has pleasure in submitting its response regarding '**Comments on the Municipality's Draft Budget: Grant-in-Aid Donations**' for the establishment of Backyard and Community Food Security Gardens as stipulated in the original proposal.

The response fulfils the requirements for the establishment of Sustainable Food Gardens in the Stellenbosch Municipality in 2023 - 2024 as regards:

- Ward Priorities
- Beneficiaries
- Access to land
- Access to Water
- Local Partnership Establishment

2. WARD PRIORITIES AND FOOD GARDENS PROJECT

The following Ward Priorities list was extracted from the Stellenbosch Municipality website to guide the process of identifying Wards which have Food Security or Skills Development as a priority. A total of four (4) Wards have indicated Food Gardens as a priority. On the other hand, a total of ten (10) Wards which have stated Skills Development or Job Creation as a priority could still participate in the Food Gardens project depending on the interest of the Councillors and their Community members.

The specific Ward Priorities are as per below:

Ward	Ward Priority	Priority Number	Description	Councillor
12	Food Security	3	Request sustainable food garden	Ayanda Tomose
13	Food Security	3	Request sustainable food garden	Mary Nkopane
16	Local Economic Dev't	3	Backyard garden - self sustaining	Elsabe Vermeulen
5	Local Economic Dev't	1	Land for community garden	Roy van Rooyen
3	Local Economic Dev't	4	Business Hub	Charles Manuel
4	Local Economic Dev't	4	More Job Creation	Ralphton Adams
10	Youth Dev't	3	Learnerships youth skills	Rozette DuToit
17	Local Economic Dev't	5	Job opportunities/ skills for youth	Peter Johnson
18	Local Economic Dev't	3	Job Creation	JC Anthony

19	Local Economic Dev't	1	Learnership/ internships and skills development	James Williams
21	Local Economic Dev't	5	Business Development centre	Rikus Badenhorst
23	Planning and Eco Dev	4	Prioritise job opportunities	Lwando Nkamisa
6	Local Economic Dev't	3	Tourism/ skills development	Nateshia Mcombring
1	Local Economic Dev't	5	Control restaurants / Data Capture	Reginald Pheiffer
2	Other	0	Other	Wilhelmina Petersen
7	Other	0	Other	Annamarie Ferns
8	Other	0	Other	Carli van Wyk
9	Other	0	Other	Zelda Dalling
11	Other	0	Other	Johanna Serdyn
14	Other	0	Other	Maxwell Danana
15	Other	0	Other	Elliot Pakamisa
20	Other	0	Other	Joseph Joon
22	Other	0	Other	Ester Groenewald

Meetings have been held with Councillors of Wards 5, 12, 13, and 16 who have Food Security gardens as one of their priorities to discuss project enabling factors, including the identification and selection of project beneficiaries, as well as land and water availability.

This was followed by a community walk-about to determine household spaces, community open spaces, water sources and availability, as well as potential partners such as schools and others to aid project implementation.

There is also great interest from Councillors of Wards 14, 15, 17 and 18 to participate in the Food Gardens Project. The South African Institute for Entrepreneurship has met the Councillors and visited their Wards. Although these Wards have Skills Development or Job Creation (not Food Security) as a priority, they could still benefit a great deal from the project in question given the state of poverty and unemployment in their communities.

Outcome

There is a huge buy-in from all Councillors concerned, as well as their Ward Committees to play a vital role in the recruitment of interested project beneficiaries.

3. FOOD GARDENS ENABLING FACTORS – PROJECT BENEFICIARIES

Ward Councillors have confirmed community interest in the Food Gardens project. In fact, visits to the communities showed glimpses of flower gardens people have started. On further probing, potential beneficiaries indicated they would like to start a food garden but do not have the know-how. Ward Councillors have given an undertaking to work with The South African Institute for Entrepreneurship to recruit project beneficiaries through their Ward Committees.

SAIE will provide the recruitment guidelines based on the following:

- Interest and willingness to participate in home gardens to produce own food
- Household space for either front yard or backyard gardens
- Willingness to utilise secured open space with access to water

3.1 Project Beneficiaries per Ward

Furthermore, Ward Councillors have supplied SAIE with the potential number of beneficiaries per Ward to participate in the Food Gardens project as per the following:

Ward	Ward Priority Description	Number of Beneficiaries	Councillor
5	Land for community garden	150	Roy van Rooyen
12	Sustainable food garden	300	Ayanda Tomose
13	Sustainable food garden	100	Mary Nkopane
14	Other	30	Maxwell Danana
15	Other	30	Elliot Pakamisa
16	Backyard garden - self sustaining	50	Elsabe.Vermeulen
17	Job opportunities/ skills for youth	10	Peter Johnson
18	Job Creation	50	JC Anthony
Total Beneficiaries		720	

3.2 Baseline Information

SAIE will conduct baseline assessment of all project beneficiaries for project evaluation and analysis purposes.

4. FOOD GARDENS ENABLING FACTORS - ACCESS TO LAND OR SPACE

Meetings and Community Walk-about with Councillors, as well as Ward Committees in some instances, have helped to clarify issues such as **households' available space** and **water utilisation** for home food gardens production.

In fact, there is unanimous agreement that there is space for food gardens in most of the identified communities – Cloeteville (Ward 16), Idas Valley (Ward 5), part of Kayamandi (Wards 13, 14, and 15), and Klapmuts. **About 75% of project household beneficiaries will be establishing their food gardens at home.** Most households can utilise either their front or back house spaces (paved, cemented or not) to establish food gardens. Different planting methods will be employed to accommodate varied situations.

In the case of about 25% interested beneficiaries with no space to grow crops, especially informal dwellers in Kayamandi (Ward 12), **available secured open spaces in schools or otherwise** have been discussed with Ward Councillors and partners such as schools to enable their production. We noted from our visits that most of the available open spaces are not far from water points which could be utilised for production. Councillors have agreed to facilitate the process of utilising such spaces.

The following is the summary of the **household** and **open spaces** to be utilised for the Food Gardens project as agreed to by the respective Ward Councillors:

Wards	Total Beneficiaries	Total Beneficiaries for House or home Spaces	Total Beneficiaries for Open Spaces	Open Spaces Description
5 Idas Valley	150	110	40	Three open spaces in Idas Valley (Ward 5) with access to water to be utilised for food production to benefit 20 households. Utilisation of the space will also help to curb illegal dumping. Beneficiaries will be utilising water from their respective homes adjacent to the open space.
12 Kayamandi	300	200	100	Two schools in Kayamandi (Kayamandi High and Kayamandi Primary) with open spaces and water access to be utilised for food garden production. There is also an open space which is currently

				partly used by youth, but requires attention to accommodate more beneficiaries.
13 Kayamandi	100	80	20	One school ground with access to water
14 Kayamandi	50	50	Not required	Not Applicable
15 Kayamandi	30	30	Not required	One school ground with access to water
16 Cloetesville	30	30	Not required	Not Applicable
17 Cloetesville	10	None	10	Two school grounds with access to water
18 Klapmuts	50	50	Not required	Not Applicable
Total Beneficiaries	720	540	180	

5. FOOD GARDENS ENABLING FACTORS – ACCESS TO WATER

About 75% of beneficiaries in Idas Valley, Cloetesville, part of Kayamandi, and Klapmuts (**see above table**) who will establish food gardens at home will have access to water from their households.

They will, however, be encouraged to use grey water (used water which often gets thrown away as waste) instead of tap water to irrigate their crops, thereby avoiding or minimising additional water cost.

The remaining 25% of beneficiaries who will establish food gardens in open spaces such as schools will have access to water facilities for their gardens. All the schools visited have available water for food gardens. At Kayamandi High for example, water facility already exists. According to the Ward Councillor, the Principal is even prepared to give more space for food production provided there are willing growers.

6. FOOD GARDENS ENABLING FACTORS – PROJECT PARTNERS

The South African Institute for Entrepreneurship seeks to implement the Food Garden project in collaboration with the following critical partners:

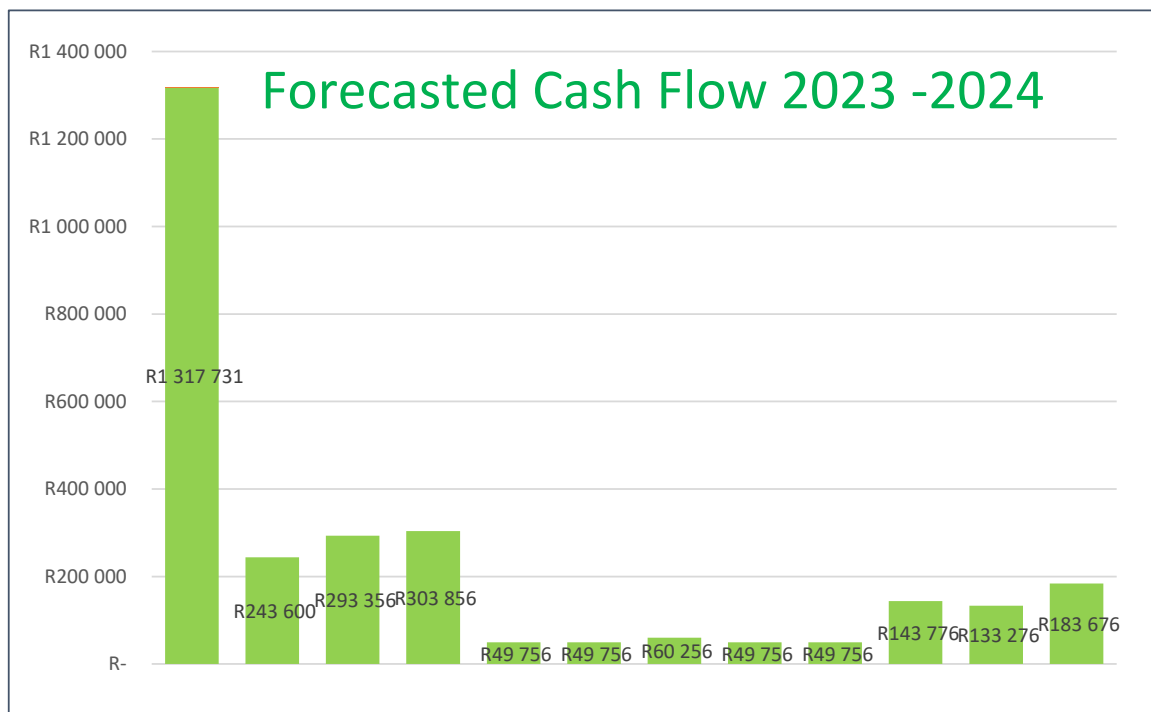
- Ward Councillors – have so far been supportive and have agreed to assist SAIE with the beneficiaries list, training venues, and other project needs.
- Ward Committees – have agreed to assist with the recruitment of household beneficiaries
- Schools – are prepared to avail the opens spaces within their premises to communities for food production

7. CONCLUSION

The South African Institute for Entrepreneurship's response to '**Comments on Stellenbosch Municipality Draft Budget: Grant-in-Aid**' has provided solutions to enable the establishment of Sustainable Food Gardens as one of the immediate **Priority Needs** of eight (8) Stellenbosch Municipality Wards.

The above confirms that all the enabling factors required to implement sustainable home food gardens successfully exist for the following reasons:

- The project is aligned with the Ward Priorities of the eight (8) Wards selected.
- There is great interest from the potential beneficiaries to grow their own food
- About 75% of project beneficiaries will establish their food gardens at home and has access to space or land for production.
- About 25% of project beneficiaries, mostly from informal settlements with no space, will have access to secured open spaces such as schools to establish their food gardens. Community schools are prepared to avail space for food production.
- The households and secured open spaces have water points which will be utilised for production.
- Reliable community partners such as Ward Councillors, Ward Committees, Schools, and others have given their commitment and support to ensure the success of the project.



Month	Requested Amount
June 2023	R 1 317 731
July 2023	R 243 600
August 2023	R 293 356
September 2023	R 303 856
October 2023	R 49 756
November 2023	R 49 756
December 2023	R 60 256
January 2024	R 49 756
February 2024	R 49 756
March 2024	R 143 776
April 2024	R 133 276
May 2024	R 183 676
June 2024	R 58 156

HOME FOOD GARDENS FINANCIAL CASHFLOW 2023 - 2024																												
ACTIVITIES	# of beneficiaries	Jun	# of beneficiaries	Jul	# of beneficiaries	Aug	# of beneficiaries	Sept	# of beneficiaries	Oct	# of beneficiaries	Nov	# of beneficiaries	Dec	# of beneficiaries	Jan	# of beneficiaries	Feb	# of beneficiaries	Mar	# of beneficiaries	Apr	# of beneficiaries	May	# of beneficiaries	Jun	Total	Total Number of Beneficiaries
Facilitation			240	R 243 600	240	R 243 600	240	R 243 600																		R 731 520	720	
Training Packs	720	R 190 000																								R 190 000	720	
Trainee Certificates																										R 50 400	0	
Mentorship and support				65	R 45 556	65	R 45 556	66	R 45 556	65	R 45 556	66	R 45 556	65	R 45 556	66	R 45 556	65	R 45 556	66	R 45 556	65	R 45 556	66	R 45 556	R 501 840	720	
Co- operative training, Management and Administration																			240	R 83 520	240	R 83 520	240	R 83 520		R 251 280	720	
Project Management		R 10 500						R 10 500												R 10 500							R 42 000	0
Monitoring and Evaluation				72	R 4 200	72	R 4 200	72	R 4 200	72	R 4 200	72	R 4 200	72	R 4 200	72	R 4 200	72	R 4 200	72	R 4 200	72	R 4 200	72	R 4 200		R 12 600	720
Close out report																										R 12 600	0	
Equipment and Input materials	720	R 1 117 231																								R 1 117 231	720	
CASHFLOW MONTHLY		R 1 317 731		R 243 600		R 293 356		R 303 856		R 49 756		R 49 756		R 60 256		R 49 756		R 49 756		R 143 776		R 133 276		R 183 676		R 58 156	R 2 939 591	0
CASHFLOW QUARTERLY		R				1 854 688		R				403 369		R				159 769		R						518 885	R 2 936 711	

Notes:

1. A total of 720 equipment, garden inputs, and training packs will be purchased in June 2023 for distribution in July, August and September 2023.
2. A total of 720 beneficiaries will be trained in the months of July, August and September 2023 - 240 beneficiaries per month
3. Mentorship and Support will be on-going over 11 months period from August 2023 to June 2024. The mentorship monthly cost is based on average minimum number of 65 beneficiaries.
4. The Co-operative and management training will be conducted over three months period from March to May 2024 at an average of 240 beneficiaries per month
5. There will be project monitoring and evaluation from August 2023 to June 2024. The cost is based on monitoring of an average of 72 beneficiaries gardens per month.
6. Cost of provision of Certificates is based on 720 project beneficiaries
7. Project Management is based on quarterly billing

STELLENBOSCH
 MUNICIPALITY • UMASIPALA • MUNISIPALITEIT
VISITORS REGISTER – WARD OFFICE

DATE	NAME & SURNAME	ID NUMBER	CONTACT NUMBER	ADDRESS	WARD NO	REASON FOR VISIT	SIGNATURE
17/04/23	Andrew Laymen	960707840580	074 675 8767	5 Pullen Str	5	meeting	<i>[Signature]</i>
19/04/23	Con Hendriks			444 Molendrecht	5	meeting	<i>[Signature]</i>
19/04/23	Aden's	49011533088	0762065369	1 Starkey	5	meeting	<i>[Signature]</i>
19/04/23	Cicant Louw		0743143186	11 NEW MAIN STR 11	5	meeting	<i>[Signature]</i>
19/4/23	JOHANNA NAUDE	6607850066087	0783721488	55 DARYL	5	Meeting	<i>[Signature]</i>
19/23	Jennifer Meyer	5304215045080	0669345880	Overberg Single 27	5	Shuttle Meeting	<i>[Signature]</i>
19/23	Charles Louie		0632389409	SAIG		SAIG Meeting	<i>[Signature]</i>
11	Edia Inite		074 4016247	SAIG	5	Meeting	<i>[Signature]</i>
19/4	Ernest Eoking	0801 5407160001	0714365724	23 MOSES STR. EDMSVACLET.			
19/4/23	Debbie February						<i>[Signature]</i>



SA INSTITUTE for
ENTREPRENEURSHIP
Developing skills | Unlocking mindsets

Attendance Register

Location:		A19 Corridor Building - Stellenbosch Municipality			
		Facilitator: Meeting.			
No	Name	Surname	Date: 17th April 2023.		
			Phone number email	Phone number WARD	Phone number Cell. Signature
1	MARY	NKOPANE	Mary.Nkopane@Stellenbosch.gov	13	0839455811 M. Nkopane
2	Aymda	TOMASE	Aymda.Tomase@Stellenbosch.gov	12	084 8888622
3	Elliot	Masimuni	Elliot.Masimuni@Stellenbosch.gov	15	0718933899 Elliot
4					
5					
6		ADAS SPORT Field.			
7	Roy	Van Rooyen	Roy.vanrooyen@Stellenbosch.gov	5	0843347693 Roy Van Rooyen
8					
9					
10					
11					
12					
13					
14					
15					

Excelsior Rugby Football Club

Catherine Muller

From: Alie Ras <alie@live.co.za>
Sent: Monday, 24 April 2023 12:06
To: idp
Subject: [EX] Draft Budget 2023/24 – 2025/26
Attachments: Excelsior Rugby Football Club- Constitution.png; Costing.xlsx; resolutions - excelsior-2.pdf
Importance: High

Dear Municipal Manager

Please find herewith our Appeal to the Draft Budget for 2023/24 for your attention and consideration.

We trust you find the enclosed in order or and hope to hear from you soon.

Kind Regards

Alie Ras
alie@live.co.za

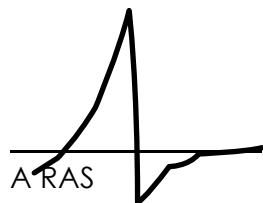
RESOLUTION**MINUTES OF A MEETING OF EXCELSIOR RUGBY FOOTBALL CLUB****hereafter referred to as "the ORGANISATION" HELD AT STELLENBOSCH on 22 April 2023**

IT WAS RESOLVED THAT

1. As per the Special General Meeting held on the 22nd April 2023 and per the majority votes passed by A Ras, A Daniels, H Du Toit, T Adams and Q Locket, It's confirmed and approved that the said positions should be replaced to the following:

Public Relation Officer to be changed to Vice Chairman
 Member of the Forum to be changed to Club Captain.

2. All Additional Members to be removed until such time a need arised.
3. FURTHER THAT Alie Ras is authorised to give effect to this resolution and to sign all necessary documentations on behalf of the organisation.


 A RAS
 CHAIRMAN
Stellenbosch 22/4/23

DATE & PLACE

A Daniels

A DANIELS
 SECRETORY

Stellenbosch 22/4/23

DATE & PLACE

(2) The Treasurer may, with the approval of the Management Committee, open one or more bank accounts into which the funds or surplus funds of the Club may be deposited and from which payments on behalf of the Club may be made.

(3) Withdrawal of funds from any account contemplated in subclause (2), whether by cheque or otherwise, shall only be done on authorisation of the Treasurer and at least one other Official.

(4) The accounts and books of the Club shall be open to inspection by members at all reasonable times during business hours.

(5) The accounts of the Club shall be examined annually and the correctness thereof ascertained by the auditors of the Club in accordance with standard acceptable accounting practice.

COLOURS

19. The Executive Committee shall determine the official dress in which teams representing the club shall play Rugby / individuals representing the Club in Rugby shall participate.

CONDUCT

20. (1) A member of the Club is at all time subject to this Constitution, the rules made in terms of this Constitution, the laws, by-laws, regulations or rules of Western Province Rugby Union and any code of conduct which may be adopted by the Club.

(2) A member of the Club shall at all times conduct himself or herself in such a way that the good name and reputation of the Club may not suffer prejudice as a result of his or her conduct.

SUBCOMMITTEE ON DISCIPLINE

21. (1) The Subcommittee on Discipline shall consist of the Chairperson, the Head Coach and one additional Official who is not the President of the Club.

(2) The Subcommittee on Discipline shall consider any infringement of the Constitution, any of the rules of the Club, any resolutions adopted and rulings made by the Club or its Management or Executive Committee, any contract entered into by the Club, any competition established by the Club, or any laws, by-laws, regulations or rules of Western Province Rugby Union and any code of conduct which may have been adopted by the Club.

(3) If the Subcommittee for Discipline is of the opinion that an infringement is not serious, it may warn the member concerned, not to commit similar infringements in future.

(4) If the Subcommittee for Discipline is of the opinion that an infringement is serious, it may refer the matter to a disciplinary committee and shall inform the member concerned in writing of the exact nature and extent of the charge, as well as the time, date and place for the disciplinary hearing.

DISCIPLINARY COMMITTEE

22. (1) A disciplinary committee, consisting of

(a) at least two impartial club members or at least one person who is experienced in the administration of sports or sports law and who is not a member of the Club; and

IR ^{11/} 

H.A

Excelsior Rugby Budget 2023 / 2024		
	Expense	Budget
Transportation	R 30 000.00	Pre- Season & Leagues
Balls	R 3 000.00	3 Prac / 3 Play
Food & Beverage	R 0.00	Per Home Game
Management Admin	R 7 000.00	Aparrel & Internet
Budget	R 40 000.00	R 40 000.00
Balance		R 0.00

Froggies Aftercare

Catherine Muller

From: Izette Landtscap <izette@landtscap.co.za>
Sent: Monday, 24 April 2023 15:13
To: idp
Cc: Michelle Aalbers; Fiona Kruiwagen; info@fransmanshuijs.co.za
Subject: [EX] Draft 1st Review of the 5th Generation IDP 2022 - 2027 / Draft Budget 2023/24 - 2025/26
Attachments: Froggies Aftercare NPC - AFS 2022.pdf; account of expenditures - april 2023 - final April 2023 (IC).pdf; Grant in Aid 2023-2024 - Narrative feedback report - final April 2023 (IC).pdf; Xerox Scan_24042023133546.PDF; Xerox Scan_24042023133713.PDF

Municipal Manager
 PO Box 17
 Stellenbosch 7599

Draft 1st Review of the 5th Generation IDP 2022 – 2027 or Draft Budget 2023/24 – 2025/26”.

Dear Municipal Manager,

We hope this letter finds you well.

On behalf of Froggies we would like to express our sincerest gratitude for your previous support and generosity towards our aftercare

With your previous grant, we were able to partly fund a much-needed sports program. However, there is still much work to be done, and we are writing to appeal for your continued support. We at Froggies Aftercare would like to express our gratitude for the opportunity to appeal the decision on our unsuccessful application for the Grant in Aid that we recently applied for.

We are appreciative of the feedback that you provided us and have taken note of the areas where we needed to improve and made the necessary changes to ensure that our applications is completed with all the supporting documents.

Please see the following document attached as requested.

1. Froggies aftercare Audited Financial Statements for 2022
2. Full account of expenditures - period September 2022 to April 2023
3. Narrative Feedback Report
4. All invoices and proof of payments

Once again, we express our sincere appreciation for your past support and generosity. We earnestly hope that you will consider our appeal for a grant and join us in our mission to provide opportunities for children to engage in physical activity, develop social skills, improve self-esteem, and enhance academic performance. By doing so, we can help them thrive and reach their full potential.

Kindest Regards,
Izette Carinus

Froggies Aftercare

Froggies Aftercare NPC
(Registration number 2021/759531/08)
Financial statements
for the year ended 31 December 2022

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

General Information

Country of incorporation and domicile	South Africa
Nature of business and principal activities	Kindergarden and related activities
Registered office	Dwars In Die Weg Farm Devon Valley Stellenbosch 7600
Postal address	PO Box 12107 Die Boord Stellenbosch 7613
Auditors	NSi Audit Stellenbosch Incorporated Chartered Accountants (SA) Registered Auditors
Company registration number	2021/759531/08
Tax reference number	9845/923/17/7
Level of assurance	These financial statements have been audited in compliance with the applicable requirements of the Companies Act 71 of 2008.

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Index

The reports and statements set out below comprise the financial statements presented to the directors:

Index	Page
Directors' Responsibilities and Approval	3
Directors' Report	4
Independent Auditor's Report	5 - 6
Statement of Financial Position	7
Statement of Comprehensive Income	8
Statement of Changes in Equity	9
Statement of Cash Flows	10
Accounting Policies	11
Notes to the Financial Statements	12 - 14

The following supplementary information does not form part of the financial statements and is unaudited:

Detailed Income Statement	15
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Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Directors' Responsibilities and Approval

The directors are required by the Companies Act 71 of 2008, to maintain adequate accounting records and are responsible for the content and integrity of the financial statements and related financial information included in this report. It is their responsibility to ensure that the financial statements fairly present the state of affairs of the company as at the end of the financial year and the results of its operations and cash flows for the period then ended, in conformity with the International Financial Reporting Standard for Small and Medium-sized Entities. The external auditors are engaged to express an independent opinion on the financial statements.

The financial statements are prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

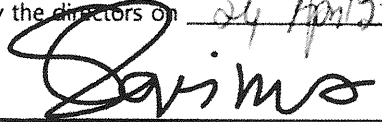
The directors acknowledge that they are ultimately responsible for the system of internal financial control established by the company and place considerable importance on maintaining a strong control environment. To enable the directors to meet these responsibilities, the directors sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the company and all employees are required to maintain the highest ethical standards in ensuring the company's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the company is on identifying, assessing, managing and monitoring all known forms of risk across the company. While operating risk cannot be fully eliminated, the company endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The directors are of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

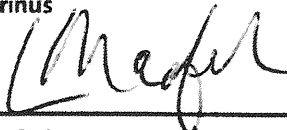
The directors have reviewed the company's cash flow forecast for the year to 31 December 2023 and, in the light of this review and the current financial position, they are satisfied that the company has or has access to adequate resources to continue in operational existence for the foreseeable future.

The external auditors are responsible for independently auditing and reporting on the company's financial statements. The financial statements have been examined by the company's external auditors and their report is presented on page 5.

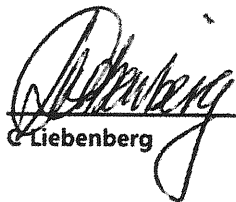
The financial statements set out on pages 7 to 14, which have been prepared on the going concern basis, were approved by the directors on 24 April 2023 and signed.



S Carinus



L Macfarlane



C Liebenberg



Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Directors' Report

The directors have pleasure in submitting their report on the financial statements of Froggies Aftercare NPC for the year ended 31 December 2022.

1. Nature of business

Froggies Aftercare Non Profit Company was incorporated in South Africa with interests in the non-profit industry. The company operates in South Africa.

There have been no material changes to the nature of the company's business from the prior year.

2. Directors

The directors in office at the date of this report are as follows:

Directors

S Carinus

C Liebenberg

L Macfarlane

There have been no changes to the directorate for the period under review.

3. Events after the reporting period

The directors are not aware of any material event which occurred after the reporting date and up to the date of this report.

4. Going concern

The directors believe that the company has adequate financial resources to continue in operation for the foreseeable future and accordingly the financial statements have been prepared on a going concern basis. The directors have satisfied themselves that the company is in a sound financial position and that it has access to sufficient borrowing facilities to meet its foreseeable cash requirements. The directors are not aware of any new material changes that may adversely impact the company. The directors are also not aware of any material non-compliance with statutory or regulatory requirements or of any pending changes to legislation which may affect the company.

5. Auditors

NSI Audit Stellenbosch Incorporated was appointed to perform a voluntary audit.

6. Secretary

The company had no secretary for the year under review.

PO Box 364, Stellenbosch, 7599
Unit 7, Ground Floor, Andmar Building
Corner of Church & Ryneveld Street
Stellenbosch, 7600
Tel: 021 886 7471
Email: jn@nsiauditors.co.za

Independent Auditor's Report

To the directors of Froggies Aftercare NPC

Qualified opinion

We have audited the financial statements of Froggies Aftercare NPC (the company) set out on pages 7 to 14, which comprise the statement of financial position as at 31 December 2022, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effect of the matter described in the basis for qualified opinion section of our report, the financial statements present fairly, in all material respects, the financial position of Froggies Aftercare NPC as at 31 December 2022, and its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act 71 of 2008.

Basis for qualified opinion

As in the case of similar organisations, it is not possible for the organisation to introduce accounting controls over cash collections from donations, fundraising and grants prior to the initial entry of the collections in the accounting records. Accordingly, it was not practical for us to expand our audit procedures further than the actual recorded receipts. Consequently we could not express a opinion on the completeness of income.

We conducted our audit in accordance with International Standards on Auditing. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the financial statements section of our report. We are independent of the company in accordance with the Independent Regulatory Board for Auditors' Code of Professional Conduct for Registered Auditors (IRBA Code) and other independence requirements applicable to performing audits of financial statements in South Africa. We have fulfilled our other ethical responsibilities in accordance with the IRBA Code and in accordance with other ethical requirements applicable to performing audits in South Africa. The IRBA Code is consistent with the corresponding sections of the International Ethics Standards Board for Accountants' International Code of Ethics for Professional Accountants (including International Independence Standards). We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Other information

The directors are responsible for the other information. The other information comprises the information included in the document titled "Froggies Aftercare NPC financial statements for the year ended 31 December 2022", which includes the Directors' Report as required by the Companies Act 71 of 2008 and the Detailed Income Statement, which we obtained prior to the date of this report. The other information does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express an audit opinion or any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed on the other information obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independent Auditor's Report

Responsibilities of the directors for the Financial Statements

The directors are responsible for the preparation and fair presentation of the financial statements in accordance with International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act 71 of 2008, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with International Standards on Auditing will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with International Standards on Auditing, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



NSi Audit Stellenbosch Incorporated

Chartered Accountants (S.A.)

Registered Auditors

Stellenbosch

Date: 24/04/2023

Director: JJ Nel

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Statement of Financial Position as at 31 December 2022

	Note(s)	2022 R	2021 R
Assets			
Current Assets			
Cash and cash equivalents	2	175,736	9,105
Trade and other receivables	3	26,270	-
		202,006	9,105
Total Assets		202,006	9,105
Equity and Liabilities			
Equity			
Retained income		200,350	9,105
Liabilities			
Current Liabilities			
Trade and other payables	4	1,656	-
Total Equity and Liabilities		202,006	9,105

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Statement of Comprehensive Income

	Note(s)	2022 R	2021 R
Revenue	5	410,086	60,700
Operating expenses		(218,811)	(51,595)
Operating profit		191,275	9,105
Finance costs		(30)	-
Profit for the year		191,245	9,105

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Statement of Changes in Equity

	Retained income R	Total equity R
Profit for the year	9,105	9,105
Balance at 01 January 2022	9,105	9,105
Profit for the year	191,245	191,245
Balance at 31 December 2022	200,350	200,350

Note(s)

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Statement of Cash Flows

	Note(s)	2022 R	2021 R
Cash flows from operating activities			
Cash receipts from customers		293,334	60,700
Cash paid to suppliers and employees		(126,673)	(51,595)
Cash generated from operations	8	166,661	9,105
Finance costs		(30)	-
Net cash from operating activities		166,631	9,105
Total cash movement for the year		166,631	9,105
Cash at the beginning of the year		9,105	-
Total cash at end of the year	2	175,736	9,105

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Accounting Policies

1. Basis of preparation and summary of significant accounting policies

The financial statements have been prepared on a going concern basis in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities, and the Companies Act 71 of 2008. The financial statements have been prepared on the historical cost basis, and incorporate the principal accounting policies set out below. They are presented in South African Rands.

These accounting policies are consistent with the previous period.

1.1 Financial instruments

Initial measurement

Financial instruments are initially measured at the transaction price (including transaction costs except in the initial measurement of financial assets and liabilities that are measured at fair value through profit or loss) unless the arrangement constitutes, in effect, a financing transaction in which case it is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial instruments at amortised cost

These include loans, trade receivables and trade payables. Those debt instruments which meet the criteria in section 11.8(b) of the standard, are subsequently measured at amortised cost using the effective interest method. Debt instruments which are classified as current assets or current liabilities are measured at the undiscounted amount of the cash expected to be received or paid, unless the arrangement effectively constitutes a financing transaction.

At each reporting date, the carrying amounts of assets held in this category are reviewed to determine whether there is any objective evidence of impairment. If there is objective evidence, the recoverable amount is estimated and compared with the carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in profit or loss.

Financial instruments at cost

Equity instruments that are not publicly traded and whose fair value cannot otherwise be measured reliably without undue cost or effort are measured at cost less impairment.

1.2 Tax

Tax expenses

The organisation is registered as a non-profit organisation in terms of section 10(1)(nC) of the Income Tax Act Nr 58 of 1962 as amended. No taxation is therefor calculated or provided for.

1.3 Revenue

Revenue is recognised to the extent that donations, fundraising, grants and in kind income are received by the organisation..

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Notes to the Financial Statements

	2022 R	2021 R
2. Cash and cash equivalents		
Cash and cash equivalents consist of:		
Cash on hand	715	-
Bank balances	175,021	9,105
	175,736	9,105
3. Trade and other receivables		
Trade receivables	26,270	-
4. Trade and other payables		
Amounts received in advance	1,400	-
SARS - PAYE Liability	256	-
	1,656	-
5. Revenue		
Donations received	196,515	56,900
Fundraising	68,394	-
Government grants	81,882	-
School fees received	63,295	3,800
	410,086	60,700
6. Taxation		
The organisation is registered as a non-profit organisation in terms of section 10(1)(nC) of the Income Tax Act Nr 58 of 1962 as amended. No taxation is therefor calculated or provided for.		
7. Non-profit Organisation		
Froggies Non Profit Company is registered as a non-profit organisation in terms of the Non-Profit Organisations Act, 1997 under registration number 930076139, with the Department of Social Development.		
8. Cash generated from operations		
Profit before taxation	191,245	9,105
Adjustments for:		
Finance costs	30	-
Changes in working capital:		
Trade and other receivables	(26,270)	-
Trade and other payables	1,656	-
	166,661	9,105

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Notes to the Financial Statements

9. Categories of financial instruments

	Note(s)	Debt instruments at amortised cost	Financial liabilities at amortised cost	Leases	Equity and non financial assets and liabilities	Total
Categories of financial instruments - 2022						
Assets						
Current Assets						
Trade and other receivables	3	26,270	-	-	-	26,270
Cash and cash equivalents	2	175,736	-	-	-	175,736
		202,006	-	-	-	202,006
Total Assets		202,006	-	-	-	202,006
Equity and Liabilities						
Equity						
Equity Attributable to Equity Holders of Parent:						
Accumulated profit		-	-	-	200,350	200,350
Total Equity		-	-	-	200,350	200,350
Liabilities						
Current Liabilities						
Trade and other payables	4	-	3,056	(1,400)	-	1,656
Total Liabilities		-	3,056	(1,400)	-	1,656
Total Equity and Liabilities		-	3,056	(1,400)	200,350	202,006

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Notes to the Financial Statements**9. Categories of financial instruments (continued)**

	Note(s)	Debt instruments at amortised cost	Financial liabilities at amortised cost	Leases	Equity and non financial assets and liabilities	Total
Categories of financial instruments - 2021						
Assets						
Current Assets						
Cash and cash equivalents	2	9,105	-	-	-	9,105
Total Assets		9,105	-	-	-	9,105
Equity and Liabilities						
Equity						
Equity Attributable to Equity Holders of Parent:						
Accumulated profit		-	-	-	9,105	9,105
Total Equity		-	-	-	9,105	9,105
Total Equity and Liabilities		-	-	-	9,105	9,105

Froggies Aftercare NPC

(Registration number: 2021/759531/08)

Financial Statements for the year ended 31 December 2022

Detailed Income Statement

	Note(s)	2022 R	2021 R
Revenue			
Donations received		196,515	56,900
Fundraising		68,394	-
Government grants		81,882	-
School fees received		63,295	3,800
	5	410,086	60,700
Expenses		(218,811)	(51,595)
Operating profit		191,275	9,105
Finance costs		(30)	-
Profit for the year		191,245	9,105
Operating expenses			
Accounting fees		(12,225)	-
Bad debts		(2,900)	-
Bank charges		(1,747)	(842)
Cleaning		(3,591)	-
Discount allowed		(1,900)	-
Employee costs		(162,989)	(46,515)
Entertainment		(10,423)	-
Gifts		(2,437)	-
IT expenses		(5,854)	-
Maintenance		(1,128)	-
Municipal expenses		(984)	-
Protective clothing		(845)	-
Repairs and maintenance		(4,320)	(1,541)
Software expenses		(510)	-
Stationary		(100)	(2,697)
Training		(6,858)	-
		(218,811)	(51,595)

**ACCOUNT ON EXPENDITURE FOR PROCEEDING FUNDING
(01 September 2022 – 25 April 2023)**

NR	DATUM	BESKRYWING	DEBIET	KREDIET	SALDO
1	2022/09/01	Grand in Aid - received		R40 000,00	-R40 000,00
2	2022/09/29	Justin Williams - coaching & facilitation cost	R3 593,70		-R36 406,30
3	2022/09/17	Dynamikos Training Centre	R920,00		-R35 486,30
4	2022/10/28	Justin Williams - coaching & facilitation cost	R2 940,00		-R32 546,30
5	2022/11/05	Eikestad Tuinsentrum / grasmasjien	R4 320,00		-R28 226,30
6	2022/11/26	Kloppers Sport - sporting equipment	R2 274,00		-R25 952,30
7	2022/11/25	Justin Williams - coaching & facilitation cost	R3 920,00		-R22 032,30
8	2022/11/21	Domains.co.za - Froggies website hosting	R1 211,00		-R20 821,30
9	2022/12/15	Justin Williams - coaching & facilitation cost	R3 267,00		-R17 554,30
10	2023/01/27	Justin Williams - coaching & facilitation cost	R1 633,00		-R15 921,30
11	2023/02/27	Justin Williams - coaching & facilitation cost	R3 104,00		-R12 817,30
12	2023/03/07	Afrigas - Gas - feeding scheme during afternoon	R688,75		-R12 128,55
13	2023/03/13	Cycle2 ride - coaching & facilitation cost	R1 400,00		-R10 728,55
14	2023/03/16	Marissa Claasen - coaching and facilitation cost	R800,00		-R9 928,55
15	2023/03/27	Six Steps Studio - coaching and facilitation cost	R3 000,00		-R6 928,55
16	2023/03/27	Justin Williams - coaching & facilitation cost	R3 103,00		-R3 825,55
17	2023/04/21	Six Steps Studio - coaching and facilitation cost	R2 250,00		-R1 575,55
18	2023/04/22	Cycle2 ride - coaching & facilitation cost	R1 400,00		-R175,55

1. Justin Williams - Sport Coaching

September – Invoice 2

Proof of payment (2022/09/29)

October – Invoice 3

Proof of payment (2022/10/28)

November – Invoice 4

Proof of payment (2022/11/25)

December – Invoice 5

Proof of payment (2022/12/15)

January – Invoice 6

Proof of payment (2023/01/27)

February – Invoice 7

Proof of payment (2023/02/27)

March – Invoice 8

Proof of payment (2023/03/27)

2. Dynamikos Training Network

Invoice 2372

Proof of payment (2022/09/22)

3. Eikestad Tuinsentrum

Invoice 132748 – repair of lawn mover

Proof of payment (2022/11/05)

4. Domains.co.za

Invoice DOM 1475931

Proof of payment (2022/21/11)

5. Kloppers Sport

Quotation 271

Proof of payment (2022/11/28)

6. Afrigas

Invoice (QTS1661)

Proof of payment (2023/03/07)

7. Cycle2Ride

March invoice – INV 607

Proof pf payment (2023/03/13)

8. Marissa Claasen

Invoice 001

Proof of payment (2023/03/16)

9. Six Step Studio

March invoice

Proof of payment (2023/03/27)

April invoice

Proof of payment (2023/04/22)

NARRATIVE REPORT ON SPORT AND RECREATIONAL BUDGET PROPOSAL

We applied for funds at the 2022/2023 Grant in Aid Funding for sports, recreation as well as life skills programmes to offer sustainable solutions and long-term opportunities for our rural youth.

Currently we're working with 65 children (Grade 0, 1, 2, 3 and 4), Monday to Friday from 14h00-17h00 at our aftercare at Devon Valley Primary School.

With the funding received, we were able to start with our sports and recreational program by implementing the following:

1.1 Outcome reached so far

Sport Coaching – Facilitator / Justin Williams

To train a local member of the community to be our main sport facilitator and provide him with access to skills development programmes. With limited opportunities due to poverty, lack of infra-structure, local programmes and transport it remains a challenge for our facilitators and youth to reach their full potential.

His role is to host daily sport sessions in age-appropriate groups (5 x groups, 1 x hour each). The sessions consist of rugby, soccer, athletics, cycling, gymnastics, soft ball cricket soon with our new balls purchased from Kloppers Sport.

The program also emphasizes the importance of creating an inclusive and welcoming environment for all children, regardless of their backgrounds or skill levels. Our coach are trained to identify and address any barriers that may prevent children from fully participating in sports activities and to promote social and emotional learning through sports.

Fun and sport days hosted and organized by the facilitators and volunteers

1. Family Fun Sports Day – Parents and children took part as a team in different games to promote teamwork, ensure better communication, respect for each other and a better sense of togetherness.
2. Educational Fun Walk – Fun walk in Devon Valley hosted by Bottelary Conservancy to educate the children about our beautiful valley and we need to conserve it.
3. Rainbow / Spring Picnic – To learn and improve on social skills by playing and taking part in different games. This was also our opportunity to celebrate our 1 year anniversary.

4. Water Fun Day – We received sponsorship of swimming costumes for all the children at the aftercare. We had a fun filled afternoon with a waterslide and talked about the basics of water safety.
5. Mother's Day High Tea – The aim was to treat our mothers, grandmothers or primary caregivers with a beautiful morning filled with performances by our children, listening to a positive, uplifting message by a guest speaker while enjoying tea and snacks.

Sports field

The lawnmower was broken since long before we became involved in Sept 2021. The school is a no-fee school, so they kept saying they don't have money to repair the machine. The grass on the playing field and all around the school was so tall that it was impossible for kids to play there - never mind do sports like soccer, rugby/ cricket. From time to time, they would look for a farmer close by with tractor availability, who would good-heartedly cut the grass "shorter" with a farming implement - but still not to a short-enough length to really facilitate sport and training on the grass. Now the machine is repaired, and the janitor can always ensure that the sports field is manicured and ready for sports training.

Learn to Cycle - Cycle2Ride

C2R (www.cycle2ride.co.za) has a comprehensive program to assist schools in the development of cycling, ranging from coaching qualifications, skills track development to toddler development program.

The cycling program at Froggies not only helps children stay active and healthy, but it also gives them an opportunity to learn valuable life skills. Through cycling, they can develop a sense of responsibility, discipline, and teamwork, while reducing the likelihood of engaging in risky behaviors. Additionally, the program encourages participants to set and achieve goals, which can help build confidence and self-esteem.

The program also strengthens community bonds and brings together people from different backgrounds. It's a positive initiative that improves the lives of young people in the area.

Hip Hop Classes - Six Step Studio (https://www.instagram.com/six_step_studio/?hl=en)

Hip hop and dance classes can be an exciting and empowering way for children to express themselves, improve their physical fitness, and gain valuable life skills. However, not all children have equal access to these opportunities. This is where Six Step Studio (35 Erasmus Smit St, Idas Valley, Stellenbosch) dance classes for our Froggies learners comes in.

The classes are designed to be inclusive and accessible to children of all skill levels. Participants learn a variety of hip hop and dance styles. They also receive instruction on dance terminology, choreography, and musicality.

One of the great things about this program is that it is not just a one-time event. Our learners are encouraged to take part on a weekly base, and continue their dance education, building on the skills they have learned and developing a deeper appreciation for the art form. Hopefully at the end of the year we can have a talent show, giving our learners an opportunity to share their talents with the community.

Marissa Claasen – Educational session (My body and pets)

Education is a crucial aspect of any child's development, especially for children at Froggies aftercare. Teaching children about important topics such as their bodies and pets can be an effective way to empower them with knowledge and help them make informed decisions.

Teaching children about their bodies is essential for their physical and emotional well-being. Children need to understand the basics of anatomy, hygiene, and personal safety to ensure they stay healthy and safe. They also need to learn about boundaries, consent, and respect to develop healthy relationships and protect themselves from harm.

1.2 Evaluation of the project

We take great pride in the success of our programs thus far. Our children have provided us with positive feedback, expressing their love for the time allocated each day to engage in sports. This has become a favorite part of their time at Froggies aftercare.

Moreover, we have observed a significant increase in parent attendance from the first sports and social day we hosted to the most recent one. The parents and the community have expressed their appreciation for what we are doing, and they have been actively motivating their children to attend our aftercare regularly, which has presented a challenge.

As we strive to improve our programs, we are also aware of the need to accommodate older children. We are looking into sustainable ways to do so, despite the limited funds, time, and resources at our disposal.

Please see feedback below from our parents on our Parent- WhatsApp group

+27 79 788 4362 ~.

Good morning 🌹 everyone jinne
ek voel so excited vi ons kinders
n opvoeders se parte vir vidag se
rainbow 🌈 picnic 🤔🤔

08:04

+27 83 368 9039 ~Nita

Ek ook 🙏

08:09

+27 71 871 7849 ~God First

🌹 more almal dit is ek voel dit saam
ons kinnes excited dankie froggies
you ROCK 🎸 dankie aan die staff jule
is die beste 🙌

08:12

+27 79 788 4362 ~.

Thank You
AND GOD
BLESS YOU

17:29

+27 84 458 7376 ~Joleen

Thank You!

18:37

+27 84 064 6423

THANK YOU

21:05

JD Justin FROGGIES



16:16



16:16



16:16



16:16

+27 79 788 4362 ~.

Wow Jle is regtg amazing
onderwysers met ons kinders 🙌🙌
🙏 ek bid net seeninge op Jle pad ❤️

16:19

+27 79 788 4362 ~.

Goeie more aan almal 🙌🙌 dit was
nou Baie ytstekend lieflik amazing
wonderlike dag dankie aan froggies se
personeel Jle is amazing God bless
you 🙌 vi dit wat Jle vir ons kinders
beteken n doen ❤️❤️❤️❤️❤️

11:04

+27 84 458 7376 ~Joleen



11:15

+27 84 458 7376 ~Joleen

Dankie Froggies 🐸 vir n lieflike
oggend 🙌 ons as ouers waardeer dit
baie ❤️🌹❤️

13:12

+27 79 788 4362 ~.

Thank You
AND GOD
BLESS YOU

13:38

+27 71 871 7849 ~God First



Ouers ek wil weereens vir een
en elk baie dankie se namens
froggies personeel en bestuur
span 🙌 die event was suksesvol
omdat ons so wonderlike ouers
het wat ons ondersteun en in ons
glo 🙌 well done to you guys
to 🙌🙌🙌

18:19

Ek sal photos aantier so ek dit kry
mooi en n geseende aand verder

18:20

+27 79 788 4362 ~.

Bje dankie ❤️ aan Jle ook 🙌
mag God Jle veder seen vir Jle goeie
werk 🙌🙌

18:21

+27 84 458 7376 ~Joleen



18:22

2. PICTURES

2.1 DAILY SPORTS CLASSES





2.2 OUR NEWLY CUT LAWN



2.3 FAMILY FUN SPORTS DAY



2.4 EDUCATIONAL - FUN WALK



2.5 RAINBOW SPRING PICNIC



2.6 WATER FUN DAY



2.7 MOTHERS DAY HIGH TEA

FROGGIES PROGRAM 13 AUG – SKOOLSAAL	
07:45 – 08:30	OOPSLUIT EN REGIST VAN ALLES
08:30 – 09:00	REGISTRASIE / VINNIGE KOFFIE & TEE
09:00 – 09:10	VERWELKOMING
09:10 – 09:20	SKRIFLESING
09:20 – 09:25	GEBED - OUER OM TE BID
09:25 – 09:40	OPVOERING ALLE FROGGIE KINDERS
09:40 – 10:00	YSBREKER HOEDKOMPETISIE
10:00 – 10:30	SPEKER MINEKE TOERIEN
10:30 – 11:00	OPVOERING 1 X LIEDJIE GRAAD R & 1 1 X LIEDJIE GRAAD 2 & 3
11:00 – 12:00	TEE EN KOEK WORD BEDIEN FOTOHOEKIE IS OOP NAELSHOEKIE IS OOP VOETEWAS HOEKIE IS OOP
11:50 – 12:00	BEDANKINGS JUSTIN
12:00	VERDAG ALMAL
12:00 – 13:00	SKOONMAAK VAN SAAL
13:00	TOESLUIT



2.8 WOMAN`S DAY – FUN WALK (10km fundraiser)



2.9. CYCLE2RIDE – cycling coaching program



2.10. SIX STEPS STUDIO – HIP HOP coaching program



2.11. INSTAPPIE – THEME (MY BODY, SENSES AND MY PETS)



3. FINANCIAL REPORT ON EXPENDITURE

3.1 Project detail for the date of 01/09/2022 – 25/04/2023

NR	DATUM	BESKRYWING	DEBIET	KREDIET	SALDO
1	2022/09/01	Grand in Aid - received		R40 000,00	-R40 000,00
2	2022/09/29	Justin Williams - coaching & facilitation cost	R3 593,70		-R36 406,30
3	2022/09/17	Dynamikos Training Centre	R920,00		-R35 486,30
4	2022/10/28	Justin Williams - coaching & facilitation cost	R2 940,00		-R32 546,30
5	2022/11/05	Eikestad Tuinsentrum / grasmaasjien	R4 320,00		-R28 226,30
6	2022/11/26	Kloppers Sport - sporting equipment	R2 274,00		-R25 952,30
7	2022/11/25	Justin Williams - coaching & facilitation cost	R3 920,00		-R22 032,30
8	2022/11/21	Domains.co.za - Froggies website hosting	R1 211,00		-R20 821,30
9	2022/12/15	Justin Williams - coaching & facilitation cost	R3 267,00		-R17 554,30
10	2023/01/27	Justin Williams - coaching & facilitation cost	R1 633,00		-R15 921,30
11	2023/02/27	Justin Williams - coaching & facilitation cost	R3 104,00		-R12 817,30
12	2023/03/07	Afrigas - Gas - feeding scheme during afternoon	R688,75		-R12 128,55
13	2023/03/13	Cycle2 ride - coaching & facilitation cost	R1 400,00		-R10 728,55
14	2023/03/16	Marissa Claasen - coaching and facilitation cost	R800,00		-R9 928,55
15	2023/03/27	Six Steps Studio - coaching and facilitation cost	R3 000,00		-R6 928,55
16	2023/03/27	Justin Williams - coaching & facilitation cost	R3 103,00		-R3 825,55
17	2023/04/21	Six Steps Studio - coaching and facilitation cost	R2 250,00		-R1 575,55
18	2023/04/22	Cycle2 ride - coaching & facilitation cost	R1 400,00		-R175,55

4. CONCLUSION

At Froggies we believe that a good sporting and social program at our aftercare can have a significant impact on the children`s overall well-being and development. By providing our children with opportunities to engage in physical activity, develop social skills, improve self-esteem, and also enhance academic performance, we can help them to thrive and reach their full potential.

Our sports and recreation structured program have showed us it has the potential to develop pride and dignity as well as sense of place amongst the Devon Valley community and provide a space in which our children can learn, develop, and grow.



JUSTIN WILLIAMS

SPORT COACH

BILLED TO:

Froggies Aftercare
Devon valley Primary School
Stellenbosch
7613

Invoice No. 02
September 2022

Item	Quantity	Total
September - Sport coaching	1	R 3593.70

Total R3593.70

Thank you!

PAYMENT INFORMATION

Capitec Bank
Account Name: Justin Williams
Account No.: 1456805388

Justin Williams
Weltevrede Kwekery, Devon Valley Road,
Devon Valley, Stellenbosch 7600

4/22/23, 5:55 PM

BaNCS Digital



Payment Confirmation

Date /Time Actioned : 29/09/2022

Transaction ID : 000390968

Payment Details

From Account : Current

Amount : 3,593.70 ZAR

Beneficiary Details

Account number : 1456805388

Name : Justin Williams

Bank : CAPITEC BANK

Branch Code : 470010

Reference : Froggies Dankie

Capitec Bank is an authorised financial services provider (FSP40669) and registered credit provider (NCRCP13) Capitec Bank Limited Reg. No. 1980/003695/06



NUMBER: INV0002372
REFERENCE:
DATE: 15/09/2022
DUE DATE: 17/09/2022
SALES REP:
OVERALL DISCOUNT %: 0.00%
PAGE: 1/1

DYNAMIKOS TRAINING NETWORK (PTY) LTD

FROGGIES AFTERCARE

VAT NO: 4010231233

POSTAL ADDRESS:

PO Box 50
anlamhof, 7532

MAAA0028209

Reg No: 2022/679665/07

PHYSICAL ADDRESS:

Unit 8, Rosenpark Business Park
Bella Rosa Street
Rosenpark, Bellville
7550
Tel: 021 949 2208

CUSTOMER VAT NO:

POSTAL ADDRESS:

PHYSICAL ADDRESS:

Devon Valley Road
Devon Valley
Stellenbosch

7600

Description	Quantity	Unit Price	Net Total	VAT %	Total Price	Inc. Tax
ICC - PAEDIATRIC CPR & BASIC FIRST AID 17 September 2022	2.00	R400.00	0.00%	15.00%	R800.00	R920.00

+ Cash
D

Froggies refund
steggies.
DJustin & Monuntha
attended.

DYNAMIKOS TRAINING NETWORK
ABSA (632005)
Acc No: 4063065213
TERMS: STRICTLY COD
Please use the invoice number as reference when making payment.
info@dynamikos.co.za

Total Discount: R0.00
Total Exclusive: R800.00
Total VAT: R120.00
Sub Total: R920.00

Grand Total: R920.00

BALANCE DUE
R920.00



JUSTIN WILLIAMS

SPORT COACH

BILLED TO:

Froggies Aftercare
Devon valley Primary School
Stellenbosch
7613

Invoice No. 03

October 2022

Item	Quantity	Total
October - Sport coaching	1	R 2940.30
Total		R 2940.30

Thank you!

PAYMENT INFORMATION

Capitec Bank
Account Name: Justin Williams
Account No.: 1456805388

Justin Williams
Weltevrede Kwekery, Devon Valley Road,
Devon Valley, Stellenbosch 7600



Payment Confirmation

Date /Time Actioned : 28/10/2022
Transaction ID : 000107333

Payment Details

From Account : Current
Amount : 2,940.30 ZAR

Beneficiary Details

Account number : 1458905388
Name : Justin Williams
Bank : CAPITEC BANK
Branch Code : 470010
Reference : Froggies Dankie

Capitec Bank is an authorised financial services provider (FSP-58032) and registered credit provider (NCRCP-13) under the National Credit Regulator Act, No. 34 of 2005 (NCA).

⊗ Grassyer invoice



Phone No 021-8833226
 Fax No 086 567 2402
 E-Mail office@eiketuin.co.za
 CompanyTaxNo 4380203077
 CompanyRegistration CK95/006415/23

P.O. BOX 1357
 STELLENBOSCH
 7599

33 DU TOIT STREET
 STELLENBOSCH

Date: 31/10/2022

DEVON VALLEI PRIMERE SKOOL
 POSBUS 4046
 STELLENBOSCH
 7599

STAAT / STATEMENT

ACCOUNT NUMBER DEV029
 Balance Brought Forward 0.00

Date	Description	Order No	Reference	Debit	Credit	Balance
28/10/2022	Invoice		INV132748	4 320.00		4 320.00

DANKIE VIR U ONDERSTEUNING.

TERME: 30 DAE NETTO VIR GOEDGEKEURDE REKENINGE
 RENTE WORD GEHEF OP AGTERSTALLIGE REKENINGE

USE AS REFERENCE NUMBER: Account No: DEV029

Total Due 4 320.00

180 Days	150 Days	120 Days	90 Days	60 Days	30 Days	Current
0.00	0.00	0.00	0.00	0.00	0.00	4 320.00

nk Detail: Nedbank, Account No: 149 8077 161, Branch Code: 198 765

4/22/23, 5:29 PM

BaNCS Digital



Payment Confirmation

Date /Time Actioned : 05/11/2022

Transaction ID : 000190410

Payment Details

From Account : Current

Amount : 4,320.00 ZAR

Beneficiary Details

Account number : 1498077161

Name : Eikestad Tuinsentrum

Bank : NEDBANK LTD.

Branch Code : 198765

Reference : Dev029

Capitec Bank is an authorized financial services provider (FSP46669) and registered credit provider (NC-RCP13) Capitec Bank Limited Reg. No. 1980/003695/06

Kloppers

expert

Reg No: 2003/016031/7 VAT No: 4312102795

7600
Tel: 021 883 2048
Email: stelliers@kloppers.co.za

QUOTATION		271	COPY
DATE	PAGE NO.	SALES PERSON	WKS
24/11/2022	1 of 1		3
CUSTOMER ACC NO.		CUSTOMER VAT NO.	
PHONE NUMBER		ORDER NUMBER	
OUR REFERENCE		YOUR REFERENCE	

INVOICE TO
FROGGIES AFTERCARE

DELIVER TO

Item Code	Item Description	Unit Qty	Unit Price	Discount	Line Total
GIL038-4-B/P	GILBERT NSA NETBALL SZ4 B/P 1/22	3.00	179.00		537.00
MIT012-4	MITRE IMPEL PLUS TRAIN SZ4 05/22	3.00	249.00		747.00
QV128	GB TENNIS BALL 5/22	2.00	49.00		98.00
140BLB-R-135	BLASTERS BRONZE 135G RED 08/21	2.00	119.00		238.00
TB010	WILSON US OPEN RED 3BT	3.00	109.00		327.00
122120305	DUNLOP STAGE 2 ORANGE 3BT	3.00	109.00		327.00

Quotation only valid for 7 days, subject to availability of stock from our suppliers and any exchange rate changes.

SUB-TOTAL	2274.00
VAT INCLUDED	296.56
LESS ROUNDING LOSS	0.00
INVOICE TOTAL	2274.00

4/22/23, 5:28 PM

BaNCS Digital



Payment Confirmation

Date /Time Actioned : 28/11/2022

Transaction ID : 000401138

Payment Details

From Account : Current

Amount : 2,274.00 ZAR

Beneficiary Details

Account number : 4051691935

Name : Klopper Sport Stellenbosch

Bank : ABSA BANK

Branch Code : 632005

Reference : Froggies Q271

Capitec Bank is an authorized financial services provider (FSP46959) and registered credit provider (NC-RCP13) Capitec Bank Limited Reg. No. 1980/003695/05



JUSTIN WILLIAMS

SPORT COACH

BILLED TO:

Froggies Aftercare
Devon valley Primary School
Stellenbosch
7613

Invoice No. 04
November 2022

Item	Quantity	Total
November - Sport coaching	1	R 2920.40

Total R 2920.40

Thank you!

PAYMENT INFORMATION

Capitec Bank
Account Name: Justin Williams
Account No.: 1456805388

Justin Williams
Weltevrede Kwekery, Devon Valley Road,
Devon Valley, Stellenbosch 7600



Payment Confirmation

Date /Time Actioned : 25/11/2022
Transaction ID : 000637841

Payment Details

From Account : Current
Amount : 3,920.40 ZAR

Beneficiary Details

Account number : 1456805368
Name : Justin Williams
Bank : CAPITEC BANK
Branch Code : 470010
Reference : Froggies Dankie

Capitec Bank is an authorised financial services provider (FSP: 5308) and registered credit provider (NCRCP15) Capitec Bank Limited Reg. No. 17601/03/047/03



DiaMatrix CC

First National Bank

Account No: 62389453714

Branch Code: 258624

FNB Bank Teller fee of R40

CK # 2001/064910/23

Vat No : 4070203098

Telephone: 011 640 9700 / 0861 100 698

2nd Floor, Palm Grove | Houghton Estate Office Park

219 Osborn Rd | Houghton Estate

Johannesburg | South Africa | 2192

www.domains.co.za

A Division of DiaMatrix C.C

Tax Invoice #DOM-1475931

Invoice Date: 21/11/2022

Due Date: 01/12/2022

Invoiced To

Suzaan Carinus

Dwars-in-die-Weg Farm

Devon Valley Road

Stellenbosch, Western Cape, 7600

South Africa

Your Account Manager is: : Jacques

Description	Total
WP Basic - froggiesaftercare.co.za (01/12/2022 - 31/12/2022)	R109.00
Install Wordpress: Yes with WooCommerce	
Sub Total	R94.78
15.00% VAT	R14.22
Credit	R0.00
Total	R109.00

Transactions

Transaction Date	Gateway	Transaction ID	Amount
12/12/2022	Bank Transfer	FNB-1763404	R1320.00
		Balance	R-1211.00



Steggies Kleuterskool <suzaan@steggieskleuters.co.za>

Invoice Payment Confirmation

1 message

Tue, Dec 13, 2022 at 5:30 PM

Domains.co.za <billing@domains.co.za>
 Reply-To: "Domains.co.za" <billing@domains.co.za>
 To: Suzaan Carinus <suzaan@steggieskleuters.co.za>

Hi Suzaan Carinus,

Payment Confirmation

This is a payment receipt for Invoice DOM-1475931 sent on 21/11/2022

WP Basic - froggiesaftercare.co.za (01/12/2022 - 31/12/2022) R109.00
 Install Wordpress: Yes with WooCommerce

 Sub Total: R94.78
 15.00% VAT: R14.22
 Credit: R0.00
 Total: R109.00

Amount:	R1320.00
Transaction #:	FNB-1763404
Total Paid:	R1320.00
Remaining Balance:	R-1211.00
Status:	Paid

You may review your invoice history at any time by logging in to your client area.

Note: This email will serve as an official receipt for this payment.

We thank you for your business.

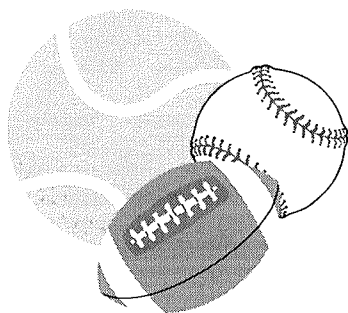
Best regards,
 The Domains.co.za Team

DOMAINS.CO.ZA | WHOIS/REGISTRATION | HOSTING | HOSTED EXM | SITE DESIGN | KIDS LOGO | GAMES LOGO |

www.domains.co.za



Invoice-DOM-1475931.pdf
 116K



JUSTIN WILLIAMS

SPORT COACH

BILLED TO:

Froggies Aftercare
Devon valley Primary School
Stellenbosch
7613

Invoice No. 05
December 2022

Item	Quantity	Total
December - Sport coaching	1	R 3267.00

Total R 3267.00

Thank you!

PAYMENT INFORMATION

Capitec Bank
Account Name: Justin Williams
Account No.: 1456805388

Justin Williams
Weltevrede Kwekery, Devon Valley Road,
Devon Valley, Stellenbosch 7600



Payment Confirmation

Date / Time Actioned : 15/12/2022
Transaction ID : 000319668

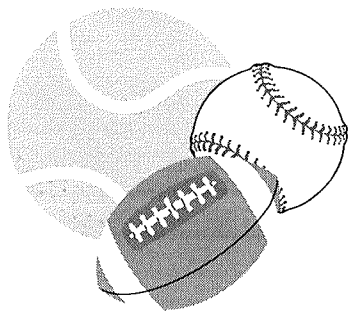
Payment Details

From Account : Current
Amount : 3,267.00 ZAR

Beneficiary Details

Account number : 1456805380
Name : Justin Williams
Bank : CAPITEC BANK
Branch Code : 470010
Reference : Froggles Dankle

Capitec Bank is an authorized financial services provider (FSP) for the purposes of the National Credit Regulator (NCR) Act 34 of 2005. Capitec Bank is a member of the South African Reserve Bank (SARB) and is regulated by the Prudential Supervision and Consumer Protection Division (PCPD) of the SARB.



JUSTIN WILLIAMS

SPORT COACH

BILLED TO:

Froggies Aftercare
Devon valley Primary School
Stellenbosch
7613

Invoice No. 06

January 2023

Item	Quantity	Total
January - Sport coaching	1	R 1633.00

Total R 1633.00

Thank you!

PAYMENT INFORMATION

Capitec Bank
Account Name: Justin Williams
Account No.: 1456805388

Justin Williams
Weltevrede Kwekery, Devon Valley Road,
Devon Valley, Stellenbosch 7600



Payment Confirmation

Date /Time Actioned : 27/01/2023
Transaction ID : 364234

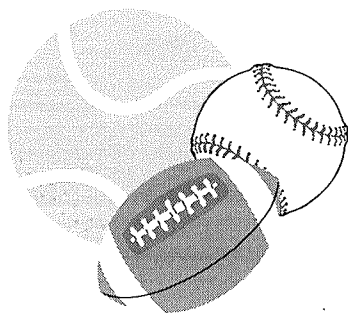
Payment Details

From Account : Current
Amount : 1,633.00 ZAR

Beneficiary Details

Account number : 1456805568
Name : Justin Williams
Bank : CAPITEC BANK
Branch Code : 470010
Reference : Froggies Dankie

Capitec Bank is an authorized financial services provider (FSP) and regulated credit provider (RCP) in terms of the National Credit Regulator Act, 1997 (No. 38 of 1997).



JUSTIN WILLIAMS

SPORT COACH

BILLED TO:

Froggies Aftercare
Devon valley Primary School
Stellenbosch
7613

Invoice No. 07
February 2023

Item	Quantity	Total
February - Sport coaching	1	R 3104.00
Total		R 3104.00

Thank you!

PAYMENT INFORMATION

Capitec Bank
Account Name: Justin Williams
Account No.: 1456805388

Justin Williams
Weltevrede Kwekery, Devon Valley Road,
Devon Valley, Stellenbosch 7600



Payment Confirmation

Date /Time Actioned : 27/02/2023

Transaction ID : 469743

Payment Details

From Account : Current

Amount : 3,104.00 ZAR

Beneficiary Details

Account number : 1456805388

Name : Justin Williams

Bank : CAPITEC BANK

Branch Code : 470010

Reference : Froggles Dankie

11 JACOBS STREET
ELIM
KUILSRIVIER
CAPE TOWN
7580

UPATREE FARMS
119A on R513, Brits Road
De Wildt
Pretoria North
0182
South Africa



BUSINESS ACADEMY

ANNA-MARIE KEMP
083 275 7659
anna.mariek@businessacademy.org.za

Tuesday, 28 February 2023
Froggies Aftercare CHRISLENE SIEGELS
076 082 7835
WC NO ADDRESS.....

Banking Details: Business Academy
Acc No: FNB - ZEVEN WACHT
62 651 060 743
BANK Ref: ECD - CHRISLENE SIEGELS
R200,00

PRO1015

Date:
Name:
Contact no:
Address:
e-mail:

Attendance for the ECD Conference on the 7th of March 2023 in Bellair Western Cape.

We are doing this event in collaboration with Dept of Social Development at the City of Cape Town

INVOICE

Product:	Description	Unit price 1 PIECE	Quantity	TOTAL
ECD Conference	Registration	R200,00	1	R200,00
	ECD - CHRISLENE SIEGELS			
	PLEASE LET ME KNOW IF YOU WANT TO ADD MORE PEOPLE FROM YOUR SCHOOL.			
	EVERYBODY IS WELCOME			
	REGISTRATION CLOSE ON THE 1ST OF MARCH 23			
	PLEASE WHATSAPP PROOF OF PAYMENT TO 083 275 7659			
			TOTAL	R200,00

127. -D.

**Payment Confirmation**

Date /Time Actioned : 02/03/2023 12:00:32 PM
Transaction ID : 000360300

Payment Details

From Account : Current
Account Number : 1050945816
Amount : 200.00 ZAR

Beneficiary Details

Account number : 62551060743
Name : Business Academy
Bank : FIRST RAND BANK
Branch Code : 250655
Reference : ECDChristlene Siege

Capitec Bank is an authorized financial services provider (FSP) and regulated credit provider (CP) under the Financial Regulator Act, 2017 (FRA) and the National Credit Regulator Act, 2005 (NCR).

Quote

Quote From

Afrigas - Stellenbosch
 Afrigas (Pty) Ltd t/a
 8 Stoffel Smit Str, Plankenburg
 Suite 195, Private Bag X4,
 DIE BOORD, 7613



Telephone

(021) 882 8888/7

Fax

(021) 882 8877

E Mail

stellenbosch@afrigas.net

Vat Registration No

4360253639

Invoice Date

Not invoiced yet

Quote Date

07/03/2023

Quote To

COD - CASH ON DELIVERY

Deliver To

COD - CASH ON DELIVERY
 DEVIN VALLEY PRIMARY SCHOOL
 078 168 6190

Account No	Quote Date	Order Number	Representative	Quote Number	Page
COD	07/03/2023	SUZAAN	1 Rep 1	QTS1661	1 of 1

Item Code	Description	Quantity	Unit Price	Disc %	Vat %	Line Total
3634-LE	HANDIGAS CYL 19KG	1.00	598.91	0.00%	15.00%	598.91

⊗ Gas for aftercare
 food.

Banking Details:
 Bank Name: NEDBANK, Account: 1186116641, Branch: 118602

Subtotal (Exclusive)	598.91
Discount	0.00
Vat	89.84
Total	688.75

4/22/23, 5:27 PM

BaNCS Digital



Payment Confirmation

Date /Time Actioned : 13/03/2023

Transaction ID : 000279258

Payment Details

From Account : Current

Amount : 688.75 ZAR

Beneficiary Details

Account number : 1186116641

Name : Afrigas

Bank : NEDBANK LTD.

Branch Code : 198765

Reference : Froggies Aftercare

Capitec Bank is an authorised financial services provider (FSP46969) and registered credit provider (NCRCP13) Capitec Bank Limited Reg. No. 1980/003695/09



TAX INVOICE

Froggies Aftercare
Attention: Christel Liebenberg
Dwars in die Weg Farm
Devon
STELLENBOSCH WESTERN CAPE 7600
SOUTH AFRICA

Invoice Date
7 Mar 2023

Invoice Number
INV-0000000607

Reference
Cycling Coaching

Cycle2Ride(Pty)Ltd
Attention:
info@cycle2ride.co.za
22 Vergesig Road
Eversdal
DURBANVILLE
7550

Description	Quantity	Unit Price	Amount ZAR
Cycling Coaching @ Devon Valley Primary school - Payable in advance - March 2023	1.00	1,400.00	1,400.00
		Subtotal	1,400.00
		TOTAL VAT	0.00
		TOTAL ZAR	1,400.00

Due Date: 8 Mar 2023

Cycle2Ride
Standard Bank
Menlyn Park Branch (012345)
Acc. No: 062831062
Branch No (EFT): 051001

[View and pay online now](#)

Pd. 10/03



Payment Confirmation

Date /Time Actioned : 13/03/2023 12:51:22 PM
Transaction ID : 000279454

Payment Details

From Account : Current
Amount : 1,400.00 ZAR

Beneficiary Details

Account number : 062831062
Name : Cycle2ride
Bank : STANDARD BANK
Branch Code : 051001
Reference : Froggies aftercare

INVOICE

Marissa Claasen

1 Visvanger str
Melkbosstrand
Cape Town
7441

**BILL TO**

Suzaan Carinus
Froggies Aftercare
Devon Valley rd
Stellenbosch
7600

INVOICE #

001

INVOICE DATE

14/03/2023

DESCRIPTION	AMOUNT
Froggies Aftercare - My Liggaam, Troeteldiere en Sintuie instappie	800.00
TOTAL	R800.00

BANK DETAILS

M Claasen
FNB Cheque
Acc nr 6260 359 3692
Branch code 261 550

Thank you

Thank you kindly!

Registration nr 2021/795938/07



Payment Confirmation

Date /Time Actioned : 16/03/2023 08:21:28 PM
Transaction ID : 000486934

Payment Details

From Account : Current
Account Number : 1050945816
Amount : 800.00 ZAR

Beneficiary Details

Account number : 62603593692
Name : Edu theatre instappie
Bank : FIRST RAND BANK
Branch Code : 250655
Reference : Froggies

instappie
Temas: my lyf
Sithule
Treateldipe

INVOICE



Invoice To
Froggies Aftercare
Christelle
Customer Email
suzaan@steggieskleuters.co.za
Customer Phone

Invoice Date
27 March 2023

Item	Description	Rate	Amount
1 x Week	Hip Hop Classes - Wednesdays	750.00	
	GrR - 4 (45 minutes)		
	Gr5 - 7 (45 minutes)		
	1 March 2023		R 750.00
	8 March 2023		R 750.00
	15 March 2023		R 750.00
	22 March 2023		R 750.00

Cash to be put in a clearly marked envelope with dancer's name.

Total	R 3 000.00
--------------	------------

Banking Details:

Nolan Jacobs

Capitec Bank

Branch Code: 470 010

Acc No: 176 701 0255

Savings Account

Payments

Total Due	R 3 000.00
------------------	------------

Please use the dancers name as your reference for EFT payment.

Payment confirmation can be send to sixstepstudios@gmail.com



Payment Confirmation

Date /Time Actioned : 27/03/2023 03:00:36 PM
Transaction ID : 000403851

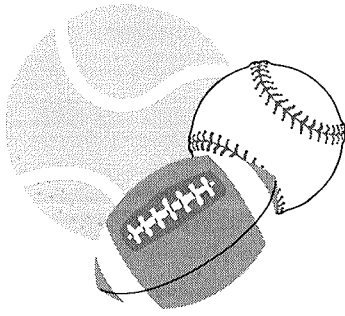
Payment Details

From Account : Current
Amount : 3,000.00 ZAR

Beneficiary Details

Account number : 302264418
Name : Nolan Jacobs Hip Hop school
Bank : STANDARD BANK
Branch Code : 051001
Reference : Froggies

Capitec Bank is an authorised financial services provider (FSP45669) and registered credit provider (NCRCP13) Capitec Bank Limited Reg. No.: 1980/003695/06



JUSTIN WILLIAMS

SPORT COACH

BILLED TO:

Froggies Aftercare
Devon valley Primary School
Stellenbosch
7613

Invoice No. 08
March 2023

Item	Quantity	Total
March - Sport coaching	1	R 3103.65

Total R3103.65

Thank you!

PAYMENT INFORMATION

Capitec Bank
Account Name: Justin Williams
Account No.: 1456805388

Justin Williams
Weltevrede Kwekery, Devon Valley Road,
Devon Valley, Stellenbosch 7600



Payment Confirmation

Date /Time Actioned : 27/03/2023 01:49:59 PM

Transaction ID : 349666

Payment Details

From Account : Current

Amount : 3,103.65 ZAR

Beneficiary Details

Account number : 1456805388

Name : Justin Williams

Bank : CAPITEC BANK

Branch Code : 470010

Reference : Froggies Dankie

Capitec Bank is an authorised financial services provider (FSP46669) and registered credit provider (NCRCP13) Capitec Bank Limited Reg. No.: 1980/003095/05

INVOICE

Invoice To
Froggies Aftercare Christelle
Customer Email
suzaan@steggieskleuters.co.za
Customer Phone

Invoice Date
21 April 2023

Item	Description	Rate	Amount
1 x Week	Hip Hop Classes - Wednesdays	750.00	
	GrR - 4 (45 minutes)		
	Gr5 - 7 (45 minutes)		
	12 April 2023		R 750.00
	19 April 2023		R 750.00
	26 April 2023		R 750.00

Cash to be put in a clearly marked envelope with dancer's name.

Total	R 2 250.00
--------------	------------

Banking Details:

Nolan Jacobs

Capitec Bank

Branch Code: 470 010

Acc No: 176 701 0255

Savings Account

Payments

Total Due	R 2 250.00
------------------	------------

Please use the dancers name as your reference for EFT payment.

Payment confirmation can be send to sixstepstudios@gmail.com

4/22/23, 5:24 PM

BaNCS Digital



Payment Confirmation

Date /Time Actioned : 22/04/2023 05:24:26 PM

Transaction ID : 000239186

Payment Details

From Account : Current

Amount : 2,250.00 ZAR

Beneficiary Details

Account number : 302264418

Name : Nolan Jacobs Hip Hop school

Bank : STANDARD BANK

Branch Code : 051001

Reference : Froggies

Capitec Bank is an authorized financial services provider (FSP49869) and registered credit provider (NCRCP13) Capitec Bank Limited Reg. No. 1980/002695/03

TAX INVOICE

INVOICE NUMBER: INV-0000000618
 REFERENCE: APRIL (HALF MONTH)
 DATE: 18/04/2023
 DUE DATE: 18/04/2023
 PAGE: 1/1

FROM:
 Cycle2Ride

TO:
 Froggies Aftercare

CONTACT: info@cycle2ride.co.za
 COMPANY REG NO: 2019/565006/07

CONTACT:
 Chrissy

PHYSICAL ADDRESS:
 22 Vergesig Road
 Eversdal
 7551

Description	Quantity	Unit Price	Disc %	VAT %	Excl. Total	Incl. Total
210 : Sales - Coaching CYCLING COACHING - 50% OF MONTHLY FEE FOR HALF OF APRIL		R1,400.00	0.00%	0.00%	R1,400.00	R1,400.00

BANKING DETAILS:

Bank Name: STANDARD BANK
 Acc Name: C2R Cycling Development
 Acc Number: 062831062
 Branch Code EFT: 051001
 Branch Name: Menlyn
 Branch Code: 002345

Total Discount: R0.00
 Total Exclusive: R1,400.00
 Total VAT: R0.00
 Sub Total: R1,400.00

Grand Total: R1,400.00

BALANCE DUE



Dear Sir/Madam

Please take note of payment made to your account.

The payment details are as follows:

Notification number	000115315
Payment date	24/04/2023

Payment details

Payment From	Current
Beneficiary name	Cycle2ride
Bank Name	Standard Bank
Account number	****1062
Branch	051001
Payment type	EFT
Amount	1,400.00
Payment Reference	Froggies aftercare

IMPORTANT NOTES:

Immediate payments to non-Capitec banking clients and regular payments made to Capitec clients will reflect in the beneficiaries account immediately.

Regular payments made to non-Capitec banking clients BEFORE 02:00 PM Monday to Friday, or BEFORE 09:00 AM on a Saturday should reflect in the beneficiary account the following business(work) day.

This is a notification that we received instruction to effect a payment and not a representation of any kind or guarantee that the amount has in fact been transferred or shall be available in the account. The processing of the payment may be delayed, which may impact on the timing of the availability of the funds.

Online Banking Services

Glen Eagles Soccer Club

Catherine Muller

From: Waldo Christians <waldochr@gmail.com>
Sent: Tuesday, 25 April 2023 12:56
To: idp; Michelle Aalbers; Fiona Kruywagen
Subject: [EX] Re: Outstanding Grant application documents (Stellenbosch Municipality)
Attachments: GIA exco members.docx; Grant Expenditure 2020.pdf; Grant Expenditure 2021.pdf; GEFinancialRequirementsPerProjectRevenueBudgetNov2022.pdf

My Apologies

I missed the attachedments.

On Tuesday, April 25, 2023, Waldo Christians <waldochr@gmail.com> wrote:

Dear Manager

Please see attached outstanding documents from Glen Eagles Soccer Club regarding their respective Grant in aid 2023/24 application.

Warm regards

Waldo Christians

**TO: THE MANAGER: COMMUNITY DEVELOPMENT
STELLENBOSCH MUNICIPALITY
STELLENBOSCH
7600**

21 April 2023

SUBJECT: List of Executive members for GRANT IN AID 2023/24 APPLICATION

Dear Sir/Madam

We trust your doing good.

Please find a completed list of all of our current executive members. All positions that is vacant will be filled at the following Elective Annual General Congress of the club.

1. Chairman : Peter Smith
2. Vice Chairman & Treasurer : Richard Poole
3. Secretary : Vacant (Mr Quinton Linders passed on in December 2022)
4. Vice Secretary & Assistant coach : Waldo Christians
5. Vice Treasurer : Nolan Williams
6. Junior Convenor : Yazied Williams
7. Women's Convenor : Ilze Jones
8. Referees Convenor : Abraham September
9. Head coach : Jacobus Deyssel
10. Functions Convenor : Fabian Brandt
11. Phisio : Isak Abrahams
12. Assistant Junior convenor : Ivan Christians

As per our constitution we have 13 positions for executive members, but some of our current members has multiple roles in the club.

Yours in Football Development & Transformation

KIND REGARDS

Waldo Christians - Assistant Secretary

GLEN EAGLES FINANCIAL PROGRESS REPORT - STELLENBOSCH MUNICIPALITY

Date of report Nov-20

Period Reported November 2019 to November 2020

Opening balance (of Grant)	R	10 832.50
Amounts received during period of report	R	40 000.00
Total amount used during period	R	20 245.00
Balance 30/11/2020	R	30 587.50

Budget Line item	Amount Approved	Amount used in this period	Total spent to date of report	Remaining Balance
Stellenbosch Municipality:				
Grant-in-Aid balance b/f	R 10 832.50			
Grant-in-Aid	R 40 000.00	R 20 245.00	R 20 245.00	R 30 587.50
GRAND TOTAL	R 50 832.50	R 20 245.00	R 20 245.00	R 30 587.50
Grant-In-Aid: Stellenbosch Municipality				
Stellenbosch LFA	Affiliation fee 2019	R 750.00	R 750.00	R 50 082.50
Cloetesville Sports Board	Affiliation fee 2019	R 500.00	R 500.00	R 49 582.50
Kenpark United	Rising Stars tournament entry fee (U23)	R 1 500.00	R 1 500.00	R 48 082.50
L Amerika Transport	Transport Costs - teams	R 1 600.00	R 1 600.00	R 46 482.50
BP Transport	Transport Costs - teams	R 1 600.00	R 1 600.00	R 44 882.50
Stellenbosch LFA	Affiliation fee 2020 & other fees	R 4 595.00	R 4 595.00	R 40 287.50
Cloetesville Sports Board	Affiliation fee 2020	R 500.00	R 500.00	R 39 787.50
SAFA Cape Winelands	SAB league entry fee 2019/20	R 6 000.00	R 6 000.00	R 33 787.50
J Deysel	Match fees - SAB league referees	R 1 200.00	R 1 200.00	R 32 587.50
J Deysel	Transport Costs - teams	R 400.00	R 400.00	R 32 187.50
A E Williams	Match fees - SAB league referees	R 1 600.00	R 1 600.00	R 30 587.50
Subtotal		R 20 245.00	R 20 245.00	R 30 587.50

Grant received on 6/8/2018 (R40000)

Grant received on 20/7/2020 (R40000)

See attached proof of payment

See attached proof of payment

See attached proof of payment

See attached proof of payment

See attached proof of payment

See attached proof of payment

See attached proof of payment

See attached proof of payment

See attached proof of payment

See attached proof of payment

See attached proof of payment

See attached proof of payment

Paid 9/3/2019

paid 5/4/2019

Paid 17/5/2019

Paid 28/10/2019

Paid 9/11/2019

Paid 12/8/2020

Paid 12/8/2020

Paid 12/8/2020

Paid 14/10/2020 (R1600)

Paid 14/10/2020 (R1600)

Paid 14/10/2020

PLEASE NOTE: Proof of the above expenditure were already provided to Stellenbosch Municipality in our application for the 2021 grant

GLEN EAGLES FINANCIAL NARRATIVE / PROGRESS REPORT - STELLENBOSCH MUNICIPALITY

Date of report	Jan-22	Period Reported	December 2020 to December 2021
Opening balance (of Grant) - 1/12/2020	R	30 587.50	Received on 20 July 2020 (R40 000)
Amounts received during period of report	R	24 144.00	Received on 6 August 2021
Total amount used during period	R	55 241.52	See expenditure details below
Balance 31/12/2021 (negative)	R	-510.02	

Budget Line item		Amount Approved	Amount used in this period	Total spent to date of report	Remaining Balance	REMARKS				
Stellenbosch Municipality:										
Grant-in-Aid balance b/f	R	30 587.50		-	R	30 587.50	Grant received on 20/7/2020 (R40 000)			
Grant-in-Aid	R	24 144.00	R	55 241.52	R	-510.02	Grant received on 6/8/2021 (R24 144)			
GRAND TOTAL	R	54 731.50	R	55 241.52	R	-510.02				
Grant-In-Aid: Stellenbosch Municipality										
PAID TO/RECIPIENT	EXPENSE DESCRIPTION		INVOICE AMOUNT			INVOICE & PROOF OF PAYMENT VERIFICATION		DATE PAID		
Sportsmans Warehouse	Soccer balls (x10)		R	1 999.00	R	1 999.00	R	52 732.50	Invoice already submitted to Municipality	Paid 1/12/2020
Q Linders	Transport costs - meetings		R	150.00	R	150.00	R	52 582.50	Invoice already submitted to Municipality	Paid 7/12/2020
Cash payment (W Christians/A Manuel/G Wanza)	Transport costs - teams		R	400.00	R	400.00	R	52 182.50	Invoice already submitted to Municipality	Paid 15/12/2020
Cash payment (Julian September)	Match fees - MRL referee (vs City Killers)		R	400.00	R	400.00	R	51 782.50	Invoice already submitted to Municipality	Paid 27/3/2021
Langstraat Motors (W Christians)	Transport costs - teams (MRL vs De Novo)		R	400.00	R	400.00	R	51 382.50	Invoice already submitted to Municipality	Paid 17/4/2021
Langstraat Motors (Ilze Jones)	Transport costs - meetings		R	150.00	R	150.00	R	51 232.50	Invoice already submitted to Municipality	Paid 17/4/2021
Cash payment (Julian September)	Match fees - MRL referee (vs Malaga)		R	400.00	R	400.00	R	50 832.50	Invoice already submitted to Municipality	Paid 24/4/2021
Game Stellenbosch	Soccer balls (x10)		R	690.00	R	690.00	R	50 142.50	Invoice already submitted to Municipality	Paid 26/4/2021
Sportsmans Warehouse	Soccer balls (x3)		R	830.30	R	830.30	R	49 312.20	Invoice already submitted to Municipality	Paid 26/4/2021
SAFA Cape Winelands	MRL league entry fee 2020/21		R	6 000.00	R	6 000.00	R	43 312.20	Invoice already submitted to Municipality	Paid 28/4/2021
Langstraat Motors	Transport costs - teams (MRL vs Paarl United)		R	800.00	R	800.00	R	42 512.20	Invoice already submitted to Municipality	Paid 2/5/2021
Mr Price Sport	Soccer socks (x21)		R	1 440.20	R	1 440.20	R	41 072.00	Invoice already submitted to Municipality	Paid 2/5/2021
Ilze Jones Transport	Transport costs - teams (WRL vs Norsa)		R	850.00	R	850.00	R	40 222.00	Invoice already submitted to Municipality	Paid 11/5/2021
L Amerika Transport	Transport costs - teams (MRL vs Glenview Aces)		R	1 650.00	R	1 650.00	R	38 572.00	Invoice already submitted to Municipality	Paid 14/5/2021
Langstraat Motors (W Christians)	Transport costs - teams (MRL vs Glenview Aces)		R	440.00	R	440.00	R	38 132.00	Invoice already submitted to Municipality	Paid 15/5/2021
Langstraat Motors	Transport costs - teams (MRL vs City Killers)		R	800.00	R	800.00	R	37 332.00	Invoice already submitted to Municipality	Paid 22/5/2021
Cash payment	Match fees - MRL referee (vs Glenview Aces)		R	400.00	R	400.00	R	36 932.00	Invoice already submitted to Municipality	Paid 8/5/2021
Cash payment	Match fees - MRL referee (vs De Novo)		R	400.00	R	400.00	R	36 532.00	Invoice already submitted to Municipality	Paid 8/8/2021
Sportsmans Warehouse	Soccer balls (x10)		R	2 299.00	R	2 299.00	R	34 233.00	Invoice already submitted to Municipality	Paid 11/8/2021
GG Loggenberg Transport	Transport costs - teams (WRL vs Real Stars 22/8)		R	1 700.00	R	1 700.00	R	32 533.00	Invoice already submitted to Municipality	Paid 21/8/2021
Cash payment	Match fees - MRL referee (vs Maties)		R	400.00	R	400.00	R	32 133.00	Invoice already submitted to Municipality	Paid 21/8/2021
Cash payment	Match fees - MRL referee (vs Paarl United)		R	400.00	R	400.00	R	31 733.00	Invoice already submitted to Municipality	Paid 28/8/2021
GG Loggenberg Transport	Transport costs - teams (WRL vs Sporting Stars 12/9)		R	1 700.00	R	1 700.00	R	30 033.00	Invoice already submitted to Municipality	Paid 17/9/2021
RE Lambrechts (Gansbaai Lodge & Backpackers)	Accommodation (WRL team, Western Cape play-offs, 9-10/10)		R	12 000.00	R	12 000.00	R	18 033.00	Invoice already submitted to Municipality	Paid 30/9/2021
Fairfield Meat Centre	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	1 251.10	R	1 251.10	R	16 781.90	Invoice already submitted to Municipality	Paid 6/10/2021
Pick n Pay	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	916.57	R	916.57	R	15 865.33	Invoice already submitted to Municipality	Paid 6/10/2021
Merriman BP Services	Transport costs - other (Collect WRL players in Paarl 8/10)		R	200.00	R	200.00	R	15 665.33	Invoice already submitted to Municipality	Paid 8/10/2021
Cape Aqua	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	280.00	R	280.00	R	15 385.33	Invoice already submitted to Municipality	Paid 8/10/2021
Food Lovers Market	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	774.05	R	774.05	R	14 611.28	Invoice already submitted to Municipality	Paid 8/10/2021
Sumthing Meaty	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	113.66	R	113.66	R	14 497.62	Invoice already submitted to Municipality	Paid 8/10/2021
Tennantville Supermaket	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	165.00	R	165.00	R	14 332.62	Invoice already submitted to Municipality	Paid 8/10/2021
Gansbaai Superspar (Cash payment)	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	240.50	R	240.50	R	14 092.12	Invoice already submitted to Municipality	Paid 8/10/2021
Gansbaai Superspar	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	551.44	R	551.44	R	13 540.68	Invoice already submitted to Municipality	Paid 9/10/2021
Cash payment	Match fees (WRL team, Western Cape play-offs, 9-10/10)		R	1 000.00	R	1 000.00	R	12 540.68	Invoice already submitted to Municipality	Paid 9/10/2021
Gansbaai Superspar (Cash payment)	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	150.30	R	150.30	R	12 390.38	Invoice already submitted to Municipality	Paid 9/10/2021
Ocean Creek Spur Hermanus	Catering (WRL team, Western Cape play-offs, 9-10/10)		R	4 350.00	R	4 350.00	R	8 040.38	Invoice already submitted to Municipality	Paid 10/10/2021
BP Wine Route	Transport costs - other (Take WRL players back to Paarl 8/10)		R	200.00	R	200.00	R	7 840.38	Invoice already submitted to Municipality	Paid 10/10/2021
Busby B Transport	Transport costs - teams (Promo vs Orlean Gunners 9/10)		R	450.00	R	450.00	R	7 390.38	Invoice already submitted to Municipality	Paid 9/10/2021
Renay S Luther (Persuasive Arts)	Printing club logo on sponsored T-shirts (WRL team)		R	650.00	R	650.00	R	6 740.38	Invoice already submitted to Municipality	Paid 9/10/2021
SAFA Cape Town	CAF C-License training course - I Jones		R	2 500.00	R	2 500.00	R	4 240.38	Invoice already submitted to Municipality	Paid 12/10/2021
L Amerika Transport	Transport costs - teams (MRL, Nedbank Cup, Zweletemba, 30/10)		R	1 650.00	R	1 650.00	R	2 590.38	Invoice already submitted to Municipality	Paid 3/11/2021
Sportsmans Warehouse	Soccer balls (x6)		R	1 500.40	R	1 500.40	R	1 089.98	Invoice already submitted to Municipality	Paid 10/11/2021
Cash payment	Match fees - MRL referee (vs City XI Stars 14/11)		R	400.00	R	400.00	R	689.98	Invoice already submitted to Municipality	Paid 14/11/2021
Cash payment	Match fees - MRL referee (vs Battalions 27/11)		R	400.00	R	400.00	R	289.98	Invoice already submitted to Municipality	Paid 27/11/2021
L Amerika Transport	Transport costs - teams (MRL vs Paarl United 3/12)		R	800.00	R	800.00	R	-510.02	Invoice already submitted to Municipality	Paid 3/12/2021
Subtotal			R	55 241.52	R	55 241.52	R	-510.02		

PLEASE NOTE: Proof of the above expenditure were already provided to Stellenbosch Municipality in our application for the 2023 grant

Please note (in above expense descriptions):

1. MRL or SAB = SAFA Cape Winelands Mens Regional League
2. WRL or ABSA = SAFA Cape Winelands Women's Regional League
3. Promo = Stellenbosch LFA Promotional League
4. Nedbank = SAFA/PSL Nedbank Cup play-offs
5. SASOL = SAFA Western Cape provincial Women's League 2022/23 (funding not applied as yet)
6. YOUTH = Stellenbosch LFA Youth League 2022/23 (funding not applied as yet)

IMPORTANT INFO:

***** The CLUB DID NOT RECEIVE ANY GRANTS FROM THE STELLENBOSCH MUNICIPALITY IN 2022 OR 2023

GLEN EAGLES SOCCER CLUB**B U D G E T 2023/24 SEASON****S U M M A R Y I N C O M E :**

Regional Men's league (MRL)	R 0 SAFA Cape Winelands
Nedbank Cup (MRL)	R 0 SAFA National
PROVINCIAL Women's League (SASOL)	R 30 000 SAFA National league transport subsidy
Regional Women's League (RWL)	R 0 SAFA Cape Winelands
Promotional league (PROMO - MEN)	R 0 Stellenbosch LFA
Youth leagues (Winter season U11, U13, U15, U17)	R 0 Stellenbosch LFA
Other sources of income (tentative)	
Stellenbosch Municipality	R 40 000 Tentative
SAFA Cape Winelands (prize monies)	R 10 000 Tentative
Sponsorships and donations	R 2 000 Tentative
Stellenbosch Accademy of Sport (SAS)	R 30 000 Tentative - Players promoted to PSL team
Fundraising events (Kareoke, Burger nights, etc)	R 20 000 Organized by supporters club (recently established)
Other contributions (executive members/fans)	R 5 000 Tentative
Lotto funding	R 30 000 Tentative

Nett Total: **R 167 000****Shortfall** **R -212 750**

Stellenbosch Civil Advocacy Network

Catherine Muller

From: Stellenbosch Civil Advocay Network SCAN <stelciviladvocacynetwork@gmail.com>
Sent: Wednesday, 12 April 2023 15:57
To: idp
Subject: [EX] Draft Budget 2023/24 – 2025/26
Attachments: SCAN Financial report_FY22_Corrected.pdf; SCAN Financial report_FY22_error.pdf

To Whom It May Concern

I would like to appeal and request a review of the Grant in Aid funding recommendation for the Stellenbosch Civil Advocacy Network.

As per Appendix 1 MTREF 2023 - 2024, page 106, Social Development, Nr 6, Grant in Aid funding was NOT RECOMMENDED to SCAN reason given " AFS for incorrect reporting period".

I can confirm that it was a typing error on that one line which read "SCAN FINANCIAL SUMMARY - 1 Apr 2020 - 31 Mar 2021. I've encircled the error on the attached document with the word "error" in the file name. However the financial information was for the correct period as indicated on the top heading of the report which was correct.

I also attach the Corrected Financial Summary with the corrected date but same financial information for the period.

I trust that you will find this in order.

Warm regards

SCAN Management Committee

Marli Goussard (Chair) | Portia Jansen (Secretary) | Daniel Thomae (Treasurer) | Hanli Brink | Lynette Rademeyer-Bosman | Mawethu Nyakatya | Paul Roviss Khambule | Rirhandzu Marivate

www.scan-network.org.za

[2023 SCAN Membership Registration](#)

[Unsubscribe](#)



Financial report 1 April 2021 – 31 March 2022

SCAN FINANCIAL SUMMARY - 1 Apr 2020 - 31 Mar 2021					
BizStart Account 9147661075			Money Market 9135953494		
BALANCES					
01-Apr-21			01-Apr-21		
R14 839,22			R154 045,11		
31-Mar-22			31-Mar-22		
R2 432,69			R153 557,06		
TRANSACTION HISTORY					
01 Apr 2021 - 31 Mar 2022	Bank Charges	R (1 702,15)	01 Apr 2021 - 31 Mar 2022	Interest	R 6 511,95
	Social Enterprise Academy	R (15 000,00)			
	Website	R (31 100,00)			
	SCAN OPERATING EXPENSES (Including AGM)	R (21 865,26)		Transfer to Bizz account for AGM	R (7 000,00)
Total Expenses		R (76 667,41)			
	Income Membership + interest	R 11 213,03			
	Transfer from money market	R 7 000,00			
	Donations	R 42 500,00			
	Website Refund	R 5 250,00			
Total Income		R 72 474,98			

Notes:

Stellenbosch Civil Advocacy Network (SCAN) had a total collective income of **R 72 474, 98** and expenses adding up to **R 83 667,41**. While two of the detailed expense items indicated above, namely the Website and the Social Enterprise Academy was once off events and services contracted it still adds up to SCAN's expenses exceeding the income.

Up till now SCAN did not make any effort to raise additional funds, I would recommend that this would be reconsidered in the future, due to the role the organization started to play in the greater Stellenbosch Municipal area.

Ruben Scheepers
SCAN interim Treasurer

29/11/2022

Marli Goussard
SCAN Chair



Financial report 1 April 2021 – 31 March 2022

SCAN FINANCIAL SUMMARY - 1 Apr 2021 - 31 Mar 2022					
BizStart Account 9147661075			Money Market 9135953494		
BALANCES					
01-Apr-21			01-Apr-21		
R14 839,22			R157 428,52		
31-Mar-22			31-Mar-22		
R2 432,69			R163 894,05		
TRANSACTION HISTORY					
01 Apr 2021 - 31 Mar 2022	Bank Charges	R (1 702,15)	01 Apr 2021 - 31 Mar 2022	Interest	R 6 511,95
	Social Enterprise Academy	R(15 000,00)			
	Website	R(31 100,00)			
	SCAN OPERATING EXPENSES (Including AGM)	R (28 865,26)		Transfer to Bizz account for AGM	R (7 000,00)
Total Expenses		R (83 667,41)			
	Income Membership + interest	R 11 213,03			
	Transfer from money market	R 7 000,00			
	Donations	R 42 500,00			
	Website Refund	R 5 250,00			
Total Income		R 72 474,98			

Notes:

Stellenbosch Civil Advocacy Network (SCAN) had a total collective income of **R 72 474, 98** and expenses adding up to **R 83 667,41**. While two of the detailed expense items indicated above, namely the Website and the Social Enterprise Academy were once off events and services contracted it still adds up to SCAN's expenses exceeding the income.

Up till now SCAN did not make any effort to raise additional funds, I would recommend that this would be reconsidered in the future, due to the role the organization started to play in the greater Stellenbosch Municipal area.

Ruben Scheepers
SCAN interim Treasurer

12/04/2023

Marli Goussard
SCAN Chair

Stellumthombo NPC

Catherine Muller

From: Lionel Hutton <lionel@stellumthombo.co.za>
Sent: Tuesday, 25 April 2023 15:40
To: idp
Subject: [EX] Comments: Draft 1st Review of the 5th Generation IDP 2022 – 2027 or Draft Budget 2023/24 – 2025/26"
Attachments: Stellumthombo GIA Funding report November 2022.docx

TO WHOM IT CONCERN

Regarding the comment on Stellumthombo NPC (no. 81): "21-21 Fin Year donation feedback not received".

This was submitted alongside our other forms with financial proof of expenditure and budget for 2023. I have attached a digital copy of the form that was submitted. See timestamp on document as it is in Word format.

Weybrand Aucamp's signature would stand next Stellumthombo NPC in the book he signed upon handing in all the required documents.

Can you please provide feedback on whether you can find the Financial donation feedback document among our other documents submitted?

Kind regards
Lionel Hutton

Chief Executive/Bestuurshoof
083 440 2928
lionel@stellumthombo.co.za



Stellumthobo is a Non-Profit Company (NPC Reg: 2016/064326/08), a Non-Governmental Organisation (NGO Reg: 167/179) registered with the South African Department of Social Development, and a Public Benefit Organisation (PBO Reg: 930053599) registered with SARS and permitted to issue 18A tax certificates.

Feedback on GIA Funding

(This report is a continuing of our funding report delivered on 28 April 2022 by Rene Momberg)

Making apparatus for use in ECD classrooms

Thanks to the Stellenbosch Municipality Grant In Aid Funding (GIA) we were able to provide each of our partner schools with a crate full of tools they need to make apparatus for their classroom. Most of our school often are not able to afford these tools and therefore can not make apparatus.

Some of these tools included glue, stickers, suckers, scissors, craft paint, paint brushes and much more. Every school nominated a facilitator to represent them at our course. Over two days we spent time teaching them how to safely use the craft tools and made many wonderful apparatus for their classrooms. It was so great to see how creative the facilitators are, we look forward to see all the apparatus they are going to design and make for their schools.

14 Educators attended this workshop that ran over two days.

Educators that was not able to attend will receive their craft boxes with an instructional video on how to make all the different apparatus.

Through this apparatus workshop 18 ECDs are empowered to make learning playbased for the 900 children in their care.

Literacy

We run a literacy support programs in Cloeteville primary as well as AITSA! aftercare centre in Kylemore. Weekly visits to Cloeteville is needed to run this programme effectively. We have 42 Grade One and 40 Grade R learners that is supported through this program on a weekly basis.

The Little Stars early literacy programme is done by trained facilitators at participating ECD centres. We visit these centres to observe these sessions and to guide facilitators where needed.

Stellumthombo staff, therefore, incur traveling expenses to run the program. The costs are reclaimed from the company by tracking the distances traveled and putting in a request for payment. These are reflected on the bank statements as "vervoer eis".

Attached please find all necessary supporting financial documents, photos and attendance registers.

Regards

Arina Scheepers
Head of Education

Unakho Day Care Center

Catherine Muller

From: Cynthia Memani <unakhodaycare@gmail.com>
Sent: Friday, 14 April 2023 15:26
To: idp; Michelle Aalbers
Subject: [EX] Fwd: Draft budget 2023-2024/2025/26
Attachments: Letter of Appeal Unakho Day Care.pdf; Annual Financial Statements.pdf; NPO Unakho.pdf; Unakho DCC.pdf

Kindly receive Unakho day care center for children living with disabilities outstanding documents

Letter of appeal

AFS

NPO

Mental health license certificate

Thank you
Yours sincerely
Unakho principal
Cynthia Memani

----- Forwarded message -----

From: Sibongile Sunny Memani <smemani2011178@gmail.com>
Date: Thu, 13 Apr 2023, 20:44
Subject:
To: <unakhodaycare@gmail.com>

LETTER OF APPEAL FOR FINANCIAL STATEMENTS SUBMISSION

MUNICIPAL MANAGER
PO BOX 12
STELLENBOSCH
7599

Dear Madam/ Sir

This letter serves to request an appeal for late submissions of documents of our day care. Unakho Day Care Centre would like to submit the financial statements that were requested and have been delayed for submission due to auditors taking time with them.

We would like to inform you that Unakho Day Care is not registered as an ECD but with the Department of Health.

The following documents are attached to this mail:

- NPO Certificate
- Financial Statements
- Licensed Certificate from Health Department

We would like to apologize for the late submission and inconvenience, and looking forward to your response and thank you for considering this letter.

Sincerely,
Principal of Unakho Day Care Centre
Cynthia



CERTIFICATE OF REGISTRATION OF NONPROFIT ORGANIZATION

In terms of the Nonprofit Organisation Act, 1997, I am satisfied that

Unakho Day Care Centre For Differently Disabled Children

(name of the organisation)

meets the requirements for registration.

The organisation's name was entered into the register on **10 August 2013**
(date)

Registration number **125-312 NPO**

Director's signature

[Handwritten signature]

Department of Social



Development

EK SERTIFISEER DA HIERDIE DOKUMENT IN WARE AFKOPIE (AFSKRIF) IS.
OORSPRONKLIKE DOKUMENT WAT MYN MYN WAARNEMING KONSELS IS. E
SERTIFISEER VERHOOR DAT VOIGENDE MY WAARNEMINGS DANK NIE IN WISIGING
OPVEPANTERING OF DIE OORSPRONKLIKE DOKUMENT AANGEBRING IS NIE.
I CERTIFY THAT THIS DOCUMENT IS A TRUE REPRODUCTION (COPY) OF THE
ORIGINAL DOCUMENT. I WAS HANDED TO ME FOR AUTHENTICATION. I
FURTHER CERTIFY THAT I HAVE NO OBSERVATIONS AN AMENDMENT OR A
CHANGE WAS NOT MADE TO THE ORIGINAL DOCUMENT.

.....
MAGSNUMMER
FORCE NUMBER
NAME IN PRINT



UNAKHO DAY CARE FOR THE DISABLED

(Registration Number NPO 125-312)

**Annual Financial Statements
for the year ended 31 March 2022**

UNAKHO DAY CARE FOR THE DISABLED

(Registration Number NPO 125-312)

Annual Financial Statements for the year ended 31 March 2022

Index

The reports and statements set out below comprise the annual financial statements presented to the shareholder:

General Information	1
Report of the Accounting Officer	2
Directors' Responsibilities and Approval	3
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Statement of Financial Position	5
Statement of Comprehensive Income	6
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Accounting Policies	8
Notes to the Financial Statements	9
Supplementary information: Detailed Income Statement	10

UNAKHO DAY CARE FOR THE DISABLED

Page 868

(Registration Number NPO 125-312)

Annual Financial Statements for the year ended 31 March 2022

General Information

Country of Incorporation and Domicile

South Africa

Nature of business and principal activities

That the organisation is a Day care centre for children with intellectually disability.

Business Address

24 Sesixhene Road
Coastland
Kyamandi
Stellenbosch
7600

Accounting Officers

JMA Enterprise (Pty) Ltd
29 Vultee Crescent
Tuscany Glen
Blue Downs
7100



JMA Enterprise Pty Ltd

Our Vision | Your Solution

Report of the Accounting Officer

To the Management of UNAKHO DAY CARE FOR THE DISABLED

We have performed the duties of accounting officer to UNAKHO DAY CARE FOR THE DISABLED for the year ended 31 March 2022 as required by Section 62 of the Close Corporations Act, 1984. The annual financial statements set out on pages 5 to 9 are the responsibility of management. No assurance is required by the Act to be carried out and no assurance engagement was conducted. Accordingly, we do not imply or express an opinion or any other form of assurance on the annual financial statements.

We report, as required in terms of section 62(1) of the Close Corporations Act of South Africa, having adopted such procedures and conducting such enquiries in relation to the accounting records as we have agreed with you, that:

- the annual financial statements are in agreement with the accounting records, summarised in the manner required by section 58(2)(d) of the Act; and
- the accounting policies presented to us as having been applied in the preparation of the annual financial statements are appropriate.

JMA Enterprise (Pty) Ltd

14 December 2022

Per: Practice number 9821

Partner / Director

Business Accountant in Practice (SA)

29 Vultee Crescent
Tuscany Glen
Blue Downs
7100

UNAKHO DAY CARE FOR THE DISABLED

(Registration Number NPO 125-312)

Annual Financial Statements for the year ended 31 March 2022

Management's Responsibilities and Approval

Management is required to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is their responsibility to ensure that the annual financial statements satisfy the financial reporting standards as to form and content in the presentation of the statement of financial position, results of operations and business of the organisation, and explain the transactions and financial position of the business of the organisation at the end of the financial year. The annual financial statements are based upon appropriate accounting policies consistently applied throughout the organisation and supported by reasonable and prudent judgements and estimates.

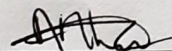
Management acknowledges that they are ultimately responsible for the system of internal financial control established by the organisation and place considerable importance on maintaining a strong control environment. To enable management to meet these responsibilities, the management committee sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the organisation and all employees are required to maintain the highest ethical standards in ensuring the organisations business is conducted in a manner that in all reasonable circumstances is above reproach.

The focus of risk management in the organisation is on identifying, assessing, managing and monitoring all known forms of risk across the organisation. While operating risk cannot be fully eliminated, the organisation endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

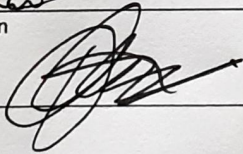
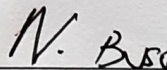
Management is of the opinion, based on the information and explanations given by management that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss. The going-concern basis has been adopted in preparing the financial statements. Based on forecasts and available cash resources management has no reason to believe that the organisation will not be a going concern in the foreseeable future. The financial statements support the viability of the organisation.

The accounting officer is responsible for reporting on the organisation's annual financial statements. The accounting officer report is presented on page 2

The annual financial statements as set out on pages 5 to 9 were approved by the management committee on 14 December 2022 and were signed on its behalf by:



Chairperson


Member

Member

(Registration Number NPO 125-312)

Annual Financial Statements for the year ended 31 March 2022

Management's Report

The management committee present their report for the year ended 31 March 2022.

1. Review of activities

Main business and operations

The principal activity of the organisation is that the organisation is a Day care centre for children with intellectually disability. and there were no major changes herein during the year.

The operating results and statement of financial position of the organisation are fully set out in the attached financial statements and do not in our opinion require any further comment.

2. Going concern

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

3. Events after reporting date

All events subsequent to the date of the annual financial statements and for which the applicable financial reporting framework require adjustment or disclosure have been adjusted or disclosed.

4. Management's interest in contracts

To our knowledge none of the directors had any interest in contracts entered into during the year under review.

5. Accounting officers

JMA Enterpise (Pty) Ltd were the accounting officers for the year under review.

UNAKHO DAY CARE FOR THE DISABLED

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(Registration Number NPO 125-312)

Financial Statements for the year ended 31 March 2022

Statement of Financial Position

Figures in R	Notes	2022	2021
Assets			
Current Assets			
Cash and cash equivalents	3	-	20,407
Total Assets		-	20,407
Reserves and Liabilities			
Reserves			
(Accumulated loss) / retained earnings		(3,717)	16,725
Current Liabilities			
Trade and other payables	4	3,682	3,682
Bank overdraft	3	35	-
		3,717	3,682
Total Reserves and Liabilities		-	20,407

UNAKHO DAY CARE FOR THE DISABLED

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(Registration Number NPO 125-312)

Financial Statements for the year ended 31 March 2022

Statement of Comprehensive Income

Figures in R	Note	2022	2021
Revenue	5	225,275	166,367
Operating costs		(245,717)	(158,342)
Operating (deficit) / surplus		(20,442)	8,025
(Deficit) / surplus for the year		(20,442)	8,025

UNAKHO DAY CARE FOR THE DISABLED

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(Registration Number NPO 125-312)

Financial Statements for the year ended 31 March 2022

Statement of Cash Flows

Figures in R	2022	2021
Cash flows (used in) / from operating activities		
(Deficit) / surplus for the year	(20,442)	8,025
Operating cash flow before working capital changes	(20,442)	8,025
<i>Working capital changes</i>		
Decrease in trade and other payables	-	-
Net cash flows (used in) / from operations	(20,442)	8,025
Net cash flows (used in) / from operating activities	(20,442)	8,025
Net (decrease) / increase in cash and cash equivalents	(20,442)	8,025
Cash and cash equivalents at beginning of the year	20,407	12,382
Cash and cash equivalents at end of the year	(35)	20,407

Accounting Policies

1. General information

UNAKHO DAY CARE FOR THE DISABLED is a non-profit organisation.

2. Summary of significant accounting policies

These annual financial statements have been prepared in accordance with the accounting policies as set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

These financial statements have been prepared under the historical cost convention and are presented in South African Rands.

2.1 Revenue recognition

Revenue comprises the fair value of the consideration received or receivable for the sale of goods in the ordinary course of the organisation's activities. Revenue is shown net of value-added tax, returns, and discounts.

2.1.1 Services revenue

The service rendered is recognised as revenue by reference to the stage of completion of the transaction at the balance sheet date.

2.1.2 Interest income

Interest income is recognised using the effective interest rate method.

2.2 Cash and cash equivalents

Cash and cash equivalents includes cash on hand, demand deposits and other short-term highly liquid investments with original maturities of three months or less. Bank overdrafts are shown in current liabilities on the statement of financial position.

UNAKHO DAY CARE FOR THE DISABLED

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(Registration Number NPO 125-312)

Financial Statements for the year ended 31 March 2022

Notes to the Annual Financial Statements

Figures in R	2022	2021
--------------	------	------

3. Cash and cash equivalents

Favourable cash balances

Bank balances	-	20,407
---------------	---	--------

Overdraft

Bank overdraft	35	-
----------------	----	---

Current assets	-	20,407
----------------	---	--------

Current liabilities	(35)	-
---------------------	------	---

	(35)	20,407
--	------	--------

4. Trade and other payables

Accounts payable	3,682	3,682
------------------	-------	-------

5. Revenue

An analysis of revenue is as follows:

Fees received	44,500	2,700
---------------	--------	-------

Grant - Department of Social Development	130,775	149,430
--	---------	---------

Grant - Syringa	10,000	10,000
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Grant- Stellenbosch Municipality	40,000	-
----------------------------------	--------	---

Sundry income	-	4,237
---------------	---	-------

	225,275	166,367
--	---------	---------

UNAKHO DAY CARE FOR THE DISABLED

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(Registration Number NPO 125-312)

Financial Statements for the year ended 31 March 2022

Detailed Income Statement

Figures in R	2022	2021
Gross Revenue		
Fees received	44,500	2,700
Grant - Department of Social Development	130,775	149,430
Grant - Syringa	10,000	10,000
Grant- Stellenbosch Municipality	40,000	-
Sundry income	-	4,237
	<u>225,275</u>	<u>166,367</u>
Expenditure		
Accounting fees	3,680	299
Bank charges	4,225	2,662
Cleaning and sanitation	5,000	-
Computer expenses	-	1,811
Covid food relief expenses	-	2,280
Education expenses	5,500	-
Electricity and water	4,070	2,372
Groceries	28,718	18,062
Medical supplies	3,000	-
Membership fees	200	-
Printing and stationery	4,800	-
Repairs and Maintenance	30,316	-
Salaries	138,921	127,797
Staff welfare	2,000	-
Telephone and postage	7,297	2,844
Transport	7,990	215
	<u>245,717</u>	<u>158,342</u>
(Deficit) / surplus for the year	<u>(20,442)</u>	<u>8,025</u>

UNAKHO DAY CARE FOR THE DISABLED

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(Registration Number NPO 125-312)

Financial Statements for the year ended 31 March 2022

Detailed Income Statement

Figures in R	2022	2021
Gross Revenue		
Fees received	44,500	2,700
Grant - Department of Social Development	130,775	149,430
Grant - Syringa	10,000	10,000
Grant- Stellenbosch Municipality	40,000	-
Sundry income	-	4,237
	<u>225,275</u>	<u>166,367</u>
Expenditure		
Accounting fees	3,680	299
Bank charges	4,225	2,662
Cleaning and sanitation	5,000	-
Computer expenses	-	1,811
Covid food relief expenses	-	2,280
Education expenses	5,500	-
Electricity and water	4,070	2,372
Groceries	28,718	18,062
Medical supplies	3,000	-
Membership fees	200	-
Printing and stationery	4,800	-
Repairs and Maintenance	30,316	-
Salaries	138,921	127,797
Staff welfare	2,000	-
Telephone and postage	7,297	2,844
Transport	7,990	215
	<u>245,717</u>	<u>158,342</u>
(Deficit) / surplus for the year	<u>(20,442)</u>	<u>8,025</u>



**Western Cape
Government**

Department of Health: Assurance

Reference:23/2/4/150

Ms Kim Jacobs

Kim.Jacobs@westerncape.gov.za | Tel: 021 483 3303

UNAKHO DAY CARE CENTRE FOR DISABLED CHILDREN

24 SESIXHENXE TSREET

COASTLAND KHAYAMANDI

STELLENBOSCH

7600

(For attention: Ms C Memani)

LICENCE CERTIFICATE

The Head of the Department for the Western Cape Department of Health has decided to licence the facility for the period 01 January 2023 to 31 December 2023.

You are requested to ensure compliance with all relevant legislation for Quality of Care, Governance, Patient, Staff and Public Safety with particular reference to the provisions of the Mental Health Care Act, 2000 (Act 17 of 2002), and the General Regulations promulgated in terms thereof.

This certificate must at all times be displayed on the premises of this establishment in a place that is easily visible to members of the public.

Furthermore, Regulation 43(1)(b) requires that the license to operate is subjected to at least an annual audit by designated officials of the provincial department concerned.

Please also note that if a condition of a licence as contemplated in Regulation 3, subregulation (1) and (2) is not complied with, the Provincial Department concerned may withdraw that licence.

Yours sincerely,

MR N MAVELA

DIRECTOR: ASSURANCE

28 DECEMBER 2022

DATE



**Western Cape
Government**

**GEMEENSKAP GEESTES GESONDHEIDSINSTELLING
COMMUNITY MENTAL HEALTH ESTABLISHMENT**

Verwysing:
Reference: **23/2/4/150**

Sertifikaat Nr:
Certificate No: **150**

Hiermee word bevestig dat:
This is to certify: **Unakho Day Care Centre for Disabled Children**

Geleë te:
Situatied at: **24 Sesixhenxe Street, Coastalands, Khayamandi, Stellenbosch, 7600**

Geregistreer word as 'n:
Registered as a: **Community Mental Health Facility**

in terms of the Mental Health Care Act (17 of 2002)
in terme van die Wet op Geestesgesondheid (17 van 2002)

Vir 'n tydperk van:
For a period of: **12**

Maande, eindigende:
Months, ending: **31 December 2023**

Naam van eienaar of besturende liggaam:
Name of proprietor or managing body:

**Unakho Day Care Centre for Disabled
Children**

Adres van eienaar of besturende liggaam:
Address of proprietor or managing body:

**24 Sesixhenxe Street, Coastalands,
Khayamandi, Stellenbosch, 7600**

Indeling van pasiënte / Type of patients	Residential Care / Oornag sorg	Day Care / Dagsorg	Maksimum getal / Maximum number	Limitations / Beperkings
-Bo 18 -Over 18	0	0	0	Operate only as registered
-Onder 18 -Under 18	0	20	20	
Maksimum getal pasiënte wat tegelykertyd geakkommodeer mag word: Maximum number of patients permitted to be accommodated simultaneously:			20	

GETEKEN TE / SIGNED AT: CAPE TOWN OP / ON: 28 DECEMBER 2022

FOR HEAD OF DEPARTMENT / VIR HOOF VAN DEPARTEMENT

Friends of Stellenbosch Mountain

Catherine Muller

From: H Eggers <heggers@pm.me>
Sent: Tuesday, 25 April 2023 13:42
To: idp; mm
Cc: Hannes Koekemoer; Jerman, Nick
Subject: [EX] FSM comments on 2023 Draft IDP and MTREF
Attachments: 230425-fsm-idp-mtref-comments.pdf

Attached please find comments and feedback on the 2023 Draft IDP and the related MTREF.

Please note that these comments can be read only in conjunction with further comments to be submitted in relation to other major plans such as the MSDF and CITP.

Could you please acknowledge receipt of these comments.

Thank you

HC Eggers

Secretary: Friends of Stellenbosch Mountain



FRIENDS OF STELLENBOSCH MOUNTAIN

Chairperson: H Koekemoer
hanneskoekemoer@proton.me

Secretary: HC Eggers
076-785-3514 heggers@pm.me

P.O. Box 3218, 7602 Matieland
11 Grandiceps Rd, 7600 Stellenbosch

Public Benefit Organisation No. 930049434
fsmountain.org

FSM Comments and Questions: 2023 Draft IDP and MTREF

25 April 2023

1 Stellenbosch Municipality is abusing the sub judice rule

The present IDP public participation process is a continuation of the process started late in 2022. In the earlier phases of this process, both in oral questions and in written replies, Stellenbosch Municipality (SM) has repeatedly invoked the *sub judice* rule to not answer questions posed by FSM and others. Specific examples can be found in the written answer by the Municipal Manager of 25 October 2022 (Appendix A) and statements by the Director: Corporate Services as per recorded proceedings of the IDP meeting of 22 September 2022.

Stellenbosch Municipality should stop invoking the *sub judice* rule unless and until it can prove that the resulting prejudice to the administration of justice is *demonstrable and substantial* and that *curtailing the free flow of information outweighs its advantage*. As set out by Pierre de Vos and Advocate de Havilland in pieces reproduced in Appendix B, the scope of the *sub judice* rule was strongly limited by the Supreme Court of Appeal in 2007. To quote the SCA judgement:

*[A] publication will be unlawful, and thus susceptible to being prohibited, only if the prejudice that the publication might cause to the administration of justice is **demonstrable and substantial** and there is a **real risk that the prejudice will occur** if publication takes place. **Mere conjecture or speculation that prejudice might occur will not be enough**. Even then publication will not be unlawful unless a court is satisfied that **the disadvantage of curtailing the free flow of information outweighs its advantage**. In making that evaluation it is not only the interests of those who are associated with the publication that need to be brought to account but, more important, the **interests of every person in having access to information**. Applying the ordinary principles that come into play when a final interdict is sought, if a risk of that kind is clearly established, and it cannot be prevented from occurring by other means, a ban on publication that is confined in scope and in content and in duration to what is necessary to avoid the risk might be considered.*

The onus is therefore on Stellenbosch Municipality to prove — with reasons and supporting documentation — that any SM refusal to answer questions and/or withhold information complies with the SCA ruling. For that reason, FSM below resubmits some of the past questions which have remained unanswered as a whole or incompletely. We do not accept any unsubstantiated *sub judice* claims as grounds for not answering questions and withholding important information from the public.

2 Unanswered questions asked on 22 and 29 September 2022

Annexure A of the 2023 Draft IDP contains a “2017-2022 Close-Out Report”. There are substantial issues and questions which have not been closed out. Here and in the next section, we re-issue questions asked but unanswered in the last year. See also related questions posed on 12 January 2022 as reproduced in Section 3.

2.1 Municipal Manager’s letter of 26 October 2022 in answer to questions posed for the last three years by FSM. Refer to Appendix A.

2.1.1 NRM grant termination: Firstly, the statement that *the grant funding was taken back by the Provincial Government* is obviously untrue. It was DFFE (then called DEA), not the provincial government, which funded and administered the 2018 NRM grant. See again Appendix C as already provided in September 2022.

2.1.2 Deon Klaassen court case

- i. To repeat our earlier question: Did Deon Garden & Construction or any other tender BSM7/19-related service provider charge or use rates or costs different from those laid down by the written 2019 NRM agreement between SM and DFFE?
- ii. See Appendix D. This court case was set down for trial for 27 January 2022, more than a year ago. Following up: what is the status of Cape High Court Case 9140/2021 (Deon Garden & Construction vs Stellenbosch Municipality)?
 - If the case has been brought to judgement: What are the terms of the judge’s order and what costs did the judge award to each party? (As a reminder: Klaassen is apparently claiming R4.3million from the municipality for breach of contract; see e.g. Appendix D.)
 - If the case was settled before judgement: What are the settlement terms?
 - If the case has not been concluded: for which date has it now been set down for trial?
 - In all cases: could SM please provide access to the full court record, including pleadings and written evidence led?

2.2 SM funding of alien clearing

To repeat and amplify our pertinent question of 22 September 2022:

- 2.2.1 How much has Stellenbosch Municipality spent in total from 2019 until now on tenders BSM 102/20, BSM 65/22 and any other tenders related to invasive species?
- 2.2.2 What rates and costs did the successful tenderers charge for tenders BSM 102/20 and BSM 65/22?
- 2.2.3 How much has Stellenbosch Municipality spent in total from 2019 until now on (a) alien clearing, (b) firebreaks, (c) law enforcement in municipal nature areas?
- 2.2.4 From which sources (SM Operational budget, Province or National grants, private funding such as City of Cape Town, The Nature Conservancy etc) were the above tenders and any other alien clearing efforts on SM-owned land funded?

3 Unanswered questions asked in January 2022

3.1 Termination of the 2019 NRM Contract and Tender BSM7/19

The FSM directive request of March 2021 and the refused PAIA application for information of November 2020 were all the direct result of the termination in October 2019, by the Stellenbosch Municipal Manager, of a 2019 NRM grant of R14.26 million from the national DFFE. **The sub judice rule does not apply unless the conditions set out in Section 1 above are met.** Kindly note that the questions below pertain to the EXISTENCE, not

the CONTENT, of the pertinent judicial processes.

QUESTIONS:

- 3.1.1 Which, if any, primary internal disciplinary processes, ie resulting directly from or associated with the alleged irregularities of the said 2019 NRM Contract and/or tender, have been conducted by SM in the past three years?
- 3.1.2 What is the status of each of such processes?
- 3.1.3 Which, if any, legal action or actions have resulted from the said terminations, either in a higher court of law or within the ambit of the CCMA?
- 3.1.4 Which, if any, secondary internal disciplinary processes or external CCMA processes have been initiated in consequence or connected to any of the above?
- 3.1.5 What are the cumulative costs of the abovementioned legal processes over the period 2019 to the present?
- 3.1.6 Are there plans or intentions to pursue any of the above in future, even if they have not yet been initiated?

3.2 Allegation of Fruitless and Wasteful Expenditure: so-called “biomass removal” in Paradyskloof Nature Area (2021)

see Appendix E. The relevant documentation alleging Fruitless and Wasteful Expenditure of more than R300,000 was submitted both electronically and by physical deposition at the offices of the Municipal Manager on 29 November 2021. At the IDP Public Sector Engagement meeting on 11 January 2022, it was stated that SM would reply to the allegations forthwith. An email from SM of 24 January 2022 stated that *Please note that this matter is currently being investigated as per Section 170 (4A) of the Municipal Finance Management Act, as soon as our office receive the outcome same will be communicated to you.* It is now April 2023, 15 months later, but no further communication was received.

QUESTIONS:

- 3.2.1 When will the outcome of this investigation be communicated?
- 3.2.2 What was the outcome?
- 3.2.3 Was any consequence management carried out in accordance with stated SM policy?
- 3.2.4 Was the matter reported to Treasury as required?

3.3 Alleged Financial Misconduct (Logging Operations in Paradyskloof and Botmaskop plantations, 2020-2021): As set out in the January 2022 submission, FSM has strong reasons to suspect that the logging operations carried out between October 2020 and March 2021 violated municipal and national SCM policy and regulations and that SM has in consequence incurred substantial financial losses. The answers provided by SM in 2020 and 2021 are unsatisfactory.

QUESTIONS:

- 3.3.1 Have the irregularities in these logging operations, involving possible financial losses to SM ranging between R800,000 and R2,000,000, been investigated? If not, why not?
- 3.3.2 If an investigation has been completed: Was consequence management applied to any of the municipal officials and/or contractor(s)?
- 3.3.3 Was any money recovered from the said municipal officials and/or contractors? How much?

3.4 Following up on the FSM questions of 12 January 2022 re **human resources within the Section Environmental Management (SEM) within SM:** At the IDP Public Sector Engagement on 11 January 2022, it was stated in answer to a question that “all funded

posts” are filled or are about to be filled. See Appendix F for a copy of the relevant organogram as approved by Council in 2017.

QUESTIONS:

- 3.4.1 Which of the permanent staff posts shown in the first (upper) part of the SEM organogram are currently filled?
- 3.4.2 Which permanent posts in the SEM are currently unfunded?
- 3.4.3 Which funded permanent posts in the SEM are currently unfilled?
- 3.4.4 Which of the permanent staff posts shown in the second (lower) part of the SEM organogram in the “Subsection Environmental Management Implementation” (“Implementation”) are currently filled?
- 3.4.5 Which permanent posts in the Implementation subsection are currently unfunded?
- 3.4.6 Which funded permanent posts in the Implementation subsection are currently unfilled?
- 3.4.7 Which permanent or temporary staff in the Implementation subsection are currently suspended and/or being investigated for any misdemeanour, whether in terms of municipal disciplinary processes, and/or CCMA processes and/or a higher court of law?
- 3.4.8 Which permanent municipal employees in which municipal department and section are responsible for law enforcement duties in municipal nature areas?
- 3.4.9 Which permanent municipal employees in which municipal department and section are responsible for training and supervision of temporary/contract municipal employees working in municipal nature areas?

4 Comments/Questions on the Draft 2023 IDP

- 4.1 **Mobility Forum** (IDP Section 1.17): SM has quietly closed down the Mobility Forum without as much as giving notice to the participants. No mention of the workings and participants of the **Stellenbosch Infrastructure Task Team** is made anywhere in the IDP. The publicly announced **Developers’ Forum** has not even been mentioned. There is a clear need for SM to become “clean and transparent” on its stakeholder engagements; in other words, please apply IDP Section 8.2.1.1. (Clean accountable and responsive government).
- 4.2 The **Strategic Focus Areas** (IDP Section 3.2, SFA’s) such as *Valley of Possibility* have become meaningless. The five categories are listed everywhere but they have no impact on decisionmaking, prioritisation and have information value in themselves. The SFA’s should be eliminated from the IDP and related documents such as the MTREF as they just clog up the tables and spaces.
- 4.3 **Roads, Traffic, NMT**
 - 4.3.1 FSM will deal with roadbuilding, public transport and NMT in comments pertaining to the CITP and MSDF which are due on 12 May and 30 May respectively. Since relevant information on those plans is contained in the Draft IDP and MTREF, those future CITP and MSDF FSM comments should be read with the present ones.
 - 4.3.2 Section 7.3.4: As indicated elsewhere, the past 2021 CITP is not an update and not compliant with the transport legislation. We note that neither the relevant officials have been disciplined nor has the external consultant *Innovative Transport Solutions* (ITS) suffered any consequences for the sloppy work and effectively Fruitless and Wasteful Expenditure which resulted in the 2021 “CITP”.

4.3.3 The “strategic interventions” of Draft IDP Section 7.3.4.1 are not in any way reflected in the prioritisation of projects set out in Section 7.3.4.2. As usual, the focus is strongly on engineering projects while almost nothing is done on urgent non-engineering measures such as Travel Demand Management, Congestion Strategy, Pedestrianisation. The NMT measures are nice but their budget is tiny compared to that of road- and parking-related capital projects. There is a shocking lack of urgency on the part of SM to get started on urgent and critical interventions beyond engineering projects.

4.4 **Housing** (IDP Section 7.3.3): Figure 38 on Priority Human Settlements and Housing Development Areas depicts the R44 between Adam Tas and Jamestown as priority. Naturally the Transit-Oriented Development approach also advocates siting housing close to routes of transport.

4.4.1 Housing is intimately tied to public transport and Travel Demand Management (see transport legislation). The R44 route is already congested. This congestion is the direct result of the strong anti-public-transport stance taken by SM. Further housing along the R44 can be built only if and once the R44 is given the big public transport (*not car-related*) upgrade which allows it to carry significant volumes of people rather than volumes of cars.

4.4.2 Hence Figure 38 of the IDP and the underlying PDSHDA are worthless unless and until corresponding transport measures are taken first, for example park-and-ride projects along the R44, congestion charges along the R44 etc.

4.4.3 Figure 38 does NOT mean that urban sprawl which happens to be close to the R44 is thereby legally compliant. If at all, development along the R44 must necessarily be high-density (several storeys) and confined to a narrow strip along the R44 route. The PDSHDA does not motivate, for example, development of **Farm 1457**, owned by Blaauwklippen Agricultural Estates or the Eastern Link Road.

4.5 **Energy and Electricity** (Section 7.3.5 of the IDP): FSM strongly supports electricity generation from renewables and co-generation by private entities. Hence the **Energy Masterplan** is supported. We note that, unlike the Roads Master Plan, the Energy Masterplan is compliant with national legislation and priorities.

4.6 **Water** (IDP Section 7.3.6)

4.6.1 Water Demand Management is critical. Section 7.3.6.4 is not nearly enough. We must deal not only with water leaks but actively control and limit groundwater use, eg by private and estate boreholes.

4.6.2 Support for **Wastewater Treatment Works** projects is conditional on understanding whom they serve. If these are being built to accommodate more luxury housing, we do not support them.

4.6.3 IDP Section 7.3.6.5 is generally supported. See Section 6 below for a more detailed treatment of climate change.

4.6.4 IDP Section 7.3.6.12 Boreholes: Accessing groundwater is an absolute last resort and cannot possibly be a sustainable solution. The 2018 emergency drilling measures resulted in significant environmental damage. That may not be repeated.

4.6.5 Decisions may not be driven by the financial needs of SM to sell water. If at all, rates should be increased as an effective measure to reduce water usage.

4.7 **Environmental Management Plans** (Section 7.3.2 of the IDP and sectoral EMP's):

4.7.1 The *Stellenbosch Environmental Management Framework (SEMF)* has been all but ignored. We find little to no reference to its provisions in council agendas, development proposals and SM communications outside of general aspirations and principles. The SEMF exists only on paper.

- 4.7.2 Many provisions of the *Paradyskloof Nature Area Environmental Management Plan* and other sectoral environmental plans are not being applied. For example, Section 4.2.4 in the Paradyskloof EMP and Section 7.2.4 in the Botmaskop EMP contain detailed specifications on how to prevent soil erosion, including e.g. slope grading, inside ditches and berm construction on jeep tracks, and logs on cycle tracks. Instead, grading is done indiscriminately and with no regard for adjacent vegetation.
- 4.8 **Smart City** (IDP Section 8.1): The benefits seem initially obvious but there is a significant danger in centralisation of control, privacy and data management. This is supported only if from inception the governance structures and resulting databases and data processing are decentralised, i.e. controlled not by a single authority (such as SM or one of the tech giants) but by citizens themselves. There should be clear and transparent rules on data usage and easily accessible mechanisms for private individuals to retrieve and delete data.
- 4.9 **Clean, accountable and responsive government** (IDP Section 8.2.1.1): As demonstrated above at length, the KPI related to fraud and corruption is not being fulfilled.
- 4.10 **Adam Tas Corridor** (IDP Section 8.2.1.5): This initiative should be the core and origin of all structural changes in Stellenbosch for decades to come. The ATC and within it the public transport and NMT components must inform and determine the strategy and contents of the MSDF, CEF and CITP and thence the resulting individual projects. We see very little of that happening. Instead, the CEF and CITP simply include the ATC but then proceed to propagate projects which undermine or ignore the central role of the ATC.
- 4.11 **Environment** (IDP Section 8.2.1.8): The Mayoral Outcomes (five-year plans) exhibit a glaring deficiency in all matters relating to the environment. Note that *environment* pertains to nature areas, river courses, parks and gardens. *Green energy*, *Green waste* and *Green economy* are nice, but they do not cover the environment per se. A further Mayoral Outcome 8.2.1.10 should be added specifically with respect to the **environment**. Section 8.3.10 is a small beginning but not enough.
- 4.12 The **Financial Plan** (IDP Chapter 10) is treated in the comments on the MTREF below.
- 4.13 **Close-out of previous IDP** (IDP Annexure A): We have already commented on this in Section 2 above.

5 Comments/Questions on the Draft 2023/2024 MTREF

- 5.1 The entire MTREF makes no reference whatsoever to the 10-year **Capital Expenditure Framework** (CEF). That is unacceptable and must be changed. There cannot be two disjoint financial planning instruments; one must influence the other.
- 5.2 Page 19: The *Capital Replacement Reserve* is seen to be contributing funds of R151million and R174million to expenditure. This funding source is second only to that of *external loans*, which come in at R94m and R200m in the next two years, followed by a further R200m and R175m in the two years thereafter (Page 92). This implies that **Stellenbosch Municipality is spending money excessively**. Drawing down reserves while taking up loans at the same time seems like a sure road to disaster in the long term. There needs to be a section motivating this and providing a viable roadmap to become financially sustainable. Could this profligacy perhaps have something to do with the upcoming 2024 General Elections?

5.3 Employee costs

Page 12 and 17: Re financial sustainability: In particular, there is general agreement that expenditure on **employee costs** is excessive.

The table on MTREF Page 89 pencils in employee related cost increases of 5.4% **plus Notch Increments** of 2.4% for 2023/2024. This means that municipal employees will be receiving an above-inflation increase of 7.6% in this year. That is unacceptable, given the macroeconomic situation and the MFMA circulars.

The one exception is the Section Environmental Implementation, which is badly understaffed and underfunded. There needs to be a significant increase in operational funding and filling of posts in this section.

- 5.4 **Councillor remuneration:** It is likewise inappropriate to budget a 6.0% increase (above the CPI inflation rate) for councillor remuneration while the country is in recession.
- 5.5 **Motor vehicle allowances** (MTREF Part 2K): Currently, councillors and officials are incentivised by their motor vehicle allowances to make decisions which favour roadbuilding, parking and car use. Which councillor or official will ever make use of NMT or public transport when his or her pocket suffers as a result? Add to that SARS tax allowances for vehicle use, and the inherent bias acting on municipal decisionmakers is clear.

This is incompatible with stated national and provincial policy. The vehicle allowances of councillors have been reduced, but the motor vehicle allowances for municipal officials have been increased. This allowance should be either reduced substantially or eliminated altogether.
- 5.6 **Other expenditure** Page 17/18: Operating budget: “Other expenditure” worth about R700m needs to be unpacked. This is a huge item and its major components needs to be set out. Mere reference to telephone usage and consulting fees is not enough; consultants cost “only” about R40million per years (Page 156). On which specific expenditure items is the rest of the R700m being spent?
- 5.7 Page 19 Capital budget summary: The 43% increase in Infrastructure Services to R433m (86% of Capital Budget) is excessive. Infrastructure already dominates spending and this further increase cannot be supported.
- 5.8 Page 36: Table A5 does not even have an item on public transport infrastructure. The universal neglect of public transport ranges right into the administrative categories which have not even been created.
- 5.9 There is almost no capital expenditure on Environmental Management and the municipal nature areas.
- 5.10 Page 78 Annexure D (Alignment with the IDP): As stated, reference to the Strategic Focus Areas in a little table is meaningless in proving “alignment”. Real alignment needs to demonstrate how specific projects prioritised in the IDP (and MSDF, and MTREF) tie in to specific sections of **legislation** and the related **regulations**.
- 5.11 Page 96: the Table Y-axis is incorrect and therefore the table of no use.
- 5.12 **Grant programme expenditure:** Page 98 Annexure I: please unpack the sources of the approximate R24m per annum under line item *Private Enterprises*.
- 5.13 **Roads, Stormwater, Transport:** Page 136ff (Annexure N, Detail Capital Budget) We will deal in detail with the projects relating to Roads, Stormwater and Transport in comments on the CITP. Those comments should be read also as input into the IDP and MTREF.
- 5.14 **Litigation and Corporate Services Vote** (Annexures N, P): An indication should be given on the amounts spent on litigation in the past year, and the amounts budgeted for the next years.

6 Climate Change

Climate Change and ecosystem collapse is a global crisis which cuts across all plans, disciplines, needs and budgets. We therefore treat it as an entity on its own.

6.1 The IDP and all SM planning documents are very weak on climate change.

In those rare cases where climate change is mentioned at all, it is always in terms of **adaptation** (ie coping with the consequences of climate change). There is an urgent need to put **mitigation** (prevention and minimisation of climate change) at the forefront of policy. **We need concerted action in other critical areas of climate change PREVENTION such as land use, fossil fuel reliance reduction, carbon auditing, etc.**

6.2 A budget item in the IDP's Table 37 is called *Climate Change Adaptation Strategy*, which is fair enough. The allocated amount of R2,000,000 is, however ridiculously small compared to the need. R2million is not even a fraction of what is needed just for alien clearing, not to speak of river management and wildlife management. **This budget allocation must be increased drastically.**

6.3 Goal 13 in Section 3.5.1 (*Take urgent action to combat climate change and its impacts*) is not put into practice anywhere in the IDP.

6.4 Goal 14 in Section 7.3.1.1 to *improve the understanding of the impact that climate change is likely to have on the municipality and to implement measures to mitigate such impact* is a misnomer because it confuses the terminology. Again, *mitigation* is about preventing climate change, while *adaptation* would be dealing with the consequences. Furthermore, *improving the understanding* of the impact is just kicking the can down the road. The impacts are well understood, as voluminous documentation of eg the International Panel for Climate Change shows. Goal 14 should be reworded to action. And goals and the widely available insights should be implemented in Stellenbosch, not just outsourced to yet another consultant to write a report which gathers dust.

6.5 **Water:** Section 7.3.6.5 of the IDP (on adapting water systems to climate change) is supported, but this is just a small beginning. There is no doubt that the price of water must be increased significantly, especially for large users. In other words, the tariff curve of costs as a function of monthly usage should be much steeper than it is now. Naturally valid large uses such as nurseries will be treated as special cases.

A Feedback letter from MM, received 25 October 2022



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Email: municipal.manager@ Stellenbosch.gov.za

Date: 18 October 2022

Friends of Stellenbosch Mountain

P.O.Box 3218

Matieland

7602

Attention: Mr HC Eggers

Per email: heggers@pm.me

Dear Mr Eggers,

FEEDBACK ON WRITTEN SUBMISSION: IDP PUBLIC PARTICIPATION PERIOD SEPTEMBER 2022

1. COURT CASE 9140/2021: DEON GARDEN AND CONSTRUCTION VS MUNICIPALITY

Your question posed on Thursday, 22 September 2022, during the Online IDP Public Participation meeting for wards 7, 8, 9, 10, 11, 22 and 23 and the written submissions made refer.

The allegations made for the reasons the tender was cancelled is untrue. The tender was cancelled because of suspected illegal activities that was uncovered by an ex – employee after which the grant funding was taken back by Provincial Government. Both the disciplinary process and current Labour Court Litigation is flowing from this situation. The municipality have explained that the matter is sub – judice and will not be further commented on. The municipality is acting within its legal right and is of the view that it is in the best interest of the municipality.

The case of Deon Garden Services is also sub – judice and the municipality had to defend the matter as the applicant is claiming money not owned to him and that he is not entitled to. The municipality is acting within its legal rights and in the best interest of the municipality. Unfortunately, no further comment will be made at this stage.

The same applies to all other legal matters reported in the municipality's financial statements. Stellenbosch Municipality act on the advice of its attorneys and defend the interest of the municipality and is not prepared to comment on any of the sub – judice matters other than what is mentioned in this response.

2. COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)

With reference to the document *"Follow-Up and Questions on the period 2017–2022 (Fourth Review of the Stellenbosch IDP) and Input for the impending Fifth Review of the Stellenbosch IDP"* Item 2.1 (a) – (f), see below the responses on the questions posed related to the Comprehensive Integrated Transport Plan (CITP):

- a) The 2016 – 2021 Comprehensive Integrated Transport Plan (CITP) – including its updates is currently being superseded. Therefore, any figures listed in the document were thus only forecasts and calculated estimates at the time. A more detailed cost estimation will be undertaken for budgeting purposes.
- b) In most cases in the document, it is actually full costs which are being compared. At present, a full review / (update) of the 2022 – 2027 CITP is currently being finalised. New project lists are being compiled, budget forecasting and categorisations are also being improved to ensure updated interpretations of the CITP projects are being planned and budgeted.
- c) The municipality has followed all required legislative prescripts and processes in the 2021 CITP document and processes. The municipality is of the view that all the necessary legal aspects have been complied with.
- d) The CITP flows from the Integrated Development Plan (IDP) and Spatial Development Framework (SDF) strategic documents as well as taken through the municipality's master planning, transport modelling and public consultation processes. Discussions were held with the team and changes will be brought about, such as budget forecasting and categorisation will be updated and improved during the compilation of the 2022 – 2027 CITP.
- e) No, the 2022 – 2027 CITP is a completely new review / overhaul of the document. The current CITP will remain in effect until the review process of the 2021 CITP is completed and the new 2022 – 2027 CITP document is formally adopted.
- f) At the time of the 2016 – 2021 CITP update in 2019, the Adam Tas Corridor (ATC) was proposed in the draft SDF (2019) and was also highlighted in the 2019 CITP update.

Sincerely yours,


GERALDINE METTLER
MUNICIPAL MANAGER

18/10/2022
 DATE

B Legal experts' opinion on the application of sub judice rule

Don't hide behind (non-existent) sub judice rule

Pierre de Vos
18 July 2011

One of the most irritating phenomena of our political life is the manner in which politicians wrongly invoke the so called sub judice rule to avoid accountability. Because they do not want to answer difficult questions or deal with politically awkward issues, such politicians invoke a rule that only exists in their imagination.

Is it possible that such politicians do not know that the rule has been substantially changed by the Supreme Court of Appeal (SCA) to bring it in line with the values and norms enshrined in our democratic Constitution? Or are they cynically invoking a non-existent rule knowing full well that the rule does not exist in the form that they pretend that it does?

The latest culprit is the Minister of Police, who invoked the rule in response to the Human Rights Commission's (HRC) findings and remedial order in the case of Mr Chumani Maxwele, the jogger who is alleged to have given President Zuma's motorcade the middle finger. The HRC found that the Special Protection Unit had violated several of Mr Maxwele's rights and called on the Minister, on behalf of the members involved, to apologise to Mr Maxwele and to take steps to ensure that the SAPS acts in terms of the Constitution and the Law.

Reacting to the HRC's findings, the Minister's spokesman claimed that because Mr Maxwele had instituted civil proceedings against the SAPS the sub judice rule applied. The SAPS had accordingly refused to participate in the investigation and would not abide by the HRC's ruling.

Now, it is an established rule of the common law that the proper administration of justice may not be prejudiced or interfered with and that to do so constitutes the offence of contempt of court. As the SCA has found, the sub judice rule is important as the integrity of the judicial process is an essential component of the rule of law. If the rule of law is itself eroded through compromising the integrity of the judicial process then all constitutional rights and freedoms are also compromised.

The crime of contempt of court thus includes contempt *ex facie curiae* (out of court) and this entails, first, cases where publication of an opinion will violate the dignity, repute or authority of the court (either by criticizing or insulting a particular judicial officer or the judicial system as a whole) and, second, statements which prejudice the administration of justice in pending proceedings. It is this latter aspect that has become known as the sub judice rule.

But in the *Midi Television* case the SCA stated that the broad scope of this rule which was in force in the pre-democratic era has been severely curtailed by the Constitution. In that case, dealing with the sub judice rule in the context of pre-publication censorship, Nugent JA, writing for a full bench of five judges, summarised the new position as follows:

[A] publication will be unlawful, and thus susceptible to being prohibited, only if the prejudice that the publication might cause to the administration of justice is demonstrable and substantial and there is a real risk that the prejudice will occur if publication takes place. Mere conjecture or speculation that prejudice might occur will not be enough. Even then publication will not be unlawful unless a court is satisfied that the disadvantage of curtailing the free flow of information outweighs its advantage. In making that evaluation it is not only the interests of those who are associated with

the publication that need to be brought to account but, more important, the interests of every person in having access to information. Applying the ordinary principles that come into play when a final interdict is sought, if a risk of that kind is clearly established, and it cannot be prevented from occurring by other means, a ban on publication that is confined in scope and in content and in duration to what is necessary to avoid the risk might be considered.

If one applies these basic principles to the case at hand, it must be clear that the sub judice rule is not applicable here. The Minister would have to convince us that there would be a demonstrable and substantial prejudice to the administration of justice if he apologised to Mr Maxwele as requested by the HRC. He will further have to show that it would not be in the interest of society as a whole to obey the request of a Chapter 9 body because the risk to the administration of justice would far outweigh the harm done to the credibility and the dignity of the Chapter 9 institution.

This will obviously be impossible to show. Given the fact that section 181 of the Constitution states that other organs of state – including ministers – through legislative and other measures, must assist and protect these institutions to ensure the independence, impartiality, dignity and effectiveness of these institutions, I cannot think of an example where the Minister would be allowed by the sub judice rule to ignore the HRC and to refuse to institute the remedial action proposed by it in a certain case.

Besides, how the minister could possibly argue that complying with the findings of the HRC – which dealt with the violation of Mr Maxwele’s constitutionally guaranteed rights to human dignity, to freedom and security of the person, to privacy, to freedom of expression and peaceful/unarmed demonstration – could possibly influence the parallel civil proceedings – which deals with a civil claim against the Police – is hard to fathom.

The HRC has already published a finding in which it concluded that Mr Maxwele’s rights have been infringed. Nothing the Minister can do or say will change that. A court dealing with the civil claim of Mr Maxwele will not be swayed by the finding of the HRC as it will have to hear the evidence presented to it and make its own finding on whether damages should be paid.

The fact that the HRC has found that Mr Maxwele’s rights have been infringed can also not be tendered in the civil case as proof that Mr Maxwele is entitled to be compensated financially as a result of any damages suffered. The two issues are therefore entirely different enquiries, and no substantial prejudice to the civil trial can possibly arise through the correct exercise of its rights jurisdiction by the Human Rights Commission.

Surely the Minister and his advisors know this. Can one therefore assume that they are hiding behind the sub judice rule to avoid complying with a finding of the HRC because the President and his seemingly lawless bodyguards were involved in this case? Is the Minister scared of President Zuma and his bodyguards or is he just ill-informed?

In any case, as the law stands now, the sub judice rule will almost never be applicable. Where anyone invoke this rule, they are doing so either because they are ill-informed about the law or because they are using the rule to avoid accountability. Whenever a politician invokes the sub judice rule, I for one will assume that the politician is admitting guilt or other wrongdoing, but is trying to hide from scrutiny and accountability for his or her actions.

So next time you read that a politician has invoked this rule, please do not believe for one second that the rule is applicable. It will not be applicable. Assume instead that the politician is ducking and diving because he or she is scared; or is trying to avoid being caught out in a lie; or is looking

for an excuse to justify a constitutional breach of a duty to show respect for other constitutional institutions like the HRC or the Public Protector.

(Also see statement by Adv Nikki de Havilland, Centre for Constitutional Rights)

<https://constitutionallyspeaking.co.za/dont-hide-behind-non-existent-sub-judice-rule/>

Police minister's critique of SAHRC misguided - CFCR

Adv Nikki de Havilland

17 July 2011

Nikki de Havilland says the ministry misapplied the sub judice rule

Respecting the office of the South African Human Rights Commission

The Minister of Police's response to the Human Rights Commission's findings and remedial order in the case of Mr Chumani Maxwele (the jogger who is alleged to have given President Zuma's motorcade 'the finger') is misplaced and has no standing in law. The HRC found that the Special Protection Unit had violated several of Mr Maxwele's rights and called on the Minister, on behalf of the members involved, to apologise to Mr Maxwele and to take steps to ensure that the SAPS acts in terms of the Constitution and the Law.

Reacting to the HRC's findings, the Minister's spokesman claimed that because Mr Maxwele had instituted civil proceedings against the SAPS the sub judice rule applied. The SAPS had accordingly refused to participate in the investigation and would not abide by the HRC's ruling.

The sub judice rule was created to prevent people from commenting on a case where such comments would prejudice the outcome of the case in any way. Historically it was invoked whenever there was any risk of prejudice to a fair trial, regardless of how speculative. However, in the matter of *Midi Television v The Director of Public Prosecutions*, a full bench of the Supreme Court of Appeal effectively put an end to the rule.

Emphasising the importance of freedom of expression, the Court developed an extremely strict test as to when the sub judice rule can be invoked. The court found that it would only be applicable if a substantial and real prejudice to the administration of justice would occur as a result of the communication and the prejudice could not be prevented from occurring by any other means.

The complaint which was filed with the South African Human Rights Commission involved the violation of Mr Maxwele's constitutionally guaranteed rights to human dignity, to freedom and security of the person, to privacy, to freedom of expression and peaceful/unarmed demonstration, to make political choices and to certain rights as a detained person.

The remedy sought was the restoration of his dignity. In contrast, the pending civil claim to which the Minister refers is a damages claim sounding in money. The crisp issue that will have to be decided in that matter is whether Mr Maxwele is entitled to be compensated financially as a result of any damages suffered. The two are thus different enquiries, and no substantial prejudice to the civil trial can possibly arise through the correct exercise of its rights jurisdiction by the Human Rights Commission.

The South African Human Rights Commission is an institution established in terms of the Consti-

tution to support constitutional democracy. It is specifically mandated to monitor the observance of human rights and authorised to take steps to secure appropriate redress where human rights have been violated. Section 181 obliges all organs of state to assist the Commission and prohibits any interference in its proper function. The Minister was thus ill advised not to co-operate with the investigation. It is now hoped that he will be correctly advised to respect and honour the findings within the stipulated 30 day time period.

Statement issued by Adv Nikki de Havilland, Centre for Constitutional Rights, FW de Klerk Foundation, July 15 2011

<https://www.politicsweb.co.za/politics/police-ministers-critique-of-sahrc-misguided--cfcr>

C Minutes of termination meeting of 25 October 2019



**MINUTES OF NRM MEETING
COMMUNITY SERVICES DEPARTMENT
FRIDAY, 25 OCTOBER 2019**

OFFICIAL	JOB TITLE
Mrs Geraldine Mettler	Municipal Manager
Mr Gary Boshoff	Director: Community and Protection Services
Mr Kevin Carolus	Director: Chief Financial Officer
Mrs Tammy Leibrandt	Superintendent: Urban Forestry
Mr Nceba Ngcobo	DEFF- Director
Mr Colln Sharp	DEFF- Project Manager
Mrs Aadiela Moerat	DEFF- Area Manager
Mr Wessel Wentzel	DEFF-NRM

	CONCERN/ISSUE	COMMENT/S FROM DEPARTMENT
1.	NRM Project Closure Discussion	<ul style="list-style-type: none"> Stellenbosch Municipality submitted a termination letter to cancel the NRM Project with immediate effect on the 8 October 2019. Department of Environmental Affairs (DEA) acknowledged receipt of the termination letter. It must be noted the Working for Water concept no longer exists but the has been replaced by NRM
2.		



**MINUTES OF NRM MEETING
COMMUNITY SERVICES DEPARTMENT
FRIDAY, 25 OCTOBER 2019**

3.		
4.	Way forward	<ul style="list-style-type: none"> Mr Ngcobo stated that he understands the reasons why the Stellenbosch Municipality terminated the NRM contract and accepts the termination letter. He also stated that the NRM Project is difficult to implement at



**MINUTES OF NRM MEETING
COMMUNITY SERVICES DEPARTMENT
FRIDAY, 25 OCTOBER 2019**

		<p>municipalities because all municipalities are governed by the MFMA that dictates who municipalities must function in terms of processes and procedures.</p> <ul style="list-style-type: none"> • Aadelela mentioned that DEA is looking at a new NRM model that will be aimed specifically at municipalities and aligned with the MFMA.
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Geraldine Mettler
Municipal Manager

01 / 11 / 2019
Date

D Klaassen court case in 2020/2021 Annual General Report ("DEON GARDEN & CONSTRUCTION")

Page 497

Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2021

Notes to the Annual Financial Statements

Figures in Rand

66. Contingent liabilities (continued)

STELLENBOSCH MUNICIPALITY / LEELYN MANAGEMENT CC	400,000	-
Opinion and institution of Monetary claim against Leelyn Management CC for alleged parking revenue collected on behalf of the Municipality which was not paid over by Leelyn Management CC to the Municipality.		
STELLENBOSCH MUNICIPALITY / CHOISY –LE-ROI OWNERS (PTY) LTD	200,000	-
Review application instituted by the owner of Erf 13500 Technopark, Stellenbosch against the appeal judgment of the Executive Mayor. The Municipality served and filed notice of opposition against the application. Rule 53 record was subsequently filed at court. Choisy-le-Roi supplemented their application and the Municipality served and filed its answering affidavit. A court date needs to be obtained to argue the matter.		
DEON GARDEN & CONSTRUCTION CC / STELLENBOSCH MUNICIPALITY	200,000	-
Monetary claim in the amount of R4 374 192.67 including interest at a rate of 7.75% per annum for alleged damages suffered by Deon Garden & Construction CC. The Municipality defended the claim instituted and is in the process of finalising its plea in the matter.		
SECURITEM (PTY) LTD/ STELLENBOSCH MUNICIPALITY	200,000	-
Securitem instituted legal action against the Municipality to pay VAT on top of their tender price. The Municipality is of the view that VAT was included in the tender price submitted by SECURITEM and opposed the application.		
STELLENBOSCH MUN / MOFFAT & OTHERS	100,000	-
Eviction application against the Moffat family who illegally occupy the Eikestad Hall. The Municipality provided temporary accommodation to the Moffat family pursuant to the Moffat family wendy house being destroyed by a fire. The intension was that the Moffat family should occupy the Eikestad Hall temporarily and to relocate to Mountain View. The Municipality provided emergency accommodation at Mountain View, Jamestown, but the Moffat family refused to relocate. The Moffat's was given notice to vacate the Eikestad Hall and eviction proceedings is being instituted. The draft affidavit to institute eviction proceedings is being circulated for comment.		
STELLENBOSCH MUNICIPALITY/ABSA	9,000,000	-
The municipality is in a dispute with ABSA bank in relation to the fleet vehicle expenditure as controlled by ABSA.		
SHAHIEDA JACOBS / STELLENBOSCH MUNICIPALITY	200,000	-
Shahieda Jacobs instituted legal proceedings against Stellenbosch Municipality and a municipal official for alleged sexual harassment and unfair discrimination in the Labour Court. The Municipality filed its Statement of Response to the Plaintiff's Statement of Claim. The Special Plea on Shahieda's new Statement of Claim will be determine on 29 July 2020 on the papers before the Judge.		

E FSM letter of 29 November 2021



Chairperson: HC Eggers
 076-785-3514 heggers@pm.me
 P.O. Box 3218, 7602 Matieland
 11 Grandiceps Rd, 7600 Stellenbosch
 Public Benefit Organisation No. 930049434
 fsmountain.org Municipality - Munisipaliteit
 Stellenbosch

29 NOV 2021

Allegation of Fruitless and Wasteful Expenditure incurred during purported "biomass removal"

To the Municipal Manager
 Stellenbosch Municipality

BY HAND AND EMAIL

2021-11-29

Dear Municipal Manager,

1. Attached please find a report compiled by myself on behalf of Friends of Stellenbosch Mountain ("FSM") on the activities pertaining to so-called "biomass removal" on Farm 369, Stellenbosch, between 29 September and 19 November 2021 ("the Activity") as well as copies of emails dated 7, 25 and 27 October and 12 November.
2. In our opinion, the expenditure associated with this Activity exactly matches the definition of Fruitless and Wasteful Expenditure ("FWE") of section 1 of the Municipal Finance Management Act (Act No. 56 of 2003, "MFMA"), being *expenditure that was made in vain and would have been avoided had reasonable care been exercised*.
3. The Activity and associated expenditure in our opinion therefore constitutes Financial Misconduct in terms of section 171(3) of the MFMA.
4. In terms of MFMA Circular 68 of 2019 *fruitless and wasteful expenditure can arise in any circumstance and is not dependent on non-compliance with any legislation*.
5. We do not have access to the municipal financial accounting system and can only estimate the amount of FWE. We conservatively estimate the FWE to amount to not less than R319,000 for the six-week engagement of the contractor's excavator and truck; the actual amount of FWE will have to be determined in the course of the investigation. This amount is to be compared to an estimated cost of less than R20,000 which use of a chipper would have incurred for accomplishing the same task and with much smaller environmental impact, or of other cheap alternatives.
6. In terms of section 171(4) of the MFMA, a municipality must investigate this allegation and, if the investigation warrants such a step, institute disciplinary proceedings against those responsible. In terms of regulation 5(1) of the Financial Misconduct Procedures of the *Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings* of 2014 ("MRFM-PCP"), the matter must be referred to a disciplinary board within seven days of receiving this allegation.
7. It is possible that the expenditure involved in the Activity itself, or negligence in the ensuing investigation, constitutes or may later constitute an Offence in terms of section 173 of the MFMA, Chapter 8 of the MFMA or as defined by the MRFMPCP.
8. We note that the SM Consequence Management Policy of 2019 espouses a zero-tolerance approach to MFMA non-compliance.

FSM to SM: Fruitless and Wasteful Expenditure on Biomass Removal 2021-11-29 Page 1 of 6

9. Specific questions to be posed and answered in the course of the investigations include:
- 9.1 Which official or officials made a determination that an excavator and truck were to be used for the biomass removal rather than cheaper and/or more effective measures? Which person initially determined that tree stumps were to be removed?
 - 9.2 Which person generated the order on the municipal financial system in favour of the contractor APT (Pty) Ltd?
 - 9.3 Which person or persons authorised the said order?
 - 9.4 Did the persons generating and authorising the order consider the rational and cheaper alternative methods for biomass removal (such as use of a chipper) and their respective costs before the order favouring APT was generated and approved?
 - 9.5 Did the agreement with the contractor APT specify a fixed time frame (such as number of workdays) for which APT was to be engaged and paid, or did the agreement specify a particular task or land area to be cleared of biomass?
 - 9.6 Why did no one intervene, over a six-week period, to stop the use of the excavator despite multiple email warnings?
 - 9.7 Given that the expenditure exceeds R200,000, were the supply chain management competitive tender processes followed, not just in general, but for this particular Activity?
 - 9.8 Do the actions or omissions on the part of those persons involved in the Activity constitute *negligence* or *deliberate intent* as referred to in section 171(3) of the MFMA?
 - 9.9 Must the official or officials involved be held liable for the FWE incurred in terms of section 32 of the MFMA?
10. As stated, the biomass which was removed so far constitutes only a small part of the total biomass remaining on Farm 369 and elsewhere, so there is a possibility of further financial loss. MRFMPCP subregulation 10(2) may therefore apply.
 11. Given the manifest environmental impact of the Activity, and given that the process of biomass removal on Farm 369 and elsewhere remains ongoing, decisions to be taken both with respect to the Activity as well as similar future activities impact the environment. Therefore, adequate and appropriate opportunity for information and public participation must be provided in terms of sections 23, 24, 28 and 31 of the National Environmental Management Act of 1998. We therefore do expect regular and timely feedback on the progress of the investigations and proceedings resulting from the present allegations. In particular, the outcome of the preliminary investigation (MRFMPCP regulation 5), of the full investigation (regulation 6), and of the tabling in Council (regulation 6) and possible escalation to National Treasury in terms of regulation 19 of the MRFMPCP are of interest to us and the public at large.
 12. A complaint has been lodged separately with DEADP.
 13. Our investigations into the logging which had taken place in the Paradyskloof and Botmaskop municipal plantations between October 2020 and April 2021 are continuing separately. We shall communicate in due course on that matter.
 14. We reserve our rights to take further steps and approach other bodies and institutions in this and related matters.

Yours respectfully,



Hans C Eggers
Chairperson: Friends of Stellenbosch Mountain

Appendices A to D: Four emails
Annexure: Report of 25 November 2021 on Biomass Removal

FSM to SM: Fruitless and Wasteful Expenditure on Biomass Removal 2021-11-29 Page 2 of 6

F Organogram Section Environmental Management (2017)

Page 164

CONFIDENTIAL

STELLENBOSCH LOCAL MUNICIPALITY PROPOSED MICRO STRUCTURE - 21 SEP 2017



RECOMMENDED BY
MUNICIPAL MANAGER

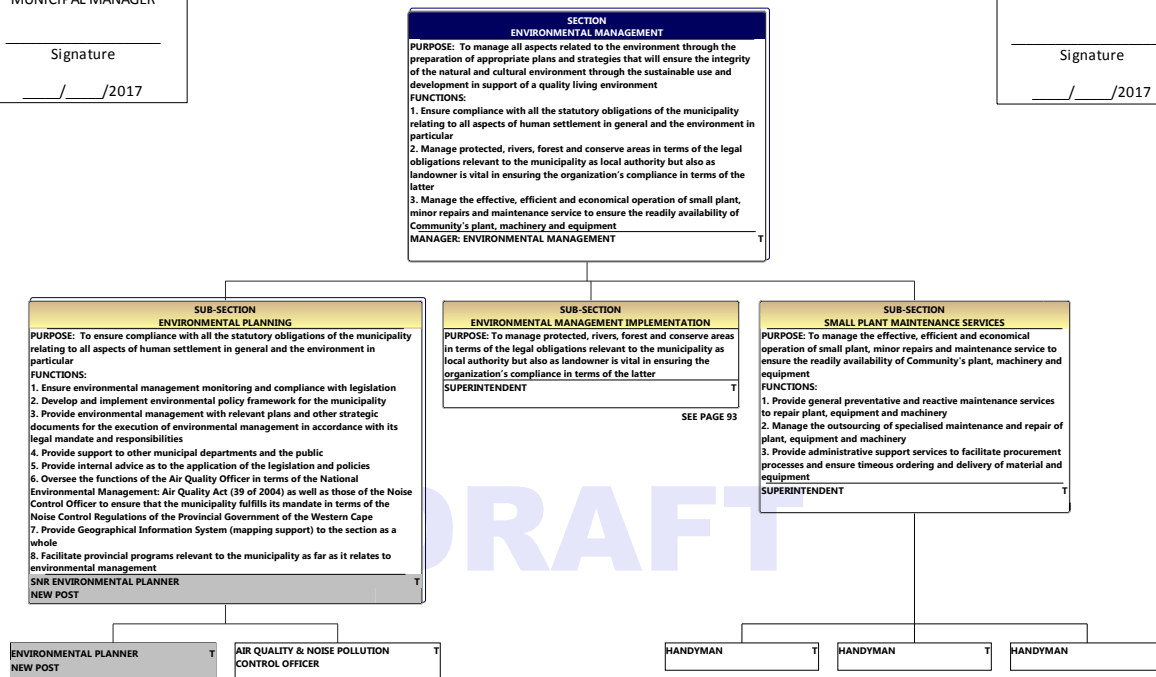
Signature _____

____/____/2017

APPROVED BY COUNCIL

Signature _____

____/____/2017



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CONFIDENTIAL

**STELLENBOSCH LOCAL MUNICIPALITY
PROPOSED MICRO STRUCTURE - 21 SEP 2017**



RECOMMENDED BY
MUNICIPAL MANAGER

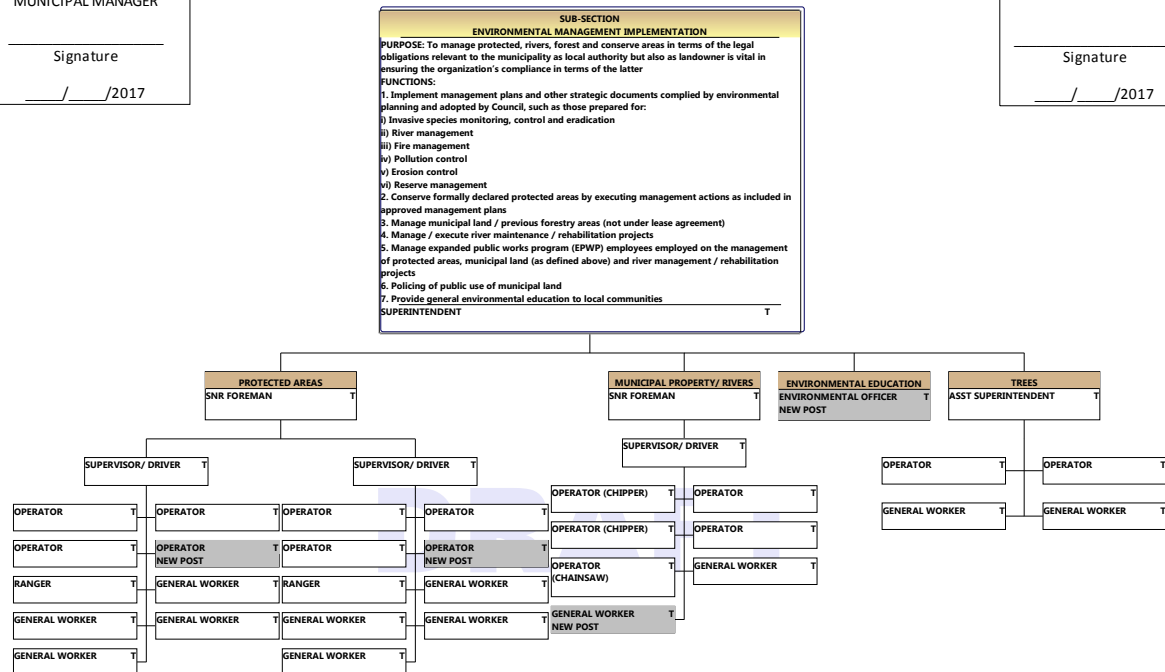
Signature _____

____/____/2017

APPROVED BY COUNCIL

Signature _____

____/____/2017



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Marius Snyman

Catherine Muller

From: Marius Snyman <marius@snyman.com>
Sent: Tuesday, 18 April 2023 21:14
To: idp; mm; Johannie Serdyn
Subject: [EX] Versoeke rakende die GOP, namens die Wyk 11 komitee
Attachments: Afrikaans copy of IDP 2023 Commentary Ward 11 -2023-04-18.pdf

Geagte MM en GOP kantoor personeel

Aangheg vind asseblief wyk 11 se versoeke rakende die huidige hersiening van die GOP.

Byvoorbaat dankie vir u positiewe oorweging van ons prioriteite.

Groete / Regards

Marius Snyman

Mobile: +27 (82) 553-3532

Profile: LinkedIn: <https://www.linkedin.com/in/marius snyman/>

18 April 2023

Geagte GOP-kantoor van Stellenbosch,

Ek skryf namens die wyk 11 wykskomitee om ons bekommernisse te deel oor sommige sake wat ons raak. Ons waardeer die werk wat u doen om ons dorp te verbeter, maar ons het ook 'n paar voorstelle en versoeke wat ons graag onder u aandag wil bring.

1.) Verkeer: Ons is bly dat jy beplan om die verkeer om die "driehoek" (R44, Dorpstraat, Adam Tas) te verlig deur die onderste deel van Dorpstraat te verbreed en hopelik 'n rotonde by Ya Ya te bou. Ons hoop dat hierdie projek binnekort afgehandel sal word en dat dit die verkeersvloei sal verbeter. Ons vra egter dat u ook die behoeftes van die inwoners, stasiegebruikers en kliënte van besighede wat in hierdie area parkeer, in ag neem. Ons stel voor dat jy die bestaande parkeerarea vir hierdie groep mense bespreek.

2.) Adam Tas-brug: Ons is bekommerd oor die toestand van die Adam Tas-brug en die omliggende area. Ons versoek dat u die haweloses wat onder die brug agterbly, ontruim en met maatskaplike dienste in aanraking bring. Ons versoek ook dat u die verbinding met die Eersterivier-wandelpad verbeter en 'n paadjie bou om Agrimark te kan bereik op 'n paadjie wat onder die brug oor die Plackenbrugrivier deurloop. Dit sal nie net die veiligheid en netheid van die gebied verhoog deur verhoogde voetgangerverkeer nie, maar ook die toeganklikheid vir voetgangers en fietsryers tot die SSK.

Hier is 'n diagram van die idee wat hopelik help om ons konsep te verduidelik:



3.) Huis Horison: Ons is dankbaar dat u 'n ooreenkoms met Huis Horison het om die vleilande onder die damwal in die rigting van Devon Valleyweg te bestuur, maar die hawelose mense wat daardie gebied beset is kommerwekkend. Sal u hulle asseblief van die eiendom ontruim?

4.) Woodmill: Ons is teleurgesteld met die vertragsings en onooglikheid van die ingang na Stellenbosch by die Woodmill-kompleks. Ons versoek dat u hierdie projek so gou moontlik prioritiseer en voltooiing ondersteun. Ons glo dat Woodmill 'n belangrike rol speel in die ekonomiese ontwikkeling van ons dorp en dat dit ook 'n estetiese impak op ons omgewing het wat die beplanningsvertragsings vererger.

5.) Ekologiese uitdagings wat dringend aandag verg: Ons het 'n ernstige probleem met kewers

wat ons inheemse bome beskadig. Ons vra dat u asseblief die redding van ons bome prioritiseer. Stellenbosch sonder bome sal 'n dorre en baie minder aantreklike bestemming vir toeriste wees en inwoners eenders. Ons sal dan die nodige stappe doen om die kwekers te beheer en die bome te red. Ons vra ook u samewerking in die verwydering van indringerplante op u eiendomme (soos Papegaaiberg Reserwe en die parke in Onder-Papegaaiberg), veral die rooilyks akasia implexia. Hierdie plante bedreig die biodiversiteit van ons gebied.

6.) Sekuriteit: Ons is bewus dat sekuriteitskwessies ons almal raak.

a.) Ons versoek die oprigting van 'n nuwe heining op Oude Libertas weg vanaf Liberté kompleks tot by die punt van Bokmakieriestraat op die groot park, dit sal ook help om die vandalisme van die grafte daar te beheer. Hierdie heining sal help om ongewenste toegang tot ons area te voorkom. Ons verstaan dat u die sluiting van Nagtegaal Straat sal finaliseer en die heiningonderhoud op Devonvallei sal doen. Is dit nog in die werke?

b.) Verder versoek ons dat batterye vir die kringtelevisiekameras installeer word om beurtkrag onderbrekings te vermy. Ons hoop dat hierdie maatreëls sal bydra tot 'n veiliger en meer vreedsame leefstyl vir almal.

7.) Papegaaiberg-reservaat: Ons is trots op ons unieke reservaat wat 'n ryk verskeidenheid flora en fauna huisves. Ons wil graag hierdie natuurlike erfenis vir toekomstige geslagte bewaar. Daarom is dit noodsaaklik dat ons die reservaat se omheining (toegangsbeheer) voltooi en die grondbesetting hanteer soos vereis deur regulasies.

8.) Dit is met groot kommer dat ons kennis neem hoe swak die verkoop van die munisipale eiendomme in Onder-Papegaaiberg bestuur is en hoe die kopers in die proses in die steek gelaat is en selfs verliese gely het. Hoe gou kan die eiendomme oorgedra word soos ooreengekom in die verkoopsooreenkomste met die kopers? In die algemeen let ons daarop munisipale eiendomme word swak bestuur en moet nie verkoop word as 'n manier om die pligte van bewaarderskap oor hierdie gemeenskapsbates te vermy nie.

9.) Laastens is ons teleurgesteld oor die groot aantal punte op die GOP-terugvoerdokument, wat aandui dat geen of min stappe gedoen sal word om die gevraagde items te verskaf. Hopelik kan die items hierbo dus vir eers jou mees dringende aandag geniet. Ons besef dat begrotings beperk is, maar miskien sal jy die belangrikheid van die punte hierbo bo sommige ander bestedingsitems in die begroting waardeur.

Ons bedank u vir u begrip en ondersteuning in hierdie sake. As jy enige vrae of voorstelle het, kontak ons gerus via raadslid Serdyn..

Met groete

Die Wyk 11 komitee
Stellenbosch

Nathan Howson

Catherine Muller

From: Nathan Howson <nathan.howson1@gmail.com>
Sent: Tuesday, 25 April 2023 08:00
To: idp
Subject: [EX] Ward 7 priority submission
Attachments: IMG_20230425_075400.jpg

I previously made an IDP submission via the citizen app but I wanted to submit a photograph as well.

Students on the way to Stellenbosch University have to walk among moving traffic on Soeteweide street in Ward 7.

Please make adding sidewalks or making Soeteweide street one way so there is a dedicated lane for the heavy pedestrian traffic a ward priority.

Kind regards,
Nathan How Son





Friends of Stellenbosch Mountain

Catherine Muller

From: H Eggers <heggers@pm.me>
Sent: Tuesday, 25 April 2023 13:42
To: idp; mm
Cc: Hannes Koekemoer; Jerman, Nick
Subject: [EX] FSM comments on 2023 Draft IDP and MTREF
Attachments: 230425-fsm-idp-mtref-comments.pdf

Attached please find comments and feedback on the 2023 Draft IDP and the related MTREF.

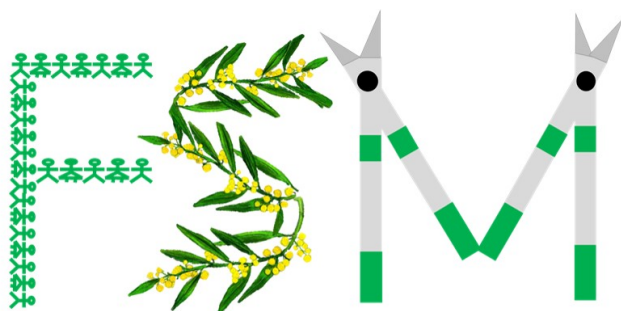
Please note that these comments can be read only in conjunction with further comments to be submitted in relation to other major plans such as the MSDF and CITP.

Could you please acknowledge receipt of these comments.

Thank you

HC Eggers

Secretary: Friends of Stellenbosch Mountain



FRIENDS OF STELLENBOSCH MOUNTAIN

Chairperson: H Koekemoer
hanneskoekemoer@proton.me

Secretary: HC Eggers
076-785-3514 heggers@pm.me

P.O. Box 3218, 7602 Matieland
11 Grandiceps Rd, 7600 Stellenbosch

Public Benefit Organisation No. 930049434
fsmountain.org

FSM Comments and Questions: 2023 Draft IDP and MTREF

25 April 2023

1 Stellenbosch Municipality is abusing the sub judice rule

The present IDP public participation process is a continuation of the process started late in 2022. In the earlier phases of this process, both in oral questions and in written replies, Stellenbosch Municipality (SM) has repeatedly invoked the *sub judice* rule to not answer questions posed by FSM and others. Specific examples can be found in the written answer by the Municipal Manager of 25 October 2022 (Appendix A) and statements by the Director: Corporate Services as per recorded proceedings of the IDP meeting of 22 September 2022.

Stellenbosch Municipality should stop invoking the *sub judice* rule unless and until it can prove that the resulting prejudice to the administration of justice is *demonstrable and substantial* and that *curtailing the free flow of information outweighs its advantage*. As set out by Pierre de Vos and Advocate de Havilland in pieces reproduced in Appendix B, the scope of the *sub judice* rule was strongly limited by the Supreme Court of Appeal in 2007. To quote the SCA judgement:

*[A] publication will be unlawful, and thus susceptible to being prohibited, only if the prejudice that the publication might cause to the administration of justice is **demonstrable and substantial** and there is a **real risk that the prejudice will occur** if publication takes place. **Mere conjecture or speculation that prejudice might occur will not be enough**. Even then publication will not be unlawful unless a court is satisfied that **the disadvantage of curtailing the free flow of information outweighs its advantage**. In making that evaluation it is not only the interests of those who are associated with the publication that need to be brought to account but, more important, the **interests of every person in having access to information**. Applying the ordinary principles that come into play when a final interdict is sought, if a risk of that kind is clearly established, and it cannot be prevented from occurring by other means, a ban on publication that is confined in scope and in content and in duration to what is necessary to avoid the risk might be considered.*

The onus is therefore on Stellenbosch Municipality to prove — with reasons and supporting documentation — that any SM refusal to answer questions and/or withhold information complies with the SCA ruling. For that reason, FSM below resubmits some of the past questions which have remained unanswered as a whole or incompletely. We do not accept any unsubstantiated *sub judice* claims as grounds for not answering questions and withholding important information from the public.

2 Unanswered questions asked on 22 and 29 September 2022

Annexure A of the 2023 Draft IDP contains a “2017-2022 Close-Out Report”. There are substantial issues and questions which have not been closed out. Here and in the next section, we re-issue questions asked but unanswered in the last year. See also related questions posed on 12 January 2022 as reproduced in Section 3.

2.1 Municipal Manager’s letter of 26 October 2022 in answer to questions posed for the last three years by FSM. Refer to Appendix A.

2.1.1 NRM grant termination: Firstly, the statement that *the grant funding was taken back by the Provincial Government* is obviously untrue. It was DFFE (then called DEA), not the provincial government, which funded and administered the 2018 NRM grant. See again Appendix C as already provided in September 2022.

2.1.2 Deon Klaassen court case

- i. To repeat our earlier question: Did Deon Garden & Construction or any other tender BSM7/19-related service provider charge or use rates or costs different from those laid down by the written 2019 NRM agreement between SM and DFFE?
- ii. See Appendix D. This court case was set down for trial for 27 January 2022, more than a year ago. Following up: what is the status of Cape High Court Case 9140/2021 (Deon Garden & Construction vs Stellenbosch Municipality)?
 - If the case has been brought to judgement: What are the terms of the judge’s order and what costs did the judge award to each party? (As a reminder: Klaassen is apparently claiming R4.3million from the municipality for breach of contract; see e.g. Appendix D.)
 - If the case was settled before judgement: What are the settlement terms?
 - If the case has not been concluded: for which date has it now been set down for trial?
 - In all cases: could SM please provide access to the full court record, including pleadings and written evidence led?

2.2 SM funding of alien clearing

To repeat and amplify our pertinent question of 22 September 2022:

- 2.2.1 How much has Stellenbosch Municipality spent in total from 2019 until now on tenders BSM 102/20, BSM 65/22 and any other tenders related to invasive species?
- 2.2.2 What rates and costs did the successful tenderers charge for tenders BSM 102/20 and BSM 65/22?
- 2.2.3 How much has Stellenbosch Municipality spent in total from 2019 until now on (a) alien clearing, (b) firebreaks, (c) law enforcement in municipal nature areas?
- 2.2.4 From which sources (SM Operational budget, Province or National grants, private funding such as City of Cape Town, The Nature Conservancy etc) were the above tenders and any other alien clearing efforts on SM-owned land funded?

3 Unanswered questions asked in January 2022

3.1 Termination of the 2019 NRM Contract and Tender BSM7/19

The FSM directive request of March 2021 and the refused PAIA application for information of November 2020 were all the direct result of the termination in October 2019, by the Stellenbosch Municipal Manager, of a 2019 NRM grant of R14.26 million from the national DFFE. **The sub judice rule does not apply unless the conditions set out in Section 1 above are met.** Kindly note that the questions below pertain to the EXISTENCE, not

the CONTENT, of the pertinent judicial processes.

QUESTIONS:

- 3.1.1 Which, if any, primary internal disciplinary processes, ie resulting directly from or associated with the alleged irregularities of the said 2019 NRM Contract and/or tender, have been conducted by SM in the past three years?
- 3.1.2 What is the status of each of such processes?
- 3.1.3 Which, if any, legal action or actions have resulted from the said terminations, either in a higher court of law or within the ambit of the CCMA?
- 3.1.4 Which, if any, secondary internal disciplinary processes or external CCMA processes have been initiated in consequence or connected to any of the above?
- 3.1.5 What are the cumulative costs of the abovementioned legal processes over the period 2019 to the present?
- 3.1.6 Are there plans or intentions to pursue any of the above in future, even if they have not yet been initiated?

3.2 Allegation of Fruitless and Wasteful Expenditure: so-called “biomass removal” in Paradyskloof Nature Area (2021)

see Appendix E. The relevant documentation alleging Fruitless and Wasteful Expenditure of more than R300,000 was submitted both electronically and by physical deposition at the offices of the Municipal Manager on 29 November 2021. At the IDP Public Sector Engagement meeting on 11 January 2022, it was stated that SM would reply to the allegations forthwith. An email from SM of 24 January 2022 stated that *Please note that this matter is currently being investigated as per Section 170 (4A) of the Municipal Finance Management Act, as soon as our office receive the outcome same will be communicated to you.* It is now April 2023, 15 months later, but no further communication was received.

QUESTIONS:

- 3.2.1 When will the outcome of this investigation be communicated?
- 3.2.2 What was the outcome?
- 3.2.3 Was any consequence management carried out in accordance with stated SM policy?
- 3.2.4 Was the matter reported to Treasury as required?

3.3 Alleged Financial Misconduct (Logging Operations in Paradyskloof and Botmaskop plantations, 2020-2021): As set out in the January 2022 submission, FSM has strong reasons to suspect that the logging operations carried out between October 2020 and March 2021 violated municipal and national SCM policy and regulations and that SM has in consequence incurred substantial financial losses. The answers provided by SM in 2020 and 2021 are unsatisfactory.

QUESTIONS:

- 3.3.1 Have the irregularities in these logging operations, involving possible financial losses to SM ranging between R800,000 and R2,000,000, been investigated? If not, why not?
- 3.3.2 If an investigation has been completed: Was consequence management applied to any of the municipal officials and/or contractor(s)?
- 3.3.3 Was any money recovered from the said municipal officials and/or contractors? How much?

3.4 Following up on the FSM questions of 12 January 2022 re **human resources within the Section Environmental Management (SEM) within SM:** At the IDP Public Sector Engagement on 11 January 2022, it was stated in answer to a question that “all funded

posts” are filled or are about to be filled. See Appendix F for a copy of the relevant organogram as approved by Council in 2017.

QUESTIONS:

- 3.4.1 Which of the permanent staff posts shown in the first (upper) part of the SEM organogram are currently filled?
- 3.4.2 Which permanent posts in the SEM are currently unfunded?
- 3.4.3 Which funded permanent posts in the SEM are currently unfilled?
- 3.4.4 Which of the permanent staff posts shown in the second (lower) part of the SEM organogram in the “Subsection Environmental Management Implementation” (“Implementation”) are currently filled?
- 3.4.5 Which permanent posts in the Implementation subsection are currently unfunded?
- 3.4.6 Which funded permanent posts in the Implementation subsection are currently unfilled?
- 3.4.7 Which permanent or temporary staff in the Implementation subsection are currently suspended and/or being investigated for any misdemeanour, whether in terms of municipal disciplinary processes, and/or CCMA processes and/or a higher court of law?
- 3.4.8 Which permanent municipal employees in which municipal department and section are responsible for law enforcement duties in municipal nature areas?
- 3.4.9 Which permanent municipal employees in which municipal department and section are responsible for training and supervision of temporary/contract municipal employees working in municipal nature areas?

4 Comments/Questions on the Draft 2023 IDP

- 4.1 **Mobility Forum** (IDP Section 1.17): SM has quietly closed down the Mobility Forum without as much as giving notice to the participants. No mention of the workings and participants of the **Stellenbosch Infrastructure Task Team** is made anywhere in the IDP. The publicly announced **Developers’ Forum** has not even been mentioned. There is a clear need for SM to become “clean and transparent” on its stakeholder engagements; in other words, please apply IDP Section 8.2.1.1. (Clean accountable and responsive government).
- 4.2 The **Strategic Focus Areas** (IDP Section 3.2, SFA’s) such as *Valley of Possibility* have become meaningless. The five categories are listed everywhere but they have no impact on decisionmaking, prioritisation and have information value in themselves. The SFA’s should be eliminated from the IDP and related documents such as the MTREF as they just clog up the tables and spaces.
- 4.3 **Roads, Traffic, NMT**
 - 4.3.1 FSM will deal with roadbuilding, public transport and NMT in comments pertaining to the CITP and MSDF which are due on 12 May and 30 May respectively. Since relevant information on those plans is contained in the Draft IDP and MTREF, those future CITP and MSDF FSM comments should be read with the present ones.
 - 4.3.2 Section 7.3.4: As indicated elsewhere, the past 2021 CITP is not an update and not compliant with the transport legislation. We note that neither the relevant officials have been disciplined nor has the external consultant *Innovative Transport Solutions* (ITS) suffered any consequences for the sloppy work and effectively Fruitless and Wasteful Expenditure which resulted in the 2021 “CITP”.

4.3.3 The “strategic interventions” of Draft IDP Section 7.3.4.1 are not in any way reflected in the prioritisation of projects set out in Section 7.3.4.2. As usual, the focus is strongly on engineering projects while almost nothing is done on urgent non-engineering measures such as Travel Demand Management, Congestion Strategy, Pedestrianisation. The NMT measures are nice but their budget is tiny compared to that of road- and parking-related capital projects. There is a shocking lack of urgency on the part of SM to get started on urgent and critical interventions beyond engineering projects.

4.4 **Housing** (IDP Section 7.3.3): Figure 38 on Priority Human Settlements and Housing Development Areas depicts the R44 between Adam Tas and Jamestown as priority. Naturally the Transit-Oriented Development approach also advocates siting housing close to routes of transport.

4.4.1 Housing is intimately tied to public transport and Travel Demand Management (see transport legislation). The R44 route is already congested. This congestion is the direct result of the strong anti-public-transport stance taken by SM. Further housing along the R44 can be built only if and once the R44 is given the big public transport (*not car-related*) upgrade which allows it to carry significant volumes of people rather than volumes of cars.

4.4.2 Hence Figure 38 of the IDP and the underlying PDSHDA are worthless unless and until corresponding transport measures are taken first, for example park-and-ride projects along the R44, congestion charges along the R44 etc.

4.4.3 Figure 38 does NOT mean that urban sprawl which happens to be close to the R44 is thereby legally compliant. If at all, development along the R44 must necessarily be high-density (several storeys) and confined to a narrow strip along the R44 route. The PDSHDA does not motivate, for example, development of **Farm 1457**, owned by Blaauwklippen Agricultural Estates or the Eastern Link Road.

4.5 **Energy and Electricity** (Section 7.3.5 of the IDP): FSM strongly supports electricity generation from renewables and co-generation by private entities. Hence the **Energy Masterplan** is supported. We note that, unlike the Roads Master Plan, the Energy Masterplan is compliant with national legislation and priorities.

4.6 **Water** (IDP Section 7.3.6)

4.6.1 Water Demand Management is critical. Section 7.3.6.4 is not nearly enough. We must deal not only with water leaks but actively control and limit groundwater use, eg by private and estate boreholes.

4.6.2 Support for **Wastewater Treatment Works** projects is conditional on understanding whom they serve. If these are being built to accommodate more luxury housing, we do not support them.

4.6.3 IDP Section 7.3.6.5 is generally supported. See Section 6 below for a more detailed treatment of climate change.

4.6.4 IDP Section 7.3.6.12 Boreholes: Accessing groundwater is an absolute last resort and cannot possibly be a sustainable solution. The 2018 emergency drilling measures resulted in significant environmental damage. That may not be repeated.

4.6.5 Decisions may not be driven by the financial needs of SM to sell water. If at all, rates should be increased as an effective measure to reduce water usage.

4.7 **Environmental Management Plans** (Section 7.3.2 of the IDP and sectoral EMP's):

4.7.1 The *Stellenbosch Environmental Management Framework (SEMF)* has been all but ignored. We find little to no reference to its provisions in council agendas, development proposals and SM communications outside of general aspirations and principles. The SEMF exists only on paper.

- 4.7.2 Many provisions of the *Paradyskloof Nature Area Environmental Management Plan* and other sectoral environmental plans are not being applied. For example, Section 4.2.4 in the Paradyskloof EMP and Section 7.2.4 in the Botmaskop EMP contain detailed specifications on how to prevent soil erosion, including e.g. slope grading, inside ditches and berm construction on jeep tracks, and logs on cycle tracks. Instead, grading is done indiscriminately and with no regard for adjacent vegetation.
- 4.8 **Smart City** (IDP Section 8.1): The benefits seem initially obvious but there is a significant danger in centralisation of control, privacy and data management. This is supported only if from inception the governance structures and resulting databases and data processing are decentralised, i.e. controlled not by a single authority (such as SM or one of the tech giants) but by citizens themselves. There should be clear and transparent rules on data usage and easily accessible mechanisms for private individuals to retrieve and delete data.
- 4.9 **Clean, accountable and responsive government** (IDP Section 8.2.1.1): As demonstrated above at length, the KPI related to fraud and corruption is not being fulfilled.
- 4.10 **Adam Tas Corridor** (IDP Section 8.2.1.5): This initiative should be the core and origin of all structural changes in Stellenbosch for decades to come. The ATC and within it the public transport and NMT components must inform and determine the strategy and contents of the MSDF, CEF and CITP and thence the resulting individual projects. We see very little of that happening. Instead, the CEF and CITP simply include the ATC but then proceed to propagate projects which undermine or ignore the central role of the ATC.
- 4.11 **Environment** (IDP Section 8.2.1.8): The Mayoral Outcomes (five-year plans) exhibit a glaring deficiency in all matters relating to the environment. Note that *environment* pertains to nature areas, river courses, parks and gardens. *Green energy*, *Green waste* and *Green economy* are nice, but they do not cover the environment per se. A further Mayoral Outcome 8.2.1.10 should be added specifically with respect to the **environment**. Section 8.3.10 is a small beginning but not enough.
- 4.12 The **Financial Plan** (IDP Chapter 10) is treated in the comments on the MTREF below.
- 4.13 **Close-out of previous IDP** (IDP Annexure A): We have already commented on this in Section 2 above.

5 Comments/Questions on the Draft 2023/2024 MTREF

- 5.1 The entire MTREF makes no reference whatsoever to the 10-year **Capital Expenditure Framework** (CEF). That is unacceptable and must be changed. There cannot be two disjoint financial planning instruments; one must influence the other.
- 5.2 Page 19: The *Capital Replacement Reserve* is seen to be contributing funds of R151million and R174million to expenditure. This funding source is second only to that of *external loans*, which come in at R94m and R200m in the next two years, followed by a further R200m and R175m in the two years thereafter (Page 92). This implies that **Stellenbosch Municipality is spending money excessively**. Drawing down reserves while taking up loans at the same time seems like a sure road to disaster in the long term. There needs to be a section motivating this and providing a viable roadmap to become financially sustainable. Could this profligacy perhaps have something to do with the upcoming 2024 General Elections?

5.3 Employee costs

Page 12 and 17: Re financial sustainability: In particular, there is general agreement that expenditure on **employee costs** is excessive.

The table on MTREF Page 89 pencils in employee related cost increases of 5.4% **plus Notch Increments** of 2.4% for 2023/2024. This means that municipal employees will be receiving an above-inflation increase of 7.6% in this year. That is unacceptable, given the macroeconomic situation and the MFMA circulars.

The one exception is the Section Environmental Implementation, which is badly understaffed and underfunded. There needs to be a significant increase in operational funding and filling of posts in this section.

5.4 **Councillor remuneration:** It is likewise inappropriate to budget a 6.0% increase (above the CPI inflation rate) for councillor remuneration while the country is in recession.

5.5 **Motor vehicle allowances** (MTREF Part 2K): Currently, councillors and officials are incentivised by their motor vehicle allowances to make decisions which favour roadbuilding, parking and car use. Which councillor or official will ever make use of NMT or public transport when his or her pocket suffers as a result? Add to that SARS tax allowances for vehicle use, and the inherent bias acting on municipal decisionmakers is clear.

This is incompatible with stated national and provincial policy. The vehicle allowances of councillors have been reduced, but the motor vehicle allowances for municipal officials have been increased. This allowance should be either reduced substantially or eliminated altogether.

5.6 **Other expenditure** Page 17/18: Operating budget: “Other expenditure” worth about R700m needs to be unpacked. This is a huge item and its major components needs to be set out. Mere reference to telephone usage and consulting fees is not enough; consultants cost “only” about R40million per years (Page 156). On which specific expenditure items is the rest of the R700m being spent?

5.7 Page 19 Capital budget summary: The 43% increase in Infrastructure Services to R433m (86% of Capital Budget) is excessive. Infrastructure already dominates spending and this further increase cannot be supported.

5.8 Page 36: Table A5 does not even have an item on public transport infrastructure. The universal neglect of public transport ranges right into the administrative categories which have not even been created.

5.9 There is almost no capital expenditure on Environmental Management and the municipal nature areas.

5.10 Page 78 Annexure D (Alignment with the IDP): As stated, reference to the Strategic Focus Areas in a little table is meaningless in proving “alignment”. Real alignment needs to demonstrate how specific projects prioritised in the IDP (and MSDF, and MTREF) tie in to specific sections of **legislation** and the related **regulations**.

5.11 Page 96: the Table Y-axis is incorrect and therefore the table of no use.

5.12 **Grant programme expenditure:** Page 98 Annexure I: please unpack the sources of the approximate R24m per annum under line item *Private Enterprises*.

5.13 **Roads, Stormwater, Transport:** Page 136ff (Annexure N, Detail Capital Budget) We will deal in detail with the projects relating to Roads, Stormwater and Transport in comments on the CITP. Those comments should be read also as input into the IDP and MTREF.

5.14 **Litigation and Corporate Services Vote** (Annexures N, P): An indication should be given on the amounts spent on litigation in the past year, and the amounts budgeted for the next years.

6 Climate Change

Climate Change and ecosystem collapse is a global crisis which cuts across all plans, disciplines, needs and budgets. We therefore treat it as an entity on its own.

6.1 The IDP and all SM planning documents are very weak on climate change.

In those rare cases where climate change is mentioned at all, it is always in terms of **adaptation** (ie coping with the consequences of climate change). There is an urgent need to put **mitigation** (prevention and minimisation of climate change) at the forefront of policy. **We need concerted action in other critical areas of climate change PREVENTION such as land use, fossil fuel reliance reduction, carbon auditing, etc.**

6.2 A budget item in the IDP's Table 37 is called *Climate Change Adaptation Strategy*, which is fair enough. The allocated amount of R2,000,000 is, however ridiculously small compared to the need. R2million is not even a fraction of what is needed just for alien clearing, not to speak of river management and wildlife management. **This budget allocation must be increased drastically.**

6.3 Goal 13 in Section 3.5.1 (*Take urgent action to combat climate change and its impacts*) is not put into practice anywhere in the IDP.

6.4 Goal 14 in Section 7.3.1.1 to *improve the understanding of the impact that climate change is likely to have on the municipality and to implement measures to mitigate such impact* is a misnomer because it confuses the terminology. Again, *mitigation* is about preventing climate change, while *adaptation* would be dealing with the consequences. Furthermore, *improving the understanding* of the impact is just kicking the can down the road. The impacts are well understood, as voluminous documentation of eg the International Panel for Climate Change shows. Goal 14 should be reworded to action. And goals and the widely available insights should be implemented in Stellenbosch, not just outsourced to yet another consultant to write a report which gathers dust.

6.5 **Water:** Section 7.3.6.5 of the IDP (on adapting water systems to climate change) is supported, but this is just a small beginning. There is no doubt that the price of water must be increased significantly, especially for large users. In other words, the tariff curve of costs as a function of monthly usage should be much steeper than it is now. Naturally valid large uses such as nurseries will be treated as special cases.

A Feedback letter from MM, received 25 October 2022



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Email: municipal.manager@ Stellenbosch.gov.za

Date: 18 October 2022

Friends of Stellenbosch Mountain

P.O.Box 3218

Matieland

7602

Attention: Mr HC Eggers

Per email: heggers@pm.me

Dear Mr Eggers,

FEEDBACK ON WRITTEN SUBMISSION: IDP PUBLIC PARTICIPATION PERIOD SEPTEMBER 2022

1. COURT CASE 9140/2021: DEON GARDEN AND CONSTRUCTION VS MUNICIPALITY

Your question posed on Thursday, 22 September 2022, during the Online IDP Public Participation meeting for wards 7, 8, 9, 10, 11, 22 and 23 and the written submissions made refer.

The allegations made for the reasons the tender was cancelled is untrue. The tender was cancelled because of suspected illegal activities that was uncovered by an ex – employee after which the grant funding was taken back by Provincial Government. Both the disciplinary process and current Labour Court Litigation is flowing from this situation. The municipality have explained that the matter is sub – judice and will not be further commented on. The municipality is acting within its legal right and is of the view that it is in the best interest of the municipality.

The case of Deon Garden Services is also sub – judice and the municipality had to defend the matter as the applicant is claiming money not owned to him and that he is not entitled to. The municipality is acting within its legal rights and in the best interest of the municipality. Unfortunately, no further comment will be made at this stage.

The same applies to all other legal matters reported in the municipality's financial statements. Stellenbosch Municipality act on the advice of its attorneys and defend the interest of the municipality and is not prepared to comment on any of the sub – judice matters other than what is mentioned in this response.

2. COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)

With reference to the document *"Follow-Up and Questions on the period 2017–2022 (Fourth Review of the Stellenbosch IDP) and Input for the impending Fifth Review of the Stellenbosch IDP"* Item 2.1 (a) – (f), see below the responses on the questions posed related to the Comprehensive Integrated Transport Plan (CITP):

- a) The 2016 – 2021 Comprehensive Integrated Transport Plan (CITP) – including its updates is currently being superseded. Therefore, any figures listed in the document were thus only forecasts and calculated estimates at the time. A more detailed cost estimation will be undertaken for budgeting purposes.
- b) In most cases in the document, it is actually full costs which are being compared. At present, a full review / (update) of the 2022 – 2027 CITP is currently being finalised. New project lists are being compiled, budget forecasting and categorisations are also being improved to ensure updated interpretations of the CITP projects are being planned and budgeted.
- c) The municipality has followed all required legislative prescripts and processes in the 2021 CITP document and processes. The municipality is of the view that all the necessary legal aspects have been complied with.
- d) The CITP flows from the Integrated Development Plan (IDP) and Spatial Development Framework (SDF) strategic documents as well as taken through the municipality's master planning, transport modelling and public consultation processes. Discussions were held with the team and changes will be brought about, such as budget forecasting and categorisation will be updated and improved during the compilation of the 2022 – 2027 CITP.
- e) No, the 2022 – 2027 CITP is a completely new review / overhaul of the document. The current CITP will remain in effect until the review process of the 2021 CITP is completed and the new 2022 – 2027 CITP document is formally adopted.
- f) At the time of the 2016 – 2021 CITP update in 2019, the Adam Tas Corridor (ATC) was proposed in the draft SDF (2019) and was also highlighted in the 2019 CITP update.

Sincerely yours,


GERALDINE METTLER
MUNICIPAL MANAGER

18/10/2022
DATE

B Legal experts' opinion on the application of sub judice rule

Don't hide behind (non-existent) sub judice rule

Pierre de Vos
18 July 2011

One of the most irritating phenomena of our political life is the manner in which politicians wrongly invoke the so called sub judice rule to avoid accountability. Because they do not want to answer difficult questions or deal with politically awkward issues, such politicians invoke a rule that only exists in their imagination.

Is it possible that such politicians do not know that the rule has been substantially changed by the Supreme Court of Appeal (SCA) to bring it in line with the values and norms enshrined in our democratic Constitution? Or are they cynically invoking a non-existent rule knowing full well that the rule does not exist in the form that they pretend that it does?

The latest culprit is the Minister of Police, who invoked the rule in response to the Human Rights Commission's (HRC) findings and remedial order in the case of Mr Chumani Maxwele, the jogger who is alleged to have given President Zuma's motorcade the middle finger. The HRC found that the Special Protection Unit had violated several of Mr Maxwele's rights and called on the Minister, on behalf of the members involved, to apologise to Mr Maxwele and to take steps to ensure that the SAPS acts in terms of the Constitution and the Law.

Reacting to the HRC's findings, the Minister's spokesman claimed that because Mr Maxwele had instituted civil proceedings against the SAPS the sub judice rule applied. The SAPS had accordingly refused to participate in the investigation and would not abide by the HRC's ruling.

Now, it is an established rule of the common law that the proper administration of justice may not be prejudiced or interfered with and that to do so constitutes the offence of contempt of court. As the SCA has found, the sub judice rule is important as the integrity of the judicial process is an essential component of the rule of law. If the rule of law is itself eroded through compromising the integrity of the judicial process then all constitutional rights and freedoms are also compromised.

The crime of contempt of court thus includes contempt *ex facie curiae* (out of court) and this entails, first, cases where publication of an opinion will violate the dignity, repute or authority of the court (either by criticizing or insulting a particular judicial officer or the judicial system as a whole) and, second, statements which prejudice the administration of justice in pending proceedings. It is this latter aspect that has become known as the sub judice rule.

But in the *Midi Television* case the SCA stated that the broad scope of this rule which was in force in the pre-democratic era has been severely curtailed by the Constitution. In that case, dealing with the sub judice rule in the context of pre-publication censorship, Nugent JA, writing for a full bench of five judges, summarised the new position as follows:

[A] publication will be unlawful, and thus susceptible to being prohibited, only if the prejudice that the publication might cause to the administration of justice is demonstrable and substantial and there is a real risk that the prejudice will occur if publication takes place. Mere conjecture or speculation that prejudice might occur will not be enough. Even then publication will not be unlawful unless a court is satisfied that the disadvantage of curtailing the free flow of information outweighs its advantage. In making that evaluation it is not only the interests of those who are associated with

the publication that need to be brought to account but, more important, the interests of every person in having access to information. Applying the ordinary principles that come into play when a final interdict is sought, if a risk of that kind is clearly established, and it cannot be prevented from occurring by other means, a ban on publication that is confined in scope and in content and in duration to what is necessary to avoid the risk might be considered.

If one applies these basic principles to the case at hand, it must be clear that the sub judice rule is not applicable here. The Minister would have to convince us that there would be a demonstrable and substantial prejudice to the administration of justice if he apologised to Mr Maxwele as requested by the HRC. He will further have to show that it would not be in the interest of society as a whole to obey the request of a Chapter 9 body because the risk to the administration of justice would far outweigh the harm done to the credibility and the dignity of the Chapter 9 institution.

This will obviously be impossible to show. Given the fact that section 181 of the Constitution states that other organs of state – including ministers – through legislative and other measures, must assist and protect these institutions to ensure the independence, impartiality, dignity and effectiveness of these institutions, I cannot think of an example where the Minister would be allowed by the sub judice rule to ignore the HRC and to refuse to institute the remedial action proposed by it in a certain case.

Besides, how the minister could possibly argue that complying with the findings of the HRC – which dealt with the violation of Mr Maxwele’s constitutionally guaranteed rights to human dignity, to freedom and security of the person, to privacy, to freedom of expression and peaceful/unarmed demonstration – could possibly influence the parallel civil proceedings – which deals with a civil claim against the Police – is hard to fathom.

The HRC has already published a finding in which it concluded that Mr Maxwele’s rights have been infringed. Nothing the Minister can do or say will change that. A court dealing with the civil claim of Mr Maxwele will not be swayed by the finding of the HRC as it will have to hear the evidence presented to it and make its own finding on whether damages should be paid.

The fact that the HRC has found that Mr Maxwele’s rights have been infringed can also not be tendered in the civil case as proof that Mr Maxwele is entitled to be compensated financially as a result of any damages suffered. The two issues are therefore entirely different enquiries, and no substantial prejudice to the civil trial can possibly arise through the correct exercise of its rights jurisdiction by the Human Rights Commission.

Surely the Minister and his advisors know this. Can one therefore assume that they are hiding behind the sub judice rule to avoid complying with a finding of the HRC because the President and his seemingly lawless bodyguards were involved in this case? Is the Minister scared of President Zuma and his bodyguards or is he just ill-informed?

In any case, as the law stands now, the sub judice rule will almost never be applicable. Where anyone invoke this rule, they are doing so either because they are ill-informed about the law or because they are using the rule to avoid accountability. Whenever a politician invokes the sub judice rule, I for one will assume that the politician is admitting guilt or other wrongdoing, but is trying to hide from scrutiny and accountability for his or her actions.

So next time you read that a politician has invoked this rule, please do not believe for one second that the rule is applicable. It will not be applicable. Assume instead that the politician is ducking and diving because he or she is scared; or is trying to avoid being caught out in a lie; or is looking

for an excuse to justify a constitutional breach of a duty to show respect for other constitutional institutions like the HRC or the Public Protector.

(Also see statement by Adv Nikki de Havilland, Centre for Constitutional Rights)

<https://constitutionallyspeaking.co.za/dont-hide-behind-non-existent-sub-judice-rule/>

Police minister's critique of SAHRC misguided - CFCR

Adv Nikki de Havilland

17 July 2011

Nikki de Havilland says the ministry misapplied the sub judice rule

Respecting the office of the South African Human Rights Commission

The Minister of Police's response to the Human Rights Commission's findings and remedial order in the case of Mr Chumani Maxwele (the jogger who is alleged to have given President Zuma's motorcade 'the finger') is misplaced and has no standing in law. The HRC found that the Special Protection Unit had violated several of Mr Maxwele's rights and called on the Minister, on behalf of the members involved, to apologise to Mr Maxwele and to take steps to ensure that the SAPS acts in terms of the Constitution and the Law.

Reacting to the HRC's findings, the Minister's spokesman claimed that because Mr Maxwele had instituted civil proceedings against the SAPS the sub judice rule applied. The SAPS had accordingly refused to participate in the investigation and would not abide by the HRC's ruling.

The sub judice rule was created to prevent people from commenting on a case where such comments would prejudice the outcome of the case in any way. Historically it was invoked whenever there was any risk of prejudice to a fair trial, regardless of how speculative. However, in the matter of *Midi Television v The Director of Public Prosecutions*, a full bench of the Supreme Court of Appeal effectively put an end to the rule.

Emphasising the importance of freedom of expression, the Court developed an extremely strict test as to when the sub judice rule can be invoked. The court found that it would only be applicable if a substantial and real prejudice to the administration of justice would occur as a result of the communication and the prejudice could not be prevented from occurring by any other means.

The complaint which was filed with the South African Human Rights Commission involved the violation of Mr Maxwele's constitutionally guaranteed rights to human dignity, to freedom and security of the person, to privacy, to freedom of expression and peaceful/unarmed demonstration, to make political choices and to certain rights as a detained person.

The remedy sought was the restoration of his dignity. In contrast, the pending civil claim to which the Minister refers is a damages claim sounding in money. The crisp issue that will have to be decided in that matter is whether Mr Maxwele is entitled to be compensated financially as a result of any damages suffered. The two are thus different enquiries, and no substantial prejudice to the civil trial can possibly arise through the correct exercise of its rights jurisdiction by the Human Rights Commission.

The South African Human Rights Commission is an institution established in terms of the Consti-

tution to support constitutional democracy. It is specifically mandated to monitor the observance of human rights and authorised to take steps to secure appropriate redress where human rights have been violated. Section 181 obliges all organs of state to assist the Commission and prohibits any interference in its proper function. The Minister was thus ill advised not to co-operate with the investigation. It is now hoped that he will be correctly advised to respect and honour the findings within the stipulated 30 day time period.

Statement issued by Adv Nikki de Havilland, Centre for Constitutional Rights, FW de Klerk Foundation, July 15 2011

<https://www.politicsweb.co.za/politics/police-ministers-critique-of-sahrc-misguided--cfcr>

C Minutes of termination meeting of 25 October 2019



**MINUTES OF NRM MEETING
COMMUNITY SERVICES DEPARTMENT
FRIDAY, 25 OCTOBER 2019**

OFFICIAL	JOB TITLE
Mrs Geraldine Mettler	Municipal Manager
Mr Gary Boshoff	Director: Community and Protection Services
Mr Kevin Carolus	Director: Chief Financial Officer
Mrs Tammy Leibrandt	Superintendent: Urban Forestry
Mr Nceba Ngcobo	DEFF- Director
Mr Colln Sharp	DEFF- Project Manager
Mrs Aadiela Moerat	DEFF- Area Manager
Mr Wessel Wentzel	DEFF-NRM

	CONCERN/ISSUE	COMMENT/S FROM DEPARTMENT
1.	NRM Project Closure Discussion	<ul style="list-style-type: none"> Stellenbosch Municipality submitted a termination letter to cancel the NRM Project with immediate effect on the 8 October 2019. Department of Environmental Affairs (DEA) acknowledged receipt of the termination letter. It must be noted the Working for Water concept no longer exists but the has been replaced by NRM
2.		



**MINUTES OF NRM MEETING
COMMUNITY SERVICES DEPARTMENT
FRIDAY, 25 OCTOBER 2019**

3.		
4.	Way forward	<ul style="list-style-type: none"> Mr Ngcobo stated that he understands the reasons why the Stellenbosch Municipality terminated the NRM contract and accepts the termination letter. He also stated that the NRM Project is difficult to implement at



**MINUTES OF NRM MEETING
COMMUNITY SERVICES DEPARTMENT
FRIDAY, 25 OCTOBER 2019**

		<p>municipalities because all municipalities are governed by the MFMA that dictates who municipalities must function in terms of processes and procedures.</p> <ul style="list-style-type: none"> • Aadelela mentioned that DEA is looking at a new NRM model that will be aimed specifically at municipalities and aligned with the MFMA.
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Geraldine Mettler
Municipal Manager

01 / 11 / 2019
Date

D Klaassen court case in 2020/2021 Annual General Report ("DEON GARDEN & CONSTRUCTION")

Page 497

Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2021

Notes to the Annual Financial Statements

Figures in Rand

66. Contingent liabilities (continued)

STELLENBOSCH MUNICIPALITY / LEELYN MANAGEMENT CC	400,000	-
Opinion and institution of Monetary claim against Leelyn Management CC for alleged parking revenue collected on behalf of the Municipality which was not paid over by Leelyn Management CC to the Municipality.		
STELLENBOSCH MUNICIPALITY / CHOISY –LE-ROI OWNERS (PTY) LTD	200,000	-
Review application instituted by the owner of Erf 13500 Technopark, Stellenbosch against the appeal judgment of the Executive Mayor. The Municipality served and filed notice of opposition against the application. Rule 53 record was subsequently filed at court. Choisy-le-Roi supplemented their application and the Municipality served and filed its answering affidavit. A court date needs to be obtained to argue the matter.		
DEON GARDEN & CONSTRUCTION CC / STELLENBOSCH MUNICIPALITY	200,000	-
Monetary claim in the amount of R4 374 192.67 including interest at a rate of 7.75% per annum for alleged damages suffered by Deon Garden & Construction CC. The Municipality defended the claim instituted and is in the process of finalising its plea in the matter.		
SECURITEM (PTY) LTD/ STELLENBOSCH MUNICIPALITY	200,000	-
Securitem instituted legal action against the Municipality to pay VAT on top of their tender price. The Municipality is of the view that VAT was included in the tender price submitted by SECURITEM and opposed the application.		
STELLENBOSCH MUN / MOFFAT & OTHERS	100,000	-
Eviction application against the Moffat family who illegally occupy the Eikestad Hall. The Municipality provided temporary accommodation to the Moffat family pursuant to the Moffat family wendy house being destroyed by a fire. The intension was that the Moffat family should occupy the Eikestad Hall temporarily and to relocate to Mountain View. The Municipality provided emergency accommodation at Mountain View, Jamestown, but the Moffat family refused to relocate. The Moffat's was given notice to vacate the Eikestad Hall and eviction proceedings is being instituted. The draft affidavit to institute eviction proceedings is being circulated for comment.		
STELLENBOSCH MUNICIPALITY/ABSA	9,000,000	-
The municipality is in a dispute with ABSA bank in relation to the fleet vehicle expenditure as controlled by ABSA.		
SHAHIEDA JACOBS / STELLENBOSCH MUNICIPALITY	200,000	-
Shahieda Jacobs instituted legal proceedings against Stellenbosch Municipality and a municipal official for alleged sexual harassment and unfair discrimination in the Labour Court. The Municipality filed its Statement of Response to the Plaintiff's Statement of Claim. The Special Plea on Shahieda's new Statement of Claim will be determine on 29 July 2020 on the papers before the Judge.		

E FSM letter of 29 November 2021



Chairperson: HC Eggers
 076-785-3514 heggers@pm.me
 P.O. Box 3218, 7602 Matieland
 11 Grandiceps Rd, 7600 Stellenbosch
 Public Benefit Organisation No. 930049434
 fsmountain.org Municipality - Munisipaliteit
 Stellenbosch

29 NOV 2021

Allegation of Fruitless and Wasteful Expenditure incurred during purported "biomass removal"

To the Municipal Manager
 Stellenbosch Municipality

BY HAND AND EMAIL

2021-11-29

Dear Municipal Manager,

1. Attached please find a report compiled by myself on behalf of Friends of Stellenbosch Mountain ("FSM") on the activities pertaining to so-called "biomass removal" on Farm 369, Stellenbosch, between 29 September and 19 November 2021 ("the Activity") as well as copies of emails dated 7, 25 and 27 October and 12 November.
2. In our opinion, the expenditure associated with this Activity exactly matches the definition of Fruitless and Wasteful Expenditure ("FWE") of section 1 of the Municipal Finance Management Act (Act No. 56 of 2003, "MFMA"), being *expenditure that was made in vain and would have been avoided had reasonable care been exercised*.
3. The Activity and associated expenditure in our opinion therefore constitutes Financial Misconduct in terms of section 171(3) of the MFMA.
4. In terms of MFMA Circular 68 of 2019 *fruitless and wasteful expenditure can arise in any circumstance and is not dependent on non-compliance with any legislation*.
5. We do not have access to the municipal financial accounting system and can only estimate the amount of FWE. We conservatively estimate the FWE to amount to not less than R319,000 for the six-week engagement of the contractor's excavator and truck; the actual amount of FWE will have to be determined in the course of the investigation. This amount is to be compared to an estimated cost of less than R20,000 which use of a chipper would have incurred for accomplishing the same task and with much smaller environmental impact, or of other cheap alternatives.
6. In terms of section 171(4) of the MFMA, a municipality must investigate this allegation and, if the investigation warrants such a step, institute disciplinary proceedings against those responsible. In terms of regulation 5(1) of the Financial Misconduct Procedures of the *Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings* of 2014 ("MRFM-PCP"), the matter must be referred to a disciplinary board within seven days of receiving this allegation.
7. It is possible that the expenditure involved in the Activity itself, or negligence in the ensuing investigation, constitutes or may later constitute an Offence in terms of section 173 of the MFMA, Chapter 8 of the MFMA or as defined by the MRFMPCP.
8. We note that the SM Consequence Management Policy of 2019 espouses a zero-tolerance approach to MFMA non-compliance.

9. Specific questions to be posed and answered in the course of the investigations include:
- 9.1 Which official or officials made a determination that an excavator and truck were to be used for the biomass removal rather than cheaper and/or more effective measures? Which person initially determined that tree stumps were to be removed?
 - 9.2 Which person generated the order on the municipal financial system in favour of the contractor APT (Pty) Ltd?
 - 9.3 Which person or persons authorised the said order?
 - 9.4 Did the persons generating and authorising the order consider the rational and cheaper alternative methods for biomass removal (such as use of a chipper) and their respective costs before the order favouring APT was generated and approved?
 - 9.5 Did the agreement with the contractor APT specify a fixed time frame (such as number of workdays) for which APT was to be engaged and paid, or did the agreement specify a particular task or land area to be cleared of biomass?
 - 9.6 Why did no one intervene, over a six-week period, to stop the use of the excavator despite multiple email warnings?
 - 9.7 Given that the expenditure exceeds R200,000, were the supply chain management competitive tender processes followed, not just in general, but for this particular Activity?
 - 9.8 Do the actions or omissions on the part of those persons involved in the Activity constitute *negligence* or *deliberate intent* as referred to in section 171(3) of the MFMA?
 - 9.9 Must the official or officials involved be held liable for the FWE incurred in terms of section 32 of the MFMA?
10. As stated, the biomass which was removed so far constitutes only a small part of the total biomass remaining on Farm 369 and elsewhere, so there is a possibility of further financial loss. MRFMPCP subregulation 10(2) may therefore apply.
11. Given the manifest environmental impact of the Activity, and given that the process of biomass removal on Farm 369 and elsewhere remains ongoing, decisions to be taken both with respect to the Activity as well as similar future activities impact the environment. Therefore, adequate and appropriate opportunity for information and public participation must be provided in terms of sections 23, 24, 28 and 31 of the National Environmental Management Act of 1998. We therefore do expect regular and timely feedback on the progress of the investigations and proceedings resulting from the present allegations. In particular, the outcome of the preliminary investigation (MRFMPCP regulation 5), of the full investigation (regulation 6), and of the tabling in Council (regulation 6) and possible escalation to National Treasury in terms of regulation 19 of the MRFMPCP are of interest to us and the public at large.
12. A complaint has been lodged separately with DEADP.
13. Our investigations into the logging which had taken place in the Paradyskloof and Botmaskop municipal plantations between October 2020 and April 2021 are continuing separately. We shall communicate in due course on that matter.
14. We reserve our rights to take further steps and approach other bodies and institutions in this and related matters.

Yours respectfully,



Hans C Eggers
Chairperson: Friends of Stellenbosch Mountain

Appendices A to D: Four emails
Annexure: Report of 25 November 2021 on Biomass Removal

FSM to SM: Fruitless and Wasteful Expenditure on Biomass Removal 2021-11-29 Page 2 of 6

F Organogram Section Environmental Management (2017)

Page 164

CONFIDENTIAL

STELLENBOSCH LOCAL MUNICIPALITY PROPOSED MICRO STRUCTURE - 21 SEP 2017



RECOMMENDED BY
MUNICIPAL MANAGER

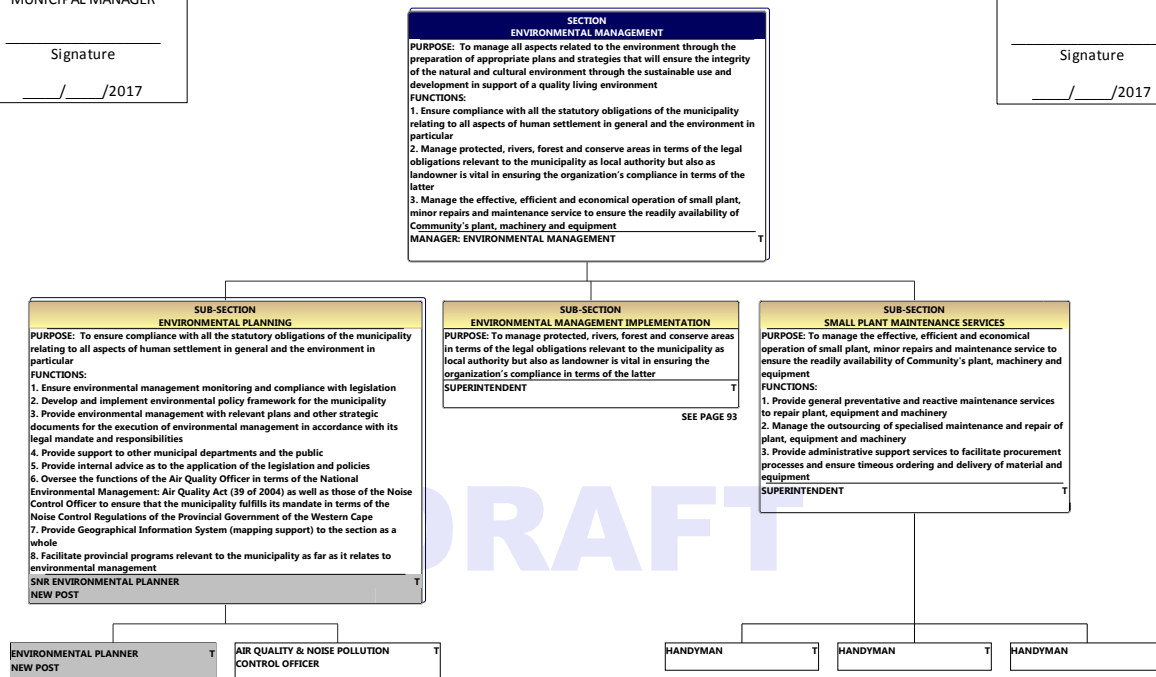
Signature _____

____/____/2017

APPROVED BY COUNCIL

Signature _____

____/____/2017



92

CONFIDENTIAL

**STELLENBOSCH LOCAL MUNICIPALITY
PROPOSED MICRO STRUCTURE - 21 SEP 2017**



RECOMMENDED BY
MUNICIPAL MANAGER

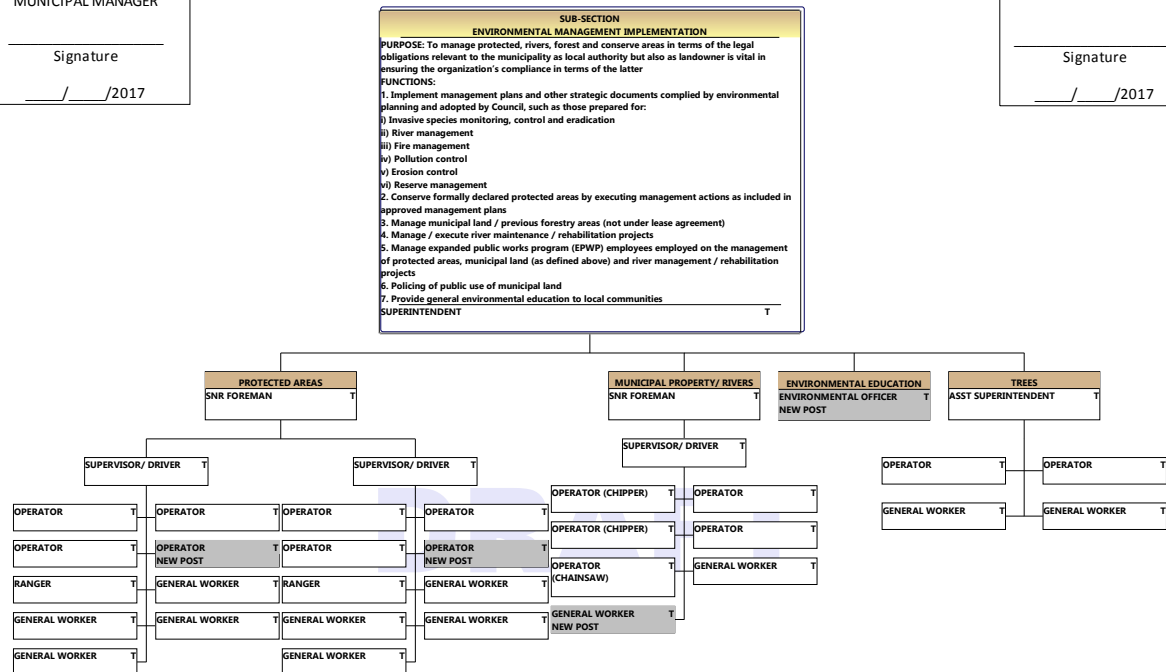
Signature _____

____/____/2017

APPROVED BY COUNCIL

Signature _____

____/____/2017



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Volkskerk Stellenbosch

Catherine Muller

From: John Julius <juliusjohn970@gmail.com>
Sent: Thursday, 30 March 2023 22:26
To: idp
Subject: [EX] Fwd: Riooldrein probleem
Attachments: Brief aan Raadslid Nateshia Mcombring.docx

Aangeheg is brief vir u aandag.
Ek het dit ook aan die betrokke wyksraadslid gestuur.

Groete
John Julius
Skriba
Volkskerk Stellenbosch

----- Forwarded message -----

From: John Julius <juliusjohn970@gmail.com>
Date: Thu, 30 Mar 2023, 22:19
Subject: Riooldrein probleem
To: <Nateshia.Mcombring@stellenbosch.gov.za>

Geagte Raadslid
Aangeheg is 'n skrywe van die Volkskerk van Afrika.

Vriendelike groete
John Julius
Skriba
Volkskerk Stellenbosch



30 Maart 2023

VOORSITTER

Ds J Gabriels
Bakkerstraat 21
Stellenbosch
7600

Sel: 066 391 9836

ONDERVOORSITTER

Br B Williams
Amandellaan 1
Rusthof
Blackheath
7581

Sel: 082 7771 894

SKRIBA

Br J Julius
Lindidaweg 36
Stellenbosch
7600

Sel: 073 856 4408
E-pos juliusjohn970@gmail.com

TESOURIER

Br C Keeble
Martinstraat 6
Idasvallei
Stellenbosch
7600

Sel: 082 344 7255

Raadslid N Mcombring
Idasvallei
Wyk 6

Geagte Raadslid

Insake : Riooldrein

Hiermee wil die Volkskerk van Afrika, Stellenbosch haar misnoeë uitspreek oor die situasie rondom die riooldreine wat die afgelope paar maande oorspoel het.

Die aangeleentheid is onder die aandag van die betrokke departement gebring en hulle het ontvangs van die klagte erken op 13 Jan 2023 met verwysing nr SN_000006754.

Sederdien was daar weer 2 geleenthede waar die oorspoeling herhaal is, vandaar hierdie skrywe aan u om ons ongelukkigheid oor te dra. Behalwe vir ongerief, kan so iets ook 'n gesondheidsrisiko meebring.

Die oorsaak was blykbaar 'n verstopping in die hoofdrein in Juffernbruchstraat. Die rou menslike afval het by die dreine op ons perseel uitgekom en tot in Kahlerstraat gevloei. Dit was baie onaangenaam en ons moes selfs die Brandweerdienste uitroep om die perseel te kom ontsmet.

Ons kommer is dat met die wintermaande wat aankom, ons weer dieselde onsmaklike belewenis kan ervaar. Daarom doen ons 'n vriendelike beroep dat die dreinstelsel in Juffernbruchstraat vroegtydig nagegaan word om 'n herhaling van die insidente te voorkom.

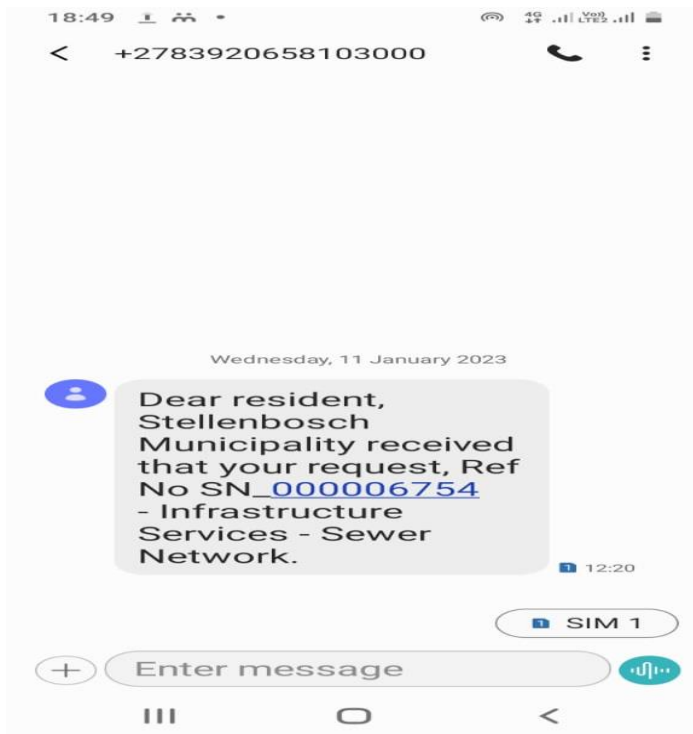
Hieronder is fotos as bewyse van die klagte.

Ons vertrou dat die aangeleentheid die nodige aandag sal geniet.

Die Uwe

John Julius
Skriba Stellenbosch







Bianca Booysen

Catherine Muller

From: Bianca Booysen <bianca.booyesen85@gmail.com>
Sent: Tuesday, 25 April 2023 16:31
To: idp
Subject: [EX] Fwd: Delivery Status Notification (Failure)
Attachments: icon.png

----- Forwarded message -----

From: **Mail Delivery Subsystem** <mailer-daemon@googlemail.com>
Date: Tue, Apr 25, 2023, 16:30
Subject: Delivery Status Notification (Failure)
To: <bianca.booyesen85@gmail.com>

**Address not found**

Your message wasn't delivered to **idp@stellennosch.gov.za** because the domain stellennosch.gov.za couldn't be found. Check for typos or unnecessary spaces and try again.

[LEARN MORE](#)

The response was:

DNS Error: DNS type 'mx' lookup of stellennosch.gov.za responded with code NXDOMAIN Domain name not found: stellennosch.gov.za Learn more at <https://support.google.com/mail/?p=BadRcptDomain>

----- Forwarded message -----

From: Bianca Booysen <bianca.booysen85@gmail.com>

To: idp@stellennosch.gov.za

Cc:

Bcc:

Date: Tue, 25 Apr 2023 16:30:15 +0200

Subject: RE: IDP De Novo Ward 19

Dear Sir/Madam,

As a community member of De Novo Ward 19 Stellenbosch, I would like to express my concern and strong disagreement with regards to this IDP presentation and utter lies of the councilor. Surely De Novo cannot only be good for votes and then excluded with development and goodwill.

Kind regards,

Bianca Booysen

0607222680

GEORGE HERMAN

Catherine Muller

From: Reginald Pheiffer
Sent: Wednesday, 12 April 2023 10:53
To: Geo Herman
Cc: idp
Subject: Re: [EX] IDP MEETING FRANSCHHOEK 12 APRIL 2023

Dag Mr. Herman

Hiermee ontvangserkenning van u insette tot die GOP vir wyk 1.

Dankie vir u deelname in hierdie belangrike proses.

Groete
Rdsl Pheiffer

Let op: Die amptenare wat in u epos gekopieer is is nie meer indiens van die Stellenbosch Munisipaliteit nie. Ek kopieer ons GOP Afdeling in vir hul kennis en notulering van u insette.

Get [Outlook for Android](#)

From: Geo Herman <pastorgeoherman@gmail.com>
Sent: Wednesday, April 12, 2023 10:14:40 AM
To: Reginald Pheiffer <Reginald.Pheiffer@stellenbosch.gov.za>
Cc: Gerald Esau Stellenbosch Munisipaliteit <Gerald.esau@stellenbosch.gov.za>; wid.mark@stellenbosch.gov.za <wid.mark@stellenbosch.gov.za>
Subject: [EX] IDP MEETING FRANSCHHOEK 12 APRIL 2023

Geagte Raadslid,

Ek sou bittergraag vanaand se beplande IDP vergadering wou bywoon, maar tyd en skedule laat bywoning enter nie toe nie.

Ek het wel 'n paar bekommernisse rakende aspekte binne Groendal, wat my hewig ontstel:

1. Die hoë maandelikse belasting wat ek maandeliks moet opdok, terwyl ek ervaar dat elke onwettige immigrant en mense uit die Oos Kaap in die Langrug Informele Nedersetting, maar net kan kom plak waar en wanneer hulle wil en alles verniet kry, van water, elektrisiteit tot boumateriaal.
2. Die insypeling van onwettige immigrante in die woonbuurt, hul oorneem van werke in restaurante, die sekerheidsbedryf en talle ander werke en geen betaling van belasting.
3. Die oprigting van mobiele winkels om elke hoek en draai, terwyl asielsoekers volgens beleid nie eens bankrekeninge mag open nie.
4. Eienaars van mobiele winkels beroof inwoners daaglik deur ekstra heffings op aankope soos krag, lugtyd en ander koepons, deur R5 - R12 ekstra by elke aankope te voeg, met die verskoning hul kaart masjien se kostes moet gedek word.
5. Die ou plaas opstal by die Taxi rank, waarvoor Agnieszka's Haven jare gelede aansoek gedoen het deur o.a Widmark Moses, Gerald Easu en ook Gesie van Deventer, het agv nepotisme en geldelike gewin in die hande geval van mense wat die plek beplak, bemors en afbreek. Die daarstelling van 'n rehabilitasie Sentrum het nooit gerealiseer nie en word die pragtige postal gevandaliseer en onwettig bewoon.

Dit is my uitsluitlike versoek dat bogenoemde op die IDP Agenda genotuleer moet word en dat ek van antwoorde daarop voorsien moet word en kan 'n vergadering in die verband met my geskeduleer word.

By voorbaat dank.

(GEORGE HERMAN)
PASTORALE BERADER: DR. (PASTOOR)
0748732203

HC Eggers

Catherine Muller

From: H Eggers <heggers@pm.me>
Sent: Thursday, 20 April 2023 09:13
To: idp; SMF List
Subject: [EX] Fwd: IDP and Budget Stakeholder Engagement
Attachments: Agenda_IDP and Budget Stakeholder Engagement_20 April 2023.pdf

The continued use of Teams and all the associated technical problems just show that Teams is a big mess.

Meetings can be rescheduled but there is load shedding today (20 April) as it was yesterday starting at 10am.

Covid is long gone. The Teams technology was valuable in its time but this again shows how many disadvantages it brings. It further widens the already huge chasm between this municipality's management and the people. It also excludes all who cannot conveniently sit at home.

Top management should stop using Teams for public engagements and return to in-person meetings.

Please refer to the FSM submission of 29 September 2022 where we already highlighted the problems of Teams usage.

Kindly note that the present problems are NOT the making of the IDP office and management, but of top management. They are responsible for this mess, not the IDP office.

Regards

HC Eggers

----- Forwarded Message -----

Subject: IDP and Budget Stakeholder Engagement
Date: Wed, 19 Apr 2023 14:09:51 +0000
From: idp <idp@stellenbosch.gov.za>
Reply-To: idp <idp@stellenbosch.gov.za>

Dear Stakeholders, cllrs, Directors, Senior Managers, and managers

Please see below the agenda and MS Teams link to the IDP Stakeholder Engagement on Thursday, 20 April 2023 at 10:00.

Link: [Click here to join the meeting](#)

Kind regards,

IDP / PMS / Public Participation Team

Anelia Coetzee

Catherine Muller

From: Chantel Hauptfleisch
Sent: Wednesday, 12 April 2023 09:56
To: Anelia Coetzee
Cc: Spatial Planning; Barbara-Ann Henning; Bernabe De La Bat; Viola Anthony; Gurswin Cain; Catherine Muller
Subject: RE: [EX] Konsep SDF

Goeie môre Anelia, die insette en die spesifieke ontwikkelingsvoorstelle (wysiging van stedelike grenses) wat ontvang is tydens die MSDF hersiening en wysigings proses gedurende September 2022 word ge-evalueer tydens die wysigingsproses wat spesifiek oopgestel is vir hierdie doel. Kommentaar sal gelewer word in die "comment/response table" van die IDP indienings na afloop van die huidige 21-dae publieke deelname proses waarvan julle kommentaar deel uitmaak.

Vetrou bogenoemde is in orde.



Kind Regards / Vriendelike Groete,

Chantel Hauptfleisch

(Pr.PlA/1484/2011)

Senior Spatial Planner : Spatial Planning
Planning and Economic Development

T: +27 21 808 8607 | C: +27 72 224 4495

129 Dorp Street, Stellenbosch, 7600

www.stellenbosch.gov.za/planning



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

From: Anelia Coetzee <anelia@rumboll.co.za>
Sent: Tuesday, 11 April 2023 16:33
To: Chantel Hauptfleisch <Chantel.Hauptfleisch@stellenbosch.gov.za>
Subject: [EX] Konsep SDF

Goeie Middag Chantel

Vertrou dit gaan goed.

Jul konsep sdf is tans uit op publieke deelname.

Ons verneem of die insette wat tydens die IDP publieke deelname proses ingedien was, oorweeg was? Dit blyk nie asof die ruimtelike voorstelle in die konsep ingesluit was nie.

Vriendelike Groete
Anelia

Gavin Routledge

Catherine Muller

From: Gavin Routledge <gavin@heroncrest.co.za>
Sent: Tuesday, 11 April 2023 15:49
To: Spatial Planning
Cc: Bernabe De La Bat; Chantel Hauptfleisch; Viola Anthony; Barbara-Ann Henning; Gurswin Cain; Catherine Muller
Subject: [EX] Re: PUBLIC NOTICE: 1ST DRAFT AMENDED STELLENBOSCH MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK CALL FOR PUBLIC COMMENT

Good afternoon All

Many thanks for all your efforts in preparing the draft MSDF. I have looked through it in detail and unless I have missed something, it seems like there has been no change to the section on Raithby which is the closest reference point to my property. In my opinion though, the facts stated in the 2019 MSDF and the draft 2023 MSDF, are not entirely correct. The MSDF states that the area has preserved its historical appearance of a small rural village with long residential plots stretching down to the river. In fact there are some modern developments within the Raithby village zone which are not in keeping with that description, but have in my opinion not negatively affected the Raithby appearance or community. I note that there seems to be a stated intention to protect, preserve and improve the facilities and community in Raithby and that focus is on development of undeveloped erven within Raithby.

I also note that the size of the Raithby population in the Stellenbosch area is only 0,5%/0,8% which indicates that Raithby area is unlikely to generate sufficient funds through rates to do any upgrades and by focussing on the development of open erven within Raithby this is unlikely to changes such development will be of marginal value to the rates base. In addition, because the Raithby population number is so small, this is hardly going to be a priority for Stellenbosch. I have also heard that the water plant/sewerage plant in Raithby requires an upgrade to deal with existing demands and this too will be demanding on the rates budget.

There are already a number of small residential erven between Raithby and Winery [Road.To](#) the south of Raithby lies Rustenburg Farm which was originally developed as a dairy farm since the soil quality was deemed too poor for most other types of farming. The dairy farming enterprise was abandoned as being non commercial in that location and not able to compete with the existing dairy producers in the Western Cape. Rustenburg Farm is now an addiction centre and just south of that are the farms of Normandie (Portion 4 of the Farm Rustenburg Annex No 686 measuring 4,3657 hectares), Halliford/Hartley Glen (Portion 4 of the Farm Halliford No 1256 measuring 13,9605 hectares) and my farm Heron Crest (Remainder of Portion 2 of the Farm Halliford No 1256 measuring 13,9606 hectares). None of these farms are operating as commercial farms as they are individually too small and the soil quality is marginal.

I would like to propose to the Council that the above mentioned farms be included in the Raithby node and that focussed development should be allowed on these farms which would significantly increase the rates contribution and at the same time allow for the upgrade of the water/sewerage plant. Such development to be sympathetic to and complimentary with the historical significance of Raithby and supportive of the objectives outlined in the MSDF. There is already considerable cooperation between the farms and Raithby through the Neighbourhood Watch system and charitable donations to the Raithby school.

A relatively high value, low density type development is envisaged which would not negatively impact the historical character of the core Raithby precinct.

Thank you in advance for your consideration of this proposal.

Regards

Gavin Routledge

On 30 Mar 2023, at 15:09, Spatial Planning <Spatial.Planning@ Stellenbosch.gov.za> wrote:

PUBLIC NOTICE: INTERESTED AND AFFECTED PARTIES
CALL FOR PUBLIC COMMENT ON THE FIRST DRAFT AMENDED MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK

Council approved the Stellenbosch Municipal Spatial Development Framework (MSDF) in November 2019, and the current MSDF is a set of documents, with related plans, which spatially illustrates the desired future growth and spatial development pattern and path of all areas within the Stellenbosch Municipal area, as well as strategies and policies regarding the manner in which to achieve the spatial objectives. The MSDF is a component of the Municipal Integrated Development Plan and various sets of legislation (Municipal Systems Act, 2000 (Act 32 of 2000), read in conjunction with the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013), the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014), and Section 3 of the Stellenbosch Municipality Land Use Planning By-Law (2015) make provision that the MSDF may be reviewed and updated from time to time and that a participative and project steering committee process may be followed.

Stellenbosch Municipality intends to amend the MSDF (2019) and the public and all interested and affected parties was invited to participate in the process of amending the Stellenbosch Municipal Spatial Development Framework and to register as interested and affected parties during September 2022. As a registered interested and affected party please note that approval for commencement of the public participation process for a period of 60 days for comments on the draft amended MSDF as approved at the Council meeting on 29 March 2023. You are hereby invited to submit written comments and representations in connection with the first draft amended MSDF by electronic mail to the Manager: Spatial Planning at Spatial.Planning@ Stellenbosch.gov.za on or before **30 May 2023**.

The first draft amended MSDF is available on the Stellenbosch Municipality's website (www.stellenbosch.gov.za/) and hard copies will be available at the local libraries and satellite offices as reflected in the table below, including the public participation dates and venues.

Area	Place	Public participation date & venue
Stellenbosch CBD	Library, Plein Street, Stellenbosch PMU Building (Mark Street)	Tuesday, 18 April 2023 (18:00 – 20:30)

	Ward 7: Jan Marais Eco Centre Ward 10: Lapland (Municipal Building)	Stellenbosch Town Hall, Plein Str.
Franschhoek	Ward Office: Ward 1 (Mooiwater Building) Ward Office: Ward 2 (Groendal Community Hall)	Wednesday, 12 April 2023 (18:30 – 20:30) Groendal Community Hall
Kylemore	Kylemore Ward Office	Monday, 17 April 2023 (19:00 – 21:00) Kylemore Community Hall
Pniël	Library, Main Road, Pniël Pniël Ward Office	Monday, 17 April 2023 (19:00 – 21:00) Kylemore Community Hall
Wemmershoek	Ward 3: Wemmershoek Ward Office (Community Hall)	Monday, 17 April 2023 (19:00 – 21:00) Kylemore Community Hall
Jamestown	Jamestown Library Jamestown Ward Office	Tuesday, 18 April 2023 (19:00 – 21:00) Webergedenk Primary School Hall, Jamestown
Cloetesville	Cloetesville Ward Offices (Ward 16 and 17) Library, Vredelust Street, Cloetesville, Stellenbosch	Monday, 17 April 2023 (19:00 – 21:00) Eike Hall, Cloetesville
Ida's Valley	Ward Office: Ward 5 (Ida's Valley Sport Ground) Ward Office: Ward 6 (Library, Rustenburg Rd.) Library, Sonnebloem Street, Ida's Valley,	Thursday, 13 April 2023 (19:00 – 21:00) Lückhoff High School, Ida's Valley
Kayamandi	Kayamandi Ward Offices (Kayamandi Corridor) Library, Masithandane Street, Kayamandi, Stellenbosch	Wednesday, 12 April 2023 (18:30 – 20:30) Kayamandi High School,
Vlottenburg	Vlottenburg Ward Office (Vlottenburg Primary School)	Tuesday, 18 April 2023 (18:00 – 20:30) Stellenbosch Town Hall, Plein Str.
Klapmuts	Klapmuts Ward Office (Klapmuts Multi-Purpose Centre)	Thursday, 13 April 2023 (19:00 – 21:00)

		Klapmuts Multi-Purpose Centre
Ward 19	De Novo Ward Office (Primary School in De Novo)	Thursday, 13 April 2023 (19:00 – 21:00) Klapmuts Multi-Purpose Centre

Enquiries or requests for more information on the process may be directed to Development Planning: Spatial Planning - Chantel Hauptfleisch Tel: (021) 808-8607 or E-mail: **Spatial.Planning@stellenbosch.gov.za** during normal office hours.

<image002.png> *Regards / Groete,*
Spatial Planning
**Planning and Economic
Development**

T: +27 21 808 8607
NPK Building (2nd Floor)
C/O Ryneveld and Plein Street
Stellenbosch 7600
www.stellenbosch.gov.za/planning

<image003.png><image004.png>

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About Stellenbosch Municipality

<1.png> Our mission is to deliver cost-effective services that will provide the most enabling environment for civil and corporate citizens.

<2.png> Our head office is at Town House Complex, Plein Street, Stellenbosch, 7600, South Africa. For more information about Stellenbosch Municipality, please call +2721-808-8111, or visit www.stellenbosch.gov.za

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HC Eggers
Friends of Stellenbosch Mountain

Catherine Muller

From: Gurswin Cain
Sent: Friday, 21 April 2023 13:58
To: Catherine Muller
Subject: FW: [EX] Capital Expenditure Framework and "Infrastructure Master Plans"
Attachments: 230300-cef-fig-1-3-context.png

FYI

From: Monique Steyl <Monique.Steyl@ Stellenbosch.gov.za>
Sent: Friday, 21 April 2023 13:33
To: Chantel Hauptfleisch <Chantel.Hauptfleisch@ Stellenbosch.gov.za>; Craig Alexander <Craig.Alexander@ Stellenbosch.gov.za>
Cc: Annalene De Beer <Annalene.DeBeer@ Stellenbosch.gov.za>; Gurswin Cain <Gurswin.Cain@ Stellenbosch.gov.za>
Subject: FW: [EX] Capital Expenditure Framework and "Infrastructure Master Plans"

Dear Chantel

Can you please respond to the below email?

Thanking you in advance.

Kind Regards,



Monique Steyl

Senior Manager: Financial
Management Services
Financial Services

T: +27 21 808 8516 | C: +27 78 429 8229
Plein Street, Stellenbosch, 7600
Private Bag X17, Stellenbosch, 7599
www.stellenbosch.gov.za



From: Annalene De Beer <Annalene.DeBeer@ Stellenbosch.gov.za>
Sent: Friday, 21 April 2023 13:27
To: Monique Steyl <Monique.Steyl@ Stellenbosch.gov.za>
Cc: Gurswin Cain <Gurswin.Cain@ Stellenbosch.gov.za>
Subject: FW: [EX] Capital Expenditure Framework and "Infrastructure Master Plans"

Hallo Monique

Can you please respond to this enquiry to IDP so they can respond on it.



Kind regards,

Annalene de Beer

Director: Corporate Services

T: +27 21 808 8018 | C: +27 83 305 3685

Email:

Annalene.deBeer@ Stellenbosch.gov.za

Plein Street, Stellenbosch, 7600

www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

From: H Eggers <heggers@pm.me>
Sent: Friday, 21 April 2023 12:08
To: idp <idp@stellenbosch.gov.za>
Cc: Spatial Planning <Spatial.Planning@stellenbosch.gov.za>; Kevin Carolus <Kevin.Carolus@stellenbosch.gov.za>; Annalene De Beer <Annalene.DeBeer@stellenbosch.gov.za>
Subject: [EX] Capital Expenditure Framework and "Infrastructure Master Plans"

Good morning,

the draft IDP and MTREF were together advertised for public comment, for example in Eikestadnuus on 30 March.

No mention was made, however, of the Capital Expenditure public participation process or comments, even though the CEF is supposed to be made available for comment (see item 8.3 of the Council meeting of 2023-03-29).

Could you please clarify exactly what the status is of the CEF:

- * Will there be a separate PPP for it, and if so, when will that be done?

- * According to the attached Figure 1-3 of the CEF, it is supposed to be informed by the existing MSDF. On which complete MSDF version was the CEF dated January 2023 based? The June 2019 MSDF?

- * The same Figure 1-3 and the draft CEF rely on the hierarchy

MSDF --> Infrastructure Master Plans --> CEF --> IDP --> MTREF

I find no legal basis for this hierarchy in SPLUMA. SPLUMA does not refer to "Master Plans" at all, nor to "Sectoral Plans". The Municipal Systems Act also puts the IDP at the top of the planning hierarchy, along with the MSDF, the CIP and the SEMF. The MSA makes no reference to "Master Plans" either.

What is the legal basis for the above approach followed by the 2023 draft CEF?

Thank you

HC Eggers

Friends of Stellenbosch Mountain

Raymond Loftie-Eaton

Nwabisa Jozana

From: Catherine Muller
Sent: Tuesday, 04 April 2023 10:10
To: Nwabisa Jozana
Cc: Governance Intern (Steve September)
Subject: FW: Ward 7 IDP Addition

Nwabisa,

Below is a public participation input for Ward 7. This should be added to the ward priority list for the final Idp document and not the presentations for April 2023.

Regards,
 Catherine

From: Raymond Loftie-Eaton <Raymond.Loftie-Eaton@ Stellenbosch.gov.za>
Sent: Tuesday, April 4, 2023 8:54 AM
To: Catherine Muller <Catherine.Muller@ Stellenbosch.gov.za>
Cc: Annemarie Ferns <Annemarie.Ferns@ Stellenbosch.gov.za>
Subject: RE: Ward 7 IDP Addition

Good day Catherine

As requested by Gurswin Cain, I resubmit the following input, for inclusion in the Draft IDP:

Please include under the Martinson Road activities as Priority 1: "The painting of a pedestrian crossing and provide signage in Martinson Road, across from the Junior Academy, allowing parents and children safe access across this busy road."

Thank you so much.

Regards
 Raymond Loftie-Eaton
 Ward Admin: Ward 7

Sent from [Mail](#) for Windows

From: [Gurswin Cain](#)
Sent: Wednesday, 29 March 2023 03:07 PM
To: [Catherine Muller](#)
Cc: [Annemarie Ferns](#); [Raymond Loftie-Eaton](#)
Subject: RE: Wysiging aan die GOP vir Wyk 7

Good morning Raymond,

Thank you for your email.

Unfortunately, it is not possible at this late moment.

You can resubmit the below inputs between 03 – 25 April 2023 when the municipality is having a public participation process on the Draft IDP and Budget.

Kind regards,



Gurswin Cain

Manager: IDP/PMS/PP

Department: Governance

Office of the Municipal Manager

T: +27 21 808 8174 | C: +27 82 415 5749

71 Plein Street, Stellenbosch, 7600

Private Bag X17, Stellenbosch, 7599

www.stellenbosch.gov.za



From: Catherine Muller <Catherine.Muller@stellenbosch.gov.za>

Sent: Wednesday, 29 March 2023 10:13

To: Gurswin Cain <Gurswin.Cain@stellenbosch.gov.za>

Cc: Annemarie Ferns <Annemarie.Ferns@stellenbosch.gov.za>; Raymond Loftie-Eaton <Raymond.Loftie-Eaton@stellenbosch.gov.za>

Subject: RE: Wysiging aan die GOP vir Wyk 7

Importance: High

Dear Gurswin,

Please see email below from Raymond.

Regards,
Catherine

From: Raymond Loftie-Eaton <Raymond.Loftie-Eaton@stellenbosch.gov.za>

Sent: Wednesday, March 29, 2023 9:56 AM

To: Catherine Muller <Catherine.Muller@stellenbosch.gov.za>

Cc: Annemarie Ferns <Annemarie.Ferns@stellenbosch.gov.za>

Subject: Wysiging aan die GOP vir Wyk 7

Hello Catherine

Hoop dit gaan goed aan jou kant te midde van hierdie druk tyd wat julle nou deurgaang.

Daar is een versoek vanuit die buurt wat ons graag bygevoeg wil kry in die GOP dokument alvorens die publieke proses begin. Julle hulp word baie waardeer.

Onder die prioriteit 1 punte rakende Martinson Straat, vra ons asb. dat die volgende bygevoeg word:

"The painting of a pedestrian crossing in Martinson Road, across from the Junior Academy, allowing parents to safely take their small children across this busy road."

Vriendelike groete
Raymond Loftie-Eaton
Wyk 7 Administrateur

Sent from [Mail](#) for Windows

Rayner Van Wyk

Catherine Muller

From: Catherine Muller
Sent: Thursday, 26 January 2023 15:17
To: Nwabisa Jozana
Subject: IDP - Basketball Banne / Baseball Courts
Attachments: image002.png

Nwabisa,

Please the email below as an input for the April 2023 public participation process.

Regards,
Catherine

From: Rayner Van Wyk <raynervanwyk@gmail.com>
Sent: Thursday, 26 January 2023 14:42
To: Gurswin Cain <Gurswin.Cain@stellenbosch.gov.za>
Cc: Garth Abrahams <Garth.Abrahams@stellenbosch.gov.za>; Catherine Muller <Catherine.Muller@stellenbosch.gov.za>
Subject: Re: [EX] IDP - Basketball Banne

Goeie dag Mnr Cain

Baie dankie vir die terugvoer.

Ek sal dit verder op neem met die raadslid.

Groetnis
Rayner

On Thu, 26 Jan 2023, 09:19 Gurswin Cain, <Gurswin.Cain@stellenbosch.gov.za> wrote:

Goeie dag mnr van Wyk,

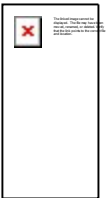
Dankie vir jou e-pos.

Alle wyksinsette wat tydens die openbare deelnameprosesse van die munisipaliteit ontvang word, word saamgevat en aan die onderskeie wyksraadslede voorgelê. Die wyksraadslede werk deur die lys van insette wat ontvang is en hersien daarna (indien nodig) hul lys van wyksprioriteite.

Dus, as u wens is dat die basketbalbane op die wyksprioriteitslys van u wyk moet wees, is dit my aanbeveling dat u dieselfde met u wyksraadslid en/of wykskomiteelid kommunikeer.

Dit sal mnr Abrahams in staat stel om (indien enige) beskikbare hulpbronne na die basketbalbane te rig, indien so geregverdig deur 'n uitvoerbaarheidstudie.

Vriendelike groete,



Gurswin Cain

Manager: IDP/PMS/PP

Department: Governance

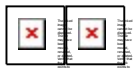
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About Stellenbosch Municipality

Our mission is to deliver cost-effective services that will provide the most enabling environment for civil and corporate citizens.



Our head office is at Town House Complex, Plein Street, Stellenbosch, 7600, South Africa. For more information about Stellenbosch Municipality, please call +2721-808-8111, or visit <https://protect-za.mimecast.com/s/Izq9CGZXkWhJ2w59U0hLHL?domain=stellenbosch.gov.za>

Disclaimer:

The information contained in this communication from gurswin.cain@stellenbosch.gov.za sent at 2023-01-26 09:19:29 is confidential and may be legally privileged. It is intended solely for use by raynervanwyk@gmail.com and others authorized to receive it. If you are not raynervanwyk@gmail.com you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this information is strictly prohibited and may be unlawful. Powered by [IOCO](#)

From: Rayner Van Wyk <raynervanwyk@gmail.com>

Sent: Wednesday, 25 January 2023 19:34

To: Gurswin Cain <Gurswin.Cain@stellenbosch.gov.za>

Cc: Garth Abrahams <Garth.Abrahams@stellenbosch.gov.za>

Subject: [EX] IDP - Basketball Banne

Goeie dagsê Mr Cain

Ek vertrou dit gaan goed en wens U a voorspoedige 2023.

Ek was Maandag in vergadering met Mr Garth Abrahams...in verband met Basketball op Stellenbosch. Ek het net voor Covid 2019 begin daarmee en wou dit nou hierdie jaar verder vat.

Daar was geen begroting vir banne in die vorige boek jare nie en dit was voorgestel en versoek dat ek vir Basketball bane aansoek doen deur die IDP.

Ek het verlede jaar deur jul WhatsApp stelsel aansoek gedoen.

Soos ek verstaan is daar weer nie begroting toe gedien nie.

Dit was voorgestel dat ek by U klaring moet ontvang.

Kan U asseblief die pad vorentoe verduidelik?

Hoor graag van U.

Groetnis

Rayner Van Wyk

President of Stellenbosch Oak City Basketball Club - NPC

076 119 8488

Late Submissions

**Franschhoek Heritage and Ratepayers
Association**



Franschhoek Heritage and Ratepayers Association

The Garden House, 29 De Wet Street, Franschhoek 7690

Co-chairpersons

Irmela Alberts

Cell: 083 441 8280

Email: irmelaa@gmail.com

Barry Phillips

Cell: 083 441 8280

Email: barryphillips505@gmail.com

1st Review of the 5th Generation IDP 2022-2027

Comments by the Franschhoek Heritage & Ratepayers Association (FHRPA)

April 29th 2023

Ward 1 Priorities.

Priority 4: Property Management

Priority

Description:

Development of an Amphitheatre and Wine Museum on the Franschhoek Circus Ground.

IDP Deliverable:

This is a heritage site, therefore, development of an Amphitheatre is not deliverable and the Wine Museum is not feasible.

Departmental Comment:

Unfortunately, the implementation of the ward priority is not feasible due to the heritage status of the site

FHRPA Comments:

As there is now a wine museum at Babylorenstoren, the possibility of a wine museum in Franschhoek will not be pursued at this time. However, it remains the FHRPA's and Ward 1 Committee's absolute conviction that the Circus Ground needs to be developed to provide a better and more attractive recreational space for the benefit of the wider Franschhoek community and an amphitheatre for the benefit of tourism in Franschhoek, Stellenbosch and the regional economy.

Attached as Annexure A is a plan showing how the Circus Ground can be simply and quickly developed. It was included in Franschhoek Heritage & Ratepayers Master Plan for Franschhoek as presented to the Municipal Manager, the Director of Planning and Economic Development, the Director of Infrastructure and other municipal officials in June 2021. Inclusion of the Circus Ground in the Stellenbosch Heritage Inventory as part of a Scenic Landscape requires that a development such as that shown in the Annexure A plan is compatible with and sensitive to that landscape and is not an insuperable impediment to all development.

The FHRPA with its architect members would like to have the opportunity of discussing this at an early date.

Priority 5: Local Economic Development

Priority

Description

Implementation of a policy and effective mechanisms to limit and control formula restaurants in historic areas of Franschhoek.

IDP Deliverable:

Land Use is currently managed in terms of the Stellenbosch Municipality Zoning Scheme Bylaw of 2019. Therefore, the proposed policy will infringe on persons rights to operate a business.

Departmental Comment:

It would rather be suggested that an urban design policy be developed to insure that the historical character (landscapes and building facades etc) of Franschhoek is retained.

FHRPA Comments:

Except as permitted by applicable planning and zoning laws and bylaws, no one has the right to operate a business wherever they choose to do so.

As pointed out in the Memorandum re Fast Food Restaurants in Franschhoek submitted by the FHRPA to the department in June 2021 (Annexure B), the Stellenbosch Municipality Zoning Scheme Bylaw of 2019 restricts the use of premises in the Historic Area of Franschhoek for car showrooms and plant nurseries without a Consent Use. The principle of such a restriction is, therefore, established. The proposal in the Annexure B Memorandum is for the same restriction to be applied to formula restaurants as defined in the draft amendment to the Zoning Scheme in the Annexure B Memorandum and there is a policy for deciding such applications.

Priority**Description**

Establish a policy to control and limit the use of private houses and flats for short term rental in Franschhoek.

IDP Deliverable

The use of private houses and flats for short term rental in Franschhoek is control (sic) and managed in terms of the Zoning Scheme Bylaw.

Departmental Comment

This is regulated by the municipal Zoning Scheme Bylaw.

FHRPA Comments:

Although the data it quotes needs to be updated, the motivation for the better control and regulation of the use of private houses and flats for short term rental (STR) in Franschhoek is given in the Proposal for a Short Term Rental Overlay Zone (STR Proposal) (Annexure C) submitted to the department in September 2020 by the FHRPA and the Van Wijk & Cabriere Street Residents Association and again to the Municipal Manager, the Director of Planning and Economic Development and other municipal officials at a meeting in June 2021 along with the Master Plan and the Memorandum re Fast Food Restaurants in Franschhoek.

As noted in paragraph 5.2 of the STR Proposal, **"in a count on 15th August 2019, around 250 houses and flats within or close to Franschhoek's Urban Edge were listed"** for STR on the AirBnB and Booking.com websites and in paragraph 5.5 that a 2014 study by Professor Donaldson of Stellenbosch University estimated that 36% of houses and flats in Franschhoek were owned as second homes with the "Main function being investment", - i.e. used for STR purposes.

It is believed that since Covid, the number of houses and flats in Franschhoek listed on the AirBnB, Booking.com and similar platforms and bought solely for STR purposes has increased . It is not known how many have Consent Use for a a Guest House or a Tourist Dwelling Unit or but it is thought that very few (if any) have either or the owners are even aware of the need for it.

Furthermore, recent developments of houses and flats in Franschhoek are reasonably believed to have been designed more for STR purposes instead of long term rental where there is an acute shortage houses and flats available at affordable prices and rents due in large measure to the number used for STR purposes.

The STR Proposal notes that in terms of s28 of the Zoning Scheme Bylaw **"should rental [of a dwelling unit] on a short-term basis exceed 30 calendar days per year, the relevant application for a guest house or tourist dwelling unit, as the case may be, shall be required"**.

It is not believed, however, that "The use of private houses and flats for short term rental in Franschhoek is [effectively] control (sic) and managed in terms of the Zoning Scheme Bylaw." If such use is being effectively controlled and managed, the department is asked to tell the FHRPA:

- what criteria are applied in deciding applications for Consent Use for a Tourist Dwelling Unit or a Guest House in Franschhoek; and
- how many flats and houses in Franschhoek have Consent Use for a Tourist Dwelling Unit or a Guest House in Franschhoek.

A. Ward 2 Priorities

Although, "a priority is to Use open Spaces in Bosbou and Groendal to build houses to address the backlog of housing in ward 2", no Deliverable Target year is given.

The FHRPA is surprised by the Departmental Comment that "Council has requested the administration to investigate possible housing/business options on erven 412 and 217 and 284, Groendal" and there are not as yet more developed plans after the positive and constructive discussion at the Teams Meeting on 22nd November 2022 of the Councillors for Wards 1 and 2, a co-chairperson of the FHRPA, municipal officials facilitated by the Deputy Mayor.

After this meeting, the attached memorandum (Annexure D) signed by the Councillors for Wards 1 and 2, and the Chairpersons of the Franschhoek Chamber of Commerce and the FHRPA with proposals for Development Objectives and Design Parameters and Guidelines for erven 412, 217, and 284 was submitted to the municipality. A follow up meeting is requested.

**For and on behalf of the
Franschhoek Heritage & Ratepayers Association**



Irmela Alberts
Co-chairperson



Barry Phillips
Co-chairperson



Memorandum re Fast Food Restaurants in the Franschhoek Urban Conservation Overlay Zone

4th June 2021

1. The fake news that Burger King was opening at the ex-Foliage unit alerted us to the possibility of this and the need to take action to prevent it.
2. In 1996, Calistoga (population of about 5,200) in Napa Valley in California defined and banned "formula restaurants" in order to "to preserve the unique and historic character of Calistoga's downtown commercial district ... which has become a cornerstone of the visitor industry which is a key component in the City's economy"
3. In terms of s252 (g) of the Stellenbosch Zoning Scheme By-law of 2019, in the Franschhoek Urban Conservation Overlay Area "... the following land uses shall require the approval of a consent use and may be refused if in the opinion of the Municipality it may have a detrimental impact on the conservation character of the area: (i) motor showrooms, public parking areas and parking garages; (ii) plant nurseries; (iii) supermarkets, shopping centre".
4. By amending the Zoning Scheme by adding a definition and "formula restaurants" as (iv) to s252 (g) they can be made a Consent Use. A draft amendment incorporating the Calistoga definition of "formula restaurants" is below.

Draft Amendments to the Stellenbosch Municipal Zoning Scheme By-law

1. Additional Definition

There shall be inserted in **Clause 1: Definitions** the following definition:

"formula restaurant" means an eating establishment devoted to the preparation and offering of food and beverages for sale to the public for consumption either on or off the premises which, by contractual or other arrangement, established or recognized business practice, or membership affiliation, maintains any of the following:

- A. A business name common to a similar business located elsewhere;
- B. Standardized menus, ingredients, food preparation, uniforms, or other standardized features common to a restaurant located elsewhere;
- C. Interior decor common to a similar business located elsewhere;
- D. Architecture or exterior signs common to a similar business located elsewhere;
- E. Use of a trademark or logo common to a similar business located elsewhere; or
- F. A name, appearance, or food presentation format which causes it to be substantially identical to another restaurant located elsewhere.

In this definition, "located elsewhere" means elsewhere in the Republic of South Africa.

2. Additional Sub-sub clause

"formula restaurants" shall be inserted in Clause 252 (g) as sub-sub-clause (iv) thereof

_____ end of draft memorandum _____

A proposal to Stellenbosch Municipality for a Short-Term Rental Overlay Zone for Franschhoek

Submitted by the Franschhoek Heritage & Ratepayers Association and the Van Wijk & Cabriere Street Residents Association

28th September 2020

1. Executive Summary

1.1 A Short-Term Rental Overlay Zone for Franschhoek as proposed will:

- Be positive for municipal revenue by:
 - making owners pay business rates when STR Permits¹ are issued;
 - charging annual registration fees for STR Permits,
- Help reduce seasonality in employment and demand for goods and services;
- Help make existing and new housing development more affordable for middle income workers to achieve greater demographic and social diversity;
- discourage the purchase of houses and flats in the overlay zone for short term rental ("STR") use;
- protect legal accommodation establishments from unfair competition;
- maintain and protect the heritage of the overlay zone and the cohesion, viability and sense of place of the local community;

1.2 As organisations representative of the local community and a number of legally established guest houses in Franschhoek and registered with the Municipality as Residents or Ratepayers Associations, we are concerned by the proportion of entire dwelling units in the village being listed for short term rental to transient guests ² on platforms such as AirBnB and Booking.com and the implications for village life, its sense of place, heritage, affordability and demographic diversity.

1.3 In terms of s5 of the Municipal Systems Act of 2000, members of the local community (defined in that Act as residents, ratepayers and non-governmental organisations involved in local affairs) have the right to submit recommendations and representations to the Municipality and in terms of s195 of the Constitution it must be responsive to the needs of the local community.

1.4 In terms of s234 (1) of the Stellenbosch Zoning Scheme By-law of 2019 ("MZS"), **The Municipality may adopt, amend or withdraw an overlay zone for a particular area, land unit or the municipal area as a whole.** (emphasis added)

¹ Described in paragraph 1.5

² The MZS defines a "transient guest" as "a person receiving accommodation against payment in a furnished bedroom or suite in a bed and breakfast establishment, guest house, tourist dwelling, hotel or tourist accommodation establishment, where the accommodation is provided on a day-to-day or short-term basis, often quoted on a daily or weekly price;"

1.5 The Council is asked to adopt a Short-Term Rental Overlay Zone applicable to dwelling units in the part of Franschhoek edged green on the map in the Schedule hereto in the Conventional, General and Group Residential Zones to provide in terms of the draft clauses in the Schedule hereto that:

- Subject to the conditions specified below the Council may grant a permit ("STR Permit") for the use of a dwelling unit in the Short-Term Rental Overlay Zone for short-term rental for more than 30 days in a year;
- There may only be a specified number (50 initially) of unexpired STR Permits;
- An STR Permit will be valid for a period of not more than 12 months; and
- An application for an STR Permit in terms of s28 (3) of the MZS (see 4.7 below) will only be granted if the applicant:
 - is a natural person;
 - was a permanent resident of the dwelling unit in the 6 months before the date of the application;
 - pays the application and STR Permit fees.

2. The international context

2.1 In most jurisdictions which regulate them, STR is permitted for up to 30 days a year.

2.2 It is recognised in major tourist destinations that while STR can benefit visitors and homeowners it can also have negative impacts for the local community some of which are mentioned below but typically because they are seen to:

- reduce the number of permanent residents, demographic diversity, cohesion, viability, quality of life and sense of place of local communities;
- reduce the number of dwelling units available for permanent residents;
- increase rents and prices of dwelling units;
- distort development by providing dwelling units more suitable for STR than permanent occupation;
- result in anti-social behaviour;
- enable owners of STR dwelling units to avoid regulatory requirements and tax liabilities and unfairly compete with legal hotels, guest houses etc.
- derogate from core heritage values of the area where these are relevant – e.g. the residential character of Franschhoek which is part of its heritage.

2.3 While there is currently no empirical evidence for Franschhoek, it is reasonable to assume that with the proportion of its housing stock being used for STR (as discussed below) and the empirical evidence from the many other destinations mentioned in studies referred to in this proposal, Franschhoek is affected to some degree by each of these negative impacts and their cumulative impact is even more significant.

2.4 These negative impacts in towns and cities globally are discussed in a comparative analysis and synthesis of the findings of research papers by The Urban Media Lab which concludes that *“the growth of short-term rentals . . . erodes the neighbourhood identity, attracts new investors for buying or developing more and more units [for STR], which in turn increases the scarcity of housing, prompts landlords to raise rents [and] threatens community bonds.”*³ It also quotes a Deputy Mayor of Paris saying, *“Airbnb threatens the soul and identity of a number of neighbourhoods. We cannot remain inert in this situation. All the big cities of the world are facing this problem. If we do not regulate Airbnb, we will no longer have inhabitants in our city centres.”*

2.5 In over 20 of the US cities that licence STR⁴, almost all require that as a condition of an STR licence, the property is the primary residence of the host or the host is present.

3. The national context

3.1 A draft Tourism Amendment Bill was published in April 2019 to amend the Tourism Act of 2014 and to empower the minister to publish *“norms and standards”* for *“short-term rental”* defined as *“the renting or leasing on a temporary basis for reward of a dwelling unit or a part thereof to a visitor”* after a consultation process.

3.2 It was understood in the hospitality industry that this was aimed at regulating AirBnB and similar platforms and representations were made accordingly. As at the date of this proposal a draft *“norms and standards”* has not been published for consultation, there has been no indication as to what they may be or how they may be enforced; and the status of this draft Bill in the legislative process is also unknown.

4. The local heritage, policy and legislative context

4.1 Although its origins as a human settlement can be traced back 150 years or so earlier, Franschhoek was formally established as a human settlement in 1845. Its residential character is, therefore, an essential and integral component of both its heritage and, therefore, the quality of its visitor experience and its value as a tourist asset.

4.2 The residential character of an area is derived from its residential properties giving it a residential appearance but also - and most crucially - from their occupation by permanent residents. Put another way, to the extent houses in an area are occupied by a succession of transient guests instead of permanent residents, its residential character is diminished. And put at its simplest level, a neighbourhood's residential character and sense of place depend on permanent residents knowing each other.

³ <https://labgov.city/theurbanmedialab/the-impact-of-airbnb-on-our-cities-gentrification-and-disneyfication-2-0/>

⁴ <https://www.2ndaddress.com/research/short-term-rental-laws/>

- 4.3 A purpose of designating the Historic Area of Franschhoek as an Urban Conservation Zone in the MZS is “the enhancement of the value and amenity of the area, both for present and future users;” which means both permanent residents and visitors.
- 4.4 A Spatial Proposal for Franschhoek in the Municipal Spatial Development Framework of November 2019 (MSDF) is to “Maintain the integrity of historically and culturally significant precincts and places”. The maintenance of the residential character of the Historic Area of Franschhoek accords with this Spatial Proposal.
- 4.5 The MSDF also notes that: “Property and land is inordinately expensive in SM (particularly in Stellenbosch town and Franschhoek), locking out both the poor and lower/ middle income workers from the property market. **Without significant intervention in the property market, this situation is likely to worsen.**” (emphasis added)
- 4.6 In terms of the MZS, letting up to 3 rooms in a “dwelling unit” (as defined in the MZS) on an STR basis to Transient Guests with or without meals hosted by a permanent resident (as defined in the MZS) ⁵ who continues to reside in it is permitted in the Conventional, Less Formal Residential, Mixed Use and other zones as an Additional Use for which only a Technical Consent is required. It allows home owners to supplement their income and provide additional and alternative accommodation for tourists that benefits the local economy. There is no objection to this. There is also no objection to letting a dwelling unit on a long-term basis.
- 4.7 In terms of s28 (3) of the MZS “should rental [of a dwelling unit] on a short-term basis exceed 30 calendar days per year, the relevant application for a guest house⁶ or tourist dwelling unit, as the case may be, shall be required”.

5. The local context

- 5.1 Franschhoek is only a microcosm of towns and cities worldwide that are tourist destinations and regulate STRs, but it has also experienced a dramatic increase in the number of houses and flats being offered for STR on AirBnB and similar platforms and needs to respond in a similar way if its residential character (an essential component of both its heritage and the visitor experience) and population are to be maintained.

⁵ In the MZS a “permanent resident” is defined as meaning “a person who intends to use a dwelling unit for living accommodation of him/herself with or without a family for at least 75% of the days of a calendar year (or proportionately for that part of the year that after date of occupation) and who has been resident in that dwelling for at least 60 consecutive days. A permanent resident may be an owner or a lessee, and the Municipality may request documentary proof of permanent residency in that property, such as a utility account, lease contract, TV license, bank statements or any other proof of permanent residence which in the Municipality’s sole opinion confirms the property as being the person’s permanent residence. A person may only have one permanent residence, and **“permanent residence”** has a corresponding meaning.”

⁶ Having regard to the MZS definition of guest house, an application for a Consent Use for the STR letting of a dwelling unit for more than 30 days in a year would be inappropriate. The appropriate application for such use is for a Consent Use for a tourist dwelling unit in terms of the Municipal Planning By-law of 2015 and the MZS.

- 5.2 The number of entire dwelling units (as distinct from rooms only) available for STR on the Booking.com and AirBnB platforms in Franschhoek varies but in a count on 15th August 2019, around 250 houses and flats within or close to Franschhoek's Urban Edge were listed. On the same date, Franschhoek Tourism listed over 40 B&Bs, guest houses and hotels in approximately the same area.
- 5.3 A study published in 2014 by Professor Ronnie Donaldson of Stellenbosch University and others entitled "*'Living apart together' in Franschhoek, South Africa. The implications of second-home development for equitable and sustainable development*"⁷ ("the Donaldson Study") estimated that 319 (36%) of 883 residential properties in Franschhoek South are "*assumed to be second homes*" with the "*Main function being investment, followed by Vacation home*".
- 5.4 As the main function of ownership of 319 second homes in Franschhoek is investment, it is very likely that most are used for STR purposes to maximise their yield.
- 5.5 If the remaining 564 (883 – 319) residential properties were primary residences, many are likely to have been in the four main gated estates – Petite Provence, Domain des Anges, Ferme Chantelle and the Fransche Hoek Estate – where there is a total of 228 dwelling units and Home Owners' Associations do not permit STRs. The percentage of 336 (564 – 228) residential properties in the village outside the gated estates (i.e. in the proposed Short-Term Rental Overlay Zone) that can be "*assumed to be second homes*" is, therefore, likely to be very significantly higher than 36%.
- 5.6 However, assuming that all of the 336 dwelling units in the proposed Short-Term Rental Overlay Zone were each occupied by an average of 2.5 permanent residents (given the demographic profile described in the Donaldson Study) its population may have been i.r.o. $2.5 \times 336 = 840$ in 2014.
- 5.7 The adverse implications of second-home ownership in Franschhoek for equitable and sustainable development described in the Donaldson Study are likely to have been exacerbated since 2014 by the growth in the number of dwelling units available for STR and developments specifically for STR and priced for investment yield instead of a price affordable for a permanent resident.
- 5.8 As STR dwelling units may be mostly vacant from the end of April to early October, the employment they create can be both seasonal and occasional at all times depending on occupancy rates whereas dwelling units occupied by permanent residents or long-term tenants maintain a more even level of employment and local expenditure throughout the year. Furthermore, as many owners of STR dwelling units

are “investors” who bought them as “vacation homes”, it is unlikely that their STR income feeds into the local economy.

6. Procedures and requirements for establishing overlay zones

6.1 In terms of s234 (2) of the MZS, “Where a new type of overlay zone is envisaged, the provisions for such overlay zone shall be adopted by Council the procedures set out in sections 12 and 13 of the Municipal Systems Act (Act 32 of 2000) and the Planning By-law to establish such overlay zone.” (sic)

6.2 Sections 12 and 13 of the Municipal Systems Act set out the legislative procedures for adoption and publication of by-laws. They do not need to be discussed here.

6.3 The Planning By-law is the Stellenbosch Municipal Planning By-law of 2015. The part of its definition of an overlay zone that is relevant to this proposal is that it is “a category of zoning that applies to land or a land unit in addition to the base zoning and that— (a) stipulates additional development parameters or use rights that may be more or less restrictive than the base zoning; and (b) may include provisions and development parameters relating to— (i) primary or consent uses;”

7. Compliance

7.1 It is understood that enforcement of compliance with by-laws generally is a problem for the Municipality as it has to refer offences to the National Prosecuting Authority where they are a low priority; and it is unrealistic to expect the Municipality to make a High Court interdict application to restrain an unlawful STR use in every case.

7.2 In many cities there are daily penalties for unlawful STR use – e.g. in San Francisco, “short-term rental laws are subject to penalties of at least \$484 per day for each dwelling unit in violation” and “Repeat violations may be subject to escalated penalties.”⁸ Although it has been challenged by AirBnB, in New York it is illegal to list on Airbnb and similar platforms. Fines for violations range from \$1,000 for the first violation, to \$5,000 for the second, to \$7,500 for three or more violations and \$2,500 per day for STR use of certain types of dwelling units.⁹

7.3 Accordingly, the draft overlay zone clauses in the Schedule provide for a cumulative per day penalty for unlawful STR use intended both as a deterrent and to make such use prospectively uneconomic.

7.4 It is proposed that guest houses and hotels in Franschhoek establish an STR Monitoring Unit that would gather and report evidence of unlawful STR and guest house use to the Municipality. It is understood that in the 2019/2020 season, there may have been more than 10 unregistered “pop up” guest houses operating in Franschhoek without the requisite zoning, insurance and payment of business rates.

⁸ <https://sfplanning.org/str/become-certified-host>

⁹ N.Y.C. Admin. Code Sec. 27.287.1

7.5 If there is evidence of unlawful STR use, business rates can then be levied and a Compliance Notice served that would be disclosable to a prospective purchaser and could adversely affect a future sale of the property.

7.6 An STR use may also be a breach of conditions of a bond on the property if given for its purchase as a residence and invalidate insurance.

8. Conclusion

The establishment of a Short-Term Overlay Zone in Franschhoek would:

- Be responsive to the needs of the local community (as per the Constitution of RSA) for the maintenance of the residential character of the village;
- Enhance the value and amenity of the Urban Conservation Area, both for present and future users, as envisaged in the definition of a conservation area in the MZS;
- Be a significant intervention in the property market as per the MSDP by reducing demand for residential properties for STR investment purposes so purchasers are more likely to be permanent residents and investors looking for long term rentals and such properties are priced accordingly;
- Ensure future developments of residential properties are designed for permanent residents instead of transient guests;
- Protect legally established guest houses and hotels from unfair competition;
- Enable the Municipality to benefit from business rates and fees for STR use;
- Help to maintain a more even level of employment throughout the year.

9. Recommendation

It is, therefore, the recommendation of the Franschhoek Heritage & Ratepayers Association and the Van Wijk & Cabriere Street Residents Association in terms of s5 of the Municipal Systems Act of 2000 that the Municipality establishes a Short-Term Rental Overlay Zone in the area of Franschhoek shown on the map and includes the provisions set out in the draft clauses in Schedule hereto.

10. Covid-19

The absence so far of transient guests from overseas in the 2020/2021 season and reduced numbers in the following season or seasons will impact employment and demand for local goods and services more severely than if STR dwelling units had been occupied by permanent residents. Other adverse impacts of STRs are in suspense but will progressively resume as international travel restrictions are lifted. There is now a window of opportunity to mitigate them by implementing this recommendation.

Schedule

Draft clauses for: **SHORT TERM RENTAL OVERLAY ZONE**

1. Zone name and designation on map

- (1) The Short-Term Rental Overlay Zone may be referred to by the code (STROZ) and shall be indicated on the zoning map in a unique colour outline.

2. Purpose of the zone

- (1) The purpose of the Short-Term Rental Overlay Zone is to control the short term letting of dwelling units to transient guests for more than 30 days in a calendar year ("short term rental") to:
- maintain and protect the heritage, cohesion, viability and sense of place of the local community in the overlay zone;
 - reduce seasonality in employment;
 - strike a balance between the need for short term rental accommodation for visitors in the overlay zone and the interests of the local community;
 - discourage the purchase of dwelling units in the overlay zone for short term rental;
 - help to make existing and new housing in the overlay zone more affordable for middle income workers to achieve greater demographic and social diversity;
 - ensure business rates are paid while a dwelling unit is used for short term rental;
 - protect legal accommodation establishments from unfair competition;
- (2) This overlay zone informs owners and permanent residents of dwelling units in the overlay zone of the conditions to be satisfied in making an application in terms of section 28 (3) of this by-law for the consent of the Municipality to such a dwelling unit being a guest house or tourist dwelling unit for short term rental; and provides the Municipality with a framework within which such applications shall be considered and decided.

3. Areas designated as Short-Terms Rental Zones

- (1) The council of the Stellenbosch Municipality may designate an area as a Short Term-Rental Overlay Zone which shall be recorded on a map.
- (2) The area edged green on the map below numbered STROZ1 is the Franschhoek Short-Term Rental Overlay Zone.
- (3) An area may be designated as a Short-Term Rental Overlay Zone having regard to the number of dwelling units therein used or available for short term rental with or without the consent of the Municipality, the purposes of the overlay zone referred to in Clause 2 (1) and any other factors that may adversely affect the local community in the overlay zone.

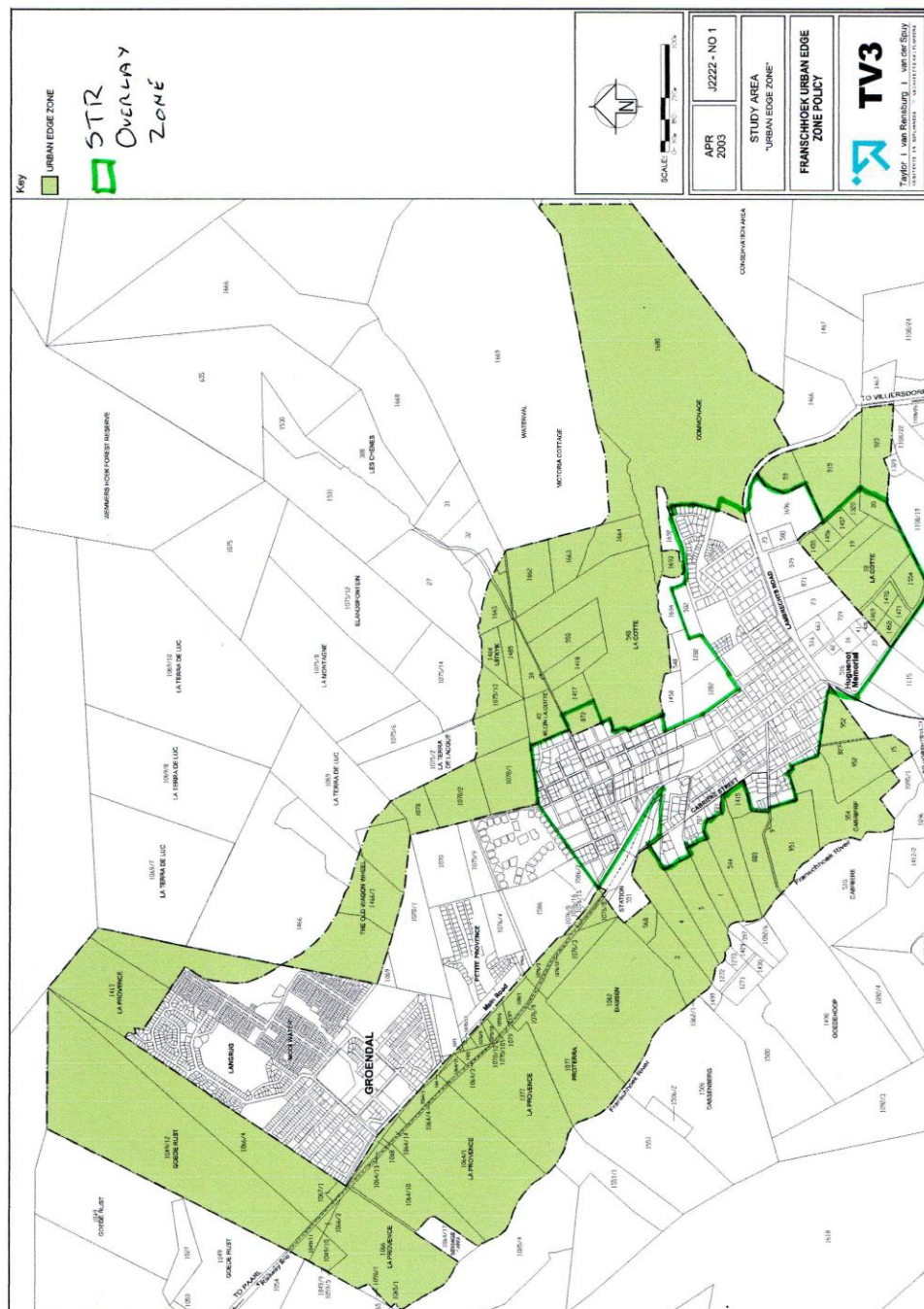
- (4) Use of a dwelling unit as a guest house or tourist dwelling unit for short term rental is a Consent Use in terms of the Planning By-law and this By-law and a permission of the Municipality to do so is an STR Permit.
- (5) After consulting the local community, the Municipality may specify and vary the maximum number of STR Permits that may be concurrently valid (although with different expiry dates) in an overlay zone.
- (6) The maximum number of STR Permits that may be concurrently valid in the STROZ1 overlay zone shall be 50 or such higher number as the Municipality may specify after consulting the local community.
- (7) The Municipality may demarcate new areas or amend existing areas by amending the Scheme in terms of Planning Law, but land cannot be rezoned by an owner for incorporation into or exclusion from this overlay zone.

4. Consideration of applications for STR Permits in Short Term Rental Overlay Zones

- (1) An application for an STR Permit for a dwelling unit in a Short Term Rental Overlay Zone shall be refused unless the number of then concurrently valid STR Permits for the relevant overlay zone is not more than that specified in or in terms of Sub-Clauses (5) or (6) of Clause 3 (whichever is applicable) and the applicant:
 - a) is a natural person;
 - b) was in the 6 months before and at the date of the application a permanent resident of the dwelling unit as confirmed by the documentary proof specified in the definition of a "permanent resident" in this By-law;
 - c) Pays a fee of R500 on the making of the application and a further fee of R1 000 on the issue of the STR Permit or such higher fees as the Municipality may from time to time determine;
 - d) Pays business rates for the dwelling unit for so long as the STR Permit and any renewal thereof is valid or it is used or it is available for short term rental whichever is later.
- (2) An STR Permit and any renewal or continuation thereof shall expire on the earliest of:
 - a) 12 calendar months from the date on which it is approved;
 - b) the date on which title to the dwelling unit is transferred.
- (3) An STR Permit may only be renewed once for a consecutive period not exceeding 12 months from the expiry date of that STR Permit.
- (4) A further STR Permit may be granted subject to the applicant complying with the conditions in clause 4 (1).
- (5) An STR Permit is personal to the applicant and does not attach to the dwelling unit.
- (6) A person who unlawfully uses a dwelling unit for short term rental is guilty of an offence and liable to a fine not exceeding R5 000 for each day on which it is so used and service of a Compliance Notice in terms of the Planning By-law.

- (7) The person responsible for the payment of rates for a dwelling unit that is listed online or advertised as being available for short term rental for more than 30 days in a year who does not have a valid STR Permit to do so is guilty of an offence and shall be liable to a fine not exceeding R5 000.

Map of Franschhoek Short-Term Rental Overlay Zone



end of Schedule

Memorandum

From: Councillors Wilhelmina Petersen and Reginald Pheiffer, Adv Wilfred Moses, Irmela Alberts and Barry Phillips.

To: Lester van Stavel and others to whom it may concern in Stellenbosch Municipality

Subject: Development Proposals for Erfs 412 and 217, Franschhoek

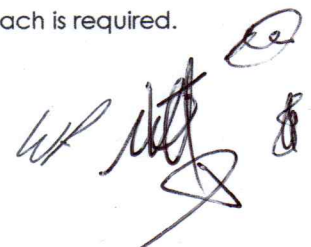
Date:  January 2023

1. Our Interests in these development proposals

- Cllr Wilhelmina Petersen is the Councillor for Ward 2 which includes Erfs 412, 217 and 284 and Cllr Reginald Pheiffer is the Councillor for Ward 1 which includes Franschhoek Village.
- Advocate Wilfred Moses is a resident of Groendal, a member of the Ratepayers Committee of the Franschhoek Heritage & Ratepayers Association (FHRPA) and Chairperson of the Franschhoek Chamber of Commerce with over xx members most of whose businesses are located in the vicinity of Erfs 412 and 217.
- Irmela Alberts and Barry Phillips are co-chairs of the FHRPA. It has over 200 members as residents, ratepayers and business owners in the Franschhoek Valley and is registered as an interest group with Stellenbosch Municipality and with Heritage Western Cape as the Conservation Body for the Franschhoek Valley.

2. Reasons for this Memorandum

- 2.1 It is common cause that the long overdue development of Erfs 412, 217 and 284 is of critical importance for Groendal in that it can provide much needed housing and entrepreneurial opportunities and if sensitively developed can uplift Groendal for the benefit of current and future generations.
- 2.2 The development of Erfs 412 and 217 is also of critical importance for Franschhoek Village. Situated at its entrance, the visual impact of any development of them will be very high. As is now well known, it was included in TIME Magazine's "Top 50 Destinations in the World" for 2022. This further enhancement of its reputation is invaluable as a marketing tool in bringing more visitors to Franschhoek and, therefore, helps to maintain and increase entrepreneurial and employment opportunities.
- 2.3 In the municipality's 2019 Zoning Scheme, the R45 from the R310 intersection at Allee Bleu to the Roux Street intersection is designated as a Rural Scenic Route Overlay Zone. The north west side past Groendal is part of an Urban Scenic Route Overlay Zone and the south east side continues as part of an Urban Scenic Route Overlay Zone. The R45 is also classified as a Scenic Drive in the municipality's 2019 Conservation Management Scheme as Grade IIIa for most of the way from the Allee Bleu R45/R310 intersection to the R45/Robertsvlei Road intersection and from there to Roux Street as Grade II.
- 2.4 After the Scenic Drive through the Franschhoek Valley, the level of expectation approaching Franschhoek will be high. First impressions matter. Erfs 412 and 217 are at the gateway to the village. It is, therefore, essential the architecture and layout of a development of them does not detract from that expectation. A creative and imaginative approach is required.



2.5 In this memorandum we set out some of the objectives, parameters and guidelines which, in our opinion, should be applied in evaluating tenders for the development of Erf 412.



Figure 1



Figure 2

Erf 412 from near the Roux Street/R45 intersection



Figure 3 – Erf 412 from cnr R45/La Provence St.



Figure 4 – Erf 412 from cnr La Provence/Stiebeuel St.

3. Development Objectives

The objectives of a development of Erfs 412 and 217 should be to;

- a) provide affordable residential units for rent, purchase or rent to purchase by local GAP PDIs employed locally in the public or private sectors or self-employed;
- b) provide commercial units for rent, purchase or rent to purchase for existing and start-up businesses owned and operated by local PDIs the sizes, types and rents or purchase prices of which have been discussed with the Franschhoek Chamber of Commerce;
- c) in the construction phase apply a "Franschhoek First" policy in employment and in the appointment of sub-contractors similar to that applied by TCTA in the construction phase of the Berg River Dam Project 2003 to 2007;
- d) create a social, residential and economic hub that will uplift the wider area in which it is located;
- e) create an aesthetically pleasing entrance to the village of Franschhoek consistent with the design parameters and guidelines below;
- f) achieve these objectives through a vehicle with a BEE component.

4. Design Parameters and Guidelines

- a) The design should be architecturally appropriate – i.e. non-industrial looking buildings;
- b) The overall design should respond to the immediate area with inherent vernacular precedents – Victorian & Cape Dutch typologies – without being historical copies and with an approved colour scheme;
- c) There should be an overall Master Plan with symmetrically planned entry and exit points;
- d) Views towards the west (across the R 45) to be capitalised upon with shops responding to this interface.
- e) There should be varied building scale and roof form to create more interesting street elevations as opposed to very long or similar building forms with an unvaried elevation;
- f) There should be colonnades with roofed verandas or stoeps to protect pedestrians from the summer sun and winter rains;
- g) There should be a prominent outdoor component in a central open space with shade trees with shops and residences opening onto this space;
- h) Having regard to the proximity of Erfs 412 and 217 to the adjacent residential areas and the level of car ownership in those areas, consideration should be given to a departure to allow a lesser number of parking bays than prescribed in the Municipal Zoning Scheme
- i) Such parking bays as are strictly necessary must be in small parcels on the outside of the development to limit their visibility from the R45 and so there can be a fully pedestrianised green space component, a public square or courtyard on the inside with shade trees;
- j) Whatever zoning the development or parts of it may have, the height of any building must be limited to two storeys.

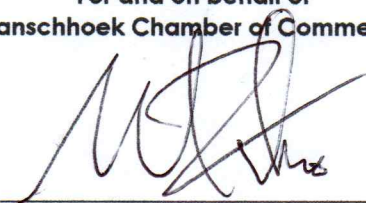


Councillor Reginald Pheiffer



Councillor Wilhelmina Petersen

For and on behalf of
Franschhoek Chamber of Commerce

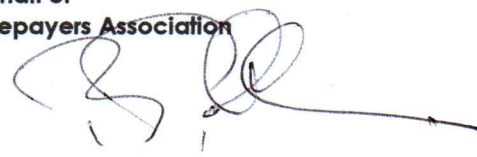


Adv Wilfred Moses = Chairperson

For and on behalf of
Franschhoek Heritage & Ratepayers Association



Irmela Alberts: Co-chairperson



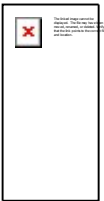
Barry Phillips: Co-Chairperson

Cllr N Mcombring

Catherine Muller

From: Nateshia Mcombring
Sent: Friday, 28 April 2023 10:27
To: idp
Subject: IDP Inputs - April
Attachments: 2023 - 2027 IDP (April).docx

FYA



Vriendelike groete, Kind regards,
Nateshia Mcombring
Councilor/Raadslid:
Corporate Services

T: +27 21 808 8150 C: +27 72 539 6257
Idas' Valley Ward Office, Idas' Valley
Stellenbosch 7600

Safety and Security

- ❖ Installation of Close Circuit Camera on Old Helshoogte Park in Old Helshoogte Road
- ❖ Installation of an LPR Camera at the Main Road 5 (Traffic lights on the corner of Helshoogte Road and R44)
- ❖ New camera installation on the corner of Rustenburg Road and Sonnebloem Street
- ❖ Use of building at the Community Market as a Satellite Police Station
- ❖ Cleaning and fencing (Clearview of Betafence) of all Electricity Boxes in the ward. (Hotspots Electricity Box in front of Idas Valley Primary in Bloekom Avenue; Miniature substation between Old Helshoogte Road and Helshoogte Road opposite Beltane; Madrassa in Protea Street and on the corner of Weber Street and Old Helshoogte Road.
- ❖ Fencing of the miniature substation between Old Helshoogte Road and Helshoogte Road. Conduct a Need Analysis to determine the use of this facility as a home-base for the Neighbourhood watches in Idas Valley
- ❖ More visibility and regular patrols of the Police and Law Enforcement officials in all roads, the Sport Ground, and farms in the area. If the budget allows using neighbourhood watches and give them a stipend.

Infrastructure

- ❖ Construct of pavements or sidewalks for Hahn Street, Moffat Street, Erasmussmith Street, Baker Street, Desch Street, Botmanskop Road, Dahlia Street and Speler Street
- ❖ Tar the Public parking area next to Idas Valley Library and the Ward Office.
- ❖ Upgrading and resealing of roads and potholes as required in the ward.
- ❖ More regular basis cutting of the grass on the parks and on all pavements in Ward 6. As well as on Helshoogte Road and R44. Not only the 6 weeks cycle as currently implemented for the Main Roads
- ❖ Request traffic lights on the turn-off from Kromme Rhee Road in the direction of Koelenhoff and turn-off from Elsenburg (near Kanonkop)
- ❖ Pedestrian crossing between Nietvoorbij and Timberlea Farm (Blue Jay) on the R44
- ❖ Pedestrian crossing between Remhoogte and Lavinir on the R44
- ❖ Warning sign board indicating pupils are crossing the R44 near the second entrance of Cloetesville near Nietvoorbij in the direction of Klapmuts
- ❖ Warning sign board indication pupils are crossing the R44 near Timerlea Farm (Blue Jay) in the direction of town.
- ❖ Warning sign boards indication pupils are crossing the R44 on both sides near Remhoogte and Lavinir
- ❖ Pedestrian Traffic light on Helshoogte Road near Spar in the direction of Stellenbosch Primary and High School
- ❖ Replacement of current outdated sewerage pumps in Luckhoff Street and Baker Street. As well in other areas in the ward as needed.
- ❖ Parking Embayment in front of Old Apostolic Church in Luckhoff Street to help ease the parking problem of dropping and picking up pupils of Idas Valley Primary School.
- ❖ Paint the Bus shelters in the ward which is covered by graffiti.
- ❖ Regular cleaning of the drains to prevent overflowing during rainy conditions.

LED Planning

- ❖ Request waterproof covers for the Community Market to allow residents to use the facility as a hall and through all weather conditions.
- ❖ Support and funding for Tourism/Running/Cycling/Walking
- ❖ Support and funding for Skills Development (Arts and Crafts), Reading and other Soft Skills Programs (First Aid, Learners), ect.

Recreation and Sport

- ❖ Replacement of the vibracrete wall with a solid wall on the Sport Grounds
- ❖ Upgrade of the lights on the Rugby Fields
- ❖ Upgrade of the cricket Fields
- ❖ Upgrade seating on the stadium with recycling chairs or wooden panels
- ❖ Upgrade of BMX Track and the purchase of BMX Bicycles
- ❖ 5 giant rubberized Chessboards Sets (size of board 30,5 cm; squares 24x24 boards) for the 4 schools in the ward and 1 for the Public Library to use for skills development and recreational purposes

Human Settlements

- ❖ Conduct a need and cost analysis for a Frail Care Centre in WCO23

Stellenbosse Landbougenootskap

Catherine Muller

From: Emile <emilevdm@adept.co.za>
Sent: Wednesday, 26 April 2023 03:10
To: idp; Geraldine Mettler
Cc: 'Info'
Subject: [EX] "Comments: Draft 1st Review of the 5th Generation IDP 2022 - 2027 or Draft Budget 2023/24 - 2025/26".
Attachments: Stellenbosch Agricultural Society comments on 1ste Review of 5th Generation IDP 2022-2027.pdf; SBLG comments 5th review IDP 2022.2027 budget and tariffs.pdf; SBLG comments on rate policy 2023.2024.pdf; SBLG comment on Development Charge policy 2023.2024.pdf

Dear Geraldine/IDP office

Attached hereby please find the comment of the Stellenbosch Agricultural Society in respect of the Draft 1st Review of the 5th Generation IDP 2022-2027 and Draft Budget 2023-2024 – 2025/2026.

Due to the extreme 4hour loadshedding that occurred it was not possible to deliver the comments electronically before 16h30 as stated in the notice.

We however trust that our comments will be considered to reflect just and fair administrative action and sincerely trust that you will consider same.

It will be appreciated if you can please confirm and acknowledge receipt of our inputs towards the IDP revision process.

Kind regards

Emile

E van der Merwe | General Manager
STELLENBOSSE LANDBOUGENOOTSKAP



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STELLENBOSSE LANDBOUGENOOTSKAP
STELLENBOSCH AGRICULTURAL SOCIETY



2023-04-25

The Municipal Manager
Stellenbosch Municipality
PO Box 17
STELLENBOSCH
7599
Email: idp@stellenbosch.gov.za

Dear Madam

**COMMENTS: 1st REVIEW DRAFT 5th GENERATION IDP 2022- 2027 DEVELOPMENT
CHARGE POLICY (DC POLICY); 2023/2024**

The Stellenbosch Agricultural Society, hereby comments on the 2023/2024 Engineering
Services Development Charge Policy

DEVELOPMENT CHARGES IN RURAL AREAS FOR TOURIST FACILITIES

The Stellenbosch Municipality adopted the new Stellenbosch Zoning Scheme By-law that came into effect on 1 November 2019. The properties that are **located outside the urban areas are zoned Agricultural/Rural Zone** in terms whereof certain additional land use and consent uses are permitted with the approval of Council. These rights were specifically incorporated in order to assist the farmers with small scale diversification in support of local and rural economic development.

The Stellenbosch Agricultural Society is strongly opposed to the **current proposal** Page 1002
specific the factor that applies to different land use categories.

The proposed Development Contributions policy is not conducive and contradicts the overarching objectives of the IDP as well as relevant provincial plans. The highly inflated rates/tariffs proposed for the establishment of tourism related facilities in the rural areas will restrict and prevent rural investment and associated job opportunities. Any kind of development that does not require rezoning should be evaluated on its own merit and unique circumstances. The rate per square meter (based on Gross Leasable Area) differs substantially in an urban and rural context. The extreme inset cost associated with the DC's policy is counterproductive and does not allow for an enabling environment in support of the creation of tourist related facilities with multiplier economic benefits. The policy and tariffs must be revisited.

In this regard it is proposed that a workshop between the relevant officials, the Agricultural Society, The Stellenbosch Wine route and one or two reputable engineering firms be held prior to the approval of the Development Contribution Policy.

The payment of DC's tourism related facilities as currently proposed is in contradiction and is not aligned with national and provincial policy and more specific the strategic objectives of the Stellenbosch IDP.

It is sincerely trusted that the Municipality favourably will consider the comments and revision of Development Charges Policy.

Yours faithfully,



Emile van der Merwe

MANAGER: STELLENBOSCH AGRICULTURAL SOCIETY



STELLENBOSSE LANDBOUGENOOTSKAP
STELLENBOSCH AGRICULTURAL SOCIETY



2023-04-23

The Municipal Manager
Stellenbosch Municipality
PO Box 17
STELLENBOSCH
7599

Dear Madam

**COMMENTS: DRAFT 1ST REVIEW : 5TH GENERATION IDP 2022–2027 DRAFT
BUDGET: TARIFF AND RATES POLICY**

The Stellenbosch Agricultural Society, in conjunction with the Franschhoek Agricultural Society and the Stellenbosch Farmworker Forum for the last few years have submitted comments on the above Tariff and Rates Policies in the draft budget. It however is extremely frustrating that the Municipality does not take these comments into account as per their responses attached hereto.

The Agricultural and associated tourism industry contributes significantly to the areas gross geographic product (GGP) of the Stellenbosch Municipal (WC0024) area.

However as a result of various environmental and economic conditions in the Western Cape the agricultural sector is becoming under severe pressure and the majority of the producers are experiencing difficulty in sustaining their farming operations. These detrimental economic factors leads to severe pressure to conform to the recommendations indicated in the Integrated Development Plan (IDP) read together with the National Development Plan. It therefore is imperative that the IDP and associated budget policies creates an enabling environment that is conducive to increased agricultural activities, so as to ensure food security as well as sustaining the employment opportunities related to the sector.

According to recent statistics new vineyard establishment has decreased significantly over the last few years with declining profit margins in relation to other production areas. These detrimental economic circumstances currently associated with the production and wine industry can lead to an ever changing rural environment to the detriment of the town, the historical and cultural landscape as well as sustaining the employment opportunities that benefit from the agricultural sector.

As a result of constant increasing external factors influencing the rural economy there are unfortunately various needs and priorities like farm worker housing, installation and upgrading of essential services, provision of social facilities (schools, crèches etc.), the provision and upgrading of the sport facilities as well as skills and training programmes that cannot be addressed adequately by farming entities alone. In light of the current economic environment the producers and land owners are really experiencing great difficulties to maintain the services on an acceptable level of standard. Research however has shown that “*rebates on property tax*” can be of great value to encourage the farmers in assisting municipalities with the provision and maintenance of these services as far as possible.

The Stellenbosch Agricultural Society in association with The Stellenbosch Farmworker Forum and the Franschhoek Agricultural Society hereby requests and propose that the Stellenbosch Municipality adopts the same financial model as currently being implemented by the Bergriver Local Municipality as part of their budget and rates policy framework. The proposed tax rebate policy will apply to bona-fide agricultural owners belonging to agricultural societies affiliated to Agri Western Cape and subsequently also to the SA Agricultural Union, situated in the Stellenbosch WC0024 municipal area.

PROPOSAL

“Agricultural properties will be granted rebates as determined by council in its annual Budget.

(a) An additional 10% rebate calculated as follow could also be granted:

i.	1 x two bedroom houses on property	1.00%
ii.	2 x two bedroom houses on property	2.00%
iii.	3 x two bedroom houses on property	4.00%
iv.	>3 x two bedroom houses on property	5.00%
v.	If electricity provided to worker’s houses	0.25%
vi.	If water is provided to worker’s houses	0.25%
vii.	If sewer is removed from worker’s houses	0.25%

viii.	If refuse is removed from worker's houses	0.25%
ix.	If school on property or transport is provided to learners	1.00%
x.	If sport facilities on property	1.00%
xi.	If transport to nearest town is provided at no cost to workers at least once per month	1.00%
xii.	If training is provided to workers	1.00%

- (b) An additional 2.5 % for every 5ha of newly planted vineyards
(An additional proposal for rebate specifically for the SW024 area)

The above additional rebate will only be evaluated and granted to Bona Fide farmers with submission of the following documentation with their application:

- (i) Proof of VAT registration
- (ii) Existing account must not be in arrears with the Municipality.
- (iii) Copy of I.D. Document of all workers residing on the farm

Applications for the rebate must be submitted in accordance with the prescribed process in terms of the Rates Policy. The additional rebate can only be granted on the value of the property as it appears on the valuation roll. Properties of the same owner, but valued separately cannot be added together for the calculation purposes.

The Stellenbosch Agricultural Society as well as the Stellenbosch Farmworker Forum sincerely believes that the implementation of the above holds a significant advantage to stimulate public private working relations to the benefit of the area and its community in a sustainable manner. The proposal is consistent with the vision and it will give practical execution to the five (5) strategic objectives as adopted in terms of the existing and proposed Municipal Integrated Development Plan.

With reference to the Rates Policy pertaining to Relief Measures it is proposed that cognisance be given to the implementation of a special rebate applicable to the agricultural sector with reference to wine cellars and associated tourism facilities. The financial impact on these facilities as a result of the Covid-19 pandemic can permanently "destroy" this valuable asset of Stellenbosch. This relief will assist the farmers to continue with their farming operations and thus providing much needed work to ensure sustainable employment in the rural area. The budget of the Bergriver Local Municipality for example also makes provision for agricultural properties to qualify for an additional 5 % disaster relief rebate.

The above measures has for many years been negotiated and successfully implemented by other Municipalities. We trust that the Stellenbosch Municipality will also favourably consider these requests and recommendations in supporting the agricultural sector.

Your feedback in this regard is kindly awaited.

Yours faithfully,



Emile van der Merwe

MANAGER: STELLENBOSCH AGRICULTURAL SOCIETY



STELLENBOSSE LANDBOUGENOOTSKAP
STELLENBOSCH AGRICULTURAL SOCIETY



2022-04-25

The Municipal Manager
Stellenbosch Municipality
PO Box 17
STELLENBOSCH
7599

Dear Madam

COMMENTS: DRAFT 5TH GENERATION IDP 2022-2027 RATES POLICY 2023/2024

The Stellenbosch Agricultural Society, hereby comments on the Rates policy 2023/2024.

The Stellenbosch Municipality in terms of the 2021/2022 and 2022/2023 budget process revised their rates policy in so far that Non Profit Organisations (NPO's) which have a total revenue/income not exceeding one million Rand per annum for the first time no longer qualifies for a 100% rebate but only for 80% rebate. Although the Stellenbosch Agricultural Society expressed their strong objection to the proposed revision, the said amendment was approved by Council during the said years financial year.

The Stellenbosch Agricultural Society hereby desperately seeks the approval of Council to reconsider the current draft proposal (80% rebate) since the implementation thereof during the previous financial years indeed had a serious negative impact on the economic viability and associated operational cost of the Society. The Society truly believes that an exception can be made in this regard due to the following specific and unique circumstances:

- The Society is independently responsible to maintain the historical buildings located on the property in accordance with the provisions of the South African Heritage Resources Act, 1999 and the requirements of Heritage Western Cape.

- During the 1970's the Doornbosch Historic homestead and associated buildings were transferred from the KWV and Education Department to the Society for the purpose of use by its members for agricultural related activities. An important factor of the co-operative agreement relates to the maintenance of the historic buildings and general up keeping of the property. The Society is obligated to respect this agreement.
- The Society occupies a large portion of land (± 1.2 ha) that is distinctly different in character which in return presents certain unique challenges (e.g. landscaping, preservation of oak trees, general maintenance, parking for adjacent schools etc).
- A portion of the administrative building (Doornbosch hall) on a frequent basis is made available for municipal purposes, provincial stakeholder meetings, farm worker engagements, agri-related workshops (Elsenburg and Agri- Western Cape, charitable and community based organisations).

Given the current economic circumstances it will remain a difficult challenge for the Society to conform to the above. The Society is extremely thankful and appreciates the previous long standing support (40 years) that was provided by the Stellenbosch Municipality in assisting us to achieve the above by means of the 100% rebate.

It is imperative to take note that the Agricultural Society is functioning as a society in terms of a Federal Structure that is acknowledged by Provincial and National Government, formal registration as an NPO has never been required. It is therefore requested that the Municipality acknowledge/recognise the status of the Society accordingly.

Given the long terms partnership between the Society and the Municipality regarding the disposal of relevant information and social economic development initiatives for the farming community it is sincerely trusted that our plea of a 100% rebate be favourably considered

Yours faithfully,



Emile van der Merwe

MANAGER: STELLENBOSCH AGRICULTURAL SOCIETY



STELLENBOSSE LANDBOUGENOOTSKAP
STELLENBOSCH AGRICULTURAL SOCIETY



2023-04-24

The Municipal Manager
Stellenbosch Municipality
PO Box 17
STELLENBOSCH
7599

Dear Madam

***COMMENTS: DRAFT 1^{ste} REVIEW OF THE 5TH GENERATION INTEGRATED
DEVELOPMENT PLAN (IDP /2022 – 2027), MARCH 2023 FOR THE 2023/2024
FINANCIAL YEAR***

The Stellenbosch Agricultural Society representing organised agricultural in the Stellenbosch area hereby formally provides their comments on the 5th Generation IDP 2022/2027 –March 2023.

The Society over the last number of years has submitted comments on the IDP and associated processes. The Society however remains concerned about the lack of integration and alignment between the IDP and SDF with special reference to land reform, rural development programmes, farm worker housing and incentives for commercial farmers to sustain their farming activities.

COMMENTS

SECTION 1.17 – STAKEHOLDERS (REFER TO TABLE 8)

As per the previous engagement and review process it is again emphasised that the Stellenbosch Agricultural Society should be recognised and included as a strategic partner of the Municipality. The Agricultural Society represents organised agriculture in the Stellenbosch area and is affiliated with Agri Western Cape on provincial level and AgriSA

on a national level. The primary focus of the Society is to ensure sustainable food security and to protect high potential agricultural land in support of sustainable agriculture and employment opportunities especially relation to the primary producers. The Society in collaboration with the Stellenbosch Farm Worker Forum and other role players are actively involved in aspects that ranges from alternative energy provision, minimum wages, economic constraints with reference to export (ports), water allocations, WIETA standards, diesel rebates etc. This partnership can have mutual and strategic benefits to strengthen the agricultural resource and production base in support of economic development of the rural areas.

CHAPTER 3: Strategic Policy Context Strategic Policy Context

In terms of Section 5.7 of the current IDP (Agricultural Interventions) the Municipality have identified two priority interventions on which the municipality will embark on in the period 2022 - 2027.

The interventions for your easy reference is provided below

Table 35: Agricultural Interventions for 2022 – 2027

Project Rating		
➕	Project completed.	➖
➔	Project in progress.	➗
Not completed / No budget available / District Function / Provincial Function		

Table 36: Agricultural Interventions

Proposed Municipal Actions In Support of the Strategic Focus Areas of the Western Cape Department of Agriculture					Target and Progress Rating					Performance Comment
Priority Area	Desired Municipal Deliverable	Status Quo within Municipality	Proposed Local Intervention (appropriate municipal action)	Timeframe to deliver (Short / medium / long term or ongoing)	2022/23	2023/24	2024/25	2025/26	2026/27	
Farmer Support	Lease agreement for use of commonage land (e.g. Terms of the lease, roles and responsibilities of each party, preference for individual agreements, and need for longer leases)	In 2020, two (2) land parcels were identified and advertised for emerging farmers. The process is to be finalised.	Through the Municipal Agricultural Land Policy, the municipality aims to identify and allocate an additional 10 parcels of land for emerging farmers	Medium / long term	2	2	2	2	2	Sixteen (16) farming applications have been received.
					➖	n/a	n/a	n/a	n/a	Assessment of farming applications has been completed. Four applications have been shortlisted for potential allocation on the two portions of available land.
Market Access	Infrastructural development that supports agriculture development value chain and market access	Through the Municipal Agricultural Land Policy, the municipality aims to identify and allocate an additional 10 parcels of land for emerging farmers.	Ensuring vibrant, equitable and sustainable rural communities with food security for all	Medium / long term	2	2	2	2	2	An item will be prepared for Council for the approval of the allocation of land.
					➖	n/a	n/a	n/a	n/a	

The Society in collaboration with the Stellenbosch Farm Worker Forum as part of the land reform agenda expresses their support for emerging farmer development on municipal land that is earmarked for agricultural purposes. The Society in collaboration with the Stellenbosch Farm Worker Forum however remains concerned with the ever changing procedures that contradict the recommendations of the previous PACA process. Since the beginning of Participatory Appraisal of Competitive Advantage (PACA) for Stellenbosch municipal area during 2015 many workshops and meetings were held with strategic partners to ensure that the project deliverables are met.

The PACA process furthermore expressed support for existing farm workers who have the required experience, training, knowledge and management skills of farming operations and practices.

It is trusted that the Stellenbosch Agriculal Society, the Farmworker Fourm as well as the Winelands Water Users Association are consulted with any new beneficiary allocation process.

6.8 Stellenbosch Municipality Operational Support Plan

Table 37: Stellenbosch Municipality Operational Support Plan

Project / Programme/ Initiative	Responsible Internal Department/ Agency	Action/s	Estimated Funds
Improvements to public transport facilities in rural and semi-rural areas within the Stellenbosch Municipal area	Department: Roads, Stormwater and Transport	Upgrading and implementing new Taxi and Bus stops in rural and semi-rural areas within the Stellenbosch municipal area.	n/a
Improvements to the NMT network in rural and semi-rural residential settlements located within the Stellenbosch Municipal area	Department: Roads, Stormwater and Transport	Construction of Sidewalks and NMT facilities in rural and semi-rural residential settlements located within the Stellenbosch Municipal area.	n/a

The improvements and provision of public transport and NMT facilities in rural and semi rural areas should be funded. Improved, reliable and safe transport facilities is of key importance for the daily livelihood and pedestrian of the farming communities. These project must be prioritised and and funded.

CHAPTER 7: SECTOR PLANS AND IMPLEMENTATION SECTOR PLANS AND IMPLEMENTATION

7.3.3 Integrated Human Settlement Plan

The objective of the Housing Pipeline is to provide more emphasis on the following housing types or programmes:

- Social housing (the National Minister of Human Settlements approved Stellenbosch as a restructuring town and restructuring zones in November 2016);
- Provision of serviced sites;
- Access to affordable housing (GAP housing);
- Mixed-use housing (formalised homeownership employer housing - **especially farmworker housing**).

The IDP and associated Housing pipeline recognises the important role of farm worker house as part of the mixed-use housing programme. The Municipality must give a clear and definite indication as to where and in which projects opportunities will be made available to accommodate for farm worker housing

7.3.10 LOCAL ECONOMIC DEVELOPMENT STRATEGY

Local economic development is the means of systematic identification, development and utilisation of economic opportunity, to benefit local businesses and create opportunities for local communities to improve the lives of residents. The Stellenbosch Agricultural Society in dealing with the rural community and organised agriculture hereby proposed the following interventions:

- Red tape reduction in planning department
- Building plan approvals
- Streamlined process that conforms to By-Laws stipulations
- Tax rebates in relation to heritage protection of farms, new vineyard plantations, provision of institutional/community facilities on farms (creches, pre-schools, public transport, housing, sport fields etc)
- Alien clearing and river management practices
- Manual allocation of pro-rata development contributions in rural areas based on real trip generations and impact on bulk municipal services
- Partnering/engaging with the Society and the Farm worker Forum in relation to land availability and allocation to emerging farmers
- Networking and mentorship
- Occasional use/events applications in rural areas
- Liquor and trade licences
- Issuing of zoning certificates
- Review and adoption of tourism strategy
- Streamline/prioritise applications aimed at agri-processing and related tourist facilities

CHAPTER 10: FINANCIAL PLAN FINANCIAL PLAN Management Arrangements

The proposed Development Contributions policy is not conducive and contradicts the overarching objectives of the IDP as well as relevant provincial plans. The highly inflated rates/tariffs proposed for the establishment of tourism related facilities in the rural areas will restrict and prevent rural investment and associated job opportunities. Any kind of development that does not require rezoning should be evaluated on its own merit and unique circumstances. The rate per square meter (based on Gross Leasable Area) differs substantially in an urban and rural context. The extreme inset cost associated with the DC's policy is counterproductive and does not allow for an enabling environment in support of the creation of tourist related facilities with multiplier economic benefits. The policy and tariffs must be revisited.

In this regard it is proposed that a workshop between the relevant officials, the Agricultural Society, The Stellenbosch Wine route and one or two reputable engineering firms be held prior to the approval of the Development Contribution Policy.

CONCLUSION

The agricultural sector has been identified as a key role player that contributes significantly to the GDP and economic sector of the Stellenbosch Municipality. The Stellenbosch Agricultural Society and the Stellenbosch Farm Worker Forum firmly believes that this scenario can be strengthened through a mutual partnership with improved communication and engagement.

In the light of the above it is trusted that the Municipality will consider and include the comments of the Stellenbosch Agricultural Society as part Draft 5th Generation IDP 2022/2027 in order to streamline delivery initiatives in accordance with the strategic objectives.

Yours faithfully



EMILE VAN DER MERWE

MANAGER: STELLENBOSCH AGRICULTURAL SOCIETY



Stellenbosch Municipality SIME Assessment 2023



Western Cape
Government
FOR YOU



Strategic Integrated Municipal Engagement 2023

Cape Winelands District

Stellenbosch Municipality

2023 SIME ASSESSMENT KEY RECOMMENDATIONS

INTEGRATED PLANNING

- The Municipality revised downwards the five-year target for the number of jobs created through the Municipality's LED initiatives (linked to SFA: A Valley of Possibility), from 7 000 (1 400 per annum) to 5 800 (1 100 per annum); and
- The Municipality revised downwards the five-year target in the Implementation Plan of the Mayoral Portfolio: Infrastructure Services for the number of prepaid and capped water meters installed, from 15 000 (3 000 per annum) to 2 500 (500 over the 2023/24 financial year).
- It is recommended that the Municipality consider embarking on an IDP amendment process in line with section 34(b) of the MSA in conjunction with Regulation 3 of the MSA Regulations, when revising the five-year performance targets in future.
- **Spatial Planning:** The Municipality should draw on the findings of the Stellenbosch Housing Market study to inform the articulated housing demand and housing pipeline.
- **Development Planning:** The Municipality's Land Use Management Component remains constrained, and experiences significant delays in timeframes for pre-application procedures, although some improvement is underway due to the introduction of an electronic submission system. The delay in development processes has a severe financial impact for developers and hampers economic growth in the Municipal area.

ECONOMIC AND FINANCIAL SUSTAINABILITY

- The operational expenditure allocations in terms of Budget Schedule SA5 (Reconciliation of IDP strategic objectives and budget (operational expenditure)) are heavily aligned towards the areas of Governance and compliance. Although commendable from an administration perspective, the socio-economic findings raised in the Municipality's 2022 Socio-Economic Profile appear to be unresolved from a funding perspective.
- The Municipality is anticipating a decrease in electricity demand as more consumers are utilising alternative energy sources. The Municipality's assumptions informing the 1 per cent growth in consumption over the 2023/24 MTREF period should be reviewed considering the current decrease in demand and the impact of load-shedding on consumer consumption behaviour as well as a possible decline in consumers' ability to pay.
- The Municipality's revenue and expenditure projections indicates operational losses on Waste and Wastewater services. These amounts do not consider indirect revenue and expenditure as the NT tariff tool was not submitted. A strategy should be devised to improve to improve these losses.
- The Municipality should consider cash backing a portion of the long-term provisions to ringfence costs associated with the rehabilitation of landfill sites.
- The Municipality has budgeted to take up borrowings aggressively over the 2023/24 MTREF period in line with the LTFP. Municipalities are encouraged to fund new capital infrastructure from borrowings that will be funded and serviced by future consumers. The Municipality should assess its strategy on the projects funded from borrowings to maintain its healthy financial position.
- The Capital Replacement Reserve of R29.21 million is significantly lower than the reserves reported in the audited years which poses some risks when considering the net decrease in cash over the two outer years of the MTREF.

HISTORICAL TRENDS

- The Municipality's strong liability management practice by improves its assessment as a going concern. However, the moderate cash coverage and risks discussed in working capital management raises important concerns.
- Analysis of Total Liability to Total Assets ratio illustrates the result remains well below the norm. Similarly, Total Debt to Total Assets remain in apposition in support of the Municipality as a going concern.
- In analysis of the current ratio, a downwards trajectory is observed, with improvement noted in 2019 and again in 2022. Despite this, projections based on CAGR notes a slight decrease in the future period(s) nonetheless remaining within the norm.

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LIST OF ACRONYMS

AQMP	Air Quality Management Plan
BESP	Built Environment Support Programme
CAPEX	Capital Expenditure
CBD	Central Business District
CBA	Critical Biodiversity Areas
CMP	Coastal Management Programme
CPI	Consumer Price Index
CRR	Capital Replacement Reserve
CSIR	Council for Scientific and Industrial Research
DCAS	Department of Cultural Affairs and Sport
DEA&DP	Department of Environmental Affairs and Development Planning
DHS/DOHS	Department of Infrastructure
DM	District Municipality
DLG	Department of Local Government
DWA	Department of Water Affairs
EPWP	Expanded Public Works Programme
FBE	Free Basic Electricity
HSP	Human Settlements Plan
IDP	Integrated Development Plan
IGP	Infrastructure Growth Plan
IIAMP	Integrated Infrastructure Asset Management Plan
IIF	Infrastructure Investment Framework
ITP	Integrated Transport Plan
ISDF	Integrated Strategic Development Framework
IYM	In-year Monitoring
IWMP	Integrated Waste Management Plan
JOC	Joint Operations Centre
kl	kilolitre
KPA	Key Performance Area
KPI	Key Performance Indicator
kWh	kilowatt hour (1 000-watt hours)
LED	Local Economic Development
LTFP	Long-Term Financial Plan
LUPA	Land Use Planning Act

MBRR	Municipal Budget and Reporting Regulations
MDG	Millennium Development Goal
MFMA	Municipal Finance Management Act
MER	Municipal Energy Resilience
MI	Municipal Infrastructure
MIG	Municipal Infrastructure Grant
MIP	Municipal Infrastructure Plan
MISA	Municipal Infrastructure Support Agent
MMP	Maintenance Management Plan
MTREF	Medium Term Revenue and Expenditure Framework
MVA	Megavolt Amperes (1 Million volt amperes)
MWh	Megawatt hour (1 Million watt hours)
NRW	Non-revenue Water
NDHS	National Department of Human Settlements
NT	National Treasury
O&M	Operations and Maintenance
OPEX	Operating Expenditure
PMS	Performance Management Systems
RMP	Road Management Plan
SCM	Supply Chain Management
SDBIP	Service Delivery Budget Implementation Plan
SDF	Spatial Development Framework
SOP	Standard Operating Procedure
SWMP	Stormwater Management Plan
WDM	Water Demand Management
WSDP	Water Service Development Plan
WTW	Water Treatment Works
WWTW	Wastewater Treatment Works

SECTION 1: INTRODUCTION

The 2023 SIME assessment encapsulates comments by the Western Cape Government (WCG) on the draft 2023/24 MTREF Budget, 2023/24 Integrated Development Plan (IDP), Spatial Development Framework (SDF) and other associated documents.

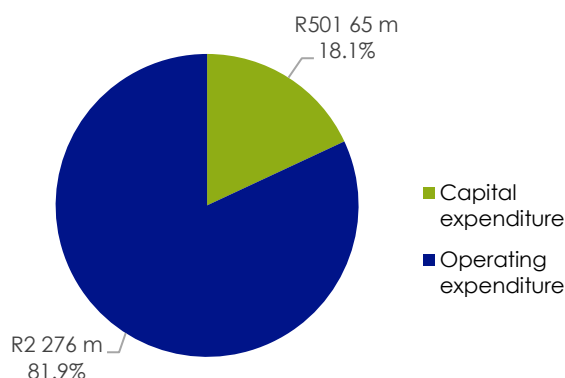
The assessment covers the following key areas; conformance with the MFMA, MSA & Municipal Budget and Reporting Regulations (MBRR); an integrated, spatial and environmental Planning analysis of the IDP and SDF and the responsiveness, credibility and sustainability of the tabled budget.

The WCG plans to meet the executives of your Municipality in May 2023, where the key findings and recommendations of this report will be presented and deliberated upon. The planned engagement will contextualise the Municipality's challenges and responses as presented in the draft budget, IDP, LED, SDF and as well as other strategic matters for discussion between the two spheres of government. All the information related to the assessment and analysis of the draft annual budget, IDP and SDF are found in the report below.

The budget snapshot below provides a high-level overview of key socio-economic and financial indicators of the **Stellenbosch Municipality** in relation to the regional economy.

BUDGET SNAPSHOT

2023/24 Municipal Expenditure



GDPR Current Prices
2021e
R20.380 billion

GDPR Growth
2023f
0.2%

Inflation

	2022	2023	2024	2025
	6.9%	5.3%	4.9%	4.7%

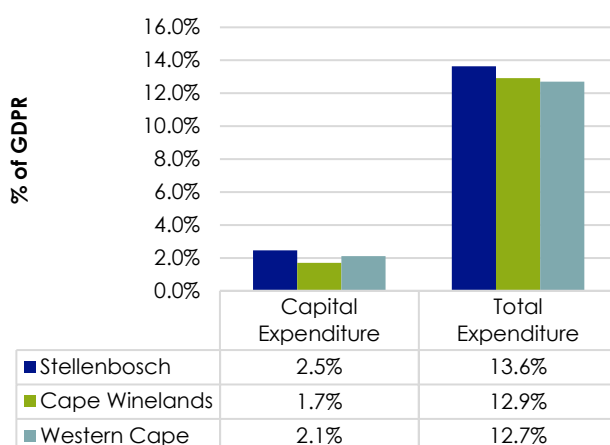


Population
2023f
203 343

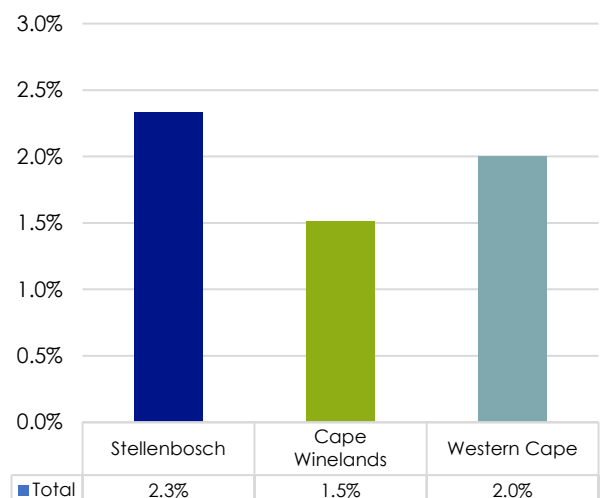
Population Growth
2023f
2.0%

Disclaimer: Population forecast subject to change upon release of Census 2022.

Expenditure as a % of GDPR



Property Rate Revenue % of GDP



Source: Municipal expenditure and revenue estimates - Draft 2023/24 A1 schedule; Population - Stats SA MYPE base year 2022 (Feb. 2023); GDPR - Quantec, 2022.

SECTION 2: INTEGRATED PLANNING

2.1 INTEGRATED PLANNING

2.1.1 Introduction

An Integrated Development Plan (IDP) is the principal strategic planning instrument which guides and informs all planning and development, and all decisions regarding planning, management and development in a municipality. An IDP provides the strategic direction for all the activities of a municipality over five years linked to the council term of office.

Each municipal council must annually review and may amend the IDP of the Municipality. Should the review process determine that an amendment is required, a municipality should follow the process as stipulated in Regulation 3 of the Local Government: Municipal Planning and Performance Management Regulations of 2001 (MSA Regulations).

The 2022/23 review of the IDP of the Stellenbosch Municipality (the Municipality) took into consideration any changed circumstances and an assessment of the performance. Based on Council Resolution (Ref: 746216) dated 29 March 2023, the Municipality following the review process, tabled a draft 1st review of the 2022 - 2027 IDP.

2.2 INTEGRATED PLANNING ANALYSIS

2.2.1 IDP Overview

A comparative analysis of the tabled IDP to the 2022 - 2027 IDP indicates that the vision to Create an "Integrated Valley of Opportunity and Innovation" together with the strategic thrust, including the mission statement, five Strategic Focus Areas (SFA), and values system, remain unchanged. The Executive Mayor's foreword contains an introduction of several IDP deliverables planned for and linked to Mayoral Outcomes for the 2023/24 financial year, some of which include the reviewing of the Local Economic Development Strategy (LED), Tourism Development Policy and the Municipal Agricultural Land Policy. In addition, the Municipality intends to obtain development rights for Erf 7001 in Cloetesville to establish affordable GAP housing and mixed-use development for Jamestown Phase 4 as well as the upgrading of the Kayamandi Town Centre.

The Municipality conducted a situational analysis based on recent data sources, including the 2022 Socio-Economic Profile for Local Government which provides statistics and information into aspects such as the economy, basic service delivery, safety and security, education and health. An appraisal of the Municipality's development priorities denotes a sound intention to adequately respond to the challenges and opportunities emanating from the situational analysis.

The tabled IDP reflects changes to the top five Strategic Risks confronting the Municipality. This includes the addition of the availability and cost of electricity as well as a rising phenomenon of community unrest due to housing demands which exceed resource availability. The risk associated to the COVID-19 pandemic has been removed and is no longer regarded as a Strategic Risk. An analysis of the Municipality's approach to risk management indicates that the top five Strategic Risks demonstrate alignment to the tabled IDP through linkages made to the Municipality's SFAs.

2.2.2 IDP process including community consultation

In terms of Sections 28 and 29 of the Municipal Systems Act 32 of 2000 (MSA), a municipality must follow a prescribed process when reviewing and/or amending an IDP. The process to be followed must allow for the local community to be consulted on its development needs and priorities, for the community to participate

in the drafting of the IDP and for organs of state and other role players to be identified and consulted on the drafting of the IDP.

Furthermore, key activities and deadlines for the process must be set out in a Time Schedule tabled in terms of Section 21 of the Municipal Finance Management Act 56 of 2003 (MFMA).

Considering the above, the Municipality commenced with a round of public consultation for community members and stakeholders to submit inputs during the analysis and drafting process of the tabled IDP between 7 - 28 September 2022. The tabled IDP reflects that a notice was published in the local newspaper and on the municipal website to alert the public of the consultation period which was followed by the circulation of a link to an electronic submission form, made available on various online platforms including the municipal website, Stellenbosch Citizen App, WhatsApp, Facebook and Electronic mail.

The Municipality also proceeded to facilitate public participation engagements in hybrid format throughout all 23 wards, between 19 - 22 September 2022. Community members with no access to Voice over Internet Protocol were encouraged to attend online public participation meetings at a venue closest to their place of residence. The tabled IDP further indicates that a total of 768 submissions were received during the public participation process, with the majority of submissions (335) received via the municipal website, with the top five priorities and needs raised by communities including Safety and Security, Roads, Transport and Stormwater, Access to Housing, Electrical Services and Water and Sanitation.

The Time Schedule of key deadlines indicates that the Municipality plans to advertise the tabled IDP and Draft Budget between 3 - 24 April 2023. Another round of public consultation engagement on the tabled IDP, Draft Budget and Draft Service Delivery and Budget Implementation Plan (SDBIP) is planned for between 13 - 19 April 2023.

Furthermore, the tabled IDP in chapter 3 under Strategic Policy and Context, provides for the identification of plans and planning requirements binding on the Municipality in terms of national and provincial legislation.

2.2.3 IDP notable changes

Considering several revisions identified in the tabled IDP, this section seeks to determine the extent of changes made to the 2022 - 2027 IDP. The tabled IDP contains a few notable changes compared to the 2022 - 2027 IDP, some of which include the addition of a section documenting the IDP Performance Monitoring of the IDP priorities identified for the Executive Mayor, Mayoral Portfolio Committee, Municipal Manager and the extent of sector plan implementation.

An analysis of the tabled IDP reflects that the five-year target contained in the 2022/23 Top Layer SDBIP for the number of jobs created through the Municipality's LED initiatives, has been revised downwards from 7 000 (1 400 per annum) to 5 800 (1 100 per annum). This change resulted in a net reduction of 1 200 job opportunities. The LED and Tourism performance information in the tabled IDP indicates that by 28 February 2023, the Municipality created 891 jobs against the annual target (1 400) set in the 2022 - 2027 IDP.

In relation to the SFA related to Dignified Living, the Implementation Plan under the custodianship of the Mayor Portfolio: Infrastructure Services, revised the five-year target for the number of pre-paid and capped meters installed from 15 000 (3 000 per annum) to 2 500 (500 over the 2023/24 financial year). In terms of Land Use Management (LUM) and associated development planning, the performance information on the Mayoral Portfolio: Planning, reflects that the Municipality is experiencing human capacity challenges in relation to the consideration of land use applications by an authorized official within 60 days after a complete land use application has been submitted. Considering the LUM target, the tabled IDP indicates that the Municipality recorded an achievement rate of 19.5 per cent by February 2023, against a target of 60 per cent.

In light of the emerging risk associated with community unrest, it is a cause of concern that the Municipality only conducted six ward-based community safety engagements against an annual target of 23 (one engagement per ward), citing several cancellations due to a lack of community attendance and the coinciding of the scheduled engagements with the matric examinations.

The Municipality reflects a clear intention to shift the organisational culture and ways of thinking, as well as the goals, structures and allocation of resources in a manner that is geared towards the empowerment of women and young girls through gender-responsive budgeting. To this extent, the Municipality intends on incorporating gender mainstreaming into each phase of planning, which will take the form of identifying key gender indicators linked to the programmes and projects contained in the 2022 - 2027 IDP. In addition, the tabled IDP outlines a Gender Disaggregated Matrix which presents information on gender representation throughout the Municipality across various categories including Governance and Institutional Structures, Access to Resources, Access to Basic Services, Economic Growth and Economic Empowerment. The Gender Disaggregated Matrix will be used as a tool to monitor and demonstrate the level of successes of project implementation in relation to gender mainstreaming throughout the Municipality.

The revisions reflected in the tabled IDP has not affected the strategic vision and programme of action as reflected in the 2022 - 2027 IDP. Based on this conclusion, the 2022 - 2027 IDP remains responsive to the developmental priorities of the elected Council.

2.2.4 Outstanding areas for improvement

The Municipality adequately responded to the identified areas for further improvement outlined in the 2022/23 SIME Assessment Report.

2.3 KEY FINDINGS AND RECOMMENDATIONS

2.3.1 Key findings

Based on the above assessment, below is a summary of key findings:

- The Municipality revised downwards the five-year target for the number of jobs created through the Municipality's LED initiatives (linked to SFA: A Valley of Possibility), from 7 000 (1 400 per annum) to 5 800 (1 100 per annum); and
- The Municipality revised downwards the five-year target in the Implementation Plan of the Mayoral Portfolio: Infrastructure Services for the number of prepaid and capped water meters installed, from 15 000 (3 000 per annum) to 2 500 (500 over the 2023/24 financial year).

2.3.2 Recommendations

It is recommended that the Municipality:

- consider embarking on an IDP amendment process in line with section 34(b) of the MSA in conjunction with Regulation 3 of the MSA Regulations, when revising the five-year performance targets in future;
- ensure that the Draft 2023/24 Top-Layer SDBIP considers the revisions of the five-year targets as reflected in the tabled IDP; and strengthen citizen interface planning for ward-based community safety engagements, in light of weak participation rates against the background of an increase in community unrest being identified by the Municipality as one of the top five Strategic Risks confronting the Municipality.

2.4 ENVIRONMENTAL AND PLANNING ANALYSIS

2.4.1 Compliance, Performance, Implementation and Changing Circumstances

SPATIAL PLANNING

There is no indication that a performance review of the implementation of the MSDF has been undertaken. It is noted however that the focus for this year has been on the MSDF amendment. The Western Cape Government (WCG) will comment on the amended MSDF by 30 May 2023.

It is difficult to determine the extent of alignment between the Municipality's Capital Expenditure Framework (CEF) and its budget as the former list projects by Department rather than in terms of spatial location. The detailed project list is not prioritized.

Appendix G of the Amended SDF, the "Annual Review of the Stellenbosch Municipality Housing Pipeline for the MTREF period 2023 - 2026" refers to the WCG Housing Market Study. Stellenbosch is now in a better position to articulate the housing demand within the housing subsidy programme. However, evidence that the findings of the Housing Market Study inform the articulated housing demand in either the amended SDF or the Housing Pipeline is not clear.

BIODIVERSITY MANAGEMENT

Biodiversity Spatial Plan

The Municipality should take note of the enabling of certain prescripts in the Western Cape Biodiversity Act, Act 6 of 2021, which includes legislative requirements pertinent to municipalities in terms of a Biodiversity Spatial Plan adopted by the provincial Minister. Sections 36, 37 (1), 37(2)(c), 37(2)(f); and of importance, 37(3) of the Western Cape Biodiversity Act should be noted. In addition to the above, the current Biodiversity Spatial Plan is being revised and an updated version is likely to be adopted in terms of section 36 of the Western Cape Biodiversity Act before the end of the 2023/24 municipal year.

The Municipality's tabled Spatial Development Framework (SDF) does not include detail about the assignment of spatial planning categories, and it was noted that critical biodiversity areas (CBAs) and ecological support areas (ESAs) as outlined in the Biodiversity Spatial Plan were not assigned to the correct spatial planning categories (e.g., Core 1 or Core 2 or equivalent). The handbook that accompanies the Biodiversity Spatial Plan provides valuable guidance in this regard.

Alien invasive plant clearing

Municipalities are reminded that the Ecological Infrastructure Investment Framework, which was developed for the Western Cape and speaks directly to the clearing of alien invasive plants for water gains, fire and flood risk reduction, and improved food security. Recent inclusions of ecological infrastructure in policies that pertain to municipal infrastructure should be noted. In many areas of the Province, alien plants utilise considerably more water than their indigenous counterparts, and the eradication of these plants would often result in downstream water gains. Additionally, alien plants are known to increase the risk and intensity of wildfires and flooding, which impact on municipal infrastructure as well as require disaster risk response. It is important to keep these relationships in mind when prioritising interventions that aim to augment a municipality's water supply.

While Stellenbosch does have an invasive species monitoring, control and eradication plan, it was not possible to ascertain the annual target or associated budget for clearing and follow-up for the year under review. The inclusion of a succinct overview of these targets and budgets would be advantageous in next year's assessment.

CLIMATE CHANGE

The Climate Change Directorate within DEA&DP led the revision of the Western Cape Climate Change Response Strategy. The 2022 Strategy lists four guiding objectives for climate change responses, namely:

- 1) responding to the climate emergency,
- 2) transitioning in an equitable and inclusive manner to net zero emissions by 2050,
- 3) reducing climate risks and increasing resilience, and
- 4) enabling a Just Transition through public sector, private sector and civil society collaboration.

Each of the guiding objectives is supported by a preliminary list of key responses, which are detailed in an implementation plan. The implementation plan adds details to the response actions outline in the strategy and identifies the role players required to drive the actions. It also specifies timeframes for the actions and a framework within which the actions can be evaluated to measure progress and overall impact.

A new resource was released last year to assist municipalities with the most up to date climate science and projections. The document titled "*SmartAgri: Updated Climate Change Trends and Projections for the Western Cape*" (2022) was completed for the Western Cape Department of Agriculture by the Climate Systems Analysis Group at the University of Cape Town.

The Stellenbosch Municipality has included climate change as a specific focus in terms of water demand management as well as energy security, including renewable energy and the Municipal Energy Resilience project (MER) in its IDP. Mention is also made of a climate change adaptation plan, but the details around this plan are not provided. There is very little other integration of climate change in terms of project and programme planning and budgeting in the Municipality's IDP.

AIR QUALITY

The Municipality has secured a budget allocation to implement/review and adopt the Air Quality Management Plan. This allocated should be used to:

- develop (or update) the Air Quality By-law, inclusive of noise control;
- conduct awareness raising and capacity building;
- monitor ambient air quality (passive or continuous monitoring of air pollutants via either a fully equipped ambient air quality monitoring station or low-cost air quality sensors); and
- implement air quality management intervention strategies in its jurisdiction.

DEVELOPMENT MANAGEMENT

The 2022/23 Annual Report on the Status Quo of Municipal Land Use Management Systems (LUMS) shows that the capacity within the Stellenbosch Municipal Land Use Management Component remains constrained, with resultant slow processing times and the creation of planning backlogs. In March 2023, Stellenbosch Municipality recorded having 280 active outstanding land use applications and 25 active outstanding appeals that have been in the system since 2020.

Stellenbosch Municipality has been identified as experiencing notable delays in timeframes for the pre-application procedures, although some improvements were noted since the introduction of an electronic submission system. The Municipality receives an average of 27 applications per month, which equates to 6.8 applications per planner per month (approximately 81 applications per planner per year). Although Stellenbosch Municipality has a large planning component (4 planners and 4 senior planners) relative to other municipalities in the Western Cape, the average number of applications per planner (which exclude appeals and various land use compliance tasks) is significantly higher than the Provincial average (excluding the City of Cape Town), which is 27 per year.

As a result, Stellenbosch Municipality is unable to maintain a healthy average ratio of finalised applications within legislated timeframes to keep up with the demand and, in terms of the data obtained, does not process more than 40 per cent of their applications within 12 months. Over the last nine months (July 2022 - March 2023) actual figures show that only 35 per cent of applications decided on by the Authorised Employee and the Municipal Planning Tribunal were finalised within the prescribed timeframes of 60 and 120 days respectively.

The responses received from the 2022/23 questionnaire show that the Municipality's failure to adhere to legislated timeframes, whether due to staff shortages, inexperience, or general capacity constraints, reflect the systemic functional inefficiencies experienced at the Stellenbosch Municipality. Time management for the assessment and processing of applications remains slow. As a result, there are continued high levels of grievances against the Stellenbosch Municipal Land Use Management Component received by the Premier and Minister of Local Government, Environmental Affairs and Development Planning, and WESGRO.

This delay in development processes has a severe financial impact for developers and hampers economic growth within the Municipal area. The Municipality is therefore again requested to revisit their systems and structures to address this challenge.

WASTE MANAGEMENT

Waste Management Licensing

The Stellenbosch Municipality has a well-developed waste management system in place. Waste facilities in general are well managed. The Municipality has enough landfill airspace available for waste disposal.

Waste Minimisation & Policy

The Municipality's By-law was adopted by Council in November 2020, and it is aligned with the NEM: WA. The Municipality has a dedicated Waste Minimisation Manager and implements various waste minimisation initiatives, including split bag system, drop offs and a new waste material recovery facility (MRF), which was opened during 2021. The MRF service provider is also responsible for awareness and education to ensure high quantity of recyclables are received and that correct items are placed in bags. Household hazardous waste, including e-waste, is also accepted and diverted. Green waste may be dropped at transfer station or MRF/landfill where it is composted by private contractor, and brick recovery operations allow reclaimers to recover bricks from builders' rubble for resale purposes. The Municipality is also starting to implement an Organic Waste Diversion Plan.

Waste Information Management

The Municipality has three (3) registered waste activities on the Integrated Pollutant and Waste Information System (IPWIS), namely: Stellenbosch Garden Waste WIR number D04073-04, Stellenbosch Recovery D04073-02 and Stellenbosch Disposal D04073-01. During the 2022 calendar year, the Municipality submitted three reports: the Stellenbosch Garden Waste D04073-04 (10/2), the Stellenbosch Recovery D04073-02 (12/12) and the Stellenbosch Disposal D04073-01 (12/12), and over the same period disposed of 41 745 tonnes and diverted 10 593 tonnes at a diversion rate of 20 per cent.

The Municipality needs to send the Council Resolution for the approval of their current IWMP as the IDP (May 2022) only indicates that the IWMP will be reviewed and submitted to Council by 30 June 2023.

There should be updates on the implementation of the IWMP in the next Annual Report. The Department will provide municipalities with a reporting template to report on the implementation of their IWMP. The reporting template must be included in the Annual Report submitted to Provincial Treasury and the Provincial Department of Local Government.

SECTION 3: ECONOMIC and FINANCIAL SUSTAINABILITY

3.1 INTRODUCTION

This section provides an assessment of key indicators related to the responsiveness, credibility and sustainability of the tabled budget. Key to assessing the above criteria is the alignment of the Municipality's budget to its strategic objectives, where if there are gaps identified, recommendations will be provided considering the municipal areas current socio-economic challenges.

The revenue and expenditure analysis and risks section provide a gap analysis with regards to trading services, analysing the credibility, tariff structure and responsiveness of the municipality's budget.

As capital infrastructure development is a key catalyst for economic growth and sustainability, the Municipality's capital funding mix, capital budget implementation and procurement planning assessment are critical to understand the Municipal area's growth trajectory.

3.2 SUSTAINABLE ECONOMIC DEVELOPMENT

Table 1 Strategic Objectives for the 2023/24 Medium Term Revenue & Expenditure Framework

Stellenbosch Supporting Table SA5 & SA6 Reconciliation of IDP Strategic Objectives and Budget (Operating and Capital Expenditure)								
Strategic Objective	2023/24 Medium Term Revenue & Expenditure Framework OPEX				2023/24 Medium Term Revenue & Expenditure Framework CAPEX			
	Budget Year 2023/24	Budget Year 2024/25	Budget Year 2025/26	Average Annual Growth	Budget Year 2023/24	Budget Year 2024/25	Budget Year 2025/26	Average Annual Growth
A Green & Sustainable Valley	7 457	6 622	6 759	-4.8%	62 400	89 750	39 643	-20.3%
Valley of possibility	139 926	142 655	104 176	-13.7%	177 042	155 498	201 629	6.7%
Dignified Living	180 515	151 041	195 674	4.1%	186 500	240 125	146 517	-11.4%
A Safe Valley	8 566	8 868	9 180	3.5%	42 168	44 218	61 569	20.8%
Good Governance & Compliance	1 939 803	2 145 227	2 388 018	11.0%	33 690	56 504	53 699	26.3%
Total Expenditure	2 276.267	2 454.413	2 703.807	9.0%	501.800	586.095	503.056	0.1%

Source: Stellenbosch Municipality, A-Schedules

- The operational expenditure allocations in terms of Budget Schedule SA5 (Reconciliation of IDP strategic objectives and budget (operating expenditure)) are heavily aligned towards the areas of Governance and compliance. Although commendable, the socio-economic findings (Rising Poverty & Inequality, job losses, recessionary local economy etc.) raised in the 2022 SEP-LG profile appear to be unresolved from a funding perspective. This is evident in the R1.939 billion allocated to the Strategic Objective: "Good Governance & Compliance." This accounts for an 85.2 per cent share attributed to this specific Strategic Objective which oversees the following items as per the Municipal IDP, namely:

 - An effective asset management system to optimise the use of Municipal assets.
 - To manage integrated development planning and the efficient measurement of predetermined objectives as per regulatory framework.
 - To involve the community in the planning and management of programmes and projects impacting their ward(s).
 - To review municipal governance processes as per the Risk-Based Audit Plan.
 - A skilled and capable workforce that supports the growth objectives of the Municipal area.

- A responsive, accountable, effective and efficient local government system.
 - To implement an effective revenue management system.
 - To provide accurate and relevant financial information for decision-making.
 - To develop and implement a responsive, accountable, effective and efficient customer care structure and system.
- The notable allocation of 7.9 per cent (R180.515 million) of the total operating expenditure budget towards the *Strategic Objective: Dignified Living* is unpacked further, this Strategic Objective is responsible for the following programmes, namely:
 - To develop and maintain sustainable human settlements that will deliver in the diverse range of housing needs.
 - To develop and implement a social infrastructure master plan for the upgrading and maintenance of social facilities in all wards.
 - To involve and build the capacity of stakeholders in the planning and management (governance) of the areas where they live. (Promote participatory planning and integrated implementation).
 - To provide access to basic services for households in the WC024 area.
 - The allocation of 7.9 per cent to *SO: Dignified Living* appears limited given this strategic objective encompasses the core mandated item of Basic Service Delivery across the municipality. The allocation appears inadequate to address the challenges and backlogs which currently exist (as per budget schedule A10 (Basic service delivery measurement) as stated below:
 - Water - 986 households
 - Sanitation - 710 households
 - Energy - 1 445 households
 - Refuse - 3 567 households
 - The Municipality is advised to review the budget allocation as per the abovementioned strategic priority and to consider progressing towards an equitable spatial distribution of the budget allocation that responds to the prevailing economic and socio-economic conditions.
 - Over the MTREF period, operational expenditure allocations to the "Dignified Living" and "Good Governance & Compliance" experiencing annual average growth rates of 4.1 per cent and 11.0 per cent respectively.
 - In relation to poverty and income inequality, the National Development Plan (NDP) has set a target of reducing income inequality in South Africa from a Gini coefficient of 0.7 in 2010 to 0.6 by 2030. Income inequality has increased in Cape Winelands District between 2015 (0.59) and 2021 (0.62). These disparities in income are certain to worsen across the ensuing MTREF given the potential after - effects of the COVID-19 pandemic. Stellenbosch has displayed a similar trend to that of the District's trajectory with inequality levels worsening from 0.62 in 2015 to 0.63 in 2021.

- To this end, Strategic Objective: "Valley of possibility" lists the following targets as its core focus, namely:
 - Create an environment conducive to business development and job creation.
 - To facilitate and coordinate support to emerging entrepreneurs by utilising internal SCM processes and linking SMMEs with opportunities in the market.
 - To provide, upgrade and maintain an effective engineering infrastructure to support effective service delivery.
 - To ensure the provision of non-motorised transport routes as a functional mode of transport.
- The Municipal allocations to SA5 (Reconciliation of IDP strategic objectives and budget (operating expenditure)) (6.1 per cent in 2023/24) and SA6 (Reconciliation of IDP strategic objectives and budget (capital expenditure) (40.2 per cent in 2023/24) are considered inadequate in addressing economic opportunity and job creation in the Municipal area. Provincial Treasury requests deeper clarity in understanding the specific programs and associated funding in this regard.

3.3 REVENUE AND EXPENDITURE ANALYSIS AND RISKS

3.3.1 Budget Overview

Table 2 Budget Overview for the 2023/24 MTREF Budget

Stellenbosch	CURRENT YEAR			MEDIUM TERM REVENUE & EXPENDITURE FRAMEWORK					
Description	2022/23	2022/23	2022/23	2023/24	2023/24	2024/25	2024/25	2025/26	2025/26
R thousand	Original Budget	Adjusted Budget	Treasury Calculation	Budget Year +0	Treasury Calculation	Budget Year +1	Treasury Calculation	Budget Year +2	Treasury Calculation
Total Operating Revenue (excluding capital transfers and contributions)	2 103 783	2 089 954	2 089 954	2 282 958	2 282 958	2 497 519	2 497 519	2 726 345	2 726 345
Total Operating Expenditure	2 102 065	2 119 665	2 284 839	2 276 264	2 408 951	2 454 410	2 601 670	2 703 803	2 865 101
Surplus/(Deficit)	1 718	(29 711)	(194 885)	6 694	(125 992)	43 109	(104 151)	22 542	(138 756)
Non Cash Items									
Depreciation & asset impairment	213 118	214 993	214 993	220 283	220 283	225 791	225 791	230 391	230 391
A4: Total Operating Budget Restated Result	214 836	185 282	20 108	226 978	94 291	268 899	121 640	252 933	91 635
A5: Total Capital Expenditure	409 273	378 709	357 826	501 650	477 532	585 945	563 745	502 906	482 906
Funded by:									
Transfers recognised - capital	132 483	140 627	119 744	127 974	103 856	114 149	91 949	109 259	89 259
Borrowing	140 000	94 368	94 368	200 000	200 000	200 000	200 000	175 000	175 000
Internally generated funds	136 790	143 714	143 714	173 676	173 676	271 796	271 796	218 647	218 647
A7 - Cash/cash equivalents at the year end:	256 229	432 943	438 266	475 321	445 133	429 955	380 891	464 977	333 677
A8 - Surplus / (shortfall) after application of cash and investments	348 135	353 138	137 121	345 517	26 173	251 616	(163 167)	196 411	(341 738)
BUDGET FUNDING POSITION	FUNDED	FUNDED	FUNDED	FUNDED	FUNDED	FUNDED	UNFUNDED	FUNDED	UNFUNDED

Source: A1 schedules, NT funding tool, TABB data strings.

- The audited financial performance figures from the last three years indicate that, the Municipality maintained operating surpluses and has sufficient cash to sustain its operating and capital expenditure requirements. The Municipality's tabled budget is funded for the 2023/24 financial year.
- However, it must be noted that the National Treasury calculation indicates increasing deficit operating budgets over the 2023/24 MTREF. The difference between the Municipality's projections and the National Treasury calculation is due to the different methodologies applied to estimate the provision for debt impairment.

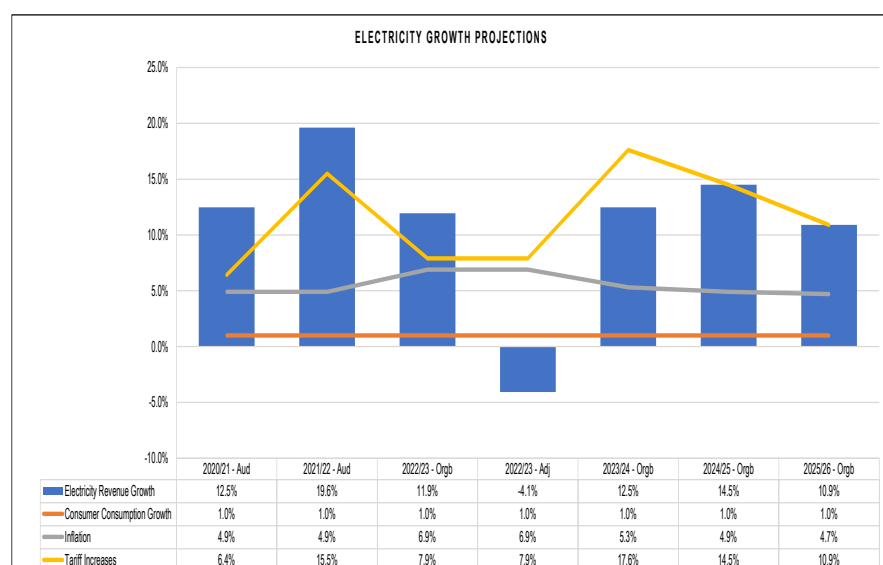
- The National Treasury calculation follows guidance from the MFMA funding compliance guidance which is based on a measure of the projected collection rate of billable revenue less than 100 per cent. This calculation considers service charges, property rates, as well as fines.
- The Municipality's debt impairment calculation is informed by their accounting policy and guidance applied in line with GRAP standards.
- The impact of the difference in calculations results in a reduction to the working capital and reduced surplus amount in cash after the application of commitments. This reduces the amount by which the Municipality's budget is reflected as funded in the official assessment. The Municipality is encouraged to align to their adopted budget submission with the guidance of National Treasury in order to ensure that their funded position over the MTREF is not understated in the assessment of the final budget.
- The Treasury tool is owned by National Treasury and various engagements have been held between Provincial Treasury, National Treasury and the Municipality. Further guidance will be issued by the National Treasury as agreed in the engagements.

3.4 TRADING SERVICES

3.4.1 Energy Services

3.4.1.1 Energy Services Credibility and Sustainability

Diagram 1 Energy trading service trends



Cost Recovery	Direct and Indirect	2023/24 R'000	Surplus/ Deficit	
	Revenue	R985 303 632	R216 629 209	
	Expenditure	R768 674 423		
Source: NT tariff setting tool				
2023/24 Tariffs	Cost of Supply Study		Tariff Increase (Mun)	Tariff Increase (Nersa)
Cost of Supply study (completed in the last 3 years)	Yes		17.6%	15.1%
Source: Municipal Tariff list				
Basic Service Delivery	Number of Households	Operational Cost of Electricity Services (R'000)		
		2023/24	2024/25	2025/26
Indigent (A10, SA1)	6 043	R 71 634	R 82 021	R 90 962
Indigent (LGES)	31 681	R 46 914	R 51 900	R 57 742

Source: A2 & LGES tables

- Historically the Stellenbosch Municipality has maintained large surpluses from the energy sources trading services to cross subsidise other services operating at a deficit and also to contribute to the Municipality's capital expenditure requirements. Over the last two audited years, the Municipality maintained revenue increases which are above the tariff increases. However a shift is noted over the 2023/24 MTREF period with a slower growth rate of revenue in comparison with the proposed tariff increases.
- The Municipality is anticipating a decrease in electricity demand as more consumers are utilising alternative energy sources. The Municipality's assumptions informing the 1 per cent growth in consumption over the 2023/24 MTREF period should be reviewed considering the current decrease in demand and the impact of load-shedding on consumer consumption behaviour as well as a possible decline in consumers' ability to pay.

- Over the 2023/24 MTREF the expenditure growth rate on energy services is budgeted to increase by 18.2 per cent on average whilst the revenue generation is estimated to increase by 12.6 per cent. This may pose a risk to the Municipality's ability to generate surpluses from the electricity service which enable it to subsidise other services.
- The Municipality's strategy to increase its indigent household threshold to R7 000 from R6 500 in the current financial year (more than the NT norm of two times the old age subsidy) and expanding the subsidy to more households is noted. The subsidy value of 100 kWh is also higher than the 50 kWh national norm. Given the current sufficient cash surpluses, the affordability of this strategy is not in question. The Municipality should however be cognisant of the long-term sustainability risks of the strategy given the impact of load shedding and reducing profit margins over the 2023/24 MTREF period.
- The reported number of households that receive free basic electricity is 6 043 as confirmed by the Municipality. This number is significantly lower than the number of households informing the Local Government Equitable Share (LGES) formula calculation. The costs of free basic services over the 2023/24 MTREF amounts to R244.62 million (in the SA1 schedule (Supporting detailed to budgeted financial performance) which are 1.5 times higher than the LGES estimated costs of R156.56 million. The Municipal costs are not in line with past trends. The costs incurred on the provision of free basic services should be monitored and managed to ensure that they do not affect the Municipality's long-term financial sustainability.
- The NERSA guideline which sets out a proposed guideline maximum tariff increase of 15.1 per cent for the 2023/24 financial year was issued on 4 April 2023. The Municipality should review its proposed tariff increase of 17.6 per cent and align it to the 15.1 per cent guideline from NERSA or demonstrate that it meets the requirements for the proposed tariff based on the cost of supply study.
- The Municipality is commended for its proactive stance in responding to the energy crisis with additional tariffs included on the tariff list to recover as much revenue as possible and the Municipality's participation in the Municipal Energy Resilience program (MER).

3.4.1.2 Responsiveness to Energy Demand and Provision

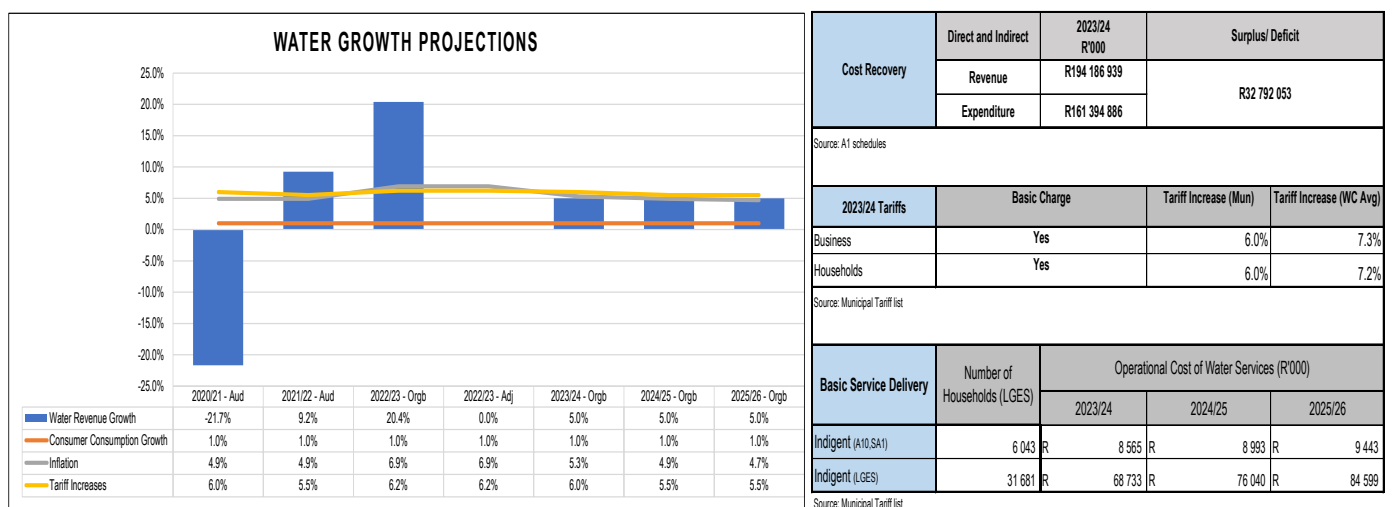
Municipal challenges	<ul style="list-style-type: none"> Illegal electricity connections remain a challenge. Alternative energy sources are required to ensure electricity supply to all Stellenbosch Municipality's current and future consumers. Base Load has not been reached to accommodate all future developments with population and household growth placing further pressure on demand. Ageing infrastructure requires upgrade to supply energy at optimal levels.
Electricity Expenditure Analysis	<ul style="list-style-type: none"> In relation to bulk infrastructure allocations, Electricity features more prominently in the 2023/24 operating expenditure budget allocations, with the allocation of R768.674 million accounting for 61.1 per cent of the total Trading Services Budget for this particular financial year. This allocation represents a notable increase (15.0 per cent year-on-year) from the R668.395 million allocation in 2022/23. Capital expenditure allocations follow a similar trend increasing by 32.7 per cent from R85.253 million in 2022/23 to R113.188 million (or 32.7 per cent share of the Trading Services Budget in 2023/24). The upward trend continues across the MTREF period with a sizeable R153.741 million allocated in the MTREF outer years (2025/26). The increased allocations display a definite alignment to challenges raised in the Annual Report as well as the IDP. Given the energy concerns raised by the Municipality to date, the additional funding towards energy provision clearly displays the responsiveness of the budget allocation to the current crisis/demand.

- The Municipality has raised concerns relating to capacity constraints for current demand as well as ageing infrastructure. In this regard, SA36 (Detailed capital budget) displays key projects relating to Electricity infrastructure, namely:
 - Electrical Infrastructure: Bien Don 66/11kv substation new R25.000 million in 2023/24.
 - Laterra Substation R23.108 million in 2023/24.
- While electricity access is not the only contributing factor to economic growth, economic evidence and research suggests that electricity use and GDP growth display a positive correlation, and that access to reliable electricity supply is likely to be an important enabler of economic growth and development.

3.4.2 Water Services

3.4.2.1 Water Services Credibility and Sustainability

Diagram 2 Water trading service trends



- The Municipality has projected to generate a surplus of R32.79 million from the water services trading service in the 2023/24 financial year after considering the total cost of recovery for this service in the amount of R161.39 million.
- The trends depicted in the diagram above indicate that the Municipality's revenue generated from water services will increase at a flat annual growth rate of 5 per cent over the 2023/24 MTREF period. Tariff increases of 6 per cent are proposed for the 2023/24 financial year, the proposed tariff increases will decrease to 5.5 per cent in the outer years of the MTREF budget.
- The assumptions informing consumer consumption growth projections should be reviewed in line with the current economic climate. Furthermore, there were no additional properties budgeted for in Table SA12b (Property rates by category for the budget year).
- The Municipality projects a collection rate of 95 per cent for water services. When assessing past trends and the current collection rate of 95 per cent (as at the end of February 2023), it is evident that the projected collection rate is realistic and achievable.
- The Municipality is commended for the proposed amendments to the Debt Collection and Credit Control Policy relating to the restriction of water services for defaulters. The implementation hereof should be carefully monitored.
- The Municipality's tariff list makes provision for increased tariffs relating to increased consumption in cases when restrictions of usage apply. The MFMA NT circular advised that a basic availability charge

be charged to recover the fixed (direct and indirect) costs associated with the provision of the service. In cases of drought, the fixed costs may increase. The Municipality's basic charge remains the same at all the restriction levels which may result in costs not being fully recovered under these circumstances. The Municipality should in future consider the guidance given in Circular No. 122 to ensure that full costs are recovered.

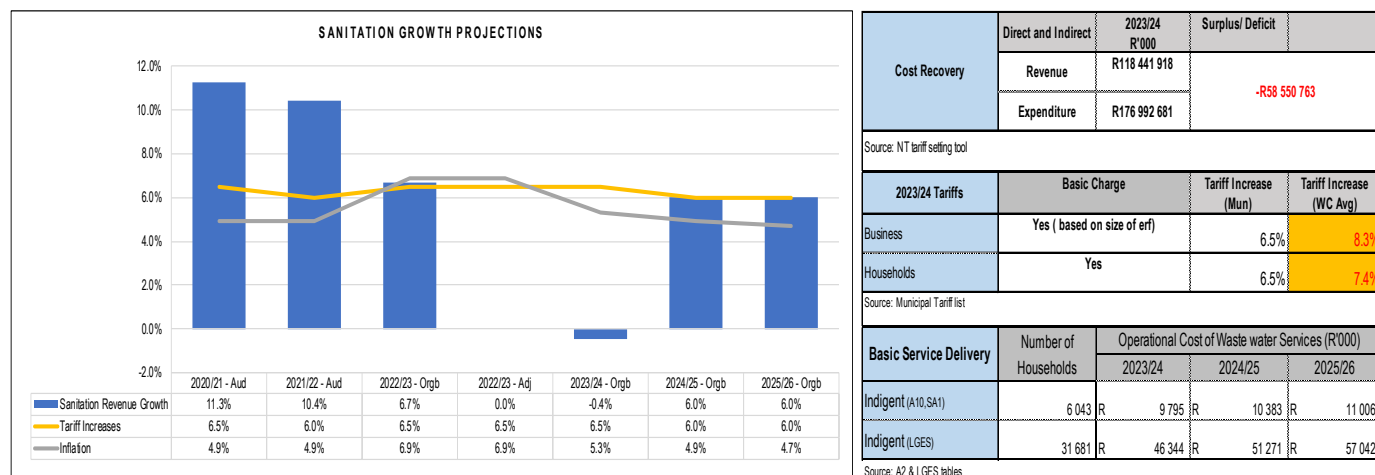
3.4.2.2 Responsiveness to Water Services Demand and Provision

Municipal challenges	<ul style="list-style-type: none"> • Vandalism and theft at pump stations and reservoirs. • Staff capacity issues pertaining to maintaining the smart water network. • Dry summer seasons, the relatively low storage capacity of the reservoirs and the rising levels of demand/consumption from both households and industry. • Decrease water distribution losses. • Backlogs regarding access to basic water and sanitation services. (Basic water and sanitation services in terms of RDP standards). • Conditional backlogs (lack of maintenance).
Water Expenditure Analysis	<ul style="list-style-type: none"> • Operational expenditure bulk infrastructure allocations experience a notable upward shift year-on-year from 2022/23 to 2023/24 (R144.741 million to R161.395 million or 11.5 per cent increase). In 2023/24 this accounts for 12.8 per cent of the Trading Services budget allocation and remains consistent for the outer years of the MTREF period (2024/25 - 2025/26) increasing to R174.346 million in 2025/26. This steady increase of 8.0 per cent is on-par with inflation for a key area pertaining to Service Delivery and Economic Sector Demand/Production (Agriculture/Fishing, Manufacturing as per MERO 2022). • Capital expenditure allocations for 2023/24 experience a substantial upward shift of 40.2 per cent from R83.531 million in 2022/23 to R117.150 million in 2023/24. This makes the 2023/24 allocation a clear budget priority with a 33.8 per cent share of capital expenditure allocations in 2023/24. • The allocation of resources towards Water Services is deemed responsive as it addresses the challenges in relation to the upgrading and replacement of key infrastructure (water related) to both address ageing infrastructure and meeting current and future demand. • Moreover, the R129.950 million (or 37.2 per cent of the Trading Services Budget) allocated in the MTREF outer years (2025/26) is welcomed as it prioritises this key area of service delivery and economic well-being for the Municipality in general. • In relation to the Water Demand by households, Budget Schedule A10 (Basic service delivery measurement) confirms that a backlog of 986 households exists, further lending relevance to the existing situation in terms of service delivery. Also, the demand for water will increase over the ensuing MTREF period with households expected to increase from 52 855 households in 2023/24 to 53 292 in 2025/26 in the Stellenbosch municipal area. • The consistent allocations display a clear alignment to challenges raised in the Municipality's Annual Report as well as IDP. • Investing in enhancing water security protects society and sectors from specific water risks and can have a profound positive effect on economic growth, inclusiveness, and the structure of economies. For example, enhancing water security can reduce the price, and the price volatility, of staple food crops, a key priority in the regional economy of the Cape Winelands District.

3.4.3 Wastewater Services

3.4.3.1 Wastewater services credibility and sustainability

Diagram 3 Wastewater trading service trends



- The Municipality's budgeted sanitation services revenue is estimated at R118.44 million for the 2023/24 financial year and is projected to increase by 6 per cent in each of the outer years in line with the proposed tariff increases to R115.17 million and R122.08 million respectively. The budgeted operating expenditure related to wastewater trading service amounts to R176.99 million for the 2023/24 financial year and is estimated to increase by 4.8 per cent to R185.26 million in the 2024/25 financial year and 1.9 per cent to R188.94 in the 2025/26 financial year.
- As indicated in the diagram above, an operating deficit of R58.55 million is projected for the 2023/24 financial year. The projected operational deficit is mainly due to the inclusion of public toilets and storm water services that are funded from property rates. Upon scrutinising the mSCOA data strings, the public toilets and storm water operational expenditure amounts to R30.97 million for the 2023/24 financial year indicating that the revenue remains insufficient for the expenditure generating an operating deficit.
- The proposed Municipal tariff increase of 6.5 per cent for the 2023/24 financial year is lower than the average tariff increases in the Western Cape, but slightly above the upper limit of the projected CPI band of 3 per cent to 6 per cent. While different methodologies are applied to develop a tariff structure, the main components considered include the erf size, business the floor size and usage. The Municipality should review the current tariff structure and methodology to ensure that all the operational costs related to this service are recovered and contribute to the capital requirements so that both the growth in the area as well as infrastructure backlogs projected in the Capital Expenditure Framework (CEF) are addressed.
- A strategy should be devised to improve the operational deficit and ensure adherence to the requirement of Section 74(2) of the Municipal Systems Act, 2000 (Act No. 32 of 2000).
- The Municipality projects a collection rate of 96 per cent from wastewater services. When assessing past trends and the current collection rate of 95 per cent (as at the end of February 2023), it is evident that the projected collection rate is credible and achievable. The Municipality is commended for consistently maintaining high collection rates.

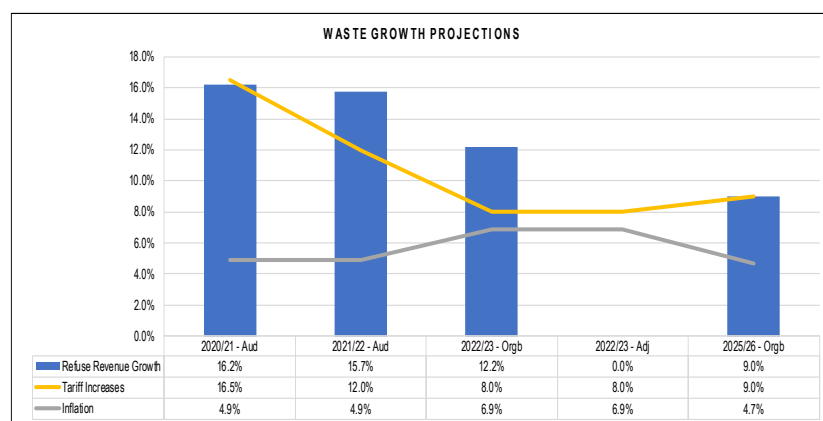
3.4.3.2 Responsiveness to Wastewater Services Demand and Provision

Municipal challenges	<ul style="list-style-type: none"> The Sludge handling and sludge disposal is a problem experienced at most of the Waste-Water Treatment plants. The Municipality is currently in the process of upgrading the plants, with specific focus on sludge handling facilities. Availability of skilled staff is also a problem. Most of the plants are run by personnel with years of experience operating the plants, but who do not possess the required controller qualifications. Vandalism at specific plants and at critical pump stations is a major cause for concern. Load shedding affecting the efficiency of the pumping stations as well as the time of day at which energy is consumed to perform operations makes this both a costly and arduous task.
Wastewater Expenditure Analysis	<ul style="list-style-type: none"> Operating expenditure bulk infrastructure allocations remain relatively consistent year-on-year from 2022/23 to 2023/24 displaying a 3.1 per cent increase, shifting from R151.4 million to R156.1 million (or 10.5 per cent of the Trading Services budget for 2023/24). This trend is mirrored across the MTREF with a 12.1 per cent increase which is above inflation indicating adequate resources allocated for this service area over the medium term. Capital expenditure allocations for 2023/24 displays a notable upward shift of 16.1 per cent from R45.748 million in 2022/23 to R53.140 million in 2023/24, representing a 15.3 per cent share of the Trading Services budget. The R7.392 million increase is responsive to the current challenges faced as well as the growing demand for sanitation, given the expected increase from 53 143 households in 2023/24 to 53 777 households in 2025/26. This increased allocation is also in line with the drive towards replacing and upgrading ageing infrastructure. The increased allocations display a clear alignment to challenges raised in the Annual Report as well as IDP. In addition to environmental and health benefits, wastewater treatment can bring economic benefits through reuse in different sectors. Its by-products, such as nutrients and biogas, can be used for agriculture and energy generation giving this specific area of basic service delivery, strong sustainability characteristics. Key projects with approximate cost which will need to be focussed on in 2023/24 include some of the following: <ul style="list-style-type: none"> Bulk water supply and pipeline & reservoir: Jamestown – R32.500 million New reservoir and pipeline: Vlothenburg – R46.000 million.

3.4.4 Waste Removal Services

3.4.4.1 Waste removal services credibility and sustainability

Diagram 4 Waste removal service trends



Cost Recovery	Direct and Indirect	2023/24 R'000	Surplus/ Deficit	
	Revenue	R129 153 970	-R21 461 930	
	Expenditure	R150 615 900		
Source: NT tariff setting tool				
2023/24 Tariffs	Basic Charge		Tariff Increase (Mun)	Tariff Increase (WC Avg)
Business	Yes, based on number of removals and volumes		9.1%	10.7%
Households			9.1%	10.8%
Source: Municipal Tariff list				
Basic Service Delivery	Number of Households	Cost of Waste Services (R'000)		
		2023/24	2024/25	2025/26
Indigent (A10, SA1)	6 043	R 21 500	R 23 435	R 25 545
Indigent (LGES)	31 681	R 38 850	R 42 979	R 47 817
Source: A3 & LGES tables				

Source: A2 & LGES tables

- The revenue growth projection trends for waste removal trading service in the diagram above indicates that the Municipality's Waste removal revenue growth rate will increase from 12.2 per cent (12.2 per cent growth in the original and adjustment budget) to 13.4 per cent in the 2023/24 financial year and then decline to 9.0 per cent for each of the two outer years of the MTREF.
- Actual revenue generated from waste removal services increases at higher rate than the proposed tariff increases in each of the years of the 2023/24 MTREF. This suggests that the Municipality anticipates an increase in consumer consumption, as there were no additional properties budgeted for in table SA12b (Property rates by category for the budget year), the Municipality is advised to take all factors into consideration when predicting consumer consumption growth.
- The Municipality budgeted for an operational deficit of R21.46 million from the wastewater services after considering total operational costs of R150.62 million.
- The Municipality indicated that the nature of the waste removal tariff does not allow it to finance the expansion of the landfill site and therefore the proposed extension by way of constructing the new cell, was funded from Council's own reserves. The Municipality should be cognisant that the service is operating at a loss, and therefore a financial return on the investment of R102.6 million may not be realisable. The Council's strategy to increase own reserves to fund capital requirements over the next 10 years from R197.69 million to R440 million (according to the LTFP) requires steady accumulated surpluses. Furthermore, the reliance on the electricity trading service to subsidise losses on other services such as the waste services, may be under pressure given the decline in demand and the impact thereof on profit margins.
- The provision for the rehabilitation of landfill sites according to the audited 2021/22 AFS was reported at R160.53 million which is projected to increase over the 2023/24 MTREF to R216.72 million as per table SA3 (Supporting detail to budgeted financial position) of the A1 schedules. The Municipality should consider cash backing a portion thereof to ringfence costs associated with the rehabilitation of landfill sites.

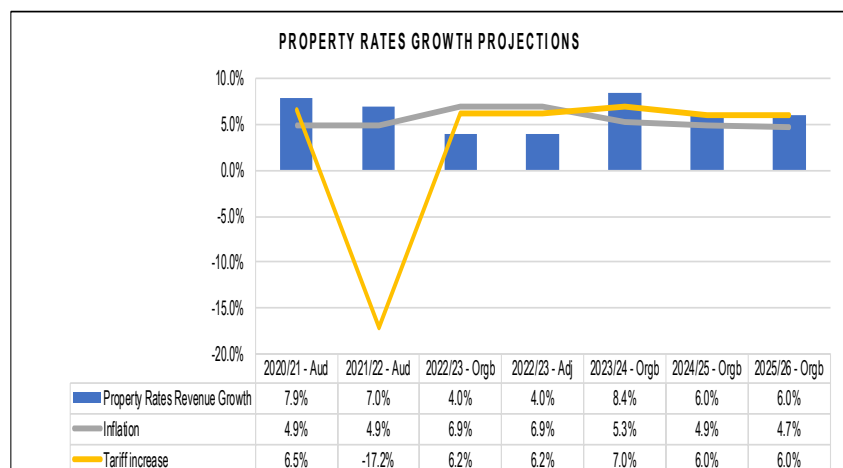
3.4.4.2 Responsiveness to Waste Removal Demand and Provision

Municipal challenges	<ul style="list-style-type: none"> ● Accessible upgraded drop off sites to render additional services. ● Status of Land fill site expansion/decommissioning/rehabilitation ● Illegal dumping is a major challenge and an illegal dumping strategy has been compiled and submitted for approval. ● Vandalism, theft, inappropriate items, unlawful disposal of fats, oils and grease, illegal connections and water restrictions all contribute to blockages.
Waste Expenditure Analysis	<ul style="list-style-type: none"> ● Operational expenditure allocations display a definite prioritisation of waste management in 2023/24 with an allocation of R151.336 million which is an increase of 12.7 per cent from the R134.256 million allocated in 2022/23. This accounts for 10.2 per cent share of the total Trading Services operational expenditure budget in 2023/24. ● The operational expenditure allocations are consistent over the MTREF period rising by 15.8 per cent to R175.358 million in 2025/26. ● The Capex allocations display a growing priority in 2023/24 rising by 39.8 per cent from R10.836 million in 2022/23 to R63.545 million in 2023/24. An additional R30.605 million is allocated in 2024/25 (48.9 per cent increase) further entrenching the priority given to waste management over the MTREF with the following projects earmarked: <ol style="list-style-type: none"> 1. Expansion of Landfill site R46.0 million; and 2. Landfill gas to energy R10.0 million.

3.5 OTHER REVENUE AND EXPENDITURE RISKS

3.5.1 Property Rates

Diagram 5 Property Rates Growth Projection



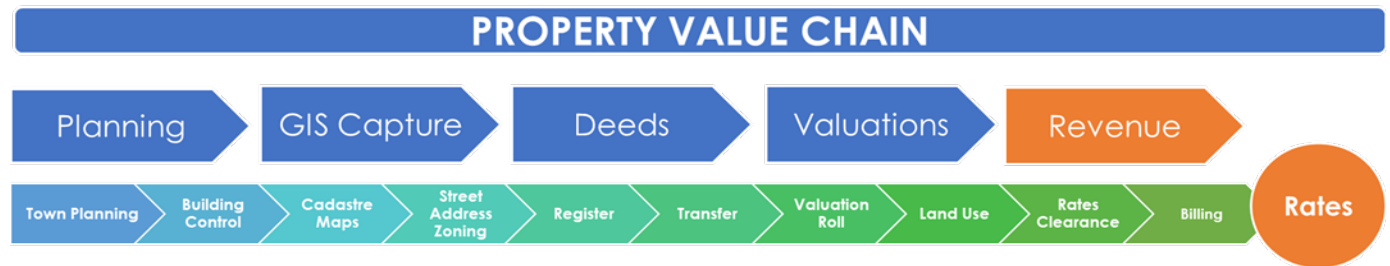
2023/24 Tariffs	Rate in Rand (Mun)	Rate in Rand (WC Avg)	Tariff Increase (Mun)	Tariff Increase (WC Avg)
Business	R0.0207	R0.10381	7.0%	1.8%
Households	R0.0087	R0.05598	7.0%	-2.2%
Source: Municipal Tariff list				
Rebates	Number of Indigents HH	Rebates		
		2023/24 R'000	2024/25 R'000	2025/26 R'000
		6043 R	57 104 R	60 530 R
	Last GV date		Interim Valuation: 01/07/2021	
Source: A1 schedules				

- The Municipality has maintained property rates revenue growth that is higher than the proposed tariff increases, which is an indication of growth in the Municipal area. This trend is not noticed in the current year where the budgeted property rates revenue is projected to increase by 4 per cent which is lower than the proposed tariff increase of 6.2 per cent.
- Over the MTREF period, the budgeted revenue is 8.4 per cent more than the current year, whilst the rates tariff will increase by 7 per cent due to interim valuations. However, the Municipality shows no growth when comparing the number of properties in the A-schedules (SA12b versus SA12a). This should be updated when adopting the final budget.
- In addition, the market value does not show any increase in 2023/24 from the value of R93.46 billion recorded in 2022/23. The total market value of properties will however increase over the two outer years of the MTREF period to R99.07 billion in 2024/25, and R105.01 billion in 2025/26.
- The Municipality should review the alignment in the number of properties, the market value and the budgeted revenue in the final budget.

3.5.1.1 The Property Value Chain

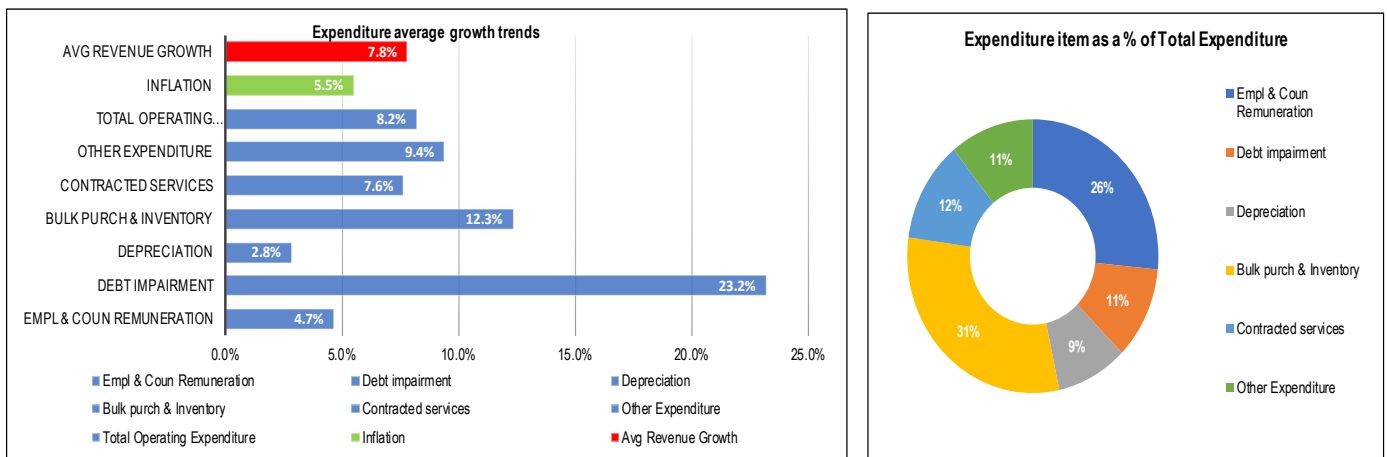
- The Municipality's main asset is its property. One of its main sources of income is derived from charging for property rates. It is essential that municipalities reconcile their most recent consolidated valuation roll data to that of the current billing system data to ensure that revenue anticipated from property rates is realistic. Municipalities should implement a data management strategy and develop internal capacity to perform these reconciliations and investigations to improve completeness of billing. Diagram 5 below highlights the key inputs into the Property Value Chain to realise maximum revenue from property rates.

Diagram 6 Property Value Chain



3.5.2 Operating Expenditure

Diagram 7 Operating expenditure trends



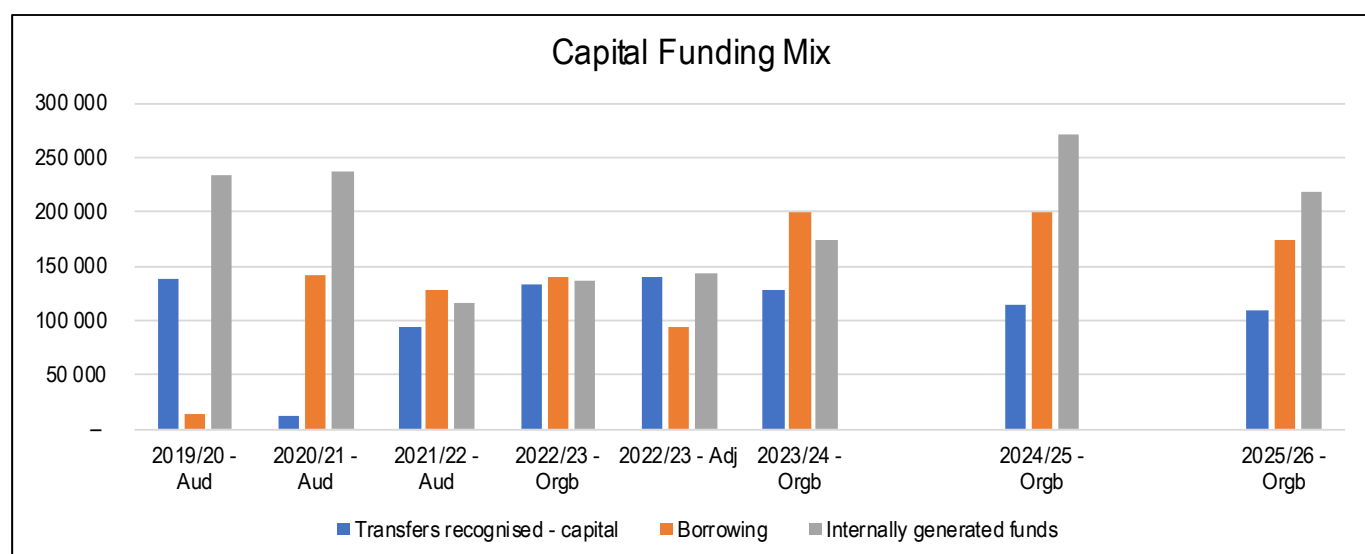
- The Municipality's operating expenditure budget is estimated at R2.282 billion for the 2023/24 financial year, R2.497 billion for the 2024/25 financial year and R2.726 billion for the 2025/26 financial year. The graph above depicts the average operating expenditure increase over the 2023/24 MTREF budget. It is noted that the operating revenue will increase by 9.1 per cent whilst the operating expenditure will increase by 7.8 per cent.
- The highest expenditure item is bulk purchases with a budget allocation of R636.39 million in 2023/24 indicating an increase of 17 per cent. This expenditure item contributes 28 per cent (excluding inventory) of the total operating expenditure. The Municipality should revise its bulk purchases increase to 18.7 per cent, in line with the NERSA approved tariff increase.
- The budgeted employee related costs are R617.69 million for the 2023/24 financial year, an increase of 4.5 per cent when compared to the current year's budget. This increase is lower than the wage increase of 5.6 per cent plus the 2.4 per cent notch increase which could be an indication of efficiencies identified by the Municipality. There is however no alignment between the operating expenditure increases and the number of staff listed in table SA24 (Summary of personnel numbers) of the budget A1 schedules, which is projected to increase from 1 284 positions to 4 017 positions in the 2023/24 financial year.
- The employee related costs budget amount contributes 27.1 per cent (excluding councillor remuneration) towards the total operating expenditure which remains within the 25 to 40 per cent NT norm and the budget funding and reserves policy guide of 35 per cent.
- The overtime budget amounts to R45.11 million which is expected to reduce by 7.7 per cent when compared to the R41.88 million allocation in the 2022/23 adjustment budget. Whilst the Municipality is commended for the reduced overtime, the assumptions informing the reduction in overtime should be

reviewed considering the current load shedding that is expected to continue in the short to medium term.

- It was noted that whilst the Municipality has made a provision for debt impairment and budgeted to write off irrecoverable debt, the Municipality has not considered the reversal of the accumulated provision for debt impairment.
- One of the changes on the A1 Schedule in v6.7 was that "Irrecoverable Debts Written Off" is now disclosed separately on Table A4 and "Debt impairment" on Table A4 now accounts for:
 - Impairment Loss - this should be the current year provision for impairment over the MTREF; and
 - Reversal of Impairment Loss - this should be the reversal of the provision for debt impairment which has been written off.
- Prior to Generally Recognised Accounting Practice (GRAP) the write off debtors was processed directly against the Accumulated Provision for Impairment. In terms of GRAP the write off needs to be expenses in the Statement of Financial Performance. A second transaction is then required to reverse the Accumulated Provision for Impairment.
- Contracted services amount to R288.67 million for the 2023/24 financial year, a decrease of 2.8 per cent when compared to the current financial year. This budget amounts to 12.7 per cent of the total operating expenditure which exceeds the NT norm of 2 to 5 per cent. As per the Municipality's long-term financial plan (LTFP), this is due to the municipal landfill site that has reached its capacity and waste being currently diverted to the City of Cape Town's Vissershok landfill site. This is an interim measure whilst the Municipality is expanding the existing landfill site by adding a new cell.
- The contracted services ratio in the LTFP is projected to reduce over the 10-year period (2023 to 2033) to 9.4 per cent in 2033. The Municipality should put strategies in place to reduce this ratio as it remains high after the new cell has been completed.
- Furthermore, the Municipality's table SA 33 (Contracts having future budgetary implications) lists several long-term contracts, however the Municipal Website lists significantly more than the six-bank related long-term contracts listed in table SA 33.

3.5.3 Capital Funding Mix

Diagram 8 Capital funding mix



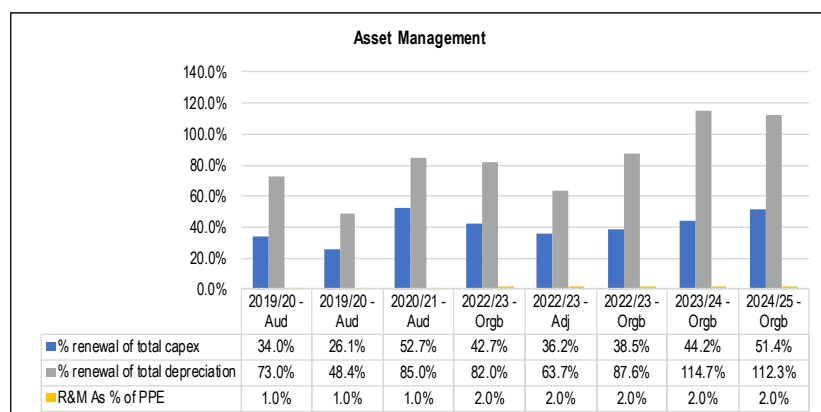
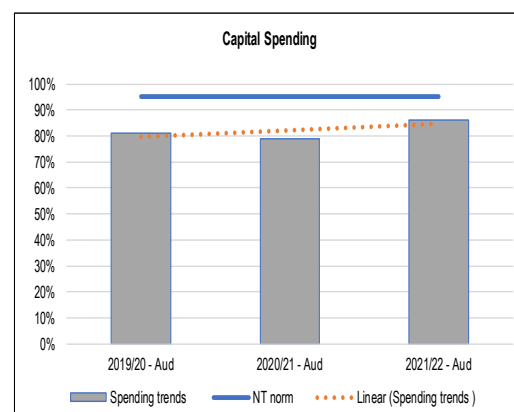
- The budgeted capital funding sources available over the MTREF period amount to R1.59 billion. As depicted in the graph above, the largest portion of capital expenditure will be financed from internally generated funds amounting to R173.68 million in the 2023/24 financial year, R271.80 million in the 2024/25 financial year and R218.65 million in the 2025/26 financial year. The data strings extracted from the Local Government Database indicate that internally generated funds are understated by R150 000 for the entire MTREF period when compared to table A5 (Budgeted capital expenditure by vote, functional classification and funding) which was submitted by the Municipality. This should be investigated before the Original Budget Strings ORGB are submitted.
- This Municipality's policy guidance indicates that the Capital Replacement Reserve (CRR) needs to be cash backed. This will provide the Municipality with a more balanced capital funding approach in the longer term thereby reducing the risk of reaching its maximum gearing ratio or depleting its free cash. The CRR of R29.21 million is significantly lower than the reserves reported in the audited years which poses some risks when considering the net decrease in cash over the two outer years of the MTREF.
- The Municipality has budgeted to aggressively take up borrowings over the 2023/24 MTREF period in line with the LTFP. Municipalities are encouraged to fund new capital infrastructure from borrowings that will be funded and serviced by future consumers. The Municipality should assess its strategy on the projects funded from borrowings to maintain its healthy financial position. Furthermore, Infrastructure investment financed from borrowings should guarantee a return on investment either in the form of additional revenue generation or economic growth that can be leveraged to increase the Municipality's revenue base to ensure overall sustainability.
- The Municipality's capital cost as a percentage of operating expenditure is within the norm of 6 – 8 per cent at 4.3 per cent in 2023/24. According to the LTFP, this measure will increase to above the norm over the next 10 years which could pose a risk to the Municipality should changes or fluctuations in financing costs arise. Furthermore, the aggressive uptake in loans could result in higher tariff increases over the 10-year period.

3.5.3.1 Grants

- The Municipality is not only dependent on grant funding to finance its capital expenditure. The Municipality also intends to fund total capital expenditure with the use of borrowings and own internally generated revenue as part of its capital funding mix, as indicated on table A5 (Budgeted capital expenditure by vote, functional classification and funding).
- The Municipality intends to fund capital expenditure with own internally generated funds to the amount of R173.68 million (2023/24), R271.79 million (2024/25) and R218.65 (2025/26) million, respectively.
- The Municipality has a borrowing, funding and reserves' policy for actual capital expenditure that may only be incurred on a capital project if the funding for the project has been appropriated in the capital budget but has also been secured from the financial source that is not committed for another purpose.
- The policy makes provision for accumulated cash backed internal reserves that allows the Municipality to effectively utilise and maintain its Capital Replacement Reserve (CRR) for the funding of capital replacement and/or renewal for future financial years, which provide the Municipality with a more balanced capital funding approach in the longer term, and thereby reducing the risk of reaching its maximum gearing ability or depleting its free cash.
- The policy is also implemented in conjunction with the Municipality's liquidity policy, which sets out the prudent level of cash to be maintained as one of several factors to ensure long term financial sustainability.

3.5.4 Capital Expenditure Trends

Diagram 9 Asset Management



- The Municipality's 2023/24 capital expenditure budget is estimated to increase by 32.8 per cent to R501.65 million, from the current budget of R378.71 million. The three audited years indicate capital performance well below the 95 per cent (between 79 per cent and 86 per cent) NT norm. The Municipality must assess its capacity to spend the projected 2023/24 budget as it has an impact on operational costs informing tariffs.
- The Municipality should consider a policy dealing with infrastructure investment and capital projects to give guidance towards the implementation of the CEF to unlock potential growth and maximise the return on capital investment.
- Budgeted Repairs and maintenance amount to 2 per cent as a percentage of Property, Plant and Equipment (PPE), this far below the NT norm of 8 per cent. The Municipality reported that the employee related costs are excluded from the repairs and maintenance amount and is therefore understated. The Municipality is encouraged to assess mechanisms to record the total investment in repairs and maintenance.
- The Municipality is commended for exceeding the norm of 100 per cent when measuring the budget for renewal/refurbishment of existing assets compared to the budgeted provision for annual depreciation.
- According to the CEF, R5.06 billion should be spent over the next 10 years. The Municipality's budget is well within the parameters to achieve this target. However, whilst the renewal of existing assets percentage of 44.7 per cent is within the NT norm, it is slightly lower than the 48.7 per cent average required spending stipulated in the CEF.

3.5.5 Other Capital Infrastructure Responsiveness

Municipal challenges	<ul style="list-style-type: none"> • Progress has been made in the development of infrastructure in road and storm water. • Resealing of streets in accordance with the pavement management system led to a continued reduction in the formation of potholes. • Roads and stormwater infrastructure needs. • Too little focus is placed on progressively improving the efficiency of the use of existing road space through shifting modes and altering travel patterns. • Upgrading of the ICT Infrastructure Network.
Capital Expenditure Analysis	<ul style="list-style-type: none"> • In line with overall capital expenditure allocated to Economic and Environmental Services for 2023/24, Road Transport accounts for 75.7 per cent (R70.080 million) of overall allocations for this category. This represents a notable 18.8 per cent increase from the R58.956 million allocated in 2022/23.

	<ul style="list-style-type: none"> ● A notable upward shift is experienced in the outer MTREF years increasing to R97.0 million in 2025/26 (24.2 per cent increase). This further entrenches the view of the alignment between IDP/Budget as the funding is correlated to the priorities listed in the IDP. ● Notable allocations as per SA36 (Detailed capital projects) include the following: <ul style="list-style-type: none"> • Main Road Intersection Improvements: Franschhoek - R10.0 million. • Khayamandi Pedestrian Bridge (R304, River and Railway Line) - R11.0 million. • Lanquedoc Access road and Bridge - R5.0 million. ● It is assumed the challenges listed above will be addressed across the ensuing MTREF period with the consistent allocations in 2023/24 leading up to a notable budget increase in the MTREF outer years. ● Infrastructure investment promotes economic development by way of various linkages - forward and backward linkages between primary, secondary and tertiary sectors.
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3.5.6 Utilising Strategic Procurement as a lever to enhance Local Economic Development

Demand Management and procurement planning has become a national concern, hence National Treasury issued MFMA Circular No. 94 requiring the Municipalities to submit the procurement plan together with the Budget, Service Delivery and Budget Implementation Plan (SDBIP). The intention is to address the weaknesses in the procurement planning processes that contribute to slowing spending on the capital budgets and lead to a negative impact on service delivery.

The alignment between the IDP, budgeting and procurement planning processes has become increasingly important to ensure optimal and effective utilisation of the Municipality's budget. A further objective is to utilise procurement as a strategic tool to drive local economic development (LED).

For this reason, the development a procurement plan should take into account environmental, social aspects as well as economic or financial considerations. Further, the demand plan should aim to source items of a strategic nature and where possible consider alternate suppliers or alternate commodities.

3.5.6.1 Procurement Plan

The assessment of the procurement plan can be utilised as a management tool to assist municipalities with the following:

- Determine procurement timeframes, allocate resources accordingly and identify any potential implementation risks;
- Monitor procurement processes to ensure everything is on track and concluded on time, which will lead to improved procurement efficiency; and
- Identify opportunities for strategic sourcing and bulk buying.

Key findings

- The Municipality is applauded for the linkages between the IDP projects, budgeting and the compilation of a procurement plan that provides detailed project descriptions linked to accountable project leaders for each project.
- That said, the Municipality's procurement plan indicates that there are items on the plan where the method of procurement is not clearly defined. This includes the **procurement of Fleet, ICT equipment and structural maintenance**.

- Mega capital projects to be linked to the Framework for Infrastructure Procurement and Delivery (FIPDM). These projects are complex in nature and include **Housing, land fill sites, Water and Sanitation, Energy (MER) projects, Roads projects**. Mega projects are considered as long-term contracts applicable to MFMA Section 33 process.

Recommendations

- The Municipality should utilise a commodity-based strategy for standardisation of item expenditure, which will assist in determining the sourcing strategies and achieve economies of scale. This will further assist the Municipality to identify certain commodities for alternative procurement decisions such as District Transversal Contracts, framework agreements and bulk procurement.
- The Municipality is encouraged to conduct a cost analysis against the NT Transversal Contracts and SITA for the procuring of vehicles and computer equipment in order to identify the cost saving to ensure that the Municipality is complying with their cost containment policy.

SECTION 4: REVIEW OF THE HISTORICAL FINANCIAL INFORMATION

4.1 THE FINANCIAL PERFORMANCE AS PER THE AUDITED ANNUAL FINANCIAL STATEMENTS

The assessment of the financial health and performance is an integrated process involving a review of a Municipality's audited annual financial statements, audit report and ratio analysis. The results of the ratio analysis are used to support financial decisions and to identify factors which may influence the financial stability of the Municipality.

Adverse ratio outcomes show potential areas requiring action to ensure sustainability. The assessment trend analysis is based on the audited financial statements for 2020, 2021, and 2022; however, the table provides a five-year time frame for analysis (2018 to 2022) to provide a more comprehensive perspective for evaluating the 2022/23 budget.

The analysis is conducted as per National Treasury MFMA Circular No. 71. Provincial Treasury has analysed these ratios and the following items are highlighted.

4.2 SUMMARY AND FINDINGS FROM HISTORICAL TRENDS

NT WEB-BASED PORTAL STATUS

THE RATIO RESULTS ARE THOSE OF THE PT FOR THE PERIOD UNDER REVIEW AS THE RATIO RESULTS ARE STILL TO BE UPLOADED AND AGREED UPON.

4.2.1 Asset Management

No.	Financial ratios & norms	2018 Audited	2019 Audited	2020 Audited	2021 Audited	2022 Audited	*CAGR	Projection	Overall Rating
1	Impairment of Property, Plant and Equipment, Investment Property and Intangible Assets (Carrying Value): 0%	0.12%	0.03%	0.00%	0.00%	0.05%	N/A	N/A	
2	Repairs and Maintenance as a % of Property, Plant and Equipment, Investment Property (Carrying Value): 8%	0.83%	1.12%	1.03%	1.43%	1.08%	5.35%	1.13%	

- The ratios above assess the efficacy of the Municipality's Asset Preservation strategy and are interdependent.
- In considering the ratio results for Impairment of fixed assets, the results have remained below 1 per cent over the measurement period. These results could be due to factors not related to the asset preservation programme. However they present risks to service delivery due to damage and risk of breakdowns. It is therefore imperative that asset maintenance programs are continually informed by condition assessments, that key infrastructure be more closely monitored and secured. This will ensure reduced risks of loss and damage, and limit downtime in service delivery.
- Repairs and maintenance expenditure ratio results have been below the norm in all years measured. It is encouraged that the asset preservation strategy, population growth and demand statistics and asset master plans are considered collectively as this avoids premature asset degradation and reduce the risk of inability to provide uninterrupted basic services.

4.2.2 Cost Coverage

No.	Financial ratios & norms	2018 Audited	2019 Audited	2020 Audited	2021 Audited	2022 Audited	*CAGR	Projection	Overall Rating
3	Cash/Cost Coverage Ratio (Excluding Unspent Conditional Grants): 1 - 3 months	4.0 Month	4.0 Month	3.0 Month	2.1 Month	2.6 Month	-8.49%	2.3 Month	

- Cash coverage ratio results, whilst remaining within the norm, display an increased vulnerability risk, with a year on year decrease in cash and cash equivalents of 8.49 per cent. This implies that as operational requirements approach due dates, the Municipality may find it increasingly challenging to meet those obligations. This ratio should be considered alongside working capital management, liability management and going concern ratios.

4.2.3 Liability Management

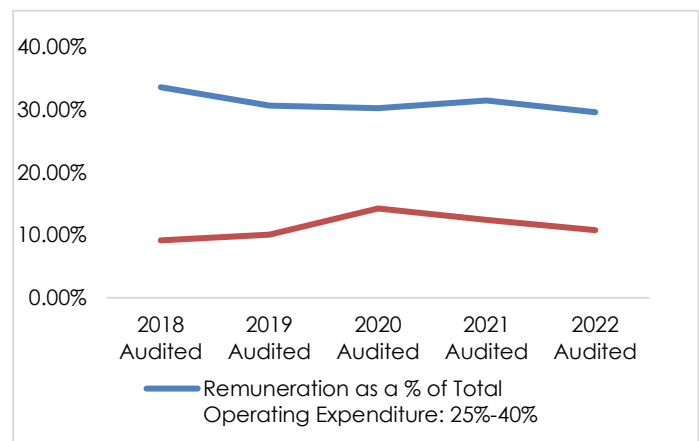
No.	Financial ratios & norms	2018 Audited	2019 Audited	2020 Audited	2021 Audited	2022 Audited	*CAGR	Projection	Overall Rating
4	Debt (Total Borrowings)/ Revenue: 45%	11.48%	20.97%	18.38%	22.24%	25.36%	17.17%	29.71%	
5	Capital Cost (Interest Paid and Redemption) as a % of Total Operating Expenditure: 6% - 8%	1.38%	2.09%	3.44%	2.95%	3.57%	20.93%	4.32%	
6	Capital Cost (Interest Paid and Redemption) as a % of Total Operating Revenue: 6% - 8%	1.17%	1.94%	3.27%	3.12%	3.55%	24.87%	4.43%	

- Liability Management ration results suggest that the Municipality has managed its debt well. The debt to revenue ratio shows an overall increased trajectory based on trends from the period under review, suggesting that management is considering a balanced funding mix with increased debt financing for capital expenditure projected during 2023 - 24, supported by the 2023 - 24 Tabled Annual Budget.
- Capital Cost has remained below the norm over the measured period, and despite projected increase in future periods based on the trends of the period under review, remains below the norm. It is notable that Capital Cost is projected to increase more than Debt to Total Revenue. This could be resulting from attracting higher interest rates or a decrease in Revenue, noting that operating revenue excludes grant revenues.

4.2.4 Expenditure Management

No.	Financial ratios & norms	2018 Audited	2019 Audited	2020 Audited	2021 Audited	2022 Audited	*CAGR	Projection	Overall Rating
9	Remuneration as a % of Total Operating Expenditure: 25%-40%	33.62%	30.69%	30.26%	31.49%	29.62%	-2.50%	28.88%	▲
10	Contracted Services as a % of Total Operating Expenditure: 2% - 5%	9.17%	10.06%	14.26%	12.43%	10.81%	3.35%	11.17%	▲
11	Irregular, Fruitless and Wasteful and Unauthorised Expenditure/ Total Operating Expenditure: 0%	2.46%	2.94%	1.86%	4.90%	2.32%	-1.16%	2.29%	▲

- Remuneration to Total Operating Expenditure has shown a steady decrease over the measured period, staying within the norm throughout. This is an indication of effective human resource management, with a focus on spending on essential and service delivery expenditures.
- Contracted Services spending has remained high over the measurement period, showing improvement in 2021 and 2022.
- The relationship between movements in Contracted Services and Remuneration per the illustration on the right is important to note, as it is important that Consultancy reduction does not become a driver in Remuneration cost increases. When considering the relationship, it is significant to note the relationship between 2018 and 2021, where it appears reductions in contracted service expenditure could have influenced increased employee remuneration. It is however also noteworthy that this relationship has seen improvement in 2022, with both expenditures decreasing. It is therefore imperative that management continue the 2022 trajectory to avoid the risks as described above.



4.2.5 Working Capital

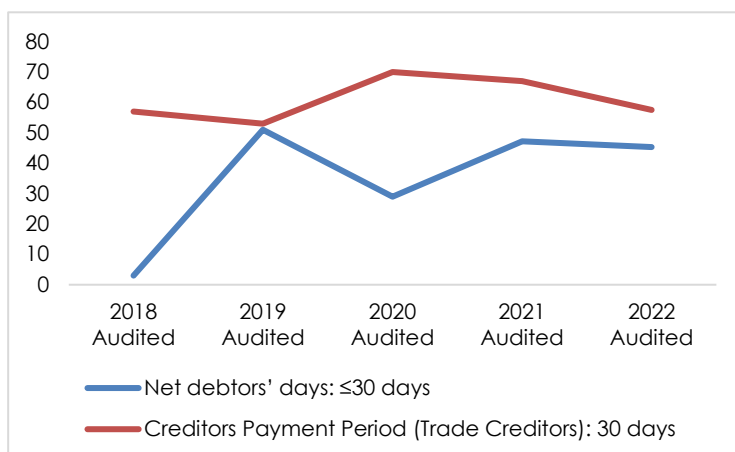
No.	Financial ratios & norms	2018 Audited	2019 Audited	2020 Audited	2021 Audited	2022 Audited	*CAGR	Projection	Overall Rating
7	Net debtors' days: ≤30 days	3 Days	51 Days	29 Days	47 Days	45 Days	-2.90%	44 Days	▲
8	Creditors Payment Period (Trade Creditors): 30 days	57 Days	53 Days	70 Days	67 Days	58 Days	2.07%	59 Days	▲

CAGR in this calculation is based on the 2019 to 2022 results, due to the anomaly in Net Debtors days in 2018. This is limited to working capital analysis.

- Debtor management ratio measures the efficiency of accounts receivable management and illustrates possible weaknesses to be addressed. Best practice is to have a collection ratio as low as possible, optimally below 30 days. Once these are allowed to increase, the risk of debt impairment and eventual debt write-off becomes more plausible. It is therefore essential that the Municipality investigate its debtor

management processes, strengthening its avenues of realising debtors, to reduce the risk of debt impairment and write-offs.

- The creditors repayment ratio result has remained well above the norm, with slight improvement observed in the last two periods. Projections indicate that this would slightly increase in future from the last period. Results therefore suggest a possible weakness in creditor management, and plausible risk of incurrance of penalties. The Municipality should therefore investigate creditor management processes to reduce the risk of incurring fruitless expenditure.



- When considering the net effect of Working Capital Management and its impact on going concern, it is noteworthy that debtors are realised on average 19 days (between 2019 and 2022) before creditors are settled.

4.2.6 Going Concern

No.	Financial ratios & norms	2018 Audited	2019 Audited	2020 Audited	2021 Audited	2022 Audited	*CAGR	Projection	Overall Rating
12	Total Liabilities to Total Assets: <50%	14.56%	16.18%	18.38%	16.95%	18.20%	4.56%	19.03%	▲
13	Total Debt to Total Assets	2.87%	5.00%	4.17%	5.73%	7.13%	19.95%	8.55%	▲
14	Current Ratio: 1.5 - 2:1	2.0	2.1	1.8	1.5	1.7	-3.13%	1.7	▲

- In analysing the going concern of the Municipality, the strong liability management practice by the Municipality improves the going concern assessment. However, the moderate cash coverage and risks discussed in working capital management raises important concerns with respect to going concern. Despite concerns, the above ratios support the assumption that the Municipality continue to be a going concern.
- Analysis of Total Liability to Total Assets ratio illustrates the result remains well below the norm. Similarly, Total Debt to Total Assets remain in apposition that supports going concern. It is however noteworthy that debt has increased between 2018 and 2022 by 19.95 per cent and an almost parallel growth is observed in Total Liabilities to Total Assets and Total debt to Total Assets. This illustrates that debt financing is applied to assets with high growth, in line with best practice. Cognisant of moderate cash coverage and intent to incur more debt financing, it is important that efforts are made to ensure revenues follow the same trajectory.
- In analysis of the current ratio, a downwards trajectory is observed, with improvement noted in 2019 and again in 2022. Despite this, projections based on CAGR notes a slight decrease in the future period(s) nonetheless remaining within the norm.

* CAGR = Compound annual growth rate is a business and investing specific term for the geometric progression ratio that provides a constant rate of return over the time period. $CAGR = [(End\ Value/Beginning\ Value)^{1/number\ of\ years\ of\ growth}] - 1$

▲	Favourable
▲	Unfavourable
▲	Needs Improvement

4.3 mSCOA IMPLEMENTATION

4.3.1 Credibility of mSCOA data strings

- NT MFMA Circular No. 122 states that the credibility and accuracy of the data strings must be verified by municipalities before submission as the data strings submitted will be used as the single source for all analysis and publications in the 2023/24 municipal financial year.
- In April 2022, municipalities were granted access to the GoMuni portal and should use the reports on GoMuni to verify the credibility of their submissions. It should be emphasized that errors in the data can only be corrected in the next open period. e.g., errors in the tabled budget (TABB) data string can only be corrected in the adopted budget data string (ORGB).
- Municipalities are not allowed to open closed periods to make corrections.

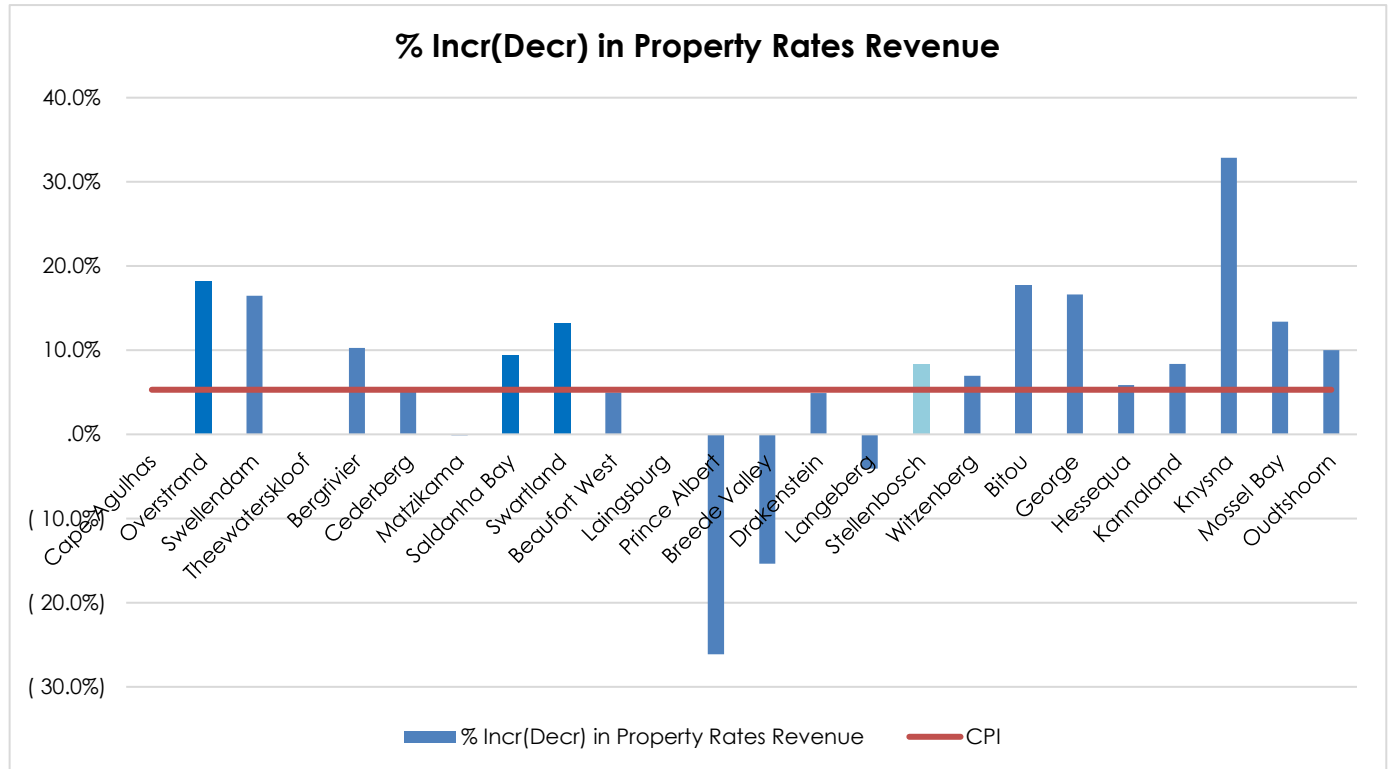
Table 3 mSCOA Segments Use Analysis

mSCOA Segment Analysis			
No	Segment	ADJB 2022/23	TABB 2023/24
1	Project Segment		
1.1	Use of the Project Segment	Adequate use of the Project Segment.	Adequate use of the Project Segment.
2	Fund Segment		
2.1	Use of Fund Segment	Adequate use of the Fund Segment.	Adequate use of the Fund Segment.
3	Function Segment		
3.1	Use of Function Segment	Adequate use of the Function Segment.	Adequate use of the Function Segment.
4	Costing Segment		
4.1	Use of Costing Segment	Used Correctly.	Used Correctly.
5	Region Segment		
5.1	Use of Region Segment	Adequate use of the Region Segment.	Adequate use of the Region Segment
6	Item Segment :		
6.1	Use of Item Segment	The Stellenbosch municipality has made significant progress with the implementation of mSCOA during the 2022/23 MTREF budget. VAT and Water Inventory were budgeted for, however the accuracy, according to the mSCOA guidance, should be reviewed. These items were discussed during the technical engagement held during November 2022.	VAT was included the Cash Flow budgeting and should be removed.

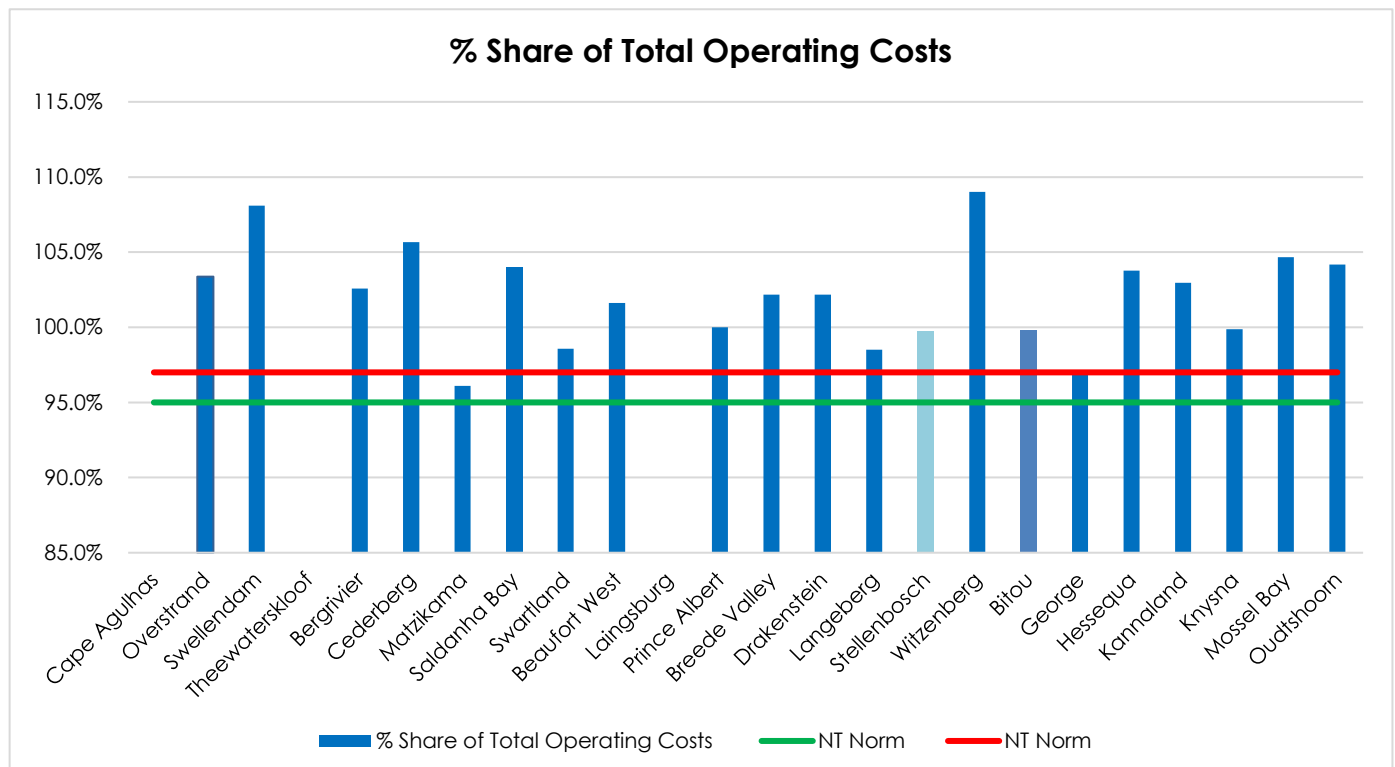
Provincial Treasury has shared the TABB segment use analysis tools with the Municipality, with the aim of assisting the Municipality to examine its data and determining if the information is appropriately classified across all segments before finalising the ORGB data strings. The TABB should be rectified in the ORGB before the adopted budget is locked on the financial system and the ORGB data strings are created. Furthermore, it is recommended that the Municipality make themselves available for a session (through MS Teams) to discuss and provide further clarity on the TABB segment use analysis.

Municipal Benchmarking Graphs

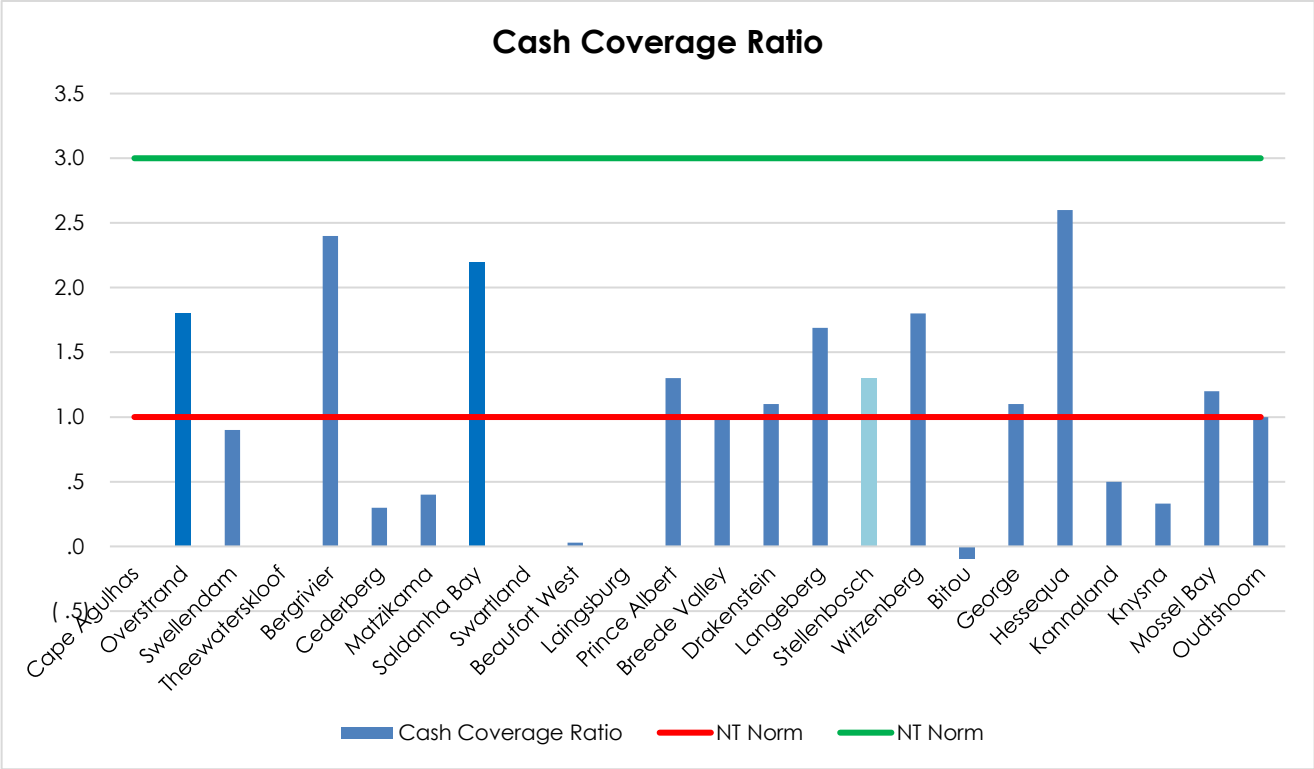
Graph 1 Percentage Increase in Property Rates Revenue



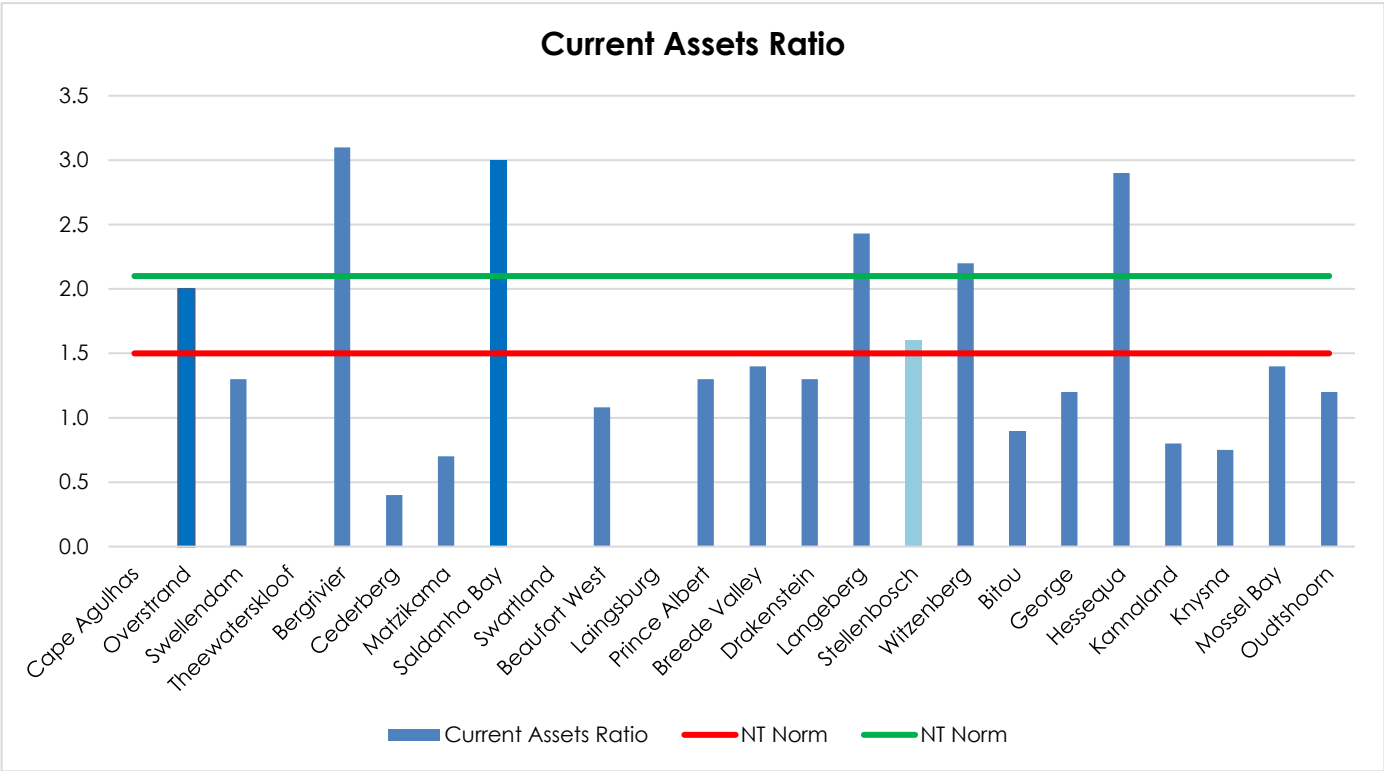
Graph 2 Percentage share of Total Operating Costs against total Operating Revenue



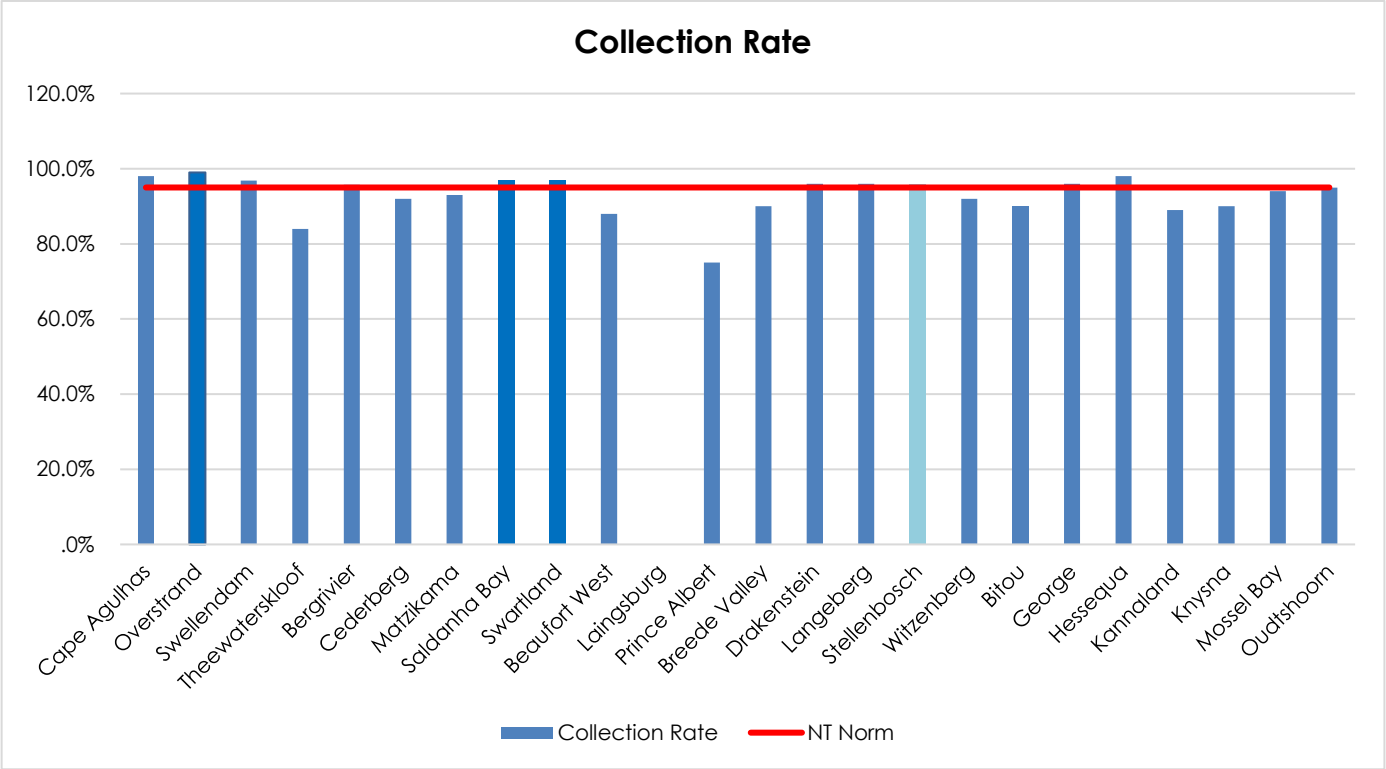
Graph 3 Cash coverage



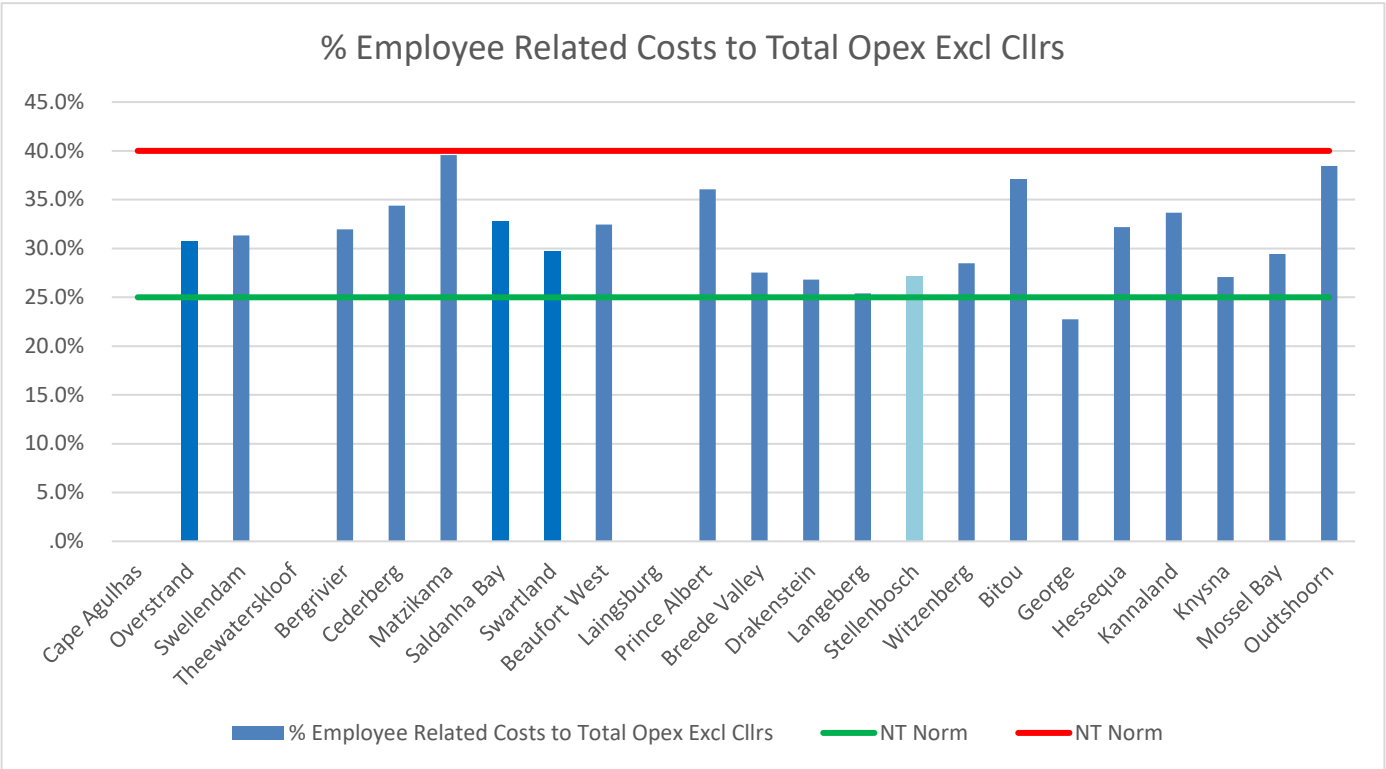
Graph 4 Current Asset Ratio



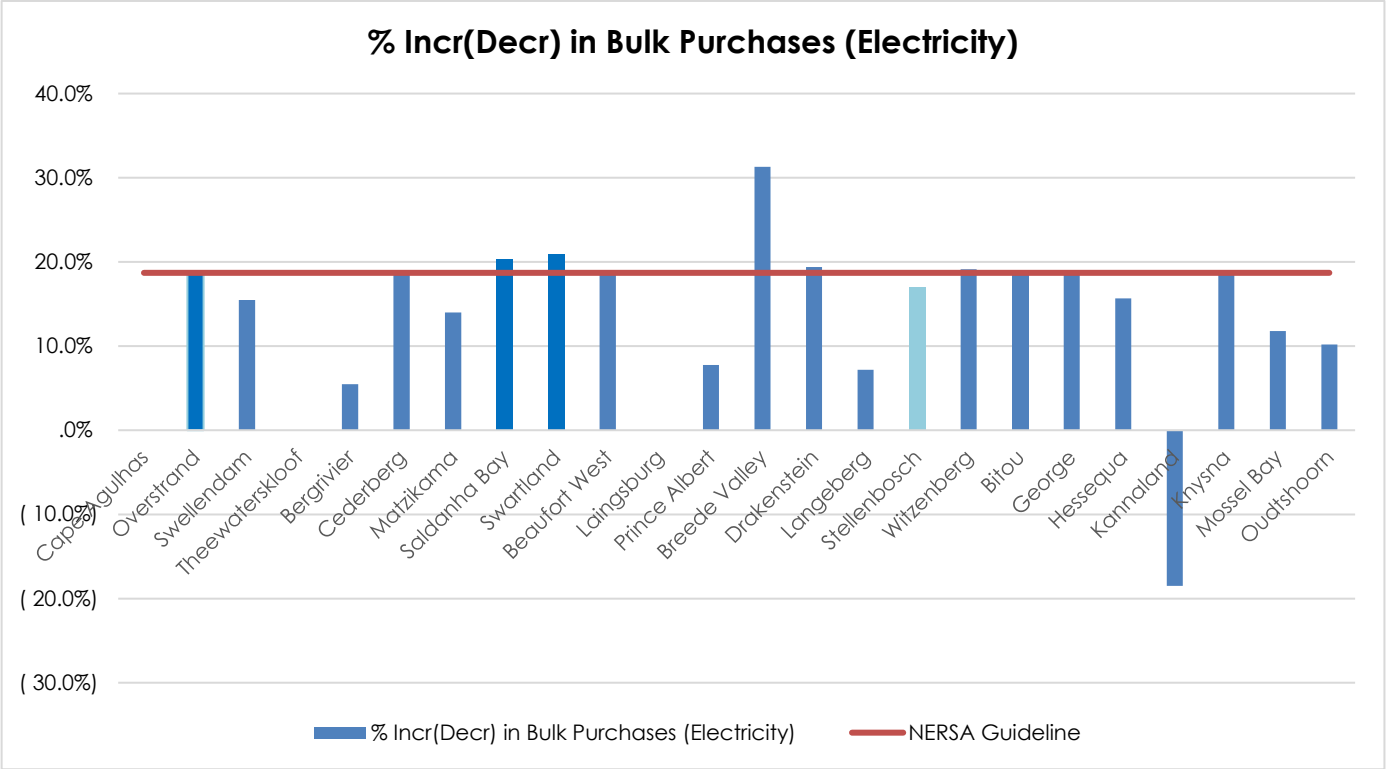
Graph 5 Collection rate



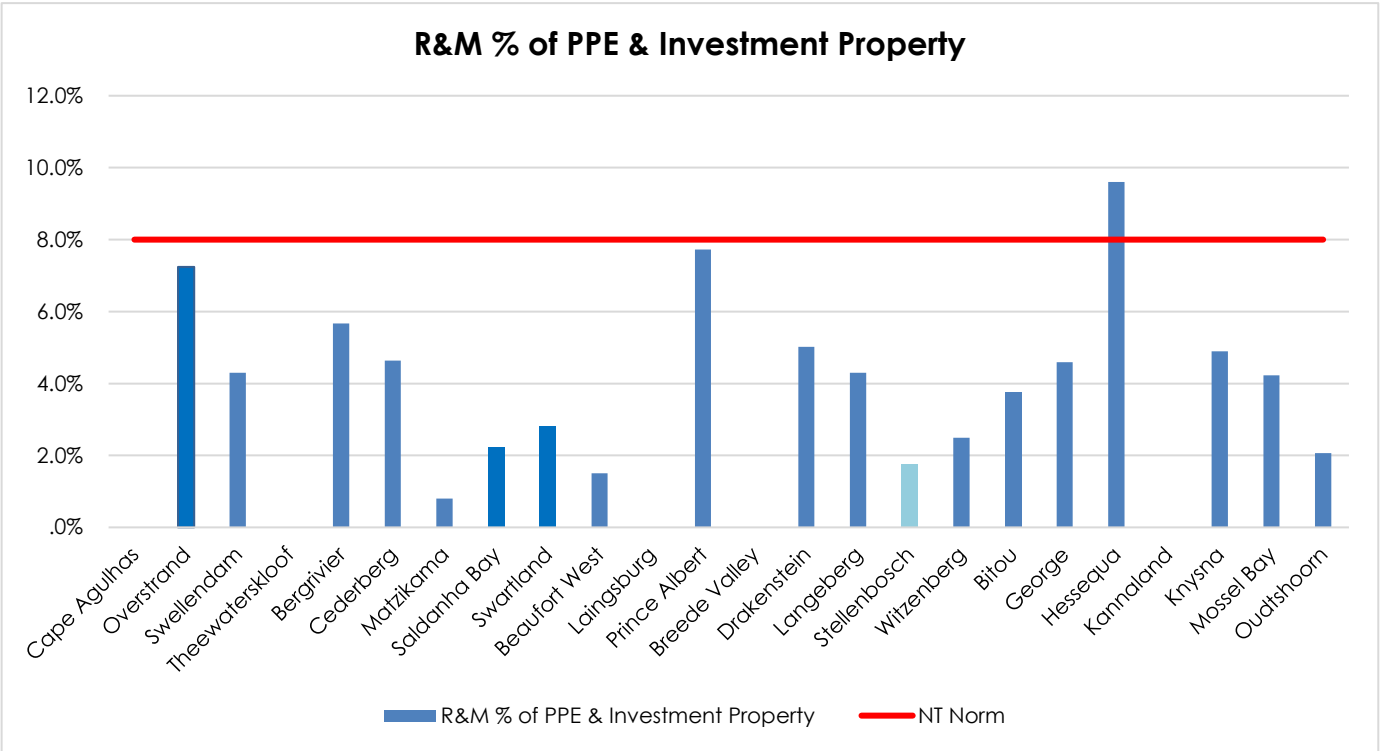
Graph 6 Percentage Employee Related Costs to Total Opex (Excl Cllrs)



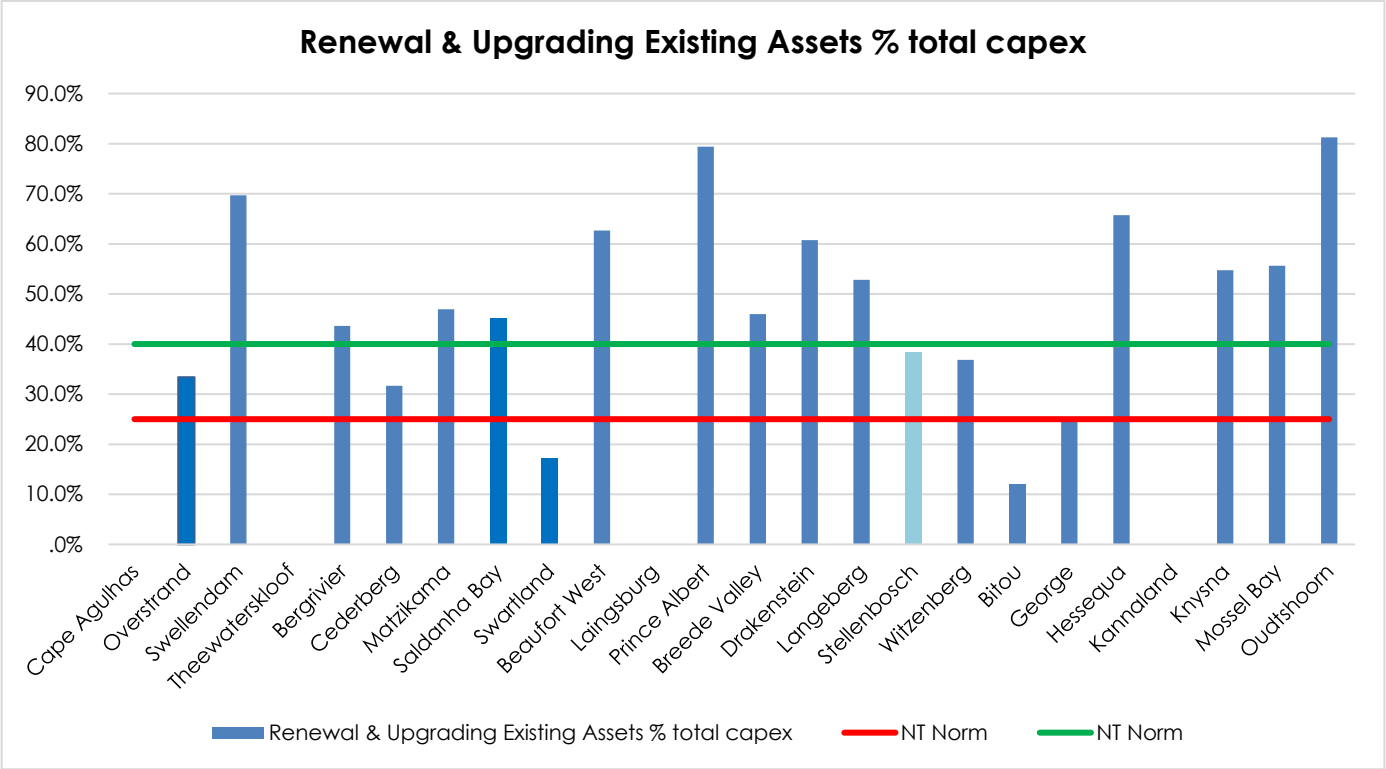
Graph 7 Percentage Increase in Bulk Purchases (Electricity) Expenditure



Graph 8 R&M as a percentage of PPE & Investment Property



Graph 9 Renewal and upgrading existing assets as a percentage of total capex



8.2	MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK 2023/2024-2025/2026
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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.

4. RECOMMENDATIONS

- (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;

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- (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.

5. DISCUSSION / CONTENTS

5.1 Background/ Legislative Framework

Section 23 of the MFMA (Act No 56 of 2003) prescribes to municipalities the process to be followed when the Annual Budget is tabled for approval, which is as follow:

- (1) “The municipal council must consider any views of the local community, the National Treasury, the relevant Provincial Treasury and any provincial or national organs of state or municipalities which made submissions on the budget.
- (2) After considering all budget submissions, the council must give the mayor an opportunity—
 - (a) to respond to the submissions; and
 - (b) if necessary, to revise the budget and table amendments for consideration by the council.

ANNEXURE B to the Council Item for the Integrated Development Plan includes the input and comments received during the IDP and Budget Public Participation Process.

5.2 Discussion

This MTREF budget is being tabled during a difficult domestic and global economic environment. Domestically, load-shedding has become more persistent and prolonged, impacting on service delivery and threatening the survival of many businesses. Households are under pressure from the rising cost of living, and unemployment remains stubbornly high.

The Finance Minister, in the *Medium-Term Budget Policy Statement* (MTBPS), indicated South Africa is prioritising stable and clear policies that promote economic growth and fiscal health in the midst of an uncertain outlook.

The pursuit of higher growth remains anchored on the following three pillars:

- Firstly, ensuring a stable macroeconomic framework to create a conducive environment for savings, investment and growth.
- Secondly, implementing growth-enhancing reforms in key sectors, particularly in energy and transport.
- And thirdly, strengthening the capacity of the state to deliver quality public services, invest in infrastructure and fight crime and corruption.

Fiscal Strategy

The 2023 Medium Term Budget Policy Statement (MTBPS) sets the course for a fiscal consolidation strategy consisting of the following measures:

- Reduction in fiscal deficit without resorting to tax increases or further cuts in the social wage and infrastructure;
- Achieving a primary fiscal surplus in the current financial year, and maintaining it over the medium term;
- Considering a consolidated position, which includes debt-service costs.
- The consolidated fiscal deficit is projected at 4.2 per cent of GDP for 2022/23, and this will reach 3.2 per cent in 2025/26. (These figures include the impact of the partial take-over of Eskom debt amounting to R254 billion)
- Due to this Eskom debt relief, government debt will stabilise at a higher level of 73.6 per cent of GDP and in 2025/26.
- Government debt is high and as such the debt-service costs as a per cent of main budget revenue will increase from 18 per cent in 2022/23 to 19.8 per cent in 2025/26. The gross debt stock is projected to increase from R4.73 trillion in 2022/23 to R5.84 trillion in 2025/26. Debt-service costs are projected to average R366.8 billion annually over the medium term, reaching R397.1 billion in 2025/26.

The risks to the fiscal outlook include a worsening of the economic outlook, a further weakening of the finances of state-owned companies, and an unaffordable public-service wage agreement. Difficult budgeting trade-offs must therefore be made as government continues exercising fiscal restraint.

Accordingly, government non-interest spending will be kept below the level of revenue into the future and will continue targeting the stabilisation of debt.

Economic Growth & Domestic Outlook

Since the 2022 Budget, global growth estimates for 2023 have been revised lower. The International Monetary Fund projects global growth to slow from an estimated 3.4 per cent in 2022 to 2.9 per cent in 2023. South Africa is expected to register better-than-expected GDP growth of 2.5 per cent in 2022, largely due to higher-than-expected agriculture and services sector growth in the third quarter.

Real GDP growth is now projected to average 1.4 per cent from 2023 to 2025, compared with 1.6 per cent in the 2022 MTBPS, as a result of persistent structural constraints especially power cuts, and a less supportive global environment. Although output has recovered to pre-pandemic levels, the persistent scarring impact of the pandemic on employment and investment decisions continues to weigh on the recovery.

Risks to the global outlook include:

- Weaker-than-expected global growth, including the effects of monetary policy tightening in major economies.
- Further disruptions to global supply chains, renewed inflationary pressures, and constrained food and energy supplies stemming from the war in Ukraine.
- A sustained period of lower growth and elevated borrowing costs, which poses a threat to highly indebted countries.

The domestic outlook faces a range of risks, and include:

- Continued power cuts and a deterioration in port and rail infrastructure.
- Slow implementation of structural reforms could lower business confidence and deter new investment.
- Widespread criminal activity poses a threat to economic growth and national security.
- A deterioration of the fiscal outlook due to unfunded spending pressures or the materialisation of contingent liabilities could increase borrowing costs, and crowd out both private and public investment.

The key focus areas outlined in the Medium-Term Budget Policy Statement (MTBPS) is to enhance economic growth are as follows:

- Higher economic growth and a durable recovery in economic activity require a stable macroeconomic framework, complemented by rapid implementation of economic reforms and improved state capability;
- Government continues to provide a stable macroeconomic policy framework, underpinned by a flexible exchange rate, inflation targeting and sustainable fiscal policy, to encourage investment;
- Numerous reforms under way through Operation Vulindlela and the economic recovery plan. However, the most pressing reforms are required in electricity and freight rail
- Implementing urgent measures to reduce load shedding in the short term and transform the sector through market reforms to achieve long term energy security National Energy Crisis Committee (NECOM) interventions include:
 - Improving Eskom's plant performance
 - Clearing regulatory obstacles by establishing a one stop shop to bring electricity onto the grid more rapidly. This will be supported by the Energy Security Bill, which removes regulatory impediments for independent power producers
 - Supporting the rollout of rooftop solar for households and businesses, including through tax incentives
 - Implementing a wheeling framework and grid capacity rules to provide certainty to private producers investing in energy projects
- Several reforms are underway to support recovery in the transport sector, arrest the decline and increase the volume of freight rail. These include:

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- The Economic Regulation of Transport Bill, which will establish the transport regulator, has been tabled in Parliament and is now with the National Council of Provinces.
 - Software upgrades to increase efficiency through better signalling.
 - Steps to prevent theft and vandalism and resolving legal challenges in relation to locomotive procurement.
 - Granting third-party access to the rail network.
 - To facilitate competition and improve pricing, the operations and infrastructure management functions of Transnet Freight Rail are due to be separated by October 2023.
 - The 2023 Budget makes allocations towards infrastructure as well as crime and corruption, to ensure that public resources are used to lay the foundation for a more resilient economy.

The President of South Africa, in his State of the Nation Address (SONA), on the 9th February 2023 spoke about how our country has, for many months, endured a debilitating electricity shortage that has caused immense damage to our economy.

And for two years before that, our society was devastated by the COVID-19 pandemic that caused great loss of life and much hardship.

The pandemic worsened a situation of deep unemployment, as the country lost two million jobs. The pandemic negatively affected livelihoods and increased poverty.

Now, persistent load-shedding is impeding our recovery from the effects of these events.

The most immediate task on the agenda for the year ahead is to drastically reduce the severity of loadshedding in the coming months, and ultimately end loadshedding altogether.

The President spoke about the issues concerning South Africa most is:

- Loadshedding;
- Unemployment;
- Poverty and rising cost of living; and
- Crime and corruption

The following focus areas were also highlighted, amongst others, during the State of Nation Address:

- National State of Disaster due to the electricity crises and its effects;
- Extreme weather events (drought, floods and wild fires);
- Climate change;
- Just Energy Transition Investment Plan (R1.5 trillion invested over 5-years into projects such as renewable energy, green hydrogen and electric vehicles);
- Major investments and developments in renewable energy which will create jobs and stimulate local economies;
- To conclude a social compact and work on a framework to enable joint action in key areas such as energy, transport and logistics, employment creation and skills development, investment and localization, social protection, crime and corruption;

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- Covid-19 vaccinations;
 - Initiatives like the Solidarity Fund being mobilized to end gender-based violence and femicide, and to respond to the effects of climate change;
 - Develop master plans in sectors such as automotive, clothing and textiles, poultry, sugar, agriculture and global business services;
 - Reliable water supply (Department of Water and Sanitation is in the process of investing in major infrastructure projects);
 - Efficient transport and road infrastructure system;
 - National Rail policy to guide the modernization and reform of the rail sector, providing for third-party access to our rail network;
 - Challenges in the transportation of commuters on passenger rail;
 - A comprehensive turnaround plan is being implemented to streamline the process for water use license applications;
 - Building bridges;
 - Roll-out of 5G mobile networks and will reduce the cost of data;
 - Mobilising greater levels of investments;
 - Investment conference on 13 April 2023;
 - Unlocking investment in the hemp and cannabis sector;
 - Bounce-back loan scheme for companies that need finance to recover from the effects of the pandemic;
 - Employment Tax incentives has been expanded to address the challenge of youth unemployment;
 - Finalizing amendments to the business Act, 1991 (Act 71 of 1991) to reduce regulatory impediments for small, medium and micro enterprises (SMMEs) and co-operatives
 - Presidential Employment Stimulus in providing work and livelihood opportunities;
 - Rising cost of living that is deepening poverty and inequality;
 - Extension of the Social Relief of Distress (SRD) Grant;
 - Focus on eradicating the backlog in the processing of title deeds;
 - Strengthening the SAPS, improving the capacity of the NPA and courts to ensure perpetrators are brought to justice

The President stated that poor performance of many local governments remain an area of concern. There are 163 out of 257 municipalities that are dysfunctional or in distress due to poor governance, ineffective and sometimes corrupt financial and administrative management and poor service delivery. Stellenbosch municipality is not part of the 163 municipalities identified.

The government is implementing a number of interventions to address failures at local government level and improve basic service delivery.

Government interventions include:

- Enhancing the capacity of public representatives and officials;
- Maintaining and upgrading local infrastructure;
- Invoking the powers of national government to intervene where municipalities fail to meet their responsibilities;
- Integrity assessments will become a mandatory requirement for recruitment to the public service and entry exams will be introduced;
- Legislation will be amended to strengthen the role of the Public Service Commission to ensure that qualified people are appointed to senior management positions.

The Western Cape Premier in his State of the Province address, on 16th February 2023, reiterated the following sentiments highlighted during the State of the Nation Address, including but not limited to, the new National State of Disaster,

the president to address the energy crises, establishing an oversight committee to monitor government expenditure related to the energy crises, economic growth recovery initiatives, unemployment / job creation (especially youth interventions), sustainable infrastructure development, educational infrastructure, health infrastructure, provision of housing (dignified living), agriculture, crime and safety, as well as campaigns against gender-based violence and femicide.

The Premiers' speech focused, amongst others, on the following areas:

- The new National State of Disaster due to the energy crises;
- Ensuring the citizens basic needs are protected (Water, Wifi and health);
- Renewable energy / green economy push
 - Drive to increase energy resilience, mitigate effects of loadshedding and potential of the power generation sector to stimulate growth and create employment opportunities
- Municipal Energy Resilience plan
 - A local government-level programme that develops, supports and builds capacity at municipalities across our province to implement renewable energy projects.
 - Stellenbosch is working towards procuring energy from Independent Power Producers.
- Establishment of the Infrastructure Department
 - Aimed to further prioritise the importance of developing and maintaining critical infrastructure in the Western Cape
- Rapid School Build Programme (Education Infrastructure)
- Provision of housing opportunities
- Health infrastructure
- "Our Growth For Jobs" strategy
 - Radical drive to reduce unemployment
- Youth interventions
- Agriculture
- Crime & Safety
- SAPS Devolution
- Campaigns against Gender-based violence and femicide

Provincial treasury reiterated most of the challenges and focus areas highlighted in the Premier's State of the Province address, the SONA and the 2023 Budget Review.

National Treasury encourages municipalities to maintain tariff increases and adopt a tariff setting methodology at levels that reflects an appropriate balance between the affordability to poorer households and other customers, while ensuring the financial sustainability of the municipality. Municipalities must ensure that their budgets are funded from realistically anticipated revenues. This means that the municipality must refrain from assuming collection rates that are unrealistic and unattainable. The setting of cost-reflective tariffs is a requirement of Section 74(2) of the Municipal Systems Act, which is meant to ensure that municipalities set tariffs that enable them to recover the full cost of rendering the service. This forms the basis of compiling a credible budget. The municipalities must therefore generate sufficient revenue to fully recover their costs, deliver services to customers sustainably and invest in the infrastructure that promises local economic development.

The municipality's revenue is determined by setting a package of tariffs that is not only considered to be affordable to its ratepayers and the users of its services but deemed to be at fair and realistic levels.

Tariff increases by Eskom and Water Boards are above inflation and should be considered as such while determining cost reflective tariffs. In the instance of bulk tariff increases for electricity, municipalities are encouraged to apply for electricity tariff increases that reflect the total cost of providing the service, to ensure that they are working towards achieving fully cost-reflective tariffs that will assist them to achieve financial sustainability. Municipalities should consider the following facts during the tariff setting process, namely, the costs of bulk purchases and the fluctuation in the seasonal cost thereof; the consumption patterns to enable better demand planning and management; and in the event that municipalities have been under recovering costs, embark on a process to correct their tariff structures over a reasonable time period so that cost reflective tariffs are achieved, which in turn will result in financial sustainability.

Local government confronts tough fiscal choices in the face of financial and institutional problems that result in service-delivery breakdowns and unpaid bills. Municipalities can offset these trends by improving their own revenue collections, working more efficiently and implementing cost-containment measures. In order to maintain a funded budget, municipalities need to not only focus on tariff increases, but also focus on how to eliminate expenditure that is unnecessary. The Cost Containment Regulations were issued on 07 June 2019, as well as the municipality's Cost Containment Policy is embedded in the municipality's operations that assists in driving down costs, ensuring that value for money is achieved and resources of the municipality is used effectively, efficiently and economically.

Municipalities are required to consider the following during the compilation of the 2023/2024 MTREF budgets:

- Improving the effectiveness of revenue management processes and procedures;
- Cost containment measures to, amongst other things, control unnecessary spending on nice-to-have items and non-essential activities as highlighted in the Municipal Cost Containment Regulation read with MFMA Circular No.82;
- Ensuring value for money through the procurement process;
- The affordability of providing free basic services to all households;
- Not taking on unfunded mandates;
- Strictly control the use of costly water tankers and fix the water infrastructure to enable the sustainable provision of water;
- Priorities the filling of critical vacant posts, especially linked to the delivery of basic services; and
- Curbing consumption of water and electricity by the indigents to ensure that they do not exceed their allocation.

The aforementioned were taken into account during the compilation of the municipality's budget.

The application of sound financial management principles for the compilation of the Stellenbosch municipality's long term financial plan is essential and critical to ensure that the municipality remains financially viable and that municipal services are provided sustainably, economically and equitably to all communities. The municipality's business and service delivery priorities were reviewed as part of this year's planning, through the Integrated Development Plan (IDP), and the annual budget process.

Funds were shifted from low to high priority programmes so as to maintain sound financial stewardship. A critical review was also undertaken on non-core and 'nice to have' items with regards to expenditure. The municipality has embarked on developing a revenue enhancement strategy to optimize revenue, including the collection of debt owed by consumers. Furthermore, the municipality has undertaken

various customer care initiatives to ensure the municipality truly involves all citizens in the process of ensuring a people lead government.

The main challenges experienced during the compilation of the 2023/2024 MTREF can be summarized as follows:

- The on-going difficulties in the national and local economy;
- National State of Disaster – Electricity crises / Load shedding;
- Aging infrastructure;
- The need to reprioritise projects and expenditure within the existing resource envelope;
- The increased cost of bulk electricity and procuring water inventory, which is placing upward pressure on service tariffs to residents. Continuous high tariff increases are not sustainable - as there will be point where services will no-longer be affordable;
- Attracting economic investment;
- Water Conservation;
- Reductions in allocations of some of the National and Provincial grants due to a worsening fiscal outlook;
- Limited resources to deal with all key priorities;
- Decline in reserves available to fund capital programmes.

The following budget principles and guidelines directly informed the compilation of the 2023/2024 MTREF:

- Integrated Development Plan was used to inform the measurable objectives, targets and backlog eradication goals;
- Tariff and property rate increases should be as affordable as possible and should ideally not exceed inflation as measured by the CPI, except where there are price increases in the inputs of services that are beyond the control of the municipality. However, tariffs need to remain or move towards being cost reflective, and should take into account the need to address infrastructure backlogs;
- National, provincial and local priorities;
- Headline inflation forecasts; and
- Funding choices and modelling.

The Integrated Development Plan (IDP) was used as a guiding strategic document to inform the budget compilation. The challenge however is still to deliver services more efficiently and effectively with the tight financial envelope.

Stellenbosch municipality's revenue strategy was based on the following fundamentals, namely, tariff policies of the municipality, economic outlook and development for Stellenbosch and surrounding areas, National Treasury's guidelines and macroeconomic policy, National, Provincial and Regional fiscal growth rates and electricity tariffs as approved by National Electricity Regulator of South Africa (NERSA).

The financial resources to fund the Operational Budget will and must consist of realistically anticipated revenue generated from property taxes, service charges and other income. The municipality were mindful of the estimated headline inflation for 2023/2024 of between 3% to 6% forming the basis of the extensive income modelling exercise, but also taking into account the principles of economical services that are cost reflective, trading services generating surpluses, the effect of escalating salary costs and bulk purchases. Inflation is forecast to fluctuate around 5.2% over the medium term in line with moderating inflation expectations.

The national budget focuses on fiscal consolidation. This means that we as municipalities must ensure that we do not borrow beyond our ability to repay and we do not spend money we do not have, until we ignite growth and generate revenue, we have to be tough on ourselves.

It is expected that fuel prices will increase substantially in the next financial year and this will be provided for in the budget.

The total budget quantum for the 2023/2024 year is R2 781 526 062 of which R2 276 726 197 (82%), is allocated to the operating budget and R504 799 865 (18%) to capital investment.

Budget documentation in line with the budget and reporting regulations is attached as **APPENDIX 1 – PART 1**. The report serves as an overview of the budget as a whole, budget assumptions used to compile the budget, funding sources used to fund the capital budget, different income categories to fund priorities of the municipalities, as well as the different expenditure items, including non-cash items.

CAPITAL BUDGET 2023/2024 – 2025/2026

The capital budget is infrastructure orientated and addresses the huge backlog and urgent need to upgrade/refurbish Council's infrastructure as addressed by the different master plans. It is directed by the IDP (Integrated Development Plan) and the needs of the community. It's also aligned to the strategic priority in the State of the Nation Address of Infrastructure investment and the "back to basics" approach. Council's attention is however drawn to the fact that not all needs identified by the community can realistically be funded by the municipality. Critical and committed programmes/projects were the focal point for the capital budget.

The main capital projects that the municipality will be investing in, include:

- Expansion of the landfill site (New cells)
- Landfill Gas To Energy
- Alternative Energy
- Bien don 66/11kV substation new
- Electricity Network: Pniel
- Electrification INEP
- General Systems Improvements - Stellenbosch
- Kayamandi(Costa grounds)new substation 11 kV switching station
- Laterra Substation
- Bulk Water Supply Pipe and Reservoir: Stellenbosch
- Bulk Water Supply Pipeline & Reservoir – Jamestown
- New Reservoir & Pipeline: Vlottenburg
- Upgrade of WWTW Wemmershoek
- Upgrade of WWTW: Klappmuts
- Lanquedoc Access road and Bridge
- Khayamandi Pedestrian Bridge (R304, River and Railway Line)
- Bird Street Dualling - Adam Tas to Kayamandi
- Main Road Intersection Improvements: Franschhoek
- Adam Tas - Technopark Link Road

The detailed capital budgets for 2023/2024, 2024/2025 and 2025/2026 are attached as **APPENDIX 1**.

OPERATING BUDGET 2023/2024 – 2025/2026

The basis of the operating budget is aligned to the principle of total potential income from all our services as well as a projection of total direct income. The extent, to which tariffs and levies are proposed to increase, is in the main influenced by:

- The increase in bulk purchases (electricity)
- Employee related costs, as per SALGBC wage agreement
- Councillor remuneration, as per SALGA upper limits
- Service delivery challenges
- Repairs and maintenance
- Operational projects impacting job creation and economic development
- Contractual commitments
- Day to day operational costs (fuel & oil, telephones, bank costs, etc)
- Finance costs, influenced by level of borrowing

Taking all of these issues into consideration and to ensure the sustainability of our operations from realistically anticipated income flows, the following tariff and property tax increases are proposed for 2023/2024:

Electricity	15.10%
Sanitation	6.50%
Refuse removal	9.00%
Water	6.00%
Rates	6.50%

The proposed electricity tariffs are subject to change based on the final findings and recommendation of the cost of supply study. The proposed electricity charges and tariff structure is subject to National Electricity Regulator of South Africa (NERSA) approval.

The impact of the proposed tariff increases on the monthly services account for the various consumer categories is summarized in **APPENDIX 2**.

HIGH LEVEL CAPITAL AND OPERATING BUDGET FOR 2023/2024 – 2025/2026

The high level budget depicting the total budget is attached as **APPENDIX 1 – PART 1 – SECTION C**.

TARIFFS

Council's attention is further drawn to the fact that the Tariff List attached as **APPENDIX 3** includes Sundry Tariffs as a basket of services and charges, i.e. Land Use Management Fees, Development contributions, Technical Charges, etc. In this regard, the proposed tariff list must be consulted for the detail.

BUDGET RELATED POLICIES & BY-LAWS

The following budget related policies are new:

Infrastructure Asset Unbundling Policy 2023-2024 (**Appendix 4**)

Pool Vehicle Policy 2023-2024 (**Appendix 5**)

The following budget related policies and by-laws were revised:

Borrowing, Funds and Reserves Policy (**Appendix 6**)
 Budget Implementation and Monitoring Policy (**Appendix 7**)
 Cash Management and Investment Policy (**Appendix 8**)
 Credit Control and Debt Collection Policy (**Appendix 9**)
 Development Charges Policy (**Appendix 10**)
 Grants-In-Aid Policy (**Appendix 11**)
 Indigent Policy (**Appendix 12**)
 Irrecoverable Debt Policy (**Appendix 13**)
 Rates Policy (**Appendix 14**)
 Supply Chain Management Policy (**Appendix 15**)
 Travel and Subsistency Policy (**Appendix 16**)
 Virementation Policy (**Appendix 17**)
 Ward Allocation Policy (**Appendix 18**)

Unchanged Policies

Accounting Policy (**Appendix 19**)
 Asset Management Policy (**Appendix 20**)
 Cost Containment Policy (**Appendix 21**)
 Inventory Management Policy (**Appendix 22**)
 Liquidity Policy (**Appendix 23**)
 Preferential Procurement Policy (**Appendix 24**)
 Petty Cash Policy (**Appendix 25**)
 Credit Control and Debt Collection By- Law (**Appendix 26**)
 Special Ratings Area Policy (**Appendix 27**)
 Special Ratings By-law (**Appendix 28**)
 Tariff By-law (**Appendix 29**)
 Tariff Policy (**Appendix 30**)
 Rates By-Law (**Appendix 31**)
 Financing of External Bodies performing municipal functions Policy (**Appendix 32**)
 Wayleave Policy (**Appendix 33**)

OTHER SUPPORTING DOCUMENTATION

The additional information as prescribed by the budget and reporting regulations are attached as **APPENDIX 1 – PART 2 – SECTION P.**

5.3 Financial Implications

Financial impact already discussed above.

5.4 External Loan for 2023/2024

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).

5.5 Legal Implications

Legal Services

The item at my disposal is compliant with the relevant legislative framework.

5.6 Staff Implications

None

5.7 Risk Implications

None

6. Comments from Senior Management:

6.1 Director: Infrastructure Services

Noted

6.2 Director: Planning and Development Services

Noted

6.3 Director: Community and Protection Services:

Noted

6.4 Director: Corporate Services:

Noted

6.5 Chief Financial Officer:

Noted

6.6 Municipal Manager:

Noted

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 6.2

- (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.

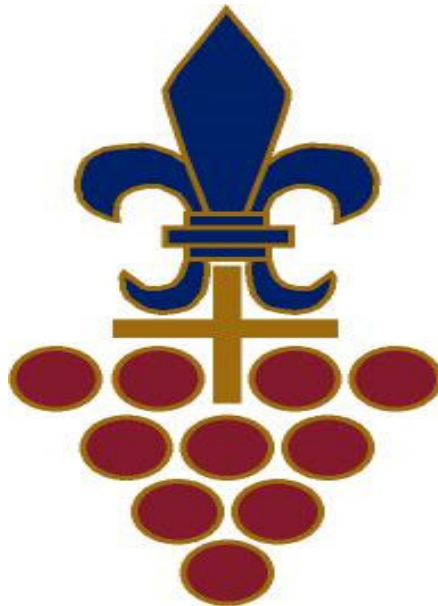
FOR FURTHER DETAILS CONTACT:

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REPORT DATE	11 May 2023

APPENDICES 1-36

APPENDIX 1

STELLENBOSCH MUNICIPALITY



**MEDIUM TERM REVENUE AND
EXPENDITURE FRAMEWORK FOR THE
FINANCIAL PERIOD
2023/2024 TO 2025/2026**

Vision:

We describe the vision of where we want to be as a Municipality and the Greater Stellenbosch area as the

“An Integrated Valley of Opportunity and Innovation”

Mission:

Our mission is to deliver services in an enabling environment through sustainable, cost-effective and accountable services for our community.

Our Values

In all our work and engagements with the community and other stakeholders, we subscribe to the following values:

Integrity: As servants of the public, we undertake to perform the functions and operations of the Municipality in an honest and ethical manner.

Accountability: As responsible public servants, we pledge to perform our duties in a manner that is open to oversight and public scrutiny. This commitment is shaped by our understanding to give an account of our actions to individuals, groups and organisations.

Transformation: We, as custodians of hope, will work tirelessly at transforming our Municipality, communities and broader society by unlocking the endless possibilities that our valley holds and treasures. This commitment is shaped by our understanding of the historical, spatial, social and economic inequalities in our valley.

Innovation: We will continuously review our systems, procedures and processes to make them less bureaucratic and more responsive to customer needs. We will acknowledge and reward initiatives that show creativity and ingenuity.

Excellence: As a municipality, we will strive to deliver excellent services for all areas within the greater Stellenbosch.

Responsiveness: The municipality to be a responsive municipal entity with zero tolerance for corruption and illegal actions.

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PART A

A: RESOLUTIONS

It is recommended to Council,

- a) that the High Level Budget Summary, as set out in APPENDIX 1 – PART 1 – SECTION C; be approved;
- b) that the Annual Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in APPENDIX 1 – PART 1 – SECTION D, be approved;
- c) that the proposed Grants-In-Aid allocations as set out in APPENDIX 1 – PART 2 – SECTION J, be approved;
- d) that the three-year Capital Budget for 2023/2024, 2024/2025 and 2025/2026, as set out in APPENDIX 1 – PART 2 – SECTION N, be approved;
- e) that the proposed 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 4 - 33, 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 and tariff structure based on the NERSA guidelines and subject to NERSA approval, and approval of same for public release and comment as set out in 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.

B: EXECUTIVE SUMMARY

This MTREF budget is being tabled during a difficult domestic and global economic environment. Domestically, load-shedding has become more persistent and prolonged, impacting on service delivery and threatening the survival of many businesses. Households are under pressure from the rising cost of living, and unemployment remains stubbornly high.

The Finance Minister, in the *Medium Term Budget Policy Statement* (MTBPS), indicated South Africa is prioritising stable and clear policies that promote economic growth and fiscal health in the midst of an uncertain outlook.

The pursuit of higher growth remains anchored on the following three pillars:

- Firstly, ensuring a stable macroeconomic framework to create a conducive environment for savings, investment and growth.
- Secondly, implementing growth-enhancing reforms in key sectors, particularly in energy and transport.
- And thirdly, strengthening the capacity of the state to deliver quality public services, invest in infrastructure and fight crime and corruption.

Fiscal Strategy

The 2023 Medium Term Budget Policy Statement (MTBPS) sets the course for a fiscal consolidation strategy consisting of the following measures:

- Reduction in fiscal deficit without resorting to tax increases or further cuts in the social wage and infrastructure;
- Achieving a primary fiscal surplus in the current financial year, and maintaining it over the medium term;
- Considering a consolidated position, which includes debt-service costs.
- The consolidated fiscal deficit is projected at 4.2 per cent of GDP for 2022/23, and this will reach 3.2 per cent in 2025/26. (These figures include the impact of the partial take-over of Eskom debt amounting to R254 billion)
- Due to this Eskom debt relief, government debt will stabilise at a higher level of 73.6 per cent of GDP and in 2025/26.
- Government debt is high and as such the debt-service costs as a per cent of main budget revenue will increase from 18 per cent in 2022/23 to 19.8 per cent in 2025/26. The gross debt stock is projected to increase from R4.73 trillion in 2022/23 to R5.84 trillion in 2025/26. Debt-service costs are projected to average R366.8 billion annually over the medium term, reaching R397.1 billion in 2025/26.

The risks to the fiscal outlook include a worsening of the economic outlook, a further weakening of the finances of state-owned companies, and an unaffordable public-service wage agreement. Difficult budgeting trade-offs must therefore be made as government continues exercising fiscal restraint.

Accordingly, government non-interest spending will be kept below the level of revenue into the future, and will continue targeting the stabilisation of debt.

Economic Growth & Domestic Outlook

Since the 2022 Budget, global growth estimates for 2023 have been revised lower. The International Monetary Fund projects global growth to slow from an estimated 3.4 per cent in 2022 to 2.9 per cent in 2023. South Africa is expected to register better-than-expected GDP growth of 2.5 per cent in 2022, largely due to higher-than-expected agriculture and services sector growth in the third quarter.

Real GDP growth is now projected to average 1.4 per cent from 2023 to 2025, compared with 1.6 per cent in the 2022 MTBPS, as a result of persistent structural constraints especially power cuts, and a less supportive global environment.

Although output has recovered to pre-pandemic levels, the persistent scarring impact of the pandemic on employment and investment decisions continues to weigh on the recovery.

Risks to the global outlook include:

- Weaker-than-expected global growth, including the effects of monetary policy tightening in major economies.
- Further disruptions to global supply chains, renewed inflationary pressures, and constrained food and energy supplies stemming from the war in Ukraine.
- A sustained period of lower growth and elevated borrowing costs, which poses a threat to highly indebted countries.

The domestic outlook faces a range of risks, and include:

- Continued power cuts and a deterioration in port and rail infrastructure.
- Slow implementation of structural reforms could lower business confidence and deter new investment.
- Widespread criminal activity poses a threat to economic growth and national security.
- A deterioration of the fiscal outlook due to unfunded spending pressures or the materialisation of contingent liabilities could increase borrowing costs, and crowd out both private and public investment.

The key focus areas outlined in the Medium-Term Budget Policy Statement (MTBPS) is to enhance economic growth are as follows:

- Higher economic growth and a durable recovery in economic activity require a stable macroeconomic framework, complemented by rapid implementation of economic reforms and improved state capability;
- Government continues to provide a stable macroeconomic policy framework, underpinned by a flexible exchange rate, inflation targeting and sustainable fiscal policy, to encourage investment;
- Numerous reforms under way through Operation Vulindlela and the economic recovery plan. However, the most pressing reforms are required in electricity and freight rail
- Implementing urgent measures to reduce load shedding in the short term and transform the sector through market reforms to achieve long term energy security National Energy Crisis Committee (NECOM) interventions include:
 - Improving Eskom's plant performance
 - Clearing regulatory obstacles by establishing a one stop shop to bring electricity onto the grid more rapidly. This will be supported by the Energy Security Bill, which removes regulatory impediments for independent power producers
 - Supporting the rollout of rooftop solar for households and businesses, including through tax incentives
 - Implementing a wheeling framework and grid capacity rules to provide certainty to private producers investing in energy projects
- Several reforms are underway to support recovery in the transport sector, arrest the decline and increase the volume of freight rail. These include:
 - The Economic Regulation of Transport Bill, which will establish the transport regulator, has been tabled in Parliament and is now with the National Council of Provinces.
 - Software upgrades to increase efficiency through better signaling.
 - Steps to prevent theft and vandalism and resolving legal challenges in relation to locomotive procurement.
 - Granting third-party access to the rail network.
 - To facilitate competition and improve pricing, the operations and infrastructure management functions of Transnet Freight Rail are due to be separated by October 2023.
- The 2023 Budget makes allocations towards infrastructure as well as crime and corruption, to ensure that public resources are used to lay the foundation for a more resilient economy.

The President of South Africa, in his State of the Nation Address (SONA), on the 9th of February 2023 spoke about how our country has, for many months, endured a debilitating electricity shortage that has caused immense damage to our economy. And for two years before that, our society was devastated by the COVID-19 pandemic that caused great loss of life and much hardship. The pandemic worsened a situation of deep unemployment, as the country lost two million jobs. The pandemic negatively affected livelihoods and increased poverty. Now, persistent load-shedding is impeding our recovery from the effects of these events.

The most immediate task on the agenda for the year ahead is to drastically reduce the severity of loadshedding in the coming months, and ultimately end loadshedding altogether.

The President spoke about the issues concerning South Africa most is:

- Loadshedding;
- Unemployment;
- Poverty and rising cost of living; and
- Crime and corruption

The following focus areas were also highlighted, amongst others, during the State Of Nation Address:

- National State of Disaster due to the electricity crises and its effects;
- Extreme weather events (drought, floods and wild fires);
- Climate change;
- Just Energy Transition Investment Plan (R1.5 trillion invested over 5-years into projects such as renewable energy, green hydrogen and electric vehicles);
- Major investments and developments in renewable energy which will create jobs and stimulate local economies;
- To conclude a social compact and work on a framework to enable joint action in key areas such as energy, transport and logistics, employment creation and skills development, investment and localization, social protection, crime and corruption;
- Covid-19 vaccinations;
- Initiatives like the Solidarity Fund being mobilized to end gender-based violence and femicide, and to respond to the effects of climate change;
- Develop master plans in sectors such as automotive, clothing and textiles, poultry, sugar, agriculture and global business services;
- Reliable water supply (Department of Water and Sanitation is in the process of investing in major infrastructure projects);
- Efficient transport and road infrastructure system;

- National Rail policy to guide the modernization and reform of the rail sector, providing for third-party access to our rail network;
- Challenges in the transportation of commuters on passenger rail;
- A comprehensive turnaround plan is being implemented to streamline the process for water use license applications;
- Building bridges;
- Roll-out of 5G mobile networks and will reduce the cost of data;
- Mobilising greater levels of investments;
- Investment conference on 13 April 2023;
- Unlocking investment in the hemp and cannabis sector;
- Bounce-back loan scheme for companies that need finance to recover from the effects of the pandemic;
- Employment Tax incentives has been expanded to address the challenge of youth unemployment;
- Finalizing amendments to the business Act, 1991 (Act 71 of 1991) to reduce regulatory impediments for small, medium and micro enterprises (SMMEs) and co-operatives
- Presidential Employment Stimulus in providing work and livelihood opportunities;
- Rising cost of living that is deepening poverty and inequality;
- Extension of the Social Relief of Distress (SRD) Grant;
- Focus on eradicating the backlog in the processing of title deeds;
- Strengthening the SAPS, improving the capacity of the NPA and courts to ensure perpetrators are brought to justice

The President stated that poor performance of many local governments remains an area of concern. There are 163 out of 257 municipalities that are dysfunctional or in distress due to poor governance, ineffective and sometimes corrupt financial and administrative management and poor service delivery.

Government is implementing a number of interventions to address failures at local government level and improve basic service delivery.

Government interventions include:

- Enhancing the capacity of public representatives and officials;
- Maintaining and upgrading local infrastructure;
- Invoking the powers of national government to intervene where municipalities fail to meet their responsibilities;
- Integrity assessments will become a mandatory requirement for recruitment to the public service and entry exams will be introduced;

- Legislation will be amended to strengthen the role of the Public Service Commission to ensure that qualified people are appointed to senior management positions.

The Western Cape Premier in his State of the Province address, on 16th February 2023, reiterated the following sentiments highlighted during the State of the Nation Address, including but not limited to, the new National State of Disaster, the president to address the energy crises, establishing an oversight committee to monitor government expenditure related to the energy crises, economic growth recovery initiatives, unemployment / job creation (especially youth interventions), sustainable infrastructure development, educational infrastructure, health infrastructure, provision of housing (dignified living), agriculture, crime and safety, as well as campaigns against gender-based violence and femicide.

The Premiers' speech focused, amongst others, on the following areas:

- The new National State of Disaster due to the energy crises;
- Ensuring the citizens basic needs are protected (Water, Wifi and health);
- Renewable energy / green economy push
 - Drive to increase energy resilience, mitigate effects of loadshedding and potential of the power generation sector to stimulate growth and create employment opportunities
- Municipal Energy Resilience plan
 - A local government-level programme that develops, supports and builds capacity at municipalities across our province to implement renewable energy projects.
 - Stellenbosch is working towards procuring energy from Independent Power Producers.
- Establishment of the Infrastructure Department
 - Aimed to further prioritise the importance of developing and maintaining critical infrastructure in the Western Cape
- Rapid School Build Programme (Education Infrastructure)
- Provision of housing opportunities
- Health infrastructure
- "Our Growth For Jobs" strategy
 - Radical drive to reduce unemployment
 - Youth interventions
 - Agriculture
- Crime & Safety
- SAPS Devolution
- Campaigns against Gender-based violence and femicide

Provincial treasury reiterated most of the challenges and focus areas highlighted in the Premier's State of the Province address, the SONA and the 2023 Budget Review.

National Treasury encourages municipalities to maintain tariff increases and adopt a tariff setting methodology at levels that reflects an appropriate balance between the affordability to poorer households and other customers, while ensuring the financial sustainability of the municipality. Municipalities must ensure that their budgets are funded from realistically anticipated revenues. This means that the municipality must refrain from assuming collection rates that are unrealistic and unattainable. The setting of cost-reflective tariffs is a requirement of Section 74(2) of the Municipal Systems Act which is meant to ensure that municipalities set tariffs that enable them to recover the full cost of rendering the service. This forms the basis of compiling a credible budget. The municipalities must therefore generate sufficient revenue to fully recover their costs, deliver services to customers sustainably and invest in the infrastructure that promises local economic development. The municipality's revenue is determined by setting a package of tariffs that is not only considered to be affordable to its ratepayers and the users of its services but deemed to be at fair and realistic levels.

Tariff increases by Eskom and Water Boards is above inflation and should be considered as such while determining cost reflective tariffs. In the instance of bulk tariff increases for electricity, municipalities are encouraged to apply for electricity tariff increases that reflect the total cost of providing the service, to ensure that they are working towards achieving fully cost-reflective tariffs that will assist them to achieve financial sustainability. Municipalities should consider the following facts during the tariff setting process, namely, the costs of bulk purchases and the fluctuation in the seasonal cost thereof; the consumption patterns to enable better demand planning and management; and in the event that municipalities have been under recovering costs, embark on a process to correct their tariff structures over a reasonable time period so that cost reflective tariffs are achieved, which in turn will result in financial sustainability.

Local government confronts tough fiscal choices in the face of financial and institutional problems that result in service-delivery breakdowns and unpaid bills. Municipalities can offset these trends by improving their own revenue collections, working more efficiently and implementing cost-containment measures. In order to maintain a funded budget, municipalities need to not only focus on tariff increases, but also focus on how to eliminate expenditure that is unnecessary. The Cost Containment Regulations were issued on 07 June 2019, as well as the municipality's Cost Containment Policy is embedded in the municipality's operations that assists in driving down costs, ensuring that value for money is achieved and resources of the municipality is used effectively, efficiently and economically.

Municipalities are required to consider the following during the compilation of the 2023/2024 MTREF budgets:

- Improving the effectiveness of revenue management processes and procedures;
- Cost containment measures to, amongst other things, control unnecessary spending on nice-to-have items and non-essential activities as highlighted in the Municipal Cost Containment Regulation read with MFMA Circular No.82;
- Ensuring value for money through the procurement process;
- The affordability of providing free basic services to all households;
- Not taking on unfunded mandates;
- Strictly control the use of costly water tankers and fix the water infrastructure to enable the sustainable provision of water;
- Prioritise the filling of critical vacant posts, especially linked to the delivery of basic services; and
- Curbing consumption of water and electricity by the indigents to ensure that they do not exceed their allocation.

The aforementioned were taken into account during the compilation of the municipality's budget.

The application of sound financial management principles for the compilation of the Stellenbosch's financial plan is essential and critical to ensure that the municipality remains financially viable and that municipal services are provided sustainably, economically and equitably to all communities. The municipality's business and service delivery priorities were reviewed as part of this year's planning, through the Integrated Development Plan (IDP), and the annual budget process.

Funds were shifted from low to high priority programmes so as to maintain sound financial stewardship. A critical review was also undertaken on non-core and 'nice to have' items with regards to expenditure. The municipality has embarked on developing a revenue enhancement strategy to optimize revenue, including the collection of debt owed by consumers. Furthermore, the municipality has undertaken various customer care initiatives to ensure the municipality truly involves all citizens in the process of ensuring a people lead government.

The main challenges experienced during the compilation of the 2023/2024 MTREF can be summarized as follows:

- The on-going difficulties in the national and local economy;
- National State of Disaster – Electricity crises / Load shedding;
- Aging infrastructure;
- The need to reprioritise projects and expenditure within the existing resource envelope;

- The increased cost of bulk electricity and procuring water inventory, which is placing upward pressure on service tariffs to residents. Continuous high tariff increases are not sustainable - as there will be point where services will no-longer be affordable;
- Attracting economic investment
- Water Conservation;
- Reductions in allocations of some of the National and Provincial grants due to a worsening fiscal outlook;
- Limited resources to deal with all key priorities;
- Decline in reserves available to fund capital programmes.

The following budget principles and guidelines directly informed the compilation of the 2023/2024 MTREF:

- Integrated Development Plan was used to inform the measurable objectives, targets and backlog eradication goals;
- Tariff and property rate increases should be as affordable as possible and should ideally not exceed inflation as measured by the CPI, except where there are price increases in the inputs of services that are beyond the control of the municipality. However, tariffs need to remain or move towards being cost reflective, and should take into account the need to address infrastructure backlogs;
- National, provincial and local priorities;
- Headline inflation forecasts; and
- Funding choices and modelling.

The Integrated Development Plan (IDP) were used as a guiding strategic document to inform the budget compilation. The challenge however is still to deliver services more efficiently and effectively with the tight financial envelope.

Stellenbosch municipality's revenue strategy was based on the following fundamentals, namely, tariff policies of the municipality, economic outlook and development for Stellenbosch and surrounding areas, National Treasury's guidelines and macroeconomic policy, National, Provincial and Regional fiscal growth rates and electricity tariffs as approved by National Electricity Regulator of South Africa (NERSA).

The financial resources to fund the Operational Budget will and must consist of realistically anticipated revenue generated from property taxes, service charges and other income. The municipality were mindful of the estimated headline inflation for 2023/2024 of between 3% to 6% forming the basis of the extensive income modelling exercise, but also taking into account the principles of economical

services that are cost reflective, trading services generating surpluses, the effect of escalating salary costs and bulk purchases. Inflation is forecast to fluctuate around 5.2% over the medium term in line with moderating inflation expectations.

The national budget focuses on fiscal consolidation. This means that we as municipalities must ensure that we do not borrow beyond our ability to repay and we do not spend money we do not have, until we ignite growth and generate revenue, we have to be tough on ourselves.

It is expected that fuel prices will increase substantially in the next financial year, and this will be provided for in the budget.

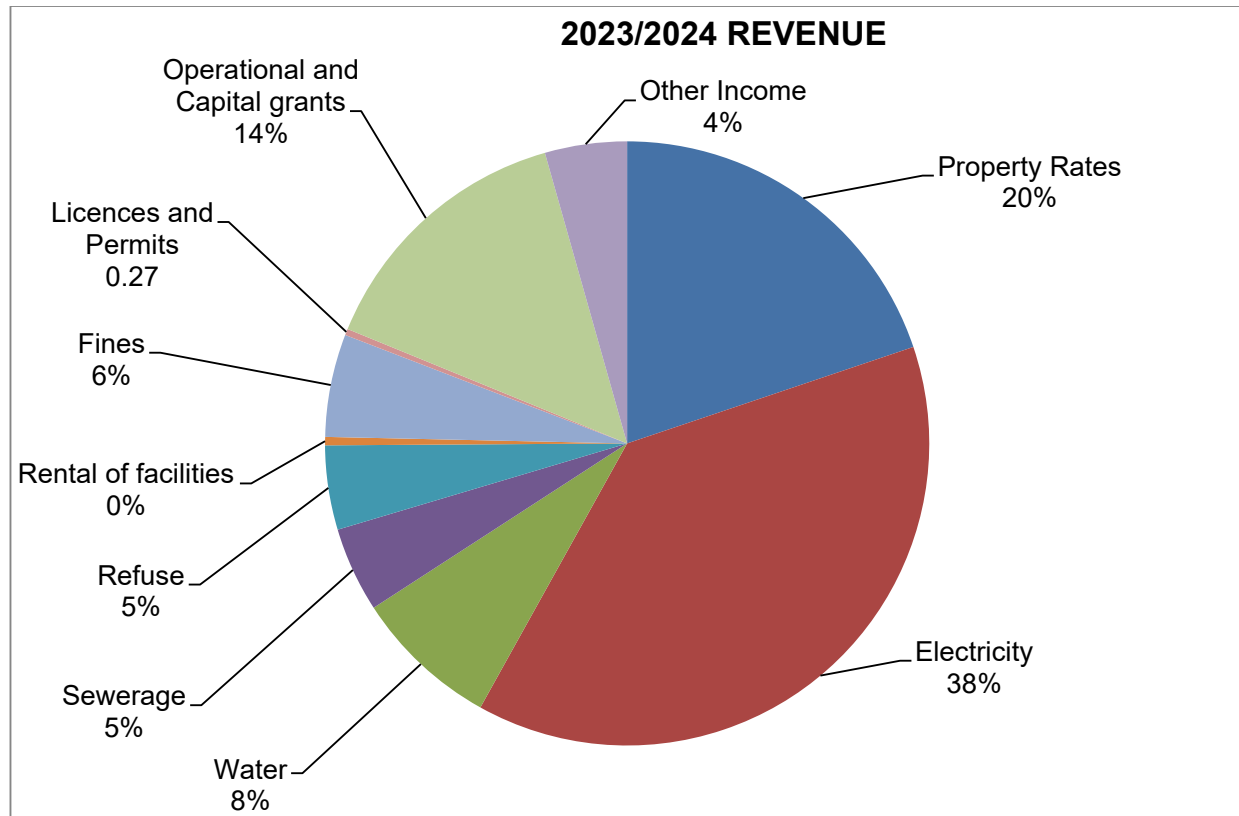
The total budget quantum for the 2023/2024 year is R2 763 148 733 of which R2 258 348 868 (82%), is allocated to the operating budget and R 504 799 865 (18%) to capital investment.

OPERATING BUDGET – REVENUE

Overall revenue budget increase was limited to 7.50% resulting in annual operating revenue increasing from R2 209 698 098 in 2022/2023 to R2 388 782 828 in 2023/2024. Taking cognisance of the economic conditions, the resultant low employment levels and levels of disposable income, it was important to keep services affordable by critically looking at the costs associated with providing the service.

Accordingly, management investigated potential pitfalls and amongst others found that spiralling expenditure on employee costs did not keep trend with realistically anticipated revenue streams, compounded by the decline in electricity surpluses as a result of higher input costs to provide the service.

REVENUE CATEGORIES	2022/2023	2023/2024	% INCR
Property Rates	438 941 447	473 588 918	7.89%
Electricity	812 307 977	913 669 187	12.48%
Water	176 782 708	185 621 843	5.00%
Sewerage	109 133 951	108 646 667	-0.45%
Refuse	94 971 363	107 653 574	13.35%
Rental of facilities	10 098 683	10 603 901	5.00%
Fines	124 955 174	131 570 078	5.29%
Licences and Permits	7 482 512	7 871 599	5.20%
Operational + Capital grants	344 598 437	344 766 000	0.05%
Other Income	90 425 846	104 791 061	15.89%
Operating Revenue	2 209 698 098	2 388 782 828	7.50%



- Average tariff increases:

Property Rates	6.50%
Electricity	15.10%
Water	6.00%
Sanitation	6.50%
Refuse removal	9.00%
- The proposed electricity tariffs are subject to change based on the final findings and recommendation of the cost of supply study. The proposed electricity charges and tariff structure is subject to National Electricity Regulator of South Africa (NERSA) approval.
- The Municipality succeeded in accessing the EPWP Incentive Grant for Municipalities in a bid to give some relief to the poorest of the poor by means of contract employment opportunities over the short term. The allocation for the 2023/24 financial year is R 4 786 000.

Rates

In the 2023/2024 financial year, the Property Rates Tariff paid by owners will increase with 6.50%, whilst total rates also increased with 7.89%. The increase in total rates is due to interim valuations that were performed. Rates rebates to senior citizens and disabled persons are also available as per the requirements of the amended Rates Policy to qualifying ratepayers with a monthly income of R15 000 or less.

Electricity

According to NERSA, the inclining block rate tariff structure is commonly used to charge for water usage. The feature of this tariff structure is that the more you use, the higher the average price. The objective of the inclining block tariff is to provide protection for lower usage customers against high price increases resulting in a reduction in tariffs to these customers. This means that higher consumption customers will see increasingly punitive charges based on their electricity usage. The municipality is implementing the directive from NERSA as part of the Municipality's Licensing Agreement and as a result had to deal with the negative impact of a declining Electricity surplus, year-on-year, putting more pressure on the level and quality of services provided.

Council's attention is further drawn to the fact that the proposed electricity tariff is at 15.10% whereas the increase in electricity bulk purchases for the 2023/2024 financial year is 18.63% as approved by NERSA (National Electricity Regulator of South Africa) for implementation by all municipalities. Although the proposed tariffs increase with 15.10%, the municipality is experiencing a decrease in electricity demand as consumers are utilising alternative energy sources.

Municipalities are urged to examine the cost structure of providing electricity services and to apply to NERSA for electricity tariff increases that reflect the total cost of providing the service, so that they work towards achieving fully cost-reflective tariffs that will help them achieve financial sustainability.

Water

Taking cognizance of the challenges that the country is currently experiencing due to the severe drought, the plight of the poor and the affordability of basic services, the average tariff increase for the rest of the consumptive water scales is 6.00%. The tariff is designed to cater for current and future capital investment in basic water infrastructure and the need to generate surpluses. **It is however important to note that the proposed revenue as per table A4 (Appendix 1 – Part 1 – Section D) is based on the anticipated actual performance of the income to be derived in 2023/2024 and not based on the approved budget for the same year.**

Sewerage (Sanitation)

The proposed increase in this tariff is 6.50%. Sanitation services is classified as an economical service. This means that the service charges for sanitation must cover the cost of providing the service, i.e. it must at least break even. This tariff increase is necessitated by operational requirements, maintenance of existing aging infrastructure, new infrastructure financing/provision and to ensure that the service is delivered in a sustainable manner. **It is however important to note that the proposed revenue as per table A4 (Appendix 1 – Part 1 – Section D) is based on the anticipated actual performance of the income to be derived in 2023/2024 and not based on the approved budget for the same year.**

Refuse (Solid Waste)

Refuse removal services, like sanitation are also classified as an economical service. This means that the service charges for refuse must cover the cost of providing the service, i.e. it must at least break even. The municipality will implement an above inflation tariff increase as this service does not break even and to provide for the additional expenditure for the transport of the waste from the Stellenbosch Landfill Site. The solid waste tariffs were modelled to give effect to the principle of the service charge being cost reflective as the service cannot be cross-subsidized. It is proposed that the tariff increases by 9.00% as a result of the before mentioned. The very nature of this tariff does not lend it to financing the expansion of the landfill site and therefore the proposed extension by way of constructing the new cell, was funded from council's own reserves.

It is however important to note that the proposed revenue as per table A4 (Appendix 1 – Part 1 – Section D) is based on the anticipated actual performance of the income to be derived in 2023/2024 and not based on the approved budget for the same year.

Debt Management

The municipality is currently executing all credit control and debt collection procedures as required in the approved Credit Control and Debt Collection policy. These internal procedures followed include the disconnection of services, where there are services that can be disconnected, the issuing of final notices, the conclusion of reasonable agreements where the settlement of the accounts is not possible and also the follow up on defaulting debtors not honoring arrangements. The municipality continuously enforces the above procedures to ensure that debt which is collectable is collected and all debt that is regarded as not recoverable, be written off.

The municipality developed a revenue enhancement strategy. The document focuses on the formulation and implementation of strategies to improve financial management and controls within the municipality. The objective of any successful revenue enhancement strategy is to build and improve on current payment levels and then to recover arrear debt.

The municipality has also promulgated the Credit Control and Debt Collection By-Law on the 4th of March 2011 to strengthen the internal credit control and debt collection procedures through handing over of all debt over 90 days to the appointed attorneys.

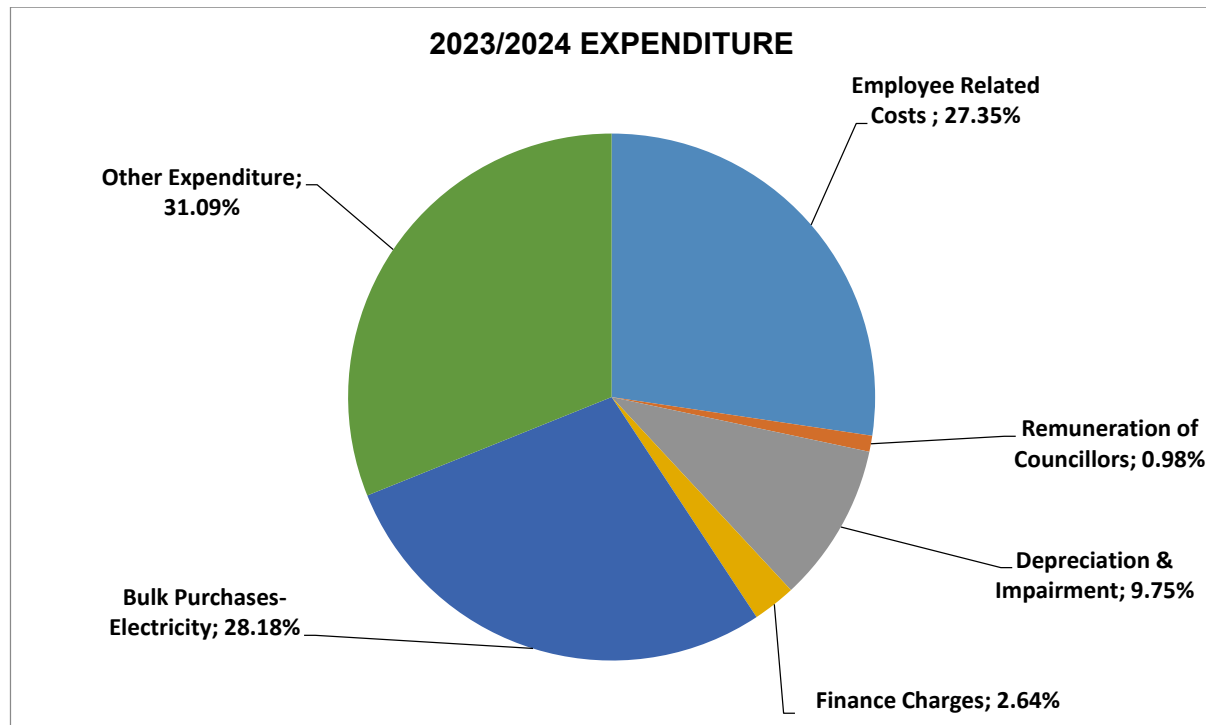
A zero-tolerance approach will be followed where consumers are able to pay for services, as this indirectly denies paying consumers the level and standard of service that they are entitled to.

OPERATING BUDGET - EXPENDITURE

The budget sees an increase in annual operating expenditure from R 2 119 664 507 in 2022/2023 to R 2 258 348 868 in 2023/2024. This 6.54% increase is primarily due to increases in several expenditure categories, examples which are included in the table below:

EXPENDITURE CATEGORIES	2022/2023	2023/2024	% INCR.
Employee Related Costs	590 885 967	617 693 549	4.54%
Remuneration of Councillors	20 845 768	22 096 514	6.00%
Depreciation & Impairment	214 992 797	220 283 469	2.46%
Finance Charges	68 069 222	59 688 487	-12.31%
Bulk Purchases Electricity	543 925 482	636 392 814	17.00%
Other Expenditure	680 945 271	702 194 035	3.12%
Total Expenditure	2 119 664 507	2 258 348 868	6.54%

Council to note the upward pressure of external borrowing interest (Finance Charges) on future tariffs. In this regard, strong political will and strategic leadership is required to ensure that the municipality maintains the position of being responsive to its communities by ensuring that service charges are kept affordable and realistic by amongst other, critically investigating funding choices and expenditure decisions.



Explanation of significant expenditure variances:

Finance Charges

The interest payable for the 2023/2024 financial year has been calculated on the maximum amount of possible borrowings drawn down up to the end of the 2023/2024 financial year.

Bulk Purchases

The municipal tariff guideline increase issued by NERSA setting the bulk purchase increase at 18.63%.

Other expenditure

Budgetary constraints and economic challenges meant that the municipality had to apply a combination of cost-saving interventions. These interventions include amongst other, measures to limited telephone usage and filling of critical vacancies that will result in a decrease in consulting fees.

CAPITAL BUDGET

The capital budget increased from R 378 709 141 in 2022/2023 to R 504 799 865 in 2023/2024.

DIRECTORATE	2022/2023	2023/2024	% INCR.
Municipal Manager	40 000	40 000	0.00%
Planning and Economic Development	12 665 281	9 043 500	-28.60%
Community and Protection Services	29 774 773	24 642 002	-17.24%
Infrastructure Services	296 643 879	436 423 363	47.12%
Corporate Services	37 708 208	33 901 000	-10.10%
Financial Services	1 877 000	750 000	-60.04%
Total Expenditure	378 709 141	504 799 865	33.29%

FUNDING SOURCE	2022/2023	2023/2024	% INCR
Capital Replacement Reserve	151 326 558	176 826 279	16.85%
Development Contribution	13 269 883	24 118 086	81.75%
External Loan	94 368 337	200 000 000	111.94%
National Government	99 191 820	79 189 500	-20.17%
Provincial Government	20 552 543	24 666 000	20.01%
	378 709 141	504 799 865	33.29%

CAPITAL PROJECTS ABOVE R50 MILLION INCLUDED IN THE THREE YEAR MTREF

The following projects included in the three-year MTREF budget are above R50 million:

Project Description	2023/2024	2024/2025	2025/2026	MTREF Total
Expansion of the landfill site (New cells)	46 000 000	55 600 000	1 000 000	102 600 000
Bien don 66/11kV substation new	25 000 000	25 000 000	25 000 000	75 000 000
Bulk Water Supply Pipe and Reservoir: Stellenbosch	1 500 000	40 000 000	75 000 000	116 500 000
New Reservoir & Pipeline: Vloottenburg	46 000 000	34 000 000	-	80 000 000
Upgrade of WWTW Wemmershoek	19 500 000	45 000 000	5 000 000	69 500 000
Upgrade of WWTW: Klapmuts	15 040 350	35 000 000	10 500 000	60 540 350

153 040 350	234 600 000	116 500 000	504 140 350
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Major capital expenditure is planned in the following areas during the 2023/2024 financial year:

- Expansion of the landfill site (New cells)
- Landfill Gas To Energy
- Alternative Energy
- Bien don 66/11kV substation new
- Electricity Network: Pniel
- Electrification INEP
- General Systems Improvements - Stellenbosch
- Kayamandi(Costa grounds)new substation 11 kV switching station
- Laterra Substation
- Bulk Water Supply Pipe and Reservoir: Stellenbosch
- Bulk Water Supply Pipeline & Reservoir – Jamestown
- New Reservoir & Pipeline: Vlottenburg
- Upgrade of WWTW Wemmershoek
- Upgrade of WWTW: Klapmuts
- Lanquedoc Access road and Bridge
- Khayamandi Pedestrian Bridge (R304, River and Railway Line)
- Bird Street Dualling - Adam Tas to Kayamandi
- Main Road Intersection Improvements: Franschhoek
- Adam Tas - Technopark Link Road

C: HIGH LEVEL BUDGET SUMMARY

	Operating Income R	Operating Expenditure R	Capital Expenditure R	Total Budget R
Municipal Manager	-	17 841 031	40 000	17 881 031
Planning & Economic Development	26 357 080	93 402 566	9 043 500	102 446 066
Infrastructure Services	1 589 956 393	1 366 656 493	436 423 363	1 803 079 856
Community and Protection Services	164 776 725	422 902 773	24 642 002	447 544 775
Corporate Services	10 178 570	234 756 698	33 901 000	268 657 698
Financial Services	597 514 060	122 789 307	750 000	123 539 307
Total	2 388 782 828	2 258 348 868	504 799 865	2 763 148 733

D: ANNUAL BUDGET TABLES

In accordance with the Budget and Reporting Regulations the following compulsory schedules are attached reflecting the composition and detail of the above mentioned amounts.

Budget Summary	Table A1
Budgeted Financial Performance	Table A2
(Revenue and Expenditure by functional classification)	
Budgeted Financial Performance	Table A3
(Revenue and Expenditure by municipal vote)	
Budgeted Financial Performance	Table A4
(Revenue and Expenditure)	
Budgeted Capital Expenditure by vote, functional classification and funding	Table A5
Budgeted Financial Position	Table A6
Budgeted Cash flows	Table A7
Cash backed reserves/accumulated surplus reconciliation	Table A8
Asset Management	Table A9
Basic Service Delivery Measurement	Table A10

The information displayed in the “Adjusted Budget” column for the 2022/2023 financial year includes all changes approved by Council in the Adjustments Budgets during the current financial year.

WC024 Stellenbosch - Table A1 Budget Summary

Description	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousands									
Financial Performance									
Property rates	365 675	394 484	421 969	438 941	438 941	438 941	473 589	504 285	534 542
Service charges	880 126	932 616	1 090 198	1 227 651	1 193 196	1 193 196	1 315 591	1 473 562	1 614 808
Investment revenue	40 472	19 515	18 770	20 397	35 417	35 417	41 193	41 484	41 778
Transfer and subsidies - Operational	176 245	208 448	226 597	213 380	224 854	224 854	240 911	249 008	311 436
Other own revenue	154 994	180 479	192 277	203 412	197 545	197 545	213 644	235 823	255 434
Total Revenue (excluding capital transfers and contributions)	1 617 512	1 735 542	1 949 813	2 103 783	2 089 954	2 089 954	2 284 927	2 504 162	2 757 998
Employee costs	495 905	558 472	549 798	624 464	590 886	590 886	617 694	631 367	674 743
Remuneration of councillors	19 121	18 657	19 815	21 062	20 846	20 846	22 097	23 422	24 828
Depreciation and amortisation	190 440	212 325	213 746	213 118	214 993	214 993	220 283	225 791	230 391
Interest	39 542	38 557	44 332	67 799	68 069	68 069	59 688	72 517	91 615
Inventory consumed and bulk purchases	476 258	488 387	604 031	634 794	640 298	640 298	736 842	879 403	1 052 516
Transfers and subsidies	10 855	11 010	13 364	14 355	19 180	19 180	20 636	21 048	21 469
Other expenditure	421 702	506 123	480 657	526 472	565 393	565 393	581 109	585 967	594 808
Total Expenditure	1 653 824	1 833 530	1 925 744	2 102 065	2 119 665	2 119 665	2 258 349	2 439 514	2 690 369
Surplus/(Deficit)	(36 311)	(97 987)	24 068	1 718	(29 711)	(29 711)	26 578	64 648	67 629
Transfers and subsidies - capital (monetary allocations)	124 374	69 847	92 802	153 030	119 744	119 744	103 856	91 949	89 259
Transfers and subsidies - capital (in-kind)	—	141	50	—	—	—	—	—	—
Surplus/(Deficit) after capital transfers & contributions	88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888
Intercompany/Parent subsidiary transactions	—	—	—	—	—	—	—	—	—
Surplus/(Deficit) for the year	88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888
Capital expenditure & funds sources									
Capital expenditure	408 562	392 941	340 170	409 273	378 709	378 709	504 800	589 095	503 056
Transfers recognised - capital	127 877	11 786	94 873	132 483	140 627	140 627	127 974	114 149	109 259
Borrowing	13 471	141 384	128 766	140 000	94 368	94 368	200 000	200 000	175 000
Internally generated funds	248 240	237 579	116 481	136 790	143 714	143 714	176 826	274 946	218 797
Total sources of capital funds	389 588	390 748	340 120	409 273	378 709	378 709	504 800	589 095	503 056
Financial position									
Total current assets	1 159 645	1 261 011	1 522 413	644 346	786 032	786 032	812 698	786 332	824 969
Total non current assets	5 673 520	5 861 066	6 021 122	6 274 346	6 158 816	6 158 816	6 443 332	6 806 637	7 079 303
Total current liabilities	837 333	1 038 502	1 220 174	339 918	461 085	461 085	448 318	460 638	476 671
Total non current liabilities	569 526	676 674	790 708	877 341	889 359	889 359	1 059 662	1 227 683	1 366 065
Community wealth/Equity	5 335 390	5 409 876	5 531 732	5 701 434	5 594 405	5 594 405	5 748 050	5 904 648	6 061 536
Cash flows									
Net cash from (used) operating	(104 475)	2 362 281	1 271 617	315 204	339 668	339 668	428 518	461 490	446 497
Net cash from (used) investing	(15 792)	(152 386)	(37 466)	33 000	—	—	(576 970)	(672 434)	(574 014)
Net cash from (used) financing	899	1 251	(142 853)	140 000	140 000	140 000	144 368	136 957	106 619
Cash/cash equivalents at the year end	535 125	2 626 464	1 425 381	705 898	923 068	923 068	428 557	354 570	333 672
Cash backing/surplus reconciliation									
Cash and investments available	415 242	334 083	443 397	249 508	435 451	435 451	428 557	354 570	333 672
Application of cash and investments	169 957	137 212	179 966	(98 627)	82 313	82 313	169 617	223 072	116 237
Balance - surplus (shortfall)	245 286	196 871	263 431	348 135	353 138	353 138	258 940	131 498	217 435
Asset management									
Asset register summary (WDV)	5 667 203	5 853 186	6 014 401	6 274 346	6 152 095	6 152 095	6 436 612	6 799 916	7 072 582
Depreciation	190 440	212 325	213 746	213 118	214 993	214 993	220 283	225 791	230 391
Renewal and Upgrading of Existing Assets	138 950	102 737	179 364	174 705	137 966	137 966	195 977	262 044	258 681
Repairs and Maintenance	49 608	66 302	63 905	107 541	103 955	103 955	113 859	118 156	122 068
Free services									
Cost of Free Basic Services provided	44 034	50 843	53 389	57 014	54 808	54 808	111 495	124 833	136 955
Revenue cost of free services provided	49 938	53 282	51 233	57 671	47 326	47 326	56 811	60 530	64 162
Households below minimum service level									
Water:	1	1	1	1	1	1	1	1	1
Sanitation/sewerage:	1	1	1	1	1	1	1	1	1
Energy:	2	2	2	2	2	2	1	1	1
Refuse:	4	4	4	4	4	4	4	3	3

WC024 Stellenbosch - Table A2 Budgeted Financial Performance (revenue and expenditure by functional classification)

Functional Classification Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Revenue - Functional										
<i>Governance and administration</i>		477 784	508 136	517 935	546 657	560 987	560 987	607 693	645 974	683 061
Executive and council		(2 027)	567	306	771	841	841	1 205	926	970
Finance and administration		479 810	507 569	517 629	545 886	559 597	559 597	606 488	645 048	682 092
Internal audit		—	—	—	—	550	550	—	—	—
<i>Community and public safety</i>		160 982	158 729	186 577	180 572	171 810	171 810	179 869	202 595	218 428
Community and social services		18 591	14 163	16 503	18 285	20 731	20 731	14 918	15 998	17 599
Sport and recreation		2 700	3 198	3 923	1 564	1 293	1 293	1 242	675	707
Public safety		125 347	127 462	142 966	148 586	139 226	139 226	147 892	154 284	161 536
Housing		14 344	13 906	23 185	12 136	10 561	10 561	15 817	31 637	38 587
Health		—	—	—	—	—	—	—	—	—
<i>Economic and environmental services</i>		71 009	51 223	106 498	145 034	107 854	107 854	113 925	93 394	129 129
Planning and development		64 468	25 149	45 354	142 206	100 578	100 578	106 375	74 245	103 139
Road transport		2 942	28 464	60 826	1 503	5 931	5 931	6 826	18 391	25 196
Environmental protection		3 598	(2 390)	318	1 325	1 345	1 345	725	759	794
<i>Trading services</i>		1 032 011	1 086 680	1 231 552	1 384 432	1 369 047	1 369 047	1 487 296	1 654 148	1 816 638
Energy sources		593 253	673 988	808 428	920 200	896 524	896 524	979 174	1 108 779	1 228 199
Water management		196 651	155 977	159 914	181 107	186 866	186 866	196 564	207 262	218 330
Waste water management		152 991	150 252	143 732	149 836	151 401	151 401	160 222	173 642	188 420
Waste management		89 117	106 463	119 478	133 289	134 256	134 256	151 336	164 465	181 689
<i>Other</i>	4	100	762	103	118	—	—	—	—	—
Total Revenue - Functional	2	1 741 887	1 805 530	2 042 665	2 256 812	2 209 698	2 209 698	2 388 783	2 596 111	2 847 258
Expenditure - Functional										
<i>Governance and administration</i>		243 804	316 006	295 765	332 785	333 619	333 619	362 614	378 705	393 830
Executive and council		57 651	50 070	48 869	33 555	42 150	42 150	42 363	43 900	45 808
Finance and administration		174 683	254 311	237 458	285 492	277 447	277 447	314 447	328 697	341 592
Internal audit		11 470	11 624	9 439	13 738	14 022	14 022	5 804	6 107	6 430
<i>Community and public safety</i>		336 229	396 570	384 614	415 276	440 169	440 169	433 048	443 662	464 832
Community and social services		33 383	37 197	37 897	52 304	51 673	51 673	52 702	54 514	56 928
Sport and recreation		43 799	48 903	62 088	65 531	73 826	73 826	81 085	84 454	88 370
Public safety		226 844	276 339	261 566	264 286	278 394	278 394	268 165	273 631	282 951
Housing		32 203	34 132	23 063	33 155	36 277	36 277	31 096	31 064	36 583
Health		—	—	—	—	—	—	—	—	—
<i>Economic and environmental services</i>		173 016	186 419	187 772	212 066	212 870	212 870	220 371	214 401	261 159
Planning and development		61 365	73 782	75 647	80 010	83 655	83 655	98 596	92 019	133 471
Road transport		94 958	95 539	96 266	107 911	107 853	107 853	103 690	104 394	108 802
Environmental protection		16 693	17 098	15 859	24 146	21 363	21 363	18 085	17 988	18 886
<i>Trading services</i>		900 626	934 435	1 057 594	1 141 937	1 133 006	1 133 006	1 242 315	1 402 746	1 570 549
Energy sources		506 120	524 649	636 422	678 534	668 896	668 896	768 674	914 491	1 102 796
Water management		131 609	132 191	135 897	132 424	144 541	144 541	146 032	152 518	162 089
Waste water management		144 068	161 320	154 682	199 471	180 150	180 150	176 993	185 461	188 943
Waste management		118 829	116 276	130 593	131 508	139 418	139 418	150 616	150 276	116 721
<i>Other</i>	4	148	100	—	—	—	—	—	—	—
Total Expenditure - Functional	3	1 653 824	1 833 530	1 925 744	2 102 065	2 119 665	2 119 665	2 258 349	2 439 514	2 690 369
Surplus/(Deficit) for the year		88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888

WC024 Stellenbosch - Table A2 Budgeted Financial Performance (revenue and expenditure by functional classification)

Functional Classification Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Revenue - Functional										
Municipal governance and administration		477 784	508 136	517 935	546 657	560 987	560 987	607 693	645 974	683 061
Executive and council		(2 027)	567	306	771	841	841	1 205	926	970
Mayor and Council		868	560	306	771	841	841	1 205	926	970
Municipal Manager, Town Secretary and Chief Executive		(2 894)	7	-	-	-	-	-	-	-
Finance and administration		479 810	507 569	517 629	545 886	559 597	559 597	606 488	645 048	682 092
Administrative and Corporate Support		-	-	-	26	26	26	27	29	30
Asset Management		-	-	-	-	-	-	-	-	-
Finance		475 173	502 374	508 002	534 452	550 455	550 455	597 037	635 331	671 919
Fleet Management		90	47	137	138	138	138	145	152	159
Human Resources		1 324	1 286	1 202	608	914	914	625	654	685
Information Technology		-	-	-	-	-	-	-	-	-
Legal Services		1	2	150	1	1	1	1	2	2
Marketing, Customer Relations, Publicity and Media Co-		-	-	-	-	-	-	-	-	-
Property Services		3 082	3 765	7 970	10 250	7 909	7 909	8 320	8 711	9 121
Risk Management		-	-	-	-	-	-	-	-	-
Security Services		-	-	-	-	-	-	-	-	-
Supply Chain Management		140	94	168	410	153	153	332	168	176
Valuation Service		-	-	-	-	-	-	-	-	-
Internal audit		-	-	-	-	550	550	-	-	-
Governance Function		-	-	-	-	550	550	-	-	-
Community and public safety		160 982	158 729	186 577	180 572	171 810	171 810	179 869	202 595	218 428
Community and social services		18 591	14 163	16 503	18 285	20 731	20 731	14 918	15 998	17 599
Aged Care		-	-	-	-	-	-	-	-	-
Agricultural		-	-	-	-	-	-	-	-	-
Animal Care and Diseases		-	-	-	-	-	-	-	-	-
Cemeteries, Funeral Parlours and Crematoriums		1 188	1 016	1 205	3 597	1 340	1 340	1 140	1 194	1 250
Child Care Facilities		-	-	-	-	-	-	-	-	-
Community Halls and Facilities		778	1 967	4 991	99	843	843	1 972	2 948	3 962
Consumer Protection		-	-	-	-	-	-	-	-	-
Cultural Matters		-	-	-	-	-	-	-	-	-
Disaster Management		-	177	263	256	256	256	320	-	-
Education		-	-	-	-	-	-	-	-	-
Indigenous and Customary Law		-	-	-	-	-	-	-	-	-
Industrial Promotion		-	-	-	-	-	-	-	-	-
Language Policy		-	-	-	-	-	-	-	-	-
Libraries and Archives		15 469	10 816	9 969	14 252	18 096	18 096	11 405	11 818	12 349
Literacy Programmes		-	-	-	-	-	-	-	-	-
Media Services		-	-	-	-	-	-	-	-	-
Museums and Art Galleries		-	-	-	-	-	-	-	-	-

Functional Classification Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Population Development		1 157	188	74	81	196	196	81	38	38
Provincial Cultural Matters		-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-
Zoo's		-	-	-	-	-	-	-	-	-
Sport and recreation		2 700	3 198	3 923	1 564	1 293	1 293	1 242	675	707
Beaches and Jetties		-	-	-	-	-	-	-	-	-
Casinos, Racing, Gambling, Wagering		-	-	-	-	-	-	-	-	-
Community Parks (including Nurseries)		2 582	2 236	568	1 232	961	961	1 041	565	592
Recreational Facilities		(33)	-	73	-	-	-	105	110	115
Sports Grounds and Stadiums		151	963	3 281	332	332	332	96	-	-
Public safety		125 347	127 462	142 966	148 586	139 226	139 226	147 892	154 284	161 536
Civil Defence		1 553	2 369	4 976	20	335	335	139	145	152
Cleansing		-	-	-	-	-	-	-	-	-
Control of Public Nuisances		-	-	-	-	-	-	-	-	-
Fencing and Fences		-	-	-	-	-	-	-	-	-
Fire Fighting and Protection		3 543	585	497	860	657	657	663	136	143
Licensing and Control of Animals		-	-	-	-	-	-	-	-	-
Police Forces, Traffic and Street Parking Control		120 251	124 507	137 493	147 706	138 233	138 233	147 090	154 003	161 241
Pounds		-	-	-	-	-	-	-	-	-
Housing		14 344	13 906	23 185	12 136	10 561	10 561	15 817	31 637	38 587
Housing		14 207	13 906	23 185	12 136	10 561	10 561	15 817	31 637	38 587
Informal Settlements		137	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-
Ambulance		-	-	-	-	-	-	-	-	-
Health Services		-	-	-	-	-	-	-	-	-
Laboratory Services		-	-	-	-	-	-	-	-	-
Food Control		-	-	-	-	-	-	-	-	-
Health Surveillance and Prevention of Communicable		-	-	-	-	-	-	-	-	-
Vector Control		-	-	-	-	-	-	-	-	-
Chemical Safety		-	-	-	-	-	-	-	-	-
Economic and environmental services		71 009	51 223	106 498	145 034	107 854	107 854	113 925	93 394	129 129
Planning and development		64 468	25 149	45 354	142 206	100 578	100 578	106 375	74 245	103 139
Billboards		-	-	-	-	-	-	-	-	-
Corporate Wide Strategic Planning (IDPs, LEDs)		1 450	3 295	5 138	966	1 966	1 966	2 069	-	-
Central City Improvement District		-	-	-	-	-	-	-	-	-
Development Facilitation		-	-	-	-	-	-	-	-	-
Economic Development/Planning		945	-	-	-	-	-	-	-	-
Regional Planning and Development		-	-	-	-	-	-	-	-	-
Town Planning, Building Regulations and Enforcement,		5 374	5 371	9 659	9 179	8 085	8 085	8 472	8 870	9 296
Project Management Unit		56 700	16 483	30 557	132 061	90 527	90 527	95 834	65 375	93 843
Provincial Planning		-	-	-	-	-	-	-	-	-

Functional Classification Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
<i>Support to Local Municipalities</i>		-	-	-	-	-	-	-	-	-
Road transport		2 942	28 464	60 826	1 503	5 931	5 931	6 826	18 391	25 196
<i>Public Transport</i>		-	-	-	-	-	-	-	-	-
<i>Road and Traffic Regulation</i>		1 615	1 880	2 017	959	1 887	1 887	-	-	-
<i>Roads</i>		1 328	38 741	58 809	545	4 045	4 045	6 826	18 391	25 196
<i>Taxi Ranks</i>		-	(12 156)	-	-	-	-	-	-	-
Environmental protection		3 598	(2 390)	318	1 325	1 345	1 345	725	759	794
<i>Biodiversity and Landscape</i>		811	(2 397)	145	1 024	1 044	1 044	678	709	743
<i>Coastal Protection</i>		-	-	-	-	-	-	-	-	-
<i>Indigenous Forests</i>		-	-	-	-	-	-	-	-	-
<i>Nature Conservation</i>		29	7	173	301	301	301	47	49	52
<i>Pollution Control</i>		-	-	-	-	-	-	-	-	-
<i>Soil Conservation</i>		2 758	-	-	-	-	-	-	-	-
Trading services		1 032 011	1 086 680	1 231 552	1 384 432	1 369 047	1 369 047	1 487 296	1 654 148	1 816 638
Energy sources		593 253	673 988	808 428	920 200	896 524	896 524	979 174	1 108 779	1 228 199
<i>Electricity</i>		593 253	673 988	808 428	920 200	896 524	896 524	979 174	1 108 779	1 228 199
<i>Street Lighting and Signal Systems</i>		-	-	-	-	-	-	-	-	-
<i>Nonelectric Energy</i>		-	-	-	-	-	-	-	-	-
Water management		196 651	155 977	159 914	181 107	186 866	186 866	196 564	207 262	218 330
<i>Water Treatment</i>		-	-	-	-	-	-	-	-	-
<i>Water Distribution</i>		196 651	155 977	159 914	181 107	186 866	186 866	196 564	207 262	218 330
<i>Water Storage</i>		-	-	-	-	-	-	-	-	-
Waste water management		152 991	150 252	143 732	149 836	151 401	151 401	160 222	173 642	188 420
<i>Public Toilets</i>		5 427	6 934	7 015	8 020	8 020	8 020	8 782	9 623	15 954
<i>Sewerage</i>		67 845	67 693	52 665	52 538	54 063	54 063	53 753	57 487	61 523
<i>Storm Water Management</i>		68	121	829	-	250	250	1 140	601	835
<i>Waste Water Treatment</i>		79 651	75 504	83 224	89 279	89 068	89 068	96 547	105 931	110 108
Waste management		89 117	106 463	119 478	133 289	134 256	134 256	151 336	164 465	181 689
<i>Recycling</i>		313	-	-	-	-	-	-	-	-
<i>Solid Waste Disposal (Landfill Sites)</i>		2 757	2 648	3 157	4 640	4 640	4 640	3 180	3 467	3 779
<i>Solid Waste Removal</i>		86 047	103 815	116 321	128 649	129 616	129 616	148 155	160 998	177 910
<i>Street Cleaning</i>		-	-	-	-	-	-	-	-	-
Other		100	762	103	118	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Air Transport		-	-	-	-	-	-	-	-	-
Forestry		-	-	-	-	-	-	-	-	-
Licensing and Regulation		-	-	-	-	-	-	-	-	-
Markets		100	662	103	118	-	-	-	-	-
Tourism		-	100	-	-	-	-	-	-	-
Total Revenue - Functional	2	1 741 887	1 805 530	2 042 665	2 256 812	2 209 698	2 209 698	2 388 783	2 596 111	2 847 258

Functional Classification Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Expenditure - Functional										
Municipal governance and administration		243 804	316 006	295 765	332 785	333 619	333 619	362 614	378 705	393 830
Executive and council		57 651	50 070	48 869	33 555	42 150	42 150	42 363	43 900	45 808
Mayor and Council		35 117	33 807	42 505	27 298	36 113	36 113	38 027	39 356	41 044
Municipal Manager, Town Secretary and Chief Executive		22 534	16 263	6 364	6 257	6 037	6 037	4 336	4 544	4 764
Finance and administration		174 683	254 311	237 458	285 492	277 447	277 447	314 447	328 697	341 592
Administrative and Corporate Support		10 935	10 827	15 821	16 815	16 516	16 516	17 329	18 404	19 546
Asset Management		-	-	1 959	-	-	-	-	-	-
Finance		45 650	124 149	76 437	84 076	80 036	80 036	107 384	112 240	115 083
Fleet Management		2 133	1 081	2 170	2 298	2 295	2 295	2 384	2 474	2 566
Human Resources		33 736	18 595	49 013	61 416	66 120	66 120	70 652	74 919	79 490
Information Technology		39 470	41 341	45 679	53 855	51 736	51 736	52 531	54 114	55 725
Legal Services		10 816	13 210	6 735	8 835	7 803	7 803	8 048	8 295	8 553
Marketing, Customer Relations, Publicity and Media Co-		2 366	3 069	2 494	3 572	3 557	3 557	3 748	3 932	4 127
Property Services		24 851	36 724	29 755	42 786	38 281	38 281	39 351	40 645	41 953
Risk Management		34	-	1 117	-	-	-	-	-	-
Security Services		-	-	-	-	-	-	-	-	-
Supply Chain Management		4 691	5 314	6 279	11 839	11 102	11 102	13 021	13 675	14 550
Valuation Service		-	-	-	-	-	-	-	-	-
Internal audit		11 470	11 624	9 439	13 738	14 022	14 022	5 804	6 107	6 430
Governance Function		11 470	11 624	9 439	13 738	14 022	14 022	5 804	6 107	6 430
Community and public safety		336 229	396 570	384 614	415 276	440 169	440 169	433 048	443 662	464 832
Community and social services		33 383	37 197	37 897	52 304	51 673	51 673	52 702	54 514	56 928
Aged Care		-	-	-	-	-	-	-	-	-
Agricultural		-	-	-	-	-	-	-	-	-
Animal Care and Diseases		-	-	-	-	-	-	-	-	-
Cemeteries, Funeral Parlours and Crematoriums		5 346	6 254	4 779	6 047	6 552	6 552	7 690	8 101	8 525
Child Care Facilities		-	-	-	-	-	-	-	-	-
Community Halls and Facilities		4 524	4 749	4 904	6 402	6 390	6 390	6 659	7 053	7 464
Consumer Protection		-	-	-	-	-	-	-	-	-
Cultural Matters		-	-	-	-	-	-	-	-	-
Disaster Management		3 271	4 375	5 311	5 234	7 055	7 055	7 056	6 986	7 238
Education		-	-	-	-	-	-	-	-	-
Indigenous and Customary Law		-	-	-	-	-	-	-	-	-
Industrial Promotion		-	-	-	-	-	-	-	-	-
Language Policy		-	-	-	-	-	-	-	-	-
Libraries and Archives		15 049	13 118	9 832	19 492	16 867	16 867	14 026	14 533	15 223
Literacy Programmes		-	-	-	-	-	-	-	-	-
Media Services		-	-	-	-	-	-	-	-	-
Museums and Art Galleries		-	-	-	-	-	-	-	-	-
Population Development		5 193	8 702	13 071	15 130	14 809	14 809	17 271	17 841	18 478

Functional Classification Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Provincial Cultural Matters		-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-
Zoo's		-	-	-	-	-	-	-	-	-
Sport and recreation		43 799	48 903	62 088	65 531	73 826	73 826	81 085	84 454	88 370
Beaches and Jetties		-	-	-	-	-	-	-	-	-
Casinos, Racing, Gambling, Wagering		-	-	-	-	-	-	-	-	-
Community Parks (including Nurseries)		24 051	34 665	40 663	47 188	49 430	49 430	53 117	55 313	57 885
Recreational Facilities		7 683	566	1 251	1 661	1 796	1 796	2 927	3 100	3 281
Sports Grounds and Stadiums		12 065	13 671	20 173	16 683	22 601	22 601	25 041	26 041	27 204
Public safety		226 844	276 339	261 566	264 286	278 394	278 394	268 165	273 631	282 951
Civil Defence		64 908	78 113	73 328	86 341	103 298	103 298	87 850	89 042	91 144
Cleansing		-	-	-	-	-	-	-	-	-
Control of Public Nuisances		-	-	-	-	-	-	-	-	-
Fencing and Fences		-	-	-	-	-	-	-	-	-
Fire Fighting and Protection		41 007	41 869	47 626	47 758	48 383	48 383	51 822	53 463	56 852
Licensing and Control of Animals		-	-	-	-	-	-	-	-	-
Police Forces, Traffic and Street Parking Control		120 929	156 358	140 612	130 187	126 713	126 713	128 494	131 126	134 954
Pounds		-	-	-	-	-	-	-	-	-
Housing		32 203	34 132	23 063	33 155	36 277	36 277	31 096	31 064	36 583
Housing		24 428	25 959	16 430	22 273	23 073	23 073	21 036	20 529	21 719
Informal Settlements		7 775	8 173	6 634	10 882	13 203	13 203	10 060	10 535	14 864
Health		-	-	-	-	-	-	-	-	-
Ambulance		-	-	-	-	-	-	-	-	-
Health Services		-	-	-	-	-	-	-	-	-
Laboratory Services		-	-	-	-	-	-	-	-	-
Food Control		-	-	-	-	-	-	-	-	-
Health Surveillance and Prevention of Communicable		-	-	-	-	-	-	-	-	-
Vector Control		-	-	-	-	-	-	-	-	-
Chemical Safety		-	-	-	-	-	-	-	-	-
Economic and environmental services		173 016	186 419	187 772	212 066	212 870	212 870	220 371	214 401	261 159
Planning and development		61 365	73 782	75 647	80 010	83 655	83 655	98 596	92 019	133 471
Billboards		-	-	-	-	-	-	-	-	-
Corporate Wide Strategic Planning (IDPs, LEDs)		13 144	14 305	7 219	11 923	10 966	10 966	13 265	10 965	12 210
Central City Improvement District		-	-	-	-	-	-	-	-	-
Development Facilitation		-	-	-	-	-	-	-	-	-
Economic Development/Planning		23 003	17 943	11 613	7 281	7 264	7 264	7 238	7 382	7 530
Regional Planning and Development		-	-	-	-	-	-	-	-	-
Town Planning, Building Regulations and Enforcement,		23 405	29 689	35 508	40 952	36 947	36 947	47 366	49 990	52 735
Project Management Unit		1 812	11 845	21 307	19 853	28 477	28 477	30 727	23 682	60 995
Provincial Planning		-	-	-	-	-	-	-	-	-
Support to Local Municipalities		-	-	-	-	-	-	-	-	-

Functional Classification Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Road transport		94 958	95 539	96 266	107 911	107 853	107 853	103 690	104 394	108 802
<i>Public Transport</i>		-	-	-	-	-	-	-	-	-
<i>Road and Traffic Regulation</i>		10 937	6 974	6 003	12 279	12 282	12 282	9 682	6 724	7 159
<i>Roads</i>		84 021	88 565	90 263	95 632	95 571	95 571	94 008	97 670	101 643
<i>Taxi Ranks</i>		-	-	-	-	-	-	-	-	-
Environmental protection		16 693	17 098	15 859	24 146	21 363	21 363	18 085	17 988	18 886
<i>Biodiversity and Landscape</i>		15 478	11 696	12 676	17 964	18 860	18 860	15 776	15 580	16 378
<i>Coastal Protection</i>		-	-	-	-	-	-	-	-	-
<i>Indigenous Forests</i>		-	-	-	-	-	-	-	-	-
<i>Nature Conservation</i>		1 215	5 401	3 183	6 182	2 503	2 503	2 309	2 408	2 508
<i>Pollution Control</i>		-	-	-	-	-	-	-	-	-
<i>Soil Conservation</i>		-	-	-	-	-	-	-	-	-
Trading services		900 626	934 435	1 057 594	1 141 937	1 133 006	1 133 006	1 242 315	1 402 746	1 570 549
Energy sources		506 120	524 649	636 422	678 534	668 896	668 896	768 674	914 491	1 102 796
<i>Electricity</i>		506 120	524 649	636 422	678 534	668 896	668 896	768 674	914 491	1 102 796
<i>Street Lighting and Signal Systems</i>		-	-	-	-	-	-	-	-	-
<i>Nonelectric Energy</i>		-	-	-	-	-	-	-	-	-
Water management		131 609	132 191	135 897	132 424	144 541	144 541	146 032	152 518	162 089
<i>Water Treatment</i>		11 162	12 214	13 006	17 065	16 464	16 464	17 551	18 790	19 636
<i>Water Distribution</i>		112 206	113 363	114 821	106 965	119 476	119 476	118 958	123 753	132 036
<i>Water Storage</i>		8 241	6 613	8 069	8 394	8 601	8 601	9 523	9 976	10 416
Waste water management		144 068	161 320	154 682	199 471	180 150	180 150	176 993	185 461	188 943
<i>Public Toilets</i>		5 415	6 755	8 552	9 957	9 957	9 957	10 835	11 161	11 501
<i>Sewerage</i>		68 068	70 864	76 177	111 064	88 432	88 432	84 441	88 686	88 035
<i>Storm Water Management</i>		20 030	20 544	17 958	19 253	19 186	19 186	20 131	21 107	22 055
<i>Waste Water Treatment</i>		50 555	63 156	51 995	59 197	62 575	62 575	61 586	64 508	67 352
Waste management		118 829	116 276	130 593	131 508	139 418	139 418	150 616	150 276	116 721
<i>Recycling</i>		77	-	-	-	-	-	-	-	-
<i>Solid Waste Disposal (Landfill Sites)</i>		63 505	62 812	66 682	70 572	75 313	75 313	81 675	86 910	48 842
<i>Solid Waste Removal</i>		32 190	32 994	45 770	33 589	37 563	37 563	43 266	51 985	55 904
<i>Street Cleaning</i>		23 057	20 469	18 141	27 347	26 542	26 542	25 675	11 381	11 975
Other		148	100	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Air Transport		-	-	-	-	-	-	-	-	-
Forestry		-	-	-	-	-	-	-	-	-
Licensing and Regulation		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Tourism		148	100	-	-	-	-	-	-	-
Total Expenditure - Functional	3	1 653 824	1 833 530	1 925 744	2 102 065	2 119 665	2 119 665	2 258 349	2 439 514	2 690 369
Surplus/(Deficit) for the year		88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888

WC024 Stellenbosch - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)

2022/23 Statement: Table A: Budgeted Financial Performance (Revenues and Expenditure by Municipal Vote)										
Vote Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
Revenue by Vote	1									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		(13 495)	277	—	—	550	550	—	—	—
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		26 888	21 908	25 502	22 399	20 612	20 612	26 357	40 507	47 883
Vote 3 - INFRASTRUCTURE SERVICES		1 094 404	1 129 201	1 330 919	1 517 037	1 463 618	1 463 618	1 589 956	1 737 914	1 935 677
Vote 4 - COMMUNITY AND PROTECTION SERVICES		146 946	147 562	172 150	170 719	164 481	164 481	164 777	171 716	180 636
Vote 5 - CORPORATE SERVICES		(27 523)	6 186	5 787	11 657	9 691	9 691	10 179	10 322	10 807
Vote 6 - FINANCIAL SERVICES		514 666	500 397	508 307	535 000	550 746	550 746	597 514	635 652	672 254
Total Revenue by Vote	2	1 741 887	1 805 530	2 042 665	2 256 812	2 209 698	2 209 698	2 388 783	2 596 111	2 847 258
Expenditure by Vote to be appropriated	1									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		29 595	31 316	21 333	27 432	26 016	26 016	17 841	18 740	19 687
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		74 435	81 436	73 796	87 865	85 666	85 666	93 403	93 561	102 928
Vote 3 - INFRASTRUCTURE SERVICES		998 002	1 044 528	1 170 496	1 258 869	1 258 387	1 258 387	1 366 656	1 523 685	1 732 756
Vote 4 - COMMUNITY AND PROTECTION SERVICES		347 081	385 768	383 193	419 003	435 402	435 402	422 903	430 177	446 828
Vote 5 - CORPORATE SERVICES		152 236	158 962	183 731	210 683	220 760	220 760	234 757	244 963	255 972
Vote 6 - FINANCIAL SERVICES		52 475	131 520	93 195	98 213	93 433	93 433	122 789	128 388	132 199
Total Expenditure by Vote	2	1 653 824	1 833 530	1 925 744	2 102 065	2 119 665	2 119 665	2 258 349	2 439 514	2 690 369
Surplus/(Deficit) for the year	2	88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888

WC024 Stellenbosch - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
Revenue by Vote	1									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		(13 495)	277	-	-	550	550	-	-	-
1.1 - 1100 MUNICIPAL MANAGER 1		(13 495)	-	-	-	-	-	-	-	-
1.2 - 1105 INTERNAL AUDIT 2		-	-	-	-	550	550	-	-	-
1.3 - 1106 AUDIT COMMITTEE 2		-	-	-	-	-	-	-	-	-
1.4 - 1111 LIAISON EXECUTIVE 2		-	-	-	-	-	-	-	-	-
1.5 - 7770 COMMUNICATION SERVICES		-	-	-	-	-	-	-	-	-
1.6 - 8110 IDP AND STRATEGIC PROGRAMS 88-89		-	277	-	-	-	-	-	-	-
1.7 - 8116 PUBLIC PARTICIPATION		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		26 888	21 908	25 502	22 399	20 612	20 612	26 357	40 507	47 883
2.1 - 2200 PLANNING AND DEVELOPMENT: GENERAL 3		8 061	5 337	3 211	9 179	8 085	8 085	8 472	8 870	9 296
2.2 - 2205 BUILDING CONTROL 4		32	35	23	-	-	-	-	-	-
2.3 - 2210 TOWN PLANNING 4 - 5		-	-	-	-	-	-	-	-	-
2.4 - 2230 TOWN DEVELOPMENT 5		45	-	-	-	-	-	-	-	-
2.5 - 8120 LOCAL ECONOMIC DEVELOPMENT 6 - 7		4 396	5 317	9 082	1 084	1 966	1 966	2 069	-	-
2.6 - 3780 HUMAN SETTLEMENTS: GENERAL 8		-	-	200	-	-	-	-	-	-
2.7 - 3781 HOUSING ADMINISTRATION 9-10		8 722	7 633	8 362	9 136	8 795	8 795	10 501	8 212	8 587
2.8 - 3783 NEW HOUSING 10		5 633	3 587	4 623	3 000	1 766	1 766	5 316	23 425	30 000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
Vote 3 - INFRASTRUCTURE SERVICES		1 094 404	1 129 201	1 330 919	1 517 037	1 463 618	1 463 618	1 589 956	1 737 914	1 935 677
3.1 - 6600 ENGINEERING SERVICES GENERAL		2	257	147	384	384	384	-	-	-
3.2 - 4400 ELECTRICAL ENGINEERING SERVICES 56-58		593 234	673 738	808 281	919 816	896 140	896 140	979 174	1 108 779	1 228 199
3.3 - 6530 REFUSE REMOVAL 60-61		95 339	115 119	126 493	141 308	142 276	142 276	160 118	174 088	197 642
3.4 - 6620 ROADS		4 423	26 705	59 638	545	4 295	4 295	7 966	18 992	26 032
3.5 - 6606 SEWERAGE NETWORK		146 701	141 475	135 889	141 817	143 131	143 131	150 300	163 418	171 631
3.6 - 6650 WATER NETWORK		197 989	155 424	159 914	181 107	186 866	186 866	196 564	207 262	218 330
3.7 - 4410 ELECTRICAL ENG. CLIENT SERVICES		-	-	-	-	-	-	-	-	-
3.8 - 4420 ELECTRICAL ENG. SYSTEM OPERATIONS		17	-	-	-	-	-	-	-	-
3.9 - 2245 DEVELOP SERVICES & PROJECT MANAGEMENT		56 700	16 483	40 557	132 061	90 527	90 527	95 834	65 375	93 843
3.10 - 6540 CLEANING OF STREETS		-	-	-	-	-	-	-	-	-
Vote 4 - COMMUNITY AND PROTECTION SERVICES		146 946	147 562	172 150	170 719	164 481	164 481	164 777	171 716	180 636
4.1 - 5111 COMMUNITY AND PROTECTION: GENERAL 20		744	1 967	5 072	105	843	843	2 077	3 058	4 077
4.2 - 5120 FIRE SERVICES 20-22		3 675	585	497	860	657	657	663	136	143
4.3 - 5140 TRAFFIC SERVICES: LICENCING 22-23		118 838	126 387	145 934	148 665	140 120	140 120	147 090	154 003	161 241

WC024 Stellenbosch - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
4.4 - 5705 DISASTER MANAGEMENT 25-26		–	177	263	256	256	256	320	–	–
4.5 - 5710 LAW ENFORCEMENT 26-27		1 553	2 369	4 976	20	335	335	139	145	152
4.6 - 3300 FORESTRY		3 436	3 094	878	2 551	2 306	2 306	1 766	1 324	1 386
4.7 - 3340 SPORTS GROUNDS: VAN DER STEL 35-36		–	963	3 281	332	332	332	96	–	–
4.8 - 3545 CEMETRY: STELLENBOSCH 43-44		1 246	1 016	1 205	3 597	1 340	1 340	1 140	1 194	1 250
4.9 - 3750 LIBRARY: PLEIN STREET 46-47		15 469	10 816	9 969	14 252	18 096	18 096	11 405	11 818	12 349
4.10 - 3113 COMMUNITY DEVELOPMENT 5 - 6		1 985	188	74	81	196	196	81	38	38
Vote 5 - CORPORATE SERVICES		(27 523)	6 186	5 787	11 657	9 691	9 691	10 179	10 322	10 807
5.1 - 7111 CORPORATE SERVICES: GENERAL 80-81		15	916	–	26	26	26	27	29	30
5.2 - 7180 HUMAN RESOURCES SERVICES 81-82		1 320	1 286	1 202	608	914	914	625	654	685
5.3 - 5715 OCCUPATIONAL SAFETY 82		425	–	–	–	–	–	–	–	–
5.4 - 7700 DOCUMENTATION AND ARCHIVES 82-83		–	–	–	–	–	–	–	–	–
5.5 - 7720 LEGAL SERVICES 84		1	2	150	1	1	1	1	2	2
5.6 - 7800 COUNCIL: GENERAL EXPENSES 85-86		(2 748)	560	306	771	841	841	1 205	926	970
5.7 - 9910 INFORMATION TECHNOLOGY 90-91		(21 848)	–	–	–	–	–	–	–	–
5.8 - 2235 PROPERTY MANAGEMENT 11-12		249	3 422	4 129	10 250	7 909	7 909	8 320	8 711	9 121
5.9 - 6220 MUNICIPAL BUILDINGS AND STRUCTURES 12-13		(4 938)	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Vote 6 - FINANCIAL SERVICES		514 666	500 397	508 307	535 000	550 746	550 746	597 514	635 652	672 254
6.1 - 9900 FINANCIAL SERVICES: GENERAL 92-93		519 479	505 359	512 723	534 452	550 455	550 455	597 037	635 331	671 919
6.2 - 9920 FINANCIAL SERVICES: STORES 94		(2 869)	(2 827)	(2 711)	410	153	153	161	168	176
6.3 - 9921 FINANCIAL SERVICES: SCM 94		(2 034)	(2 182)	(1 842)	–	–	–	171	–	–
6.4 - 5130 LOGISTICS AND FLEET MANAGEMENT 22		90	47	137	138	138	138	145	152	159
		–	–	–	–	–	–	–	–	–
Total Revenue by Vote	2	1 741 887	1 805 530	2 042 665	2 256 812	2 209 698	2 209 698	2 388 783	2 596 111	2 847 258
Expenditure by Vote	1									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		29 595	31 316	21 333	27 432	26 016	26 016	17 841	18 740	19 687
1.1 - 1100 MUNICIPAL MANAGER 1		8 536	8 687	5 024	5 730	5 604	5 604	5 905	6 203	6 517
1.2 - 1105 INTERNAL AUDIT 2		11 384	11 403	9 335	12 257	12 541	12 541	4 234	4 448	4 676
1.3 - 1106 AUDIT COMMITTEE 2		–	–	–	–	–	–	–	–	–
1.4 - 1111 LIAISON EXECUTIVE 2		912	755	485	–	–	–	–	–	–
1.5 - 7770 COMMUNICATION SERVICES		2 366	3 069	2 494	3 572	3 557	3 557	3 748	3 932	4 127
1.6 - 8110 IDP AND STRATEGIC PROGRAMS 88-89		5 887	6 977	3 873	5 731	4 131	4 131	3 817	4 015	4 223
1.7 - 8116 PUBLIC PARTICIPATION		510	426	121	142	183	183	137	141	143
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		74 435	81 436	73 796	87 865	85 666	85 666	93 403	93 561	102 928

WC024 Stellenbosch - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
2.1 - 2200 PLANNING AND DEVELOPMENT: GENERAL 3		17 568	10 880	10 272	12 824	9 912	9 912	18 067	18 740	19 404
2.2 - 2205 BUILDING CONTROL 4		9 218	8 916	7 657	8 831	8 866	8 866	9 490	10 133	10 817
2.3 - 2210 TOWN PLANNING 4 - 5		9 479	9 804	11 620	12 303	11 926	11 926	12 784	13 629	14 532
2.4 - 2230 TOWN DEVELOPMENT 5		1 093	7 569	6 602	7 606	6 370	6 370	7 025	7 488	7 982
2.5 - 8120 LOCAL ECONOMIC DEVELOPMENT 6 - 7		10 833	10 275	14 506	13 147	13 726	13 726	16 428	14 065	15 241
2.6 - 3780 HUMAN SETTLEMENTS: GENERAL 8		4 061	4 852	12	–	–	–	–	–	–
2.7 - 3781 HOUSING ADMINISTRATION 9-10		10 162	14 011	15 522	21 385	20 950	20 950	18 816	18 216	19 309
2.8 - 3783 NEW HOUSING 10		12 022	15 130	7 606	11 770	13 915	13 915	10 792	11 290	15 644
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Vote 3 - INFRASTRUCTURE SERVICES		998 002	1 044 528	1 170 496	1 258 869	1 258 387	1 258 387	1 366 656	1 523 685	1 732 756
3.1 - 6600 ENGINEERING SERVICES GENERAL		(1 002)	5 307	10 475	8 300	8 196	8 196	8 262	8 718	9 197
3.2 - 4400 ELECTRICAL ENGINEERING SERVICES 56-58		500 651	508 198	616 486	653 489	642 441	642 441	737 460	882 223	1 069 553
3.3 - 6530 REFUSE REMOVAL 60-61		103 880	105 136	121 417	114 674	123 389	123 389	135 403	149 667	115 839
3.4 - 6620 ROADS		104 427	115 540	108 607	115 290	115 163	115 163	114 139	118 776	123 698
3.5 - 6606 SEWERAGE NETWORK		115 852	131 445	127 759	169 706	150 451	150 451	146 027	153 194	155 387
3.6 - 6650 WATER NETWORK		131 504	132 060	135 709	132 226	144 322	144 322	146 010	152 495	162 065
3.7 - 4410 ELECTRICAL ENG. CLIENT SERVICES		3 068	4 388	3 636	7 665	7 766	7 766	7 705	7 880	7 986
3.8 - 4420 ELECTRICAL ENG. SYSTEM OPERATIONS		9 435	10 139	6 958	10 320	11 640	11 640	15 247	15 670	16 060
3.9 - 2245 DEVELOP SERVICES & PROJECT MANAGEMENT		7 130	11 845	21 307	19 853	28 477	28 477	30 727	23 682	60 995
3.10 - 6540 CLEANING OF STREETS		23 057	20 469	18 141	27 347	26 542	26 542	25 675	11 381	11 975
Vote 4 - COMMUNITY AND PROTECTION SERVICES		347 081	385 768	383 193	419 003	435 402	435 402	422 903	430 177	446 828
4.1 - 5111 COMMUNITY AND PROTECTION: GENERAL 20		13 486	7 657	13 192	14 450	14 505	14 505	16 054	16 908	17 858
4.2 - 5120 FIRE SERVICES 20-22		41 007	41 869	47 626	47 758	48 383	48 383	51 822	53 463	56 852
4.3 - 5140 TRAFFIC SERVICES: LICENCING 22-23		130 946	156 197	145 502	141 899	138 434	138 434	138 016	137 686	141 944
4.4 - 5705 DISASTER MANAGEMENT 25-26		3 271	4 375	5 311	5 234	7 055	7 055	7 056	6 986	7 238
4.5 - 5710 LAW ENFORCEMENT 26-27		64 908	78 113	73 328	86 341	103 298	103 298	87 850	89 042	91 144
4.6 - 3300 FORESTRY		47 450	52 016	50 510	65 912	63 909	63 909	61 311	62 962	65 906
4.7 - 3340 SPORTS GROUNDS: VAN DER STEL 35-36		12 065	13 671	20 173	16 683	21 846	21 846	23 191	24 105	25 176
4.8 - 3545 CEMETRY: STELLENBOSCH 43-44		5 333	6 254	4 779	6 047	6 239	6 239	6 306	6 652	7 008
4.9 - 3750 LIBRARY: PLEIN STREET 46-47		15 049	13 118	9 855	19 492	16 867	16 867	14 026	14 533	15 222
4.10 - 3113 COMMUNITY DEVELOPMENT 5 - 6		13 567	12 500	12 917	15 188	14 867	14 867	17 271	17 841	18 478
Vote 5 - CORPORATE SERVICES		152 236	158 962	183 731	210 683	220 760	220 760	234 757	244 963	255 972
5.1 - 7111 CORPORATE SERVICES: GENERAL 80-81		5 052	5 134	3 198	2 940	2 816	2 816	2 981	3 133	3 293
5.2 - 7180 HUMAN RESOURCES SERVICES 81-82		32 760	17 581	41 698	56 791	61 525	61 525	65 349	69 236	73 414
5.3 - 5715 OCCUPATIONAL SAFETY 82		1 039	1 152	1 290	4 946	4 917	4 917	5 303	5 683	6 076
5.4 - 7700 DOCUMENTATION AND ARCHIVES 82-83		9 695	9 368	12 604	13 553	13 379	13 379	14 348	15 271	16 253
5.5 - 7720 LEGAL SERVICES 84		11 383	13 914	7 462	8 995	7 959	7 959	8 208	8 460	8 723
5.6 - 7800 COUNCIL: GENERAL EXPENSES 85-86		35 163	33 807	42 505	27 298	36 113	36 113	38 027	39 356	41 044

WC024 Stellenbosch - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
5.7 - 9910 INFORMATION TECHNOLOGY 90-91		32 475	41 280	45 219	53 372	51 736	51 736	52 531	54 114	55 725
5.8 - 2235 PROPERTY MANAGEMENT 11-12		17 877	21 005	18 661	16 520	20 549	20 549	21 415	22 065	22 726
5.9 - 6220 MUNICIPAL BUILDINGS AND STRUCTURES 12-13		6 792	15 720	11 093	26 266	21 767	21 767	26 594	27 647	28 718
		-	-	-	-	-	-	-	-	-
Vote 6 - FINANCIAL SERVICES		52 475	131 520	93 195	98 213	93 433	93 433	122 789	128 388	132 199
6.1 - 9900 FINANCIAL SERVICES: GENERAL 92-93		50 463	129 253	76 617	84 076	80 036	80 036	107 384	112 240	115 083
6.2 - 9920 FINANCIAL SERVICES: STORES 94		(121)	403	2 120	1 649	1 679	1 679	2 535	2 669	2 808
6.3 - 9921 FINANCIAL SERVICES: SCM 94		-	782	12 289	10 190	9 423	9 423	10 487	11 005	11 742
6.4 - 5130 LOGISTICS AND FLEET MANAGEMENT 22		2 133	1 081	2 170	2 298	2 295	2 295	2 384	2 474	2 566
		-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	1 653 824	1 833 530	1 925 744	2 102 065	2 119 665	2 119 665	2 258 349	2 439 514	2 690 369
Surplus/(Deficit) for the year	2	88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888

WC024 Stellenbosch - Table A4 Budgeted Financial Performance (revenue and expenditure)

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Revenue										
Exchange Revenue										
Service charges - Electricity	2	562 275	632 401	756 431	846 763	812 308	812 308	913 669	1 046 151	1 160 182
Service charges - Water	2	171 632	134 426	146 830	176 783	176 783	176 783	185 622	194 903	204 648
Service charges - Waste Water Management	2	83 262	92 639	102 285	109 134	109 134	109 134	108 647	115 165	122 075
Service charges - Waste Management	2	62 957	73 150	84 652	94 971	94 971	94 971	107 654	117 342	127 903
Sale of Goods and Rendering of Services		21 559	25 041	22 038	31 708	21 027	21 027	22 190	23 233	24 325
Agency services		2 664	3 248	3 020	4 281	3 192	3 192	3 358	3 516	3 681
Interest		—	—	—	—	—	—	—	—	—
Interest earned from Receivables		7 375	8 667	10 429	9 136	15 110	15 110	15 413	15 721	16 035
Interest earned from Current and Non Current Assets		40 472	19 515	18 770	20 397	35 417	35 417	41 193	41 484	41 778
Dividends		—	—	—	—	—	—	—	—	—
Rent on Land		—	—	—	—	—	—	—	—	—
Rental from Fixed Assets		10 275	11 005	12 173	15 538	10 099	10 099	10 604	11 102	11 624
Licence and permits		5 862	6 810	7 809	5 934	7 483	7 483	7 872	8 242	8 629
Operational Revenue		5 412	4 817	11 051	9 604	12 451	12 451	19 346	32 898	43 486
Non-Exchange Revenue										
Property rates	2	365 675	394 484	421 969	438 941	438 941	438 941	473 589	504 285	534 542
Surcharges and Taxes		—	—	—	—	—	—	—	—	—
Fines, penalties and forfeits		100 025	108 943	122 933	124 955	124 955	124 955	131 570	137 754	144 228
Licences or permits		—	—	—	—	—	—	—	—	—
Transfer and subsidies - Operational		176 245	208 448	226 597	213 380	224 854	224 854	240 911	249 008	311 436
Interest		1 822	1 970	2 430	2 255	3 228	3 228	3 293	3 359	3 426
Fuel Levy		—	—	—	—	—	—	—	—	—
Operational Revenue		—	—	—	—	—	—	—	—	—
Gains on disposal of Assets		—	9 526	—	—	—	—	—	—	—
Other Gains		—	452	394	—	—	—	—	—	—
Discontinued Operations		—	—	—	—	—	—	—	—	—
Total Revenue (excluding capital transfers and contributions)		1 617 512	1 735 542	1 949 813	2 103 783	2 089 954	2 089 954	2 284 927	2 504 162	2 757 998
Expenditure										
Employee related costs	2	495 905	558 472	549 798	624 464	590 886	590 886	617 694	631 367	674 743
Remuneration of councillors		19 121	18 657	19 815	21 062	20 846	20 846	22 097	23 422	24 828
Bulk purchases - electricity	2	414 765	422 735	528 012	551 412	543 925	543 925	636 393	776 399	947 207
Inventory consumed	8	61 493	65 652	76 020	83 382	96 372	96 372	100 449	103 003	105 309
Debt impairment	3	—	—	—	(58)	(1 558)	(1 558)	16 684	16 197	14 504
Depreciation and amortisation		190 440	212 325	213 746	213 118	214 993	214 993	220 283	225 791	230 391
Interest		39 542	38 557	44 332	67 799	68 069	68 069	59 688	72 517	91 615
Contracted services		183 453	227 704	208 314	269 226	285 764	285 764	288 868	288 045	292 241
Transfers and subsidies		10 855	11 010	13 364	14 355	19 180	19 180	20 636	21 048	21 469
Irrecoverable debts written off		123 187	108 782	84 985	97 900	102 900	102 900	94 958	97 057	99 198
Operational costs		115 772	168 590	186 772	159 403	178 287	178 287	180 599	184 668	188 865
Losses on disposal of Assets		—	577	76	—	—	—	—	—	—
Other Losses		(710)	470	510	—	—	—	—	—	—
Total Expenditure		1 653 824	1 833 530	1 925 744	2 102 065	2 119 665	2 119 665	2 258 349	2 439 514	2 690 369
Surplus/(Deficit)		(36 311)	(97 987)	24 068	1 718	(29 711)	(29 711)	26 578	64 648	67 629
Transfers and subsidies - capital (monetary allocations)	6	124 374	69 847	92 802	153 030	119 744	119 744	103 856	91 949	89 259
Transfers and subsidies - capital (in-kind)	6	—	141	50	—	—	—	—	—	—
Surplus/(Deficit) after capital transfers & contributions		88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888
Income Tax		—	—	—	—	—	—	—	—	—
Surplus/(Deficit) after income tax		88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888
Share of Surplus/Deficit attributable to Joint Venture		—	—	—	—	—	—	—	—	—
Share of Surplus/Deficit attributable to Minorities		—	—	—	—	—	—	—	—	—
Surplus/(Deficit) attributable to municipality		88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888
Share of Surplus/Deficit attributable to Associate	7	—	—	—	—	—	—	—	—	—
Intercompany/Parent subsidiary transactions		—	—	—	—	—	—	—	—	—
Surplus/(Deficit) for the year	1	88 063	(28 000)	116 920	154 747	90 034	90 034	130 434	156 597	156 888

WC024 Stellenbosch - Table A5 Budgeted Capital Expenditure by vote, functional classification and funding

Vote Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Capital expenditure - Vote										
Multi-year expenditure to be appropriated	2									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		35	34	43	40	40	40	40	40	40
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		2 544	(62)	1 979	15 185	12 126	12 126	7 824	28 605	31 150
Vote 3 - INFRASTRUCTURE SERVICES		60 642	68 325	98 135	324 747	296 634	296 634	432 123	489 935	440 666
Vote 4 - COMMUNITY AND PROTECTION SERVICES		8 769	21 533	(4 638)	25 221	22 887	22 887	20 492	34 255	14 500
Vote 5 - CORPORATE SERVICES		1 090	6 362	10 572	36 700	36 152	36 152	30 201	19 320	9 270
Vote 6 - FINANCIAL SERVICES		-	-	-	250	1 877	1 877	250	250	250
Capital multi-year expenditure sub-total		73 080	96 193	106 089	402 143	369 715	369 715	490 930	572 405	495 876
Single-year expenditure to be appropriated	2									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		-	-	-	-	-	-	-	-	-
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		6 279	8 626	(12 852)	-	539	539	1 220	1 230	300
Vote 3 - INFRASTRUCTURE SERVICES		229 376	213 149	183 936	300	10	10	4 300	4 300	5 300
Vote 4 - COMMUNITY AND PROTECTION SERVICES		22 687	9 572	49 677	1 630	6 888	6 888	4 150	10 860	1 580
Vote 5 - CORPORATE SERVICES		83 854	62 581	12 939	5 200	1 557	1 557	3 700	300	-
Vote 6 - FINANCIAL SERVICES		(6 714)	2 821	381	-	-	-	500	-	-
Capital single-year expenditure sub-total		335 482	296 748	234 080	7 130	8 994	8 994	13 870	16 690	7 180
Total Capital Expenditure - Vote	3,7	408 562	392 941	340 170	409 273	378 709	378 709	504 800	589 095	503 056
Capital Expenditure - Functional										
Governance and administration		78 264	71 798	23 934	42 190	39 625	39 625	34 691	19 910	9 560
Executive and council		35	34	43	40	40	40	40	40	40
Finance and administration		78 230	71 764	23 892	42 150	39 585	39 585	34 651	19 870	9 520
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		33 595	35 143	45 072	34 292	28 798	28 798	28 606	69 755	43 730
Community and social services		1 705	2 299	2 259	8 880	7 978	7 978	7 285	13 520	1 230
Sport and recreation		11 298	13 333	39 350	6 677	8 284	8 284	6 461	16 600	3 200
Public safety		17 186	13 194	16 388	3 550	5 222	5 222	6 966	9 950	8 000
Housing		3 405	6 317	(12 925)	15 185	7 315	7 315	7 894	29 685	31 300
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		91 027	93 665	93 898	93 005	86 318	86 318	95 480	93 008	101 225
Planning and development		23 763	26 522	35 592	21 350	17 869	17 869	19 800	10 605	575
Road transport		67 264	66 314	71 783	64 135	60 356	60 356	73 080	80 653	97 000
Environmental protection		-	829	(13 478)	7 520	8 093	8 093	2 600	1 750	3 650
Trading services		205 675	192 334	177 266	239 786	223 968	223 968	346 023	406 423	348 541
Energy sources		45 332	37 838	65 135	77 471	85 253	85 253	113 188	109 923	153 741
Water management		31 495	35 607	38 226	46 669	82 131	82 131	117 150	100 150	129 950
Waste water management		100 922	108 612	67 777	57 300	45 748	45 748	53 140	103 200	33 300
Waste management		27 926	10 277	6 128	58 345	10 836	10 836	62 545	93 150	31 550
Other		-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional	3,7	408 562	392 941	340 170	409 273	378 709	378 709	504 800	589 095	503 056

WC024 Stellenbosch - Table A5 Budgeted Capital Expenditure by vote, functional classification and funding

Vote Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Funded by:										
National Government		62 049	3 294	66 852	90 810	99 192	99 192	79 190	57 816	58 603
Provincial Government		65 676	8 491	25 643	29 220	20 553	20 553	24 666	34 133	30 656
District Municipality		-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educ Institutions)		151	-	2 378	12 454	20 883	20 883	24 118	22 200	20 000
Transfers recognised - capital	4	127 877	11 786	94 873	132 483	140 627	140 627	127 974	114 149	109 259
Public contributions & donations	5	-	-	-	-	-	-	-	-	-
Borrowing	6	13 471	141 384	128 766	140 000	94 368	94 368	200 000	200 000	175 000
Internally generated funds		248 240	237 579	116 481	136 790	143 714	143 714	176 826	274 946	218 797
Total Capital Funding	7	389 588	390 748	340 120	409 273	378 709	378 709	504 800	589 095	503 056

Vote Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		1	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Capital expenditure - Municipal Vote	2									
Multi-year expenditure appropriation										
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		35	34	43	40	40	40	40	40	
1.1 - 1100 MUNICIPAL MANAGER 1		35	34	43	40	40	40	40	40	
1.2 - 1105 INTERNAL AUDIT 2		-	-	-	-	-	-	-	-	
1.3 - 1106 AUDIT COMMITTEE 2		-	-	-	-	-	-	-	-	
1.4 - 1111 LIAISON EXECUTIVE 2		-	-	-	-	-	-	-	-	
1.5 - 7770 COMMUNICATION SERVICES		-	-	-	-	-	-	-	-	
1.6 - 8110 IDP AND STRATEGIC PROGRAMS 88-89		-	-	-	-	-	-	-	-	
1.7 - 8116 PUBLIC PARTICIPATION		-	-	-	-	-	-	-	-	
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		2 544	(62)	1 979	15 185	12 126	12 126	7 824	28 805	
2.1 - 2200 PLANNING AND DEVELOPMENT: GENERAL 3		-	-	-	-	-	-	-	-	
2.2 - 2205 BUILDING CONTROL 4		-	-	168	-	-	-	-	-	
2.3 - 2210 TOWN PLANNING 4 - 5		-	-	-	-	-	-	-	-	
2.4 - 2230 TOWN DEVELOPMENT 5		-	-	-	-	-	-	-	-	
2.5 - 8120 LOCAL ECONOMIC DEVELOPMENT 6 - 7		2 544	(195)	1 411	-	5 056	5 056	1 000	-	
2.6 - 3780 HUMAN SETTLEMENTS: GENERAL 8		-	-	-	-	-	-	-	-	
2.7 - 3781 HOUSING ADMINISTRATION 9-10		-	-	-	-	-	-	-	-	
2.8 - 3783 NEW HOUSING 10		-	134	400	15 185	7 070	7 070	6 824	28 805	
		-	-	-	-	-	-	-	31 150	
		-	-	-	-	-	-	-	-	
Vote 3 - INFRASTRUCTURE SERVICES		60 642	68 325	98 135	324 747	296 634	296 634	432 123	489 935	
3.1 - 6600 ENGINEERING SERVICES GENERAL		-	-	-	75	44	44	75	75	
3.2 - 4400 ELECTRICAL ENGINEERING SERVICES 56-58		-	754	23 038	77 396	85 209	85 209	113 113	109 848	
3.3 - 6530 REFUSE REMOVAL 60-61		21 232	9 190	3 635	10 836	10 836	10 836	62 545	93 150	
3.4 - 6620 ROADS		37 367	45 860	35 938	63 911	60 157	60 157	67 750	73 358	
3.5 - 6606 SEWERAGE NETWORK		-	841	51	57 000	45 738	45 738	52 840	102 900	
3.6 - 6650 WATER NETWORK		781	1 730	10 205	46 669	82 131	82 131	117 150	100 150	
3.7 - 4410 ELECTRICAL ENG. CLIENT SERVICES		-	-	-	-	-	-	-	-	
3.8 - 4420 ELECTRICAL ENG. SYSTEM OPERATIONS		-	-	-	-	-	-	-	-	
3.9 - 2245 DEVELOP SERVICES & PROJECT MANAGEMENT		1 262	9 951	25 268	21 350	12 518	12 518	18 650	10 455	
3.10 - 6540 CLEANING OF STREETS		-	-	-	-	-	-	-	425	
Vote 4 - COMMUNITY AND PROTECTION SERVICES		8 769	21 533	(4 638)	25 221	22 887	22 887	20 492	34 255	
4.1 - 5111 COMMUNITY AND PROTECTION: GENERAL 20		402	2 808	185	150	287	287	350	1 750	
4.2 - 5120 FIRE SERVICES 20-22		1 625	6 271	-	400	821	821	3 000	2 050	
4.3 - 5140 TRAFFIC SERVICES: LICENCING 22-23		968	1 148	271	224	199	199	130	45	
4.4 - 5705 DISASTER MANAGEMENT 25-26		-	2 773	-	1 500	1 900	1 900	-	-	
4.5 - 5710 LAW ENFORCEMENT 26-27		-	-	397	2 871	4 401	4 401	3 966	6 900	
4.6 - 3300 FORESTRY		4 330	4 758	(12 308)	3 150	10 608	10 608	3 250	7 750	
4.7 - 3340 SPORTS GROUNDS: VAN DER STEL 35-36		1 176	3 199	3 745	3 811	3 457	3 457	4 061	5 700	
4.8 - 3545 CEMETERY: STELLENBOSCH 43-44		151	39	130	7 000	1 000	1 000	5 500	10 000	
4.9 - 3750 LIBRARY: PLEIN STREET 46-47		116	538	70	-	115	115	180	-	
4.10 - 3113 COMMUNITY DEVELOPMENT 5 - 6		-	-	-	50	100	100	55	60	
Vote 5 - CORPORATE SERVICES		1 090	6 362	10 572	36 70					

Vote Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		1	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
Capital expenditure - Municipal Vote	2									
Multi-year expenditure appropriation										
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		35	34	43	40	40	40	40	40	40
1.1 - 1100 MUNICIPAL MANAGER 1		35	34	43	40	40	40	40	40	40
1.2 - 1105 INTERNAL AUDIT 2		-	-	-	-	-	-	-	-	-
1.3 - 1106 AUDIT COMMITTEE 2		-	-	-	-	-	-	-	-	-
1.4 - 1111 LIAISON EXECUTIVE 2		-	-	-	-	-	-	-	-	-
1.5 - 7770 COMMUNICATION SERVICES		-	-	-	-	-	-	-	-	-
1.6 - 8110 IDP AND STRATEGIC PROGRAMS 88-89		-	-	-	-	-	-	-	-	-
1.7 - 8116 PUBLIC PARTICIPATION		-	-	-	-	-	-	-	-	-
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		2 544	(62)	1 979	15 185	12 126	12 126	7 824	28 805	31 150
2.1 - 2200 PLANNING AND DEVELOPMENT: GENERAL 3		-	-	-	-	-	-	-	-	-
2.2 - 2205 BUILDING CONTROL 4		-	-	168	-	-	-	-	-	-
2.3 - 2210 TOWN PLANNING 4 - 5		-	-	-	-	-	-	-	-	-
2.4 - 2230 TOWN DEVELOPMENT 5		-	-	-	-	-	-	-	-	-
2.5 - 8120 LOCAL ECONOMIC DEVELOPMENT 6 - 7		2 544	(195)	1 411	-	5 056	5 056	1 000	-	-
2.6 - 3780 HUMAN SETTLEMENTS: GENERAL 8		-	-	-	-	-	-	-	-	-
2.7 - 3781 HOUSING ADMINISTRATION 9-10		-	-	-	-	-	-	-	-	-
2.8 - 3783 NEW HOUSING 10		-	134	400	15 185	7 070	7 070	6 824	28 805	31 150
Vote 3 - INFRASTRUCTURE SERVICES		60 642	68 325	98 135	324 747	296 634	296 634	432 123	489 935	440 666
3.1 - 6600 ENGINEERING SERVICES GENERAL		-	-	-	75	44	44	75	75	75
3.2 - 4400 ELECTRICAL ENGINEERING SERVICES 56-58		-	754	23 038	77 396	85 209	85 209	113 113	109 848	152 166
3.3 - 6530 REFUSE REMOVAL 60-61		21 232	9 190	3 635	10 836	10 836	10 836	62 545	93 150	31 250
3.4 - 6620 ROADS		37 367	45 860	35 938	63 911	60 157	60 157	67 750	73 358	94 400
3.5 - 6606 SEWERAGE NETWORK		-	841	51	57 000	45 738	45 738	52 840	102 900	32 900
3.6 - 6650 WATER NETWORK		781	1 730	10 205	46 669	82 131	82 131	117 150	100 150	129 450
3.7 - 4410 ELECTRICAL ENG. CLIENT SERVICES		-	-	-	-	-	-	-	-	-
3.8 - 4420 ELECTRICAL ENG. SYSTEM OPERATIONS		-	-	-	-	-	-	-	-	-
3.9 - 2245 DEVELOP SERVICES & PROJECT MANAGEMENT		1 262	9 951	25 268	21 350	12 518	12 518	18 650	10 455	425
3.10 - 6540 CLEANING OF STREETS		-	-	-	-	-	-	-	-	-
Vote 4 - COMMUNITY AND PROTECTION SERVICES		8 769	21 533	(4 638)	25 221	22 887	22 887	20 492	34 255	14 500
4.1 - 5111 COMMUNITY AND PROTECTION: GENERAL 20		402	2 808	185	150	287	287	350	1 750	-
4.2 - 5120 FIRE SERVICES 20-22		1 625	6 271	-	400	821	821	3 000	2 050	8 000
4.3 - 5140 TRAFFIC SERVICES: LICENCING 22-23		968	1 148	271	224	199	199	130	45	-
4.4 - 5705 DISASTER MANAGEMENT 25-26		-	2 773	-	1 500	1 900	1 900	-	-	-
4.5 - 5710 LAW ENFORCEMENT 26-27		-	-	397	2 871	4 401	4 401	3 966	6 900	-
4.6 - 3300 FORESTRY		4 330	4 758	(12 308)	3 150	10 608	10 608	3 250	7 750	4 500
4.7 - 3340 SPORTS GROUNDS: VAN DER STEL 35-36		1 176	3 199	3 745	3 811	3 457	3 457	4 061	5 700	2 000
4.8 - 3545 CEMETERY: STELLENBOSCH 43-44		151	39	130	7 000	1 000	1 000	5 500	10 000	-
4.9 - 3750 LIBRARY: PLEIN STREET 46-47		116	538	70	-	115	115	180	-	-
4.10 - 3113 COMMUNITY DEVELOPMENT 5 - 6		-	-	-	50	100	100	55	60	-
Vote 5 - CORPORATE SERVICES		1 090	6 362	10 572	36 700	36 152	36 152	30 201	19 320	9 270
5.1 - 7111 CORPORATE SERVICES: GENERAL 80-81		-	-	-	-	-	-	-	-	-
5.2 - 7180 HUMAN RESOURCES SERVICES 81-82		-	-	-	-	-	-	-	-	-
5.3 - 5715 OCCUPATIONAL SAFETY 82		-	-	-	-	-	-	-	-	-
5.4 - 7700 DOCUMENTATION AND ARCHIVES 82-83		-	-	-	-	-	-	-	-	-
5.5 - 7720 LEGAL SERVICES 84		-	-	-	-	-	-	-	-	-
5.6 - 7800 COUNCIL: GENERAL EXPENSES 85-86		-	-	-	-	-	-	-	-	-
5.7 - 9910 INFORMATION TECHNOLOGY 90-91		548	544	591	6 800	7 841	7 841	13 770	9 770	8 270
5.8 - 2235 PROPERTY MANAGEMENT 11-12		-	-	-	-	-	-	-	-	-
5.9 - 6220 MUNICIPAL BUILDINGS AND STRUCTURES 12-13		543	5 818	9 980	29 900	28 311	28 311	16 431	9 550	1 000
Vote 6 - FINANCIAL SERVICES		-	-	-	250	1 877	1 877	250	250	250
6.1 - 9900 FINANCIAL SERVICES: GENERAL 92-93		-	-	-	250	1 877	1 877	250	250	250
6.2 - 9920 FINANCIAL SERVICES: STORES 94		-	-	-	-	-	-	-	-	-
6.3 - 9921 FINANCIAL SERVICES: SCM 94		-	-	-	-	-	-	-	-	-
6.4 - 5130 LOGISTICS AND FLEET MANAGEMENT 22		-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total		73 080	96 193	106 089	402 143	369 715	369 715	490 930	572 405	495 876

Multi-year appropriation for Budget Year 2023/24 in the 2022/23 Annual Budget				Multi-year appropriation for 2024/25 in the 2022/23 Annual Budget				New multi-year appropriations (funds for new and existing projects)		
Appropriation for 2023/24	Adjustments in 2022/23	Downward adjustments for 2023/24	Appropriation carried forward	Appropriation for 2023/24	Adjustments in 2022/23	Downward adjustments for 2023/24	Appropriation carried forward	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26

WC024 Stellenbosch - Table A6 Budgeted Financial Position

Description		Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
R thousand			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
ASSETS											
Current assets											
Cash and cash equivalents			415 242	334 083	443 397	249 508	435 451	435 451	428 557	354 570	333 672
Trade and other receivables from exchange transactions	1		125 253	171 484	173 775	229 654	197 103	197 103	223 724	254 533	290 556
Receivables from non-exchange transactions	1		71 873	57 984	61 615	92 434	101 802	101 802	108 887	125 698	149 210
Current portion of non-current receivables			–	–	–	–	–	–	–	–	–
Inventory	2		64 074	53 315	28 822	42 467	27 613	27 613	28 822	28 822	28 822
VAT			471 125	635 801	809 454	19 627	18 714	18 714	17 358	17 358	17 358
Other current assets			12 076	8 343	5 349	10 655	5 349	5 349	5 349	5 349	5 349
Total current assets			1 159 645	1 261 011	1 522 413	644 346	786 032	786 032	812 698	786 332	824 969
Non current assets											
Investments			–	–	–	–	–	–	–	–	–
Investment property			410 454	412 144	412 144	415 362	418 371	418 371	418 091	417 804	417 511
Property, plant and equipment	3		5 239 959	5 426 299	5 589 173	5 835 067	5 719 087	5 719 087	6 004 827	6 369 598	6 644 013
Biological assets			6 321	5 143	6 321	6 571	5 393	5 393	5 643	5 893	5 893
Living and non-living resources			–	–	–	–	–	–	–	–	–
Heritage assets			774	1 037	1 037	10 865	3 537	3 537	3 537	3 537	3 537
Intangible assets			9 694	8 564	5 726	6 480	5 707	5 707	4 514	3 085	1 628
Trade and other receivables from exchange transactions			3 400	7 762	6 649	–	6 649	6 649	6 649	6 649	6 649
Non-current receivables from non-exchange transactions			2 962	119	72	–	72	72	72	72	72
Other non-current assets			(44)	–	–	–	–	–	–	–	–
Total non current assets			5 673 520	5 861 066	6 021 122	6 274 346	6 158 816	6 158 816	6 443 332	6 806 637	7 079 303
TOTAL ASSETS			6 833 165	7 122 077	7 543 535	6 918 692	6 944 848	6 944 848	7 256 030	7 592 969	7 904 271
LIABILITIES											
Current liabilities											
Bank overdraft			–	–	–	–	–	–	–	–	–
Financial liabilities			26 753	34 224	51 902	50 847	55 632	55 632	63 043	68 381	76 170
Consumer deposits			19 757	21 008	22 155	22 961	22 755	22 755	22 755	22 755	22 755
Trade and other payables from exchange transactions	4		274 855	295 003	261 988	257 172	273 774	273 774	278 475	281 675	284 875
Trade and other payables from non-exchange transactions	5		8 863	15 504	30 678	220	9 215	9 215	6 113	6 113	6 113
Provision			47 247	47 808	54 757	65 953	65 245	65 245	63 504	62 771	63 151
VAT			178 865	474 538	620 764	(119 614)	1 355	1 355	3 472	7 491	12 190
Other current liabilities			280 993	150 417	177 930	62 379	33 108	33 108	10 957	11 454	11 418
Total current liabilities			837 333	1 038 502	1 220 174	339 918	461 085	461 085	448 318	460 638	476 671
Non current liabilities											
Financial liabilities	6		266 178	334 733	428 952	524 045	518 105	518 105	655 062	786 682	885 512
Provision	7		143 682	164 884	180 549	193 653	191 196	191 196	204 748	219 928	236 732
Long term portion of trade payables			–	–	–	–	–	–	–	–	–
Other non-current liabilities			159 666	177 057	181 207	159 642	180 057	180 057	199 852	221 073	243 821
Total non current liabilities			569 526	676 674	790 708	877 341	889 359	889 359	1 059 662	1 227 683	1 366 065
TOTAL LIABILITIES			1 406 858	1 715 176	2 010 882	1 217 259	1 350 444	1 350 444	1 507 980	1 688 322	1 842 736
NET ASSETS			5 426 307	5 406 901	5 532 652	5 701 434	5 594 405	5 594 405	5 748 050	5 904 648	6 061 536
COMMUNITY WEALTH/EQUITY											
Accumulated surplus/(deficit)	8		5 485 077	5 247 385	5 369 241	5 676 719	5 555 308	5 555 308	5 561 338	5 619 816	5 829 853
Reserves and funds	9		(149 686)	162 491	162 491	24 715	39 097	39 097	186 712	284 832	231 682
Other			–	–	–	–	–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY			5 335 390	5 409 876	5 531 732	5 701 434	5 594 405	5 594 405	5 748 050	5 904 648	6 061 536

WC024 Stellenbosch - Table A7 Budgeted Cash Flows

Description		Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
R thousand			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
CASH FLOW FROM OPERATING ACTIVITIES											
Receipts											
Property rates			(158 205)	1 717 894	1 452 016	421 433	416 368	416 368	481 350	506 713	534 727
Service charges			158 210	615 175	733 711	1 339 862	1 361 417	1 361 417	1 479 263	1 655 662	1 813 341
Other revenue			365	6 325	11 634	354 937	119 830	119 830	146 227	173 196	181 647
Transfers and Subsidies - Operational		1	–	70 041	4 199	241 730	256 503	256 503	240 911	249 008	311 436
Transfers and Subsidies - Capital		1	–	5 000	40 179	91 900	75 075	75 075	103 856	91 949	89 259
Interest			–	2 307	2 318	20 397	35 417	35 417	41 193	41 484	41 778
Dividends			–	–	–	–	–	–	–	–	–
Payments											
Suppliers and employees			(104 844)	(54 461)	(963 852)	(2 073 904)	(1 855 428)	(1 855 428)	(2 000 844)	(2 181 940)	(2 433 744)
Interest			–	–	–	(66 796)	(54 839)	(54 839)	(42 802)	(53 533)	(70 477)
Transfers and Subsidies		1	–	–	(8 588)	(14 355)	(14 675)	(14 675)	(20 636)	(21 048)	(21 469)
NET CASH FROM/(USED) OPERATING ACTIVITIES			(104 475)	2 362 281	1 271 617	315 204	339 668	339 668	428 518	461 490	446 497
CASH FLOWS FROM INVESTING ACTIVITIES											
Receipts											
Proceeds on disposal of PPE			–	–	–	33 000	–	–	–	–	–
Decrease (increase) in non-current receivables			31	(15 297)	1 160	–	–	–	–	–	–
Decrease (increase) in non-current investments			–	–	–	–	–	–	–	–	–
Payments											
Capital assets			(15 823)	(137 089)	(38 626)	–	–	–	(576 970)	(672 434)	(574 014)
NET CASH FROM/(USED) INVESTING ACTIVITIES			(15 792)	(152 386)	(37 466)	33 000	–	–	(576 970)	(672 434)	(574 014)
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts											
Short term loans			–	–	–	–	–	–	–	–	–
Borrowing long term/refinancing			–	–	(144 000)	140 000	140 000	140 000	200 000	200 000	175 000
Increase (decrease) in consumer deposits			899	1 251	1 147	–	–	–	–	–	–
Payments											
Repayment of borrowing			–	–	–	–	–	–	(55 632)	(63 043)	(68 381)
NET CASH FROM/(USED) FINANCING ACTIVITIES			899	1 251	(142 853)	140 000	140 000	140 000	144 368	136 957	106 619
NET INCREASE/ (DECREASE) IN CASH HELD			(119 368)	2 211 146	1 091 297	488 204	479 668	479 668	(4 084)	(73 986)	(20 898)
Cash/cash equivalents at the year begin:		2	654 493	415 318	334 083	217 695	443 400	443 400	432 641	428 557	354 570
Cash/cash equivalents at the year end:		2	535 125	2 626 464	1 425 381	705 898	923 068	923 068	428 557	354 570	333 672

WC024 Stellenbosch - Table A8 Cash backed reserves/accumulated surplus reconciliation

Table A6: Cash-backed 2023/24 accumulated surplus/deficit										
Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
Cash and investments available										
Cash/cash equivalents at the year end	1	535 125	2 626 464	1 425 381	705 898	923 068	923 068	428 557	354 570	333 672
Other current investments > 90 days		(119 882)	(2 292 381)	(981 984)	(456 390)	(487 617)	(487 617)	-	-	-
Non current Investments	1	-	-	-	-	-	-	-	-	-
Cash and investments available:		415 242	334 083	443 397	249 508	435 451	435 451	428 557	354 570	333 672
Application of cash and investments										
Unspent conditional transfers		8 863	15 504	26 638	220	4 075	4 075	6 113	6 113	6 113
Unspent borrowing		-	-	-	-	-	-	-	-	-
Statutory requirements	2	(292 261)	(161 263)	(188 693)	(139 242)	(17 358)	(17 358)	(13 886)	(9 868)	(5 169)
Other working capital requirements	3	546 361	64 010	106 505	(112 652)	(41 854)	(41 854)	(83 782)	(132 229)	(190 958)
Other provisions		56 680	56 471	63 629	128 332	98 353	98 353	74 461	74 224	74 569
Long term investments committed	4	-	-	-	-	-	-	-	-	-
Reserves to be backed by cash/investments	5	(149 686)	162 491	171 887	24 715	39 097	39 097	186 712	284 832	231 682
Total Application of cash and investments:		169 957	137 212	179 966	(98 627)	82 313	82 313	169 617	223 072	116 237
Surplus(shortfall)		245 286	196 871	263 431	348 135	353 138	353 138	258 940	131 498	217 435

References

1. Must reconcile with Budgeted Cash Flows
2. For example: VAT, taxation
3. Council approval for policy required - include sufficient working capital (e.g. allowing for a % of current debtors > 90 days as uncollectable)
4. For example: sinking fund requirements for borrowing
5. Council approval required for each reserve created and basis of cash backing of reserves

Other working capital requirements										
Debtors		7	33 416	30 273	41 149	41 271	41 271	45 378	53 973	65 015
Creditors due		453 720	769 541	882 752	137 557	275 129	275 129	281 947	289 165	297 064
Total		(453 713)	(736 125)	(852 479)	(96 408)	(233 858)	(233 858)	(236 569)	(235 192)	(232 049)

Debtors collection assumptions										
Balance outstanding - debtors		71 873	57 984	61 615	92 434	101 802	101 802	108 887	125 698	149 210
Estimate of debtors collection rate		0.0%	57.6%	49.1%	44.5%	40.5%	40.5%	41.7%	42.9%	43.6%

Long term investments committed										
Balance (Insert description; eg sinking fund)										
Bankers Acceptance Certificate		-	-	-	-	-	-	-	-	-
Deposit Taking Institutions		-	-	-	-	-	-	-	-	-
Bank Repurchase Agreements		-	-	-	-	-	-	-	-	-
Derivative Financial Assets		-	-	-	-	-	-	-	-	-
Guaranteed Endowment Policies (Sinking)		-	-	-	-	-	-	-	-	-
Listed/Unlisted Bonds and Stocks		-	-	-	-	-	-	-	-	-
Municipal Bonds		-	-	-	-	-	-	-	-	-
National Government Securities		-	-	-	-	-	-	-	-	-
Negotiable Certificate of Deposits: Banks		-	-	-	-	-	-	-	-	-
Unamortised Debt Expense		-	-	-	-	-	-	-	-	-
Unamortised Preference Share Expense		-	-	-	-	-	-	-	-	-
Interest Rate Swaps		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Reserves to be backed by cash/investments										
Housing Development Fund		(9 396)	-	-	4 900	-	-	-	-	-
Capital replacement		170 840	152 605	152 605	19 815	29 211	29 211	176 826	274 946	221 797
Self-insurance		9 885	9 885	9 885	-	9 885	9 885	9 885	9 885	9 885
Compensation for Occupational Injuries and Diseases		-	-	-	-	-	-	-	-	-
Employee Benefit		-	-	-	-	-	-	-	-	-
Non-current Provisions		-	-	-	-	-	-	-	-	-
Valuation		-	-	-	-	-	-	-	-	-
Investment in associate account		-	-	-	-	-	-	-	-	-
Capitalisation		321 016	-	-	-	-	-	-	-	-
	6	492 346	162 491	162 491	24 715	39 097	39 097	186 712	284 832	231 682

WC024 Stellenbosch - Table A9 Asset Management

Description		Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
R thousand			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
CAPITAL EXPENDITURE											
Total New Assets		1	269 612	290 204	160 805	234 568	240 743	240 743	308 823	327 051	244 375
Roads Infrastructure			34 038	39 215	3 337	33 400	33 133	33 133	24 800	35 900	59 700
Storm water Infrastructure			—	—	—	500	291	291	2 500	1 100	600
Electrical Infrastructure			16 098	20 376	45 569	52 500	69 053	69 053	83 698	85 166	82 912
Water Supply Infrastructure			10 095	22 905	25 258	49 294	77 063	77 063	101 354	63 500	34 850
Sanitation Infrastructure			59 018	28 848	27 193	2 500	1 179	1 179	2 500	2 000	2 000
Solid Waste Infrastructure			21 518	9 464	5 330	57 300	9 469	9 469	60 500	88 900	31 000
Rail Infrastructure			—	—	—	—	—	—	—	—	—
Coastal Infrastructure			—	—	—	—	—	—	—	—	—
Information and Communication Infrastructure			630	131	82	—	—	—	2 000	2 000	2 000
Infrastructure			141 396	120 939	106 769	195 494	190 187	190 187	277 352	278 566	213 062
Community Facilities			6 631	5 419	2 706	—	5 056	5 056	1 000	—	—
Sport and Recreation Facilities			2 878	2 362	(14 816)	—	261	261	300	200	2 000
Community Assets			9 509	7 781	(12 110)	—	5 318	5 318	1 300	200	2 000
Heritage Assets			100	—	—	—	—	—	—	—	—
Revenue Generating			972	3 681	1 400	—	—	—	—	—	—
Non-revenue Generating			1 331	2 006	—	—	—	—	—	—	—
Investment properties			2 303	5 688	1 400	—	—	—	—	—	—
Operational Buildings			9 742	75 577	30 808	15 200	18 346	18 346	300	1 300	8 000
Housing			200	48 815	13 399	—	939	939	—	—	—
Other Assets			9 942	124 392	44 207	15 200	19 285	19 285	300	1 300	8 000
Biological or Cultivated Assets			—	—	—	—	—	—	—	—	—
Servitudes			—	—	—	—	—	—	—	—	—
Licences and Rights			—	—	—	200	—	—	—	—	—
Intangible Assets			—	—	—	200	—	—	—	—	—
Computer Equipment			66 547	354	1 930	6 100	7 654	7 654	5 770	6 770	5 270
Furniture and Office Equipment			2 159	3 128	3 149	570	2 466	2 466	770	875	885
Machinery and Equipment			18 136	11 883	10 929	13 204	11 426	11 426	13 165	21 190	9 658
Transport Assets			19 520	16 040	4 531	3 800	4 407	4 407	10 166	18 150	5 500
Land			—	—	—	—	—	—	—	—	—
Zoo's, Marine and Non-biological Animals			—	—	—	—	—	—	—	—	—
Mature			—	—	—	—	—	—	—	—	—
Immature			—	—	—	—	—	—	—	—	—
Living Resources			—	—	—	—	—	—	—	—	—
Total Renewal of Existing Assets		2	10 136	30 214	40 909	31 358	26 643	26 643	33 634	30 231	90 031
Roads Infrastructure			12 579	25 841	28 892	6 011	9 627	9 627	4 500	5 000	8 300
Storm water Infrastructure			—	—	—	—	—	—	—	—	—
Electrical Infrastructure			(4 747)	2 819	194	12 946	10 539	10 539	17 034	15 331	64 731
Water Supply Infrastructure			473	1 138	7 132	4 000	4 000	4 000	4 000	4 000	7 000
Sanitation Infrastructure			1 831	—	2 468	4 000	1 500	1 500	4 000	4 000	10 000
Solid Waste Infrastructure			—	—	—	—	—	—	—	—	—
Rail Infrastructure			—	—	—	—	—	—	—	—	—
Coastal Infrastructure			—	—	—	—	—	—	—	—	—
Information and Communication Infrastructure			—	—	—	—	—	—	—	—	—
Infrastructure			10 136	29 798	38 687	26 958	25 666	25 666	29 534	28 331	90 031
Community Facilities			—	—	—	200	122	122	400	1 750	—
Sport and Recreation Facilities			—	216	904	4 200	738	738	3 700	150	—
Community Assets			—	216	904	4 400	860	860	4 100	1 900	—
Heritage Assets			—	—	—	—	—	—	—	—	—
Revenue Generating			—	—	—	—	—	—	—	—	—
Non-revenue Generating			—	—	—	—	—	—	—	—	—
Investment properties			—	—	—	—	—	—	—	—	—
Operational Buildings			—	200	680	—	117	117	—	—	—
Housing			—	—	—	—	—	—	—	—	—
Other Assets			—	200	680	—	117	117	—	—	—
Biological or Cultivated Assets			—	—	—	—	—	—	—	—	—
Servitudes			—	—	—	—	—	—	—	—	—
Licences and Rights			—	—	—	—	—	—	—	—	—
Intangible Assets			—	—	—	—	—	—	—	—	—
Computer Equipment			—	—	—	—	—	—	—	—	—
Furniture and Office Equipment			—	—	638	—	—	—	—	—	—
Machinery and Equipment			—	—	—	—	—	—	—	—	—
Transport Assets			—	—	—	—	—	—	—	—	—
Land			—	—	—	—	—	—	—	—	—
Zoo's, Marine and Non-biological Animals			—	—	—	—	—	—	—	—	—
Mature			—	—	—	—	—	—	—	—	—
Immature			—	—	—	—	—	—	—	—	—
Living Resources			—	—	—	—	—	—	—	—	—
Total Upgrading of Existing Assets		6	128 814	72 523	138 456	143 347	111 323	111 323	162 343	231 813	168 650
Roads Infrastructure			29 797	6 697	18 610	23 900	18 461	18 461	38 200	32 683	23 700

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
<i>Storm water Infrastructure</i>		835	1 307	14	–	–	–	100	50	50
<i>Electrical Infrastructure</i>		23 523	16 624	19 304	11 950	6 571	6 571	11 381	5 750	3 750
<i>Water Supply Infrastructure</i>		20 309	10 993	5 804	24 000	10 108	10 108	33 600	68 580	111 750
<i>Sanitation Infrastructure</i>		31 173	6 780	27 278	46 800	42 209	42 209	39 840	87 800	18 900
<i>Solid Waste Infrastructure</i>		370	772	769	–	–	–	1 500	4 000	300
<i>Rail Infrastructure</i>		–	–	–	–	–	–	–	–	–
<i>Coastal Infrastructure</i>		–	–	–	–	–	–	–	–	–
<i>Information and Communication Infrastructure</i>		999	138	903	700	187	187	6 000	2 500	2 500
Infrastructure		107 005	43 313	72 682	107 350	77 536	77 536	130 621	201 363	160 950
Community Facilities		4 003	6 527	7 232	18 486	13 518	13 518	13 980	15 800	2 000
Sport and Recreation Facilities		1 852	1 720	32 464	3 561	3 641	3 641	4 211	5 750	200
Community Assets		5 855	8 247	39 696	22 047	17 159	17 159	18 191	21 550	2 200
Heritage Assets		423	263	–	7 000	2 500	2 500	5 781	–	–
Revenue Generating		2 962	3 276	–	–	–	–	–	–	–
Non-revenue Generating		808	5 785	5 082	3 500	6 500	6 500	–	–	–
Investment properties		3 771	9 061	5 082	3 500	6 500	6 500	–	–	–
Operational Buildings		472	3 018	17 693	2 700	7 132	7 132	5 500	7 150	5 000
Housing		2 087	1 874	–	500	245	245	1 000	1 000	–
Other Assets		2 559	4 893	17 693	3 200	7 377	7 377	6 500	8 150	5 000
Biological or Cultivated Assets		–	–	–	250	250	250	250	250	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		163	–	–	–	–	–	–	–	–
Intangible Assets		163	–	–	–	–	–	–	–	–
Computer Equipment		8 891	6 577	3 210	–	–	–	1 000	500	500
Furniture and Office Equipment		146	169	93	–	–	–	–	–	–
Machinery and Equipment		–	–	–	–	–	–	–	–	–
Transport Assets		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Mature		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Living Resources		–	–	–	–	–	–	–	–	–
Total Capital Expenditure	4	408 562	392 941	340 170	409 273	378 709	378 709	504 800	589 095	503 056
<i>Roads Infrastructure</i>		76 413	71 754	50 840	63 311	61 221	61 221	67 500	73 583	91 700
<i>Storm water Infrastructure</i>		835	1 307	14	500	291	291	2 600	1 150	650
<i>Electrical Infrastructure</i>		34 874	39 819	65 067	77 396	86 163	86 163	112 113	106 248	151 393
<i>Water Supply Infrastructure</i>		30 877	35 036	38 195	77 294	91 171	91 171	138 954	136 080	153 600
<i>Sanitation Infrastructure</i>		92 022	35 628	56 939	53 300	44 888	44 888	46 340	93 800	30 900
<i>Solid Waste Infrastructure</i>		21 888	10 237	6 099	57 300	9 469	9 469	62 000	92 900	31 300
<i>Rail Infrastructure</i>		–	–	–	–	–	–	–	–	–
<i>Coastal Infrastructure</i>		–	–	–	–	–	–	–	–	–
<i>Information and Communication Infrastructure</i>		1 628	269	985	700	187	187	8 000	4 500	4 500
Infrastructure		258 537	194 050	218 138	329 802	293 389	293 389	437 507	508 260	464 043
Community Facilities		10 634	11 946	9 938	18 686	18 696	18 696	15 380	17 550	2 000
Sport and Recreation Facilities		4 730	4 298	18 552	7 761	4 641	4 641	8 211	6 100	2 200
Community Assets		15 364	16 244	28 490	26 447	23 336	23 336	23 591	23 650	4 200
Heritage Assets		523	263	–	7 000	2 500	2 500	5 781	–	–
Revenue Generating		3 934	6 957	1 400	–	–	–	–	–	–
Non-revenue Generating		2 139	7 791	5 082	3 500	6 500	6 500	–	–	–
Investment properties		6 073	14 748	6 482	3 500	6 500	6 500	–	–	–
Operational Buildings		10 214	78 796	49 180	17 900	25 596	25 596	5 800	8 450	13 000
Housing		2 287	50 689	13 399	500	1 185	1 185	1 000	1 000	–
Other Assets		12 501	129 484	62 579	18 400	26 780	26 780	6 800	9 450	13 000
Biological or Cultivated Assets		–	–	–	250	250	250	250	250	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		163	–	–	200	–	–	–	–	–
Intangible Assets		163	–	–	200	–	–	–	–	–
Computer Equipment		75 438	6 931	5 140	6 100	7 654	7 654	6 770	7 270	5 770
Furniture and Office Equipment		2 306	3 298	3 880	570	2 466	2 466	770	875	885
Machinery and Equipment		18 136	11 883	10 929	13 204	11 426	11 426	13 165	21 190	9 658
Transport Assets		19 520	16 040	4 531	3 800	4 407	4 407	10 166	18 150	5 500
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Mature		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Living Resources		–	–	–	–	–	–	–	–	–
TOTAL CAPITAL EXPENDITURE - Asset class		408 562	392 941	340 170	409 273	378 709	378 709	504 800	589 095	503 056
ASSET REGISTER SUMMARY - PPE (WDV)	5	5 667 203	5 853 186	6 014 401	6 274 346	6 152 095	6 152 095	6 436 612	6 799 916	7 072 582
<i>Roads Infrastructure</i>		771 013	811 846	838 731	857 284	823 749	823 749	846 054	872 510	919 251
<i>Storm water Infrastructure</i>		16 560	37 002	35 986	15 035	14 872	14 872	16 651	16 708	16 244
<i>Electrical Infrastructure</i>		932 083	938 767	992 378	1 023 585	1 032 798	1 032 798	1 103 158	1 168 539	1 278 249
<i>Water Supply Infrastructure</i>		1 389 409	1 405 035	1 406 099	1 493 331	1 407 481	1 407 481	1 500 274	1 587 326	1 690 910

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
Sanitation Infrastructure		917 603	997 701	1 051 818	1 031 333	1 047 385	1 047 385	1 064 221	1 127 441	1 127 149
Solid Waste Infrastructure		57 998	75 733	69 644	110 176	67 240	67 240	127 372	218 295	247 579
Rail Infrastructure		—	—	—	—	—	—	—	—	—
Coastal Infrastructure		—	—	—	—	—	—	—	—	—
Information and Communication Infrastructure		1 644	1 207	1 439	2 615	1 220	1 220	12 789	20 334	26 370
Infrastructure		4 086 311	4 267 291	4 396 096	4 533 359	4 394 744	4 394 744	4 670 518	5 011 154	5 305 753
Community Assets		88 145	93 240	130 551	129 353	141 514	141 514	160 806	180 915	180 676
Heritage Assets		774	1 037	1 037	10 865	3 537	3 537	3 537	3 537	3 537
Investment properties		410 454	412 144	412 144	415 362	418 371	418 371	418 091	417 804	417 511
Other Assets		427 553	419 085	419 557	501 368	541 204	541 204	541 924	541 570	534 071
Biological or Cultivated Assets		6 321	5 143	6 321	6 571	5 393	5 393	5 643	5 893	5 893
Intangible Assets		9 694	8 564	5 726	6 480	5 707	5 707	4 514	3 085	1 628
Computer Equipment		24 515	24 915	29 686	25 840	27 619	27 619	22 359	17 913	13 286
Furniture and Office Equipment		14 176	15 441	16 745	19 682	19 583	19 583	16 885	13 440	9 912
Machinery and Equipment		45 667	43 469	40 582	75 057	44 071	44 071	43 688	51 716	49 860
Transport Assets		96 799	105 199	98 996	92 747	93 391	93 391	91 687	95 931	93 496
Land		456 793	457 660	456 960	457 660	456 960	456 960	456 960	456 960	456 960
Zoo's, Marine and Non-biological Animals		—	—	—	—	—	—	—	—	—
Living Resources		—	—	—	—	—	—	—	—	—
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	5	5 667 203	5 853 186	6 014 401	6 274 346	6 152 095	6 152 095	6 436 612	6 799 916	7 072 582
EXPENDITURE OTHER ITEMS										
Depreciation	7	190 440	212 325	213 746	213 118	214 993	214 993	220 283	225 791	230 391
Repairs and Maintenance by Asset Class	3	49 608	66 302	63 905	107 541	103 955	103 955	113 859	118 156	122 068
Roads Infrastructure		8 008	11 835	18 132	20 878	20 878	20 878	21 913	22 819	23 770
Storm water Infrastructure		6 810	1 387	286	1 230	1 205	1 205	1 289	1 345	1 403
Electrical Infrastructure		998	(3 894)	65	12 578	11 576	11 576	15 056	15 357	15 695
Water Supply Infrastructure		100	6 124	2 192	12 423	12 123	12 123	13 750	14 314	14 902
Sanitation Infrastructure		1 944	13 672	5 780	10 800	11 900	11 900	11 316	11 794	12 293
Solid Waste Infrastructure		—	1 997	11 125	4 344	4 344	4 344	4 533	4 709	4 893
Rail Infrastructure		—	—	—	—	—	—	—	—	—
Coastal Infrastructure		—	—	—	—	—	—	—	—	—
Information and Communication Infrastructure		—	9 567	5 515	2 980	2 980	2 980	3 053	3 124	3 198
Infrastructure		17 859	40 688	43 096	65 232	65 005	65 005	70 910	73 462	76 155
Community Facilities		2 686	9 431	8 348	9 859	9 366	9 366	9 618	9 810	10 007
Sport and Recreation Facilities		—	1 287	850	81	81	81	135	138	140
Community Assets		2 686	10 719	9 198	9 940	9 447	9 447	9 753	9 948	10 147
Heritage Assets		—	—	—	—	—	—	—	—	—
Revenue Generating		—	—	—	—	—	—	—	—	—
Non-revenue Generating		—	—	—	—	—	—	—	—	—
Investment properties		—	—	—	—	—	—	—	—	—
Operational Buildings		—	8 629	3 356	16 000	11 819	11 819	16 159	16 716	17 295
Housing		—	719	287	353	253	253	261	269	277
Other Assets		—	9 348	3 643	16 353	12 072	12 072	16 420	16 984	17 572
Biological or Cultivated Assets		—	—	—	—	—	—	—	—	—
Servitudes		—	—	—	—	—	—	—	—	—
Licences and Rights		—	—	—	—	—	—	—	—	—
Intangible Assets		—	—	—	—	—	—	—	—	—
Computer Equipment		—	—	—	—	—	—	—	—	—
Furniture and Office Equipment		11 027	2 671	2 035	4 408	4 913	4 913	3 876	4 044	4 201
Machinery and Equipment		—	—	—	552	552	552	563	574	586
Transport Assets		18 036	2 876	5 933	11 057	11 966	11 966	12 337	13 144	13 408
Libraries		—	—	—	—	—	—	—	—	—
Zoo's, Marine and Non-biological Animals		—	—	—	—	—	—	—	—	—
Mature		—	—	—	—	—	—	—	—	—
Immature		—	—	—	—	—	—	—	—	—
Living Resources		—	—	—	—	—	—	—	—	—
TOTAL EXPENDITURE OTHER ITEMS		240 049	278 627	277 651	320 660	318 948	318 948	334 142	343 947	352 458
Renewal and upgrading of Existing Assets as % of total capex		34.0%	26.1%	52.7%	42.7%	36.4%	36.4%	38.8%	44.5%	51.4%
Renewal and upgrading of Existing Assets as % of deprecn		73.0%	48.4%	83.9%	82.0%	64.2%	64.2%	89.0%	116.1%	112.3%
R&M as a % of PPE & Investment Property		0.9%	1.1%	1.1%	1.7%	1.7%	1.7%	1.8%	1.7%	1.7%
Renewal and upgrading and R&M as a % of PPE and Investment Prop		3.3%	2.9%	4.1%	4.5%	3.9%	3.9%	4.8%	5.6%	5.4%

WC024 Stellenbosch - Table A10 Basic service delivery measurement

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Household service targets	1									
Water:										
Piped water inside dwelling		40 626	40 626	40 676	40 676	40 676	40 726	40 776	40 826	40 826
Piped water inside yard (but not in dwelling)		4 461	4 461	4 561	4 561	4 561	4 664	4 769	4 876	4 876
Using public tap (at least min.service level)	2	4 778	4 778	4 878	4 878	4 878	4 980	5 084	5 191	5 191
Other water supply (at least min.service level)	4	684	684	834	834	834	1 017	1 240	1 512	1 512
<i>Minimum Service Level and Above sub-total</i>		50 550	50 550	50 950	50 950	50 950	51 387	51 869	52 404	52 404
Using public tap (< min.service level)	3	1 170	1 170	1 070	1 070	1 070	979	896	820	820
Other water supply (< min.service level)	4	–	–	–	–	–	–	–	–	–
No water supply		207	207	157	157	157	119	90	68	68
<i>Below Minimum Service Level sub-total</i>		1 377	1 377	1 227	1 227	1 227	1 098	986	888	888
Total number of households	5	51 927	51 927	52 177	52 177	52 177	52 485	52 855	53 292	53 292
Sanitation/sewerage:										
Flush toilet (connected to sewerage)		46 256	46 256	46 306	46 306	46 306	46 356	46 406	46 456	46 456
Flush toilet (with septic tank)		2 165	2 165	2 265	2 265	2 265	2 370	2 480	2 595	2 595
Chemical toilet		407	407	420	420	420	433	446	460	460
Pit toilet (ventilated)		50	50	–	–	–	–	–	–	–
Other toilet provisions (> min.service level)		1 898	1 898	2 236	2 236	2 236	2 633	3 101	3 652	3 652
<i>Minimum Service Level and Above sub-total</i>		50 777	50 777	51 227	51 227	51 227	51 792	52 433	53 163	53 163
Bucket toilet		800	800	700	700	700	613	537	470	470
Other toilet provisions (< min.service level)		50	50	–	–	–	–	–	–	–
No toilet provisions		300	300	250	250	250	208	173	144	144
<i>Below Minimum Service Level sub-total</i>		1 150	1 150	950	950	950	821	710	614	614
Total number of households	5	51 927	51 927	52 177	52 177	52 177	52 613	53 143	53 777	53 777
Energy:										
Electricity (at least min.service level)		14 821	14 821	15 071	15 071	15 071	15 325	15 583	15 846	15 846
Electricity - prepaid (min.service level)		35 003	35 003	35 253	35 253	35 253	35 505	35 759	36 014	36 014
<i>Minimum Service Level and Above sub-total</i>		49 824	49 824	50 324	50 324	50 324	50 830	51 342	51 860	51 860
Electricity (< min.service level)		150	150	150	150	150	150	150	150	150
Electricity - prepaid (< min. service level)		–	–	–	–	–	–	–	–	–
Other energy sources		1 953	1 953	1 703	1 703	1 703	1 485	1 295	1 129	1 129
<i>Below Minimum Service Level sub-total</i>		2 103	2 103	1 853	1 853	1 853	1 635	1 445	1 279	1 279
Total number of households	5	51 927	51 927	52 177	52 177	52 177	52 465	52 787	53 140	53 140

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
<u>Refuse:</u>										
Removed at least once a week		47 649	47 649	48 149	48 149	48 149	48 654	49 164	49 680	49 680
<i>Minimum Service Level and Above sub-total</i>		47 649	47 649	48 149	48 149	48 149	48 654	49 164	49 680	49 680
Removed less frequently than once a week		–	–	–	–	–	–	–	–	–
Using communal refuse dump		1 028	1 028	978	978	978	930	885	841	841
Using own refuse dump		2 100	2 100	2 000	2 000	2 000	1 905	1 815	1 728	1 728
Other rubbish disposal		750	750	700	700	700	653	609	568	568
No rubbish disposal		400	400	350	350	350	306	268	234	234
<i>Below Minimum Service Level sub-total</i>		4 278	4 278	4 028	4 028	4 028	3 794	3 576	3 372	3 372
Total number of households	5	51 927	51 927	52 177	52 177	52 177	52 448	52 740	53 052	53 052
<u>Households receiving Free Basic Service</u>	7									
Water (6 kilolitres per household per month)		21 106 158	25 538 738	25 194 935	8 277 972	8 157 234	8 157 234	8 565 096	8 993 350	9 443 018
Sanitation (free minimum level service)		9 607 052	10 545 132	10 039 242	11 325 696	9 240 803	9 240 803	9 795 251	10 382 966	11 005 944
Electricity/other energy (50kwh per household per month)		13 321 030	14 758 992	18 155 071	17 685 253	17 685 253	17 685 253	71 634 445	82 021 440	90 961 777
Refuse (removed at least once a week)		–	–	–	19 725 134	19 725 134	19 725 134	21 500 396	23 435 432	25 544 621
<i>Informal Settlements</i>		–	–	–	–	–	–	–	–	–
<u>Cost of Free Basic Services provided - Formal Settlements (R'000)</u>	8									
Water (6 kilolitres per indigent household per month)		21 106	25 539	25 195	8 278	8 157	8 157	8 565	8 993	9 443
Sanitation (free sanitation service to indigent households)		9 607	10 545	10 039	11 326	9 241	9 241	9 795	10 383	11 006
Electricity/other energy (50kwh per indigent household per month)		13 321	14 759	18 155	17 685	17 685	17 685	71 634	82 021	90 962
Refuse (removed once a week for indigent households)		–	–	–	19 725	19 725	19 725	21 500	23 435	25 545
<u>Cost of Free Basic Services provided - Informal Formal Settlements (R'000)</u>		–	–	–	–	–	–	–	–	–
Total cost of FBS provided		44 034	50 843	53 389	57 014	54 808	54 808	111 495	124 833	136 955
<u>Highest level of free service provided per household</u>										
Property rates (R value threshold)		200 000	200 000	200 000	200 000	200 000	200 000	250 000	250 000	250 000
Water (kilolitres per household per month)		10	10	6	6	6	6	6	6	6
Sanitation (kilolitres per household per month)		–	–	–	–	–	–	–	–	–
Sanitation (Rand per household per month)		101	101	112	112	112	112	112	112	112
Electricity (kwh per household per month)		100	100	100	100	100	100	100	100	100
Refuse (average litres per week)		250	250	250	250	250	250	250	250	250

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Revenue cost of subsidised services provided (R'000)	9									
Property rates (tariff adjustment) (impermissible values per section 17 of MPRA)		-	-	-	-	-	-	-	-	-
Property rates exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA)		49 938	53 282	51 233	57 671	47 326	47 326	56 811	60 530	64 162
Water (in excess of 6 kilolitres per indigent household per month)		-	-	-	-	-	-	-	-	-
Sanitation (in excess of free sanitation service to indigent households)		-	-	-	-	-	-	-	-	-
Electricity/other energy (in excess of 50 kwh per indigent household per month)		-	-	-	-	-	-	-	-	-
Refuse (in excess of one removal a week for indigent households)		-	-	-	-	-	-	-	-	-
Municipal Housing - rental rebates		-	-	-	-	-	-	-	-	-
Housing - top structure subsidies	6	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
Total revenue cost of subsidised services provided		49 938	53 282	51 233	57 671	47 326	47 326	56 811	60 530	64 162

PART 2

A: OVERVIEW OF STELLENBOSCH MUNICIPALITY

Background

Stellenbosch Municipality is located in the heart of the Cape Winelands. It is situated about 50 km from Cape Town and is flanked by the N1 and N2 main routes. The municipal area covers approximately 900 km².



State of the Greater Stellenbosch Area

Introduction

Stellenbosch Municipality is located at the edge of the City of Cape Town but still manages to retain its distinct small-town character. This undoubtedly gives Stellenbosch a strong competitive advantage – sharply contrasting with similarly sized towns located 400 km or more from the nearest metropolis. Aside from being a mere 50 km from Cape Town's central business district (CBD) and being flanked by the N1 and N2 main routes, Stellenbosch is also just 30 km away from the sea (at Somerset West/Strand) and only a few kilometres away from one of the most attractive mountain ranges of the Boland. In addition, Stellenbosch is a mere 28 km from Cape Town International Airport, one of South Africa's top (air) links to the global economy, and not much further away from Cape Town harbour, the shipping portal to both the Atlantic and the Indian Oceans.

This convergence of environmental resources, scenic quality and business opportunities has two other mutually reinforcing spin-offs: The largest number of JSE-listed companies based in any small South African town have their headquarters in Stellenbosch and the town is home to a disproportionately high number of corporate CEOs and executives, which in turn means that it can sustain a comparatively high level of economic activity and consumer services for a town of its size. This results in other benefits throughout the value-add chain and for employment. The municipal area covers approximately 900 km². The municipality's area of jurisdiction includes the towns of Stellenbosch and Franschhoek, as well as a number of rural hamlets such as Wemmershoek, La Motte, De Novo, Kylemore, Pniël, Johannesdal, Languedoc, Groot Drakenstein, Muldersvlei, Klappmuts, Elsenburg, Raithby, Jamestown, Koelenhof and Vlothenburg (most with a population of less than 5 000). Apart from formal settlement areas, the municipal area also includes a number of informal settlements.

Stellenbosch town is the second oldest town in South Africa, dating back to 1679 when an island in the Eerste River was named Stellenbosch by the then Governor of the Cape, Simon van der Stel. The first farming activities in the area were started in 1679. Today, the area has become primarily known for its extraordinary wines and fruits. The towns of Stellenbosch and Franschhoek are renowned for various architectural styles such as Dutch, Georgian and Victorian, which reflect their heritage and traditions, but also divisions of the past.

The area houses excellent educational institutions, including the University of Stellenbosch and several prestigious schools. It has a strong business sector, varying from major South African businesses and corporations to smaller enterprises and home industries. The tourism industry alone is responsible for the creation of about 18 000 jobs in the area. Wine farms and cellars abound and the area is the home of the very first Wine Route in South Africa. A variety of sport facilities are available. Coetzenburg, with its athletics and rugby stadiums, has delivered star performances over many generations. The Municipal area has a nuseveralatres, which include the Stellenbosch University's HB Thom Theatre, Oude Libertas Amphitheatre (renowned for its summer season of music, theatre and dance), Spier Amphitheatre, as well as Klein Libertas Theatre, Dorp Street at Theatre and Aan de Braak Theatre.

Ward Demarcation

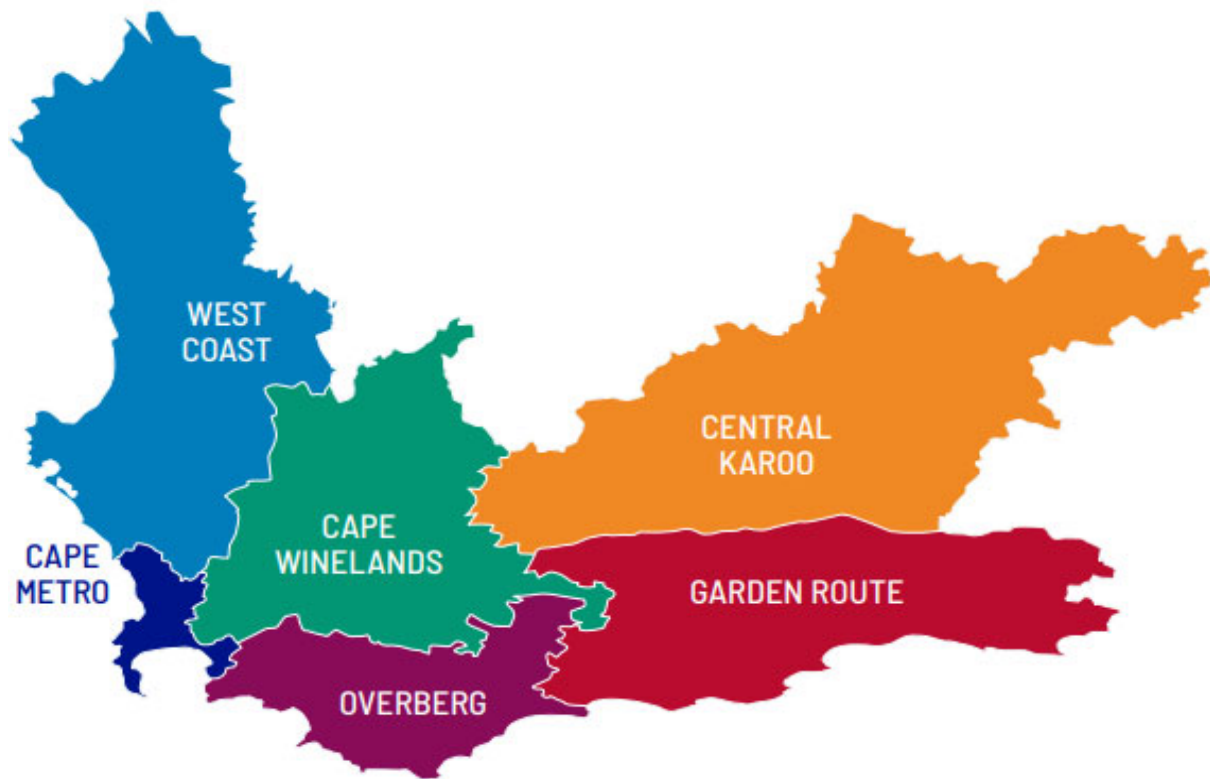
The Stellenbosch Municipality is currently structured into the following **23** wards:

Table 1: Municipal ward demarcation

Ward	Areas
1	Mooiwater, Franschhoek Town and Surrounding Farms
2	Langrug, La Motte, Dennegeur, Groendal
3	Lanquedoc, Wemmershoek to La Motte Wine Farm and Leopard Leap Wine Farm
4	Kylemore, Johannesburg, Pniël and Surrounding Farms
5	Ida's Valley (Hillside Village, La Gratitude Park (Kreefgat), The Ridge, La Roche, Lindida, Bloekomlaan (Moses / Martin) Lindley)
6	The Hydro, Rustenberg and Surrounding Farms, Kelsey Farm
7	Mostersdrift, Karindal, Rozendal, Uniepark, Simanswyk and Unirversiteitsoord
8	Stellenbosch University campus and university residence area; Coetzenburg, (partially:) Koloniesland
9	Stellenbosch CBD, Part of US campus (residential areas within both these areas), Southern border is the Eerste River, Northern border is Merriman Street, Eastern border is Die Laan and the Western border is Bird Street
10	Tennantville, Lakay Street, Titus Street, Langsuid Street up to Lakay Street, Tennant Street, Lapan Street, Bell Street, Bird Street, La Colline (Dr Malan Street, Dan Pienaar Street, Paul Roos Street, Tobruk Park, Irene Park, La Colline Road, Conde Street, Taylor Street, Mount Albert Street), Kromrivier Road, Jan Celliers Street, Hammanshand, Ds Botha Street, Voorplein Street, Bird Street, Langenhoven Street, Du Toit Station, Ryneveld Street, Karee Street, Oliehout Street, Banghoek Rd, Acedemia, Bosman Street, Smuts Rd, Joubert Street, De Beer Rd, De Villiers Rd from Ryneveld Street to Cluver Rd on the left hand side
11	Boundaries of the ward are: Kridge Rd, Herte Street, Skone Uitsig Rd onto Alexander Street onto Du Toit Street toward Merriman Avenue towards Adam Tas Rd onto George Blake Street, Mark Street, Distillery Rd, Santhagen Rd, Swawel Avenue, Kanarie Rd, Tarentaal Rd, Bokmakierie Rd, Fisant Rd, Devon Valley Rd, Kiewiet Rd, Dagbreek Rd, Pelikaan Street, Patrys Rd, Hammerkop Rd, Loerie Rd, Muldersvlei Landgoed, and all areas in Onder Papegaaienberg and businesses
12	Kayamandi: Zone A, Chris Hani Drive, 10th and 13th Street, School Crescent, Snake Valley, Enkanini, Watergang, Watergang TRA 2 and Watergang Informal Settlements
13	Kayamandi: Zone J, Red Bricks, Zone K and L, Hostels, Dairy and University Hostels, Old Bricks Houses Red Roofs, Zwellitsha, Costaland
14	Kayamandi: Zone P, I, F, D and O, Costaland, Marikana, Watergang, Smarties (Mgabadel Street), Monde Crescent
15	Kayamandi: Zone M, N, O, 4th and 5th Avenue, 10th, 12th and 14th Street, Long Street, Retreat Street, Forest Drive
16	The borders are Tenant Rd, Long streets, Crombi Rd to end of Gabriels Rd, Asalea Rd, 2nd Road, Noble Rd, Bailey Rd, Eike Street, Curry Street, Hoop Rd, Pansy Rd, West Rd, Laai Rd, Anthony Rd, Carriem Rd, Archilles Rd, Bergstedt Rd, Davidse Rd, Cupido Rd, Pearce Rd, Robyn Rd, Gonzalves Rd, Hercules Rd, Chippendale Rd, Afrika Rd, Arnolds Rd, September Rd, Jakaranda Street, Short Rd, Quarry Rd, Middle Rd, Primrose Street, Pine (Bo en Onder), North End, Vredelust, Gembok, Daffodil Single, Steps, Sylvia Street, Eiland Street, Last Street (White City), Frikkadel Dorp, September Street
17	A part of Cloetesville (Lakay Rd towards Langstraat -Suid Rd, Kloof Street, Fir Street, Fontein Rd, Williams R towards Gabriels Rd towards February Rd, Valentyn Rd, Pool Rd, Raziet Rd, Ortell Rd, Rhode Rd, King Rd, Hine Rd, Hendrikse Rd, Rhode Rd), as well as Welgevonden, Green Oaks, Stellita Park, Weltevrede, Welgevonden Estate (Red Oak Rd, Belladonna Street, Wildeklawer Welgevonden Boulevard, Olive Rd, Sonnedou Rd, Mountain Silver Rd, Silver Oak Rd, Froetang Rd, Katbos Rd, Everlasting, Fynbos Street, Sourfig Street, Scarlet Cresant, Pin Oak Street, Evergreen, Autumn Close, Nenta, Cherrywood, Candelabra, Froetang, Candelabra, Kouter, Protea Street, Minaret, Gooseberry, Honeybush), Klein Welgevonden (La Belle Vie, Chablis) and the Municipal Flats in Rhode, Kloof and Long Streets, Bertha Wines and Weltevreden Estate, 15 Weltevreden Estate.) The borders of the ward are the R44 Klapmuts road and Long streets.
18	Klapmuts Town Centre, Bennitsville, Weltevrede Park, Klapmuts New Houses, Mandela City and La Rochelle Informal Settlement, Klapmuts Farms (The Purple Windmill, Arra Vineyards, Hidden Gems Wines, Gravel Junction Wine and Spiritis Company, Wine Estate Le Bonheur, Anura Vinyard, Dalewood Farms, Blueberry Bar, Klapmuts Transfer Station, Trophy SA, DKL Transport Pty, Welgelee Estate)
19	De Novo, Kromme Rhee, Vaaldraai, Muldersvlei, Koelenhof and surrounding Farms, Koelenhof Station, Slayley, Hunting, Koelenhof Farms, Poulter / Mariendahl, De Hoop, Nooitgedacht Village, Bottelary and Surrounding Farms, De Waalshof, Weltevrede 1, Weltevrede 2, Smartie Town.
20	Vlottenberg, Raithby, Mooiberge, Lynedoch
21	Brandwacht Aan Rivier, Paradyskloof, Stellenbosch Golf Course, Blaauwklippen / Stellenzicht Farms, De Zalze, Jamestown, Mountainview, Stellenbosch Airfield
22	Die Boord, Dalsig, Brandwacht, Krigeville, Libertas Farm
23	Dorp Street, Krige, Hamman Streets, Schroder Rd, Die Braak, Bird Street from Dorp Street, Denniseg area, Muller Rd, Banghoek Road, Reyneveld Street, Plankenburg Industrial area and Kayamandi Corridor.

Below is a map of the Cape Winelands District in relation to the provincial district boundaries:

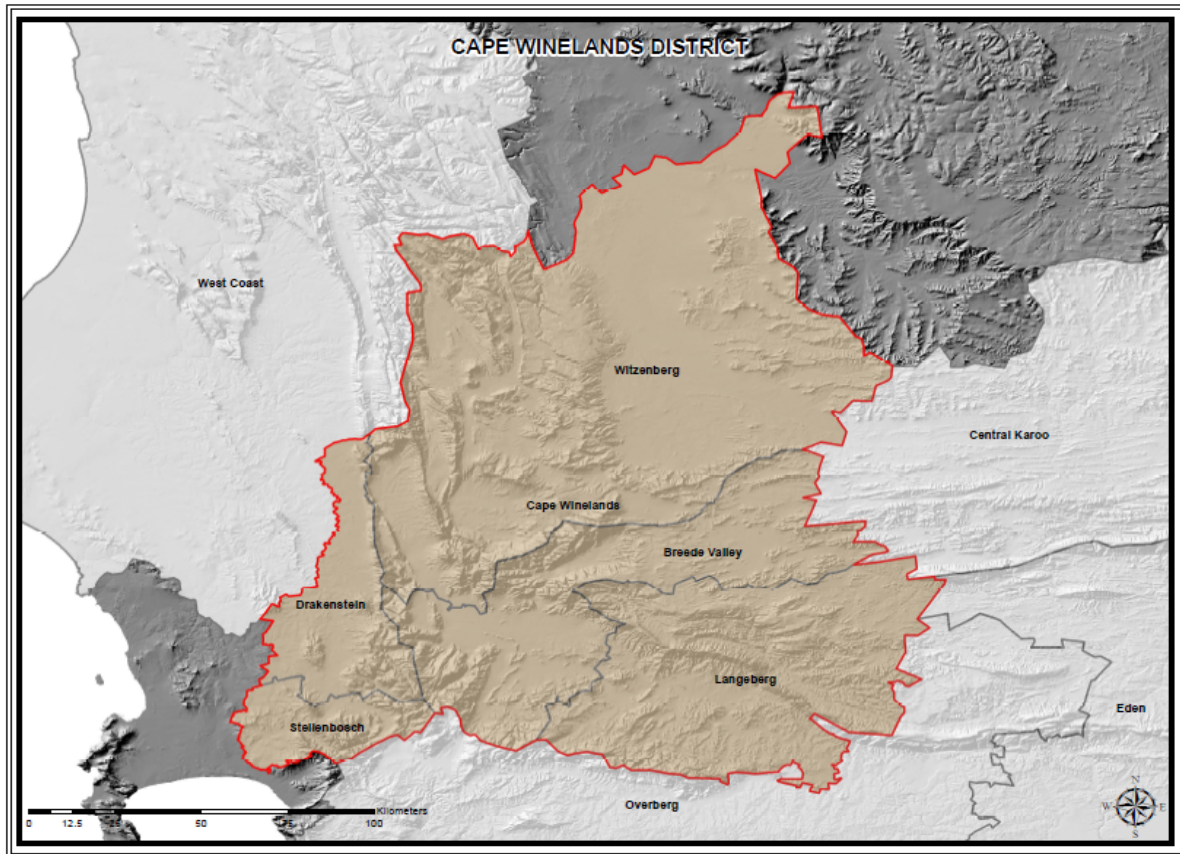
Map 1: Locality of Cape Winelands in relation to Provincial Boundaries



The Western Cape Province makes up 10.6% of the country's land surface and encompasses an area of 129 462 km². The province spatial area includes 1 metropolitan area (City of Cape Town), 5 district municipal areas (Central Karoo, Eden renamed Garden Route, Overberg, Cape Winelands and West Coast) and 24 local municipalities.

Below is a map of the municipalities in relation to the Cape Winelands District:

Map 2: Locality map of Stellenbosch Municipality in relation to Cape Winelands District Boundaries



The Cape Winelands District Municipality is located within close proximity of the City of Cape Town, which offers excellent access to trade opportunities, routes and infrastructure such as expanding broadband networks, an international airport (with direct flights to international cities), the second-largest container port in the country and a comprehensive road and rail network. This gives the Cape Winelands district ideally located as an investment destination. The Cape Winelands District municipal area incorporates Drakenstein, Stellenbosch, Breede Valley, Langeberg and Witzenberg.

Below is a map of the Stellenbosch Municipality's area of jurisdiction:

Map 3: Locality map of municipal boundaries



Stellenbosch Local Municipality is located in the heart of the Cape Winelands and adjacent to the City of Cape Town and Drakenstein Municipality. As a local authority, Stellenbosch Municipality governs the towns of Stellenbosch, Pniël, Klapmuts, Kylemore, Jamestown, Raithby, Ida's Valley, Cloetesville, Kayamandi and Vlothenburg, and the surrounding rural areas. The area covers 831 square kilometres and adjoins the City of Cape Town (CoCT) to the west and south and the Breede Valley, Drakenstein and Theewaterskloof Municipalities to the east and north. Functionally, Stellenbosch Municipality (SM) forms part of the Greater Cape Town metropolitan area.

The main settlements in SM are the historic towns of Stellenbosch and Franschhoek, and Klapmuts. There are also several smaller villages, including Jamestown (contiguous with Stellenbosch town), Pniël, Johannesdal, Lanquedoc, Lynedoch, and Raithby. New nodes are emerging around agricultural service centres, for example, Koelenhof and Vlotenburg. Stellenbosch is a sought-after space, offering opportunity and quality of living, yet in close proximity to city life. This has placed the municipal area under constant development pressure.

Stellenbosch Municipality at a Glance

Table 2: Stellenbosch Municipality - Summarised Statistics

Population Estimates, 2022				Actual households, 2021			
	Population	199 325			Households	50 792	
Education		2021		Poverty		2021	
	Matric Pass Rate	87.9%			Gini-Coefficient	0.63	
	Learner Retention Rate	79.1%			Poverty Head Count Ratio (UBPL)	58.91	
	Learner-Teacher Ratio	27.2					
Health						2021/22	
	Primary Health Care Facilities	Immunisation Rate	Maternal Mortality Ratio (per 100 000 live births)	Teenage Pregnancies – Delivery rate to women U/18			
	8 (excl. mobile / satellite)	55.8%	61.1	13.2%			
Safety and Security		The annual number of reported cases in 2021/22					
	Residential Burglaries	DUI	Drug-related Crimes	Murder	Sexual Offences		
	958	252	1125	87	226		
Access to Basic Service Delivery		Percentage of households with access to basic services, 2021/22					
Water	Refuse Removal	Electricity	Sanitation	Housing			
99.3% 	82.1% 	96.8% 	96.4% 	74.5% 			
Road Safety 2021/22		Labour, 2021/22 ¹		Socio-economic Risks			
Fatal Crashes	31	Unemployment Rate	Risk 1	Job Losses			
Road User Fatalities	39	(narrow definition)	Risk 2	Informal Sector Expansion			
		34.5%	Risk 3	Low skills base (Labour)			
Largest 3 sectors				Contribution to GDP, 2020			
Finance, insurance, real estate and business services		Wholesale and retail trade, catering and accommodation		Manufacturing			
26.5% 		17.5% 		16.3% 			

Source: Western Cape, Social – Economic Profile 2022

¹ According to the Quarterly Labour Force Survey (QLFS) – Q1: 2022, the official unemployment rate was 34.5% in the first quarter of 2022.

Socio – Economic Context

All socio-economic information is sourced from the Local Government Socio-Economic Profile 2022. The statistical data are primarily sourced from Statistics South Africa, administrative data from sector departments, the Municipal Review and Outlook (MERO), Global Insight Regional Explorer and Quantec.

Population Growth

The current population of Stellenbosch in 2022 are 199 325 persons, which is the most populated municipal area in the Cape Winelands District (CWD). This total is expected to grow to 215 456 by 2026, equating to an average annual growth rate of 2.0 per cent for the period.

The estimated population growth rate of Stellenbosch is therefore 0.3 percentage and points higher than the estimated average annual population growth rate of the Cape Winelands District which is 1.7 per cent.

The table below depicts the population growth from 2022 to 2026:

Table 3: Population Growth

Area	2022	2023	2024	2025	2026
%					
Stellenbosch	3.3	2.3	2.0	2.0	1.6
Cape Winelands	2.7	1.8	1.6	1.6	1.6
Western Cape	2.9	1.8	1.7	1.7	1.6

Source: Western Cape, Social – Economic Profile 2022

Sex Ratio

The overall sex ratio depicts the number of males per 100 females in the population. The data indicates that as of 2022, there are more females than males in the Stellenbosch municipal area with a ratio of 51.1 per cent (females) to 48.9 per cent (males).

The sex ratio is therefore 96, meaning that for every 100 women there are 96 men. The ratio increases slightly towards 2023 and remains unchanged from 2023 to 2026. This could be attributed to a wide range of factors such as an increase in female mortality rates as well as the potential inflow of working males to the municipal area.

The table below depicts the sex ratio within the Stellenbosch municipal area.

Table 4: Sex Ratio

Year	Cape Winelands	Witzenberg	Drakenstein	Stellenbosch	Breede Valley	Langeberg
2022	98.0	108.9	97.6	95.7	93.9	96.1
2023	98.7	110.0	98.4	96.2	94.4	96.9
2024	98.8	110.3	98.5	96.3	94.4	97.0
2025	98.9	110.6	98.6	96.3	94.3	97.1
2026	99.0	110.3	98.9	96.3	94.3	97.4

Source: Western Cape, Social – Economic Profile 2022

Age Cohorts

The age cohorts are composed according to the population of Stellenbosch. These groupings are expressed as a dependency ratio which indicates those who are part of the workforce (Aged 15 – 64) and those who are dependent on them (children or senior citizens). A higher dependency ratio implies greater pressure on social systems and the delivery of basic services.

Between 2022 and 2026, the largest population growth projection was recorded in the 65+ age cohort at 2.7 per cent. This reflects possible improvements in life expectancy (an ageing population) or that more people are choosing the Stellenbosch municipal area as a retirement destination. Notable growth is also expected in the working age cohort, which results in an overall decrease in the dependency ratio towards 2026.

The table below depicts the age cohorts between 2022 and 2026.

Table 2: Age Cohorts

Year	Children: 0 – 14 Years	Working Age: 15 – 65 Years	Aged: 65 +	Dependency Ratio
2022	43 801	144 203	11 321	38.2
2024	45 272	150 716	11 932	38.0
2026	76 765	156 091	12 600	38.0
Growth	1.7%	2.0%	2.7%	-

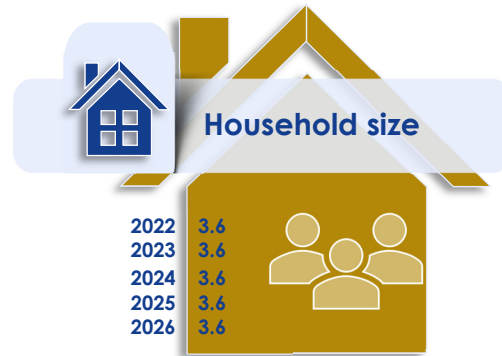
Source: Western Cape, Social – Economic Profile 2022

Household Size

Household size refers to the number of people per household. The average size of households is expected to remain constant at 3.6 people per household from 2022 to 2026. The trend of the constant average household size could be attributed to a wide range of factors but are not limited to, lower fertility rates, ageing population, divorce, cultural patterns surrounding intergenerational co-residence, as well as socioeconomic factors that shape trends in employment, education, and housing markets.

The table below depicts the household sizes from 2022 to 2026:

Figure 1: Household size



Source: Western Cape, Social – Economic Profile 2022

Population Density

Amidst rapid urbanisation across the Western Cape, population density figures will aid public sector decision-makers in mitigating environmental, health and service delivery risks. In 2022, the population density of the Cape Winelands District was 45 persons per square kilometer. In order of highest to lowest, the various local municipal areas compare as follows:

In order of highest to lowest, the various local municipal areas compare as follows:

- Stellenbosch 240 people/km²;
- Drakenstein 194 people/km²;
- Breede Valley 51 people/km²;
- Langeberg 27 people/km²; and
- Witzenberg 14 people/km².

According to the above comparison, Stellenbosch has the highest density in the Cape Winelands District. This is helped a lot by the fact that the municipal Spatial Development Framework (mSDF) says that urban development should stay within the limits of the urban edge.

Table 3: Population growth

	2022	2023	2024	2025	2026
Stellenbosch	3.3	2.3	2.0	2.0	1.6
Cape Winelands	2.7	1.8	1.6	1.6	1.6
Western Cape	2.9	1.8	1.7	1.7	1.6

Source: Western Cape, Social – Economic Profile 2022

Education

Education and training improve access to employment opportunities and help sustain and accelerate overall development. Quality Education is the 4th Sustainable Development Goal, while the National Development Plan (NDP) emphasises the link between education and employment as well as the

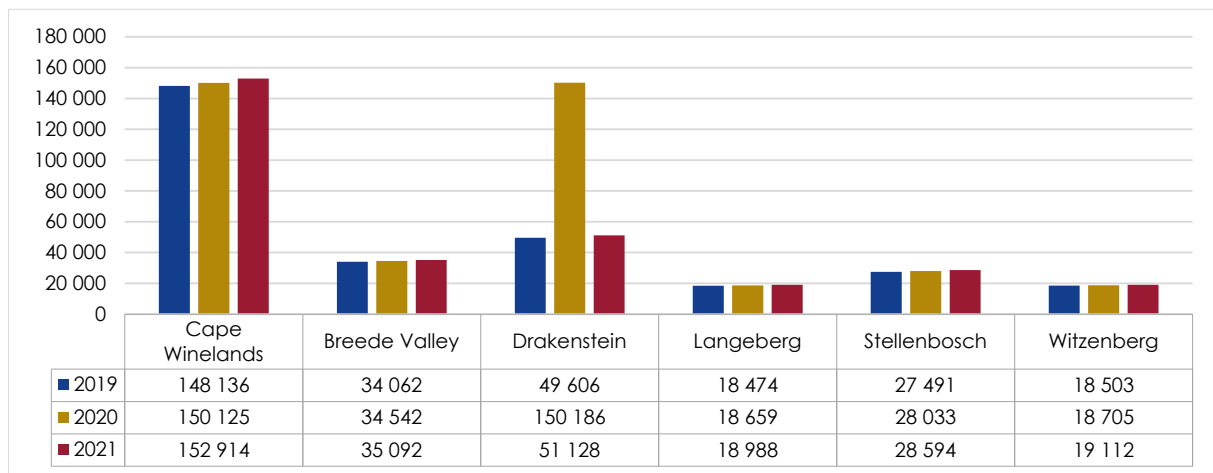
significant contribution it makes to the development of the capabilities and well-being of the population.

Learner enrolment, the learner-teacher ratio and learner retention rate

Learner enrolment in Stellenbosch increased from 27 491 enrolments in 2019 to 28 594 in 2021 (more than 1 104 learners were enrolled compared to 2019).

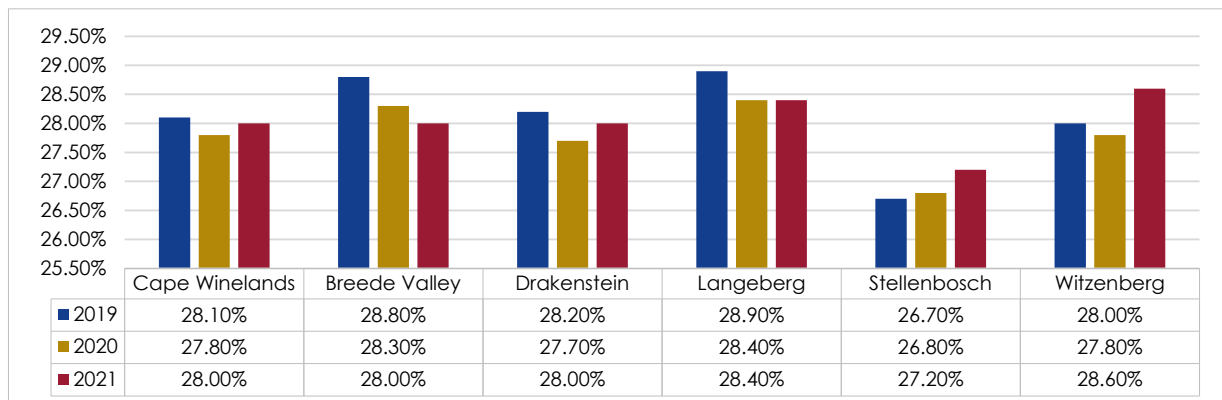
The graphics below depict the learner enrollments, learner-teacher ratio and learner retention from 2019 to 2021.

Graph 1: Learner enrolment



Source: Western Cape, Social – Economic Profile 2022

Graph 2: Learner – Teacher Ratio

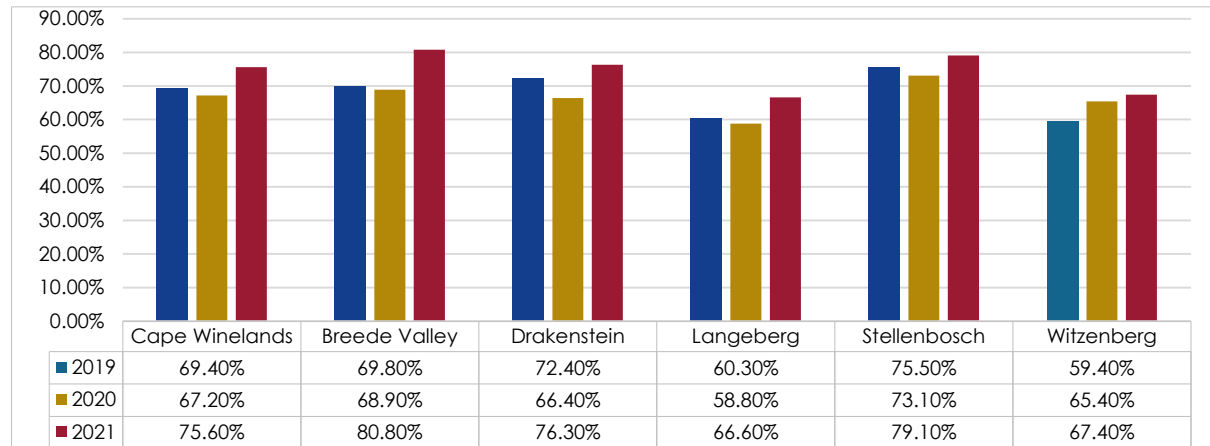


Source: Western Cape, Social – Economic Profile 2022

The learner retention rate measures the proportion of learners in Grade 12 who were in Grade 10 two years prior. The inverse of the learner-retention rate is commonly referred to as the drop-out rate. The learner retention rates are influenced by a wide array of factors, including low socio-economic background, student attitudes towards education, overcrowded classrooms, critical thinking skills, study skills and other personal circumstances which can make it difficult for the learner to focus on

education. Although the learner retention rate in the Stellenbosch municipal area improved from 75.5 per cent in 2020 to 79.1 per cent in 2021, more than 20 per cent of the learners did not complete their studies.

Graph 3: Learner retention

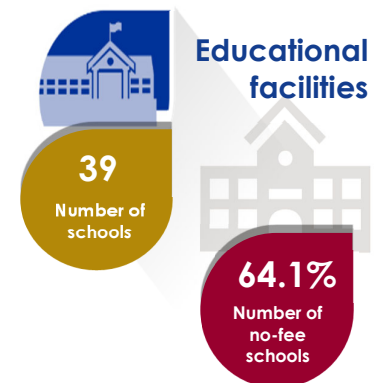


Source: Western Cape, Social – Economic Profile 2022

Number of schools and no – fee schools

Figure 2: Number of schools and no – fee schools

The number of schools within the Stellenbosch municipal area is recorded at 39 in 2021. A total of R90 million will be spent in the Stellenbosch municipal area across the MTREF. This allocation will be used for upgrading and additions as well as new and replacement infrastructure in the following schools; Aviation, Elsenburg Agri School, New Klipmuts PS and HS, and New Stellenbosch PS. The No-fee Schools Policy abolishes school fees in the poorest 40 per cent of schools nationally for learners from Grade R to Grade 9. As per the policy, schools that do not charge fees will be allocated a larger amount of funding from the national budget per learner to



Schools with libraries/media centres

The Stellenbosch municipal area consist of 39 schools in 2021 of which 27 (69 per cent) were equipped with libraries. The availability of library facilities within schools contributes towards narrowing the academic attainment gap by allowing students access to information which is in turn directly linked to improved education outcomes.

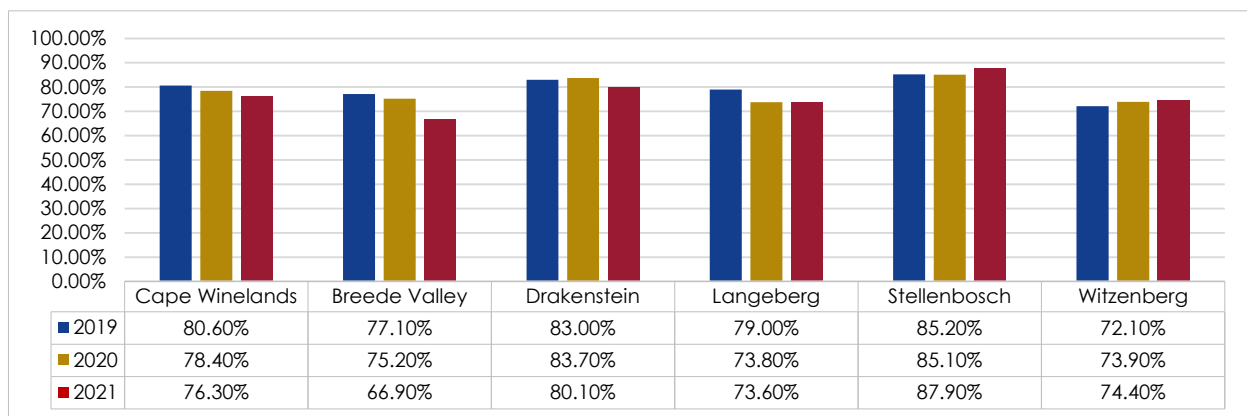


Education outcomes (matric pass rate)

Education remains one of the key avenues through which the state is involved in the economy. In preparing individuals for future engagement in the labour market, policy choices and decisions in the sphere of education play a critical role in determining the extent to which future economic and poverty reduction plans can be realised.

Stellenbosch's matric pass rate improved from 85.1 per cent in 2020 to 87.9 per cent in 2021; recording the highest matric pass rate in the district in both 2020 and 2021 in the Cape Winelands District.

Graph 4: Education outcomes (matric pass rate)



Source: Western Cape, Social – Economic Profile 2022

Health

Health Facilities

According to the LGSEP 2022, in 2021, the Stellenbosch municipal area had 8 fixed primary healthcare facilities, comprising 7 fixed clinics, 1 community day centre as well as 6 mobile / satellite clinics. In addition to these primary healthcare facilities, there is one district hospital, 9 ART treatment sites and 10 TB clinics.

The municipal area has 14 (17.9 per cent) out of the 78 primary healthcare facilities within the Cape Winelands district.

The table depicts the total healthcare facilities.

Table 4: Health facilities

Area	Community Health Centres ²	Community Day Centres ³	Regional hospitals	District Hospitals	PHC Clinics (Satellite and Mobile)	PHC Clinics (Fixed)
Stellenbosch	0	1	0	1	6	7
Cape Winelands District	0	5	2	4	33	39

Source: Western Cape, Social – Economic Profile 2022

Emergency Medical Services

The provision of more operational ambulances can provide greater coverage of emergency medical services. The Stellenbosch municipal area had a total of 6 ambulances servicing the region, which translates to 0.3 ambulances per 10 000 people in 2021. This number only refers to Provincial ambulances and excludes all private service providers and remained unchanged between 2020/21 and 2021/22.

HIV / AIDS and Tuberculosis

The number of clients (patients) that remain committed to their antiretroviral treatment (ART) plan in the Stellenbosch municipal area increased by one patient between 2020/21 and 2021/22. In total, 6 915 registered patients received antiretroviral treatment in the Stellenbosch municipal area in 2021/22. In turn, the number of new patients receiving ART also increased from 460 in 2020/21 to 481 in 2021/22. There has been an average annual increase of 3.65 per cent between 2020/21 (849) and 2021/22 (880) in the number of registered patients receiving TB treatment in the Stellenbosch municipal area.

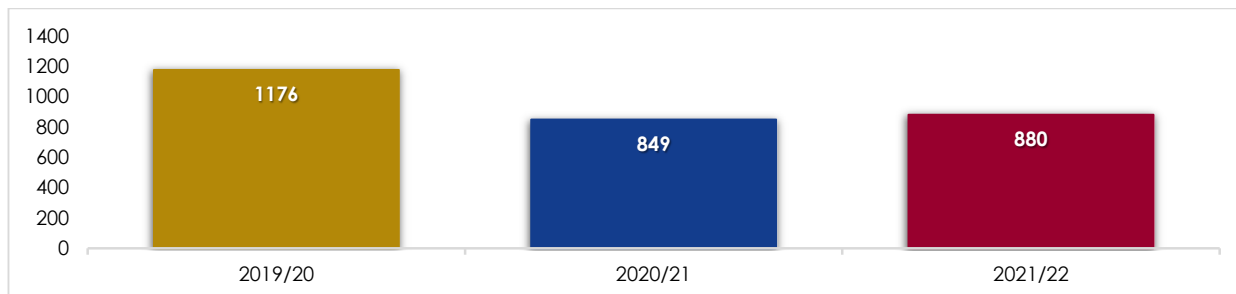
Table 5: HIV/AIDS Management

Area	Registered patients receiving ART		Number of new ART patients	
	2020/21	2021/22	2020/21	2021/22
Stellenbosch	6 914	6 919	460	481
Cape Winelands District	32 949	32 719	2 825	3 780

Source: Western Cape, Social – Economic Profile 2022

² **Community Health Centre:** A facility that normally provides primary health care services, 24 hour maternity, accident and emergency services and beds where health care users can be observed for a maximum of 48 hours and which normally has a procedure room but not an operating theatre.

³ **Community Day Centre:** A health facility that provides a comprehensive health care services during day hours, including mother and child health, chronic diseases care, women's health, HIV and TB care, men's health, acute services, physio therapy, mental health services and oral health care.

Graph 5: Tuberculosis

Source: Western Cape, Social – Economic Profile 2022

Child Health

The immunisation coverage rate for children under the age of one in the municipal area improved slightly from 52.7 per cent in 2020/21 to 55.8 per cent in 2021/22. The overall CWD rate increased from 60.6 per cent to 62.2 per cent across the same period. The number of malnourished children under five years of age (severe acute malnutrition) per 100 000 people in the municipal area increased notably from 0.9 in 2020/21 to 1.5 in 2021/22.

The CWD also increased from 1.8 per cent to 2.2 per cent while the provincial average changed from 0.9 to 1.3 per cent. The neonatal mortality rate (deaths per 1 000 live births before 28 days of life) for the municipal area declined from 6.3 in 2020/21 to 3.1 in 2021/22. The rate was still notably below the CWD average of 8.0. A total of 9.8 per cent of all babies born in a facility in the municipal area in 2021/22 weighed less than 2 500 grams, indicating possible challenges with long-term maternal malnutrition and poor health care during pregnancy.

Table 6: Child Health

Area	Low Birth Rate		Neonatal Mortality Rate per 1000		Acute Malnutrition Rate (Under 5) per 100 000		Immunisation Rate (Under 1)	
	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22
Stellenbosch	8,5	9,8	6,3	3,1	0,9	1,5	52,7	55,8
Cape Winelands District	15,5	16,0	10,7	8,0	1,8	2,2	60,6	62,2

Source: Western Cape, Social – Economic Profile 2021

Maternal Health

In 2020/21, the Stellenbosch municipal area recorded the lowest number of maternal deaths (57.3) and teenage pregnancies (11.4 per cent) in the CWD, however, this increased to 61.1 per cent (maternal deaths) and 13.2 per cent (teenage pregnancies) in 2021/22. However, the termination of pregnancy rate (0.6 per cent) remained unchanged across this period.

Table 7: Maternal Health

Area	Maternal Mortality Rate		Delivery rate of women under 20 years		Termination of pregnancy rate	
	2020/21	2021/22	2020/21	2021/22	2020/21	2021/22
Stellenbosch	57,3	61,1	11,4	13,2	0,6	0,6
Cape Winelands District	118,3	120,1	13,6	14,0	0,7	0,7

Source: Western Cape, Social – Economic Profile 2022

Emergency Medical Services

Table 8: Emergency Medical Services

Health Indicator	Stellenbosch	Cape Winelands
EMS operational	6	37
No of operational ambulances per 10 000 people	0,3	0,4

Source: Western Cape, Social – Economic Profile 2022

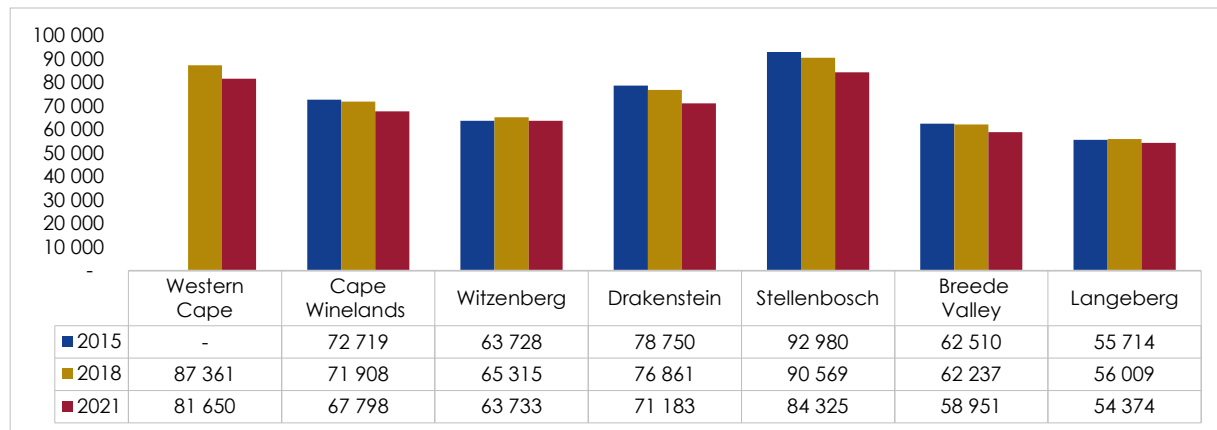
Poverty

GDPR Per Capita

An increase in the real regional gross domestic product (GDPR) per capita, i.e., GDPR per person, is experienced only if the real economic growth rate exceeds the population growth rate. Even though real GDPR per capita reflects changes in the overall well-being of the population, not everyone within an economy will earn the same amount of money as estimated by the real GDPR per capita indicator.

An increase in GDPR per capita, i.e., GDPR per person, is experienced only if the economic growth rate exceeds the population growth rate. At R67 798 in 2021, the Cape Winelands District's real GDPR per capita is below that of the Western Cape's figure of R81 650 for the same period. However, Stellenbosch has outperformed both the District and the Province by recording a per capita income figure of R84 325 in 2021.

Cape Winelands District recorded the highest figure across 2021. While the 2021 figure has regressed moderately for the period 2015 – 2021, the robust economic potential of the municipality is highlighted by its persistent high level of per capita incomes recorded, despite the recent recessionary economic environment coupled with the COVID-19 pandemic which restricted economic activity both regionally and globally.

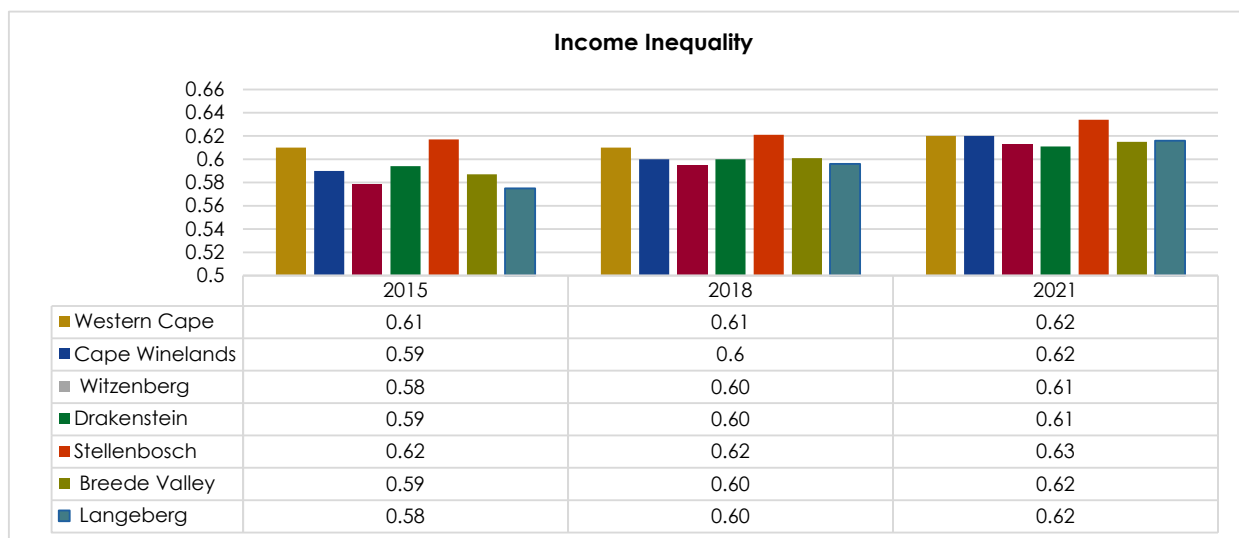
Graph 6: GDP Per Capita

Source: Western Cape, Social – Economic Profile 2022

Income Inequality

South Africa suffers among the highest levels of inequality in the world when measured by the commonly used Gini index. Inequality manifests itself through a skewed income distribution, unequal access to opportunities, and regional disparities.

The National Development Plan (NDP) has set a target of reducing income inequality in South Africa from a Gini coefficient of 0.7 in 2010 to 0.6 by 2030. Income inequality has increased in Cape Winelands District between 2015 (0.59) and 2021 (0.62). These disparities in income are certain to worsen across the ensuing MTREF given the potential aftereffects of the COVID-19 pandemic. Stellenbosch has displayed a similar trend to that of the District's trajectory with inequality levels worsening from 0.62 in 2015 to 0.63 in 2021.

Graph 7: Income Inequality

Source: Western Cape, Social – Economic Profile 2022

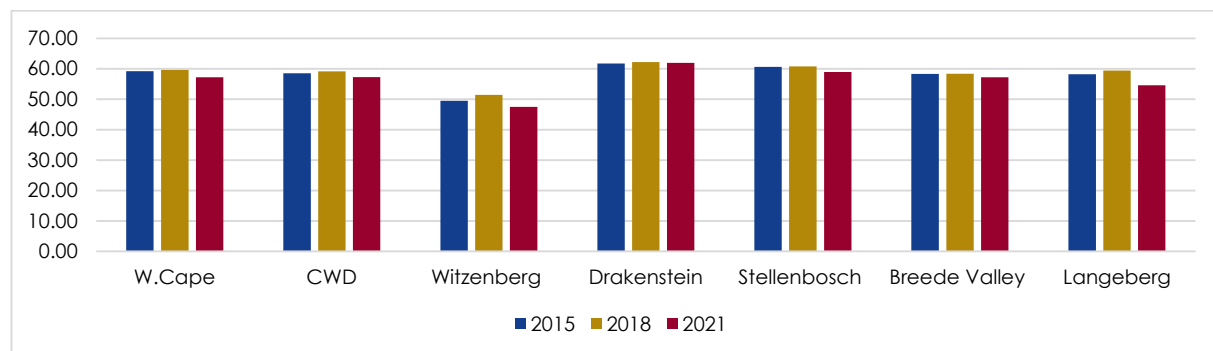
Poverty Line

The Upper Bound Poverty Line (UBPL) headcount ratio is the proportion of the population living below the UBPL i.e., that cannot afford to purchase adequate levels of food and non-food items. The UBPL in South Africa is R1 227 (in April 2019 prices) per person per month.

Poverty affects the social development of communities through lower life expectancy, malnutrition and food insecurity, higher exposure to crime and substance abuse, lower educational attainment and poor living conditions. The NDP aims to eliminate poverty by 2030.

In 2021, 58.91 per cent of Stellenbosch's population fell below the UBPL. This figure improved marginally from the 60.62 per cent and 60.76 per cent recorded for the periods 2015 and 2018, respectively. Stellenbosch along with Drakenstein (61.96 per cent in 2021) represent the highest proportion of people living in poverty across the Cape Winelands District, while the Stellenbosch figure of 58.91 per cent is marginally above that of the District figure (57.26 per cent) recorded in 2021.

Table 9: Poverty Line



Source: Western Cape, Social – Economic Profile 2022

Basic Service Delivery

The Constitution stipulates that every citizen has the right to access adequate housing and that the state must take reasonable legislative and other measures within its available resources to achieve the progressive realisation of this right. Access to housing also includes access to services such as potable water, basic sanitation, safe energy sources and refuse removal services, to ensure that households enjoy a decent standard of living. This section considers to what extent this has been achieved by reflecting on the latest available information from Quantec Research for 2021. The latest official statistics were collected by Statistics South Africa for the 2016 Community Survey; the 2021 Census will provide the updated official statistics. The information on free basic services is obtained from Statistics South Africa's Non-Financial Census of Municipalities Survey findings.

Housing and household services

With a total of 50 792 households in the Stellenbosch municipal area, 74.5 per cent had access to formal housing. This is lower than the Cape Winelands District average of 82.4 per cent. The area also had a

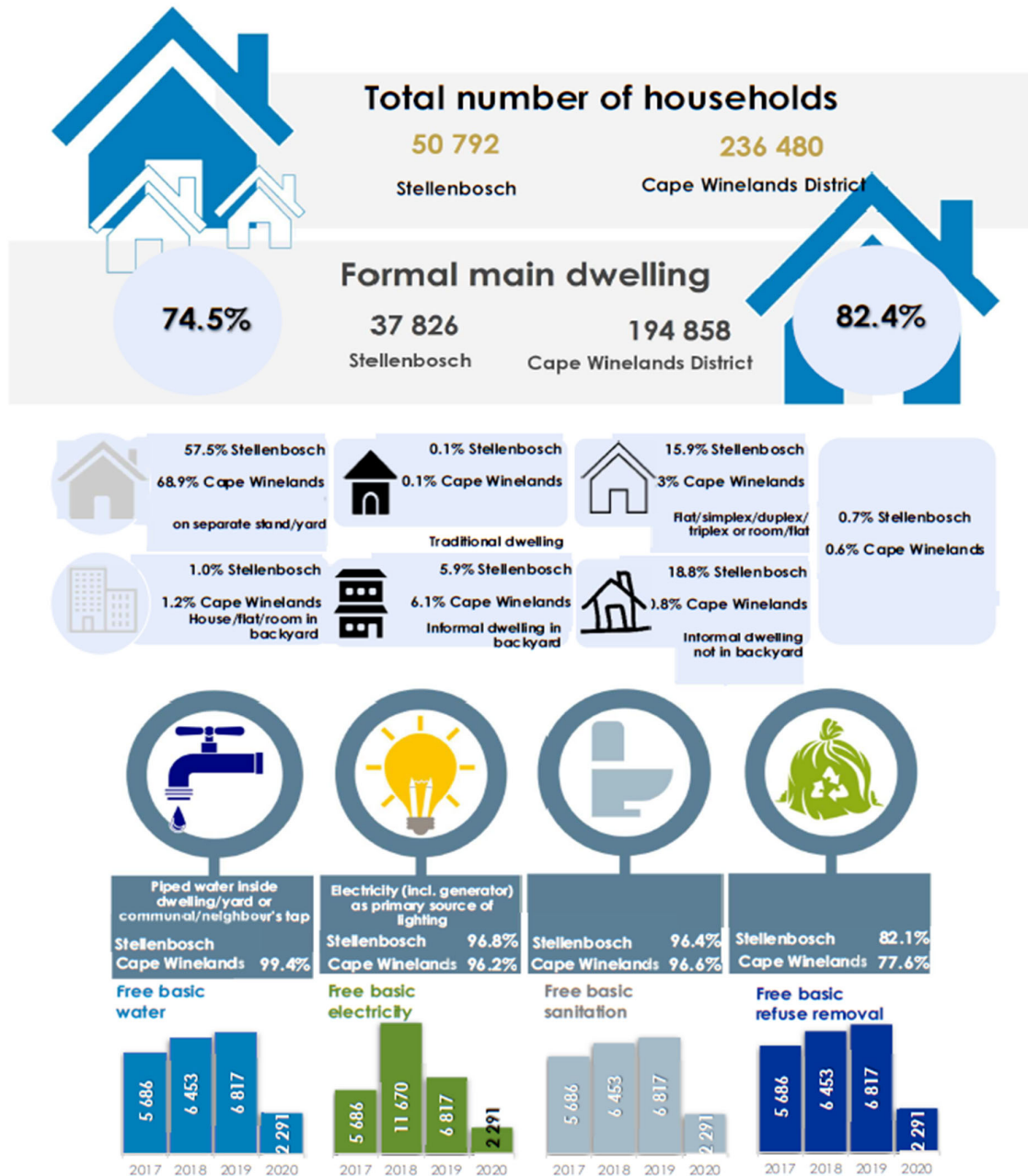
substantially higher proportion of informal dwellings, a total of 24.7 per cent compared with the District's total of 16.9 per cent.

Service access levels within the municipal area were considerably higher than the access to formal housing, with access to piped water inside the dwelling / yard or communal / neighbour's tap at 99.3 per cent, access to a flush or chemical toilet at 96.4 per cent, access to electricity (including a generator) for lighting at 96.8 per cent and the removal of refuse at least weekly by the local authority at 82.1 per cent of households. These access levels were above the District figures for electricity and refuse removal services.

Free Basic Services

Municipalities also provide a package of free basic services to households that are financially vulnerable and struggle to pay for services. The number of households receiving free basic services in the Stellenbosch municipal area has declined sharply in 2020. The stressed economic conditions are expected to exert additional pressure on household income, which will likely increase the demand for free basic services and in turn the number of indigent households. However, this is area specific and dependent on the qualifying criteria which are used.

Figure 3: Basic Service



Source: Western Cape, Social – Economic Profile 2022

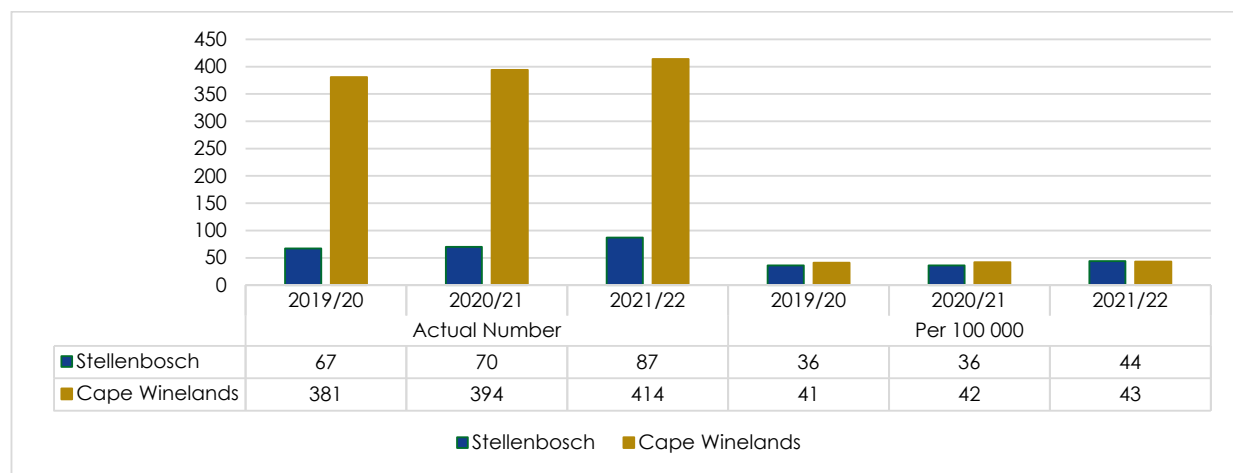
Safety and Security

Murder

Murder is defined as the unlawful and intentional killing of another person.

Within the Stellenbosch area, the number of murders increased from 67 in 2019/20 to 70 in 2020/21, increasing further to 87 in 2021/22. The Stellenbosch municipal area's murder rate (per 100 000 people) increased from 36 in 2020/21 to 44 in 2021/22, and the murder rate (per 100 000 people) for the Cape Winelands District also increased from 42 to 43 for the same period.

Graph 8: Murder Statistics



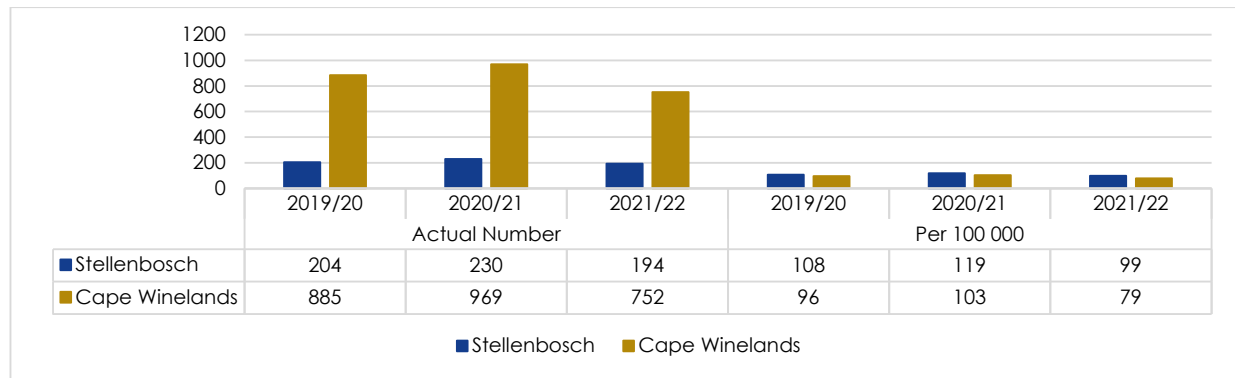
Source: Western Cape, Social – Economic Profile 2022

Sexual Offences

Sexual offences include rape (updated to the new definition of rape to provide for the inclusion of male rape), sex work, pornography, public indecency and human trafficking.

In 2022, there were 226 sexual offences in the Stellenbosch area compared to 806 reported cases in the Cape Winelands District. The incidence of sexual offences (per 100 000 people) in the Stellenbosch municipal area (115) was higher than that of the District (84) in 2021/22.

Graph 9: Sexual Offences per 100 000



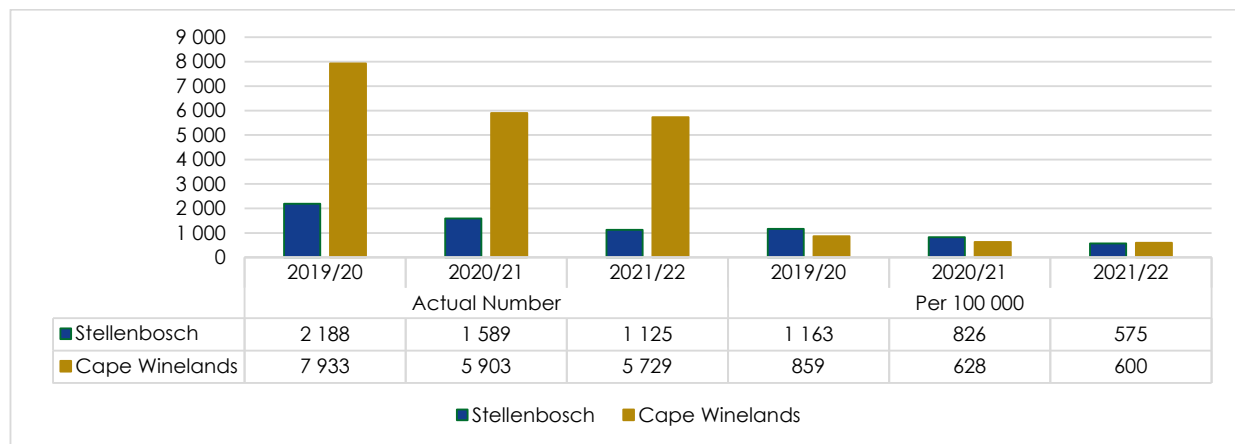
Source: Western Cape, Social – Economic Profile 2022

Drug – related Offences

Drug-related crimes refer to the situation where the perpetrator is found to have, been under the influence of, or selling illegal drugs.

Drug-related crime within the Stellenbosch area decreased from 1 589 cases in 2020/21 to 1 125 cases in 2021/22. The Cape Winelands District's drug-related offences decreased sharply from 5 903 in 2020/21 to 5 729 in 2021/22. When considering the rate per 100 000 people, with 575 drug-related offences per 100 000 people in 2021/22, the Stellenbosch area's rate is below the District's 600 per 100 000 population.

Graph 10: Drug – related Offences per 100 000



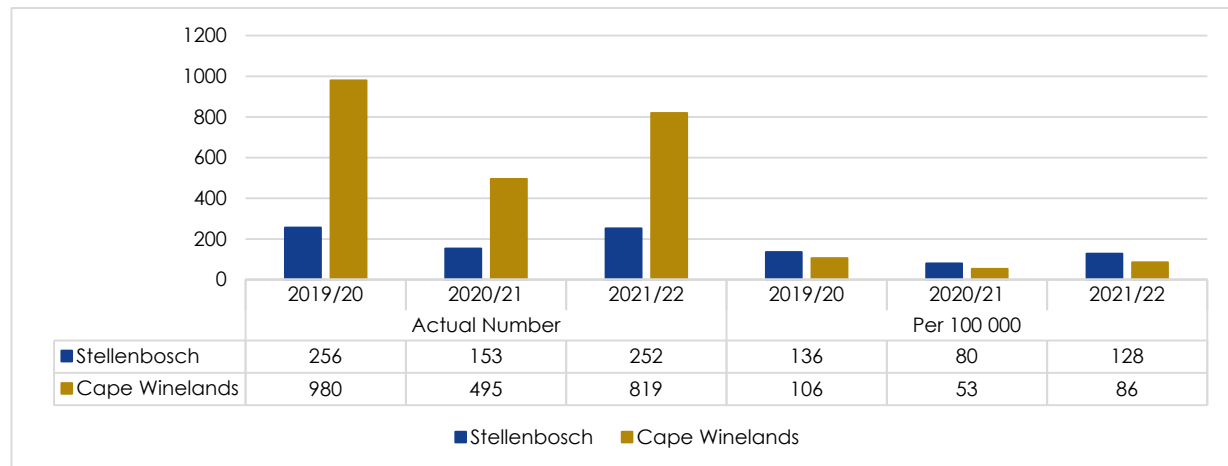
Source: Western Cape, Social – Economic Profile 2022

Driving under the influence (DUI)

A situation where the driver of a vehicle is found to be over the legal blood alcohol limit.

The number of cases of driving under the influence of alcohol or drugs in the Stellenbosch area increased from 153 in 2020/21 to 252 in 2021/22. This translates into a rate of 128 per 100 000 people in 2021/22, which is above the District's 86 per 100 000 people.

Graph 11: Driving under the influence

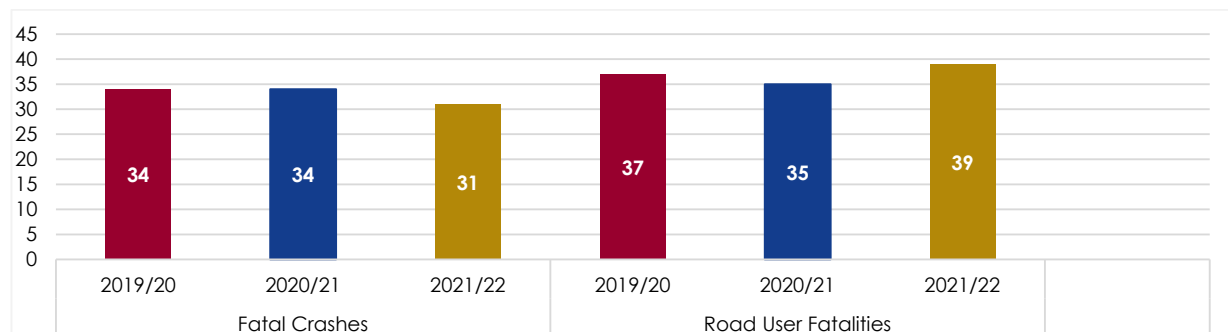


Source: Western Cape, Social – Economic Profile 2022

The type of road user that died in or during a crash i.e. driver, cyclist, passengers, pedestrians.

The number of road user fatalities in the Stellenbosch area increased from 35 in 2020/21 to 39 in 2021/22. While the number of fatal crashes decreased from 34 to 31 for the same reference period.

Graph 12: Fatal Crashes and Road User Fatalities



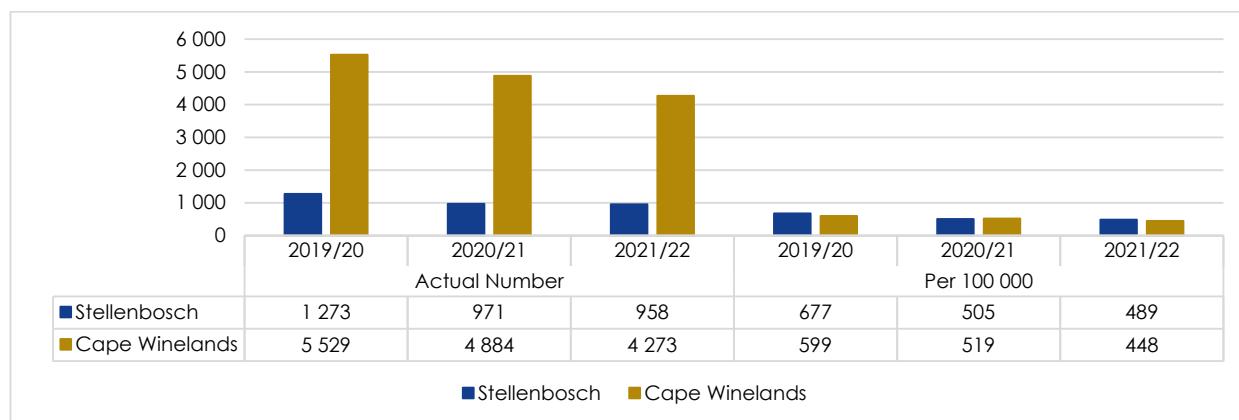
Source: Western Cape, Social – Economic Profile 2022

Residential Burglaries

The unlawful entry of a residential structure with the intent to commit a crime, usually theft.

The number of residential burglaries in the Stellenbosch area decreased from 971 in 2020/21 to 958 in 2021/22. Stellenbosch municipal area's rate of 489 per 100 000 population is above the District's 448 for 2021/22.

Graph 13: Residential Burglaries



Source: Western Cape, Social – Economic Profile 2022

Economy and Labour Market Performance

Sectoral Overview

In 2020, the economy of Stellenbosch was valued at R18 625.6 billion (current prices) and employed 71 911 people. Historical trends between 2016 and 2020 indicate that the municipal area realised an average annual growth rate of -0.7 per cent. The 2020 recession made a substantial dent in the average growth rate over the period, but load shedding and the drought within the Province also played a major role in prior years.

Estimates for 2021 however indicate a marked recovery in growth (4.6 per cent) from the effects of the COVID-19 related restrictions on economic activity in 2020. It was largely driven by growth in the wholesale and retail trade, catering and accommodation (7.8 per cent) as tourism activity resumed; as well as the finance, insurance, real estate and business services (3.5 per cent); and manufacturing (5.0 per cent) sectors. The mining and quarrying (-14.2 per cent), construction (-1.0 per cent) and general government (-0.9 per cent) sectors were the only sectors that experienced a further economic decline after the easing of restrictions.

Despite the economic recovery experienced in 2021, the economy continued to shed jobs, with an estimated 2 435 net jobs lost. This was largely driven by job losses in the wholesale and retail trade, catering and accommodation (-945 jobs); manufacturing (-338 jobs); and agriculture, forestry and

fishing (-328) sectors, reflecting that employment creation is lagging behind the improved GDP. Only the general government sector was able to create jobs during the year.

Table 10: Economic Sector Overview

	SECTOR	GDP			Employment		
		R Million value 2019	Trend 2015 – 2019	Real GDP growth 2020e	Number of jobs in 2019	Average annual change 2015 - 2019	Net change 2020e
PS	Primary Sector	R1 059.7	(5.7%)	0.5	6.7	R1 059.7	(5.7%)
	Agriculture, forestry and fishing	R1 022.6	5.5%	0.5	7.2	R1 022.6	5.5%
	Mining and quarrying	R37.1	0.2%	1.6	-14.2	R37.1	0.2%
SS	Secondary sector	R3 948.9	21.2	-3.7	3.8	R3 948.9	21.2
	Manufacturing	R3 039.7	16.3%	-3.4	5.0	R3 039.7	16.3%
	Electricity gas and water	R222.1	1.2%	-2.0	3.3	R222.1	1.2%
	Construction	R687.2	3.7%	-5.0	-1.0	R687.2	3.7%
TS	Tertiary sector	R13 616.9	73.1%	0.1	4.7	R13 616.9	73.1%
	Wholesale and retail trade, catering and accommodation	R3 257.3	17.5%	-1.5	7.8	R3 257.3	17.5%
	Transport, storage and communication	R1 522.3	8.2%	-0.8	6.9	R1 522.3	8.2%
	Finance, insurance, real estate and business services	R4 943.2	26.5%	1.9	3.5	R4 943.2	26.5%
	General government	R1 849.5	9.9%	0.7	-0.9	R1 849.5	9.9%
	Community, social and personal services	R2 044.7	11.0%	-0.9	6.2	R2 044.7	11.0%
	Stellenbosch	R18 625.6	100%	-0.7	4.6	R18 625.6	100%

Source: Western Cape, Social – Economic Profile 2022

Formal and Informal Employment

It is estimated that Stellenbosch's total employed will in 2021 amount to 69 476 workers, of which 55 435 (79.8 per cent) are employed in the formal sector and 14 041 (20.2 per cent) are informally employed. Employment in the formal sector had an annual average increase of only 0.2 per cent from 2016 to 2020 while the informal sector suffered an annual average decline of 5.9 per cent over this period. The informal economy was responsible for the majority of the job losses in 2021. This is a concern as the informal economy should be able to act as a buffer during times of economic recession.

Most of the formally employed consisted of semi-skilled (42 per cent) and low-skilled (32 per cent) workers. The skilled category only contributed 25.8 per cent to total formal employment. The skilled and semi-skilled categories grew at a pace of 0.7 per cent per annum from 2016 to 2020 and notably outpaced low-skilled employment which shed 0.9 per cent of jobs per annum. The growth in the skilled

categories reflects the increasing market demand for skilled labour and the need for skills development initiatives, especially with the growing tertiary sector in the Stellenbosch municipal area.

Table 11: Skills Levels Formal Employment

Skill Levels Formal employment	Skill Level Contribution 2020 (%)	Average growth (%) 2016 - 2020	Number of jobs	
			2020	2021
Skilled	32.0	- 0.9	14 305	14 433
Semi-skilled	42.2	0.7	23 353	23 327
Low-skilled	25.8	0.7	17 688	17 675
TOTAL	100.0	0.2	55 346	55 435

Source: Western Cape, Social – Economic Profile 2022

Table 12: Informal Employment

Informal Employment	2019	2020	2021e
Number of informal jobs	20 693	16 565	14 041

Source: Western Cape, Social – Economic Profile 2022

Unemployment

To protect South African citizens from the COVID-19 pandemic, the government announced a national lockdown in March 2020 that brought about a shutdown of the economy, which in turn resulted in a shock in the labour market and a big change in the way people went about doing their work. According to the Quarterly Labour Force Survey (StatsSA, 2021), The number of unemployed persons decreased by 60 000 to 7,9 million in the 1st quarter of 2022 compared to the previous quarter. The number of discouraged jobseekers decreased by 54 000 (1,4%) and the number of people who were not economically active for reasons other than discouragement decreased by 112 000 (0,8%) between the two quarters resulting in a net decrease of 166 000 not economically active population.

The above changes in employment and unemployment resulted in the official unemployment rate decreasing by 0,8 of a percentage point from 35,3% in the fourth quarter of 2021 to 34,5% in the first quarter of 2022. The unemployment rate according to the expanded definition of unemployment also decreased by 0,7 of a percentage point to 45,5 % between April and June 2022 compared to January to March 2022. The biggest job gains were recorded in community and social services (281 000), manufacturing (263 000) and trade (98 000). However, there were job losses in private households (186 000), finance (72 000), construction (60 000) and agriculture (23 000). The total number of persons employed was 14,9 million in the first quarter of 2022. The expanded unemployment rate⁴ in South Africa increased by 2,2 percentage points to 46,6 per cent (12.5 million people) from July 2021 to September 2021, due to the fact that people were available for work but did not actively look for work during the national lockdown.

⁴ Definition: Expanded unemployment rate (aged 15–64 years): were not employed in the reference week; and were available to work but did not look for work either because they are discouraged from looking for work .

B: LEGISLATIVE ENVIRONMENT

Legal Requirements

The medium term revenue and expenditure framework for 2023/2024, 2024/2025 and 2025/2026 was compiled in accordance with the requirements the relevant legislation, of which the following are the most important:

- i) the Constitution, Act 108 of 1996
- ii) the Local Government Transition Act, Act 209 of 1993
- iii) the Municipal Structures Act, Act 117 of 1998
- iv) the Municipal Systems Act, Act 32 of 2000
- iv) the Municipal Finance Management Act, Act 56 of 2003

In addition to the above, the Municipal Budget and Reporting Framework as approved on 17 April 2009 gave a clear directive on the prescribed reporting framework and structure to be used.

Guidelines issued by National Treasury

National Treasury issued the following circulars regarding the budget for 2015/2016:

MFMA Circular No. 74 Municipal Budget Circular for the 2015/16 MTREF- 12 December 2014

MFMA Circular No. 75 Municipal Budget Circular for the 2015/16 MTREF- 04 March 2015

Other circulars used during the compilation of the budget:

MFMA: Circulars: All Municipal Budget Circulars from 2 March 2009 until 9 December 2016

- MFMA Circular No. 86 Municipal Budget Circular for 2017/2018 MTREF – 8 March 2017
- MFMA Circular No. 89 Municipal Budget Circular for 2018/2019 MTREF – 8 December 2017
- MFMA Circular No. 91 Municipal Budget Circular for 2018/2019 MTREF – 7 March 2018
- Local Government: Municipal Finance Management Act, 2003-Municipal Cost Containment Regulation (Draft)- 16 February 2018/ Cost Containment regulations issued June 2019
- MFMA Circular No. 93 Municipal Budget Circular for 2019/2020 MTREF – 7 December 2018
- MFMA Circular No. 94 Municipal Budget Circular for 2019/2020 MTREF – 7 March 2019
- Local Government: Municipal Finance Management Act, 2003-Municipal Cost Containment Regulations issued June 2019
- MFMA Circular No. 98 Municipal Budget Circular for 2020/2021 MTREF – 6 December 2019
- MFMA Circular No. 99 Municipal Budget Circular for 2020/2021 MTREF – 9 March 2020
- MFMA Circular No.107 Municipal Budget Circular for 2021/2022 MTREF – 4 December 2020
- MFMA Circular No.108 Municipal Budget Circular for 2021/2022 MTREF – 8 March 2021
- MFMA Circular No.112 Municipal Budget Circular for 2022/2023 MTREF- 6 December 2021
- MFMA Circular No.115 Municipal Budget Circular for 2022/2023 MTREF- 4 March 2022

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- MFMA Circular No.122 Municipal Budget Circular for 2023/2024 MTREF- 12 December 2022
 - MFMA Circular No.123 Municipal Budget Circular for 2023/2024 MTREF – 3 March 2023

The following are discussion points that are highlighted in the above:

- National outcomes/priorities
- Economy and Headline inflation forecasts
- Division of Revenue outlook
- Local Government Conditional Grants & additional allocations and Changes to structure of conditional grant allocations
- Unfunded budgets in Local Government
- Municipal Standard Chart of Accounts (mSCOA)
- IDP Consultation process post 2021 Local Government Elections
- Development of Integrated Development Plan (IDP)
- Revising rates, tariffs and other charges
- Eskom Bulk Tariff Increases
- Funding choices and budgeting issues
- Transfers to Municipalities
- Conditional transfers to municipalities
- Unconditional transfers to municipalities
- Borrowing for capital infrastructure
- Revenue Budget
- Cost Containment Measures
- Municipal Budget and Reporting Regulations
- Preparation of Municipal Budgets for 2023/2024 MTREF
- Budget process and submissions for the 2023/24 MTREF and
- Submission of Budget Documentation

The guidelines provided in the above mentioned circulars, annexures and other economic factors were taken into consideration and informed budget preparation and compilation.

C: OVERVIEW OF ANNUAL BUDGET PROCESS

In terms of Section 24 of the MFMA, Council must, at least 30 days before the start of the financial year, consider the annual budget for approval. Section 53 requires the Mayor of a municipality to provide general political guidance over the budget process and the priorities that must guide the preparation of the budget. In addition, Chapter 2 of the Municipal Budget and Reporting Regulations, gazetted on 17 April 2009, states that the Mayor of a municipality must establish a Budget Steering Committee to provide technical assistance to the Mayor in discharging with the responsibilities set out in section 53 of the Act.

A time schedule outlining important dates and deadlines as prescribed for the IDP/Budget process was approved on **24 August 2022**. The budget process for the 2023/2024 MTREF period proceeded/will proceed according to the following timeline

Activity	Time frame
Formulation of budget assumptions	September 2022
Detailed programmes and projects to further define budget	November 2022 – March 2023
IDP and Budget considered by Council	29 March 2023
IDP and Budget - public participation	April 2023
Final approval of IDP and the Budget	24 May 2023

D: OVERVIEW OF ALIGNMENT OF ANNUAL BUDGET WITH THE INTEGRATED DEVELOPMENT PLAN (IDP)

The intent of the Strategic goals for the Fourth Generation IDP will remain the same as the goals of the Third Generation IDP, although a slight change for 3 of the goals namely: “Preferred Investment Destination” has been amended to “Valley of Possibility” to have a clearer indication that it needs to include possibilities for all and not just investors; “Greenest Municipality” has been amended to “A Green and Sustainable Valley” to incorporate all facets of sustainability; “ Safest Valley” has been amended to “A Safe Valley”, whilst “Dignified Living” and “Good Governance and Compliance”, remain unchanged.

Horizontal Alignment Matrix

Table 13: Horizontal Alignment Matrix

Strategic Focus Areas	National Strategic Outcomes	National Planning Commission	Western Cape Provincial Government Strategic Plan	CWDM Strategic Objectives
Valley of Possibility	Ensuring decent employment through inclusive economic growth (4) Ensuring decent employment through inclusive economic growth (4)	Creating jobs (1)	Create opportunities for growth and jobs (1)	Promoting sustainable infrastructure services and transport system which fosters social and economic opportunities.
Green and Sustainable Valley	Ensuring that the environmental assets and natural resources are well protected and continually enhanced (10)	Transitioning to a low carbon economy (3) Transforming urban and rural spaces (4)	Enable resilient, sustainable, quality and inclusive living environment (4)	To create an environment and forge partnerships that ensures the health, safety, social and economic development of all communities including the empowerment of the poor in the Cape Winelands District through economic, environmental and social infrastructure investment.

Strategic Focus Areas	National Strategic Outcomes	National Planning Commission	Western Cape Provincial Government Strategic Plan	CWDM Strategic Objectives
	Ensuring vibrant, equitable and sustainable rural communities with food security for all (7) Promoting sustainable human settlements and improved quality of household life (8)	Transitioning to a low carbon economy (3) Transforming urban and rural spaces (4)	Increase wellness, safety and tackle social ills (3) Enable resilient, sustainable, quality and inclusive living environment (4)	Environmental and social infrastructure investment.
Safe Valley	Ensuring all people in South Africa are and feel safe (3)		Increase wellness, safety and tackle social ills (3).	To create an environment and forging partnerships that ensures the health, safety, social and economic development of all communities including the empowerment of the poor in the Cape Winelands District.
Dignified Living	Providing improved quality of basic education (1) Enabling a long, healthy life for all South Africans (2)	Providing quality health care (6)	Improve education outcomes and opportunities for growth and jobs (2) Increase wellness, safety and tackle social ills (3)	To create an environment and forging partnerships that ensures the health, safety, social and economic development of all communities, including the empowerment of the poor in the Cape Winelands District.

Strategic Focus Areas	National Strategic Outcomes	National Planning Commission	Western Cape Provincial Government Strategic Plan	CWDM Strategic Objectives
	Setting up an efficient, competitive and responsive economic infrastructure network (6)	Expanding infrastructure (2)	Create opportunities for growth and jobs (1) Embed good governance and integrated service delivery through partnerships and spatial alignment (5)	Promoting sustainable infrastructure services and transport system which fosters social and economic opportunities.
Good Governance and Compliance	Achieving an accountable, effective and efficient local government system (9) Creating a better South Africa and a better and safer Africa and world (11) Building an efficient, effective and development oriented public service and an empowered fair and inclusive citizenship (12)	Improving education and training (5) Building a capable state (7) Fighting corruption (8)	Embed good governance and integrated service delivery through partnerships and spatial alignment (5)	Promoting sustainable infrastructure services and transport system which fosters social and economic opportunities.
	Achieving a responsive, accountable, effective and efficient local government system (9)	Building a capable state (7)	Embed good governance and integrated service delivery through partnerships and spatial alignment (5)	To provide an effective and efficient financial and strategic support service to the Cape Winelands District Municipality.

Measurable performance objectives and indicators

Performance Management is a system intended to manage and monitor service delivery progress against the identified strategic objectives and priorities.

Performance management at Stellenbosch municipality is evaluated to embody the following;

Consistency: Objectives, performance indicators and targets are consistent between planning and reporting documents.

Measurability: Performance indicators are well defined and verifiable, and targets are specific, measurable and time bound.

Relevance: Performance indicators relate logically and directly to an aspect of the municipality's mandate and the realisation of its strategic goals and objectives.

Reliability: Recording, measuring, collating, preparing and presenting information on actual performance / target achievements is valid, accurate and complete.

Stellenbosch municipality targets, monitors, assess and reviews organisational performance which in turn is directly linked to individual employees' performance. The performance of the municipality relates directly to the extent to which it has achieved success in realising its goals and objectives, complied with legislative requirements and meeting stakeholder expectations.

The Five-Year Top-Level Service Delivery and Budget Implementation is part of the Integrated Development Plan and the financial performance objectives are captured in supporting table SA7.

E: OVERVIEW OF MUNICIPAL BY-LAWS BUDGET RELATED POLICIES**The following policies are new:****Infrastructure Asset Unbundling Policy**

This policy is intended to provide a framework for the unbundling of completed infrastructure services capital projects and financial asset year-end processes within the requirements of sections 60, 62, 63, 78, and 79 of the Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA), and the South African Standards of Generally Recognised Accounting Practices (GRAP) as well as to promote good financial management practices. This policy applies to all officials within the Stellenbosch Local Municipality who utilise and/or manage any type of infrastructure assets. The Municipal Council of Stellenbosch have adopted an Asset Management Policy to regulate the effective management of all council's assets and wants to lay down broad guidelines for consistent, effective and efficient asset management principles of Stellenbosch Municipality. The Municipality of Stellenbosch have agreed to adopt an Infrastructure Unbundling Policy that will guide the Municipality with the effective, complete, and accurate capitalisation of their assets and complying with year-end processes relating to assets. Refer to Appendix 4.

Pool Vehicle Policy

The purpose of this policy is to ensure the proper procedure of booking and utilization of a pool vehicle. The policy clearly stipulates that no person, other than a municipal official in possession of a valid driver's licence may drive a Pool Vehicle and no person other than an official may be transported in a Pool Vehicle, provided that the CFO, Municipal Manager or a director may in exceptional circumstances authorise that other passenger may be transported in such Pool Vehicle. Municipal officials that receive car allowance are NOT allowed to use any pool vehicle. Refer to Appendix 5.

The following existing policies were reviewed and amended**Borrowing, Funds and Reserves**

This policy strives to establish a borrowing framework policy for the Municipality and set out the objectives, policies, statutory requirements and guidelines for the borrowing of funds. The policy provides a framework to ensure that the annual budget of Stellenbosch Municipality is fully funded and that all funds and reserves are maintained at the required level to avoid future year noncash

backed liabilities. The policy aims to give effect to the requirements and stipulations of the Municipal Finance Management Act and Municipal Budget and Reporting Framework. Refer to Appendix 6.

Budget Implementation and Monitoring Policy

The policy aims to give effect to the requirements and stipulations of the Municipal Finance Management Act and Municipal Budget and Reporting Framework in terms of the planning, preparation and approval of the annual and adjustments budgets. The framework for virements is also explained and regulated in this policy as well as monitoring roles and responsibilities. Refer to Appendix 7.

Cash Management and Investment Policy

To regulate and provide directives in respect of the investment of funds and to maximize returns from authorized investments, consistent with the primary objective of minimizing risk. Refer to Appendix 8.

Credit Control and Debt Collection Policy

This policy provides a framework to enable Council to proactively manage and collect all money due for services rendered and outstanding property taxes, subject to the provisions of the Municipal Systems Act of 2000 and any other applicable legislation and internal policies of Council. Refer to Appendix 9.

Development Charges Policy

The Municipality derives its authority to impose a development charge in terms of Section 75A. General power to levy and recover fees, charges and tariffs of the Local Government: Municipal Systems Act, 2000, Act 32 of 2000. The Municipality approved its new Land Use Planning Bylaw in terms of the Spatial Planning and Land Use Planning Act, 2013 (Act 16 of 2013) in October 2015 and it was officially promulgated and became effective in December 2015. Since then, the Municipality faces significant changes in the planning environment, amongst others the need for and manner of generating development charges. Refer to Appendix 10.

Grant-in-aid Policy

This policy provides the framework for grants-in-aid to non-governmental organisations (NGO's), community-based organisations (CBO's) or non-profit organisations (NPO's) and bodies that are used by government as an agency to serve the poor, marginalised or otherwise vulnerable as envisaged by Sections 12 and 67 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003). Refer Appendix 11.

Indigent Policy

Due to the level of unemployment and subsequent poverty in the municipal area, there are households which are unable to pay for basic municipal services. The provision of free basic services ensures that registered indigent consumers have access to basic services. This policy provides the framework for the administration of free basic services to indigent consumers. Refer to Appendix 12.

Irrecoverable Debt Policy

This policy enables Council and the CFO to write off irrecoverable debt of indigent consumers, debt which cannot be recovered due to consumers not being registered as indigent or not traceable or due to prescription of debt. Refer to Appendix 13.

Rates Policy

The revised Rates Policy as required by the Municipal Property Rates Act (Act no 6 of 2004) is attached as Appendix 14.

Supply Chain Management Policy

Section 111 of the MFMA requires each Municipality and municipal entity to adopt and implement a supply chain management policy, which gives effect to the requirements of the Act. The Preferential Procurement Policy Framework Act, no 5 of 2000 and its accompanying regulations influences and dictates process around the evaluation and awarding of points. In this regard, the Minister of Finance acting in terms of section 5 of the Procurement Policy Framework Act, revised the Regulations accompanying this Act on the 20th January 2017 for implementation by all affected public entities by the 1 April 2017. The Supply Chain Management Policy was therefore amended and adopted at Council during February 2017. Refer to Appendix 15.

Travel and Subsistence Policy

This policy sets out the basis for the payment of subsistence, travel allowance, hourly rate when applicable for the purpose of official travelling. Refer to Appendix 16.

Virement Policy

The policy sets out the Virement principles and processes which the Stellenbosch Municipality will follow during a financial year. These virements will represent a flexible mechanism to effect budgetary amendments within a municipal financial year. The policy shall give effect to the requirements and stipulations of the Municipal Finance Management Act and Municipal Budget and Reporting Framework in terms of the Approved budget, and it will be applicable to all municipal staff and councillors involved in budget implementation. Refer to Appendix 17.

Ward Allocation Policy

The objective of the Ward Allocations Policy is to create opportunities for Councillors to identify ward projects in line with the identified IDP needs, with the support of their Ward Committees, which would improve the quality of living in all wards. These projects would need to fit into the basket of services of the relevant User Department and must comply with the following, namely, Local Government's mandate; council policies; support the pillars and objectives of the IDP and directly benefit the community. The Policy shall be governed by the underlying principle of ensuring that ward allocation projects meet the requirements of the Integrated Development Plan, including specific reference to, valley of opportunity, green and sustainable valley, safe valley, valley with dignified living and valley of good governance and compliance. Refer to Appendix 18.

The following existing budget related policies and by-laws were reviewed but no amendments were necessary:

Accounting Policy

This policy provides the accounting framework applicable to the finances of the municipality and is informed by the Municipal Finance Management Act (Act no 56 of 2003). Refer to Appendix 19.

Asset Management Policy

The Municipal Finance Management Act Number 56 of 2003 will be the legislative framework for the Asset Management Policy whilst Generally Recognised Accounting Practice (GRAP) will be the accounting framework.

The Municipal Council of Stellenbosch is in terms of the MFMA and GRAP obliged to adopt an Asset Management Policy to regulate the effective management of all council's assets.

- **And whereas** the municipal manager as accounting officer of municipal funds, assets and liabilities is responsible for the effective implementation of the asset management policy which regulates the acquisition, safeguarding, maintenance of all assets and disposal of assets where the assets are no longer used to provide a minimum level of basic service as regulated in terms of section 14 of the MFMA.
- **And whereas** these assets must be protected over their useful life and may be used in the production or supply of goods and services or for administrative purposes in meeting the municipality's operational requirements.

- **Now therefore** the municipal council of the Stellenbosch Municipality adopts this asset management policy. Refer to Appendix 20.

Cost Containment Policy

The purpose of the policy is to regulate spending and to implement cost containment measures at Stellenbosch Local Municipality. The objectives of this policy are to ensure that the resources of the municipality are used effectively, efficiently and economically and to implement cost containment measures. The cost containment policy will apply to council and all municipal employees. Refer to Appendix 21.

Inventory Management Policy

In terms of the MFMA, the Accounting Officer for a municipality must:

- (a) be responsible for the effective, efficient, economical and transparent use of the resources of the municipality as per section 62 (1)(a);
- (b) take all reasonable steps to prevent unauthorised, irregular and fruitless and wasteful expenditure and other losses as per section 62(1)(d); and
- (c) be responsible for the management, including the safeguarding and the maintenance of the assets, and for the management of the liabilities, of the municipality as per section 63 (1)(a) and (b).

The policy aims to achieve the following objectives which are to provide guidelines that employees of the Municipality must follow in the management and control of inventory, including safeguarding and disposal of inventory, procure inventory in line with the established procurement principles contained in the Municipality's Supply Chain Management Policy and eliminate any potential misuse of inventory and possible theft. Refer to Appendix 22.

Liquidity Policy

The documented Liquidity Policy sets out the minimum risk management measures that Stellenbosch Municipality has to implement and adhere to in order to ensure that its current and future liquidity position is managed in a prudent manner. This policy will be implemented to provide guidance on the minimum liquidity level that Stellenbosch Municipality has to maintain in order to comply with required legislative and / or National Treasury directives and within the overall financial management objectives as approved/reviewed by the Council from time to time. Refer to Appendix 23.

Preferential Procurement Policy

Section 217(1) of the Constitution, 1996 (Act 108 of 1996) provides that when contracting for goods and services, organs of state must do so in accordance with a system that is fair, equitable, transparent, competitive and cost effective. Section 217(2) and (3) of the Constitution allows organs of state to grant preferences when procuring for goods and services within a Framework prescribed by National legislation. The preferential procurement policy is founded on the following principles, namely, value for money, open and effective competition, ethics and fair dealing, accountability and reporting and equity. This policy will be applicable to all active industry sectors within the Stellenbosch Municipal area and must be read with the supply chain management policy of the municipality. Refer to Appendix 24.

Petty Cash Policy

All purchases below R 2 000 are regulated by this policy. Clear processes and procedures are stipulated to ensure that all transactions are processed effective and efficiently in a bid to ensure prudent financial control. Refer to Appendix 25.

Credit Control and Debt Collection By-Law

This by-law give effect to the implementation and enforcement of Municipality's Credit Control and Debt Collection Policy and/or to regulate its implementation and enforcement in the Stellenbosch Municipal Area (WC024) in terms of section 156(2) of the Constitution of the Republic of South Africa (Act 108 of 1996) and sections 96 and 98 of the Municipal Systems Act (Act 32 of 2000); to provide for the collection of all monies due and payable to the Municipality; and to provide for matters incidental thereto. All debt owing to the Municipality must be collected in accordance with this By-law and the Credit Control and Debt Collection Policy. Refer to Appendix 26.

Special Ratings Area Policy

The aim of the policy is to provide the framework to strike an appropriate balance between facilitating self-funded community initiatives that aim to improve and/or upgrade neighbourhoods. Refer to Appendix 27.

Special Ratings Area By-Law

A "special rating area" refers to a special rating area approved by the Council in accordance with the provisions of section 22 of the Property Rates Act. This By-law aims to provide for the establishment of special ratings areas, to provide for additional rates and to provide for matter incidental thereto. Refer to Appendix 28.

Tariff By-Law

In terms of section 75(1) of the Systems Act, a municipal council must adopt by-laws to give effect to the implementation and enforcement of its tariff policy. In terms of section 75(2) of the Systems Act, by-laws adopted in terms of section 75(1) of the Systems Act may differentiate between different categories of users, debtors, service providers, services, service standards and geographical areas as long as such differentiation does not amount to unfair discrimination. Refer to Appendix 29.

Tariff Policy

This policy serves as the implementing tool which guides the levying of tariffs for municipal services in accordance with the provisions of the Municipal Systems Act and any other applicable legislation. Tariffs represent the charges levied by Council on consumers for the utilization of services provided by the Municipality and rates on properties. Tariffs will be calculated in various ways, dependent upon the nature of the service being provided. Refer to Appendix 30.

Rates By-Law

In terms of Section 3 of the Property Rates Act, a municipal council must adopt a policy consistent with the property rates act on levying of rates on rateable properties in the municipality. Refer to Appendix 31.

Financing of External Bodies performing municipal functions Policy

The purpose of this Policy is to provide a framework for financial assistance by Stellenbosch Municipality (“the Municipality”) to external organisations/bodies conducting local government functions to the extent as set out in section 155(6)(a) and (7) of the Constitution as listed in Part B of Schedule 4 and 5. Refer to Appendix 32.

Wayleave Policy

In terms of S151 of the Constitution of the Republic of South Africa, 108 of 1996, a municipality has the right to govern on its own initiative, the local government affairs of its community, subject to national and provincial legislation. S156 of the Constitution grants the municipalities the right to administer the local government matters listed in Schedule 5B, which include municipal roads. A municipality may make by-laws for the effective administration of municipal roads. This Policy will be converted into municipal by-laws to give it legal effect. Refer to Appendix 33.

F: OVERVIEW OF KEY BUDGET ASSUMPTIONS

Municipalities' long-term financial viability depends largely on the extent to which improved and sustainable revenue capacity on the one hand and sound financial management of its resources on the other hand can be achieved. These imperatives necessitate proper multi-year financial planning. Future impacts of revenue streams, expenditure requirements and the financial implications for the community at large (i.e. the potential influence on rates, tariffs and service charges) must be identified and assessed to determine the sustainability of planned interventions, programs, projects and sundry service delivery actions.

Taking these principals into consideration, the following assumptions (**ceteris paribus**) were made and relates to the parameters within which the budget was compiled for the next three years

	2023/2024	2024/2025	2025/2026
Percentage Increase:			
Water	6.00%	5.50%	5.50%
Electricity	15.10%	14.50%	10.90%
Sanitation	6.50%	6.00%	6.00%
Refuse	9.00%	9.00%	9.00%
Property Rates	6.50%	6.00%	6.00%
Collection Rates			
Water	95%	95%	95%
Electricity (Post Paid Meters)	97%	97%	97%
Sanitation	96%	96%	96%
Refuse	96%	96%	96%
Rates	96%	96%	96%
Employee Related Costs			
Salaries and Wages and related costs	5.40%	4.70%	4.70%
Notch Increment	2.40%	2.40%	2.40%
Other Assumptions			
Bulk Purchases - Electricity	18.63%	14.50%	10.90%

Budgetary constraints and economic challenges meant that the municipality had to apply a combination of cost-saving interventions and higher than headline CPI revenue increases to ensure a sustainable budget over the medium term.

Municipalities should also pay particular attention to managing all revenue and cash streams effectively and carefully evaluate all spending decisions.”

G: HIGH LEVEL BUDGET OVERVIEW**Capital Budget for 2023/2024, 2024/2025 and 2025/2026**

Although the capital budget is infrastructure orientated and addresses the very urgent need for the upgrading of infrastructure as addressed by the different infrastructure master plans, it does however speak to the IDP (Integrated Development Plan) and the needs of the community. It's also aligned to the strategic priority in the State of the Nation Address of Infrastructure investment and the “back to basics” approach. The responsiveness of the budget can be measured against what was identified as priorities by the community and the actual amount allocated, bearing in mind that resources are limited, to address or at least alleviate the most critical needs identified.

In this regard it is important to note that the need for infrastructure upgrades, inclusive of electricity infrastructure were key to ensure the delivery of sustainable services.

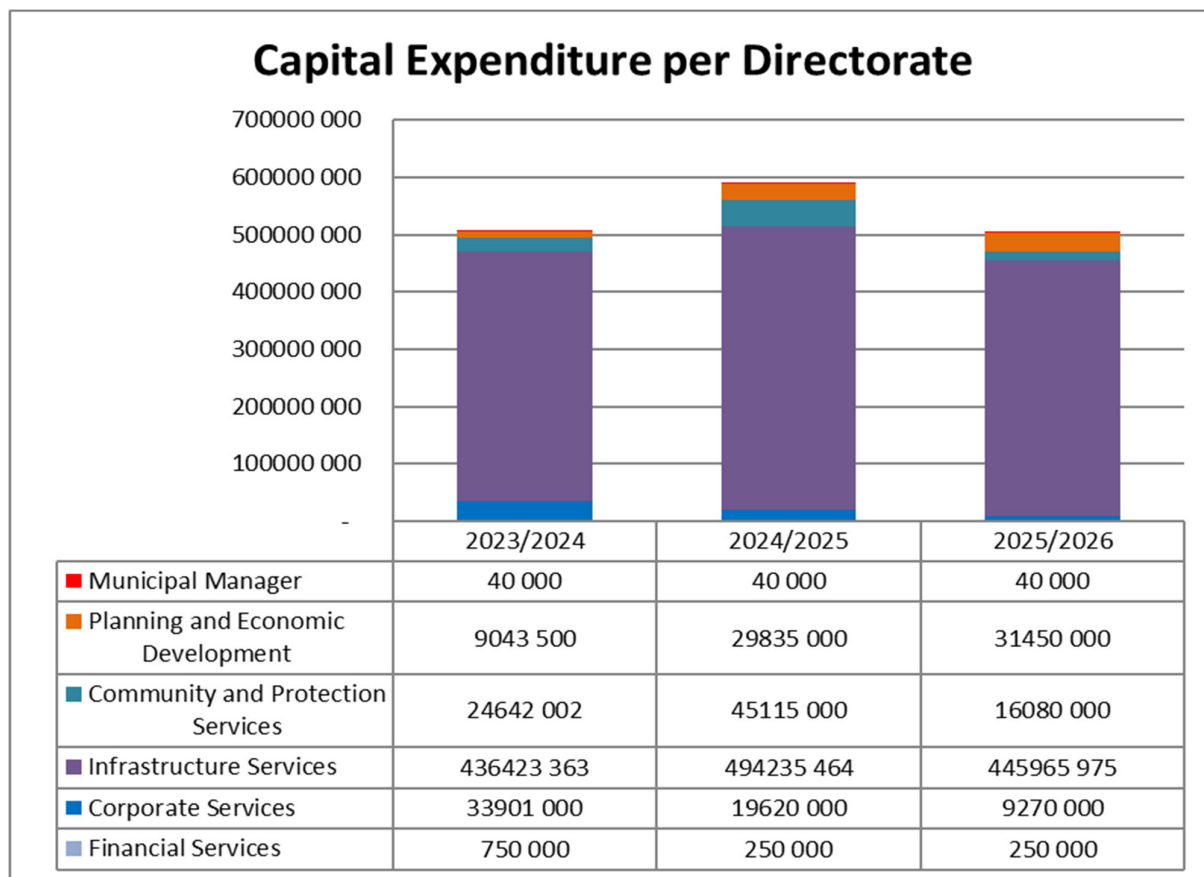
The capital budgets as proposed, amounts to:

<u>2023/2024</u>	<u>2024/2025</u>	<u>2025/2026</u>
R	R	R
504 799 865	589 095 464	503 055 975

Compilation of the Capital Budget

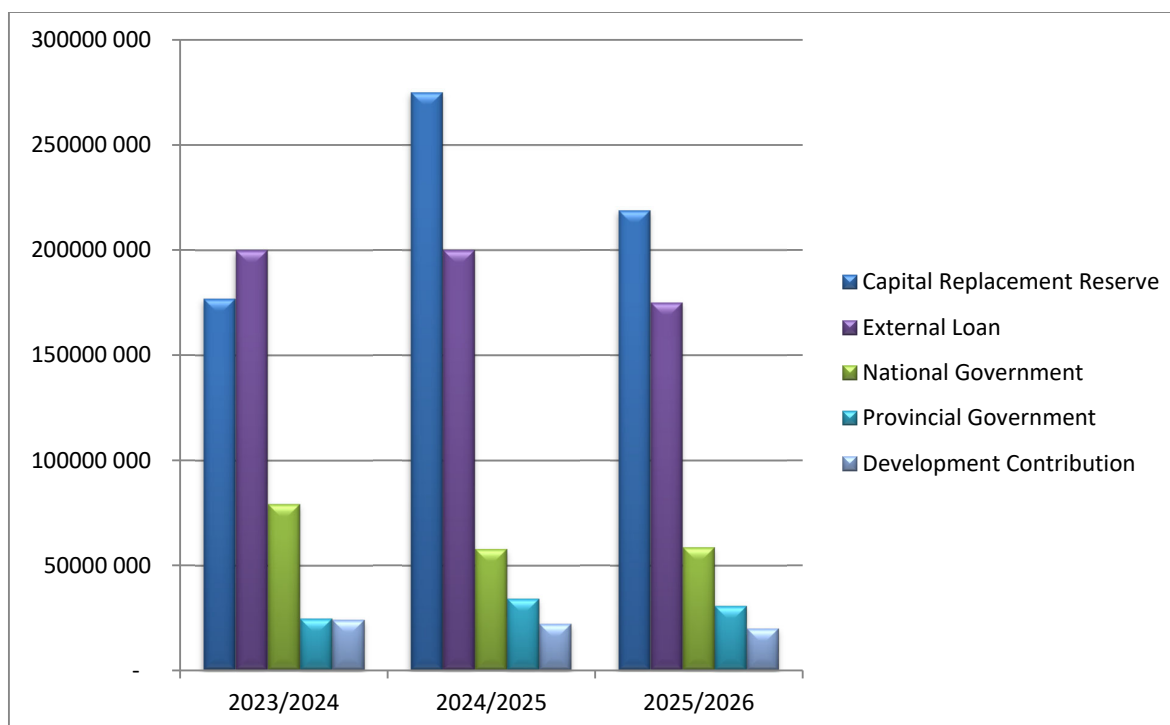
The capital budgets depicted per Directorate are as follows:

	<u>2023/2024</u>		<u>2024/2025</u>		<u>2025/2026</u>	
	R	%	R	%	R	%
Municipal Manager	40 000	0.01%	40 000	0.01%	40 000	0.01%
Planning and Economic Development	9 043 500	1.79%	29 835 000	5.06%	31 450 000	6.25%
Community and Protection Services	24 642 002	4.88%	45 115 000	7.66%	16 080 000	3.20%
Corporate Services	33 901 000	6.72%	19 620 000	3.33%	9 270 000	1.84%
Infrastructure Services	436 423 363	86.45%	494 235 464	83.90%	445 965 975	88.65%
Financial Services	750 000	0.15%	250 000	0.04%	250 000	0.05%
	504 799 865	100.00%	589 095 464	100.0%	503 055 975	100.0%

Investment in infrastructure for the next three years' equals:**Financing of the Capital Budget**

The proposed financing sources of the capital budget for the next three years are as follows:

	2023/20224		2024/2025		2025/2026	
	R		R		R	
<u>Own Funding</u>						
Capital Replacement Reserve	176 826 279	35.03%	274 946 329	46.67%	218 796 875	43.49%
Development Contribution	24 118 086	4.78%	22 199 985	3.77%	20 000 000	3.98%
<u>External Funding</u>						
Grants National Government	79 189 500	15.69%	57 816 150	9.81%	58 603 100	11.65%
Grants Provincial Government	24 666 000	4.89%	34 133 000	5.79%	30 656 000	6.09%
External Loans	200 000 000	39.62%	200 000 000	33.95%	175 000 000	34.79%
	504 799 865	100.00%	589 095 464	100.00%	503 055 975	100.00%



As alluded to in the before-mentioned text and in the Council item; substantial investment in infrastructure is crucial in order to maintain sustainable levels of service delivery. For the detailed capital projects please refer to **Appendix 1 – Part 2 – Section N**.

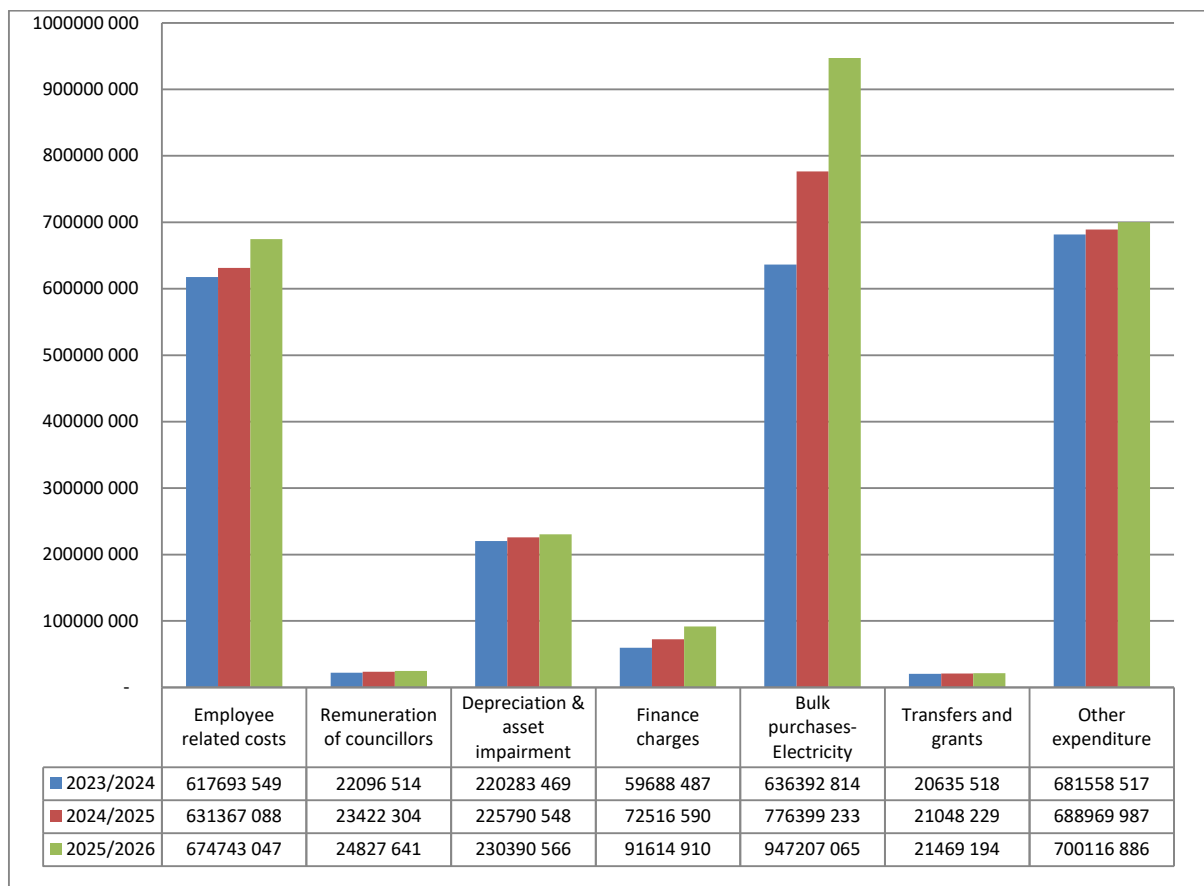
Operating Budget for 2023/2024, 2024/2025 and 2025/2026**Expenditure**

The operating expenditure budget per Vote (Directorate) is as follows:

	<u>2023/2024</u>	<u>2024/2025</u>	<u>2025/2026</u>
	R	R	R
Municipal Manager	17 841 031	18 739 536	19 687 065
Planning and Development	93 402 566	93 560 684	102 928 477
Community and Protection Services	422 902 773	430 177 426	446 827 582
Infrastructure Services	1 366 656 493	1 523 685 294	1 732 755 729
Corporate Services	234 756 698	244 963 296	255 971 839
Financial Services	114 226 754	128 387 743	132 198 617
Total Expenditure	<u>2 258 348 868</u>	<u>2 439 513 979</u>	<u>2 690 369 309</u>

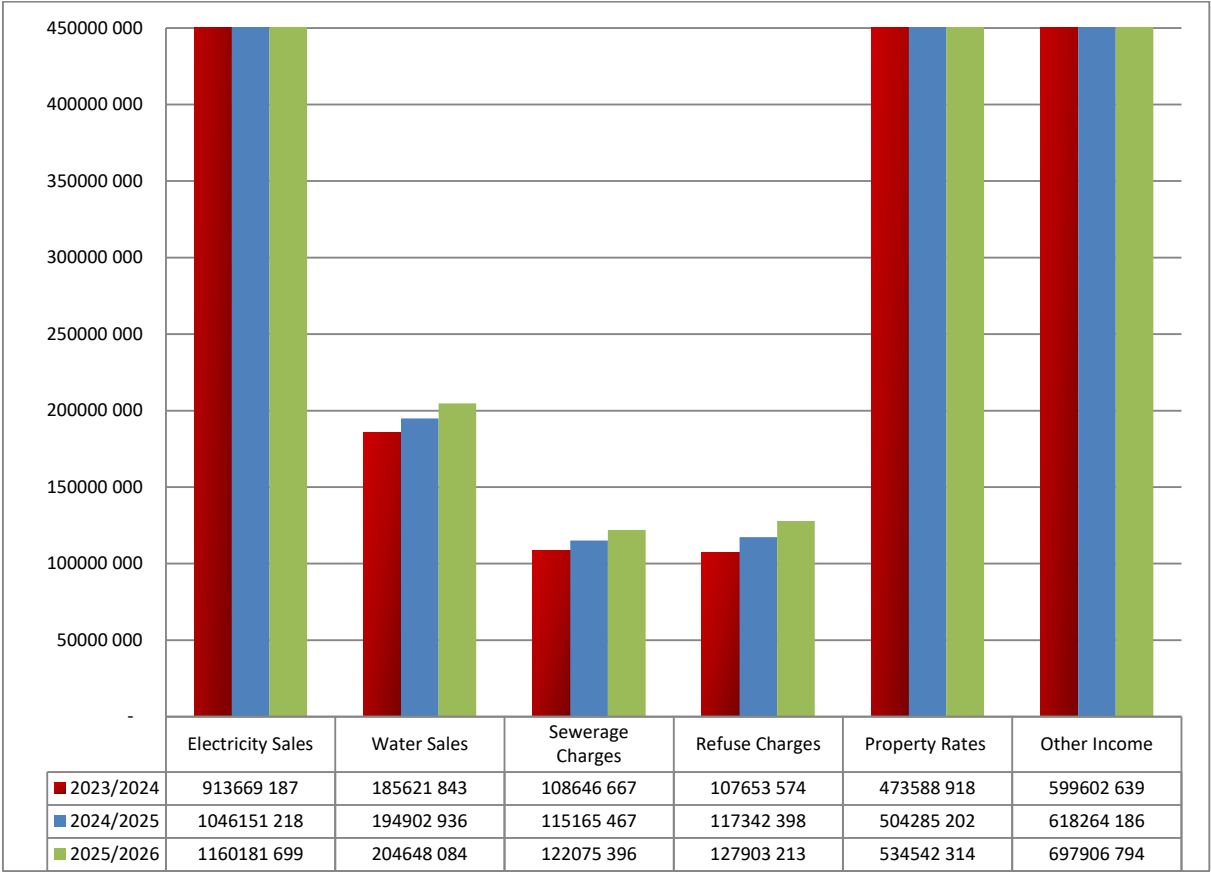
The operating expenditure budget per category is as follows:

	<u>2023/2024</u>	<u>2024/2025</u>	<u>2025/2026</u>
	R	R	R
Employee related costs	617 693 549	631 367 088	674 743 047
Remuneration of councillors	22 096 514	23 422 304	24 827 641
Depreciation & asset impairment	220 283 469	225 790 548	230 390 566
Finance charges	59 688 487	72 516 590	91 614 910
Bulk purchases-Electricity	636 392 814	776 399 233	947 207 065
Transfers and grants	20 635 518	21 048 229	21 469 194
Other expenditure	681 558 517	688 969 987	700 116 886
Total Expenditure	<u>2 258 348 868</u>	<u>2 439 513 979</u>	<u>2 690 369 309</u>



The operational budget will be funded as follows:

	<u>2023/2024</u>	<u>2024/2025</u>	<u>2025/2026</u>
	R	R	R
Electricity Sales	913 669 187	1 046 151 218	1 160 181 699
Water Sales	185 621 843	194 902 936	204 648 084
Sewerage Charges	108 646 667	115 165 467	122 075 396
Refuse Charges	107 653 574	117 342 398	127 903 213
Property Rates	473 588 918	504 285 202	534 542 314
Other Income	599 602 639	618 264 186	697 906 794
Total Income	<u>2 388 782 828</u>	<u>2 596 111 407</u>	<u>2 847 257 500</u>



H: OVERVIEW OF THE BUDGET FUNDING**Financing of the Capital Budget**

The proposed financing sources of the capital budget for the next three years are as follows:

	<u>2023/2024</u>	<u>2024/2025</u>	<u>2025/2026</u>
	R	R	R
Capital Replacement Reserve	176 826 279	274 946 329	218 796 875
Grants National Government	79 189 500	57 816 150	58 603 100
Grants Provincial Government	24 666 000	34 133 000	30 656 000
External Loans	200 000 000	200 000 000	175 000 000
Development Contribution	24 118 086	22 199 985	20 000 000
	504 799 865	589 095 464	503 055 975

Grant funding from National Government includes the following:

- Integrated National Electrification Programme (Municipal) Grant
- Integrated Urban Development Grant

Grant funding from Provincial Government includes the following:

- Human Settlement Development Grant
- Informal Settlements Upgrading Partnership Grant: Provinces (Beneficiaries)
- Integrated Transport Planning (2024/2025)
- Regional Socio-Economic Project/violence through urban upgrading (RSEP/VPUU)

Financing of the Operational Budget

The operational budget is financed from the tariff increases as displayed above. In addition to these, the following grant allocations are expected, and expenditure was adjusted accordingly:

- Equitable Share Allocation
- Community Library Services Grant
- Local Government Financial Management Grant
- Municipal Accreditation and Capacity Building Grant
- Financial assistance to municipalities for maintenance and Construction of Transport Infrastructure:
- Community Development Workers Operational Support Grant
- Expanded Public Works Program Incentive Grant
- Human Settlement Development Grant
- Title Deeds Restoration Grant

I: EXPENDITURE ON ALLOCATION AND GRANT PROGRAMMES

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
EXPENDITURE:	1									
Operating expenditure of Transfers and Grants										
National Government:		18 761	16 871	16 410	14 848	15 348	15 348	23 578	18 308	18 831
Operational Revenue: General Revenue: Equitable Share		11 696	8 948	5 097	5 083	5 583	5 583	14 271	14 557	14 848
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		5 117	4 960	5 916	4 928	4 928	4 928	4 786	–	–
Infrastructure Skills Development Grant [Schedule 5B]		191	–	–	–	–	–	–	–	–
Local Government Financial Management Grant [Schedule 5B]		1 550	1 550	1 550	1 550	1 550	1 550	1 550	1 550	1 688
Municipal Disaster Grant [Schedule 5B]		209	–	–	–	–	–	–	–	–
Municipal Systems Improvement Grant		(2)	(12)	–	–	–	–	–	–	–
Municipal Infrastructure Grant [Schedule 5B]		–	1 425	–	–	–	–	–	–	–
Integrated urban Development Grant		–	–	3 847	3 287	3 287	3 287	2 971	2 201	2 295
Provincial Government:		22 142	20 919	27 177	23 481	34 209	34 209	30 763	23 067	60 253
Capacity Building		–	–	–	–	–	–	–	–	–
Capacity Building and Other		22 142	20 919	27 177	21 791	32 519	32 519	30 763	23 067	60 253
Disaster and Emergency Services		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Infrastructure		–	–	–	1 690	1 690	1 690	–	–	–
Libraries, Archives and Museums		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
District Municipality:		472	540	500	500	1 246	1 246	150	153	156
All Grants		472	540	500	500	1 246	1 246	150	153	156
Other Grant Providers:		235	1 546	–	–	–	–	–	–	–
Departmental Agencies and Accounts		63	139	–	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–	–	–
Non-profit Institutions		–	–	–	–	–	–	–	–	–
Private Enterprises		–	–	–	–	–	–	–	–	–
Public Corporations		172	1 407	–	–	–	–	–	–	–
Total operating expenditure of Transfers and Grants:		41 610	39 876	44 088	38 829	50 803	50 803	54 491	41 528	79 240
Capital expenditure of Transfers and Grants										
National Government:		62 049	3 294	66 852	90 810	99 192	99 192	79 190	57 816	58 603
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		15 163	9 807	13 758	28 350	36 732	36 732	22 750	16 000	15 000
Municipal Infrastructure Grant [Schedule 5B]		46 886	–	–	–	–	–	–	–	–
Integrated Urban Development Grant		–	(6 513)	53 094	62 460	62 460	62 460	56 440	41 816	43 603
Provincial Government:		75 640	8 491	25 643	29 220	20 553	20 553	24 666	34 133	30 656
Capacity Building		–	–	–	–	–	–	–	–	–
Capacity Building and Other		–	44	337	–	10 049	10 049	–	–	–
Disaster and Emergency Services		–	–	–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Infrastructure		75 640	8 447	25 306	29 220	10 504	10 504	24 666	34 133	30 656
Libraries, Archives and Museums		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
District Municipality:		–	–	–	–	–	–	–	–	–
All Grants		–	–	–	–	–	–	–	–	–
Other Grant Providers:		151	–	2 378	12 454	20 883	20 883	24 118	22 200	20 000
Departmental Agencies and Accounts		151	–	307	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–	–	–
Non-Profit Institutions		–	–	–	–	–	–	–	–	–
Private Enterprises		–	–	2 070	12 454	20 883	20 883	24 118	22 200	20 000
Public Corporations		–	–	–	–	–	–	–	–	–
Total capital expenditure of Transfers and Grants		137 841	11 786	94 873	132 483	140 627	140 627	127 974	114 149	109 259
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		179 451	51 662	138 960	171 313	191 430	191 430	182 464	155 677	188 499

J: ALLOCATIONS AND GRANTS MADE BY THE MUNICIPALITY

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23				2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand											
Cash Transfers to other municipalities											
Operational	1	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Municipalities:		-	-	-	-	-	-	-	-	-	-
Cash Transfers to Entities/Other External Mechanisms											
Operational	2	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Entities/Ems'		-	-	-	-	-	-	-	-	-	-
Cash Transfers to other Organs of State											
Operational	3	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Other Organs Of State:		-	-	-	-	-	-	-	-	-	-
Cash Transfers to Organisations											
Operational		10 475	10 514	12 556	12 981	12 964	12 964	11 140	7 937	8 095	8 257
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Organisations		10 475	10 514	12 556	12 981	12 964	12 964	11 140	7 937	8 095	8 257
Cash Transfers to Groups of Individuals											
Operational		380	495	808	1 374	1 694	1 694	617	8 402	8 570	8 741
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Groups Of Individuals:		380	495	808	1 374	1 694	1 694	617	8 402	8 570	8 741
TOTAL CASH TRANSFERS AND GRANTS	6	10 855	11 010	13 364	14 355	14 658	14 658	11 757	16 338	16 665	16 998
Non-Cash Transfers to other municipalities											
Operational	1	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Transfers To Municipalities:		-	-	-	-	-	-	-	-	-	-
Non-Cash Transfers to Entities/Other External Mechanisms											
Operational	2	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Transfers To Entities/Ems'		-	-	-	-	-	-	-	-	-	-
Non-Cash Transfers to other Organs of State											
Operational	3	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Transfers To Other Organs Of State:		-	-	-	-	-	-	-	-	-	-
Non-Cash Grants to Organisations											
Operational	4	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Grants To Organisations		-	-	-	-	-	-	-	-	-	-
Non-Cash Transfers to Groups of Individuals											
Operational	5	-	-	-	-	4 522	4 522	3 611	4 297	4 383	4 471
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Grants To Groups Of Individuals:		-	-	-	-	4 522	4 522	3 611	4 297	4 383	4 471
TOTAL NON-CASH TRANSFERS AND GRANTS		-	-	-	-	4 522	4 522	3 611	4 297	4 383	4 471
TOTAL TRANSFERS AND GRANTS	6	10 855	11 010	13 364	14 355	19 180	19 180	15 369	20 636	21 048	21 469

REPORT RECEIVED FROM COMMUNITY DEVELOPMENT: 2023/2024 GRANT-IN-AID ALLOCATIONS AND DONATIONS

1. SUBJECT

GRANT IN AID APPLICATIONS AND DONATIONS 2023/2024

2. PURPOSE

To obtain Council's approval for Grant-in-Aid (GiA) applications and recommended donations for the financial year 2023-2024.

3. DELEGATED AUTHORITY (FOR DECISION BY MUNICIPAL COUNCIL)

In terms of Municipal Finance Management Act (MFMA), Act (56 of 2003) Section 17. (3) (e) relating to content of annual budgets and supporting documents.

4. EXECUTIVE SUMMARY

The application is in terms of the annual GiA donations made to non-governmental organisations (NGOs), community-based organisations (CBOs), non-profit organisations (NPOs) or non-profit companies (NPC) and bodies that are used by government as an agency to serve the poor, marginalised or otherwise vulnerable as envisaged by the Grant in Aid Policy approved at the Council Meeting in May 2022.

5. RECOMMENDATIONS

- a) That council consider and approve the recommended donations to organizations as per detailed list.

6. DISCUSSION / CONTENTS

6.1. Background

In terms of Council's Grant-in-Aid Policy, proposals were called for by means of advertisement in the press on 13 October 2022 (Eikestad Nuus) and on the municipal website and Facebook page.

The advertisement included an invitation to attend one of three compulsory workshops on either 1, 2 or 3 November 2022 to assist and give guidance on the policy and application procedure. Two hundred and eleven (211) persons attended the workshops.

A workshop to assist with capacity building of small, emerging organisations was conducted on 4 November 2022 focussing on financial management. This workshop was also advertised in the local newspaper and is not compulsory. The workshop was attended by fifteen (15) persons.

By the closing date (2 December 2022), 132 applications were received.

6.2 Discussion

The Department Community Development scrutinized and evaluated one hundred and thirty two (132) applications representing the following categories:

CATEGORY	SUB CATEGORY	APP's RECEIVED	APP's RECOMMENDED/ CONDITIONALLY RECOMMENDED	WARDS SERVED THROUGH THE ORGANIZATIONS	RECOMMENDED AMOUNT (2023-2024)
Social Development	General	6	4	1-4, 6-11, 18-19, 22	160 000
	Partial Care	58	18	ALL	720 000
	Disability	4	2	2, 11-17	80 000
	Elderly	7	2	5-6, 11	70 000
	Youth	11	5	1, 2, 4-6, 10-16, 19	200 000
	Substance Abuse	2	1	4, 6-10, 12, 16-17, 20	40 000
	Gender	1	1	12	40 000
	Food Security	3	2	1-6, 8-9, 12-21, 23	2 976 711
	People Living on the Street	1	0	ALL	0
	Safety	1	0	5	0
	Skills Development	3	2	ALL	80 000
Health	Physical and Psychological	4	3	ALL	120 000
Environment		1	0	4	0
Sport, Art and Culture	Sport Clubs	23	0	ALL	0
	Art and Culture	7	1	4	40 000
Total		132	41		4 526 711

Table 1: Applications and grant recommendations per category

The detailed list of applications received and evaluated can be found with the item. Reason for not recommending organizations can be found in the notes column of detailed list of applications.

The Municipality would like to support as many as possible organizations delivering valuable services within our communities but cannot disregard requirements of the MFMA (56 of 2003) Section 67 stipulating the responsibility of council to ensure donations are made to organizations who has the capacity to govern itself according to accepted financial practises

and who can deliver the services for which the donation is required and benefiting the intended target audience.

Considering the changes in the ECD sector (function migration from the Department of Social Development to the Department of Education), the changes through the Second Amendment Bill to the Children's Act placing more responsibility on Local Government with regards to childcare facilities and the changes to the Municipal Grant in Aid Policy (to promote compliance with the Children's Act) emphasis should be on supporting local ECD's through the Grant in Aid process.

A second opportunity to comply with the GiA policy will be available to non-qualifying applicants during the comment period in April 2023.

Declarations of Interest:

Communication was distributed to all municipal officials and councillors with a possible vested interest to ensure that applications for outside work forms were completed.

All assessments were done by Community Development Department officials with inputs from the Sr Manager Community Services and the Manager Sport, Halls and Recreation for all applications received from sport clubs. Where declarations of interests were received relating to officials in the Community Development Department, the applicable officials were removed from the assessment process.

The following declarations relating to municipal officials and councillors are noted.

Applicant	Person	Organisation Capacity	Municipal Capacity	Declaration Received
Stellemploy	Portia Jansen	Director	Community Development Coordinator (Daughter of Director)	Y
Abba Stellenbosch	Portia Jansen	Chairperson	Community Development Coordinator (Daughter of Chairperson)	Y
	Cllr Wilfred Petersen	Vice Chairperson	Councillor	Y
Stellenbosch Civil Advocacy Network (SCAN)	Portia Jansen	Board Member	Community Development Coordinator	Y
Stellenbosch Work Centre for Adult Persons with Disabilities	Portia Jansen	Manager	Community Development Coordinator (Niece of Manager)	Y
Stellenbosch Homing Union	Winston Appollis	Treasurer	Sports Department	Y
	Kevin Woodman	Member	Senior Artisan, Corporate Services	Y

	Grechard Petersen	Member	Foreperson, Community and Protection Services	Y
Spes Bona Association FC	Kevin Woodman	Junior Chairman	Senior Artisan, Corporate Services	Y
Pniel Villagers	Ian Adams	Treasurer	Superintendent, Community and Protection Services	Y
Hospice NPC	Cllr W Petersen	Additional Member	Councillor	Y
Idas Valley Sport Board	Gerold Abrahams		Waste Management Services	N
Cape Winelands Farm Workers Sport and Recreation Association	Tanya Carstens	Vice President	Snr Clerk: Administration Infrastructure Services	Y
	Adele Wagenaar	Member	Administrative Officer, Financial Services	Y
Petite Pre-Primary	Ian Adams	SGB Chairperson	Superintendent, Community and Protection Services	Y
Lithalethu Educare Centre	Nokuzola Kakaza	Chairperson	Traffic Warden, Community and Protection Services	Y
Kuyasa Playgroup	Nomvuyiseko Khulela	Treasurer	Project Administrator, PMU, Infrastructure Services	Y
Isibane Sempumelelo Educare	Mary Nkopane	Chairperson	Councillor	N
Happiness Kideo Educare	Xoliswa Mdemka	Not Stated	Councillor	N
Caring and Learning Development	Donray Beerwinkel	Treasurer	Snr Accountant, Financial Services	Y
Geluksoord	Cllr J Serdyn	Volunteer	Councillor	N
Nomzamo Seniors	Funeka Mayembana	Daughter to Chairperson	Community Development Coordinator, Community and Protection Services	Y
	Tulani Hani	Niece to Secretary	Clerk, Financial Services	Y
Kylemore Secondary School	Gerrit Africa	Chairperson	General Worker, Community and Protection Services	Y
Youth Empowerment Action	Cllr W Petersen	Member	Ward 2 Councillor	Y
	Rachel Pearce	Secretary	Ward 2 Administrator	Y
Christian Dependency Ministry	Cllr W Petersen	Chairperson	Councillor	Y
Bloemkom Street Watch	Tyrone Langeveldt	Member	Electrician, Infrastructure Services	Y

Comments and Appeals received by 25 April 2023 at 16:30

The below list of fifty seven (57) organisations represent the comments/appeals and outstanding feedback reports received. The outcome of the comment/appeal can be found in the notes column under “Appeals Received” in the detailed list of applications received.

GENERAL	
1	Klapmuts Family in Focus Klapmuts
2	Stellenbosch Civil Advocacy Network
PARTIAL CARE	
3	Anganathi Educare
4	Bubble Bee Educare
5	Busy Kids Daycare
6	Caring and Learning Development
7	Early Education Centre, The
8	Froggies Aftercare
9	Indiphakamele Creche
10	Isibane Sempumelelo
11	Kayamandi ECD Forum
12	Kuyasa Playgroup
13	Lethokuhle Educare
14	Lithalethu Educare Centre
15	Little Angels
16	Little Butterflies
17	Little Explorers
18	Liyema Creche
19	Lubabalo Creche Centre
20	Luthando Educare
21	Minkies Educare Centre
22	Mzamo Partial Care Centre
23	Noxolo Educare
24	Phakamani Educare
25	Phumelela Educare
26	Pillars of the Nation
27	Samnkies Creche
28	Simni Educare Centre
29	Siyanoqoba Creche
30	Siyavuya Creche
31	Sp(i)jeel
32	Thanduxolo Daycare
33	Umtha Wemfundo Educare

34	Unakho Day Care for Disable
35	Vinyard Houses
36	Youth Outreach
DISABILITY	
37	Huis Horison
YOUTH	
38	Kylemore Secondary
39	Siphimpendulo Youth Development
40	Stellumthombo
SUBSTANCE ABUSE	
41	ABBA Stellenbosch a project of BADISA Stellenbosch
42	Christian Dependency Ministry
FOOD SECURITY	
43	SA Institute for Entrepreneurship
PEOPLE LIVING ON THE STREETS	
44	Stellenbosch Night Shelter
SPORT ARTS AND CULTURE	
SPORT CLUBS	
45	Blue Stars United Football Club
46	Celtic United FC
47	Excelsior Rugby
48	Glen Eagles Soccer Club
49	Groot Drakenstein Games Club
50	Jamestown AFC
51	Klapmuts Sport Forum
52	Pniel Villagers RFC
53	Stellenbosch & Distrikte Coronation RFC
ARTS AND CULTURE	
54	Celebration Gospel Choir
55	eBosch
56	Franschhoek Sinothando Art and Culture
57	Pniel Heritage and Cultural Trust

6.3 Financial Implications

This report has the following financial implications:

2023-2024 (Cat A)
2 279 700.00

2023-2024 (Cat B)	2024-2025 (Cat B)	2025-2026 (Cat B)
4 571 141.49	2 979 890.00	2 535 300.00

DRAFT BUDGET TOTAL	
2023-2024	6 850 841.49

6.4 Legal Implications

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

6.5 Staff Implications

This report has no staff implications to the Municipality.

6.6 Previous / Relevant Council Resolutions:

None

6.7 Risk Implications

This report has no risk implications for the Municipality.

6.8 Comments from Senior Management:**6.8.1 Municipal Manager:**

Ensure that the following is included in the item:

1. Detail of declarations of interest listing councillors and officials.
2. The assessment process followed where councillors and officials were linked to applications.

Ensure that all municipal officials and councillors who serve on the boards of local organisations complete a request to perform outside / private work.

6.8.2 Chief Financial Officer:

Financial Services agree with the recommendations. The funding for the Grant in Aid donations will be provided for in the Medium-Term Revenue and Expenditure Framework (MTREF/Budget).

ANNEXURES**Grant in Aid 2023-2024 Register of applications and donation recommendations****FOR FURTHER DETAILS, CONTACT:**

NAME	<i>Michelle Aalbers</i>
POSITION	<i>Manager: Community Development</i>
DIRECTORATE	<i>Community and Protection Services</i>
CONTACT NUMBERS	<i>8408</i>
E-MAIL ADDRESS	<i>Michelle.aalbers@ Stellenbosch.gov.za</i>
REPORT DATE	<i>26-04-2023</i>

DIRECTOR: COMMUNITY AND PROTECTION SERVICES

The contents of this report have not been discussed with the Portfolio Committee Chairperson.

2023/24 GRANT-IN-AID APPLICATIONS

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

2023/24 GRANT-IN-AID APPLICATIONS		Category A	Category B				
No	Applicant Name	Funds proposed	Funds proposed YEAR 1 (2023-2024)	Funds proposed YEAR 2 (2024-2025)	Funds proposed YEAR 3 (2025-2026)	Recommendation	Notes
SOCIAL DEVELOPMENT							
GENERAL							
1	ACVV Franschhoek	40 000.00	0.00	0.00	0.00	RECOMMENDED	
2	ACVV Stellenbosch	40 000.00	0.00	0.00	0.00	RECOMMENDED	
3	Bottelary Heuwels Renosterveld Bewarea	40 000.00	0.00	0.00	0.00	RECOMMENDED	
4	FRANCO	40 000.00	0.00	0.00	0.00	RECOMMENDED	
5	Klapmuts Family in Focus Klapmuts	0.00	0.00	0.00	0.00	NOT RECOMMENDED	BANK FORM NOT STAMPED BY BANK. COUNCILLOR INVOLVED NOT DECLARED.
6	Stellenbosch Civil Advocacy Network	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS FOR INCORRECT REPORTING PERIOD.
		160 000.00	0.00	0.00	0.00		
PARTIAL CARE							
7	Acorn Christian Daycare Centre	0.00	0.00	0.00	0.00	NOT RECOMMENDED	C REGISTRATOPM EXPIRED JUNE 2019. NO PROPOSAL. NO FEEDBACK REPORT. EXIST SINCE 2009, NOT EMERGING

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							ORGANISATION. NO AFS. DID NOT INDICATE WHETHER SPECIFIC OR GENERAL APPLICATION.
8	Dwarsrovier Valley Initiative t/a Aitsa	40 000.00	0.00	0.00	0.00	RECOMMENDED	
9	Anganathi Educare	0.00	0.00	0.00	0.00	CONDITIONAL	YEAR 1 OF WORKING TOWARDS C REGISTRATION: REQUIREMENT - APPROVED BUILDING PLANS FOR CONSTRUCTION. APPLICANT MUST SUBMIT APPROVED PLANS BY APRIL 2023.
10	Anna Foundation	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: NO OVERALL BUDGET SUBMITTED FOR GENERAL APPLICATION.
11	ATKV Abbasorg Cloeteville	0.00	0.00	0.00	0.00	NOT RECOMMENDED	BANK ACCOUNT IN DIFFERENT NAME. APPLICATION FORM SIGNED BY ONE. FEEDBACK NOT PROVIDED.
12	Azasakhe Daycare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: CONSTITUTION REQUIRES NOT LESS THAN 6 BOARD MEMBERS. APPLICATION LIST 3. AFS FOR 2022 SIGNED OFF IN 2021. NO BANK FORM.
13	Bubble Bee Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: AFS INCOMPLETE. APPLICATION FORM NOT DATED AND SIGNED. GENERAL OR SPECIFIC APPLICATION NOT INDICATED.
14	Busy Kids Daycare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: TYPE OF APPLICATION NOT INDICATED. AFS OF INCORRECT FINANCIAL YEAR.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

15	Caring and Learning Development	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. MUNICIPAL OFFICIAL ON BOARD NOT DECLARED. NO CONSTITUTION AND NO FINANCIALS. COMMIT TO PROVIDE FEEDBACK BY APRIL 2023.
16	Early Education Centre, The	0.00	0.00	0.00	0.00	NOT RECOMMENDED	C REGISTRATION NOT REQUIRED FOR TOY LIBRARY. CONSTITUTION REQUIRES NOT LESS THAN 7 BOARD MEMBERS. LISTED ONLY 3.
17	Efata Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: NO APPLICATION FORM SUBMITTED. NO INDICATION OF GENERAL VS SPECIFIC APPLICATION. AFS INCOMPLETE.
18	Froggies Aftercare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. COMMIT TO PROVIDE FEEDBACK BY APRIL 2023. PRELIM FEEDBACK INCLUDE EXPENDITURE ON SALARIES. AFS COMMIT TO PROVIDE JAN 2023 AS WITH AUDITORS.
19	Happiness Kideo	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION
20	Ikwezi Educare Centre	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: AFS NOT SUBMITTED. COMMIT TO PROVIDE FEEDBACK BY APRIL 2023. REQUEST 40 000 BUT SUBMIT PROPOSAL FOR 10 000.
21	Inam Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: AFS INCOMPLETE. CONSTITUTION REQUIRES MIN OF 9 BOARD MEMBERS, LIST ONLY 7. MINUTES NOT SIGNED OFF.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

22	Indiphakamele Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: AFS FOR INCORRECT FIN YEAR AND QUESTIONS AROUND ONE RECURRING EXPENSE.
23	Isibane Sempumelelo	0.00	0.00	0.00	0.00	NOT RECOMMENDED	C REGISTRATION EXPIRED JUNE 2022. FIRST YEAR FOR RE-REGISTRATION. NO PROPOSAL SUBMITTED. PRELIM FEEDBACK - COMMIT TO PROVIDE BY APRIL 2023. CONSTITUTION AND BANKFORM NOT SUBMITTED. APPLICATION NOT COMPLETED.
24	Kayamandi ECD Forum	0.00	0.00	0.00	0.00	NOT RECOMMENDED	FORUM NOT REQUIRED TO OBTAIN C REGISTRATION. AFS DOES NOT STATE THE PERIOD.
25	Kin Culture	40 000.00	0.00	0.00	0.00	RECOMMENDED	C REGISTRATION NOT REQUIRED FOR FOSTER CARE.
26	Kuyasa Playgroup	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. KUYASA PLAYGROUP DID NOT RECEIVE PREVIOUSLY, BUT KUYASA HORIZON DID. FEEDBACK PROVIDED ON 40 000 RECEIVED FOR 22/23 INCLUDE R6000 FOR ADMIN COST WHICH THEY DID NOT REQUEST IN APPROVED APPLICATION. ALL SUPPORTING DOCS IN NAME OF KUYASA HORIZON. AFS FOR 20/21 FIN YEAR DID NOT INDICATE SPECIFIC VS GENERAL. NO OVERALL BUDGET OR PROPOSAL.
27	Lethokuhle Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS FOR 2018 FIN YEAR. APPLICATION FOR BUILDING CONSTRUCTION WITHOUT PROOF OF APPROVED BUILDING PLAN OR CONCENT FROM LANDOWNER. FUNDING

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							CANNOT BE APPROVED FOR THIS APPLICATION. DID NOT IN INDICATE SPECIFIC VS GENERAL NO OVERALL BUDGET.
28	Lillies Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. CONSTITUTION NOT DATED AND REQUIRE 6 BOARD MEMBERS. LIST ONLY 1. AFS FOR 2023? BANK FORM NOT SIGNED. APPLICATION INCOMPLETE P 2-5 AND 7.
29	Lithalethu Educare Centre	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. PARTIAL FEEDBACK WITH NO COMMITMENT TO PROVIDE FINAL. MUNICIPAL OFFICIAL ON BOARD NOT DECLARED. APPLICATION FOR ITEM THAT WILL NOT CONTRIBUTE TOWARDS C REGISTRATION AND WITHOUT COMPOLYING WITH OTHER REQUIREMENTS. (INFORMAL STRUCTURE)
30	Little Angels	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. CHAIR PERSON = PRINCIPAL.
31	Little Explorers	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. COMMIT TO PROVIDE FEEDBACK BY APRIL 2023. AFS NOT ACCORDING TO FIN YEAR.
32	Liyakha Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. APPLICATION FOR ITEM REQUIRING APPROVED BUILDING PLANS AND PERMISSION OF LAND OWNER NOT INCLUDED. CANNOT APPROVE WITHOUT. NO

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							REGISTRATION DOCS AND AFS FOR INCORRECT REPORTING PERIOD.
33	Liyema Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS FOR INCORRECT REPORTING PERIOD. APPLICATION FORM P7 INCOMPLETE. CONSTITUTION REQUIRES NOT LESS THAN 7 MEMBERS, LISTED 4.
34	Lubabalo Creche Centre	0.00	0.00	0.00	0.00	NOT RECOMMENDED	C REGISTRATION EXPIRES DEC 2023. BANK FORM INCOMPLETE.
35	Luthando Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	C REGISTRATION EXPIRED 11 May 2022. APPLICATION FORM INCOMPLETE.
36	Masifunde Creche	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION.
37	Minkies Educare Centre	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. BANK FORM INCOMPLETE. BUDGET/APPLICATION SUBMITTED FOR 22/23.
38	Nolitha's ECD	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. APPLICATION INCOMPLETE AND NO INDICATION OF TYPE OF APPLICATION. AFS NOT SUBMITTED. BANK FORM INCOMPLETE. NO PROPOSAL.
39	Noxolo Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. REQUEST REQUIRES APPROVED BUILDING PLANS AND PERMISSION FROM LAND OWNER. CANNOT APPROVE APPLICATION.
40	Petite Pre-Primary	0.00	0.00	0.00	0.00	NOT RECOMMENDED	C REGISTRATION EXPIRED JAN 2019 NO NPO REGISTRATION. DID NOT SUBMIT A PROPOSAL INDICATE TYPE OF APPLICATION.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

41	Phakamani Educare	0.00	0.00	0.00	0.00	CONDITIONAL	C REGISTRATION EXPIRED AUGUST 2022. UPON RECEIPT OF FEEDBACK REPORT APRIL 2023 AND RENEWED C REGISTRATION. IF NOT C REGISTRATION, THEN CONTENT MUST BE ALIGNED WITH REGISTRATION REQUIREMENTS.
42	Phumelela Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. GENERAL APPLICATION WITHOUT REQUIRED TOTAL BUDGET. AFS FOR INCORRECT PERIOD. NPO CERTIFICATE NOT SUBMITTED. CONSTITUTION INDICATE 7 EXEC MEMBERS, LIST ONLY 6. REQUEST FOR ERETING OF WENDY STRUCTURE WITHOUT REQUIRED APPROVALS.
43	Pillars of the Nation	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS AND BANK FORM NOT SUBMITTED. FEEDBACK ON PREVIOUS FUNDING COMMITTED TO PROVIDE BY APRIL 2023. REQUEST FOR EXTENTION OF NUTECH BUILDING WITHOUT REQUIRED APPROVALS. CONSTITUTION INDICATE 6 BOARD MEMBERS, LISTED ONLY 4.
44	Prochorus Community Development	40 000.00	0.00	0.00	0.00	RECOMMENDED	CONDITION: GIA FUNDING CANNOT BE USED FOR THE STIPEND PORTION OF THE APPLICATION.
45	Samnkies Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS NOT CORRECT AS IT DOES NOT REFLECT PREVIOUS GIA FUNDING RECEIVED. CURRENT REQUEST IS FOR BUILDING

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							INFRASTRUCTURE. REQUIRED APPROVALS NOT INCLUDED IN SUBMISSION.
46	Sibongumusa ECD Centre	40 000.00	0.00	0.00	0.00	RECOMMENDED	
47	Simni Educare Centre	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. CONSTITUTION REQUIRE 7 EXEC MEMBERS, LISTED 6.
48	Sivuyise Creche	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION.
49	Siyanqoba Creche	0.00	0.00	0.00	0.00	CONDITIONAL	COMMIT TO PROVIDE FEEDBACK BY APRIL 2023
50	Siyavuya Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	BANK FORM INCOMPLETE
51	Siyazama Creche	40 000.00	0.00	0.00	0.00	RECOMMENDED	C REGISTRATION EXPIRES MAY 2023. HAVE STARTED WITH RE-REGISTRATION PROCESS.
52	Sp(i)eel	0.00	0.00	0.00	0.00	CONDITIONAL	COMMIT TO PROVIDE FEEDBACK BY APRIL 2023
53	Tembaletu Creche	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION
54	Thanduxolo Daycare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. APPLICATION FORM NOT SIGNED. AFS INCORRECT REPORTING PERIOD AS PER THE CONSITUTION.
55	Ukusiza Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS DOES NOT INDICATE THE REPORTING PERIOD. REQUESTED FOR INFRASTRUCTURE DEVELOPMENT WITHOUT REQUIRED APPROVALS.
56	Umtha Wemfundo Educare	0.00	0.00	0.00	0.00	CONDITIONAL	APPLICATION FOR NON-REGISTRATION REQUIREMENTS AS SHE IS CONDITIONALLY REGISTERED (J REGISTRATION).

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							MUST SUBMIT PROOF OF J REGISTRATION OR CHANGE APPLICATION CONTENT.
57	Umthombo Wemfundo Educare	40 000.00	0.00	0.00	0.00	RECOMMENDED	
58	Unakho Day Care for Disable	0.00	0.00	0.00	0.00	NOT RECOMMENDED	REGISTERED AS RESPITE CARE. AFS PERIOD NOT INDICATED. COMMITTED TO PROVIDE FINAL FEEDBACK BY APRIL 2023.
59	Undizungezile Day and Night Care	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. NO REGISTRATION OR BANK FORM. AFS NOT SIGNED.
60	Vinyard Houses	0.00	0.00	0.00	0.00	CONDITIONAL	REGISTERED UNDER INSTITUTIONAL CARE. C REGISTRATION NOT REQUIRED. COMMIT TO PROVIDE FEEDBACK BY APRIL 2023
61	Vision Africa	0.00	0.00	0.00	0.00	NOT RECOMMENDED	NON ATTENDANCE OF COMPULSORY CLARIFICATION MEETING
62	Yolies Creche	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION.
63	Youth Outreach	0.00	0.00	0.00	0.00	CONDITIONAL	C REGISTRATION NOT REQUIRED. REGISTERED AS INSTITUTIONAL CARE. COMMIT TO PROVIDE FEEDBACK BY APRIL 2023.
64	Zenzele Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. BANK FORM INCORRECTLY COMPLETED. APPLICATION FOR NEWTECH BUILDING. MUST SUBMIT REQUIRED APPROVALS.
		440 000.00	0.00	0.00	0.00		
DISABILITY							
65	Bridging Abilities	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS NOT SUBMITTED. BANK FORM NOT SIGNED.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

66	ChangeAbility	40 000.00	0.00	0.00	0.00	RECOMMENDED	
67	Huis Horison	0.00	0.00	0.00	0.00	CONDITIONAL	COMMIT TO PROVIDE FINAL FEEDBACK BY JAN 2023
68	Stellenbosch Work Centre for adult persons with disabilities	0.00	0.00	0.00	0.00	NOT RECOMMENDED	REFER TO CWDM IN FEEDBACK REPORT. DETAIL MISSING IN FEEDBACK REPORT. AFS: FOR ENDING MARCH 21. NOT LATEST. CONSTITUTION INDICATE 10 BOARD MEMBERS, LIST ONLY 8.
		40 000.00	0.00	0.00	0.00		
ELDERLY							
69	Geluksoord	40 000.00	0.00	0.00	0.00	RECOMMENDED	
70	GJW Sport Academy	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS NOT SUBMITTED. CONSTITUTION NOT SIGNED AND SAMPLE CONSTITUTION NOT AMENDED WITH ORGS OBJECTIVES. QUESTIONS RAISED RE A SPORT ACADEMY APPLYING TO TAKE ELDELY ON OUTINGS.
71	Idas Valley Golden Boys and Girls	30 000.00	0.00	0.00	0.00	RECOMMENDED	
72	Kylemore Survivors Senior Club	40 000.00	0.00	0.00	0.00	RECOMMENDED	NOT CLAIMING TO BE NPO
73	Nomzamo Senior Citizen Centre	0.00	0.00	0.00	0.00	NOT RECOMMENDED	ESTABLISHED 2009 NOT EMERGING. FINANCIALS SIGNED OFF BY ONE. NO PROPOSAL SUBMITTED.
74	Waterblommetjies Klub	0.00	0.00	0.00	0.00	NOT RECOMMENDED	NO FEEDBACK PROVIDED FOR 20-21 FINANCIAL YEAR DONATION RECEIVED. BANK FORM NOT STAMPED. NO PROPOSAL. ESTABLISHED 2012. NOT EMERGING.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

75	Young Ideas Cloetesville Community	0.00	0.00	0.00	0.00	NOT RECOMMENDED	BANK FORM NOT COMPLETED. AFS NOT SUBMITTED. NO PROPOSAL
		110 000.00	0.00	0.00	0.00		
YOUTH							
76	Kylemore Secondary	0.00	0.00	0.00	0.00	CONDITIONAL	COMMIT TO PROVIDE FINAL FEEDBACK BY APRIL 2023
77	Legacy Community Development	40 000.00	0.00	0.00	0.00	RECOMMENDED	
78	Lord's Acre, The	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS NOT SIGNED. PROPOSAL NOT SUBMITTED. CONSTITUTION INDICATE 9 BOARD MEMBERS, APPLICATION LIST 4. FEEDBACK REPORT DOES NOT INCLUDE THE NARARTIVE OR PICTURES. NO COMMITMENT TO PROVIDE FINAL FEEDBACK.
79	Siphimpendulo Youth Development	0.00	0.00	0.00	0.00	NOT RECOMMENDED	BANK FORM NOT SIGNED
80	Sport for Life	40 000.00	0.00	0.00	0.00	RECOMMENDED	
81	Stellumthombo	0.00	0.00	0.00	0.00	NOT RECOMMENDED	21-22 FIN YEAR DONATION FEEDBACK NOT RECEIVED.
82	Training 4 Changes NPC	40 000.00	0.00	0.00	0.00	RECOMMENDED	
83	Ubuntu Hiking	0.00	0.00	0.00	0.00	NOT RECOMMENDED	CAN APPLY FOR 28/29 FIN YEAR. SEE COUNCIL MINUTES 2022-11-23.
84	United Christian Student's Association of SA, The	0.00	0.00	0.00	0.00	NOT RECOMMENDED	FEEDBACK PROVIDED DOES NOT INCLUDE PROOF OF EXPENDITURE.
85	Universal Rastafari Improvements Ass	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS NOT SUBMITTED.

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86	Youth Empowerment Action	40 000.00	0.00	0.00	0.00	RECOMMENDED	
		160 000.00	0.00	0.00	0.00		
SUBSTANCE ABUSE							
87	ABBA Stellenbosch a project of BADISA Stellenbosch	0.00	0.00	0.00	0.00	CONDITIONAL	PARTIAL FEEDBACK PROVIDED. COMMIT TO PROVIDE FEEDBACK ON THE REMAINDER ON COMPLETION. (MARCH 2023)
88	Christian Dependency Ministry	0.00	0.00	0.00	0.00	NOT RECOMMENDED	CONSTITUTION NOT SIGNED AND BANK FORM NOT SUBMITTED.
		0.00	0.00	0.00	0.00		
GENDER							
89	Hlathi Clan Economy and Empowerment Institute NPC	40 000.00	0.00	0.00	0.00	RECOMMENDED	
		40 000.00	0.00	0.00	0.00		
FOOD SECURITY							
90	Idas Feeding Scheme	0.00	0.00	0.00	0.00	NOT RECOMMENDED	BANK FORM NOT SIGNED. NO PROPOSAL AND AFS NOT SUBMITTED.
91	SA Institute for Entrepreneurship	0.00	0.00	0.00	0.00	CONDITIONAL	REQUIRE MORE DETAIL ON PRIORITIES LINKED TO SPECIFIC WARDS. CONFIRMATION OF LAND AND WATER AVAILABILITY REQUIRED.
92	Stellenbosch Feeding In Action	40 000.00	0.00	0.00	0.00	RECOMMENDED	
		40 000.00	0.00	0.00	0.00		
PEOPLE LIVING ON THE STREET							
93	Stellenbosch Night Shelter	0.00	0.00	0.00	0.00	NOT RECOMMENDED	CONSTITUTION NOT SIGNED. AFS FOR PERIOD ENDING FEBR 2021. NOT LATEST.
		0.00	0.00	0.00	0.00		

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SAFETY							
94	Bloekom Street Watch	0.00	0.00	0.00	0.00	NOT RECOMMENDED	REGISTRATION EXPIRES SEPT 2023. MUST RENEW REGISTRATION WITH DOCS. POLICY DOES NOT ALLOW FOR SALARIES.
		0.00	0.00	0.00	0.00		
SKILLS DEVELOPMENT							
95	Bergzicht Training	40 000.00	0.00	0.00	0.00	RECOMMENDED	
96	ECDL NPC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	CONSTITUTION, AFS, BANK FORM NOT INCLUDED. APPLICATION REQUIRES ADDITIONAL SIGNATURE AND INCOMPLETE. BUSINESS PLAN NOT CLEAR. INDICATE GENERAL APPLICATION (WITHOUT THE REQUIRED ANNUAL BUDGET), BUT LIST SPECIFIC ITEMS WANTING TO OBTAIN WITH FUNDING.PROPOSAL WEAK: "TO DEVELOP A PLAN"
97	Stellemploy	40 000.00	0.00	0.00	0.00	RECOMMENDED	
		80 000.00	0.00	0.00	0.00		
SUBTOTAL SOCIAL DEVELOPMENT		R 1 070 000.00	R 0.00	R 0.00	R 0.00		
HEALTH							
98	Stellenbosch Aids Action T/A atHeart	40 000.00	0.00	0.00	0.00	RECOMMENDED	
99	Community Keepers	40 000.00	0.00	0.00	0.00	RECOMMENDED	

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100	The New Joy Foundation	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS NOT SUBMITTED: ESTABLISHED 06/21 (AFS POSSIBLE FOR THE 21/22 FIN YEAR) AND INDICATE THAT THEY HAVE NOT RECEIVED FUNDS YET. HOWEVER WORK IS BEING DONE WITHOUT ACCOUNTING FOR THE ASSOCIATED COST. 2 DIFFERENT CONSTITUTIONS SUBMITTED. PROJECT TIMELINE DOES NOT ALIGN WITH THE FUNDING PERIOD.
101	Stellenbosch Hospice NPC	0.00	0.00	0.00	0.00	CONDITIONAL	COMMIT TO PROVIDE FEEDBACK BY APRIL 2023

SUBTOTAL HEALTH	R 80 000.00	R 0.00	R 0.00	R 0.00
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ENVIRONMENT							
102	Kyle Recycling and Waste Pty Ltd	0.00	0.00	0.00	0.00	NOT RECOMMENDED	NO CONSTITUTION OR REGISTRATION DOCS. BANK FORM DOES NOT INDICATE ACCOUNT HOLDER NAME. AFS NOT SIGNED AND NOT FOR A FIN YEAR. DOES NOT QUALIFY FOR GIA AS IT DESCRIBE ITSELF AS A BUSINESS.
SUBTOTAL ENVIRONMENT		0.00	0.00	0.00	0.00		

SPORT ARTS AND CULTURE							
SPORT CLUBS							
103	Blakes Rugby Football Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS: FOUNDED IN 1951 NOT EMERGING. CONSTITUTION REQUIRE 4 BOARD PORTFOLIOS. APPLICATION INDICATE AN ADDITIONAL PORTFOLIO NOT

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							RECOGNISED IN THE CONSTITUTION.
104	Blue Stars United Football Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	CONSTITUTION REQUIRE 11 BOARD PORTFOLIOS. APPLICATION LIST 6. INDICATE BOTH SPECIFIC AND GENERAL APPLICATION. TOTAL BUDGET PROVIDED IS FOR 2 YEARS WITH MAJOR CALCULATION ERRORS. IT DOES NOT PROVIDE THE REQUIRED DETAIL AND ONLY INDICATE EXPENDITURE. APPLICATION INCOMPLETE.
105	Cape Winelands Farmworkers Sport & Recreation Ass	0.00	0.00	0.00	0.00	NOT RECOMMENDED	OVERALL BUDGET ONLY INDICATE EXPENDITURE: 2 BUDGETS 21-23, BUT COVERING JUST 12 MONTHS, AND 22-23. APPLICATION IS FOR 23-24. AFS: INDICATE R90 000 STELLENBOSCH GRANT FUNDING RECEIVED AS ONLY INCOME. MUN PAYS MAX 40 000. REQUIRE EXPLANATION. AFS REPORTING PERIOD IS DIFFERENT TO THAT PRESCRIBED IN CONSTITUTION. CONSTITUTION INDICATE 6 SPECIFIC BOARD PORTFOLIOS, APPLICATION INDICATE PORTFOLIOS NOT IN CONSTITUTION. FEEDBACK: NOT SUFFICIENT PROOF OF PAYMENT. CONTAINS ORIGINAL RECEIPTS. CLAIMS NOT AUTHORISED? CLAIMS WHERE CLAIMANT AND AUTHORISING PERSON IS THE SAME? MOST CLAIMS FOR RECURRING BOARD MEMBERS. ACCOMODATION COST NOT ALLOWED ACCORDING TO POLICY. CLAIMANTS NOT

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							IDENTIFIED? EXPENDITURE FOR TRANSPORT IS ONLY PERMISSIBLE IF IT IS FOR BENEFICIARIES AND NOT FOR BOARD MEMBERS. SEE POLICY.
106	Celtic United FC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	CONSTITUTION REQUIRE 10 COMMITTEE MEMBERS, APPLICATION LIST 7. APPLICATION INCOMPLETE. FEEDBACK INCLUDE INVOICES AND UNLEGIBLE DOCUMENTS. PROOF OF EXPENDITURE CANNOT BE CONFIRMED.
107	Coronation Cricket Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	NON-ATTENDANCE OF COMPULSORY CLARIFICATION MEETING
108	Dennegeur Rugby Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION. "FORCAST" OVERALL BUDGET SUBMITTED IS FOR 2021 (?) AND ONLY FOR 6 MONTHS. BANK ACCOUNT IN NAME OF INDIVIDUAL. CONSTITUTION REQUIRES 5 EXEC COMM MEMBERS, LIST 7 WITH 2 PORTFOLIOS NOT RECOGNISED IN THE CONSTITUTION. APPLICATION INCOMPLETE.

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109	Excelsior Rugby	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION WITH NO OVERALL BUDGET SUBMITTED. CONSTITUTION REQUIRES 5 PORTFOLIOS ON EXCO. APPLICANT LIST 7 OF WHICH 3 ARE NOT RECOGNISED IN CONSTITUTION. CONSTITUTION INCOMPLETE P11 ON FINANCIAL MATTERS NOT INCLUDED.
110	Glen Eagles Soccer Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION. OVERALL BUDGET CONTAINS EXPENSES ONLY. NOTE FINAL FEEDBACK FOR '21 DONATION DOES NOT INCLUDE THE POP REFERRED TO IN THE REPORT AND DOES NOT HAVE PICTURES OR A NARATIVE COMPONENT. CONSTITUTION REQUIRES 13 BOARD MEMBERS, APPLICATION LIST 12. AFS: ESTABLISHED IN 1975 NOT EMERGING ORGANISATION. AFS NOT DATED.
111	Groot Drakenstein Games Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	NOT LATEST AFS, PERIOD ENDING APRIL 2021. COMMIT TO PROVIDE FINAL FEEDBACK APRIL 2023.
112	Idas Valley Association Football Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL AND SPECIFIC APPLICATION (CAN ONLY BE ONE). OVERALL BUDGET FOR INCORRECT PERIOD. PROVIDED DUPLICATE BUDGETS WITH DIFFERENT AMOUNTS. PROVIDE 2 CONFIRMATIONS OF BANK DETAILS. 1 = BANK ACCOUNT NAME DIFFERENT TO APPLICANT NAME, 2 = FORM NOT STAMPED BY BANK. BUSINESS PLAN INCOMPLETE. (DOES NOT INCLUDE THE NR OF BENEFICIARIES NOR THE COST.) AFS AND

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							AFFILIATION/REGISTRATION NOT SUBMITTED. APPLICATION INCOMPLETE.
113	Idas Valley Sport Board	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION NO OVERALL BUDGET. AFS: ESTABLISHED 2000 NOT EMERGING ORGANISATION. AFS SUBMITTED FOR A PERIOD OF 13 MONTHS. AFS NOT SIGNED. MORE DETAIL IS REQUESTED RE THE INCOME REFLECTED IN THE AFS.
114	Jametown AFC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS: ESTABLISHED 1973 NOT EMERGING. CONSTITUTION INDICATE THAT 2 AUDITORS MUST BE APPOINTED. AFS ONLY SIGNED OF BY CHAIR AND TREASURY. FEEDBACK PROVIDED FOR THE 21/22 DONATION RECEIVED.
115	Klapmuts Sport Forum	0.00	0.00	0.00	0.00	NOT RECOMMENDED	SPECIFIC AND GENERAL APPLICATION? WITH NO OVERALL BUDGET DID INCLUDE SPECIFIC PROPOSAL INCLUDING ITEMS NOT PERMISSABLE ACCORDING TO POLICY. BANK FORM NOT STAMPED AND CONSTITUTION NOT SIGNED. APPLICATION INCOMPLETE. CONSTITUTION INCOMPLETE. DOES NOT HAVE ITEMS 14 AND 15 OR 20.
116	Kylemore Junior Rugby Football Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS NOT SUBMITTED. COMMITTEE MEMEBERS SUBMITTED DOES NOT REFLECT THE REQUIREMENTS OF THE

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							CONSTITUTION. CONSTITUTION NOT SIGNED. AGM MINUTES NOT SUBMITTED.
117	Lanquedoc All Stars	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION WITH NO OVERALL BUDGET. BANK FORM AND AFS NOT SUBMITTED. APPLICATION INCOMPLETE. CONSTITUTION NOT DATED. FEEDBACK PROVIDED DOES NOT COMPLY WITH REQUIREMENTS.
118	Newtons AFC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	SPECIFIC AND GENERAL APPLICATION WITH NO OVERALL BUDGET. APPLICATION INCOMPLETE. ESTABLISHED 1905 NOT EMERGING. AFS SIGNED BY ONE PERSON AND NOT APPROVED. CAN NOT IDENTIFY THE PERSON/POSITION. AGS CONTAINS INCOME OF 2 FIN PERIODS AND COVERS 13 MONTHS. BOARD MEMBERS LISTED INCLUDE DUPLICATE WITH 2 PERSONS CURRENTLY IN VICE-TREASURER POSITION. INDICATE PREVIOUS FUNDING RECEIVED (2020) REPORT ATTACHED. NOT SUBMITTED.
119	Nietvoorbij United FC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION WITH NO OVERALL BUDGET. PROPOSAL COVERS INCORRECT PERIOD. INSUFFICIENT POP FOR FEEDBACK ON SOME EXPENDITURE OUTSTANDING.
120	Pniel Villagers RFC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION WITH OVERALL BUDGET. BOARD MEMBERS DOES NOT ALIGN WITH THE REQUIREMENTS OF THE CONSTITUTION. AFS (22/23) AT AUDITORS COMMIT TO SUBMIT. MUST SUBMIT 21/22 AFS. INDICATE THAT FEEDBACK WAS

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							PROVIDED, BUT CANNOT FIND RECORD THEREOF. AFS BY APRIL 2023 AND RE-SUBMIT FEEDBACK.
121	Raithby Community Sport Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS NOT SUBMITTED. CONSTITUTION ONE EXCO POSITION NOT LISTED IN APPLICATION. AGM MINUTES WHERE THE CONSTITUTION WAS APPROVED IS REQUESTED. BANK FORM NOT SIGNED/STAMPED BY BANK. GENERAL APPLICATION WITH NO OVERALL BUDGET . BUSINESS PLAN COVERS MOSTLY INCORRECT FIN YEAR. APPLICATION INCOMPLETE.
122	Spes Bona Ass Football Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	OVERALL BUDGET NOT ALIGNED TO FIN YEAR. AFS DOES NOT INDICATE THE PERIOD. CONSITUION INDICATE FIN YEAR FOR AUG-JUL. SUBMITTED DOC FOR OCT-SEPT. BANK FORM NOT COMPLETED. APPLICATION DOES NOT INDICATE 2 POSITIONS REQUIRED ACCORDING TO THEIR CONSITUION OF WHICH THE MINUTES WAS NOT SIGNED. NO BUSINESS PLAN SUBMITTED. MUNICIPAL OFFICIAL NOT DECLARED.
123	Stellenbosch Cricket Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION WITH OVERALL BUDGET NOT COVERING THE APPLICATION PERIOD. AFS: ESTABLISHED 1994 NOT EMERGING. FEEDBACK PROVIDED DOES NOT INCLUDE PROOF OF EXPENDITURE/PICTURES/NARATIVE REPORT. BUSINESS PLAN

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							OUTDATED AND DOES NOT COVER THE APPLICATION PERIOD. EXCO: DISCREPANCY BETWEEN PORTFOLIOS AND POSITION HOLDERS ON CONSTITUTION VS APPLICATION VS BUSINESS PLAN. AGM MINUTES SUBMITTED FOR 2023.
124	Stellenbosch & Distrikte Coronation RFC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	INDICATE GENERAL APPLICATION BUT BUSINESS PLAN INDICATE SPECIFIC APPLICATION. PROPOSAL FOR 22/23 FIN YEAR. NO SUPPORTING OVERALL BUDGET FOR A GENERAL APPLICATION. BANK FORM NOT SIGNED. EXCO POSITIONS ON APPLICATION DIFFER FROM CONSTITUTION. FEEDBACK PROVIDED FOR 2020-21 FUNDING NOT SUFFICIENT AND COMMUNICATED AS SUCH TO CLUB ON 22/11/22 VIA EMAIL. AGM MINUTES NOT SIGNED.
125	Stellenbosch Homing Union	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS FOR PERIOD ENDING FEBR 2021 - NOT LATEST. BUSINESS PLAN AND APPLICATION MOTIVATION DO NOT REFLECT SAME BUDGET FOR APPLICATION REQUEST.
		0.00	0.00	0.00	0.00		
ARTS AND CULTURE							
126	Celebration Gospel Choir	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION - OVERALL BUDGET NOT SUBMITTED. APPLICATION INCOMPLETE. BANK FORM NOT SIGNED. FEEDBACK REPORT CONSIST OF 2 INVOICES. NO POP, NARATIVE OR PICTURES. IN EXISTANCE SINCE 2008 = NOT EMERGING ORGANISATION. AFS

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

							REPORTING PERIOD NOT ACCURATELY RECORDED.
127	eBosch	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION WITHOUT OVERALL BUDGET: SOME BUDGETS FOR 2021? BUDGETS FOR 23/24 PROPOSAL INCLUDE COSTING RANGING FROM 2019-2023. FEEDBACK REPORT DOES NOT CONTAIN POP.
128	Franschhoek Sinothando Art and Culture	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION WITHOUT OVERALL BUDGET. APPLICATION INCOMPLETE. AFS: APPEARS TO BE COMPILED BY CHAIRPERSON AND NOT TREASURER, INDICATES POSITIVE BALANCE, BUT EXPENDITURE IS LARGER THAN INCOME. ESTABLISHED 2008, NOT EMERGING ORGANISATION. AFS NOT INDICATING THE REPORTING PERIOD. AGM MINUTES FOR 22/23 FIN YEAR WHICH IS NOT YET COMPLETED.
129	Jamestown Sounds	0.00	0.00	0.00	0.00	NOT RECOMMENDED	BANK FORM NOT SIGNED/STAMPED. AFS NOT SIGNED. NO BUDGET INCLUDED.
130	Pniel Heritage and Cultural Trust	0.00	0.00	0.00	0.00	CONDITIONAL	COMMIT TO PROVIDE FINAL FEEDBACK BY APRIL 2023
131	Sibonokuhle Art Group	0.00	0.00	0.00	0.00	NOT RECOMMENDED	FEEDBACK FOR 21/22 FIN YEAR OUTSTANDING. INTERNET EXAMPLE CONSTITUTION NOT ADAPTED TO ORGANISATION OBJECTIVES.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

132	Smart Mission Entertainment	0.00	0.00	0.00	0.00	NOT RECOMMENDED	CAN APPLY FOR 28/29 FIN YEAR. SEE COUNCIL MINUTES 2022-11-23. REQUEST SIMILAR ITEMS THAN PREVIOUS YEAR. AFS 2018 AND 2019 DOES NOT REFLECT FINANCIAL REPORTING PERIOD INDICATED IN CONSTITUTION. APPLICATION NOT SIGNED. 2 DUPLICATE REFERENCE LETTERS BY DIFFERENT REFERENCES NOT SIGNED. BANK ACCOUNT NEW AND NOT ACTIVATED. CONCERNS ABOUT THE ORGANISATION'S ABILITY TO PRACTISE SOUND FIN MAN PRINCIPLES. APPLICATION NOT SIGNED AND INCOMPLETE.
		0.00	0.00	0.00	0.00		
SUTOTAL SPORT ARTS AND CULTURE			R 0.00	R 0.00	R 0.00	R 0.00	

R 1 150 000.00	R 0.00	R 0.00	R 0.00
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R1 150 000.00

APPEALS RECEIVED BY APRIL 2023**SOCIAL DEVELOPMENT****GENERAL**

5	Klapmuts Family in Focus Klapmuts	40 000.00	0.00	0.00	0.00	RECOMMENDED	BANK FORM STAMPED BY BANK. COUNCILLOR RESIGNED AS BOARD MEMBER.
6	Stellenbosch Civil Advocacy Network	38 900.00	0.00	0.00	0.00	RECOMMENDED	AFS FOR CORRECT PERIOD SUBMITTED
		78 900.00	0.00	0.00	0.00		

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

PARTIAL CARE							
9	Anganathi Educare	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: REQUIREMENT - APPROVED BUILDING PLANS FOR CONSTRUCTION. BUILDING PLAN SUBMISSION CONFIRMED ON 21-04-2023.
13	Bubble Bee Educare	28 100.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: AFS SUBMITTED. APPLICATION FORM DATED AND SIGNED. SUBMITTED SPECIFIC APPLICATION WITH ITEMS NOT GEARED TOWARDS REGISTRATION. SUPPORT ONLY FOR REGISTRATION ITEMS: FIRST AID, FIRE EXTINGUISHER, EDU TOYS, TABLES/CHAIRS, BUILDING PLAN
14	Busy Kids Daycare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: INDICATE THAT IT IS NOT A SPECIFIC NOR A GENERAL APPLICATION. AFS FOR CORRECT FINANCIAL YEAR, BUT DOES NOT SPEAK TO FEEDBACK REPORT AND POPS PROVIDED..
15	Caring and Learning Development	0.00	0.00	0.00	0.00	NOT RECOMMENDED	MUNICIPAL OFFICIAL ON BOARD DECLARED. NO CONSITUTION AND NO FINANCIALS. FEEDBACK PROVIDED, BUT INCLUDES AN INVOICE (NO PROOF OF PAYMENT)
16	Early Education Centre, The	40 000.00	0.00	0.00	0.00	RECOMMENDED	C REGISTRATION NOT REQUIRED FOR TOY LIBRARY. SUBMITTED AMENDED CONSTITUTION REQUIRING ONLY THREE BOARD MEMBERS.
18	Froggies Aftercare	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. FEEDBACK AND AFS PROVIDED.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

22	Indiphakamele Creche	35 200.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION: AFS FOR CORRECT FIN YEAR SUBMITTED. CHANGED REQUEST TO SPECIFIC APPLICATION. DO NOT SUPPORT BED.
23	Isibane Sempumelelo	0.00	0.00	0.00	0.00	NOT RECOMMENDED	C REGISTRATION RENEWED. NO PROPOSAL SUBMITTED. FEEDBACK: ONLY "SPENT" R 26 600 WITHOUT POP, DO NOT INDICATE WHAT PLANS ARE WITH REMAINDER. CONSTITUTION AND BANKFORM SUBMITTED. APPLICATION NOT COMPLETED.
24	Kayamandi ECD Forum	0.00	0.00	0.00	0.00	NOT RECOMMENDED	FORUM NOT REQUIRED TO OBTAIN C REGISTRATION. AFS ENDING MAY 2023 WITH AMOUNTS ATTACHED AND SIGNED OFF IN APRIL?
26	Kuyasa Playgroup	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS NOT SIGNED OR DATED. KUYASA PLAYGROUP DID NOT RECEIVE PREVIOUSLY, BUT KUYASA HORIZON DID. ADDITIONAL FEEDBACK PROVIDED FOR R5 649,39 ON 40 000 RECEIVED FOR 22/23. ALL SUPPORTING DOCS IN NAME OF KUYASA HORIZON. SUBMITTED SPECIFIC BUDGET WITH MAJOR CALCULATION ERROR.
27	Lethokuhle Educare	25 900.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS SUBMITTED. SPECIFIC PROPOSAL SUBMITTED FOR 23/24 INCLUDING NON-REGISTRATION REQUIREMENT ITEMS. SUPPORT ONLY FOR FIRE PAINT, FIRE EXTINGUISHER AND FIRST AID KIT.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

29	Lithalethu Educare Centre	0.00	0.00	0.00	0.00	NOT RECOMMENDED	SUBMIT CONDITIONAL C REGISTRATION VALID UNTIL DEC 2023. PARTIAL FEEDBACK WITH NO COMMITMENT TO PROVIDE FINAL. MUNICIPAL OFFICIAL ON BOARD DECLARED. CONDITIONAL REGISTRATION DEPENDANT ON OBTAINING BUILDING PLANS FOR BUNGALO WHICH WAS NOT SUBMITTED.
30	Little Angels	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. CHAIR PERSON NO LONGER PRINCIPAL.
NO NEW APPLICATION	Little Butterflies	0.00	0.00	0.00	0.00	FEEDBACK RECEIVED	NO NEW APPLICATION. SUBMITTED FEEDBACK ON 22/23 DONATION
31	Little Explorers	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS SUBMITTED ACCORDING TO FIN YEAR. FEEDBACK: NO NARATIVE REPORT. DEVIATED FROM PROPOSAL WITHOUT OBTAINING PERMISSION. POPs FOR ITEMS NOT REQUESTED AS PART OF APPLICATION. POPs QUESTIONABLE.
33	Liyema Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS SUBMITTED FOR CORRECT PERIOD, BUT IS CONSIDERED NOT ACCURATE. APPLICATION COMPLETED. SUPPLIED LIST OF 6 BOARD MEMBERS - CONSTITUTION REQUIRES 7 WITH PERSONS ELECTED TO POSITIONS NOT RECOGNISED BY THE CONSTITUTION.
34	Lubabalo Creche Centre	40 000.00	0.00	0.00	0.00	RECOMMENDED	BANK FORM AND UPDATED C REGISTRATION PROVIDED.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

35	Luthando Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	C REGISTRATION UPDATED. APPLICATION FORM STILL NOT SIGNED.
37	Minkies Educare Centre	3 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. SUBMITTED BANK FORM AND BUDGET FOR CORRECT PERIOD. CAN ONLY APPROVE AMOUNT THAT CONTRIBUTES TOWARDS OBTAINING C REGISTRATION (FIRST AID BOX) AS PER GIA POLICY.
NO NEW APPLICATION	Mzamo Partial Care Centre	0.00	0.00	0.00	0.00	FEEDBACK RECEIVED	NO NEW APPLICATION. SUBMITTED FEEDBACK ON 22/23 DONATION
39	Noxolo Educare	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. REQUESTED SUBMISSION OF BUILDING PLANS, ZONING CERT AND PERMISSIONS FROM LANDOWNER HAS BEEN SUBMITTED.
41	Phakamani Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	PROOF PROVIDED THAT C REGISTRATION IS IN PROGRESS. FEEDBACK ON PREVIOUS FUNDING CANNOT BE VERIFIED.
42	Phumelela Educare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. GENERAL APPLICATION WITHOUT REQUIRED OVERALL BUDGET. AFS FOR CORRECT PERIOD, BUT CONTENT THAT SHOULD HAVE REMAINED THE SAME CHANGED. NPO CERTIFICATE SUBMITTED. CONSTITUTION INDICATE 7 EXEC MEMBERS, LIST ONLY 6. CHANGED CONTENT OF REQUEST WITH NOT ALL ITEMS GEARED TOWARDS C REGISTRATION.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

43	Pillars of the Nation	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. BANK FORM SUBMITTED. AFS DOES NOT REFLECT THE POP SUPPLIED ALONG WITH THE FEEDBACK REPORT. REQUEST FOR EXTENTION OF NUTECH BUILDING WITHOUT REQUIRED APPROVALS. LIST OF BOARD MEMBERS SUBMITTED. FEEDBACK: NARRATIVE REPORT OUTSTANDING.
45	Samnkies Creche	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. AFS CORRECTED. CURRENT REQUEST IS FOR BUILDING INFRASTRUCTURE. BUILDING PLANS SUBMITTED.
47	Simni Educare Centre	40 000.00	0.00	0.00	0.00	RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. PROVIDED LIST OF 7 BOARD MEMBERS.
49	Siyanoqoba Creche	0.00	0.00	0.00	0.00	NOT RECOMMENDED	FEEDBACK PROVIDED: NO NARATIVE, INCLUDES INVOICES AND ILLEGABLE DOCUMENTS, EXPENDITURE NOT INLINE WITH PROPOSAL.
50	Siyavuya Creche	40 000.00	0.00	0.00	0.00	RECOMMENDED	BANK FORM SUBMITTED
52	Sp(i)eel	40 000.00	0.00	0.00	0.00	RECOMMENDED	FINAL FEEDBACK SUBMITTED
54	Thanduxolo Daycare	0.00	0.00	0.00	0.00	NOT RECOMMENDED	YEAR 1 OF WORKING TOWARDS C REGISTRATION. APPLICATION FORM SIGNED. FEEDBACK REPORT NOT SATISFACTORY, DOCUMENTS (AFS AND FEEDBACK) SUBMITTED ALONG WITH THE APPEAL ILLEGABLE.
56	Umtha Wemfundo Educare	40 000.00	0.00	0.00	0.00	RECOMMENDED	APPROVED C REGISTRATION SUBMITTED.

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58	Unakho Day Care for Disable	0.00	0.00	0.00	0.00	NOT RECOMMENDED	SUBMITTED AFS FOR CORRECT PERIOD, NPO REGISTRATION, DoH REGISTRATION. FEEDBACK FROM PREVIOUS FUNDING NOT RECEIVED.
60	Vinyard Houses	40 000.00	0.00	0.00	0.00	RECOMMENDED	REGISTERED UNDER INSTITUTIONAL CARE. C REGISTRATION NOT REQUIRED. FEEDBACK PROVIDED
63	Youth Outreach	38 600.00	0.00	0.00	0.00	RECOMMENDED	FEEDBACK PROVIDED. PROOF OF EXPENDITURE NOT PROVIDED FOR R 1400.
		610 800.00	0.00	0.00	0.00		
DISABILITY							
67	Huis Horison	40 000.00	0.00	0.00	0.00	RECOMMENDED	FINAL FEEDBACK SUBMITTED
		40 000.00	0.00	0.00	0.00		
YOUTH							
76	Kylemore Secondary	40 000.00	0.00	0.00	0.00	RECOMMENDED	FINAL FEEDBACK SUBMITTED
79	Siphimpendulo Youth Development	40 000.00	0.00	0.00	0.00	RECOMMENDED	BANK FORM SIGNED
81	Stellumthombo	40 000.00	0.00	0.00	0.00	RECOMMENDED	FEEDBACK SUBMITTED
		120 000.00	0.00	0.00	0.00		
SUBSTANCE ABUSE							
87	ABBA Stellenbosch a project of BADISA Stellenbosch	40 000.00	0.00	0.00	0.00	RECOMMENDED	FINAL FEEDBACK PROVIDED
88	Christian Dependency Ministry	40 000.00	0.00	0.00	0.00	RECOMMENDED	CONSTITUTION IGNEED AND BANK FORM SUBMITTED.
		80 000.00	0.00	0.00	0.00		

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

FOOD SECURITY							
91	SA Institute for Entrepreneurship	0.00	2 936 711.00	2 979 890.00	2 535 300.00	CONDITIONAL	PROOF OF COUNCILLOR AND COMMUNITY BUY-IN ESTABLISHED. HOME GARDENS FOCUS ON OWN LAND AND GREY WATER. SCHOOLS IDENTIFIED AS POSSIBLE PARTNER. CASHFLOW SUBMITTED REQUIRE REFINEMENT. SUCCESSFUL CONCLUSION OF AGREEMENT WILL BE DEPENDANT ON THE CLARIFICATION ON SCHOOLS INVOLVED ALONG WITH THEIR COMMITMENT AND CONFIRMATION OF RECEIVING GRANT AFTER TARGETED SERVICES HAS BEEN DELIVERED WITH MONTHLY REPORTING.
		0.00	2 936 711.00	2 979 890.00	2 535 300.00		
PEOPLE LIVING ON THE STREETS							
93	Stellenbosch Night Shelter	0.00	1 634 430.49	0.00	0.00	RECOMMENDED	SIGNED CONSTITUTION SUBMITTED. AFS FOR CORRECT PERIOD SUBMITTED.
		0.00	1 634 430.49	0.00	0.00		
SPORT ARTS AND CULTURE							
SPORT CLUBS							
104	Blue Stars United Football Club	40 000.00	0.00	0.00	0.00	RECOMMENDED	BOARD MEMBERS LISTED AS PER CONSTITUTION. CHANGED TO JUST SPECIFIC APPLICATION. NEW PROPOSAL BUDGET PROVIDED.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

106	Celtic United FC	40 000.00	0.00	0.00	0.00	RECOMMENDED	UPDATED LIST OF COMMITTEE MEMBERS SUPPLIED IN LINE WITH CONSTITUTION. APPLICATION COMPLETE. FEEDBACK: POPS PROVIDED.
109	Excelsior Rugby	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION. OVERALL BUDGET INDICATES ONLY THE FOLLOWING EXPENDITURE: TRANSPORT, BALLS, FOOD AND BEV AND MANAGEMENT ADMIN TO A VALUE OF R40 000. NO FORM OF INCOME IS INDICATED. PREVIOUS AFS PROVIDED INDICATE ADDITIONAL KNOWN EXPENDITURE INCLUDING FIRST AID, BANK CHARGES, ACCOUNTING FEES AND TEAM APPAREL (2022), RENTAL EQUIPMENT, LAUNDRY (2021) WHICH ARE BIT INCLUDED IN THE 23-24 BUDGET PROVIDED. PREVIOUS INCOME INCLUDE LOTTO, GRANT AND MISCELLANEOUS REVENUE. CONSTITUTION REQUIRES 5 PORTFOLIOS ON EXCO. APPLICANT LIST 7 OF WHICH 3 ARE NOT RECOGNISED IN CONSTITUTION. MINUTES OF A MEETING REFERING TO POSITIONS THAT SHOULD BE CHANGED IS PROVIDED UNSIGNED. IT IS ALSO NOT CLEAR WHETHER THE DECISION RELATES TO CHANGES IN THE CONSTITUTION OR THE APPLICATION FORM.CONSTITUTION P11 PROVIDED.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

110	Glen Eagles Soccer Club	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION. INCOME PROVIDED FOR OVERALL BUDGET. BOARD MEMBERS LISTED IN ACCORDANCE WITH THE CONSTITUTION. AFS: ESTABLISHED IN 1975 NOT EMERGING ORGANISATION. AFS NOT DATED. NARATIVE/PROGRESS REPORT: DOES NOT CONTAIN A NARATIVE NOR PICTURES, SAME WAS NOT PROVIDED ALONG WITH APPLICATION AS CLAIMED.
111	Groot Drakenstein Games Club	40 000.00	0.00	0.00	0.00	RECOMMENDED	FINAL FEEDBACK AND AFS SUBMITTED
114	Jametown AFC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	AFS: ESTABLISHED 1973 NOT EMERGING. CONSTITUTION INDICATE THAT 2 AUDITORS MUST BE APPOINTED. AFS ONLY SIGNED OF BY CHAIR AND TREASURY. FEEDBACK PROVIDED FOR THE 21/22 DONATION RECEIVED.
115	Klapmuts Sport Forum	0.00	0.00	0.00	0.00	NOT RECOMMENDED	APPLICATION CHANGED TO SPECIFIC ONLY. SPECIFIC PROPOSAL INCLUDED. BANK FORM STAMPED AND CONSTITUTION SIGNED. APPLICATION COMPLETE. CONSTITUTION INCOMPLETE. DOES NOT HAVE ITEMS 14 AND 15 OR 21.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

120	Pniel Villagers RFC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION WITH OVERALL BUDGET. BOARD MEMBERS DOES NOT ALIGN WITH THE REQUIREMENTS OF THE CONSTITUTION. AFS (22/23) SUBMITTED, BUT NOT SIGNED. FEEDBACK: POP'S PROVIDED, NO NARATIVES OR PICTURES.
124	Stellenbosch & Distrikte Coronation RFC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	CHANGED APPLICATION TO SPECIFIC APPLICATION. NEW APPLICATION FORM NOT SIGNED BY CHAIRPERSON. BANK FORM SIGNED.EXCO POSITIONS ON APPLICATION LESS THAN WHAT IS REQUIRED IN CONSITUION. FEEDBACK PROVIDED FOR 2020-21 FUNDING FEEDBACK IS COMPLIANT. AGM MINUTES SIGNED.
		120 000.00	0.00	0.00	0.00		
ARTS AND CULTURE							
126	Celebration Gospel Choir	0.00	0.00	0.00	0.00	NOT RECOMMENDED	GENERAL APPLICATION - OVERALL BUDGET NOT SUBMITTED. APPLICATION INCOMPLETE. BANK FORM SIGNED. POP PROVIDED FOR FEEDBACK REPORT. IN EXISTANCE SINCE 2008 = NOT EMERGING ORGANISATION, LETTER STATING THAT AFS WAS AUDITED SUBMITTED UNSIGNED.
127	eBosch	40 000.00	0.00	0.00	0.00	RECOMMENDED	CHANGED TO SPECIFIC APPLICATION. FEEDBACK REPORT SUBMITTED.

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

128	Franschhoek Sinothando Art and Culture	0.00	0.00	0.00	0.00	NOT RECOMMENDED	CHANGED APPLICATION TO SPECIFIC. APPLICATION INCOMPLETE. AFS: CORRECTED. ESTABLISHED 2008, NOT EMERGING ORGANISATION. AGM MINUTES FOR 21/22 FIN YEAR NOT APPROVED.
130	Pniel Heritage and Cultural Trust	40 000.00	0.00	0.00	0.00	NOT RECOMMENDED	FEEDBACK DOES NOT CONTAIN POPs FOR ALL EXPENDITURE LISTED.
		80 000.00	0.00	0.00	0.00		

1 129 700.00	4 571 141.49	2 979 890.00	2 535 300.00
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2 279 700.00	4 571 141.49	2 979 890.00	2 535 300.00
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R6 850 841.49

FEEDBACK NOT PROVIDED BY 25 APRIL 2023

101	Stellenbosch Hospice NPC	0.00	0.00	0.00	0.00	NOT RECOMMENDED	COMMIT TO PROVIDE FEEDBACK BY APRIL 2023
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K: COUNCILLOR AND BOARD MEMBER ALLOWANCES AND EMPLOYEE BENEFITS

Summary of Employee and Councillor remuneration	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand		A	B	C	D	E	F	G	H	I
Councillors (Political Office Bearers plus Other)	1									
Basic Salaries and Wages		12 108	12 149	15 253	19 011	17 697	17 697	18 759	19 884	21 077
Pension and UIF Contributions		559	—	438	—	467	467	495	525	556
Medical Aid Contributions		215	—	157	—	126	126	133	141	150
Motor Vehicle Allowance		4 331	4 356	2 039	—	720	720	763	809	858
Cellphone Allowance		1 754	1 997	1 929	2 051	1 836	1 836	1 946	2 063	2 187
Housing Allowances		—	—	—	—	—	—	—	—	—
Other benefits and allowances		155	155	—	—	—	—	—	—	—
Sub Total - Councillors		19 121	18 657	19 815	21 062	20 846	20 846	22 097	23 422	24 828
% increase			(2.4%)	6.2%	6.3%	(1.0%)	—	6.0%	6.0%	6.0%
Senior Managers of the Municipality	2									
Basic Salaries and Wages		5 410	4 991	7 245	8 316	8 118	8 118	8 540	9 942	9 362
Pension and UIF Contributions		179	—	660	719	719	719	757	792	829
Medical Aid Contributions		24	—	118	125	125	125	132	138	144
Overtime		—	—	—	—	—	—	—	—	—
Performance Bonus		710	1 190	1 242	1 399	1 399	1 399	1 472	1 541	1 613
Motor Vehicle Allowance	3	161	—	550	575	571	571	601	629	659
Cellphone Allowance	3	51	—	133	146	161	161	169	177	185
Housing Allowances	3	—	—	18	19	19	19	20	21	22
Other benefits and allowances	3	0	0	104	92	102	102	109	114	119
Payments in lieu of leave		—	—	—	—	—	—	—	—	—
Long service awards		4 103	3 957	—	—	—	—	—	—	—
Post-retirement benefit obligations	6	17 097	(9 653)	(452)	—	—	—	—	—	—
Entertainment		—	—	—	—	—	—	—	—	—
Scarcity		—	—	—	—	—	—	—	—	—
Acting and post related allowance		—	—	—	—	—	—	—	—	—
In kind benefits		—	—	—	—	—	—	—	—	—
Sub Total - Senior Managers of Municipality		27 735	484	9 617	11 392	11 215	11 215	11 799	12 354	12 934
% increase			(98.3%)	1 885.9%	18.4%	(1.6%)	—	5.2%	4.7%	4.7%
Other Municipal Staff										
Basic Salaries and Wages		316 733	333 582	333 629	373 682	352 666	352 666	363 114	360 032	385 519
Pension and UIF Contributions		51 074	56 980	55 262	60 762	58 662	58 662	63 177	67 725	72 602
Medical Aid Contributions		23 313	25 058	25 564	27 013	27 013	27 013	28 303	29 633	31 026
Overtime		37 441	40 619	42 035	55 180	41 880	41 880	45 105	48 352	51 834
Performance Bonus		23 078	25 010	24 641	26 437	26 437	26 437	28 473	30 523	32 721
Motor Vehicle Allowance	3	9 133	9 266	8 923	10 841	10 841	10 841	11 405	11 941	12 502
Cellphone Allowance	3	1 579	1 883	1 751	2 465	2 465	2 465	2 577	2 698	2 825
Housing Allowances	3	2 916	2 773	2 780	2 899	2 899	2 899	3 037	3 180	3 329
Other benefits and allowances	3	22 243	22 707	20 610	22 052	22 052	22 052	23 272	24 803	26 436
Payments in lieu of leave		(2)	(3)	538	—	—	—	—	—	—
Long service awards		6	(53)	—	—	—	—	—	—	—
Post-retirement benefit obligations	6	(21 622)	38 067	23 146	30 208	33 223	33 223	35 781	38 357	41 119
Entertainment		—	—	1	—	—	—	—	—	—
Scarcity		1 604	1 630	738	765	765	765	824	883	946
Acting and post related allowance		674	469	564	769	769	769	828	888	952
In kind benefits		—	—	—	—	—	—	—	—	—
Sub Total - Other Municipal Staff		468 170	557 987	540 181	613 072	579 671	579 671	605 895	619 014	661 809
% increase			19.2%	(3.2%)	13.5%	(5.4%)	—	4.5%	2.2%	6.9%
Total Parent Municipality		515 026	577 129	569 614	645 526	611 732	611 732	639 790	654 789	699 571
			12.1%	(1.3%)	13.3%	(5.2%)	—	4.6%	2.3%	6.8%
Board Members of Entities										
Basic Salaries and Wages		—	—	—	—	—	—	—	—	—
Pension and UIF Contributions		—	—	—	—	—	—	—	—	—
Medical Aid Contributions		—	—	—	—	—	—	—	—	—
Overtime		—	—	—	—	—	—	—	—	—
Performance Bonus		—	—	—	—	—	—	—	—	—
Motor Vehicle Allowance	3	—	—	—	—	—	—	—	—	—
Cellphone Allowance	3	—	—	—	—	—	—	—	—	—
Housing Allowances	3	—	—	—	—	—	—	—	—	—
Other benefits and allowances	3	—	—	—	—	—	—	—	—	—
Board Fees		—	—	—	—	—	—	—	—	—
Payments in lieu of leave		—	—	—	—	—	—	—	—	—
Long service awards		—	—	—	—	—	—	—	—	—
Post-retirement benefit obligations	6	—	—	—	—	—	—	—	—	—
Entertainment		—	—	—	—	—	—	—	—	—
Scarcity		—	—	—	—	—	—	—	—	—
Acting and post related allowance		—	—	—	—	—	—	—	—	—
In kind benefits	6	—	—	—	—	—	—	—	—	—
Sub Total - Board Members of Entities		—	—	—	—	—	—	—	—	—
% increase										
Senior Managers of Entities										
Basic Salaries and Wages		—	—	—	—	—	—	—	—	—
Pension and UIF Contributions		—	—	—	—	—	—	—	—	—
Medical Aid Contributions		—	—	—	—	—	—	—	—	—
Overtime		—	—	—	—	—	—	—	—	—
Performance Bonus		—	—	—	—	—	—	—	—	—
Motor Vehicle Allowance	3	—	—	—	—	—	—	—	—	—
Cellphone Allowance	3	—	—	—	—	—	—	—	—	—
Housing Allowances	3	—	—	—	—	—	—	—	—	—
Other benefits and allowances	3	—	—	—	—	—	—	—	—	—
Payments in lieu of leave		—	—	—	—	—	—	—	—	—
Long service awards		—	—	—	—	—	—	—	—	—
Post-retirement benefit obligations	6	—	—	—	—	—	—	—	—	—
Entertainment		—	—	—	—	—	—	—	—	—
Scarcity		—	—	—	—	—	—	—	—	—
Acting and post related allowance		—	—	—	—	—	—	—	—	—
In kind benefits		—	—	—	—	—	—	—	—	—
Sub Total - Senior Managers of Entities		—	—	—	—	—	—	—	—	—
% increase										
Other Staff of Entities										
Basic Salaries and Wages		—	—	—	—	—	—	—	—	—
Pension and UIF Contributions		—	—	—	—	—	—	—	—	—
Medical Aid Contributions		—	—	—	—	—	—	—	—	—
Overtime		—	—	—	—	—	—	—	—	—
Performance Bonus		—	—	—	—	—	—	—	—	—
Motor Vehicle Allowance	3	—	—	—	—	—	—	—	—	—
Cellphone Allowance	3	—	—	—	—	—	—	—	—	—
Housing Allowances	3	—	—	—	—	—	—	—	—	—
Other benefits and allowances	3	—	—	—	—	—	—	—	—	—
Payments in lieu of leave		—	—	—	—	—	—	—	—	—
Long service awards		—	—	—	—	—	—	—	—	—
Post-retirement benefit obligations	6	—	—	—	—	—	—	—	—	—
Entertainment		—	—	—	—	—	—	—	—	—
Scarcity		—	—	—	—	—	—	—	—	—
Acting and post related allowance		—	—	—	—	—	—	—	—	—
In kind benefits		—	—	—	—	—	—	—	—	—
Sub Total - Other Staff of Entities		—	—	—	—	—	—	—	—	—
% increase										
Total Municipal Entities		—	—	—	—	—	—	—	—	—
TOTAL SALARY, ALLOWANCES & BENEFITS		515 026	577 129	569 614	645 526	611 732	611 732	639 790	654 789	699 571
% increase	4		12.1%	(1.3%)	13.3%	(5.2%)	—	4.6%	2.3%	6.8%
TOTAL MANAGERS AND STAFF	5,7	495 905	558 472	549 798	624 464	590 886	590 886	617 694	631 367	674 743

[illegible]

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

L: MONTHLY TARGETS FOR REVENUE, EXPENDITURE AND CASH FLOW

MONTHLY CASH FLOWS	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Cash Receipts By Source													1		
Property rates	128 303	29 147	29 181	29 294	29 698	29 347	29 697	28 610	28 579	28 507	28 507	62 478	481 350	506 713	534 727
Service charges - electricity revenue	69 427	71 566	80 145	54 530	52 665	47 679	49 554	57 112	58 055	63 396	65 121	353 994	1 023 246	1 171 361	1 298 853
Service charges - water revenue	13 405	15 166	14 467	16 616	17 166	19 288	19 494	19 388	17 746	19 975	19 975	20 203	212 891	223 232	234 084
Service charges - sanitation revenue	15 485	7 820	9 196	9 737	9 662	9 454	9 714	10 490	9 277	9 787	9 785	11 705	122 111	129 351	137 023
Service charges - refuse revenue	16 904	7 627	7 731	7 818	8 267	7 841	7 460	7 825	7 932	7 914	7 735	25 962	121 015	131 718	143 381
Rental of facilities and equipment	478	458	485	465	2 285	780	776	855	855	855	855	2 245	11 395	11 930	12 491
Interest earned - external investments	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	41 193	41 484	41 778
Interest earned - outstanding debtors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividends received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits	0	2 319	1 545	4 114	1 384	2 702	3 767	2 293	2 293	2 293	2 293	4 096	29 099	30 467	31 899
Licences and permits	128	932	777	643	1 048	356	468	478	481	481	481	1 600	7 872	8 242	8 629
Agency services	102	385	260	312	240	175	167	285	285	285	285	578	3 358	3 516	3 681
Transfers and Subsidies - Operational	70 983	3 186	5 539	3 186	3 186	57 016	6 909	18 285	18 285	18 285	19 285	16 763	240 911	249 008	311 436
Other revenue	(5 970)	(1 217)	6 379	8 755	5 328	3 273	4 227	5 040	17 185	8 237	14 187	29 078	94 504	119 042	124 947
Cash Receipts by Source	312 678	140 822	159 141	138 904	134 362	181 344	135 666	154 093	164 407	163 449	171 943	532 135	2 388 944	2 626 063	2 882 928
Other Cash Flows by Source															
Transfers and subsidies - capital (financial allocations)	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	103 856	91 949	89 259
Transfers and subsidies - capital (in-kind)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on Disposal of Fixed and Intangible Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Short term loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing	-	-	-	-	-	-	-	-	-	-	-	200 000	200 000	200 000	175 000
Increase (decrease) in consumer deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Receipts by Source	321 333	149 476	167 795	147 559	143 017	189 999	144 321	162 748	173 061	172 104	180 597	740 790	2 692 800	2 918 012	3 147 187
Cash Payments by Type															
Employee related costs	(45 893)	(46 769)	(46 616)	(46 673)	(75 900)	(46 597)	(46 868)	(46 434)	(46 551)	(46 543)	(46 030)	(65 631)	(606 505)	(618 867)	(660 760)
Remuneration of councillors	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(22 097)	(23 422)	(24 828)
Finance charges	-	-	(10 700)	-	-	(10 700)	-	-	(10 700)	-	-	(10 700)	(42 802)	(53 533)	(70 477)
Bulk purchases - Electricity	(36 536)	(36 536)	(84 781)	(46 537)	(42 870)	(42 819)	(37 305)	(42 941)	(68 221)	(54 150)	(135 215)	(103 940)	(731 852)	(892 859)	(1 089 288)
Bulk purchases - Water & Sewer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other materials	(1 162)	(3 836)	(3 997)	(13 540)	(2 357)	(7 551)	(4 671)	(5 362)	(12 897)	(12 997)	(336)	(42 168)	(110 873)	(113 671)	(116 226)
Contracted services	(470)	(2 613)	(10 541)	(26 307)	(9 039)	(15 721)	(13 596)	(14 295)	(39 098)	(25 142)	(7 573)	(164 123)	(328 518)	(327 572)	(332 397)
Transfers and grants - other municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants - other	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(20 636)	(21 048)	(21 469)
Other expenditure	(2 626)	(15 451)	(5 753)	(17 983)	(13 591)	(7 930)	(13 161)	(9 436)	(21 684)	(11 054)	(963)	(81 369)	(201 000)	(205 549)	(210 244)
Cash Payments by Type	(90 249)	(108 766)	(165 949)	(154 601)	(147 318)	(134 879)	(119 162)	(122 028)	(202 711)	(153 447)	(193 679)	(471 493)	(2 064 281)	(2 256 522)	(2 525 690)
Other Cash Flows/Payments by Type															
Capital assets	-	-	-	-	-	-	-	-	-	-	-	(576 970)	(576 970)	(672 434)	(574 014)
Repayment of borrowing	-	-	-	-	-	(27 816)	-	-	-	-	-	(27 816)	(55 632)	(63 043)	(68 381)
Other Cash Flows/Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Payments by Type	(90 249)	(108 766)	(165 949)	(154 601)	(147 318)	(162 695)	(119 162)	(122 028)	(202 711)	(153 447)	(193 679)	(1 076 279)	(2 696 884)	(2 991 998)	(3 168 085)
NET INCREASE/(DECREASE) IN CASH HELD	231 084	40 711	1 846	(7 042)	(4 301)	27 303	25 159	40 720	(29 650)	18 657	(13 082)	(335 489)	(4 084)	(73 986)	(20 898)
Cash/cash equivalents at the monthly/year begin:	432 641	663 725	704 436	706 282	699 240	694 939	722 242	747 401	788 121	758 471	777 128	764 046	432 641	428 557	354 570
Cash/cash equivalents at the monthly/year end:	663 725	704 436	706 282	699 240	694 939	722 242	747 401	788 121	758 471	777 128	764 046	428 557	428 557	354 570	333 672

MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK FOR THE FINANCIAL PERIOD 2023– 2026

M: CONTRACTS HAVING FUTURE AND BUDGETARY IMPLICATIONS

[illegible]

N: DETAIL CAPITAL BUDGET 2023-2026

CAPITAL BUDGET 2023-2026
MUNICIPAL MANAGER

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Municipal Manager	Municipal Manager	Furniture, Tools & Equipment: MM	Good Governance and Compliance	40 000	40 000	40 000	120 000
				40 000	40 000	40 000	120 000

CAPITAL BUDGET 2023-2026
PLANNING AND DEVELOPMENT SERVICES

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Planning and Development Services	Economic Development & Tourism	Furniture, Tools & Equipment: LED	Dignified Living	75 000	75 000	75 000	225 000
Planning and Development Services	Economic Development & Tourism	Establishment of the Kayamandi Informal Trading Area	Dignified Living	1 000 000	-	-	1 000 000
Planning and Development Services	Housing Development	Droë Dyke 100 TOD	Dignified Living	1 400 000	3 425 000	-	4 825 000
Planning and Development Services	Housing Development	Erf 64, Kylemore	Dignified Living	833 000	2 000 000	-	2 833 000
Planning and Development Services	Housing Development	Erf 7001 Cloetesville (380) FLISP	Dignified Living	1 300 000	4 100 000	6 500 000	11 900 000
Planning and Development Services	Housing Development	Erven 81/2 and 82/9, Stellenbosch	Dignified Living	437 500	-	-	437 500
Planning and Development Services	Housing Development	Furniture, Tools & Equipment: Housing Development	Good Governance and Compliance	70 000	80 000	150 000	300 000
Planning and Development Services	Housing Development	Housing Projects (Social housing planning)	Dignified Living	750 000	500 000	500 000	1 750 000
Planning and Development Services	Housing Development	Jamestown: Housing	Dignified Living	-	6 000 000	6 000 000	12 000 000
Planning and Development Services	Housing Development	Kayamandi Town Centre	Dignified Living	-	6 000 000	6 000 000	12 000 000
Planning and Development Services	Housing Development	Kayamandi Watergang Northern Extension (2000)	Dignified Living	-	6 000 000	6 000 000	12 000 000
Planning and Development Services	Housing Development	Klapmuts La Rochelle (100)	Dignified Living	283 000	-	-	283 000
Planning and Development Services	Housing Development	La Motte Old Forest Station (±430 services & ±430 units)	Dignified Living	1 500 000	-	6 000 000	7 500 000
Planning and Development Services	IHS: Informal Settlements	Langrug UISP (1899) Subdivisional area	Dignified Living	250 000	500 000	-	750 000
Planning and Development Services	Housing Administration	Flats: Interior Upgrading - Kayamandi	Dignified Living	1 000 000	1 000 000	-	2 000 000
Planning and Development Services	Housing Administration	Furniture, Tools & Equipment: Housing Administration	Dignified Living	70 000	80 000	150 000	300 000
Planning and Development Services	Development Planning	Furniture, Tools and Equipment: Spatial Planning	Dignified Living	75 000	75 000	75 000	225 000
				9 043 500	29 835 000	31 450 000	70 328 500

CAPITAL BUDGET 2023-2026
INFRASTRUCTURE SERVICES

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Infrastructure Services	Infrastructure Services	Furniture, Tools & Equipment: IS	Good Governance and Compliance	75 000	75 000	75 000	225 000
Infrastructure Services	Waste Management: Solid Waste Management	Area Cleaning Depot: Franschhoek	Dignified Living	1 000 000	2 000 000	-	3 000 000
Infrastructure Services	Waste Management: Solid Waste Management	Expansion of the landfill site (New cells)	Green and Sustainable Valley	46 000 000	55 600 000	1 000 000	102 600 000
Infrastructure Services	Waste Management: Solid Waste Management	Furniture, Tools & Equipment: Solid Waste	Dignified Living	45 000	50 000	50 000	145 000
Infrastructure Services	Waste Management: Solid Waste Management	Landfill Gas To Energy	Green and Sustainable Valley	10 000 000	20 000 000	11 000 000	41 000 000
Infrastructure Services	Waste Management: Solid Waste Management	Major Drop-Offs: Construction - Franschhoek	Green and Sustainable Valley	500 000	3 000 000	2 000 000	5 500 000
Infrastructure Services	Waste Management: Solid Waste Management	Major Drop-offs: Construction - Klipmuts	Green and Sustainable Valley	800 000	6 199 985	3 000 000	9 999 985
Infrastructure Services	Waste Management: Solid Waste Management	Mini Waste drop-off facilities at Inf Settlements	Green and Sustainable Valley	200 000	100 000	-	300 000
Infrastructure Services	Waste Management: Solid Waste Management	Skips (5,5kl)	Green and Sustainable Valley	200 000	200 000	200 000	600 000
Infrastructure Services	Waste Management: Solid Waste Management	Street Refuse Bins	Green and Sustainable Valley	300 000	-	-	300 000
Infrastructure Services	Waste Management: Solid Waste Management	Transfer Station: Stellenbosch Planning and Design	Green and Sustainable Valley	-	1 000 000	10 000 000	11 000 000
Infrastructure Services	Waste Management: Solid Waste Management	Upgrade Material Recovery Facility	Dignified Living	500 000	2 000 000	-	2 500 000
Infrastructure Services	Waste Management: Solid Waste Management	Upgrade Refuse disposal sites	Dignified Living	-	-	300 000	300 000
Infrastructure Services	Waste Management: Solid Waste Management	Vehicles: Solid Waste	Dignified Living	2 500 000	2 500 000	3 500 000	8 500 000
Infrastructure Services	Waste Management: Solid Waste Management	Waste Minimization Projects	Green and Sustainable Valley	500 000	500 000	500 000	1 500 000
Infrastructure Services	Electrical Services	Ad-Hoc Provision of Streetlighting	Safe Valley	2 000 000	2 100 000	2 140 000	6 240 000
Infrastructure Services	Electrical Services	Alternative Energy	Safe Valley	5 018 307	5 068 490	5 828 764	15 915 561
Infrastructure Services	Electrical Services	Automatic Meter Reader	Green and Sustainable Valley	400 000	400 000	440 000	1 240 000
Infrastructure Services	Electrical Services	Bien don 66/11kV substation new	Valley of Possibility	25 000 000	25 000 000	25 000 000	75 000 000
Infrastructure Services	Electrical Services	Cable Network: Franschhoek	Dignified Living	-	-	500 000	500 000
Infrastructure Services	Electrical Services	Cable replacement 66kV	Valley of Possibility	-	-	400 000	400 000
Infrastructure Services	Electrical Services	Demand Side Management Geyser Control	Green and Sustainable Valley	450 000	450 000	450 000	1 350 000
Infrastructure Services	Electrical Services	Electricity Network: Pniel	Valley of Possibility	3 500 000	3 500 000	3 500 000	10 500 000
Infrastructure Services	Electrical Services	Electrification INEP	Valley of Possibility	18 450 000	16 000 000	15 000 000	49 450 000
Infrastructure Services	Electrical Services	Energy Balancing - Metering and Mini-Substations	Valley of Possibility	250 000	250 000	250 000	750 000

CAPITAL BUDGET 2023-2026
INFRASTRUCTURE SERVICES

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Infrastructure Services	Electrical Services	Energy Efficiency and Demand Side Management	Green and Sustainable Valley	1 000 000	1 000 000	-	2 000 000
Infrastructure Services	Electrical Services	Feeder cable (Watergang to Enkanini) 11kV 95cu	Valley of Possibility	4 300 000	-		4 300 000
Infrastructure Services	Electrical Services	Furniture, Tools and Equipment: Electrical Services	Good Governance and Compliance	100 000	100 000	333 182	533 182
Infrastructure Services	Electrical Services	General System Improvements - Franschhoek	Valley of Possibility	2 000 000	2 000 000	2 000 000	6 000 000
Infrastructure Services	Electrical Services	General Systems Improvements - Stellenbosch	Valley of Possibility	5 000 000	4 000 000	5 200 000	14 200 000
Infrastructure Services	Electrical Services	Infrastructure Improvement - Franschhoek	Valley of Possibility	1 500 000	1 500 000	1 500 000	4 500 000
Infrastructure Services	Electrical Services	Integrated National Electrification Programme	Valley of Possibility	321 957	321 957	321 957	965 871
Infrastructure Services	Electrical Services	Jan Marais Upgrade: Remove Existing Tx and replace with 20MVA	Valley of Possibility	6 630 746	-	-	6 630 746
Infrastructure Services	Electrical Services	Kayamandi(Costa grounds)new substation 11 kV switching station	Valley of Possibility	300 000	30 000 000	-	30 300 000
Infrastructure Services	Electrical Services	Laterra Substation	Valley of Possibility	23 108 003	225 680	-	23 333 683
Infrastructure Services	Electrical Services	Meter Panels	Green and Sustainable Valley	250 000	250 000	250 000	750 000
Infrastructure Services	Electrical Services	Network Cable Replace 11 Kv	Valley of Possibility	3 000 000	3 000 000	3 300 000	9 300 000
Infrastructure Services	Electrical Services	Replace Control Panels 66 kV & Circuit breakers	Dignified Living	-	-	8 664 498	8 664 498
Infrastructure Services	Electrical Services	Replace Ineffective Meters	Green and Sustainable Valley	250 000	-	302 500	552 500
Infrastructure Services	Electrical Services	Replace Switchgear - Franschhoek	Green and Sustainable Valley	-	-	9 500 000	9 500 000
Infrastructure Services	Electrical Services	STB Switchgear (11kV) SF6	Valley of Possibility	-	-	27 606 738	27 606 738
Infrastructure Services	Electrical Services	Streetlights R304	Dignified Living	-	-	1 000 000	1 000 000
Infrastructure Services	Electrical Services	Substation 66kV equipment	Good Governance and Compliance	2 184 000	2 295 974	5 301 136	9 781 110
Infrastructure Services	Electrical Services	System Control Centre & Upgrade Telemetry	Dignified Living	6 600 000	6 035 428	4 356 000	16 991 428
Infrastructure Services	Electrical Services	Third transformer and associated works 20MVA Cloetesville	Dignified Living	-	550 000	450 000	1 000 000
Infrastructure Services	Electrical Services	Uninterrupted Power Supply for buildings	Safe Valley	1 000 000	2 000 000	2 000 000	5 000 000
Infrastructure Services	Electrical Services	Upgrade transformers at Main substation 7.5MVA to 20MVA	Dignified Living	-	500 000	27 571 200	28 071 200
Infrastructure Services	Electrical Services	Upgrading of Offices Beltana	Dignified Living	500 000	500 000	500 000	1 500 000
Infrastructure Services	Electrical Services	Vehicles: Electrical Services	Dignified Living	-	2 800 000	-	2 800 000
Infrastructure Services	Project Management Unit (PMU)	Franschhoek Mooiwater 236	Dignified Living	5 000 000	-	-	5 000 000

CAPITAL BUDGET 2023-2026
INFRASTRUCTURE SERVICES

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Infrastructure Services	Project Management Unit (PMU)	Furniture, Tools & Equipment: PMU	Dignified Living	50 000	75 000	75 000	200 000
Infrastructure Services	Project Management Unit (PMU)	Housing Projects	Dignified Living	250 000	300 000	350 000	900 000
Infrastructure Services	Project Management Unit (PMU)	Kayamandi: Zone O (±711 services)	Dignified Living	13 350 000	10 080 000	-	23 430 000
Infrastructure Services	Water and Wastewater Services: Water	Bulk Water Supply Klapmuts	Valley of Possibility	8 000 000	-	-	8 000 000
Infrastructure Services	Water and Wastewater Services: Water	Bulk Water Supply Pipe and Reservoir: Stellenbosch	Valley of Possibility	1 500 000	40 000 000	75 000 000	116 500 000
Infrastructure Services	Water and Wastewater Services: Water	Bulk Water Supply Pipe Line & Pumpstations: Franschhoek	Valley of Possibility	1 000 000	9 000 000	4 000 000	14 000 000
Infrastructure Services	Water and Wastewater Services: Water	Bulk Water Supply Pipe: Cloetesville/ Idas Valley	Valley of Possibility	-	1 000 000	7 000 000	8 000 000
Infrastructure Services	Water and Wastewater Services: Water	Bulk Water Supply Pipe: Idas Valley/Papegaaiberg and Network Upgrades	Valley of Possibility	1 000 000	1 000 000	-	2 000 000
Infrastructure Services	Water and Wastewater Services: Water	Bulk Water Supply Pipeline & Reservoir - Jamestown	Valley of Possibility	32 500 000	-	-	32 500 000
Infrastructure Services	Water and Wastewater Services: Water	Bulk Water Upgrades Franschhoek	Valley of Possibility	-	1 000 000	15 000 000	16 000 000
Infrastructure Services	Water and Wastewater Services: Water	Chlorination Installation: Upgrade	Valley of Possibility	2 000 000	2 000 000	1 500 000	5 500 000
Infrastructure Services	Water and Wastewater Services: Water	Dwarsriver Bulk Supply Augmentation and Network Upgrades	Valley of Possibility	7 000 000	-	750 000	7 750 000
Infrastructure Services	Water and Wastewater Services: Water	Furniture, Tools & Equipment: Water	Dignified Living	150 000	150 000	200 000	500 000
Infrastructure Services	Water and Wastewater Services: Water	New 5 MI Reservoir: Cloetesville	Dignified Living	-	-	500 000	500 000
Infrastructure Services	Water and Wastewater Services: Water	New Developments Bulk Water Supply WC024	Valley of Possibility	1 500 000	1 500 000	1 500 000	4 500 000
Infrastructure Services	Water and Wastewater Services: Water	New Reservoir & Pipeline: Vlotenburg	Dignified Living	46 000 000	34 000 000	-	80 000 000
Infrastructure Services	Water and Wastewater Services: Water	Reservoirs and Dam Safety	Dignified Living	2 000 000	-	500 000	2 500 000
Infrastructure Services	Water and Wastewater Services: Water	Specialized Vehicles: Water	Good Governance and Compliance	-	-	5 500 000	5 500 000
Infrastructure Services	Water and Wastewater Services: Water	Uniepark & Helshoogte Storage and Supply scheme	Dignified Living	-	-	1 000 000	1 000 000
Infrastructure Services	Water and Wastewater Services: Water	Update Water Masterplan	Dignified Living	1 000 000	1 000 000	1 000 000	3 000 000
Infrastructure Services	Water and Wastewater Services: Water	Upgrade and Replace Water Meters	Dignified Living	2 500 000	1 000 000	1 000 000	4 500 000
Infrastructure Services	Water and Wastewater Services: Water	Vehicles: Water	Good Governance and Compliance	-	1 000 000	1 000 000	2 000 000
Infrastructure Services	Water and Wastewater Services: Water	Water Conservation & Demand Management	Good Governance and Compliance	2 000 000	2 000 000	6 000 000	10 000 000
Infrastructure Services	Water and Wastewater Services: Water	Water Telemetry Upgrade	Good Governance and Compliance	1 500 000	1 500 000	1 500 000	4 500 000
Infrastructure Services	Water and Wastewater Services: Water	Water Treatment Works: Franschhoek	Dignified Living	2 500 000	-	-	2 500 000

**CAPITAL BUDGET 2023-2026
INFRASTRUCTURE SERVICES**

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Infrastructure Services	Water and Wastewater Services: Water	Water Treatment Works: Idasvalley	Dignified Living	1 000 000	-	-	1 000 000
Infrastructure Services	Water and Wastewater Services: Water	Waterpipe Replacement	Dignified Living	4 000 000	4 000 000	7 000 000	15 000 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Cloetesville Bulk Sewer Upgrade	Dignified Living	1 000 000	-	-	1 000 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Compilation of Water Service Development Plan (tri-annually)	Good Governance and Compliance	300 000	300 000	400 000	1 000 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Dorp Street Bulk Sewer Upgrade	Dignified Living	-	500 000	-	500 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Extention Of WWTW: Stellenbosch	Dignified Living	2 000 000	4 000 000	-	6 000 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Furniture, Tools & Equipment: Sanitation	Dignified Living	300 000	400 000	400 000	1 100 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Industrial Effluent Monitoring	Dignified Living	1 500 000	-	-	1 500 000
Infrastructure Services	Water and Wastewater Services: Sanitation	New Development Bulk Sewer Supply WC024	Valley of Possibility	1 000 000	2 000 000	2 000 000	5 000 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Refurbish Plant & Equipment - Raithby WWTW	Dignified Living	5 500 000	2 500 000	-	8 000 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Sewer Pumpstation & Telemetry Upgrade	Dignified Living	500 000	2 500 000	2 500 000	5 500 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Sewerpipe Replacement	Dignified Living	4 000 000	4 000 000	8 000 000	16 000 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Sewerpipe Replacement:--Alexander Street	Dignified Living	-	-	2 000 000	2 000 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Specialized Vehicles: Sanitation	Dignified Living	-	4 500 000	-	4 500 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Update Sewer Masterplan	Good Governance and Compliance	500 000	500 000	500 000	1 500 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Upgrade Auto-Samplers	Dignified Living	200 000	-	-	200 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Upgrade Laboratory Equipment	Dignified Living	-	500 000	-	500 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Upgrade of WWTW Wemmershoek	Dignified Living	19 500 000	45 000 000	5 000 000	69 500 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Upgrade of WWTW: Klapmuts	Dignified Living	15 040 350	35 000 000	10 500 000	60 540 350
Infrastructure Services	Water and Wastewater Services: Sanitation	Vehicles: Sanitation	Good Governance and Compliance	800 000	1 500 000	2 000 000	4 300 000
INFRASTRUCTURE SERVICES	Water and Wastewater Services: Sanitation	Vlottenburg Outfall Sewer: Construction of Digteby Sewerpipe	Dignified Living	500 000	-	-	500 000
Infrastructure Services	Water and Wastewater Services: Sanitation	Pond rehabilitation and pond pumping systems construction WWTW	Dignified Living	500 000	-	-	500 000
Infrastructure Services	Roads and Stormwater	Adam Tas Road Intersection Upgrades	Valley of Possibility	1 000 000	300 000	300 000	1 600 000
Infrastructure Services	Roads and Stormwater	Adhoc Minor Upgrading of Roads (WC024)	Dignified Living	300 000	300 000	700 000	1 300 000
Infrastructure Services	Roads and Stormwater	Adhoc Reconstruction Of Roads (WC024)	Valley of Possibility	3 000 000	3 000 000	5 000 000	11 000 000

CAPITAL BUDGET 2023-2026
INFRASTRUCTURE SERVICES

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Infrastructure Services	Roads and Stormwater	Furniture, Tools & Equipment: Roads & Stormwater	Good Governance and Compliance	400 000	400 000	400 000	1 200 000
Infrastructure Services	Roads and Stormwater	Gravel Roads Devon Valley - Safety Improvements Structural Repairs	Dignified Living	-	500 000	300 000	800 000
Infrastructure Services	Roads and Stormwater	Klapmuts Transport Network	Valley of Possibility	600 000	-	-	600 000
Infrastructure Services	Roads and Stormwater	Lanquedoc Access road and Bridge	Good Governance and Compliance	5 000 000	15 000 000	15 000 000	35 000 000
Infrastructure Services	Roads and Stormwater	Reseal Roads - Franschhoek & Surrounding	Dignified Living	2 000 000	100 000	100 000	2 200 000
Infrastructure Services	Roads and Stormwater	Reseal Roads - Klapmuts, Raithby & Surrounding	Dignified Living	1 250 000	100 000	100 000	1 450 000
Infrastructure Services	Roads and Stormwater	Reseal Roads - Kylemore & Surrounding	Dignified Living	100 000	100 000	1 500 000	1 700 000
Infrastructure Services	Roads and Stormwater	Reseal Roads - Stellenbosch & Surrounding	Dignified Living	3 000 000	4 000 000	5 000 000	12 000 000
Infrastructure Services	Roads and Stormwater	River Rehabilitation Implementation	Dignified Living	1 000 000	100 000	100 000	1 200 000
Infrastructure Services	Roads and Stormwater	Specialized Vehicles - Digger Loader	Good Governance and Compliance	-	3 000 000	-	3 000 000
Infrastructure Services	Roads and Stormwater	Specialized Vehicles: Heavy Duty Vehicles: Roads	Good Governance and Compliance	2 500 000	2 000 000	2 500 000	7 000 000
Infrastructure Services	Roads and Stormwater	Update Pavement Management System	Good Governance and Compliance	1 000 000	-	-	1 000 000
Infrastructure Services	Roads and Stormwater	Update Stormwater Masterplan	Valley of Possibility	1 000 000	-	-	1 000 000
Infrastructure Services	Roads and Stormwater	Upgrade Stormwater Retention Facilities	Dignified Living	500 000	1 000 000	500 000	2 000 000
Infrastructure Services	Roads and Stormwater	Upgrade Stormwater System	Dignified Living	100 000	50 000	50 000	200 000
Infrastructure Services	Roads and Stormwater	Wilderbosch Extension to Trumali	Valley of Possibility	1 500 000	1 500 000	3 000 000	6 000 000
Infrastructure Services	Traffic Engineering	Adhoc Intersection Improvements	Safe Valley	-	-	2 000 000	2 000 000
Infrastructure Services	Traffic Engineering	Bird Street Dualling - Adam Tas to Kayamandi	Dignified Living	500 000	5 000 000	10 000 000	15 500 000
Infrastructure Services	Traffic Engineering	Furniture, Tools & Equipment: Traffic Engineering	Dignified Living	150 000	150 000	150 000	450 000
Infrastructure Services	Traffic Engineering	Jamestown Transport Network - School Street	Dignified Living	3 000 000	-	2 000 000	5 000 000
Infrastructure Services	Traffic Engineering	Main Road Intersection Improvements: Franschhoek	Dignified Living	10 000 000	2 129 950	-	12 129 950
Infrastructure Services	Traffic Engineering	Main road intersection improvements: Helshoogte rd/La Colline	Dignified Living	3 000 000	-	-	3 000 000
Infrastructure Services	Traffic Engineering	Main Road Intersection Improvements: R44 / Merriman Street	Dignified Living	-	4 000 000	-	4 000 000
Infrastructure Services	Traffic Engineering	Main Road Intersection Improvements: Strand / Adam Tas / Alexander	Dignified Living	-	4 000 000	5 000 000	9 000 000
Infrastructure Services	Traffic Engineering	Optic Fibre for Traffic Signals	Good Governance and Compliance	500 000	-	-	500 000

**CAPITAL BUDGET 2023-2026
INFRASTRUCTURE SERVICES**

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Infrastructure Services	Traffic Engineering	Pedestrian Crossing Implementation	Safe Valley	300 000	100 000	100 000	500 000
Infrastructure Services	Traffic Engineering	Raised Intersection Implementation	Safe Valley	-	600 000	-	600 000
Infrastructure Services	Traffic Engineering	Road Safety Improvements	Safe Valley	-	500 000	-	500 000
Infrastructure Services	Traffic Engineering	Road Upgrades at School Precincts	Dignified Living	200 000	200 000	200 000	600 000
Infrastructure Services	Traffic Engineering	Signalisation implementation	Safe Valley	500 000	-	-	500 000
Infrastructure Services	Traffic Engineering	Specialized Equipment: Roadmarking Machine + Trailer	Good Governance and Compliance	-	500 000	600 000	1 100 000
Infrastructure Services	Traffic Engineering	Traffic Calming Projects: Implementation	Safe Valley	300 000	-	400 000	700 000
Infrastructure Services	Traffic Engineering	Traffic Management Improvement Programme	Safe Valley	1 000 000	-	-	1 000 000
Infrastructure Services	Traffic Engineering	Traffic Signal Control: Installation and Upgrading of Traffic Signals and Associated Components	Safe Valley	500 000	500 000	500 000	1 500 000
Infrastructure Services	Traffic Engineering	Traffic Signal Management System	Safe Valley	-	-	1 000 000	1 000 000
Infrastructure Services	Traffic Engineering	Universal Access Implementation	Safe Valley	200 000	-	-	200 000
Infrastructure Services	Traffic Engineering	Vehicle Fleet: Traffic Engineering	Good Governance and Compliance	500 000	-	-	500 000
Infrastructure Services	Transport Planning	Adam Tas - Corridor Transport	Safe Valley	1 000 000	-	1 000 000	2 000 000
Infrastructure Services	Transport Planning	Adam Tas - Technopark Link Road	Safe Valley	3 000 000	5 000 000	20 000 000	28 000 000
Infrastructure Services	Transport Planning	Bicycle Lockup Facilities	Safe Valley	300 000	-	-	300 000
Infrastructure Services	Transport Planning	Comprehensive Integrated Transport Plan	Good Governance and Compliance	600 000	628 000	1 000 000	2 228 000
Infrastructure Services	Transport Planning	Cycle Plan - Design & Implementation	Safe Valley	500 000	-	500 000	1 000 000
Infrastructure Services	Transport Planning	Freight Strategy for Stellenbosch & Franschhoek	Valley of Possibility	500 000	-	-	500 000
Infrastructure Services	Transport Planning	Khayamandi Pedestrian Bridge (R304, River and Railway Line)	Safe Valley	11 000 000	10 000 000	10 000 000	31 000 000
Infrastructure Services	Transport Planning	Non-Motorised Transport Implementation	Safe Valley	1 000 000	-	3 000 000	4 000 000
Infrastructure Services	Transport Planning	Park and Ride (Transport Interchange)	Safe Valley	250 000	-	-	250 000
Infrastructure Services	Transport Planning	Pedestrian Streets in Stellenbosch	Safe Valley	-	1 700 000	-	1 700 000
Infrastructure Services	Transport Planning	Provision of Bulk Parking Planning & Development	Safe Valley	3 000 000	3 000 000	3 000 000	9 000 000
Infrastructure Services	Transport Planning	Public Transport Facilities (Taxi Ranks) Adhoc Upgrades	Safe Valley	3 000 000	3 500 000	-	6 500 000
Infrastructure Services	Transport Planning	Public Transport Infrastructure (Public Transport Shelters & Embayments)	Valley of Possibility	-	400 000	-	400 000

**CAPITAL BUDGET 2023-2026
INFRASTRUCTURE SERVICES**

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Infrastructure Services	Transport Planning	Public Transport Planning - WC024	Valley of Possibility	600 000	-	2 000 000	2 600 000
Infrastructure Services	Transport Planning	Public Transport Service (Inclusive of Disabled)	Valley of Possibility	-	500 000	-	500 000
Infrastructure Services	Transport Planning	Stellenbosch - Bicycle network	Valley of Possibility	1 000 000	-	-	1 000 000
Infrastructure Services	Transport Planning	Stellenbosch Tour Bus Parking	Valley of Possibility	600 000	-	-	600 000
Infrastructure Services	Transport Planning	Taxi Rank Franschhoek	Safe Valley	500 000	-	-	500 000
Infrastructure Services	Transport Planning	Technopark Kerb and Channel Upgrade	Safe Valley	-	1 500 000	-	1 500 000
Infrastructure Services	Transport Planning	Update Roads Master Plan for WC024	Good Governance and Compliance	-	2 000 000	-	2 000 000
				436 423 363	494 235 464	445 965 975	1 376 624 802

CAPITAL BUDGET 2023-2026
COMMUNITY AND PROTECTION SERVICES

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Community and Protection Services	Community Development	Early Childhood Development Centres	Good Governance and Compliance	1 000 000	1 000 000	1 000 000	3 000 000
Community and Protection Services	Community Development	Furniture, Tools & Equipment: Comm Development	Good Governance and Compliance	55 000	60 000	-	115 000
Community and Protection Services	Community Services: Library Services	Furniture, Tools & Equipment: Pniel Library	Good Governance and Compliance	20 000	-	10 000	30 000
Community and Protection Services	Community Services: Library Services	Idas Valley: Furniture, Tools and Equipment	Good Governance and Compliance	-	30 000	-	30 000
Community and Protection Services	Community Services: Library Services	Kayamandi: Furniture, Tools and Equipment	Good Governance and Compliance	-	-	20 000	20 000
Community and Protection Services	Community Services: Library Services	Library Books	Good Governance and Compliance	180 000	180 000	200 000	560 000
Community and Protection Services	Community Services: Library Services	Upgrading: Cloetesville Library	Dignified Living	180 000	-	-	180 000
Community and Protection Services	Halls	Community Hall	Dignified Living	200 000	1 500 000	-	1 700 000
Community and Protection Services	Halls	Furniture, Tools & Equipment: Halls	Good Governance and Compliance	150 000	-	-	150 000
Community and Protection Services	Halls	Upgrading of Halls	Dignified Living	-	250 000	-	250 000
Community and Protection Services	Sports Grounds and Picnic Sites	Borehole: Rural Sportsgrounds	Dignified Living	-	1 100 000	-	1 100 000
Community and Protection Services	Sports Grounds and Picnic Sites	Clubhouse Devon Valley Sport Facility	Dignified Living	-	200 000	2 000 000	2 200 000
Community and Protection Services	Sports Grounds and Picnic Sites	Fencing of Netball Courts	Safe Valley	350 000	-	-	350 000
Community and Protection Services	Sports Grounds and Picnic Sites	Fencing: Sport Grounds (WC024)	Safe Valley	-	1 750 000	-	1 750 000
Community and Protection Services	Sports Grounds and Picnic Sites	Furniture, Tools & Equipment: Sports	Good Governance and Compliance	-	400 000	-	400 000
Community and Protection Services	Sports Grounds and Picnic Sites	Install Prepaid Meters at Sports Facilities	Dignified Living	-	200 000	-	200 000
Community and Protection Services	Sports Grounds and Picnic Sites	Installation of Boreholes: Sports Grounds	Dignified Living	-	1 500 000	-	1 500 000
Community and Protection Services	Sports Grounds and Picnic Sites	Installation of cricket nets	Dignified Living	200 000	150 000	-	350 000
Community and Protection Services	Sports Grounds and Picnic Sites	Jonkershoek Picnic Site upgrades	Valley of Possibility	500 000	-	-	500 000
Community and Protection Services	Sports Grounds and Picnic Sites	Kayamandi Sports Ground	Dignified Living	300 000	-	-	300 000
Community and Protection Services	Sports Grounds and Picnic Sites	La Motte Open Air Gym	Dignified Living	300 000	-	-	300 000
Community and Protection Services	Sports Grounds and Picnic Sites	Specialised Vehicles	Dignified Living	-	1 000 000	-	1 000 000
Community and Protection Services	Sports Grounds and Picnic Sites	Upgrade of netball courts	Dignified Living	-	1 000 000	-	1 000 000
Community and Protection Services	Sports Grounds and Picnic Sites	Upgrade of Sport Facilities	Dignified Living	3 561 030	3 000 000	-	6 561 030
Community and Protection Services	Sports Grounds and Picnic Sites	Upgrading of Swimming Pool	Dignified Living	-	-	200 000	200 000

CAPITAL BUDGET 2023-2026
COMMUNITY AND PROTECTION SERVICES

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Community and Protection Services	Environmental Management: Implementation	Furniture, Tools & Equipment: Environmental Management	Good Governance and Compliance	100 000	150 000	150 000	400 000
Community and Protection Services	Environmental Management: Implementation	Jonkershoek Picnic Site: Upgrade of Facilities.	Valley of Possibility	700 000	-		700 000
Community and Protection Services	Environmental Management: Implementation	Mont Rochelle Nature Reserve: Upgrade of Facilities	Green and Sustainable Valley	1 000 000	-	-	1 000 000
Community and Protection Services	Environmental Management: Implementation	Specialized Equipment: Workshop	Good Governance and Compliance	-	1 500 000	-	1 500 000
Community and Protection Services	Environmental Management: Implementation	Specialized Vehicles: Workshop	Good Governance and Compliance	800 000	-	-	800 000
Community and Protection Services	Environmental Management: Implementation	Vehicle Fleet: Workshop	Good Governance and Compliance	-	100 000	-	100 000
Community and Protection Services	Environmental Management: Implementation	Workshop: Upgrading of facilities	Good Governance and Compliance	-		3 500 000	3 500 000
Community and Protection Services	Environmental Management: Urban Forestry	Design and implement electronic Urban Forestry management tool	Green and Sustainable Valley	250 000	250 000	-	500 000
Community and Protection Services	Environmental Management: Urban Forestry	Furniture, Tools & Equipment: Urban Forestry	Good Governance and Compliance	-	1 500 000	-	1 500 000
Community and Protection Services	Environmental Management: Urban Forestry	Installation of Boreholes	Good Governance and Compliance	500 000	-	-	500 000
Community and Protection Services	Environmental Management: Urban Forestry	Landscaping of Nature Areas	Good Governance and Compliance	-	1 000 000	-	1 000 000
Community and Protection Services	Environmental Management: Urban Forestry	Specialized equipment: Urban Forestry	Good Governance and Compliance	-	1 500 000	-	1 500 000
Community and Protection Services	Cemeteries	Extension of Cemetery Infrastructure	Dignified Living	5 500 000	10 000 000	-	15 500 000
Community and Protection Services	Cemeteries	Vehicle Fleet: Cemeteries	Good Governance and Compliance	-	500 000	-	500 000
Community and Protection Services	Parks and Cemeteries	Beautification of Parks and Cemeteries	Green and Sustainable Valley	300 000	800 000	1 000 000	2 100 000
Community and Protection Services	Parks and Cemeteries	Fencing :Parks and Gardens	Safe Valley	200 000	200 000	-	400 000
Community and Protection Services	Parks and Cemeteries	Furniture, Tools & Equipment: Parks & Cemeteries	Good Governance and Compliance	-	50 000	-	50 000
Community and Protection Services	Parks and Cemeteries	Vehicle Fleet: Parks & Cemeteries	Good Governance and Compliance	-	1 000 000	-	1 000 000
Community and Protection Services	Fire and Rescue Services	Fire Station - Jamestown	Safe Valley	300 000	1 000 000	8 000 000	9 300 000
Community and Protection Services	Fire and Rescue Services	Furniture, Tools & Equipment: Fire	Good Governance and Compliance	200 000	50 000	-	250 000
Community and Protection Services	Fire and Rescue Services	Rescue equipment	Safe Valley	-	1 000 000	-	1 000 000
Community and Protection Services	Fire and Rescue Services	Specialized Vehicles: Fire	Safe Valley	2 500 000	1 000 000	-	3 500 000
Community and Protection Services	Law Enforcement and Security	Furniture, Tools & Equipment: Law Enforcement	Good Governance and Compliance	150 000	200 000	-	350 000
Community and Protection Services	Law Enforcement and Security	Install and Upgrade CCTV/ LPR Cameras In WC024	Safe Valley	1 000 000	2 000 000	-	3 000 000
Community and Protection Services	Law Enforcement and Security	Install Computerized Access Security Systems and CCTV Cameras At Municipal Buildings	Safe Valley	1 200 000	1 000 000	-	2 200 000

CAPITAL BUDGET 2023-2026
COMMUNITY AND PROTECTION SERVICES

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Community and Protection Services	Law Enforcement and Security	Law Enforcement Tools and Equipment	Safe Valley	-	300 000	-	300 000
Community and Protection Services	Law Enforcement and Security	Neighborhood Watch Safety equipment	Safe Valley	250 000	250 000	-	500 000
Community and Protection Services	Law Enforcement and Security	Security Upgrades	Safe Valley	-	650 000	-	650 000
Community and Protection Services	Law Enforcement and Security	Vehicle Fleet: Law Enforcement	Good Governance and Compliance	1 365 972	2 500 000	-	3 865 972
Community and Protection Services	Traffic Services	Furniture, Tools & Equipment: Traffic Services	Good Governance and Compliance	130 000	45 000	-	175 000
Community and Protection Services	Traffic Services	Specialized Equipment: Traffic	Good Governance and Compliance	-	1 500 000	-	1 500 000
Community and Protection Services	Traffic Services	Specialized Vehicles: Traffic	Good Governance and Compliance	-	1 750 000	-	1 750 000
Community and Protection Services	Traffic Services	Vehicle Fleet: Traffic	Good Governance and Compliance	1 200 000	-	-	1 200 000
				24 642 002	45 115 000	16 080 000	85 837 002

**CAPITAL BUDGET 2023-2026
CORPORATE SERVICES**

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Corporate Services	Information and Communications Technology (ICT)	Fibre Optic Implementation	Good Governance and Compliance	2 000 000	2 000 000	2 000 000	6 000 000
Corporate Services	Information and Communications Technology (ICT)	ICT Cable Reticulation and Management	Valley of Possibility	1 000 000	500 000	500 000	2 000 000
Corporate Services	Information and Communications Technology (ICT)	Purchase and Replacement of Computer/software and Peripheral devices	Good Governance and Compliance	1 270 000	1 270 000	1 270 000	3 810 000
Corporate Services	Information and Communications Technology (ICT)	Server Storage expansion and upgrades	Good Governance and Compliance	2 000 000	1 000 000	1 000 000	4 000 000
Corporate Services	Information and Communications Technology (ICT)	Upgrade and Expansion of IT Infrastructure Platforms	Good Governance and Compliance	3 500 000	3 500 000	2 000 000	9 000 000
Corporate Services	Information and Communications Technology (ICT)	Upgrading Communication Network	Safe Valley	4 000 000	1 500 000	1 500 000	7 000 000
Corporate Services	Properties and Municipal Building Maintenance	Airconditioners	Dignified Living	300 000	500 000	-	800 000
Corporate Services	Properties and Municipal Building Maintenance	Furniture, Tools & Equipment: Property Management	Good Governance and Compliance	250 000	250 000	-	500 000
Corporate Services	Properties and Municipal Building Maintenance	Kayamandi: Upgrading of Makapula Hall	Dignified Living	2 000 000	1 000 000	-	3 000 000
Corporate Services	Properties and Municipal Building Maintenance	New Depot: La Motte	Good Governance and Compliance	-	300 000	-	300 000
Corporate Services	Properties and Municipal Building Maintenance	Structural Improvement: General	Valley of Possibility	2 000 000	3 000 000	-	5 000 000
Corporate Services	Properties and Municipal Building Maintenance	Structural improvements: Sport grounds	Valley of Possibility	3 500 000	-	-	3 500 000
Corporate Services	Properties and Municipal Building Maintenance	Structural Maintenance/Upgrade: Beltana	Valley of Possibility	2 000 000	2 000 000	-	4 000 000
Corporate Services	Properties and Municipal Building Maintenance	Structural Upgrade: Heritage Building	Valley of Possibility	5 781 000	-	-	5 781 000
Corporate Services	Properties and Municipal Building Maintenance	Structural Upgrade: Jamestown Ward Office and Library	Valley of Possibility	2 900 000	1 000 000	-	3 900 000
Corporate Services	Properties and Municipal Building Maintenance	Upgrade Facilities for the Disabled	Dignified Living	200 000	-	-	200 000
Corporate Services	Properties and Municipal Building Maintenance	Upgrade Millenium Hall Pniel	Dignified Living	200 000	800 000	-	1 000 000
Corporate Services	Properties and Municipal Building Maintenance	Upgrading Fencing	Safe Valley	1 000 000	1 000 000	1 000 000	3 000 000
				33 901 000	19 620 000	9 270 000	62 791 000

CAPITAL BUDGET 2023-2026
FINANCIAL SERVICES

Directorate	Department	Name	Strategic Focus Area	2023/2024	2024/2025	2025/2026	MTREF Total
Financial Services	Financial Management Services	Furniture, Tools & Equipment: FS	Good Governance and Compliance	250 000	250 000	250 000	750 000
Financial Services	Financial Management Services	Vehicle Fleet: FMS	Good Governance and Compliance	500 000	-	-	500 000
				750 000	250 000	250 000	1 250 000

O: LEGISLATION COMPLIANCE

Compliance with the MFMA implementation requirements has been substantially adhered to through the following activities:

- Budget and Treasury Office - A Budget Office and Treasury Office has been established in accordance with the MFMA.
- Budgeting - The annual budget is prepared in accordance with the requirements prescribed by National Treasury and the MFMA.
- Financial reporting - 100% compliance with regards to monthly, quarterly and annual reporting to the Executive Mayor, Mayoral Committee, Council, Provincial and National Treasury.
- Annual Report - The annual report is prepared in accordance with the MFMA and National Treasury requirements

P: OTHER SUPPORTING DOCUMENTS

1. Additional information/schedules in accordance with the budget and reporting regulations:

- SA1 - Supporting detail to Budgeted Financial Performance
- SA2 - Matrix Financial Performance Budget (revenue source/expenditure type and type)
- SA3 - Supporting detail to Budgeted Financial Position
- SA4 - Reconciliation of IDP strategic objectives and budget (revenue)
- SA5 - Reconciliation of IDP strategic objectives and budget (operational expenditure)
- SA6 - Reconciliation of IDP strategic objectives and budget (capital expenditure)
- SA7 - Measurable Performance Objectives
- SA8 - Performance indicators and benchmarks
- SA9 - Social, economic and demographic statistics and assumptions
- SA10 - Funding measurement
- SA11 - Property Rates Summary
- SA12a- Property rates by category (2022/2023)
- SA12b- Property rates by category (2023/2024)
- SA13a Service Tariffs by category
- SA13b Service Tariffs by category-explanatory
- SA14 - Household bills
- SA15 - Investment particulars by type
- SA16 - Investment particulars by maturity
- SA17 - Borrowing
- SA18 - Transfers and grant receipts
- SA19 - Expenditure on transfers and grant programme
- SA20 - Reconciliation of transfers grant receipts and unspent funds
- SA21 - Transfers and grants made by the municipality
- SA22 - Summary councillor and staff benefits
- SA23 - Salaries, allowances & benefits (political office bearers/councilors/senior managers)
- SA24 - Summary of personnel numbers
- SA25 - Consolidated budgeted monthly revenue and expenditure
- SA26 - Budgeted monthly revenue and expenditure (municipal vote)

SA27 -	Budgeted monthly revenue and expenditure (functional classification)
SA28 -	Budgeted monthly capital expenditure (municipal vote)
SA29 -	Budgeted monthly capital expenditure (functional classification)
SA30 -	Budgeted monthly cash flow
SA31 -	Not applicable
SA32 -	List of external mechanism
SA33 -	Contracts having future budgetary implications
SA34a-	Capital expenditure on new asset class
SA34b-	Capital expenditure on the renewal of existing assets by asset class
SA34c-	Repairs and maintenance expenditure by asset class
SA34d-	Depreciation by asset class
SA34e-	Capital expenditure on the upgrading of existing assets by asset class
SA35 -	Future financial implications of the capital budget
SA36 -	Detailed Capital Budget
SA37 -	Projects delayed from previous financial years
SA38 -	Consolidated detailed operational projects

WC024 Stellenbosch - Supporting Table SA1 Supporting detail to 'Budgeted Financial Performance

Description	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand											
REVENUE ITEMS:											
Non-exchange revenue by source											
Property rates	6										
Total Property Rates		415 613	447 766	473 203	496 613	486 268	486 268	456 010	530 400	564 815	598 704
<i>less Revenue Foregone (exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA)</i>		49 938	53 282	51 233	57 671	47 326	47 326	35 175	56 811	60 530	64 162
Net Property Rates		365 675	394 484	421 969	438 941	438 941	438 941	420 835	473 589	504 285	534 542
Exchange revenue service charges											
Service charges - Electricity	6										
Total Service charges - Electricity		575 596	647 160	774 586	864 448	829 993	829 993	687 501	985 304	1 128 173	1 251 143
<i>less Revenue Foregone (in excess of 50 kwh per indigent household per month)</i>		-	-	-	-	-	-	-	-	-	-
<i>less Cost of Free Basic Services (50 kwh per indigent household per month)</i>		13 321	14 759	18 155	17 685	17 685	17 685	16 828	71 634	82 021	90 962
Net Service charges - Electricity		562 275	632 401	756 431	846 763	812 308	812 308	670 673	913 669	1 046 151	1 160 182
Service charges - Water	6										
Total Service charges - Water		192 738	159 965	172 025	185 061	184 940	184 940	178 212	194 187	203 896	214 091
<i>less Revenue Foregone (in excess of 6 kilolitres per indigent household per month)</i>		-	-	-	-	-	-	-	-	-	-
<i>less Cost of Free Basic Services (6 kilolitres per indigent household per month)</i>		21 106	25 539	25 195	8 278	8 157	8 157	6 933	8 565	8 993	9 443
Net Service charges - Water		171 632	134 426	146 830	176 783	176 783	176 783	171 278	185 622	194 903	204 648
Service charges - Waste Water Management											
Total Service charges - Waste Water Management		92 869	103 184	112 325	120 460	118 375	118 375	104 455	118 442	125 548	133 081
<i>less Revenue Foregone (in excess of free sanitation service to indigent households)</i>		-	-	-	-	-	-	-	-	-	-
<i>less Cost of Free Basic Services (free sanitation service to indigent households)</i>		9 607	10 545	10 039	11 326	9 241	9 241	7 807	9 795	10 383	11 006
Net Service charges - Waste Water Management		83 262	92 639	102 285	109 134	109 134	109 134	96 648	108 647	115 165	122 075
Service charges - Waste Management	6										
Total refuse removal revenue		60 200	70 502	81 495	110 057	110 057	110 057	91 010	124 097	135 265	147 439
Total landfill revenue		2 757	2 648	3 157	4 640	4 640	4 640	3 190	5 057	5 513	6 009
<i>less Revenue Foregone (in excess of one removal a week to indigent households)</i>		-	-	-	-	-	-	-	-	-	-
<i>less Cost of Free Basic Services (removed once a week to indigent households)</i>		-	-	-	19 725	19 725	19 725	11 500	21 500	23 435	25 545
Net Service charges - Waste Management		62 957	73 150	84 652	94 971	94 971	94 971	82 700	107 654	117 342	127 903

Description	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand											
EXPENDITURE ITEMS:											
<u>Employee related costs</u>											
Basic Salaries and Wages	2	322 143	338 573	340 874	381 998	360 784	360 784	286 455	371 655	368 973	394 881
Pension and UIF Contributions		51 252	56 980	55 921	61 481	59 381	59 381	48 985	63 933	68 517	73 431
Medical Aid Contributions		23 337	25 058	25 682	27 138	27 138	27 138	22 424	28 434	29 771	31 170
Overtime		37 441	40 619	42 035	55 180	41 880	41 880	37 130	45 105	48 352	51 834
Performance Bonus		23 789	26 200	25 883	27 836	27 836	27 836	25 283	29 945	32 064	34 334
Motor Vehicle Allowance		9 294	9 266	9 473	11 416	11 412	11 412	7 497	12 006	12 570	13 161
Cellphone Allowance		1 631	1 883	1 884	2 611	2 626	2 626	1 815	2 746	2 875	3 011
Housing Allowances		2 916	2 773	2 798	2 918	2 918	2 918	2 272	3 057	3 201	3 351
Other benefits and allowances		22 243	22 707	20 714	22 144	22 154	22 154	19 978	23 381	24 916	26 555
Payments in lieu of leave		(2)	(3)	538	—	—	—	—	—	—	—
Long service awards		4 109	3 904	—	4 501	2 230	2 230	—	2 402	2 575	2 761
Post-retirement benefit obligations	4	(4 526)	28 414	22 694	25 707	30 992	30 992	—	33 378	35 782	38 358
Entertainment		—	—	1	—	—	—	—	—	—	—
Scarcity		1 604	1 630	738	765	765	765	676	824	883	946
Acting and post related allowance		674	469	564	769	769	769	567	828	888	952
In kind benefits		—	—	—	—	—	—	—	—	—	—
sub-total	5	495 905	558 472	549 798	624 464	590 886	590 886	453 080	617 694	631 367	674 743
<u>Less: Employees costs capitalised to PPE</u>		—	—	—	—	—	—	—	—	—	—
Total Employee related costs	1	495 905	558 472	549 798	624 464	590 886	590 886	453 080	617 694	631 367	674 743
<u>Depreciation and amortisation</u>											
Depreciation of Property, Plant & Equipment		187 942	210 284	209 527	211 028	213 310	213 310	208 919	218 558	224 022	228 587
Lease amortisation		2 425	2 041	1 496	2 091	1 683	1 683	1 061	1 725	1 768	1 804
Capital asset impairment		73	—	2 723	—	—	—	—	—	—	—
Total Depreciation and amortisation	1	190 440	212 325	213 746	213 118	214 993	214 993	209 980	220 283	225 791	230 391
<u>Bulk purchases - electricity</u>											
Electricity Bulk Purchases		414 765	422 735	528 012	551 412	543 925	543 925	390 556	636 393	776 399	947 207
Total bulk purchases	1	414 765	422 735	528 012	551 412	543 925	543 925	390 556	636 393	776 399	947 207
<u>Transfers and grants</u>											
Cash transfers and grants		10 855	11 010	13 364	14 355	14 658	14 658	11 770	16 338	16 665	16 998
Non-cash transfers and grants		—	—	—	—	4 522	4 522	3 611	4 297	4 383	4 471
Total transfers and grants	1	10 855	11 010	13 364	14 355	19 180	19 180	15 381	20 636	21 048	21 469
<u>Contracted services</u>											
<i>Outsourced Services</i>		85 777	100 351	97 821	110 309	128 233	128 233	87 108	120 123	122 397	83 453
<i>Consultants and Professional Services</i>		26 910	35 551	27 629	39 147	42 516	42 516	17 417	47 013	40 663	76 098
<i>Contractors</i>		70 766	91 802	82 864	119 770	115 015	115 015	57 068	121 732	124 985	132 690
sub-total	1	183 453	227 704	208 314	269 226	285 764	285 764	161 594	288 868	288 045	292 241
<u>Operational Costs</u>											
Collection costs		2 945	2 702	2 420	3 572	2 200	2 200	1 368	2 527	2 578	2 629

Description	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand											
Contributions to 'other' provisions		2 315	40 861	57 999	745	6 753	6 753	–	6 297	6 302	6 306
Audit fees		6 704	6 598	5 414	6 850	8 800	8 800	7 611	9 405	9 563	9 724
<i>Other Operational Costs</i>	3										
<i>Operating Leases</i>		11 838	14 881	14 991	12 128	16 654	16 654	10 758	17 513	17 863	18 220
<i>Operational Cost</i>		91 971	103 548	105 949	136 108	143 880	143 880	112 123	144 858	148 363	151 985
<i>Statutory Payments other than Income Taxes</i>		–	–	–	–	–	–	–	–	–	–
<i>Discontinued Operations</i>		–	–	–	–	–	–	–	–	–	–
Total Operational Costs	1	115 772	168 590	186 772	159 403	178 287	178 287	131 861	180 599	184 668	188 865
Repairs and Maintenance by Expenditure Item	8										
Employee related costs		564	(9 645)	(2)	–	–	–	–	–	–	–
Inventory Consumed (Project Maintenance)		2 492	1 198	1 162	21 939	25 666	25 666	17 219	28 959	29 702	30 467
Contracted Services		46 169	69 051	62 716	85 602	78 289	78 289	40 447	84 899	88 454	91 601
Other Expenditure		383	5 697	29	–	–	–	–	–	–	–
Total Repairs and Maintenance Expenditure	9	49 608	66 302	63 905	107 541	103 955	103 955	57 666	113 859	118 156	122 068
Inventory Consumed											
Inventory Consumed - Water		–	–	–	33 543	32 543	32 543	–	33 257	33 989	34 738
Inventory Consumed - Other		11 325	22 696	38 758	49 839	63 830	63 830	26 306	67 192	69 015	70 571
Total Inventory Consumed & Other Material		11 325	22 696	38 758	83 382	96 372	96 372	26 306	100 449	103 003	105 309

WC024 Stellenbosch - Supporting Table SA2 Matrix Financial Performance Budget (revenue source/expenditure type and dept.)

R thousand	1	Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	Vote 2 - PLANNING AND DEVELOPMENT SERVICES	Vote 3 - INFRASTRUCTURE SERVICES	Vote 4 - COMMUNITY AND PROTECTION SERVICES	Vote 5 - CORPORATE SERVICES	Vote 6 - FINANCIAL SERVICES	Total
Revenue								
Exchange Revenue								
Service charges - Electricity		-	-	913 669	-	-	-	913 669
Service charges - Water		-	-	185 622	-	-	-	185 622
Service charges - Waste Water Management		-	-	108 647	-	-	-	108 647
Service charges - Waste Management		-	-	107 654	-	-	-	107 654
Sale of Goods and Rendering of Services		-	8 436	-	7 335	5 825	593	22 190
Agency services		-	-	-	3 358	-	-	3 358
Interest		-	-	-	-	-	-	-
Interest earned from Receivables		-	-	15 413	-	-	-	15 413
Interest earned from Current and Non Current Assets		-	-	-	-	-	41 193	41 193
Dividends		-	-	-	-	-	-	-
Rent on Land		-	-	-	-	-	-	-
Rental from Fixed Assets		-	7 606	-	393	2 605	-	10 604
Licence and permits		-	1	-	7 673	53	145	7 872
Operational Revenue		-	35	13 288	1 633	1 376	3 014	19 346
Non-Exchange Revenue								
Property rates		-	-	-	-	-	473 589	473 589
Surcharges and Taxes		-	-	-	-	-	-	-
Fines, penalties and forfeits		-	-	-	131 570	-	0	131 570
Licences or permits		-	-	-	-	-	-	-
Transfer and subsidies - Operational		-	3 964	148 125	12 815	320	75 687	240 911
Interest		-	-	-	-	-	3 293	3 293
Fuel Levy		-	-	-	-	-	-	-
Service charges		-	-	-	-	-	-	-
Gains on disposal of Assets		-	-	-	-	-	-	-
Other Gains		-	-	-	-	-	-	-
Discontinued Operations		-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contribution		-	20 041	1 492 417	164 777	10 179	597 514	2 284 927

R thousand	1	Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	Vote 2 - PLANNING AND DEVELOPMENT SERVICES	Vote 3 - INFRASTRUCTURE SERVICES	Vote 4 - COMMUNITY AND PROTECTION SERVICES	Vote 5 - CORPORATE SERVICES	Vote 6 - FINANCIAL SERVICES	Total
Expenditure								
Employee related costs		12 954	59 653	203 365	193 788	84 230	63 703	617 694
Remuneration of councillors		–	–	–	–	22 097	–	22 097
Bulk purchases - electricity		–	–	636 393	–	–	–	636 393
Inventory consumed		107	2 004	80 864	15 426	1 221	827	100 449
Debt impairment		–	(2 004)	5 951	10 938	–	1 799	16 684
Depreciation and amortisation		344	8 098	159 431	28 571	22 775	1 065	220 283
Interest		–	–	56 353	–	3 336	–	59 688
Contracted services		3 010	11 045	166 492	68 393	27 275	12 653	288 868
Transfers and subsidies		–	7 289	–	12 827	520	–	20 636
Irrecoverable debts written off		–	1 020	15 708	76 700	–	1 530	94 958
Operational costs		1 427	6 298	42 098	16 259	73 304	41 213	180 599
Losses on disposal of Assets		–	–	–	–	–	–	–
Other Losses		–	–	–	–	–	–	–
Total Expenditure		17 841	93 403	1 366 656	422 903	234 757	122 789	2 258 349
Surplus/(Deficit)		(17 841)	(73 361)	125 760	(258 126)	(224 578)	474 725	26 578
Transfers and subsidies - capital (monetary allocations)		–	6 316	97 540	–	–	–	103 856
Transfers and subsidies - capital (in-kind)		–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		–	–	–	–	–	–	–
Income Tax		(17 841)	(67 045)	223 300	(258 126)	(224 578)	474 725	130 434

WC024 Stellenbosch - Supporting Table SA3 Supporting detail to 'Budgeted Financial Position'

Description	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand											
ASSETS											
Trade and other receivables from exchange transactions											
Electricity		46 755	67 785	99 947	150 574	131 864	131 864	4 080	160 333	192 982	229 226
Water		(282 655)	96 161	(246 336)	121 176	134 100	134 100	23 608	131 216	128 594	126 255
Waste		26 315	29 439	36 940	39 827	39 479	39 479	11 380	42 551	46 014	49 906
Waste Water		28 652	27 761	32 279	42 561	35 661	35 661	10 073	38 988	42 581	46 457
Other trade receivables from exchange transactions		431 575	55 802	444 472	53 563	59 391	59 391	18 444	58 567	57 737	56 900
Gross: Trade and other receivables from exchange transactions		250 643	276 948	367 303	407 701	400 495	400 495	67 585	431 655	467 908	508 745
Less: Impairment for debt		(125 390)	(105 464)	(193 528)	(178 048)	(203 392)	(203 392)	-	(207 931)	(213 374)	(218 189)
Impairment for Electricity		8 596	32 511	(7 601)	(13 499)	(14 114)	(14 114)	-	(16 054)	(17 800)	(19 371)
Impairment for Water		(62 406)	(58 388)	(92 747)	(84 365)	(94 102)	(94 102)	-	(91 513)	(89 403)	(87 520)
Impairment for Waste		(19 767)	(23 373)	(29 359)	(26 212)	(29 177)	(29 177)	-	(33 497)	(37 385)	(40 884)
Impairment for Waste Water		(17 197)	(19 763)	(24 146)	(23 079)	(24 961)	(24 961)	-	(28 135)	(30 991)	(33 561)
Impairment for other trade receivables from exchange transactions		(34 617)	(36 451)	(39 675)	(30 892)	(41 037)	(41 037)	-	(38 732)	(37 796)	(36 853)
Total net Trade and other receivables from Exchange Trx		125 253	171 484	173 775	229 654	197 103	197 103	67 585	223 724	254 533	290 556
Receivables from non-exchange transactions											
Property rates		(49 017)	48 106	44 296	51 304	74 727	74 727	14 624	68 779	68 201	69 903
Less: Impairment of Property rates		(25 415)	(29 558)	(32 127)	(28 174)	(27 744)	(27 744)	-	(29 542)	(31 161)	(32 618)
Net Property rates		(74 431)	18 548	12 169	23 130	46 984	46 984	14 624	39 237	37 039	37 284
Other receivables from non-exchange transactions		274 242	183 065	204 962	299 125	213 634	213 634	111 513	239 405	268 258	300 385
Impairment for other receivables from non-exchange transactions		(127 937)	(143 629)	(155 516)	(229 821)	(158 816)	(158 816)	-	(169 755)	(179 599)	(188 459)
Net other receivables from non-exchange transactions		146 305	39 436	49 446	69 304	54 818	54 818	111 513	69 650	88 659	111 926
Total net Receivables from non-exchange transactions		71 873	57 984	61 615	92 434	101 802	101 802	126 136	108 887	125 698	149 210
Inventory											
Water											
Opening Balance		1 897	1 805	1 907	1 890	1 890	1 890	1 890	1 890	1 890	1 890
System Input Volume		(92)	102	(17)	33 878	32 543	32 543	-	33 257	33 989	34 738
Water Treatment Works		-	-	-	-	-	-	-	-	-	-
Bulk Purchases		(92)	102	(17)	33 878	32 543	32 543	-	33 257	33 989	34 738
Natural Sources		-	-	-	-	-	-	-	-	-	-
Authorised Consumption	6	-	-	-	(33 543)	(32 543)	(32 543)	-	(33 257)	(33 989)	(34 738)
Billed Authorised Consumption		-	-	-	(33 543)	(32 543)	(32 543)	-	(33 257)	(33 989)	(34 738)
Billed Metered Consumption		-	-	-	(33 543)	(32 543)	(32 543)	-	(33 257)	(33 989)	(34 738)
Free Basic Water		-	-	-	-	-	-	-	-	-	-
Subsidised Water		-	-	-	-	-	-	-	-	-	-
Revenue Water		-	-	-	(33 543)	(32 543)	(32 543)	-	(33 257)	(33 989)	(34 738)
Billed Unmetered Consumption		-	-	-	-	-	-	-	-	-	-
Free Basic Water		-	-	-	-	-	-	-	-	-	-
Subsidised Water		-	-	-	-	-	-	-	-	-	-
Revenue Water		-	-	-	-	-	-	-	-	-	-
UnBilled Authorised Consumption		-	-	-	-	-	-	-	-	-	-
Unbilled Metered Consumption		-	-	-	-	-	-	-	-	-	-
Unbilled Unmetered Consumption		-	-	-	-	-	-	-	-	-	-
Water Losses											
Apparent losses		-	-	-	-	-	-	-	-	-	-
Unauthorised Consumption		-	-	-	-	-	-	-	-	-	-
Customer Meter Inaccuracies		-	-	-	-	-	-	-	-	-	-
Real losses		-	-	-	-	-	-	-	-	-	-
Leakage on Transmission and Distribution Mains		-	-	-	-	-	-	-	-	-	-
Leakage and Overflows at Storage Tanks/Reservoirs		-	-	-	-	-	-	-	-	-	-
Leakage on Service Connections up to the point of Customer Meter		-	-	-	-	-	-	-	-	-	-
Data Transfer and Management Errors		-	-	-	-	-	-	-	-	-	-
Unavoidable Annual Real Losses		-	-	-	-	-	-	-	-	-	-
Non-revenue Water		-	-	-	-	-	-	-	-	-	-
Closing Balance Water		1 805	1 907	1 890	2 225	1 890	1 890	1 890	1 890	1 890	1 890
Agricultural											
Opening Balance		-	-	-	-	-	-	-	-	-	-
Acquisitions	7	-	-	-	-	-	-	-	-	-	-
Issues	8	-	-	-	-	-	-	-	-	-	-
Adjustments	9	-	-	-	-	-	-	-	-	-	-
Write-offs		-	-	-	-	-	-	-	-	-	-
Closing balance - Agricultural		-	-	-	-	-	-	-	-	-	-
Consumables											
Standard Rated											
Opening Balance		6 582	2 049	23 585	23 811	23 811	23 811	23 811	791	791	791
Acquisitions	7	11 749	34 874	6 282	6 404	5 827	5 827	2 527	5 447	5 561	5 677
Issues	8	(16 281)	(13 338)	(5 909)	(6 341)	(5 850)	(5 850)	(2 556)	(5 447)	(5 561)	(5 677)
Adjustments	9	-	0	(146)	-	-	-	3	-	-	-
Write-offs		-	(0)	-	-	-	-	(364)	-	-	-
Closing balance - Consumables Standard Rated		2 049	23 585	23 811	23 875	23 788	23 788	23 422	791	791	791
Zero Rated											

Description	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand											
Opening Balance		5	5	13	(75)	(75)	(75)	(75)	(75)	(75)	(75)
Acquisitions		–	9	131	17 105	29 463	29 463	220	30 960	31 888	32 526
Issues	7	–	–	(219)	(17 071)	(29 458)	(29 458)	(216)	(30 960)	(31 888)	(32 526)
Adjustments	8	–	–	–	–	–	–	–	–	–	–
Write-offs	9	–	–	–	–	–	–	–	–	–	–
Closing balance - Consumables Zero Rated		5	13	(75)	(41)	(70)	(70)	(70)	(75)	(75)	(75)
Finished Goods											

Description	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand											
Opening Balance		-	-	-	-	-	-	-	-	-	-
Acquisitions	7	-	-	-	-	-	-	-	-	-	-
Issues	8	-	-	-	-	-	-	-	-	-	-
Adjustments	9	-	-	-	-	-	-	-	-	-	-
Write-offs		-	-	-	-	-	-	-	-	-	-
Closing balance - Finished Goods		-	-	-	-	-	-	-	-	-	-
Materials and Supplies											
Opening Balance		29 562	34 518	4 038	(20 232)	(20 232)	(20 232)	(20 232)	2 794	2 794	2 794
Acquisitions	7	-	(20 507)	8 325	15 857	27 331	27 331	36 657	30 785	31 566	32 368
Issues	8	4 956	(9 358)	(32 630)	(26 428)	(28 521)	(28 521)	(23 534)	(30 785)	(31 566)	(32 368)
Adjustments	9	-	(529)	36	-	-	-	(26)	-	-	-
Write-offs		-	(86)	-	-	-	-	-	-	-	-
Closing balance - Materials and Supplies		34 518	4 038	(20 232)	(30 803)	(21 422)	(21 422)	(7 135)	2 794	2 794	2 794
Work-in-progress											
Opening Balance		-	-	-	-	-	-	-	-	-	-
Materials		-	-	-	-	-	-	-	-	-	-
Transfers		-	-	-	-	-	-	-	-	-	-
Closing balance - Work-in-progress		-	-	-	-	-	-	-	-	-	-
Housing Stock											
Opening Balance		12 250	11 550	11 550	11 200	11 200	11 200	11 200	9 275	9 275	9 275
Acquisitions		-	-	-	-	-	-	-	-	-	-
Transfers		-	-	-	-	-	-	-	-	-	-
Sales		(700)	-	(350)	-	-	-	-	-	-	-
Closing Balance - Housing Stock		11 550	11 550	11 200	11 200	11 200	11 200	11 200	9 275	9 275	9 275
Land											
Opening Balance		14 263	14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147
Acquisitions		-	-	-	-	-	-	-	-	-	-
Sales		(116)	-	-	-	-	-	-	-	-	-
Adjustments		-	-	-	-	-	-	-	-	-	-
Correction of Prior period errors		-	-	-	-	-	-	-	-	-	-
Closing Balance - Land		14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147	14 147
Closing Balance - Inventory & Consumables		64 074	55 240	30 742	20 604	29 533	29 533	43 453	28 822	28 822	28 822
Property, plant and equipment (PPE)											
PPE at cost/valuation (excl. finance leases)	3	6 321 106	7 280 978	7 657 722	8 108 488	7 995 061	7 995 061	181 002	8 499 412	9 088 257	9 591 313
Leases recognised as PPE		-	-	-	-	-	-	-	-	-	-
<u>Less: Accumulated depreciation</u>	2	(1 081 148)	(1 854 679)	(2 068 549)	(2 273 421)	(2 275 974)	(2 275 974)	(207 521)	(2 494 584)	(2 718 659)	(2 947 300)
Total Property, plant and equipment (PPE)		5 239 959	5 426 299	5 589 173	5 835 067	5 719 087	5 719 087	(26 518)	6 004 827	6 369 598	6 644 013
LIABILITIES											
Current liabilities - Financial liabilities											
Short term loans (other than bank overdraft)		-	-	-	-	-	-	-	-	-	-
Current portion of long-term liabilities		26 753	34 224	51 902	50 847	55 632	55 632	(22 363)	63 043	68 381	76 170
Total Current liabilities - Financial liabilities		26 753	34 224	51 902	50 847	55 632	55 632	(22 363)	63 043	68 381	76 170
Trade and other payables											
Trade and other payables from exchange transactions		274 855	295 003	261 988	257 172	273 774	273 774	(148 833)	278 475	281 675	284 875
Other trade payables from exchange transactions		178 865	474 538	620 764	(119 614)	1 355	1 355	185 170	3 472	7 491	12 190
Trade payables from Non-exchange transactions: Unspent conditional		271 560	141 754	174 827	-	5 140	5 140	(4 078)	-	-	-
Trade payables from Non-exchange transactions: Other		8 863	15 504	25 830	220	4 075	4 075	53 349	6 113	6 113	6 113
VAT		-	-	-	-	-	-	-	-	-	-
Total Trade and other payables	2	734 143	926 799	1 083 409	137 777	284 344	284 344	85 608	288 060	295 279	303 177
Non current liabilities - Financial liabilities											
Borrowing	4	266 178	334 733	426 834	520 306	515 987	515 987	-	652 944	784 564	883 394
Other financial liabilities		-	-	2 118	3 739	2 118	2 118	-	2 118	2 118	2 118
Total Non current liabilities - Financial liabilities		266 178	334 733	428 952	524 045	518 105	518 105	-	655 062	786 682	885 512
Provisions											
Retirement benefits		-	-	-	-	-	-	-	-	-	-
List other major provision items		-	-	-	-	-	-	-	-	-	-
Refuse landfill site rehabilitation		120 663	141 497	160 533	170 287	171 181	171 181	-	184 732	199 913	216 716
Other		23 019	23 387	20 016	23 366	20 016	20 016	-	20 016	20 016	20 016
Total Provisions		143 682	164 884	180 549	193 653	191 196	191 196	-	204 748	219 928	236 732
CHANGES IN NET ASSETS											
Accumulated surplus/(deficit)											
Accumulated surplus/(deficit) - opening balance		5 573 447	5 167 779	5 253 299	5 389 181	5 332 484	5 332 484	-	5 578 519	5 561 338	5 619 816
GRAP adjustments		-	-	-	-	-	-	-	-	-	-
Restated balance		5 573 447	5 167 779	5 253 299	5 389 181	5 332 484	5 332 484	-	5 578 519	5 561 338	5 619 816
Surplus/(Deficit)		(326 419)	(135 352)	116 000	154 747	90 034	90 034	-	130 434	156 597	156 888

Description	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand											
Transfers to/from Reserves	1	237 260	211 185	–	132 790	132 790	132 790	–	(147 615)	(98 120)	53 149
Depreciation offsets		–	–	–	–	–	–	–	–	–	–
Other adjustments		788	3 773	(57)	–	–	–	–	–	–	–
Accumulated Surplus/(Deficit)		5 485 077	5 247 385	5 369 241	5 676 719	5 555 308	5 555 308	–	5 561 338	5 619 816	5 829 853
Reserves											
Housing Development Fund	2	(9 396)	–	–	4 900	–	–	–	–	–	–
Capital replacement		170 840	152 605	152 605	19 815	29 211	29 211	–	176 826	274 946	221 797
Self-insurance		9 885	9 885	9 885	–	9 885	9 885	–	9 885	9 885	9 885
Other reserves		(321 016)	–	–	–	–	–	–	–	–	–
Revaluation		–	–	–	–	–	–	–	–	–	–
Total Reserves	2	(149 686)	162 491	162 491	24 715	39 097	39 097	–	186 712	284 832	231 682
TOTAL COMMUNITY WEALTH/EQUITY	2	5 335 390	5 409 876	5 531 732	5 701 434	5 594 405	5 594 405	–	5 748 050	5 904 648	6 061 536
Total capital expenditure includes expenditure on nationally significant priorities:											
Provision of basic services											

WC024 Stellenbosch - Supporting Table SA4 Reconciliation of IDP strategic objectives and budget (revenue)

R thousand	Ref	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Green and Sustainable Valley		-	-	-
Valley of Possibility		-	-	-
Dignified Living		1 315 591	1 473 562	1 614 808
Safe Valley		142 799	149 511	156 538
Good Governance and Compliance		930 392	973 038	1 075 911
Allocations to other priorities	2			
Total Revenue (excluding capital transfers and contributions)	1	2 388 783	2 596 111	2 847 258

WC024 Stellenbosch - Supporting Table SA5 Reconciliation of IDP strategic objectives and budget (operating expenditure)

R thousand	Ref	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
A Green and Sustainable Valley		24 548	24 140	24 712
Valley of Possibility		761 894	806 356	812 619
Dignified Living		911 866	1 024 498	1 242 079
A Safe Valley		33 245	34 663	35 491
Good Governance and Compliance		526 796	549 857	575 468
Allocations to other priorities				
Total Expenditure	1	2 258 349	2 439 514	2 690 369

WC024 Stellenbosch - Supporting Table SA6 Reconciliation of IDP strategic objectives and budget (capital expenditure)

R thousand	Ref	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
A Green and Sustainable Valley		62 400	89 750	39 643
Valley of Possibility		177 042	155 498	201 629
Dignified Living		186 500	240 125	146 117
A Safe Valley		45 168	47 218	61 969
Good Governance and Compliance		33 690	56 504	53 699
Allocations to other priorities	3			
Total Capital Expenditure	1	504 800	589 095	503 056

WC024 Stellenbosch - Supporting Table SA7 Measureable performance objectives

Description	Unit of measurement	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Vote 1 - Municipal Manager										
Function 1 - Budget Performance										
Sub-function 1 - Capital Expenditure		285 000	40 000	44 000	40 000	40 000	40 000	40 000	40 000	40 000
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure		33 607 414	44 811 506	25 972 966	27 432 083	26 015 794	26 015 794	17 841 031	18 739 536	19 687 065
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue		360 000	327 853	550 000	-	550 000	550 000	-	-	-
<i>Insert measure/s description</i>										
Vote 2 - Planning and Development Services										
Function 1 - Budget Performance										
Sub-function 1 - Capital Expenditure		13 517 538	13 888 078	17 209 720	15 185 000	12 665 281	12 665 281	9 043 500	29 835 000	31 450 000
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure		118 915 222	96 986 122	81 551 338	74 717 884	85 666 333	85 666 333	93 402 566	93 560 684	102 928 477
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue		89 260 819	33 638 469	36 975 990	21 315 262	20 611 707	20 611 707	26 357 080	40 507 173	47 882 914
<i>Insert measure/s description</i>										
Vote 3 - Community & Protection										
Function 1 - Budget Performance										
Sub-function 1 - Capital Expenditure		45 902 450	43 713 748	38 617 860	26 850 958	29 774 772	29 774 772	24 642 002	45 115 000	16 080 000
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure		364 119 842	361 162 417	391 179 184	432 149 844	435 402 212	435 402 212	422 902 773	430 177 426	45 115 000
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue		137 269 341	173 335 962	178 158 671	171 802 503	164 480 939	164 480 939	164 776 725	171 715 952	180 635 785
<i>Insert measure/s description</i>										
Vote 4 - Infrastructure services										
Function 1 - Budget Performance										
Sub-function 1 - Capital Expenditure				317 662 137	325 047 246	280 468 879	280 468 879	436 423 363	494 235 464	445 965 975
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure				1 184 638 272	1 258 869 331	1 258 386 849	1 258 386 849	1 366 656 493	1 523 685 294	1 732 755 729
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue				1 389 691 831	1 517 037 491	1 457 443 050	1 457 443 050	1 589 956 393	1 737 914 403	1 935 677 389
<i>Insert measure/s description</i>										
Vote 5 - Corporate Services										
Function 1 - Budget Performance										
Sub-function 1 - Capital Expenditure		32 391 287	73 695 157	29 573 919	41 900 000	32 708 208	32 708 208	33 901 000	19 620 000	9 270 000
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure		176 481 880	180 072 266	193 939 626	210 683 035	220 759 869	220 759 869	234 756 698	244 963 296	255 971 839
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue		360 000	5 591 627	5 845 547	11 656 741	9 691 061	9 691 061	10 178 570	10 321 958	10 807 092
<i>Insert measure/s description</i>										
Vote 6 - Financial services										
Function 1 - Budget Performance										
Sub-function 1 - Capital Expenditure		900 000	850 000	400 000	250 000	1 877 000	1 877 000	750 000	250 000	250 000
<i>Insert measure/s description</i>										
Sub-function 2 - Operational Expenditure		113 450 151	91 858 500	100 397 726	98 212 632	93 433 488	93 433 488	122 789 307	128 387 743	132 198 617
<i>Insert measure/s description</i>										
Sub-function 3 - Operational Revenue		437 435 138	490 895 216	504 884 679	535 000 250	550 746 341	550 746 341	597 514 060	635 651 921	672 254 320
<i>Insert measure/s description</i>										

WC024 Stellenbosch - Supporting Table SA8 Performance indicators and benchmarks

Description of financial indicator	Basis of calculation	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
<u>Borrowing Management</u>											
Credit Rating											
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	11.5%	11.6%	11.1%	10.1%	10.1%	10.1%	14.2%	12.2%	11.8%	11.1%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	15.2%	15.8%	14.0%	12.8%	13.0%	13.0%	14.3%	15.2%	14.4%	13.4%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants and contributions	0.0%	0.0%	-58.7%	50.6%	58.8%	58.8%	0.0%	53.1%	42.1%	44.4%
<u>Safety of Capital</u>											
Gearing	Long Term Borrowing/ Funds & Reserves	-177.8%	206.0%	264.0%	2120.3%	1325.2%	1325.2%	0.0%	350.8%	276.2%	382.2%
<u>Liquidity</u>											
Current Ratio	Current assets/current liabilities	1.4	1.2	1.2	1.9	1.7	1.7	10.8	1.8	1.7	1.7
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	1.4	1.2	1.2	1.9	1.7	1.7	10.8	1.8	1.7	1.7
Liquidity Ratio	Monetary Assets/Current Liabilities	0.6	0.5	0.5	1.4	1.4	1.4	5.7	1.5	1.3	1.3
<u>Revenue Management</u>											
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/Last 12 Mths Billing		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)		0.0%	243.6%	196.5%	139.9%	146.4%	146.4%	-181.2%	146.6%	144.5%	143.3%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	8.4%	6.4%	4.6%	6.4%	6.2%	6.2%	7.3%	6.0%	6.2%	6.5%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<u>Creditors Management</u>											
Creditors System Efficiency	% of Creditors Paid Within Terms (within 'MFMA' s 65(e))	98.0%	98.0%	98.0%	98.0%	98.0%	98.0%	98.0%	98.0%	98.0%	98.0%
Creditors to Cash and Investments		51.4%	11.2%	18.4%	36.4%	29.7%	29.7%	6.6%	65.0%	79.4%	85.4%
<u>Other Indicators</u>											
	Total Volume Losses (kW)	21177668.7	383146654.2	386978120.8	390847902	390847902	390847902	390847902	390847902	390847902	
	Total Volume Losses (kW) non technical										
Electricity Distribution Losses (2)	Total Cost of Losses (Rand '000)	1 525	26 820	27 088	27 359	27 359	27 359	27 359	27 359	27 359	27 633
	% Volume (units purchased and generated less units sold)/units purchased and generated										
		0	0	0	0	0	0	0	0	0	-

Description of financial indicator	Basis of calculation	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Water Volumes :System input	Bulk Purchase										
	Water treatment works										
	Natural sources										
	Total Volume Losses (kℓ)	9 141	9 233	9 325	9 418	9 418	9 418	9 418	9 418	9 418	9 512
Water Distribution Losses (2)	Total Cost of Losses (Rand '000)	2011055	2031166	2051477	2071992	2071992	2071992	2071992	2071992	2071992	2092712.15
	% Volume (units purchased and generated less units sold)/units purchased and generated										
		0	0	0	0	0	0	0	0	0	0
Employee costs	Employee costs/(Total Revenue - capital revenue)	30.7%	32.2%	28.2%	29.7%	28.3%	28.3%	24.0%	27.0%	25.2%	24.5%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	31.8%	33.3%	29.2%	30.7%	29.3%	29.3%		28.0%	26.1%	25.4%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	3.1%	3.8%	3.3%	5.1%	5.0%	5.0%		5.0%	4.7%	4.4%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	11.8%	12.2%	11.0%	10.1%	10.2%	10.2%	11.1%	10.4%	9.7%	8.9%
IDP regulation financial viability indicators											
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	542.7	578.6	74.9	47.0	47.0	47.0	15.2	17.3	18.2	20.2
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	15.0%	11.6%	8.1%	10.7%	10.6%	10.6%	13.3%	10.3%	10.3%	10.8%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	4.5	19.7	10.1	4.5	5.9	5.9	(19.8)	2.6	2.0	1.7

WC024 Stellenbosch - Supporting Table SA9 Social, economic and demographic statistics and assumptions

Description of economic indicator	Ref.	Basis of calculation	2001 Census	2007 Survey	2011 Census	2019/20	2020/21	2021/22	Current Year 2022/23	2023/24 Medium Term Revenue & Expenditure Framework		
						Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Demographics												
Population		Statistics South Africa	200 524	155 718	170 654	195	207	207	207	207	207	207
Females aged 5 - 14		Statistics South Africa	17 865	11 020	12 077	14	15	15	15	15	15	15
Males aged 5 - 14		Statistics South Africa	16 352	11 092	12 157	14	15	15	15	15	15	15
Females aged 15 - 34		Statistics South Africa	38 791	33 191	36 374	42	45	45	45	45	45	45
Males aged 15 - 34		Statistics South Africa	41 919	32 718	35 856	42	44	44	44	44	44	44
Unemployment		Statistics South Africa	15 513	10 178	11 154	13	14	14	14	14	14	14
Monthly household income (no. of households)												
No income	1, 12	Statistics South Africa, regional	3 557	8 961	9 820	11	12	12	13	13	13	13
R1 - R1 600		Statistics South Africa, regional	245	914	2 065	2	2	3	3	3	3	3
R1 601 - R3 200		Statistics South Africa, regional	1 126	1 517	1 614	2	2	2	2	2	2	2
R3 201 - R6 400		Statistics South Africa, regional	3 728	4 415	4 699	5	6	6	6	6	6	6
R6 401 - R12 800		Statistics South Africa, regional	4 484	7 160	7 620	9	9	10	10	10	10	10
R12 801 - R25 600		Statistics South Africa, regional	6 463	6 742	7 176	8	9	9	9	9	10	10
R25 601 - R51 200		Statistics South Africa, regional	4 144	4 994	5 316	6	7	7	7	7	7	7
R52 201 - R102 400		Statistics South Africa, regional	2 578	3 671	3 907	5	5	5	5	5	5	5
R102 401 - R204 800		Statistics South Africa, regional	1 680	2 874	3 058	4	4	4	4	4	4	4
R204 801 - R409 600		Statistics South Africa, regional	69	1 432	1 523	2	2	2	2	2	2	2
R409 601 - R819 200		Statistics South Africa, regional	242	430	458	1	1	1	1	1	1	1
> R819 200		Statistics South Africa, regional	245	305	325	0	0	0	0	0	0	0
Poverty profiles (no. of households)												
< R2 060 per household per month	13	0	8 656	15 807	16 824	19 508	20 678	21 256	21 850	22 461	23 089	23 089
	2	0	–	–	<R1600	<R1600	<R1600	<R1600	<R1600	<R1600	<R1600	<R1600
Household/demographics (000)												
Number of people in municipal area		Statistics South Africa, regional	200 524	155 718	170 654	198	210	210	210	210	210	210
Number of poor people in municipal area		Statistics South Africa, regional	–	–	–	–	–	–	–	–	–	–
Number of households in municipal area		Statistics South Africa, regional	36 413	43 417	47 582	55	58	58	58	58	58	58
Number of poor households in municipal area		Statistics South Africa, regional	8 656	15 807	17 323	20	21	21	21	21	21	21
Definition of poor household (R per month)		0	–	–	<R1600	<R1600	<R1600	<R1600	<R1600	<R1600	<R1600	<R1600
Housing statistics												
Formal	3	0	32 918	32 620	35 749	19 508	20 678	21 256	21 850	52 283	55 421	55 421
Informal		0	3	11	12	<R1600	<R1600	<R1600	<R1600	17 304	18 342	18 342
Total number of households			36 413	43 417	47 581	19 508	20 678	21 256	21 850	69 587	73 763	73 763

Dwellings provided by municipality	4	0	-	-	-	-	-	-	-	-	-	-
Dwellings provided by province/s		0	-	-	-	-	-	-	-	-	-	-
Dwellings provided by private sector	5	0	-	-	-	-	-	-	-	-	-	-
Total new housing dwellings			-	-	-	-	-	-	-	-	-	-
Economic	6											
Inflation/inflation outlook (CPIX)					5.2%	4.5%	4.6%	4.0%	4.4%	4.5%	5.2%	
Interest rate - borrowing					10.5%	10.5%	10.5%	0.0%	0.0%	0.0%	0.0%	
Interest rate - investment					8.5%	8.5%	8.5%	0.0%	0.0%	0.0%	0.0%	
Remuneration increases					7.0%	6.3%	7.0%	7.3%	6.9%	6.9%	7.7%	
Consumption growth (electricity)					1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	
Consumption growth (water)					-1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	
Collection rates	7											
Property tax/service charges					96.0%	96.0%	96.0%	96.0%	96.0%	96.0%	96.0%	
Rental of facilities & equipment					97.0%	97.0%	97.0%	97.0%	97.0%	97.0%	97.0%	
Interest - external investments					100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	
Interest - debtors					96.0%	96.0%	96.0%	96.0%	96.0%	96.0%	96.0%	
Revenue from agency services					100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	

Detail on the provision of municipal services for A10

Total municipal services	Ref.		2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
		Household service targets (000)									
		Water:									
		Piped water inside dwelling	40 626	40 626	40 676	40 676	40 676	40 726	40 776	40 826	40 826
		Piped water inside yard (but not in dwelling)	4 461	4 461	4 561	4 561	4 561	4 664	4 769	4 876	4 876
8		Using public tap (at least min.service level)	4 778	4 778	4 878	4 878	4 878	4 980	5 084	5 191	5 191
10		Other water supply (at least min.service level)	684	684	834	834	834	1 017	1 240	1 512	1 512
		<i>Minimum Service Level and Above sub-total</i>	50 550	50 550	50 950	50 950	50 950	51 387	51 869	52 404	52 404
9		Using public tap (< min.service level)	1 170	1 170	1 070	1 070	1 070	979	896	820	820
10		Other water supply (< min.service level)	-	-	-	-	-	-	-	-	-
		No water supply	207	207	157	157	157	119	90	68	68
		<i>Below Minimum Service Level sub-total</i>	1 377	1 377	1 227	1 227	1 227	1 098	986	888	888
		Total number of households	51 927	51 927	52 177	52 177	52 177	52 485	52 855	53 292	53 292
		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)	46 256	46 256	46 306	46 306	46 306	46 356	46 406	46 456	46 456
		Flush toilet (with septic tank)	2 165	2 165	2 265	2 265	2 265	2 370	2 480	2 595	2 595
		Chemical toilet	407	407	420	420	420	433	446	460	460
		Pit toilet (ventilated)	50	50	-	-	-	-	-	-	-
		Other toilet provisions (> min.service level)	1 898	1 898	2 236	2 236	2 236	2 633	3 101	3 652	3 652
		<i>Minimum Service Level and Above sub-total</i>	50 777	50 777	51 227	51 227	51 227	51 792	52 433	53 163	53 163

		Bucket toilet	800	800	700	700	700	613	537	470	470
		Other toilet provisions (< min.service level)	50	50	—	—	—	—	—	—	—
		No toilet provisions	300	300	250	250	250	208	173	144	144
		<i>Below Minimum Service Level sub-total</i>	1 150	1 150	950	950	950	821	710	614	614
		Total number of households	51 927	51 927	52 177	52 177	52 177	52 613	53 143	53 777	53 777
		<u>Energy:</u>									
		Electricity (at least min.service level)	14 821	14 821	15 071	15 071	15 071	15 325	15 583	15 846	15 846
		Electricity - prepaid (min.service level)	35 003	35 003	35 253	35 253	35 253	35 505	35 759	36 014	36 014
		<i>Minimum Service Level and Above sub-total</i>	49 824	49 824	50 324	50 324	50 324	50 830	51 342	51 860	51 860
		Electricity (< min.service level)	150	150	150	150	150	150	150	150	150
		Electricity - prepaid (< min. service level)	—	—	—	—	—	—	—	—	—
		Other energy sources	1 953	1 953	1 703	1 703	1 703	1 485	1 295	1 129	1 129
		<i>Below Minimum Service Level sub-total</i>	2 103	2 103	1 853	1 853	1 853	1 635	1 445	1 279	1 279
		Total number of households	51 927	51 927	52 177	52 177	52 177	52 465	52 787	53 140	53 140
		<u>Refuse:</u>									
		Removed at least once a week	47 649	47 649	48 149	48 149	48 149	48 654	49 164	49 680	49 680
		<i>Minimum Service Level and Above sub-total</i>	47 649	47 649	48 149	48 149	48 149	48 654	49 164	49 680	49 680
		Removed less frequently than once a week	—	—	—	—	—	—	—	—	—
		Using communal refuse dump	1 028	1 028	978	978	978	930	885	841	841
		Using own refuse dump	2 100	2 100	2 000	2 000	2 000	1 905	1 815	1 728	1 728
		Other rubbish disposal	750	750	700	700	700	653	609	568	568
		No rubbish disposal	400	400	350	350	350	306	268	234	234
		<i>Below Minimum Service Level sub-total</i>	4 278	4 278	4 028	4 028	4 028	3 794	3 576	3 372	3 372
		Total number of households	51 927	51 927	52 177	52 177	52 177	52 448	52 740	53 052	53 052
Municipal in-house services	Ref.		2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
		<u>Household service targets (000)</u>									
		<u>Water:</u>									
		Piped water inside dwelling	40 626	40 626	40 676	40 676	40 676	40 726	40 776	40 826	40 826
		Piped water inside yard (but not in dwelling)	4 461	4 461	4 561	4 561	4 561	4 664	4 769	4 876	4 876
8		Using public tap (at least min.service level)	4 778	4 778	4 878	4 878	4 878	4 980	5 084	5 191	5 191
10		Other water supply (at least min.service level)	684	684	834	834	834	1 017	1 240	1 512	1 512
		<i>Minimum Service Level and Above sub-total</i>	50 550	50 550	50 950	50 950	50 950	51 387	51 869	52 404	52 404
9		Using public tap (< min.service level)	1 170	1 170	1 070	1 070	1 070	979	896	820	820
10		Other water supply (< min.service level)	—	—	—	—	—	—	—	—	—
		No water supply	207	207	157	157	157	119	90	68	68
		<i>Below Minimum Service Level sub-total</i>	1 377	1 377	1 227	1 227	1 227	1 098	986	888	888
		Total number of households	51 927	51 927	52 177	52 177	52 177	52 485	52 855	53 292	53 292
		<u>Sanitation/sewerage:</u>									
		Flush toilet (connected to sewerage)	46 256	46 256	46 306	46 306	46 306	46 356	46 406	46 456	46 456
		Flush toilet (with septic tank)	2 165	2 165	2 265	2 265	2 265	2 370	2 480	2 595	2 595
		Chemical toilet	407	407	420	420	420	433	446	460	460
		Pit toilet (ventilated)	50	50	—	—	—	—	—	—	—
		Other toilet provisions (> min.service level)	1 898	1 898	2 236	2 236	2 236	2 633	3 101	3 652	3 652
		<i>Minimum Service Level and Above sub-total</i>	50 777	50 777	51 227	51 227	51 227	51 792	52 433	53 163	53 163
		Bucket toilet	800	800	700	700	700	613	537	470	470
		Other toilet provisions (< min.service level)	50	50	—	—	—	—	—	—	—
		No toilet provisions	300	300	250	250	250	208	173	144	144

		<i>Below Minimum Service Level sub-total</i>	1 150	1 150	950	950	950	821	710	614	614
		Total number of households	51 927	51 927	52 177	52 177	52 177	52 613	53 143	53 777	53 777
		Energy:									
		Electricity (at least min.service level)	14 821	14 821	15 071	15 071	15 071	15 325	15 583	15 846	15 846
		Electricity - prepaid (min.service level)	35 003	35 003	35 253	35 253	35 253	35 505	35 759	36 014	36 014
		<i>Minimum Service Level and Above sub-total</i>	49 824	49 824	50 324	50 324	50 324	50 830	51 342	51 860	51 860
		Electricity (< min.service level)	150	150	150	150	150	150	150	150	150
		Electricity - prepaid (< min. service level)	–	–				–	–	–	–
		Other energy sources	1 953	1 953	1 703	1 703	1 703	1 485	1 295	1 129	1 129
		<i>Below Minimum Service Level sub-total</i>	2 103	2 103	1 853	1 853	1 853	1 635	1 445	1 279	1 279
		Total number of households	51 927	51 927	52 177	52 177	52 177	52 465	52 787	53 140	53 140
		Refuse:									
		Removed at least once a week	47 649	47 649	48 149	48 149	48 149	48 654	49 164	49 680	49 680
		<i>Minimum Service Level and Above sub-total</i>	47 649	47 649	48 149	48 149	48 149	48 654	49 164	49 680	49 680
		Removed less frequently than once a week	–	–				–	–	–	–
		Using communal refuse dump	1 028	1 028	978	978	978	930	885	841	841
		Using own refuse dump	2 100	2 100	2 000	2 000	2 000	1 905	1 815	1 728	1 728
		Other rubbish disposal	750	750	700	700	700	653	609	568	568
		No rubbish disposal	400	400	350	350	350	306	268	234	234
		<i>Below Minimum Service Level sub-total</i>	4 278	4 278	4 028	4 028	4 028	3 794	3 576	3 372	3 372
		Total number of households	51 927	51 927	52 177	52 177	52 177	52 448	52 740	53 052	53 052
Municipal entity services	Ref.		2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26	
Name of municipal entity		Household service targets (000)									
		Water:									
		Piped water inside dwelling	–	–	–	–	–	–	–	–	–
		Piped water inside yard (but not in dwelling)	–	–	–	–	–	–	–	–	–
8		Using public tap (at least min.service level)	–	–	–	–	–	–	–	–	–
10		Other water supply (at least min.service level)	–	–	–	–	–	–	–	–	–
		<i>Minimum Service Level and Above sub-total</i>	–	–	–	–	–	–	–	–	–
9		Using public tap (< min.service level)	–	–	–	–	–	–	–	–	–
10		Other water supply (< min.service level)	–	–	–	–	–	–	–	–	–
		No water supply	–	–	–	–	–	–	–	–	–
		<i>Below Minimum Service Level sub-total</i>	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
Name of municipal entity		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)	–	–	–	–	–	–	–	–	–
		Flush toilet (with septic tank)	–	–	–	–	–	–	–	–	–
		Chemical toilet	–	–	–	–	–	–	–	–	–
		Pit toilet (ventilated)	–	–	–	–	–	–	–	–	–
		Other toilet provisions (> min.service level)	–	–	–	–	–	–	–	–	–
		<i>Minimum Service Level and Above sub-total</i>	–	–	–	–	–	–	–	–	–
		Bucket toilet	–	–	–	–	–	–	–	–	–
		Other toilet provisions (< min.service level)	–	–	–	–	–	–	–	–	–
		No toilet provisions	–	–	–	–	–	–	–	–	–
		<i>Below Minimum Service Level sub-total</i>	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
Name of municipal entity		Energy:									
		Electricity (at least min.service level)	–	–	–	–	–	–	–	–	–

Name of municipal entity		Electricity - prepaid (min.service level)	-	-	-	-	-	-	-	-	
		Minimum Service Level and Above sub-total	-	-	-	-	-	-	-	-	
		Electricity (< min.service level)	-	-	-	-	-	-	-	-	
		Electricity - prepaid (< min. service level)	-	-	-	-	-	-	-	-	
		Other energy sources	-	-	-	-	-	-	-	-	
		Below Minimum Service Level sub-total	-	-	-	-	-	-	-	-	
		Total number of households	-	-	-	-	-	-	-	-	
		Refuse:	-	-	-	-	-	-	-	-	
		Removed at least once a week	-	-	-	-	-	-	-	-	
		Minimum Service Level and Above sub-total	-	-	-	-	-	-	-	-	
		Removed less frequently than once a week	-	-	-	-	-	-	-	-	
		Using communal refuse dump	-	-	-	-	-	-	-	-	
		Using own refuse dump	-	-	-	-	-	-	-	-	
	Other rubbish disposal	-	-	-	-	-	-	-	-		
	No rubbish disposal	-	-	-	-	-	-	-	-		
	Below Minimum Service Level sub-total	-	-	-	-	-	-	-	-		
	Total number of households	-	-	-	-	-	-	-	-		
Services provided by 'external mechanisms'	Ref.		2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Names of service providers		Household service targets (000)									
	8 10	Water:									
		Piped water inside dwelling	-	-	-	-	-	-	-	-	-
		Piped water inside yard (but not in dwelling)	-	-	-	-	-	-	-	-	-
		Using public tap (at least min.service level)	-	-	-	-	-	-	-	-	-
		Other water supply (at least min.service level)	-	-	-	-	-	-	-	-	-
		Minimum Service Level and Above sub-total	-	-	-	-	-	-	-	-	-
		Using public tap (< min.service level)	-	-	-	-	-	-	-	-	-
		Other water supply (< min.service level)	-	-	-	-	-	-	-	-	-
		No water supply	-	-	-	-	-	-	-	-	-
		Below Minimum Service Level sub-total	-	-	-	-	-	-	-	-	-
		Total number of households	-	-	-	-	-	-	-	-	-
		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)	-	-	-	-	-	-	-	-	-
Flush toilet (with septic tank)	-	-	-	-	-	-	-	-	-		
Chemical toilet	-	-	-	-	-	-	-	-	-		
Pit toilet (ventilated)	-	-	-	-	-	-	-	-	-		
Other toilet provisions (> min.service level)	-	-	-	-	-	-	-	-	-		
Minimum Service Level and Above sub-total	-	-	-	-	-	-	-	-	-		
Bucket toilet	-	-	-	-	-	-	-	-	-		
Other toilet provisions (< min.service level)	-	-	-	-	-	-	-	-	-		
No toilet provisions	-	-	-	-	-	-	-	-	-		
Below Minimum Service Level sub-total	-	-	-	-	-	-	-	-	-		
Total number of households	-	-	-	-	-	-	-	-	-		
Names of service providers		Energy:									
		Electricity (at least min.service level)	-	-	-	-	-	-	-	-	
		Electricity - prepaid (min.service level)	-	-	-	-	-	-	-	-	-
		Minimum Service Level and Above sub-total	-	-	-	-	-	-	-	-	-
		Electricity (< min.service level)	-	-	-	-	-	-	-	-	-
		Electricity - prepaid (< min. service level)	-	-	-	-	-	-	-	-	

	Other energy sources	-	-	-	-	-	-	-	-	-
	<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
Names of service providers	Total number of households	-	-	-	-	-	-	-	-	-
	Refuse:									
	Removed at least once a week	-	-	-	-	-	-	-	-	-
	<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-
	Removed less frequently than once a week	-	-	-	-	-	-	-	-	-
	Using communal refuse dump	-	-	-	-	-	-	-	-	-
	Using own refuse dump	-	-	-	-	-	-	-	-	-
	Other rubbish disposal	-	-	-	-	-	-	-	-	-
	No rubbish disposal	-	-	-	-	-	-	-	-	-
	<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-
	Total number of households	-	-	-	-	-	-	-	-	-
Detail of Free Basic Services (FBS) provided		2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Electricity	Ref. <u>Location of households for each type of FBS</u>									
List type of FBS service	Formal settlements - (50 kwh per indigent household per month Rands)	13 321 030	14 758 992	18 155 071	17 685 253	17 685 253	17 685 253	71 634 445	82 021 440	90 961 777
	Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
	Informal settlements (Rands)	-	-	-	-	-	-	-	-	-
	Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
	Informal settlements targeted for upgrading (Rands)	-	-	-	-	-	-	-	-	-
	Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
	Living in informal backyard rental agreement (Rands)	-	-	-	-	-	-	-	-	-
	Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
	Other (Rands)	-	-	-	-	-	-	-	-	-
	Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
	Total cost of FBS - Electricity for informal settlements	-	-	-	-	-	-	-	-	-
Water	Ref. <u>Location of households for each type of FBS</u>									
List type of FBS service	Formal settlements - (6 kilolitre per indigent household per month Rands)	21 106 158	25 538 738	25 194 935	8 277 972	8 157 234	8 157 234	8 565 096	8 993 350	9 443 018
	Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
	Informal settlements (Rands)	-	-	-	-	-	-	-	-	-
	Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
	Informal settlements targeted for upgrading (Rands)	-	-	-	-	-	-	-	-	-
	Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
	Living in informal backyard rental agreement (Rands)	-	-	-	-	-	-	-	-	-

		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	
		Other (Rands)	-	-	-	-	-	-	-	-	
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	
		Total cost of FBS - Water for informal settlements	-	-	-	-	-	-	-	-	
Sanitation	Ref.	Location of households for each type of FBS									
List type of FBS service		Formal settlements - (free sanitation service to indigent households)	9 607 052	10 545 132	10 039 242	11 325 696	9 240 803	9 240 803	9 795 251	10 382 966	11 005 944
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	
		Informal settlements (Rands)	-	-	-	-	-	-	-	-	
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	
		Informal settlements targeted for upgrading (Rands)	-	-	-	-	-	-	-	-	
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	
		Living in informal backyard rental agreement (Rands)	-	-	-	-	-	-	-	-	
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	
		Other (Rands)	-	-	-	-	-	-	-	-	
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	
		Total cost of FBS - Sanitation for informal settlements	-	-	-	-	-	-	-	-	
Refuse Removal	Ref.	Location of households for each type of FBS									
List type of FBS service		Formal settlements - (removed once a week to indigent households)	-	-	-	19 725 134	19 725 134	19 725 134	21 500 396	23 435 432	25 544 621
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
		Informal settlements (Rands)	-	-	-	-	-	-	-	-	-
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
		Informal settlements targeted for upgrading (Rands)	-	-	-	-	-	-	-	-	-
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
		Living in informal backyard rental agreement (Rands)	-	-	-	-	-	-	-	-	-
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
		Other (Rands)	-	-	-	-	-	-	-	-	-
		Number of HH receiving this type of FBS	-	-	-	-	-	-	-	-	-
		Total cost of FBS - Refuse Removal for informal settler	-	-	-	-	-	-	-	-	-

WC024 Stellenbosch Supporting Table SA10 Funding measurement

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Funding measures												
Cash/cash equivalents at the year end - R'000	18(1)b	1	535 125	2 626 464	1 425 381	705 898	923 068	923 068	(2 266 751)	428 557	354 570	333 672
Cash + investments at the yr end less applications - R'000	18(1)b	2	245 286	196 871	263 431	348 135	353 138	353 138	67 012	258 940	131 498	217 435
Cash year end/monthly employee/supplier payments	18(1)b	3	4.5	19.7	10.1	4.5	5.9	5.9	(19.8)	2.6	2.0	1.7
Surplus/(Deficit) excluding depreciation offsets: R'000	18(1)	4	-	-	-	-	-	-	-	-	-	-
Service charge rev % change - macro CPIX target exclusive	18(1)a,(2)	5	N.A.	0.5%	7.9%	4.2%	(8.1%)	(6.0%)	(17.6%)	3.6%	4.5%	2.7%
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	6	0.0%	57.6%	49.1%	44.5%	40.5%	40.5%	(42.9%)	41.7%	42.9%	43.6%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	7	4.9%	4.9%	5.0%	5.0%	5.9%	5.9%	4.7%	5.6%	5.2%	4.9%
Capital payments % of capital expenditure	18(1)c;19	8	3.9%	34.9%	11.4%	0.0%	0.0%	0.0%	2.4%	114.3%	114.1%	114.1%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	9	0.0%	0.0%	(58.7%)	50.6%	58.8%	58.8%	0.0%	53.1%	42.1%	44.4%
Grants % of Govt. legislated/gazetted allocations	18(1)a	10								100.9%	100.6%	100.6%
Current consumer debtors % change - incr(decr)	18(1)a	11	N.A.	(18.1%)	(18.7%)	49.2%	(4.1%)	0.0%	7.3%	6.4%	12.2%	15.2%
Long term receivables % change - incr(decr)	18(1)a	12	N.A.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
R&M % of Property Plant & Equipment	20(1)(vi)	13	0.9%	1.2%	1.1%	1.8%	1.8%	1.8%	(429.4%)	1.9%	1.9%	1.8%
Asset renewal % of capital budget	20(1)(vi)	14	2.5%	7.7%	12.0%	7.7%	7.0%	7.0%	0.0%	6.7%	5.1%	17.9%

References

1. Positive cash balances indicative of minimum compliance - subject to 2
2. Deduct cash and investment applications (defined) from cash balances
3. Indicative of sufficient liquidity to meet average monthly operating payments
4. Indicative of funded operational requirements
5. Indicative of adherence to macro-economic targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
6. Realistic average cash collection forecasts as % of annual billed revenue
7. Realistic average increase in debt impairment (doubtful debt) provision
8. Indicative of planned capital expenditure level & cash payment timing
9. Indicative of compliance with borrowing 'only' for the capital budget - should not exceed 100% unless refinancing
10. Substantiation of National/Province allocations included in budget
11. Indicative of realistic current arrear debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
12. Indicative of realistic long term arrear debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
13. Indicative of a credible allowance for repairs & maintenance of assets - functioning assets revenue protection
14. Indicative of a credible allowance for asset renewal (requires analysis of asset renewal projects as % of total capital projects - detailed capital plan) - functioning assets revenue protection

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Supporting indicators												
% incr <i>total service charges (incl prop rates)</i>	18(1)a			6.5%	13.9%	10.2%	(2.1%)	0.0%	(11.6%)	9.6%	10.5%	8.7%
% incr Property Tax	18(1)a			7.9%	7.0%	4.0%	(0.0%)	0.0%	(4.1%)	7.9%	6.5%	6.0%
% incr Service charges - Water	18(1)a			12.5%	19.6%	11.9%	(4.1%)	0.0%	(17.4%)	12.5%	14.5%	10.9%
% incr Service charges - Waste Water Management	18(1)a			(21.7%)	9.2%	20.4%	0.0%	0.0%	(3.1%)	5.0%	5.0%	5.0%
% incr Service charges - Waste Management	18(1)a			11.3%	10.4%	6.7%	0.0%	0.0%	(11.4%)	(0.4%)	6.0%	6.0%
#REF!	18(1)a			16.2%	15.7%	12.2%	0.0%	0.0%	(12.9%)	13.4%	9.0%	9.0%
% incr in Sale of Goods and Rendering of Services	18(1)a			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total billable revenue	18(1)a		1 245 801	1 327 100	1 512 168	1 666 593	1 632 137	1 632 137	1 442 135	1 789 180	1 977 847	2 149 351
Service charges			1 245 801	1 327 100	1 512 168	1 666 593	1 632 137	1 632 137	1 442 135	1 789 180	1 977 847	2 149 351
Property rates			365 675	394 484	421 969	438 941	438 941	438 941	420 835	473 589	504 285	534 542
Service charges - electricity revenue			562 275	632 401	756 431	846 763	812 308	812 308	670 673	913 669	1 046 151	1 160 182
Service charges - water revenue			171 632	134 426	146 830	176 783	176 783	176 783	171 278	185 622	194 903	204 648
Service charges - sanitation revenue			83 262	92 639	102 285	109 134	109 134	109 134	96 648	108 647	115 165	122 075
Service charges - refuse removal			62 957	73 150	84 652	94 971	94 971	94 971	82 700	107 654	117 342	127 903
Service charges - other												
Interest			2 664	3 248	3 020	4 281	3 192	3 192	2 952	3 358	3 516	3 681
Capital expenditure excluding capital grant funding			280 685	381 156	245 297	276 790	238 082	238 082	130 531	376 826	474 946	393 797
Cash receipts from ratepayers	18(1)a		369	2 339 395	2 197 361	2 116 232	1 897 615	1 897 615	(1 919 722)	2 106 841	2 335 571	2 529 714
Ratepayer & Other revenue	18(1)a		3 771 135	4 059 314	4 472 285	4 753 780	4 680 756	4 680 756	4 477 115	5 055 473	5 439 310	5 805 737
Change in consumer debtors (current and non-current)		N/A		33 860	4 762	79 978	(16 463)	–	(111 959)	145 665	47 620	59 535
Operating and Capital Grant Revenue	18(1)a		300 619	278 295	319 400	366 410	344 598	344 598	268 572	344 766	340 957	400 695
Capital expenditure - total	20(1)(vi)		408 562	392 941	340 170	409 273	378 709	378 709	210 334	504 800	589 095	503 056
Capital expenditure - renewal	20(1)(vi)		10 136	30 214	40 909	31 358	26 643	26 643		33 634	30 231	90 031
Supporting benchmarks												
Growth guideline maximum			6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
CPI guideline			4.3%	3.9%	4.6%	5.0%	5.0%	5.0%	5.0%	5.4%	5.6%	5.4%
DoRA operating grants total MFY										207 177	223 740	248 888
Provincial operating grants										30 763	23 067	60 253
Provincial capital grants										24 666	34 133	30 656
District Municipality grants										–	–	–
Total gazetted/advised national, provincial and district grants										341 796	338 756	398 400
Average annual collection rate (arrears inclusive)												

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
DoRA operating												
Operational Revenue:General Revenue:Equitable Share										200 841	222 190	247 200
Operational:Revenue:General Revenue:Fuel Levy										-	-	-
2014 African Nations Championship Host City Operating Grant [Schedule 5B]										-	-	-
Agriculture Research and Technology										-	-	-
Agriculture, Conservation and Environmental										-	-	-
Arts and Culture Sustainable Resource Management										-	-	-
Community Library										-	-	-
Department of Environmental Affairs										-	-	-
Department of Tourism										-	-	-
Department of Water Affairs and Sanitation Masibambane										-	-	-
Emergency Medical Service										-	-	-
Energy Efficiency and Demand-side [Schedule 5B]										-	-	-
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]										4 786	-	-
HIV and Aids										-	-	-
Housing Accreditation										-	-	-
Housing Top structure										-	-	-
Infrastructure Skills Development Grant [Schedule 5B]										-	-	-
Integrated City Development Grant										-	-	-
Khayelitsha Urban Renewal										-	-	-
Local Government Financial Management Grant [Schedule 5B]										1 550	1 550	1 688
Mitchell's Plain Urban Renewal										-	-	-
Municipal Demarcation and Transition Grant [Schedule 5B]										-	-	-
Municipal Disaster Grant [Schedule 5B]										-	-	-
Municipal Human Settlement Capacity Grant [Schedule 5B]										-	-	-
Municipal Systems Improvement Grant										-	-	-
Natural Resource Management Project										-	-	-
Neighbourhood Development Partnership Grant										-	-	-
Operation Clean Audit										-	-	-
Municipal Disaster Recovery Grant										-	-	-
Public Service Improvement Facility										-	-	-
Public Transport Network Operations Grant [Schedule 5B]										-	-	-
Restructuring - Seed Funding										-	-	-
Revenue Enhancement Grant Debtors Book										-	-	-
Rural Road Asset Management Systems Grant										-	-	-
Sport and Recreation										-	-	-
Terrestrial Invasive Alien Plants										-	-	-
Water Services Operating Subsidy Grant [Schedule 5B]										-	-	-
Health Hygiene in Informal Settlements										-	-	-
Municipal Infrastructure Grant [Schedule 5B]										-	-	-
Water Services Infrastructure Grant										-	-	-
Public Transport Network Grant [Schedule 5B]										-	-	-

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Smart Connect Grant										-	-	-
Urban Settlement Development Grant										-	-	-
WiFi Grant [Department of Telecommunications and Postal Services										-	-	-
Street Lighting										-	-	-
Traditional Leaders - Imbizon										-	-	-
Department of Water and Sanitation Smart Living Handbook										-	-	-
Integrated National Electrification Programme Grant										-	-	-
Municipal Restructuring Grant										-	-	-
Regional Bulk Infrastructure Grant										-	-	-
Municipal Emergency Housing Grant										-	-	-
Metro Informal Settlements Partnership Grant										-	-	-
Integrated Urban Development Grant										2 971	2 201	2 295
Programme and Project Preparation Support Grant										-	-	-
										207 177	223 740	248 888
DoRA Capital												
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]										22 750	16 000	15 000
Municipal Infrastructure Grant [Schedule 5B]										-	-	-
Municipal Water Infrastructure Grant [Schedule 5B]										-	-	-
Neighbourhood Development Partnership Grant [Schedule 5B]										-	-	-
Public Transport Infrastructure Grant [Schedule 5B]										-	-	-
Rural Household Infrastructure Grant [Schedule 5B]										-	-	-
Rural Road Asset Management Systems Grant [Schedule 5B]										-	-	-
Urban Settlement Development Grant [Schedule 4B]										-	-	-
Municipal Human Settlement										-	-	-
Community Library										-	-	-
Integrated City Development Grant [Schedule 4B]										-	-	-
Municipal Disaster Recovery Grant										-	-	-
Energy Efficiency and Demand Side Management Grant										-	-	-
Khayelitsha Urban Renewal										-	-	-
Local Government Financial Management Grant [Schedule 5B]										-	-	-
Municipal Systems Improvement Grant [Schedule 5B]										-	-	-
Public Transport Network Grant [Schedule 5B]										-	-	-
Public Transport Network Operations Grant [Schedule 5B]										-	-	-
Regional Bulk Infrastructure Grant (Schedule 5B)										-	-	-
Water Services Infrastructure Grant [Schedule 5B]										-	-	-
WIFI Connectivity										-	-	-
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]										-	-	-
Aquaaponic Project										-	-	-
Restitution Settlement										-	-	-
Infrastructure Skills Development Grant [Schedule 5B]										-	-	-
Restructuring Seed Funding										-	-	-
Municipal Disaster Relief Grant										-	-	-
Municipal Emergency Housing Grant										-	-	-

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Metro Informal Settlements Partnership Grant										-	-	-
Integrated Urban Development Grant										56 440	41 816	43 603

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
<u>Trend</u>												
Change in consumer debtors (current and non-current)			16 474	33 860	4 762	79 978	(16 463)	–	(111 959)	145 665	47 620	59 535
<u>Total Operating Revenue</u>			1 617 512	1 735 542	1 949 813	2 103 783	2 089 954	2 089 954	1 891 223	2 284 927	2 504 162	2 757 998
<u>Total Operating Expenditure</u>			1 653 824	1 833 530	1 925 744	2 102 065	2 119 665	2 119 665	1 481 974	2 258 349	2 439 514	2 690 369
<u>Operating Performance Surplus/(Deficit)</u>			(36 311)	(97 987)	24 068	1 718	(29 711)	(29 711)	409 249	26 578	64 648	67 629
<u>Cash and Cash Equivalents (30 June 2012)</u>										–		
<u>Revenue</u>												
% Increase in Total Operating Revenue				7.3%	12.3%	7.9%	(0.7%)	0.0%	(9.5%)	9.3%	9.6%	10.1%
% Increase in Property Rates Revenue				7.9%	7.0%	4.0%	(0.0%)	0.0%	(4.1%)	12.5%	6.5%	6.0%
% Increase in Electricity Revenue				12.5%	19.6%	11.9%	(4.1%)	0.0%	(17.4%)	12.5%	14.5%	10.9%
% Increase in Property Rates & Services Charges				6.5%	13.9%	10.2%	(2.1%)	0.0%	(11.6%)	9.6%	10.5%	8.7%
<u>Expenditure</u>												
% Increase in Total Operating Expenditure				10.9%	5.0%	9.2%	0.8%	0.0%	(30.1%)	6.5%	8.0%	10.3%
% Increase in Employee Costs				12.6%	(1.6%)	13.6%	(5.4%)	0.0%	(23.3%)	4.5%	2.2%	6.9%
% Increase in Electricity Bulk Purchases				1.9%	24.9%	4.4%	(1.4%)	0.0%	(28.2%)	17.0%	22.0%	22.0%
Average Cost Per Budgeted Employee Position (Remuneration)					399272.6438	1303682.177				1255474.693		
Average Cost Per Councillor (Remuneration)					0	0				0		
R&M % of PPE			0.9%	1.1%	1.1%	1.7%	1.7%	1.7%		1.8%	1.7%	1.7%
Asset Renewal and R&M as a % of PPE			3.3%	2.9%	4.1%	4.5%	3.9%	3.9%		4.8%	5.6%	5.4%
Debt Impairment % of Total Billable Revenue			4.9%	4.9%	5.0%	5.0%	5.9%	5.9%	4.7%	5.6%	5.2%	4.9%
<u>Capital Revenue</u>												
Internally Funded & Other (R'000)			13 471	141 384	128 766	140 000	94 368	94 368	59 191	200 000	200 000	175 000
Borrowing (R'000)			–	–	–	–	–	–	–	–	–	–
Grant Funding and Other (R'000)			408 562	392 941	340 170	409 273	378 709	378 709	210 334	504 800	589 095	503 056
Internally Generated funds % of Non Grant Funding			(88.2%)	(98.6%)	(100.0%)	(100.0%)	(100.0%)	(100.0%)	(100.0%)	(100.0%)	(100.0%)	(100.0%)
Borrowing % of Non Grant Funding			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Grant Funding % of Total Funding			164.6%	165.4%	292.0%	299.2%	263.5%	263.5%	294.8%	285.5%	214.3%	229.9%
<u>Capital Expenditure</u>												
Total Capital Programme (R'000)			389 588	390 748	340 120	409 273	378 709	378 709	210 334	504 800	589 095	503 056
Asset Renewal			138 950	102 737	179 364	174 705	137 966	137 966	–	195 977	262 044	258 681
Asset Renewal % of Total Capital Expenditure			35.7%	26.3%	52.7%	42.7%	36.4%	36.4%	0.0%	38.8%	44.5%	51.4%
<u>Cash</u>												
Cash Receipts % of Rate Payer & Other			0.0%	57.6%	49.1%	44.5%	40.5%	40.5%	(42.9%)	41.7%	42.9%	43.6%
Cash Coverage Ratio			0	0	0	0	0	0	(0)	0	0	0

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Borrowing												
Credit Rating (2009/10)										0		
Capital Charges to Operating			11.5%	11.6%	11.1%	10.1%	10.1%	10.1%	14.2%	12.2%	11.8%	11.1%
Borrowing Receipts % of Capital Expenditure			0.0%	0.0%	(58.7%)	50.6%	58.8%	58.8%	0.0%	53.1%	42.1%	44.4%
Reserves												
Surplus/(Deficit)			245 286	196 871	263 431	348 135	353 138	353 138	67 012	258 940	131 498	217 435
Free Services												
Free Basic Services as a % of Equitable Share			0.0%	14.9%	17.0%	31.7%	30.5%	30.5%		55.5%	56.2%	55.4%
Free Services as a % of Operating Revenue (excl operational transfers)			3.5%	3.5%	3.0%	3.1%	2.5%	2.5%		2.8%	2.7%	2.6%
Total Operating Revenue			1 617 512	1 735 542	1 949 813	2 103 783	2 089 954	2 089 954	1 891 223	2 284 927	2 504 162	2 757 998
Total Operating Expenditure			1 653 824	1 833 530	1 925 744	2 102 065	2 119 665	2 119 665	1 481 974	2 258 349	2 439 514	2 690 369
Surplus/(Deficit) Budgeted Operating Statement			(36 311)	(97 987)	24 068	1 718	(29 711)	(29 711)	409 249	26 578	64 648	67 629
Surplus/(Deficit) Considering Reserves and Cash Backing			245 286	196 871	263 431	348 135	353 138	353 138	67 012	258 940	131 498	217 435
MTREF Funded (1) / Unfunded (0)		15	1	1	1	1	1	1	1	1	1	1
MTREF Funded ✓ / Unfunded ✖		15	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

WC024 Stellenbosch - Supporting Table SA11 Property rates summary

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Valuation:	1									
Date of valuation:		02/07/2012	02/07/2012	01/07/2017	2019/2020	02/07/2020		02/07/2020	02/07/2020	02/07/2024
Financial year valuation used		2015/2016	Y	Y	Y			2023/2024	2024/2025	2025/2026
Municipal by-laws s6 in place? (Y/N)	2	Y	Y	Y	Y	Y	Y	Y	Y	
Municipal/assistant valuer appointed? (Y/N)		Y	N	N	N	Y	Y	Y	Y	
Municipal partnership s38 used? (Y/N)		Y	N	N	N	N	N	N	N	N
No. of assistant valuers (FTE)	3	2	2	2	-			1		
No. of data collectors (FTE)	3	8	8	8	5			4		
No. of internal valuers (FTE)	3	-	-	-	-			-		
No. of external valuers (FTE)	3	1	1	1	2			1		
No. of additional valuers (FTE)	4	-	-	-	-	3 Candidates	3 Candidates	3 Candidates		
Valuation appeal board established? (Y/N)		Y	Y	Y	Y	Y	Y	24	Y	
Implementation time of new valuation roll (mths)		24	12	12	12			24		
No. of properties	5	32 363	33 403	34 428	35 529		36	35 529	37660	39920
No. of sectional title values	5	7 105	7 617	7 930	8 245		8	8 245	8740	9264
No. of unreasonably difficult properties s7(2)		-	-	-	-			-	0	0
No. of supplementary valuations		2	2	2	1 154		1	-	0	0
No. of valuation roll amendments		-	-	-	71			-	0	0
No. of objections by rate payers		-	-	-	71			-	0	0
No. of appeals by rate payers		-	-	-	-			-	0	0
No. of successful objections	8	-	-	-	58			-	0	0
No. of successful objections > 10%	8	-	-	-	-			-	0	0
Supplementary valuation		-	-	-	-			-	0	0
Public service infrastructure value (Rm)	5	0	33	69	51		50 600	51	50 600 000	50 600 000
Municipality owned property value (Rm)		0	1 161	1 074	1 447		1 446 800	1 399	1 469 200 000	1 542 700 000
Valuation reductions:										
Valuation reductions-public infrastructure (Rm)		10	33	69	48		51	51	51	51
Valuation reductions-nature reserves/park (Rm)		11	-	-	44		44	44	44	44
Valuation reductions-mineral rights (Rm)		-	-	-	-		-	-	-	-
Valuation reductions-R15,000 threshold (Rm)		365	382	418	408		409	409	429	451
Valuation reductions-public worship (Rm)		334	189	370	453		453	453	475	499
Valuation reductions-other (Rm)		-	2	2	11		26	26	28	29
Total valuation reductions:		721	605	858	965	-	983	983	1 027	1 074
Total value used for rating (Rm)	5	48 963	69 851	70 957	93 055		93 461	93 461	99 069	105 013
Total land value (Rm)	5	20 656	10 583	-	458		687	687	728	772
Total value of improvements (Rm)	5	28 233	59 873	-	92 597		92 774	92 774	98 340	104 241
Total market value (Rm)	5	48 889	70 456	73 300	93 055		93 461	93 461	99 069	105 013
Rating:										
Residential rate used to determine rate for other categories? (Y/N)	5	Y	Y	Y		Y	Y	Y		
Differential rates used? (Y/N)		Y	Y	Y		N	N			
Limit on annual rate increase (s20)? (Y/N)		Y	Y	Y						
Special rating area used? (Y/N)		Y	Y	Y		Y	Y			
Phasing-in properties s21 (number)		-	-	-	-					
Rates policy accompanying budget? (Y/N)		Y	Y	Y		Y	Y			
Fixed amount minimum value (R'000)			200	200		N	N	N		
Non-residential prescribed ratio s19? (%)			25.0%	25.0%						
Rate revenue:										
Rate revenue budget (R'000)	6	410 028	440 338	465 679	496 613	486 268	486 268	530 400	564 815	598 704
Rate revenue expected to collect (R'000)	6									
Expected cash collection rate (%)										
Special rating areas (R'000)	7	5 586	7 427	7 523	-	-	-	-	-	-
Rebates, exemptions - indigent (R'000)		-	-	-	-	-	-	-	-	-
Rebates, exemptions - pensioners (R'000)		3 008	2 921	3 235	3 299	3 112	3 112	3 299	3 497	3 707
Rebates, exemptions - bona fide farm. (R'000)		-	11 406	11 464	-	-	-	-	-	-
Rebates, exemptions - other (R'000)		46 930	15 501	12 735	54 372	44 214	44 214	53 512	57 033	60 455
Phase-in reductions/discounts (R'000)		-	23 453	23 799	-	-	-	-	-	-
Total rebates, exemptns, reductns, discs (R'000)		49 938	53 282	51 233	57 671	47 326	47 326	56 811	60 530	64 162

WC024 Stellenbosch - Supporting Table SA12a Property rates by category (current year)

Description	Ref	Business and commercial properties	Industrial properties	Mining properties	Residential properties	Agricultural properties	Public benefit organisations	Public service purpose properties	Public service infrastructure properties	Vacant land	Sport Clubs and Fields (Bitou only)	Sectional Title Garages (Drakenstein only)	Sum
Current Year 2022/23													
Valuation:													
No. of properties		3 034	–	–	28 622	1 894	2	71	744	1 162	–	–	36
No. of sectional title property values		1 035	–	–	7 210		–	–	–	–	–	–	8
No. of unreasonably difficult properties s7(2)			–	–			–	–	–	–	–	–	–
No. of supplementary valuations		128	–	–	452	301	2	3	10	258	–	–	1
Supplementary valuation (Rm)		536	–	–	2 179	1 810	12	7	3	388	–	–	5
No. of valuation roll amendments		6	–	–	27	34	–	–	–	4	–	–	0
No. of objections by rate-payers		6	–	–	27	34	–	–	–	4	–	–	0
No. of appeals by rate-payers		–	–	–	–	–	–	–	–	–	–	–	–
No. of appeals by rate-payers finalised		–	–	–	–	–	–	–	–	–	–	–	–
No. of successful objections	5	4	–	–	21	31	–	–	–	2	–	–	0
No. of successful objections > 10%	5	–	–	–	–	–	–	–	–	–	–	–	–
Estimated no. of properties not valued		–	–	–	–	–	–	–	–	–	–	–	–
Years since last valuation (select)													
Frequency of valuation (select)													
Method of valuation used (select)													
Base of valuation (select)													
Phasing-in properties s21 (number)		–	–	–	–	–	–	–	–	–	–	–	–
Combination of rating types used? (Y/N)													
Flat rate used? (Y/N)													
Is balance rated by uniform rate/variable rate?													
Valuation reductions:													
Valuation reductions-public infrastructure (Rm)		–	–	–	–	–	–	–	51	–	–	–	50 600
Valuation reductions-nature reserves/park (Rm)		–	–	–	–	44	–	–	–	–	–	–	44 100
Valuation reductions-mineral rights (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-R15,000 threshold (Rm)		–	–	–	409	–	–	–	–	–	–	–	408 700
Valuation reductions-public worship (Rm)		364	–	–	89	–	–	–	–	–	–	–	452 800
Valuation reductions-other (Rm)	2	–	–	–	26	–	–	–	–	–	–	–	26 400
Total valuation reductions:		364			524	44			51				
Total value used for rating (Rm)	6	17 041	–	–	57 805	16 298	33	955	51	1 280	–	–	93 461 100
Total land value (Rm)	6	16	–	–	–	122	–	–	2	547	–	–	687 000
Total value of improvements (Rm)	6	17 024	–	–	57 805	16 176	33	955	49	733	–	–	92 774 000
Total market value (Rm)	6	17 041	–	–	57 805	16 298	33	955	51	1 280	–	–	93 461 100

Description	Ref	Business and commercial properties	Industrial properties	Mining properties	Residential properties	Agricultural properties	Public benefit organisations	Public service purpose properties	Public service infrastructure properties	Vacant land	Sport Clubs and Fields (Bitou only)	Sectional Title Garages (Drakenstein only)	Sum
Rating:													
Average rate	3	0.009780	-	-	0.004716	0.001186	0.001189	0.009993	-	0.010813	-	-	
Rate revenue budget (R '000)		166 651	-	-	272 599	19 325	39	9 543	-	13 837	-	-	481 994
Rate revenue expected to collect (R'000)		-	-	-	-	-	-	-	-	-	-	-	-
Expected cash collection rate (%)	4	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	-
Special rating areas (R'000)		3 076			5 720	349		103		39			9 286
Rebates, exemptions - indigent (R'000)		-	-	-	-	-	-	-	-	-	-	-	-
Rebates, exemptions - pensioners (R'000)		-	-	-	4 216	-	-	-	-	-	-	-	4 216
Rebates, exemptions - bona fide farm. (R'000)		-	-	-	-	6	-	-	-	-	-	-	6
Rebates, exemptions - other (R'000)		8 809	-	-	24 343	-	-	-	-	-	-	-	33 152
Phase-in reductions/discounts (R'000)		-	-	-	-	-	-	-	-	-	-	-	-
Total rebates,exemptns,reductns,discs (R'000)		8 809	-	-	28 560	6	-	-	-	-	-	-	37 374

WC024 Stellenbosch - Supporting Table SA12b Property rates by category (budget year)

Description	Ref	Business and commercial properties	Industrial properties	Mining properties	Residential properties	Agricultural properties	Public benefit organisations	Public service purpose properties	Public service infrastructure properties	Vacant land	Sport Clubs and Fields (Bitou only)	Sectional Title Garages (Drakenstein only)	Sum
Budget Year 2023/24													
Valuation:													
No. of properties		3 034	-		28 622	1 894	2	71	744	1 162	-	-	36
No. of sectional title property values		1 035	-	-	7 210	-	-	-	-	-	-	-	8
No. of unreasonably difficult properties s7(2)		-	-	-	-	-	-	-	-	-	-	-	-
No. of supplementary valuations		-	-	-	-	-	-	-	-	-	-	-	-
Supplementary valuation (Rm)		-	-	-	-	-	-	-	-	-	-	-	-
No. of valuation roll amendments		-	-	-	-	-	-	-	-	-	-	-	-
No. of objections by rate-payers		-	-	-	-	-	-	-	-	-	-	-	-
No. of appeals by rate-payers		-	-	-	-	-	-	-	-	-	-	-	-
No. of appeals by rate-payers finalised		-	-	-	-	-	-	-	-	-	-	-	-
No. of successful objections	5	-	-	-	-	-	-	-	-	-	-	-	-
No. of successful objections > 10%	5	-	-	-	-	-	-	-	-	-	-	-	-
Estimated no. of properties not valued		-	-	-	-	-	-	-	-	-	-	-	-
Years since last valuation (select)													
Frequency of valuation (select)													
Method of valuation used (select)													
Base of valuation (select)													
Phasing-in properties s21 (number)		-	-	-	-	-	-	-	-	-	-	-	-
Combination of rating types used? (Y/N)													
Flat rate used? (Y/N)													
Is balance rated by uniform rate/variable rate?													
Valuation reductions:													
Valuation reductions-public infrastructure (Rm)		-	-	-	-	-	-	-	51	-	-	-	50 600
Valuation reductions-nature reserves/park (Rm)		-	-	-	-	44	-	-	-	-	-	-	44 100
Valuation reductions-mineral rights (Rm)		-	-	-	-	-	-	-	-	-	-	-	-
Valuation reductions-R15,000 threshold (Rm)		-	-	-	409	-	-	-	-	-	-	-	408 700
Valuation reductions-public worship (Rm)		364	-	-	89	-	-	-	-	-	-	-	452 800
Valuation reductions-other (Rm)	2	-	-	-	26	-	-	-	-	-	-	-	26 400
Total valuation reductions:		364			524	44			51				
Total value used for rating (Rm)	6	17 041	-	-	57 805	16 298	33	955	51	1 280	-	-	93 461 100
Total land value (Rm)	6	16	-	-	-	122	-	-	2	547	-	-	687 000
Total value of improvements (Rm)	6	17 024	-	-	57 805	16 176	33	955	49	733	-	-	92 774 000
Total market value (Rm)	6	17 041	-	-	57 805	16 298	33	955	51	1 280	-	-	93 461 100

Description	Ref	Business and commercial properties	Industrial properties	Mining properties	Residential properties	Agricultural properties	Public benefit organisations	Public service purpose properties	Public service infrastructure properties	Vacant land	Sport Clubs and Fields (Bitou only)	Sectional Title Garages (Drakenstein only)	Sum
Rating:													
Average rate	3	0.010367			0.004999	0.001257	0.001260	0.010593	-	0.011461	-	-	
Rate revenue budget (R '000)		176 657			288 981	20 479	42	10 116	-	14 667	-	-	510 942
Rate revenue expected to collect (R'000)		-	-	-	-	-	-	-	-	-	-	-	-
Expected cash collection rate (%)	4	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	-
Special rating areas (R'000)													-
Rebates, exemptions - indigent (R'000)		-	-	-	-	-	-	-	-	-	-	-	-
Rebates, exemptions - pensioners (R'000)		-	-	-	4 470	-	-	-	-	-	-	-	4 470
Rebates, exemptions - bona fide farm. (R'000)		-	-	-	-	6	-	-	-	-	-	-	6
Rebates, exemptions - other (R'000)		9 338	-	-	25 807	-	-	-	-	-	-	-	35 145
Phase-in reductions/discounts (R'000)		-	-	-	-	-	-	-	-	-	-	-	-
Total rebates,exemptns,reductns,discs (R'000)		9 338	-	-	30 277	6	-	-	-	-	-	-	39 621

WC024 Stellenbosch - Supporting Table SA13a Service Tariffs by category

Description	Ref	Provide description of tariff structure where appropriate	2019/20	2020/21	2021/22	Current Year 2022/23	2023/24 Medium Term Revenue & Expenditure Framework		
							Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Property rates <i>(rate in the Rand)</i>	1								
Residential properties		Rate in rand	0.0051	0.0054	0.0045	0.4759	0.0051	0.0054	0.0057
Residential properties - vacant land		Rate in rand	0.0102	0.0108	0.0090	0.9518	0.0101	0.0108	0.0115
Formal/informal settlements						-	-	-	-
Small holdings						-	-	-	-
Farm properties - used		Rate in rand	0.0013	0.0014	0.0011	0.1189	0.0013	0.0013	0.0014
Farm properties - not used		Rate in rand	0.0013	0.0014	0.0011	0.1189	0.0013	0.0013	0.0014
Industrial properties		Rate in rand	0.0112	0.0119	0.0099	1.0469	0.0112	0.0119	0.0126
Business and commercial properties		Rate in rand	0.0112	0.0119	0.0094	0.9993	0.0106	0.0113	0.0121
Communal land - residential		n/a				-	-	-	-
Communal land - small holdings		n/a				-	-	-	-
Communal land - farm property		n/a				-	-	-	-
Communal land - business and commercial		n/a				-	-	-	-
Communal land - other		n/a				-	-	-	-
State-owned properties		Res or Bus				-	-	-	-
Municipal properties		Res or Bus				-	-	-	-
Public service infrastructure		Rate in rand	0.0013	0.0014	0.0011	0.1189	0.0013	0.0013	0.0014
Privately owned towns serviced by the owner		n/a				-	-	-	-
State trust land		n/a				-	-	-	-
Restitution and redistribution properties		n/a				-	-	-	-
Protected areas		Rate in rand	0.0013	0.0014	0.0036	0.3807	0.0041	0.0043	0.0046
National monuments properties		n/a				-	-	-	-
Property rates by usage									
Business and commercial properties			-	-	-	-	-	-	-
Industrial properties			-	-	-	-	-	-	-
Mining properties			-	-	-	-	-	-	-
Residential properties			-	-	-	-	-	-	-
Agricultural properties			-	-	-	-	-	-	-
Public benefit organisations			-	-	-	-	-	-	-
Public service purpose properties			-	-	-	-	-	-	-
Public service infrastructure properties			-	-	-	-	-	-	-
Vacant land			-	-	-	-	-	-	-
Sport Clubs and Fields (Bitou only)			-	-	-	-	-	-	-
Sectional Title Garages (Drakenstein only)			-	-	-	-	-	-	-
Exemptions, reductions and rebates <i>(Rands)</i>									
Residential properties									
R15 000 threshold rebate			15 000	15 000	15 000	15 000	15 000	15 000	15 000
General residential rebate		Rate in rand	185 000	185 000	185 000	235 000	235 000	235 000	235 000
Indigent rebate or exemption		Rate in rand	185 000	185 000	185 000	235 000	235 000	235 000	235 000
Pensioners/social grants rebate or exemption		depends on	depends on	depends on	depends on	depends on	depends on	depends on	depends on
Temporary relief rebate or exemption		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Bona fide farmers rebate or exemption		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Other rebates or exemptions	2	-	-	-	-	-	-	-	-
Water tariffs									
Domestic									
Basic charge/fix fee <i>(Rands/month)</i>		Rands	61	66	74	78	83	88	92
Service point - vacant land <i>(Rands/month)</i>		-	n/a	n/a	n/a	-	-	-	-
Water usage - flat rate tariff <i>(c/k)</i>		-	n/a	n/a	n/a	-	-	-	-
Water usage - life line tariff		(describe structure)	-	n/a	n/a	-	-	-	-
Water usage - Block 1 (c/k)		0 kilolitres to 6 kiloliters	5	6	7	7	7	8	8
Water usage - Block 2 (c/k)		7 kiloliters to 12 kiloliters	8	9	10	11	11	11	12
Water usage - Block 3 (c/k)		13 kiloliters to 20 kiloliters	13	15	17	18	18	19	20
Water usage - Block 4 (c/k)		21 kiloliters to 25 kiloliters	20	25	31	33	33	35	36
Water usage - Block 5 (c/k)		-	-	-	-	-	-	-	-
Water usage - Block 6 (c/k)		-	-	-	-	-	-	-	-
Other	2	25 kilolitres and up	-	-	219	233	232	245	258

Description	Ref	Provide description of tariff structure where appropriate	2019/20	2020/21	2021/22	Current Year 2022/23	2023/24 Medium Term Revenue & Expenditure Framework		
							Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Waste water tariffs									
Domestic									
Basic charge/fixed fee (Rands/month)			-	n/a	n/a	-	-	-	-
Service point - vacant land (Rands/month)			-	n/a	n/a	-	-	-	-
Waste water - flat rate tariff (c/kl)			-	n/a	n/a	-	-	-	-
Volumetric charge - Block 1 (c/kl)		0 - 250	1 310	1 428	1 612	1 717	1 828	1 938	2 054
Volumetric charge - Block 2 (c/kl)		251 - 500	1 681	1 832	2 068	2 203	2 346	2 486	2 636
Volumetric charge - Block 3 (c/kl)		501 - 600	1 893	2 064	2 330	2 481	2 643	2 801	2 969
Volumetric charge - Block 4 (c/kl)		601 - 700	2 102	2 291	2 586	2 754	2 933	3 109	3 296
Other	2		-	n/a	n/a	-	-	-	-
Electricity tariffs									
Domestic									
Basic charge/fixed fee (Rands/month)			-	n/a	n/a	-	-	-	-
Service point - vacant land (Rands/month)			-	n/a	n/a	-	-	-	-
FBE		(how is this targeted?)	-	n/a	n/a	-	-	-	-
Life-line tariff - meter		0 - 50 kwh (c/kWh)	103	-	126	136	156	180	207
Life-line tariff - prepaid		51 - 350 kwh (c/kWh)	129	-	157	170	196	225	259
Flat rate tariff - meter (c/kwh)		351 - 600 kwh (c/kWh)	193	-	235	253	291	335	386
Flat rate tariff - prepaid (c/kwh)		601 - 99999 kwh (c/kWh)	222	-	270	291	335	386	444
Meter - IBT Block 1 (c/kwh)		0 - 50 kwh (c/kWh)	103	-	126	136	157	180	207
Meter - IBT Block 2 (c/kwh)		51 - 350 kwh (c/kWh)	134	-	162	175	201	232	267
Meter - IBT Block 3 (c/kwh)		351 - 600 kwh (c/kWh)	187	-	228	246	283	326	375
Meter - IBT Block 4 (c/kwh)		601 - 99999 kwh (c/kWh)	220	-	268	289	333	383	441
Meter - IBT Block 5 (c/kwh)			-		n/a	n/a	-	-	-
Prepaid - IBT Block 1 (c/kwh)		0 - 50 kwh (c/kWh)	103	-	126	136	157	180	207
Prepaid - IBT Block 2 (c/kwh)		51 - 350 kwh (c/kWh)	134	-	162	175	201	232	267
Prepaid - IBT Block 3 (c/kwh)		351 - 600 kwh (c/kWh)	187	-	228	246	283	326	375
Prepaid - IBT Block 4 (c/kwh)		601 - 99999 kwh (c/kWh)	220	-	268	289	333	383	441
Prepaid - IBT Block 5 (c/kwh)		(fill in thresholds)	-	n/a	n/a	n/a	n/a	n/a	n/a
Other	2		-	-	n/a	-	-	-	-
Waste management tariffs									
Domestic									
Street cleaning charge			-	n/a	n/a	-	-	-	-
Basic charge/fixed fee			-	n/a	n/a	-	-	-	-
80l bin - once a week			-	n/a	n/a	-	-	-	-
250l bin - once a week		Rands	135	176	230	248	270	295	321

WC024 Stellenbosch - Supporting Table SA13b Service Tariffs by category - explanatory

Description	Ref	Provide description of tariff structure where appropriate	2019/20	2020/21	2021/22	Current Year 2022/23	2023/24 Medium Term Revenue & Expenditure Framework		
							Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Exemptions, reductions and rebates (Rands)									
Property rates (R value threshold)			200 000	200 000	200 000	250 000	250 000	250 000	250 000
Water (kilolitres per household per month) - registered			10	6	6	6	6	6	6
Sanitation (kilolitres per household per month)			-	-	-	-	-	-	-
Sanitation (Rand per household per month)			101	112	122	143	152	161	171
Electricity (kwh per household per month)			100	100	100	100	100	100	100
Refuse (average litres per week)			250	250	250	240	240	240	240
Water tariffs									
Water usage - life line tariff			-	n/a	n/a	n/a	-	-	-
Water usage - Block 1 (c/kl)		0 kilolitres to 6 kiloliters	5	6	7	7	7	8	8
Water usage - Block 2 (c/kl)		7 kiloliters to 12 kiloliters	8	9	10	11	11	11	12
Water usage - Block 3 (c/kl)		13 kiloliters to 20 kiloliters	13	15	17	18	18	19	20
Water usage - Block 4 (c/kl)		21 kiloliters to 25 kiloliters	20	25	31	33	33	35	36
Water usage - Block 5 (c/kl)		26 kiloliters to 40 kiloliters	27	53	43	46	46	48	51
Water usage - Block 6 (c/kl)		41 kiloliters to 70 kiloliters	-	-	69	73	73	77	81
Water usage - Block 7 (c/kl)		70 kilolitres and above	-	n/a	107	114	114	120	127
Waste water tariffs									
Size per erf in m ² - Block 1 (c/kl)		0 - 250	1 310	1 428	1 612	1 717	1 828	1 938	2 054
Size per erf in m ² - Block 2 (c/kl)		251 - 500	1 681	1 832	2 068	2 203	2 346	2 486	2 636
Size per erf in m ² - Block 3 (c/kl)		501 - 600	1 893	2 064	2 330	2 481	2 643	2 801	2 969
Size per erf in m ² - Block 4 (c/kl)		601 - 700	2 102	2 291	2 586	2 754	2 933	3 109	3 296
Size per erf in m ² - Block 5 (c/kl)		701 - 800	2 312	2 520	2 845	3 030	3 227	3 421	3 626
Size per erf in m ² - Block 6 (c/kl)		801 - 900	2 523	2 750	3 104	3 306	3 521	3 732	3 956
Size per erf in m ² - Block 7 (c/kl)		901 - 1000	2 731	2 977	3 361	3 579	3 812	4 041	4 283
Size per erf in m ² - Block 8 (c/kl)		Above - 1000	2 731	2 977	3 361	3 579	3 812	4 041	4 283
Electricity tariffs									
Regular - IBT Block 1 (c/kwh)		0 - 50 kwh (c/kWh)	92	-	126	136	160	183	203
Regular - IBT Block 2 (c/kwh)		51 - 350 kwh (c/kWh)	117	-	161	174	205	235	260
Regular - IBT Block 3 (c/kwh)		351 - 600 kwh (c/kWh)	166	-	228	246	289	331	367
Regular - IBT Block 4 (c/kwh)		601 - 99999 kwh (c/kWh)	195	-	268	289	340	390	432
Life Line Prepaid - IBT Block 1 (c/kwh)		0 - 50 kwh (c/kWh)	92	-	126	136	160	183	203
Life Line Prepaid - IBT Block 2 (c/kwh)		51 - 350 kwh (c/kWh)	115	-	157	170	200	229	254
Life Line Prepaid - IBT Block 3 (c/kwh)		351 - 600 kwh (c/kWh)	172	-	235	253	298	341	378
Life Line Prepaid - IBT Block 4 (c/kwh)		601 - 99999 kwh (c/kWh)	198	-	270	291	343	392	435
Regular Prepaid - IBT Block 1 (c/kwh)		0 - 50 kwh (c/kWh)	92	-	126	136	160	183	203
Regular Prepaid - IBT Block 2 (c/kwh)		51 - 350 kwh (c/kWh)	143	-	162	175	206	236	261
Regular Prepaid - IBT Block 3 (c/kwh)		351 - 600 kwh (c/kWh)	175	-	228	246	289	331	367
Regular Prepaid - IBT Block 4 (c/kwh)		601 - 99999 kwh (c/kWh)	196	-	268	289	340	390	432

WC024 Stellenbosch - Supporting Table SA14 Household bills

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24 % incr.	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Rand/cent											
Monthly Account for Household - 'Middle Income Range'	1										
Rates and services charges:											
Property rates		211.67	225.42	168.03	178.46	178.46	178.46	6.5%	190.09	202.45	215.60
Electricity: Basic levy		145.74	185.77	212.87	229.69	229.69	229.69	15.1%	264.37	304.29	324.07
Electricity: Consumption		1 838.80	1 939.36	2 222.27	2 397.81	2 397.81	2 397.81	15.1%	2 759.87	3 176.61	3 656.28
Water: Basic levy		65.58	69.84	73.69	78.25	78.25	78.25	6.0%	82.95	87.93	93.20
Water: Consumption		303.38	545.01	574.84	610.52	610.52	610.52	6.0%	647.19	686.02	727.18
Sanitation		196.33	162.59	215.51	183.55	183.55	183.55	6.5%	195.48	208.19	221.72
Refuse removal		176.06	205.11	229.71	248.08	248.08	248.08	9.0%	270.41	294.75	321.27
Other		—	—	—	—	—	—	—	—	—	—
sub-total		2 937.55	3 333.10	3 696.92	3 926.35	3 926.35	3 926.35	12.3%	4 410.35	4 960.23	5 559.33
VAT on Services		—	—	529.33	—	—	569.08	—	661.55	744.03	833.90
Total large household bill:		2 937.55	3 333.10	4 226.25	3 926.35	3 926.35	4 495.43	29.2%	5 071.90	5 704.26	6 393.23
% increase/-decrease			13.5%	26.8%	(7.1%)	—	14.5%		12.8%	12.5%	12.1%
Monthly Account for Household - 'Affordable Range'	2										
Rates and services charges:	A										
Property rates		127.00	135.25	93.35	99.15	99.15	99.15	6.5%	105.60	112.46	119.77
Electricity: Basic levy		—	185.77	—	229.69	229.69	229.69	15.1%	264.37	304.29	324.07
Electricity: Consumption		865.29	804.55	924.44	994.74	994.74	994.74	15.1%	1 144.94	1 317.83	1 516.82
Water: Basic levy		65.58	69.84	73.69	78.25	78.25	78.25	6.0%	82.95	87.93	93.20
Water: Consumption		230.21	353.36	372.69	395.82	395.82	395.82	6.0%	419.59	444.77	471.45
Sanitation		176.86	162.59	172.34	183.55	183.55	183.55	6.5%	195.48	208.19	221.72
Refuse removal		176.06	205.11	229.71	248.08	248.08	248.08	9.0%	270.41	294.75	321.27
Other		—	—	—	—	—	—	—	—	—	—
sub-total		1 640.99	1 916.47	1 866.22	2 229.27	2 229.27	2 229.27	11.4%	2 483.34	2 770.21	3 068.31
VAT on Services		—	—	265.93	—	—	285.47	—	372.50	415.53	460.25
Total small household bill:		1 640.99	1 916.47	2 132.15	2 229.27	2 229.27	2 514.74	28.1%	2 855.84	3 185.74	3 528.55
% increase/-decrease			16.8%	11.3%	4.6%	—	12.8%		13.6%	11.6%	10.8%
Monthly Account for Household - 'Affordable Range'	2										
Rates and services charges:	B										
Property rates		211.67	225.42	168.04	178.46	178.46	178.46	6.5%	190.09	202.45	215.60
Electricity: Basic levy		—	185.77	—	229.69	229.69	229.69	15.1%	264.37	304.29	324.07
Electricity: Consumption		865.29	804.55	924.44	994.74	994.74	994.74	15.1%	1 144.94	1 317.83	1 516.82
Water: Basic levy		65.58	69.84	73.69	78.25	78.25	78.25	6.0%	82.95	87.93	93.20
Water: Consumption		230.21	353.36	372.69	395.82	395.82	395.82	6.0%	419.59	444.77	471.45
Sanitation		176.86	162.59	172.34	183.55	183.55	183.55	6.5%	195.48	208.19	221.72
Refuse removal		176.06	205.11	229.71	248.08	248.08	248.08	9.0%	270.41	294.75	321.27
Other		—	—	—	—	—	—	—	—	—	—
sub-total		1 725.67	2 006.64	1 940.91	2 308.58	2 308.58	2 308.58	11.2%	2 567.82	2 860.19	3 164.14
VAT on Services		—	—	265.93	—	—	285.47	—	385.17	429.03	474.62
Total small household bill:		1 725.67	2 006.64	2 206.84	2 308.58	2 308.58	2 594.05	27.9%	2 952.99	3 289.22	3 638.76
% increase/-decrease			16.3%	10.0%	4.6%	—	12.4%		13.8%	11.4%	10.6%
Monthly Account for Household - 'Indigent' Household receiving free basic services	3										
Rates and services charges:											
Property rates		42.33	45.08	18.67	19.83	19.83	19.83	6.5%	21.12	22.49	23.95
Electricity: Basic levy		—	—	—	—	—	—	—	—	—	—
Electricity: Consumption		355.16	445.96	432.29	466.44	466.44	466.44	15.1%	536.88	617.95	711.26
Water: Basic levy		—	—	—	—	—	—	—	—	—	—
Water: Consumption		157.04	179.10	188.90	200.58	200.58	200.58	6.0%	212.70	225.46	238.99
Sanitation		32.07	35.87	—	—	—	—	—	—	—	—
Refuse removal		36.83	—	—	—	—	—	—	—	—	—
Other		—	—	—	—	—	—	—	—	—	—
sub-total		623.43	706.01	639.86	686.85	686.85	686.85	12.2%	770.70	865.90	974.20
VAT on Services		—	—	93.18	—	—	100.05	—	115.61	129.89	146.13
Total small household bill:		623.43	706.01	733.04	686.85	686.85	786.90	29.0%	886.31	995.79	1 120.33

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24 % incr.	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Rand/cent											
% increase/-decrease			13.2%	3.8%	(6.3%)	–	14.6%		12.6%	12.4%	12.5%

WC024 Stellenbosch - Supporting Table SA15 Investment particulars by type

Investment type	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26	
R thousand											
Parent municipality	1										
Securities - National Government		-	-	-	-	-	-	-	-	-	
Listed Corporate Bonds		-	-	-	-	-	-	-	-	-	
Deposits - Bank		1 903 584	222 434	347 047	170 080	347 294	347 294	377 148	412 666	448 362	
Deposits - Public Investment Commissioners		-	-	-	-	-	-	-	-	-	
Deposits - Corporation for Public Deposits		-	-	-	-	-	-	-	-	-	
Bankers Acceptance Certificates		-	-	-	-	-	-	-	-	-	
Negotiable Certificates of Deposit - Banks		-	-	-	-	-	-	-	-	-	
Guaranteed Endowment Policies (sinking)		-	-	-	-	-	-	-	-	-	
Repurchase Agreements - Banks		-	-	-	-	-	-	-	-	-	
Municipal Bonds		-	-	-	-	-	-	-	-	-	
Municipality sub-total			1 903 584	222 434	347 047	170 080	347 294	347 294	377 148	412 666	448 362
Entities											
Securities - National Government		-	-	-	-	-	-	-	-	-	-
Listed Corporate Bonds		-	-	-	-	-	-	-	-	-	-
Deposits - Bank		-	-	-	-	-	-	-	-	-	-
Deposits - Public Investment Commissioners		-	-	-	-	-	-	-	-	-	-
Deposits - Corporation for Public Deposits		-	-	-	-	-	-	-	-	-	-
Bankers Acceptance Certificates		-	-	-	-	-	-	-	-	-	-
Negotiable Certificates of Deposit - Banks	-	-	-	-	-	-	-	-	-	-	
Guaranteed Endowment Policies (sinking)	-	-	-	-	-	-	-	-	-	-	
Repurchase Agreements - Banks	-	-	-	-	-	-	-	-	-	-	
Entities sub-total		-	-	-	-	-	-	-	-	-	
Consolidated total:		1 903 584	222 434	347 047	170 080	347 294	347 294	377 148	412 666	448 362	

WC024 Stellenbosch - Supporting Table SA16 Investment particulars by maturity

Investments by Maturity	Ref	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate *	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
Name of institution & investment ID	1	Yrs/Months												
Parent municipality														
ABSA		Call	Variable	Yes	Variable rate	0.0765			30 June 2023	41 771 934.24	5 617 755.45		50 000 000.00	97 389 689.70
		5	Fixed Deposit	Yes	Fixed rate	0.0558			19 August 2022	40 611 507.00	305 753.42	-40 917 260.00		0.42
ABSA		6	Fixed Deposit	Yes	Fixed rate	0.0774			15 February 2023		3 149 904.11	-103 149 904.11	100 000 000.00	
ABSA		6	Fixed Deposit	Yes	Fixed rate	0.079			14 April 2023		1 985 821.92	-51 985 821.92	50 000 000.00	
ABSA (projected re-investment)		6	Fixed Deposit	Yes	Fixed rate	0.079			31 July 2023		2 633 333.33		100 000 000.00	102 633 333.33
ABSA (projected re-investment)		6	Fixed Deposit	Yes	Fixed rate	0.079			30 September 2023		658 333.33		50 000 000.00	50 658 333.33
NEDBANK		12	Fixed Deposit	Yes	Fixed rate	0.058			12 October 2022	83 330 630.14	1 309 370.00	-84 640 000.14		
NEDBANK		6	Fixed Deposit	Yes	Fixed rate	0.061			22 September 2023	81 350 356.00	1 109 698.63	-82 460 054.63		
NEDBANK		12	Fixed Deposit	Yes	Fixed rate	0.0795			21 June 2023	19 103 000.00	1 536 146.57	-20 639 146.57		
NEDBANK		12	Fixed Deposit	Yes	Fixed rate	0.0905			13 October 2023		6 595 342.47		100 000 000.00	106 595 342.47
SBSA		12	Fixed Deposit	Yes	Fixed rate	0.07725			21 June 2023	81 126 949.00	6 235 370.37	-87 362 319.37		
SBSA		2	Fixed Deposit	Yes	Fixed rate	0.06525			23 September 2022		1 179 863.00	-1 179 863.00		
SBSA		3	Fixed Deposit	Yes	Fixed rate	0.08425			17 April 2023		1 071 398.40	-51 071 398.40	50 000 000.00	
SBSA		4	Fixed Deposit	Yes	Fixed rate	0.073			11 January 2023		1 953 125.00	-51 953 125.00	50 000 000.00	
-														
Municipality sub-total										347 294 376.38		-575 358 893.13	550 000 000.00	357 276 699.25
Entities														
-														
-														
Entities sub-total														
TOTAL INVESTMENTS AND INTEREST	1									347 294 376.38		-575 358 893.13	550 000 000.00	357 276 699.25

WC024 Stellenbosch - Supporting Table SA17 Borrowing

New! Section 200 - Supporting Table 011 - Borrowing										
Borrowing - Categorised by type	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
Parent municipality										
Annuity and Bullet Loans		266 178	334 733	428 952	574 893	568 952	568 952	718 105	855 062	961 682
Long-Term Loans (non-annuity)		-	-	-	-	-	-	-	-	-
Local registered stock		-	-	-	-	-	-	-	-	-
Instalment Credit		-	-	-	-	-	-	-	-	-
Financial Leases		-	-	-	-	-	-	-	-	-
PPP liabilities		-	-	-	-	-	-	-	-	-
Finance Granted By Cap Equipment Supplier		-	-	-	-	-	-	-	-	-
Marketable Bonds		-	-	-	-	-	-	-	-	-
Non-Marketable Bonds		-	-	-	-	-	-	-	-	-
Bankers Acceptances		-	-	-	-	-	-	-	-	-
Financial derivatives		-	-	-	-	-	-	-	-	-
Other Securities		-	-	-	-	-	-	-	-	-
Municipality sub-total	1	266 178	334 733	428 952	574 893	568 952	568 952	718 105	855 062	961 682
Entities										
Entities sub-total	1	-	-	-	-	-	-	-	-	-
Total Borrowing	1	266 178	334 733	428 952	574 893	568 952	568 952	718 105	855 062	961 682
Unspent Borrowing - Categorised by type										
Parent municipality										
Long-Term Loans (annuity/reducing balance)		-	-	-	-	-	-	-	-	-
Long-Term Loans (non-annuity)		-	-	-	-	-	-	-	-	-
Local registered stock		-	-	-	-	-	-	-	-	-
Instalment Credit		-	-	-	-	-	-	-	-	-
Financial Leases		-	-	-	-	-	-	-	-	-
PPP liabilities		-	-	-	-	-	-	-	-	-
Finance Granted By Cap Equipment Supplier		-	-	-	-	-	-	-	-	-
Marketable Bonds		-	-	-	-	-	-	-	-	-
Non-Marketable Bonds		-	-	-	-	-	-	-	-	-
Bankers Acceptances		-	-	-	-	-	-	-	-	-
Financial derivatives		-	-	-	-	-	-	-	-	-
Other Securities		-	-	-	-	-	-	-	-	-
Municipality sub-total	1	-	-	-	-	-	-	-	-	-
Entities										
Entities sub-total	1	-	-	-	-	-	-	-	-	-
Total Unspent Borrowing	1	-	-	-	-	-	-	-	-	-

WC024 Stellenbosch - Supporting Table SA18 Transfers and grant receipts

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
RECEIPTS:	1, 2									
Operating Transfers and Grants										
National Government:		6 986	349 200	325 667	217 749	217 749	217 749	210 148	225 941	251 183
Operational Revenue: General Revenue: Equitable Share		–	341 264	314 272	179 634	179 634	179 634	200 841	222 190	247 200
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		5 227	4 961	5 998	4 928	4 928	4 928	4 786	–	–
Local Government Financial Management Grant [Schedule 5B]		1 550	1 550	1 550	1 550	1 550	1 550	1 550	1 550	1 688
Municipal Disaster Grant [Schedule 5B]		209	–	–	–	–	–	–	–	–
Municipal Infrastructure Grant [Schedule 5B]		–	1 425	–	–	–	–	–	–	–
Integrated National Electrification Programme Grant		–	–	–	28 350	28 350	28 350	–	–	–
Integrated Urban Development Grant		–	–	3 847	3 287	3 287	3 287	2 971	2 201	2 295
Provincial Government:		13 529	14 156	26 899	23 481	33 639	33 639	30 763	23 067	60 253
Capacity Building		–	–	–	–	–	–	–	–	–
Capacity Building and Other		13 529	14 156	26 899	14 901	15 201	15 201	30 763	23 067	60 253
Disaster and Emergency Services		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Infrastructure		–	–	–	8 580	18 438	18 438	–	–	–
Libraries, Archives and Museums		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
District Municipality:		–	–	984	500	615	615	–	–	–
<i>All Grants</i>		–	–	984	500	615	615	–	–	–
Other Grant Providers:		63	139	–	–	–	–	–	–	–
<i>Departmental Agencies and Accounts</i>		63	139	–	–	–	–	–	–	–
<i>Households</i>		–	–	–	–	–	–	–	–	–
<i>Non-profit Institutions</i>		–	–	–	–	–	–	–	–	–
Total Operating Transfers and Grants	5	20 578	363 495	353 550	241 730	252 003	252 003	240 911	249 008	311 436
Capital Transfers and Grants										
National Government:		108 935	69 481	76 494	62 460	62 460	62 460	79 190	57 816	58 603
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		15 163	24 000	23 400	–	–	–	22 750	16 000	15 000
Municipal Infrastructure Grant [Schedule 5B]		93 772	–	–	–	–	–	–	–	–
Integrated Urban Development Grant		–	45 481	53 094	62 460	62 460	62 460	56 440	41 816	43 603
Provincial Government:		600	16 817	17 162	29 440	12 615	12 615	24 666	34 133	30 656
Capacity Building		–	–	–	–	–	–	–	–	–
Capacity Building and Other		–	55	100	–	6 175	6 175	–	–	–
Disaster and Emergency Services		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Infrastructure		600	16 762	17 062	29 440	6 440	6 440	24 666	34 133	30 656
Libraries, Archives and Museums		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
District Municipality:		–	–	–	–	–	–	–	–	–
<i>All Grants</i>		–	–	–	–	–	–	–	–	–
Other Grant Providers:		–	–	–	–	–	–	–	–	–
<i>Departmental Agencies and Accounts</i>		–	–	–	–	–	–	–	–	–
<i>Households</i>		–	–	–	–	–	–	–	–	–
<i>Non-Profit Institutions</i>		–	–	–	–	–	–	–	–	–
Total Capital Transfers and Grants	5	109 535	86 299	93 656	91 900	75 075	75 075	103 856	91 949	89 259
TOTAL RECEIPTS OF TRANSFERS & GRANTS		130 113	449 793	447 206	333 630	327 078	327 078	344 766	340 957	400 695

WC024 Stellenbosch - Supporting Table SA19 Expenditure on transfers and grant programme

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
EXPENDITURE:	1									
<u>Operating expenditure of Transfers and Grants</u>										
National Government:		18 761	16 871	16 410	14 848	15 348	15 348	23 578	18 308	18 831
Operational Revenue:General Revenue:Equitable Share		11 696	8 948	5 097	5 083	5 583	5 583	14 271	14 557	14 848
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		5 117	4 960	5 916	4 928	4 928	4 928	4 786	-	-
Infrastructure Skills Development Grant [Schedule 5B]		191	-	-	-	-	-	-	-	-
Local Government Financial Management Grant [Schedule 5B]		1 550	1 550	1 550	1 550	1 550	1 550	1 550	1 550	1 688
Municipal Disaster Grant [Schedule 5B]		209	-	-	-	-	-	-	-	-
Municipal Systems Improvement Grant		(2)	(12)	-	-	-	-	-	-	-
Municipal Infrastructure Grant [Schedule 5B]		-	1 425	-	-	-	-	-	-	-
Integrated National Electrification Programme Grant		-	-	-	-	-	-	-	-	-
Integrated urban Development Grant		-	-	3 847	3 287	3 287	3 287	2 971	2 201	2 295
Provincial Government:		22 142	20 919	27 177	23 481	34 209	34 209	30 763	23 067	60 253
Capacity Building		-	-	-	-	-	-	-	-	-
Capacity Building and Other		22 142	20 919	27 177	21 791	32 519	32 519	30 763	23 067	60 253
Disaster and Emergency Services		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Infrastructure		-	-	-	1 690	1 690	1 690	-	-	-
Libraries, Archives and Museums		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
District Municipality:		472	540	500	500	1 246	1 246	150	153	156
<i>All Grants</i>		472	540	500	500	1 246	1 246	150	153	156
Other Grant Providers:		235	1 546	-	-	-	-	-	-	-
<i>Departmental Agencies and Accounts</i>		63	139	-	-	-	-	-	-	-
<i>Households</i>		-	-	-	-	-	-	-	-	-
<i>Non-profit Institutions</i>		-	-	-	-	-	-	-	-	-
<i>Public Corporations</i>		172	1 407	-	-	-	-	-	-	-
Total operating expenditure of Transfers and Grants:		41 610	39 876	44 088	38 829	50 803	50 803	54 491	41 528	79 240
<u>Capital expenditure of Transfers and Grants</u>										
National Government:		62 049	3 294	66 852	90 810	99 192	99 192	79 190	57 816	58 603
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		15 163	9 807	13 758	28 350	36 732	36 732	22 750	16 000	15 000
Integrated Urban Development Grant		-	(6 513)	53 094	62 460	62 460	62 460	56 440	41 816	43 603
Provincial Government:		75 640	8 491	25 643	29 220	20 553	20 553	24 666	34 133	30 656
Capacity Building		-	-	-	-	-	-	-	-	-
Capacity Building and Other		-	44	337	-	10 049	10 049	-	-	-
Disaster and Emergency Services		-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Infrastructure		75 640	8 447	25 306	29 220	10 504	10 504	24 666	34 133	30 656
Libraries, Archives and Museums		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
Public Transport		-	-	-	-	-	-	-	-	-
Road Infrastructure		-	-	-	-	-	-	-	-	-
Sports and Recreation		-	-	-	-	-	-	-	-	-
Waste Water Infrastructure		-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		-	-	-	-	-	-	-	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
<i>All Grants</i>		-	-	-	-	-	-	-	-	-
Other Grant Providers:		151	-	2 378	12 454	20 883	20 883	24 118	22 200	20 000
<i>Departmental Agencies and Accounts</i>		151	-	307	-	-	-	-	-	-
<i>Households</i>		-	-	-	-	-	-	-	-	-
<i>Non-Profit Institutions</i>		-	-	-	-	-	-	-	-	-
<i>Private Enterprises</i>		-	-	2 070	12 454	20 883	20 883	24 118	22 200	20 000
Total capital expenditure of Transfers and Grants		137 841	11 786	94 873	132 483	140 627	140 627	127 974	114 149	109 259
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		179 451	51 662	138 960	171 313	191 430	191 430	182 464	155 677	188 499

WC024 Stellenbosch - Supporting Table SA20 Reconciliation of transfers, grant receipts and unspent funds

Report 2022/23: Supporting Table 2.1.2: Reconciliation of transfers, grant receipts and support funds										
Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
Operating transfers and grants:	1,3									
National Government:										
Balance unspent at beginning of the year		(2 089)	–	–	–	–	–	–	–	–
Current year receipts		(143 163)	(177 143)	(168 531)	(9 765)	(9 765)	(9 765)	(9 307)	(3 751)	(3 983)
Conditions met - transferred to revenue		142 554	177 143	168 531	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		1 998	–	–	–	–	–	–	–	–
Closing Balance		(700)	–	–	(9 765)	(9 765)	(9 765)	(9 307)	(3 751)	(3 983)
Provincial Government:										
Balance unspent at beginning of the year		(5 144)	(2 379)	(2 522)	–	(10 723)	(10 723)	–	–	–
Current year receipts		(19 521)	(13 616)	(21 847)	(23 481)	(33 339)	(33 339)	(30 763)	(23 067)	(60 253)
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		(122)	–	–	–	4 271	4 271	–	–	–
Closing Balance		(24 788)	(15 995)	(24 369)	(23 481)	(39 791)	(39 791)	(30 763)	(23 067)	(60 253)
District Municipality:										
Balance unspent at beginning of the year		–	(2 031)	–	–	(484)	(484)	–	–	–
Current year receipts		(2 503)	(540)	(984)	(500)	(915)	(915)	–	–	–
Conditions met - transferred to revenue		472	2 424	500	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(2 031)	(147)	(484)	(500)	(1 399)	(1 399)	–	–	–
Other grant providers:										
Balance unspent at beginning of the year		(571)	(3 782)	(5 349)	–	(5 675)	(5 675)	(5 675)	(5 675)	(5 675)
Current year receipts		(321)	(3 566)	(675)	–	–	–	–	–	–
Conditions met - transferred to revenue		296	1 999	41	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		(2 638)	–	–	–	–	–	–	–	–
Closing Balance		(3 234)	(5 349)	(5 983)	–	(5 675)	(5 675)	(5 675)	(5 675)	(5 675)
Total operating transfers and grants revenue		143 322	181 566	169 072	–	–	–	–	–	–
Total operating transfers and grants - CTBM	2	(29 224)	(31 693)	(39 795)	(23 481)	(50 849)	(50 849)	(47 789)	(40 093)	(77 279)
Capital transfers and grants:	1,3									
National Government:										
Balance unspent at beginning of the year		(0)	–	–	–	(9 642)	(9 642)	–	–	–
Current year receipts		(62 526)	(58 906)	(76 494)	(90 810)	(90 810)	(90 810)	(79 190)	(57 816)	(58 603)
Conditions met - transferred to revenue		62 526	58 906	66 852	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(0)	(0)	(9 642)	(90 810)	(100 452)	(100 452)	(79 190)	(57 816)	(58 603)
Provincial Government:										
Balance unspent at beginning of the year		(3 003)	(233)	(6 240)	–	(1 275)	(1 275)	–	–	–
Current year receipts		(58 259)	(16 817)	(8 778)	(29 440)	(12 615)	(12 615)	(24 666)	(34 133)	(30 656)
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	771	771	–	–	–
Closing Balance		(61 262)	(17 051)	(15 018)	(29 440)	(13 118)	(13 118)	(24 666)	(34 133)	(30 656)
District Municipality:										
Balance unspent at beginning of the year		–	–	(147)	–	(147)	(147)	–	–	–
Current year receipts		–	–	–	–	–	–	–	–	–
Conditions met - transferred to revenue		83 438	24 283	29 136	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		83 438	24 283	28 989	–	(147)	(147)	–	–	–
Other grant providers:										
Balance unspent at beginning of the year		(90 931)	(438)	(438)	–	(438)	(438)	(438)	(438)	(438)
Current year receipts		90 494	(808)	–	–	–	–	–	–	–
Conditions met - transferred to revenue		151	–	307	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	808	–	–	–	–	–	–
Closing Balance		(286)	(1 246)	678	–	(438)	(438)	(438)	(438)	(438)
Total capital transfers and grants revenue		146 115	83 189	96 295	–	–	–	–	–	–
Total capital transfers and grants - CTBM	2	21 889	5 987	5 006	(120 250)	(114 155)	(114 155)	(104 293)	(92 387)	(89 697)
TOTAL TRANSFERS AND GRANTS REVENUE		289 438	264 755	265 366	–	–	–	–	–	–
TOTAL TRANSFERS AND GRANTS - CTBM		(7 335)	(25 706)	(34 789)	(143 731)	(165 004)	(165 004)	(152 082)	(132 480)	(166 976)

WC024 Stellenbosch - Supporting Table SA21 Transfers and grants made by the municipality

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23				2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand											
Cash Transfers to other municipalities											
Operational	1	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Municipalities:		-	-	-	-	-	-	-	-	-	-
Cash Transfers to Entities/Other External Mechanisms											
Operational	2	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Entities/Ems'		-	-	-	-	-	-	-	-	-	-
Cash Transfers to other Organs of State											
Operational	3	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Other Organs Of State:		-	-	-	-	-	-	-	-	-	-
Cash Transfers to Organisations											
Operational		10 475	10 514	12 556	12 981	12 964	12 964	11 140	7 937	8 095	8 257
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Organisations		10 475	10 514	12 556	12 981	12 964	12 964	11 140	7 937	8 095	8 257
Cash Transfers to Groups of Individuals											
Operational		380	495	808	1 374	1 694	1 694	630	8 402	8 570	8 741
Capital		-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Groups Of Individuals:		380	495	808	1 374	1 694	1 694	630	8 402	8 570	8 741
TOTAL CASH TRANSFERS AND GRANTS	6	10 855	11 010	13 364	14 355	14 658	14 658	11 770	16 338	16 665	16 998
Non-Cash Transfers to other municipalities											
Operational	1	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Transfers To Municipalities:		-	-	-	-	-	-	-	-	-	-
Non-Cash Transfers to Entities/Other External Mechanisms											
Operational	2	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Transfers To Entities/Ems'		-	-	-	-	-	-	-	-	-	-
Non-Cash Transfers to other Organs of State											
Operational	3	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Transfers To Other Organs Of State:		-	-	-	-	-	-	-	-	-	-
Non-Cash Grants to Organisations											
Operational	4	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Grants To Organisations		-	-	-	-	-	-	-	-	-	-
Non-Cash Transfers to Groups of Individuals											
Operational	5	-	-	-	-	4 522	4 522	3 611	4 297	4 383	4 471
Capital		-	-	-	-	-	-	-	-	-	-
Total Non-Cash Grants To Groups Of Individuals:		-	-	-	-	4 522	4 522	3 611	4 297	4 383	4 471
TOTAL NON-CASH TRANSFERS AND GRANTS		-	-	-	-	4 522	4 522	3 611	4 297	4 383	4 471
TOTAL TRANSFERS AND GRANTS	6	10 855	11 010	13 364	14 355	19 180	19 180	15 381	20 636	21 048	21 469

WC024 Stellenbosch - Supporting Table SA22 Summary councillor and staff benefits

Summary of Employee and Councillor remuneration	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
Councillors (Political Office Bearers plus Other)	1	A	B	C	D	E	F	G	H	I
Basic Salaries and Wages		12 108	12 149	15 253	19 011	17 697	17 697	18 759	19 884	21 077
Pension and UIF Contributions		559	–	438	–	467	467	495	525	556
Medical Aid Contributions		215	–	157	–	126	126	133	141	150
Motor Vehicle Allowance		4 331	4 356	2 039	–	720	720	763	809	858
Cellphone Allowance		1 754	1 997	1 929	2 051	1 836	1 836	1 946	2 063	2 187
Housing Allowances		–	–	–	–	–	–	–	–	–
Other benefits and allowances		155	155	–	–	–	–	–	–	–
Sub Total - Councillors		19 121	18 657	19 815	21 062	20 846	20 846	22 097	23 422	24 828
% increase	4		(2.4%)	6.2%	6.3%	(1.0%)	–	6.0%	6.0%	6.0%
Senior Managers of the Municipality	2									
Basic Salaries and Wages		5 410	4 991	7 245	8 316	8 118	8 118	8 540	8 942	9 362
Pension and UIF Contributions		179	–	660	719	719	719	757	792	829
Medical Aid Contributions		24	–	118	125	125	125	132	138	144
Overtime		–	–	–	–	–	–	–	–	–
Performance Bonus		710	1 190	1 242	1 399	1 399	1 399	1 472	1 541	1 613
Motor Vehicle Allowance	3	161	–	550	575	571	571	601	629	659
Cellphone Allowance	3	51	–	133	146	161	161	169	177	185
Housing Allowances	3	–	–	18	19	19	19	20	21	22
Other benefits and allowances	3	0	0	104	92	102	102	109	114	119
Payments in lieu of leave		–	–	–	–	–	–	–	–	–
Long service awards		4 103	3 957	–	–	–	–	–	–	–
Post-retirement benefit obligations	6	17 097	(9 653)	(452)	–	–	–	–	–	–
Entertainment		–	–	–	–	–	–	–	–	–
Scarcity		–	–	–	–	–	–	–	–	–
Acting and post related allowance		–	–	–	–	–	–	–	–	–
In kind benefits		–	–	–	–	–	–	–	–	–
Sub Total - Senior Managers of Municipality		27 735	484	9 617	11 392	11 215	11 215	11 799	12 354	12 934
% increase	4		(98.3%)	1 885.9%	18.4%	(1.6%)	–	5.2%	4.7%	4.7%
Other Municipal Staff										
Basic Salaries and Wages		316 733	333 582	333 629	373 682	352 666	352 666	363 114	360 032	385 519
Pension and UIF Contributions		51 074	56 980	55 262	60 762	58 662	58 662	63 177	67 725	72 602
Medical Aid Contributions		23 313	25 058	25 564	27 013	27 013	27 013	28 303	29 633	31 026
Overtime		37 441	40 619	42 035	55 180	41 880	41 880	45 105	48 352	51 834
Performance Bonus		23 078	25 010	24 641	26 437	26 437	26 437	28 473	30 523	32 721
Motor Vehicle Allowance	3	9 133	9 266	8 923	10 841	10 841	10 841	11 405	11 941	12 502
Cellphone Allowance	3	1 579	1 883	1 751	2 465	2 465	2 465	2 577	2 698	2 825
Housing Allowances	3	2 916	2 773	2 780	2 899	2 899	2 899	3 037	3 180	3 329
Other benefits and allowances	3	22 243	22 707	20 610	22 052	22 052	22 052	23 272	24 803	26 436
Payments in lieu of leave		(2)	(3)	538	–	–	–	–	–	–
Long service awards		6	(53)	–	–	–	–	–	–	–
Post-retirement benefit obligations	6	(21 622)	38 067	23 146	30 208	33 223	33 223	35 781	38 357	41 119
Entertainment		–	–	1	–	–	–	–	–	–
Scarcity		1 604	1 630	738	765	765	765	824	883	946
Acting and post related allowance		674	469	564	769	769	769	828	888	952
In kind benefits		–	–	–	–	–	–	–	–	–
Sub Total - Other Municipal Staff		468 170	557 987	540 181	613 072	579 671	579 671	605 895	619 014	661 809
% increase	4		19.2%	(3.2%)	13.5%	(5.4%)	–	4.5%	2.2%	6.9%
Total Parent Municipality		515 026	577 129	569 614	645 526	611 732	611 732	639 790	654 789	699 571
Board Members of Entities			12.1%	(1.3%)	13.3%	(5.2%)	–	4.6%	2.3%	6.8%
Basic Salaries and Wages		–	–	–	–	–	–	–	–	–
Pension and UIF Contributions		–	–	–	–	–	–	–	–	–
Medical Aid Contributions		–	–	–	–	–	–	–	–	–
Overtime		–	–	–	–	–	–	–	–	–
Performance Bonus		–	–	–	–	–	–	–	–	–
Motor Vehicle Allowance	3	–	–	–	–	–	–	–	–	–
Cellphone Allowance	3	–	–	–	–	–	–	–	–	–
Housing Allowances	3	–	–	–	–	–	–	–	–	–
Other benefits and allowances	3	–	–	–	–	–	–	–	–	–
Board Fees		–	–	–	–	–	–	–	–	–
Payments in lieu of leave		–	–	–	–	–	–	–	–	–
Long service awards		–	–	–	–	–	–	–	–	–

Summary of Employee and Councillor remuneration	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
Post-retirement benefit obligations	6	-	-	-	-	-	-	-	-	-
Entertainment		-	-	-	-	-	-	-	-	-
Scarcity		-	-	-	-	-	-	-	-	-
Acting and post related allowance		-	-	-	-	-	-	-	-	-
In kind benefits	6	-	-	-	-	-	-	-	-	-
Sub Total - Board Members of Entities		-	-	-	-	-	-	-	-	-

Summary of Employee and Councillor remuneration	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand										
% increase	4	-	-	-	-	-	-	-	-	-
Senior Managers of Entities										
Basic Salaries and Wages		-	-	-	-	-	-	-	-	-
Pension and UIF Contributions		-	-	-	-	-	-	-	-	-
Medical Aid Contributions		-	-	-	-	-	-	-	-	-
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance	3	-	-	-	-	-	-	-	-	-
Cellphone Allowance	3	-	-	-	-	-	-	-	-	-
Housing Allowances	3	-	-	-	-	-	-	-	-	-
Other benefits and allowances	3	-	-	-	-	-	-	-	-	-
Payments in lieu of leave		-	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations	6	-	-	-	-	-	-	-	-	-
Entertainment		-	-	-	-	-	-	-	-	-
Scarcity		-	-	-	-	-	-	-	-	-
Acting and post related allowance		-	-	-	-	-	-	-	-	-
In kind benefits		-	-	-	-	-	-	-	-	-
Sub Total - Senior Managers of Entities		-	-	-	-	-	-	-	-	-
% increase	4	-	-	-	-	-	-	-	-	-
Other Staff of Entities										
Basic Salaries and Wages		-	-	-	-	-	-	-	-	-
Pension and UIF Contributions		-	-	-	-	-	-	-	-	-
Medical Aid Contributions		-	-	-	-	-	-	-	-	-
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance	3	-	-	-	-	-	-	-	-	-
Cellphone Allowance	3	-	-	-	-	-	-	-	-	-
Housing Allowances	3	-	-	-	-	-	-	-	-	-
Other benefits and allowances	3	-	-	-	-	-	-	-	-	-
Payments in lieu of leave		-	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations	6	-	-	-	-	-	-	-	-	-
Entertainment		-	-	-	-	-	-	-	-	-
Scarcity		-	-	-	-	-	-	-	-	-
Acting and post related allowance		-	-	-	-	-	-	-	-	-
In kind benefits		-	-	-	-	-	-	-	-	-
Sub Total - Other Staff of Entities		-	-	-	-	-	-	-	-	-
% increase	4	-	-	-	-	-	-	-	-	-
Total Municipal Entities		-	-	-	-	-	-	-	-	-
TOTAL SALARY, ALLOWANCES & BENEFITS		515 026	577 129	569 614	645 526	611 732	611 732	639 790	654 789	699 571
% increase	4		12.1%	(1.3%)	13.3%	(5.2%)	-	4.6%	2.3%	6.8%
TOTAL MANAGERS AND STAFF	5,7	495 905	558 472	549 798	624 464	590 886	590 886	617 694	631 367	674 743

[illegible]

Disclosure of Salaries, Allowances & Benefits 1.	Ref	No.	Salary	Contributions	Allowances	Performance Bonuses	In-kind benefits	Total Package
Rand per annum				1.				2.
TOTAL COST OF COUNCILLOR, DIRECTOR and EXECUTIVE REMUNERATION	10	10	27 298 977	1 624 153	3 500 635	1 471 707		33 895 472

WC024 Stellenbosch - Supporting Table SA24 Summary of personnel numbers

Summary of Personnel Numbers		Ref	2021/22			Current Year 2022/23			Budget Year 2023/24			
Number		1,2	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees	
Municipal Council and Boards of Municipal Entities												
Councillors (Political Office Bearers plus Other Councillors)			43	43	–	43	43	–	45	44	–	
Board Members of municipal entities	4		–	–	–	–	–	–	–	–	–	
Municipal employees												
	5											
Municipal Manager and Senior Managers	3		5	5	–	5	5	–	6	6	–	
Other Managers	7		11	11	–	11	11	–	14	10	–	
Professionals			110	74	6	110	74	6	114	88	–	
Finance			27	17	3	27	17	3	16	15	–	
Spatial/town planning			10	15	–	10	15	–	25	23	–	
Information Technology			7	7	–	7	7	–	–	3	–	
Roads			5	2	1	5	2	1	4	3	–	
Electricity			2	1	–	2	1	–	–	3	–	
Water			3	3	–	3	3	–	11	3	–	
Sanitation			1	–	–	1	–	–	–	–	–	
Refuse			4	1	–	4	1	–	–	3	–	
Other			51	28	2	51	28	2	58	35	–	
Technicians			177	163	–	177	163	–	597	359	–	
Finance			–	–	–	–	–	–	65	50	–	
Spatial/town planning			11	11	–	11	11	–	60	29	–	
Information Technology			–	–	–	–	–	–	10	6	–	
Roads			23	23	–	23	23	–	27	18	–	
Electricity			29	29	–	29	29	–	46	23	–	
Water			59	59	–	59	59	–	80	34	–	
Sanitation			–	–	–	–	–	–	–	–	–	
Refuse			11	11	–	11	11	–	7	–	–	
Other			44	30	–	44	30	–	302	199	–	
Clerks (Clerical and administrative)			241	241	85	241	241	85	409	227	–	
Service and sales workers			160	160	96	160	160	96	184	72	–	
Skilled agricultural and fishery workers			–	–	–	–	–	–	–	–	–	
Craft and related trades			–	–	–	–	–	–	–	–	–	
Plant and Machine Operators			58	58	–	58	58	–	170	103	–	
Elementary Occupations			479	423	12	479	423	12	492	263	–	
TOTAL PERSONNEL NUMBERS			9	1 284	1 178	199	1 284	1 178	199	2 031	1 172	–
% increase						–	–	–	58.2%	(0.5%)	(100.0%)	
Total municipal employees headcount			6, 10	–	–	–	–	–	–	–	–	
Finance personnel headcount			8, 10	–	–	–	–	–	–	–	–	
Human Resources personnel headcount			8, 10	–	–	–	–	–	–	–	–	

WC024 Stellenbosch - Supporting Table SA25 Budgeted monthly revenue and expenditure

Description	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand																
Revenue																
Exchange Revenue																
Service charges - Electricity		61 920	63 768	71 560	48 613	46 961	42 457	44 180	50 953	51 803	56 543	58 043	316 868	913 669	1 046 151	1 160 182
Service charges - Water		11 721	13 289	12 635	14 542	15 028	16 935	17 118	16 984	15 482	17 521	17 520	16 847	185 622	194 903	204 648
Service charges - Waste Water Management		13 895	6 939	8 176	8 644	8 570	8 369	8 606	9 368	8 269	8 731	8 729	10 351	108 647	115 165	122 075
Service charges - Waste Management		15 160	6 736	6 832	6 879	7 332	6 890	6 540	6 977	7 084	7 035	6 856	23 333	107 654	117 342	127 903
Sale of Goods and Rendering of Services		1 158	2 156	1 534	1 535	2 596	789	1 509	2 377	2 377	1 219	1 186	3 754	22 190	23 233	24 325
Agency services		102	385	260	312	240	175	167	285	285	285	285	578	3 358	3 516	3 681
Interest		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest earned from Receivables		941	1 068	1 092	1 220	1 226	1 298	1 298	1 173	1 174	1 181	1 181	2 560	15 413	15 721	16 035
Interest earned from Current and Non Current Assets		3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	41 193	41 484	41 778
Dividends		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rent on Land		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rental from Fixed Assets		438	420	448	428	2 089	717	713	790	790	790	790	2 193	10 604	11 102	11 624
Licence and permits		128	932	777	643	1 048	356	468	478	481	481	481	1 600	7 872	8 242	8 629
Operational Revenue		843	298	644	395	452	329	232	384	384	332	332	14 722	19 346	32 898	43 486
Non-Exchange Revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Property rates		133 455	30 150	30 176	30 170	30 625	30 255	30 629	29 487	29 557	29 482	29 482	40 119	473 589	504 285	534 542
Surcharges and Taxes		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		0	10 520	7 003	18 687	6 272	12 281	17 118	10 410	10 410	10 410	10 410	18 049	131 570	137 754	144 228
Licences or permits		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer and subsidies - Operational		68 196	399	4 847	399	1 032	55 267	5 471	16 146	16 772	16 772	17 771	37 839	240 911	249 008	311 436
Interest		194	209	221	345	311	314	305	311	209	209	209	457	3 293	3 359	3 426
Fuel Levy		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operational Revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Gains on disposal of Assets		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Gains		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discontinued Operations		-	-	-	-	-	-	-	(115)	(115)	(115)	-	344	-	-	-
Total Revenue (excluding capital transfers and contributions)		311 584	140 701	149 637	136 243	127 215	179 865	137 786	149 439	148 393	154 308	156 707	493 048	2 284 927	2 504 162	2 757 998
Expenditure																
Employee related costs		46 711	46 905	47 018	47 138	76 129	47 050	47 268	46 919	47 909	47 028	46 849	70 769	617 694	631 367	674 743
Remuneration of councillors		1 841	1 841	1 841	1 841	1 841	1 841	1 841	1 841	1 841	1 841	1 841	1 841	22 097	23 422	24 828
Inventory consumed		31 771	31 771	73 723	40 467	37 278	37 234	32 440	37 340	59 323	47 087	117 579	90 382	636 393	776 399	947 207
Debt impairment		1 012	3 337	3 476	12 757	2 051	6 925	4 352	5 125	11 553	11 728	297	37 836	100 449	103 003	105 309
Depreciation and amortisation		-	-	-	-	-	-	-	-	-	-	-	16 684	16 684	16 197	14 504
Bulk purchases - electricity		18 160	18 160	18 160	18 160	18 160	18 160	18 160	18 352	18 352	18 172	18 352	19 932	220 283	225 791	230 391
Interest		-	-	10 700	-	-	19 144	-	-	10 700	-	-	19 144	59 688	72 517	91 615
Contracted services		659	2 522	9 416	23 126	8 110	13 920	12 123	12 680	34 248	22 163	6 885	143 016	288 868	288 045	292 241
Transfers and subsidies		-	3 016	202	6 515	2 444	334	567	773	646	-	-	5 649	20 636	21 048	21 469
Irrecoverable debts written off		-	-	-	-	355	-	6 796	-	4 475	-	-	83 332	94 958	97 057	99 198
Operational costs		2 284	14 118	5 398	16 272	12 791	7 053	12 212	8 664	19 152	10 072	1 007	71 576	180 599	184 668	188 865
Losses on disposal of Assets		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Losses		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure		102 438	121 671	169 935	166 277	159 161	151 661	135 758	131 413	208 326	158 737	192 811	560 161	2 258 349	2 439 514	2 690 369

Description	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Surplus/(Deficit)		209 146	19 030	(20 298)	(30 034)	(31 946)	28 204	2 028	18 026	(59 933)	(4 428)	(36 104)	(67 113)	26 578	64 648	67 629
Transfers and subsidies - capital (monetary allocations)		419	419	419	419	419	419	419	419	419	419	419	99 242	103 856	91 949	89 259
Transfers and subsidies - capital (in-kind)		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		–	–	–	–	–	–	–	–	–	–	–	130 434	130 434	156 597	156 888
Income Tax		209 565	19 450	(19 879)	(29 615)	(31 527)	28 624	2 447	18 446	(59 514)	(4 009)	(35 684)	162 563	260 868	313 195	313 776
Surplus/(Deficit) after income tax		–	–	–	–	–	–	–	–	–	–	–	130 434	130 434	156 597	156 888
Surplus/(Deficit) attributable to municipality		–	–	–	–	–	–	–	–	–	–	–	130 434	130 434	156 597	156 888
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit)	1	209 565	19 450	(19 879)	(29 615)	(31 527)	28 624	2 447	18 446	(59 514)	(4 009)	(35 684)	162 563	260 868	313 195	313 776

WC024 Stellenbosch - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand																
Revenue by Vote																
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		1 305	2 113	1 673	1 504	3 728	1 456	1 774	1 961	1 982	1 982	1 981	4 897	26 357	40 507	47 883
Vote 3 - INFRASTRUCTURE SERVICES		145 529	91 909	102 743	80 035	79 303	108 806	80 071	94 868	93 225	100 425	102 743	510 299	1 589 956	1 737 914	1 935 677
Vote 4 - COMMUNITY AND PROTECTION SERVICES		748	12 466	10 674	20 301	9 128	14 075	19 680	13 331	13 939	12 780	12 780	24 874	164 777	171 716	180 636
Vote 5 - CORPORATE SERVICES		685	601	794	574	639	574	611	491	491	440	440	3 839	10 179	10 322	10 807
Vote 6 - FINANCIAL SERVICES		163 736	34 032	34 173	34 248	34 837	55 375	36 070	39 321	39 289	39 214	39 181	48 037	597 514	635 652	672 254
Total Revenue by Vote		312 004	141 121	150 057	136 662	127 634	180 285	138 206	149 973	148 927	154 842	157 126	591 946	2 388 783	2 596 111	2 847 258
Expenditure by Vote to be appropriated																
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		1 025	1 104	1 136	1 070	2 067	1 114	1 236	1 273	1 728	1 503	1 112	3 474	17 841	18 740	19 687
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		5 429	5 473	5 559	11 572	8 645	7 344	6 012	5 858	7 220	6 909	6 079	17 302	93 403	93 561	102 928
Vote 3 - INFRASTRUCTURE SERVICES		62 564	68 103	125 878	100 316	84 365	100 334	83 459	79 025	140 853	103 102	154 070	264 590	1 366 656	1 523 685	1 732 756
Vote 4 - COMMUNITY AND PROTECTION SERVICES		17 692	21 239	19 702	25 600	32 250	22 148	21 803	25 017	26 361	25 156	17 572	168 362	422 903	430 177	446 828
Vote 5 - CORPORATE SERVICES		10 580	11 239	11 822	17 391	18 538	13 941	13 419	12 313	23 585	14 062	8 557	79 310	234 757	244 963	255 972
Vote 6 - FINANCIAL SERVICES		5 149	14 513	5 838	10 329	13 296	6 781	9 830	8 041	8 694	8 119	5 421	26 780	122 789	128 388	132 199
Total Expenditure by Vote		102 438	121 671	169 935	166 277	159 161	151 661	135 758	131 527	208 441	158 851	192 811	559 817	2 258 349	2 439 514	2 690 369
Surplus/(Deficit) before assoc.		209 565	19 450	(19 879)	(29 615)	(31 527)	28 624	2 447	18 446	(59 514)	(4 009)	(35 684)	32 129	130 434	156 597	156 888
Surplus/(Deficit) after income tax		–	–	–	–	–	–	–	–	–	–	–	130 434	130 434	156 597	156 888
Surplus/(Deficit) attributable to municipality		–	–	–	–	–	–	–	–	–	–	–	130 434	130 434	156 597	156 888
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit)	1	209 565	19 450	(19 879)	(29 615)	(31 527)	28 624	2 447	18 446	(59 514)	(4 009)	(35 684)	32 129	130 434	156 597	156 888

WC024 Stellenbosch - Supporting Table SA27 Budgeted monthly revenue and expenditure (functional classification)

Description	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand																
Revenue - Functional																
Governance and administration		164 421	34 633	34 967	34 821	35 476	55 948	36 681	39 812	39 780	39 655	39 622	51 876	607 693	645 974	683 061
Executive and council		32	27	244	26	135	36	27	90	90	90	90	317	1 205	926	970
Finance and administration		164 389	34 607	34 723	34 795	35 341	55 913	36 654	39 722	39 690	39 564	39 531	51 559	606 488	645 048	682 092
Internal audit		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Community and public safety		1 647	13 344	11 632	21 176	11 496	15 195	20 858	14 423	15 052	13 893	13 892	27 262	179 869	202 595	218 428
Community and social services		104	157	2 141	144	959	1 140	1 399	801	1 405	1 402	1 402	3 864	14 918	15 998	17 599
Sport and recreation		65	50	69	50	50	50	103	114	114	113	113	350	1 242	675	707
Public safety		578	12 258	8 426	20 104	8 084	12 884	18 173	12 359	12 362	11 207	11 207	20 248	147 892	154 284	161 536
Housing		899	880	995	879	2 402	1 121	1 183	1 149	1 170	1 170	1 169	2 800	15 817	31 637	38 587
Health		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Economic and environmental services		500	1 322	840	703	1 521	386	642	931	931	931	931	104 286	113 925	93 394	129 129
Planning and development		467	1 285	770	667	1 456	354	605	838	838	838	838	97 420	106 375	74 245	103 139
Road transport		32	35	32	32	32	32	32	36	36	36	36	6 454	6 826	18 391	25 196
Environmental protection		1	2	38	4	34	1	5	57	57	57	57	412	725	759	794
Trading services		145 436	91 822	102 619	79 961	79 141	108 755	80 024	94 807	93 164	100 363	102 682	408 522	1 487 296	1 654 148	1 816 638
Energy sources		74 707	63 936	73 617	48 827	47 118	52 372	45 003	54 121	54 971	59 711	61 211	343 578	979 174	1 108 779	1 228 199
Water management		12 272	13 885	13 243	15 212	15 715	17 656	17 844	17 748	16 246	18 285	18 285	20 174	196 564	207 262	218 330
Waste water management		28 864	7 084	8 738	8 821	8 752	20 303	9 613	12 760	11 661	12 123	13 120	18 384	160 222	173 642	188 420
Waste management		29 593	6 916	7 021	7 102	7 556	18 424	7 564	10 178	10 285	10 245	10 066	26 386	151 336	164 465	181 689
Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Revenue - Functional		312 004	141 121	150 057	136 662	127 634	180 285	138 206	149 973	148 927	154 842	157 126	591 946	2 388 783	2 596 111	2 847 258
Expenditure - Functional																
Governance and administration		16 545	26 638	18 485	28 464	33 202	21 393	24 126	21 279	31 784	23 172	14 848	102 679	362 614	378 705	393 830
Executive and council		2 959	2 980	2 999	3 092	3 529	4 385	3 246	3 086	3 648	3 032	3 009	6 396	42 363	43 900	45 808
Finance and administration		13 241	23 267	15 141	25 015	29 012	16 629	20 535	17 843	27 590	19 752	11 495	94 925	314 447	328 697	341 592
Internal audit		344	390	345	356	660	378	344	350	546	388	344	1 359	5 804	6 107	6 430
Community and public safety		17 833	21 374	19 876	25 605	32 690	22 341	22 219	24 873	28 554	25 524	17 751	174 406	433 048	443 662	464 832
Community and social services		2 399	5 684	2 795	3 895	5 018	3 421	3 870	3 712	4 533	3 808	2 389	11 179	52 702	54 514	56 928
Sport and recreation		4 691	4 792	5 107	5 727	7 748	5 965	5 331	6 289	7 457	6 005	4 659	17 315	81 085	84 454	88 370
Public safety		8 893	9 054	10 074	13 831	16 898	10 902	10 626	12 806	13 787	13 164	8 871	139 260	268 165	273 631	282 951
Housing		1 849	1 845	1 901	2 153	3 026	2 054	2 393	2 067	2 777	2 548	1 832	6 652	31 096	31 064	36 583
Health		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Economic and environmental services		12 381	12 427	18 295	20 463	18 200	20 166	13 664	14 036	22 612	18 085	12 875	37 168	220 371	214 401	261 159
Planning and development		4 584	4 645	9 125	10 558	7 369	10 778	4 754	5 189	10 645	6 207	5 285	19 457	98 596	92 019	133 471
Road transport		6 867	6 851	8 222	8 530	9 263	8 208	7 691	7 416	10 552	10 479	6 717	12 894	103 690	104 394	108 802
Environmental protection		930	932	948	1 374	1 567	1 180	1 220	1 431	1 415	1 399	873	4 817	18 085	17 988	18 886

Description	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand																
Trading services		55 680	61 231	113 279	91 746	75 070	87 761	75 749	71 339	125 491	92 070	147 337	245 563	1 242 315	1 402 746	1 570 549
Energy sources		38 621	39 546	82 679	50 845	46 377	47 528	41 176	45 612	72 957	56 700	126 286	120 349	768 674	914 491	1 102 796
Water management		5 250	7 966	11 028	10 398	8 438	11 361	10 872	6 227	19 901	13 549	5 109	35 933	146 032	152 518	162 089
Waste water management		8 678	9 848	16 210	11 990	11 567	16 254	12 287	11 134	20 875	13 422	9 539	35 188	176 993	185 461	188 943
Waste management		3 131	3 871	3 362	18 512	8 688	12 618	11 415	8 367	11 758	8 399	6 402	54 093	150 616	150 276	116 721
Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Expenditure - Functional		102 438	121 671	169 935	166 277	159 161	151 661	135 758	131 527	208 441	158 851	192 811	559 817	2 258 349	2 439 514	2 690 369
Surplus/(Deficit) before assoc.		209 565	19 450	(19 879)	(29 615)	(31 527)	28 624	2 447	18 446	(59 514)	(4 009)	(35 684)	32 129	130 434	156 597	156 888
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit)	1	209 565	19 450	(19 879)	(29 615)	(31 527)	28 624	2 447	18 446	(59 514)	(4 009)	(35 684)	32 129	130 434	156 597	156 888

WC024 Stellenbosch - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

Description	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand																
Multi-year expenditure to be appropriated	1															
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	26	11	1	2	–	–	–	–	–	40	40	40
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		–	197	329	529	471	388	559	1 021	1 276	1 038	1 133	883	7 824	28 605	31 150
Vote 3 - INFRASTRUCTURE SERVICES		16 257	17 802	37 723	45 305	39 203	31 147	36 478	38 898	50 727	39 365	40 761	38 459	432 123	489 935	440 666
Vote 4 - COMMUNITY AND PROTECTION SERVICES		–	300	990	700	575	1 997	2 200	1 460	1 094	1 705	4 411	5 060	20 492	34 255	14 500
Vote 5 - CORPORATE SERVICES		250	–	33	308	400	1 000	322	2 869	4 570	5 021	4 650	10 778	30 201	19 320	9 270
Vote 6 - FINANCIAL SERVICES		–	18	25	50	–	–	1	–	23	35	98	–	250	250	250
Capital multi-year expenditure sub-total	2	16 507	18 317	39 100	46 918	40 660	34 533	39 562	44 248	57 689	47 164	51 053	55 180	490 930	572 405	495 876
Single-year expenditure to be appropriated																
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		–	38	15	–	53	–	265	38	265	135	163	250	1 220	1 230	300
Vote 3 - INFRASTRUCTURE SERVICES		–	20	20	125	1 725	165	165	230	180	110	30	1 530	4 300	4 300	5 300
Vote 4 - COMMUNITY AND PROTECTION SERVICES		–	–	450	650	505	550	–	555	650	10	280	500	4 150	10 860	1 580
Vote 5 - CORPORATE SERVICES		50	–	–	–	–	1 000	–	630	663	613	613	133	3 700	300	–
Vote 6 - FINANCIAL SERVICES		–	–	–	–	–	–	–	250	–	250	–	–	500	–	–
Capital single-year expenditure sub-total	2	50	58	485	775	2 283	1 715	430	1 702	1 758	1 118	1 085	2 413	13 870	16 690	7 180
Total Capital Expenditure	2	16 557	18 375	39 585	47 693	42 942	36 248	39 992	45 950	59 447	48 281	52 138	57 593	504 800	589 095	503 056

WC024 Stellenbosch - Supporting Table SA29 Budgeted monthly capital expenditure (functional classification)

Description	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand																
Capital Expenditure - Functional	1															
Governance and administration		14 143	15 451	38 715	46 625	41 916	34 391	41 810	51 549	73 564	61 816	64 830	(450 119)	34 691	19 910	9 560
Executive and council		–	–	–	26	11	1	2	–	–	–	–	–	40	40	40
Finance and administration		14 143	15 451	38 715	46 599	41 905	34 390	41 808	51 549	73 564	61 816	64 830	(450 119)	34 651	19 870	9 520
Internal audit		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Community and public safety		–	447	1 189	1 779	1 166	1 593	2 974	2 186	2 442	2 388	5 849	6 593	28 606	69 755	43 730
Community and social services		–	–	–	100	80	75	2 000	555	110	65	240	4 060	7 285	13 520	1 230
Sport and recreation		–	–	–	950	700	300	200	–	500	660	1 651	1 500	6 461	16 600	3 200
Public safety		–	300	945	300	–	929	–	710	391	590	2 800	–	6 966	9 950	8 000
Housing		–	147	244	429	386	288	774	921	1 441	1 073	1 158	1 033	7 894	29 685	31 300
Health		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Economic and environmental services		–	88	5 175	5 550	9 158	6 488	6 220	11 343	19 070	12 568	9 950	9 873	95 480	93 008	101 225
Planning and development		–	88	2 100	1 980	1 638	100	1 560	3 918	4 120	1 900	943	1 455	19 800	10 605	575
Road transport		–	–	3 025	3 570	7 220	5 588	4 660	6 675	14 650	10 268	9 008	8 418	73 080	80 653	97 000
Environmental protection		–	–	50	–	300	800	–	750	300	400	–	–	2 600	1 750	3 650
Trading services		16 257	17 822	33 163	39 980	32 208	26 167	30 473	28 673	32 679	27 407	30 978	30 216	346 023	406 423	348 541
Energy sources		–	–	13 536	18 051	11 725	5 979	16 459	9 708	15 079	8 707	9 691	4 253	113 188	109 923	153 741
Water management		9 560	10 260	10 285	10 885	9 050	6 060	6 360	9 648	10 298	10 658	12 358	11 731	117 150	100 150	129 950
Waste water management		450	895	1 595	1 275	3 050	3 780	3 705	5 130	6 205	7 805	8 605	10 645	53 140	103 200	33 300
Waste management		6 247	6 667	7 748	9 769	8 383	10 348	3 950	4 187	1 098	238	325	3 587	62 545	93 150	31 550
Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Capital Expenditure - Functional	2	30 400	33 807	78 243	93 934	84 447	68 638	81 477	93 750	127 755	104 179	111 608	(403 438)	504 800	589 095	503 056
Funded by:																
National Government		9 100	8 500	9 662	9 306	5 874	2 075	6 739	3 605	6 885	6 544	4 325	6 575	79 190	57 816	58 603
Provincial Government		–	179	2 329	2 179	1 871	271	2 009	4 621	4 871	2 621	1 733	1 983	24 666	34 133	30 656
District Municipality		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other transfers and grants		–	–	878	613	5 100	500	7 066	–	1 000	1 660	2 401	4 900	24 118	22 200	20 000
Transfers recognised - capital		9 100	8 679	12 869	12 099	12 845	2 846	15 814	8 225	12 755	10 825	8 459	13 458	127 974	114 149	109 259
Public contributions & donations		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Borrowing		6 922	8 392	19 858	28 726	19 074	19 313	13 418	19 054	18 520	13 953	18 116	14 655	200 000	200 000	175 000
Internally generated funds		14 378	16 736	45 516	53 110	52 528	46 479	52 245	66 470	96 480	79 402	85 033	(431 551)	176 826	274 946	218 797
Total Capital Funding		30 400	33 807	78 243	93 934	84 447	68 638	81 477	93 750	127 755	104 179	111 608	(403 438)	504 800	589 095	503 056

WC024 Stellenbosch - Supporting Table SA30 Budgeted monthly cash flow

MONTHLY CASH FLOWS	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Cash Receipts By Source													1		
Property rates	128 303	29 147	29 181	29 294	29 698	29 347	29 697	28 610	28 579	28 507	28 507	62 478	481 350	506 713	534 727
Service charges - electricity revenue	69 427	71 566	80 145	54 530	52 665	47 679	49 554	57 112	58 055	63 396	65 121	353 994	1 023 246	1 171 361	1 298 853
Service charges - water revenue	13 405	15 166	14 467	16 616	17 166	19 288	19 494	19 388	17 746	19 975	19 975	20 203	212 891	223 232	234 084
Service charges - sanitation revenue	15 485	7 820	9 196	9 737	9 662	9 454	9 714	10 490	9 277	9 787	9 785	11 705	122 111	129 351	137 023
Service charges - refuse revenue	16 904	7 627	7 731	7 818	8 267	7 841	7 460	7 825	7 932	7 914	7 735	25 962	121 015	131 718	143 381
Rental of facilities and equipment	478	458	485	465	2 285	780	776	855	855	855	855	2 245	11 395	11 930	12 491
Interest earned - external investments	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	3 433	41 193	41 484	41 778
Interest earned - outstanding debtors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividends received	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits	0	2 319	1 545	4 114	1 384	2 702	3 767	2 293	2 293	2 293	2 293	4 096	29 099	30 467	31 899
Licences and permits	128	932	777	643	1 048	356	468	478	481	481	481	1 600	7 872	8 242	8 629
Agency services	102	385	260	312	240	175	167	285	285	285	285	578	3 358	3 516	3 681
Transfers and Subsidies - Operational	70 983	3 186	5 539	3 186	3 186	57 016	6 909	18 285	18 285	18 285	19 285	16 763	240 911	249 008	311 436
Other revenue	(5 970)	(1 217)	6 379	8 755	5 328	3 273	4 227	5 040	17 185	8 237	14 187	29 078	94 504	119 042	124 947
Cash Receipts by Source	312 678	140 822	159 141	138 904	134 362	181 344	135 666	154 093	164 407	163 449	171 943	532 135	2 388 944	2 626 063	2 882 928
Other Cash Flows by Source															
Transfers and subsidies - capital (monetary allocations)	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	8 655	103 856	91 949	89 259
Transfers and subsidies - capital (in-kind)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on Disposal of Fixed and Intangible Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Short term loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing	-	-	-	-	-	-	-	-	-	-	-	200 000	200 000	200 000	175 000
Increase (decrease) in consumer deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Receipts by Source	321 333	149 476	167 795	147 559	143 017	189 999	144 321	162 748	173 061	172 104	180 597	740 790	2 692 800	2 918 012	3 147 187
Cash Payments by Type															
Employee related costs	(45 893)	(46 769)	(46 616)	(46 673)	(75 900)	(46 597)	(46 868)	(46 434)	(46 551)	(46 543)	(46 030)	(65 631)	(606 505)	(618 867)	(660 760)
Remuneration of councillors	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(1 841)	(22 097)	(23 422)	(24 828)
Finance charges	-	-	(10 700)	-	-	(10 700)	-	-	(10 700)	-	-	(10 700)	(42 802)	(53 533)	(70 477)
Bulk purchases - Electricity	(36 536)	(36 536)	(84 781)	(46 537)	(42 870)	(42 819)	(37 305)	(42 941)	(68 221)	(54 150)	(135 215)	(103 940)	(731 852)	(892 859)	(1 089 288)
Bulk purchases - Water & Sewer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other materials	(1 162)	(3 836)	(3 997)	(13 540)	(2 357)	(7 551)	(4 671)	(5 362)	(12 897)	(12 997)	(336)	(42 168)	(110 873)	(113 671)	(116 226)
Contracted services	(470)	(2 613)	(10 541)	(26 307)	(9 039)	(15 721)	(13 596)	(14 295)	(39 098)	(25 142)	(7 573)	(164 123)	(328 518)	(327 572)	(332 397)
Transfers and grants - other municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants - other	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(1 720)	(20 636)	(21 048)	(21 469)
Other expenditure	(2 626)	(15 451)	(5 753)	(17 983)	(13 591)	(7 930)	(13 161)	(9 436)	(21 684)	(11 054)	(963)	(81 369)	(201 000)	(205 549)	(210 244)
Cash Payments by Type	(90 249)	(108 766)	(165 949)	(154 601)	(147 318)	(134 879)	(119 162)	(122 028)	(202 711)	(153 447)	(193 679)	(471 493)	(2 064 281)	(2 256 522)	(2 525 690)

MONTHLY CASH FLOWS	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Other Cash Flows/Payments by Type															
Capital assets	-	-	-	-	-	-	-	-	-	-	-	(576 970)	(576 970)	(672 434)	(574 014)
Repayment of borrowing	-	-	-	-	-	(27 816)	-	-	-	-	-	(27 816)	(55 632)	(63 043)	(68 381)
Other Cash Flows/Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Payments by Type	(90 249)	(108 766)	(165 949)	(154 601)	(147 318)	(162 695)	(119 162)	(122 028)	(202 711)	(153 447)	(193 679)	(1 076 279)	(2 696 884)	(2 991 998)	(3 168 085)
NET INCREASE/(DECREASE) IN CASH HELD	231 084	40 711	1 846	(7 042)	(4 301)	27 303	25 159	40 720	(29 650)	18 657	(13 082)	(335 489)	(4 084)	(73 986)	(20 898)
Cash/cash equivalents at the month/year begin:	432 641	663 725	704 436	706 282	699 240	694 939	722 242	747 401	788 121	758 471	777 128	764 046	432 641	428 557	354 570
Cash/cash equivalents at the month/year end:	663 725	704 436	706 282	699 240	694 939	722 242	747 401	788 121	758 471	777 128	764 046	428 557	428 557	354 570	333 672

WC024 Stellenbosch - NOT REQUIRED - municipality does not have entities

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R million										
<u>Financial Performance</u>										
Property rates		-	-	-	-	-	-	-	-	-
Service charges		-	-	-	-	-	-	-	-	-
Investment revenue		-	-	-	-	-	-	-	-	-
Transfer and subsidies - Operational		-	-	-	-	-	-	-	-	-
Other own revenue		-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		-	-	-	-	-	-	-	-	-
Employee costs		-	-	-	-	-	-	-	-	-
Remuneration of Board Members		-	-	-	-	-	-	-	-	-
Depreciation and amortisation		-	-	-	-	-	-	-	-	-
Interest		-	-	-	-	-	-	-	-	-
Inventory consumed and bulk purchases		-	-	-	-	-	-	-	-	-
Transfers and subsidies		-	-	-	-	-	-	-	-	-
Other expenditure		-	-	-	-	-	-	-	-	-
Total Expenditure		-	-	-	-	-	-	-	-	-
Surplus/(Deficit)		-	-	-	-	-	-	-	-	-
<u>Capital expenditure & funds sources</u>										
<u>Capital expenditure</u>										
Transfers recognised - capital		-	-	-	-	-	-	-	-	-
Public contributions & donations		-	-	-	-	-	-	-	-	-
Borrowing		-	-	-	-	-	-	-	-	-
Internally generated funds		-	-	-	-	-	-	-	-	-
Total sources		-	-	-	-	-	-	-	-	-
<u>Financial position</u>										
Total current assets		-	-	-	-	-	-	-	-	-
Total non current assets		-	-	-	-	-	-	-	-	-
Total current liabilities		-	-	-	-	-	-	-	-	-
Total non current liabilities		-	-	-	-	-	-	-	-	-
Community wealth/Equity		-	-	-	-	-	-	-	-	-
<u>Cash flows</u>										
Net cash from (used) operating		-	-	-	-	-	-	-	-	-
Net cash from (used) investing		-	-	-	-	-	-	-	-	-
Net cash from (used) financing		-	-	-	-	-	-	-	-	-
Cash/cash equivalents at the year end		-	-	-	-	-	-	-	-	-

WC024 Stellenbosch - Supporting Table SA32 List of external mechanisms

External mechanism	Yrs/ Mths	Period of agreement 1.	Service provided	Expiry date of service delivery agreement or contract	Monetary value of agreement 2.
Name of organisation		Number			R thousand
DBSA	Yrs	15	Financial of approved Capital Projects by means of and external loan.	30 June 2025	13 425
DBSA	Yrs	16	Financial of approved Capital Projects by means of and external loan.	30 June 2026	40 314
DBSA	Yrs	15	Financial of approved Capital Projects by means of and external loan.	30 June 2029	73 446
NEDBANK	Yrs	10	Financial of approved Capital Projects by means of and external loan.	29 June 2029	138 992
NEDBANK	Yrs	10	Financial of approved Capital Projects by means of and external loan.	30 June 2031	102 780
STANDARD BANK	Yrs	10	Financial of approved Capital Projects by means of and external loan.	30 June 2032	144 000
FNB	Yrs	5	Provisioning of banking services.	30 June 2025	Rates approved

WC024 Stellenbosch - Supporting Table SA33 Contracts having future budgetary implications

Description	Ref	Preceding Years	Current Year 2022/23	2023/24 Medium Term Revenue & Expenditure Framework			Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32	Forecast 2032/33	Total Contract Value
		Total	Original Budget	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
R thousand	1,3													
Parent Municipality:														
Revenue Obligation By Contract	2													
Contract 1														-
Total Operating Revenue Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditure Obligation By Contract	2													
DBSA 61001059		20 280	3 973	3 290	2 535	1 688	759							32 525
DBSA 61000816		7 925	1 415	1 093	734	331								11 497
DBSA 61007281		28 486	7 012	6 430	5 813	5 056	4 288	3 429	2 489	1 454	299			64 756
NEDBANK 05/7831035613/000001		29 761	8 912	11 985	10 706	9 171	7 588	5 819	3 885	1 730				89 556
NEDBANK 05/7831035613/000002		-	13 199	8 301	7 675	6 897	6 127	5 267	4 341	3 297	2 207	976		58 287
STANDARD BANK 730033		-		15 614	14 611	13 665	12 404	11 081	9 634	7 945	6 134	4 141	1 861	97 089
Contract 7														-
Total Operating Expenditure Implication		86 452	34 511	46 712	42 075	36 808	31 166	25 596	20 349	14 426	8 639	5 117	1 861	353 711
Capital Expenditure Obligation By Contract	2													
Contract 1														-
Contract 2														-
Total Capital Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
Total Parent Expenditure Implication		86 452	34 511	46 712	42 075	36 808	31 166	25 596	20 349	14 426	8 639	5 117	1 861	353 711
Entities:														
Revenue Obligation By Contract	2													
Contract 1														-
Total Operating Revenue Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditure Obligation By Contract	2													
Contract 1														-
Contract 2														-
Total Operating Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure Obligation By Contract	2													
Contract 1														-
Contract 2														-
Total Capital Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-
Total Entity Expenditure Implication		-	-	-	-	-	-	-	-	-	-	-	-	-

WC024 Stellenbosch - Supporting Table SA34a Capital expenditure on new assets by asset class

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		141 396	120 939	106 769	195 494	190 187	190 187	277 352	278 566	213 062
Roads Infrastructure		34 038	39 215	3 337	33 400	33 133	33 133	24 800	35 900	59 700
Roads		15 824	22 892	(13 033)	2 500	7 854	7 854	2 000	–	4 000
Road Structures		15 711	14 637	15 571	29 200	23 844	23 844	21 200	35 200	55 600
Road Furniture		2 503	1 686	800	1 700	1 435	1 435	1 600	700	100
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		–	–	–	500	291	291	2 500	1 100	600
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	500	291	291	2 000	100	100
Attenuation		–	–	–	–	–	–	500	1 000	500
Electrical Infrastructure		16 098	20 376	45 569	52 500	69 053	69 053	83 698	85 166	82 912
Power Plants		8 107	–	13 217	–	18 911	18 911	5 018	5 068	5 829
HV Substations		880	–	–	2 600	2 600	2 600	25 300	55 500	52 571
HV Switching Station		–	–	–	–	–	–	–	–	–
HV Transmission Conductors		–	–	–	–	–	–	–	–	400
MV Substations		–	754	471	14 200	1 626	1 626	23 108	226	–
MV Switching Stations		–	–	–	–	–	–	–	–	–
MV Networks		4 428	10 594	17 741	29 350	40 137	40 137	24 072	17 872	15 772
LV Networks		1 886	5 257	5 250	6 100	5 768	5 768	5 950	6 050	8 090
Capital Spares		797	3 771	8 890	250	10	10	250	450	250
Water Supply Infrastructure		10 095	22 905	25 258	49 294	77 063	77 063	101 354	63 500	34 850
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		–	–	–	–	–	–	500	2 600	–
Reservoirs		4 354	4 634	13 631	28 069	68 177	68 177	80 500	34 000	2 000
Pump Stations		–	–	–	–	–	–	–	–	–
Water Treatment Works		–	–	–	1 000	10	10	2 000	2 000	1 500
Bulk Mains		1 749	13 185	10 736	16 125	7 769	7 769	11 771	14 800	18 850
Distribution		3 991	5 085	891	4 100	1 107	1 107	6 583	10 100	12 500
Distribution Points		–	–	–	–	–	–	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sanitation Infrastructure		59 018	28 848	27 193	2 500	1 179	1 179	2 500	2 000	2 000
Pump Station		–	–	–	–	–	–	–	–	–
Reticulation		259	2 347	15 455	1 500	–	–	1 500	–	–
Waste Water Treatment Works		499	62	–	–	–	–	–	–	–
Outfall Sewers		58 260	26 438	11 737	1 000	1 179	1 179	1 000	2 000	2 000
Toilet Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		21 518	9 464	5 330	57 300	9 469	9 469	60 500	88 900	31 000
Landfill Sites		20 881	8 894	2 275	44 000	4 154	4 154	46 000	55 600	1 000
Waste Transfer Stations		182	295	932	500	470	470	2 500	3 500	13 500
Waste Processing Facilities		–	–	–	100	255	255	–	–	–
Waste Drop-off Points		169	–	427	600	518	518	1 500	9 300	5 000
Waste Separation Facilities		87	215	138	500	172	172	500	500	500
Electricity Generation Facilities		199	59	1 557	11 600	3 900	3 900	10 000	20 000	11 000
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Promenades		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		630	131	82	-	-	-	2 000	2 000	2 000
Data Centres		-	-	-	-	-	-	-	-	-
Core Layers		-	-	-	-	-	-	-	-	-
Distribution Layers		-	-	-	-	-	-	2 000	2 000	2 000
Capital Spares		630	131	82	-	-	-	-	-	-
Community Assets		9 509	7 781	(12 110)	-	5 318	5 318	1 300	200	2 000
Community Facilities		6 631	5 419	2 706	-	5 056	5 056	1 000	-	-
Halls		73	253	-	-	-	-	-	-	-
Centres		-	-	-	-	-	-	-	-	-
Crèches		-	-	-	-	-	-	-	-	-
Clinics/Care Centres		-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		-	-	-	-	-	-	-	-	-
Testing Stations		-	-	-	-	-	-	-	-	-
Museums		-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-
Theatres		393	727	53	-	-	-	-	-	-
Libraries		33	330	70	-	-	-	-	-	-
Cemeteries/Crematoria		-	-	-	-	-	-	-	-	-
Police		-	-	-	-	-	-	-	-	-
Parks		-	103	-	-	-	-	-	-	-
Public Open Space		1 500	2 001	1 173	-	-	-	-	-	-
Nature Reserves		260	-	-	-	-	-	-	-	-
Public Ablution Facilities		-	-	-	-	-	-	-	-	-
Markets		130	-	-	-	-	-	-	-	-
Stalls		3 402	2 005	1 411	-	5 056	5 056	1 000	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-
Capital Spares		840	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		2 878	2 362	(14 816)	-	261	261	300	200	2 000
Indoor Facilities		-	-	-	-	-	-	-	-	-
Outdoor Facilities		2 878	2 362	(14 816)	-	261	261	300	200	2 000
Capital Spares		-	-	-	-	-	-	-	-	-
Heritage assets		100	-	-	-	-	-	-	-	-
Monuments		-	-	-	-	-	-	-	-	-
Historic Buildings		-	-	-	-	-	-	-	-	-
Works of Art		-	-	-	-	-	-	-	-	-
Conservation Areas		100	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-
Investment properties		2 303	5 688	1 400	-	-	-	-	-	-
Revenue Generating		972	3 681	1 400	-	-	-	-	-	-
Improved Property		972	3 681	1 400	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Non-revenue Generating		1 331	2 006	-	-	-	-	-	-	-
Improved Property		1 331	2 006	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Other assets		9 942	124 392	44 207	15 200	19 285	19 285	300	1 300	8 000
Operational Buildings		9 742	75 577	30 808	15 200	18 346	18 346	300	1 300	8 000
Municipal Offices		-	-	-	15 000	18 346	18 346	-	-	-
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-
Training Centres		9 742	75 577	30 808	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-
Depots		-	-	-	200	-	-	300	1 300	8 000

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
<i>Capital Spares</i>		-	-	-	-	-	-	-	-	-
Housing		200	48 815	13 399	-	939	939	-	-	-
<i>Staff Housing</i>		-	-	-	-	-	-	-	-	-
<i>Social Housing</i>		200	48 815	13 399	-	939	939	-	-	-
<i>Capital Spares</i>		-	-	-	-	-	-	-	-	-
<u>Biological or Cultivated Assets</u>		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
<u>Intangible Assets</u>		-	-	-	200	-	-	-	-	-
<i>Servitudes</i>		-	-	-	-	-	-	-	-	-
<i>Licences and Rights</i>		-	-	-	200	-	-	-	-	-
<i>Water Rights</i>		-	-	-	-	-	-	-	-	-
<i>Effluent Licenses</i>		-	-	-	-	-	-	-	-	-
<i>Solid Waste Licenses</i>		-	-	-	200	-	-	-	-	-
<i>Computer Software and Applications</i>		-	-	-	-	-	-	-	-	-
<i>Load Settlement Software Applications</i>		-	-	-	-	-	-	-	-	-
<i>Unspecified</i>		-	-	-	-	-	-	-	-	-
<u>Computer Equipment</u>		66 547	354	1 930	6 100	7 654	7 654	5 770	6 770	5 270
Computer Equipment		66 547	354	1 930	6 100	7 654	7 654	5 770	6 770	5 270
<u>Furniture and Office Equipment</u>		2 159	3 128	3 149	570	2 466	2 466	770	875	885
Furniture and Office Equipment		2 159	3 128	3 149	570	2 466	2 466	770	875	885
<u>Machinery and Equipment</u>		18 136	11 883	10 929	13 204	11 426	11 426	13 165	21 190	9 658
Machinery and Equipment		18 136	11 883	10 929	13 204	11 426	11 426	13 165	21 190	9 658
<u>Transport Assets</u>		19 520	16 040	4 531	3 800	4 407	4 407	10 166	18 150	5 500
Transport Assets		19 520	16 040	4 531	3 800	4 407	4 407	10 166	18 150	5 500
<u>Land</u>		-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-
<u>Zoo's, Marine and Non-biological Animals</u>		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
<u>Living resources</u>		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
<i>Policing and Protection</i>		-	-	-	-	-	-	-	-	-
<i>Zoological plants and animals</i>		-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-
<i>Policing and Protection</i>		-	-	-	-	-	-	-	-	-
<i>Zoological plants and animals</i>		-	-	-	-	-	-	-	-	-
Total Capital Expenditure on new assets	1	269 612	290 204	160 805	234 568	240 743	240 743	308 823	327 051	244 375

WC024 Stellenbosch - Supporting Table SA34b Capital expenditure on the renewal of existing assets by asset class

Description		Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
R thousand		1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Capital expenditure on renewal of existing assets by Asset Class/Sub-class											
Infrastructure			10 136	29 798	38 687	26 958	25 666	25 666	29 534	28 331	90 031
Roads Infrastructure			12 579	25 841	28 892	6 011	9 627	9 627	4 500	5 000	8 300
Roads			12 579	22 739	28 892	6 011	9 627	9 627	4 500	5 000	8 300
Road Structures			-	3 102	-	-	-	-	-	-	-
Road Furniture			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Storm water Infrastructure			-	-	-	-	-	-	-	-	-
Drainage Collection			-	-	-	-	-	-	-	-	-
Storm water Conveyance			-	-	-	-	-	-	-	-	-
Attenuation			-	-	-	-	-	-	-	-	-
Electrical Infrastructure			(4 747)	2 819	194	12 946	10 539	10 539	17 034	15 331	64 731
Power Plants			-	-	-	-	-	-	-	-	-
HV Substations			(6 567)	2 819	194	4 531	142	142	2 434	2 296	5 604
HV Switching Station			-	-	-	-	-	-	-	-	-
HV Transmission Conductors			-	-	-	-	-	-	-	-	-
MV Substations			-	-	-	1 715	728	728	6 600	6 035	4 356
MV Switching Stations			-	-	-	-	-	-	-	-	-
MV Networks			821	-	-	6 700	9 669	9 669	8 000	7 000	54 771
LV Networks			-	-	-	-	-	-	-	-	-
Capital Spares			999	-	-	-	-	-	-	-	-
Water Supply Infrastructure			473	1 138	7 132	4 000	4 000	4 000	4 000	4 000	7 000
Dams and Weirs			-	-	-	-	-	-	-	-	-
Boreholes			-	-	-	-	-	-	-	-	-
Reservoirs			-	-	-	-	-	-	-	-	-
Pump Stations			-	-	-	-	-	-	-	-	-
Water Treatment Works			-	-	-	-	-	-	-	-	-
Bulk Mains			-	-	-	-	-	-	-	-	-
Distribution			473	1 138	7 132	4 000	4 000	4 000	4 000	4 000	7 000
Distribution Points			-	-	-	-	-	-	-	-	-
PRV Stations			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Sanitation Infrastructure			1 831	-	2 468	4 000	1 500	1 500	4 000	4 000	10 000
Pump Station			-	-	-	-	-	-	-	-	-
Reticulation			1 826	-	-	-	-	-	-	-	-
Waste Water Treatment Works			-	-	-	-	-	-	-	-	-
Outfall Sewers			5	-	2 468	4 000	1 500	1 500	4 000	4 000	10 000
Toilet Facilities			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure			-	-	-	-	-	-	-	-	-
Landfill Sites			-	-	-	-	-	-	-	-	-
Waste Transfer Stations			-	-	-	-	-	-	-	-	-
Waste Processing Facilities			-	-	-	-	-	-	-	-	-
Waste Drop-off Points			-	-	-	-	-	-	-	-	-
Waste Separation Facilities			-	-	-	-	-	-	-	-	-
Electricity Generation Facilities			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Rail Infrastructure			-	-	-	-	-	-	-	-	-
Rail Lines			-	-	-	-	-	-	-	-	-
Rail Structures			-	-	-	-	-	-	-	-	-
Rail Furniture			-	-	-	-	-	-	-	-	-
Drainage Collection			-	-	-	-	-	-	-	-	-
Storm water Conveyance			-	-	-	-	-	-	-	-	-
Attenuation			-	-	-	-	-	-	-	-	-
MV Substations			-	-	-	-	-	-	-	-	-
LV Networks			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Coastal Infrastructure			-	-	-	-	-	-	-	-	-
Sand Pumps			-	-	-	-	-	-	-	-	-
Piers			-	-	-	-	-	-	-	-	-
Revetments			-	-	-	-	-	-	-	-	-

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Promenades		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-
Data Centres		-	-	-	-	-	-	-	-	-
Core Layers		-	-	-	-	-	-	-	-	-
Distribution Layers		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Community Assets		-	216	904	4 400	860	860	4 100	1 900	-
Community Facilities		-	-	-	200	122	122	400	1 750	-
Halls		-	-	-	-	-	-	200	1 750	-
Centres		-	-	-	200	122	122	200	-	-
Crèches		-	-	-	-	-	-	-	-	-
Clinics/Care Centres		-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		-	-	-	-	-	-	-	-	-
Testing Stations		-	-	-	-	-	-	-	-	-
Museums		-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
Cemeteries/Crematoria		-	-	-	-	-	-	-	-	-
Police		-	-	-	-	-	-	-	-	-
Parks		-	-	-	-	-	-	-	-	-
Public Open Space		-	-	-	-	-	-	-	-	-
Nature Reserves		-	-	-	-	-	-	-	-	-
Public Ablution Facilities		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Stalls		-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		-	216	904	4 200	738	738	3 700	150	-
Indoor Facilities		-	-	-	-	-	-	-	-	-
Outdoor Facilities		-	216	904	4 200	738	738	3 700	150	-
Capital Spares		-	-	-	-	-	-	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-
Monuments		-	-	-	-	-	-	-	-	-
Historic Buildings		-	-	-	-	-	-	-	-	-
Works of Art		-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Other assets		-	200	680	-	117	117	-	-	-
Operational Buildings		-	200	680	-	117	117	-	-	-
Municipal Offices		-	200	680	-	117	117	-	-	-
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
<i>Capital Spares</i>		-	-	-	-	-	-	-	-	-
<i>Housing</i>		-	-	-	-	-	-	-	-	-
<i>Staff Housing</i>		-	-	-	-	-	-	-	-	-
<i>Social Housing</i>		-	-	-	-	-	-	-	-	-
<i>Capital Spares</i>		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-
Effluent Licenses		-	-	-	-	-	-	-	-	-
Solid Waste Licenses		-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-
Load Settlement Software Applications		-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	638	-	-	-	-	-	-
Furniture and Office Equipment		-	-	638	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		-	-	-	-	-	-	-	-	-
Total Capital Expenditure on renewal of existing assets	1	10 136	30 214	40 909	31 358	26 643	26 643	33 634	30 231	90 031
Renewal of Existing Assets as % of total capex		7.9%	7.7%	12.0%	7.7%	7.0%	7.0%	6.7%	5.1%	17.9%
Renewal of Existing Assets as % of deprecn"		5.3%	14.2%	19.1%	14.7%	12.4%	12.4%	15.3%	13.4%	39.1%

WC024 Stellenbosch - Supporting Table SA34c Repairs and maintenance expenditure by asset class

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		17 859	40 688	43 096	65 232	65 005	65 005	70 910	73 462	76 155
Roads Infrastructure		8 008	11 835	18 132	20 878	20 878	20 878	21 913	22 819	23 770
Roads		8 008	11 801	18 125	19 685	18 935	18 935	20 271	21 128	22 031
Road Structures		-	-	-	-	-	-	-	-	-
Road Furniture		-	35	6	1 193	1 943	1 943	1 642	1 690	1 740
Capital Spares		-	-	-	-	-	-	-	-	-
Storm water Infrastructure		6 810	1 387	286	1 230	1 205	1 205	1 289	1 345	1 403
Drainage Collection		-	-	-	-	-	-	-	-	-
Storm water Conveyance		563	-	-	-	-	-	-	-	-
Attenuation		6 246	1 387	286	1 230	1 205	1 205	1 289	1 345	1 403
Electrical Infrastructure		998	(3 894)	65	12 578	11 576	11 576	15 056	15 357	15 695
Power Plants		-	-	-	-	-	-	-	-	-
HV Substations		-	80	67	12 578	11 576	11 576	15 056	15 357	15 695
HV Switching Station		-	-	-	-	-	-	-	-	-
HV Transmission Conductors		-	-	-	-	-	-	-	-	-
MV Substations		998	(3 974)	(2)	-	-	-	-	-	-
MV Switching Stations		-	-	-	-	-	-	-	-	-
MV Networks		-	-	-	-	-	-	-	-	-
LV Networks		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		100	6 124	2 192	12 423	12 123	12 123	13 750	14 314	14 902
Dams and Weirs		-	-	-	-	-	-	-	-	-
Boreholes		-	-	-	-	-	-	-	-	-
Reservoirs		18	-	-	-	-	-	-	-	-
Pump Stations		-	-	-	-	-	-	-	-	-
Water Treatment Works		-	781	1 095	8 099	7 799	7 799	9 192	9 541	9 906
Bulk Mains		-	5 343	1 097	4 324	4 324	4 324	4 558	4 772	4 996
Distribution		81	-	-	-	-	-	-	-	-
Distribution Points		-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		1 944	13 672	5 780	10 800	11 900	11 900	11 316	11 794	12 293
Pump Station		-	-	-	-	-	-	-	-	-
Reticulation		-	-	-	-	-	-	-	-	-
Waste Water Treatment Works		-	10 577	2 434	5 663	7 763	7 763	5 910	6 141	6 381
Outfall Sewers		1 944	3 094	3 346	5 137	4 137	4 137	5 406	5 653	5 912
Toilet Facilities		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		-	1 997	11 125	4 344	4 344	4 344	4 533	4 709	4 893
Landfill Sites		-	25	-	-	-	-	-	-	-
Waste Transfer Stations		-	-	-	-	-	-	-	-	-
Waste Processing Facilities		-	-	-	-	-	-	-	-	-
Waste Drop-off Points		-	1 972	11 125	4 344	4 344	4 344	4 533	4 709	4 893
Waste Separation Facilities		-	-	-	-	-	-	-	-	-
Electricity Generation Facilities		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Rail Lines		-	-	-	-	-	-	-	-	-
Rail Structures		-	-	-	-	-	-	-	-	-
Rail Furniture		-	-	-	-	-	-	-	-	-
Drainage Collection		-	-	-	-	-	-	-	-	-
Storm water Conveyance		-	-	-	-	-	-	-	-	-
Attenuation		-	-	-	-	-	-	-	-	-
MV Substations		-	-	-	-	-	-	-	-	-
LV Networks		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Sand Pumps		-	-	-	-	-	-	-	-	-
Piers		-	-	-	-	-	-	-	-	-
Revetments		-	-	-	-	-	-	-	-	-

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Promenades		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	9 567	5 515	2 980	2 980	2 980	3 053	3 124	3 198
Data Centres		-	-	-	-	-	-	-	-	-
Core Layers		-	9 537	5 428	2 600	2 600	2 600	2 652	2 705	2 759
Distribution Layers		-	-	-	-	-	-	-	-	-
Capital Spares		-	30	87	380	380	380	401	419	439
Community Assets		2 686	10 719	9 198	9 940	9 447	9 447	9 753	9 948	10 147
Community Facilities		2 686	9 431	8 348	9 859	9 366	9 366	9 618	9 810	10 007
Halls		-	9	116	-	-	-	-	-	-
Centres		-	-	-	-	-	-	-	-	-
Crèches		-	-	-	-	-	-	-	-	-
Clinics/Care Centres		-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		-	-	-	-	-	-	-	-	-
Testing Stations		-	-	-	-	-	-	-	-	-
Museums		-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-
Libraries		9	0	150	8	8	8	9	9	9
Cemeteries/Crematoria		-	1 926	283	-	-	-	-	-	-
Police		-	-	-	-	-	-	-	-	-
Parks		-	1 728	1 636	1 611	1 181	1 181	1 204	1 228	1 253
Public Open Space		-	-	-	-	-	-	-	-	-
Nature Reserves		-	-	-	62	-	-	64	65	66
Public Ablution Facilities		-	5 768	6 163	8 177	8 177	8 177	8 341	8 508	8 679
Markets		-	-	-	-	-	-	-	-	-
Stalls		-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-
Capital Spares		2 677	(1)	-	-	-	-	-	-	-
Sport and Recreation Facilities		-	1 287	850	81	81	81	135	138	140
Indoor Facilities		-	-	-	-	-	-	-	-	-
Outdoor Facilities		-	1 287	850	81	81	81	135	138	140
Capital Spares		-	-	-	-	-	-	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-
Monuments		-	-	-	-	-	-	-	-	-
Historic Buildings		-	-	-	-	-	-	-	-	-
Works of Art		-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Other assets		-	9 348	3 643	16 353	12 072	12 072	16 420	16 984	17 572
Operational Buildings		-	8 629	3 356	16 000	11 819	11 819	16 159	16 716	17 295
Municipal Offices		-	8 629	3 356	16 000	11 819	11 819	16 159	16 716	17 295
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
<i>Capital Spares</i>		-	-	-	-	-	-	-	-	-
Housing		-	719	287	353	253	253	261	269	277
Staff Housing		-	-	-	-	-	-	-	-	-
Social Housing		-	-	-	-	-	-	-	-	-
Capital Spares		-	719	287	353	253	253	261	269	277
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-
Effluent Licenses		-	-	-	-	-	-	-	-	-
Solid Waste Licenses		-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-
Load Settlement Software Applications		-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		11 027	2 671	2 035	4 408	4 913	4 913	3 876	4 044	4 201
Furniture and Office Equipment		11 027	2 671	2 035	4 408	4 913	4 913	3 876	4 044	4 201
Machinery and Equipment		-	-	-	552	552	552	563	574	586
Machinery and Equipment		-	-	-	552	552	552	563	574	586
Transport Assets		18 036	2 876	5 933	11 057	11 966	11 966	12 337	13 144	13 408
Transport Assets		18 036	2 876	5 933	11 057	11 966	11 966	12 337	13 144	13 408
Land		-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		-	-	-	-	-	-	-	-	-
Total Repairs and Maintenance Expenditure	1	49 608	66 302	63 905	107 541	103 955	103 955	113 859	118 156	122 068
R&M as a % of PPE		0.9%	1.2%	1.1%	1.8%	1.8%	1.8%	1.9%	1.9%	1.8%
R&M as % Operating Expenditure		3.0%	3.6%	3.3%	5.1%	4.9%	4.9%	7.7%	5.2%	5.0%

WC024 Stellenbosch - Supporting Table SA34d Depreciation by asset class

Description		Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
R thousand		1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Depreciation by Asset Class/Sub-class											
Infrastructure			154 699	162 644	168 673	167 908	167 958	167 958	163 317	167 400	170 744
Roads Infrastructure			46 883	48 506	46 737	46 314	48 512	48 512	42 344	43 403	44 258
Roads			39 408	40 995	36 452	38 273	37 891	37 891	32 320	33 128	33 852
Road Structures			4 477	4 524	4 570	4 798	4 785	4 785	4 904	5 027	5 127
Road Furniture			2 998	2 988	5 715	3 242	5 836	5 836	5 120	5 248	5 279
Capital Spares			-	-	-	-	-	-	-	-	-
Storm water Infrastructure			733	874	618	1 048	1 122	1 122	1 066	1 093	1 115
Drainage Collection			733	874	618	1 048	1 122	1 122	1 066	1 093	1 115
Storm water Conveyance			-	-	-	-	-	-	-	-	-
Attenuation			-	-	-	-	-	-	-	-	-
Electrical Infrastructure			31 747	30 613	34 506	35 393	38 897	38 897	39 869	40 866	41 683
Power Plants			10 724	11 888	15 713	12 695	16 199	16 199	16 604	17 019	17 360
HV Substations			2 995	2 380	261	3 239	3 239	3 239	3 320	3 403	3 471
HV Switching Station			-	-	-	-	-	-	-	-	-
HV Transmission Conductors			-	-	-	-	-	-	-	-	-
MV Substations			-	-	-	-	-	-	-	-	-
MV Switching Stations			6 576	6 561	6 773	7 112	7 112	7 112	7 290	7 472	7 621
MV Networks			-	-	-	-	-	-	-	-	-
LV Networks			10 947	9 279	11 238	11 800	11 800	11 800	12 095	12 397	12 645
Capital Spares			506	506	521	547	547	547	560	574	586
Water Supply Infrastructure			38 617	47 245	50 193	28 560	48 006	48 006	47 832	49 027	50 017
Dams and Weirs			-	-	-	-	-	-	-	-	-
Boreholes			87	11 062	90	94	94	94	97	99	101
Reservoirs			3 591	3 543	4 770	3 884	4 786	4 786	4 905	5 028	5 128
Pump Stations			109	113	113	118	118	118	121	124	127
Water Treatment Works			1 025	1 026	12	13	-	-	-	-	-
Bulk Mains			3 783	3 786	3 153	3 311	3 311	3 311	3 393	3 478	3 548
Distribution			30 021	27 714	39 333	21 139	39 697	39 697	39 315	40 298	41 112
Distribution Points			-	-	-	-	-	-	-	-	-
PRV Stations			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	2 723	-	-	-	-	-	-
Sanitation Infrastructure			27 447	28 621	33 576	46 700	29 106	29 106	29 834	30 580	31 192
Pump Station			779	779	803	843	843	843	864	886	903
Reticulation			21 325	22 597	21 965	23 063	23 053	23 053	23 629	24 220	24 704
Waste Water Treatment Works			2 801	2 704	2 574	1 795	2 592	2 592	2 657	2 723	2 778
Outfall Sewers			2 542	2 540	8 234	20 999	2 619	2 619	2 684	2 751	2 806
Toilet Facilities			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure			8 841	6 327	2 658	9 422	1 881	1 881	1 928	1 976	2 016
Landfill Sites			-	(447)	-	-	-	-	-	-	-
Waste Transfer Stations			7 375	5 047	1 148	7 837	296	296	303	311	317
Waste Processing Facilities			-	-	-	-	-	-	-	-	-
Waste Drop-off Points			1 466	1 467	1 510	1 585	1 585	1 585	1 625	1 665	1 699
Waste Separation Facilities			-	-	-	-	-	-	-	-	-
Electricity Generation Facilities			-	-	-	-	-	-	-	-	-
Capital Spares			-	260	-	-	-	-	-	-	-
Rail Infrastructure			-	-	-	-	-	-	-	-	-
Rail Lines			-	-	-	-	-	-	-	-	-
Rail Structures			-	-	-	-	-	-	-	-	-
Rail Furniture			-	-	-	-	-	-	-	-	-
Drainage Collection			-	-	-	-	-	-	-	-	-
Storm water Conveyance			-	-	-	-	-	-	-	-	-
Attenuation			-	-	-	-	-	-	-	-	-
MV Substations			-	-	-	-	-	-	-	-	-
LV Networks			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Coastal Infrastructure			-	-	-	-	-	-	-	-	-
Sand Pumps			-	-	-	-	-	-	-	-	-
Piers			-	-	-	-	-	-	-	-	-
Revetments			-	-	-	-	-	-	-	-	-

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Promenades		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		431	458	384	471	433	433	444	455	464
Data Centres		-	-	-	-	-	-	-	-	-
Core Layers		-	-	-	-	-	-	-	-	-
Distribution Layers		431	458	384	471	433	433	444	455	464
Capital Spares		-	-	-	-	-	-	-	-	-
Community Assets		3 302	3 683	4 382	3 138	4 132	4 132	4 235	4 341	4 439
Community Facilities		2 514	2 883	2 177	2 286	1 887	1 887	1 934	1 982	2 033
Halls		14	14	14	15	15	15	15	16	16
Centres		469	46	48	50	50	50	51	53	54
Crèches		-	-	-	-	-	-	-	-	-
Clinics/Care Centres		11	11	11	12	12	12	12	12	12
Fire/Ambulance Stations		80	80	83	87	87	87	89	91	93
Testing Stations		-	-	-	-	-	-	-	-	-
Museums		-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-
Theatres		14	14	15	16	16	16	16	16	17
Libraries		110	79	114	119	119	119	122	125	139
Cemeteries/Crematoria		36	35	37	38	38	38	39	40	41
Police		-	-	-	-	-	-	-	-	-
Parks		-	-	-	-	-	-	-	-	-
Public Open Space		587	1 367	605	635	634	634	650	666	679
Nature Reserves		365	365	376	395	395	395	405	415	423
Public Ablution Facilities		691	720	735	771	516	516	529	542	553
Markets		137	152	141	148	5	5	5	5	5
Stalls		-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		788	799	2 205	852	2 245	2 245	2 301	2 359	2 406
Indoor Facilities		0	0	1 394	0	1 394	1 394	1 429	1 464	1 494
Outdoor Facilities		787	799	811	852	852	852	873	895	913
Capital Spares		-	-	-	-	-	-	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-
Monuments		-	-	-	-	-	-	-	-	-
Historic Buildings		-	-	-	-	-	-	-	-	-
Works of Art		-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-
Investment properties		253	371	252	273	273	273	280	287	293
Revenue Generating		253	371	252	273	273	273	280	287	293
Improved Property		253	371	252	273	273	273	280	287	293
Unimproved Property		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Other assets		3 113	10 290	12 153	10 191	11 640	11 640	11 931	12 229	12 498
Operational Buildings		(793)	6 177	8 468	6 322	8 548	8 548	8 762	8 981	9 160
Municipal Offices		(866)	6 177	8 468	6 322	8 548	8 548	8 762	8 981	9 160
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Capital Spares		73	–	–	–	–	–	–	–	–
Housing		3 906	4 113	3 685	3 869	3 092	3 092	3 169	3 248	3 338
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		3 906	3 867	3 685	3 869	3 092	3 092	3 169	3 248	3 338
Capital Spares		–	245	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		2 425	2 041	1 496	2 091	1 683	1 683	1 725	1 768	1 804
Servitudes		1 273	2 418	1 160	1 720	1 360	1 360	1 394	1 428	1 457
Licences and Rights		1 152	(377)	337	370	324	324	332	340	347
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		–	–	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		115	(377)	337	370	324	324	332	340	347
Load Settlement Software Applications		1 037	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		6 960	9 375	6 683	7 755	7 491	7 491	7 678	7 870	8 043
Computer Equipment		6 960	9 375	6 683	7 755	7 491	7 491	7 678	7 870	8 043
Furniture and Office Equipment		3 910	4 331	4 292	3 761	4 118	4 118	4 221	4 326	4 420
Furniture and Office Equipment		3 910	4 331	4 292	3 761	4 118	4 118	4 221	4 326	4 420
Machinery and Equipment		5 934	8 636	6 374	6 949	6 841	6 841	15 768	16 162	16 514
Machinery and Equipment		5 934	8 636	6 374	6 949	6 841	6 841	15 768	16 162	16 514
Transport Assets		9 845	10 954	9 441	11 054	10 857	10 857	11 128	11 407	11 635
Transport Assets		9 845	10 954	9 441	11 054	10 857	10 857	11 128	11 407	11 635
Land		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Living resources		–	–	–	–	–	–	–	–	–
Mature		–	–	–	–	–	–	–	–	–
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Total Depreciation	1	190 440	212 325	213 746	213 118	214 993	214 993	220 283	225 791	230 391

WC024 Stellenbosch - Supporting Table SA34e Capital expenditure on the upgrading of existing assets by asset class

Description		Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
R thousand		1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class											
Infrastructure			107 005	43 313	72 682	107 350	77 536	77 536	130 621	201 363	160 950
Roads Infrastructure			29 797	6 697	18 610	23 900	18 461	18 461	38 200	32 683	23 700
Roads			29 297	5 479	4 318	23 900	18 461	18 461	35 200	29 183	21 700
Road Structures			-	719	13 792	-	-	-	-	-	-
Road Furniture			500	500	500	-	-	-	3 000	3 500	2 000
Capital Spares			-	-	-	-	-	-	-	-	-
Storm water Infrastructure			835	1 307	14	-	-	-	100	50	50
Drainage Collection			-	-	-	-	-	-	-	-	-
Storm water Conveyance			835	1 307	14	-	-	-	100	50	50
Attenuation			-	-	-	-	-	-	-	-	-
Electrical Infrastructure			23 523	16 624	19 304	11 950	6 571	6 571	11 381	5 750	3 750
Power Plants			-	-	-	-	-	-	-	-	-
HV Substations			-	-	-	6 600	1 433	1 433	6 631	-	-
HV Switching Station			-	-	-	-	-	-	-	-	-
HV Transmission Conductors			-	-	-	-	-	-	-	-	-
MV Substations			-	-	9 350	-	-	-	-	-	-
MV Switching Stations			-	-	-	-	-	-	-	-	-
MV Networks			20 891	15 244	9 680	5 100	5 138	5 138	4 500	5 500	3 500
LV Networks			2 473	1 381	-	250	-	-	250	250	250
Capital Spares			160	-	274	-	-	-	-	-	-
Water Supply Infrastructure			20 309	10 993	5 804	24 000	10 108	10 108	33 600	68 580	111 750
Dams and Weirs			-	-	-	-	-	-	-	-	-
Boreholes			-	-	-	-	-	-	-	-	-
Reservoirs			-	-	-	4 500	5 296	5 296	1 500	40 000	75 000
Pump Stations			-	-	-	1 500	250	250	1 500	1 500	1 500
Water Treatment Works			3 041	1 996	2 644	500	412	412	3 500	-	-
Bulk Mains			9 776	3 204	(1 937)	-	-	-	250	500	-
Distribution			4 978	3 096	2 673	17 500	4 150	4 150	26 850	26 580	35 250
Distribution Points			-	-	-	-	-	-	-	-	-
PRV Stations			-	-	-	-	-	-	-	-	-
Capital Spares			2 514	2 697	2 424	-	-	-	-	-	-
Sanitation Infrastructure			31 173	6 780	27 278	46 800	42 209	42 209	39 840	87 800	18 900
Pump Station			144	-	-	500	500	500	500	2 500	2 500
Reticulation			-	-	-	300	10	10	300	300	400
Waste Water Treatment Works			30 960	5 621	22 547	39 500	37 199	37 199	37 040	84 000	15 500
Outfall Sewers			-	841	-	6 500	4 500	4 500	2 000	1 000	500
Toilet Facilities			69	318	4 731	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure			370	772	769	-	-	-	1 500	4 000	300
Landfill Sites			370	772	769	-	-	-	-	-	-
Waste Transfer Stations			-	-	-	-	-	-	-	-	-
Waste Processing Facilities			-	-	-	-	-	-	-	-	-
Waste Drop-off Points			-	-	-	-	-	-	1 000	2 000	300
Waste Separation Facilities			-	-	-	-	-	-	500	2 000	-
Electricity Generation Facilities			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Rail Infrastructure			-	-	-	-	-	-	-	-	-
Rail Lines			-	-	-	-	-	-	-	-	-
Rail Structures			-	-	-	-	-	-	-	-	-
Rail Furniture			-	-	-	-	-	-	-	-	-
Drainage Collection			-	-	-	-	-	-	-	-	-
Storm water Conveyance			-	-	-	-	-	-	-	-	-
Attenuation			-	-	-	-	-	-	-	-	-
MV Substations			-	-	-	-	-	-	-	-	-
LV Networks			-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-
Coastal Infrastructure			-	-	-	-	-	-	-	-	-
Sand Pumps			-	-	-	-	-	-	-	-	-
Piers			-	-	-	-	-	-	-	-	-
Revetments			-	-	-	-	-	-	-	-	-

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
Promenades		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		999	138	903	700	187	187	6 000	2 500	2 500
Data Centres		999	138	903	-	-	-	2 000	1 000	1 000
Core Layers		-	-	-	-	-	-	-	-	-
Distribution Layers		-	-	-	700	187	187	4 000	1 500	1 500
Capital Spares		-	-	-	-	-	-	-	-	-
Community Assets		5 855	8 247	39 696	22 047	17 159	17 159	18 191	21 550	2 200
Community Facilities		4 003	6 527	7 232	18 486	13 518	13 518	13 980	15 800	2 000
Halls		2 322	4 389	2 632	2 500	496	496	2 200	1 800	-
Centres		-	-	939	-	-	-	-	-	-
Crèches		-	-	-	500	500	500	1 000	1 000	1 000
Clinics/Care Centres		-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		35	1 417	2 219	-	-	-	-	-	-
Testing Stations		-	-	-	-	-	-	-	-	-
Museums		-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-
Libraries		-	-	350	2 900	3 989	3 989	3 080	1 000	-
Cemeteries/Crematoria		1 002	619	1 007	7 000	1 000	1 000	5 500	10 000	-
Police		-	-	-	-	-	-	-	-	-
Parks		-	-	-	1 216	2 136	2 136	900	1 200	-
Public Open Space		-	-	-	-	-	-	300	800	1 000
Nature Reserves		158	32	84	4 370	5 398	5 398	1 000	-	-
Public Ablution Facilities		334	70	-	-	-	-	-	-	-
Markets		153	-	-	-	-	-	-	-	-
Stalls		-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		1 852	1 720	32 464	3 561	3 641	3 641	4 211	5 750	200
Indoor Facilities		-	-	-	-	-	-	-	-	-
Outdoor Facilities		1 852	1 720	32 464	3 561	3 641	3 641	4 211	5 750	200
Capital Spares		-	-	-	-	-	-	-	-	-
Heritage assets		423	263	-	7 000	2 500	2 500	5 781	-	-
Monuments		-	-	-	-	-	-	-	-	-
Historic Buildings		423	263	-	7 000	2 500	2 500	5 781	-	-
Works of Art		-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-
Investment properties		3 771	9 061	5 082	3 500	6 500	6 500	-	-	-
Revenue Generating		2 962	3 276	-	-	-	-	-	-	-
Improved Property		2 962	3 276	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Non-revenue Generating		808	5 785	5 082	3 500	6 500	6 500	-	-	-
Improved Property		808	5 785	5 082	3 500	6 500	6 500	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Other assets		2 559	4 893	17 693	3 200	7 377	7 377	6 500	8 150	5 000
Operational Buildings		472	3 018	17 693	2 700	7 132	7 132	5 500	7 150	5 000
Municipal Offices		-	2 073	9 210	2 700	6 611	6 611	3 500	4 500	1 500
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	3 500
Yards		-	-	-	-	-	-	-	650	-
Stores		-	-	-	-	-	-	2 000	2 000	-
Laboratories		-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-
Depots		472	945	8 483	-	521	521	-	-	-

Description	Ref	2019/20	2020/21	2021/22	Current Year 2022/23			2023/24 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	1									
<i>Capital Spares</i>		-	-	-	-	-	-	-	-	-
Housing		2 087	1 874	-	500	245	245	1 000	1 000	-
Staff Housing		-	-	-	-	-	-	-	-	-
Social Housing		2 087	1 874	-	500	245	245	1 000	1 000	-
Capital Spares		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	250	250	250	250	250	-
Biological or Cultivated Assets		-	-	-	250	250	250	250	250	-
Intangible Assets		163	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-
Licences and Rights		163	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-
Effluent Licenses		-	-	-	-	-	-	-	-	-
Solid Waste Licenses		-	-	-	-	-	-	-	-	-
Computer Software and Applications		163	-	-	-	-	-	-	-	-
Load Settlement Software Applications		-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-
Computer Equipment		8 891	6 577	3 210	-	-	-	1 000	500	500
Computer Equipment		8 891	6 577	3 210	-	-	-	1 000	500	500
Furniture and Office Equipment		146	169	93	-	-	-	-	-	-
Furniture and Office Equipment		146	169	93	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		-	-	-	-	-	-	-	-	-
Total Capital Expenditure on upgrading of existing assets	1	128 814	72 523	138 456	143 347	111 323	111 323	162 343	231 813	168 650
Upgrading of Existing Assets as % of total capex		0.0%	18.5%	40.7%	35.0%	29.4%	29.4%	32.2%	39.4%	33.5%
Upgrading of Existing Assets as % of deprecn"		67.6%	34.2%	64.8%	67.3%	51.8%	51.8%	73.7%	102.7%	73.2%

WC024 Stellenbosch - Supporting Table SA35 Future financial implications of the capital budget

Vote Description	Ref	2023/24 Medium Term Revenue & Expenditure Framework			Forecasts			
		Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Present value
R thousand								
Capital expenditure	1							
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		40	40	40				
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		9 044	29 835	31 450				
Vote 3 - INFRASTRUCTURE SERVICES		436 423	494 235	445 966				
Vote 4 - COMMUNITY AND PROTECTION SERVICES		24 642	45 115	16 080				
Vote 5 - CORPORATE SERVICES		33 901	19 620	9 270				
Vote 6 - FINANCIAL SERVICES		750	250	250				
List entity summary if applicable								
Total Capital Expenditure		504 800	589 095	503 056	-	-	-	-
Future operational costs by vote	2							
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		17 801	18 700	19 647				
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		84 359	63 726	71 478				
Vote 3 - INFRASTRUCTURE SERVICES		930 233	1 029 450	1 286 790				
Vote 4 - COMMUNITY AND PROTECTION SERVICES		398 261	385 062	430 748				
Vote 5 - CORPORATE SERVICES		200 856	225 343	246 702				
Vote 6 - FINANCIAL SERVICES		122 039	128 138	131 949				
List entity summary if applicable								
Total future operational costs		1 753 549	1 850 419	2 187 313	-	-	-	-
Future revenue by source	3							
Exchange Revenue		90 955	1 046 151	1 160 182				
Service charges - Electricity		913 669	1 046 151	1 160 182				
Service charges - Water		185 622	194 903	204 648				
Service charges - Waste Water Management		108 647	115 165	122 075				
Service charges - Waste Management		107 654	117 342	127 903				
Agency services		3 358	3 516	3 681				
List other revenues sources if applicable								
List entity summary if applicable								
Total future revenue		1 409 904	2 523 229	2 778 671	-	-	-	-
Net Financial Implications		848 445	(83 715)	(88 302)	-	-	-	-

WC024 Stellenbosch - Supporting Table SA36 Detailed capital budget

R thousand				2023/24 Medium Term Revenue & Expenditure Framework		
				Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Function	Project Description	Project Number	Own Strategic Objectives			
Parent municipality:						
List all capital projects grouped by Function						
Municipal Manager	Furniture, Tools & Equipment: MM	PC_0001	Good Governance and Compliance	40	40	40
Economic Development & Tourism	Furniture, Tools & Equipment: LED	PC_0285	Dignified Living	75	75	75
Economic Development & Tourism	Establishment of the Kayamandi Informal Trading Area	PC_0286	Dignified Living	1 000	–	–
Housing Development	Droë Dyke 100 TOD	PC_0024	Dignified Living	1 400	3 425	–
Housing Development	Erf 64, Kylemore	PC_0005	Dignified Living	833	2 000	–
Housing Development	Erf 7001 Cloetesville (380) FLISP	PC_0003	Dignified Living	1 300	4 100	6 500
Housing Development	Erven 81/2 and 82/9, Stellenbosch	PC_0008	Dignified Living	438	–	–
Housing Development	Furniture, Tools & Equipment: Housing Development	PC_0010	Good Governance and Compliance	70	80	150
Housing Development	Housing Projects (Social housing planning)	PC_0002	Dignified Living	750	500	500
Housing Development	Jamestown: Housing	PC_0011	Dignified Living	–	6 000	6 000
Housing Development	Kayamandi Town Centre	PC_0013	Dignified Living	–	6 000	6 000
Housing Development	Kayamandi Watergang Northern Extension (2000)	PC_0014	Dignified Living	–	6 000	6 000
Housing Development	Klapmuts La Rochelle (100)	PC_0015	Dignified Living	283	–	–
Housing Development	La Motte Old Forest Station (±430 services & ±430 units)	PC_0016	Dignified Living	1 500	–	6 000
IHS: Informal Settlements	Langrug UISP (1899) Subdivisional area	PC_0023	Dignified Living	250	500	–
Housing Administration	Flats: Interior Upgrading - Kayamandi	PC_0195	Dignified Living	1 000	1 000	–
Housing Administration	Furniture, Tools & Equipment: Housing Administration	PC_0301	Dignified Living	70	80	150
Development Planning	Furniture, Tools and Equipment: Spatial Planning	PC_0297	Dignified Living	75	75	75
Infrastructure Services	Furniture, Tools & Equipment: IS	PC_0025	Good Governance and Compliance	75	75	75
Waste Management: Solid Waste Management	Area Cleaning Depot: Franschhoek	PC_0028	Dignified Living	1 000	2 000	–
Waste Management: Solid Waste Management	Expansion of the landfill site (New cells)	PC_0026	Green and Sustainable Valley	46 000	55 600	1 000
Waste Management: Solid Waste Management	Furniture, Tools & Equipment: Solid Waste	PC_0029	Dignified Living	45	50	50
Waste Management: Solid Waste Management	Landfill Gas To Energy	PC_0031	Green and Sustainable Valley	10 000	20 000	11 000
Waste Management: Solid Waste Management	Major Drop-Offs: Construction - Franschhoek	PC_0032	Green and Sustainable Valley	500	3 000	2 000
Waste Management: Solid Waste Management	Major Drop-offs: Construction - Klapmuts	PC_0033	Green and Sustainable Valley	800	6 200	3 000
Waste Management: Solid Waste Management	Mini Waste drop-off facilities at Inf Settlements	PC_0034	Green and Sustainable Valley	200	100	–
Waste Management: Solid Waste Management	Skips (5,5Kl)	PC_0035	Green and Sustainable Valley	200	200	200
Waste Management: Solid Waste Management	Street Refuse Bins	PC_0036	Green and Sustainable Valley	300	–	–
Waste Management: Solid Waste Management	Transfer Station: Stellenbosch Planning and Design	PC_0037	Green and Sustainable Valley	–	1 000	10 000
Waste Management: Solid Waste Management	Upgrade Material Recovery Facility	PC_0303	Dignified Living	500	2 000	–
Waste Management: Solid Waste Management	Upgrade Refuse disposal sites	PC_0302	Dignified Living	–	–	300
Waste Management: Solid Waste Management	Vehicles: Solid Waste	PC_0038	Dignified Living	2 500	2 500	3 500
Waste Management: Solid Waste Management	Waste Minimization Projects	PC_0041	Green and Sustainable Valley	500	500	500
Electrical Services	Ad-Hoc Provision of Streetlighting	PC_0044	Safe Valley	2 000	2 100	2 140
Electrical Services	Alternative Energy	PC_0287	Safe Valley	5 018	5 068	5 829
Electrical Services	Automatic Meter Reader	PC_0046	Green and Sustainable Valley	400	400	440
Electrical Services	Bien don 66/11kV substation new	PC_0047	Valley of Possibility	25 000	25 000	25 000

Function	Project Description	Project Number	Own Strategic Objectives	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Electrical Services	Cable Network: Franschoek	PC_0304	Dignified Living	–	–	500
Electrical Services	Cable replacement 66kV	PC_0048	Valley of Possibility	–	–	400
Electrical Services	Demand Side Management: Geyser Control	PC_0049	Green and Sustainable Valley	450	450	450
Electrical Services	Electricity Network: Pniel	PC_0050	Valley of Possibility	3 500	3 500	3 500
Electrical Services	Electrification INEP	PC_0051	Valley of Possibility	18 450	16 000	15 000
Electrical Services	Energy Balancing - Metering and Mini-Substations	PC_0052	Valley of Possibility	250	250	250
Electrical Services	Energy Efficiency and Demand Side Management	PC_0053	Green and Sustainable Valley	1 000	1 000	–
Electrical Services	Feeder cable (Watergang to Enkanini) 11kV 95cu	PC_0055	Valley of Possibility	4 300	–	–
Electrical Services	Furniture, Tools and Equipment: Electrical Services	PC_0068	Good Governance and Compliance	100	100	333
Electrical Services	General System Improvements - Franschoek	PC_0056	Valley of Possibility	2 000	2 000	2 000
Electrical Services	General Systems Improvements - Stellenbosch	PC_0057	Valley of Possibility	5 000	4 000	5 200
Electrical Services	Infrastructure Improvement - Franschoek	PC_0058	Valley of Possibility	1 500	1 500	1 500
Electrical Services	Integrated National Electrification Programme	PC_0288	Valley of Possibility	322	322	322
Electrical Services	Jan Marais Upgrade: Remove Existing Tx and replace with 20MVA	PC_0059	Valley of Possibility	6 631	–	–
Electrical Services	Kayamandi(Costa grounds)new substation 11 kV switching station	PC_0060	Valley of Possibility	300	30 000	–
Electrical Services	Lattera Substation	PC_0061	Valley of Possibility	23 108	226	–
Electrical Services	Meter Panels	PC_0063	Green and Sustainable Valley	250	250	250
Electrical Services	Network Cable Replace 11 Kv	PC_0064	Valley of Possibility	3 000	3 000	3 300
Electrical Services	Replace Control Panels 66 kV & Circuit breakers	PC_0065	Dignified Living	–	–	8 664
Electrical Services	Replace Ineffective Meters	PC_0066	Green and Sustainable Valley	250	–	303
Electrical Services	Replace Switchgear - Franschoek	PC_0067	Green and Sustainable Valley	–	–	9 500
Electrical Services	STB Switchgear (11kV) SF6	PC_0069	Valley of Possibility	–	–	27 607
Electrical Services	Streetlights R304	PC_0305	Dignified Living	–	–	1 000
Electrical Services	Substation 66kV equipment	PC_0070	Good Governance and Compliance	2 184	2 296	5 301
Electrical Services	System Control Centre & Upgrade Telemetry	PC_0071	Dignified Living	6 600	6 035	4 356
Electrical Services	Third transformer and associated works 20MVA Cloeteville	PC_0072	Dignified Living	–	550	450
Electrical Services	Uninterrupted Power Supply for buildings	PC_0326	Safe Valley	1 000	2 000	2 000
Electrical Services	Upgrade transformers at Main substation 7.5MVA to 20MVA	PC_0073	Dignified Living	–	500	27 571
Electrical Services	Upgrading of Offices Beltana	PC_0074	Dignified Living	500	500	500
Electrical Services	Vehicles: Electrical Services	PC_0075	Dignified Living	–	2 800	–
Project Management Unit (PMU)	Franschoek Mooiwater 236	PC_0327	Dignified Living	5 000	–	–
Project Management Unit (PMU)	Furniture, Tools & Equipment: PMU	PC_0306	Dignified Living	50	75	75
Project Management Unit (PMU)	Housing Projects	PC_0339	Dignified Living	250	300	350
Project Management Unit (PMU)	Kayamandi: Zone O (±711 services)	PC_0076	Dignified Living	13 350	10 080	–

Function	Project Description	Project Number	Own Strategic Objectives	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Water and Wastewater Services: Water	Bulk Water Supply Klapmuts	PC_0078	Valley of Possibility	8 000	–	–
Water and Wastewater Services: Water	Bulk Water Supply Pipe and Reservoir: Stellenbosch	PC_0080	Valley of Possibility	1 500	40 000	75 000
Water and Wastewater Services: Water	Bulk Water Supply Pipe Line & Pumpstations: Franschhoek	PC_0081	Valley of Possibility	1 000	9 000	4 000
Water and Wastewater Services: Water	Bulk Water Supply Pipe: Cloetesville/ Idas Valley	PC_0079	Valley of Possibility	–	1 000	7 000
Water and Wastewater Services: Water	Bulk Water Supply Pipe: Idas Valley/Papegaaiberg and Network Upgrades	PC_0082	Valley of Possibility	1 000	1 000	–
Water and Wastewater Services: Water	Bulk Water Supply Pipeline & Reservoir - Jamestown	PC_0083	Valley of Possibility	32 500	–	–
Water and Wastewater Services: Water	Bulk Water Upgrades Franschhoek	PC_0084	Valley of Possibility	–	1 000	15 000
Water and Wastewater Services: Water	Chlorination Installation: Upgrade	PC_0085	Valley of Possibility	2 000	2 000	1 500
Water and Wastewater Services: Water	Dwarsriver Bulk Supply Augmentation and Network Upgrades	PC_0086	Valley of Possibility	7 000	–	750
Water and Wastewater Services: Water	Furniture, Tools & Equipment: Water	PC_0087	Dignified Living	150	150	200
Water and Wastewater Services: Water	New 5 MI Reservoir: Cloetesville	PC_0307	Dignified Living	–	–	500
Water and Wastewater Services: Water	New Developments Bulk Water Supply WC024	PC_0088	Valley of Possibility	1 500	1 500	1 500
Water and Wastewater Services: Water	New Reservoir & Pipeline: Vlothenburg	PC_0089	Dignified Living	46 000	34 000	–
Water and Wastewater Services: Water	Reservoirs and Dam Safety	PC_0091	Dignified Living	2 000	–	500
Water and Wastewater Services: Water	Specialized Vehicles: Water	PC_0092	Good Governance and Compliance	–	–	5 500
Water and Wastewater Services: Water	Uniepark & Helshoogte Storage and Supply scheme	PC_0332	Dignified Living	–	–	1 000
Water and Wastewater Services: Water	Update Water Masterplan	PC_0093	Dignified Living	1 000	1 000	1 000
Water and Wastewater Services: Water	Upgrade and Replace Water Meters	PC_0094	Dignified Living	2 500	1 000	1 000
Water and Wastewater Services: Water	Vehicles: Water	PC_0095	Good Governance and Compliance	–	1 000	1 000
Water and Wastewater Services: Water	Water Conservation & Demand Management	PC_0096	Good Governance and Compliance	2 000	2 000	6 000
Water and Wastewater Services: Water	Water Telemetry Upgrade	PC_0097	Good Governance and Compliance	1 500	1 500	1 500
Water and Wastewater Services: Water	Water Treatment Works: Franschhoek	PC_0098	Dignified Living	2 500	–	–
Water and Wastewater Services: Water	Water Treatment Works: Idasvalley	PC_0099	Dignified Living	1 000	–	–
Water and Wastewater Services: Water	Waterpipe Replacement	PC_0100	Dignified Living	4 000	4 000	7 000
Water and Wastewater Services: Sanitation	Cloetesville Bulk Sewer Upgrade	PC_0118	Dignified Living	1 000	–	–
Water and Wastewater Services: Sanitation	Compilation of Water Service Development Plan (tri-annually)	PC_0108	Good Governance and Compliance	300	300	400
Water and Wastewater Services: Sanitation	Dorp Street Bulk Sewer Upgrade	PC_0119	Dignified Living	–	500	–
Water and Wastewater Services: Sanitation	Extension Of WWTW: Stellenbosch	PC_0112	Dignified Living	2 000	4 000	–
Water and Wastewater Services: Sanitation	Furniture, Tools & Equipment: Sanitation	PC_0114	Dignified Living	300	400	400
Water and Wastewater Services: Sanitation	Industrial Effluent Monitoring	PC_0122	Dignified Living	1 500	–	–
Water and Wastewater Services: Sanitation	New Development Bulk Sewer Supply WC024	PC_0102	Valley of Possibility	1 000	2 000	2 000
Water and Wastewater Services: Sanitation	Refurbish Plant & Equipment - Raithby WWTW	PC_0113	Dignified Living	5 500	2 500	–
Water and Wastewater Services: Sanitation	Sewer Pumpstation & Telemetry Upgrade	PC_0104	Dignified Living	500	2 500	2 500
Water and Wastewater Services: Sanitation	Sewerpipe Replacement	PC_0105	Dignified Living	4 000	4 000	8 000
Water and Wastewater Services: Sanitation	Sewerpipe Replacement: Alexander Street	PC_0335	Dignified Living	–	–	2 000
Water and Wastewater Services: Sanitation	Specialized Vehicles: Sanitation	PC_0106	Dignified Living	–	4 500	–
Water and Wastewater Services: Sanitation	Update Sewer Masterplan	PC_0107	Good Governance and Compliance	500	500	500
Water and Wastewater Services: Sanitation	Upgrade Auto-Samplers	PC_0116	Dignified Living	200	–	–

Function	Project Description	Project Number	Own Strategic Objectives	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Water and Wastewater Services: Sanitation	Upgrade Laboratory Equipment	PC_0115	Dignified Living	–	500	–
Water and Wastewater Services: Sanitation	Upgrade of WWTW Wemmershoek	PC_0111	Dignified Living	19 500	45 000	5 000
Water and Wastewater Services: Sanitation	Upgrade of WWTW: Klapmuts	PC_0110	Dignified Living	15 040	35 000	10 500
Water and Wastewater Services: Sanitation	Vehicles: Sanitation	PC_0126	Good Governance and Compliance	800	1 500	2 000
Water and Wastewater Services: Sanitation	Vlottenburg Outfall Sewer: Construction of Digteby Sewerpipe	PC_0337	Dignified Living	500	–	–
Water and Wastewater Services: Sanitation	Pond rehabilitation and pond pumping systems construction WWTW	PC_0338	Dignified Living	500	–	–
Roads and Stormwater	Adam Tas Road Intersection Upgrades	PC_0308	Valley of Possibility	1 000	300	300
Roads and Stormwater	Adhoc Minor Upgrading of Roads (WC024)	PC_0309	Dignified Living	300	300	700
Roads and Stormwater	Adhoc Reconstruction Of Roads (WC024)	PC_0127	Valley of Possibility	3 000	3 000	5 000
Roads and Stormwater	Furniture, Tools & Equipment: Roads & Stormwater	PC_0130	Good Governance and Compliance	400	400	400
Roads and Stormwater	Gravel Roads Devon Valley - Safety Improvements Structural Repairs	PC_0131	Dignified Living	–	500	300
Roads and Stormwater	Klapmuts Transport Network	PC_0132	Valley of Possibility	600	–	–
Roads and Stormwater	Lanquedoc Access road and Bridge	PC_0133	Good Governance and Compliance	5 000	15 000	15 000
Roads and Stormwater	Reseal Roads - Franschhoek & Surrounding	PC_0139	Dignified Living	2 000	100	100
Roads and Stormwater	Reseal Roads - Klappmuts, Raithby & Surrounding	PC_0136	Dignified Living	1 250	100	100
Roads and Stormwater	Reseal Roads - Kylemore & Surrounding	PC_0137	Dignified Living	100	100	1 500
Roads and Stormwater	Reseal Roads - Stellenbosch & Surrounding	PC_0138	Dignified Living	3 000	4 000	5 000
Roads and Stormwater	River Rehabilitation Implementation	PC_0140	Dignified Living	1 000	100	100
Roads and Stormwater	Specialized Vehicles - Digger Loader	PC_0333	Good Governance and Compliance	–	3 000	–
Roads and Stormwater	Specialized Vehicles: Heavy Duty Vehicles: Roads	PC_0142	Good Governance and Compliance	2 500	2 000	2 500
Roads and Stormwater	Update Pavement Management System	PC_0145	Good Governance and Compliance	1 000	–	–
Roads and Stormwater	Update Stormwater Masterplan	PC_0146	Valley of Possibility	1 000	–	–
Roads and Stormwater	Upgrade Stormwater Retention Facilities	PC_0144	Dignified Living	500	1 000	500
Roads and Stormwater	Upgrade Stormwater System	PC_0291	Dignified Living	100	50	50
Roads and Stormwater	Wilderbosch Extension to Trumali	PC_0147	Valley of Possibility	1 500	1 500	3 000
Traffic Engineering	Adhoc Intersection Improvements	PC_0310	Safe Valley	–	–	2 000
Traffic Engineering	Bird Street Dualling - Adam Tas to Kayamandi	PC_0148	Dignified Living	500	5 000	10 000
Traffic Engineering	Furniture, Tools & Equipment: Traffic Engineering	PC_0150	Dignified Living	150	150	150
Traffic Engineering	Jamestown Transport Network - School Street	PC_0151	Dignified Living	3 000	–	2 000
Traffic Engineering	Main Road Intersection Improvements: Franschhoek	PC_0152	Dignified Living	10 000	2 130	–
Traffic Engineering	Main road intersection improvements: Helshoogte rd/La Colline	PC_0154	Dignified Living	3 000	–	–
Traffic Engineering	Main Road Intersection Improvements: R44 / Merriman Street	PC_0155	Dignified Living	–	4 000	–
Traffic Engineering	Main Road Intersection Improvements: Strand / Adam Tas / Alexander	PC_0156	Dignified Living	–	4 000	5 000
Traffic Engineering	Optic Fibre for Traffic Signals	PC_0157	Good Governance and Compliance	500	–	–
Traffic Engineering	Pedestrian Crossing Implementation	PC_0158	Safe Valley	300	100	100
Traffic Engineering	Raised Intersection Implementation	PC_0159	Safe Valley	–	600	–
Traffic Engineering	Road Safety Improvements	PC_0160	Safe Valley	–	500	–
Traffic Engineering	Road Upgrades at School Precincts	PC_0311	Dignified Living	200	200	200

Function	Project Description	Project Number	Own Strategic Objectives	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Traffic Engineering	Signalisation implementation	PC_0161	Safe Valley	500	–	–
Traffic Engineering	Specialized Equipment: Roadmarking Machine + Trailer	PC_0162	Good Governance and Compliance	–	500	600
Traffic Engineering	Traffic Calming Projects: Implementation	PC_0163	Safe Valley	300	–	400
Traffic Engineering	Traffic Management Improvement Programme	PC_0164	Safe Valley	1 000	–	–
Traffic Engineering	Traffic Signal Control: Installation and Upgrading of Traffic Signals and Associated Components	PC_0165	Safe Valley	500	500	500
Traffic Engineering	Traffic Signal Management System	PC_0166	Safe Valley	–	–	1 000
Traffic Engineering	Universal Access Implementation	PC_0167	Safe Valley	200	–	–
Traffic Engineering	Vehicle Fleet: Traffic Engineering	PC_0312	Good Governance and Compliance	500	–	–
Transport Planning	Adam Tas - Corridor Transport	PC_0169	Safe Valley	1 000	–	1 000
Transport Planning	Adam Tas - Technopark Link Road	PC_0168	Safe Valley	3 000	5 000	20 000
Transport Planning	Bicycle Lockup Facilities	PC_0170	Safe Valley	300	–	–
Transport Planning	Comprehensive Integrated Transport Plan	PC_0171	Good Governance and Compliance	600	628	1 000
Transport Planning	Cycle Plan - Design & Implementation	PC_0173	Safe Valley	500	–	500
Transport Planning	Freight Strategy for Stellenbosch & Franschhoek	PC_0175	Valley of Possibility	500	–	–
Transport Planning	Khayamandi Pedestrian Bridge (R304, River and Railway Line)	PC_0176	Safe Valley	11 000	10 000	10 000
Transport Planning	Non-Motorised Transport Implementation	PC_0177	Safe Valley	1 000	–	3 000
Transport Planning	Park and Ride (Transport Interchange)	PC_0178	Safe Valley	250	–	–
Transport Planning	Pedestrian Streets in Stellenbosch	PC_0179	Safe Valley	–	1 700	–
Transport Planning	Provision of Bulk Parking Planning & Development	PC_0313	Safe Valley	3 000	3 000	3 000
Transport Planning	Public Transport Facilities (Taxi Ranks) Adhoc Upgrades	PC_0314	Safe Valley	3 000	3 500	–
Transport Planning	Public Transport Infrastructure (Public Transport Shelters & Embayments)	PC_0180	Valley of Possibility	–	400	–
Transport Planning	Public Transport Planning - WC024	PC_0181	Valley of Possibility	600	–	2 000
Transport Planning	Public Transport Service (Inclusive of Disabled)	PC_0182	Valley of Possibility	–	500	–
Transport Planning	Stellenbosch - Bicycle network	PC_0184	Valley of Possibility	1 000	–	–
Transport Planning	Stellenbosch Tour Bus Parking	PC_0185	Valley of Possibility	600	–	–
Transport Planning	Taxi Rank Franschhoek	PC_0315	Safe Valley	500	–	–
Transport Planning	Technopark Kerb and Channel Upgrade	PC_0187	Safe Valley	–	1 500	–
Transport Planning	Update Roads Master Plan for WC024	PC_0188	Good Governance and Compliance	–	2 000	–
Community Development	Early Childhood Development Centres	PC_0193	Good Governance and Compliance	1 000	1 000	1 000
Community Development	Furniture, Tools & Equipment: Comm Development	PC_0208	Good Governance and Compliance	55	60	–
Community Services: Library Services	Furniture, Tools & Equipment: Pniel Library	PC_0210	Good Governance and Compliance	20	–	10
Community Services: Library Services	Idas Valley: Furniture, Tools and Equipment	PC_0316	Good Governance and Compliance	–	30	–
Community Services: Library Services	Kayamandi: Furniture, Tools and Equipment	PC_0317	Good Governance and Compliance	–	–	20
Community Services: Library Services	Library Books	PC_0211	Good Governance and Compliance	180	180	200
Community Services: Library Services	Upgrading: Cloetesville Library	PC_0212	Dignified Living	180	–	–
Halls	Community Hall	PC_0213	Dignified Living	200	1 500	–
Halls	Furniture, Tools & Equipment: Halls	PC_0214	Good Governance and Compliance	150	–	–
Halls	Upgrading of Halls	PC_0215	Dignified Living	–	250	–

Function	Project Description	Project Number	Own Strategic Objectives	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Sports Grounds and Picnic Sites	Borehole: Rural Sportsgrounds	PC_0216	Dignified Living	–	1 100	–
Sports Grounds and Picnic Sites	Clubhouse Devon Valley Sport Facility	PC_0334	Dignified Living	–	200	2 000
Sports Grounds and Picnic Sites	Fencing of Netball Courts	PC_0220	Safe Valley	350	–	–
Sports Grounds and Picnic Sites	Fencing: Sport Grounds (WC024)	PC_0221	Safe Valley	–	1 750	–
Sports Grounds and Picnic Sites	Furniture, Tools & Equipment: Sports	PC_0222	Good Governance and Compliance	–	400	–
Sports Grounds and Picnic Sites	Install Prepaid Meters at Sports Facilities	PC_0223	Dignified Living	–	200	–
Sports Grounds and Picnic Sites	Installation of Boreholes: Sports Grounds	PC_0336	Dignified Living	–	1 500	–
Sports Grounds and Picnic Sites	Installation of cricket nets	PC_0218	Dignified Living	200	150	–
Sports Grounds and Picnic Sites	Jonkershoek Picnic Site upgrades	PC_0225	Valley of Possibility	500	–	–
Sports Grounds and Picnic Sites	Kayamandi Sports Ground	PC_0226	Dignified Living	300	–	–
Sports Grounds and Picnic Sites	La Motte Open Air Gym	PC_0227	Dignified Living	300	–	–
Sports Grounds and Picnic Sites	Specialised Vehicles	PC_0236	Dignified Living	–	1 000	–
Sports Grounds and Picnic Sites	Upgrade of netball courts	PC_0234	Dignified Living	–	1 000	–
Sports Grounds and Picnic Sites	Upgrade of Sport Facilities	PC_0235	Dignified Living	3 561	3 000	–
Sports Grounds and Picnic Sites	Upgrading of Swimming Pool	PC_0318	Dignified Living	–	–	200
Environmental Management: Implementation	Furniture, Tools & Equipment: Environmental Management	PC_0240	Good Governance and Compliance	100	150	150
Environmental Management: Implementation	Jonkershoek Picnic Site: Upgrade of Facilities.	PC_0243	Valley of Possibility	700	–	–
Environmental Management: Implementation	Mont Rochelle Nature Reserve: Upgrade of Facilities	PC_0244	Green and Sustainable Valley	1 000	–	–
Environmental Management: Implementation	Specialized Equipment: Workshop	PC_0247	Good Governance and Compliance	–	1 500	–
Environmental Management: Implementation	Specialized Vehicles: Workshop	PC_0248	Good Governance and Compliance	800	–	–
Environmental Management: Implementation	Vehicle Fleet: Workshop	PC_0250	Good Governance and Compliance	–	100	–
Environmental Management: Implementation	Workshop: Upgrading of facilities	PC_0251	Good Governance and Compliance	–	–	3 500
Environmental Management: Urban Forestry	Design and implement electronic Urban Forestry management tool	PC_0238	Green and Sustainable Valley	250	250	–
Environmental Management: Urban Forestry	Furniture, Tools & Equipment: Urban Forestry	PC_0241	Good Governance and Compliance	–	1 500	–
Environmental Management: Urban Forestry	Installation of Boreholes	PC_0224	Good Governance and Compliance	500	–	–
Environmental Management: Urban Forestry	Landscaping of Nature Areas	PC_0319	Good Governance and Compliance	–	1 000	–
Environmental Management: Urban Forestry	Specialized equipment: Urban Forestry	PC_0246	Good Governance and Compliance	–	1 500	–
Cemeteries	Extension of Cemetery Infrastructure	PC_0252	Dignified Living	5 500	10 000	–
Cemeteries	Vehicle Fleet: Cemeteries	PC_0254	Good Governance and Compliance	–	500	–
Parks and Cemeteries	Beautification of Parks and Cemeteries	PC_0256	Green and Sustainable Valley	300	800	1 000
Parks and Cemeteries	Fencing :Parks and Gardens	PC_0257	Safe Valley	200	200	–
Parks and Cemeteries	Furniture, Tools & Equipment: Parks & Cemeteries	PC_0258	Good Governance and Compliance	–	50	–
Parks and Cemeteries	Vehicle Fleet: Parks & Cemeteries	PC_0266	Good Governance and Compliance	–	1 000	–
Fire and Rescue Services	Fire Station - Jamestown	PC_0283	Safe Valley	300	1 000	8 000
Fire and Rescue Services	Furniture, Tools & Equipment: Fire	PC_0268	Good Governance and Compliance	200	50	–
Fire and Rescue Services	Rescue equipment	PC_0320	Safe Valley	–	1 000	–
Fire and Rescue Services	Specialized Vehicles: Fire	PC_0269	Safe Valley	2 500	1 000	–
Law Enforcement and Security	Furniture, Tools & Equipment: Law Enforcement	PC_0270	Good Governance and Compliance	150	200	–
Law Enforcement and Security	Install and Upgrade CCTV/ LPR Cameras In WC024	PC_0271	Safe Valley	1 000	2 000	–
Law Enforcement and Security	Install Computerized Access Security Systems and CCTV Cameras At Municipal Buildings	PC_0272	Safe Valley	1 200	1 000	–
Law Enforcement and Security	Law Enforcement Tools and Equipment	PC_0273	Safe Valley	–	300	–
Law Enforcement and Security	Neighborhood Watch Safety equipment	PC_0274	Safe Valley	250	250	–

Function	Project Description	Project Number	Own Strategic Objectives	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Law Enforcement and Security	Security Upgrades	PC_0275	Safe Valley	–	650	–
Law Enforcement and Security	Vehicle Fleet: Law Enforcement	PC_0276	Good Governance and Compliance	1 366	2 500	–
Traffic Services	Furniture, Tools & Equipment: Traffic Services	PC_0277	Good Governance and Compliance	130	45	–
Traffic Services	Specialized Equipment: Traffic	PC_0278	Good Governance and Compliance	–	1 500	–
Traffic Services	Specialized Vehicles: Traffic	PC_0280	Good Governance and Compliance	–	1 750	–
Traffic Services	Vehicle Fleet: Traffic	PC_0281	Good Governance and Compliance	1 200	–	–
Information and Communications Technology (ICT)	Fibre Optic Implementation	PC_0322	Good Governance and Compliance	2 000	2 000	2 000
Information and Communications Technology (ICT)	ICT Cable Reticulation and Management	PC_0323	Valley of Possibility	1 000	500	500
Information and Communications Technology (ICT)	Purchase and Replacement of Computer/software and Peripheral devices	PC_0190	Good Governance and Compliance	1 270	1 270	1 270
Information and Communications Technology (ICT)	Server Storage expansion and upgrades	PC_0325	Good Governance and Compliance	2 000	1 000	1 000
Information and Communications Technology (ICT)	Upgrade and Expansion of IT Infrastructure Platforms	PC_0191	Good Governance and Compliance	3 500	3 500	2 000
Information and Communications Technology (ICT)	Upgrading Communication Network	PC_0328	Safe Valley	4 000	1 500	1 500
Properties and Municipal Building Maintenance	Airconditioners	PC_0192	Dignified Living	300	500	–
Properties and Municipal Building Maintenance	Furniture, Tools & Equipment: Property Management	PC_0196	Good Governance and Compliance	250	250	–
Properties and Municipal Building Maintenance	Kayamandi: Upgrading of Makapula Hall	PC_0197	Dignified Living	2 000	1 000	–
Properties and Municipal Building Maintenance	New Depot: La Motte	PC_0198	Good Governance and Compliance	–	300	–
Properties and Municipal Building Maintenance	Structural Improvement: General	PC_0199	Valley of Possibility	2 000	3 000	–
Properties and Municipal Building Maintenance	Structural improvements: Sport grounds	PC_0200	Valley of Possibility	3 500	–	–
Properties and Municipal Building Maintenance	Structural Maintenance/Upgrade: Beltana	PC_0201	Valley of Possibility	2 000	2 000	–
Properties and Municipal Building Maintenance	Structural Upgrade: Heritage Building	PC_0204	Valley of Possibility	5 781	–	–
Properties and Municipal Building Maintenance	Structural Upgrade: Jamestown Ward Office and Library	PC_0202	Valley of Possibility	2 900	1 000	–
Properties and Municipal Building Maintenance	Upgrade Facilities for the Disabled	PC_0194	Dignified Living	200	–	–
Properties and Municipal Building Maintenance	Upgrade Millenium Hall Pniel	PC_0205	Dignified Living	200	800	–
Properties and Municipal Building Maintenance	Upgrading Fencing	PC_0206	Safe Valley	1 000	1 000	1 000
Financial Management Services	Furniture, Tools & Equipment: FS	PC_0282	Good Governance and Compliance	250	250	250
Financial Management Services	Vehicle Fleet: FMS	PC_0330	Good Governance and Compliance	500	–	–
Parent Capital expenditure				504 800	589 095	503 056
Entities: <i>List all capital projects grouped by Entity</i>						
Entity A Water project A						
Entity Capital expenditure				–	–	–
Total Capital expenditure				504 800	589 095	503 056

WC024 Stellenbosch - Supporting Table SA37 Projects delayed from previous financial year/s

R thousand	Function	Project name	Project number	Own Strategic Objectives	Current Year 2022/23		2023/24 Medium Term Revenue & Expenditure Framework		
					Original Budget	Full Year Forecast	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Parent municipality:									
List all capital projects grouped by Function									
Economic Development & Tourism	Establishment of the Kayamandi Informal Trading Area	PC_0286	Dignified Living	–	3 832	1 000	–	–	
Waste Management: Solid Waste Management	Expansion of the landfill site (New cells)	PC_0026	Green and Sustainable Valley	44 000	3 400	46 000	55 600	1 000	
Waste Management: Solid Waste Management	Landfill Gas To Energy	PC_0031	Green and Sustainable Valley	8 000	3 900	10 000	20 000	11 000	
Electrical Services	Jan Marais Upgrade: Remove Existing Tx and replace with 20MVA	PC_0059	Valley of Possibility	6 600	1 433	6 631	–	–	
Electrical Services	Laterra Substation	PC_0061	Valley of Possibility	14 200	1 626	23 108	226	–	
Water and Wastewater Services: Water	Bulk Water Supply Klapmuts	PC_0078	Valley of Possibility	5 000	3 158	8 000	–	–	
Water and Wastewater Services: Water	Bulk Water Supply Pipe and Reservoir: Kayamandi	PC_0080	Valley of Possibility	–	796	1 500	40 000	75 000	
Water and Wastewater Services: Water	Bulk Water Supply Pipeline & Reservoir - Jamestown	PC_0083	Valley of Possibility	6 000	1 452	32 500	–	–	
Water and Wastewater Services: Water	New Reservoir & Pipeline: Vlothenburg	PC_0089	Dignified Living	20 569	63 701	46 000	34 000	–	
Water and Wastewater Services: Sanitation	Upgrade of WWTW: Klapmuts	PC_0110	Dignified Living	7 500	960	15 040	35 000	10 500	
Water and Wastewater Services: Sanitation	Upgrade of WWTW Wemmershoek	PC_0111	Dignified Living	17 500	11 613	19 500	45 000	5 000	
Water and Wastewater Services: Sanitation	Refurbish Plant & Equipment - Raithby WWTW	PC_0113	Dignified Living	2 000	500	5 500	2 500	–	
Water and Wastewater Services: Sanitation	Franschhoek Sewer Network Upgrade (Langrug/Mooiwater)	PC_0121	Dignified Living	6 000	4 000	–	–	–	
Properties and Municipal Building Maintenance	Kayamandi: Upgrading of Makapula Hall	PC_0197	Dignified Living	2 000	–	2 000	1 000	–	
Properties and Municipal Building Maintenance	Structural improvements at the Sport grounds	PC_0200	Valley of Possibility	3 500	–	3 500	–	–	
Properties and Municipal Building Maintenance	Structural Upgrade: Heritage Building	PC_0204	Valley of Possibility	7 000	2 500	5 781	–	–	
Cemeteries	Extension of Cemetery Infrastructure	PC_0252	Dignified Living	7 000	1 000	5 500	10 000	–	
Fire and Rescue Services	Fire Station - Jamestown	PC_0283	Safe Valley	200	–	300	1 000	8 000	
Entities:									
List all capital projects grouped by Entity									
Entity Name									
Project name									

WC024 Stellenbosch - Supporting Table SA38 Consolidated detailed operational projects

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Parent municipality:							
<i>List all operational projects grouped by Municipal Vote</i>							
Administrative and Corporate Support		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	55	58	61
Administrative and Corporate Support		RnM P: Transport Assets	PO_0059	Safe Valley	34	38	39
Administrative and Corporate Support		COVID 19 Expenditure	PO_0103	Safe Valley	1	1	1
Administrative and Corporate Support		Staff recognition or achievement awards and functions	PO_0114	Valley of Possibility	12	12	12
Administrative and Corporate Support		Trade Union	PO_0117	Valley of Possibility	2	2	2
Administrative and Corporate Support		Employee related Cost	PO_0149	Valley of Possibility	15 281	16 308	17 407
Administrative and Corporate Support		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	156	160	163
Administrative and Corporate Support		Municipal Running Cost	PO_MUN	Good Governance and Compliance	1 788	1 825	1 862
Biodiversity and Landscape		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	99	104	108
Biodiversity and Landscape		RnM P: Transport Assets	PO_0059	Safe Valley	55	61	62
Biodiversity and Landscape		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	459	468	478
Biodiversity and Landscape		COVID 19 Expenditure	PO_0103	Safe Valley	158	161	164
Biodiversity and Landscape		Environmental: Catchment and Forestry	PO_0105	Green and Sustainable Valley	2 000	1 051	1 072
Biodiversity and Landscape		Rehabilitation and Beautification of Vleiland (Huis Horizon)	PO_0107	Green and Sustainable Valley	253	258	263
Biodiversity and Landscape		Environmental:Nursery	PO_0109	Green and Sustainable Valley	826	843	860
Biodiversity and Landscape		Administrative Strategy and Planning	PO_0138	Good Governance and Compliance	12	12	12
Biodiversity and Landscape		Employee related Cost	PO_0149	Valley of Possibility	8 811	9 437	10 108
Biodiversity and Landscape		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	1 048	1 074	1 096
Biodiversity and Landscape		Municipal Running Cost	PO_MUN	Good Governance and Compliance	1 976	2 029	2 070
Cemeteries, Funeral Parlours and Crematoriums		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	184	193	202
Cemeteries, Funeral Parlours and Crematoriums		RnM P: Transport Assets	PO_0059	Safe Valley	106	117	119
Cemeteries, Funeral Parlours and Crematoriums		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	1 020	1 040	1 061
Cemeteries, Funeral Parlours and Crematoriums		COVID 19 Expenditure	PO_0103	Safe Valley	5	5	5
Cemeteries, Funeral Parlours and Crematoriums		Environmental:Nursery	PO_0109	Green and Sustainable Valley	60	61	62
Cemeteries, Funeral Parlours and Crematoriums		Employee related Cost	PO_0149	Valley of Possibility	3 979	4 262	4 564
Cemeteries, Funeral Parlours and Crematoriums		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	323	331	337
Cemeteries, Funeral Parlours and Crematoriums		Municipal Running Cost	PO_MUN	Good Governance and Compliance	628	643	656
Civil Defence		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	316	331	347
Civil Defence		RnM P: Furniture and Office Equipment	PO_0055	Good Governance and Compliance	1 054	1 104	1 155
Civil Defence		RnM P: Transport Assets	PO_0059	Safe Valley	1 320	1 452	1 481
Civil Defence		COVID 19 Expenditure	PO_0103	Safe Valley	170	174	177
Civil Defence		Integrated Public Transport Network	PO_0121	Valley of Possibility	51	52	53
Civil Defence		Municipal Properties	PO_0124	Valley of Possibility	30 057	28 058	27 059
Civil Defence		Reservist Law Enforcement Officers	PO_0130	Safe Valley	510	520	531
Civil Defence		Animal Care	PO_0131	Safe Valley	48	49	50
Civil Defence		Specialised Project	PO_0132	Safe Valley	102	104	106
Civil Defence		Employee related Cost	PO_0149	Valley of Possibility	35 850	38 357	41 040

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Civil Defence		Department of Water Affairs	PO_0170	Dignified Living	8 958	9 181	9 292
Civil Defence		Municipal Running Cost	PO_MUN	Good Governance and Compliance	9 413	9 661	9 854
Community Halls and Facilities		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	28	30	31
Community Halls and Facilities		RnM P: Transport Assets	PO_0059	Safe Valley	6	6	6
Community Halls and Facilities		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	16	17	17
Community Halls and Facilities		COVID 19 Expenditure	PO_0103	Safe Valley	5	5	5
Community Halls and Facilities		Municipal Properties	PO_0124	Valley of Possibility	32	32	33
Community Halls and Facilities		Employee related Cost	PO_0149	Valley of Possibility	4 422	4 728	5 054
Community Halls and Facilities		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	3	3	3
Community Halls and Facilities		Department of Water Affairs	PO_0170	Dignified Living	254	260	265
Community Halls and Facilities		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	1	1	1
Community Halls and Facilities		Municipal Running Cost	PO_MUN	Good Governance and Compliance	656	672	686
Community Parks (including Nurseries)		STELLENBOSCH PARK WARDENS	EPWP008	Dignified Living	501	–	–
Community Parks (including Nurseries)		RnM C: Community Assets: Community Facilities: Parks: Civil Structures	PO_0052	Dignified Living	6	6	6
Community Parks (including Nurseries)		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	52	55	57
Community Parks (including Nurseries)		RnM C: Transport Assets	PO_0058	Safe Valley	50	54	56
Community Parks (including Nurseries)		RnM P: Transport Assets	PO_0059	Safe Valley	956	1 052	1 073
Community Parks (including Nurseries)		RnM P: Community Assets: Community Facilities: Parks: External Facilities	PO_0060	Dignified Living	1 199	1 223	1 247
Community Parks (including Nurseries)		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	94	96	98
Community Parks (including Nurseries)		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	2 847	2 903	2 961
Community Parks (including Nurseries)		COVID 19 Expenditure	PO_0103	Safe Valley	2	2	2
Community Parks (including Nurseries)		Environmental: Catchment and Forestry	PO_0105	Green and Sustainable Valley	1 591	1 623	1 655
Community Parks (including Nurseries)		Environmental:Environmental Health	PO_0108	Green and Sustainable Valley	165	173	181
Community Parks (including Nurseries)		Environmental:Nursery	PO_0109	Green and Sustainable Valley	1 763	1 799	1 835
Community Parks (including Nurseries)		Staff recognition or achievement awards and functions	PO_0114	Valley of Possibility	171	124	126
Community Parks (including Nurseries)		Parks Programme	PO_0127	Valley of Possibility	51	52	53
Community Parks (including Nurseries)		Specialised Project	PO_0132	Safe Valley	100	100	100
Community Parks (including Nurseries)		Administrative Strategy and Planning	PO_0138	Good Governance and Compliance	8	8	9
Community Parks (including Nurseries)		Employee related Cost	PO_0149	Valley of Possibility	30 630	32 714	34 943
Community Parks (including Nurseries)		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	5 845	5 991	6 111
Community Parks (including Nurseries)		Municipal Running Cost	PO_MUN	Good Governance and Compliance	4 741	4 888	4 812
Corporate Wide Strategic Planning (IDPs, LEDs)		LOCAL ECONOMIC DEV & TOURSIM	EPWP022	Dignified Living	1 069	–	–
Corporate Wide Strategic Planning (IDPs, LEDs)		RnM P: Transport Assets	PO_0059	Safe Valley	23	25	26
Corporate Wide Strategic Planning (IDPs, LEDs)		Budget Road Show Public Participation	PO_0082	Valley of Possibility	255	260	265
Corporate Wide Strategic Planning (IDPs, LEDs)		Capacity Building Unemployed	PO_0083	Valley of Possibility	11	11	11
Corporate Wide Strategic Planning (IDPs, LEDs)		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	53	54	55
Corporate Wide Strategic Planning (IDPs, LEDs)		COVID 19 Expenditure	PO_0103	Safe Valley	5	5	5
Corporate Wide Strategic Planning (IDPs, LEDs)		Staff recognition or achievement awards and functions	PO_0114	Valley of Possibility	21	22	22
Corporate Wide Strategic Planning (IDPs, LEDs)		Festival of Lights	PO_0115	Valley of Possibility	1 938	1 977	2 016
Corporate Wide Strategic Planning (IDPs, LEDs)		Integrated Public Transport Network	PO_0121	Valley of Possibility	5	5	6
Corporate Wide Strategic Planning (IDPs, LEDs)		Local Economic Development:Project Implementation	PO_0122	Valley of Possibility	170	174	177

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Corporate Wide Strategic Planning (IDPs, LEDs)		Local Economic Development:Public Participation	PO_0123	Valley of Possibility	11	11	11
Corporate Wide Strategic Planning (IDPs, LEDs)		Research and Development	PO_0134	Good Governance and Compliance	1 000	750	750
Corporate Wide Strategic Planning (IDPs, LEDs)		IDP Planning and Revision	PO_0141	Valley of Possibility	500	510	520
Corporate Wide Strategic Planning (IDPs, LEDs)		Risk Management	PO_0142	Good Governance and Compliance	255	260	265
Corporate Wide Strategic Planning (IDPs, LEDs)		Employee related Cost	PO_0149	Valley of Possibility	4 920	5 248	5 598
Corporate Wide Strategic Planning (IDPs, LEDs)		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	29	30	30
Corporate Wide Strategic Planning (IDPs, LEDs)		Public Participation Meeting	PO_0156	Valley of Possibility	286	292	298
Corporate Wide Strategic Planning (IDPs, LEDs)		Funding of External Bodies Performing Municipal Functions	PO_0162	Valley of Possibility	5 887	6 005	6 125
Corporate Wide Strategic Planning (IDPs, LEDs)		LED DIRECT SUPPORT TO SMMES	PO_0163	Valley of Possibility	1 020	1 040	1 061
Corporate Wide Strategic Planning (IDPs, LEDs)		Heritage Inventory	PO_0164	Valley of Possibility	331	338	344
Corporate Wide Strategic Planning (IDPs, LEDs)		Municipal Running Cost	PO_MUN	Good Governance and Compliance	2 593	1 205	2 021
Disaster Management		IG : EPWP DISASTER ASSISTANTS	EPWP003	Dignified Living	320	–	–
Disaster Management		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	8	9	9
Disaster Management		RnM P: Transport Assets	PO_0059	Safe Valley	66	73	74
Disaster Management		Disaster Relief	PO_0104	Safe Valley	4 471	4 565	4 657
Disaster Management		Employee related Cost	PO_0149	Valley of Possibility	2 172	2 319	2 478
Disaster Management		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	17	17	18
Disaster Management		Municipal Running Cost	PO_MUN	Good Governance and Compliance	2	2	2
Electricity		RnM P: Electrical Infrastructure: HV Substations: MV Substation Equipment	PO_0012	Dignified Living	7 578	7 729	7 915
Electricity		RnM C: Electrical Infrastructure: HV Substations: MV Substation Equipment	PO_0013	Dignified Living	7 478	7 628	7 780
Electricity		RnM P: Information and Communication Infrastructure: Core Layers: Electrical Equipment	PO_0014	Dignified Living	2 040	2 081	2 122
Electricity		RnM C: Information and Communication Infrastructure: Core Layers: Electrical Equipment	PO_0015	Dignified Living	612	624	637
Electricity		RnM P: Furniture and Office Equipment	PO_0064	Good Governance and Compliance	12	12	12
Electricity		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	111	114	116
Electricity		COVID 19 Expenditure	PO_0103	Safe Valley	6	6	6
Electricity		Staff recognition or achievement awards and functions	PO_0114	Valley of Possibility	52	53	54
Electricity		Occupational Health and Safety	PO_0125	Valley of Possibility	51	52	53
Electricity		Research and Development	PO_0134	Good Governance and Compliance	79	80	82
Electricity		Service Connections	PO_0135	Dignified Living	12 036	12 277	12 522
Electricity		Employee related Cost	PO_0149	Valley of Possibility	41 019	43 828	46 831
Electricity		Bulk purchases: Electricity	PO_0152	Dignified Living	583 112	711 397	867 904
Electricity		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	42 002	43 052	43 913
Electricity		Finance Charges	PO_0155	Good Governance and Compliance	6 848	8 016	20 941
Electricity		Bulk purchases: Electricity Drakenstein	PO_0173	Dignified Living	53 281	65 003	79 303
Electricity		Meter and ACD Audits	PO_0174	Good Governance and Compliance	840	857	874
Electricity		Municipal Running Cost	PO_MUN	Good Governance and Compliance	9 423	9 750	9 939
Electricity		Bad Debt: Municipal Running Cost	PO_MUN2	Dignified Living	408	416	424
Finance		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	32	34	35
Finance		RnM P: Transport Assets	PO_0059	Safe Valley	128	141	143
Finance		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	59	60	61
Finance		COVID 19 Expenditure	PO_0103	Safe Valley	1	1	1

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Finance		Budget and Treasury	PO_0111	Good Governance and Compliance	1 050	1 050	1 188
Finance		Intern Compensation	PO_0112	Valley of Possibility	500	500	500
Finance		Staff recognition or achievement awards and functions	PO_0114	Valley of Possibility	48	49	50
Finance		Municipal Properties	PO_0124	Valley of Possibility	14	15	15
Finance		Administrative Strategy and Planning	PO_0138	Good Governance and Compliance	11 154	11 377	9 678
Finance		Long Term Financial Plan	PO_0145	Good Governance and Compliance	20	20	21
Finance		Employee related Cost	PO_0149	Valley of Possibility	50 768	54 221	57 912
Finance		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	301	308	315
Finance		User Group	PO_0158	Good Governance and Compliance	1	1	1
Finance		Municipal Running Cost	PO_MUN	Good Governance and Compliance	56 663	57 480	56 617
Finance		Bad Debt: Municipal Running Cost	PO_MUN2	Dignified Living	1 530	1 561	1 592
Fire Fighting and Protection		IG : EPWP FIRE ASSISTANTS	EPWP002	Dignified Living	533	–	–
Fire Fighting and Protection		FIREBREAK MAINTENANCE	EPWP044	Dignified Living	1 173	–	–
Fire Fighting and Protection		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	411	430	451
Fire Fighting and Protection		RnM P: Transport Assets	PO_0059	Safe Valley	1 540	1 694	1 728
Fire Fighting and Protection		COVID 19 Expenditure	PO_0103	Safe Valley	102	104	106
Fire Fighting and Protection		Employee related Cost	PO_0149	Valley of Possibility	43 199	46 221	49 455
Fire Fighting and Protection		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	–	–	445
Fire Fighting and Protection		Department of Water Affairs	PO_0170	Dignified Living	1 257	1 288	869
Fire Fighting and Protection		Municipal Running Cost	PO_MUN	Good Governance and Compliance	3 606	3 725	3 798
Fleet Management		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	2	2	2
Fleet Management		RnM P: Transport Assets	PO_0059	Safe Valley	12	14	14
Fleet Management		Employee related Cost	PO_0149	Valley of Possibility	790	846	906
Fleet Management		Municipal Running Cost	PO_MUN	Good Governance and Compliance	1 580	1 612	1 644
Governance Function		Procurement Reforms and Fighting Corruption	PO_0128	Good Governance and Compliance	566	577	589
Governance Function		Risk Management	PO_0142	Good Governance and Compliance	755	760	765
Governance Function		Employee related Cost	PO_0149	Valley of Possibility	4 425	4 711	5 015
Governance Function		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	8	8	8
Governance Function		Municipal Running Cost	PO_MUN	Good Governance and Compliance	50	51	52
Housing		IG: CLEANING OF RENTAL STOCK	EPWP009	Dignified Living	848	–	–
Housing		RENTAL STOCK AND TRA SURVEY	EPWP010	Dignified Living	192	–	–
Housing		Complaints and Documents Administration	EPWP031	Dignified Living	139	–	–
Housing		IG : Artisan Assistants	EPWP043	Dignified Living	160	–	–
Housing		RnM P: Transport Assets	PO_0059	Safe Valley	114	126	128
Housing		RnM P: Furniture and Office Equipment	PO_0064	Good Governance and Compliance	60	63	66
Housing		RnM P: Other Assets: Housing: Capital Spares	PO_0066	Dignified Living	13	13	14
Housing		RnM C: Other Assets: Housing: Capital Spares	PO_0067	Dignified Living	153	156	159
Housing		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	34	34	35
Housing		Title Deed Restoration Programme	PO_0092	Dignified Living	1 762	264	270
Housing		COVID 19 Expenditure	PO_0103	Safe Valley	5	5	6
Housing		Occupational Health and Safety	PO_0125	Valley of Possibility	18	18	19

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Housing		Research and Development	PO_0134	Good Governance and Compliance	313	319	325
Housing		Administrative Strategy and Planning	PO_0138	Good Governance and Compliance	159	162	166
Housing		Feasibility Studies	PO_0140	Good Governance and Compliance	16	16	17
Housing		Employee related Cost	PO_0149	Valley of Possibility	13 875	14 835	15 863
Housing		Municipal Accreditation and Capacity Building Grant	PO_0168	Dignified Living	245	249	249
Housing		Municipal Running Cost	PO_MUN	Good Governance and Compliance	2 426	2 482	2 532
Housing		Bad Debt: Municipal Running Cost	PO_MUN2	Dignified Living	1 020	1 040	1 061
Human Resources		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	6	6	7
Human Resources		RnM P: Transport Assets	PO_0059	Safe Valley	47	51	52
Human Resources		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	3 570	3 641	3 714
Human Resources		Human Resource Management	PO_0118	Good Governance and Compliance	275	281	287
Human Resources		Work Integrated Learners/ Interns	PO_0119	Valley of Possibility	539	549	560
Human Resources		Employee related Cost	PO_0149	Valley of Possibility	47 510	50 901	54 535
Human Resources		Operational Cost: Skills development levy	PO_0151	Valley of Possibility	4 590	4 682	4 775
Human Resources		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	9	9	9
Human Resources		Finance Charges	PO_0155	Good Governance and Compliance	3 336	3 803	4 335
Human Resources		Municipal Running Cost	PO_MUN	Good Governance and Compliance	10 770	10 995	11 215
Informal Settlements		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	–	5	5
Informal Settlements		RnM P: Furniture and Office Equipment	PO_0064	Good Governance and Compliance	–	13	13
Informal Settlements		COVID 19 Expenditure	PO_0103	Safe Valley	3	3	3
Informal Settlements		Occupational Health and Safety	PO_0125	Valley of Possibility	5	5	6
Informal Settlements		Research and Development	PO_0134	Good Governance and Compliance	69	51	52
Informal Settlements		Feasibility Studies	PO_0140	Good Governance and Compliance	132	135	138
Informal Settlements		Informal Settlements	PO_0146	Dignified Living	4 000	4 080	7 990
Informal Settlements		Employee related Cost	PO_0149	Valley of Possibility	5 513	5 895	6 303
Informal Settlements		Municipal Running Cost	PO_MUN	Good Governance and Compliance	338	348	355
Information Technology		RnM C: Information and Communication Infrastructure: Capital Spares	PO_0008	Dignified Living	401	419	439
Information Technology		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	148	154	162
Information Technology		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	26	26	27
Information Technology		Website Development and Maintenance	PO_0148	Good Governance and Compliance	459	468	478
Information Technology		Employee related Cost	PO_0149	Valley of Possibility	9 897	10 575	11 300
Information Technology		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	6 903	7 075	7 217
Information Technology		Municipal Running Cost	PO_MUN	Good Governance and Compliance	34 699	35 396	36 104
Legal Services		Administrative Strategy and Planning	PO_0138	Good Governance and Compliance	6 222	6 346	6 473
Legal Services		Employee related Cost	PO_0149	Valley of Possibility	1 791	1 913	2 044
Legal Services		Municipal Running Cost	PO_MUN	Good Governance and Compliance	35	35	36
Libraries and Archives		Library Cleaners	EPWP040	Dignified Living	32	–	–
Libraries and Archives		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	58	60	63
Libraries and Archives		RnM P: Furniture and Office Equipment	PO_0055	Good Governance and Compliance	3	3	3
Libraries and Archives		RnM C: Transport Assets	PO_0058	Safe Valley	4	4	4
Libraries and Archives		RnM P: Transport Assets	PO_0059	Safe Valley	108	119	122

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Libraries and Archives		RnM P: Community Assets: Community Facilities: Libraries: Buildings	PO_0074	Dignified Living	9	9	9
Libraries and Archives		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	42	43	44
Libraries and Archives		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	10	10	11
Libraries and Archives		Community Development:Library Programmes	PO_0094	Valley of Possibility	53	54	56
Libraries and Archives		COVID 19 Expenditure	PO_0103	Safe Valley	82	84	86
Libraries and Archives		Municipal Properties	PO_0124	Valley of Possibility	28	29	29
Libraries and Archives		Occupational Health and Safety	PO_0125	Valley of Possibility	9	9	9
Libraries and Archives		Employee related Cost	PO_0149	Valley of Possibility	11 691	12 160	12 716
Libraries and Archives		Department of Water Affairs	PO_0170	Dignified Living	137	141	228
Libraries and Archives		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	541	554	566
Libraries and Archives		Municipal Running Cost	PO_MUN	Good Governance and Compliance	1 219	1 253	1 278
Marketing, Customer Relations, Publicity and Media		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	11	11	12
Marketing, Customer Relations, Publicity and Media		RnM P: Furniture and Office Equipment	PO_0064	Good Governance and Compliance	4	4	4
Marketing, Customer Relations, Publicity and Media		IDP/ Budget/ SDF Public Participation Meetings	PO_0086	Valley of Possibility	1	1	1
Marketing, Customer Relations, Publicity and Media		Communication and Development	PO_0139	Good Governance and Compliance	477	487	497
Marketing, Customer Relations, Publicity and Media		Employee related Cost	PO_0149	Valley of Possibility	2 241	2 393	2 557
Marketing, Customer Relations, Publicity and Media		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	188	193	197
Marketing, Customer Relations, Publicity and Media		Municipal Running Cost	PO_MUN	Good Governance and Compliance	826	842	859
Mayor and Council		EPWP Ward Office Management	EPWP033	Dignified Living	320	-	-
Mayor and Council		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	77	80	84
Mayor and Council		RnM C: Transport Assets	PO_0058	Safe Valley	6	6	6
Mayor and Council		RnM P: Transport Assets	PO_0059	Safe Valley	37	40	41
Mayor and Council		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	119	121	123
Mayor and Council		Implementation of Ward Priorities	PO_0088	Valley of Possibility	2 300	2 300	2 300
Mayor and Council		COVID 19 Expenditure	PO_0103	Safe Valley	4	4	4
Mayor and Council		Staff recognition or achievement awards and functions	PO_0114	Valley of Possibility	63	65	66
Mayor and Council		Integrated Public Transport Network	PO_0121	Valley of Possibility	40	41	42
Mayor and Council		Ward Committees	PO_0147	Valley of Possibility	583	595	607
Mayor and Council		Remuneration of councillors	PO_0150	Valley of Possibility	22 097	23 422	24 828
Mayor and Council		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	9 688	9 930	10 137
Mayor and Council		Municipal Hospitality Programme	PO_0165	Dignified Living	520	530	541
Mayor and Council		Municipal Running Cost	PO_MUN	Good Governance and Compliance	2 175	2 221	2 265
Municipal Manager, Town Secretary and Chief Execut		RnM P: Furniture and Office Equipment	PO_0064	Good Governance and Compliance	5	6	6
Municipal Manager, Town Secretary and Chief Execut		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	51	52	53
Municipal Manager, Town Secretary and Chief Execut		COVID 19 Expenditure	PO_0103	Safe Valley	1	1	1
Municipal Manager, Town Secretary and Chief Execut		Staff recognition or achievement awards and functions	PO_0114	Valley of Possibility	2	2	2
Municipal Manager, Town Secretary and Chief Execut		Human Resource Management	PO_0118	Good Governance and Compliance	110	112	115
Municipal Manager, Town Secretary and Chief Execut		Employee related Cost	PO_0149	Valley of Possibility	3 609	3 803	4 007
Municipal Manager, Town Secretary and Chief Execut		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	119	121	124
Municipal Manager, Town Secretary and Chief Execut		Municipal Running Cost	PO_MUN	Good Governance and Compliance	438	447	456
Nature Conservation		RnM C: Community Assets: Community Facilities: Nature Reserves: Civil Structures	PO_0048	Green and Sustainable Valley	64	65	66

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4			2			
Nature Conservation		COVID 19 Expenditure	PO_0103	Safe Valley	3	4	4
Nature Conservation		Environmental: Catchment and Forestry	PO_0105	Green and Sustainable Valley	628	641	654
Nature Conservation		Environmental:Environmental Health	PO_0108	Green and Sustainable Valley	106	108	110
Nature Conservation		Employee related Cost	PO_0149	Valley of Possibility	931	998	1 070
Nature Conservation		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	561	575	587
Nature Conservation		Municipal Running Cost	PO_MUN	Good Governance and Compliance	16	17	18
Police Forces, Traffic and Street Parking Control		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	47	49	51
Police Forces, Traffic and Street Parking Control		COVID 19 Expenditure	PO_0103	Safe Valley	1	1	1
Police Forces, Traffic and Street Parking Control		Employee related Cost	PO_0149	Valley of Possibility	19 094	20 406	21 809
Police Forces, Traffic and Street Parking Control		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	0	0	0
Police Forces, Traffic and Street Parking Control		Municipal Running Cost	PO_MUN	Good Governance and Compliance	113	115	117
Police Forces, Traffic and Street Parking Control		Bad Debt: Municipal Running Cost	PO_MUN2	Dignified Living	76 700	78 434	80 203
Population Development		IG : COMMUNITY DEV OFFICE ASSISTANT	EPWP006	Dignified Living	43	-	-
Population Development		RnM P: Transport Assets	PO_0059	Safe Valley	33	36	37
Population Development		Community Development Initiatives	PO_0087	Valley of Possibility	513	523	534
Population Development		Grant-in-Aid	PO_0089	Valley of Possibility	7 000	7 140	7 283
Population Development		Workshop/Catering	PO_0090	Valley of Possibility	35	35	35
Population Development		Municipal Properties	PO_0124	Valley of Possibility	85	87	88
Population Development		Occupational Health and Safety	PO_0125	Valley of Possibility	5	5	5
Population Development		Employee related Cost	PO_0149	Valley of Possibility	5 320	5 689	6 084
Population Development		Youth:Elderly:Disability Projects	PO_0160	Valley of Possibility	510	520	531
Population Development		Children:Gender:Homeless Projects	PO_0161	Valley of Possibility	114	117	119
Population Development		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	12	13	13
Population Development		Youth and Elderly Projects	PO_0180	Valley of Possibility	430	438	447
Population Development		Homeless and Disability Projects	PO_0181	Valley of Possibility	826	843	859
Population Development		Children and Gender	PO_0182	Valley of Possibility	29	29	30
Population Development		Youth Projects	PO_0183	Valley of Possibility	1 918	1 956	1 995
Population Development		Municipal Running Cost	PO_MUN	Good Governance and Compliance	398	410	418
Project Management Unit		Support Warriors	EPWP028	Dignified Living	171	-	-
Project Management Unit		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	31	31	32
Project Management Unit		Research and Development	PO_0134	Good Governance and Compliance	2 245	2 290	2 336
Project Management Unit		Risk Management	PO_0142	Good Governance and Compliance	370	377	385
Project Management Unit		Strategic Planning:Best Practices	PO_0144	Good Governance and Compliance	255	260	265
Project Management Unit		Website Development and Maintenance	PO_0148	Good Governance and Compliance	306	312	318
Project Management Unit		Employee related Cost	PO_0149	Valley of Possibility	6 743	7 204	7 696
Project Management Unit		Human Settlement Development Grant	PO_0166	Dignified Living	17 380	10 744	47 400
Project Management Unit		Integrated Urban Development Grant	PO_0167	Dignified Living	2 971	2 201	2 295
Project Management Unit		Municipal Running Cost	PO_MUN	Good Governance and Compliance	256	263	268
Property Services		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	32	33	35
Property Services		RnM C: Other Assets: Operational Buildings: Municipal Offices: Buildings	PO_0056	Good Governance and Compliance	16 159	16 716	17 295
Property Services		RnM P: Transport Assets	PO_0059	Safe Valley	83	91	93

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Property Services		COVID 19 Expenditure	PO_0103	Safe Valley	14	15	15
Property Services		Integrated Public Transport Network	PO_0121	Valley of Possibility	203	207	211
Property Services		Municipal Properties	PO_0124	Valley of Possibility	1 920	1 959	1 998
Property Services		Occupational Health and Safety	PO_0125	Valley of Possibility	173	177	180
Property Services		Research and Development	PO_0134	Good Governance and Compliance	490	499	509
Property Services		Administrative Strategy and Planning	PO_0138	Good Governance and Compliance	181	185	188
Property Services		Employee related Cost	PO_0149	Valley of Possibility	9 431	10 081	10 776
Property Services		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	6 020	6 171	6 294
Property Services		Municipal Running Cost	PO_MUN	Good Governance and Compliance	13 304	13 579	13 850
Public Toilets		RnM P: Community Assets: Community Facilities: Public Ablution Facilities: Service Connections on Site	PO_0076	Dignified Living	7 667	7 820	7 977
Public Toilets		RnM C: Community Assets: Community Facilities: Public Ablution Facilities: Service Connections on Site	PO_0077	Dignified Living	674	688	702
Public Toilets		COVID 19 Expenditure	PO_0103	Safe Valley	5	5	6
Public Toilets		Employee related Cost	PO_0149	Valley of Possibility	2 100	2 251	2 412
Public Toilets		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	158	162	165
Public Toilets		Municipal Running Cost	PO_MUN	Good Governance and Compliance	230	235	239
Recreational Facilities		RnM P: Transport Assets	PO_0059	Safe Valley	8	9	9
Recreational Facilities		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	26	27	27
Recreational Facilities		Employee related Cost	PO_0149	Valley of Possibility	1 999	2 125	2 260
Recreational Facilities		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	16	17	17
Recreational Facilities		Municipal Running Cost	PO_MUN	Good Governance and Compliance	106	109	111
Road and Traffic Regulation		TRAFFIC SERVICES :PARKING MARSHALLS / SCHOLAR SAFETY /EPWP ASSISTANTS	EPWP019	Dignified Living	3 368	-	-
Road and Traffic Regulation		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	44	46	48
Road and Traffic Regulation		RnM P: Transport Assets	PO_0059	Safe Valley	793	872	890
Road and Traffic Regulation		RnM P: Machinery and Equipment	PO_0080	Good Governance and Compliance	563	574	586
Road and Traffic Regulation		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	36	37	37
Road and Traffic Regulation		Integrated Public Transport Network	PO_0121	Valley of Possibility	11 846	12 083	13 378
Road and Traffic Regulation		Occupational Health and Safety	PO_0125	Valley of Possibility	34	35	36
Road and Traffic Regulation		Peace Officers	PO_0133	Safe Valley	2 432	2 607	2 794
Road and Traffic Regulation		Employee related Cost	PO_0149	Valley of Possibility	5 705	6 099	6 521
Road and Traffic Regulation		Department of Water Affairs	PO_0170	Dignified Living	1 266	1 297	1 323
Road and Traffic Regulation		Municipal Running Cost	PO_MUN	Good Governance and Compliance	5 198	5 352	5 459
Roads		IG: ROADS AND STORMWATER	EPWP042	Dignified Living	384	-	-
Roads		RnM P: Roads Infrastructure: Roads: Earthworks	PO_0016	Dignified Living	6 387	6 687	7 002
Roads		RnM P: Roads Infrastructure: Roads: Land	PO_0018	Dignified Living	7 520	7 874	8 244
Roads		RnM P: Roads Infrastructure: Roads: Pavements	PO_0020	Dignified Living	525	549	573
Roads		RnM C: Roads Infrastructure: Roads: Pavements	PO_0021	Dignified Living	3 723	3 797	3 873
Roads		RnM P: Roads Infrastructure: Road Furniture: Road Furniture	PO_0036	Dignified Living	1 589	1 636	1 685
Roads		RnM C: Roads Infrastructure: Road Furniture: Road Furniture	PO_0037	Dignified Living	53	54	55
Roads		RnM P: Transport Assets	PO_0059	Safe Valley	597	649	662
Roads		COVID 19 Expenditure	PO_0103	Safe Valley	25	25	26
Roads		Transport Month	PO_0113	Valley of Possibility	20	21	21

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Roads		Employee related Cost	PO_0149	Valley of Possibility	28 538	30 543	32 691
Roads		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	42 658	43 724	44 659
Roads		RnM P: Maintenance and Construction of Transport Infrastructure	PO_0172	Dignified Living	345	345	350
Roads		Municipal Running Cost	PO_MUN	Good Governance and Compliance	1 643	1 765	1 802
Sewerage		RnM P: Sanitation Infrastructure: Outfall Sewers: Civil Structures	PO_0022	Dignified Living	4 522	4 734	4 957
Sewerage		RnM P: Sanitation Infrastructure: Waste Water Treatment: Civil Structure	PO_0024	Dignified Living	978	998	1 018
Sewerage		RnM P: Sanitation Infrastructure: Waste Water Treatment: Mechanical Equipment	PO_0038	Dignified Living	567	588	609
Sewerage		Drinking Water Quality	PO_0097	Dignified Living	245	250	255
Sewerage		COVID 19 Expenditure	PO_0103	Safe Valley	4	4	4
Sewerage		Employee related Cost	PO_0149	Valley of Possibility	15 075	16 141	17 283
Sewerage		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	28 868	29 590	30 181
Sewerage		Finance Charges	PO_0155	Good Governance and Compliance	23 302	25 466	22 793
Sewerage		Municipal Running Cost	PO_MUN	Good Governance and Compliance	6 591	6 871	7 109
Sewerage		Bad Debt: Municipal Running Cost	PO_MUN2	Dignified Living	1 530	1 561	1 592
Solid Waste Disposal (Landfill Sites)		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	58 300	61 800	22 000
Solid Waste Disposal (Landfill Sites)		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	368	377	385
Solid Waste Disposal (Landfill Sites)		Finance Charges	PO_0155	Good Governance and Compliance	13 551	15 181	16 803
Solid Waste Disposal (Landfill Sites)		External Audit Waste Disposal Site	PO_0169	Dignified Living	143	146	149
Solid Waste Disposal (Landfill Sites)		Municipal Running Cost	PO_MUN	Good Governance and Compliance	9 313	9 406	9 506
Solid Waste Removal		RnM C: Solid Waste Disposal : Waste Drop-off Points : Earthworks	PO_0004	Dignified Living	4 533	4 709	4 893
Solid Waste Removal		RnM P: Transport Assets	PO_0059	Safe Valley	33	34	36
Solid Waste Removal		Employee related Cost	PO_0149	Valley of Possibility	16 708	17 885	19 145
Solid Waste Removal		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	5 122	5 250	5 355
Solid Waste Removal		Municipal Running Cost	PO_MUN	Good Governance and Compliance	11 212	11 866	12 104
Solid Waste Removal		Bad Debt: Municipal Running Cost	PO_MUN2	Dignified Living	1 530	1 561	1 592
Sports Grounds and Stadiums		IG: EPWP SPORT FACILITY ASSISTANTS	EPWP014	Dignified Living	96	-	-
Sports Grounds and Stadiums		EPWP Sport Admin	EPWP029	Dignified Living	69	-	-
Sports Grounds and Stadiums		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	827	844	862
Sports Grounds and Stadiums		RnM P: Transport Assets	PO_0059	Safe Valley	182	201	205
Sports Grounds and Stadiums		RnM P: Community Assets: Sport and Recreation Facilities: Outdoor Facilities: Civil Structures	PO_0062	Dignified Living	135	138	140
Sports Grounds and Stadiums		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	427	436	444
Sports Grounds and Stadiums		COVID 19 Expenditure	PO_0103	Safe Valley	45	46	47
Sports Grounds and Stadiums		Sport Development:Spaces for Sport	PO_0137	Dignified Living	92	94	96
Sports Grounds and Stadiums		Employee related Cost	PO_0149	Valley of Possibility	10 872	11 639	12 461
Sports Grounds and Stadiums		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	172	176	180
Sports Grounds and Stadiums		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	7 932	8 130	8 293
Sports Grounds and Stadiums		Municipal Running Cost	PO_MUN	Good Governance and Compliance	2 340	2 400	2 448
Storm Water Management		RnM P: Storm water Infrastructure: Attenuation: Drainage	PO_0026	Dignified Living	1 289	1 345	1 403
Storm Water Management		RnM P: Transport Assets	PO_0059	Safe Valley	55	61	62
Storm Water Management		COVID 19 Expenditure	PO_0103	Safe Valley	3	3	3
Storm Water Management		Employee related Cost	PO_0149	Valley of Possibility	9 089	9 734	10 424

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Storm Water Management		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	9 429	9 665	9 858
Storm Water Management		Municipal Running Cost	PO_MUN	Good Governance and Compliance	265	300	306
Street Cleaning		AREA CLEANING WCO24 + WASTE RECYCLING PROJECT	EPWP020	Dignified Living	14 863	–	–
Street Cleaning		RnM P: Roads Infrastructure: Roads: Pavements	PO_0020	Dignified Living	1 770	1 876	1 989
Street Cleaning		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	5 194	5 506	5 836
Street Cleaning		COVID 19 Expenditure	PO_0103	Safe Valley	20	21	22
Street Cleaning		Employee related Cost	PO_0149	Valley of Possibility	1 246	1 334	1 427
Street Cleaning		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	92	94	96
Street Cleaning		Municipal Running Cost	PO_MUN	Good Governance and Compliance	2 491	2 550	2 605
Supply Chain Management		EPWP Supply Chain Management	EPWP037	Dignified Living	171	–	–
Supply Chain Management		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	200	201	201
Supply Chain Management		RnM P: Transport Assets	PO_0059	Safe Valley	6	7	7
Supply Chain Management		COVID 19 Expenditure	PO_0103	Safe Valley	1	1	1
Supply Chain Management		Employee related Cost	PO_0149	Valley of Possibility	11 474	12 269	13 120
Supply Chain Management		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	764	783	799
Supply Chain Management		Municipal Running Cost	PO_MUN	Good Governance and Compliance	405	414	422
Town Planning, Building Regulations and Enforcemen		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	5	5	5
Town Planning, Building Regulations and Enforcemen		RnM P: Other Assets: Housing: Capital Spares	PO_0066	Dignified Living	95	99	104
Town Planning, Building Regulations and Enforcemen		Workshops, Seminars and Subject Matter Training	PO_0084	Valley of Possibility	146	149	152
Town Planning, Building Regulations and Enforcemen		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	10	10	11
Town Planning, Building Regulations and Enforcemen		COVID 19 Expenditure	PO_0103	Safe Valley	4	4	4
Town Planning, Building Regulations and Enforcemen		Staff recognition or achievement awards and functions	PO_0114	Valley of Possibility	82	84	85
Town Planning, Building Regulations and Enforcemen		Local Economic Development:Project Implementation	PO_0122	Valley of Possibility	102	104	106
Town Planning, Building Regulations and Enforcemen		Research and Development	PO_0134	Good Governance and Compliance	357	364	371
Town Planning, Building Regulations and Enforcemen		Feasibility Studies	PO_0140	Good Governance and Compliance	400	408	416
Town Planning, Building Regulations and Enforcemen		Risk Management	PO_0142	Good Governance and Compliance	1 440	1 469	1 498
Town Planning, Building Regulations and Enforcemen		Employee related Cost	PO_0149	Valley of Possibility	33 868	36 172	38 636
Town Planning, Building Regulations and Enforcemen		Municipal Planning Tribunal	PO_0157	Valley of Possibility	245	250	255
Town Planning, Building Regulations and Enforcemen		Municipal Running Cost	PO_MUN	Good Governance and Compliance	10 613	10 872	11 092
Waste Water Treatment		RnM P: Sanitation Infrastructure: Outfall Sewers: Civil Structures	PO_0022	Dignified Living	884	919	955
Waste Water Treatment		RnM P: Sanitation Infrastructure: Waste Water Treatment: Civil Structure	PO_0024	Dignified Living	1 806	1 878	1 954
Waste Water Treatment		RnM C: Sanitation Infrastructure: Waste Water Treatment: Civil Structure	PO_0025	Dignified Living	40	40	41
Waste Water Treatment		RnM P: Sanitation Infrastructure: Waste Water Treatment: Mechanical Equipment	PO_0038	Dignified Living	2 520	2 636	2 759
Waste Water Treatment		RnM C: Transport Assets	PO_0058	Safe Valley	5 100	5 202	5 306
Waste Water Treatment		RnM P: Transport Assets	PO_0059	Safe Valley	277	296	302
Waste Water Treatment		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	5 490	5 599	5 711
Waste Water Treatment		Drinking Water Quality	PO_0097	Dignified Living	1 126	1 149	1 172
Waste Water Treatment		COVID 19 Expenditure	PO_0103	Safe Valley	4	4	4
Waste Water Treatment		Occupational Health and Safety	PO_0125	Valley of Possibility	153	156	159
Waste Water Treatment		Administrative Strategy and Planning	PO_0138	Good Governance and Compliance	3 000	3 000	3 000
Waste Water Treatment		Employee related Cost	PO_0149	Valley of Possibility	29 045	31 085	33 270

Municipal Vote/Operational project	Ref	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousand	4						
Waste Water Treatment		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	2 438	2 499	2 549
Waste Water Treatment		Municipal Running Cost	PO_MUN	Good Governance and Compliance	9 704	10 044	10 170
Water Distribution		RnM P: Water Supply Infrastructure: Bulk Mains: Pipe Work	PO_0030	Dignified Living	4 558	4 772	4 996
Water Distribution		RnM P: Water Supply Infrastructure: Water Treatment: Metal Work	PO_0034	Dignified Living	1 719	1 800	1 885
Water Distribution		RnM P: Transport Assets	PO_0059	Safe Valley	440	484	494
Water Distribution		Department of Water Affairs	PO_0098	Dignified Living	7 344	7 491	7 641
Water Distribution		COCT Water	PO_0100	Dignified Living	23 697	24 171	24 654
Water Distribution		COVID 19 Expenditure	PO_0103	Safe Valley	220	224	229
Water Distribution		Research and Development	PO_0134	Good Governance and Compliance	530	541	552
Water Distribution		Employee related Cost	PO_0149	Valley of Possibility	24 550	26 271	28 114
Water Distribution		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	25 038	25 664	26 178
Water Distribution		Finance Charges	PO_0155	Good Governance and Compliance	12 652	13 142	17 414
Water Distribution		Municipal Running Cost	PO_MUN	Good Governance and Compliance	6 005	6 216	6 340
Water Distribution		Bad Debt: Municipal Running Cost	PO_MUN2	Dignified Living	12 240	12 485	12 734
Water Storage		RnM P: Water Supply Infrastructure: Water Treatment: Civil Structure	PO_0042	Dignified Living	2 356	2 467	2 583
Water Storage		RnM P: Transport Assets	PO_0059	Safe Valley	55	61	62
Water Storage		COVID 19 Expenditure	PO_0103	Safe Valley	1	1	1
Water Storage		Employee related Cost	PO_0149	Valley of Possibility	3 264	3 492	3 736
Water Storage		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	3 062	3 138	3 201
Water Storage		Municipal Running Cost	PO_MUN	Good Governance and Compliance	763	794	810
Water Treatment		RnM P: Water Supply Infrastructure: Water Treatment: Metal Work	PO_0034	Dignified Living	2 541	2 600	2 660
Water Treatment		RnM P: Water Supply Infrastructure: Water Treatment: Pipe Work	PO_0044	Dignified Living	317	332	347
Water Treatment		RnM C: Furniture and Office Equipment	PO_0054	Good Governance and Compliance	95	99	104
Water Treatment		RnM P: Transport Assets	PO_0059	Safe Valley	63	69	71
Water Treatment		City Cleanliness and Clean-up:Clean-up Actions	PO_0085	Valley of Possibility	71	73	74
Water Treatment		Drinking Water Quality	PO_0097	Dignified Living	306	312	318
Water Treatment		Theewaterskloof Water	PO_0101	Dignified Living	2 216	2 327	2 443
Water Treatment		COVID 19 Expenditure	PO_0103	Safe Valley	2	2	2
Water Treatment		Occupational Health and Safety	PO_0125	Valley of Possibility	13	13	13
Water Treatment		Employee related Cost	PO_0149	Valley of Possibility	2 143	2 293	2 455
Water Treatment		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	172	176	180
Water Treatment		THEEWATERSKLOOF WATER	PO_0171	Dignified Living	228	234	238
Water Treatment		Municipal Running Cost	PO_MUN	Good Governance and Compliance	3 066	3 568	3 640
Workshop		Depreciation and asset impairment	PO_0154	Good Governance and Compliance	26	26	27
Water Filtration		RnM P: Water Supply Infrastructure: Water Treatment: Mechanical Equipment	PO_0032	Dignified Living	80	83	87
Water Filtration		RnM P: Water Supply Infrastructure: Water Treatment: Pipe Work	PO_0044	Dignified Living	2 179	2 260	2 343
Water Filtration		Drinking Water Quality	PO_0097	Dignified Living	1 122	1 144	1 167
Water Filtration		COVID 19 Expenditure	PO_0103	Safe Valley	1	1	1
Water Filtration		Employee related Cost	PO_0149	Valley of Possibility	6 001	6 425	6 879
Water Filtration		Municipal Running Cost	PO_MUN	Good Governance and Compliance	135	139	142
Dumping		Finance Charges	PO_0155	Good Governance and Compliance	-	6 910	9 329

Municipal Vote/Operational project R thousand	Ref 4	Program/Project description	Project number	IDP Goal code 2	2023/24 Medium Term Revenue & Expenditure Framework		
					Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
Parent operational expenditure	1				2 258 349	2 439 514	2 690 369
Entities: <i>List all operational projects grouped by Entity</i>							
Entity A Water project A							
Entity B Electricity project B							
Entity Operational expenditure					-	-	-
Total Operational expenditure					2 258 349	2 439 514	2 690 369

Q: QUALITY CERTIFICATE

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

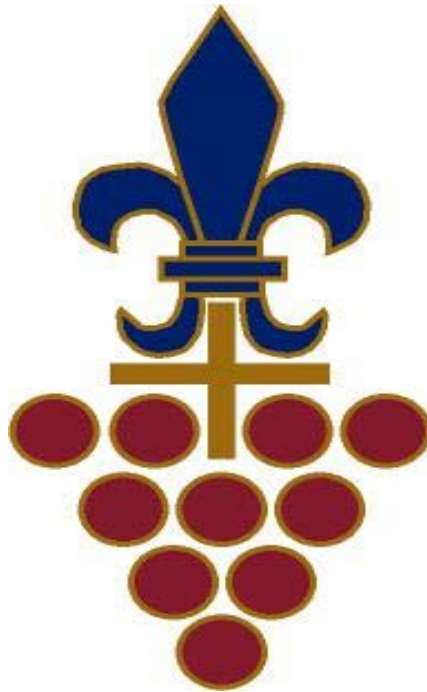
Name: Geraldine Mettler

Municipal Manager of Stellenbosch Municipality

Signature_____

Date _____

STELLENBOSCH MUNICIPALITY



MONTHLY HOUSEHOLD AND BUSINESS ACCOUNTS SCENARIOS

2023/2024

MONTHLY HOUSEHOLD AND BUSINESS ACCOUNTS SCENARIOS BY MEANS OF RANDOM SAMPLE

SMALL HOUSEHOLD (NON- INDIGENT)		Erf 36	Monthly Account	Exc Vat	
				2022/2023	2023/2024
	600202000				
Stand - sq.m	416		Property Rates	-	-
Buildings - sq.m	57		Electricity - Units	395.16	464.75
			Electricity - Basic	-	-
Elec. - Kwh/pm (Dom 2)	237		Water	102.36	108.48
Electricity-Basic	Dom 2** Pre-paid		Water Basic	78.25	82.95
Water - Kl./pm (Normal)	12		Sewerage	183.55	195.48
Water-Basic	Domestic		Refuse Removal	248.08	270.41
Valuation	216 000				
Free Water	0		A/c Excluding VAT	1 007.40	1 122.07
Free Elec.	0		% Increase		11.38%
			Effect on Municipal account		114.67

SMALL HOUSEHOLD (NON- INDIGENT)		Erf 36	Monthly Account	Exc Vat	
				2022/2023	2023/2024
	600202000				
Stand - sq.m	416		Property Rates	-	-
Buildings - sq.m	57		Electricity - Units	393.59	462.90
			Electricity - Basic	229.69	270.14
Elec. - Kwh/pm (Dom 2)	237		Water	206.58	219.00
Electricity-Basic	Dom 4** Credit meter		Water Basic	78.25	82.95
Water - Kl./pm (Normal)	18		Sewerage	183.55	195.48
Water-Basic	Domestic		Refuse Removal	248.08	270.41
Valuation	216 000				
Free Water	0		A/c Excluding VAT	1 339.73	1 500.87
Free Elec.	0		% Increase		12.03%
			Effect on Municipal account		161.14

MEDIUM HOUSEHOLD		Erf 7018	Monthly Account	Exc Vat	
				2022/2023	2023/2024
	10964150				
Stand - sq.m	626		Property Rates	339.08	361.17
Buildings - sq.m (Dom 2)	189		Electricity - Units	1 238.58	1 456.70
Elec. - Kwh/pm	598		Water	395.82	419.59
Electricity-Basic	Dom 2- No Basic Fee		Water Basic	78.25	82.95
Water - Kl./pm (Normal)	25		Sewerage	229.53	244.44
Water-Basic	Domestic		Refuse Removal	248.08	270.41
Valuation	1 105 000		A/c Excluding VAT	2 529.33	2 835.26
Free Water	0		% Increase		12.10%
Free Elec.	0		Effect on Municipal account		305.93

LARGE HOUSEHOLD		70270004	Erf 1480	Monthly Account	Exc Vat	
					2022/2023	2023/2024
Stand - sq.m		1255		Property Rates	3 162.75	3 368.77
Buildings - sq.m		293		Electricity - Basic	229.69	270.14
Elec. - Kwh/pm		791		Electricity - Units	1 793.08	2 108.84
Electricity-Basic	Dom 4**Credit meter			Electricity Demand Levy	-	-
Water - Kl./pm (Normal)	70			Water	3 098.22	3 284.29
Water-Basic	Domestic			Water Basic	78.25	82.95
Valuation	7 990 000			Sewerage	327.01	348.26
Free Water	0			Refuse Removal	248.08	270.41
Free Elec.	0			A/c Excluding VAT	8 937.08	9 733.67
				% Increase		8.91%
				Effect on Municipal account		796.58

LARGE HOUSEHOLD		150540005	Erf 2401	Monthly Account	Exc Vat	
					2022/2023	2023/2024
Stand - sq.m		520		Property Rates	1 784.63	1 900.88
Buildings - sq.m		186		Electricity - Basic	229.69	270.14
Elec. - Kwh/pm		791		Electricity - Units	1 793.08	2 108.84
Electricity-Basic	Dom 4**Credit meter			Electricity Demand Levy	-	-
Water - Kl./pm (Normal)	70			Water	3 098.22	3 284.29
Water-Basic	Domestic			Water Basic	78.25	82.95
Valuation	4 750 000			Sewerage	206.77	220.21
Free Water	0			Refuse Removal	248.08	270.41
Free Elec.	0			A/c Excluding VAT	7 438.72	8 137.71
				% Increase		9.40%
				Effect on Municipal account		698.99

SMALL BUSINESS		441930003	Erf 8721	Monthly Account	Exc Vat	
					2022/2023	2023/2024
Stand - sq.m		500		Property Rates	2 169.31	2 310.42
Buildings - sq.m		411		Electricity - Basic	394.14	463.55
Elec. - Kwh/pm		783		Electricity - Units	2 193.50	2 579.75
Electricity-Basic	Regular PP Com 3			Electricity Demand Levy	-	-
Water - Kl./pm (Normal)	9			Water	222.57	235.89
Water-Basic	Other			Water Basic	89.64	95.02
Valuation	2 605 000			Sewerage (ADD17 x3)	830.19	884.15
Free Water	0			Refuse Removal	880.24	959.46
Free Elec.	0			A/c Excluding VAT	6 779.59	7 528.24
				% Increase		11.04%
				Effect on Municipal account		748.65

INDUSTRIAL

IND 2

341000004/107

Erf 6284 Monthly Account

Stand - sq.m	252740
Buildings - sq.m	76 054
Elec. - Kwh/pm	664319
Electricity-Basic	IND 2 /2581/2581
Water - Kl./pm (Normal)	12453
Water-Basic	Other
Valuation	224 654 000
Free Water	0
Free Elec.	0

A2 = 14241

A17 = 89

A20 = 6

Property Rates	187 080.62
Electricity - Basic	4 564.69
Electricity - Units	841 426.45
Electricity Demand Levy	985 116.08
Water	307 962.69
Water Basic	89.64
Sewerage (A2+A17+A20)	42 541.28
Refuse Removal (5)	4 401.20

A/c Excluding VAT

% Increase

Effect on Municipal account

Exc Vat	
2022/2023	2023/2024
187 080.62	199 249.38
4 564.69	5 368.53
841 426.45	989 569.58
985 116.08	1 158 585.09
307 962.69	326 393.13
89.64	95.02
42 541.28	45 302.00
4 401.20	4 797.30
2 373 182.65	2 729 360.03
	15.01%
	356 177.39

Time of Use (Medium Voltage)

341000004/107

Erf 6284 Monthly Account

Stand - sq.m	252740
Buildings - sq.m	76 054
Peak	187842
Standard	502191
Off-Peak	438833
Demand	3001
Access	3500
Electricity-Basic	
Water - Kl./pm (Normal)	12453
Water-Basic	Other
Valuation	224 654 000
Free Water	0
Free Elec.	0

A2 = 14241

A17 = 89

A20 = 6

Property Rates	187 080.62
Electricity Units	371 607.83
Electricity Units	649 835.15
Electricity Units	425 624.13
Electricity Demand Max	190 233.39
Electricity Demand Access	210 980.00
Electricity - Basic	8 708.10
Water	307 962.69
Water Basic	89.64
Sewerage (A2+A17+A20)	42 541.28
Refuse Removal (5)	4 401.20

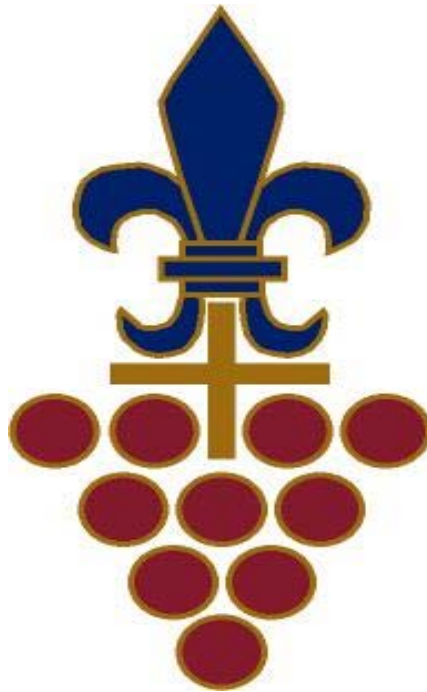
A/c Excluding VAT

% Increase

Effect on Municipal account

Exc Vat	
2022/2023	2023/2024
187 080.62	199 249.38
371 607.83	437 051.98
649 835.15	764 284.48
425 624.13	500 576.80
190 233.39	223 724.55
210 980.00	248 150.00
8 708.10	10 241.60
307 962.69	326 393.13
89.64	95.02
42 541.28	45 302.00
4 401.20	4 797.30
2 399 064.03	2 759 866.25
	15.04%
	360 802.22

STELLENBOSCH MUNICIPALITY



TARIFFS

2023/2024

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STELLENBOSCH MUNICIPALITY

PROPERTY TAX RATES FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024

For the applicable provisions refer to the approved Rates Policy and Special Rating Areas Policy of the Municipality

PROPERTY RATES:

Property rates are levied in terms of Section 14(1) of the Local Government : Municipal Property Rates Act 6 of 2004 (the MPRA)

Category of Property	Tariff
Residential	R 0.005068
Industrial	R 0.011150
Business and Commercial	R 0.010643
Agricultural	R 0.001267
Mining	R 0.011656
Public Service Purposes	R 0.010643
Public Service Infrastructure	R 0.001267
Public Benefit Organisation	R 0.001267
Heritage	R 0.004055
Vacant Residential	R 0.010136
Vacant Other (not Residential nor Agricultural)	R 0.020273
Multiple Use Purpose (Each Component is categorised and rated as per above)	Multi Tariff

SPECIAL RATING AREAS (SRA):

Additional rates, for each SRA as approved by Council, are levied in terms of Section 22(1) of the MPRA

Special Rating Area	Tariff (Excl VAT)	Tariff (Incl VAT)
Jonkershoek	R 0.0009296	R 0.001069
Technopark	R 0.001607	R 0.001848

Relief measures for Special Rating Areas may be granted according to the approved Special Rating Area Policy.

RELIEF MEASURES:

Relief Measures are generally described in paragraph 8 of approved Rates Policy, and will be granted according to the approved Rates Policy. This includes the specific undermentioned relief measures:

1. Gross Monthly Household Income (Qualifying Senior Citizens & Disabled Persons)

A rebate as per the table below may be granted as per paragraph 8.3 of the approved Rates Policy

Gross Monthly Household Income (Income bands)				% Rebate
Up to			R 8 000	100%
From	R 8 001	To	R 11 000	75%
From	R 11 001	To	R 13 000	50%
From	R 13 001	To	R 17 000	25%

2. Municipal Valuation Threshold

On qualifying residential properties, up to a maximum valuation of R 250 000, which amount includes the R15 000 as per Section 17(1)(h) of the MPRA and the R 235 000 Reduction granted as per paragraph 8.2.1(ii) of the approved Rates Policy.

3. Stellenbosch Special Rebates

A rebate of 20% may be granted as per paragraph 8.6 of the approved Rates Policy.

STELLENBOSCH MUNICIPALITY																		
WATER TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023																		
Monthly consumption	2022/2023										2023/2024							
	Normal consumption periods		10% Water restriction periods		20% Water restriction periods		30% Water restriction periods		40% Water restriction periods		Normal consumption periods		10% Water restriction periods		20% Water restriction periods		30% Water restriction periods	
	Amount Excl. VAT	UNIT	Amount Excl. VAT	UNIT	Amount Excl. VAT	UNIT	Amount Excl. VAT	UNIT	Amount Excl. VAT	UNIT	Amount Excl. VAT	UNIT	Amount Excl. VAT	UNIT	Amount Excl. VAT	UNIT	Amount Excl. VAT	UNIT
DOMESTIC																		
Includes single residential erven as well as single residential erven managed by body corporates.																		
0 kilolitres to 6 kiloliters	R 6.79	per kl.	R 6.79	per kl.	R 6.79	per kl.	R 6.79	per kl.	R 7.23	per kl.	R 7.19	per kl.	R 7.19	per kl.	R 7.19	per kl.	R 7.19	per kl.
> 6 kilolitres to 12 kiloliters	R 10.27	per kl.	R 11.11	per kl.	R 11.27	per kl.	R 12.28	per kl.	R 13.28	per kl.	R 10.89	per kl.	R 11.77	per kl.	R 11.95	per kl.	R 13.01	per kl.
> 12 kilolitres to 20 kiloliters	R 17.37	per kl.	R 20.95	per kl.	R 23.40	per kl.	R 28.41	per kl.	R 39.44	per kl.	R 18.42	per kl.	R 22.21	per kl.	R 24.80	per kl.	R 30.11	per kl.
> 20 kilolitres to 25 kiloliters	R 30.90	per kl.	R 35.81	per kl.	R 38.72	per kl.	R 51.23	per kl.	R 71.55	per kl.	R 32.75	per kl.	R 37.96	per kl.	R 41.04	per kl.	R 54.30	per kl.
> 25 kilolitres to 40 kiloliters	R 42.94	per kl.	R 47.70	per kl.	R 49.67	per kl.	R 71.93	per kl.	R 100.89	per kl.	R 45.52	per kl.	R 50.56	per kl.	R 52.65	per kl.	R 76.24	per kl.
> 40 kilolitres to 70 kiloliters	R 68.61	per kl.	R 84.56	per kl.	R 96.06	per kl.	R 148.65	per kl.	R 228.71	per kl.	R 72.73	per kl.	R 89.64	per kl.	R 101.82	per kl.	R 157.57	per kl.
70 kilolitres and above	R 107.39	per kl.	R 168.16	per kl.	R 221.94	per kl.	R 336.49	per kl.	R 451.04	per kl.	R 113.83	per kl.	R 178.25	per kl.	R 235.26	per kl.	R 356.68	per kl.
DOMESTIC CLUSTER																		
Refers to a cluster (block of flats) served by a single water connections																		
0 kilolitres to 6 kiloliters	R 6.79	per kl.	R 6.39	per kl.	R 6.79	per kl.	R 6.79	per kl.	R 6.79	per kl.	R 7.19	per kl.	R 6.77	per kl.	R 7.19	per kl.	R 7.19	per kl.
> 6 kilolitres to 12 kiloliters	R 10.27	per kl.	R 11.11	per kl.	R 11.27	per kl.	R 12.28	per kl.	R 13.28	per kl.	R 10.89	per kl.	R 11.77	per kl.	R 11.95	per kl.	R 13.01	per kl.
> 12 kilolitres to 18 kiloliters	R 17.37	per kl.	R 20.95	per kl.	R 23.40	per kl.	R 28.41	per kl.	R 39.44	per kl.	R 18.42	per kl.	R 22.21	per kl.	R 24.80	per kl.	R 30.11	per kl.
> 18 kilolitres to 25 kiloliters	R 30.90	per kl.	R 35.81	per kl.	R 38.72	per kl.	R 51.23	per kl.	R 71.55	per kl.	R 32.75	per kl.	R 37.96	per kl.	R 41.04	per kl.	R 54.30	per kl.
Above 25 kiloliters	R 42.94	per kl.	R 47.70	per kl.	R 49.67	per kl.	R 71.93	per kl.	R 100.89	per kl.	R 45.52	per kl.	R 50.56	per kl.	R 52.65	per kl.	R 76.24	per kl.
BUSINESS, COMMERCIAL AND INDUSTRIAL (Include University)	R 24.73	per kl.	R 32.95	per kl.	R 39.57	per kl.	R 54.41	per kl.	R 69.25	per kl.	R 26.21	per kl.	R 34.93	per kl.	R 41.94	per kl.	R 57.67	per kl.
MUNICIPAL TARIFF FOR MUNICIPAL BUILDINGS AND ALL LEAKAGES																		
0 kilolitres to 20 kiloliters	R 10.85	per kl.	R 12.86	per kl.	R 14.16	per kl.	R 17.47	per kl.	R 20.77	per kl.	R 11.50	per kl.	R 13.63	per kl.	R 15.01	per kl.	R 18.52	per kl.
> 21 kilolitres to 50 kiloliters	R 11.40	per kl.	R 13.33	per kl.	R 14.52	per kl.	R 17.65	per kl.	R 20.77	per kl.	R 12.08	per kl.	R 14.13	per kl.	R 15.39	per kl.	R 18.71	per kl.
Above 50 kiloliters	R 12.39	per kl.	R 14.19	per kl.	R 15.18	per kl.	R 17.98	per kl.	R 20.77	per kl.	R 13.13	per kl.	R 15.04	per kl.	R 16.09	per kl.	R 19.06	per kl.
MISCELLANEOUS AND ALL OTHER USERS (Schools, Sportbodies, Churches and Charity Organisations)	R 23.20	per kl.	R 24.41	per kl.	R 25.62	per kl.	R 28.05	per kl.	R 30.47	per kl.	R 24.59	per kl.	R 25.87	per kl.	R 27.16	per kl.	R 29.73	per kl.
BASIC CHARGE																		
Domestic (per erven)	R 78.25		n/a		n/a		n/a		n/a		R 82.95		n/a		n/a		n/a	
Domestic cluster (per flat)	R 9.51		n/a		n/a		n/a		n/a		R 10.08		n/a		n/a		n/a	
All other (per erven)	R 89.64		n/a		n/a		n/a		n/a		R 95.02		n/a		n/a		n/a	
MASO																		
0 kilolitres to 24 kilolitres per household	R 1.54	per kl.	R 4.79	per kl.	R 7.95	per kl.	R 14.36	per kl.	R 20.77	per kl.	R 1.63	per kl.	R 5.08	per kl.	R 8.43	per kl.	R 15.22	per kl.
25 kilolitres to 40 kilolitres per household	R 21.15	per kl.	R 27.54	per kl.	R 32.57	per kl.	R 43.98	per kl.	R 55.40	per kl.	R 22.42	per kl.	R 29.20	per kl.	R 34.52	per kl.	R 46.62	per kl.
Above 40 kilolitres per household	R 22.98	per kl.	R 36.52	per kl.	R 48.56	per kl.	R 74.14	per kl.	R 99.72	per kl.	R 24.36	per kl.	R 38.71	per kl.	R 51.47	per kl.	R 78.59	per kl.

STELLENBOSCH MUNICIPALITY																				
WATER TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023																				
TREATED EFFLUENT WATER	Infrastructure provided by Council:																			
	Irrigation	R 0.12	per kl.		n/a		n/a		n/a		R 0.13	per kl.		n/a		n/a		n/a	n/a	
	Commercial / Industrial users / Domestic	R 5.06	per kl.		n/a		n/a		n/a		R 5.36	per kl.		n/a		n/a		n/a	n/a	
	Schools	R 5.69	per kl.		n/a		n/a		n/a		R 6.03	per kl.		n/a		n/a		n/a	n/a	
	Departmental	R 5.06	per kl.		n/a		n/a		n/a		R 5.36	per kl.		n/a		n/a		n/a	n/a	
	Golf Clubs	R 5.06	per kl.		n/a		n/a		n/a		R 5.36	per kl.		n/a		n/a		n/a	n/a	
		R 5.06	per kl.		n/a		n/a		n/a		R 5.36	per kl.		n/a		n/a		n/a	n/a	
	Infrastructure provided by User:																			
	Irrigation	R 0.06	per kl.		n/a		n/a		n/a		R 0.06	per kl.		n/a		n/a		n/a	n/a	
	Commercial / Industrial users / Domestic	R 1.39	per kl.		n/a		n/a		n/a		R 1.47	per kl.		n/a		n/a		n/a	n/a	
Schools	R 1.90	per kl.		n/a		n/a		n/a		R 2.01	per kl.		n/a		n/a		n/a	n/a		
Departmental	R 1.39	per kl.		n/a		n/a		n/a		R 1.47	per kl.		n/a		n/a		n/a	n/a		
Golf Clubs	R 1.39	per kl.		n/a		n/a		n/a		R 1.47	per kl.		n/a		n/a		n/a	n/a		
	R 1.39	per kl.		n/a		n/a		n/a		R 1.47	per kl.		n/a		n/a		n/a	n/a		
Current Agreements:																				
Special Users	As per agreement		As per agreement		As per agreement		As per agreement		As per agreement		As per Agreement		As per agreement		As per agreement		As per agreement		As per agreement	
BULK USERS																				
Water consumption for irrigation of sportsgrounds of schools, irrigation of Council property by sports clubs, as well as irrigation of parks and other grounds by Council's Departments. of Parks and Recreation:																				
To 2000 kilolitres	R 13.14	per kl	R 22.92	per kl	R 31.85	per kl	R 50.55	per kl	R 68.92	per kl	R 13.93	per kl	R 24.30	per kl	R 33.76	per kl	R 53.58	per kl	R 73.06	per kl
Above 2000 kilolitres	R 17.12	per kl	R 37.91	per kl	R 57.58	per kl	R 98.04	per kl	R 137.85	per kl	R 18.15	per kl	R 40.18	per kl	R 61.04	per kl	R 103.92	per kl	R 146.12	per kl
WATER AVAILABILITY FEE	R 1 687.50	per annum									R 1 788.75	per annum								

STELLENBOSCH MUNICIPALITY					
WASTE MANAGEMENT TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023					
	SERVICES RENDERED	UNIT	COMMENTS	Tariff 2022/2023 (VAT Excl.)	Tariff 2023/2024 (VAT Excl.)
Residential Waste Collection (Households, Flats, Hostels, Retirement homes, Churches, Schools, Welfare Organisations, etc.)					
	Definition: 1 refuse unit = 240ℓ = 3 standard refuse bags				
	Indigent subsidy: A monthly subsidy (to be determined by Council) to be credited to a registered indigent consumer's account				
	Black bags (only where wheelie bins have not been introduced and/or stolen or lost)				
	Single residential properties for indigent households.	per month	Account payable by property owner. Max 3 closed bags. No other extras. Service will cancel when 240ℓ bin is issued.	R 248.08	R 270.41
	Basic residential collection based on 3 standard refuse bags once per week - 1st refuse unit - One dwelling on erf	per month	Account payable by property owner. Max 3 closed bags. No other extras. Service will cancel when 240ℓ bin is issued.	R 248.08	R 270.41
	Basic residential collection based on 3 standard refuse bags per dwelling (1 refuse unit) for additional dwellings on same erf	per refuse unit per month	Account payable by property owner. Max 3 additional closed bags. No other extras. Per fixed arrangement - not variable. Service will cancel when 240ℓ bin is issued. At cluster housing, flats, etc. 1 refuse unit to be charged for every living unit (per month)	R 248.08	R 270.66
	Additional collection based on an additional 3 standard refuse bags once per week - 2nd refuse unit or more	per month	Account payable by property owner. Max 3 additional closed bags. No other extras. Per fixed arrangement - not variable. Service will cancel when 240ℓ bin is issued.	R 248.08	R 270.41
	Mobile bins (240ℓ Wheelie bin)				
	Black Bin (Black lid Black bin)				
	Basic residential collection based on 1 X 240ℓ per week - 1 st bin - one dwelling per erf	per month	Account payable by property owner. No extras beside bin. At cluster housing, flats, etc. (units to be charged per quantity of bins used. Only WC024 bins will be collected)	R 248.08	R 270.41
	Basic residential collection based on 1 X 240ℓ per week for additional dwellings on same erf	per refuse unit per month	Account payable by property owner. No extras beside bin. At cluster housing, flats, etc. Units to be charged per quantity of bins used. Only WC024 bins will be collected.	R 248.08	R 270.41
	Basic residential collection based on 1 X 240ℓ bin per week for additional dwellings	per refuse unit per month	Account payable by property owner. No extras beside bin. At cluster housing, flats, etc. Units to be charged per quantity of bins used. Only WC024 bins will be collected.	R 248.08	R 270.41
	Blue Bin (Blue lid Black bin)				
	Three times per week removal with a blue lid 240ℓ refuse bin (sectional title, residential zoned i.e. Hostels, Flats, Old age/retirement villages - NOT HOUSEHOLDS)	Per add 240ℓ bin per month	Account payable by property owner. No extras beside bin. (Sectional title, residential zoned i.e. Hostels, Flats, Old age/retirement villages). (Businesses to be charged per quantity of bins)	R 880.24	R 959.46
	Non Residential Waste Collections (Business and Commercial)				
	Definition: 1 refuse unit = 240ℓ = 3 standard refuse bags				
	Black bags (Only where Wheelie bins have not been introduced)				
	Collection based on three (3) standard refuse bags once (x1) per week	per month	Account payable by business owner. Max 3 closed bags. No other extras. 'Black BAG Service will cancel when 240ℓ bin is issued.	R 293.41	R 319.82

	Collection based on 3 standard refuse bags 3 x per week - three refuse units per month	per month	Account payable by business owner. Max 3 closed bags. No other extras. Service will cancel when 240ℓ bin is issued.	R 880.24	R 959.46
	Additional collection based on additional refuse bags, once (x1) per week - measured in the number of additional refuse units (3) standard refuse bags) per week	per month	Account payable by business owner. No other extras. Per fixed arrangement - not variable. Service will cancel when 240ℓ bin is issued.	R 293.41	R 319.82
	Additional collection based on an additional refuse bags, 3 x per week - measured in the number of additional refuse units (3 standard refuse bags) per week	per month	Account payable by business owner. No other extras. Per fixed arrangement - not variable. Service will cancel when 240ℓ bin is issued.	R 880.24	R 959.46
Mobile bins (240ℓ Wheelie bin)					
Blue Bin (Blue lid Black bin)					
	Collection based on 1 X 240ℓ once (x1) per week measured as one blue bin.	per month	Account payable by business owner. No other extras. Per fixed arrangement - not variable.	R 293.41	R 319.82
	Additional 240ℓ removal/s once per week - measured as the number of additional blue bins	per month	Account payable by business owner. No other extras. Per fixed arrangement - not variable.	R 293.41	R 319.82
	Collection based on 1 X 240ℓ three times per week measured as one blue bin.	per month	Account payable by business owner. No other extras. Per fixed arrangement - not variable.	R 880.24	R 959.46
	Additional 240ℓ removals three times per week - measured as the number of additional blue bins	per month	Account payable by business owner. No other extras. Per fixed arrangement - not variable.	R 880.24	R 959.46
Mobile bins (240ℓ Wheelie bin)					
Red Bin (Red lid Black Bin)					
	Collection based on 1 X 240ℓ five times per week measured as one red bin.	per month	Account payable by business owner. No other extras. Per fixed arrangement - not variable.	R 1 467.03	R 1 599.06
	Additional 240ℓ removals five times per week - measured as the number of additional blue bins	per month	Account payable by business owner. No other extras. Per fixed arrangement - not variable.	R 1 467.03	R 1 599.06
Charges and Levies					
	Solid Waste availability charge	per annum	Vacant erven and to all households, <u>farm dwellings</u> , businesses, flats, developments not making use of municipal collection services	R 1 556.36	R 1 696.43
Collection of garden waste					
	Collection of clean garden waste placed in green refuse bags.	per collection of a maximum of 6 refuse bags	Limited to household properties only	R 93.90	R 102.35
Cleaning of private erven					
	Hiring of plant, equipment and staff to clean private erf/ erven	per hour	Residents will be required to pay per hour for the clean-up operation of all general waste including green waste builder's rubble	R 1 296.00	R 1 412.64
	Disposal waste from cleaning operation	per ton	All waste will be transported and disposed of at a licenced waste disposal facility and will be charged per ton.	R 1 137.24	R 1 239.59

STELLENBOSCH MUNICIPALITY

SEWERAGE TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023

A. PROPERTIES UTILISED FOR DWELLING PURPOSES ONLY : (Residential Tariff)

Size of erf in m ²		Sewerage levy (Per annum)	
		2022/23 (Excl VAT)	2023/24 (Excl VAT)
0	- 250	R 1 716.69	R 1 828.28
251	- 500	R 2 202.56	R 2 345.72
501	- 600	R 2 481.23	R 2 642.51
601	- 700	R 2 754.30	R 2 933.33
701	- 800	R 3 030.13	R 3 227.09
801	- 900	R 3 305.71	R 3 520.58
901	- 1 000	R 3 579.16	R 3 811.80
Above	- 1 000	R 3 579.16	R 3 811.80
for each additional 500m ² or part thereof		R 344.94	R 367.36

Should there be more than one dwelling unit on a property, the area is divided equally by the number of dwellings and a levy is calculated for each such portion as if it constitutes a separate erf. The above formula is applied i.r.o. each portion.

B. ALL VACANT ERVEN : (Availability Tariff)

Size of erf in m ²		Sewerage availability levy (Per annum)	
		2022/23 (Excl VAT)	2023/24 (Excl VAT)
To	- 1 000	R 2 146.87	R 2 286.42
Above	- 1 000	R 2 777.66	R 2 958.20

C. ALL OTHER DEVELOPED ERVEN : (Non-residential Tariff - Only applicable in absence of industrial effluent agreement.)

Size of erf in m ²		Sewerage levy (Per annum)	
		2022/23 (Excl VAT)	2023/24 (Excl VAT)
0	- 500	R 2 243.97	R 2 389.82
501	- 1 000	R 2 596.05	R 2 764.79
1 001	- 1 500	R 2 903.27	R 3 091.98
1 501	- 2 000	R 3 560.80	R 3 792.25
2 001	- 3 000	R 4 617.74	R 4 917.89
3 001	- 4 000	R 5 540.71	R 5 900.85
4 001	- 5 000	R 6 201.31	R 6 604.39
5 001	- 7 500	R 7 587.95	R 8 081.17
7 501	- 10 000	R 8 840.46	R 9 415.09
10 001	- 15 000	R 10 881.99	R 11 589.32
15 001	- 20 000	R 12 532.03	R 13 346.61
Above	- 20 000	R 14 374.25	R 15 308.57

STELLENBOSCH MUNICIPALITY

SEWERAGE TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023

In addition to the above charges, the following fees, based on the area and usage of the buildings are payable

LEVIES BASED ON USAGE AND FLOOR AREAS OF BUILDINGS (Only applicable in absence of industrial effluent agreement.) (Per annum)

DESCRIPTION	AREA	SEWERAGE TARIFFS				REMARKS
			2022/2023	2023/2024		
Use of buildings	Intervals (m ²)	Code	Amount Excl VAT	Amount Excl VAT	UNIT	
a) Offices, Consulting rooms, Power-station, Ambulance station, Fire-station	To - 2 500	ADD02	R 17.94	R 19.11	per m ²	
	2 501 - 5 000		R 17.78	R 18.93	per m ²	
	Above 5 000		R 17.62	R 18.76	per m ²	
b) Halls for the purposes of letting, Cinemas, Theatres, Venues for Meetings	To - 2 500	ADD03	R 17.94	R 19.11	per m ²	
	2 501 - 5 000		R 17.78	R 18.93	per m ²	
	5 001 - 10 000		R 17.62	R 18.76	per m ²	
	Above 10 000		R 17.45	R 18.59	per m ²	
c) Shops not included under (d)		ADD04	R 17.78	R 18.93	per m ²	
d) Fish shops, Greengrocer shops, Butcheries		ADD06	R 45.16	R 48.09	per m ²	Only applicable in absence of industrial effluent agreement.
e) Cafe's, Restaurants		ADD05	R 17.78	R 18.93	per m ²	Only applicable in absence of industrial effluent agreement.
f) Educational & Research buildings,		ADD07	R 17.78	R 18.93	per m ²	
g) Private hostels, Boarding homes, Hostels		ADD08	R 29.19	R 31.09	per m ²	
h) Licenced hotels, Guest-houses		ADD10	R 22.51	R 23.98	per m ²	
i) Hospitals, Prisons, Clinics, Old age and other homes, Hospices, Shelters		ADD09	R 29.19	R 31.09	per m ²	
j) Religious institutions, Sports clubs,		ADD12	R 801.69	R 853.80	per unit	Per water closet or per urinal, or 0.5m of urinal wall or part thereof, whichever is the greatest.
Youth organisations, Libraries, Museums, Halls not for letting, Physical fitness centres, Health centres, Messes, Under cover parking		ADD11	R 440.40	R 469.03	per unit	
k) Garages, Dry cleaners, Laundries, Workshops,		ADD18	R 1 289.21	R 1 373.01	per unit	Only applicable in absence of industrial effluent agreement.
l) Factories, Warehouses,		ADD17	R 2 572.77	R 2 740.00	per unit	Per water closet, or per urinal, or 0.5m of urinal wall or part thereof, whichever is the greatest. Only applicable in absence of industrial effluent agreement.
m) Dwelling units that are part of buildings described under (a) to (l)		ADD20	R 2 503.03	R 2 665.72	per unit	
n) Rooms used for dwelling purposes, forming part of buildings under (a) to (l)		ADD13	R 440.40	R 469.03	per m ²	

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024
Applicable to services rendered from 1 July 2023

DIREKTORAAT: FINANSIËLE DIENSTE DIRECTORATE: FINANCIAL SERVICES

	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
GENERAL				
Electronic Rates clearance fee(valuation certificate included) - New	R 220.00	R 200.00	R 30.00	R 230.00
Manuel Rates clearance fee(valuation certificate included) - New	R 550.00	R 502.17	R 75.33	R 577.50
Not rated clearance (Sectional title units)	R 240.00	R 217.39	R 32.61	R 250.00
Administrasiekoste Onteerde betaling/Admin Fee for dishonoured payment	R 220.00	R 200.00	R 30.00	R 230.00
Spesiale meterlesings per verbruikersrekening (per geleentheid) / occasion	R 155.00	R 143.48	R 21.52	R 165.00
Afsluitingsfooi vir wanbetalings/ Disconnection fee for non-payments: Conventional meters	R 450.00	R 391.30	R 58.70	R 450.00
Afsluitingsfooi vir wanbetalings/ Disconnection fee for non-payments: Pre-paid meters	R 200.00	R 173.91	R 26.09	R 200.00
Afsluitingsfooi vir wanbetalings/ Disconnection fee for non-payments: Bulk meters	R 3 000.00	R 2 608.69	R 391.31	R 3 000.00
Ongeidentifiseerde/foutiewe deposito's op bankstaat / Unidentified/incorrect deposits on bank statement	R 150.00	R 130.43	R 19.57	R 150.00
Rental - Housing - Indigent Consumers	R 100.00	R 105.00	N/A	R 105.00
VERSKAFFING VAN INLIGTING/PROVISION OF INFORMATION				
Uitreik van waardasiesertifikaat / Issue of valuation certificate	R 115.00	R 104.35	R 15.65	R 120.00
Uittreksels uit rekeninge - per maandstaat	R 55.00	R 47.83	R 7.17	R 55.00
Extracts from accounts - per monthly statement				
Extracts from records : rate per hour or part thereof	R 170.00	R 147.83	R 22.17	R 170.00
Fotostate / Copies : per A4 - bladsy / page	R 3.00	R 2.61	R 0.39	R 3.00
Fotostate / Copies : per A3 - bladsy / page	R 15.00	R 13.04	R 1.96	R 15.00
Waardasie Inligting / Valuation Information - Sea-Info	R 11.00	R 10.43	R 1.57	R 12.00
DEPOSITO'S VIR DIENSTE/DEPOSIT FOR SERVICES				
Water/Water	R 800.00	R 850.00	N/A	R 850.00
Elektrisiteit (huishoudelik) / Electricity (domestic)	R 1 600.00	R 1 700.00	N/A	R 1 700.00
Elektrisiteit (ander): Grootmaat verbruikers bereken met minimum van/				
Electricity (other): Bulk users calculate with a minimum of	R 10 000.00	R 11 000.00	N/A	R 11 000.00
Indigent Household/Low cost Housing Deernis Huishouding/Lae Koste Behuising	R 100.00	R 100.00	N/A	R 100.00
Electricity (other) excluding Bulkusers Elektrisiteit (ander) uitgesluit Grootmaatverbruikers	R 5 500.00	R 6 000.00	N/A	R 6 000.00
Aanpassing van deposito's as gevolg van wanbetaling : Ingevolge Kredietbeheer Beleid				
Adjustment of deposits due to non-payment : In terms of Credit Control and Debt Collection Policy				
TENDER DEPOSITO'S / TENDER DEPOSIT (COMPUTER PRINTS BLACK & WHITE)				
Fotostate / Copies : per A4 - bladsy / page	R 3.50	R 3.04	R 0.46	R 3.50
Fotostate / Copies : per A3 - bladsy / page	R 15.00	R 13.04	R 1.96	R 15.00
Fotostate / Copies : per A2 - bladsy / page	R 60.00	R 52.17	R 7.83	R 60.00
Fotostate / Copies : per A1 - bladsy / page	R 80.00	R 69.57	R 10.43	R 80.00
Fotostate / Copies : per A0 - bladsy / page	R 95.00	R 82.61	R 12.39	R 95.00

** When on cut-off list ; a deposit may be increased by an amount up to three times or more of a monthly average consumption.

STELLENBOSCH MUNICIPALITY				
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023				
DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES				
	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
Director: Community and Protection Services has the delegation to authorise tariff discounts on any park or public open spaces for events, to the maximum of 30% off the firm tariff after receiving a recommendation from the Manager: Community Services.				
TOEGANGSGELDE / ENTRANCE FEES:				
JONKERSHOEK PIEKNIETERREIN / PICNIC SITE				
Persone / Persons	32.00	29.50	4.42	33.92
Voertuie / Vehicles	26.50	24.43	3.66	28.09
Kinders onder 5 jaar oud/ Children below 5 years of age	Free	Free	Free	Free
Kinders 6 tot 17 jaar oud / Children 6-17 years	23.50	21.66	3.25	24.91
Official year end function for Council employees (by prior arrangement only)	Free	Free	Free	0.00
Pensioners (It is a person who, in the case of a male, is 65 years of age and older and, in the case of a female, is 60 years of age or older.)	23.50	21.66	3.25	24.91
CLOETESVILLE SWEMBAD / SWIMMING POOL				
Kinders onder die ouderdom van 5 jaar vergesel deur volwassenes. Children under the age of 5 years accompanied by adults.	Gratis/ Free			Gratis/ Free
Kinders 6 tot 17 jaar / Children 6-17 years	6.50	5.99	0.90	6.89
Volwassenes / Adults	12.50	11.52	1.73	13.25
Pensioners (It is a person who, in the case of a male, is 65 years of age and older and, in the case of a female, is 60 years of age or older.)	8.50	7.83	1.18	9.01
<u>Group bookings must be pre-arranged at (021) 808 8295</u>				
30 - 40 persons	454.00	418.47	62.77	481.24
41 - 60 persons	604.00	556.73	83.51	640.24
61 - 80 persons	901.00	830.49	124.57	955.06
81 - maximum 100	1 208.00	1 113.46	167.02	1 280.48
Group bookings only within official hours.				
Braai facility coupon	49.00	45.17	6.77	51.94
BEGRAAFPLAASDIENSTE / CEMETERY SERVICES: WC024				
Waar 'n familie as behoeftige geregtig is by die Munisipaliteit, kan die familie (slegs naaste familie) kwalifiseer vir 50% afslag, na goedkeuring van die relevante Direkteur, op die tarief vir 'n grafperseel. Die familie of delegasie moet skriftelik aansoek doen en rig aan die betrokke Direkteur. Hierdie vergunning is slegs van toepassing Maandae tot Saterdag- Vakansiedae uitgesluit. Plaaswerkers: brief ter bevestiging van plaaseienaar.				
When a family has been registered as an indigent beneficiary at the Municipality, the members of the family (not including extended members) qualifies for 50% discount, after approval by the relevant Director, on the tariff of a gravesite. The family or a delegate must apply in writing to the relevant Director. This concession is only applicable Mondays to Saturdays, excluding Public Holidays. Farm workers: must provide written confirmation from the farm owner.				
1. Grafperseel : kinders onder 12 jaar oud / Grave site children under the age of 12 years	821.80	757.49	113.62	871.11
2. Grafperseel : persone 12 jaar en ouer / Grave site persons 12 years and older	1 012.36	933.14	139.97	1 073.11
3. Teraardebestelling : kinders onder 12 / Burial : children under 12 years	428.77	395.21	59.28	454.49
4. Teraardebestelling : persone bo 12 jaar en ouer / Burial : Persons 12 years and older	881.35	812.38	121.86	934.23
5. Ekstra grafwydte per 100mm of gedeelte daarvan: tot maks 2.4m (standaardwydte = 550mm onder 12 jaar / 750mm bo 12 jaar) Additional excavation of grave width per 100mm or part thereof: to a max. of 2.4m Standard width = 550mm under 12 years / 750mm over 12 years)	153.64	141.62	21.24	162.86
6. Opgrawings / Disinterments (Exhumation)	1 137.42	1 048.40	157.26	1 205.67
7. Begrawe van veraste oorblyfsels in bestaande grafte / Burial of ashes in existing grave	140.54	129.54	19.43	148.97
8. Herbevestiging van grafpersele / Reconfirmation of grave site (Papegaaiberg)	227.48	209.68	31.45	241.13
9. Wysiging of oordrag van eienaarskap van grafperseel / Change in ownership of gravesite	73.84	68.06	10.21	78.27
10. Addisionele heffing vir dienste aangevra vir Sondae / Additional levy for services on Sundays: 10a. Groepe vrygestel deur Munisipale Verordening/Groups exempted by Municipal By-Law	0.00	0.00	0.00	0.00
10b. Groepe nie vrygestel deur Munisipale Verordening / Groups not exempted by Municipal By-Law	5 085.64	4 687.63	703.14	5 390.78
11. Addisionele heffing vir dienste aangevra vir Saterdag / Additional levy for services on Saturdays: (weekly tariff to apply if no municipal services are rendered)	1 631.69	1 503.99	225.60	1 729.59
12. Nisse/ Niches (N/A)				
13. Nuwe Grafsteenpermit (Messelwerk) / New Permit for gravestone (Masonry)	297.75	274.45	41.17	315.62
Admin cost for record enquiries	0.00	0.00	0.00	0.00
BEGRAAFPLAASDIENSTE / CEMETERY SERVICES: OUTSIDE WC024				
Tariewe vir persone wat buite die munisipale grense gewoon het met sterfte datum = 4 maal die tariewe hierbo, behalwe die verkoop van nisse, waarop 'n 50% belading geld. Indien sulke persone reeds 'n graf besit, geld hierdie belading steeds op die maak van grafte. / Tariffs for persons residing outside of the municipal area at the time of death = 4 times the tariffs above, with the exception of the sale of niches, to which a 50% surcharge applies. Should such a person already possess a grave site, the excess still applies to the digging of the grave and other related charges.				
Normale tariewe geld ten opsigte van begrafnisse op Sondae en Openbare Vakansiedae vir geloofsgroepe soos vervat in die Verordening/ Normal tariffs will apply for burials on Sundays and public holidays for certain religious groups as determined by the By-Law.				

STELLENBOSCH MUNICIPALITY				
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023				
DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES				
TARIFFS FOR ANY PARK OR PUBLIC OPEN SPACE FOR EVENTS:				
<i>Birthday parties, creches & school events, religious events, festivals, markets, cycling events</i>				
<i>Event = one (1) day or if otherwise stated. All applications in writing.</i>				
<i>Lessees are not entitled to exclusive rights of the venue at a time</i>				
TARIFFS FOR THE BRAAK				
Tariff for non-profitable organisations per day.	903.12	832.44	124.87	957.31
Tariff for religious events per day (maximum of 7 days) (Include set up and breakdown per day)	852.24	785.54	117.83	903.37
Tariff for profitable organisations within WC024 per day	4 218.80	3 888.63	583.29	4 471.93
Tariff for profitable organisations outside WC024 per day	9 026.96	8 320.50	1 248.08	9 568.58
TARIFFS FOR ALL OTHER PUBLIC OPEN SPACES/ GARDENS/ NATURE RESERVES/ PLANTATIONS/ DEVELOPED PARKS				
Tariff for non-profitable organisations -religious events per day and maximum 7 days (Include set up and breakdown per day) (PARKS AND PUBLIC OPEN SPACES ONLY)	392.20	361.51	54.23	415.73
Tariff for BIRTHDAY PARTIES and PICNIC INSIDE WC024 (PARKS AND PUBLIC OPEN SPACES ONLY)	392.20	361.51	54.23	415.73
Tariff for BIRTHDAY PARTIES and PICNICS OUTSIDE WC024 (PARKS AND OPEN SPACES ONLY)	784.40	723.01	108.45	831.46
Tariff for BIRTHDAY PARTIES and PICNICS INSIDE WC024 (JMNR ONLY)	392.20	361.51	54.23	415.73
Tariff for BIRTHDAY PARTIES and PICNICS OUTSIDE WC024 (JMNR ONLY)	784.40	723.01	108.45	831.46
Hire of Jumping castle per day NEW (JMNR ONLY)	300.00	276.52	41.48	318.00
Tariff for PHOTOSHOOTS INSIDE WC024 (Excl. Wedding photos)	1 007.00	928.19	139.23	1 067.42
Tariff for PHOTOSHOOTS OUTSIDE WC024 (Excl. Wedding photos)	2 014.00	1 856.38	278.46	2 134.84
Tariff for profitable organisations INSIDE WC024 per day (Set up cost 50% of tariff and break-up cost 50% of tariff per day) NEW	4 218.80	3 888.63	583.29	4 471.93
Tariff for profitable organisations OUTSIDE WC024 per day (Set up cost 50% of tariff and break-up cost 50% of tariff per day) NEW	9 015.30	8 309.75	1 246.46	9 556.22
Tariff for non- profitable organisations INSIDE WC024 per day max 50 (Set up cost 50% of tariff and break-up cost 50% of tariff per day) NEW	864.96	797.27	119.59	916.86
Tariff for non- profitable organisations INSIDE WC024 per day max 100 (Set up cost 50% of tariff and break-up cost 50% of tariff per day) NEW	1 729.92	1 594.53	239.18	1 833.72
Tariff for non- profitable organisations INSIDE WC024 per day max 200 (Set up cost 50% of tariff and break-up cost 50% of tariff per day) NEW	2 594.88	2 391.80	358.77	2 750.57
Tariff for non-profitable organisations OUTSIDE WC024 per day max 50 (Set up cost 50% of tariff and break-up cost 50% of tariff per day) NEW	1 729.92	1 594.53	239.18	1 833.72
Tariff for non-profitable organisations OUTSIDE WC024 per day max 100 (Set up cost 50% of tariff and break-up cost 50% of tariff per day) NEW	3 459.84	3 189.07	478.36	3 667.43
Tariff for non-profitable organisations OUTSIDE WC024 per day max 200 (Set up cost 50% of tariff and break-up cost 50% of tariff per day) NEW	5 189.76	4 783.60	717.54	5 501.15
WEDDING CEREMONY ONLY with a maximum of 100 pax INSIDE WC024 (JMNR)	1 729.92	1 739.13	260.87	2 000.00
WEDDING CEREMONY ONLY with a maximum of 100 pax OUTSIDE WC024 (JMNR)	3 459.84	3 478.26	521.74	4 000.00
WEDDING PHOTOS ONLY with a maximum of 100 pax INSIDE WC024 (JMNR)	1 007.00	928.19	139.23	1 067.42
WEDDING PHOTOS ONLY with a maximum of 100 pax OUTSIDE WC024 (JMNR)	2 014.00	1 856.38	278.46	2 134.84
Tariff for profitable organisations WITHIN WC024 per day (seminars, workshops, strategic sessions) PARADYSKLOOF CLUBHOUSE	1 286.84	1 186.13	177.92	1 364.05
Tariff for profitable organisations OUTSIDE WC024 per day (seminars, workshops, strategic sessions) PARADYSKLOOF CLUBHOUSE	2 573.68	2 372.26	355.84	2 728.10
Tariff for non profitable organisations WITHIN WC024 per day (seminars, workshops, strategic sessions) PARADYSKLOOF CLUBHOUSE	643.42	593.07	89.96	682.03
Tariff for non profitable organisations OUTSIDE WC024 per day (seminars, workshops, strategic sessions) PARADYSKLOOF CLUBHOUSE	1 286.84	1 186.13	177.92	1 364.05
WEDDINGS, YEAR END FUNCTIONS AND PARTIES with a maximum of 100 pax WITHIN WC024 per day (PARADYSKLOOF CLUBHOUSE)	5 189.76	4 783.60	717.54	5 501.15
WEDDINGS, YEAR END FUNCTIONS AND PARTIES a maximum of 100 pax OUTSIDE WC024 per day (PARADYSKLOOF CLUBHOUSE)	10 379.52	9 567.21	1 435.08	11 002.29
WEDDING PHOTOS ONLY with a maximum of 100 pax INSIDE WC024 (PARADYSKLOOF NATURE AREA)	1 007.00	928.19	139.23	1 067.42
WEDDING PHOTOS ONLY with a maximum of 100 pax OUTSIDE WC024 (PARADYSKLOOF NATURE AREA)	2 014.00	1 856.38	278.46	2 134.84
INITIATIONS in plantations (tariff as per Council decision) PER CALENDER MONTH	2 404.08	2 215.93	332.39	2 548.32
To access routes in nature areas and plantations for any related activiteis	100.00	92.17	13.83	106.00
Rastafarian	2 404.08	2 215.93	332.39	2 548.32
Eco Centre Rental - per day (max 25 people)	851.18	784.57	117.68	902.25
Eco Centre Rental - per day- (max 25 people) per hour R150.00	168.54	155.35	23.30	178.65
STILL/ FILM SHOOTS				
Event= Per day. Includes all parks, public open spaces, sportsgrounds, nature reserves/ plantations and gardens.				
Non-commercial shoots	1 003.82	925.26	138.79	1 064.05
Commercial	9 022.72	8 316.59	1 247.49	9 564.08
Other				
Base camp parking only (when using an area for parking of vehicles but no filming.	3 816.00	3 517.36	527.60	4 044.96
Helipad Parking per day	3 816.00	3 517.36	527.60	4 044.96
Access through Forestry or Conservation Areas for when filming at a nearby farms: plus permit fee (passing through our Nature Reserve)	1 144.80	1 055.21	158.28	1 213.49
FORESTRY PRODUCTS				
All wattles/ tonne (per bakkie load)				
Eucalyptus Species/ tonne INSIDE WC024 (per bakkie load)	461.10	425.01	63.75	488.77
Eucalyptus Species/ tonne OUTSIDE WC024 (per bakkie load)	505.62	466.05	69.91	535.96
Fire Wood per tonne Self cut/ tonne INSIDE WC024 (per bakkie load)	379.48	349.78	52.47	402.25
Fire Wood per tonne Self cut/ tonne OUTSIDE WC024 (per bakkie load)	442.02	407.43	61.11	468.54
Latte for screens/ tonne self-cut INSIDE WC024 (per a bakkie load)	505.62	466.05	69.91	535.96
Latte for screens/ tonne self-cut OUTSIDE WC024 (per a bakkie load)	568.16	523.70	78.55	602.25
Softwood Sawlogs				
Poplars poles 80mm- 100mm diamtre at thin end/ tonne INSIDE WC024(per bakkie load)	315.88	291.16	43.67	334.83
Poplars poles 80mm- 100mm diamtre at thin end/ tonne OUTSIDE WC024(per bakkie load)	379.48	349.78	52.47	402.25

STELLENBOSCH MUNICIPALITY				
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023				
DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES				
INDUSTRIAL ROUNDWOOD				
includes all commercial wood in situ small volumes up to R200 000.00 (pine sawlogs, woodchips, and wood residues.)				
Class A= 13,5cm-17cm diameter at thin end/ m3 INSIDE WC024	417.64	384.96	57.74	442.70
Class A= 13,5cm-17cm diameter at thin end/ m3 OUTSIDE WC024	442.02	407.43	61.11	468.54
Class B= 19cm-25cm diameter at thin end/ m3 INSIDE WC024	568.16	523.70	78.55	602.25
Class B= 19cm-25cm diameter at thin end/ m3 OUTSIDE WC024	631.76	582.32	87.35	669.67
Class C= 27cm-33cm diameter at thin end/m3 INSIDE WC024	796.06	733.76	110.06	843.82
Class C= 27cm-33cm diameter at thin end/m3 OUTSIDE WC024	884.04	814.85	122.23	937.08
Class D= 35cm> diameter at thin end/m3 INSIDE WC024	858.60	791.41	118.71	910.12
Class D= 35cm> diameter at thin end/m3 OUTSIDE WC024	947.64	873.48	131.02	1 004.50

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024

Applicable to services rendered from 1 July 2023

DIREKTORAAT: GEMEENSKAPSDIENSTE

DIRECTORATE: COMMUNITY SERVICES

	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
LIBRARY SERVICES				
Printing Services				
Printing fee for a A4 black and white page	1.37	1.26	0.19	1.45
Overdue library materials fine				
Fines are charged per week or part thereof	1.05	0.96	0.15	1.11
Faxes				
Fee for receiving a fax - per page	2.63	2.39	0.35	2.78
Scan and email				
Scan and email per page	3.15	2.88	0.43	3.34
LIBRARY HALL RENTALS				
CONDITIONS FOR USAGE OF A LIBRARY HALL				
Not available for the following: weddings, birthdays, christening and parties				
Library are halls available during library hours only				
No equipment and catering supplies are available at the halls				
The Director: Community and Protection Services may consider motivated applications for Non-Governmental Organisation discounts				
Plein Street, Idas Valley, Kayamandi, Groendal & Cloetesville Library Halls				
Rental charged - per session	531.30	485.10	72.75	563.18
Rental charged for a Non Profit Organisation - no charge may apply subject to proof of NPO/NPC registration and approval of Director	172.50	157.50	23.62	182.85
Rental of kitchen facility per session	90.30	82.44	12.30	95.72
Printing A4 per page	R1.40	1.47	0.12	1.59
1 X A4 black and white photocopy	R0.60	0.63	0.09	0.72
1 X A3 black and white photocopy	R1.00	1.05	0.15	1.20
1st and 2nd replacement of computerised membership card	R16.00	16.80	2.52	19.32
3rd and thereafter, replacement of computerised membership card	R32.00	33.60	5.00	38.60
Cost to replace a plastic sleeve	R5.00	5.25	0.78	6.03
Replacement of a CD's and DVD case	R6.00	6.30	0.94	7.24
Replacement cost of a damaged and lost library item	Price on item			
Minor damages to any library item	11.00	11.55	1.73	13.28
Reservation of library material	R4.00	4.20	0.63	4.83
Inter Library Loan reservation fee	4.00	4.20	0.63	4.83
Annual membership fee for users residing outside municipality boundaries	R68.00	71.40	10.71	82.11
Visitors fees for users that will be residing in the municipal area for less than 3 months	105.00	110.25	16.53	126.78

STELLENBOSCH MUNICIPALITY											
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023											
DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES											
	Full Tariff 2022/2023			Full Tariff 2023/2024			Discounted Tariff 2023/24			Additional levy: consumers outside WC024	
	Deposit	Week	Weekend	Deposit	Week	Weekend	Deposit	Week	Weekend	Week	Weekend
Town Halls											
Stellenbosch				Foyer not available on its own							
Hall and Foyer	R 3 299.00	R 5 519.00	R 6 779.00	R 3 496.00	R 5 850.00	R 7 185.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Bar	R 720.00	R 550.00	R 736.00	R 763.00	R 583.00	R 780.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Kitchen (including all electrical appliance & gas appliances)	R 1 440.00	R 1 100.00	R 1 472.00	R 1 526.00	R 1 166.00	R 1 560.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Franschhoek				Foyer not available on its own							
Hall	R 3 462.00	R 3 688.00	R 4 734.00	R 3 669.00	R 3 909.00	R 5 018.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Kitchen (including all eektrical appliances)	R 1 083.00	R 1 204.00	R 1 918.00	R 1 147.00	R 1 276.00	R 2 033.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Community Hall, Kylemore											
Hall	R 496.00	R 496.00	R 709.00	R 525.00	R 525.00	R 751.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Eikestad Hall, Cloetesville											
Hall	R 496.00	R 496.00	R 709.00	R 525.00	R 525.00	R 751.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Admin Hall, Kayamandi											
Hall (As per Council Decision)	R 139.00	R 139.00	R 139.00	R 147.00	R 147.00	R 147.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Community Hall, Kayamandi											
Hall (As per Council Decision)	R 139.00	R 139.00	R 139.00	R 147.00	R 147.00	R 147.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Pniel Banquet Hall											
Hall	R 496.00	R 496.00	R 709.00	R 525.00	R 525.00	R 751.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Community Hall, La Motte											
Hall	R 284.00	R 284.00	R 425.00	R 301.00	R 301.00	R 450.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Community Hall, Wemmershoek											
Hall	R 284.00	R 284.00	R 425.00	R 301.00	R 301.00	R 450.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application

STELLENBOSCH MUNICIPALITY											
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023											
DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES											
	Full Tariff 2022/2023			Full Tariff 2023/2024			Discounted Tariff 2023/24			Additional levy: consumers outside WC024	
	Deposit	Week	Weekend	Deposit	Week	Weekend	Deposit	Week	Weekend	Week	Weekend
Community Hall, Groendal											
Hall	R 496.00	R 496.00	R 540.00	R 525.00	R 525.00	R 572.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Klapmuts Multi-purpose centre											
Hall	R 496.00	R 496.00	R 540.00	R 525.00	R 525.00	R 572.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Hall kitchen rental	R 139.00	R 139.00	R 139.00	R 147.00	R 147.00	R 147.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Outside braai area with kitchen	R 239.00	R 239.00	R 239.00	R 253.00	R 253.00	R 253.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Boardroom	R 239.00	R 239.00	R 239.00	R 253.00	R 253.00	R 253.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Pniel Millinium Hall											
Hall	R 496.00	R 496.00	R 709.00	R 525.00	R 525.00	R 751.00	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Other facilities											
Old Age Facility Kayamandi	Free of charge		Free of charge	Free of charge		Free of charge	Free of charge	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application
Banquet Hall, Cloetesville	R179/per day		R179/per day	R 189/per day		R 189/per day		Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application	Discount percentage to be determined by application

The following groups have been identified for the discounted tariffs:

- (i) Schools located within the WC024 for an official school function: discounted tariff of 30% on the rental of a hall for the function to a maximum of one (1) function per financial year. Deposit fees must be paid in full.
- (ii) Churches located within WC024 for an official church function: discounted tariff of 30% on the rental of a hall for the function to a maximum of one (1) function per financial year. Deposit fees must be paid in full. Proof of location/residence will be required.
- (iii) Churches using a hall on a regular basis:
 - a Sermons are limited to 2 (two) hours per Sunday to accommodate other denominations/religious groups at the venue.
 - b The two Town Halls (Stellenbosch and Franschhoek), are excluded.
 - c The grant is subject to availability of the hall.
 - d A formal agreement will be entered into between the parties.
A once-off deposit fee per financial year applies as per the approved tariffs. If forfeited due to damage, etc, this will have to be repaid before access for the next event/ service will be granted.
 - e In addition, a rental fee equivalent to the tariff for 1 day (weekday tariff) applies as a monthly fee. The fee specific to the specific hall will apply.
 - f Furniture will be free of charge, but must be arranged and put back after the sermon by the hirer.
 - g Due to the constraints on municipal overtime, no municipal officials will be available on weekdays or weekends to perform any supervisory functions or assistance.
- (iv) Non-Governmental Organisations: 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full). Furniture, kitchen and utensils are free of charge.
- (v) Government Departments in other spheres of Government: 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full). Furniture, kitchen and utensils are free of charge.
- (vi) The six recognised vulnerable groups namely Aged, Disabled, Children, Youth, Women and People living on the Streets: 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full). Furniture, kitchen and utensils are free of charge. This discount is not available to individuals but is focused on interest groups representing the vulnerable groups.
- (vii) Individual families registered as indigent at the Municipality will be entitled to a 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full): Furniture, kitchen and utensils are free of charge. This rebate is for a maximum of one (1) booking per financial year per indigent family and the two Town Halls (Stellenbosch and Franschhoek are excluded).
- (viii) Organisations promoting the Greater Stellenbosch: 30% discount on rental of a hall or facility excluding the relevant deposit fees (which must be paid in full). Furniture, kitchen and utensils are free of charge. The following are examples of rebates that will be approved:
 - Van Der Stel Festival
 - Wine Festival (Previously Food and Wine Festival)
 - Flower Show (Stellenbosch and Pniel)
 - Stellenbosch Festival
 - Bastille Festival
 - CANSA sub-organizations within the WC024.

- (ix) Free access to municipal halls for youth activities. Provided that prior arrangement is made with the relevant staff.
- (x) Free access to municipal halls for Community Police Forums and Neighbourhood Watches situated within WC 024, limited to one meeting per month. Such requests should be electronically sent to the Law Enforcement- Community Safety Liaison Officer who will liaise with the Halls Bookings Office to verify availability. This rebate will only be considered for weekdays.
- (xi) The rebates mentioned in paragraphs i), ii), iv), v), vi) and vii) will only be considered for weekdays. All applications must be in writing and submitted to the Director: Community and Protection Services.
- (xii) The Director: Community and Protection Services may consider motivated applications for discount in line with the abovementioned and approve rebates.

STELLENBOSCH MUNICIPALITY									
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to service rendered from 1 July 2023									
DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES									
Sports Fields	2022/23			Rental of Facilities 2023/24			Additional levy: Consumers outside WC024; Sports Unions and Private Companies.		
	Deposit	Week	Weekend	Deposit	Week	Weekend	Deposit	Week	Weekend
Van der Stel	Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.			Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.			Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.		
Kylemore, Pniel, Idas Valley, Raithby, Klipmuts, Jamestown and Cloeteville	Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.			Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.			Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.		
Wemmershoek Groendal Kayamandi	Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.			Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.			Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.		
La Motte Jonkershoek Papplaas Lanquedoc	Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.			Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.			Tariffs and tariff structures to be established and determined with the executing of the newly adopted Hybrid Sport Facility Management Plan.		

STELLENBOSCH MUNICIPALITY				
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 - 30 JUNE 2024 Applicable to service rendered from 1 July 2023				
DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES				
VERKEERSDIENSTE/TRAFFIC SERVICES	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
Verkeersbystanddienste / Traffic Assistance at special occasions/events				
Uitreiking van Permit / Issue of Permit	284.03	262.61	39.39	302.00
Uurtarief : Maandag - Saterdag / Hourly tariff : Monday - Saturday	413.24	382.61	57.39	440.00
Uurtarief: Sondae en openbare vakansiedae/Hourly tariff: Sunday and public holidays	666.79	617.39	92.61	710.00
Spesiale verkeersbystanddienste by bragrafnisse/ Special Traffic Assistance at funeral procession				
per funeral - per hour - per officer	412.02	380.00	57.00	437.00
Verfilming of video- advertensies / Filming or video- commercials (public roads)				
Uitreiking van Permit / Issue of Permit	276.71	260.87	39.13	300.00
Uitreiking van Permit / Issue of Permit - Stillshoot	1 761.46	1 643.48	246.52	1 890.00
Minimum: Residential / Industrial up to 3 hours	3 787.13	3 565.22	534.78	4 100.00
Maximum: Residential / industrial more than 3 hours	14 175.75	13 130.43	1 969.57	15 100.00
Minimum:Rural up to 3 hours	4 377.25	4 086.96	613.04	4 700.00
Maximum:Rural more than 3 hours	18 874.16	17 391.30	2 608.70	20 000.00
Minimum High Risk Areas (eg, Franschoek Pass + CBD areas) up to 3 hours	19 695.38	18 260.87	2 739.13	21 000.00
Maximum High Risk Areas (eg, Franschoek Pass + CBD areas) more than 3 hours	25 946.30	23 913.04	3 586.96	27 500.00
Die Direkteur: Gemeenskaps en Beskermingsdienste mag gemotiveerde aansoeke vir afslag tot 50% oorweeg vir die verfilming van video-advertensies (publieke paaie). The Director: Community and Protection Services may consider motivated applications for a discount up to 50% for filming or video-commercials (public roads).				
Verwydering van verlate voertuie : Insleepgelde				
Removal of abandoned vehicles : Tow-in charges				
Binne Stellenbosch / In Stellenbosch	2 255.15	2 086.96	313.04	2 400.00
Buite Stellenbosch / Outside Stellenbosch	2 559.90	2 391.30	358.70	2 750.00
Skutgeld per dag / Impoundment fee per day	178.25	173.91	26.09	200.00
Die Direkteur: Gemenskaps en Beskermingsdienste mag gemotiveerde aansoeke vir die afslag van 50% oorweeg vir skutkoste. The Director Community and Protection Services may consider motivated applications for a discount up to 50% for impoundment costs.				
Wiel vasklem / Wheel clamping				
Vrylatingsfoo / Release fee	264.97	243.48	36.52	280.00
Algemeen / General				
Voertuigongeluk inligting / Vehicle accident information (i.t.o. PN5867/10-5-2002)	165.00	143.48	21.52	165.00
Gestremde parkeer disket/ Disabled Parking Disc	85.10	78.26	11.74	90.00
The Senior Manager in consultation with the Director Community & Protection Services may agree not to charge tariffs and fees in cases where charges have been levied erroneously. Criteria for exemptions/concession: Parties must make written applications to the Director Community & Protection Services, outlining the reasons why charges were levied incorrectly and why exemptions/concessions should be considered.				

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 - 30 JUNE 2024
Applicable to service rendered from 1 July 2023

DIREKTORAAT: GEMEENSKAPSDIENSTE
DIRECTORATE: COMMUNITY SERVICES

VERKEERSDIENSTE/TRAFFIC SERVICES	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
Area Zone 1(CBD): Eikestad , Checkers, Pick and Pay / Stelmark				
Operating hours: 07:00 - 18:00 (Mon - Fri) and 07:00 - 14:00 (Sat); Sunday/Public Holiday - Free				
0-30min	0.00	0.00	0.00	0.00
31- 59 min	8.00	6.96	1.04	8.00
1-2 hours	16.00	13.91	2.09	16.00
2-3 hours	20.00	17.39	2.61	20.00
3-4 hours	28.00	24.35	3.65	28.00
4-5 hours	36.00	31.30	4.70	36.00
5-6 hours	44.00	38.26	5.74	44.00
6-7 hours	52.00	45.22	6.78	52.00
7-8 hours	64.00	55.65	8.35	64.00
8-9 hours	68.00	59.13	8.87	68.00
9-12 hours	88.00	76.52	11.48	88.00
12-24 hours	120.00	104.35	15.65	120.00
Lost Ticket	120.00	104.35	15.65	120.00
Parking Areas Zone 2:				
Borchers Road Parking area(New Parking)				
Operating hours: 07:00-18:00 (Mon - Fri) and 07:00 - 14:00 (Sat.) ; Sunday/Public Holiday - Free				
0-30min	0.00	0.00	0.00	0.00
31- 59 min	4.00	3.48	0.52	4.00
1-2 hours	7.00	6.09	0.91	7.00
2-3 hours	10.00	8.70	1.30	10.00
3-4 hours	12.00	10.43	1.57	12.00
4-5 hours	15.00	13.04	1.96	15.00
5-6 hours	20.00	17.39	2.61	20.00
6-7 hours	22.00	19.13	2.87	22.00
7-8 hours	25.00	21.74	3.26	25.00
8-9 hours	30.00	26.09	3.91	30.00
9-12 hours	32.00	27.83	4.17	32.00
Lost Ticket	35.00	30.43	4.57	35.00
Maandelikse permit / Month permit	400.00	347.83	52.17	400.00
Parking Areas Zone 3 :				
Stelkor				
Operating hours: 07:00-18:00 (Mon - Fri) and 07:00 - 14:00 (Sat.) ; Sunday/Public Holiday - Free				
0-30min	0.00	0.00	0.00	0.00
31- 59 min	4.00	4.00	0.00	4.00
1-2 hours	8.00	6.96	1.04	8.00
2-3 hours	10.00	8.70	1.30	10.00
3-4 hours	14.00	12.17	1.83	14.00
4-5 hours	18.00	15.65	2.35	18.00
5-6 hours	22.00	19.13	2.87	22.00
6-7 hours	26.00	22.61	3.39	26.00
7-8 hours	32.00	27.83	4.17	32.00
8-9 hours	34.00	29.57	4.43	34.00
9-12 hours	44.00	38.26	5.74	44.00
Lost Ticket	60.00	52.17	7.83	60.00

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 - 30 JUNE 2024
Applicable to service rendered from 1 July 2023

DIREKTORAAT: GEMEENSKAPSDIENSTE
DIRECTORATE: COMMUNITY SERVICES

VERKEERSDIENSTE/TRAFFIC SERVICES	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
Maandelikse permit / Month permit	400.00	347.83	52.17	400.00

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 - 30 JUNE 2024
Applicable to service rendered from 1 July 2023

DIREKTORAAT: GEMEENSKAPSDIENSTE
DIRECTORATE: COMMUNITY SERVICES

VERKEERSDIENSTE/TRAFFIC SERVICES	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
On Street Parking per hour (Starting at the first half an hour at R4 and increase every half hour with R4 increments Operating hours: 07:00 - 18:00 (Mon.- Fri.) and 07:00 - 14:00 (Sat.) Sunday/Public Holidays - Free				
Kerk Street/Church Street	8.00	6.96	1.04	8.00
Plein Street	8.00	6.96	1.04	8.00
Blom Street	8.00	6.96	1.04	8.00
Bird Street (Dorp/Dennesig)	8.00	6.96	1.04	8.00
Ryneveldt Street	8.00	6.96	1.04	8.00
Andringa Street (Dorp/Banhoek)	8.00	6.96	1.04	8.00
Alexander Dienspad/Service road	8.00	6.96	1.04	8.00
Alexander Street	8.00	6.96	1.04	8.00
Meul Street (Dorp/Plein)	8.00	6.96	1.04	8.00
Dorp Street	8.00	6.96	1.04	8.00
Crozier Street	8.00	6.96	1.04	8.00
Piet Retief street	8.00	6.96	1.04	8.00
Mark Street	8.00	6.96	1.04	8.00
Drostdy Street	8.00	6.96	1.04	8.00
Banghoek Road (Andringa/Bird) PNP entry	8.00	6.96	1.04	8.00
Victoria Street (Between Andringa & Ryneveldt)	8.00	6.96	1.04	8.00
Stelkor on-Street- entry to stelkor parking area	8.00	6.96	1.04	8.00
Du-toit Street & entry to Bergzicht parking area	8.00	6.96	1.04	8.00
Helderberg Street	8.00	6.96	1.04	8.00
Bloemhof Parking Area Operating hours: 07:00 - 18:00 (Mon.- Fri.) and 07:00 - 14:00 (Sat.), After 18:00 (Mon- Fri)-Free, After 14:00 (Saturdays)-Free & Sunday/Public Holidays - Free				8.00
Daaglikse permit / Day permit	45.00	39.13	5.87	45.00
Maandelikse permit / Month permit	530.00	460.87	69.13	530.00
Huur van parkeervakke per dag / Hiring of Parking Bays per day	230.00	200.00	30.00	230.00
Parking Disc - Medical Practitioners per year	220.00	191.30	28.70	220.00
Resident Parking Permit per year	500.00	434.78	65.22	500.00
Temporary Parking Permit per application	170.00	147.83	22.17	170.00
Work Zone Permit per application	230.00	200.00	30.00	230.00
Taxi rank permit (WCO24 area) per jaar/year	400.00	347.83	52.17	400.00
ON STREET PARKING FRANSCHHOEK				
On Street Parking per hour (Starting at the first half an hour at R4 and increase every half hour with R4 increments Operating hours: 07:00 - 18:00 (Mon.- Fri.) and 07:00 - 14:00 (Sat.) Sunday/Public Holidays - Free				
All on street parking bays within Franschhoek CBD	0.00	6.96	1.04	8.00

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 - 30 JUNE 2024
Applicable to service rendered from 1 July 2023

DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES

BRANDWEER DIENSTE / FIRE SERVICES	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
Brandweerwaens / Fire Engine				
Per uur of gedeelte daarvan / Per hour or part thereof	1100.00	1 000.00	150.00	1150.00
Hidroliese Platform / Hydraulic Platforms				
Per uur of gedeelte daarvan / Per hour or part thereof	2700.00	2 434.78	365.22	2800.00
Reddingsvoertuig / Emergency Vehicle (excluding Accidents/Rescue)				
Per uur of gedeelte daarvan / Per hour or part thereof	900.00	826.09	123.91	950.00
Diensvoertuie / Service Vehicle				
Per uur of gedeelte daarvan / Per hour or part thereof	670.00	608.70	91.30	700.00
Draagbare Pompe & Kragopwekker / Portable pumps & Generators				
Per uur of gedeelte daarvan / Per hour or part thereof	540.00	486.96	73.04	560.00
Sleepwaens / Trailers				
Per uur of gedeelte daarvan / Per hour or part thereof	770.00	695.65	104.35	800.00
Bergingseile / Storage Covers				
Per uur of gedeelte daarvan / Per hour or part thereof	300.00	269.57	40.43	310.00
Bos , veld , rommel (Boseenhede) / Bush , field , rubble (Bush units)				
Per uur of gedeelte daarvan / Per hour or part thereof	750.00	678.26	101.74	780.00
Personeel / Personnel				
Per uur of gedeelte daarvan / Per hour or part thereof	450.00	408.70	61.30	470.00
Instandhouding en Brandslangherstel / Maintenance & Fire-Hose Repair				
Skrop , toets & droog / Scrub , test & dry	250.00	226.09	33.91	260.00
Herstel / Repair	125.00	113.04	16.96	130.00
Koppelingbinding : Brandslang / Linkage : Fire-Hose	125.00	113.04	16.96	130.00
Koppelingbinding : Suigslang / Linkage : Suction hose	240.00	217.39	32.61	250.00
Koppelingbinding : Hoë druk / Linkage : High Pressure	240.00	199.13	32.61	250.00
Brandvoorkomingsinspeksies / Fire prevention inspection				
Tenkinstallasies -Per tenk / Tank installation	500.00	452.17	67.83	520.00
VP Gas -Per installasie / Per installation	500.00	452.17	67.83	520.00
Sprinklaar ens : per jaar / Sprinkler ect per annum	500.00	452.17	67.83	520.00
Fire prevention inspections relating to events applications	550.00	495.65	74.35	570.00
Patrolliedienste & Ander / Patrol Services & Other				
Nie Operasionele dienste/ Non Operational Services				
Per Brandbestryder / Per Firefighter	455.00	408.70	61.30	470.00
Per Offisier / Per Officer	455.00	408.70	61.30	470.00
Kinder partytjies / Kiddies parties	1800.00	1 634.78	245.22	1880.00
Fire and life safety education programs (Educational visits to and from schools)				
Planne of Ontwikkeling Konsultasiefooie (per uur) /Plans or Development Consultation fee (per hour)	600.00	543.48	81.52	625.00

The Senior Manager in consultation with the Director Community & Protection Services may agree not to charge tariffs and fees in cases where charges have been levied erroneously. Criteria for exemptions/concession: Parties must make written applications to the Director Community & Protection Services, outlining the reasons why charges were levied incorrectly and why exemptions/concessions should be considered.

STELLENBOSCH MUNICIPALITY				
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023				
DIREKTORAAT: GEMEENSKAPSDIENSTE DIRECTORATE: COMMUNITY SERVICES				
LAW ENFORCEMENT/ WETSTOEPASSING	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
Skut van goedere gekonfiskeer / Impoundment of goods confiscated	1 000.00	956.52	143.48	1100.00
<u>Provision of CCTV video footage information/ Voorsiening van CCTV video inligting</u>				
Aansoekfooi/ Application Fee	225.00	208.70	31.30	240.00
Beeldmateriaal opsporingsfooi / Video footage tracing fee	295.00	278.26	41.74	320.00
Voorsiening van bewysmateriaal (CCTV video) per CD/ Provision of evidentiary evidence (CCTV video footage) per CD	470.00	434.78	65.22	500.00
<u>Animal Impoundment costs:</u>				
Impoundment of animals				
Horses, cattle and pigs (per head)	285.00	269.57	40.43	310.00
Goats and Sheep (per head)	175.00	165.22	24.78	190.00
<u>Pound Fees (includes sustenance)</u>				
Horses, cattle and pigs (per head per day)	175.00	165.22	24.78	190.00
Goats and Sheep (per head per day)	175.00	165.22	24.78	190.00
<u>Fees for animals to be separately herded</u>				
For every stallion and bull (per head per day)	285.00	269.57	40.43	310.00
For every Sheep ram, goat ram or other separate animal (per head per day)	175.00	165.22	24.78	190.00
<u>Transport costs</u>				
All animals delivered to the pound per km per single trip (No sharing of costs for multiple owners)	25.00	26.09	3.91	30.00
Transport of animals to another municipality's pound per km per single trip (New)	40.00	39.13	5.87	45.00
EVENTS				
Die Direkteur: Gemeenskaps en Beskermingsdienste mag gemotiveerde aansoeke vir afslag oorweeg vir verminderde tot kwytskelding vir gebeure aansoeke				
The Director: Community and Protection Services may consider motivated applications for a discount or waiver for event applications				
<u>Events Application Fee: Non-refundable</u>				
Youth Development	125.00	117.39	17.61	135.00
Schools and educational institutions	125.00	117.39	17.61	135.00
Welfare Organizations	125.00	117.39	17.61	135.00
Churches	125.00	117.39	17.61	135.00
Elderly	125.00	117.39	17.61	135.00
Inter-Governmental departments	125.00	117.39	17.61	135.00
<u>All other applications:</u>	950.00	956.52	143.48	1100.00
<u>Spesiale wetstoepassings bystanddienste / Special Law Enforcement Assistance</u>				
Per event - per hour, per officer	412.00	382.61	57.39	440.00

The Senior Manager in consultation with the Director Community & Protection Services may agree not to charge tariffs and fees in cases where charges have been levied erroneously. Criteria for exemptions/concession: Parties must make written applications to the Director Community & Protection Services, outlining the reasons why charges were levied incorrectly and why exemptions/concessions should be considered.

STELLENBOSCH MUNICIPALITY						
MISCELLANEOUS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023						
DIREKTORAAT: INFRASTRUKTUUR DIENSTE DIRECTORATE: INFRASTRUCTURE SERVICES						
MISCELLANEOUS	Unit	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)	VAT
Special meter reading Office hours (till 15:00) After Hours (After 15:00) Sunday and Public Holidays	per occasion per occasion per occasion	R 268.02 R 409.28 R 830.62	R 244.48 R 373.34 R 757.67	R 36.67 R 56.00 R 113.65	R 281.16 R 429.34 R 871.32	Included Included Included
Disconnection or Reconnection of Low Voltage supply: Office hours (till 15:00) After Hours (After 15:00) Sunday and Public Holidays	per occasion per occasion per occasion	R 505.80 R 742.05 R 1 484.58	R 461.38 R 676.88 R 1 354.20	R 69.21 R 101.53 R 203.13	R 530.58 R 778.41 R 1 557.32	Included Included Included
1st Call to fault on consumer's installation : Office hours (till 15:00) After Hours (after 15:00) Sunday's and Public Holidays	per occasion per occasion per occasion	R 422.56 R 741.29 R 857.19	R 385.45 R 676.19 R 781.90	R 57.82 R 101.43 R 117.29	R 443.26 R 777.61 R 899.19	Included Included Included
2nd Call to fault on consumer's installation : Office hours (till 15:00) After Hours (after 15:00) Sunday's and Public Holidays	per visit per visit per visit	R 587.96 R 787.17 R 1 189.20	R 536.32 R 718.03 R 1 084.75	R 80.45 R 107.70 R 162.71	R 616.77 R 825.74 R 1 247.47	Included Included Included
Service not ready for connection	per visit	R 791.99	R 722.43	R 108.36	R 830.79	Included
Temporary supply at public venue: Existing kiosk with single phase plug point (where available) Existing kiosk with three phase plug point (where available) Supply temporary kiosk with single/three phase plug points where supply in close vicinity (Plus day tariff)	per day per day per occasion	R 790.78 R 1 111.92 R 4 179.69	R 721.33 R 1 014.27 R 3 812.61	R 108.20 R 152.14 R 571.89	R 829.53 R 1 166.41 R 4 384.50	Included Included Included
Temporary supply at public venue: (Non-profit organisations only) Existing kiosk with single phase plug point (where available) Existing kiosk with three phase plug point (where available) Supply temporary kiosk with single/three phase plug points where supply in close vicinity (Plus day tariff)	per day per day per occasion	R 179.89 R 295.79 R 3 192.12	R 164.09 R 269.81 R 2 911.77	R 24.61 R 40.47 R 436.77	R 188.71 R 310.28 R 3 348.53	Included Included Included
MV switching on Council's equipment : Office hours After Hours Sundays & Public Holidays	per occasion per occasion per occasion	R 3 556.72 R 4 993.41 R 7 429.76	R 3 244.34 R 4 554.86 R 6 777.23	R 486.65 R 683.23 R 1 016.59	R 3 731.00 R 5 238.09 R 7 793.82	Included Included Included
Installation of banners	per banner	R 3 799.39	R 3 465.71	R 519.86	R 3 985.56	Included
Load control equipment: Shifting of existing load control equipment(office hours 8:00 till 15:00) Shifting of existing load control equipment(after hours(after 15:00) including weekends)	each each	R 745.96 R 997.13	R 680.45 R 909.56	R 102.07 R 136.43	R 782.51 R 1 045.99	Included Included
NEW SUPPLIES WHERE MUNICIPAL CABLE IS AT ERF BOUNDARY (INCLUDES ENERGY DISPENSER AND EXCLUDE CABLE JOINT ON PROPERTY BOUNDARY)	Unit	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)	VAT
60 A single phase energy dispenser	each	R 3 154.74	R 2 877.67	R 431.65	R 3 309.33	Included
Three phase energy dispenser	each	R 5 271.54	R 4 808.56	R 721.28	R 5 529.84	Included
User interface Unit (wired)	each	R 570.09	R 520.02	R 78.00	R 598.03	Included
User interface Unit (wireless)	each	R 764.93	R 697.75	R 104.66	R 802.41	Included
Single Phase Connection Informal Settlement (Energy Dispenser + Ready Board + Cable - max distance 30meter)	each	R 5 217.41	R 4 759.19	R 713.88	R 5 473.07	Included
Reconnection of a service connection in Informal Settlement (new)						
60 A single phase service connection installed to Non-Serviced Property from overhead line to erf boundary with a 60 A single phase energy dispenser distribution board	each	R 7 643.31	R 6 972.03	R 1 045.80	R 8 017.83	Included
All other new installations or upgrades as per quotation supplied by the Electrical Engineering Services Directorate. Quotation deposit is to be paid as indicated below		Quotation			Quotation	
Quotation Deposit payable per quotation request - (1) The deposit will be deducted from the quoted amount on acceptance and payment of the quotation provided by Electricity Department.(2) If the quotation is not accepted the deposit amount paid will be forfeited		R 500.00			R 500.00	Included

INSTALLATION OF ENERGY DISPENSERS						
Replacement of existing single phase credit meter with single phase energy dispenser	each	No Cost			No Cost	Included
Replacement of existing three phase credit meter with a three phase electricity dispenser	each	No Cost			No Cost	Included
Testing of single phase meter (on site verification)	each	R 873.18	R 796.49	R 119.47	R 915.96	Included
Testing of three phase meters (on site verification)	each	R 1 564.74	R 1 427.32	R 214.10	R 1 641.42	Included
Testing of three phase bulk meters (New Audit)	each	R 3 276.22	R 2 988.48	R 448.27	R 3 436.75	Included
Tariff investigation - based on existing consumption data	each	R 2 026.59	R 1 848.60	R 277.29	R 2 125.89	Included
Tariff or load profile investigation - requiring equipment and personnel/site visit's	each	R 3 924.49	R 3 579.81	R 536.97	R 4 116.79	Included
Quality of supply investigation - requiring equipment and personnel/site visit's	each	R 4 635.30	R 4 228.20	R 634.23	R 4 862.43	Included
Bulk metering (Ct's, Test Block, Fuses Complete and Modem) and site certification	each	R 15 538.31	R 13 781.81	R 2 067.27	R 15 849.08	Included
Single phase AMI meter (including GPRS Modem)	each	R 5 384.07	R 4 775.44	R 716.32	R 5 491.75	Included
Three phase AMI meter Max 120A (Including GPRS Modem)	each	R 8 195.75	R 7 269.27	R 1 090.39	R 8 359.67	Included
Smart Metering Single phase when available max 80A	each	R 4 766.04	R 4 227.27	R 634.09	R 4 861.36	Included
Smart Metering Three phase when available max 80A	each	R 6 424.09	R 5 697.89	R 854.68	R 6 552.58	Included
DEVELOPMENT BULK LEVY CONTRIBUTIONS		Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15% 2023/24	Tariff 2023/24 (Incl. VAT)	
	Unit					VAT
<i>Please Note: Any additional costs to make the supply available to the users are for the developers account</i>						
Developer Provides Minisub						
Cluster housing, Semi-detached townhouses & flats	3 kVA	R 10 607.36	R9 675.75	R 1 451.36	R 11 127.12	Included
Urban Residential, Freestanding homes or townhouses (LSM 7-10)	4 kVA	R 14 136.36	R12 894.82	R 1 934.22	R 14 829.04	Included
Luxury Class Homes >250m² (Airconditioning, underfloor heating, more than one electrical hot water cylinder etc)max 60Amp Single Phase	6 kVA	R 21 205.22	R19 342.84	R 2 901.43	R 22 244.27	Included
Non Residential	per kVA	R 2 951.01	R2 691.83	R 403.78	R 3 095.61	Included
Residential > 60Amp Single Phase to max 60 Amp Three Phase	per kVA	R 2 951.01	R2 691.83	R 403.78	R 3 095.61	Included
Existing Municipal Minisub or Transformer						
Cluster housing, Semi-detached townhouses & flats	3 kVA	R 13 597.71	R12 403.48	R 1 860.52	R 14 264.00	Included
Urban Residential, Freestanding homes or townhouses (LSM 7-10)	4 kVA	R 18 141.59	R16 548.29	R 2 482.24	R 19 030.53	Included
Luxury Class Homes >250m² (Airconditioning, underfloor heating, more than one electrical hot water cylinder etc)max 60Amp Single Phase	6 kVA	R 26 711.06	R24 365.13	R 3 654.77	R 28 019.90	Included
Non Residential per kVA	per kVA	R 3 937.39	R3 591.59	R 538.74	R 4 130.33	Included
Residential > 60Amp Single Phase to max 60 Amp Three Phase	per kVA	R 3 937.39	R3 591.59	R 538.74	R 4 130.33	Included

Stellenbosch Town																
Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)				
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost				
		All	R	All	R	All	R	All	R	Residential Accommodation Commercial Industrial	R6 035 R6 035 R6 706 R8 718	Residential Accommodation Commercial Industrial	R 3 857.58 R 3 857.58 R 1 713.92 R 1 713.92			
Description		Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	Total	
Residential	Single Residential >1000m2	du	1.200	R 37 605	0.700	R 24 144	0.048	R 9 944	0.040	R 3 912	4.000	R 24 141	4.000	R 15 430	R 115 177	
	Single Residential >500m2	du	0.800	R 25 070	0.650	R 22 419	0.028	R 5 801	0.040	R 3 912	4.000	R 24 141	4.000	R 15 430	R 96 774	
	Single Residential >250m2	du	0.700	R 21 936	0.600	R 20 694	0.023	R 4 765	0.040	R 3 912	4.000	R 24 141	4.000	R 15 430	R 90 879	
	Single Residential <250m2	du	0.600	R 18 803	0.500	R 17 245	0.018	R 3 729	0.040	R 3 912	4.000	R 24 141	4.000	R 15 430	R 83 261	
	Second Dwelling	du	0.450	R 14 102	0.400	R 13 796	0.018	R 3 729	0.040	R 3 912	2.500	R 15 088	4.000	R 15 430	R 66 058	
	Less Formal Residential	du	0.450	R 14 102	0.400	R 13 796	0.018	R 3 729	0.040	R 3 912	0.750	R 4 526	4.000	R 15 430	R 55 496	
	Group Residential	du	0.600	R 18 803	0.500	R 17 245	0.018	R 3 729	0.040	R 3 912	3.750	R 22 632	4.000	R 15 430	R 81 752	
	Apartments	du	0.450	R 14 102	0.400	R 13 796	0.008	R 1 657	0.040	R 3 912	2.750	R 16 597	4.000	R 15 430	R 65 495	
	Retirement Village	du	0.600	R 18 803	0.500	R 17 245	0.018	R 3 729	0.040	R 3 912	3.400	R 20 520	4.000	R 15 430	R 79 640	
Accommodation	Old age home	du	0.450	R 14 102	0.400	R 13 796	0.008	R 1 657	0.040	R 3 912	2.500	R 15 088	4.000	R 15 430	R 63 987	
	Student Accommodation/Commune/Hostels	rooms	0.180	R 5 641	0.150	R 5 174	0.004	R 829	0.015	R 1 467	1.250	R 7 544	1.000	R 3 858	R 24 512	
	Guest House	rooms	0.220	R 6 894	0.180	R 6 208	0.004	R 829	0.015	R 1 467	3.000	R 18 106	1.000	R 3 858	R 37 362	
	Converted Guest House	rooms	0.220	R 6 894	0.180	R 6 208	0.004	R 829	0.015	R 1 467	2.000	R 12 070	1.000	R 3 858	R 31 327	
	Hotel, Residential	rooms	0.220	R 6 894	0.180	R 6 208	0.004	R 829	0.015	R 1 467	3.250	R 19 615	1.000	R 3 858	R 38 871	
Commercial	General Business	100m2 GLA	0.400	R 12 535	0.350	R 12 072	0.015	R 3 107	0.020	R 1 956	5.000	R 33 529	1.000	R 1 714	R 64 914	
	Office	100m2 GLA	0.400	R 12 535	0.350	R 12 072	0.015	R 3 107	0.020	R 1 956	8.500	R 56 999	1.000	R 1 714	R 88 384	
	Retail/Shop	100m2 GLA	0.400	R 12 535	0.350	R 12 072	0.015	R 3 107	0.020	R 1 956	20.000	R 134 116	1.000	R 1 714	R 165 501	
	Restaurant	100m2 GLA	0.800	R 25 070	0.700	R 24 144	0.015	R 3 107	0.020	R 1 956	20.000	R 134 116	1.000	R 1 714	R 190 108	
	Outdoor Dining/Function Area	100m2 GLA	0.400	R 12 535	0.350	R 12 072	0.002	R 414	0.010	R 978	10.000	R 67 058	0.500	R 857	R 93 914	
	Conference Facility/Place of assembly	100m2 GLA	0.400	R 12 535	0.350	R 12 072	0.015	R 3 107	0.020	R 1 956	9.000	R 60 352	1.000	R 1 714	R 91 737	
	Hospital/Clinic/Medical Rooms	100m2 GLA	0.500	R 15 669	0.400	R 13 796	0.015	R 3 107	0.020	R 1 956	16.500	R 110 646	1.000	R 1 714	R 146 889	
	University/College	student	0.100	R 3 134	0.050	R 1 725	0.001	R 207	0.005	R 489	2.000	R 13 412	0.000	R -	R 18 966	
	School/Day Care	student	0.100	R 3 134	0.050	R 1 725	0.001	R 207	0.005	R 489	1.000	R 6 706	0.000	R -	R 12 260	
Industrial	Industrial - light	100m2 GLA	0.400	R 12 535	0.350	R 12 072	0.015	R 3 107	0.020	R 1 956	6.000	R 52 305	1.000	R 1 714	R 83 690	
	Industrial - heavy	100m2 GLA	0.400	R 12 535	0.350	R 12 072	0.015	R 3 107	0.020	R 1 956	1.250	R 10 897	1.000	R 1 714	R 42 281	
	Warehousing/Light Manufacturing	100m2 GLA	0.400	R 12 535	0.350	R 12 072	0.015	R 3 107	0.020	R 1 956	3.000	R 26 153	1.000	R 1 714	R 57 537	
Non demand	Open Space/Natural Environment/Utility Site	ha	0.000	R -	R -	0.200	R 41 433	R -	R -	R -	R -	R -	R -	R -	R 41 433	
	Roads and Parking	ha	0.000	R -	R -	0.700	R 145 016	R -	R -	R -	R -	R -	R -	R -	R 145 016	
Other	To be calculated	n/a	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	
	(Based on equivalent demands)	n/a	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	
Approved Escalation Factors																
Year		% increase from previous year	Note													
2022/2023		14.7415%	Applicable for DC project value escalation calculations only. DC unit costs as recalculated this year to be used for DC calculations.													
2023/2024		11.6520%														

Raithby															
Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		Total	
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost			
		All	R 10 452.83	All	R 13 604.53	All	R 152 492.15	All	R 97 811.62	Residential	R11 844	Residential	R 3 857.58		
										Accommodation	R11 844	Accommodation	R 3 857.58		
										Commercial	R13 160	Commercial	R 1 713.92		
Industrial	R17 109	Industrial	R 1 713.92												
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost		
Residential	Single Residential >1000m2	du	1.200	R 12 543	0.700	R 9 523	0.048	R 7 320	0.040	R 3 912	4.000	R 47 378	4.000	R 15 430	R 96 106
	Single Residential >500m2	du	0.800	R 8 362	0.650	R 8 843	0.028	R 4 270	0.040	R 3 912	4.000	R 47 378	4.000	R 15 430	R 88 195
	Single Residential >250m2	du	0.700	R 7 317	0.600	R 8 163	0.023	R 3 507	0.040	R 3 912	4.000	R 47 378	4.000	R 15 430	R 85 707
	Single Residential <250m2	du	0.600	R 6 272	0.500	R 6 802	0.018	R 2 745	0.040	R 3 912	4.000	R 47 378	4.000	R 15 430	R 82 539
	Second Dwelling	du	0.450	R 4 704	0.400	R 5 442	0.018	R 2 745	0.040	R 3 912	2.500	R 29 611	4.000	R 15 430	R 61 844
	Less Formal Residential	du	0.450	R 4 704	0.400	R 5 442	0.018	R 2 745	0.040	R 3 912	0.750	R 8 883	4.000	R 15 430	R 41 117
	Group Residential	du	0.600	R 6 272	0.500	R 6 802	0.018	R 2 745	0.040	R 3 912	3.750	R 44 416	4.000	R 15 430	R 79 578
	Apartments	du	0.450	R 4 704	0.400	R 5 442	0.008	R 1 220	0.040	R 3 912	2.750	R 32 572	4.000	R 15 430	R 63 280
	Retirement Village	du	0.600	R 6 272	0.500	R 6 802	0.018	R 2 745	0.040	R 3 912	3.400	R 40 271	4.000	R 15 430	R 75 432
	Old age home	du	0.450	R 4 704	0.400	R 5 442	0.008	R 1 220	0.040	R 3 912	2.500	R 29 611	4.000	R 15 430	R 60 319
Accommodation	Student Accommodation/Commune/Hostels	rooms	0.180	R 1 882	0.150	R 2 041	0.004	R 610	0.015	R 1 467	1.250	R 14 805	1.000	R 3 858	R 24 662
	Guest House	rooms	0.220	R 2 300	0.180	R 2 449	0.004	R 610	0.015	R 1 467	3.000	R 35 533	1.000	R 3 858	R 46 216
	Converted Guest House	rooms	0.220	R 2 300	0.180	R 2 449	0.004	R 610	0.015	R 1 467	2.000	R 23 689	1.000	R 3 858	R 34 372
	Hotel, Residential	rooms	0.220	R 2 300	0.180	R 2 449	0.004	R 610	0.015	R 1 467	3.250	R 38 494	1.000	R 3 858	R 49 177
Commercial	General Business	100m2 GLA	0.400	R 4 181	0.350	R 4 762	0.015	R 2 287	0.020	R 1 956	5.000	R 65 802	1.000	R 1 714	R 80 702
	Office	100m2 GLA	0.400	R 4 181	0.350	R 4 762	0.015	R 2 287	0.020	R 1 956	8.500	R 111 864	1.000	R 1 714	R 126 764
	Retail/Shop	100m2 GLA	0.400	R 4 181	0.350	R 4 762	0.015	R 2 287	0.020	R 1 956	20.000	R 263 208	1.000	R 1 714	R 278 109
	Restaurant	100m2 GLA	0.800	R 8 362	0.700	R 9 523	0.015	R 2 287	0.020	R 1 956	20.000	R 263 208	1.000	R 1 714	R 287 051
	Outdoor Dining/Function Area	100m2 GLA	0.400	R 4 181	0.350	R 4 762	0.002	R 305	0.010	R 978	10.000	R 131 604	0.500	R 857	R 142 687
	Conference Facility/Place of assembly	100m2 GLA	0.400	R 4 181	0.350	R 4 762	0.015	R 2 287	0.020	R 1 956	9.000	R 118 444	1.000	R 1 714	R 133 344
	Hospital/Clinic/Medical Rooms	100m2 GLA	0.500	R 5 226	0.400	R 5 442	0.015	R 2 287	0.020	R 1 956	16.500	R 217 147	1.000	R 1 714	R 233 773
	University/College	student	0.100	R 1 045	0.050	R 680	0.001	R 152	0.005	R 489	2.000	R 26 321	0.000	R -	R 28 688
	School/Day Care	student	0.100	R 1 045	0.050	R 680	0.001	R 152	0.005	R 489	1.000	R 13 160	0.000	R -	R 15 527
Industrial	Industrial - light	100m2 GLA	0.400	R 4 181	0.350	R 4 762	0.015	R 2 287	0.020	R 1 956	6.000	R 102 651	1.000	R 1 714	R 117 552
	Industrial - heavy	100m2 GLA	0.400	R 4 181	0.350	R 4 762	0.015	R 2 287	0.020	R 1 956	1.250	R 21 386	1.000	R 1 714	R 36 286
	Warehousing/Light Manufacturing	100m2 GLA	0.400	R 4 181	0.350	R 4 762	0.015	R 2 287	0.020	R 1 956	3.000	R 51 326	1.000	R 1 714	R 66 226
Non-demand	Open Space/Natural Environment/Utility Site	ha	0.000	R -	R -	R -	0.200	R 30 498	R -	R -	R -	R -	R -	R -	R 30 498
	Roads and Parking	ha	0.000	R -	R -	R -	0.700	R 106 745	R -	R -	R -	R -	R -	R -	R 106 745
Other	To be calculated	n/a	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -
	(Based on equivalent demands)	n/a	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -

Approved Escalation Factors

Year	% increase from previous year	Note
2022/2023	14.7415%	Applicable for DC project value escalation calculations only. DC unit costs as recalculated this year to be used for DC calculations.
2023/2024	11.6520%	

Polkadraai															
Land Use			Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		
			Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
			All	R 29 305.49	All	R 27 966.73	All	R 57 501.29	All	R 97 811.62	Residential	R9 321	Residential	R 3 857.58	
											Accommodation	R9 321	Accommodation	R 3 857.58	
										Commercial	R10 357	Commercial	R 1 713.92		
										Industrial	R13 464	Industrial	R 1 713.92		
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	Total	
Residential	Single Residential >1000m2	du	1.200	R 35 167	0.700	R 19 577	0.048	R 2 760	0.040	R 3 912	4.000	R 37 285	4.000	R 15 430	R 114 131
	Single Residential >500m2	du	0.800	R 23 444	0.650	R 18 178	0.028	R 1 610	0.040	R 3 912	4.000	R 37 285	4.000	R 15 430	R 99 860
	Single Residential >250m2	du	0.700	R 20 514	0.600	R 16 780	0.023	R 1 323	0.040	R 3 912	4.000	R 37 285	4.000	R 15 430	R 95 244
	Single Residential <250m2	du	0.600	R 17 583	0.500	R 13 983	0.018	R 1 035	0.040	R 3 912	4.000	R 37 285	4.000	R 15 430	R 89 229
	Second Dwelling	du	0.450	R 13 187	0.400	R 11 187	0.018	R 1 035	0.040	R 3 912	2.500	R 23 303	4.000	R 15 430	R 68 055
	Less Formal Residential	du	0.450	R 13 187	0.400	R 11 187	0.018	R 1 035	0.040	R 3 912	0.750	R 6 991	4.000	R 15 430	R 51 743
	Group Residential	du	0.600	R 17 583	0.500	R 13 983	0.018	R 1 035	0.040	R 3 912	3.750	R 34 954	4.000	R 15 430	R 86 899
	Apartments	du	0.450	R 13 187	0.400	R 11 187	0.008	R 460	0.040	R 3 912	2.750	R 25 633	4.000	R 15 430	R 69 810
	Retirement Village	du	0.600	R 17 583	0.500	R 13 983	0.018	R 1 035	0.040	R 3 912	3.400	R 31 692	4.000	R 15 430	R 83 636
	Old age home	du	0.450	R 13 187	0.400	R 11 187	0.008	R 460	0.040	R 3 912	2.500	R 23 303	4.000	R 15 430	R 67 480
Accommodation	Student Accommodation/Commune/Hostels	rooms	0.180	R 5 275	0.150	R 4 195	0.004	R 230	0.015	R 1 467	1.250	R 11 651	1.000	R 3 858	R 26 676
	Guest House	rooms	0.220	R 6 447	0.180	R 5 034	0.004	R 230	0.015	R 1 467	3.000	R 27 963	1.000	R 3 858	R 44 999
	Converted Guest House	rooms	0.220	R 6 447	0.180	R 5 034	0.004	R 230	0.015	R 1 467	2.000	R 18 642	1.000	R 3 858	R 35 678
	Hotel, Residential	rooms	0.220	R 6 447	0.180	R 5 034	0.004	R 230	0.015	R 1 467	3.250	R 30 294	1.000	R 3 858	R 47 330
Commercial	General Business	100m2 GLA	0.400	R 11 722	0.350	R 9 788	0.015	R 863	0.020	R 1 956	5.000	R 51 784	1.000	R 1 714	R 77 827
	Office	100m2 GLA	0.400	R 11 722	0.350	R 9 788	0.015	R 863	0.020	R 1 956	8.500	R 88 033	1.000	R 1 714	R 114 076
	Retail/Shop	100m2 GLA	0.400	R 11 722	0.350	R 9 788	0.015	R 863	0.020	R 1 956	20.000	R 207 137	1.000	R 1 714	R 233 180
	Restaurant	100m2 GLA	0.800	R 23 444	0.700	R 19 577	0.015	R 863	0.020	R 1 956	20.000	R 207 137	1.000	R 1 714	R 254 691
	Outdoor Dining/Function Area	100m2 GLA	0.400	R 11 722	0.350	R 9 788	0.002	R 115	0.010	R 978	10.000	R 103 568	0.500	R 857	R 127 029
	Conference Facility/Place of assembly	100m2 GLA	0.400	R 11 722	0.350	R 9 788	0.015	R 863	0.020	R 1 956	9.000	R 93 212	1.000	R 1 714	R 119 255
	Hospital/Clinic/Medical Rooms	100m2 GLA	0.500	R 14 653	0.400	R 11 187	0.015	R 863	0.020	R 1 956	16.500	R 170 888	1.000	R 1 714	R 201 260
	University/College	student	0.100	R 2 931	0.050	R 1 398	0.001	R 58	0.005	R 489	2.000	R 20 714	0.000	R -	R 25 589
	School/Day Care	student	0.100	R 2 931	0.050	R 1 398	0.001	R 58	0.005	R 489	1.000	R 10 357	0.000	R -	R 15 232
Industrial	Industrial - light	100m2 GLA	0.400	R 11 722	0.350	R 9 788	0.015	R 863	0.020	R 1 956	6.000	R 80 783	1.000	R 1 714	R 106 827
	Industrial - heavy	100m2 GLA	0.400	R 11 722	0.350	R 9 788	0.015	R 863	0.020	R 1 956	1.250	R 16 830	1.000	R 1 714	R 42 873
	Warehousing/Light Manufacturing	100m2 GLA	0.400	R 11 722	0.350	R 9 788	0.015	R 863	0.020	R 1 956	3.000	R 40 392	1.000	R 1 714	R 66 435
Non-demand	Open Space/Natural Environment/Utility Site	ha	0.000	R -		R -	0.200	R 11 500		R -		R -		R -	R 11 500
	Roads and Parking	ha	0.000	R -		R -	0.700	R 40 251		R -		R -		R -	R 40 251
Other	To be calculated	n/a		R -		R -		R -		R -		R -		R -	R -
	(Based on equivalent demands)	n/a		R -		R -		R -		R -		R -		R -	R -

Approved Escalation Factors

Year	% increase from previous year	Note
2022/2023	14.7415%	Applicable for DC project value escalation calculations only. DC unit costs as recalculated this year to be used for DC calculations.
2023/2024	11.6520%	

Koelenhof															
Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)			
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost			
		All	R 24 633.01	All	R 25 613.96	All	R 116 626.71	All	R 97 811.62	Residential	R3 635	Residential	R 3 857.58		
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost		Total
Residential	Single Residential >100m2	du	1.200	R 29 560	0.700	R 17 930	0.048	R 5 598	0.040	R 3 912	4.000	R 14 538	4.000	R 15 430	R 86 969
	Single Residential >500m2	du	0.800	R 19 706	0.650	R 16 649	0.028	R 3 266	0.040	R 3 912	4.000	R 14 538	4.000	R 15 430	R 73 502
	Single Residential >250m2	du	0.700	R 17 243	0.600	R 15 368	0.023	R 2 682	0.040	R 3 912	4.000	R 14 538	4.000	R 15 430	R 69 175
	Single Residential <250m2	du	0.600	R 14 780	0.500	R 12 807	0.018	R 2 099	0.040	R 3 912	4.000	R 14 538	4.000	R 15 430	R 63 567
	Second Dwelling	du	0.450	R 11 085	0.400	R 10 246	0.018	R 2 099	0.040	R 3 912	2.500	R 9 087	4.000	R 15 430	R 51 859
	Less Formal Residential	du	0.450	R 11 085	0.400	R 10 246	0.018	R 2 099	0.040	R 3 912	0.750	R 2 726	4.000	R 15 430	R 45 498
	Group Residential	du	0.600	R 14 780	0.500	R 12 807	0.018	R 2 099	0.040	R 3 912	3.750	R 13 630	4.000	R 15 430	R 62 659
	Apartments	du	0.450	R 11 085	0.400	R 10 246	0.008	R 933	0.040	R 3 912	2.750	R 9 995	4.000	R 15 430	R 51 601
	Retirement Village	du	0.600	R 14 780	0.500	R 12 807	0.018	R 2 099	0.040	R 3 912	3.400	R 12 358	4.000	R 15 430	R 61 387
	Old age home	du	0.450	R 11 085	0.400	R 10 246	0.008	R 933	0.040	R 3 912	2.500	R 9 087	4.000	R 15 430	R 50 693
Accommodation	Student Accommodation/Commune/Hostels	rooms	0.180	R 4 434	0.150	R 3 842	0.004	R 467	0.015	R 1 467	1.250	R 4 543	1.000	R 3 858	R 18 611
	Guest House	rooms	0.220	R 5 419	0.180	R 4 611	0.004	R 467	0.015	R 1 467	3.000	R 10 904	1.000	R 3 858	R 26 725
	Converted Guest House	rooms	0.220	R 5 419	0.180	R 4 611	0.004	R 467	0.015	R 1 467	2.000	R 7 269	1.000	R 3 858	R 23 090
	Hotel, Residential	rooms	0.220	R 5 419	0.180	R 4 611	0.004	R 467	0.015	R 1 467	3.250	R 11 812	1.000	R 3 858	R 27 634
Commercial	General Business	100m2 GLA	0.400	R 9 853	0.350	R 8 965	0.015	R 1 749	0.020	R 1 956	5.000	R 20 192	1.000	R 1 714	R 44 430
	Office	100m2 GLA	0.400	R 9 853	0.350	R 8 965	0.015	R 1 749	0.020	R 1 956	8.500	R 34 327	1.000	R 1 714	R 58 564
	Retail/Shop	100m2 GLA	0.400	R 9 853	0.350	R 8 965	0.015	R 1 749	0.020	R 1 956	20.000	R 80 769	1.000	R 1 714	R 105 007
	Restaurant	100m2 GLA	0.800	R 19 706	0.700	R 17 930	0.015	R 1 749	0.020	R 1 956	20.000	R 80 769	1.000	R 1 714	R 123 825
	Outdoor Dining/Function Area	100m2 GLA	0.400	R 9 853	0.350	R 8 965	0.002	R 233	0.010	R 978	10.000	R 40 385	0.500	R 857	R 61 271
	Conference Facility/Place of assembly	100m2 GLA	0.400	R 9 853	0.350	R 8 965	0.015	R 1 749	0.020	R 1 956	9.000	R 36 346	1.000	R 1 714	R 60 584
	Hospital/Clinic/Medical Rooms	100m2 GLA	0.500	R 12 317	0.400	R 10 246	0.015	R 1 749	0.020	R 1 956	16.500	R 66 634	1.000	R 1 714	R 94 616
	University/College	student	0.100	R 2 463	0.050	R 1 281	0.001	R 117	0.005	R 489	2.000	R 8 077	0.000	R -	R 12 427
	School/Day Care	student	0.100	R 2 463	0.050	R 1 281	0.001	R 117	0.005	R 489	1.000	R 4 038	0.000	R -	R 8 368
Industrial	Industrial - light	100m2 GLA	0.400	R 9 853	0.350	R 8 965	0.015	R 1 749	0.020	R 1 956	6.000	R 31 500	1.000	R 1 714	R 55 738
	Industrial - heavy	100m2 GLA	0.400	R 9 853	0.350	R 8 965	0.015	R 1 749	0.020	R 1 956	1.250	R 6 562	1.000	R 1 714	R 30 800
	Warehousing/Light Manufacturing	100m2 GLA	0.400	R 9 853	0.350	R 8 965	0.015	R 1 749	0.020	R 1 956	3.000	R 15 750	1.000	R 1 714	R 39 988
Non demand	Open Space/Natural Environment/Utility Site	ha	0.000	R -		R -	0.200	R 23 325		R -		R -		R -	R 23 325
	Roads and Parking	ha	0.000	R -		R -	0.700	R 81 639		R -		R -		R -	R 81 639
Other	To be calculated	n/a		R -		R -		R -		R -		R -		R -	R -
	(Based on equivalent demands)	n/a		R -		R -		R -		R -		R -		R -	R -

Approved Escalation Factors

Year	% increase from previous year	Note
2022/2023	14.7415%	Applicable for DC project value escalation calculations only. DC unit costs as recalculated this year to be used for DC calculations.
2023/2024	11.6520%	

Klapmuts															
Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)			
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost			
		All	R 9 777.80	All	R 31 846.53	All	R 69 557.97	All	R 97 811.62	Residential	R 5 941	Residential	R 3 857.58		
										Accommodation	R 5 941	Accommodation	R 3 857.58		
Description		Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	Total
Residential	Single Residential >1000m2	du	1.200	R 11 733	0.700	R 22 293	0.048	R 3 339	0.040	R 3 912	4.000	R 23 763	4.000	R 15 430	R 80 471
	Single Residential >500m2	du	0.800	R 7 822	0.650	R 20 700	0.028	R 1 948	0.040	R 3 912	4.000	R 23 763	4.000	R 15 430	R 73 576
	Single Residential >250m2	du	0.700	R 6 844	0.600	R 19 108	0.023	R 1 600	0.040	R 3 912	4.000	R 23 763	4.000	R 15 430	R 70 658
	Single Residential <250m2	du	0.600	R 5 867	0.500	R 15 923	0.018	R 1 252	0.040	R 3 912	4.000	R 23 763	4.000	R 15 430	R 66 148
	Second Dwelling	du	0.450	R 4 400	0.400	R 12 739	0.018	R 1 252	0.040	R 3 912	2.500	R 14 852	4.000	R 15 430	R 52 585
	Less Formal Residential	du	0.450	R 4 400	0.400	R 12 739	0.018	R 1 252	0.040	R 3 912	0.750	R 4 456	4.000	R 15 430	R 42 189
	Group Residential	du	0.600	R 5 867	0.500	R 15 923	0.018	R 1 252	0.040	R 3 912	3.750	R 22 278	4.000	R 15 430	R 64 663
	Apartments	du	0.450	R 4 400	0.400	R 12 739	0.008	R 556	0.040	R 3 912	2.750	R 16 337	4.000	R 15 430	R 53 375
	Retirement Village	du	0.600	R 5 867	0.500	R 15 923	0.018	R 1 252	0.040	R 3 912	3.400	R 20 199	4.000	R 15 430	R 62 583
	Old age home	du	0.450	R 4 400	0.400	R 12 739	0.008	R 556	0.040	R 3 912	2.500	R 14 852	4.000	R 15 430	R 51 890
Accommodation	Student Accommodation/Commune/Hostels	rooms	0.180	R 1 760	0.150	R 4 777	0.004	R 278	0.015	R 1 467	1.250	R 7 426	1.000	R 3 858	R 19 566
	Guest House	rooms	0.220	R 2 151	0.180	R 5 732	0.004	R 278	0.015	R 1 467	3.000	R 17 822	1.000	R 3 858	R 31 309
	Converted Guest House	rooms	0.220	R 2 151	0.180	R 5 732	0.004	R 278	0.015	R 1 467	2.000	R 11 882	1.000	R 3 858	R 25 368
	Hotel, Residential	rooms	0.220	R 2 151	0.180	R 5 732	0.004	R 278	0.015	R 1 467	3.250	R 19 308	1.000	R 3 858	R 32 794
Commercial	General Business	100m2 GLA	0.400	R 3 911	0.350	R 11 146	0.015	R 1 043	0.020	R 1 956	5.000	R 33 004	1.000	R 1 714	R 52 775
	Office	100m2 GLA	0.400	R 3 911	0.350	R 11 146	0.015	R 1 043	0.020	R 1 956	8.500	R 56 107	1.000	R 1 714	R 75 878
	Retail/Shop	100m2 GLA	0.400	R 3 911	0.350	R 11 146	0.015	R 1 043	0.020	R 1 956	20.000	R 132 017	1.000	R 1 714	R 151 788
	Restaurant	100m2 GLA	0.800	R 7 822	0.700	R 22 293	0.015	R 1 043	0.020	R 1 956	20.000	R 132 017	1.000	R 1 714	R 166 846
	Outdoor Dining/Function Area	100m2 GLA	0.400	R 3 911	0.350	R 11 146	0.002	R 139	0.010	R 978	10.000	R 66 009	0.500	R 857	R 83 040
	Conference Facility/Place of assembly	100m2 GLA	0.400	R 3 911	0.350	R 11 146	0.015	R 1 043	0.020	R 1 956	9.000	R 59 408	1.000	R 1 714	R 79 179
	Hospital/Clinic/Medical Rooms	100m2 GLA	0.500	R 4 889	0.400	R 12 739	0.015	R 1 043	0.020	R 1 956	16.500	R 108 914	1.000	R 1 714	R 131 255
	University/College	student	0.100	R 978	0.050	R 1 592	0.001	R 70	0.005	R 489	2.000	R 13 202	0.000	R -	R 16 330
	School/Day Care	student	0.100	R 978	0.050	R 1 592	0.001	R 70	0.005	R 489	1.000	R 6 601	0.000	R -	R 9 730
Industrial	Industrial - light	100m2 GLA	0.400	R 3 911	0.350	R 11 146	0.015	R 1 043	0.020	R 1 956	6.000	R 51 487	1.000	R 1 714	R 71 258
	Industrial - heavy	100m2 GLA	0.400	R 3 911	0.350	R 11 146	0.015	R 1 043	0.020	R 1 956	1.250	R 10 726	1.000	R 1 714	R 30 497
	Warehousing/Light Manufacturing	100m2 GLA	0.400	R 3 911	0.350	R 11 146	0.015	R 1 043	0.020	R 1 956	3.000	R 25 743	1.000	R 1 714	R 45 514
Non-demand	Open Space/Natural Environment/Utility Site	ha	0.000	R -	R -	0.200	R 13 912	R -	R -	R -	R -	R -	R -	R -	R 13 912
	Roads and Parking	ha	0.000	R -	R -	0.700	R 48 691	R -	R -	R -	R -	R -	R -	R -	R 48 691
Other	To be calculated	n/a	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -
	(Based on equivalent demands)	n/a	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -

Approved Escalation Factors

Year	% Increase from previous year	Note
2022/2023	14.7415%	Applicable for DC project value escalation calculations only. DC unit costs as recalculated this year to be used for DC calculations.
2023/2024	11.6520%	

Franschhoek															
Land Use			Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		
			Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
			All	R 29 685.73	All	R 36 363.51	All	R 151 126.76	All	R 97 811.62	Residential	R7 756	Residential	R 3 857.58	
											Accommodation	R7 756	Accommodation	R 3 857.58	
											Commercial	R8 617	Commercial	R 1 713.92	
											Industrial	R11 202	Industrial	R 1 713.92	
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	Total	
Residential	Single Residential >1000m2	du	1.200	R 35 623	0.700	R 25 454	0.048	R 7 254	0.040	R 3 912	4.000	R 31 022	4.000	R 15 430	R 118 696
	Single Residential >500m2	du	0.800	R 23 749	0.650	R 23 636	0.028	R 4 232	0.040	R 3 912	4.000	R 31 022	4.000	R 15 430	R 101 981
	Single Residential >250m2	du	0.700	R 20 780	0.600	R 21 818	0.023	R 3 476	0.040	R 3 912	4.000	R 31 022	4.000	R 15 430	R 96 439
	Single Residential <250m2	du	0.600	R 17 811	0.500	R 18 182	0.018	R 2 720	0.040	R 3 912	4.000	R 31 022	4.000	R 15 430	R 89 079
	Second Dwelling	du	0.450	R 13 359	0.400	R 14 545	0.018	R 2 720	0.040	R 3 912	2.500	R 19 389	4.000	R 15 430	R 69 356
	Less Formal Residential	du	0.450	R 13 359	0.400	R 14 545	0.018	R 2 720	0.040	R 3 912	0.750	R 5 817	4.000	R 15 430	R 55 784
	Group Residential	du	0.600	R 17 811	0.500	R 18 182	0.018	R 2 720	0.040	R 3 912	3.750	R 29 083	4.000	R 15 430	R 87 140
	Apartments	du	0.450	R 13 359	0.400	R 14 545	0.008	R 1 209	0.040	R 3 912	2.750	R 21 328	4.000	R 15 430	R 69 784
	Retirement Village	du	0.600	R 17 811	0.500	R 18 182	0.018	R 2 720	0.040	R 3 912	3.400	R 26 369	4.000	R 15 430	R 84 425
Accommodation	Old age home	du	0.450	R 13 359	0.400	R 14 545	0.008	R 1 209	0.040	R 3 912	2.500	R 19 389	4.000	R 15 430	R 67 845
	Student Accommodation/Commune/Hostels	rooms	0.180	R 5 343	0.150	R 5 455	0.004	R 605	0.015	R 1 467	1.250	R 9 694	1.000	R 3 858	R 26 422
	Guest House	rooms	0.220	R 6 531	0.180	R 6 545	0.004	R 605	0.015	R 1 467	3.000	R 23 267	1.000	R 3 858	R 42 272
	Converted Guest House	rooms	0.220	R 6 531	0.180	R 6 545	0.004	R 605	0.015	R 1 467	2.000	R 15 511	1.000	R 3 858	R 34 517
Commercial	Hotel, Residential	rooms	0.220	R 6 531	0.180	R 6 545	0.004	R 605	0.015	R 1 467	3.250	R 25 206	1.000	R 3 858	R 44 211
	General Business	100m2 GLA	0.400	R 11 874	0.350	R 12 727	0.015	R 2 267	0.020	R 1 956	5.000	R 43 087	1.000	R 1 714	R 73 625
	Office	100m2 GLA	0.400	R 11 874	0.350	R 12 727	0.015	R 2 267	0.020	R 1 956	8.500	R 73 247	1.000	R 1 714	R 103 786
	Retail/Shop	100m2 GLA	0.400	R 11 874	0.350	R 12 727	0.015	R 2 267	0.020	R 1 956	20.000	R 172 346	1.000	R 1 714	R 202 885
	Restaurant	100m2 GLA	0.800	R 23 749	0.700	R 25 454	0.015	R 2 267	0.020	R 1 956	20.000	R 172 346	1.000	R 1 714	R 227 486
	Outdoor Dining/Function Area	100m2 GLA	0.400	R 11 874	0.350	R 12 727	0.002	R 302	0.010	R 978	10.000	R 86 173	0.500	R 857	R 112 912
	Conference Facility/Place of assembly	100m2 GLA	0.400	R 11 874	0.350	R 12 727	0.015	R 2 267	0.020	R 1 956	9.000	R 77 556	1.000	R 1 714	R 108 094
	Hospital/Clinic/Medical Rooms	100m2 GLA	0.500	R 14 843	0.400	R 14 545	0.015	R 2 267	0.020	R 1 956	16.500	R 142 185	1.000	R 1 714	R 177 511
	University/College	student	0.100	R 2 969	0.050	R 1 818	0.001	R 151	0.005	R 489	2.000	R 17 235	0.000	R -	R 22 662
	School/Day Care	student	0.100	R 2 969	0.050	R 1 818	0.001	R 151	0.005	R 489	1.000	R 8 617	0.000	R -	R 14 044
Industrial	Industrial - light	100m2 GLA	0.400	R 11 874	0.350	R 12 727	0.015	R 2 267	0.020	R 1 956	6.000	R 67 215	1.000	R 1 714	R 97 754
	Industrial - heavy	100m2 GLA	0.400	R 11 874	0.350	R 12 727	0.015	R 2 267	0.020	R 1 956	1.250	R 14 003	1.000	R 1 714	R 44 542
	Warehousing/Light Manufacturing	100m2 GLA	0.400	R 11 874	0.350	R 12 727	0.015	R 2 267	0.020	R 1 956	3.000	R 33 607	1.000	R 1 714	R 64 146
Non-demand	Open Space/Natural Environment/Utility Site	ha	0.000	R -		R -	0.200	R 30 225		R -		R -		R -	R 30 225
	Roads and Parking	ha	0.000	R -		R -	0.700	R 105 789		R -		R -		R -	R 105 789
Other	To be calculated	n/a		R -		R -		R -		R -		R -		R -	R -
	(Based on equivalent demands)	n/a		R -		R -		R -		R -		R -		R -	R -

Approved Escalation Factors		
Year	% increase from previous year	Note
2022/2023	14.7415%	Applicable for DC project value escalation calculations only. DC unit costs as recalculated this year to be used for DC calculations.
2023/2024	11.6520%	

Dwarsrivier															
Land Use			Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		
			Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
			All	R 34 060.35	All	R 25 177.39	All	R 96 888.45	All	R 97 811.62	Residential	R7 265	Residential	R 3 857.58	
											Accommodation	R7 265	Accommodation	R 3 857.58	
											Commercial	R8 072	Commercial	R 1 713.92	
											Industrial	R10 494	Industrial	R 1 713.92	
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	Total	
Residential	Single Residential >1000m2	du	1.200	R 40 872	0.700	R 17 624	0.048	R 4 651	0.040	R 3 912	4.000	R 29 061	4.000	R 15 430	R 111 551
	Single Residential >500m2	du	0.800	R 27 248	0.650	R 16 365	0.028	R 2 713	0.040	R 3 912	4.000	R 29 061	4.000	R 15 430	R 94 730
	Single Residential >250m2	du	0.700	R 23 842	0.600	R 15 106	0.023	R 2 228	0.040	R 3 912	4.000	R 29 061	4.000	R 15 430	R 89 581
	Single Residential <250m2	du	0.600	R 20 436	0.500	R 12 589	0.018	R 1 744	0.040	R 3 912	4.000	R 29 061	4.000	R 15 430	R 83 172
	Second Dwelling	du	0.450	R 15 327	0.400	R 10 071	0.018	R 1 744	0.040	R 3 912	2.500	R 18 163	4.000	R 15 430	R 64 648
	Less Formal Residential	du	0.450	R 15 327	0.400	R 10 071	0.018	R 1 744	0.040	R 3 912	0.750	R 5 449	4.000	R 15 430	R 51 934
	Group Residential	du	0.600	R 20 436	0.500	R 12 589	0.018	R 1 744	0.040	R 3 912	3.750	R 27 244	4.000	R 15 430	R 81 356
	Apartments	du	0.450	R 15 327	0.400	R 10 071	0.008	R 775	0.040	R 3 912	2.750	R 19 979	4.000	R 15 430	R 65 495
	Retirement Village	du	0.600	R 20 436	0.500	R 12 589	0.018	R 1 744	0.040	R 3 912	3.400	R 24 702	4.000	R 15 430	R 78 813
Accommodation	Old age home	du	0.450	R 15 327	0.400	R 10 071	0.008	R 775	0.040	R 3 912	2.500	R 18 163	4.000	R 15 430	R 63 679
	Student Accommodation/Commune/Hostels	rooms	0.180	R 6 131	0.150	R 3 777	0.004	R 388	0.015	R 1 467	1.250	R 9 081	1.000	R 3 858	R 24 701
	Guest House	rooms	0.220	R 7 493	0.180	R 4 532	0.004	R 388	0.015	R 1 467	3.000	R 21 796	1.000	R 3 858	R 39 533
	Converted Guest House	rooms	0.220	R 7 493	0.180	R 4 532	0.004	R 388	0.015	R 1 467	2.000	R 14 530	1.000	R 3 858	R 32 268
Commercial	Hotel, Residential	rooms	0.220	R 7 493	0.180	R 4 532	0.004	R 388	0.015	R 1 467	3.250	R 23 612	1.000	R 3 858	R 41 349
	General Business	100m2 GLA	0.400	R 13 624	0.350	R 8 812	0.015	R 1 453	0.020	R 1 956	5.000	R 40 362	1.000	R 1 714	R 67 922
	Office	100m2 GLA	0.400	R 13 624	0.350	R 8 812	0.015	R 1 453	0.020	R 1 956	8.500	R 68 616	1.000	R 1 714	R 96 175
	Retail/Shop	100m2 GLA	0.400	R 13 624	0.350	R 8 812	0.015	R 1 453	0.020	R 1 956	20.000	R 161 449	1.000	R 1 714	R 189 008
	Restaurant	100m2 GLA	0.800	R 27 248	0.700	R 17 624	0.015	R 1 453	0.020	R 1 956	20.000	R 161 449	1.000	R 1 714	R 211 445
	Outdoor Dining/Function Area	100m2 GLA	0.400	R 13 624	0.350	R 8 812	0.002	R 194	0.010	R 978	10.000	R 80 724	0.500	R 857	R 105 189
	Conference Facility/Place of assembly	100m2 GLA	0.400	R 13 624	0.350	R 8 812	0.015	R 1 453	0.020	R 1 956	9.000	R 72 652	1.000	R 1 714	R 100 212
	Hospital/Clinic/Medical Rooms	100m2 GLA	0.500	R 17 030	0.400	R 10 071	0.015	R 1 453	0.020	R 1 956	16.500	R 133 195	1.000	R 1 714	R 165 420
	University/College	student	0.100	R 3 406	0.050	R 1 259	0.001	R 97	0.005	R 489	2.000	R 16 145	0.000	R -	R 21 396
Industrial	School/Day Care	student	0.100	R 3 406	0.050	R 1 259	0.001	R 97	0.005	R 489	1.000	R 8 072	0.000	R -	R 13 323
	Industrial - light	100m2 GLA	0.400	R 13 624	0.350	R 8 812	0.015	R 1 453	0.020	R 1 956	6.000	R 62 965	1.000	R 1 714	R 90 525
	Industrial - heavy	100m2 GLA	0.400	R 13 624	0.350	R 8 812	0.015	R 1 453	0.020	R 1 956	1.250	R 13 118	1.000	R 1 714	R 40 677
Non-demand	Warehousing/Light Manufacturing	100m2 GLA	0.400	R 13 624	0.350	R 8 812	0.015	R 1 453	0.020	R 1 956	3.000	R 31 483	1.000	R 1 714	R 59 042
	Open Space/Natural Environment/Utility Site	ha	0.000	R -		R -	0.200	R 19 378		R -		R -		R -	R 19 378
Other	Roads and Parking	ha	0.000	R -		R -	0.700	R 67 822		R -		R -		R -	R 67 822
	To be calculated	n/a		R -		R -		R -		R -		R -		R -	R -
	(Based on equivalent demands)	n/a		R -		R -		R -		R -		R -		R -	R -

Approved Escalation Factors

Year	% increase from previous year	Note
2022/2023	14.7415%	Applicable for DC project value escalation calculations only. DC unit costs as recalculated this year to be used for DC calculations.
2023/2024	11.6520%	

STELLENBOSCH MUNICIPALITY					
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023					
DIREKTORAAT: INFRASTRUKTUUR DIENSTE DIRECTORATE: INFRASTRUCTURE SERVICES					
Water Services	Tarief/ Tariff 2022/23 (Incl. VAT)	Tariff/Tarief 2022/23 (excl VAT)	Tarief/ Tariff Excl. VAT 2023/24	BTW/ VAT 15%	Tarief/ Tariff 2023/24 (Incl. VAT)
DIVERSE DIENSTE / SUNDRY SERVICES					
Water connections complete Contractor provided leading 22 mm Water connections (coupling and meter only)	5 376.01	4 674.79	4 955.28	743.29	5 698.57
Complete connection : 15mm complete (stopcock + watermeter + box) 20mm complete (stopcock + watermeter + box) 25mm complete (stopcock + watermeter + box) 40mm complete (stopcock + watermeter + box)	7 736.91 8 056.70 11 641.31 21 474.50	6 727.75 7 005.82 10 122.88 18 673.48	7 131.41 7 426.17 10 730.25 19 793.88	1 069.71 1 113.93 1 609.54 2 969.08	8 201.12 8 540.10 12 339.79 22 762.97
Complete connection : Including road crossing 15mm complete (stopcock + watermeter + box) 20mm complete (stopcock + watermeter + box) 25mm complete (stopcock + watermeter + box) 40mm complete (stopcock + watermeter + box) Inspection fee on all connections done by Private Contractors (excluding water deposit)	28 980.04 29 326.92 32 527.66 41 368.53 2 725.05	25 200.04 25 501.67 28 284.92 35 972.63 2 369.61	26 712.04 27 031.77 29 982.01 38 130.99 2 511.78	4 006.81 4 054.77 4 497.30 5 719.65 376.77	30 718.85 31 086.54 34 479.31 43 850.64 2 888.55
Water Management Device 22 mm Water connection (stopcock + watermeter + box)	6 718.27	5 841.97	6 192.49	928.87	7 121.37
Water miscellaneous tariffs Moving of watermeter sizes up to 25mm diam. Max distance 2m. Moving of watermeter size 40mm diam. Max distance 2m. (Does not include reinstatement of paved areas - reinstatement of paved areas actual cost)	2 240.28 5 628.43	1 948.07 4 894.29	2 064.95 5 187.94	309.74 778.19	2 374.70 5 966.13
Test of all water meters (on request of consumer only) *In respect of water meter size 15, 20 and 25 mm *In respect of water meter size 40 and 50 mm *In respect of water meter size 80 mm *In respect of water meter size 100 mm *In respect of water meter size 150 mm	1 416.63 2 009.43 3 500.98 4 006.98 4 754.48	1 231.85 1 747.33 3 044.33 3 484.33 4 134.33	1 305.76 1 852.17 3 226.99 3 693.39 4 382.39	195.86 277.83 484.05 554.01 657.36	1 501.63 2 130.00 3 711.04 4 247.40 5 039.75
Hydrants Standpipes 15mm-50mm hydrants standpipes rental/month or part of month Refundable deposit per hydrant standpipe	1 401.26	1 218.49	1 291.59	193.74	1 485.33
Reconnection after disconnection due to non-payment: Normal hours After hours	559.95 859.46	486.91 747.35	516.13 792.19	77.42 118.83	593.55 911.02
Replacement of damaged water meters: up to 20 mm. > 20 mm.	5 229.65	4 547.52	4 820.37	723.06	5 543.43
Call out for repairs to water meter due to tampering (excluding materials)	1 153.34	1 002.90	1 063.08	159.46	1 222.54
Deliberate call out for private (internal - owners' plumbing) water related faults (call out fee only)	1 153.34	1 002.91	1 063.08	159.46	1 222.54
Sewer Connections(Installed by Developer as development requirement) Applicant connects to existing connection. 100mm connection by Developer (first connection) 150mm connection by Developer (first connection)	2 110.06 2 529.66	1 834.83 2 199.70	1 944.92 2 331.68	291.74 349.75	2 236.66 2 681.44
All new sewer connections (due to subdivision/developments) Clearing of block sewer: Owner responsible to clear private blockage by making use of private contractor Blockage teams only responsible for clearing municipal main sewer blockages Private blockages only to be cleared if health hazard occurs and clear instruction is given by Management for owners' account Normal hours After hours Deliberate call out to private blockage (call out fee only)	891.91 1 236.77 1 153.34	775.57 1 075.45 1 002.91	822.11 1 139.98 1 063.08	123.32 171.00 159.46	945.42 1 310.98 1 222.54

STELLENBOSCH MUNICIPALITY				
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023				
DIREKTORAAT: INFRASTRUKTUUR DIENSTE DIRECTORATE: INFRASTRUCTURE SERVICES				
SERVICES RENDERED	UNIT	COMMENTS	2022/23	2023/24
Waste Management Services			R VAT excl	
Stellenbosch Landfill Site (Devon Valley Site) and Klipmuts Waste Transfer Station (General waste only - NO Medical or Hazardous Waste)				
Residents and private companies working within WC024				
Disposal of clean garden waste (ONLY grass cuttings, leaves etc.) *If it contains any other waste then it will be deemed contaminated garden waste and classified as general waste	Per metric ton or part thereof	<u>Vehicles with a carrying capacity up to 1.5 tons.</u> Must show the latest account that reflects WC024 residency or proof of where in WC024 work is being done. Limited to 3 loads per day.	Free	Free
Disposal of clean garden waste (ONLY grass cuttings, leaves etc.) *If it contains any other waste then it will be deemed contaminated garden waste and classified as general waste	Per metric ton or part thereof	<u>Vehicle with a carrying capacity exceeding 1.5 tons.</u> Must show proof of where in WC024 work is being done.	R 23.47	R 25.22
Disposal of clean builders' rubble (No plastic, iron, wood, etc.) *If it contains any other waste then it will be deemed contaminated builder's rubble and classified as general waste	Per metric ton or part thereof	<u>Vehicles with a carrying capacity up to 1.5 tons.</u> No material other than clean builder's rubble may form part of the load (eg. plastic, iron, wood). Limited to 3 loads per day.	Free	Free
Disposal of clean builders' rubble (No plastic, iron, wood, etc.) *If it contains any other waste then it will be deemed contaminated builder's rubble and classified as general waste	Per metric ton or part thereof	<u>Vehicle with a carry capacity exceeding 1.5 tons.</u> No material other than clean builder's rubble may form part of the load (eg. plastic, iron, wood).	R 23.47	R 25.22
Disposal of general waste based on actual mass * contaminated garden waste or contaminated builder's rubble will be classified as general waste	Per metric ton or part thereof	Only waste from within WC024 allowed. Proof of origin of waste to be declared by user at disposal facility (written proof if requested)	R 717.40	R 717.40
Disposal of general waste based on actual mass * contaminated garden waste or contaminated builder's rubble will be classified as general waste	Per 500 kg or part thereof	Only waste from within WC024 allowed. Proof of origin of waste to be declared by user at disposal facility (written proof if requested)	R 358.70	R 358.70
Disposal of general waste based on actual mass * contaminated garden waste or contaminated builder's rubble will be classified as general waste	Per 250 kg or part thereof	Only waste from within WC024 allowed. Proof of origin of waste to be declared by user at disposal facility (written proof if requested)	R 179.35	R 179.35
Disposal of soil	Per metric ton or part thereof	<u>Vehicle with a carrying capacity up to 1.5 tons.</u> Only soil from within WC024 allowed. Proof of origin of waste to be declared by user at disposal facility (written proof if requested)	Free	Free
Disposal of soil	Per metric ton or part thereof	<u>Vehicle with a carrying capacity exceeding 1.5 tons.</u> Only soil from within WC024 allowed. Proof of origin of waste to be declared by user at disposal facility (written proof if requested)	R 23.47	R 25.22
Disposal Household Hazardous Waste	Car, trailer, LDV	<u>Vehicle with a carrying capacity up to 1.5 tons.</u> These are limited to items generated on residential properties. Proof of the latest account that reflects payment for refuse removal needs to be shown.	Free	Free
Interdepartmental Municipal Charges at Stellenbosch Landfill Site and Klipmuts Waste Transfer Station.				
Disposal of general waste based on actual mass * contaminated garden waste or contaminated builder's rubble will be classified as general waste	Per metric ton or part thereof	All Departments within Stellenbosch Municipality must pay for the disposal of refuse.	R 717.40	R 717.40
Disposal of general waste based on actual mass * contaminated garden waste or contaminated builder's rubble will be classified as general waste	Per 500 kg or part thereof	All Departments within Stellenbosch Municipality must pay for the disposal of refuse.	R 344.61	R 344.61
Disposal of general waste based on actual mass * contaminated garden waste or contaminated builder's rubble will be classified as general waste	Per 250 kg or part thereof	All Departments within Stellenbosch Municipality must pay for the disposal of refuse.	R 172.30	R 172.30

Disposal of clean garden waste (ONLY grass cuttings, leaves etc.) *If it contains any other waste then it will be deemed contaminated garden waste and classified as general waste	Per metric ton or part thereof	<u>Vehicle with a carrying capacity up to 1.5 tons.</u> Must show the latest account that reflects WC024 residency or proof of where in WC024 work is being done. Limited to 3 loads per day.	Free	Free
Disposal of clean garden waste (ONLY grass cuttings, leaves etc.) *If it contains any other waste then it will be deemed contaminated garden waste and classified as general waste	Per metric ton or part thereof	<u>Vehicle with a carrying capacity exceeding 1.5 tons.</u> Must show proof of where in WC024 work is being done	R 23.47	R 25.22
Disposal of clean builders' rubble (No plastic, iron, wood, etc.) *If it contains any other waste then it will be deemed contaminated builder's rubble and classified as general waste	Per metric ton or part thereof	<u>Vehicle with a carrying capacity up to 1.5 tons.</u> No material other than clean builder's rubble may form part of the load (eg. plastic, iron, wood). Limited to 3 loads per day.	Free	Free
Disposal of clean builders' rubble (No plastic, iron, wood, etc.) *If it contains any other waste then it will be deemed contaminated builder's rubble and classified as general waste	Per metric ton or part thereof	<u>Vehicle with a carrying capacity exceeding 1.5 tons.</u> No material other than clean builder's rubble may form part of the load (eg. plastic, iron, wood).	R 23.47	R 25.22
Klapmuts Transfer Station				
Disposal of general waste	Per metric ton or part thereof	Only waste from within WC024 allowed. Proof of origin of waste to be declared by user at disposal facility (written proof if requested)	R 717.40	R 717.40
Disposal of general waste	Per 500 kg or part thereof	Only waste from within WC024 allowed. Proof of origin of waste to be declared by user at disposal facility (written proof if requested)	R 344.61	R 344.61
Disposal of general waste	Per 250 kg or part thereof	Only waste from within WC024 allowed. Proof of origin of waste to be declared by user at disposal facility (written proof if requested)	R 172.30	R 172.30
Disposal of clean garden waste (ONLY grass cuttings, leaves etc.) *If it contains any other waste then it will be deemed contaminated garden waste and classified as general waste	Per metric ton or part thereof	<u>Vehicle with a carry capacity up to 1.5 tons.</u> Must show the latest account that reflects WC024 residency or proof of where in WC024 work is being done. Limited to 3 loads per day.	Free	Free
Disposal of clean builders' rubble (No plastic, iron, wood, etc.) *If it contains any other waste then it will be deemed contaminated builder's rubble and classified as general waste	Per metric ton or part thereof	<u>Vehicle with a carrying capacity up to 1.5 tons.</u> No material other than clean builder's rubble may form part of the load (eg. plastic, iron, wood). Limited to 3 loads per day.	Free	Free
Franschhoek Drop-off				
Residential properties ONLY				
Disposal of garage waste. * Garage waste is any household waste other than clean garden waste, clean builders' rubble, domestic waste or kitchen waste from residential properties.	Car, trailer, LDV	<u>Vehicles with a carrying capacity up to 1.5 tons.</u> These are limited to excess waste/ items that cannot fit into your household wheelie bin. Proof of the latest account that reflects payment for refuse removal needs to be shown. Limited to one load per month.	Free	Free
Disposal of clean garden waste (ONLY grass cuttings, leaves etc.) *If it contains any other waste then it will be deemed contaminated garden waste and classified as general waste	Per metric ton or part thereof	<u>Vehicles with a carry capacity up to 1.5 tons.</u> Must show the latest account that reflects WC024 residency or proof of where in WC024 work is being done. Limited to 1 load per day, maximum 2 loads per week.	Free	Free
Disposal of clean builders' rubble (No plastic, iron, wood, etc.) *If it contains any other waste then it will be deemed contaminated builder's rubble and classified as general waste	Per metric ton or part thereof	<u>Vehicles with a carry capacity up to 1.5 tons.</u> Must show the latest account that reflects WC024 residency or proof of where in WC024 work is being done. Limited to 1 load per day, maximum 2 loads per week.	Free	Free
ALL VEHICLES WITH A CARRYING CAPACITY OF 1.5 TONS OR MORE FOR BUILDER'S RUBBLE AND VEHICLES WITH A CARRYING CAPACITY OF 2 TONS OR MORE FOR GARDEN WASTE MUST BE DISPOSED OF AT THE STELLENBOSCH LANDFILL SITE				
Stellenbosch Waste Material Recovery facility				
Disposal of garage waste. * Garage waste is any household waste other than clean garden waste, clean builders' rubble, domestic waste or kitchen waste from residential properties.	Car, trailer, LDV	<u>Vehicles with a carrying capacity up to 1.5 tons.</u> These are limited to excess waste/ items that cannot fit into your household wheelie bin. Proof of the latest account that reflects payment for refuse removal needs to be shown.	Free	Free
Clean recyclable waste material.	Per metric ton or part thereof	ONLY clear filled bags allowed. No filled black bags will be allowed on site. Must show the latest account that reflects WC024 residency or proof of where in WC024 work is being done.	Free	Free
Disposal E-Waste	Car, trailer, LDV	<u>Vehicle with a carrying capacity up to 1.5 tons.</u> These are limited to items generated on residential properties. Proof of the latest account that reflects payment for refuse removal needs to be shown.	Free	Free
Replacement of bin or lid or wheel or axle				

For bin age up to 5 years		For malicious damage where there is negligence on the part of the owner.		
For the replacement of a complete bin	Replacement	Applicable to malicious damage Lost or stolen bin must be reported to the nearest Police Station and a case number be presented to Council before replacement commences. The replacement due to theft on refuse removal day will be excluded from this arrangement. Client still to obtain a case number from the SAPS and present it to Council before replacement will take effect. Maximum of twice per year.	Cost + 15% applicable to malicious damage, lost or theft. Must be reported to the SAPS and a case number and payment to be presented to Council before replacement. The replacement due to theft on refuse removal day will be excluded from this arrangement (Maximum two replacement allowed during the financial year, thereafter payment to be presented before replacement). Client still to obtain a case number from the SAPS and present it to Council before replacement will take effect.	
Hiring and servicing of 240ℓ bins				
Hiring of 240ℓ wheelie bin	Per bin per day	For the hiring of 240ℓ bins to a third party within WC024 (includes delivery, collection and servicing of the bin). Subject to prior approval and availability.	R 65.94	R 71.87
Servicing of event bins	Per lift	A charge to empty a event bin.	R 57.28	R 62.44
Hiring of 240ℓ wheelie bins: Basic charge for collection and/or delivery on Saturday	Once-off per event	Compulsory fee to be paid when hiring municipal wheelie bins for events taking place over a weekend in WC024	R 3 277.45	R 3 572.42
Hiring of 240ℓ wheelie bins: Basic charge for collection and/or delivery on Sunday	Once-off per event	Compulsory fee to be paid when hiring municipal wheelie bins for events taking place over a weekend in WC024	R 4 320.28	R 4 709.11

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024
Applicable to services rendered from 1 July 2023

DIREKTORAAT: INFRASTRUKTUUR DIENSTE DIRECTORATE: INFRASTRUCTURE SERVICES

SCIENTIFIC SERVICES/WETENSKAPLIKE DIENSTE	Tariff 2022/23 (Incl. VAT)	Tariff 2022/23 (excl VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
PARAMETERS					
PHYSICAL ANALYSIS					
Temperature	56.52	49.15	52.35	7.85	60.20
Ph @ 25°C	56.52	49.15	52.35	7.85	60.20
Electrical conductivity @ 25°Cms ⁻¹	56.52	49.15	52.35	7.85	60.20
Turbidity (NTU)	56.52	49.15	52.35	7.85	60.20
Total suspended solids (TSS) 105°C mg/1	145.34	126.39	134.60	20.19	154.79
Total dissolved solids (TDS-gravimetric) mg/1	145.34	126.39	134.60	20.19	154.79
Inorganic dissolved solids (VSS) @600°Cmg/1	226.09	196.60	209.38	31.41	240.79
Settle able solids@ 30min in ml	145.34	126.39	134.60	20.19	154.79
Volatile organic matter percentage (%)	226.09	196.60	209.38	31.41	240.79
CHEMICAL ANALYSIS					
NITRATE (NO ⁻³) mg/1	185.72	161.49	171.99	25.80	197.79
NITRITE (NO ⁻²) mg/1	185.72	161.49	171.99	25.80	197.79
ORTHO PHOSPHATE (PO ⁻³⁴) mg/1	106.59	92.68	98.71	14.81	113.51
TOTAL PHOSPHATE (PO ⁻³⁴) mg/1	419.89	365.12	388.85	58.33	447.18
AMMONIA as N (NH ₃) mg/1	106.59	92.68	98.71	14.81	113.51
SULPHIDES (S) mg/1	274.54	238.73	254.25	38.14	292.39
SULPHATE (SO ⁻²⁴) (total) mg/1	113.05	98.30	104.69	15.70	120.39
FREE & TOTAL residual chlorine (CL ⁻²)	80.75	70.21	74.78	11.22	86.00
CHLORIDE as Cl mg/1	113.05	98.30	104.69	15.70	120.39
PHENOLIS (C ₆ H ₅ OH)	532.93	463.42	493.54	74.03	567.57
COD unfiltered mg/1	226.09	196.60	209.38	31.41	240.79
COD filtered mg/1	258.39	224.69	239.29	35.89	275.19
COD dilution (included in unfiltered) mg/1	226.09	196.60	209.38	31.41	240.79
PHENOLIS C ₆ H ₅ OH (total) mg/1	532.93	463.42	493.54	74.03	567.57
CHROMATE TEST (CHROMIUM cr ₆ +) as Cr mg/1	644.36	560.31	596.74	89.51	686.25
CYANIDE as CN	532.93	463.42	493.54	74.03	567.57
SULPHIDES (SO ⁻²³) mg/1	532.93	463.42	493.54	74.03	567.57
MICROBIOLOGICAL & BACTERIOLOGICAL ANALYSIS					
FAECAL COLIFORMS COUNT/100ml	397.28	345.46	367.91	55.19	423.10
E.COLI COUNT/100ml	397.28	345.46	367.91	55.19	423.10

STELLENBOSCH MUNICIPALITY						
SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023						
DIREKTORAAT: INFRASTRUKTUUR DIENSTE DIRECTORATE: INFRASTRUCTURE SERVICES						
	Tariff 2022/23 (Excl. VAT)	2022/23 VAT 15%	Tariff 2022/23 (Incl. VAT)	Tariff 2023/24 (Excl. VAT)	2023/24 VAT 15%	Tariff 2023/24 (Incl. VAT)
ROADS TRANSPORT & STORMWATER						
Lowering of kerbs (the tariff remains the same already adequately priced)	595.05	89.26	684.31	595.05	89.26	684.31
Inspection fee for the construction of facility signs	278.93	41.84	320.77	292.04	43.81	335.85
Construction of facility sign	991.76	148.76	1 140.52	1 038.38	155.76	1 194.14
Construction of vehicle access over stormwater/irrigation channels	Actual Cost/Werklike koste + 10%			Actual Cost/Werklike koste + 10%		
Temporary road closures undertaken by the Municipality (12 hours)	7 500.00	978.26	8 478.26	7 852.50	1 177.88	9 030.38
Development Charge (DC) - Parking						
Per parking bay	174 512.15	22 762.45	197 274.60	174 512.15	22 762.45	-

STELLENBOSCH MUNICIPALITY					
WAYLEAVE TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024 Applicable to services rendered from 1 July 2023					
DIREKTORAAT: INFRASTRUKTUUR DIENSTE DIRECTORATE: INFRASTRUCTURE SERVICES					
ASSET MANAGEMENT AND SYSTEMS SECTION WAYLEAVE ADMINISTRATION TARIFFS	Unit	Tariff 2022/23 (Incl. VAT)	Tariff 2023/24 (Excl. VAT)	VAT 15%	Tariff 2023/24 (Incl. VAT)
1.1 Administration fee for a miscellaneous wayleave to use the road reserve for a period of one month or less other than to install an underground service	per application	R 540.78	R 486.70	R 73.01	R 559.71
PLUS: Inspection Fee (once-off)	per application	R 1 081.58	R 973.42	R 146.01	R 1 119.43
For the temporary use of the road reserve for less than one month other than for the installation of an underground service, including for: the placement or storage of an item such as a chemical toilet, container, ladder, scaffolding, mobile crane or materials, pumping of concrete, excavation of trial holes. The fee is payable in advance. PLUS: The cost of all inspections during the course of the wayleave from services verification to the site rehabilitation after construction. The fee is payable in advance.					
1.2 Administration fee for a wayleave or permit to use the road reserve to install an underground service (total construction duration is less than ten working days)	per application	R 1 081.58	R 973.42	R 146.01	R 1 119.43
PLUS: Inspection Fee (once-off)	per application	R 2 163.15	R 1 946.84	R 292.03	R 2 238.86
For the use of the road reserve to install a pipe, tunnel, cable or duct for water, electricity, communication, or any other service – where the total construction duration is less than ten working days. The fee is payable in advance. PLUS: The cost of all inspections during the course of the wayleave from services verification to the site rehabilitation after construction. The fee is payable in advance.					
1.3 Administration fee for a wayleave or permit to use the road reserve to install an underground service	per application	R 3 244.73	R 2 920.25	R 438.04	R 3 358.29
PLUS: Inspection Fee (per month, based on the total construction duration)	per month of construction, per application	R 2 163.15	R 1 946.84	R 292.03	R 2 238.86
For the use of the road reserve to install a pipe, tunnel, cable or duct for water, electricity, communication, or any other service. The fee is payable in advance. PLUS: The cost of all inspections during the course of the wayleave from services verification to the site rehabilitation after construction. The fee is payable in advance.					
1.4 Tariff for authorised trenching across a municipal roadway (per metre of trenching)	Per m measured from 0.5m behind the kerb or road edge	R 5 407.88	R 4 867.09	R 730.06	R 5 597.15
For using an open trench to cross a roadway to install a pipe, cable or duct for water, electricity, communication or any other service. This tariff applies if the municipality grants written authorisation for a roadway trench before digging of the trench commences. The applicant may not begin roadway trenching before paying the roadway open trench fee and the Municipality issues written authorisation. The fee is payable when the written authorisation is issued. The roadway open trench fee is for the increased maintenance and reconstruction costs and inherent degradation of the roadway caused by roadway trenching. It applies even if the trench is reinstated in compliance with the Municipality's requirements and standards.					
1.5 Tariff for unauthorised use of the road reserve for a period of more than one month other than to install an underground service (100% of admin & inspection fee under tariff 1.1)	per month	R 1 622.36	R 1 460.13	R 219.02	R 1 679.15
For the use of the road reserve beyond the one month allowed by the miscellaneous wayleave application. This is for holders of an approved miscellaneous wayleave that has expired and has not been renewed.					
1.6 Tariff for unauthorised commencement of use of the road reserve	per month	R 5 407.88	R 4 867.09	R 730.06	R 5 597.15
For the commencement of use of the road reserve (i.e. encroachment) without an approved wayleave or before Stellenbosch Municipality issues a wayleave.					
1.7 Tariff for unauthorised use of the road reserve to install an underground service					
Where construction period was 10 working days or less (200% of admin & inspection fee under tariff 1.2)	per application	R 6 489.45	R 5 840.51	R 876.08	R 6 716.58
Where construction period was more than 10 working days (200% of admin & inspection fee under tariff 1.3)	per application	R 10 815.75	R 9 734.18	R 1 460.13	R 11 194.30
For the commencement of an installation of an underground service without an approved wayleave or before Stellenbosch Municipality issues a wayleave. Includes a 100% surcharge which applies regardless of whether Stellenbosch Municipality issues a wayleave.					

1.8 Tariff for unauthorised trenching across a municipal roadway (per metre of trenching) (200% of tariff 1.6) For commencement of a roadway trench without written authorisation or before the Municipality issues written authorisation for the roadway trench. Includes a 100% surcharge. The surcharge applies regardless of whether the Municipality issues a written authorisation, and regardless of whether the roadway trench is necessary.	Per m measured from 0.5m behind the kerb or road edge	R 10 815.75	R 9 734.18	R 1 460.13	R 11 194.30
1.9 Tariff for unauthorised after-hours use of the road reserve for the installation of an underground service For the commencement of use of the road reserve to install an underground service outside of business hours. Work performed under an approved wayleave can only be performed in regular working hours (Mondays – Thursdays 08:00-17:00 and Fridays 08:00-15h00). Working after hours, on public holidays or the weekend is not permitted.	per occasion	R 5 407.88	R 4 867.09	R 730.06	R 5 597.15
1.10 Tariff for excavations being left open for longer than ten working days On completion of the Work, all trenches and excavations in the public road reserves must be backfilled and reinstated as soon as possible in accordance with the technical specifications. Failure to do so represents an unacceptable safety hazard.	per occasion	R 5 407.88	R 4 867.09	R 730.06	R 5 597.15
1.11 Tariff for unauthorised site abandonment for a period exceeding 14 days The wayleave holder may not leave the site for more than fourteen days without permanently reinstating the site.	per occasion	R 5 407.88	R 4 867.09	R 730.06	R 5 597.15
1.12 Tariff for not cleaning or reinstating the road reserve within 14 days of completion The construction site's cleaning up, and the reinstatement to its previous condition is considered part of the Work. It must be completed within 14 days after the construction work has been completed.	per occasion	R 5 407.88	R 4 867.09	R 730.06	R 5 597.15
WAYLEAVE ADMINISTRATION REFUNDABLE DEPOSITS					
2.1 Services Deposit A services deposit is required where there is a risk of damage to municipal services. It is determined by the service co-ordinator and is based on the replacement value of the services in close proximity to the Works e.g. Cost of cable repairs: LV – R 40 000, MV – R 240,000, HV – R 1,250,000, 66 KV R – R 2,500,000, etc. This deposit is paid into the recoverable cost account of Stellenbosch Municipality. After completion, damages will be assessed, the site will be inspected, and all additional costs will be communicated to the applicant. Stellenbosch Municipality will refund the balance of the deposit once all works are complete, and upon final inspection where the Municipality's engineers are satisfied that the reinstatement meets the Municipality's standard and requirements.	per application				
2.2 Bank Guarantee / Appropriate Business Insurance Another acceptable form of partial deposit is a bank guarantee as surety in favour of Stellenbosch Municipality or appropriate business insurance. NB: The first R25,000 of the Services Deposit must be paid into the recoverable cost account of Stellenbosch Municipality. A Bank Guarantee or appropriate business insurance can cover the balance of the required Services Deposit.	per application				
WAYLEAVE ADMINISTRATION TARIFF NOTES					
3.1 Unless the context indicates otherwise, 'road reserve' includes a roadway, sidewalk footway and verge. 3.2 Suppose Stellenbosch Municipality incurs any costs resulting from Work in or use of the road reserve including remedying substandard or non-compliant reinstatement repairing damage, 3rd party claims, or cleaning of the site. In that case, the actual costs will be offset against the deposit (plus 10% administration fee, including VAT). The Municipality will refund the balance if any. 3.3 All internal Departments or State Funded Projects (National or Provincial), where Stellenbosch Municipality will take over the infrastructure, will be exempted from paying the Administrative Fee, Refundable Deposits Non-Refundable Payments and/or Penalties. 3.4 No micro trenching is allowed in the WC024.					

DIREKTORAAT: BEPLANNING EN ONTWIKKELING DIENSTE
DIRECTORATE: PLANNING AND DEVELOPMENT SERVICES

SERVICES RENDERED		TYPE	INTERVAL m2	R/M2	TOTAL PER MONTH	TOTAL PER DAY	TOTAL PER WEEK	TOTAL PER YEAR	DEPOSIT REQUIRED
Rentals : Kayamandi Economic Corridor									
	Formal Kiosks	30% discount for Non-Profitable Organisations. In the case of meritorious cases, the Accounting Officer may grant discounts larger than 30%	10	R 40	R 400	R 0	R 0	R 0	Full amount
			12	R 40	R 460	R 0	R 0	R 0	Full amount
			12.5	R 40	R 500	R 0	R 0	R 0	Full amount
			13	R 40	R 520	R 0	R 0	R 0	Full amount
			13.5	R 40	R 540	R 0	R 0	R 0	Full amount
			14	R 40	R 560	R 0	R 0	R 0	Full amount
			14.5	R 40	R 580	R 0	R 0	R 0	Full amount
			15	R 40	R 600	R 0	R 0	R 0	Full amount
			15.5	R 40	R 620	R 0	R 0	R 0	Full amount
	Internet Café		16	R 40	R 640	R 0	R 0	R 0	Full amount
	Restaurant		17.3	R 40	R 692	R 0	R 0	R 0	Full amount
			22	R 40	R 880	R 0	R 0	R 0	Full amount
	ATM's	As per negotiated agreement							
	Informal Kiosks		10	R 20	R 200	R 0	R 0	R 0	R 0
	Conference facility	30% discount for Non-Profitable organisations. In the case of meritorious cases, the Accounting Officer may grant discounts larger than 30%	per day	R 0	R 0	R 10 000	R 0	R 0	R 0
	Amphi Theatre	30% discount for Non-Profitable organisations. In the case of meritorious cases, the Accounting Officer may grant discounts larger than 30%	per day	R 0	R 0	R 1 000	R 0	R 0	R 0
Rentals: Local Economic Development Hubs									
	Erf 2235 Homestead Mooiwater	Businee Support Incubator/centre	235	n/a	R 11 209	N/A	N/A	R 0	R 0
	Erven 2751& 6314 Old Agricultural Hall	Incubator and affordable rentals for Arts,crafts and tourism activities	400	n/a	R 19 080	R 0	R 0	R 0	R 0
	Erven 230, Triangle Site Franschhoek	Affordable space rentals for shops and tourism activities	210	n/a	R 10 017	R 0	R 0	R 0	R 0
	Old Clinic building Stellenbosch	Business Development, , incubator and rental space (arts, crafts, shops, offices, tourism activities)	293	n/a	R 13 976	R 0	R 0	R 0	R 0
Rentals:Informal Trading sites									
Stellenbosch Town									
	Open Kiosks		per kiosk		R 216	R 30	R 72	R 1 500	R 0
Idas Valley									
	Open Kiosks		per kiosk		R 90	R 15	R 36	R 750	R 0
Cloetesville									
	Open Kiosks		per kiosk		R 90	R 15	R 36	R 750	R 0
Kayamandi									
	Open Kiosks		per kiosk		R 90	R 15	R 36	R 750	R 0
Klapmuts									
	Open Kiosks		per kiosk		R 90	R 15	R 36	R 750	R 0
Franschhoek Town									
	Open Kiosks		per kiosk		R 216	R 30	R 72	R 1 500	R 0
Groendal & Langrug									
	Open Kiosks		per kiosk		R 90	R 15	R 36	R 750	R 0
Foodtrucks									
	Mobile		per mobile		R 0	R 90	R 210	R 1 800	R 0
Use of Infomal Trading Site for Events / Conference Facility	Conference / Events Facility	30% discount for Non-Profitable organisations. In the case of meritorious cases, the Accounting Officer may grant discounts larger than 30%	R 3 500						

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024
Applicable to services rendered from 1 July 2023

DIREKTORAAT: BEPLANNING EN ONTWIKKELING DIENSTE
DIRECTORATE: PLANNING AND DEVELOPMENT SERVICES

To be read in conjunction with the Business Rules.

SERVICES RENDERED	UNIT	REMARKS	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
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REZONING & DETERMINATION OF A ZONING

Rezoning, inclusive of a determination of a zoning	Per application per property		R 10 000.00			R 10 300.00
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Departure applications including but not limited to building lines, coverage, height, bulk, parking.	Per application per property	Per Property. All indigent residents who are registered as such with the Municipality and with proof submitted together with application, as well as subsidised housing schemes property owners will be exempted from applicable fees.	R 2 500.00			R 2 600.00
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TEMPORARY DEPARTURE & PERMISSION IN TERMS OF THE ZONIG SCHEME (ADDITIONAL USES & TECHNICAL APPROVALS) & PERMISSION IN TERMS OF CONDITION OF TITLE DEED &

Submitted in urban and rural areas	Per application per property		R 2 500.00			R 2 600.00
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House shops, Early Childhood Development Centres (ECD's), Home Day Care or Day Care Centres & Occasional Use of Land	Per application per property (per use)		R 200.00			R 210.00
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SUBDIVISION & CONSOLIDATION & AMENDMENT OR CANCELLATION OF SUBDIVISION PLAN (GENERAL PLAN/DIAGRAM)

Subdivision, Consolidation, Amendment or Cancellation of an approved subdivision plan (or part thereof), including a general plan or diagram	Per application		R 5 000.00			R 5 200.00
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EXEMPTION CERTIFICATES (SUBDIVISION/CONSOLIDATION) ADMINISTRATIVE FEE	
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	Per request		R 1 000.00			R 1 050.00
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REMOVAL, RELAXATION, SUSPENSION OR AMENDMENT OF RESTRICTIVE TITLE DEED CONDITIONS

Removal, relaxation, suspension or amendment	Per application per property		R 2 500.00			R 2 600.00
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AMENDMENT, DELETION OR IMPOSITION OF CONDITIONS IN RESPECT OF AN EXISTING APPROVAL	
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Amendment of conditions of approval (by the deletion, imposition or amendment of conditions)	Per application	Per application	R 5 000.00			R 5 200.00
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EXTENSION OF VALIDITY OF APPROVAL

Extension of validity period of an approval	Per application	Per application	50% of current application fee inclusive of VAT	50% of current application fee inclusive of VAT		50% of current application fee inclusive of VAT
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PERMISSION IN TERMS OF CONDITION OF APPROVAL/ ADMINISTRATIVE PERMISSIONS OR APPROVALS

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024
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DIREKTORAAT: BEPLANNING EN ONTWIKKELING DIENSTE
DIRECTORATE: PLANNING AND DEVELOPMENT SERVICES

To be read in conjunction with the Business Rules.

SERVICES RENDERED	UNIT	REMARKS	Tariff 2022/23 (Incl. VAT)	Excl. VAT 2023/24	VAT 15%	Tariff 2023/24 (Incl. VAT)
All permissions required in terms of a condition of approval or administrative permission or approval inclusive of but not limited to: Site Development Plans; HOA Constitutions; Architectural / Design / Aesthetic Manuals or Guidelines, Landscaping Plans & Phasing Plans.	Per application	Per application. All permissions or approvals that is required and originates from a condition of an approval attached to an land use application granted by the municipality, will be exempted from this tariff. Any subsequent applications for the amendment to such permissions/ approvals on the initiative of the applicant will not be exempted.	R 2 500.00			R 2 600.00
CLOSURE OF PUBLIC PLACE OR ROAD OR PART THEREOF						
Closure of Public Place / Roads or Part thereof	Per application	Per application	R 5 000.00			R 5 200.00
DISESTABLISHMENT OF HOME OWNERS ASSOCIATION						
Disestablishment of HOA	Per application	Per application	R 2 500.00			R 2 600.00
RECTIFY A FAILURE OF A HOME OWNERS ASSOCIATION TO MEET ITS OBLIGATIONS						
Rectification	Per application	Per application	R 2 500.00			R 2 600.00
PERMISSION FOR RECONSTRUCTION OF EXISTING BUILDING CONSTITUTING A NON-CONFORMING USE						
Permission for reconstruction of existing building constituting a non-conforming use	Per application	A permission required for the reconstruction of an existing building that constitutes a non-conforming use that is destroyed or damaged to the extent that it is necessary to demolish a substantial part of the building	R 5 000.00			R 5 200.00
NAMING AND NUMBERING OF STREETS AND PUBLIC PLACES/BUILDINGS						
Naming and numbering of streets, Places and Buildings	Per application	Per application	R 2 500.00			R 2 600.00
Renaming of Streets, Places and Buildings	Per application	Per application	R 5 000.00			R 5 200.00
ADVERTISING FEES						
Advertisements in the press (All advertisements) Local weekly newspaper (per placement)	Basic per placement	This is a basic advertising fee. Should the actual costs be more, the applicant is liable for such extra costs upon receipt of a quote.	Per Quotation	Per Quotation		Per Quotation
Advertisements in the press(All other advertisements) Daily newspaper (per placement)	Per Quotation		Per Quotation	Per Quotation		Per Quotation
Serving of notices	For every 10 letters or part thereof		R 800.00			R 850.00
OTHER						

STELLENBOSCH MUNICIPALITY

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Deviation from Council Policies & By-laws	Per application per property	Per application per property	R 5 000.00			R 5 200.00
Appeals submitted by Applicant	Administration cost per appeal		R 2 500.00			R 2 600.00
Appeals submitted by parties other than the applicant		Refundable if Appeal results in successful review of the decision on the grounds of the Appeal submitted.	R 1 000.00			R 1 100.00
Intervener Status for all applicants	Per application		R 5 000.00			R 5 200.00
Transfer Clearance	Per transferable erf	Inclusive of POA and CRT	R 500.00			R 550.00
Zoning Certificate	Per erf	Provincial and national government will be exempted from application fees for state owned land.	R 500.00			R 550.00
Business Licence	Per application		R 30.00	R 434.78	R 65.22	R 500.00

STELLENBOSCH MUNICIPALITY

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CONTRAVENTION PENALTY						
Contravention penalty is applied in accordance with a Council Policy, By-law and/or any such enabling planning legislation and associated provisions	Per application (refer to tariff rules 5.1- 5.4.12)	<p><i>Formula for Contravention Penalty:</i> $((\text{actual area/m}^2 \text{ multiply by penalty rate A}) + (\text{indirect area /m}^2 \text{ multiply by penalty rate B})) \times (\text{valuation/m}^2) = R/\text{m}^2$ <i>The area of the construction activity (actual area per square meter x penalty rate A) and/or land area (indirect area per square meter x penalty rate B) that is unlawfully utilised in terms of the relevant zoning of the property) multiplied by (the municipal value per square meter (m²) of the land and/or building as stipulated in the current valuation roll of the municipality as on the date that is indicated on the contravention notice)</i></p>	((actual area/m ² multiply by penalty rate A) + (indirect area /m ² multiply by penalty rate B)) x (valuation/m ²) = R/m ²	(area/m ²) x (valuation/m ²) = R/m ²		$((\text{actual area/m}^2 \text{ multiply by penalty rate A}) + (\text{indirect area /m}^2 \text{ multiply by penalty rate B})) \times (\text{valuation/m}^2) = R/\text{m}^2$ Penalty Rate A = 10% Penalty Rate B = 5%
PRINTING FEES : PHOTOCOPIES / COMPUTER PRINTS - Mono (back and white)						
A4	per copy		R 5.00			R 5.00
A3	per copy		R 13.00			R 13.00
A2	per copy		R 60.00			R 60.00
A1	per copy		R 80.00			R 80.00
A0	per copy		R 95.00			R 95.00
PRINTING FEES : PHOTOCOPIES / COMPUTER PRINTS - Colour line prints						
A4	per copy		R 8.00			R 8.00
A3	per copy		R 14.00			R 14.00
A2	per copy		R 80.00			R 80.00
A1	per copy		R 100.00			R 100.00
A0	per copy		R 180.00			R 180.00
PRINTING FEES : PHOTOCOPIES / COMPUTER PRINTS - Full colour prints (photo)						
A4	per copy		R 9.00			R 9.00
A3	per copy		R 16.00			R 16.00
A2	per copy		R 180.00			R 180.00
A1	per copy		R 230.00			R 230.00
A0	per copy		R 400.00			R 400.00

STELLENBOSCH MUNICIPALITY

SUNDRY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024
Applicable to services rendered from 1 July 2023

DIREKTORAAT: BEPLANNING EN ONTWIKKELING DIENSTE
DIRECTORATE: PLANNING AND DEVELOPMENT SERVICES

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Electronic information	per document	Electronic Information must be calculated based on the time to compile the information, therefore it may be similar to the fee for compilation of a zoning certificate.	R 110.00	R 434.78	R 65.22	R 500.00

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	Minor alterations to existing buildings and/or demolitions < 500m²	Building plans for buildings older than 60 years or situated in the historical core Per Application	R 1 000.00	R 921.74	R 138.26	R 1 060.00
	Major alterations to existing buildings and or demolitions >500m² and new developments	Building plans for buildings older than 60 years or situated in the historical core Per Application	R 1 500.00	R 1 382.61	R 207.39	R 1 590.00

SPATIAL PLANNING FEES	
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All Impact Assessments		Per study/assessment	R 4 300.00	R 3 739.13	R 560.87	R 4 300.00
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APPLICATION FOR SIGNAGE (ALL ADVERTISING SIGNS ARE SUBJECT TO ADVERTISING AND SIGNAGE BY-LAW AS WELL AS FORMAL BUILDING PLAN APPROVAL)

Signs < 1m² (minimum fee)	per sign		R 430.00	R 395.65	R 59.35	R 455.00
Signs > 1m² minimum fee plus additional fee/additional m²	minimum fee plus an additional fee per additional m²		R 1 100.00	R 1 013.91	R 152.09	R 1 166.00
Flag (<5 flags) (minimum fee)	Up to 5 Flags	All Advertising signs are subject to Outdoor Advertising Policy	R 1 100.00	R 1 013.91	R 152.09	R 1 166.00
Flag (>5 Flags)	More than 5 Flags	Minimum flag fee (R1 100.00) plus an additional fee per flag	R 150.00	R 138.26	R 20.74	R 159.00

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ALL BUILDING PLAN FEES	■ Plan valid for 12 months
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ALTERNATIVE BUILDING PLAN FEE APPLICABLE TO ALL CATEGORIES OF STANDARD BUILDING PLAN FEES	
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99.00	99.00
100.00	100.00

Applied to all building plan applications where building works has commenced without prior building plan approval or written provisional authorisations to commence with building works prior to building plan approval.	Per Building Plan Application	Per Building Plan Application: This tariff will be exempted if the current registered owner can demonstrate with documentary proof that he/ she aquired the property with the illegal building works and was consequently not personally responsible for such illegal building works.	4x the applicable standard building plan fee for application	4x the applicable standard building plan fee for application
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TARIFF RULES
BUILDING DEVELOPMENT MANAGEMENT TARIFF STRUCTURE FOR 2023/2024
1. EFFECTIVE DATE

1.1 Fees are effective from 1 July 2023.

1.1. These tariffs replace all previous tariffs charged by the Building Development Management branch of Council.

2. METHOD OF PAYMENT

2.1 Fees can be paid in cash or electronically.

3. TIME OF PAYMENT

3.1 Fees are due when an invoice for the proposed application is presented for payment

3.2 The Building Plan Application **is deemed to be submitted after proof of payment** and no processing of applications will commence until receipt of payment of the fee/s is verified by finance.

4. PROOF OF PAYMENT

4.1 A receipt must be issued to the applicant for all fees received. A copy of the receipt must be attached to the application.

5. REFUNDS

5.1 All fees payable is set fees and are not deposits.

5.2 Applications are valid for 12 months from date of payment and building plan fees on lapsed plans are not refundable.

5.3 Building Plan Fees will only be waived or refunded in circumstances considered extraordinary by the Director: Planning & Economic Development, before commencement of evaluation process.

6. SUBJECT TO CHANGE

6.1 All fees and business rules are subject to change.

6.2 The fees applicable at the time of submission of the application are payable.

7. EXEMPTIONS

7.1 The following applications are exempt from the payment of scrutiny fees:

- Applications from Central or Provincial Government for work funded by the Government and for use by Government Departments. Building plan applications must however still be submitted and approved prior to commencement of any building works.
- Building Plans for all buildings and structures erected for and by the Local Authority. Building plan applications must however still be submitted and approved prior to commencement of any building works.
- All applications required to address / give effect to successful resettlement claims in terms of the Restitution of Land Rights Act, as well as in cases where land has been allocated to a successful

claimant, such claimant is allowed to submit only one application (building plan), for residential development only, which application(s) will be exempted from building plan fees as per normal fees.

- Applications from Orphanages and Homes for the Aged registered under the **National Welfare Act 79 of 1965 (As amended)**, as well as any welfare institutions in the discretion of the Director.

Building plan applications must however still be submitted and approved prior to commencement of any building works.

- The Director: Planning & Economic Development may grant or refuse applications for the exemption of some or all the applicable Building Development application fees of a particular application which are necessitated due to changes to developments made at the request of the Spatial Development Planning department of the Stellenbosch Municipality in the interests of environmental or heritage conservation.

- In cases where a successful land claimant submits a building plan for a purely non-residential development (which does not include any residential development) on land so obtained, such non-residential application is subject to all the fees applicable to any other similar application which was not obtained by way of the Restitution of Land Rights Act.

- If a successful land claimant submits a building plan for a mixed-use development (which includes non-residential development) on land so obtained, such non-residential building plan gets charged the normal fees as specific for such application as if the non-residential part of the application is a separate application from the residential part of the development.

8. OTHER FEES

- 8.1 Requests for information: if information is specifically requested in terms of the "Access of Information Act," the relevant fees as prescribed in terms of that Act apply.

- 8.2 Printing fees:

- a) Printing fees are charged per page according to size in accordance with the applicable tariffs. Copies will only be made in the sizes that are available at a particular office.

9. APPLICATION OF THE TARIFFS

- 9.1 Minor Building Work: As defined in the Building Regulations:

Each item charged for separately even if part of a full plan submission.

- Aviary
- Solid fuel store not exceeding 10m² in area and 2 m in height
- Tool shed not exceeding 10m² in area
- Child's playhouse not exceeding 5m² in area
- Cycle shed not exceeding 5m² in area
- Greenhouse not exceeding 15m² in area
- Open sided car, caravan or boat shelter or a carport where such shelter or carport does not exceed 40m² in area
- Any pergola
- Private swimming pool
- Change room, not exceeding 10m² in area, at a private swimming pool
- Lapa's and gazebos (with any type of roof covering) under 40m² in area

TARIFF RULES
LAND USE MANAGEMENT & SPATIAL PLANNING, HERITAGE AND ENVIRONMENT
TARIFF STRUCTURE FOR 2023/2024

1 GENERAL

Period applicable

- 1.1 Fees effective from 1 July 2023.
- 1.2 The fees replace all previous fees charged by Council.

Method of payment

- 1.3 Fees can be paid in cash or electronically.

Time of payment

- 1.5 Applicants must pay the fee/s when an invoice for the submitted application/s is/are presented for payment, except in the case of Impact statements and assessments, which become payable when the need for such an Impact statement / assessment becomes known to Council. The applicant must then be notified in writing of further payments and processing of the application may then only commence once payment is made which must be clearly stipulated in the notification.
- 1.6 An application will only be deemed valid and the processing thereof will only commence once receipt of payment for the application is verified by Finance.
- 1.7 All application fees are payable in the case of multiple applications.

Proof of payment

- 1.8 A receipt must be issued to the applicant for all fees received. A copy of the receipt must be filed on the relevant file.

Refunds

- 1.9 All fees payable are set fees and not deposits.
- 1.10 In the case of the withdrawal of applications, refunds will be paid as follows:
 - a) Before advertising or circulation takes place – the full advertising component/fee and 50% of the total of all the other application fees is refunded.
 - b) After advertising has taken place – no refund.
- 1.11 If an exemption or reduction of fees is granted in terms of the provisions of subsection 10, refunds will be given as per the decision.

Subject to change

- 1.12 All fees and business rules are subject to change.
- 1.13 The specific fee applicable at the time when the application is accepted by Council, is payable.



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TARIFF STRUCTURE: PROPERTY MANAGEMENT: 2023/2024

	DESCRIPTION	APPLICATION FEE	RENTAL/TARIFF
1.	Lease Agreements		
1.1	For commercial purposes, other than outdoor dining and parking purposes	R2 500.00	To be determined by an independent valuer: on an <i>ad hoc</i> basis
1.2	For commercial parking purposes*	R1 200.00	
	(a) Stellenbosch CBD, Franschhoek CBD and Technopark		R326.00/parking bay/month
	(b) Other Areas		R 221.00/parking bay/month
1.3	For residential parking purposes*	R600.00	R173.00/parking bay/month
	*Up to 3 parking bays.		
1.4	Tertiary Institutions, schools and pre-schools	R1 200.00	R105.00/parking bay/month
1.5	For outdoor dining purposes*	R1 200.00	
	(a) Stellenbosch CBD and Franschhoek CBD		R150.00/m ² /month
	(b) Other areas		R150.00/m ² /month
1.6	Projections and projecting structures	R2 500. 00	
	(a) Onto street reserves/side walks		Once of payment of:
	Up to 50 m ²		R 473.00 per m ²
	51 m ² to 100 m ²		R 420.00 per m ²
	More than 100 m ²		R368.00 per m ²

DESCRIPTION	APPLICATION FEE	RENTAL
(b) Onto other council – owned property, where such projection has an impact on development value of council – owned property	R3 000. 00	To be determined by an independent valuer (should the estimated value be more than R100 000.00, then the weighted average of 2 independent valuations must be obtained)
1.7 For temporary use of Council-owned property for construction work		
(a) Stellenbosch CBD and Franschhoek CBD & Technopark	R3 000.00	
Up to 20 m ²		R630.00 per month
20 m ² - 100 m ²		R1 260.00 per month
101 m ² – 1000 m ²		R6 300.00 per month
More than 1000 m ²		R12 600.00 per month
(b) Other areas	R 500.00	
Up to 20 m ²		R315.00 per month
20 m ² - 100 m ²		R683.00 per month
101 m ² – 1000 m ²		R3 675.00 per month
More than 1000 m ²		R7 875.00 per month
Deposit:		An amount to be determined by D:CS in relation to the potential risk to infrastructure/improvement with a minimum amount of R2 000.00
<p>*Please note: Where a new owner of a property wants to apply for a change in name, 20% of application fees will be payable</p>		
2. Lease Agreements*		
2.1 Temporary use of Council-owned property to a maximum of 30 days	R600.00	
Daily tariff:		
a) Up to 100m ²		R236.00 per day
b) Between 100m ² and 1000m ²		R599.00 per day
c) More than 1000m ²		R2 625.00 per day
Deposit:		To be determined by D:CS, depending on the possible risk associated with the event.

	DESCRIPTION	APPLICATION FEE	RENTAL
2.2	Telecommunication structure - Application/Power of Attorney	R2 000.00	Market related rental to be determined.
2.3	Temporary use of vacant Council-owned buildings* *Not covered by approved tariff structure To be considered by: D:CS: To a maximum of 1 month D:CS: To a maximum of 3 months MM: To a maximum of 6 months MM: To a maximum of 12 months		
3.	Servitudes*		
3.1	In urban areas	R2 500.00	Once-off payment of 80% of municipal valuation of land
3.2	In rural areas	R2 500.00	Once-off payment of 60% of municipal land.
	* Please note: Where estimated servitude value exceeds R100 000.00, the fair market value is to be determined by an independent valuer. Where estimated servitude value exceeds R1M, the fair market value is to be determined by two independent valuers (weighed average)		
	Posters		
4.			
4.1	Political parties 85% of tariff refundable on removal of posters as per conditions.		R5 250.00 (deposit)
4.2	For Commercial purposes (a) Up to 30 posters (b) Between 30 and 60 posters (c) Between 60 and 100 posters (d) More than 100 posters		R53.00 per poster R63.00 per additional poster R84.00 per additional poster R105.00 per additional poster
4.3	Non-commercial purposes (a) Up to 30 posters (b) Between 30 and 60 posters (c) Between 60 and 100 posters (d) More than 100 posters		R21.00 per poster R32.00 per additional poster R42.00 per additional poster R53.00 per additional poster
4.4	Woordfees: Individual artists (a) Per poster (to a maximum of 20 posters)		R58.00

	DESCRIPTION	APPLICATION FEE	RENTAL
4.5	Local Theaters		
	(a) Up to 500 posters for a season		R4 200.00
	(b) Up to 1000 posters for a season		R8 400.00
	(c) More than to 1000 posters for a season		R12 600.00
4.6	Newspapers		
	Local		
	a) Up to 1000 posters per annum:		R3 150.00
	b) Up to 2000 posters per annum:		R5 250.00
	c) More than 2000 posters per annum:		An additional amount of R8.00 per poster
	Other		
	a) Up to 1000 posters per annum:		R5 250.00
	b) Up to 2000 posters per annum:		R8 400.00
	c) More than 2000 posters per annum:		An additional amount of R8.00 per poster

***Note:** The term posters include flags.

Please note: -

- a) Application fees listed in this tariff structure exclude professional fees such as legal fees, valuation fees, survey costs, publication of notices, etc. Where such costs are incurred, it is payable by the applicant, over and above the application fee as listed in this tariff structure.
- b) All fees include VAT

Exemption

The Municipal Manager may at his or her sole discretion, and after taking into consideration the merits of a specific application, exempt an applicant from paying the tariffs as set out above, or at a reduced rate.

LAND USE MANAGEMENT**2 APPLICATION FEES****Description**

- 2.1 Application fees are the minimum fee payable for submitted applications.
- 2.2 All fees are payable per item applied for (each consent, departure, rezoning, etc, charged separately) per property in line with the Stellenbosch Land Use Planning By-law , where applicable. Unless application is simultaneously made for the consolidation or subdivision of more than one property, which is directly adjacent, cadastrally bounded to each other, owned by the same property owner and submitted as one application for consideration. Only one application fee will be applicable for all erven included in the application.

Rezoning & Determination of a zoning

- 2.3 Rezoning fee is payable per application.
- 2.3.1 Determination of a zoning is payable per application.

Permanent Departure fee

- 2.4 The departure fee must be charged per application per property (i.e. if a building departs from the street and lateral building lines, coverage as well as from height, then the applicable fee must be charged as a single fee per property). In the case of registered indigent owners, as well as subsidised housing schemes, no departure fee at all would be payable.

Temporary Departure, Permission in terms of the Zoning Scheme (Additional Uses/ Technical Approvals), Permission in terms of condition in the Title Deed, Occasional Use of Land, Consent Use in terms of the Zoning Scheme

- 2.5 Temporary departure, Permissions, Occasional use of land, Consent uses and Technical approvals, etc. are charged separately per application per property in addition to any departures (regulations) applied for.
- 2.5.1 A separate fee is applicable in respect of applications for temporary departure, consent use or special development in order to establish a house shop and/or early childhood development centres (ECD's) / home day care centres or day care centre and all Occasional use of Land applications.

Subdivision & Consolidation & Amendment or Cancellation of subdivision plan (inclusive of general plan/diagram)

- 2.6 Application fee is payable per application submitted.

Exemption Certificates (subdivision/consolidation)

- 2.7 This fee is payable for subdivisions/consolidations which are exempted in terms of the applicable legislation. This fee is payable per application submitted.

Removal, Relaxation, Suspension and Amendment of Restrictive Title Deed conditions

- 2.8 This fee is payable per application per property submitted.

Amendment, Deletion or Imposition of conditions in respect of an existing approval

- 2.9 This fee is payable per application submitted.

Extension of validity period of approval

- 2.10 Fees should be paid as depicted on the tariff schedule. For all applications for extension the fee will be 50% of the current application fee, for the financial year in which the application for extension is submitted, inclusive of VAT.

Permission in terms of condition of approval or Administrative permission or approval inclusive of but not limited to: Site Development Plans; HOA Constitutions; Architectural / Design / Aesthetic Manuals or Guidelines, Landscaping Plans & Phasing Plans

- 2.11 This fee is payable per application submitted. All permissions or approvals that is required and originates from a condition of an approval attached to a land use application granted by the municipality, will be exempted from this tariff. Any subsequent applications for the amendment to such permissions/ approvals on the initiative of the applicant will not be exempted.

Closure of Public Place / Roads or part thereof

- 2.12 This fee is payable per application submitted.

Disestablishment of Home-Owners Association

- 2.13 This fee is payable per application.

Rectify failure of a Home-Owners Association to meet its obligations

- 2.14 This fee is payable per application.

Permission for reconstruction of existing building constituting a non-conforming use

- 2.15 Permission required for the reconstruction of an existing building that constitutes a non-conforming use that is destroyed or damaged to the extent that it is necessary to demolish a substantial part of the building. This fee is payable per application.

Naming and numbering of Streets, Places and Buildings

- 2.16 This fee is payable per application submitted.

Renaming of Streets, Places and Buildings

- 2.17 This fee is payable per application submitted.

3 ADVERTISING FEES**Advertising framework**

- 3.1 Advertising: is required in terms of the relevant land use legislation.
- 3.2 Advertising will be done in accordance with the land use legislation and fees will be charged accordingly.

- 3.3 Advertising in the press and advertising which consists of the serving of notices to interested and affected parties are charged independently (with different fees being applicable). No 'serving of notice' fee is applicable when notifying the applicant of the outcome of an application or notifying any objectors of the right of appeal.

Advertising in the press

- 3.4 The fee for advertising in the press is applicable whenever press advertising is required in a local weekly newspaper or daily newspaper and/or Provincial Gazette. This fee is only payable when Council undertakes the advertising.
- 3.5 Advertising in the press is a basic advertising fee. Should the actual costs be more, the applicant is liable for such extra costs upon receipt of a quote.
- 3.6 Composite applications for the same property when advertised collectively in the press carry a single advertising fee.

Serving of notices

- 3.7 The fee for serving of notices is payable when Council conducts the serving of notices. This fee is not applicable when the applicant conducts the advertising.
- 3.8 The fee applicable for every 10 notices or part thereof to be served by Council is depicted in the schedule.
- 3.9 The 'serving of notices' fee is also applicable when notices are delivered by Council to interested and affected parties.

4 OTHER

Deviation from Council Policies and By-laws

- 4.1 Deviation from Council Policies and By-laws are charged per application per property.

Appeal

- 4.2 Appeal fees are charged and are payable per appeal submitted in respect of any decision taken by Council.

Intervener Status

- 4.3 This fee is payable per application submitted.

Transfer clearance

- 4.4 Transfer clearance fees are payable per erf for which application is made for clearance in terms of the applicable land use legislation and includes a Power of Attorney (POA) and a Certificate of Registered Title (CRT).

Zoning Certificate

- 4.5 This fee is payable when a formal zoning certificate is issued. Payment of this fee is required in respect of each erf for which a zoning certificate is requested.

Business Licence

- 4.6 This fee is payable in respect of each application received for the issuing of a business licence.

5 CONTRAVENTION PENALTY

- 5.1 Contravention penalty is applied in accordance with a Council Policy, By-law and/or any such enabling planning legislation and associated provisions.
- 5.2 A contravention penalty as stipulated in the Stellenbosch Municipal Land Use Planning By-Law, is payable within 30 days after approval of the utilisation of the land and/or construction activity.
- 5.3 The Contravention penalty is payable within 30 days from date of approval of the land use application that was submitted as a result of a contravention notice that was served.
- 5.4 If the property is to be transferred, the Municipality will only issue a certificate in terms of the Stellenbosch Municipal Land Use Planning By-Law, upon proof of payment of the contravention penalty.
- 5.5 No occupancy certificate for the building construction will be issued unless proof of the payment of the contravention penalty is submitted by the applicant.
- 5.6 Formula for Contravention Penalty: **((actual area/m² multiply by penalty rate A) + (indirect area /m² multiply by penalty rate B)) x (valuation/m²) = R/m²**
The area of the construction activity (actual area per square meter x penalty rate A) and/or land area (indirect area per square meter x penalty rate B) that is unlawfully utilised in terms of the relevant zoning of the property) multiplied by (the municipal value per square meter (m²) of the land and/or building as stipulated in the current valuation roll of the municipality as on the date that is indicated on the contravention notice)
- 5.7 **Definitions:**
- 5.7.1 "Area" refers to the utilisation of the land and/or work on the land and/or construction activity on the land and/or any building on the land and/or structure on the land that is being utilised in a manner other than permitted in the zoning scheme without the prior approval of the municipality.
- 5.7.2 "Valuation" refers to the municipal valuation of any land and/or building as indicated in the current Municipal Valuation Roll.
- 5.7.3 "Date" refers to the date as indicated on the contravention notice.
- 5.7.4 "Property value" refers to the Value of property as reflected in the most recent municipal valuation roll.
- 5.7.5 "Valuation year" refers to the year of the last municipal valuation.
- 5.7.6 "Annual adjustment" refers to the Value adjustment (if any) on house price index or any other approved by the municipality.
- 5.7.7 "Size of property" refers to the area in square meters of the property as indicated on the title deed.
- 5.7.8 "Direct area of contravention" refers to the area in which the contravention occurs, e.g. rooms, floor area, coverage, and contravention measured in square meters.
- 5.7.9 "Indirect area of contravention" refers to the area complementary to the contravention, e.g. area used for parking, storage, outdoor activities or purposes.
- 5.7.10 "Penalty Rate A" refers to the rate at which penalty amount will be calculated on area of contravention as approved annually by Council.
- 5.7.11 "Penalty Rate B" refers to the rate at which penalty amount will be calculated on indirect area of contravention as approved annually by Council.

- 5.7.12 *"Amount payable"* refers to the total amount payable as a contravention penalty in terms of the relevant bylaw.

6 PRINTING FEES

- 6.1 Printing fees are charged per page according to size and colour. The three types of copies/prints are mono (black & white), Colour line prints and Full Colour prints (photo). Copies will only be made in the sizes that are available at a particular office.
- 6.2 The fee charged for electronic information does not include the CD, which must be supplied by the applicant.
- 6.3 If information is specifically requested in terms of the Promotion of Access to Information Act, 2000, the relevant fees as prescribed in terms of that Act applies.

SPATIAL PLANNING, HERITAGE AND ENVIRONMENT

7 PLANNING ADVISORY COMMITTEE SCRUTINY FEE

- 7.1 Planning Advisory Committee Scrutiny fees (Aesthetics Committee) are charged when a matter needs to be submitted to the Planning Advisory Committee (Heritage/Aesthetics Committee) for scrutiny, when buildings are older than 60 years or situated in the historical core. The fees are payable per application and are categorized as follows:
- 7.1.1 Minor alterations to existing buildings <500m²;
- 7.1.2 Major alterations to existing buildings >500m² and new developments.

8 COMPLEXITY FEES (ADDITIONAL FEES FOR HIGH IMPACT APPLICATIONS) AND AMENDMENT OF URBAN EDGES.

Description

- 8.1 Additional fees are charged on top of the basic application fees when a Heritage Impact Assessment (HIA), Environmental Impact Assessment (EIA) and Traffic Impact Statement / Assessment (TIA/S) are required, since such applications are more complex and involve more work. The complexity fees are charged to cover additional expenses due to the processing of complex applications, resulting from the fact that such applications normally are more complicated to process and due to the fact that it requires input from specialised staff which would not normally be involved in the assessment of applications which doesn't require an impact statement/assessment. The EIA and HIA fees are charged up front like all other fees if the application requires assessment in terms of the NEMA and/or NHRA. If an EIA and/or HIA fee has been paid when the SPLUMA/LUPA/By-law application was submitted and it turns out in the end that it did not lead to a full EIA / HIA, the EIA/HIA fee is not refundable. Complexity fees are charged per assessment/study.

9 APPLICATION FOR SIGNAGE

- 9.1 Application fees for signage (including flags) are paid in respect of each sign applied for. A minimum fee for signs smaller than 1m² is in place, but when signs are larger than 1m², the minimum fee plus the enhancement fee will be payable for every additional m².

10 EXEMPTIONS

- 10.1 All indigent residents which are registered as such with the Municipality and with proof submitted together with all applications for all permanent Departures will be exempted from the application fees applicable to permanent Departures.
- 10.2 All applications submitted by or on behalf of Council are exempt from all the application, advertising and other fees in the attached table. This exemption only applies to applications made by Council or where Council is the developer. All other government institutions must pay the normal fees.
- 10.3 All applications for a zoning certificate from provincial or national government are exempted from the application fees applicable to zoning certificates for state owned land.
- 10.4 Applications for the establishment of state, provincial and/or council subsidised housing schemes are exempt from all the application and other fees in the attached table. Advertising fees are payable in this regard. Application fees are, however, applicable in subsidised housing areas after the establishment of the areas has been completed; subject to the conditions in the establishment of any of the less formal townships.
- 10.5 All applications required to address / give effect to successful resettlement claims in terms of the Restitution of Land Rights Act, as well as in cases where land has been allocated to a successful claimant, such claimant is allowed to submit only one application, for residential development only (but including subdivision, removal of restrictions, etc, related to such residential development), which application(s) are exempt from all the application and other fees in the attached table. Advertising fees are payable in this regard. If a successful land claimant submits a mixed-use development application (which includes non-residential development) on land so obtained, such non-residential development gets charged the normal fees as specified for such application, including advertising and service of notice fees, as if the non-residential part of the application is a separate application from the residential part of the development. In cases where a successful land claimant submits a purely non-residential development application (which does not include any residential development) on land so obtained, such non-residential development application is subject to all the fees applicable to any other similar application which wasn't obtained by way of the Restitution of Land Rights Act/Rural Act 9.
- 10.6 The above fees, if not specifically exempted, also applies to applications in the BCDA areas where Council is the commenting authority.
- 10.7 The Director: Planning & Economic Development may grant or refuse applications for the exemption of some or all the applicable fees of particular applications which are necessitated due to changes to the developments made at the request of the Environmental Management Services in the interest of environmental or heritage conservation.
- 10.8 The Director: Planning & Economic Development may grant or refuse applications for the exemption or reduction of contravention penalties based on objections to a compliance notice submitted to the Development Management Department as provided for in the Stellenbosch Municipal Land Use Planning By-Law.

- Any free-standing wall
- Reconstruction of fire and natural disaster damaged buildings at applicable rate as per single/other/non-residential categories
- Any other structure, not being a Minor Building Work as per definition, are charge per meter square of the applicable category

9.2 Applications for Alterations and Additions: Plans will be assessed as follows:

- Additions: assessed on the area (square metres) per category
- Alterations: assessed on the QS/Architect estimated value and calculated at 0.008% of the value

9.3 Applications for Provisional Authorisation to Commence with the erection of a Building:

Applications for provisional authorisation to proceed with the erection of a building prior to final building plan approval will be considered on condition that:

- The application has been formally submitted (the full scrutiny fees paid) and the plans have been circulated to the applicable service branches.
- The application for provisional authority is in writing and is fully motivated.
- The prescribed provisional authorisation fee is paid. This fee is not refundable.
- The application is for specific items of work clearly defined on the working drawings accompanying the building plan submission.
- Full Planning (Zoning) approval has been obtained or is otherwise in compliance with all applicable zoning provisions.
- The property must be not encumbered by private restrictive title deed conditions.
- Provisional authorisation may be subject to applicable conditions and may include to limit the extent to which the subject building works may be implemented under such provisional authorisation prior to final approval of the building plan application.
- Any work done prior to the approval the building plans is entirely at the applicant's risk and should the plans require amendments or should the application be refused for any reason the work already completed will have to altered or removed as the case may be at the applicant's expense.

9.4 Minimum Fee for Social Responsibility – to the discretion of Director: Planning & Economic Development as specified.

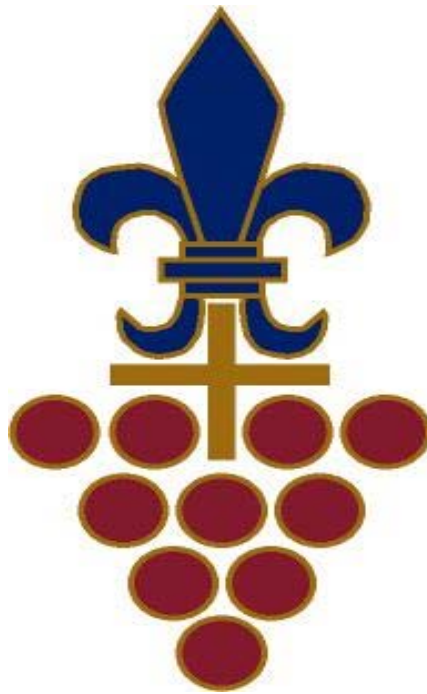
An approved minimum application fee for private Subsidised Housing Projects will be considered on condition that:

- Subsidised Proof in accordance with the Housing Code to be presented and submitted with building plan applications
- The minimum application fee is applicable to each application and is not a bulk application fee
- Pre-submission notification to be submitted, indicating the number of erven, with erf numbers approved for subsidised housing

These business rules must be read in conjunction with the "BUILDING DEVELOPMENT FEES TARIFF STRUCTURE FOR 2023/2024".

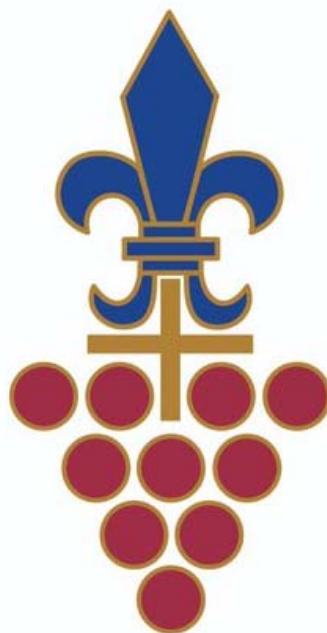
These tariff rules must be read in conjunction with the "BUILDING DEVELOPMENT MANAGEMENT TARIFF STRUCTURE FOR 2023/2024".

STELLENBOSCH MUNICIPALITY



INFRASTRUCTURE ASSET UNBUNDLING POLICY

2023/2024



STELLENBOSCH

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Infrastructure Asset Unbundling Policy

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1 Introduction

This policy is intended to provide a framework for the unbundling of completed infrastructure services capital projects and financial asset year-end processes within the requirements of sections 60, 62, 63, 78, and 79 of the Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA), and the South African Standards of Generally Recognised Accounting Practices (GRAP) as well as to promote good financial management practices.

It is the responsibility of the accounting officer to maintain a system of internal control over assets, including an accurate, valid, and complete asset register, and to ensure that appropriate accounting principles are applied to all assets.

This policy applies to all officials within the Stellenbosch Local Municipality who utilise and/or manage any type of infrastructure assets.

The Municipal Council of Stellenbosch have adopted an Asset Management Policy to regulate the effective management of all council's assets and wants to lay down broad guidelines for consistent, effective and efficient asset management principles of Stellenbosch Municipality

The Municipality of Stellenbosch have agreed to adopt an Infrastructure Unbundling Policy that will guide the Municipality with the effective, complete, and accurate capitalisation of their assets and complying with year-end processes relating to assets.

2 Definitions

In this Policy, unless the context indicates otherwise.

An **asset** means a resource:

- a) controlled by Stellenbosch Municipality;
- b) as a result of a past event;
- c) it is probable that future economic benefits or service potential associated with the assets will flow to the municipality;

Infrastructure assets are defined as assets that usually display some or all of the following characteristics:

- a) they are part of a system or network;
- b) they are specialised in nature and do not have alternative uses;
- c) they are immovable; and
- d) they may be subject to constraints on disposal.
- e) examples are road networks, sewer systems, water networks etc.

Capitalisation of assets means the recording of assets in the Fixed Asset Register. Assets may only be recorded in the Fixed Asset Register once the recognition criteria is complied with

in accordance with GRAP. That means the cost of an item shall be recognised as an asset if, and only if: It is probable that future economic benefits or service potential associated with the item will flow to the municipality; and the cost or fair value of the item can be measured reliably.

Cost means the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognized in accordance with specific requirements of other Standards of Generally Recognized Accounting Practices (GRAP). Elements of cost are the following:

- a) The purchase price, including import duties and non-refundable purchase taxes, after deducting trade discounts and rebates;
- b) Any cost directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management; and
- c) The initial estimate of the cost of dismantling and removing the item and restoring the site on which it is located.

Current Replacement Cost (CRC) is the cost of replacing the service potential of an existing asset, by reference to some measure of capacity, with an appropriate modern equivalent asset. GRAP 17 defines CRC as the cost the entity would incur to acquire the asset on the reporting date.

Depreciation means the systematic allocation of the depreciable amount of an asset over its useful life.

Directly Attributable Costs are:

- a) cost of employee benefits arising directly from the construction or acquisition of an item;
- b) cost of site preparation;
- c) initial delivery and handling cost;
- d) cost of testing whether the asset is functioning properly, after deducting the net proceeds from selling any items produced while bringing the asset to that location and condition; and
- e) professional fees.

Expected Useful Life (EUL) is a measure of the estimated life of an asset or component, such as time, number of cycles, distance intervals, production units, etc.

Fixed Asset Register means a register for recording all municipal-owned and controlled assets in accordance with GRAP accounting standards.

Generally Recognised Accounting Practice (GRAP) are accounting standards issued by the Accounting Standards Board (ASB) in terms of section 89 of the Public Finance Management Act (PFMA).

Impairment means a determined loss in future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation.

Estimated Remaining Useful Life (ERUL) is the period remaining over which economic benefits or service potential can be derived from an asset.

Useful life means the period over which an asset is expected to be available for use by the municipality.

Work-in Progress Register (WIP) the list of projects still under construction and not available for use at reporting date.

3 Purpose

The purpose of this policy is to ensure that all assets are classified and capitalised using the GRAP accounting standards and are recorded accurately on the **FAR (Fixed Asset Register)**.

4 Objectives

The objectives of the policy are stipulated as follows:

- Specifying Council's practice regarding accounting for assets. To establish a framework for the accounting treatment of assets, including proper recognition, measurement, disposal and impairment thereof to assist officials in understanding their legal and managerial responsibilities with regard to key asset functions such as:
 - o efficiently unbundling the assets from the project value to tangible assets;
 - o acknowledge when an asset is available for use and ready for recognition in the FAR;
 - o asset valuation principles in accordance with GRAP and Directive 7;
 - o establishing and maintaining asset registers.

5 Statutory and Regulatory Framework

This policy aligns with the Municipality of Stellenbosch Asset Management Policy.

This policy must comply with the accounting standards specified by the Accounting Standards Board. The relevant approved and effective accounting standards include:

- GRAP 1 Presentation of Financial Statements;
- GRAP 3 Accounting Policies, Changes in Accounting Estimates and Errors;
- GRAP 12 Inventory;
- GRAP 13 Leases;
- GRAP 17 Property, plant, or equipment;
- GRAP 16 Investment property;
- GRAP 19 Provisions, Contingent Liabilities and Contingent Assets;
- GRAP 31 Intangibles;
- GRAP 103 Heritage Assets;
- GRAP 27 Agriculture;
- GRAP 21 Impairment of Non-cash generating assets;
- GRAP 26 Impairment of Cash-generating assets;
- GRAP 110 Living and Non-living Resources.

6 Responsibilities & Accountability

The purpose of this section is to prescribe the responsibilities of the various functionaries within Stellenbosch Municipality.

The Accounting Officer (Municipal Manager)

The Accounting Officer (Municipal Manager) or his duly delegated representative is responsible to ensure implementation and compliance with the responsibilities prescribed in section 63 of the MFMA.

- The municipality has and maintains a management, accounting and information system that accounts for the assets of the municipality which includes the addition of new assets, and the disposal of old assets.

Asset Managers/ Directors

The manager referred to in Section 56 of the Municipal Systems Act is someone reporting directly to the Municipal Manager and has the functional accountabilities for the physical management of a particular set of assets in order to achieve the municipality's strategic objectives relevant to their directorate.

Asset managers should:

- ensure that a complete asset verification of all inventory and asset items is performed annually;
- ensure that the Work-in Progress register (WIP) is up to date;
- ensure all new assets are categorised correctly and are added to the updated AR;
- ensure that all obsolete, damaged, and unused assets, supported by relevant asset and condemnation forms, are handed in at the Asset Management Department without delay.

Infrastructure Services Departments:

The head of the various engineering departments are responsible for:

- Ensure that departmental officials read and acknowledge the Unbundling Policy and know the processes to follow.
- Updating the WIP register when projects have been completed in a specific financial year.
- Providing project-related information for the categorisation of the assets.
- Assist in the annual ERUL assessment of assets.
- Identify any potentially impaired assets on an annual basis and report them to the Asset Management Department.
- Ensure that complete asset verification of infrastructure asset items is performed on a five (5) year rolling basis or as prescribed by the relevant managing department, i.e. all infrastructure assets are verified over a five (5) year period.

7 Asset Capitalisation

As stated in the Asset Management Policy 2021 - 2022;

“Stellenbosch Municipality does not capitalize an asset based on a capitalization cost threshold but recognizes an asset when it complies with the definition of an asset as stipulated in GRAP 17 and the cost of the asset to the municipality can be measured reliably.

Where an asset is acquired at no cost, or for a nominal cost, its cost is its fair value as at the date of acquisition (GRAP 17.22).

Assets will only be capitalized in the asset register on completion or finalization of the project.”

Asset Capitalisation Procedures:

- i) The status of all the ongoing municipal projects within the jurisdiction of the municipality need to be updated accordingly on the FAR and WIP register at the end of each financial year:

- Completed projects: Projects that have been signed off as completed and the assets are available for use.
 - Work-in progress: Projects that are still on-going in the next financial year and not completed in the current financial year.
- ii) Capitalise completed projects as per the GRAP standards
- i. New assets: Assets that have previously not been captured on the FAR. Replacements or renewals: Assets capitalised on the FAR to replace existing old and damaged assets on the FAR. The asset that is replaced will have to be derecognised (removed from the FAR).
 - An asset categorisation (according to the GRAP asset classifications and CIDMS asset hierarchy) should be present.
 - The asset value as per project cost and apportionment during the unbundling process should be available. If the asset cost is not available, as the case might be with some donated assets, the fair value as at the date of the handover, will be recognised as the asset value.
 - Each asset component should have an Expected Useful Life (EUL) allocated to it. All new assets should have a EUL equal to their Estimated Remaining Useful Life (ERUL). In the case of a donated asset, the EUL and ERUL may differ if the donated asset was used before the transfer.
 - The acquisition date will be the date when the project was completed and became available for use. In the case of a donated asset, the handover date will be recorded as the take-on date on the FAR.
 - The asset GIS ID needs to be assigned to each of the new assets before adding it to the FAR. Asset location information should be populated in the FAR for proper control and maintenance of the assets.
 - ii. Upgraded assets: Assets that are on the FAR but have been upgraded/improved:
 - Using the previously assigned GIS ID to get the correct location.
 - The new asset value associated with the upgrade should be linked to the existing asset.
 - In the case of upgrading an existing component, the acquisition date and ERUL of the existing component need to be assigned to the upgraded component. The ERUL of the improved component should be reviewed for an increase in ERUL.
 - In the case of upgrading an existing asset but with a new component, the steps as for a new asset should be followed.

- iii) The total of all asset additions in the FAR capitalised within a financial year should align with the total project cost transferred out of the WIP register at the reporting date.

Asset Classification

Assets must be classified according to the GRAP accounting standards and the CIDMS hierarchy. The municipality's hierarchy should be approved by Council and recorded in the Asset Management Policy. Figure 1 below depicts the asset hierarchy as per CIDMS.

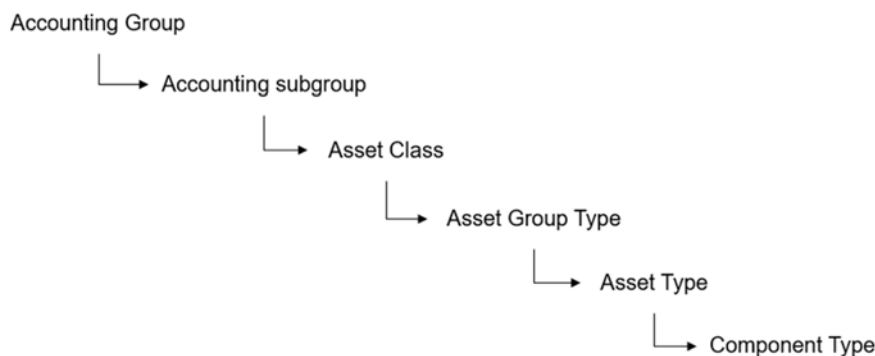


Figure 1 – CIDMS Asset Hierarchy

Asset Value

The value of the asset accounts for the cost of the asset including all associated costs such as preliminary & general costs, site clearance, excavation costs, material costs, and transport costs.

Where the acquisition cost of an asset is not available and the date on which control was handed over is also not available, the acquisition cost is measured using the deemed cost at the date the municipality adopted the Standards of GRAP in accordance with Directive 7. The deemed cost is determined as the fair value of the asset at the measurement date.

When an asset is donated to the municipality and the actual asset cost is not available, the asset will be recorded in the FAR at fair value on the date of donation.

8 Depreciation

Each part of an item of property, plant, and equipment with a cost that is significant in relation to the total cost of the item shall be depreciated separately.

A significant part of an item of property, plant, and equipment may have a useful life and a depreciation method that are the same as the useful life and depreciation method of another significant part of that same item. Such parts may be grouped in determining the depreciation charge.

A variety of depreciation methods can be used to allocate the depreciable amount of an asset on a systematic basis over its useful life. These methods include the straight-line method, the diminishing balance method, and the production unit method. The straight-line depreciation results in a constant charge over the useful life if the asset's residual value does not change.

The straight-line depreciation method is used to allocate the depreciable amount of infrastructure assets over their useful lives on a systematic basis.

9 Asset Impairments

Impairments are defined as “a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation”.

According to the Municipal Finance Management Act (MFMA) and GRAP, assets should be reviewed for impairments on an annual basis. There are two impairment accounting standards to be used by local government. If an asset is used with the objective to generate a commercial return, the Standard on Impairments of Cash-generating assets, GRAP 26, will be applicable. Local government assets are usually used to render a service rather than generating a commercial return. In the case of service delivery assets, the Standard on Impairment of Non-cash generating (GRAP 21) assets was applied for the testing of impairments.

Recoverable amount is the amount that the municipality expects to recover from the future use of an asset, including its residual value on disposal.

The recoverable service amount or recoverable amount is the higher of an asset's fair value less the cost to sell and its value in use.

The recoverable amount of individual assets, or groups of identical assets, is determined separately and the carrying amount is reduced to the recoverable amount on an individual asset, or group of identical assets, basis. However, there may be circumstances when it may not be possible to assess the recoverable amount of an asset on this basis, for example when all of the plant and equipment in a sewerage purification work is used for the same purpose. In such circumstances, the carrying amount of each of the related assets is reduced in proportion to the overall decline in recoverable amounts of the smallest grouping of assets for which it is possible to make an assessment of recoverable amounts.

The following may be indicators that an asset is impaired, such assets should be tested for an impairment:

- a) The item has been damaged;
- b) The item has become technologically obsolete;
- c) The item remains idle for a considerable period of either prior to it being put into use or during its useful life;

The detail on external and internal impairment indicators is indicated in GRAP 21.23.

Reversal of an Impairment Loss

The same procedures as for the identification of impaired assets are followed to assess whether there is an indication that an impairment may have decreased or eliminated. If so, the difference between the recoverable amount and the carrying amount should be debited to the asset's carrying amount. Therefore, the asset's value will increase to be equal to the recoverable amount.

The ERUL of the asset should be reviewed when a reversal of impairment occurs.

The increased carrying amount due to reversal should not be more than what the depreciated historical cost would have been if the impairment had not been recognised.

Reversal of an impairment loss is recognised as income in the Statement of Financial Performance.

Depreciation must be adjusted for the reviewed ERUL of the asset.

10 Asset Derecognitions

The carrying amount of an asset shall be derecognised:

- a) on disposal (including disposal through a non-exchange transaction); or
- b) when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of an asset shall be included in the surplus or deficit when the item is derecognised.

In terms of Section 14 of the MFMA the municipality may not dispose of any capital asset required to provide a minimum level of basic municipal services.

A municipality may dispose of any other capital asset, provided that:

- a) the Council, in a meeting open to the public, has first determined that the asset is not required to provide a minimum level of basic municipal services; and
- b) the Council has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset.

The decision that a specific asset is not needed to provide the minimum level of basic municipal services, may not be reversed by the municipality after that asset had been sold, transferred, or otherwise disposed of.

11 Estimated Remaining Useful Life (ERUL) Assessment

An ERUL assessment has to be conducted annually on assets that have an ERUL of 2 years or less to identify assets that have to be disposed of, impaired, and adjusted. Departments should also review the ERUL of any asset where indicators exist that there might be an

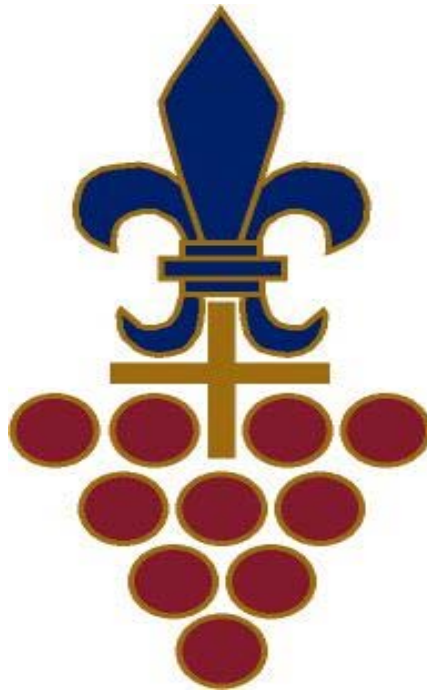
increase or decrease in the life cycle of the asset. The ERUL might increase in the case of an asset upgrade or if an event occurred that affects the life cycle of the asset in a positive manner. Any event/ factor that affects the life cycle of an asset in a negative manner should be recorded, for the asset's ERUL to be review.

Procedure during an ERUL review:

- The Fixed Asset Register is to be reviewed annually and assets with an ERUL of 2 years or less need to be identified;
- The list of identified assets is to be discussed with all engineering department heads to determine the status of the assets;
 - a. Vandalised assets to be included on the impairment list;
 - b. Assets that are no longer in a working condition to be added to the disposed of list;

Assets that are still in working condition are to be noted and the ERUL is to be adjusted adequately.

STELLENBOSCH MUNICIPALITY



POOL VEHICLE POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

POOL VEHICLE POLICY

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Purpose

To ensure the proper procedure of booking and utilization of a pool vehicle.

Utilization of Pool Vehicles

No person, other than a municipal official in possession of a valid driver's licence may drive a Pool Vehicle and no person other than an official may be transported in a Pool Vehicle, provided that the CFO, Municipal Manager or a director may in exceptional circumstances authorise that other passengers may be transported in such Pool Vehicle.

Municipal officials that receive car allowance are NOT allowed to use any pool vehicle.

Section 1: Responsibilities of Drivers

The full cooperation of all employees concerned is required to always ensure that the municipal transport system functions efficiently. All drivers are expected to accept and exercise the responsibilities associated with the operation of vehicles.

1.1 Usage

1.1.1 Municipal transport is provided strictly for official services only and is not to be used for private purpose

1.1.2 When a municipal vehicle is to be used, the driver must ensure that a copy of the Trip Authorization Form (provided by fleet management) duly authorized and signed, is held in the vehicle.

1.1.3 All municipal vehicles must be issued with a Daily Logbook. The driver is required to record all his/her daily trips in the logbook. The Daily Logbook must be submitted to the Fleet management Department upon returning the vehicle.

1.1.4 Municipal fuel cards may be used only for the purposes of refuelling of municipal vehicles and is not to be used for private purposes.

1.2 Public Image

All municipal vehicles shall be driven in a SAFE and COURTEOUS manner, which will promote the municipality's PUBLIC IMAGE. Municipal drivers are constantly in public view; their behaviour shapes the public concept of municipal efficiency in general.

1.3 Careful handling

Municipal vehicles shall at all times be driven and handled with proper care and attention, to obtain the best mechanical service and avoid infringements of the law. Any evidence of neglect, rough handling or reckless driving must be reported to Fleet management Services and will result in disciplinary action.

1.4 Inspection

- 1.4.1 Pre-drive inspection of vehicles are to be carried out by Fleet management officer daily, as required in terms of the pool vehicle policy.
- 1.4.2 Fleet management officer must always ensure that the vehicle is in a roadworthy condition.
- 1.4.3 The last user of a vehicle will be held responsible for any unreported damage/defects/loss. The fleet management officer must thoroughly inspect a vehicle after each trip. Any damage/defects found by the Fleet management officer must be reported to the fleet Manager immediately and an appropriate action must be taken by management. A vehicle must not be driven prior to all damages/ defects being attended to.
- 1.4.4 All municipal vehicles must be inspected periodically by the Fleet management officer of Stellenbosch Municipality to ensure that a proper state of cleanliness, repair and efficiency is being maintained. All instances of poor upkeep of municipal vehicles must be investigated and disciplinary action taken. All costs incurred in repairing the vehicle are to be recovered from the driver/person responsible for the vehicle.

1.5 Pre- and Post-Driver Activities

1.5.1 Before a vehicle is driven, the fleet management officer must ensure that the following activities have been carried out:

Pre-trip activities

- a) Carry out an inspection of the vehicle.
- b) Record all damages to the vehicle observed during the pre-inspection.
- c) Both fleet management and line department signs the findings of the pre-inspection
- d) Check whether the logbook details is the same as the km's on the odometer
- e) Give the driver the trip authorisation form and make sure that it is signed.
- f) Ensure that the details of the trip to be undertaken are entered in the Logbook.

Post-trip activities

- a) Cross check the odometer reading, distance covered and time in the daily Logbook.
- b) Inspect the vehicle thoroughly.
- c) Report to fleet manager any damage to the vehicle.
- d) Confirm whether fuel was purchased and hand over the fuel slip to fleet management.
- e) Check whether all information is correctly recorded in the logbook.

1.5.2 Every trip undertaken by the driver must appear as a separate entry in the Logbook.

1.5.3 Inspection Forms and Logbook entries must be checked by fleet management officer every day. All instances of irregular/unauthorized use of motor vehicles must be investigated by Fleet management services and disciplinary action be taken where necessary.

1.6 Safety

All employees must be fully aware that it is a criminal offence to disobey the general safety instructions issued by their employer. Persons guilty of failing to observe safety instructions are liable not only to disciplinary action in terms of the Municipality's Conditions of Service, but also to prosecution by the Department of Labour.

1.7 Rules

Failure to observe the rules contained herein and any additional instructions issued by Fleet management will render the offending employee liable to disciplinary action.

1.8 Driver Competency

The Traffic Management Section will perform a Competency Test to every municipal employee who requires to operate a municipal vehicle. The employee must pass the test to receive a certificate authorizing them to operate a municipal vehicle.

Section 2: Determining the need for vehicles

2.1 The Managers of departments are responsible for determining the number and types of vehicle(s) that will be required for a booking and will communicate that to fleet management via email, it is the responsibility of fleet management to determine which vehicles will be available.

2.2 A vehicle must be booked from fleet management 24 hours before the trip.

Section 3: Issue of Vehicles

3.1 Exclusive use of vehicles

3.1.1 There will be no exclusive use of a pool vehicle.

3.2 Pool Vehicles

3.2.1 Authorization is to be obtained from each manager of Department prior to an employee taking possession of a vehicle.

3.2.2 A daily trip authorization form is to be completed and approved by the Director or senior manager of Department prior to the employee taking possession of a vehicle.

3.2.3 Vehicle keys are to be issued to the employee by fleet management officer and stored by fleet management at the close of business each day.

3.2.4 A physical inspection of the vehicle is to be conducted by fleet management officer subsequent to the vehicle being returned by the employee as stated in 1.4

3.2.5 A register is to be maintained by fleet management, which details the following information daily:

- a) Name of employee
- b) Travel destination for the day
- c) Mileage for the day
- d) Time of transfer of vehicle to employee
- e) Name of fleet management Officer that issued the vehicle
- f) Time of return of vehicle keys.

3.2.6 Unless prior arrangements have been made with fleet management, employees who fail to return vehicles at the close of business each day, will be subject to disciplinary action.

3.2.7 No employee shall take a pool vehicle home overnight.

Section 4: Proper use of Municipal vehicles

The following rules must be observed:

- 4.1 The most economical vehicle suitable for the purpose must be used.
- 4.2 The vehicle shall only be driven by an appropriate licensed and duly authorized employee on official duty.
- 4.3 The driver must be licensed in terms of National Road Traffic Act for the particular class of vehicle under his/her control.
- 4.4 No person shall move, drive, or operate any municipal vehicle unless he/she is fully authorized to do so. The unauthorized use of a vehicle will render the person concerned liable for prosecution in a court of law, over and above any internal disciplinary action.
- 4.5 Passengers, inclusive of municipal staff, are not permitted to ride on or inside any municipal vehicle except for the execution of municipal duties. All passengers must sign an indemnity prior to being transported in a municipal vehicle.
- 4.6 The driver shall not deviate any vehicle from the shortest route to the destination to serve the private interest of the driver or his/her passengers, or in connection with the conveyance, loading or unloading of private property or goods.
- 4.7 The driver shall not utilize any municipal vehicle for private purpose.
- 4.8 The driver of any vehicle shall not deviate to any unauthorized routes or destinations and shall not enter any unauthorized premises or areas.
- 4.9 Drivers are expected to route their vehicles so as to secure maximum operating efficiency at minimum expenses.
- 4.10 Logbooks with specific details must be kept up to date and inspected by fleet management officer every day. Any deviation must be investigated and, when necessary, reported to fleet manager for further investigation, so that disciplinary action can be taken against infringing members.
- 4.11 The fleet manager must report all deviations and actions taken to the Chief Financial Officer monthly.

Section 5: Vehicle Keys

- 5.1 Employees in charge of vehicles must always ensure that the ignition, door lock, fuel cap, gear lock and other keys of the vehicle in use are suitably safeguarded against loss or theft.
- 5.2 In the event of a vehicle's keys being lost or mislaid, the driver must not attempt to open the locking system of the vehicle but must obtain assistance from fleet management services.
- 5.3 A thorough investigation must be conducted by Fleet management to establish the causes for vehicle keys being lost. Where it is found that the loss of keys is due to negligence on the part of the driver, all costs to recover/replace the keys must be recovered from the driver.

- 5.4 At no time shall a driver leave his/her vehicle unattended without first switching off the engine and removing the ignition key, engaging the gear-lock, and removing the key.

Section 6: Damage, Losses, and Theft

Damage, losses, and theft, other than those arising from accidents, are dealt with under this section.

- 6.1 An employee who takes over a municipal vehicle must ensure that any damage or loss is immediately brought to the notice of Fleet Management in writing. Unless he/she complies with this instruction, he /she will be deemed to have received the vehicle in good order.
- 6.2 Any person found unlawfully removing fuel from a municipal vehicle or engaged in an unauthorized removal or exchange of any component on a municipal vehicle will be subjected to the strictest discipline, as prescribed in the prevailing Conditions of Service.
- 6.3 In the event of losses, thefts and hijacking, the employee operating the vehicle must immediately report the matter to Fleet Management for further investigation and follow up
- 6.4 In the event of a hijacking or armed robbery, Law Enforcement must be contacted immediately
- 6.5 Any pool vehicle may be subjected to a search by fleet management officer.

Section 7: Garaging and parking of municipal transport

7.1 Overnight parking

- Vehicles must be parked at designated municipal premises.
- Under no circumstances should municipal vehicles be parked outside designated premises without the authorization of Fleet Management services.

7.2 Reserved areas

No pool vehicle is allowed to park on reserved areas or the area for visiting personnel.

Section 8: Mechanical Appreciation

- 8.1 Whilst a municipal pool vehicle is in operation, the driver shall regularly check the warning lights, indicators, and gauges. Immediate action must be taken should anything untoward being noticed, to prevent damage or further damage to the vehicle or its components.
- 8.2 Where there is an indication of excessive engine heat or lack of oil pressure, the engine shall be switched off immediately and the vehicle not driven further under its own power until the matter has been rectified.

- 8.3 The “revving” up of engines is detrimental, especially at the cold starting-up stage. Until normal operating temperatures are achieved, high speed engine operation must be avoided.
- 8.4 Where a vehicle is subjected to extended periods of waiting in dense traffic, the neutral gear position must be selected and the hand brake applied, to avoid unnecessary wear on the clutch components.
- 8.5 Travelling with a foot on the clutch pedal must be avoided, as this causes premature failure of the clutch assembly and release bearing.
- 8.6 A smooth balance must be maintained between the clutch and accelerator pedal to avoid damage to the vehicle’s drive train.

Section 9: Safe Driving

9.1 Traffic Regulations

Traffic fines arising from neglect on the part of the driver will not be paid by the Municipality. The driver will be held personally responsible and will not receive any financial assistance from the Municipality.

9.2 Speed Limits

Apart from the necessity of observing the speed limits laid down by the government and local authorities, municipal motor vehicles must not be driven at speeds that may endanger the lives of occupants and other road users. Speed must be adjusted to suit weather conditions, road conditions and the vehicle being used.

Section 10: Speedometers, Odometers and Hour-meters

- 10.1 It is important that odometers and hour-meters always reflect the true elapsed distance and times. Any defect in a speedometer, odometer or hour-meter should be rectified as soon as possible.
- 10.2 No person shall disconnect the speedometer of a municipal vehicle. Where a speedometer is fitted to a vehicle, the National Road Traffic Act requires it to be in good working order.
- 10.3 Speedometers and hour-meters should not be tampered with.

Section 11: Care of Tyres

11.1 Tyre pressures

Fleet management officer must ensure that the inflation of tyres is in accordance with the pressures recommended by the manufacturer of the vehicle. Incorrect inflation, particularly under inflation, is the greatest single factor contributing to undue wear, overheating and premature failure of tyres. Any deviation from specified pressures will have adverse effects on steering, braking, road holding and safety.

11.2 Precautionary measures

11.2.1 The checking and correction of tyre pressures should be performed in cold tyres only.

11.2.2 Scuffing or running into kerbs and running over projections should be avoided.

11.2.3 Mechanical defects that cause uneven tyre wear should be rectified immediately.

11.2.4 Regular inspections should be held for tread wear, cuts, bruises and stones wedged between dual wheels. Tread depth at any point across the entire breadth of the tread and circumference of the tyre must not be allowed to be less than 1 mm. A tyre that does not meet this requirement must be replaced immediately.

11.2.5 Dust caps on tyre valves must be replaced.

11.2.6 Sudden or fierce braking, unnecessary acceleration and fast cornering should be avoided.

11.2.7 Dumping sites are always littered with sharp projections, which cause an ongoing puncture problem. Special care must be taken to avoid sharp obstacles.

11.2.8 The removal of any imbedded foreign objects will deflate the tyre, therefore must be reported to Fleet Management Services, and not be removed by the driver.

11.2.9 The abusive or negligent treatment of tyres should be avoided as any tyre damage caused through abuse or negligence will be for the account of the driver.

Section 12: Fuel and Oil

12.1 Supply

Where employees are in charge of municipal pool vehicles require fuel and/or oil, they shall obtain supplies from the nearest designated supply point. Drivers are to ensure that the fleet number, odometer reading and quantity of fuel supplied are entered correctly on the appropriate forms. Tanks are to be filled to a constant level.

12.1.1 The Fleet management officer is responsible for checking the engine oil and water on every occasion before it is booked or that the vehicle is refuelled.

12.2 Fuel saving

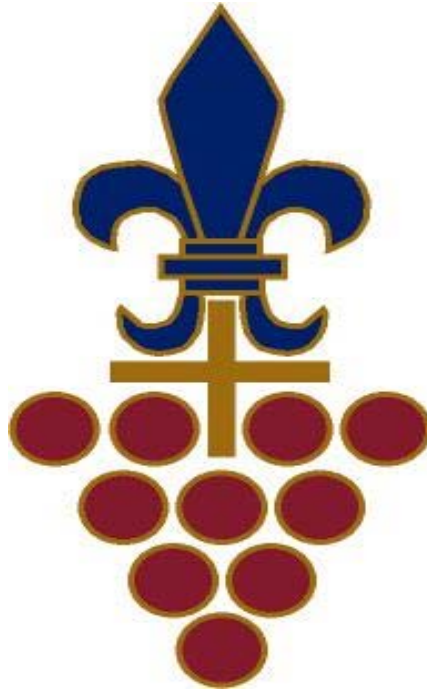
Some factors that have a major bearing on fuel economy are set out below for the guidance of all concerned:

- 12.2.1 Wastage due to the overfilling of the fuel tank must be avoided and vehicles must, wherever possible, be parked on level ground and in the shade.
- 12.2.2 Vehicles must at all times be driven in the gear ratio appropriate to the road conditions.
- 12.2.3 Road speeds must be kept as constant as possible.
- 12.2.4 Acceleration and braking must be executed smoothly and gently. The most uneconomical use of fuel occurs during acceleration and with the engine idling in a stationary vehicle.
- 12.2.5 Any strong smell of fuel must be investigated immediately, especially if noted while the vehicle is in motion. Besides causing wastage, petrol leakage is highly dangerous.
- 12.2.6 The driver should not allow the engine of any vehicle or machine to run unnecessarily.

Section 13: Servicing and repair of municipal motor vehicles

- 13.1 All motor vehicles shall be serviced and repaired in accordance with the policies and procedures as laid down by Stellenbosch municipality and the relevant service provider.
- 13.2 Fleet management officer in charge of pool vehicles shall be responsible for ensuring that service arrangements are strictly adhered to.
- 13.4 Timeous servicing arrangements - When a vehicle needs to be serviced, Fleet management officer must arrange for the vehicle to be serviced through Wesbank. Servicing is not to be delayed due to the non-availability of a substitute vehicle.

STELLENBOSCH MUNICIPALITY



BORROWING, FUNDS AND RESERVES POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

BORROWING, FUNDS AND RESERVES POLICY

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1. INTRODUCTION

The documented **Borrowing, Funds and Reserves Policy**, sets out the framework for the prudent use of Borrowing, Funds and Reserves available to the Municipality.

This Policy should be implemented in conjunction with the approved **Liquidity Policy**. The Liquidity Policy sets out the prudent level of cash to be maintained by the Municipality as one of several factors to ensure long term financial sustainability. It is however of equal importance to protect, maintain and extend the infrastructure of the Municipality to ensure the continued provision of services at an acceptable standard.

This policy is implemented to provide guidance on the appropriation of capital funding resources on a sustainable basis in the longer term.

2. BACKGROUND AND APPROACH

With reference to the applicable legislation as referred to in paragraph 3 below. Legislation exists and prescribes the framework of a Borrowing as well as Funds and Reserves Policy and these factors will all be addressed in this Policy.

Although legislation provides guidance as to the broader framework to ensure financial management of resources to ensure the Council meets all of its obligations timeously, it is not prescriptive with regards to quantifying not only the prudent level of Borrowing, Funds and Reserves but more so the optimal level hereof.

Therefore, in this Policy cognisance has been taken of the legislative guidelines whilst more prescriptive guidelines are set for the optimal management and monitoring of resources to the Municipality's avail based on sound financial practices.

3. LEGISLATIVE REQUIREMENTS

The legislative framework governing borrowings, funds and reserves are:

- 1.1. Local Government Municipal Finance Management Act, Act 56 of 2003 (MFMA) must be complied with; and

- 1.1.1. MFMA Circular 71 stipulates the following guidelines regarding borrowing:

Capital Cost (Interest Paid and Redemption) as a % of Total Operating Expenditure

$(\text{Capital Cost (Interest Paid and Redemption)} / \text{Total Operating Expenditure}) \times 100$

Criteria: 6% - 8%

Debt (Total Borrowings) / Revenue

$(\text{Overdraft} + \text{Current Finance Lease Obligation} + \text{Non Finance Lease Obligation} + \text{Short Term Borrowings} + \text{Long Term Borrowings}) / \text{Total Operating Revenue}$

Criteria: Maximum 45%

1.2. Local Government Municipal Budget and Reporting Regulation, Regulation 393, published under Government Gazette 32141, 17 April 2009.

4. FUNDING POLICY

The Local Government Municipal Budget and Reporting Regulation, Regulation 393, published under Government Gazette 32141, 17 April 2009 stipulates:

8. (1) *Each municipality must have a funding and reserves policy which must set out the assumptions and methodology for estimating –*

- (a) *projected billings, collections and all direct revenues;*
- (b) *the provision for revenue that will not be collected;*
- (c) *the funds the municipality can expect to receive from investments;*
- (d) *the dividends the municipality can expect to receive from municipal entities;*
- (e) *the proceeds the municipality can expect to receive from transfer or disposal of assets;*
- (f) *the municipality's borrowing requirements;*
- (g) *the funds to be set aside in reserves.*

In terms of Section 18 and 19 of the MFMA an **annual budget** may only be funded from:

Cash backed accumulated funds from previous years' surpluses not committed for other purposes:

Transfers from the accumulated surplus to fund operating expenditure will only be allowed for specific once-off projects with no recurring operating expenditure resulting thereof.

Borrowed funds, but only for capital projects:

Actual capital expenditure may only be incurred on a capital project if the funding for the project has been appropriated in the Capital Budget, but has also been secured from the financial source that is not committed for another purpose.

Realistically anticipated revenues to be collected:

Realistic anticipated revenue projections must take into account projected revenue for the current year based on actual collection levels in previous financial years.

4.1. OPERATING BUDGET

The Operating Budget should be cash funded. The Operating Budget is funded from the following main sources of revenue:

- a) Property Rates;
- b) Service Charges;
- c) Government Grants and Subsidies;
- d) Rental of facilities and Equipment;
- e) Other revenue, fines, interest received etc.;

The following guiding principles apply when compiling the Operating Budget:

- a) Growth parameters must be realistic taking into account the current economic conditions;
- b) Tariff adjustments must be in line with the following approved policies: ***Tariff Policy and Indigent Policy***;
- c) Revenue from Government Grants and Subsidies must be in line with allocations gazette in the Division of Revenue Act and provincial gazettes. Transfers of a conditional nature must be appropriated only as prescribed and should not be used to fund the Operating Budget;
- d) Revenue from public contributions, donations or any other grants may only be included in the Budget if there is acceptable documentation that guarantees the funds and if the transfers are unconditional of nature;

- e) Provision for revenue that will not be collected is made against the expenditure item provision for bad debt and based on actual collection levels for the previous financial year and the reasonably projected annual non-payment rate;
- f) Interest received from actual Long-term and or Short-term Investments are based on the amount reasonably expected to be earned on cash amounts available during the year according to the expected interest rate trends. The actual amount allocated for interest on investments is contributed to the Capital Replacement Reserve;
- g) A detailed salary budget is compiled on an annual basis. All funded positions are budgeted for in total as well as new and/or funded vacant positions. As a guiding principle the salary budget should not constitute more than 35% of annual Operating Expenditure;
- h) Depreciation charges are fully budgeted for according to the Asset Register.
- i) The annual cash flow requirement for the repayment of borrowings must fully be taken into consideration with the setting of tariffs;
- j) Sufficient provision must be made for the maintenance of existing infrastructure based on affordable levels. The maintenance budgets are normally lower than the recommended levels as a guiding principal repair and maintenance should constitute between 5% and 8% of total operating expenditure and should annually be increased incrementally until the required targets are achieved.
- k) Individual expenditure line items are to be revised each year when compiling the budget to ensure proper control over expenditure.

4.2. CAPITAL BUDGET

The capital budget provides funding for the municipality's capital programme based on the needs and objectives as identified by the community through the Integrated Development Plan and provides for the eradication of infrastructural backlogs, renewal and upgrading of existing infrastructure, new developments and enlargement of bulk infrastructure.

The capital budget is limited by the availability and access to the following main sources of funding:

- a) Accumulated cash backed internal reserves such as the Capital Replacement Reserve;
- b) External borrowings;
- c) Government Grants and Subsidies;
- d) Public Donations and Contributions.

The following guiding principles apply when considering sources of funding for the capital budget:

a) Government Grants and Subsidies:

- a. Only Government Gazetted allocations or transfers as reflected in the Division of Revenue Act or allocations as per Provincial Gazettes may be used to fund projects;
- b. The conditions of the specific grant must be taken into consideration when allocated to a specific project.

b) Public Donations and Contributions:

- a. In the case of public contributions, donations and/or other grants, such capital projects may only be included in the annual budget if the funding has been received by the municipality already.

c) External Borrowing:

- a. The borrowing requirements as contained in the **Borrowing Policy** in paragraph 6 are used as a basis to determine the affordability of external loans over the Medium Term Income and Expenditure Framework. The ratios to be considered to take up additional borrowings are as follows, unless in contravention with any loan covenants:
 - i. Estimated long-term credit rating of BBB and higher;
 - ii. Total Long-term Debt to Total Operating Revenue (excluding conditional grants and transfers) not to exceed 45%;

Capital Cost (Interest Paid and Redemption) as a % of Total Operating Expenditure not to exceed the norm between 6 -8 %

d) Cash backed Reserves

- a. Allocations to capital projects from cash backed internal reserves will be based on the available funding for each ring-fenced reserve according to the conditions of each reserve. With reference to Paragraph 5, **Reserves Policy**.

All capital projects have an effect on future operating budget therefore the following additional cost factors should be considered before approval:

- a) Personnel cost to staff new facilities once operational;

- b) Contracted services, that is, security, cleaning etc.;
- c) General expenditure such as services cost, stationery, telephones, material etc.;
- d) Other capital requirements to the operate facility such as vehicles, plant and equipment, furniture and office equipment etc.;
- e) Costs to maintain the assets;
- f) Interest and redemption in the case of borrowings;
- g) Depreciation charges;
- h) Revenue generation as the additional expenses incurred may be offset by additional revenue generated to determine the real impact on tariffs.

5. RESERVES POLICY

All reserves are “ring fenced” as internal reserves within the accumulated surplus, except for provisions as allowed by the General Recognized Accounting Practices (GRAP):

- a) Housing Development Fund;

The municipality endeavours to effectively utilise and maintain the **Capital Replacement Reserve** for the funding of capital replacement and renewal for future financial years. This reserve needs to be cash backed. This will provide the Municipality with a more balanced capital funding approach in the longer term thereby reducing the risk of reaching its maximum gearing ability or depleting its free cash.

This Reserve can be generated as follows from the Operating Budget; the following methodology needs to be read in conjunction with the **Liquidity Policy**:

a) Cash generated from Operating Activities:

- a. The Municipality has maintained a strong ability to generate surplus operational cash flow which it has used to fund most of its capital spending in the past;
- b. In the past depreciation charges could be considered sufficiently cash backed based on the cash surplus generated prior to capital spending. However, going forward should capital spending increase sharply it will result simultaneously with Depreciation charges increasing sharply which may therefore in future not be fully supported by cash.
- c. Depreciation is a method to generate future cash. Therefore, it is prudent to annually measure the cash coverage for depreciation charges until it is fully funded from cash through tariff setting.

- d. As at year end it is to be determined whether the Municipality meets its **Minimum Liquidity Criteria** as stipulated in the **Liquidity Policy**, excess cash in addition to this prescribed level is to be calculated and appropriated to the Capital Replacement Reserve and no more than 80% of the balance of the Capital Replacement Reserve as at year end should be allocated to the following year's capital budget unless sufficient recommendations are made to Council to substantiate such a decision.

6. BORROWING POLICY

It is required that the Municipality comply with the guidelines of Chapter 6 of the MFMA with regards to Debt Disclosure as detailed in Sections 46, 47, 48 and 49. This section should be read in conjunction with point c) under paragraph 4.2. on page 6. External borrowings may only be incurred for approved capital programmes and may under no circumstances be allocated to fund the Operating Budget.

Municipal infrastructure has a long-term economic life and it is appropriate to fund assets of this nature with long term external borrowing. The economic life of assets should be equal to or longer than the tenure of the external borrowing.

The following needs to be taken into consideration when accessing external borrowing:

a) Types of loan financing

- a. Annuity Loans enable the Municipality to provide for the redemption of loans on an amortising basis which is generally the most cost effective method of financing often referred to as vanilla funding;
- b. Bullet Redemption Loans are attractive as interest on the loan is serviced with the capital redemption only taking place at the end of the tenure of the loan. However, this method is more costly as interest is paid on the full debt throughout the term as the Capital does not reduce. This type of loan also requires an annual contribution to a sinking fund, which in essence then mimics the traits of an annuity loan although at a higher cost. The use of such structure warrants a detailed motivation based on the benefits to the implementation of the capital project;
- c. Sculpted Repayment Loans offer a combination of the above two types, as loans are sculpted according to the potential cash flows to be generated from

the capital project in future. For example, the following can be included in a sculpted loan:

- i. A capital grace period in the first years of the development of the capital project;
- ii. An incremental annual increase in the repayment in relation to the projected growth in revenue from the project.

b) Interest Rate Risk Management

- a. The impact of interest and capital redemption payments on both the current and forecasted property rates and service charges through tariffs taking into consideration the current and future capacity of the consumer to pay therefore;
- b. Likely movement in interest rates for variable rate borrowings. There are benefits to be yielded from borrowing on a variable rate if rates are projected to decrease in future, however it is prudent for the Municipality to enter into fixed interest rate loans to accurately budget for expenses incurred.

c) Tenure of Borrowing

- a. The tenure of external borrowings should where possible match the economic useful life of the asset.

d) Security

- a. Unless sufficient motivation is provided and other than for the provision of a sinking fund for the redemption of a bullet loan, the provision of any security against external borrowings, should be specifically motivated by the CFO for approval.

e) Loan Covenants

- a. The Municipality is to maintain a Loan Covenants Register detailing the covenants entered into with each active loan agreement until date of maturity thereof;

- b. Compliance with all loan covenants are to be monitored and reported on semi-annually to ensure that the Municipality does not breach any covenants;
- c. Should a default be triggered based on non-compliance with loan covenants, the Municipality is to alert Council and send the related Financial Institutions a written commitment to address the matter within a reasonable timeframe.

f) Level of gearing

- a. As stipulated in point c) under paragraph 4.2. on page 6, gearing is not only limited by the level of debt against the Total Operating Income (excluding conditional grants) but also limited by other operational factors including compliance with the stipulations of the approved **Liquidity Policy**.

7. CORPORATE GOVERNANCE (OVERSIGHT)

Compliance with the various stipulations as documented in this Borrowing, Funds and Reserves Policy need to be monitored by the Chief Financial Officer and reported on to the Municipal Manager on a monthly basis and to the Finance/Audit Committee on a quarterly basis.

Where compliance has been breached the Chief Financial Officer must present an action plan to correct the non-compliance. The Finance Committee must monitor the successful implementation of the corrective action plans and report progress to Council.

8. TRANSITIONAL ARRANGEMENT

Upon adoption of this policy by the Council, the Municipal Manager in conjunction with the Chief Financial Officer must determine the current performance levels of the Municipality against this Policy and present a plan of action towards achieving and maintaining the stipulation as set out in this policy thereby utilising a more blended funding mix for capital infrastructure investment.

The Council must approve an appropriate timeframe within which the Municipality must achieve the approved stipulations as set out in this Policy. The period between the date of the policy adoption by Council and the target date for compliance shall be known as the Transitional Period.

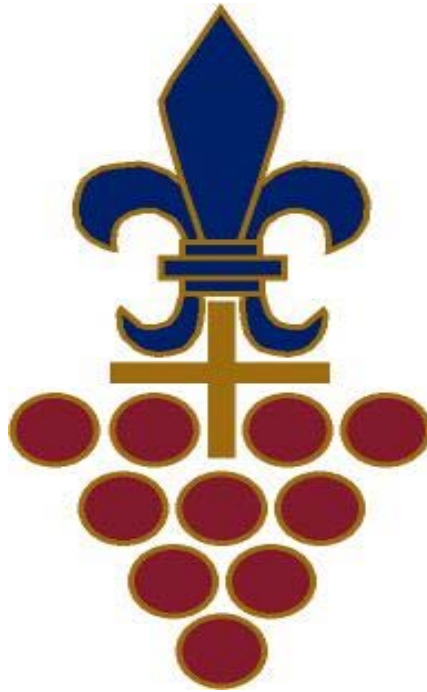
The Finance Committee must report progress during the approved Transitional Period to the Council.

9. POLICY MANAGEMENT

The *Borrowing, Funds and Reserves Policy* forms part of the Municipality's overall financial objectives and therefore forms part of approved Budget Policies. The policy must be reviewed at least annually during the budget revision and presented to Council for approval.

The policy is effective from the date it is approved by Council.

STELLENBOSCH MUNICIPALITY



BUDGET IMPLEMENTATION AND MONITORING POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

BUDGET IMPLEMENTATION AND MONITORING POLICY

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1. PREAMBLE

In the spirit of the Municipal Finance Management Act, (No.56 of 2003) “ to modernize budget and financial management practices by placing local government finances on a sustainable footing in order to maximize the capacity of municipalities to deliver services to all residents customers, users and investors” and,

Whereas chapter 4 of the Municipal Finance Management Act, (No 56 of 2003) determines that a municipality may, except where otherwise provided in the Act, incur expenditure only in terms of an approved budget; and within the limits of the amounts appropriated for the different votes in an approved budget,

Therefore the Stellenbosch Municipality revised its Budget Policy to give effect to the Budget and Reporting Regulations as set out in this policy.

2. OBJECTIVES OF POLICY

The objective of the budget policy is to:

- a) The policy sets out the budgeting principles which Stellenbosch Municipality will follow in preparing each annual budget (or adjustments budget). The policy aims to give effect to the requirements and stipulations of the Municipal Finance Management Act in terms of the planning, preparation and approval of the annual budgets.
- b) The policy shall apply to all the relevant parties within the Stellenbosch Municipality that are involved throughout the budget process.
- c) A Budget Steering Committee will be established to guide the budget process.

3. BUDGET PRINCIPLES

3.1 Capital Budgets

The capital budget refers to the allocations made to specific infrastructural projects and the purchase of equipment and other forms of assets, as classified per the Stellenbosch Asset Management Policy.

3.1.1 Basis of Calculation

- a) The current three year MTREF budget, including two future planning years in terms of the 5 year IDP, is the departure point in preparing the subsequent annual capital budget.
- b) The annual capital budget shall be based on realistically anticipated revenue (capital loans to be taken up will be deemed to be part of this), which should be equal to the anticipated capital expenditure in order to result in a balanced budget.
- c) The impact of the capital budget on the current and future operating budgets in terms of finance charges to be incurred on external loans, depreciation of fixed assets, maintenance of fixed assets and any other operating expenditure to be incurred resulting directly from the capital expenditure, should be carefully analyzed when the annual capital budget is being compiled.

- d) In addition, the council shall consider the likely impact of such operational expenses- net of any revenues expected to be generated by such item- on future property rates and service tariffs.

3.1.2 Financing

Own Financing Sources

The Council shall establish a Capital Replacement Reserve (CRR) for the purpose of financing capital projects and the acquisition of capital assets. Such reserve shall be established from the following:

- a) unappropriated cash-backed surpluses to the extent that such surpluses are not required for operational purposes;
- b) further amounts appropriated as contributions in each annual or adjustments budget; and
- c) net gains on the sale of fixed assets in terms of the fixed asset management and accounting policy.

Other Finance Sources

The Ad- Hoc capital budget shall be financed from external sources such as the following:

- a) Grants and subsidies as allocated in the annual Division of Revenue of Act;
- b) Grants and subsidies as allocated by Provincial Government;
- c) External Loans;
- d) Private Contributions;
- e) Contributions from the Capital Development Fund (developer's contributions); and
- f) Any other financing source secured by the local authority.

3.1.3 Process and responsible parties

The process to be followed in the compilation of the capital budget is as follows:

- a. The current 3 year MTREF budget is the departure point in preparing the subsequent annual capital budget.

- b. The CFO, in conjunction with the Senior Manager: Financial Management Services and the Manager: Budget & Costing and after consultation with the Budget Steering Committee sets the reasonable growth level of the capital budget to be financed out of own and external sources and determines affordability.
- c. The draft capital budget is compiled based on the projects that emanated out of the engagements with the different stakeholders.
- d. The CFO, together with the Senior Manager: Financial Management Services, engage with the Directors and the Senior Managers in order to determine the priorities for a particular financial year and to determine the ranking of projects based on these priorities.
- e. The draft capital budget is submitted to the Budget Steering Committee for perusal and suggestions.
- f. The draft capital budget is tabled in Council at least 90 days (31 March) before the start of the new financial year.
- g. After the draft budget is tabled in Council, it is advertised for public comment for a period of 30 days.
- h. Once the comments from the public have been received, noted and considered, any amendments and the final budget are tabled in Council for final approval, at least 30 days (31 May) before the start of the financial year.

3.1.4 Implementation

The process to be followed in the compilation of the capital budget is as follows:

- a) After the budget has been approved, the service delivery and budget implementation plan (SDBIP) should be compiled.
- b) The SDBIP must be tabled to the Mayor within 28 days after aforementioned approval.
- c) Each director has to indicate the intended spending patterns of both their capital and operating budgets. (Cash flows)
- d) These listed cash flows are consolidated into the Service Delivery and Budget Implementation Plan of the organisation.
- e) The SDBIP will be monitored on a monthly basis
- f) Each directorate can use their respective vote numbers as indicated on the capital budget

3.2 Operational Budget

The operational budget refers to the funds that would be raised in the delivery of basic services, grants & subsidies and any other municipal services rendered. These funds are in turn used to cover the expenses incurred in the day to day running of the organization.

3.2.1 Basis of Calculation

- a) A zero based approach is used by budget holders in preparing the annual operating budget, depending on the type of revenue or expenditure.
- b) The annual operating budget shall be based on realistically anticipated revenue, which should at least be equal to the anticipated cash operating expenditure in order to result in a balanced budget.
- c) An income based approach shall be used where the realistically anticipated revenue would firstly be projected. The level of operating expenditure will then be based on the projected revenue, thus resulting in a balanced budget.

3.2.2 Financing

The operating budget shall be financed from the following sources:

Agency Services - Compensation received by the municipality for cost to provide the agency service should be recognised as receipts and not set-off against the expenditure. This compensation maybe in the form of commission, agency fees, contract fees, etc.

Interest, Dividend and Rent on Land - Consist of the income associated with ownership of interest bearing financial instruments, such as bank deposits, loans extended to others, and bills and bonds issued by others. Dividends come in the form of receipts from shares and distribution of profits to the owner. Rent on land is the receipts due to ownership of land.

Operational Revenue - Operational revenue refers to all other income not elsewhere classified such as administrative fees, bad debts recovered, breakages, commission, discounts and early settlements, etc.

Rental from Fixed Assets - Operating lease income received by the municipality from external use. Distinction is made between rental income based on market related versus non-market related rates.

Sales of Goods and Rendering of Services - This category consist of sales and services rendered provided that the municipality produced or partially produced the good or service.

Service Charges - This group of accounts provides for the basic services delivered by municipalities.

Licences or Permits - Granting of licences or permits associated with a regulatory function by government. Fees recognised under this category must result from a principle agreement. If the municipality act as an agent on behalf of provincial or national government the transaction need to be treated accordingly. Judgment need to be applied in deciding whether the "licence or permits" need to be classified as exchange or non-exchange revenue.

Fines, Penalties and Forfeits - This item consists of all compulsory receipts imposed by a court or quasi-judicial body. Out-of-court settlements are also included in this category. As with taxes, this item consists of unrequited, compulsory transactions. Thus, the recipient municipality does not provide anything in return for these receipts.

Property Rates - Property Rates means a municipal rate on property envisaged in section 229 (1)(a) of the Constitution read with the Municipal Property Rate Act 6 of 2004 as amended by the Municipal Property Rates Amendment Act, 2014. Rateable property means property on which a municipality may in terms of section 8 levy a rate and excludes impermissible rates as per section 17 of the Act.

Transfers and Subsidies - This category provides for of all unrequited, voluntary receipts from other parties. Thus an entry should be made under this item when the municipality does not provide anything of similar value directly in return for the transfer from the other party and the transfer is voluntary. {GRAP 23: Transfers are inflows of

future economic benefits or service potential from nonexchange transactions, other than taxes.} This group of accounts provide for "operational and capital transfers and subsidies" received "in-kind or in monetary value".

Interest, Dividend and Rent on Land - Consist of the income associated with ownership non-exchange transactions.

3.2.3 Process

- a. The CFO, in conjunction with the Senior Manager: Financial Management Services and the Manager: Budget & Costing, and after consultation with the Budget Steering Committee, sets the reasonable growth level of the operational budget based on the current financial performance and the prevailing industry growth levels. (i.e. CPI).
- b. After the income has been determined, an acceptable growth level for the operating expenditure is determined and the draft operating budget is discussed with the relevant Directors for their perusal and amendments.
- c. The draft operating budget is compiled based on the submissions from the engagements with the different stakeholders.
- d. The draft operating budget serves before the Budget Steering Committee for perusal and suggestions.
- e. The draft operating budget is tabled in Council at least 90 days (31 March) before the start of the new financial year.
- f. The draft SDBIP is tabled in Council at least 90 days (31 March) before the start of the new financial year.
- g. After the draft budget is tabled in Council, it is advertised for public comment for a period of 30 days.

h. Once the comments from the public have been received, noted and considered, the final budget (inclusive of any amendments) is tabled in Council for adoption, at least 30 days (31 May) before the start of the financial year.

i. Sect 25(1) of the Municipal Finance Management Act (56 of 2003) states that “if a municipal council fails to approve an annual budget, including revenue raising measures necessary to give effect to the budget, the Council must reconsider the budget and again vote on the budget, or on an amended version thereof, within 7 days of the Council meeting that failed to approve the budget.”

3.2.4 Implementation

- a) After the budget has been approved, the service delivery and budget implementation plan (SDBIP) is compiled.
- b) The SDBIP must be tabled to the Mayor within 28 days after aforementioned approval.
- c) Each director has to indicate the intended spending patterns of both their capital and operating budgets. (Cash flows)
- d) These listed cash flows are consolidated into the Service Delivery and Budget Implementation Plan of the organisation.
- e) The SDBIP will be monitored on a monthly basis.
- f) Each directorate can use their respective vote numbers as indicated on the operatingbudget.

3.2.5 ADJUSTMENTS BUDGETS

- (a) Each adjustments budget shall reflect realistic excess, however nominal, of current revenues over expenses.
- (b) The Chief Financial Officer shall ensure that the adjustments budgets comply with the requirements of the National Treasury, reflect the budget priorities determined by the executive mayor, are

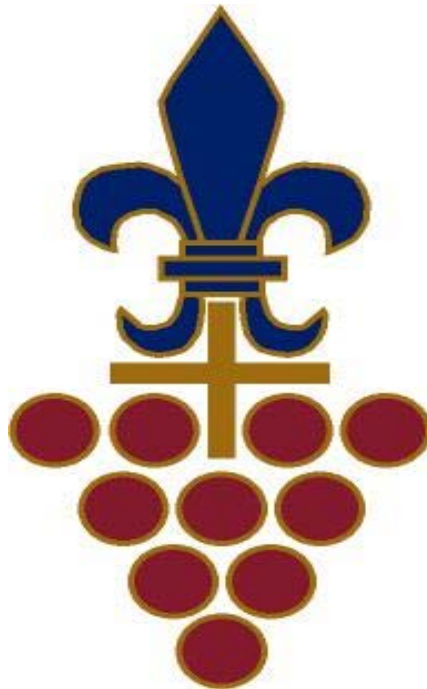
aligned with the IDP, and comply with all budget-related policies, and shall make recommendations to the executive mayor on the revision of the IDP and the budget-related policies where these are indicated.

- (c) Council may revise its annual budget by means of an adjustments budget as regulated.
- (d) The Accounting Officer must promptly adjust its budgeted revenues and expenses if a material under-collection of revenues arises or is apparent.
- (e) The Accounting Officer shall appropriate additional revenues, which have become available but only to revise or accelerate spending programmes already budgeted for or any areas of critical importance identified by Council in compliance with Item 2 of Section 10.
- (f) The Council shall in such adjustments budget, and within the prescribed framework, confirm unforeseen and unavoidable expenses on the recommendation of the Executive Mayor.
- (g) Only the Executive mayor shall table an adjustment budget. Adjustments budget shall be done once as part of the mid-year budget performance assessment.
- (h) An adjustments budget must contain all of the following:
 - I. an explanation of how the adjustments affect the approved annual budget
 - II. appropriate motivations for material adjustments; and
 - III. an explanation of the impact of any increased spending on the current and future annual budgets.
- (i) Any unappropriated surplus from previous financial years, even if fully cash-backed, may not be used to balance any adjustments budget, but may be appropriated to the municipality's capital replacement reserve.
- (j) Municipal taxes and tariffs may not be increased during a financial year except if required in terms of a financial recovery plan and or per National Treasury Regulations.
- (k) Unauthorised expenses may be authorised in an adjustments budget.

4. REVIEW OF POLICY

- (a) This policy shall be reviewed on an annual basis to ensure that it is in line with the municipality's strategic objectives, good governance, prudent expenditure management and with relevant legislation.

STELLENBOSCH MUNICIPALITY



CASH MANAGEMENT AND INVESTMENT POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

CASH MANAGEMENT AND INVESTMENTS POLICY

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PREAMBLE

Whereas Section 13 of the Local Government: Municipal Finance Management Act, 2003 (No. 56 of 2003) (the Act) determines that a municipality must introduce an appropriate and effective cash management and investment arrangement;

and whereas a bank, in accordance with the provisions of Section 13 of the Act, has to disclose details regarding a municipalities' investments;

and whereas councillors and officials, as trustees of public funds have an obligation to ensure that cash resources are managed as effectively, efficiently, and economically as possible;

now therefore the Stellenbosch Municipality adopted the Cash and Investment Management Policy set out in this document.

1. LEGAL FRAMEWORK

- a) Legislation – Local Government: Municipal Finance Management Act 56 of 2003 (As amended).
- b) Treasury regulations in terms of Section 13(1) of the Act (As amended).

In this Policy, the terms “*the Act*” or “*MFMA*” refers to the Local Government: Municipal Finance Management Act, 2003 (No. 56 of 2003).

2. OBJECTIVES

- a) To maximize returns from authorized investments, consistent with the secondary objective of minimizing risk.
- b) To ensure compliance with all legislation governing the investment of funds.
- c) To maintain adequate liquidity to meet cash flow needs.
- d) To undertake the investment of funds not immediately required for operational purposes in a prudent financial manner.
- e) To ensure diversification of permitted investment.

3. CASH MANAGEMENT

3.1 Guiding Principles

It is recognised that from time to time, Council has cash flow surpluses and borrowing requirements due to daily receipts and payments.

Council maintains a daily cash position summary and a yearly cash flow projection is prepared during the annual planning process and is updated monthly. This determines Council's borrowing requirements and surpluses for investment. Cash invested “outside” the bank account is covered by paragraph 5 of this Policy.

3.2 Bank Accounts

Council operates one primary bank account for its day to day operational activity requirements and two secondary accounts specifically for service charges and revenue derived from fines.

All monies due to Council and due by Council emanating from Council activities must pass through this primary account, therefore secondary accounts are swept daily, and all balances are transferred to the primary bank account.

3.2.1 Revenue Management

Revenue Management Section 64 of the Act clearly states that all moneys received must be promptly deposited in the Municipality's primary and other bank accounts, therefore:

- all revenue received by the Municipality, including revenue received by any collecting agent on its behalf, is recorded at least on a weekly basis.
- all monies collected by the Municipality on behalf of another organ of state must be transferred to that organ of state at least on a weekly basis.

3.2.2 Petty Cash Withdrawal

Petty Cash is replenished by completing a petty cash replenish form provided.....

3.2.3 Delegation/Rights

The incumbents of the following posts are authorized to sign petty cash request forms and authorise electronic payments on behalf of Council:

A-Signatories:	Chief Financial Officer
	SNR Manager: Financial Management Services
	SNR Manager: Revenue and Expenditure
	Manager: Expenditure
	Manager: Revenue
	SNR Manager: Supply Chain Management
	Manager: Budget and Costing
	Manager: Financial Statements, Compliance and Reporting
	Manager: Financial Asset Management
B-Signatories:	Chief Accountant: Consumer Accounts and Valuations
	Senior Accountant: Cash Management and Credit Control
	Senior Accountant: MFMA Reporting and Compliance
	Senior Accountant: Financial Statements and Reconciliations
	Chief Accountant: Asset Management
	Chief Accountant: SDBIP Monitoring and Budget Control x2
	Senior Accountant: Creditors and Payroll

Each electronic payment and petty cash request form needs to be authorized by at least two A-Signatories, or one A-Signatory and one B-Signatory.

3.3 Bank Overdraft

- 3.3.1 Council made the decision to not request an overdraft facility with its primary banker. as the general policy is to avoid going into overdraft.

In the instance that short-term debt is incurred based on expected income it must be repaid within the same financial year. (Section 45 of the MFMA)

- 3.3.2 Any overdrawn bank account at any date must be reported without avail to Council supported by reasons, therefore.
- 3.3.3 Any short-term facility that requires review must first be approved by the Accounting Officer.

4. CASH MANAGEMENT PROCEDURES

4.1 Internal Controls

The supervisor and/or Accountant do a monthly audit on the cashier floats, manual receipt books and the compilation of daily cash-up and banking documents.

4.2 Issuing of Receipts

The cashier will only issue an official enumerated receipt when a client pays his/her municipal account in full or partially.

4.3 Cancellation of Receipts

An official enumerated receipt will only be cancelled whilst the client is still at the cash office and only for the following reasons.

- a) cashier made an error.
- b) client made an error.

The cashier will re-issue a correct receipt and the cancelled receipt will be signed by the incumbent and the supervisor. In cases where the client wants his money back a prescribed official document must be completed and signed by the Client, Cashier and the Supervisor stating the reason(s) for cancelation.

4.4 Cash Balancing

After the end of each shift, the cashier will count the monies received, and do a daily end of day cashier procedure. The supervisor will then re-count the money to ensure that the cashier's daily takings balances with the supervisor's end-of-day totals. The cashier will do a final end-of-day procedure when he/she balances, and the supervisor will do a receipting end of day shut-down procedure.

4.4.1 Cashier surplus and shortage

If the cashier is short, he/she will then pay the monies in immediately. If there is a surplus the cashier will receipt the surplus on the same day. Management discretion can be used should there be substantial evidence and motivation that it was out of the control of a cashier to avoid a shortage the Manager can exonerate the cashier from paying the shortfall and in such an instance the shortage should be allocated to an expense line item.

4.4.2 Cashier resources

The Cashier will be supplied with the necessary tools and equipment to perform a proper cashier function. (E.g., Ultraviolet lights, etc.)

4.5 Deposit Books

Each satellite-office cashier has an enumerated deposit book, as each pay point has a number. The Senior Clerk: Cashier orders books from the bank when needed. Head Office cashiers use the cash-vault machines for all deposits.

4.6 Other payment methods

4.6.1 Direct Deposits and ACB

Direct deposits can be made into Municipal bank account via the Internet or by deposit slip via their bank, using the applicable Municipal account number as reference. This information is extracted and uploaded on a daily basis from the bank and is then credited against the client's accounts. Accounts are also paid by means of a debit order (ACB) payment.

4.6.2 3rd Party

Payments can be made at any EasyPay pay points. This information is extracted and uploaded on a daily basis from EasyPay and credited against the client's accounts.

4.6.5 Rejected Debit Orders and/or Electronic Payments When debit orders are rejected by the respective banks, the full balance will immediately become payable. If debit orders are rejected three times the debit order will be cancelled.

4.6.5.1 In the event that a debit order is rejected due to insufficient funds, or the clients bank account being closed (or other reasons) an admin charge , as approved by council, will be levied to the debtor account. An admin charge will not be levied in the event of death or where the error arises on the municipality's side.

4.6.6 Private Money

No Municipal employee is allowed to:

- Use Council's cash funds at any stage to be replaced at a later stage.
- Use his/her own money as cashier float.
- Safeguard private money amongst Council's cash (e.g., Cashier drawers, petty cash boxes, safes. Cash vault machines (where installed) etc.)

5. INVESTMENTS

5.1 Guiding Principles

Generally, Council will invest surplus funds with deposit taking institutions registered in terms of the Bank's Act, 1990 (Act 94 of 1990) for terms not exceeding one year in anticipation of cash flow expectations. From time to time, with prior Executive Mayoral Committee approval, investments can exceed 1 [one] year and be made at other institutions/instruments as approved in the National Treasury regulations from time to time.

5.2 Permitted Investments

The Account Officer must ensure that only the following investment types are utilized in terms of Section 6 of the Municipal Investment Regulations (No. R. 308) dated 1 April 2005:

- a) Securities issued by national government.
- b) Listed corporate bonds with an investment grade rating from a recognized credit rating agency.
- c) Deposits with banks registered in terms of the Banks Act (Act 45 of 1984).
- d) Deposits with the Public Investment Commissioners.
- e) Deposits with the Corporation for Public Deposits.
- f) Banker's acceptance certificate or negotiable certificates of deposits of registered banks.
- g) Guaranteed endowment policies with the intention of establishing a sinking fund.
- h) Repurchase agreements with registered banks.
- i) Municipal bonds issued by a municipality.
- j) Any other investment type as identified by the Minister of Finance in consultation with the Financial Services Board.

5.3 Diversification

Council will only make investments, as prescribed by Section 6 of the Municipal Investment Regulations, with approved institutions as set out in par 5.2 above. The discretion of management should be used when investing funds into the institution quoting the highest rate

versus diversification of investment portfolio. Should the difference between the investment quotes be minimal, a decision can be made to invest in the lower quote for the diversification of investment portfolios.

5.4 Investment Managers

5.4.1 In the event of the appointment of an external Investment Managers

Where the above means a natural person or legal entity that is a portfolio manager registered in terms of the Financial Markets Control Act, 1989 (Act 55 of 1989), and Stock Exchanges Control Act, 1985 (Act 1 of 1985), contracted by a municipality or municipal entity to-

- a) advise it on investments.
- b) manage investments on its behalf; or
- c) advise it on investments and manage investments on its behalf.

The External Investment Manager will be appointed in terms of Supply Chain Management Policy and a service level agreement will govern the functions and responsibility of the service provider. All investments made by the External Investment Manager on behalf of the Council of Stellenbosch Municipality must be made within the ambit of this Policy and with National Treasury's investment regulations.

5.5 Internal Controls Over Investments

5.5.1 Delegations

5.5.1.1 In terms of Section 60(2) of the Local Government: Municipal Systems Act, (Act 32 of 2000) (the MSA), the Council may only delegate to the Municipal Manager (MM) the power to make decisions on investments on behalf of the Municipality.

5.5.1.2 In terms of section 79 of the Act, the Accounting Officer has delegated to the Chief Financial Officer (CFO), in writing, his/her duty under section 65(2) (h) to manage the Council's available working capital effectively and economically in terms of the prescribed cash management and investment framework.

5.5.2 Obtaining quotations and concluding deals

Request are emailed to all approved institutions the day before, or the morning thereof. A cut-off is requested to ensure timeous processing of authorisation and payment of the investment. Quotes are captured on the decision report rates are compared and chosen in terms of the policy. Writing mandates, signed by the CFO and MM, shall be issued to

successful investees with whom the Council of Stellenbosch Municipality invests funds setting out the following:

- 5.5.2.1 Authorised dealers: name and particulars of the Council's officials who are authorised to transact investments deals with the investees;
- 5.5.2.2 Authorised signatories: name and particulars of the Council's officials who are authorised to sign written confirmations or any other correspondence in respect of investments transactions.
- 5.5.2.3 A dealing sheet, signed by an authorised dealer, shall be prepared in all instances for each individual investment, detailing the quotations received and the recommended investee. The CFO shall advise the MM to approve the transaction.

A written confirmation of the terms of each investment transaction shall be prepared, and signed off by the CFO and MM.

- 5.5.3 A monthly investment register should be kept of all investments made. The following information must be recorded: -
 - name of institution.
 - capital invested.
 - date invested.
 - interest rate.
 - maturation date.
 - interest received.
 - Investment balance.
 - total withdrawal amount.
 - total interest earned.

5.5.3.1 The investment register and accounting records must be reconciled on a monthly basis.

6. OWNERSHIP

All investments must be made in the name of the Council of Stellenbosch Municipality.

Written proof of investments made must be obtained from the institution where the investment is made and must be kept on file.

7. DUE CARE

In dealing with financial institutions, the following ethical principles must be observed:

- 7.1 The Chief Financial Officer and all staff in his/her directorate shall not accede to any influence by or interference from Councillors, investment agents, institutions, or any other outsiders;
- 7.2 Under no circumstances may inducements to invest be accepted;
- 7.3 Interest rates quoted by one institution must not be disclosed to another institution; and
- 7.4 The business ethics of any controlling body of which the relevant financial institution is a member must be observed by such institution or body at all times.

8. PERFORMANCE MEASUREMENT

Measuring the effectiveness of Council's treasury activities is achieved through a mixture of subjective measures. The predominant subjective measure is the overall quality of treasury management information. The Chief Financial Officer has primary responsibility for determining this overall quality.

Objective measures include: -

- (a) Adherence to policy.
- (b) Timely receipt of interest income.

9. REPORTING

9.1 Reports

The following reports are produced:

REPORT NAME	FREQUENCY	PREPARED BY	RECIPIENT
Bank Balance report	Daily	Senior Clerk: Electronic Payments	Chief Finance Officer
Investments	Monthly	Senior Accountant: Financial Statements and Reconciliations	Manager: Financial Statements and Reporting

10. ANNUAL REVIEW OF POLICY

This Policy will be reviewed annually or earlier if so required by legislation.

Any changes to this Policy must be adopted by Council and be consistent with the applicable Acts and any National Treasury Regulations.

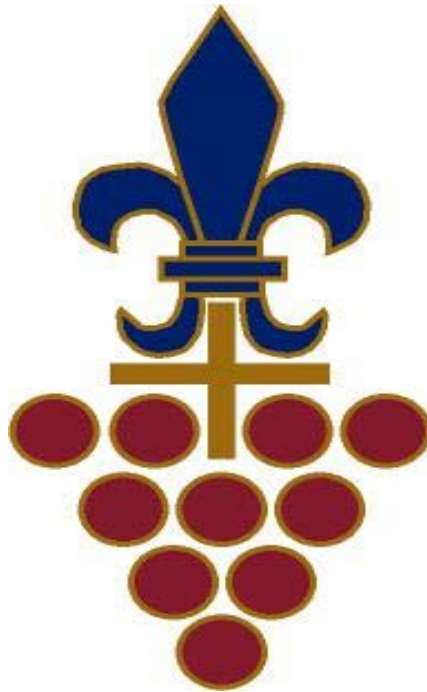
11. EFFECTIVE DATE

The effective date of this Policy is 1 July 2023 and will be reviewed on an annual basis to ensure that it is in line with the Municipality's strategic objectives and with legislation.

12. SHORT TITLE

This Policy is the Cash Management and Investments Policy of the Stellenbosch Municipality.

STELLENBOSCH MUNICIPALITY



CREDIT CONTROL AND DEBT COLLECTION POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

CREDIT CONTROL AND DEBT COLLECTION POLICY

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PREAMBLE

In terms of Section 96 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) a Municipality shall-

- (a) collect all money due and payable to it, subject to the provisions of said Act and any other applicable legislation and By-laws; and
- (b) for this purpose, implement and maintain a credit control and debt collection policy which is consistent with its Rates and Tariffs policies, and which complies with the provisions of said Act.
- (c) In order to give effect to the afore going provisions of said Act, the Council of the Stellenbosch Municipality (WC024), herein after referred to as the Municipality, has adopted a policy relating to credit control and debt collection as set out hereinafter.

1. PRINCIPLES

This Policy supports the following principles:

- (a) Human dignity must be upheld at all times.
- (b) This Policy must be implemented with equity, fairness and consistency.
- (c) Endeavours shall be focused such that data related to owners/debtors/consumers and accounts are correct at all times.
- (d) The implementation of this Policy shall be based on sound business principles, which may include credit worthiness checks and assessments of the credit risks involved.
- (e) New services will only be provided if supported by the relevant service contract(s) being duly completed. Payment of the applicable consumer deposit will be the primary means to cover said contract obligation.

Any deviation from the payment of the consumer deposit will be directed by the sole discretion and due consideration/approval by an accountant or more senior official in the Municipality's Revenue Department.

Alternatively, to the payment of a deposit a bank guarantee in a form acceptable to the Municipality's Chief Financial Officer will be considered.

- (f) Interest on overdue accounts will be charged at the South African Reserve Bank's prime interest rate plus one percent and will be levied on applicable accounts outstanding after the relevant due dates thereof. For the purposes of calculation, a portion of a month will be deemed to constitute a full month.
- (g) Deposits/Bank guarantees will be utilised to proactively mitigate the potential of unnecessary credit risk exposure to Council.
- (h) An administration fee and/or collection fee will be charged on overdue accounts, according to Council's approved tariffs and the By-laws of Stellenbosch Municipality (WC024).
- (i) The rates components on overdue accounts may be processed in terms of Sections 28 and 29 of the Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004) (MPRA) and as described in the Rates Policy of Stellenbosch Municipality.

2. MUNICIPAL ACCOUNTS and ADDITIONAL MECHANISMS

2.1 Notices and Demands

The Owner's/Debtor's/Consumer's attention is drawn to the note on the municipal account, which states that the supply of services will be discontinued/restricted without further notice if the accounts are not settled in full. This serves as a warning to a defaulting owner/debtor/consumer that services will be discontinued/restricted upon defaulting on payments.

Notices, e-mails, cell phone text messages (SMS) or any available informative actions will however be issued to account holders as a first attempt (first notice) after the due date as a means to recover debt and to remind consumers/debtors/owners of their obligation to pay for services.

The aim of such reminders is to urge co-operation to settle accounts without the necessity to employ more drastic steps and to offer the opportunity to make arrangements to pay off such debt where the financial position of a consumer is such that relief is possible as per criteria in the Municipality's Rates or Indigent Policies.

Failure to respond to the aforesaid first notice will result in the disconnection and/or restriction of services and a final demand being issued where applicable.

Failure to respond to a final demand and in the event of arrears not being settled within the period stipulated in the final demand, or an arrangement not being concluded, legal action may be instituted (with the Municipality's rights reserved, notwithstanding the fact that services were disconnected/restricted or not) to recover the full outstanding debt.

In this regard the Municipality may consolidate any separate accounts of a debtor, credit a payment by a debtor against any account of that debtor and implement any of the measures provided for in this policy or the Credit Control and Debt Collection By-law in relation to any arrears of any of the accounts of such a debtor.

In the case of housing rental contracts, the Municipality may consider procedures for eviction or right sizing.

2.2 Additional Mechanisms

2.2.1 Electricity Services:

In the event of an owner/debtor/consumer, failing to pay for electrical services due and payable, and in the event of such consumer having been placed on the disconnection list 3 times within a twelve (12) month period prior to such event, then Stellenbosch Municipality will have the right to install pre-paid electricity meters in a

bid to limit credit risk. The Municipality may also consider upward adjustment of the relevant consumer deposit/bank guarantee.

2.2.2 Water Services:

- (a) The Stellenbosch Municipality may in the event of an owner/debtor/consumer exhibiting a trend of non-payment of accounts during a twelve (12) month period prior to a non-payment event (i.e. 3 times or more non-payment events) consider the installation of water demand management devices with pre-paid functionality in a bid to limit credit risk. The Municipality may also consider upward adjustment of the relevant consumer deposit/bank guarantee.
- (b) In addition to the above, Stellenbosch Municipality will restrict water usage on a property for a high-usage non-paying owner/debtor/consumer/user or a non-paying indigent owner/debtor/consumer/user if such owner/debtor/customer/user fails to pay for water usage in excess of 6kl (kilolitre). These restrictive measures will be applied on said property as described and according to the table below.

The process to limit the outstanding debt basically follows a three-stage approach. The stages corresponding to the limiting levels as per the table below are dependent upon the level of usage at the commencement of debt management and the “Category of usage” of the property. The stages are administered as follows:

- (i) It will be incumbent of the owner/debtor/customer/user to present proof of occupancy if in the opinion of said owner/debtor/customer/user the number of persons on the property is different as to the “Category of usage” applied by Stellenbosch Municipality. Upon any proven discrepancies the Stellenbosch Municipality may apply the necessary corrective actions to address the issue at hand.
- (ii) The lowest stage of service for any “Category of usage” is the “Free Basic Service” level [6kl (kilolitre)].
- (iii) If the defaulting owner/debtor/customer/user is using more than the monthly usage of the “1st Restrictive limit” as per the table below at the commencement of debt management, the owner’s/debtor’s/customer’s/user’s maximum usage will be set to the corresponding “1st Restrictive limit” level.
- (iv) If the defaulting owner/debtor/customer/user is not using more than the monthly usage of the “1st Restrictive limit” then the level will, at the commencement of debt management, be set based upon the range of a given lower level within which said owner’s/debtor’s/customer’s/user’s usage corresponds.

- (v) Upon the owner/debtor/customer/user defaulting after any previous stage had been set and to mitigate further debt the service level will be downgraded from the highest level at the commencement of debt management via reactionary stages until that owner/debtor/customer/user is at the lowest stage of service.
- (vi) The timeframes for the implementation of the downgrading from the highest level to the lowest level will be determined and implemented by the Municipality on date of defaulting by the owner/debtor/customer/user. These timeframes between stages may be different for the owners/debtors/customers/users involved.
- (vii) After the implementation of any restrictive measures as describe above, and said owner/debtor/customer/user has fully paid the outstanding debt, the Stellenbosch Municipality may after consideration and approval by the Manager Revenue or the Accountants in the Credit Control Section reverse the restrictive measures, but nevertheless in discreet ascending stage steps. Each stage will be time managed to prove successful payment of usage during said stage before any other stage is considered. If the owner/debtor/customer/user should however default during this process all restrictive measures will be reverted in discreet downwards stage step from the stage on which the owner/debtor/customer/user was at the time of defaulting.

Category of usage	Free Basic Service	2 nd Restrictive limit	1 st Restrictive limit
1 to 6 persons or Indigent households	200l per day up to 6kl per month	Not applicable for this "Category of usage"	400l per day up to 12kl per month
7 to 9 persons	200l per day up to 6kl per month	400l per day up to 12kl per month	750l per day up to 22.5kl per month
10 or more persons	200l per day up to 6kl per month	400l per day up to 12kl per month	1000l per day up to 30kl per month

2.2.3 Rental Services:

Actions against defaulters are regulated to a degree by the contracts involved.

All contracts must at minimum and where appropriate, include the following criteria/requirements:

- (i) Due date for payments.
- (ii) Applicable procedures upon the defaulting of payments.
- (iii) Handover procedures.
- (iv) Eviction or right sizing actions.

3. ARRANGEMENTS

Should owners/debtors/consumers wish to make arrangements to pay off accounts in arrears, the following guidelines shall apply:

- (a) The main aim of arrangements should be to ensure that current accounts (which may include penalties/interest and/or any admin fees) are at least paid in full, before entering into acceptable arrangements to pay off arrears.
- (b) The Municipality may enter into an arrangement with a tenant or occupier of a property which is linked to an account in arrears, on proviso that:
 - (i) a written affidavit is received which certifies that the registered owner of said property, at which such tenant or occupier resides; is:
 - untraceable;
 - not contactable;
 - of unknown whereabouts; or
 - not co-operating with said tenant or occupier.
 - (ii) such tenant or occupier has substantiated the ability to pay and the right to occupation stating the rental due and the time period of such occupation and providing the last known address of the registered owner;
 - (iii) such tenant or occupier undertakes to advise the registered owner, at the first reasonable opportunity of the current situation and further agrees to obtain the consent of the registered owner to condone the process as described in this paragraph 3 (b); and
 - (iv) where applicable, such tenant or occupier provides comprehensive details of the non-co-operation of the registered owner.
- (c) Care must be taken to ensure that all reasonable financial and social assistance, as provided for in various Municipality's Policies, is rendered to assist owners/debtors/consumers before drastic action is taken to recover debt e.g. subsidies for Free Basic Services and relief measures on property rates.
- (d) All arrangements must be concluded in writing and the debtor must be provided with a copy thereof. Arrangements will be invalid unless signed by the debtor and one or more delegated representative(s) of the municipality.
- (e) Arrangements must be entered into that are both affordable to the consumer and protect the Municipality's interest by ensuring the most cost-effective debt recovery.

- (f) Arrangements must be final, and debtors will not be allowed to re-arrange debt repayments. The Municipality may for a meritorious case, upon presentation of proof of current difficulties, consider delaying the receipt of the arranged instalment. This delay may not exceed 3 months.
- (g) It is of vital importance to ensure that the settlement of current accounts (which may include penalties/interest and/or any admin fees), together with the debt repayment instalment, is seen as the minimum requirement for any agreement.
- (h) Arrangements must be compiled in a format that facilitates legal action, upon breach of contract. Written arrangements must as far as possible be in the form of agreements in terms of Section 57 of the Magistrate's Courts Act, 1944 (Act 32 of 1944) and as amended by the Jurisdiction of Regional Courts Amendment Act, 2008 (Act 32 of 2008) (hereinafter referred to the Section 57 Agreements).

All debt repayment arrangements will be logged on the financial system to ensure maximum accessibility and to enable the effective administration of such repayments.

- (i) Arrears of Councillors and other Municipal Officials must be settled in full or arrangements to pay off such amounts, by means of salary deductions, may be entered into. This includes the seizure of bonuses, or any other additional allowances (this paragraph (i) must be read in conjunction with the relevant sections of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)).

The Stellenbosch Municipality is entitled to recover all arrears more than ninety days by means of salary deductions and proportionally from increases and/or the official's bonus/performance bonus. In this regard, all temporary contract workers are also regarded as municipal officials.

- (j) No interest will be levied on outstanding amounts for which arranged agreements have been entered into.
- (k) It is a preferable that a water demand management device, pre-payment water meter and/or a prepaid electricity meter be installed when any arrangement is entered into.
- (l) Arrangements may only be concluded upon submission of the following documentation:
 - (i) Proof of identification;
 - (ii) Proof of Income;
 - (iii) Supporting documentation relating to expenses;

- (iv) Three-month bank statements and/or payslips; and/or
- (v) Any other relevant documentation as may be requested by the Credit Control Section.

4. ADJUSTMENT OF DEPOSITS/BANK GUARANTEES

Deposits/Bank guarantees may be increased to cover the additional risk as regulated in terms of the Municipality's By-Laws.

Increases in deposits/bank guarantees shall be utilised to cover the additional risk resulting from default payments. Deposits/Bank guarantees may be increased by an amount up to three times or more of a monthly average consumption as determined by the Municipality.

The necessity for any deviation of said payment will be directed by the sole discretion and due consideration/approval by an accountant or more senior official in the Municipality's Revenue Department.

The latter deposits will be utilised only after closing of account by debtor or transfer of property. Should the account remain unpaid, such deposit will be utilised for the unpaid portion. Any credits will be refunded to the consumer.

The Stellenbosch Municipality will not pay any interest on any deposits.

5. FURTHER ACTIONS

- (a) Should arrangements not be concluded or adhered to, services will be discontinued or restricted. The Municipality must ensure that a fair and equitable procedure, including reasonable notice of the intention to discontinue or limit has been followed.

Where legislation does not allow for the complete termination of services, the Credit Control Section will determine the applicable minimum level of service provision, where after, all amounts owing become due and must be paid in full before services are restored to full capacity.

- (b) Should amounts owed not be settled by the final date, i.e. after the date for payment set out in a final demand, such accounts and the relevant Agreements, where applicable, will be handed over to the Municipality's Collection Attorneys for recovery and/or to consider instituting further legal action.
- (c) The Municipality shall at its own discretion in compliance to the measures provided for in the Municipality's By-Laws, be entitled to withhold or limit the

supply of services until the total costs, penalties, other fees, services, and rates due to the Municipality have been paid in full.

This may include the restriction of supply of water or electricity to a debtor who is found guilty by the Municipality or any Court of Law:

- (i) of fraud or theft of water and/or electricity,
 - (ii) any another criminal activity relating to the supply or unauthorised consumption of water and/or electricity, or
 - (iii) if it is evident that fraud, theft or any other criminal activity has occurred relating to such supply or consumption.
- (d) Stellenbosch Municipality may consider an auxiliary levy of up to 50% on the purchase of pre-paid electricity/water to recover arrear debt.
 - (e) Stellenbosch Municipality may consider black-listing consumers in cases where the consumer was handed over to institute legal proceedings.
 - (f) The Municipality may attach the rental income in whole or in part from a tenant or occupier of a property which is left unpaid by the owner thereof, provided that Section 115 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) is adhered to.
 - (g) Once the Municipality has exhausted all reasonable and practicable debt recovery measures, in an effort to recover outstanding debt, the Municipal Manager will have sole discretion to approve the litigation process for the disposal of the movable and/or immovable assets of defaulting owners/debtors/consumers by means of a Sale in Execution order.

6. NEW APPLICATIONS FOR SERVICES

- 6.1 No transfer of services from an owner to a tenant (Organ of State property excluded) will be allowed. The status quo of contracts signed before 01 July 2011 will be maintained, provided that the tenant does not default on payments.
- 6.2 The owner or his/her proxy applying for a service to be rendered must be positively identified by means of a generally acceptable means of identification as used by financial institutions. A copy of the identification details (such as a copy of the person's ID and proof of residence (for business users)) must be kept for reference purposes.
- 6.3 The amount of a service deposit/bank guarantee will be based on tariffs as determined by the Council.
- 6.4 Adjustments to deposits/bank guarantees will be determined by the debtor's payment record of municipal accounts and consumption levels.

- 6.5 The provision of all services will be subject to the signing and acceptance of the conditions of supply contained in a service contract.
- 6.6 Where the consumer is not the owner of a property, the owner must on his/her request, regularly be served with a copy of a statement of the amount due.
- 6.7 The Municipality may utilize any services in order to enhance the effectiveness of credit checks.

7. THE RENDERING OF ACCOUNTS

- 7.1 Accounts must be rendered regularly and timeously to all property owners and consumers utilising municipal services.
- 7.2 Accounts must be consumer friendly and must clearly reflect the following minimum information:
 - (a) the name, address and contact numbers of Stellenbosch Municipality;
 - (b) the name and postal address of the account holder;
 - (c) details of the property in respect of which the account is issued;
 - (d) the contents of the account will be reflected in at least one of the three official languages of the Western Cape Province;
 - (e) the balance brought forward from the previous account, as well as a summary of transactions for the present period;
 - (f) all services for which the account is rendered, as well as amounts billed for such services;
 - (g) the final amount payable;
 - (h) the final date for payment;
 - (i) soft reminders in respect of interest levies and discontinuation of services; and
 - (j) the situation of payment facilities, and modes of payment accepted and office hours for payment.

8. ACCOUNT QUERIES

- 8.1 Consumers have the right to query accounts. In order to ensure the correctness of accounts and the satisfaction of consumers, all queries must be attended to swiftly and effectively.
- 8.2 Claims of not having received an account do not constitute a valid reason for non-payment of accounts.

Queries regarding such non-receipt must be followed up with the Revenue Section in order for same to be addressed.

A consumer liable for any services rendered by, or rates due to the Municipality must furnish the Municipality with an address where correspondence can be directed to.

Consumers should be encouraged to provide the Municipality with e-mail addresses where accounts could be sent to, rather than traditional postal addresses.

- 8.3 Duplicate accounts shall be available upon request at a prescribed fee.

8.4 Accounts in Dispute

- 8.4.1 Should an account in respect of water or electricity consumption be disputed, the concerned consumer must at minimum pay the average amount of the previous 12 (twelve) month's accounts. This shall be applicable only for the month in which the dispute was raised. Subsequent accounts issued in months thereafter (barring any new dispute raised) shall be considered unrelated to the dispute in question.

All other Municipal services or rates disputed will be dealt with at the discretion of the Municipality.

- 8.4.2 The dispute in question shall be considered to be resolved after all actions have been taken by the Municipality; including but not limited to the following:

- (i) determining the correctness of the account;
- (ii) relevant procedures were taken to adjust the account accordingly; and
- (iii) a written notice or a telephonic confirmation to such effect has been given to the concerned consumer.

- 8.4.3 In the event that a consumer declaring a dispute, does not adhere to paragraph 8.4.1 above, the disputed account will be subject to the normal Credit Control and Debt Collection procedures.

8.5 Errors or Omissions

- 8.5.1 The Municipality strives to ensure the accuracy of consumer accounts. The onus of the consumer is however to verify that the services as stipulated on the account statement has been delivered and is correct. Upon detection of any errors or omissions the consumer should raise the dispute and notify the Municipality soonest and preferably in writing.

- 8.5.2 Accounts will only be rectified at the sole discretion of the Municipality after considering and verifying all aspects and conditions affecting the amount due and deemed to be in error. The adjustment (if applicable) to the account will be

processed as per paragraph 8.4 above and applied after the date of inspection or confirmation by the specific Services Department.

- 8.5.3 Upon the sole discretion of the Municipality serious nonconformities or discrepancies of an account may be adjusted based upon the actual tariffs and legislation applicable.

9. DUE DATES OF ACCOUNTS

Accounts are payable by the 7th (seventh) day of each month or the first working day thereafter, should the 7th (seventh) day fall on a weekend or public holiday.

Upon extraordinary circumstances the date above may be temporary amended by the Municipal Manager to a reasonable date.

10. ALLOW SUFFICIENT TIME TO SETTLE ACCOUNTS

In order to allow sufficient time to settle accounts, the account should, where possible, be ready for delivery at least two weeks before the due date.

This necessitates proper scheduling of all processes leading to the issuing of accounts to meet the Municipality's commitment to its consumers.

11. CONSOLIDATION OF ACCOUNTS

In order to reduce cost and to enhance credit control and debt collection measures, separate accounts for services rendered in respect of a property or separate accounts of a debtor will be consolidated as far as possible. This will not be limited to consumer accounts only but may be extended to any other amount payable arising from any liability or obligation due to the Municipality.

12. PAYMENT OF ACCOUNTS – GENERAL

- 12.1 In order to promote the payment of accounts, payment facilities and hours for payment must be convenient to consumers, but the establishment of such facilities should still be subject to normal business principles and the economy of the provision of such services.

- 12.2 The following facilities are presently available – with the office hours (usually between 08h00 - 13h00 and 13h30 - 15h30) and modes of payment indicated. Facilities are extended on an on-going basis.

Facility	Hours	Payment methods accepted
Cash offices at Stellenbosch, Kayamandi, Franschhoek, Klipmuts and Pniel	Office hours: Monday to Friday	Cash, debit cards
Debit orders	Application during office hours	Bank transfers
Third Party Service Providers: Countrywide outlets of Pick 'n Pay, Shoprite/Checkers, Pep Stores, Ackermans and other stores	Trading hours as per Service Provider: 7 days per week	Cash, credit cards, debit cards
Internet payments	All hours	Bank transfers
Direct bank deposits	Banking hours	Bank transfers
Personnel deductions	Office hours	Direct deductions from earnings
24-hour Utility shops at petrol stations	All hours	Cash, credit cards, debit cards
Approved Pre-Paid Vending Agents	Trading hours as per Vending Agent	Cash

- 12.3 The use of correct account references for electronic payments and/or direct deposits is a requirement to ensure correct allocation of payment and to avoid any penalties and administration costs. It is the responsibility of the consumer making the payment to ensure that the correct reference number is made known to the Municipality.
- 12.4 All payments by means of Electronic Funds Transfer (EFT) or payments via the facilities as approved must be made in time so as to reflect in the Municipality's bank account before close of business on the due date.
- 12.5 Payment prioritisation of payments received will be allocated in the following order:
- (i) Penalties.
 - (ii) Municipal Rates.
 - (iii) Special Rating Area Levies.
 - (iv) Sewerage.
 - (v) Refuse.
 - (vi) Rentals.
 - (vii) Sundries.
 - (viii) Water.
 - (ix) Electricity.

13. DISHONoured PAYMENTS

- 13.1 Receipts issued in respect of dishonoured payments must be written back upon receipt of such notices. Interest on arrears must be raised where applicable and administration costs be debited to debtors account. Debtors must be notified, and debt recovery actions be instituted where necessary.
- 13.2 Should payments be dishonoured twice; the financial system must be encoded not to accept debit order transactions of such a debtor and he/she must be informed thereof in writing.
- 13.3 If payments are dishonoured twice in a financial year, consumer deposits/bank guarantees may be adjusted to mitigate increased financial risk.

14. PENDING LEGAL ACTIONS AGAINST CONSUMERS

Legal actions, such as notices of intended sales in execution, press releases regarding pending insolvency's, etc. may be followed up to evaluate the credit rating of such debtors in order to take steps to minimize the risk of financial loss for the Municipality.

15. INTEREST

- 15.1 Interest will be raised monthly, on a reasonable time after due date, to allow finalization of EFT payments, journal processing, system updates, etc. The latter interest raising will be on all arrear balances of all services (excluding housing services), property rates or arrangements as per paragraph 3 of this Policy, remaining unpaid.
- 15.2 A portion of a month is deemed to be a full month for the purposes of calculation of interest payable.
- 15.3 Interest on outstanding arrear accounts will be calculated and charged at the South African Reserve Bank's prime interest rate plus one percent.

16. GENERAL AND OTHER SERVICES**16.1 Monthly Consumer accounts:**

- 16.1.1 Debtor's records must be coded correctly and timeously to ensure the rendering of accurate accounts to consumers.
- 16.1.2 The supply of water and electricity must conform to the conditions of supply set out in the By-Laws for Stellenbosch Municipality, as promulgated in the *Provincial Gazette*.

- 16.1.3 Due to the inclined block tariffs employed for these services, care must be taken to ensure meter readings are taken accurately and at intervals as close as possible to 30 days. Should this not be possible, consumption may be estimated as set out in the Municipality's By-Laws. As a general rule it is accepted that deviations in consumption periods exceeding 10% should be guarded against.

16.2 Sundry Services:

- 16.2.1 Accounts for recovery of cost encountered by the Municipality in respect of sundry services rendered are issued if and when such services are rendered to consumers.
- 16.2.2 As these services are usually not based on formal service contracts, it is essential that it be billed as soon as possible, and the recovery of such debt must receive priority, as the risk of loss to the Municipality is more eminent than in the case of other services.
- 16.2.3 Care should be taken to obtain full and accurate information of such debtors and to obtain prepayment for such services where possible.
- 16.2.4 Actions applied to follow up unpaid accounts will be determined by the nature and extent of the debt and the cost effectiveness of such actions.

17. CONDITIONS RELATING TO RENTAL AND PURCHASING OF MUNICIPAL PROPERTY

- 17.1 Municipal property may only be leased or sold after approval of such transactions and the signing of a rental or purchase agreement. Such approvals may be by way of specific Council resolutions or in the form of delegations.
- 17.2 The conditions for payment of instalments and deposits are regulated by the contents of the rental and purchase agreements and the Municipality explicitly reserves its rights to discontinue services for non-payment not only limited to the leased property but any other property of the lessee within the jurisdiction of Stellenbosch Municipality (WC024).
- 17.3 Other specific rental and purchase agreements are tailored to the specific nature and requirements of such transactions.
- 17.4 Full details of remedies for defaulting lessees and purchasers and procedures to address such defaults must be contained in the relevant contracts but must not have the effect of limiting the Municipality in terms of this or any other Policy regulating arrears.
- 17.5 These remedies usually commence with written reminders, leading to the cancellation of the contracts and the institution of further legal action where necessary.

17.6 Rental and purchase agreements represent formalised individual contracts that form the basis of all actions by the parties involved. Both parties are bound to such conditions, failing which may lead to the cancellation of such contracts by the parties involved and claims for damages.

17.7 Lessees who may qualify for rental subsidies must be referred to the housing office to apply for such subsidies in an effort to make rentals more affordable.

18. RENTALS IN RESPECT OF MUNICIPAL EMPLOYEES

Apart from the general conditions applicable to general rental the following conditions will also be applied:

- (a) Rent will be based on the principle of market related rentals as required by Municipal Supply Chain Management (SCM) Regulation 40.
- (b) Rent, and optionally rates and service charges, where applicable, may only be paid by means of salary deductions. A specific clause to this effect must form part of the contract.
- (c) The relevant Director, or his/her delegated official, must co-sign rental agreements of employees to ensure that financial conditions are met.

19. INDIGENT CONSUMERS

19.1 The Stellenbosch Municipality supports the principle of providing support to indigent consumers by way of providing Free Basic Services in accordance with the provisions of the Municipality's Indigent Policy. All effort must be made to limit the re-occurrence or accumulation of indigent debt of such consumers.

20 CONTACT OF RESPONSIBLE OFFICE

The contact details for Credit Control enquiries:

E-mail Address: creditcontrol.notices@ Stellenbosch.gov.za

Telephone Numbers: See Municipal Account for relevant telephone numbers

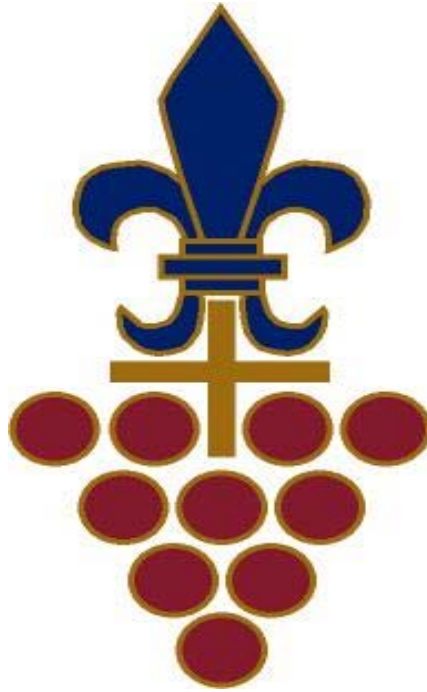
Postal Address: PO Box 17, Stellenbosch, 7601

Any Municipal Office in the jurisdiction of Stellenbosch Municipality

21. SHORT TITLE

This Policy is the Credit Control and Debt Collection Policy of the Stellenbosch Municipality.

STELLENBOSCH MUNICIPALITY



DEVELOPMENT CHARGES POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

ENGINEERING SERVICES DEVELOPMENT CHARGES POLICY

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1. DEFINITIONS

In this policy, unless the context indicates otherwise -

- 1.1** **'Amendment Bill'** means the Fiscal Powers and Functions Amendment Bill, 2020;
- 1.2** **'applicant'** means a person or entity contemplated in section 45(1) of the SPLUMA who submits a land development application;
- 1.3** **'bulk service'** means the capital infrastructure assets associated with that portion of an external engineering service which is intended to ensure provision of municipal infrastructure services for the benefit of multiple users or the community as a whole, whether existing or to be provided as a result of a development in terms of the MSDF – the relevant Municipal Master Plan shall be used as a guide to identify such bulk services;
- 1.4** **'capacity'** means the extent of availability of a municipal infrastructure service, based on the capital infrastructure asset or combination of capital infrastructure assets installed for provision of such municipal infrastructure services;
- 1.5** **'capital infrastructure asset'** means land, property, building or any other immovable asset, including plant and equipment that accede thereto, which is required for provision of a municipal infrastructure service, limited to immovable;
- 1.6** **"community facilities"**, including play equipment, street furniture, crèches, clinics, sports fields, indoor sports facilities or community halls; conservation purposes, energy conservation, climate change; or engineering services.
- 1.7** **'developer'** means a person or entity intending to implement or implementing undertaking land development;
- 1.8** **'development charge (DC)'** means a charge levied by a Municipal Planning Tribunal in terms of section 40(7)(b) of, and contemplated in section 49 of, the SPLUMA, which must-
 - (a) contribute towards the cost of capital infrastructure assets required to meet increased demand for existing and planned external engineering services; or
 - (b) with the approval of the Minister, contribute towards capital infrastructure assets required to meet increased demand for other municipal engineering services not prescribed in terms of the SPLUMA;
- 1.9** **'Engineer'** means an engineer employed by the Municipality or any person appointed by the Municipality from time to time to perform the duties of the Engineer envisaged in terms of this Policy, including the Director: Infrastructure Services;
- 1.10** **'engineering services'** means a municipal engineering service as defined in section 1 of the SPLUMA;
- 1.11** **'engineering services agreement'** means a written agreement concluded between the Municipality and a developer, recording their detailed and specific respective rights and obligations regarding the provision and installation of the external engineering services required for an approved land development, and regarding the associated development charge;
- 1.12** **'external engineering service'** means an engineering service situated outside the boundaries of a land area and which is necessary to serve the use and development of the land area concerned; provided that in circumstances where the characteristics

of a specific area or the design of the relevant engineering service so requires, such services can be located within the boundaries of a land area;

- 1.13** **'impact zone'** means a geographical zone within which the capital infrastructure assets or system of capital infrastructure assets required to provide bulk services to an approved land development are located (the impact zones are Stellenbosch Town, Klappmuts, Dwars River, Franschhoek, Koelenhof, Polkadraai and Raithby);
- 1.14** **'internal engineering service'** means an engineering service within the boundaries of a land area which is necessary for the use and development of the land area concerned and which is to be owned and operated by the Municipality or service provider;
- 1.15** **'land development'** means the erection of buildings or structures on land, or the change of use of land, including township establishment (provision of engineering services infrastructure), the subdivision or consolidation of land or any deviation from the land use or uses permitted in terms of the Zoning Scheme;
- 1.16** **'land development application'** means an application for approval of land development as contemplated in section 41 of the SPLUMA;
- 1.17** **'land use'** means the purpose for which land is or may be used lawfully in terms of a the municipal land use scheme or of any other authorisation, permit or consent issued by a competent authority, and includes any conditions related to such land use purposes;
- 1.18** **'link engineering service'** means the capital infrastructure assets associated with that portion of an external engineering service which links an internal engineering service to the applicable bulk service, and which is not shared by multiple users or the community generally;
- 1.19** **'LUPA'** means the Western Cape Land Use Planning Act, 2014, Act. 3 of 2014 (PN 99/2014 of 7 April 2014);
- 1.20** **'MSDF'** means the current Stellenbosch Municipal Spatial Development Framework contained in the Municipality's approved Integrated Development Plan;
- 1.21** **'Municipality'** means (a) the Stellenbosch Municipality (WCO24) established in terms of Provincial Notice 489 of 22 September 2000 in terms of the Local Government: Municipal Structures Act, 117 of 1998, and (b) includes all political structures or office bearers, the Municipal Planning Tribunal and municipal staff members to whom authority has been delegated to take decisions in terms of the Municipality's delegation system;
- 1.22** **'municipal infrastructure service'** means any of the following municipal services, namely potable water, sewerage and wastewater treatment, electricity distribution, municipal roads, street lighting, storm water management, solid waste disposal and public transport, including non-motorised transport. Community facilities, including play equipment, street furniture, crèches, clinics, sports fields, indoor sports facilities or community halls. Conservation purposes, energy conservation, climate change; or engineering services.
- 1.23** **'Municipal Planning Tribunal'** means a Municipal Planning Tribunal as defined in the SPUMA, and includes a municipal official authorised to determine land use and land development applications, in terms of section 35 of the SPLUMA;
- 1.24** **'Planning By-Law'** means the Stellenbosch Municipality: Land Use Planning By-Law published in the Western Cape Provincial Gazette Extraordinary of 20 October 2015;

- 1.25 **'SPLUMA'** means the Spatial Planning and Land Use Planning Act, 16 of 2013;
- 1.26 **'Systems Act'** means the Local Government: Municipal Systems Act, 2000, Act 32 of 2000 ("MSA"); and
- 1.27 **'Zoning Scheme'** means the Stellenbosch Municipality: Zoning Scheme By-Law published in the Western Cape Provincial Gazette Extraordinary of 27 September 2019.

2. INTRODUCTION

- 2.1. The Constitution enjoins local government not just to seek to provide services to all its inhabitants, but to be fundamentally developmental in orientation and to play a key role in promoting justifiable social and economic development. To this end it *inter alia* has to perform regulatory functions in respect of land use planning and development and ensuring lawful, reasonable and fair administrative government practices.
- 2.2. Socio-economic development is generally regarded as the passport to reduced poverty, reduced inequality and improved social well-being. New economic development generally also has a positive impact on the municipality's finances. It increases revenue from property rates and service charges by expanding the base of ratepayers. But development associated with economic growth has an impact on the demand for essential engineering services, which are needed to support sustainable social and economic development. Without available infrastructure of adequate capacity, public and private sector investment in Stellenbosch will decline.
- 2.3. Stellenbosch is as an attractive destination for economic investment. Working towards the MDSF vision of Stellenbosch as the "Valley of Opportunity and Innovation", a number of principles are key, including that future opportunity be allowed to build on existing infrastructure investment. Engineering services infrastructure (water, sewerage, stormwater, roads, street lighting, solid waste and electricity) represents substantial assets for enabling individual and communal development opportunity of different kinds.
- 2.4. The creation and promotion of an enabling environment for business to grow and create jobs, is fundamental to a competitive and vibrant economy. The potential for large scale upliftment and development may be severely hampered by the lack of attention to necessary infrastructure. The Municipal Council aims to create an economically enabling environment in which investment can grow and jobs can be created while still being able to provide basic services to all its citizens. The equitable and efficient financing of the cost of infrastructure to accommodate new developments is key in this regard.
- 2.5. Additional engineering services infrastructure must be provided to create additional services capacity to cater for growing needs, and it comes at a high cost. The rationale for DCs needs to be understood in relation to how this particular funding mechanism fits within the municipal fiscal framework. Municipal service delivery is generally financed through a fiscal framework that is based on a clear assignment of fiscal powers and functions that empower municipalities to raise property rates and used charges on electricity distribution, water and sanitation services and solid waste collection.
 - 2.5.1. These primary sources of revenue are supplemented by intergovernmental transfers that support the operating costs of basic service delivery to poor households, as well as related national development priorities. Municipalities may use any operational surpluses generated from this revenue to finance

capital investment programmes, again supplemented by intergovernmental transfers, as well as funds that have been borrowed to finance infrastructure investment programmes.

2.5.2. Municipal development charges complement these sources of capital finance, by providing a direct charge to beneficiaries of existing and planned infrastructure installed to enable an intensification of land use. Development charges are thus an additional source of capital finance, which enhance the efficiency and volume of municipal capital financing through -

- o ensuring that the beneficiaries of infrastructure pay a fair share of the costs of installing it, relative to other residents;
- o releasing resources that a municipality would otherwise have dedicated to meeting these needs to be spent on other development priorities; and
- o providing an additional revenue stream to support municipal borrowing programmes, where applicable.

2.6 For both municipalities and developers to budget and plan efficiently, requires a robust legal basis on which development charges are levied, linked to long term spatial and infrastructure planning systems. Local government may only act within the powers lawfully conferred upon it.

2.7 After the country's first democratic elections, the Legislator was tasked to translate the electoral dream of a "Better Life For All" into legislation. It put the public sector at the heart of the challenge to reduce poverty. Legislation such as the SPLUMA and LUPA followed, both which empowers, qualifies and constrains municipal powers to levy development charges.

2.8 The Municipal Fiscal Powers and Functions Amendment Bill 2020, published for public comment during 2020, provides for a uniform, consistent, transparent and equitable basis on which municipalities can calculate and levy development charges on developers. The Amendment Bill requires that development charges are paid by both the public and private sectors, in order to ensure that a substantial portion of municipal bulk infrastructure investment can be financed on a 'user pays' principle, with the needs of poor households directly and transparently supported through public subsidies, including intergovernmental transfers.

2.9 A Development Charge ('DC') is a once-off capital charge to recover the actual cost of external infrastructure required to accommodate the additional impact of a new development on engineering services. A DC calculation is triggered by a land use change/ development application that will, if approved, intensify the municipal infrastructure demand. The threshold is the level up to which a new land use is deemed to have the same infrastructure impact as the existing permissible use and is determined based on a technical assessment.

2.10 The DC policy is an important tool to provide economic infrastructure and to ensure sustainable infrastructure investment in all the required engineering services. It provides the key details of the Municipality's Development Charges for Engineering Services, covering water, roads, stormwater, sewerage, solid waste and electricity.

2.11 A motivation for DCs is that the incidence of the cost is more accurately and equitably assigned to those who directly benefit from the infrastructure, rather than being spread amongst all ratepayers. The key function of a system of DCs is to ensure that those who benefit from new infrastructure investment, or who cause

off-site impacts, pay their fair share of the associated costs. A primary role of a system of DCs is to ensure the timely, sustainable financing of required urban infrastructure.

3. LEGISLATIVE (REGULATORY) FRAMEWORK

3.1 Source of empowerment

A municipality derives its power to levy development charges from legislation, not from policy. Policy determinations cannot override, amend or be in conflict with laws (including subordinate legislation). ^[1]

In *Fedsure* the Constitutional Court said that '[i]t seems central to the conception of our constitutional order that the Legislature and Executive in every sphere are constrained by the principle that they may exercise no power and perform no function beyond that conferred upon them by law'. It is trite that "a local government may only act within the powers lawfully conferred upon it". ^[2]

"A municipality under the Constitution is not a mere creature of statute otherwise moribund save if imbued with power by provincial or national legislation. A municipality enjoys 'original' and constitutionally entrenched powers, functions, rights and duties that may be qualified or constrained by law and only to the extent the Constitution permits." ^[3]

It is also a well-established principle of South African law that powers given to a public body for one purpose cannot be used for ulterior purposes which are not contemplated at the time when the powers were confirmed. ^[4] Good intentions and public benefits are insufficient. As Baxter mentions: "It does not help that the improper purpose which the public authority sought to achieve was well intentioned, or even that it would benefit the public." ^[5]

The powers lawfully conferred upon the Municipality in relation to development charges have been qualified and constrained in terms of national, provincial as well as municipal legislation. A study into this rather dense legislative environment was undertaken to ensure that this policy document will be in line with the current and proposed empowering legislation.

3.2 Relevant legislation

Attention is invited to the provisions of the following legislation.

- The National Constitution.
- Local Government: Municipal Systems Act, 32 of 2000 – ('MSA').
- Stellenbosch Municipality: Zoning Scheme By-Law 2019 – ('Zoning Scheme').

¹ *Akani Garden Route (Pty) Ltd v Pinnacle Point Casino (Pty) Ltd* 2001 (4) SA 501 (SCA) at par [6] and [7].

² *Fedsure Life Assurance Ltd and Others v Greater Johannesburg Transitional Council and Others* 1999 (1) SA 374 (CC) par 56.

³ *City of Cape Town v Robertson* 2005 (2) SA 323 (CC) at par 60.

⁴ See Baxter, Lawrence. 1984. *Administrative Law*. Juta & Co, Ltd: Cape Town on p. 508 and 511.

⁵ See *Administrator, Cape v Associated Buildings Ltd* 1957 (2) SA 317 (A) at 329). Also see *South Peninsula Municipality and Another v Malherbe NO and Others* 1999 (2) SA 966 (C) at 981D.

- Municipal Fiscal Powers and Functions Act, 12 of 2007 – ('Fiscal Powers Act').
- The SPLUMA.
- The LUPA.

For ease of reference some of the relevant provisions therein contained, are quoted *verbatim* further below and in Appendix "A".

3.2.1 The National Constitution – ('Constitution')

The Constitution enjoins local government to seek to provide services to the citizens, to be fundamentally developmental in orientation, to *promote* justifiable social and economic development and, together with other organs of state, to contribute to the progressive realisation of the fundamental constitutional rights.

Municipalities derive their fiscal powers from section 229 of the National Constitution. Section 229(1)(a) empowers a municipality to impose rates on property and surcharges on fees for services provided by or on behalf of the Municipality.

It is necessary to distinguish between '*services charges*' and '*development charges*'.

- A service charge is ongoing contributions (usually levied monthly), required to recover the ongoing costs reasonably associated with rendering the service (e.g., refuse removal), including capital, operating, maintenance, administration and replacement costs, and interest charges.
- A Development Charge ('DC') is a once-off capital charge to recover the actual cost of external infrastructure required to accommodate the additional impact of a new development on engineering services. Development charges fall in the section 229(b) category and is not a service fee.

3.2.2 Local Government: Municipal Systems Act, 32 of 2000 – ('MSA')

See Appendix "A" for relevant sections of the MSA. Essentially it deals with the empowerment of local authorities to provide municipal services for the benefit of the local community and the funding thereof by charging service charges or fees for covering the costs thereof. This is achieved by applying tariffs that must reflect the costs reasonably associated with rendering the service, including capital, operating, maintenance, administration and replacement costs, and interest charges. DCs are not intended to fund municipal services being rendered.

3.2.3 Spatial Planning and Land Use Management Act, 16 of 2013 – ('SPLUMA')

- Section 40(7)(b) empowers a municipal Planning Tribunal, in the approval of any land development application, to impose any reasonable conditions, including conditions related to the provision of engineering services and the payment of any development charges.

- Section 49(4) provides that an applicant may, in agreement with the Municipality or service provider, install any external engineering service instead of payment of the applicable development charges, and the fair and reasonable cost of such external services may be set off against development charges payable.
- According to section 49(5), if external engineering services are installed by an applicant instead of payment of development charges, the provision of the Local Government: Municipal Finance Management Act, 56 of 2003 pertaining to procurement and the appointment of contractors on behalf of the Municipality, does not apply.

[NOTE: 'Applicant' to be read as a 'developer' as defined.]

3.2.4 Western Cape: Land Use Planning Act, 3 of 2014 – ('LUPA')

- Section 40(1) of LUPA empowers a municipality, when approving a land use application, to do so subject to conditions, which conditions the must be reasonable conditions and must arise from the approval of the proposed utilisation of land.
- In terms of section 40(2) such conditions may include, but are not limited to, conditions relating *inter alia* to the provision of engineering services and infrastructure; and the cession of land or the payment of money.
- Section 40(3) empowers a municipality to require in a condition relating to the provision of engineering services and infrastructure that a proportional contribution to municipal public expenditure be made according to the *normal need* therefor arising from the approval, as determined by the Municipality in accordance with norms and standards as may be prescribed. Section 40(12) provides that a municipality may, if appropriate, depart from contributions so determined.
- Section 40(4) provides that such municipal public expenditure includes, but is not limited to, municipal public expenditure for municipal service infrastructure and amenities relating to—
 - o community facilities, including play equipment, street furniture, crèches, clinics, sports fields, indoor sports facilities or community halls;
 - o conservation purposes, energy conservation, climate change; or engineering services.
- Section 40(5) requires that, when determining the contribution contemplated in subsections (3) and (4), a municipality must have regard to at least—
 - o the municipal service infrastructure and amenities for the land concerned that are needed for the approved land use;
 - o the public expenditure on that infrastructure and those amenities incurred in the past and that facilitates the approved land use;

- o the public expenditure on that infrastructure and those amenities that may arise from the approved land use;
 - o money in respect of contributions contemplated in subsection (3) paid in the past by the owner of the land concerned; and
 - o money in respect of contributions contemplated in subsection (3) to be paid in the future by the developer of the land concerned.
- Section 40(6) requires that, except for land needed for public places or internal engineering services, any additional land required by the Municipality arising from an approved subdivision must be acquired subject to applicable laws that provide for the acquisition or expropriation of land.

3.2.5 Stellenbosch Municipality: Zoning Scheme By-Law 2019 – ('Zoning Scheme')

20. *Development charges in terms of this Scheme*

- (1) *The calculation of development charges and whether a development charge is payable, shall be subject to the Municipality's adopted policy.*
- (2) *Where the provision in a particular zone identifies that a development charge is payable for **intensified** primary development **rights which came into operation as a result** of this Scheme, and where the owner intends to develop according to such intensified rights, such development charge shall be calculated when the building plan is submitted and shall be paid prior to the approval of said building plan.*
- (3) *Where an application is made in terms of Planning Law, or where application is made for technical approval in terms of this Scheme, the Municipality may impose a condition related to development charges payable where said approval leads to the intensification of land use beyond the primary rights which has been originally approved on the land unit.*
- (4) *Unless an alternative agreement is reached in writing between the owner and the Municipality, no building plan shall be approved on any land unit where an outstanding development charge is payable.*
- (5) *If the Municipality fails to calculate a development charge at the appropriate approval stages as set out in this section, it is deemed that there are no charges related to that development.*

[NOTE: 'Owner' to be read as a 'developer' as defined.]

NOTES:

1. 'Landowner' to be read as a 'developer', as defined.
2. Other relevant sections of the Zoning Scheme are quoted *verbatim* in Appendix "A" for ease of reference (i.e. 89, 102, 115, 128, 140, 151 162, 172 and 219 – development charges in the Multi-Unit Residential zone, Mixed-Use zone, Industrial zone, Education zone, Community zone Utility Service zone, Transport-facilities zone, and Agricultural and Rural zone)

3.2.6 (a) Municipal Fiscal Powers and Functions Act, 12 of 2007 – ('Fiscal Powers Act')

This Act was adopted to regulate the exercise by municipalities of their power to impose surcharges on fees for services provided under section 229 (1) (a) of the Constitution; to provide for the authorisation of taxes, levies and duties that municipalities may impose under section 229 (1) (b) of the Constitution; and to provide for matters connected therewith. The date of its commencement is 7 September 2007.

This Act applies to municipal surcharges and municipal taxes referred to in section 229 of the Constitution, *other than rates on property* regulated in terms of the Local Government: Municipal Property Rates Act, 2004, and municipal base tariffs regulated under the Municipal Finance Management Act, 2003, the Municipal Systems Act, 2000, or sector legislation.

(b) Municipal Fiscal Powers and Functions Amendment Bill

During 2020 National Treasury published the Amendment Bill for public comments (Government Gazette Notice No. 3 of 2020) and awaited comments until the 31st March 2020. Since then, it refined the Amendment Bill in line with the public comments received.

As part of the Cabinet protocols, the Amendment Bill had to be presented to the Directors-General Clusters and Cabinet Committees for their inputs and recommendations before submitting it to Cabinet for approval to table in Parliament for scrutiny. According to National Treasury as of November 2021 these processes were far advanced, and the Amendment Bill is likely to be submitted to Parliament during the first quarter of 2022.

National Treasury previously published various draft *Policy Frameworks* for Municipal Development Charges since the commencement of the 2007 Act. According to those frameworks the guiding principles in relation to development charges were equity and fairness, predictability, spatial and economic neutrality and administrative ease and uniformity. 'Fairness' to ensure that developers pay only for the infrastructure investments which they benefit from. 'Predictability' to enable developers to accurately estimate their liability and hold municipalities to account for the timely delivery of required infrastructure.

Those Policy Frameworks have since been converted into a memorandum of objects to the Amendment Bill. It was part of the document that was published for public comments in the 2020 Government Gazette. Therefore, in the formulation of this policy

document, the focus has been to bring it in line with the underlying thinking encountered in the Amendment Bill and in the 'Memorandum of Objects' concerned.

The purposes of the Amendment Bill *inter alia* include to amend the 2007 Act, so as to regulate the power of municipalities to levy development charges; to set out the permissible uses of income from development charges; to provide for the basis of calculation of development charges; to provide for municipal development charges policies, community participation and by-laws; to provide for the installation of external engineering services by developers instead of payment of development charges; to provide for the consequences of non-provision of infrastructure by a municipality; to regulate reductions to the obligation to pay development charges through subsidies; to provide for matters relating to the budgeting of and accounting for development charges; to establish an entitlement on the part of municipalities to withhold other approvals or clearances due to non-payment of development charges; and to amend the SPLUMA.

Essentially the Amendment Bill seeks to regulate the power of municipalities to levy development charges in respect of a land development application submitted to the Municipality in terms of section 33(1) of SPLUMA or a municipal planning by-law. Clause 4 of the Amendment Bill proposes the insertion of **Chapter 3A**, which deals with development charges and *inter alia*:

- provides for a power for municipalities to levy development charges and establishes the basis on which they are calculated (Clause 9A);
- allows a municipality which decides to levy development charges to subsidise a land development or category of land developments through reducing the development charges payable where it has set out a criteria for such subsidy in its policy on development charges (Clause 9E);
- permits a municipality to set off the cost of infrastructure installed by the developer against a development charge (Clause 9G);
- deals with the consequences of a municipality not providing infrastructure for which a developer has paid a development charge (Clause 9H)
- provides for mechanism to resolve dispute for a person whose rights are affected by a decision regarding development charges (Clause 9K).

The Amendment Bill proposes amendments to SPLUMA, including *inter alia* the deletion of the definition of "engineering service" and inserting the following definitions:

- '*bulk engineering services*' means capital infrastructure assets associated with that portion of an external engineering service which is intended to ensure delivery of municipal engineering services for the benefit of multiple users or the community as a whole, whether existing or to be provided as a result of development in terms of a municipal spatial development framework.

- *'link engineering services' means the capital infrastructure assets associated with that portion of an external engineering service, which links an internal engineering service to the applicable bulk engineering services.*
- *'municipal engineering service' means a system for the provision of water, sewerage, electricity, municipal roads, stormwater drainage, gas and solid waste collection and removal required for the purpose of land development management, referred to in Chapter 6.*

The Amendment Bill restricts the scope of engineering services to those already covered in the current definition of engineering services provided in the SPLUMA. These are the provision of water, sewerage, electricity, municipal roads, storm water drainage, gas and solid waste collection and removal required for the purpose of land development. However, some level of flexibility has been provided for municipalities to levy development charges on other engineering services not specified in the SPLUMA, by providing for a municipality to apply to the Minister of Finance for an extension of services to be included in the calculation of development charges.

The Amendment Bill also proposes the following amendments to the SPLUMA.

- The amendment of the empowering provision (section 40(7) of the SPLUMA), by the substitution for paragraph (b) of the following paragraph:

(A Municipal Planning Tribunal may ...)

in the approval of any application, impose any reasonable conditions, including conditions related to the provision of engineering services and the payment of any development charges: Provided that the Municipal Planning Tribunal endorses the Municipality's calculation of development charges and, where applicable, the timing for payment thereof as a condition or conditions of approval.

- The amendment of section 49 by the substitution for subsection (2) of the following subsection:

A municipality is responsible for the provision of external engineering services: Provided that link engineering services are installed by an applicant and that the municipality may require that such services are installed to provide a greater capacity than the land development itself needs, subject to the municipality reimbursing the applicant accordingly, unless the applicant waives his or her claim to reimbursement or the value of installing the additional capacity is set off against the applicable development charges liability.

- The amendment of section 49 by the addition of the following subsection:

A municipality may agree to contribute towards the cost of link engineering services, where the applicant's provision of link engineering service that meet the minimum standards of the municipality shall result in capacity that exceeds the requirements of the land development itself: Provided that the maximum contribution of the municipality does not exceed the amount which represents the difference between the cost associated with meeting the minimum standard and the cost of the actual requirements of the land development in question. (Emphasis added).

[NOTE: 'Applicant' refers to a 'developer' as defined.]

If the amendments to SPLUMA (as proposed in the Amendment Bill) go through unamended and the Amendment Bill (unamended) becomes law, the following is noteworthy.

- A **development charge** will mean a charge levied by a Municipal Planning Tribunal in terms of section 40(7)(b) of, and contemplated in section 49 of, SPLUMA, which must-
 - o contribute towards the cost of capital infrastructure assets required to meet increased demand for existing and planned **external engineering services**; or
 - o with the approval of the Minister, contribute towards capital infrastructure assets required to meet increased demand for other municipal engineering services not prescribed in terms of SPLUMA.
- Section 9A(1)(a) will empower a municipality to levy a development charge in respect of a **land development application** as contemplated in section 33(1) of SPLUMA or a municipal planning by-law.
- Section 9A(4) will require that the amount of a development charge must be-
 - o **proportional** to the extent of the demand that the land development is projected to create for **existing or planned bulk** engineering services; and
 - o calculated on the basis of a **reasonable assessment of the costs** of providing existing or planned **bulk** engineering services.
- According to the new SPLUMA definition, "**bulk engineering services**" will mean *capital infrastructure assets associated with that portion of an **external engineering service** which is intended to ensure delivery of municipal engineering services for the **benefit of multiple users** or the community as a whole, whether existing or to be provided as a result of development in terms of a municipal spatial development framework.*

- According to the SPLUMA “**external engineering service**” means an engineering service situated outside the boundaries of a land area and which is necessary to serve the use and development of the land area.

3.3 Interpretation

Our higher Courts in recent times have repeatedly stated that when it comes to the interpretation of statutes, the fundamental rule is that the words in a statute must be given their *ordinary grammatical meaning*, unless to do so would result in an absurdity.

There are *three interrelated riders*: the provisions should be interpreted purposively; the provision must be properly contextualised and statutes must be construed consistently with the Constitution so that where reasonably possible the provisions should be interpreted to preserve their constitutional validity. It is also well recognised that it is wrong to ignore the clear language of a statute under the guise of adopting a purposive interpretation, as doing so would be straying into the domain of the legislature.

When attributing meaning to the words used in legislation, regard must be had to the context provided by reading the particular provisions in the light of the Act or by-law as a whole and the circumstances attendant upon its coming into existence. The *‘inevitable point of departure is the language of the provision itself’*, read in context and having regard to the purpose of the provision and the background to it landing on the statute books. It is therefore useful, when looking at the question of the legal requirements to be satisfied when imposing development charges in the context of present-day legislation, to have a historical perspective.

It is therefore important to take cognisance of the Legislative Background provided in Appendix “A” for a proper understanding of the Legislature’s intention with DCs’.

4. OBJECTIVES

- 4.1. The objectives of this policy are to provide a sustainable and equitable framework for the financing of capital infrastructure assets and to ensure that:
 - 4.1.1. The Municipality is able to provide capital infrastructure assets in a timely and sufficient manner to support land development;
 - 4.1.2. Development charges complement other sources of capital finance available to the Municipality and are not utilised as a general revenue source;
 - 4.1.3. Development charges are managed in a predictable, fair and transparent manner; and
 - 4.1.4. Unnecessary litigation in the administration of development charges is minimised.

5. KEY PRINCIPLES OF THE POLICY

- 5.1. Principles to be applied must be in accordance with the current legislation, as well as Chapter 3A of the Amendment Bill, and further expounded in this policy.

5.2. Development Charges will be levied based on the increased demand that utilisation of intensified land use rights, which came into operation as a result of the Zoning Scheme or approval of new land development applications, are reasonably expected to have on existing and planned external engineering services capacity, irrespective of the geographical location of the development. For example, the traffic generated by a development located along a provincial road, will ultimately end up on the municipal road network that link to the provincial roads. The same applies to the additional stormwater run-off that ends up in downstream municipal networks and river courses, increase in demand and the bulk supply of water, and sewer and solid waste disposal. Factors are allowed in the calculations to reflect actual usage of infrastructure for these cases.

5.3. Four key principles underlie the system of development charges. These are:

5.3.1. **Equity and Fairness:** Development charges should be reasonable, balanced and practical so as to be equitable to all stakeholders. The key function of a system of development charges is to ensure that those who benefit from new infrastructure investment, or who cause off-site impacts, pay their fair share of the associated costs.

This implies that:

5.3.1.1. The Municipality should recover from developers a contribution that is as close as possible to be full and actual costs of the capital infrastructure assets that are needed to mitigate the impacts of their land developments and to provide external engineering services to their developments;

5.3.1.2. Development charges are levied to recover the infrastructure costs incurred or to be incurred due to land development, and are thus not a form of taxation;

5.3.1.3. Costs which should be covered by development charges can be determined both in relation to the value of pre-installed capital infrastructure assets resulting from historical investments, and the provision of new capital infrastructure assets to meet new capacity requirements; and

5.3.1.4. Development charges are not an additional revenue source to be used to deal with historical backlogs in provision of services, such as backlogs that exist in some historically disadvantaged areas.

5.3.2. **Predictability:** Development charges should be a predictable, legally certain, and reliable source of revenue to the Municipality for providing external engineering services and should be clearly and transparently accounted for. In order to promote predictability in municipal finance systems the costs associated with municipal capital infrastructure assets provided expressly to benefit poor households should be established before subsidies are applied in a transparent manner to fund the liability.

5.3.3. **Spatial and Economic Neutrality:** The primary role of a system of development charges is to ensure the timely, sustainable financing of required capital infrastructure assets.

This implies that:

5.3.3.1. Development charges should be determined based on identifiable and measurable costs so as to avoid distortions in the economy and in patterns of spatial development;

5.3.3.2. Development charges should not be used as a spatial planning policy instrument;

5.3.3.3. Costs recovered should be dedicated only to the purpose for which they were raised; and

5.3.3.4. Development charges should be calculated where possible on a sectoral or geographic scale to more accurately approximate costs within a specific impact zone.

5.3.4. **Administrative ease and uniformity:** The determination, calculation and operation of development charges should be administratively simple and transparent.

6. OBLIGATION TO IMPOSE A DEVELOPMENT CHARGE

6.1. Development Charges Apply

When the Municipal Planning Tribunal or delegated authority approves ~~approves~~ a land development application which will or may result in intensified land use with an increased demand for external municipal engineering services infrastructure, it may, by imposing a condition of approval in terms of section 66 of the Planning By-Law, levy a development charge proportional to the calculated municipal public expenditure that has or may be incurred to satisfy the increased demand according to the normal need arising from such approval.

6.2. Development Charges do not apply

Development Charges do not apply to land development restricted to the exercise of current primary land use rights obtained or approved prior to the commencement of the Zoning Scheme, **unless 13.6 is applicable.**

It also does not apply to the following types of land use applications, as the impact of those land uses have an insignificant impact on engineering services infrastructure and those uses have a social and/or economic benefit to the Municipality and/or the community:

6.2.1. Home / non-commercial early childhood development centres that serve the surrounding community.

6.2.2. Community based churches and places of religious worship (it must be clear that such development will not lead to a significant additional service usage that will have an increased demand on municipal services)

6.2.3. House shops up to the lesser of 30% of the floor area of the buildings on the site or 50m² per erf.

6.2.4. Second dwellings – up to a total maximum of five bedrooms per erf will not trigger a Development Charges payment.

6.3. A development charge will be determined by the Municipality in terms of and on the basis of the applicable statutory provisions referred to in paragraph 3.2 above read with this policy.

6.4. A developer must pay to the Municipality the full amount of the applicable development charge due prior to the exercise of any rights to use, develop or improve the land arising from the approval of a land development application, unless in the case of a phased land development –

- 6.4.1. The Municipality authorises phased payments in the conditions of approval of land development applications, to take into account the timing of the proposed phases of the land development; and
- 6.4.2. The Municipality may approve payment of the outstanding development charge into an attorney's trust account, in cases where this will enable the completion of infrastructure projects in lieu of Development Charges that are not yet completed at the time that clearance is sought and if such withholding of clearance is deemed to be unfair towards the developer. An example of this is where the Municipality has requested the upgrade or installation of a service in-lieu of Development Charges, of which the upgrade was not an original condition of approval, or which is not specifically triggered by the development, but of which the immediate upgrade will be of benefit to the Municipality and/or the greater public. The conditions for the utilisation of the funds in this trust account shall be stipulated in a letter of undertaking issued by the trust attorney and as agreed to in writing by the Municipality.
- 6.5. When approving a land development application, the Municipality must stipulate at least the following matters relating to the development charge –
 - 6.5.1. The total amount of the development charge;
 - 6.5.2. The dates/development milestones on which the payment or payments must be made and the amount of such payments;
 - 6.5.3. Whether the Municipality and the developer have agreed that the developer will install any bulk services, as contemplated in paragraph 9; and
 - 6.5.4. Where the developer is to install bulk services instead of the payment of some portion or all of a development charge –
 - 6.5.4.1. The nature and extent of the bulk services to be installed by the developer;
 - 6.5.4.2. The timing of commencement and completion of the bulk services to be installed by the developer;
 - 6.5.4.3. The amount of the developer's fair and reasonable costs of installation, or the process for determining that amount, including the process, after installation, for making any adjustments to an amount specified as determined by the Municipality; and
 - 6.5.4.4. The engineering and other standards to which the installed external engineering services must conform.
- 6.6. The Municipality and a developer may, and in the circumstances provided for in paragraph 9 must, conclude an engineering services agreement to give detailed effect on the arrangements contemplated in this paragraph 6, provided that an engineering services agreement may not permit any intensification of land use beyond that which was approved.

7. CALCULATION OF DEVELOPMENT CHARGES

- 7.1. Subject to the provisions of this policy, a development charge shall be calculated with reference to the estimated increased load placed on the external engineering services networks that results from the development in a specific impact zone.

- 7.2. The capital cost of internal engineering services is for the account of the developer.
- 7.3. Subject to paragraph 6.3 above and for purposes of calculation of the bulk services component of a development charge, the Municipality must –
- 7.3.1. Determine a unit cost for each municipal infrastructure service, which unit cost must include all land cost, professional fees, materials, labour and reasonable costs of construction, but must exclude the value of any debts incurred by the Municipality for purposes of funding existing capital infrastructure assets, to the extent that such debt has not been repaid by the Municipality;
- 7.3.2. Apply a formula, which formula will –
- 7.3.2.1. Be aimed at determining the impact of the proposed land use on municipal infrastructure services, taking into account current and planned capacity, relative to the impact of the land use occurring at the date of approval of the land development application; and
- 7.3.2.2. Calculate the amount payable by multiplying the unit cost referred to in paragraph 7.3.2.1, by the estimated proportion of the municipal infrastructure services, including current and planned capacity, that will be utilised by the proposed land development.
- 7.4. The basis upon which development charges unit costs of the civil services and community services will be determined, as envisaged in paragraph 7.7, shall be consistent with Chapter 3A of the Amendment Bill.

The methodology for calculating unit costs can be summarised as follows, per service and for each impact zone thereof:

- Use an appropriate planning horizon in the future for that service (e.g. 20 years).
- Use town-planning scenarios and engineering master planning to determine what new services are required, such that at that point in the future, the joint capacity of existing and future services matches the number of consumption units that will be in place, being the existing amount plus the future development amount.
- Estimate the costs of the existing and future infrastructure, as though it was all being constructed at the present day, i.e. replacement cost for existing infrastructure or present-day cost for future infrastructure.
- Establish the number of consumption units that the total infrastructure will cater for i.e. existing consumption plus future consumption.
- From the above calculate the cost per unit consumption factor.
- The DC for the development in question is then calculated by multiplying the nett additional consumption needed for that development, by the cost per unit consumption factor.

In this manner the new development is paying its fair share of the infrastructure that it uses in that impact zone, and not financing an existing shortfall nor financing a surplus being created.

- 7.5. The basis upon which development charges will be determined i.t.o. electricity will be as per NRS 069: Code of practice for the recovery of capital costs for distribution network assets.
- 7.6. The Municipality must adjust the unit cost for each municipal infrastructure service on an annual basis during the budget preparation process referred to in Section 21 of the Local Government: Municipal Finance Management Act 56 of 2003, to take account of inflationary impacts and must publish the adjusted unit costs within two months of approving the municipal budget. The Municipality will use the Contract Price Adjustment Factor as prescribed in the SAICE General Conditions of Contract for Construction Works (as amended) to determine the annual effect of inflation.
- 7.7. Where possible, unit costs for each municipal infrastructure service should be re-calculated every five years to take into account the current and planned capacity for each municipal infrastructure service at the date of re-calculation, and any other relevant factors.
- 7.8. The unit costs were last recalculated for 2022/23. No adjustment factor between 2021/22 and 2022/23 was approved by Council as the new rates became effective immediately. As an escalation factor is still required in some instances, for instance to escalate the value of work done in lieu of DCs over multiple financial years, this increase is hereby confirmed as 14.7415%.
- 7.9. In the event of the Municipality discovering that a gross error has occurred in the determination of the development charges, or if there are justifiable reasons to review the charges, it may, by means of a council resolution, correct such error or review the charges.

8. ADJUSTMENT FOR ACTUAL COSTS OR USAGE

- 8.1. Notwithstanding the provisions of paragraph 7.3, the Municipality may at its own instance or on request by a developer, increase or reduce the amount of the bulk services component of a development charge so as to reflect the actual cost of installation of the required bulk services, where:
 - 8.1.1. exceptional circumstances, as motivated by the developer and if accepted by the Council, justify such an increase or reduction; or
 - 8.1.2. a particular land development significantly exceeds the size or impact thresholds set out in the applicable Development Charges tariff tables.
 - 8.1.3. the actual usage of a particular land development varies significantly from the usage of the approved Development Charges tariff tables and of which the actual usage is motivated by a professional engineer and can be justified by means of recognised engineering guidelines and/or industry norms and standards.
 - 8.1.4. Where a development is situated outside the urban area, and it is not connected to or uses the bulk infrastructure allowed for in the Development Charge calculation, because it is providing its own bulk services (e.g. water supply and waste water package plant) or its reduced usage is not already allowed for in the calculation, then that portion of the Development Charge must be adjusted by means of calculations by a professional engineer in terms of this section, and the developer must pay for his own bulk infrastructure to the approval of the Engineer.
- 8.2. Where the Municipality adjusts the amount of the bulk services component of a development charge on the basis of actual costs in terms of this section:

- 8.2.1. the developer is responsible for the costs of performing the calculation of such adjustment, which must be carried out by a registered professional civil engineer appointed by the developer with appropriate experience and expertise having regard to the nature and extent of the proposed land use; and
- 8.2.2. the actual cost must include, where applicable and without limitation, land costs, professional fees, materials, labour, the reasonable costs of construction and any tax liabilities: provided that all such costs would otherwise have been borne by the Municipality, in the provision and installation of the bulk services concerned.

9. INSTALLATION OF EXTERNAL ENGINEERING SERVICES INSTEAD OF THE PAYMENT OF DEVELOPMENT CHARGES

- 9.1. The Municipality may agree with a developer that the developer installs all or part of the external engineering bulk services required for an approved land development instead of the payment of the applicable development charge.
- 9.2. Where a developer installs external engineering services to the technical standards required by the Municipality, as reflected in the applicable conditions of approval of the land development application or as agreed with the Municipality in writing, the developer may set off the fair and reasonable cost of such installation, as determined by the Municipality, against the applicable development charges.
- 9.3. Any capital infrastructure assets forming part of an external engineering service installed by a developer instead of payment of any part of a development charge shall, upon installation, become the property of the Municipality, and-
 - 9.3.1. the developer shall bear the responsibility of ensuring that ownership or other relevant rights to the affected capital infrastructure assets is or are transferred to the Municipality;
 - 9.3.2. the Municipality must include the applicable capital infrastructure asset gain in its next adjustments budget, in accordance with regulations relating to asset gains, made in terms of the Local Government: Municipal Finance Management Act 56 of 2003.
- 9.4. The Municipality may require that a developer installs external engineering services to accommodate a greater capacity than that which would be required for the proposed land use alone in accordance with any master plan approved by the Municipality, in order to support planned future development in the vicinity of the approved land development. Where the total fair and reasonable cost of installation of such required external engineering services exceeds the development charge payable by the developer, the Municipality may reimburse the developer the amount in excess of the development charge, in accordance with a written agreement, provided that such infrastructure has been provided for in accordance with an approved master planning programme for such service and which has been approved as a capital project in terms of the budget of the Municipality. This reimbursement is to be within an agreed payment schedule not exceeding three years from the date of installation unless the developer waives his right to the applicable reimbursement.
- 9.5. If the developer elects to develop outside the Municipality's approved capital expenditure programme, he or she will have to fund the provision of services to enable such development. There is no obligation on the Municipality to provide services to land simply because an owner wants to develop his/her land and the Municipality is not obligated to re-imburse the developer for such expense. Section 152 of the

Constitution emphasises the fact that the Municipality must structure its administration and budgeting and planning processes to give priority to the basic needs of the community.

- 9.6. When a developer installs external engineering services instead of payment of a development charge, he or she must adopt the most cost-effective and efficient approach to meet the Municipality's technical standards. The principles of procuring the most cost-effective and efficient services must be followed. Therefore, the installation of engineering services must be provided at costs based on a competitive procurement process and evaluated by the developer's consultant with a recommendation for appointment. Such recommendation must be approved by the Municipality before the appointment of a contractor for this purpose.
- 9.7. "Upon the "Developer" having complied with all the terms and conditions of an engineering services agreement the "Municipality" undertakes to value the total cost of "Municipal Services", such valuation will be based on the payment certificates as certified by the professional Consulting Engineer. The total value as per the final payment certificate of the project will be used to determine the total cost of "Municipal Services". If the project has been completed in a previous financial year, the total completion value (as normally indicated on the final payment certificate) can be escalated to the year at which time DC payment is to be made. The escalation rate will be the same as the DC annual escalation as approved by council. The outstanding amount of development contributions payable as concluded with the "Developer" will be reduced by the value of such "Municipal Services" as provided in terms of this Agreement. The outstanding amount will be payable before a clearance certificate is issued by the Municipality, or before an occupation certificate is issued (where clearance certificate is not applicable)."

10. NON-PROVISION BY THE MUNICIPALITY

- 10.1. Where the Municipality has agreed to install the required external engineering services and fails to do so within a period of twelve months from the date for completion stipulated in such agreement, the Municipality must return the applicable portion of the development charge paid by the developer, to the developer, with interest charged at the applicable rate for debts owed to the State.
- 10.2. Notwithstanding the provisions of paragraph 10.1, the Municipality and the developer may agree to:
 - 10.2.1. an extension of the time period for the installation of the required external engineering services by the Municipality: provided that such extended time period may not exceed twenty-four months and provided further that where the Municipality completes the installation within such extended time period, it has no obligation to return the development charge paid by the developer, to the developer; or
 - 10.2.2. an engineering services agreement, or such a revised agreement, in terms of which the developer agrees to install the required external engineering services in whole or in part and, where agreeing to install in part, the time period within which the Municipality will install those external engineering services for which it remains responsible: provided that the extended time period for installation by the Municipality may not exceed twenty-four months and provided further that where the Municipality completes its portion of the installation within such extended time period, it has no obligation to return that portion of the development charge paid by the developer which pertains to the external engineering services installed by the Municipality, to the developer.

11. WITHHOLDING CLEARANCES AND APPROVALS.

- 11.1. The Municipality shall be entitled to withhold any consent, clearance or approval in respect of a land development in the event where development charges owed by the developer remain unpaid or the developer fails to install external engineering services in accordance with an engineering services agreement entered into with the Municipality.
- 11.2. The Municipality shall not be obliged to allow any internal or link services to be connected to the bulk services of the Municipality until all development charges have been paid by a developer.

12. SUBSIDIES AND EXEMPTIONS

- 12.1. The Municipality may only subsidise a land development or category of land developments through reducing the development charge payable in respect thereof if it meets any of the following criteria.

- The beneficiaries of the land development must primarily be indigent persons, persons dependent on pensions or social grants for their livelihood, or persons temporarily without income.
- The land development must be for purposes of serving community, conservation, educational, institutional or public purposes as defined in Schedule 2 to the SPLUMA.
- The applicant for a subsidy must be a registered non-profit or charitable community organisations undertaking social development projects that is beneficial to the community and/or where the applicant is able to demonstrate how the proposed development will have a social and/or economic benefit to the Municipality. The use of any land or buildings, or any part thereof, shall not be for the private financial benefit of any individual, including as a shareholder in a company or otherwise.
- If the bulk engineering services for the land development concerned have been budgeted to be funded through a fiscal transfer from another sphere of government, a subsidy may be granted to the extent of that grant funding.

- 12.2 Examples of land uses that may potentially qualify for subsidies or exemptions, are the following:

- Breaking New Ground (BNG) (also known as low-cost) housing projects implemented by the Municipality will be exempt from DCs. These projects are approved by council prior to implementation and such approval should include financial commitments regarding the provision of bulk services for these projects. It is thus not necessary for development charges if the provision of bulk services is to be funded by alternative funding sources. If any bulk upgrades are identified to accommodate the new development during land use approval, then the onus will be on Council to allocate the required funds to the budget as part of the project implementation.
- Public schools, hospitals, clinics and other public infrastructure projects developed and funded by government which provides a service to especially the poorer communities may qualify for a potential subsidy. These projects will have a social and economic benefit to the communities and the Municipality in its whole and in so doing will alleviate some institutional and financial pressure on the Municipality in terms of providing social infrastructure and social development programmes.

- A discount for Inclusionary housing units/erven will be applicable if approved by Council in the Stellenbosch Municipality's Inclusionary Zoning Policy (as amended). The discount will be based on the discount rate approved in the aforementioned policy.
- 12.3. Applications for subsidies must be in writing and addressed to the Director: Infrastructure Services for evaluation, calculation of the applicable development charge as if it were payable, and submission of a recommendation to the Stellenbosch Municipal Council for consideration. Such submission must clearly indicate how the application meets the criteria of 12.1 and 12.2 above.
- 12.4. If a subsidy is granted, the Municipal Council must set out the reasons for its decision, must identify the alternative funding source for the required bulk engineering services to the value of the subsidy, and must budget for and/or obtain funding from an alternative source to the value of the subsidy.
- 12.5. Before the Municipality grants an individual subsidy, it must:
- 12.4.1. ensure that the revenue to be forgone as a result of any subsidy approved by the Municipal Council is reflected in the Municipality's budget (Finance);
 - 12.4.2. must provide for budgetary provision for the realisation of the revenue forgone to be made, from another realistically available source of revenue (Finance);
 - 12.4.3. ensure that the monetary value of the subsidy, together with the amount of any other payment or payments received by the Municipality towards the capital costs of external engineering services for an approved land development, is at least equal to the development charge calculated in accordance with paragraph 12.4.1.

13. SPECIAL ARRANGEMENTS

- 13.1. Rural areas/farms: Development Charges will not be levied in respect of buildings as are reasonably connected with the permissible main farming activities on the farm (e.g. cellar and bottling facilities on a wine farm or a fruit packaging and storage facility on a fruit farm). Development Charges according to the applicable tariff will be levied for any other development on farms requiring approval of land use applications, e.g., a farm stall, function venue, tourist accommodation facilities, conference facilities or other commercial activities. A scientifically calculated reduction factor of 50% will be however be applied to the trip generation rates as specified for such land uses outside of urban areas.
- 13.2. Gross Leasable Area ("GLA"): When at the time of the Development Charges calculation being done, the GLA figure is not known, it will be deemed to be 15% less than the permissible total bulk (i.e. based on 85% of the total permissible bulk).
- 13.3. Development Charges In lieu of Parking bays: If the development is located in an area where in the opinion of the Municipality the lack of sufficient on-site parking is currently causing problems, payment of Development Charges in lieu of providing parking bays will not be permitted. Some or all of the following criteria must be met before a Development Charges payment in lieu of parking will be favourably considered:
- If located in the historical CDB core where buildings were approved with limited parking provision;
 - When a development is situated within a 500m radius of a public transport

hub or facility;

- When a development is situated along a primary functional public transport route – provided that the necessary embayment required, is provided;
- When a development is situated along a primary Non-Motorised Transport route (as defined by the Non-motorised Transport Masterplan) – provided that the necessary facilities are in a good state;
- Where a public parking garage has been constructed that, in the Municipality's opinion, adequately caters for the demand created by the shortfall of on-site parking.

13.4. Provincial roads outside of the urban boundaries are not allowed for. For provincial Roads within the urban boundaries, 20% of the value thereof has been allowed for in the determination of the Development Charges tariffs and therefore this percentage will be allowed to be offset from Development Charges where constructed by the Developer in terms of an engineering services agreement. The offsetting of Development Charges against the full cost of provincial road upgrades would result in an under-recovery of Development Charges for municipal roads. Exception is upgrades to intersections between municipal and provincial roads, where the full amount can be offset from Development Charges.

13.5. Non-motorised transport facilities: A functional and safe non-motorised transport and public transport network will reduce the dependence on private motor vehicles and therefore relieve road congestion and free up capacity on the roads and intersections. The developer may set off its fair and reasonable cost of providing such facilities, as determined by the Municipality, against the applicable development charges if the Municipality is satisfied, based on its non-motorised transport master plan, that those facilities are for the benefit of multiple users/developments and/or the community as a whole.

13.6. Handling of properties with historical land use rights: If a property (especially business and industrial zoned property) has an existing zoning right, it does not necessarily mean that DCs have been paid on the full development potential of the property when such zoning was approved. A DC credit can only be granted if a DC for a specific development or building has been paid in the past, or if there are existing permanent, legal buildings (has building plan approval) on the site which service demand has already been absorbed into the bulk service networks. Otherwise there is no justification for granting such a credit. The onus to prove that DCs have been paid is on the Developer/Applicant. DC's will be payable before building plan approval.

13.7. Temporary Departures: No Development Charges will be levied in respect of temporary departure approvals; provided that:

13.7.1. If, in the Municipality's opinion, any external engineering services upgrades are required to meet increased demand due to the impact of the temporary land use concerned, even if of a temporary nature, the developer must construct such upgrade at own cost; and

13.7.2. if an application for an extension of a temporary departure is granted, Development Charges will be levied due to the prolonged impact on services.

13.8. Where a development's Development Charges are utilised to upgrade a specific service in order to create the required capacity, and the Development Charges for that specific service category is not sufficient to cover the cost of the upgrade, the Director: Infrastructure Services, at his discretion, will determine if Development

Charges from the other service categories can be utilized to cover the cost. Factors to be taken into consideration include the status of bulk services in the development area, the practicality and timing to secure alternative sources of funding, etc. Electrical Development Charges may not be used to cross fund civil engineering infrastructure and vice versa. The Community Facilities Development Charges must be ring fenced and not utilised on civil or electrical infrastructure.

- 13.9. Where a service other than a bulk service needs to be modified/relocated in order to accommodate a development, and such modification/relocation is the municipality's responsibility, but cannot be implemented by the municipality due to time and/or budget and/or operational constraints, such work may be offset from DCs. An example would be if a municipal service is located on private property, without a servitude, and such service needs to be relocated to allow building work.

Appendix “A”

Legislative background and relevant statutory provisions

Legislative background

1. The Townships Ordinance, 33 of 1934 – ('Townships Ordinance')

Before 1 July 1986 (i.e., the commencement date of the Land Use Planning Ordinance, 15 of 1985), land use applications in the Province of the Cape of Good Hope were dealt with in terms of the Townships Ordinance, 33 of 1934.

It *inter alia* provided in section 35 *ter* that an enhancement levy was due to the local authority concerned by the owner of any land of which the *value* is or has increased in consequence of 'provisions' being or having been 'prescribed' (i.e., zoning rights granted). The intention clearly was that the levy would serve as the developer's contribution towards the cost of providing or upgrading municipal services infrastructure required to serve development undertaken, based on the approved enhanced rights.

2. The Venter Commission

Under the Townships Ordinance, however, the settling of the question of a basis on which engineering services should be provided by the township establisher and the local authority concerned, was one of the biggest single factors that retarded the township establishment process and the rapid and effective production of new residential sites.

On 26 June 1982 the State President therefore appointed a commission to inquire into and make recommendations *inter alia* regarding methods which may promote the provision of sufficient residential erven and reduce the cost thereof. The commission became known as the Venter Parliamentary Commission (the 'Venter Commission').

At that stage the regulation of costs of township establishment in the Cape Province was based on the recommendations of the 1970 Niemand Commission. These included the basic principle that the existing municipality rate payers should not be expected to carry the burden of services for the new township but that the arrangements between the township owner and the municipality should be such that the municipality did not make a profit out of the township owner or the purchaser of his erven either. In short, the basis for cost liability was supposed in all cases to be the principle of equal treatment, in accordance with which the inhabitants of the old town should not subsidise the new township and neither should the old derive benefit from the new township.

The Venter Commission published three reports, respectively dated 29 March 1983, 16 June 1983 and 30 November 1983. It assumed, for purposes of those reports, that the concept of 'internal services' referred to the engineering services network that was internal to the township concerned, but that it did not include the higher order services situated within the area of the township concerned that were generally classified as 'external services' and were able to serve adjacent areas as well. It recommended [1] that 'the township establisher should accept responsibility for the installation and financing of all engineering services that are internal to the township, and the local authority should accept responsibility for the installation and financing of external engineering services.'.

3. The Land Use Planning Ordinance, 15 of 1985 – ('LUPO')

Many of the recommendations of the Venter Commission were adopted by the then Cape

¹ Par 3.6 Venter Commission 2nd Report sub-paragraph 10.

Province Provincial Government and served as points of departure for the drafting of the Land Use Planning Ordinance, 15 of 1985 ('LUPO').

Section 42(1) of (the now repealed) LUPO, empowered the competent authority to grant a land use application, subject to '*such conditions as he may think fit*'. Section 42(2) of LUPO is particularly noteworthy. It read as follows:

'Such conditions may, having regard to-

- (a) *the community needs and **public expenditure which** in his or its opinion **may arise** from the authorisation, exemption, application or appeal concerned **and** the public expenditure **incurred in the past** which in his or its opinion facilitates the said authorisation, exemption, application or appeal, and*
- (b) *the various **rates and levies** paid in the past or to be paid in the future by the owner of the land concerned, **include conditions** in relation to the cession of land or the **payment of money which is directly related to requirements** resulting from the said authorisation, exemption, application or appeal in respect of the provision of necessary services or amenities to the land concerned.'* [Emphasis added].

LUPO no longer catered for enhancement levies but introduced an arrangement in terms of which local authorities could require, as a condition of approval, a contribution towards specified public expenditure. The qualification was that such expenditure (incurred in the past or that may arise) should (a) in the opinion of the authority, facilitate the land use approval; and (b) had to be directly related to requirements *resulting from such approval, in respect of the provision of necessary services or amenities to the land concerned.*

The reason why local authorities were required to take into consideration '*the various rates and levies paid in the past or to be paid in the future by the owner of the land concerned*', relates to how *loans*, as mechanism to finance infrastructure investment programmes, fits within the municipal fiscal framework. When loans are taken up for this purpose, municipalities repay same *inter alia* by using income from those sources. In other words, even the owners of vacant land contribute towards the cost of existing infrastructure that was or new infrastructure that will be provided with borrowed funds. To disregard their previous and future contribution would therefore be in conflict with the requirement that municipality should not make a profit out of the developer.

4. Conclusion

Development charges are not a new revenue source or tax for municipalities, but a once-off infrastructure access charge imposed by a municipality on a developer as a condition of approval of a land development that will result in intensification of land uses and an increase in the use of or need for municipal engineering infrastructure.

All the new order local government and planning legislation and language used therein, can easily induce an exaggerated sense of the extent of the substantive shift that it is brought about. Actually, the new order regime very much replicates that which previously subsisted in terms of the old order legislation and provides for the substantive continuity of the regulatory structure.

The new order legislation merely refined statutory arrangements relating to development charges whilst the underlying principles in respect thereof, remained the same. People working with the legislation shall appreciate the pattern today is not something essentially different to what it was yesterday and because different language is used in the legal framework one shouldn't allow that to confuse oneself into thinking of it as some sort of a legal revolution. The underlying principles still represent an equitable division of development costs between the local authority and the developer.

The National Constitution – ('Constitution')

- Section 229(1)(b) empowers a municipality, if authorised by national legislation, to impose other taxes, levies and duties.
- According to section 229 (2) the power of a municipality to impose rates on property, surcharges on fees for services provided by or on behalf of the Municipality, or other taxes, levies or duties-
 - o may not be exercised in a way that materially and unreasonably prejudices national economic policies, economic activities across municipal boundaries, or the national mobility of goods, services, capital or labour; and
 - o may be regulated by national legislation.

Stellenbosch Municipality: Zoning Scheme By-Law 2019 – ('Zoning Scheme')**20. Development charges in terms of this Scheme**

- (1) The calculation of development charges and whether a development charge is payable, shall be subject to the Municipality's adopted policy.
- (2) Where the provision in a particular zone identifies that a development charge is payable for intensified primary development rights which came into operation as a result of this Scheme, and where the owner intends to develop according to such intensified rights, such development charge shall be calculated when the building plan is submitted and shall be paid prior to the approval of said building plan.
- (3) Where an application is made in terms of Planning Law, or where application is made for technical approval in terms of this Scheme, the Municipality may impose a condition related to development charges payable where said approval leads to the intensification of land use beyond the primary rights which has been originally approved on the land unit.
- (4) Unless an alternative agreement is reached in writing between the owner and the Municipality, no building plan shall be approved on any land unit where an outstanding development charge is payable.
- (5) If the Municipality fails to calculate a development charge at the appropriate approval stages as set out in this section, it is deemed that there are no charges related to that development. (0)

89. Development charges in the Multi-Unit Residential zone

- (1) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law.
- (2) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation because of this Scheme.
- (3) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the landowner prior to the approval of said building plan.
- (4) The Municipality shall consider additional development charges in at least the following instances where building plans for primary rights are submitted:
 - (a) any new development where a group housing or retirement village scheme exceeds the density per hectare as indicated below for the various former scheme areas:
 - (i) 20 units per hectare in former Stellenbosch scheme area and former Section 8 scheme area;
 - (ii) 30 units per hectare in former Franschhoek scheme area;
 - (b) any new development where the total floor area exceeds the following:

- (i) in former Stellenbosch and Franschhoek scheme areas:
 - ☐ 40% for erven up to 1499m² (factor of 0.4)
 - ☐ 50% for erven up to 1749m² (factor of 0.5)
 - ☐ 60% for erven up to 1999m² (factor of 0.6)
- (ii) in former Section 8 areas: (0)
 - ☐ 100% of the land unit (factor of 1.0)
- (c) where consolidation is undertaken which results in a greater floor area threshold applying than set out above for the original land unit size;
- (d) any new development where a direct or indirect limitation applied on the development potential of the land unit by a condition of approval or the provisions of the former zoning scheme.

102. Development charges in the Local Business zone

- (1) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law.
- (2) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation as a result of this Scheme.
- (3) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the landowner prior to the approval of said building plan.
- (4) The Municipality shall consider additional development charges in at least the following instances where building plans for primary rights are submitted:
 - (a) any development which exceeds the previously approved development extent or land use on a land unit which was zoned "Restricted Business", "Specific Business" or "Minor Business" in the former Stellenbosch or Franschhoek schemes;
 - (b) any development where the floor area exceeds 150% of the area of the land unit (factor of 1,5);
 - (c) any development where consolidation is undertaken which results in the intensification of land use which is greater than that applicable on the individual erven; and
 - (d) any new development where a direct or indirect limitation applied on the development potential of the land unit by virtue of a condition of approval or the provisions of the former zoning scheme.

115. Development charges in the Mixed-Use zone

- (1) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law.
- (2) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation because of this Scheme.
- (3) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the landowner prior to the approval of said building plan.
- (4) The Municipality shall consider additional development charges in at least the following

instances where building plans for primary rights are submitted:

- (a) any new development where the total floor area exceeds the following:
 - (i) in former Franschhoek scheme area:
 - ☐ 255% of the area of the land unit (coverage of 85% on 3 floors) for business related buildings;
 - ☐ 150% (coverage of 50% on 3 floors) for flats and any other residential buildings;
 - (ii) in former Section 8 scheme areas:
 - ☐ 300% of the area of the land unit (floor factor of 3,0) for business related buildings;
 - ☐ 100% of the area of the land unit (floor factor of 1,0) for flats and any other residential buildings);
 - (iii) in former Stellenbosch scheme areas:
 - ☐ 425% of the area of the land unit (coverage of 85% on 5 floors) for business related buildings;
 - ☐ 185% of the area of the land unit (coverage of 85% on ground and 50% on 2 more floors) for flats and any other residential buildings (excluding hotel and guest house);
 - ☐ 285% (coverage of 85% on ground and 50% on 4 more floors) for hotels and guest house.
- (b) any new development where a direct or indirect limitation applied on the development potential of the land unit in terms of a condition of approval or the provisions of the former zoning scheme.

128. Development charges in the Industrial zone

- (1) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law.
- (2) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation because of this Scheme.
- (3) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the landowner prior to the approval of said building plan.
- (4) The Municipality shall consider charging development charges in at least the following instances where building plans for primary rights are submitted:
 - (a) any new development where the total floor area exceeds the following:
 - (i) in former Franschhoek and Stellenbosch scheme areas:
 - ☐ 225% of the area of the land unit (coverage of 75% on 3 floors);
 - (ii) in former Section 8 scheme areas:
 - ☐ 150% of the area of the land unit (floor factor of 1,5);
 - (b) any new development where a direct or indirect limitation applied on the development potential of the property by a condition of approval or the provisions of the former zoning scheme.

140. Development charges in the Education zone

- (1) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation because of this Scheme.
- (2) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the landowner prior to the approval of said building plan.
- (3) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law.

151. Development charges in the Community zone

- (1) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation because of this Scheme.
- (2) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the landowner prior to the approval of said building plan.
- (3) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law. (0)

162. Development charges in the Utility Services zone

- (1) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation because of this Scheme.
- (2) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the landowner prior to the approval of said building plan.
- (3) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law.

172. Development charges in the Transport Facilities zone

- (1) The Municipality shall, prior to approval of a building plan for a primary right, determine whether the building to be approved constitutes an increase in development rights which is greater than the rights which existed in the former scheme, and should this be found to be the case, require that a development charge in accordance with section 20 of this Scheme.
- (2) The Municipality shall at least consider imposing development charges in the following instances:
 - (a) any new development or expansion of business-related ancillary uses to passenger transport uses;
 - (b) any new petrol filling stations or expansion of existing filling stations;

any new development where a direct or indirect limitation applied on the development potential of the land unit by a condition of approval or the provisions of the former zoning scheme.

219. Development charges in the Agriculture and Rural zone

- (1) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation as a result of this Scheme.
- (2) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the landowner prior to

the approval of said building plan.

- (3) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law.

Local Government: Municipal Systems Act, 32 of 2000 – ('MSA')

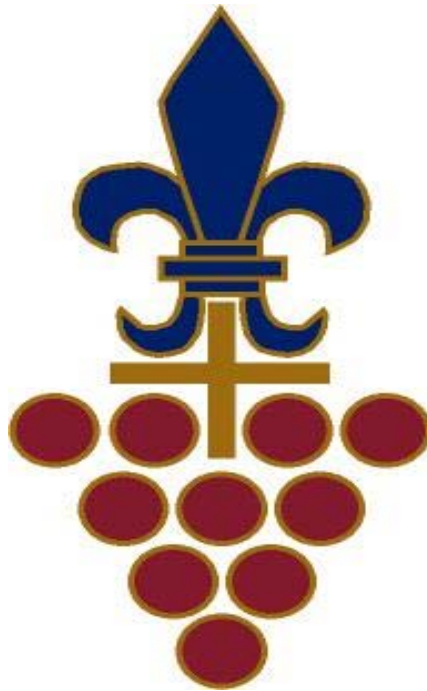
According to the MSA a '*municipal service*' means a service that a municipality is empowered to provide and which it provides or may provide to or for the benefit of the local community. Irrespective of whether such a service is provided (or to be provided) by the municipality through an internal mechanism or by engaging an external mechanism.

- Section 4 (1) provides that the council of a municipality has the right to finance the affairs of the municipality by
 - o charging fees for services; and
 - o imposing surcharges on fees, rates on property and, to the extent authorised by national legislation, other taxes, levies and duties.
- Section 4(2) provides that the council of a municipality, within the municipality's financial and administrative capacity and having regard to practical considerations, has the duty *inter alia* to-
 - o exercise the municipality's executive and legislative authority and use the resources of the municipality in the best interests of the local community;
 - o strive to ensure that municipal services are provided to the local community in a financially and environmentally sustainable manner; and
 - o promote and undertake development in the municipality.
- According to section 11(3) a municipality exercises its legislative or executive authority *inter alia* by imposing and recovering rates, taxes, levies, duties, service fees and surcharges on fees, including setting and implementing tariff, rates and tax and debt collection policies.
- Section 74 of the MSA requires that a municipal council must adopt and implement a tariff policy on the levying of fees for municipal services provided by the municipality itself or by way of service delivery agreements, and which complies with the provisions of the MSA and any other applicable legislation. In terms of section 74(2) a tariff policy must *inter alia* reflect at least the following principles, namely that-
 - o tariffs must reflect the costs reasonably associated with rendering the service, including capital, operating, maintenance, administration and replacement costs, and interest charges;
 - o tariffs must be set at levels that facilitate the financial sustainability of the service, taking into account subsidisation from sources other than the service concerned;
 - o the extent of subsidisation of tariffs for poor households and other categories of users should be fully disclosed.
- Section 75A of the MSA deals with the general power of municipalities to levy and recover fees, charges and tariffs. It provides that a municipality may-
 - o levy and recover fees, charges or tariffs in respect of any function or service of the municipality; and

⊕ — recover collection charges and interest on any outstanding amount.

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STELLENBOSCH MUNICIPALITY



GRANTS-IN-AID POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

GRANT-IN-AID POLICY

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1. DEFINITIONS

“Appendix A” means the application form for Grant-in-Aid, detailed more fully below, and provided for in clause 5.2.

“Appendix B” refers to the memorandum of agreement (MOA), detailed more fully below, and provided for in clause 10.

“Capacity building” Capacity building refers to a process which enables human beings to realize their potential, build self-confidence and lead lives of dignity and fulfillment.

“Community Based Organization (CBO)” are nonprofit groups that work at a local level to improve life for residents. The focus is to build equality across society in all streams including, but not limited to – health care, environment, quality of education, access to technology, access to spaces and information.

“Early Childhood Development (“ECD”) Facility” means any place, building or premises, including a private residence, maintained or used partly or exclusively, for the reception, protection and temporary or partial care of more than six children that shall be registered, managed and maintained in terms of the Children’s Amendment Act, 41 of 2007.

“Emerging Organisations” are organisations which have been established within the past five years of the application in question.

“Grant-in-aid” means a grant-in-aid or allocation, as referred to in Section 12, 17 (3) (j) (iv) of the MFMA, made by the municipality to any organisation or body referred to in Section 67(1) and to be utilised to assist the municipality in fulfilling the Constitutional mandates including social developmental and arts and culture programmes as set out therein.

“Local Agenda 21” means the international program, adopted by South Africa to put sustainable development into practice.

“Memorandum of agreement (MOA)” means the agreement entered into between the municipality and any organisation or body which receives a Grant-in-Aid in terms of this Policy and **Appendix A**.

“Non-governmental organisation (NGO)” means a non-governmental organisation (NGO) that is a legally constituted non-profit organisation that operates independently from any form of government.

“Non-profit company (NPC)” means a company whose Memorandum of Incorporation must set out at least one object of the company and each such object must be either a public benefit object or object relating to one or more cultural or social activities, or communal or group interests as required by Item 1(1) of Schedule 1 of the Companies Act, 71 of 2008.

“Non-profit organisation (NPO)” means a non-profit organisation registered in terms of Section 13 of the NPO Act, 71 of 1997, established for public purpose and which income and

property thereof is not distributable to its members or office-bearers, except as reasonable compensation for services rendered.

“Stellenbosch Environmental Management Framework (SEMF)” means legal and moral obligations of Stellenbosch Municipality as it relates to the environment, and provides a dynamic vision, goals and objectives, and spatial and strategic directives towards giving effect to such obligations.

2. PURPOSE, AIMS AND OBJECTIVES

- 2.1. This policy aims to provide a framework for Grant-in-Aid to non-governmental organisations (NGOs), community-based organisations (CBOs), non-profit organisations (NPOs) or non-profit companies (NPC), Public Benefit Organisations (PBO's) in so far as to alleviate the burden on municipal cemeteries and bodies that are used by government as an agency to serve the poor, marginalised or otherwise vulnerable as envisaged by Sections 12, 17 and 67 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003).
- 2.2. The purpose of the Grant-in-Aid Policy is to complement the goals, objectives, programmes and actions of the Stellenbosch Municipality's Integrated Development Plan (IDP), in order to create a sustainable, credible and caring municipality by empowering and building communities and enhancing growth and sharing through partnerships. Priority ward needs as identified through Council's IDP MUST be the guiding factor in developing these partnerships.
- 2.3. Grant-in-Aid should not duplicate services already provided for by Council or which falls within the geographical jurisdiction in which Council operates, being WC024.
- 2.4. Grant-in-Aid should improve the opportunity for Council to elicit the support of external organisations to deliver those services to communities which fall within the Council's area of responsibility in a way that allows the Stellenbosch community and town to create an enabling environment for community development.

3. LEGAL FRAMEWORK

All transfers of funds in terms of this policy shall comply with the: Constitution of the Republic of South Africa, 1996 as amended (Constitution); Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) as amended (MSA); Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA); and any other applicable legislation, regulations and policies that may govern the transfer of municipal funds and that are not in contradiction to the above.

4. RESTRICTIONS

- 4.1. The Policy applies to all transfers of grants made by the Municipality towards support of services for the poor, marginalized, vulnerable people or projects

aligned to the strategic objectives of the municipality as described in the IDP. Individuals may not apply for Grant-in-Aid and no payment may be made under this policy to individuals. Council may however set aside a specific amount from which the Municipal Manager, after consultation with the Executive Mayor, may, at his/her discretion, make donations to support individual, meritorious cases in order to assist and/or recognise individual excellence in whichever field. Bursaries to individuals are treated according to the Council's Bursary Policy.

- 4.2. The total expenditure on grants may not exceed 1% of the operational budget of the Municipality.
- 4.3. Grants will only be made for services rendered in the WCO24.
- 4.4. Transfers made to categories A and B
 - 4.4.1. Transfers provided for those listed in Category A below may be made to a maximum of R40 000-00 per organisation or body per annum.
 - 4.4.2. Transfers in Category B may exceed this amount where funding relates to night shelters or addresses specific ward priorities identified and specified in the IDP and upon proper motivation contained in a business plan to address said issue. Consideration for grants larger than R 40 000, 00 requires audited financial statements, schedule of estimated annual costs and a business plan as provided for in 6 below. The decision to grant an amount more than R 40 000,00 is solely at the discretion of council and subject to available funds.
- 4.5. Grant-in-Aid transfers/payments shall be restricted to deserving organisations and bodies serving, especially those working with the poor/aged/youth/disabled/women/children, as per the eligible categories in 6.2, provided that such organisations or bodies:
 - 4.5.1. Operate as a separate legal entity and are recognised as such by South African legislation;
 - 4.5.2. Are governed by their constitutions, have regular meetings with their membership and subscribe to sound accounting practices; and
 - 4.5.3. Are located and serve communities and individuals who are most in need within the jurisdiction of the Municipality.
- 4.6. No Grant-in-Aid may be made to any political body, rate payers association or for any religious purposes.
- 4.7. No grant will be allocated, under this policy, to organisations or bodies in cases where a member of Council, an official of Stellenbosch Municipality or close relatives of said individuals receive any financial or other gain.
- 4.8. Funds may only be transferred to an organisation or body if provision has been made for the expenditure on the budget or appropriations budget.
- 4.9. An organisation or body is only entitled to one allocation per financial year, but disbursements can be made more often.

5. PUBLIC ADVERTISEMENT

- 5.1. The advertisements must meet the following requirements:
 - 5.1.1. The Municipal Manager must, place a public advert in local newspapers distributed in the Stellenbosch Municipal area, calling for proposals.
 - 5.1.2. This advert must be placed in time to complete all relevant processes prior to the approval of the annual draft budget or any adjustment budget in order to invite public comment on the proposed donations prior to the approval of the final or adjustment budget.
 - 5.1.3. Advertisements should clearly specify the categories for which proposals are called, the closing date for applications, who the proposal should be addressed to, and where and how to obtain the relevant documentation pertaining to such applications/proposals, including the prescribed forms.
 - 5.1.4. Advertisements must clearly specify the dates, times and venues of the compulsory briefing sessions as well as the RSVP dates for these sessions. Only organisations who responded to the advertisement by confirming their interest to attend will be accommodated in the compulsory sessions.
 - 5.1.5. Advertisements should also clearly reflect the Municipality's right not to make an award, as well as the fact that awards will not be made to organisations that have received funds in the previous year but have not submitted a final report on the projects or previous expenditure.
 - 5.1.6. The advertisement should also clearly state that final approval is reliant on the approval of the budget and that **no late submissions will be considered.**
- 5.2. Only applications made on the prescribed form, being **Appendix A**, may be considered.
- 5.3. Funds may not be transferred to any organisation or body that has not submitted a proposal in response to a public advertisement and after the attendance of a compulsory briefing session and that have not signed a Memorandum of Agreement with the Municipality.

6. GENERAL GUIDELINES AND CATEGORIES

6.1. General Guidelines

Funding of applications shall proceed on the basis listed below in response to an advertisement issued after the expiry of the relevant period associated with the specific category and after a compulsory workshop explaining the policy, application process and the required documentation has been attended by the applicants. Subject to the MOA provided for in clause 10, all funding is unrequited, provided there is compliance with said MOA. Funding of application in –

- 6.1.1. Category A will be considered on an annual basis ; and

- 6.1.2. Category B shall be considered on a three year basis subject to a monthly review at the discretion of the Municipality which may result in early termination for unsatisfactory and reckless expenditure.
- 6.1.3. Council in 6.1.1 and 6.1.2 reserve the right not to fund an organisation for two periods in succession and to cancel said funding in accordance with the MOA concluded.
- 6.1.4. Funding applications however will not be considered in the following instances:
- (i) Where a project or organisation is already receiving funds from Council in terms of Council's functions. Applicants are required to disclose other sources of funding;
 - (ii) Where in Council's opinion, an organisation receives sufficient funds from other sources to sustain its activities or the project applied for. For this purpose, organisations must submit financial statements and a budget for the ensuing financial year;
 - (iii) Where only an individual will benefit;
 - (iv) For political or ratepayers organisations/groupings or religious purposes;
 - (v) Projects outside the boundaries of the Municipality;
 - (vi) Where expenses have already been incurred,
 - (vii) Where an applicant did not attend the compulsory clarification session as advertised, and
 - (viii) Where applications were received after the due date and time for submissions.
- 6.1.5. Funding of projects and to organisations shall exclude travel costs, subsistence, accommodation, food or entertainment expenses of any kind, staff salaries, bursaries, payments in lieu of rates or other municipal charges except for where the transport and nutrition is intended for beneficiaries/participants in the projects in question. The Municipality may also exercise their discretion to allow funding to extend to the above costs on a needs basis for the organisation or body clearly motivated for in the application.
- 6.1.6. Subsequent requests from applicants to cover overspending on projects will not be considered.

6.2. Categories Eligible for Grant-in-Aid

The following categories currently apply. Cognisance should be taken that these categories are not exhaustive. Other than the general guidelines and conditions set out above, categories now indicated may require specific criteria applicable to its projects/programmes:

Category A

6.2.1. **Health**

Projects/programmes include the following but are not limited to:

- (i) Public Health interventions inclusive of TB, STDs and HIV/Aids;
- (ii) Preventable lifestyle diseases e.g. drug/alcohol abuse, tobacco related illnesses; and

- (iii) Promotive and preventative services to infants, children and women.
- (iv) Counseling for mental health issues experienced in poorer communities and/or schools.

6.2.2. **Environment**

Purpose: To stimulate the development of sustainable leisure, aesthetic and environmental projects within the municipal area; to increase the awareness of the environment by promoting “Greening of the City”; to promote swimming skills and water safety.

Projects/programmes include the following but are not limited to:

- (i) Voluntary rescue organisations;
- (ii) Facilities created to alleviate the burden on municipal cemeteries
- (iii) Lifesaving clubs and swimming organisations;
- (iv) Environmental groups/organisations; and
- (v) Organisations promoting community involvement as a means of sustaining leisure, aesthetic or environmental projects.
- (vi) Projects which further the Council’s aims and the strategies of SEMF (Strategic Environmental Management Framework) and including but not limited to the sustainable management of:
 - o Riverine corridors;
 - o Biodiversity;
 - o Natural and built environment;
 - o Heritage resources;
 - o Quality urban spaces;
 - o Ecological conservation areas;
 - o Urban agricultural complexes;
 - o Bioregional planning;
 - o Nature area management;
 - o Wetlands;
 - o Local Agenda 21 projects

6.2.3. **Solid Waste (Cleansing)**

Purpose: Waste Reduction and awareness. Projects/programmes include the following but are not limited to:

- (i) Waste reduction and awareness;
- (ii) Educational programmes/projects addressing litter and waste handling; and
- (iii) Waste minimisation solutions.

6.2.4. **Social Development**

Purpose: The promotion of projects/programmes which stimulates the Stellenbosch Municipality’s Integrated Development Plan (IDP) focusing especially on the needs of the most marginalised sectors in the greater Stellenbosch as identified in the ward priorities.

Projects/programmes include the following but are not limited to:

- (i) Poverty alleviation;
- (ii) Urban renewal;
- (iii) Capacity building of communities;

- (iv) Youth development;
- (v) Women and gender development;
- (vi) Early childhood development;
- (vii) Street people programmes;
- (viii) Arts and culture programmes
- (ix) Facilitation of public participation processes; arts and culture programmes
- (x) Development of disabled persons, and
- (xi) Development of elderly people

6.2.5. **Sports and Recreation**

Purpose: To stimulate the development of sustainable Sport and Recreation infrastructure and programmes within the municipal area especially targeting disadvantaged communities; encourage creativity and self-reliance on the part of grassroots sport and recreation bodies or groups; to increase participation in sport and recreation programmes and activities.

Projects/programmes include the following but are not limited to:

- (i) Local sport and recreation clubs;
- (ii) School sport teams
- (iii) Local sport and recreation councils or associations
- (iv) Informal sport and recreation groups; and
- (v) Community and non-government organisations.

Category B

6.2.6. **Services for persons living on the street**

Purpose: Provision of shelter and other services for vulnerable individuals living on the street, without homes, in the need of assistance. The Municipality aims to reduce the number of people living on the streets of Stellenbosch and as such the organisation or body's goals should align with this vision. Further the Municipality aims to reduce the socio-economic effects of poverty on the community of Stellenbosch. The organisation or body must therefore present to Council a clear business plan with a comprehensive response to the prevention, reduction, outreach and stabilisation of street people. Organisations or bodies that provide a continuum of services and that collaborate with businesses, government departments and other organisations are preferred.

Projects/programmes must include the following but are not limited to:

- (i) Provision of basic services (overnight facility, shower, morning and evening meals
- (ii) Provision of social work services inclusive of referrals
- (iii) Provision of social relief and healthy living, trauma, mental and substance support, job rehabilitation, skills development, job creation, readiness and placement services specifically for persons on the streets
- (iv) Family re-integration services
- (v) Social support
- (vi) Community work programmes
- (vii) Facility maintenance (Infrastructure and operational equipment)

6.2.7. Projects aligned to the strategic objectives of the municipality as described in the IDP

Purpose: The promotion of projects/programmes which stimulates the Stellenbosch Municipality's Integrated Development Plan (IDP) focusing on the strategic objectives of the Municipality and identified ward priorities. The organisation must therefore present to Council not only a clear business plan detailing how they intend to address the specific issue but how they intend to partner with other organisations to achieve a unified approach to that particular challenge. Organisations or bodies that provide a continuum of services and that collaborate with businesses, government departments and other organisations are preferred. Projects/programmes include the following strategic objectives but are not limited to:

Those listed in Category A that address specific ward priorities identified and specified in the IDP and upon proper motivation contained in a potential plan to address said issue.

- (i) Valley of Possibility
- (ii) Green and Sustainable Valley
- (iii) Dignified Living
- (iv) Safe Valley
- (v) Good Governance and Compliance

7. APPLICATION PROCEDURE

Applications and proposal for Grant-in-Aid must be on the prescribed form stated in 5.2 above, a copy of which is attached hereto as **Appendix A for Category A and B**. Applications must be accompanied by a covering letter on the letterhead of the organisation or body, signed by the head of the organisation or body and must include the following information.

- 7.1. The applicant's legal name and a brief description of the applicant organisation's or body's business;
- 7.2. if the applicant claims to be a non-profit organisation, the registration number and the certificate;
- 7.3. the date of establishment, details of the applicant's member founding documents, including constitution and certificates of incorporation;

- 7.4. a contact name, full street address, telephone number and an e-mail address;
- 7.5. if funding is required for a specific project, a brief description of the project what it aims to achieve, as well as the detailed budget for and duration of the project;
- 7.6. a description on how the project aligns with the needs identified in the community through the IDP process and which ward priorities will be addressed through the project;
- 7.7. if the request is for general support, the organisation's or body's overall budget must be included;
- 7.8. references, independent of the applicant and its executive;
- 7.9. most recent audited financial statements (subject to MFMA, section 67(4)) statements; or at least statements signed off by the treasurer and chairperson of the organization in the case of small emerging organizations;
- 7.10. a summary of past achievements;
- 7.11. a declaration by the head of the organization to the satisfaction of the Municipal Manager, that the organisation or body implements effective, efficient and transparent financial management and internal control mechanisms to guard against fraud, theft and financial mismanagement and has in the past complied with requirements for similar transfers of funds; and
- 7.12. notwithstanding the above requirements, the CFO after considering the merits of an application not complying with the minimum application criteria and after consulting the Municipal Manager, may for the purpose of this policy approve a deviation from the norm;
- 7.13. Applications for Category B **must** include a schedule of annual costs for a three year period, a three year business plan and audited financial statements.

8. OBLIGATIONS OF THE APPLICANT

- 8.1. The head of the organisation or body must acknowledge in writing to the Municipal Manager that the money was received in its bank account and that the amount is/will be utilised to the benefit and in accordance with the role of the organisation or body in society. The funds must be used as outlined in the application form.
- 8.2. The organisation or body shall report, if and when required but at least once a year, to the Municipal Manager regarding the activities conducted, the ward within which activities are conducted, as well as the number of people benefiting from the activities on the prescribed template (**Appendix B**).

- 8.3. The applicant must attend a compulsory workshop on the Grant-in-Aid policy and application procedure prior to submission of the application.
- 8.4. If successful with the application, the applicant must spend funds according to the approved Grant-in-Aid funding request. Should the need change over the funding period, written consent needs to be obtained from the municipality prior to spending the funds on alternative needs. Failure to spend funding on approved projects can result in the applicant being required to return the funding and/or the applicant being excluded from future applications for a period of 5 years.

9. RIGHTS OF THE MUNICIPALITY

- 9.1. The Municipality shall be entitled, from time-to-time, to verify and inspect the existence and activities of the organisation or body. The municipality will therefore have the right to physically visit the premises where the organisation, or the funded project, is based; to peruse the budgets and any progress reports related to the project (in contract).
- 9.2. The Municipality shall manage contracts entered into with organisations or bodies by receiving reports and doing the necessary site visits and inspections to ensure that this policy and contract are being complied with.
- 9.3. The Municipality has the right not to give a Grant-in-Aid to any or all organisations applying for grants. Having been awarded a grant previously does not give an applicant the right to receive a grant again.
- 9.4. The Municipality will run proposed donations through a public participation process before final awards are made.

10. AGREEMENT

Before any funds are transferred to an organisation an agreement (**Appendix C**) must be concluded by the Municipal Manager with the beneficiary to protect the interest of the Municipality.

11. DEVIATION

This policy constitutes the entire framework for Grant-in-Aid and no deviation will be entertained.

12. COMMENCEMENT

This Policy takes effect on the date on which it is adopted by the Council of Stellenbosch Municipality.



APPLICATION FOR GRANT-IN-AID: 2024/25

NOTE: ATTENDANCE OF THE GRANT-IN-AID WORKSHOP IS COMPULSORY

PLEASE COMPLETE THE FOLLOWING (Incomplete applications will not be considered.)			
A	REGISTERED NAME OF ORGANISATION		
B	DATE AND YEAR IN WHICH THE ORGANISATION WAS FOUNDED: (include a brief description of the business or activities of the organization)		
C	ADDRESS OF REGISTERED ORGANISATION		
	PHYSICAL ADDRESS		POSTAL ADDRESS
	CODE:		CODE:
D	CONTACT DETAILS (Details of the person to contact regarding this GIA application)		
	NAME & SURNAME:		
	POSITION:		
	TEL:	()	
	MOBILE:		ALTERNATIVE:
	EMAIL ADDRESS:		

E	REGISTRATION:				
	Is the organization registered as a NP/NG Organisation / NPC / PBO?	YES		NO	
	If YES, please provide the Registration Number: (Attach a copy of the registration certificate or proof of other affiliation where applicable)				
F	BOARD/COMMITTEE MEMBERS OF THE ORGANISATION:				
	(List ALL Board/Committee Members of the Organisation) Insert a separate page if the space is not enough).				
1	NAME & SURNAME:				
	POSITION:				
	ADDRESS:				
	CONTACT NUMBER:				
2	NAME & SURNAME:				
	POSITION:				
	ADDRESS:				
	CONTACT NUMBER:				
3	NAME & SURNAME:				
	POSITION:				
	ADDRESS:				
	CONTACT NUMBER:				
4	NAME & SURNAME:				
	POSITION:				
	ADDRESS:				
	CONTACT NUMBER:				

5	NAME & SURNAME:	
	POSITION:	
	ADDRESS:	
	CONTACT NUMBER:	
6	NAME & SURNAME:	
	POSITION:	
	ADDRESS:	
	CONTACT NUMBER:	
7	NAME & SURNAME:	
	POSITION:	
	ADDRESS:	
	CONTACT NUMBER:	
8	NAME & SURNAME:	
	POSITION:	
	ADDRESS:	
	CONTACT NUMBER:	
9	NAME & SURNAME:	
	POSITION:	
	ADDRESS:	
	CONTACT NUMBER:	

10	NAME & SURNAME:					
	POSITION:					
	ADDRESS:					
	CONTACT NUMBER:					
G PREVIOUS FUNDING:						
	Have you successfully applied and received Stellenbosch Municipal Grant-In-Aid funding previously?					
	If yes for which financial year?					
	What amount was received?					
	Did you submit Financial Reports for the funds received?					
	Do you receive any other sources of funding? (If YES please provide details)					
H CATEGORY A:						
For more information refer to the Grant-In-Aid Policy for general guidelines and categories (Please categorize your application by marking the appropriate category with X)						
	HEALTH					
	ENVIRONMENT					
	SOLID WASTE					
	SOCIAL DEVELOPMENT					
	SPORTS & RECREATION					
	CATEGORY B:					
	For more information refer to the Grant-In-Aid Policy for general guidelines and categories (Please categorize your application by marking the appropriate category with X)					
	STREET PEOPLE SERVICES					
	PROJECTS RELATED TO WARD PRIORITIES IN THE IDP (Please specify)					
I REQUEST FOR FUNDING:						
	Is funding required for the ensuing year?		YES		NO	
	Is funding required for a specific project? (If YES attach details separately)		YES		NO	
	Is funding required for general support? (If YES, attach a copy of the Organisation's Overall Budget)		YES		NO	
	Budgeted amount requested					
	Duration of project?					

		If Category B Application					
		Total amount requested for 3 year period					
		Annual amounts requested:	Year 1		Year 2		Year 3
J	SERVICE FOCUS						
	Ward number/s in which services are delivered:						
	Which Ward Priority/ies are addressed through the service: (Please provide details below)						
	Describe the services for which funds are requested:						
	Which Municipal Strategic Goal/s is linked to the services: (Please mark with a X)						
	Valley of Possibility						
	Safe Valley						
	Dignified Living						
	Good Governance and Compliance						
	Green and Sustainable Valley						
K	THE FOLLOWING MUST BE ATTACHED TO THIS APPLICATION: (Category A and B applications) (Please use this form as a check-list, to ensure that you comply to the specified requirements)						
1	AUDITED FINANCIAL STATEMENTS (A copy of the latest audited financial statements. Should the organization be classified as an emerging organization, the financial statements MUST be dated and signed by the Treasurer and Chairperson and MUST include a monthly income and expense statement for the months that the organization has been in existence or for the last 12 months)						
2	ORGANISATIONAL CONSTITUTION (A signed and dated copy of the Organisation's Constitution, as well as a signed copy of the Minutes of the AGM/Special Meeting , to verify the acceptance of the Constitution.)						
3	PROJECT PROGRAMME/BUSINESS PLAN (A copy of the project/program description and/or a business plan for the ensuing financial year. Please ensure that the following is included in the project/program and or business plan, by using the below mentioned bullet points as a guide). ❖ Full details of the proposal/project/business plan including objectives; ❖ The number of people who will benefit and how the project/program will contribute or enhance the strategic objectives of Stellenbosch Municipality; ❖ The project/program commencement and completion dates; ❖ Information on the total costs of the project/program budget; ❖ A breakdown of costs and an outline of any contributions by fundraising and / or own contributions; ❖ A list of all other sources of funding together with the assessments; ❖ A summary of past achievements; ❖ Reference independent of the applicant and its executive/board or committee members.						
4	SIGNED AND STAMPED CREDITOR CONTROL FORM (An original signed copy of a correctly completed Creditors Control form of the Stellenbosch Municipality or an electronic generated confirmation of bank details created through online banking)						
5	ACCOUNT ON EXPENDITURE FOR PRECEDING FUNDING (If you have received funding from Stellenbosch Municipality previously, expenditure of the funds received needs to be accounted for with this new application). Please refer to Section M for the format.						
6	PROOF OF REGISTRATION/AFFILIATION (Attach a copy of the organisation's Registration Certificate of Affiliation)						

REQUIREMENTS CATEGORY B APPLICATIONS		
L	(Please note that Category B applications MUST adhere to the following requirements and those listed under section K, except where indicated otherwise.)	
1	AUDITED FINANCIAL STATEMENTS A copy of the latest audited financial statements must be included in the application. Category B applications MUST submit their latest audited financial statements. Statements signed off by the treasurer, chairperson or other delegated party will not be accepted.	
2	THREE YEAR BUSINESS PLAN See the requirements for the business plan as listed under section K as guideline. NOTE: Category B applications MUST provide a clear proposal for a period of three years. Each year must be indicated separately and be costed per annum indicating all expenditure against the projected measurable outcomes. Outcomes must be listed to how they will be reported on and measured on a monthly basis.	
M	FORMAT FOR FEEDBACK REPORT	
1	Narrative report on the project including numbers reached, outcomes reached, evaluation of the project indicating successes and failures/lessons learned.	
2	Pictures of the project/program.	
3	Financial report on expenditure regarding previous donation separate from the annual financial statements. (Attach proof of expenditure).	
N	THE FOLLOWING SHALL APPLY:	
1	The allocation of Grant-In-Aid will only be considered if the application document has been fully completed and signed and is accompanied by the required and supporting documentation referred to therein.	
2	An applicant who has been registered as a NPC, NGO, NPO or PBO with the necessary proof thereof, submitted together with this application.	
3	Applicants must in their submission clearly indicate/specify and motivate what the funds will be utilized for.	
4	The Grant-In-Aid must be exclusively utilized for the purpose defined and the successful applicant must submit the necessary undertaking to this effect.	
5	Applicants must in their submission satisfy the Council of their ability to execute the project successfully.	
6	Organisations who have already received financial or other assistance from the Council during the previous financial year MUST specify same in their application.	
7	No funding will be considered for political groupings, ratepayers organisations or for religious purposes..	
8	No funding will be considered where only an individual will benefit or where a member of Council or an official of Stellenbosch Municipality will receive any financial or other gain.	
9	Projects outside the boundaries of the Council will not be considered.	
10	Expenditure that will not be funded includes: travel costs (unless it is for the transport of beneficiaries), subsistence, accommodation, food (unless intended for the beneficiaries) or entertainment expenses of any kind, staff salaries including bonuses, bursaries and payments in lieu of rates or other municipal charges.	
11	Subsequent requests from the applicants to cover overspending on projects will not be considered.	
12	Successful applicants must at all times comply with the provisions of Section 67(1) of the Municipal Finance Management Act no. 56 of 2003 which inter alia stipulates that the organization or body has to:-	
	❖ Enter into and comply with a Memorandum of Agreement with the Municipality as well as with all reporting financial management and auditing requirements as may be contained in such an agreement. This memorandum of agreement will bind the successful applicant to deliver on what the application speaks to, but also to commit to become involved with municipal programs of the community where it functions. The Memorandum of Agreement will be made available to successful applicants for completion.	
	❖ Report at least once a year on the actual expenditure of the amount allocated to it. Should monthly allocations be made, monthly reports will be required.	
13	The Council reserves the right not to give a Grant-In-Aid to any organization applying for grants. Having been awarded a grant previously does not give an applicant the right to receive a grant again.	
14	Funding will not be considered where a project or organization is already receiving funds from Council in terms of Council's functions. Applicants are required to disclose other sources of funding, failing which such applicant will be disqualified.	
15	Funding will not be considered where in Council's opinion, an organization received sufficient funds from other sources to sustain its activities or the project applied for. For this purpose, organisations must submit financial statements and budget for the ensuing financial year.	
16	Organisations having received funding from Stellenbosch Municipality during the previous financial year, are required to attach to any new application, a copy of the financial statements relating to the year in which the funding was received from Council, as required in terms of Section 17 of the Non-profit Organisation Act, 1997 and Section 67(1) of the Municipal Finance Management Act, 2003 (MFMA).	
17	Funding will not be considered where expenses have already been incurred on a project by the applicant. (The Council's Grant-In-Aid Policy must be consulted for the sake of completeness).	

O DECLARATION OF INTEREST:	
The beneficiary declares that the following municipal employees and/or councillors have a vested interest in the business of the beneficiary. However, they do not benefit directly from this donation and were not part of the decision making process in the allocation of the donations:	
Name & Surname:	
Designation:	
Name & Surname:	
Designation:	
P UNDERTAKING:	
	<p>I/We hereby verify that the information provided in this application is true and correct and that the conditions applicable to the allocation of a Grant-in-Aid as set out above and in the GIA Policy have been read and is understood and will be complied with.</p> <p>I/We also declare that the organization implements effective, efficient and transparent financial management and internal control mechanisms to guard against fraud, theft and financial mismanagement and has in the past complied with requirements for similar transfer(s) of funds.</p> <p>Thus completed and signed at Stellenbosch on this ____ day of _____ 20 ____ .</p> <p>_____ Chairperson/Authorised Representative Secretary/Duly Authorised Signatory</p>
Q PLEASE TAKE NOTE: (Completed application forms, together with all the required supporting documentation must be posted to):	
	<p>The Director: Community and Protection Services P O Box 17 Stellenbosch 7599</p> <p>Or hand delivered to:</p> <p>The Manager: Community Development 21 Simonsberg Road Stellenbosch 7600</p> <p>The submission of applications closes at 13H00 on the closing date as per the advertisement.</p>



STELLENBOSCH MUNICIPALITY GRANT IN AID FEEDBACK REPORT

FOR FUNDING RECEIVED FOR THE PERIOD: 20____ / 20____

ORGANISATION NAME _____

TOTAL AMOUNT AWARDED R _____

DATE OF RECEIPT _____

WAS THE MONEY USED FOR THE REASON STATED IN APPLICATION YES NO

please tick box

If NO please provide the reasons below and attach proof of permission to deviate:

Please describe how the Grant funding was used by your organisation AND indicate the number of beneficiaries and the benefit gained by the community/beneficiaries.

[illegible]

PROOF OF EXPENDITURE LIST

[illegible]

[illegible]**TOTAL EXPENSES**

R

	PRINT NAME	SIGNATURE	DATE
COMPILED BY TREASURER			
APPROVED BY CHAIRPERSON			

- ATTACH COPIES OF PROOF OF ALL EXPENDITURE LISTED ABOVE
- ATTACH COPIES OF PICTURES DEPICTING THE ITEMS/ACTIVITIES FOR WHICH FUNDING WAS USED



STELLENBOSCH

STELLEN BOSCH • PN I E L • FR ANSC HHOE K

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

MEMORANDUM OF AGREEMENT

Entered into and between

STELLENBOSCH MUNICIPALITY

(hereafter called the "**MUNICIPALITY**")

Herein represented by **Geraldine Mettler**, in her capacity as **Municipal Manager**, being duly authorised

and

(hereafter called the "**BENEFICIARY**")

Herein represented by _____ in his/her capacity as _____, being duly authorised.

WHEREAS Section 67(1) of the Local Government: Municipal Finance Management Act, Act 56 of 2003 (MFMA) oblige the Accounting Officer of a **MUNICIPALITY** to satisfy himself that, before transferring funds of the **MUNICIPALITY** to an organisation or body outside any sphere of government otherwise than in compliance with a commercial or other business transaction, that such organisation or body:-

- (a) has the capacity and has agreed-
 - (i) to comply with any agreement with the **MUNICIPALITY**;
 - (ii) for the period of the agreement to comply with all reporting, financial management and auditing requirements as may be stipulated in the agreement;
 - (iii) to report at least monthly to the Accounting Officer on actual expenditure against such transfer (should transfers be done on a monthly basis); and

- (b) implements effective, efficient and transparent financial management and internal control systems to guard against fraud, theft and financial mismanagement; and
- (c) has in respect of previous similar transfers complied with all the requirements as set out above; and
- (d) give permission to site visits done by the **MUNICIPALITY**.

WHEREAS the **MUNICIPALITY** has approved a Grants-in-Aid Policy, in terms whereof applications are considered;

WHEREAS the **BENEFICIARY** has applied for a grant-in-aid as per the official grant-in-aid application form; and

WHEREAS the **MUNICIPALITY** has approved such application, subject to certain conditions;

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. TRANSFER OF FUNDS

1.1 The **MUNICIPALITY** hereby undertakes to transfer an all-inclusive amount of

R..... (.....), being a donation for the period **01 July 20...** to **30 June 20...** to the **BENEFICIARY**.

1.2 Bank Account details: (The following are confirmed through a correctly completed Creditors Control Form.)

Account number	:	_____
Name of financial institution	:	_____
Name of account holder	:	_____
Branch code	:	_____
Type of account	:	_____

1.3 The all-inclusive amount will be transferred in equal amounts on the following dates (if applicable):

2. OBLIGATIONS OF BENEFICIARY

- 2.1 The **BENEFICIARY** must acknowledge in writing to the Municipal Manager that the amount(s) was(were) received in its bank account.
- 2.2 The **BENEFICIARY** hereby certifies that the money will be utilised in accordance with the role of the organisation or society, to the benefit of the community and in accordance with the project(s) / programme(s) as indicated in the application form.
- 2.3 The **BENEFICIARY** undertakes to regularly report on a monthly basis to the Municipal Manager regarding the activities conducted, actual expenditure against such transferred funds, as well as the number of people benefiting from the activities should monthly payments be made. If not, an annual report on the expenditure will be provided.

3. SPECIFIC CONDITIONS

- 3.1 The parties specifically agree on the following:

That the organization will commit to active involvement in any programme run by the municipality in the area of operation of the organization when such a programme is active in the community.

Other conditions:

4. DECLARATION OF INTEREST

The beneficiary declares that the following municipal employees and/or councillors have a vested interest in the business of the beneficiary. However, they do not benefit directly from this donation and were not part of the decision making process in the allocation of the donations: (Name and designation)

5. ACQUISITION OF ASSETS

- 5.1 Should the **BENEFICIARY** wish to acquire any moveable or immovable assets with the money donated in terms of this Agreement, the **BENEFICIARY** hereby undertakes to:-
- 5.1.1 adhere to the principles as per the **MUNICIPALITY'S** Supply Chain Management Policy, and
- 5.1.2 take all reasonable steps to ensure that such assets are maintained and that a system of internal control of such assets is in place.

6. RIGHTS OF THE MUNICIPALITY

- 6.1 The **MUNICIPALITY** shall be entitled, from time to time, to verify the existence and to inspect the activities of the **BENEFICIARY**, having regards for its right to privacy as entrenched in terms of the Constitution of the Republic of South Africa.
- 6.2 The **MUNICIPALITY** shall further be entitled to peruse the budgets and any progress reports related to the project / programme as per this Agreement.

7. FAILURE TO COMPLY

- 7.1 Failure by the **BENEFICIARY** to comply with the obligations as set out in Clause 2 of this Agreement, may lead to the cancellation of this Agreement, in which case the **MUNICIPALITY** may demand that the organisation pays back any unspent funds as per this Agreement. The **MUNICIPALITY** may even, depending on the circumstances leading to the non-compliance by the **BENEFICIARY**, demand that the organisation pays back the full amount paid to the **BENEFICIARY**. Failure to comply may result in not considering applications for grants from the **BENEFICIARY** for a period of 5 years.

8. INDEMNIFICATION

- 8.1 The **BENEFICIARY** hereby acknowledges that it receives the grant voluntarily and that it shall keep the **MUNICIPALITY** indemnified at all times against any loss, cost, damage, injury or liability suffered by the **MUNICIPALITY** resulting from any action, proceeding or claim made by any person (including themselves) against the **MUNICIPALITY** caused directly or indirectly by the use/spending of the grant.

9. DISPUTE RESOLUTION

9.1 Any dispute arising from this Agreement shall be mediated between the Parties by a mutually agreed upon and suitably skilled mediator. Should the mediator be unsuccessful and the Parties fail to reach agreement, the dispute may be referred by the aggrieved Party to the arbitration of a single arbitrator, to be agreed upon between the Parties, or failing agreement, to be nominated on the application of any Party, by the President for the time being of the South African Association of Arbitrators. The decision of the single arbitrator shall be final and binding on the Parties.

10. NOTICES AND DOMICILIA

10.1 The parties choose as their *domicilia citandi et executandi* their respective addresses as set out in this clause for all purposes arising out of or in connection with the agreement at which addresses all processes and notices arising out of or in connection with this Agreement, its breach or termination, may validly be served upon or delivered to the Parties.

10.2 For purposes of this Agreement the Parties' respective addresses shall be:

10.2.1 The MUNICIPALITY:

Town House
Plein Street
Stellenbosch
7600

10.2.2 The BENEFICIARY:

or at such other address of which the Party concerned may notify the other(s) in writing provided that no street address mentioned in this sub-clause shall be changed to a post office box or poste restante.

- 10.3 Any notice given in terms of this Agreement shall be in writing and shall-
- 10.3.1 if delivered by hand be deemed to have been duly received by the addressee on the date of delivery;
- 10.3.2 if posted by prepaid registered post be deemed to have been received by the addressee on the 8th (eighth) day following the date of such posting;
- 10.3.3 if transmitted by facsimile/ electronic mail be deemed to have been received by the addressee on the day following the date of dispatch;
- 10.4 Notwithstanding anything to the contrary contained or implied in this Agreement, a written notice or communication actually received by one of the Parties from another, including by way of facsimile transmission/ electronic mail, shall be adequate written notice or communication to such party.

11. ENTIRE AGREEMENT

This Agreement, including the **Grant-in-Aid policy and application form**, reflects the entire Agreement between the Parties and no variation, amendment or addendum shall be of any force and effect between the Parties unless contained in writing, signed and agreed on by both Parties.

Signed at Stellenbosch on this _____ day of _____ 20....

.....
for the **MUNICIPALITY**

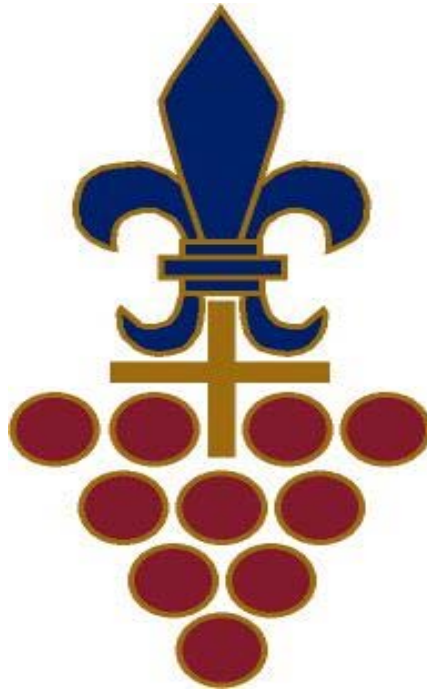
WITNESS: 1.
2.

Signed at Stellenbosch on this _____ day of _____ 20....

.....
for the **BENEFICIARY**

WITNESS: 1.
2.

STELLENBOSCH MUNICIPALITY



INDIGENT POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

INDIGENT POLICY

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PREAMBLE

The Stellenbosch Municipal Council accepts and acknowledges its Constitutional duties and mandate relating to indigent support in terms of Sections 152 and 153 of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) towards the community/consumers within the jurisdiction of Stellenbosch Municipality (WC024).

Council further acknowledges that because of the level of unemployment and consequential poverty in the municipal area, that correlated households are incapable of paying for basic municipal services.

Indigent relief measures are thus a fundamental requirement that is achievable only within sustainable budgets set by Council as well as support and direction via National Government.

Concomitantly, indigent households equally have the responsibility of managing their levels of consumption and that they are responsible for the payment of municipal services that are consumed in excess of the reduced cost or Free Basic Service levels as described in this Policy.

The effective implementation of such a program depends principally on affordability and is supported by the socio-economic analysis of various areas as included in the Council's Integrated Development Planning. The Council's mandate regarding affordability of basic services to poor households is directed by mechanisms in Section 74(2)(c) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) and Section 15 of the Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004).

Council's mandate is further extended by Section 96 of the aforementioned Systems Act requiring a municipality to adopt, maintain and implement a credit control and debt collection policy which according to Section 97 must *inter-alia* make provision for indigent debtors consistent with national policy.

In order to give effect to the foregoing, the Council of Stellenbosch Municipality has adopted a policy relating to indigence as set out hereinafter.

1. DEFINITIONS

In this Policy, a word or expression derived from a word or expression as defined, has a corresponding meaning unless the context indicates that another meaning is intended:

“Municipality” means Stellenbosch Municipality (WC024).

“Basic Services” means that level of services delivered by the Municipality at a reduced cost or at no cost to the Indigent consumer and which the Council has considered reasonable and sustainable within budget constraints.

“Child-headed household” means a household of only minors under the age of 18 years, being a child as defined in Section 28 of the Constitution, and in which a minor has assumed the role of caregiver in respect of the other minor(s) in the household. This is further described in paragraph 5.2(e) of this Policy.

“Constitution” refers to the Constitution of the Republic of South Africa, 1996

“Gross household income” means the total combined earnings of the head of the household and his or her spouse(s) who are not alienated from the household. Any other financial contribution towards the household income by any means, by other dependent(s) or occupant(s) must be taken into consideration. Government grants as received by or for dependent minors or disabled occupants (excluding spouses) will be ignored and not be added as a financial contribution towards the household income.

“Household” means a family unit comprising a head of the family, being a natural person. The family unit may include spouse(s), blood related or adopted dependents. The household may be further extended by other occupants with or without children who reside on the same premises. All the above (including the extended members) will be deemed to be members of such a household. This is further described in paragraph 5.2 of this Policy.

“Indigence” means the lack of necessities of life such as sufficient water, basic sanitation, refuse removal, environmental health, basic energy, health care, housing, food, and clothing.

“Indigent consumer” means the person identified as the head of the household and as described in paragraph 5.2 who makes a formal written application on the prescribed form required for the indigent subsidy.

“Indigent household” means a household that has applied for, has qualified, and continues to qualify for indigent support as per this Policy.

“Indigent subsidy” means that portion of the overall support or financial assistance to indigent households that has been allocated to a specific indigent household.

“Indigent Income Threshold” means the qualifying monthly income as described in paragraph 5.5 and as set in paragraph 5.5(b) of this Policy.

“Pre-payment electricity meter” means a type of electricity meter that requires consumers to pay for energy before using it and which will allow the flow of the pre-purchased amounts of energy in an electrical circuit.

“Pre-payment water meter” means a type of water meter that requires consumers to pay for water before using it and which will allow the flow of the pre-purchased amounts of water.

“Valuation Threshold” means that value of municipal valuation as set for residential properties in paragraph 8.2 of the Municipality’s Rates Policy.

“Water management device” means a device designed to manage or restrict the water flow, water consumption or water needs of a residential property.

2. **POLICY OBJECTIVES**

The objectives of this Policy are to:

- (a) provide a framework within which the Municipality can exercise its executive and legislative authority regarding the identification of indigent households and the implementation of financial aid to such.
- (b) ensure the provision of basic services to indigent households within the jurisdiction of the Municipality in a sustainable manner and within the financial and administrative capacity of the Municipality.
- (c) ensure the establishment of procedures and guidelines for the effective subsidisation of basic services charges to such approved indigent households within budgetary and national grant guidelines.

3. **POLICY PRINCIPLES**

The following guiding principles for the formulation of this Policy, are to:

- (a) ensure that the portion for free basic services allocated as part of the equitable share received annually, be utilised for the benefit of indigent households.
- (b) promote an integrated approach to subsidised basic service delivery.
- (c) optionally use external services and/or references to verify the information provided by the applicants.
- (d) optionally use various classification criteria to direct the different processes.

- (e) maintain the relief measures to indigent households for as long as such indigent household remains registered on the municipality's indigent data base or register and the municipality continues to receive equitable share for this purpose.
- (f) review the relief measures by random sampling to ensure *bona fide* indigent support.
- (g) engage the community in the development and implementation of this Policy.

4. LEGISLATIVE CONTEXT

4.1 This policy is implemented within the framework of the following legislation:

All citations to applicable Acts as referenced in this Policy shall include all amendments and regulations to such as promulgated.

- (a) The Constitution of the Republic of South Africa, 1996, in particular Sections 152 and 153.
- (b) Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), in particular Sections 74, 96 and 97.
- (c) Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003).
- (d) Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004), in particular Section 15 and/or.
- (e) any other legislation that may be applicable

4.2 This Policy was developed using the following guideline(s):

- (a) National Framework for Municipal Policies.
- (b) National Indigent Policy Assessment tool, 2018 - COGTA

5. QUALIFICATIONS AND SCOPE

The introduction of reduced cost or free basic services will ensure that indigent consumers have access to basic services.

5.1 Subsidy:

Subsidies are granted from external funds, allocated by the National Government as an Equitable Share allocation, to subsidize Indigent households with specified levels of basic services. This is based on a:

- (a) Level of income enabling Indigent households to pay for a basic package of municipal services; and/or

- (b) Municipal property valuation value that sets the level at which indigent support may be granted.
- (c) Subsidy scheme that is promoted through the press and by means of personal referral, but principally via referrals by the credit control and debt recovery section of the Municipality.

5.2 Household:

- (a) The head of the household, or his/her spouse(s) who are not alienated from the household, must indicate if said person is:
 - (i) a state official in any capacity; or
 - (ii) a director of a company, a member of a Closed Corporation or Trust, or
 - (iii) involved in any state tender processes.
- (b) The head of the household must be a South African citizen with valid South African identity documentation and have permanent residency.
- (c) The head of the household should be:
 - (i) the registered owner or part owner of the property; or
 - (ii) the registered lessee of a Council housing unit; or
 - (iii) the registered lessee of an Organ of State - (as defined in Section 239 of the Constitution) owned housing unit; or
 - (iv) in meritorious cases as determined by the Municipality a person, being the head of the household, who is incapable of paying for basic municipal services and who resides in said property/unit.

The head of the child-headed household shall be deemed to meet these criteria.
- (d) To register as an indigent consumer the head of the household must personally complete and sign the registration form.
- (e) Child-headed households will only be approved based on the following criteria:
 - (i) both parents of the household are deceased, or one parent and/or guardian is deceased, and the other is totally alienated from the household;
 - (ii) a minor has assumed the role of caregiver in respect of the other minor(s) in the household. This caregiver is the head of the household and shall be deemed to meet the criteria as per paragraph 5.2(c);
 - (iii) such minors reside permanently on the property;
 - (iv) such minors, and exclusively only minors occupy the property as their normal residence;

- (v) such minors are scholars or unemployed and if income is derived, the household earns less than the qualifying income as envisaged by the defined Indigent Income Threshold;
 - (vi) the situation pertaining to the household has been verified by the Municipality; and
 - (vii) the situation pertaining to the household will be reviewed when the caregiver as per (ii) above reaches the age 18 years or older.
- (f) Indigent households living in homes for senior citizens shall be eligible to qualify for assistance and support under this Policy, subject to the following rules and procedures:
- (i) For the purposes of passing/issuing the free basic electricity units to such indigent household, the onus will be on the unit owner or lessee to apply and submit proof that the electricity connection is in the name of the Indigent consumer and not in the name of the organization providing the accommodation.
 - (ii) In the event of the unit being occupied by a single individual without any dependents as per the definition of a household above, the level of income to qualify shall be equal to or less than 50% (fifty percent) of the defined Indigent Income Threshold per month.

5.3 Basis of Subsidy:

- (a) Only formal or informal housing units utilized for residential purposes will be taken into consideration for the purpose of this subsidy, being the provision of free basic services.
- (b) All informal structures where a pre-payment electricity meter has been installed by the Municipality will qualify for the electricity subsidy. In the cases where off-grid electricity is supplied by an authorised service provider appointed in terms of paragraph 5.7.2(b) of this Policy such households will also qualify for a subsidy, which subsidy will be paid directly to the authorised service provider.
- (c) Applications deviating from the above will only be considered after a detailed investigation and evaluation by the Municipality.

5.4 Liability for payment of municipal accounts:

- (a) Subsidies will only be granted to households liable for the payment of municipal service fees.
- (b) Subsidies will only be granted by means of a credit on municipal accounts and free basic electricity vouchers or in the form of subsidy paid directly to the authorised service providers of off-grid electricity as envisaged in paragraph

5.7.2(b) of this Policy. No subsidy will be paid directly to any Indigent consumer or household in the form of cash or any such disbursement.

- (c) Households are liable for the payment of fees, as stated on the monthly account, for any service in any given month that exceeds that service's subsidy.
- (d) Monthly accounts, as well as the instalments arranged in respect of the repayment of debt, must be paid punctually and in full. If required, and after reasonable alternatives have been exhausted, the process to recover debt from indigent consumers will be dealt with in terms of the Credit Control and Debt Collection Policy and procedures of the Municipality.
- (e) Pre-payment electricity meters may be installed on all properties of formal households before receiving indigent subsidies to prevent escalation of debt.
- (f) Water management devices or Pre-payment water meters may be installed on properties of formal households before receiving indigent subsidies to prevent escalation of debt.

5.5 Qualifying income:

- (a) The total Gross Household income for a household will be taken into account when considering the application for Indigent support.
- (b) The maximum qualifying income level defined as the Indigent Income Threshold for a household as described in paragraph 5.2 of this Policy will be equal to or less than R 7 000 per month. Proof must be produced in the form of pay slips, unemployment certificates, income certificates or other acceptable proof of income.
- (c) Should proof of income not be available, income may be declared by means of a sworn statement. Such applications may be verified by means of a full investigation and a socio-economic survey.

5.6 Targeting mechanisms:

The following principles for the granting of free basic services apply:

- (a) Properties in respect of which property tax is levied on a municipal valuation amount will qualify as follows:
 - (i) The municipal valuation of a property being less than or equal to the defined Valuation Threshold will be used as the guiding threshold.
- (b) Indigent subsidies will only be considered by the Municipality upon application on a prescribed form by households which consider themselves as being indigent.

5.7 Basic services :

The Municipality will provide the following basic services at reduced or at no cost to the Indigent consumer:

5.7.1 Formal Households

Free basic services for Formal households will consist of the following:

- (a) 100 kWh electricity per household per month subject to it being supplied via a prepayment metering system as the qualifying criteria for a registered indigent household to be placed on the Lifeline Electricity Tariff. Free electricity units will not be applicable should the Indigent Household choose not to install a pre-paid meter;
- (b) a basic charge for water and a maximum of 6 kl water per household per month;
- (c) a service subsidy not exceeding the cost of one refuse unit in respect of a single residential property;
- (d) a service subsidy not exceeding the cost of one sewerage service unit supplied to residential properties with a maximum area of 250m²; and/or
- (e) 50% of the applicable tariff for clearances of septic tanks.

5.7.2 Informal Settlement Households

Free basic services for Informal Settlement Households will consist of the following:

- (a) 100 kWh electricity per household per month; or
- (b) a maintenance and operations subsidy (equivalent in Rand value to 100kWh electricity per household per month) for off-grid solar home systems, operated by a municipal approved service provider or Energy Service Company (ESCO).

(In the case of off-grid electricity subsidies as contemplated above, the Municipality may, subject to a detailed review by the Revenue Section appoint an authorised service provider to provide the maintenance and operations function for a group or groups of indigent recipients of off-grid electricity at a maximum rand equivalence of the value of 100 kWh electricity per household per month.)
- (c) Other services (specifically water, sewerage and refuse removal services) are not billed for.

5.7.3 Indigent households residing in homes for senior citizens

Free basic services for qualifying households residing in homes for senior citizens as per paragraph 5.2(f) of this Policy will consist of 100 kWh electricity per household per month.

5.8 Free bulk services

Free Bulk Services shall be the provision of services (water standpipes, high mast lighting, ablution facilities and refuse removal) to informal settlements.

The cost of the provision of free bulk services will be recovered from the Equitable Share Allocation from National Government and processed monthly.

5.9 Other concessions

- (a) Registered indigent consumers limited to the immediate occupants of the household occupying the property excluding any extended members could qualify for a discount of up to 50% (fifty percent) on the approved fees and tariffs for non-trading services (refer paragraph (d) below) as set by Council from time to time subject to application to the relevant Director.
- (b) Proof of registration as an indigent consumer must be obtained from the Credit Control Section of Financial Services prior to the application for the discount being made.
- (c) For the purposes of clarity, other categories of consumers (other than registered indigent consumers) such as back yard dwellers, farm workers and lessees of other property earning equal to or below the Indigent Income Threshold per month, may also qualify for the concessions (i.e. a discount of up to 50% (fifty percent) on the approved fees and tariffs, limited to the services envisaged in paragraph (d) below.
- (d) Discounted non-trading Services; refers to:
 - (i) Community hall discounts.
 - (ii) Burial fees in sections of cemeteries without head stones (i.e. crosses or flat stone areas only) and cremations when available. This concession is only applicable for burials on Mondays to Saturdays, excluding Public Holidays. Farm workers must provide written confirmation regarding the burial site from the farm owner.

6. ALLOCATION OF SUBSIDIES

- (a) The subsidy in any given month and service will be an amount not exceeding the amount as reflected in the Council's approved Tariff Schedules for services for Indigent households as per paragraphs 5.7 and 5.9 of this Policy.
- (b) Only one subsidy per service per property/household may be allocated in any given month.
- (c) Subsidy levels may be adjusted from time to time, depending on the availability of funds or any adverse conditions.

- (d) Lessees of subsidized housing units already receiving a municipal subsidy for the alleviation of municipal service costs included in rentals will not qualify for an Indigent subsidy. Should the latter subsidy be more advantageous, such a lessee may request that the Indigent subsidy replace the rental subsidy.

7. APPLICATIONS FOR INDIGENT SUBSIDIES

- (a) Applications (i.e. applications submitted by individuals) will be required by any household which considers themselves to be an indigent household.
- (b) Only applications lodged by means of the prescribed application form will be considered by the Municipality.
- (c) Such households may be visited by employees of the Municipality or approved service providers, where after a written recommendation would be considered.
- (d) The maximum subsidy may be granted to households with no income, even if the corresponding accounts are not paid in full.
- (e) Indigent assistance will be applicable for as long as an indigent household remains registered as such on the indigent data base or register and the Municipality continues to receive equitable share for this purpose.
- (f) The Municipality may disclose a list of Indigent households for public inspection, which may include the publication thereof.
- (g) In a case of misrepresentation or any other transgression of the conditions for the provision of subsidies, the subsidy will be withdrawn with immediate effect and not be reconsidered for a period of at least 12 months. The Municipality may recover such subsidies up to a maximum period of three years.
- (h) Indigent relief will not apply in respect of property owners with more than one property, whether such property is situated inside or outside the area of jurisdiction of the Municipality.
- (i) Subsidies will not be granted on a *pro-rata* basis and applications approved after the twentieth day of a month will be granted in the following month.
- (j) The onus is on the recipient of indigent subsidy to inform the Municipality immediately of any changes in personal circumstances that may warrant a review of his/her indigent status. For example, the status of any change of employment or to the Gross Household income as per paragraph 5.5 above must be reported to the Municipality.
- (k) The municipality reserves the right to review and/or to conduct home visits on a random basis with the view of assessing whether a household would still qualify for receiving indigent assistance.

- (l) Upon cancellation of indigent assistance normal credit control procedures will be applicable on arrear accounts of such cancelled applications.

8. PROPERTY TAX REBATES BASED ON MUNICIPAL VALUATION

This Policy only addresses indigent subsidies, and any form of rates relief is addressed as provided for in the Rates Policy of the Municipality.

9. INDIGENT REGISTER

- (a) The Municipality shall draw up and maintain a register in respect of formal properties and households receiving indigent assistance.
- (b) The register may be open for inspection by the public during office hours.
- (c) The Municipality may at regular intervals review the register and apply randomly selected checks as to the status of an application.

10. CONTACT OF RESPONSIBLE OFFICE

The contact details for Indigent enquiries:

E-mail Address: Indigent.office@ Stellenbosch.gov.za

Telephone Numbers: 021 808 8501
 021 808 8579
 021 808 8597
 021 808 8932

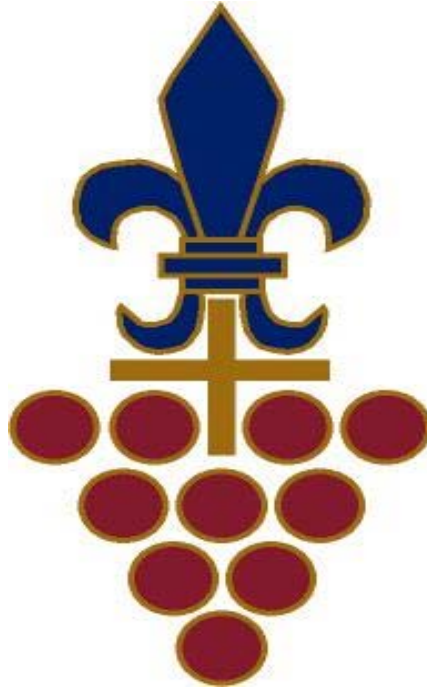
Postal Address: PO Box 17, Stellenbosch, 7601

Any Municipal Office in the jurisdiction of Stellenbosch Municipality

11. SHORT TITLE

This Policy is the Indigent Policy of Stellenbosch Municipality.

STELLENBOSCH MUNICIPALITY



IRRECOVERABLE DEBT POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

IRRECOVERABLE DEBT POLICY

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PREAMBLE

The Stellenbosch Municipal Council accepts and acknowledges its Constitutional duties and mandate towards the community/consumers of Stellenbosch Municipality (WC024).

Council further acknowledges that in order to deliver services in a sustainable manner, that same be managed in terms of Council's Credit Control and Debt Collection Policy having due regard of its limited financial resources and the need to manage cash flows.

Council therefore is aware of its duty to prepare financial statements that gives a true reflection of the financial position for a given period.

In order to give effect to the foregoing, the Council of Stellenbosch Municipality has adopted a policy relating to the management of irrecoverable debt as set out hereinafter.

1. Requirements before writing-off debt

All applicable actions must have been executed/implemented before any debt, owed to Stellenbosch Municipality will be considered for writing-off.

However, in special cases where all applicable actions were impossible/impractical to implement, the administration must motivate such write-off for consideration.

The irrecoverable debt of registered indigent consumers may be written-off on an annual basis by Council.

The abovementioned applicable actions are those as contained in the approved Credit Control and Debt Collection Policy of Stellenbosch Municipality.

2. Bad Debt Recovered

Bad debt recovered after having been written-off will be treated in terms of the Municipality's Accounting Policy.

The approval for the write-off of any debt does not mean that actions to recover the debt will be terminated. Conditionally, further actions may be instituted, depending on the costs involved. Should the debt be recovered, it will accordingly be recorded in the financial records of Stellenbosch Municipality.

3. Thresholds for writing-off of debt

3.1 The writing-off of debt per individual case may be considered as follows:

- (i) Above forty thousand rand (R40 000) will be effected after Council approval.
- (ii) Amounting to forty thousand rand (R40 000) and below may be effected after motivation to and approval by the Chief Financial Officer (CFO) or his/her delegate.
- (iii) Amounting to twenty-five thousand rand (R25 000) and below may be effected after motivation to and approval by the Senior Manager: Revenue and Expenditure.
- (iv) Amounting to fifteen thousand rand (R15 000) and below may be effected after motivation to and approval by the Manager Revenue.

3.2 The writing-off of any interest (or part thereof) component of debt, providing that the debt excluding the interest component, is paid in full, may be considered as follows:

- (i) Above one hundred and fifty thousand rand (R150 000) will be effected after Council approval.
- (ii) Amounting to one hundred and fifty thousand rand (R150 000) and below may be effected after motivation to and approval by the Chief Financial Officer (CFO).
- (iii) Amounting to ten thousand rand (R10 000) and below may be effected after motivation to and approval by the Senior Manager Revenue and Expenditure or Manager Revenue.

4. Provision for irrecoverable debt

Provision for bad/irrecoverable debt will be dealt with in terms of the Municipality's Accounting Policy.

5. Rescission of Judgments

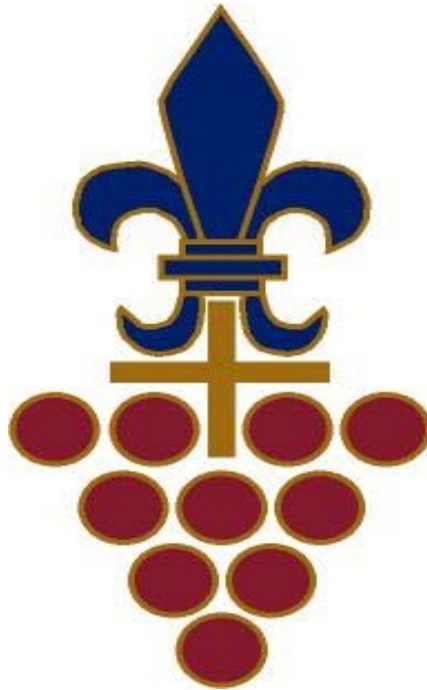
Stellenbosch Municipality will consider applications for the consent to rescission of judgments, obtained by the Stellenbosch Municipality for the recovering of debt, provided that the following conditions are applicable:

- 5.1 All outstanding debt accrued on the affected account of said property have been settled in full, and
- 5.2 A period of at least five years has lapsed since the date of the applicable judgment, in the case where the Stellenbosch Municipality has written off any debt.

6. Short Title

This Policy is the Irrecoverable Debt Policy of the Stellenbosch Municipality.

STELLENBOSCH MUNICIPALITY



RATES POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

RATES POLICY

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1. BACKGROUND

In 2007, Stellenbosch Municipality initiated a process to prepare a General Valuation (GV) Roll of all property situated within the geographical boundaries of Stellenbosch Municipality (WC024) in terms of the requirements of the Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004) including any subsequent amendments and consequential regulations (the MPRA) which became effective on 1 July 2009 at Stellenbosch Municipality.

This Policy is formulated in terms of Section 3 of the MPRA.

2. LEGISLATIVE CONTEXT

- 2.1 In terms of Section 229 of the Constitution, 1996 (Act 108 of 1996), a municipality may impose rates on property.
- 2.2 In terms of Section 4 (1) (c) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), a municipality has the right to finance the affairs of the municipality by imposing, *inter alia*, rates on property.
- 2.3 In terms of Section 2 (1) of the MPRA a metropolitan or Local municipality may levy a rate on property in its area in accordance with the provisions of the MPRA.
- 2.4 This Policy must be read together with and is subject to the provisions of the MPRA.
- 2.5 In terms of Section 62 (1) (f) (ii) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) (the MFMA), a municipality must have and implement a rates policy as may be prescribed by any applicable national legislation.
- 2.6 In terms of Section 8(1) of the MPRA, the Municipality will, as the primary instrument, levy rates on the use of property, but implemented as per paragraph 5.5 of this Policy.
- 2.7 All citations to applicable Acts as referenced in this Policy shall include all amendments and regulations to such as promulgated.

3. GUIDING PRINCIPLES

- 3.1 The rating of property will be implemented impartially, fairly, equitably and without bias, and these principles also apply to the setting of criteria for exemptions, reductions, and rebates contemplated in Section 15 of the MPRA.
- 3.2 The rating of property will be implemented in a way that:-
 - is developmentally oriented;
 - supports sustainable local government by providing a stable and buoyant revenue source within the legislative ambit of the Municipality;
 - supports local and socio-economic development;
 - promotes simplicity, uniformity, and certainty in the property rates assessment process;

- gives due consideration to the need for simple and practical process of billing and collection of property rates;
- promotes sustainable land management, especially that which reduces the risk from natural disasters;
- achieves national and local environmental management objectives; and
- balances the affordability by ratepayers versus the financial sustainability of the Municipality.

3.3 Other principles that will steer the processes of this Policy:

- All ratepayers within a specific category will be treated equally and reasonably.
- The Municipality will, when levying property rates for each financial year, take cognizance of the aggregate burden of rates on property owners in the various categories of property ownership.
- Rates Increases/Decreases will be guided by the budget requirements of the Municipality, and by Section 20 of the MPRA.
- In dealing with the poor/indigent ratepayers the Municipality may provide relief measures through exemptions, reductions or rebates.

3.4 Further determinants that will guide the processes of this Policy:

- The Zoning Scheme of the Municipality determines, via the provisions therein, the zoning and thus the legally binding use of a given property.
- However, the rating of said property is governed by the MPRA which determines a collection of rules that by implication sets the conditions by which the use of a property is categorised. It is therefore possible that even though an owner is using a property within the set rules of the Zoning Scheme, said property would not be rated on the same basis due to the definitions and provisions as applied according to the MPRA and this Policy.
- Moreover, such categorisation instituted according to the MPRA or this Policy does not condone any unlawful use of a property regardless of circumstances.

4. DEFINITIONS

In this Policy, a word or expression derived from a word or expression as defined, has a corresponding meaning unless the context indicates that another meaning is intended.

The following four definitions in the MPRA are only shown for clarity:

“Exclusion”, in relation to a municipality's rating power, means a restriction of that power.

“Exemption”, in relation to the payment of a rate, means an exemption granted by a municipality.

“Reduction”, in relation to a rate payable on a property, means the lowering of the amount for which the property was valued and the rating of the property at that lower amount.

“Rebate”, in relation to a rate payable on a property, means a discount granted on the amount of the rate payable on the property.

In addition to the definitions contained in the MPRA, the following definitions apply for the purpose of the application of this Rates Policy.

Furthermore, specific terms or phrases used, but not defined in the MPRA are defined herein to describe said term or phrase for a specific perspective of the MPRA by the Municipality:-

“the Municipality” means Stellenbosch Municipality (WC024).

“MPRA” refers to the Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004) including any subsequent amendments and consequential regulations.

“Accommodation Establishment” means a property used for the supply of overnight sleeping facilities to transient guests at a fee.

“agricultural activities” means the intensive cultivation of soils for purposes of planting or growing, and gathering of trees or crops in a managed and structured manner; the intensive rearing of livestock or aquaculture. In addition, all the provisions as detailed in the definition of *“Agricultural Property”* in the MPRA persist in this Policy.

“agricultural purposes” refers to the active pursuit by a *bona fide* farmer to derive the principle source of income, which is commercially sustainable, from agricultural activities exclusively on Agricultural Properties.

“bed & breakfast” in relation to *Accommodation Establishment* means:

- an initiative on a property of which the residential character is maintained,
- where the owner or operator permanently resides in the same dwelling,
- where normally only breakfast is served, and
- sleeping accommodation to transient guests is limited to no more than 3 guest bedrooms.
- This property will be deemed to be a Residential Category.

“bona fide farmer” is a person or legal entity that is a legitimate farmer whose primary income originates from agricultural activities.

“business and commercial property” means a property that is used for the purpose described as the activity of buying, selling or trade in goods, commodities or services and includes any office or other buildings on the same property, the use of which is incidental to such business. This definition excludes the business of mining and agriculture activities.

“Chief Financial Officer (CFO)” means a person designated in terms of Section 80(2) (a) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003).

“Conservation Area” means:

- a Protected Area as defined in Section 1 of the MPRA and listed in the “Protected Areas Register” as stipulated in Section 10 of the Protected Areas Act defined in the MPRA as the National Environmental Management: Protected Areas Act, 2003 (Act 57 of 2003); nevertheless, specifically those parts of properties as described in Section 17 (1) (e) of the MPRA; or

- a mountain catchment area as described in Section 9 of the *Protected Areas Act* and declared in terms of the Mountain Catchment Areas Act, 1970 (Act 63 of 1970).

“Guesthouse” in relation to *Accommodation Establishment* means:

- an initiative that is operated on a property of which the residential character is maintained; and
- where the sleeping accommodation to transient guests exceeds 3 but limited to 16 guest bedrooms, or
- if any services are offered beyond the limited services of a *Bed & Breakfast* establishment.
- This property will be deemed to be a Business Category.

“household income” means the gross sum of all monthly income from all sources. Income sources may include wages, salaries, profits, dividends, pensions, rentals, board & lodging, interest received, grants or investment income and other forms of financial contributions.

“industrial property” means a property that is used for the purpose described as the branch of trade or manufacturing, production assembling or processing of finished or partially finished products from raw materials or fabricated parts, typically via a high-volume production process and on such large scale that capital and labour are significantly necessitated; and includes any office or other buildings on the same property, the use of which is incidental to such business.

“Open Space” means a property, but specifically land that is used as a park, garden, for passive leisure or maintained in its natural state and which is zoned as open space. These properties may either be publicly owned being commonly open to public access; or privately owned and used without financial gain.

“ratepayer” means a person or legal entity that is liable in terms of the MPRA for the payment of rates on property levied by the Municipality. The term “Ratepayer” is herein considered to be synonymous with the MPRA definition of the term “owner”.

“residential purposes” in relation to the use of the property means improved property primarily intended for human habitation and inhabited as such; subject to paragraph 7.9 of this Policy and provided that:

- the following properties are specifically excluded from this definition: hostels, old age homes, and vacant land;
- properties registered in terms of the Sectional Title Act, 1986 (Act 95 of 1986) must solely be used for this purpose; or
- properties owned by a share-block company must solely be used for this purpose; or
- a block of flats must solely be used for this purpose; or
- a dwelling used for this purpose must be situated on property used for or related to educational purposes; or
- the predominant use of a retirement scheme or life right scheme must be 60% or more for this purpose.

“**SARS**” means the South African Revenue Service.

“**vacant land**” means a property:

- without any buildings or structures; or
- where immovable improvements have been erected but deemed incomplete and unoccupied.

“**valuation roll**” means a valuation roll drawn up in terms of Section 30 of the MPRA or a supplementary valuation roll drawn up in terms of Section 78(6) of the MPRA.

5. IMPOSITION OF RATES

- 5.1 The Municipality shall as part of the annual budgeting cycle, set for each category a rate, (being a cent amount in the Rand) that will be imposed, in accordance with the MPRA, on the market value of a property, for all rateable properties as recorded in the Municipality's valuation roll, drawn up in terms of the MPRA. The amount so determined together with any relief measures as described in this Policy shall be the Rates due and payable by the owner of said property.

The levying of rates forms part of the Municipality's annual budget process as set out in Chapter 4 of the MFMA.

Details of the resolution pertaining to the rate for each of the various property categories are to be published in the *Provincial Gazette* as set out in Section 14 of the MPRA.

- 5.2 The rates charged as a cent amount in the Rand for the residential property as per paragraph 6.1 (a) of this Policy is the base rate and the rate charged to all other categories of properties are reflected as a ratio to the residential rate if so prescribed by Regulations promulgated in accordance with the MPRA.
- 5.3 The Municipality will be guided by the definition of “ratio” in the MPRA and directed by Regulations pertaining to rate ratios as promulgated in terms of Section 19 of the MPRA and as applicable to the prescribed non-residential properties.
- 5.4 For properties used for multiple purposes, the Municipality may apply the category of multiple use. For such properties, the Municipal Valuer will apportion a value to each distinct use and apply the appropriate category for billing at the applicable rate.
- 5.5 For the purposes of determining a property's category, the Municipality will determine such as per Section 8 of the MPRA. It should be noted that the Municipality considers permitted use to be appropriate on vacant properties and that all other properties would be categorised according to the actual use of said property.
- 5.6 Building Clause references

Obligations pertaining to Building Clauses as per the development agreements or contracts will under the obligation or constraint of Section 19(1)(d) not be administered as part of the valuation nor the rating processes.

5.7 Period for which rates are levied

The Valuation Roll will, according to Section 32(1) of the MPRA, remain valid for a General Valuation cycle of four years.

5.8 Valuation value constraints

- (a) For the purposes of valuing a property, no valuation value shall be less than R1 000 unless the valuer determines that said property's valuation value must be zero.
- (b) For administrative purposes all valuation values exceeding R1 000 may be rounded to the nearest R1 000 interval.

6. CATEGORIES

6.1 Categories of Property

Property Categories, each of which correlates to a distinct use of a property, have been determined as described below.

The codes that have been associated with each property Category are listed in paragraph 18.1 of this Policy. In addition, paragraph 18.1 identifies the attributes and criteria that determines the basis for application.

The Municipality will apply the following property Categories:

Item	Category (of property)	Purpose/Use
(a)	Residential	Refer Section 1 ("Definitions") in the MPRA and the defined term " <i>Residential Purposes</i> " as per paragraph 4 in this Policy.
(b)	Industrial	Refer the definitions as per paragraph 4 in this Policy.
(c)	Business and commercial	Refer the definitions as per paragraph 4 in this Policy.
(d)	Agricultural	Refer Section 1 ("Definitions") in the MPRA and the defined term " <i>Agricultural Purposes</i> " as per paragraph 4 in this Policy.
(e)	Mining	Refer Section 1 ("Definitions") in the MPRA.
(f)	Public Service Purposes	Refer Section 1 ("Definitions") in the MPRA.
(g)	Public Service Infrastructure	Refer Sections 1 and Sub-sections 17(1)(a) and 17(1)(aA) in the MPRA.
(h)	Public Benefit Organisation	Refer to Section 8(2)(h) in the MPRA.
(i)	Multiple Use	Refer paragraph 7.2 in this Policy.
(j)	Heritage	Refer Section 15(2A)(b) in the MPRA.
(k)	Vacant Residential	Vacant and Permitted use set as Residential.
(l)	Vacant Other	Vacant and Permitted use not set as Residential.

6.2 Categories for Relief Measures

The Municipality will consider relief measures on rates, being Exemptions, Rebates and/or Reductions on properties, according to various criteria as described in this Policy.

The codes (referred to as the Rebate Codes), associated with the specific relief measure, are listed in paragraph 18.2 of this Policy.

7. APPLICATION OF RATING

The Municipality will, in addition to the various criteria referenced above, apply the following criteria when rating a property:

7.1 Vacant Properties

The Category of Vacant properties will be determined according to the property's permitted use and these properties will not qualify for any relief measures.

Vacant property of which the permitted use has been set as residential will be rated as per the Vacant Residential Category.

Vacant property of which the permitted use has not been set as residential will be rated as per the Vacant Other Category.

Any vacant property registered in the name of the Municipality will be categorised as a Vacant Other Category and exempted from paying property rates.

Normally, Agricultural properties will not be considered as being vacant, however this consideration lapses if the ambit (scope) of either of the terms "*agricultural activities*" or "*bona fide farmer*" as defined in this Policy is not relevant or cannot be applied to said property.

7.2 Multiple use Properties

Properties with multiple uses as per Section 9 of the MPRA may be categorised for each distinct use as determined by the Municipality and which category will be applied for billing at the appropriate and applicable rate.

The different uses will be grouped into two or more components. The first component, which will be determined by the largest apportioned area of the property will be the primary component; the other components (sub-components) will be identified by their generalised functional name.

The category of the primary component of such a property will be directed in the first instance by the dominant use of the property, but at the sole discretion of the Municipality.

A multiple use property may qualify for the valuation exclusion as per paragraph 8.2.1 (i) of this Policy, provided that at least one of the components has been categorised as residential. Sub-components will not be eligible for the reduction as per paragraph 8.2.1(ii).

Sub-components may not be categorised for any of the following categories: Public Service Purposes, Public Benefit Organisation nor any vacant category.

7.3 Public Service Purposes Properties

Properties used for Public Service Purposes will be categorised as per paragraph 6.1 (f) of this Policy and will be rated at the applicable rate. The exclusions, exemptions, rebates and reductions relating to the usage of properties as detailed in this Policy and the MPRA, will apply if applicable.

7.4 Public Service Infrastructure properties

The Municipality will apply the rate ratio as set out in the MPRA to public service infrastructure.

The Municipality acknowledges that Sections 17(1)(a) and 17(1)(aA) of the MPRA provides for the distinct grouping of kinds of public service infrastructure as in the “public service infrastructure” definition in Section 1 of the MPRA.

These groups will be processed respectively as either a PSI formulae code or a PSIE formulae code as referenced by the table in paragraph 18.1. For such properties for which the Municipality is the owner the formulae code MUNP will be used.

The Municipality will impose the 100% exclusion under the PSIE formulae code as directed by Section 93A of the MPRA.

For properties under the PSI formulae code the Municipality will impose the 30% exclusion as directed by Section 17(1)(a) of the MPRA and grant on the 70% remainder a further 100% exception.

7.5 Rural Properties

The categorizing and/or qualification of all rural properties will be dealt with at the sole discretion of the Municipality.

7.5.1 *Agricultural Use*

The Municipality will apply the rate ratio as set out in the MPRA to properties that are used for agricultural purposes by *bona fide* farmers. These properties will however not qualify for any relief measures.

For a property to be categorised as agricultural, processes and structures fundamental to agricultural activities on that farming unit, will be considered. Structures such as a dwelling used by the farmer and farm employees will be considered integral to such processes.

The Municipality may consider applying multiple use categorisation as per paragraph 7.2 if any structures are not used exclusively for agricultural purposes, or the structures are used for delivering or selling services or products to/for customers.

7.5.2 *Alternate Criteria and Use*

- (a) Where a property in a rural area is being used for residential, business, mining, or industrial purposes, such as truck depots, construction yards, restaurants, functioning venue, guesthouses, and/or factories, said property will be valued and rated according to the category for residential, business, mining or industrial properties as applicable. The Municipality may however, consider valuating said property as a Multiple Use Property (refer to paragraph 7.2 of this Policy).
- (b) Owners of a property in rural areas which is not categorised as agricultural, but which in the opinion of the owner should be agricultural, must apply (refer to paragraph 14.1 of this Policy) for a revaluation, submit documentation as required by the CFO and declare in an affidavit, that no contraventions of the criteria for

agricultural activities are taking place on the property. The application will be dealt with according to the supplementary valuation process.

7.6 Municipal Properties

Municipal-owned properties which are leased in terms of a lease agreement or those properties which are allocated to beneficiaries but not yet transferred, will be rated as per the provisions of this Policy. The exclusions, exemptions, rebates, and reductions relating to the usage of properties as detailed in this Policy and the MPRA, will apply if applicable. The rates of said non-exempted property will be passed on to the lessee or the allocated beneficiary.

All other Municipal-owned properties as described in Section 7 (2) (a) (i) of the MPRA, will be exempted from paying property rates and Special Rating Area rates.

For administrative purposes it should be noted that by 1 July 2023 all exemptions as applied to municipal owned properties will be changed to exclusions.

7.7 Special Rating Area (SRA)

The Municipality may consider the application for a Special Rating Area (SRA) provided that the owners of the predefined demarcated area have approved the budget and the specifics relating to such SRA. The process must adhere to Section 22 of the MPRA and to the Municipality's Special Rating Area Policy and By-Law.

The budget for such SRA will be raised via a pre-determined tariff applied on the municipal valuation of each property. This pre-determined tariff is linked to the annual budget proposal and would therefore be unique to a specific SRA and for a given financial year.

7.8 Land Reform Beneficiary properties

The Municipality will determine a Land Reform Beneficiary that corresponds to the use of such property. The said determination will be applied for billing at the appropriate and applicable rate.

The Municipality will however exclude such properties from rates for a period of 10 years subject to Section 17(1)(g) and phase-in the rates as per Section 21(1)(b) of the MPRA.

7.9 Adjoining properties

The Municipality acknowledges that there are residential properties, registered in the name of the same owner, which are used basically as if such properties were one property.

For the above, the deemed secondary component [the adjoined property] shall be classified as a RESA formula code and will therefore not be eligible for the reduction as per paragraph 8.2.1(ii).

The Municipality will apply the RESA formula code for units in a Sectional Title scheme such as a garage or a storage unit. Consequently, these properties or units will not be eligible for the reduction as per paragraph 8.2.1(ii).

The Municipality will not consider any notarial links between any property.

Administratively a link between the adjoining property and its associated parent property must be set so as to facilitate tracking of such pairing.

8. RELIEF MEASURES

8.1 Applying relief measures on Rates

Notwithstanding that the Municipality is obligated as per the MPRA to exclude specific properties or parts thereof from rating, the Municipality will consider applying relief measures on property rates, being Exemptions, Rebates and/or Reductions as described in this Policy.

- (a) The Municipality may grant exemptions, rebates and/or reductions to the categories of properties and/or categories of owners that meet the specified criteria as indicated in sub-paragraphs of paragraph 7 above or as indicated below.
- (b) The Municipality will exclude specific properties or parts thereof as indicated in sub-paragraphs of paragraph 7 above or as indicated below.
- (c) The Municipality will not grant relief in respect of payments for rates to any category of owners or properties other than that as provided for in this Policy, nor to owners of properties on an individual basis.
- (d) Any application (when required or as requested) for a relief on rates must be submitted as per paragraph 14.1 of this Policy.

8.2 Residential Property

8.2.1 The Municipality will not levy a rate on the initial portion of the valuation of a residential property being the sum of:

- (i) the first R15 000 exclusion on the basis set out in Section 17 (1) (h) of the MPRA; and
- (ii) on a further R235 000 reduction, provided it does not exceed the remaining valuation in respect of a residential property, or the primary component of a multiple use property, that is categorised for *residential purposes*, as per the definition in paragraph 4 of this Policy.
 - This reduction will only apply if the total valuation of said property does not exceed R 5 000 000.
 - All sub-components of a multiple use property as per paragraph 7.2 of this policy, and the secondary component of adjoining properties or units of a sectional title scheme as per paragraph 7.9 of this policy, do not qualify.

The above where applicable, will be applied once only per property.

8.3 Senior Citizens and Disabled Persons

Designated owners being registered owners of properties or allocated beneficiaries as per paragraph 7.6 of this Policy who are senior citizens or who are disabled persons may qualify for a rebate according to their *household income*.

To qualify for the rebate referred to above, the designated owner must be a natural person, registered as a South African citizen. If not a South African citizen, the designated owner must be the registered owner of the property within the jurisdiction of the Municipality and must submit proof of his/her permanent residency in South Africa. The property in question must satisfy the residential property requirements as per this Policy and in addition to the above-mentioned, the designated owner must also:

- 8.3.1 Occupy the property as his/her normal residence; and
- (a) be at least 60 years of age, or in receipt of a disability grant; and
 - (b) be in receipt of a monthly *household income* not exceeding the highest income amount as referenced in the table of paragraph 8.3.4 of this Policy; and
 - (c) when being the designated owner of more than one property, a rebate will be granted only on the occupied property; and
 - (d) where the designated owner is unable to occupy the property due to no fault of his/her own, the spouse or minor children may satisfy the occupancy requirement; and
 - (e) where the occupant of a residential property is a senior citizen or a disabled person and is the usufructuary of the property, he/she may satisfy the occupancy requirement.
- 8.3.2 Apply as per paragraph 14.1 of this Policy with proof of income, which may include proof of a SARS assessment, or any other relevant document as requested.
- 8.3.3 If the property in question is alienated by the designated owner, then that owner would be liable for the *pro rata* rates, inclusive of the pension rebate. The new owner will be liable for the full *pro rata* portion of the rates excluding any pension rebates.
- 8.3.4 The percentage rebate granted to different monthly *household income* levels will be determined according to the schedule below. The income bands and rebates for the effective financial period of this Policy are as follows:

Gross Monthly Household Income				% Rebate
Income bands				
Up to			8 000	100%
From	8 001	to	11 000	75%
From	11 001	to	13 000	50%
From	13 001	to	17 000	25%

8.4 Conservation Area

The Municipality will exclude those portions of a property within the ambit of a conservative area as defined in this Policy.

The apportioned value of any portion of such property, utilized for any purpose other than that used for such conservation purposes, or developed and used for commercial, business,

agricultural or residential purposes will be categorised accordingly and rated at the applicable rate as described in paragraph 7.2 of this Policy.

The Municipality will apply Section 17 (2) of the MPRA upon withdrawal of said property from the conservation agreements inferred in Section 17 (1) (e) of the MPRA.

8.5 Religious Organisations

In terms of Sections 1 and 17 (1) (i) of the MPRA, the Municipality will not levy a rate on a property used primarily as a place of public worship by a religious community, including the official residence which is occupied by the office bearer of that community who officiates at services at that place of worship.

The Municipality will apply Section 17 (5) of the MPRA if as per Section 17 (5) (a) of the MPRA said property is no longer used or has been disposed by the religious community.

8.6 Stellenbosch Special Rebate

The Municipality may, for the organisations not meeting all the criteria for public benefit organisations as described in paragraph 8.7 below, nor the criteria for NPO organisations as described in paragraph 8.8 below, consider a rebate of 20% which shall be identified as “Stellenbosch Special Rebate” (SSR).

This rebate will only be applicable to said organisations that apply as per paragraph 14.1 of this Policy for such rebate.

8.7 Public Benefit Organizations (PBO)

The Municipality will apply the rate ratio as set out in the MPRA to public benefit organisations.

As per the MPRA the specific public benefit activity listed in Item 1 (Welfare and Humanitarian), Item 2 (Health Care), and Item 4 (Education and Development) of Part I of the Ninth Schedule of the Income Tax Act will be applicable and must be conducted/executed on said property.

All Public Benefit Organisations must annually submit, according to paragraph 14.1 of this Policy proof of their status as per the above criteria. A SARS TAX Clearance Certificate may be required as well.

8.8 Non-Profit Organizations (NPO)

An organisation must be registered as a Non-Profit Organisation (NPO) under the Non-profit Organisations Act, 1997 (Act 71 of 1997) to be considered as a candidate for the relief measures described below.

Organizations listed in paragraph 8.8.1 below that are operated as not-for-gain (declared or registered by law) or organisations that execute activities as per Item 6 (Cultural), item 7 (Conservation, Environment and Animal Welfare) and Item 9 (Sport) of Part 1 of the Ninth Schedule to the Income Tax Act may receive a rebate. All abovementioned organisations being privately controlled must be the owner of said properties.

These rebates are not applicable to any vacant land irrespective of its zoning or intended usage unless stated otherwise in this Policy.

Any part of said property that has been categorised as agricultural will not qualify for this relief measure.

All NPO must annually submit, according to paragraph 14.1 of this Policy proof of their status as per the above criteria. A SARS TAX Clearance Certificate may be required as well.

Abovementioned organisations which have a total revenue/income as defined in the schedule of paragraph 8.8.2 of this Policy will receive a rebate as set in said schedule.

8.8.1 *Prescribed not-for-gain organisations*

(a) *Health and welfare institutions*

Privately owned properties used exclusively as a hospital, clinic, mental hospital, orphanage, non-profit retirement village, old age home or benevolent institution, including workshops used by the members or patients, laundry or cafeteria facilities.

(b) *Charitable institutions*

Properties used solely for the performance of charitable work.

(c) *Agricultural societies*

Property owned by agricultural societies used for the purposes of the society.

(d) *Cemeteries and crematoria*

Privately owned properties used as cemeteries and crematoria.

(e) *War veterans*

Property registered in the name of a trustee or organisation in terms of the Social Assistance Act, 2004 (Act 13 of 2004), maintained for the welfare of war veterans and their families.

8.8.2 The percentage rebate granted to different total revenue/income levels (expressed as being the revenue/income before any expenses, operating costs or any deductions have been applied) will be determined according to the schedule below. The revenue/income bands and rebates for the effective financial period of this Policy are as follows:

Total Revenue/Income				% Rebate
Revenue/Income bands (Rands)				
Up to		2 000 000		80%
From	2 000 001	to	5 000 000	50%
More than		5 000 000		20%

8.9 **Properties affected by Disaster or adverse Economic Conditions**

The Municipality may consider additional relief measures as envisaged in Section 15(2)(d) of the MPRA and as approved by Council.

8.10 Exceptional General Valuation Rates Increases: Phasing in

The Municipality may consider a relief measure for owners of property adversely affected by exceptional rates increase of a new General Valuation (GV) cycle. This incentive will only be implemented as from the implementation date of a GV and on proviso that:

- (a) for a property to qualify, the Rates for the first financial year of the GV cycle for the property, as result of the property valuation of a GV cycle, must be at least four (4) times more than that of the rates for said property during the financial year preceding the start of the GV cycle.
- (b) the rates for the financial year preceding the start of the GV cycle must be greater than R1 000 per annum;
- (c) the rebate granted would be phased-out over two financial years;
- (d) the rebate for the first financial year will be 50% and during the second year it will be 25% rebate on the rates applicable for that year;
- (e) this incentive will not be cumulative on any other rebate that may be granted to said owner;
- (f) the most beneficial rebate between this incentive and any other rebate which said owner may receive in each financial year will prevail;
- (g) improvements or errors of valuations to said property that could have influenced the GV valuation will be reviewed during the application approval;
- (h) applications will only be considered until the end of the initial 6 months of a GV cycle; and
- (i) owners of such property must apply as per paragraph 14.1 of this Policy.

9. LIABILITY FOR AND PAYMENT OF RATES

9.1 Liability for and payment of rates

Liability for and payment of rates is governed by criteria in this Policy, by the MPRA, the Municipality's Credit Control and Debt Collection Policy, By-Laws and any other applicable legislation. Actions as per the applicable By-Laws and/or Policies shall be taken against defaulters.

There are one of two methods of payment that the owner of the property must agree upon, namely (i) paying the rates on a monthly basis or (ii) paying the rates in one amount every annum.

The paying of rates on a monthly basis will be the preferred method unless the owner has selected the annual method of payment via a written request before 31 May preceding a financial year.

- (i) When paying on a monthly basis the amount due shall be paid not later than the date as specified on the monthly accounts. The cycle of such payments will start on the first day of July (the start of a financial year) and extend to the 30th of June the following year.
- (ii) When paying a once-off amount (the full rates for that financial year), then that amount shall be paid in full not later than the date as specified on the account.

Please note that additional annual payments may be triggered during a financial year by a supplementary valuation on said property.

Changes to the preferred method of payment must be exercised by the owner before 31 May of a financial year and once set the method of payment will not be changed during a current financial year.

9.2 Rates in arrears for longer than 90 days

When an owner's rates account is in arrears for longer than 90 (ninety) days, then the Municipality may initiate the proceedings as described in Sections 28 or 29 of the MPRA.

A notice to this effect will be forwarded to the tenant, occupier or agent providing the required legal information regarding their payments to the owner, which are to be redirected to the Municipality so as to cover the arrear rates account.

A notice will be forwarded to the owner in question to indicate the legal proceedings and the actions that the Municipality has initiated.

10. QUANTIFICATION OF COSTS TO MUNICIPALITY AND BENEFITS TO COMMUNITY

The cost to the Municipality and benefit to the local community in terms of exemptions, rebates, reductions and exclusions referred to in the MPRA and rates on properties that must be phased-in in terms of the MPRA will be reflected in the Municipality's budget.

11. OBJECTION AND APPEALS

- (a) Any person may lodge an objection to a valuation subject to Section 50 of the MPRA but within the period stated in the notice referred to in Sections 49(1)(a) and 78(5)(b) of the MPRA.
- (b) An appeal to an appeal board against a decision of a municipal valuer in terms of section 51 of the MPRA may be lodged in the prescribed manner subject to Section 54 of the MPRA. The appeal must be lodged (as a guideline), within a period of 30 days nonetheless, as set out in Section 54(2) of the MPRA.
- (c) The administrative actions or processes as described in the MPRA for the handling of objections or appeals will be the basis that the Municipality will follow.
- (d) The lodging of an objection or appeal: -
 - (i) In terms of Section 50 of the MPRA does not defer liability for the payment of rates in terms of this Policy; or
 - (ii) In terms of Section 54 of the MPRA does not defer liability for the payment of rates in terms of this Policy.

12 CLEARANCE CERTIFICATES

All monies collected by the Municipality, specifically in respect of Special Rating Areas and any estimated amounts in terms of Section 118(1A) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) (the Systems Act), or Section 89 of the Insolvency Act, 1936 (Act 24 of 1936), are for the purpose of Section 118 of the Systems Act, deemed to be due and must be paid in order to facilitate the transfer of immovable property:

- (i) All amounts that are due must be paid in full prior to the issuing of any clearance certificate in terms of Section 118, of the Systems Act; and
- (ii) No interest shall be paid by the Municipality to the registered seller in respect of these payments which are deemed to be due.
- (iii) The Municipality will not be responsible for the apportionment of rates and/or services due or paid in respect of any rates clearances and registrations.
- (iv) The Municipality may issue only one clearance certificate for properties deemed to be in an adjoining state as per paragraph 7.9 of this Policy.

13 ADJUSTMENTS OF RATES PRIOR TO SUPPLEMENTARY VALUATION

13.1 If the owner of a property which has been subdivided or consolidated after the last general valuation wishes to sell the consolidated erf, or one or more of the erven which have been subdivided from the parent erf, as the case may be, applies to the Municipality for a clearance certificate in terms of Section 118 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), and if the Municipality has not yet included such valuation of the relevant property(ies) in a supplementary valuation:-

- (a) the Municipal Valuer shall conduct a valuation of the relevant property(ies) for purposes of a supplementary valuation; and
- (b) the valuation shall be submitted to the CFO for approval of the levying of rates on such property(ies) in accordance with such valuation, with effect from the date on which the relevant subdivision or consolidation (as the case may be) was registered in the Deeds Office.

13.2 Any valuations performed in terms of paragraph 13 shall be included in the next supplementary valuation process as per the provisions in Sub-sections 78 (1) to (5) of the MPRA.

14. GENERAL**14.1 Applications for Relief Measures**

- (a) All applications, required in terms of this Policy for a specific relief measure must be submitted to the Municipality by 30 November of each year, which date precedes the financial year in which the rate is to be levied. If the relief measure applied for is granted, the relief measure will apply for the full financial year. All successful applicants are bound by all the criteria as per paragraph 14.1 of this Policy.
- (b) Any applicant who, during a financial year, for the first time, meets all the criteria other than (a) above, may apply to receive the relief measure initiated from the

month following the approval by the Municipality of said application for the remainder of that financial year, thereafter all the criteria as per paragraph (a) above will apply to applications for subsequent financial years.

- (c) Late applications received after 30 November of a given year may be considered by the Municipality, in which case, if the relief measure applied for is granted, a *pro rata* rebate for the remainder of the next (new) financial year may be applicable.
- (d) Persons who have submitted false information and/or false affidavits will have the relief measure withdrawn with effect from the commencement of the financial year in question.
- (e) All applications for relief measures will require the applicant's municipal accounts to have been paid up to date or the conclusion of a suitable arrangement with the Municipality as provided for in the Municipality's Credit Control and Debt Collection By-Law and Policy.
- (f) The Municipality reserves the right to request current and/or previous audited financial statements or to inspect all properties before or after implementing the applicable rate and to revoke or amend any decision made prior to such investigation or financial review.
- (g) The Municipality reserves the right to recover any rates and/or relief measures from owners of properties after the status of said properties have changed.
- (h) The Municipality reserves the right to request any additional information as may be deemed necessary.

14.2 Regular policy review processes

This Policy will be reviewed on an annual basis to ensure that it complies with the Municipality's strategic objectives and with legislation.

14.3 Language Interpretation

The legal interpretation of the English version of this Policy only shall prevail above all other language translations of this Policy.

14.4 Severance

If any provision of this Policy is struck down as invalid by a court of law, such provision shall be severed from this Policy, and shall not affect the validity of the remaining provisions.

15 BY-LAWS

The principles contained in this Policy will be reflected in the By-Law as promulgated and adjusted by Council from time to time.

16 CONTACT OF RESPONSIBLE OFFICE

The contact details for Property Rates enquiries:

E-mail Address: enquiries.navrae@ Stellenbosch.gov.za

Telephone Numbers: See Municipal Account for relevant telephone numbers

Postal Address: PO Box 17, Stellenbosch, 7601

Any Municipal Office in the jurisdiction of Stellenbosch Municipality

17

SHORT TITLE

This Policy is the Rates Policy of the Stellenbosch Municipality.

18. CATEGORY AND REBATE CODES

18.1 Category Codes

The Formulae Codes (Derived from the Categories listed in paragraph 6.1 of this Policy) as listed below will be used in the Valuation Roll and supporting letters or Notices to reflect by association the applicable Category (as indicated in the "Category (of property)" column).

Council shall on an annual basis during the budget approval cycle set the cent amount in the Rand values (being the Category Tariff) for each of the Categories in the table below.

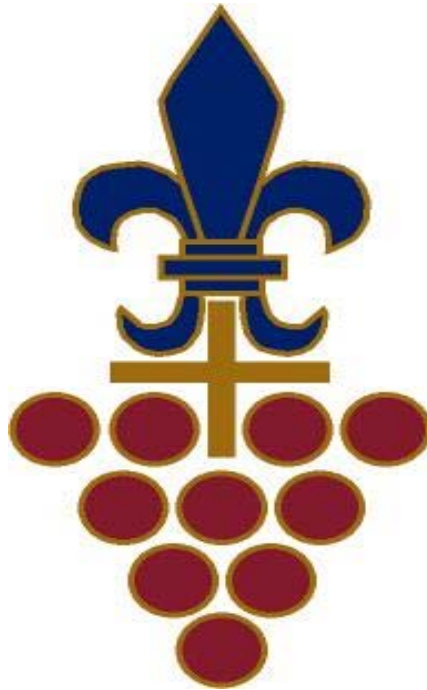
Category (of property)	Category Code	Formulae Code	Supporting references
Residential	RES	RES	MPRA Sections 8(2)(a); 17(1)(h) and the Policy paragraph 8.2.1
	RES	RESA	Adjoining residential; the Policy paragraph 7.9
	RES	RESM	MPRA Section 17(1)(h) i.e. ONLY Policy paragraph 8.2.1 (i)
	RES	RESIF	Municipal Owned: Informal settlements, 100% exclusion will apply
	RES	REL1	MPRA Section 17(1)(i) – the official residence; the Policy paragraph 8.5
	RES	MUNRR	Municipal Owned: Rented or Leased property; the Policy paragraph 7.6
	RES	MUNR	Municipal Owned: Section 8(2)(h) and the Policy paragraph 7.6
	RES	LRBR	Land Reform Beneficiary: MPRA Section 17(1)(g); the Policy paragraph 7.8
Industrial	IND	IND	MPRA Section 8(2)(b); Policy Definitions for "industrial"
Business	BUS	BUS	MPRA Section 8(2)(c); Policy Definitions for "business"
	BUS	RELIG	MPRA Section 17(1)(i) – the place of worship; the Policy paragraph 8.5
	BUS	MUNBR	Municipal Owned: Rented or Leased property; the Policy paragraph 7.6
	BUS	MUNB	Municipal Owned: Section 8(2)(h) and the Policy paragraph 7.6
	BUS	POS	Public Open Spaces
	BUS	PROS	Private Open Spaces
Agricultural	AGR	AGR	MPRA Section 8(2)(d); (Not considered to be a vacant property); the Policy paragraph 7.5
	AGR	PROT	Protected Areas: MPRA Section 17(1)(e); the Policy paragraph 8.4
	AGR	MUNAR	Municipal Owned: Rented or Leased property; the Policy paragraph 7.6
	AGR	MUNA	Municipal Owned: MPRA Section 8(2)(h) and the Policy paragraph 7.6
	AGR	LRBA	Land Reform Beneficiary: Section 17(1)(g); the Policy paragraph 7.8
Mining	MIN	MIN	MPRA Section 8(2)(e).
Public Service Purposes	PSP	PSP	MPRA Section 8(2)(f); the Policy paragraph 7.3
Public Service Infrastructure	PSI	PSI	MPRA Sections 8(2)(g); 17(1)(a) and the Policy paragraph 7.4
	PSI	PSIE	MPRA Sections 8(2)(g); 17(1)(a4) and the Policy paragraph 7.4
	PSI	MUNP	MPRA Sections 7(2)(a)(ii) and 8(2)(h); the Policy paragraphs 7.4 and 7.6
Public Benefit Organisation	PBO	PBO	MPRA Section 8(2)(h) and the Policy paragraph 8.7
Multiple purposes	<i>Multi tariff</i>	MULTI	MPRA Sections 8(2)(i) and 9 and the Policy paragraph 7.2
Heritage	HER	HER	MPRA Section 15(2A)(b)
Vacant Residential	VACR	VACR	the Policy paragraph 7.1
Vacant Other	VACO	VACO	NOT agricultural properties; the Policy paragraph 7.1
		MUNV	Any vacant property registered in the name of the Municipality

18.2 Rebate Codes

The Rebate Codes in the table below serves to indicate the rebate if any that could be applicable to a property.

Rebate Code	Purpose	Supporting references
NONE	No rebate is applicable	
INDP	Indigent and 100% Pension rebate	Rates Policy paragraphs 8.3 and the Indigent Policy
INDIG	Indigent only rebate	Indigent Policy
PENS	100% Pension rebate	Rates Policy paragraph 8.3
PENS1	75% Pension rebate	Rates Policy paragraph 8.3
PENS2	50% Pension rebate	Rates Policy paragraph 8.3
PENS3	25% Pension rebate	Rates Policy paragraph 8.3
NPO	Non-Profit Organisation (80% rebate)	Rates Policy paragraph 8.8
NPO1	Non-Profit Organisation (50% rebate)	Rates Policy paragraph 8.8
NPO2	Non-Profit Organisation (20% rebate)	Rates Policy paragraph 8.8
SSR	Stellenbosch Special Rebate	Rates Policy paragraph 8.6
EGVI	Exceptional General Valuation Rates Increases	Rates Policy paragraph 8.10

STELLENBOSCH MUNICIPALITY



SUPPLY CHAIN MANAGEMENT POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

SUPPLY CHAIN MANAGEMENT POLICY

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Definitions

- 1.1. In this Policy, unless the context otherwise indicates, a word or expression to which a meaning has been assigned in the Act has the same meaning as in the Act, and
 - 1.1.1. **“Act”** means the Municipal Finance Management Act, No. 56 of 2003;
 - 1.1.2. **“Bid”** means a written offer in a prescribed or stipulated form in response to an invitation by the municipality for the provision of goods, services or construction works through price quotations, advertised competitive bidding process or proposals;
 - 1.1.3. **“Bidder”** means any person submitting a competitive bid or a quotation;
 - 1.1.4. **“Closing time”** means the time and day specified in the bid documents for the receipt of bids;
 - 1.1.5. **“Competitive bidding process”** means a competitive bidding process referred to in paragraph 12(1)(b)(i) of this Policy;
 - 1.1.6. **“Competitive bid”** means a bid in terms of a competitive bidding process;
 - 1.1.7. **“Contract”** means the agreement which is concluded when the municipality accepts, in writing, a competitive bid or quotation submitted by a supplier;
 - 1.1.8. **“Contract manager”** means an official of the Municipality who is responsible for the planning for the planning and execution of a transaction involving the procurement of goods, services or works;
 - 1.1.9. **“Contractor”** means any person or entity whose competitive bid or quotation has been accepted by the municipality;
 - 1.1.10. **“Delegated authority”** means any person or committee delegated with authority by the municipality in terms of the provisions of the Municipal Finance Management Act;
 - 1.1.11. **“Department”** means a section within a specific directorate in terms of the municipal organigram;
 - 1.1.12. **“Electronic format”** means a bid submitted by a bidder via email or made available through a cloud storage services;
 - 1.1.13. **“Emergency dispensation”** means emergency as referred to in paragraph 36(1)(a)(i) of this policy under which one or more of the following is in existence that warrants an emergency dispensation;
 - (a) The possibility of human injury or death;
 - (b) The prevalence of human suffering or deprivation of rights;
 - (c) The possibility of damage to property, or suffering and death of livestock and animals;
 - (d) The interruption of essential services, including transportation and communication facilities or support services critical to the effective functioning of the municipality as a whole;
 - (e) The possibility of serious damage occurring to the natural environment;

- (f) The possibility that failure to take necessary action may result in the municipality not being able to render an essential community service;
 - (g) The possibility that the security of the state could be compromised; or
 - (h) The prevailing situation, or imminent danger, should be of such a scale and nature that it could not readily be alleviated by interim measures, in order to allow time for the formal procurement process. Emergency dispensation shall not be granted in respect of circumstances other than those contemplated above.
- 1.1.14. **“Final award”**, in relation to bids or quotations submitted for a contract, means the final decision on which a bid or quote is accepted;
- 1.1.15. **“Formal written price quotation”** means quotations referred to in paragraph 12 (1) (d) of this Policy;
- 1.1.16. **“Green procurement”** means the procurement of environmentally friendly products and services;
- 1.1.17. **“in the service of the state”** means to be –
- (a) A member of –
 - (i) Any municipal council;
 - (ii) Any provincial legislature; or
 - (iii) The National Assembly or the National Council of Provinces;
 - (b) A member of the board of directors of any municipal entity;
 - (c) An official of any municipality or municipal entity;
 - (d) An employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the public Finance Management Act, 1999 (Act No.1 of 1999);
 - (e) A member of the accounting authority of any national or provincial public entity; or
 - (f) An employee of Parliament or a provincial legislature;
- 1.1.18. **“Long term contract”** means a contract with a duration period exceeding one year and does not have the same meaning as contracts of a long term nature referred to in paragraph 22(1)(b)(vi) of this policy;
- 1.1.19. **“Long term nature contract”** means a contract as defined by section 33(1) of the Municipal Finance Management Act imposing financial obligations on the Municipality beyond the first three years covered in the approved annual budget;
- 1.1.20. **“List of accredited prospective providers”** means the list of accredited prospective providers in terms of Central Supplier Database (CSD) of National Treasury;
- 1.1.21. **“Other applicable legislation”** means any other legislation applicable to municipal supply chain management, including but not limited to the following –

- (a) The Preferential Procurement Policy Framework Act;
 - (b) The Broad-Based Black Economic Empowerment Act; ~~and~~
 - (c) The Construction Industry Development Board Act;
 - (d) The Local Government: Municipal Systems Act;
 - (e) The Competition Act; and
 - (f) The Promotion of Administrative Justice Act.
- 1.1.22. **“Policy”** means the Supply Chain Management Policy of Stellenbosch municipality as amended from time to time;
- 1.1.23. **“Parent municipality”** has the meaning assigned to it in section 1 of the Municipal Systems Act;
- 1.1.24. **“Petty Cash”**, means the procurement of goods and services through the supply chain management requisition and order system by means of one verbal and written quotation below a determined amount in relation with the Petty Cash Policy;
- 1.1.25. **“Single source”**: refers to when the competition exist in the market, but from a selected few suppliers due to technical capabilities and abilities comply with the requirements of the municipality;
- 1.1.26. **“Sole Supplier:”** It refers in instances where there is no competition and only one service provider exist in the market, with sole distribution rights and/or patent rights or manufacturer;
- 1.1.27. **“Strip and quote:”** When the repairs and maintenance on our machines, vehicles are done by one supplier and/or strip-and-quote, for example a municipal vehicle that needs repairs enters the workshop, however to do the repairs, the vehicle has to be send to a supplier that determines what repairs should be done;
- 1.1.28. **“Supplier database”** means the list of accredited prospective providers which the municipality or municipal entity must keep in terms of the Regulation 14 of the Supply Chain Management Regulations;
- 1.1.29. **“Treasury guidelines”** means any guidelines on supply chain management issued by the Minister in terms of section 168 of the Act;
- 1.1.30. **“Trust”** means the agreement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person;
- 1.1.31. **“Trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person;
- 1.1.32. **“The Act”** means the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003);
- 1.1.33. **“The Regulations”** means the Local Government: Municipal Finance Management Act, 2003, Municipal Supply Chain Management Regulations published by Government Notice 868 of 2005;

- 1.1.34. **“The PPPF Regulations”** means Preferential Procurement Policy Regulations, 2017 Published under Government Notice R32 in Government Gazette 40553 of 20 January 2017; and
- 1.1.35. **“Written or verbal quotations”** means quotations referred to in paragraph 12(1)(b) & (c) of this Policy.

IMPLEMENTATION OF SUPPLY CHAIN MANAGEMENT POLICY**2. SUPPLY CHAIN MANAGEMENT POLICY**

- (1) All officials and other role players in the supply chain management system of the Stellenbosch Municipality must implement this Policy in a way that –
 - (a) Gives effect to –
 - (i) Section 217 of the Constitution; and
 - (ii) Part 1 of Chapter 11 and other applicable provisions of the Act;
 - (b) Is fair, equitable, transparent, competitive and cost effective;
 - (c) Complies with –
 - (i) The Regulations; and
 - (ii) Any minimum norms and standards that may be prescribed in terms of section 168 of the Act;
 - (d) Is consistent with other applicable legislation;
 - (e) Does not undermine the objective for uniformity in supply chain management systems between organs of state in all spheres; and
 - (f) Is consistent with national economic policy concerning the promotion of investments and doing business with the public sector.
- (2) The municipal entity must, in addition to complying with subparagraph (1), apply this Policy, to the extent determined by the parent municipality, in a way that is consistent with the supply chain management policy of the parent municipality.
- (3) This Policy applies when the Stellenbosch Municipality –
 - (a) Procures goods or services;
 - (b) Disposes goods no longer needed;
 - (c) Selects contractors to provide assistance in the provision of municipal services otherwise than in circumstances where Chapter 8 of the Municipal Systems Act applies; or
 - (d) Selects external mechanisms referred to in section 80(1)(b) of the Municipal Systems Act for the provision of municipal services in circumstances contemplated in section 83 of that Act.

- (4) This Policy, except where provided otherwise, does not apply in respect of the procurement of goods and services contemplated in section 110(2) of the Act, including –
 - (a) Water from the Department of Water Affairs or a public entity, another municipality or a municipal entity; and
 - (b) Electricity from Eskom or another public entity, another municipality or a municipal entity.

3. AMENDMENT OF THE SUPPLY CHAIN MANAGEMENT POLICY

- (1) The Accounting Officer must –
 - (a) At least annually review the implementation of this Policy; and
 - (b) When the Accounting Officer considers it necessary, submit proposals for the amendment of this Policy to the Stellenbosch Council.
- (2) If the Accounting Officer submits proposed amendments to the Stellenbosch Council that differs from the model policy issued by the National Treasury, the Accounting Officer must –
 - (a) Ensure that such proposed amendments comply with the Regulations; and
 - (b) Report any deviation from the model policy to the National Treasury and the relevant provincial treasury.
- (3) When amending this supply chain management policy, the need for uniformity in supply chain practices, procedures and forms between organs of state in all spheres, particularly to promote accessibility of supply chain management systems for small businesses must be taken into account.

4. DELEGATION OF SUPPLY CHAIN MANAGEMENT POWERS AND DUTIES

- (1) The Stellenbosch Council hereby delegates all powers and duties to the Accounting Officer, which are necessary to enable the Accounting Officer –
 - (a) To discharge the supply chain management responsibilities conferred on Accounting Officers in terms of –
 - (i) Chapter 8 or 10 of the Act; and
 - (ii) This Policy;
 - (b) To maximize administrative and operational efficiency in the implementation of this Policy;
 - (c) To enforce reasonable cost-effective measures for the prevention of fraud, corruption, favouritism and unfair and irregular practices in the implementation of this Policy; and

- (d) To comply with his or her responsibilities in terms of section 115 and other applicable provisions of the Act.
- (2) Sections 79 and 106 of the Act apply to the sub-delegation of powers and duties delegated to an Accounting Officer in terms of subparagraph (1).
- (3) The Accounting Officer may not sub-delegate any supply chain management powers or duties to a person who is not an official of Stellenbosch Municipality or to a committee, which is not exclusively composed of officials of the Stellenbosch Municipality.
- (4) This paragraph may not be read as permitting an official, to whom the power to make final awards has been delegated, to make a final award in a competitive bidding process otherwise than through the committee system provided for in paragraph 26 of this Policy.

5. SUB-DELEGATIONS

- (1) The Accounting Officer may in terms of section 79 or 106 of the Act sub-delegate any supply chain management powers and duties, including those delegated to the Accounting Officer in terms of this Policy, but any such sub-delegation must be consistent with subparagraph (2) of this paragraph and paragraph 4 of this Policy.
- (2) The power to make a final award –
 - (a) Above R 10 million (VAT included) may not be sub-delegated by the Accounting Officer;
 - (b) Above R 200,000 (VAT included), but not exceeding R 10 million (VAT included), may be sub-delegated but only to –
 - (i) The Bid Adjudication Committee of which the Chief Financial Officer or a senior manager is a member; or
 - (ii) Accounting Officer of the municipality, after due consideration of all facts was done; and
 - (c) Below R 200,000 (VAT included) to be disposed by delegated official according approved delegatory power and functions issued by Accounting Officer.
- (3) The Bid Adjudication Committee to which the power to make final awards has been sub-delegated in accordance with subparagraph (2) must within five days of the end of each month submit to the official referred to in subparagraph (4) a written report containing particulars of each final award made by such official or committee during that month, including –
 - (a) The amount of the award;

- (b) The name of the person to whom the award was made; and
- (c) The reason why the award was made to that person.
- (4) A written report referred to in subparagraph (3) must be submitted –
 - (a) To the Accounting Officer, in the case of an award by –
 - (i) The Bid Adjudication Committee of which the Chief Financial Officer or a senior manager is a member; or
 - (b) To the Chief Financial Officer or the senior manager responsible for the relevant bid, in the case of an award by –
 - (i) The Bid Adjudication Committee of which the Chief Financial Officer or a senior manager is not a member.
- (5) Subparagraphs (3) and (4) of this policy do not apply to procurements out of petty cash.
- (6) This paragraph may not be interpreted as permitting an official to whom the power to make final awards has been sub-delegated, to make a final award in a competitive bidding process otherwise than through the committee system provided for in paragraph 26 of this Policy.
- (7) No supply chain management decision-making powers may be delegated to an advisor or consultant.

6. OVERSIGHT ROLE OF COUNCIL

- (1) The Stellenbosch Council reserves its right to maintain oversight over the implementation of this Policy.
- (2) For the purposes of such oversight the Accounting Officer must –
 - (i) Within 30 days of the end of each financial year, submit a report on the implementation of this Policy and the supply chain management policy of any municipal entity under the sole or shared control of the municipality, to the council of the municipality; and
 - (ii) Whenever there are serious and material problems in the implementation of this Policy, immediately submit a report to Council.
- (3) The Accounting Officer must, within 10 days of the end of each quarter, submit a report on the implementation of the supply chain management policy to the Executive Mayor.
- (4) The reports must be made public in accordance with section 21A of the Municipal Systems Act.

7. SUPPLY CHAIN MANAGEMENT UNIT

- (1) A supply chain management unit is hereby established to implement this Policy.
- (2) The supply chain management unit operates under the direct supervision of the Chief Financial Officer or an official to whom this duty has been delegated in terms of section 82 of the Act.

8. TRAINING OF SUPPLY CHAIN MANAGEMENT OFFICIALS

- (1) The training of officials involved in implementing this Policy should be in accordance with any Treasury guidelines on supply chain management training.

SUPPLY CHAIN MANAGEMENT SYSTEM**9. FORMAT OF SUPPLY CHAIN MANAGEMENT SYSTEM**

- (1) This Policy provides systems for –
- (i) Demand management;
 - (ii) Acquisition management;
 - (iii) Logistics management;
 - (iv) Disposal management;
 - (v) Risk management; and
 - (vi) Performance management.

PART 1: DEMAND MANAGEMENT**10. SYSTEM OF DEMAND MANAGEMENT**

- (1) The Accounting Officer must establish and implement an appropriate demand management system in order to ensure that the resources required by Stellenbosch Municipality support its operational commitments and its strategic goals outlined in the Integrated Development Plan.
- (2) The demand management system must –
 - (a) Include timely planning and management processes to ensure that all goods and services required by Stellenbosch Municipality are quantified, budgeted for and timely and effectively delivered at the right locations and at the critical delivery dates, and are of the appropriate quality and quantity at a fair cost;
 - (b) Take into account any benefits of economies of scale that may be derived in the case of acquisitions of a repetitive nature;
 - (c) Provide for the compilation of the required specifications to ensure that its needs are met; and
 - (d) To undertake appropriate industry analysis and research to ensure that innovations and technological benefits are maximized.
- (3) Green procurement must be incorporated as far as reasonably possible for all specifications of goods, services and construction works.
- (4) In the development of bid specifications, innovative mechanisms should be explored to render the service or product more resource and energy efficient.

PART 2: ACQUISITION MANAGEMENT**11. SYSTEM OF ACQUISITION MANAGEMENT**

- (1) The Accounting Officer must implement the system of acquisition management set out in this Part in order to ensure –
 - (a) That goods and services are procured by Stellenbosch Municipality in accordance with authorised processes only;
 - (b) That expenditure on goods and services is incurred in terms of an approved budget in terms of section 15 of the Act;
 - (c) That the threshold values for the different procurement processes are complied with;
 - (d) That bid documentation, evaluation and adjudication criteria, and general conditions of a contract, are in accordance with any applicable legislation; and
 - (e) That any Treasury guidelines on acquisition management are properly taken into account.
- (2) Unless otherwise indicated in the bid documents, the Municipality shall not be liable for any expenses incurred by prospective bidders in the preparation and / or submission of a bid or quotation.

12. RANGE OF PROCUREMENT PROCESSES

- (1) Goods and / or services may only be procured by way of –
 - (a) Cash purchases administered by the Expenditure Division up to a transaction value as defined in Council's Petty Cash Policy;
 - (b) Petty cash purchases through one verbal request and or verbal /written quotation for the procurement of goods through the supply chain management requisition and order system of a transaction value between R 0 and R 2,000 (VAT included);
 - (c) Written or verbal quotations for procurement of goods and/or services of a transaction value between R 2,000 and R 10,000 (VAT included);
 - (d) Formal written quotations for procurement of goods and/or services of a transaction value between R 10,000 and R 200,000;
 - (e) Procurements above a transaction value of R 200,000 (VAT included); and
 - (f) The procurement of long-term contracts.
- (2) The Accounting Officer may, in writing-
 - (a) Lower, but not increase, the different threshold values specified in subparagraph (1); or
 - (b) Direct that –
 - (i) Written quotations are obtained for any specific procurement of a transaction value lower than R 2,000;

- (ii) Written price quotations be obtained for any specific procurement of a transaction value lower than R 10,000; or
 - (iii) A competitive bidding process be followed for any specific procurement of a transaction value higher than R 200,000.
- (3) Goods or services may not deliberately be split into parts or items of a lesser value merely to avoid complying with the requirements of the policy. When determining transaction values, a requirement for goods or services consisting of different parts or items must as far as possible be treated and dealt with as a single transaction.

13. GENERAL PRECONDITIONS FOR CONSIDERATION OF WRITTEN QUOTATIONS OR BIDS

- (1) A written quotation or bid may not be considered unless the provider who submitted the quotation or bid –
- (a) Has furnished that provider's –
 - (i) Full name;
 - (ii) Identification number or company or other registration number; and
 - (iii) Tax reference number and VAT registration number, if any;
 - (b) Has authorised the Stellenbosch Municipality to obtain a tax clearance by means of the Tax Compliance Status Pin from, from the South African Revenue Services and Central Supplier Database Number (CSD) that the provider's tax matters are in order; and
 - (c) Has indicated –
 - (i) Whether he or she is in the service of the state, or has been in the service of the state in the previous twelve months;
 - (ii) If the provider is not a natural person, whether any of its directors, managers, principal shareholders or stakeholder is in the service of the state, or has been in the service of the state in the previous twelve months; or
 - (iii) Whether a spouse, child or parent of the provider or of a director, manager, shareholder or stakeholder referred to in sub-paragraph (ii) is in the service of the state, or has been in the service of the state in the previous twelve months.

14. LISTS OF ACCREDITED PROSPECTIVE PROVIDERS

- (1) The Accounting Officer must –
- (a) Keep a list of accredited prospective providers of goods and services that must be used for the procurement requirements through written or verbal quotations and formal written price quotations;
 - (b) At least once a year through newspapers commonly circulating locally, the website and any other appropriate ways, invite prospective providers of goods or services to apply for evaluation and listing as accredited prospective providers;

- (c) Specify the listing criteria for accredited prospective providers as stated within the database registration forms; and
 - (d) Disallow the listing of any prospective provider whose name appears on the National Treasury's database as a person prohibited from doing business with the public sector.
- (2) The list must be updated at least quarterly to include any additional prospective providers and any new commodities or types of services.
Prospective providers must be allowed to submit applications for listing at any time.
 - (3) The list must be compiled per commodity and per type of service.

15. PETTY CASH PURCHASES

- (1) The Accounting Officer must establish the conditions for the procurement of goods by means of cash purchases and petty cash purchases referred to in paragraph 12(1)(a) and (b) of this Policy, which must include conditions –
 - (a) determining the terms on which a manager may delegate responsibility for cash purchases and petty cash purchases to an official reporting to the manager;
 - (b) limiting the maximum number of cash purchases and petty cash purchases or the maximum amounts per month for each manager;
 - (c) excluding any types of expenditure from cash purchases and petty cash purchases, where this is considered necessary;
 - (d) requiring a monthly reconciliation report from each manager to the
Chief Financial Officer, including –
 - (i) the total amount of cash purchases and petty cash purchases for that month; and
 - (ii) receipts and appropriate documents for each purchase; and
 - (e) any other conditions determined by the Chief Financial Officer.
- (2) Cash purchases will be dealt with in terms of the Petty Cash Policy of Council.
- (3) Petty cash purchases will be dealt with in terms of the Supply Chain Management Policy of Council.

16. WRITTEN OR VERBAL QUOTATIONS

- (1) The conditions for the procurement of goods or services through written or verbal quotations are as follows –

Quotations must be obtained from at least three different providers preferably from, but not limited to, providers whose names appear on the list of accredited prospective providers of the Stellenbosch Municipality, provided that if quotations are obtained from providers who are not listed, such providers must meet the listing criteria set out in paragraph 13 of this Policy;
- (b) Where no suitable providers are available from the list of accredited

prospective providers, quotations may be obtained from other possible providers;

- (c) To the extent feasible, providers must be requested to submit such quotations in writing;
- (d) If it is not possible to obtain at least three quotations, the reasons must be recorded and reported quarterly to the Accounting Officer or another official designated by the Accounting Officer;
- (e) The Accounting Officer must record the names of the potential providers requested to provide such quotations with their quoted prices; and
- (f) If a quotation was submitted verbally, the order may be placed only against written confirmation by the selected provider.

17. FORMAL WRITTEN PRICE QUOTATIONS

- (1) The conditions for the procurement of goods or services through formal written price quotations are as follows: -
 - (a) Quotations must be obtained in writing from at least three different providers whose names appear on the list of accredited prospective providers of the Stellenbosch Municipality. Quotations may be obtained from providers who are not listed, provided that such providers meet the listing criteria set out in paragraph 13 of this Policy;
 - (b) Where no suitable providers are available from the list of accredited prospective providers, quotations may be obtained from other possible providers not registered on the municipal supplier database;
 - (c) If it is not possible to obtain at least three quotations, the reasons must be recorded and approved by the Chief Financial Officer or an official designated by the Chief Financial Officer;
 - (d) The Accounting Officer must record the names of the potential providers and their written quotations; and
 - (e) For the obtaining of quotations for services, Stellenbosch Municipality will utilize their notice boards.
- (2) A designated official referred to in subparagraph (1)(c) must within three days of the end of each month report to the Chief Financial Officer on any approvals given during that month by that official in terms of that subparagraph.

18. PROCEDURES FOR PROCURING GOODS OR SERVICES THROUGH WRITTEN OR VERBAL QUOTATIONS AND FORMAL WRITTEN PRICE QUOTATIONS

- (1) The procedure for the procurement of goods or services through written or verbal quotations or formal written price quotations is as follows –
 - (a) When using the list of accredited prospective providers the Accounting Officer must promote on-going competition amongst providers by inviting providers to submit quotations on a rotation basis;
 - (b) Where no suitable providers are available from the list of accredited

prospective providers, quotations may be obtained from other possible providers not registered on the municipal supplier database;

- i. All requirements in excess of R 30,000 (VAT included) that are to be procured by means of formal written price quotations must, in addition to the requirements of paragraph 17, be advertised for at least seven days on the website and an official notice board of the Stellenbosch Municipality;
 - ii. The municipality will follow a preferred bidding process in the event that the market did not respond in terms of the sourcing of quotations on the website for seven (7) days and if no responsive bids was received.
- (c) Offers received must be evaluated on a comparative basis taking into account unconditional discounts;
 - (d) The Accounting Officer or Chief Financial Officer must on a monthly basis be notified in writing of all written or verbal quotations and formal written price quotations accepted by an official acting in terms of a sub-delegation;
 - (e) Offers below R 30,000 (VAT included) must be awarded based on compliance to specification and conditions of contract, ability and capability to deliver the goods and services and lowest price;
 - (f) Acceptable offers, which are subject to the preference points system (PPPFA and associated regulations), must be awarded to the bidder who scored the highest points; and
 - (g) Stellenbosch Municipality will maintain a proper record keeping system.

19. COMPETITIVE BIDS

- (1) Goods or services above a transaction value of R 200,000 (VAT included) and long term contracts may only be procured through a competitive bidding process, subject to paragraph 11(2) of this Policy.
- (2) No requirement for goods or services above an estimated transaction value of R 200,000 (VAT included), may deliberately be split into parts or items of lesser value merely for the sake of procuring the goods or services otherwise than through a competitive bidding process.

20. PROCESS FOR COMPETITIVE BIDDING

- (1) The procedures for the following stages of a competitive bidding process are as follows:-
 - (a) Compilation of bidding documentation as detailed in paragraph 21;
 - (b) Public invitation of bids as detailed in paragraph 22;
 - (c) Site meetings or briefing sessions as detailed in paragraph 22;
 - (d) Handling of bids submitted in response to public invitation as detailed in paragraph 23;
 - (e) Evaluation of bids as detailed in paragraph 28;

- (f) Award of contracts as detailed in paragraph 29;
- (g) Administration of contracts;
- (h) After approval of a bid, the Accounting Officer and the bidder must enter into a written agreement;
- (i) Proper record keeping; and
- (j) Original / legal copies of written contracts agreements must be kept in a secure place for reference purposes.

21. BID DOCUMENTATION FOR COMPETITIVE BIDS

- (1) The criteria to which bid documentation for a competitive bidding process must comply, must –
 - (a) Take into account –
 - (i) The general conditions of contract and any special conditions of contract, if specified;
 - (ii) Any Treasury guidelines on bid documentation; and
 - (iii) The requirements of the Construction Industry Development Board, in the case of a bid relating to construction, upgrading or refurbishment of buildings or infrastructure;
 - (b) Include the preference points system to be used, goals as contemplated in the Preferential Procurement Regulations and evaluation and adjudication criteria, including any criteria required by other applicable legislation;
 - (c) Compel bidders to declare any conflict of interest they may have in the transaction for which the bid is submitted;
 - (d) If the value of the transaction is expected to exceed R 10 million (VAT included), require bidders to furnish –
 - (i) If the bidder is required by law to prepare annual financial statements (AFS) for auditing, their audited AFS –
 - (aa) For the past three years; or
 - (bb) Since their establishment if established during the past three years;
 - (ii) A certificate signed by the bidder certifying that the bidder has no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days;
 - (iii) Particulars of any contracts awarded to the bidder by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract;

- (iv) A statement indicating whether any portion of the goods or services are expected to be sourced from outside the Republic, and if so, what portion and whether any portion of payment from the municipality or municipal entity is expected to be transferred out of the Republic; and
- (e) Stipulate that disputes must be settled by means of mutual consultation, mediation, adjudication (with or without legal representation), or, when unsuccessful, in a South African court of law;
- (f) The period for which bids are to remain valid and binding must be indicated in the bid documents; and
- (g) A provision for the termination of the contract in the case of non- or under-performance and objections and complaints must be included in the bid documentation.

22. PUBLIC INVITATION FOR COMPETITIVE BIDS

- (1) The procedure for the invitation of competitive bids is as follows –
 - (a) Any invitation to prospective providers to submit bids must be by means of a public advertisement in a newspaper commonly circulating locally, the website of the Stellenbosch Municipality or any other appropriate ways (which may include an advertisement in the Government Tender Bulletin); and
 - (b) The information contained in a public advertisement, must at least include
 - (i) The closure date for the submission of bids, which may not be less than 30 days in the case of transactions over R10 million (VAT included), or which are of a long term nature, or 14 days in any other case, from the date on which the advertisement is placed in a newspaper, subject to subparagraph (2) of this policy; and
 - (ii) A statement that bids may only be submitted on the bid documentation provided by the Stellenbosch Municipality
 - (iii) Contact details for further enquiries.
- (2) The Accounting Officer may determine a closure date for the submission of bids which is less than the 30 or 14 days requirement, but only if such shorter period can be justified on the grounds of urgency or emergency or any exceptional case where it is impractical or impossible to follow the official procurement process.
- (3) Bids submitted must be sealed and must clearly indicate the bid number on the outside of the envelope for which the bid is being submitted.
- (4) Where bids are requested by the Municipality in electronic format, such bids must be supplemented by sealed hard copies.
- (5) The municipality may require bidders to submit section(s) of their bid in electronic format, but only after the bid closing date. If the electronic copy differs from the original hard copy, the original hard copy will be binding.

23. PROCEDURE FOR HANDLING, OPENING AND RECORDING OF COMPETITIVE BIDS AND FORMAL WRITTEN PRICE QUOTATIONS IN EXCESS OF R 30,000

- (1) The procedures for the handling, opening and recording of bids are as follows
- (a) Bids –
 - (i) Must be opened only in public;
 - (ii) must be opened at the same time and as soon as possible after the period for the submission of bids has expired; and
 - (iii) Received after the closing time should not be considered and returned unopened immediately; and
 - (b) Any bidder or member of the public has the right to request that the names of the bidders who submitted bids in time must be read out and, if practical, also each bidder's total bidding price;
 - (c) No information, except the provisions in subparagraph (b), relating to the bid should be disclosed to bidders or other persons until the successful bidder is notified of the award;
 - (d) The Accounting Officer must –
 - (i) Record in a register all bids received in time;
 - (ii) Make the register available for public inspection; and
 - (iii) Publish the entries in the register and the bid results on the website.
 - (e) The bidder shall choose a *domicilium citandi et executandi* in the Republic and unless notice of the change thereof has duly been given in writing, it shall be the address stated in the bid.
 - (f) Opening of bid procedures –
 - (i) At the specified closing time on the closing date the applicable bid box shall be closed;
 - (ii) The bid box shall be opened in public as soon as practical after the closing time by at least two officials from the Supply Chain Management Unit and the Security Officer on duty;
 - (iii) It is the responsibility of the bidder to ensure that their bid is placed in the correct bid box. The municipality will not on its own initiative redirect any bid if it is placed in an incorrect bid box before the closing time of submissions.
 - (iv) Immediately after the opening of the bid box all bids shall be opened in public;
 - (v) At the official opening of the bids, the bids shall in all cases be read out in terms of the name of the bidder and, if practical, the amount of the bid;
 - (vi) As soon as a bid or technical proposal has been opened the bid / proposal shall be stamped with the official stamps, and endorsed with the opening officials' signatures;

- (viii) The name of the bidder, and where possible, the bid sum shall be recorded in a bid opening record kept for that purpose; and The responsible officials who opened the bidding documentation received shall forthwith place their signatures on the bid opening record (register) and shall ensure that the bid opening record, indicating at least the bid price of each bidder, the BBEE status level contribution of each bidder and where applicable the local content percentages of the goods offered are made available for public inspection and are published on the municipality's website.
- (g) Site Inspections / clarification meeting –
 - (i) Site inspections / clarifications meeting, where applicable, will be compulsory.
 - (ii) If site inspections / clarification meeting are to be held, full details must be included in the bid notice. Service providers that are late for the commencement of the site inspection/clarification meeting will be disqualified.
 - (iii) Minutes of all site inspection/clarification meetings must be kept for record purposes
 - (iv) Any proposed Addendums to the advertised bid document must be tabled at the Bid Specification Committee Meeting for consideration and approval.
- (h) Bid validity periods
 - (i) The validity period is calculated from the bid closure date and bids shall remain in force and binding for a period of six (6) months as indicated in the invitation to bid and the bid documents, subject to any other applicable legislation and instructions from the National Treasury for specific types of procurement.
 - (ii) The period of validity may be extended by the SCM Department, provided that the original bid validity period has not expired and that all bidders are given an opportunity to extend such period.
 - (iii) Any such extension shall be agreed to by a bidder in writing.

Bidders who fail to respond to such a request before the validity of their bid expires, or who decline such a request shall not be considered further in the bid evaluation process.
 - (iv) All bidders who indicated the acceptance of the extension of the bid validity period, bids will be considered for evaluation purposes.
 - (v) If the validity of all bids expired without it being awarded within the bid validity period, including any extensions thereof allowable in terms of applicable legislation, the bid must be cancelled and published in the same media in which the original bid invitation appeared.
 - (vi) All bidders must be notified in writing of the cancellation of a bid.
- (i) Samples
 - (i) The call for samples should be limited to where samples are called for

in the bid documents, samples (marked with the bid and item number as well as the bidder's name and address) shall be delivered separately (to the bid) to the addressee mentioned in the bid documents by no later than the closing time of the bid.

- (ii) Bids may not be included in parcels containing samples.
 - (iii) If samples are not submitted as required in the bid documents, then the part of the bid for which no sample is provided shall be declared invalid.
 - (iv) Samples shall be supplied by a bidder at his / her own expense and risk. Stellenbosch Municipality shall not be obliged to pay for such samples or compensate for the loss thereof, unless otherwise specified in the bid documents, and shall reserve the right to return such samples or to dispose of them at its own discretion.
 - (v) If a bid is accepted for the supply of goods according to a sample submitted by the bidder, that sample will become the contract sample. All goods/materials supplied shall comply in all respects to that contract sample.
- (j) Bid Sum
- (i) A bid will not necessarily be invalidated if the amount in words and the amount in figures do not correspond, in which case the amount in words shall be read out at the bid opening.

24. NEGOTIATIONS WITH PREFERRED BIDDERS

- (1) The Accounting Officer may negotiate the final terms of a contract with bidders identified through a competitive bidding process as preferred bidders, provided that such negotiation –
 - (a) Does not allow any preferred bidder a second or unfair opportunity;
 - (b) Is not to the detriment of any other bidder; and
 - (c) Does not lead to a higher price than the bid as submitted.
- (2) Minutes of such negotiations must be kept for record purposes.

25. TWO-STAGE BIDDING PROCESS

- (1) A two-stage bidding process is allowed for –
 - (a) Large complex projects;
 - (b) Projects where it may be undesirable to prepare complete detailed technical specifications; or
 - (c) Long term projects with a duration period exceeding three years.

- (2) In the first stage technical proposals on conceptual design or performance specifications should be invited, subject to technical as well as commercial clarifications and adjustments.
- (3) In the second stage final technical proposals and priced bids should be invited.

26. COMMITTEE SYSTEM FOR COMPETITIVE BIDS

- (1) A committee system for competitive bids is hereby established, consisting of the following committees for each procurement or cluster of procurements as the Accounting Officer may determine as issued within the directive and stating the terms of reference of each bid committee –
 - (a) A Bid Specifications Committee;
 - (b) A Bid Evaluation Committee; and
 - (c) A Bid Adjudication Committee.
- (2) The Accounting Officer appoints the members of each committee, taking into account section 117 of the Act; and
- (3) The committee system must be consistent with –
 - (a) Paragraph 27, 28 and 29 of this Policy;
 - (b) Any other applicable legislation; and
 - (c) The Accounting Officer may apply the committee system to formal written price quotations.

27. BID SPECIFICATIONS COMMITTEES

- (1) A Bid Specifications Committee must compile the specifications for each procurement of goods or services by the Stellenbosch Municipality.
- (2) Specifications –
 - (a) Must be drafted in an unbiased manner to allow all potential suppliers to offer their goods or services;
 - (b) Must take account of any accepted standards such as those issued by Standards South Africa, the International Standards Organisation, or an authority accredited or recognised by the South African National Accreditation System with which the equipment or material or workmanship should comply;
 - (c) Must, where possible, be described in terms of performance required rather than in terms of descriptive characteristics for design;
 - (d) May not create trade barriers in contract requirements in the forms of specifications, plans, drawings, designs, testing and test methods, packaging, marking or labelling of conformity certification;
 - (e) May not make reference to any particular trade mark, name, patent, design, type, specific origin or producer unless there is no other sufficiently precise or

intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the word “equivalent”;

- (f) Must indicate the preference points system set out in the Preferential Procurement Regulations 2017;
 - (g) Must be approved by the Accounting Officer prior to publication of the invitation for bids in terms of paragraph 22 of this Policy; and
 - (h) The Accounting Officer may sub-delegate the requirements in sub-paragraph 2(g) above to the Chairperson of the Bid Specifications Committee.
- (3) A Bid Specifications Committee must be composed of one or more officials of the Stellenbosch Municipality preferably the manager responsible for the function involved, and may, when appropriate, include external and / or internal specialist advisors.
 - (4) No person, advisor or corporate entity involved with the Bid Specifications Committee, or director of such a corporate entity, may bid for any resulting contracts.

28. BID EVALUATION COMMITTEES

- (1) A Bid Evaluation Committee must –
 - (a) Evaluate bids in accordance with –
 - (i) The specifications for a specific procurement; and
 - (ii) The points system set out in terms of paragraph 27(2)(f);
 - (b) Evaluate each bidder’s ability to execute the contract;
 - (c) Check in respect of the recommended bidder whether municipal rates and taxes and municipal service charges are not in arrears; and
 - (d) Submit to the adjudication committee a report and recommendations regarding the award of the bid or any other related matter.
- (2) A Bid Evaluation Committee must as far as possible be composed of
 - (a) Officials from departments requiring the goods or services; and
 - (b) At least one supply chain management practitioner of the Stellenbosch Municipality.
- (3) The relevant user department’s official shall carry out a preliminary evaluation of all valid bids received and shall submit a bid evaluation report to the Bid Evaluation Committee for consideration.
- (4) Any evaluation of a bid shall consider the bids received and shall note for inclusion in the evaluation report, a bidder –
 - (a) Whose bid does not comply with the provisions of paragraph 38 of this Policy;
 - (b) Whose bid does not comply with the provisions of paragraph 13 of this Policy;
 - (c) Whose bid is not in compliance with the specification;

- (d) Whose bid is not in compliance with the terms and conditions of the bid documentation;
 - (e) Who is not registered and verified on the municipality's supplier database within seven days of the closing time for bids. In this regard bid documentation shall state that the responsibility for registration and verification rests solely with the bidder;
 - (f) Who, in the case of construction works acquisitions, does not comply with the requirements of the Construction Industry Development Board Act regarding registration of contractors. Verification of compliance with this requirement shall be by means of Stellenbosch Municipality's Supplier Database;
 - (g) Whose tax status are non-compliant and cannot be verified with the South African Revenue Services (SARS) certifying that the taxes of the bidder are in order or that suitable arrangements have been made with SARS; and
 - (h) Who fails to comply with any applicable Bargaining Council agreement.
- (5) Bids shall be evaluated according to the following as applicable –
- (i) Bid price (corrected if applicable and brought to a comparative level where necessary);
 - (ii) The unit rates and prices;
 - (iii) The bidder's ability to fulfil its obligations in terms of the bid documents;
 - (iv) Any qualifications to the bid;
 - (v) The bid ranking obtained in respect of Preferential Procurement as required by Stellenbosch Municipality's Preferential Procurement Policy;
 - (vi) The financial standing of the bidder, including its ability to furnish the required institutional guarantee, where applicable; and
 - (vii) Any other criteria specified in the bid documents.
- (6) The Bid Evaluation Committee shall check in respect of the recommended bidder whether municipal rates and taxes and municipal service charges are not in arrears.
- (7) The evaluation of bids on an equitable basis may be considered during the evaluation process.
- (8) Additional information or clarification of bids may be called for if required.
- (9) Alternative bids may be considered, provided that a bid free of qualifications and strictly in accordance with the bid documents is also submitted. Stellenbosch Municipality shall not be bound to consider alternative bids. The alternative offer is to be submitted with the main offer together with a schedule that compares the specifications of the bid documents with the alternative offer.
- (10) If a bidder requests in writing, after the closing of bids, that his/her bid be withdrawn, then such a request may be considered and reported in the bid evaluation report.

- (11) If, after bids have been brought to a comparative level, two or more scores equal total adjudication points, regulation 11(5) of the Preferential Procurement Regulations of 2017 will apply.
- (12) If two or more bids are equal in all respects after applying regulation 11(5), the Bid Evaluation Committee shall draw lots to decide on the recommendation for award.
- (13) All disclosures of conflict of interest shall be considered by the Bid Evaluation Committee and if the conflict of interest is of a material nature, this shall be reported to the Bid Adjudication Committee.
- (14) The relevant User Department in consultation with the SCM Unit may, before the bid is considered by the Bid Evaluation Committee, provide a reasonable opportunity to a bidder who made an innocent error and / or omission in their bid document, to correct the innocent error and / or omission, provided that such opportunity will not unduly prejudice any of the other bidders.
- (15) In an event as described in sub-paragraph 14, bidders shall be afforded a minimum of two (2) working days up to a maximum of five (5) working days (in consultation with the relevant User Department or the Manager: Supply Chain Management) from time of notification to correct such innocent errors and / or omissions. If no response is received from such bidders at the deadline the bid may be deemed to be non-responsive.

29. BID ADJUDICATION COMMITTEES

- (1) A Bid Adjudication Committee must –
 - (a) Consider the report and recommendations of the Bid Evaluation Committee; and
 - (b) Either –
 - (i) Depending on its delegations, make a final award or a recommendation to the Accounting Officer to make the final award; or
 - (ii) Make another recommendation to the Accounting Officer how to proceed with the relevant procurement.
- (2) A Bid Adjudication Committee must consist of at least four senior managers of the Stellenbosch Municipality, which must include –
 - (a) The Chief Financial Officer or, if the Chief Financial Officer is not available, another manager in the budget and treasury office reporting directly to the Chief Financial Officer and designated by the Chief Financial Officer;
 - (b) At least one senior supply chain management practitioner who is an official of the Stellenbosch Municipality; and
 - (c) A technical expert in the relevant field who is an official, if such an expert exists.
- (3) The Accounting Officer must appoint the chairperson of the committee. If the

chairperson is absent from a meeting, the members of the committee who are present must elect one of them to preside at the meeting.

- (4) Neither a member of a Bid Evaluation Committee, nor an advisor or person assisting the evaluation committee, may be a member of a Bid Adjudication Committee.
 - (a) If the Bid Adjudication Committee decides to award a bid other than the one recommended by the Bid Evaluation Committee, the Bid Adjudication Committee must prior to awarding the bid–
 - (i) Check in respect of the preferred bidder whether that bidder's municipal rates and taxes and municipal service charges are not in arrears; and
 - (ii) Notify the Accounting Officer.
 - (b) The Accounting Officer may –
 - (i) After due consideration of the reasons for the deviation, ratify or reject the decision of the Bid Adjudication Committee referred to in paragraph (a); and
 - (ii) If the decision of the Bid Adjudication Committee is rejected, refer the decision of the adjudication committee back to that committee for reconsideration.
- (6) The Accounting Officer may at any stage of a bidding process, refer any recommendation made by the evaluation committee or the adjudication committee back to that committee for reconsideration of the recommendation.
- (7) The Accounting Officer must comply with section 114 of the Act within 10 working days

30. PROCUREMENT OF BANKING SERVICES

- (1) A contract for banking services –
 - (a) Must be procured through competitive bids;
 - (b) Must be consistent with section 7 or 85 of the Act; and
 - (c) May not be for a period of more than five years at a time.
- (2) The process for procuring a contract for banking services must commence at least nine months before the end of an existing contract.
- (3) The closure date for the submission of bids may not be less than 60 days from the date on which the advertisement is placed in a newspaper in terms of paragraph 22(1). Bids must be restricted to banks registered in terms of the Banks Act, 1990 (Act No. 94 of 1990).

31. PROCUREMENT OF IT RELATED GOODS OR SERVICES

- (1) The Accounting Officer may request the State Information Technology Agency

(SITA) to assist with the acquisition of IT related goods or services through a competitive bidding process.

- (2) Both parties must enter into a written agreement to regulate the services rendered by and the payments to be made to SITA.
- (3) The Accounting Officer must notify SITA together with a motivation of the IT needs if –
 - (a) The transaction value of IT related goods or services required in any financial year will exceed R 50 million (VAT included); or
 - (b) The transaction value of a contract to be procured whether for one or more years exceeds R 50 million (VAT included).
- (4) If SITA's comments on the submission and the Stellenbosch Municipality disagree with such comments, the comments and the reasons for rejecting or not following such comments must be submitted to the council, the National

Treasury, the relevant provincial treasury and the Auditor General.

32. PROCUREMENT OF GOODS AND SERVICES UNDER CONTRACTS SECURED BY OTHER ORGANS OF STATE

- (1) The Accounting Officer may procure goods or services under a contract secured by another organ of state, but only if –
 - (a) The contract has been secured by that other organ of state by means of a competitive bidding process applicable to that organ of state;
 - (b) There is no reason to believe that such contract was not validly procured;
 - (c) There are demonstrable discounts or benefits to do so; and
 - (d) That other organ of state and the provider has consented to such procurement in writing.
- (2) Subparagraphs (1)(c) and (d) do not apply if –
 - (a) A municipal entity procures goods or services through a contract secured by its parent municipality; or
 - (b) A municipality procures goods or services through a contract secured by a municipal entity of which it is the parent municipality.
- (3) If paragraph (1) is complied with, Stellenbosch Municipality must request at least the following documents from the relevant organ of state and service provider as referred to under subparagraph (1)(d) –
 - (a) A written declaration confirming –
 - (i) That the organ of state followed a competitive bidding process applicable to it;
 - (ii) That the organ of state has no reason to believe that the contract was not validly procured by itself;
 - (iii) That the organ of state evaluated the bid in terms of price and

BBBEE and if applicable, in terms of functionality or quality, and concluded that the bid(s) that were accepted were in all aspects the best compliant and respective bid(s); and

- (iv) That the organ of state gives formal written permission to
 Stellenbosch Municipality to procure goods and / or services from the
 approved bid(s) as accepted by the organ of state;
- (b) Agenda and minutes of the organ of state's Bid Evaluation Committee at
 which the specific bid was evaluated;
- (c) Agenda and minutes of the organ of state's Bid Adjudication Committee at
 which the bid was awarded or the approval of the
 Accounting Officer of that organ of state who approved the bid;
- (d) A copy of the successful bidder(s) bid submissions; and
- (e) Written consent from the service provider.
- (4) If Stellenbosch Municipality should enter into a contract secured by other organs of
 state, it shall enter into a contract with the successful bidder(s) on the same terms
 and conditions as accepted by the relevant organ of state.
- (5) Contracts entered into by Stellenbosch Municipality under paragraph (4) shall not be
 deemed to be a deviation from the official procurement processes.
- (6) The Accounting Officer shall report to Council on a monthly basis all contracts
 entered into in terms of paragraph (4) above.

33. PROCUREMENT OF GOODS NECESSITATING SPECIAL SAFETY ARRANGEMENTS

- (1) The acquisition and storage of goods in bulk (other than water), which necessitate
 special safety arrangements, including gasses and fuel, should be avoided wherever
 possible.
- (2) Where the storage of goods in bulk is justified, such justification must be based on
 sound reasons, including the total cost of ownership, cost advantages and
 environmental impact and must be approved by the Accounting Officer.

34. PROUDLY SA CAMPAIGN

- (1) Stellenbosch Municipality supports the Proudly SA Campaign to the extent that, all
 things being equal, preference is given to procuring local goods and services from –
 - (a) Firstly: Suppliers and businesses within the municipality or district;
 - (b) Secondly: Suppliers and businesses within the relevant province; and
 - (c) Thirdly: Suppliers and businesses within the Republic.

35. APPOINTMENT OF CONSULTANTS

- (1) The Accounting Officer may procure consulting services provided that any Treasury
 guidelines in respect of consulting services, Construction Industry Development
 Board guidelines and Council's Cost-Containment Policy in respect of services
 related to the built environment and construction works are taken into account when
 such procurements are made.

- (2) Consultancy services must be procured through competitive bids if –
 - (a) The value of the contract exceeds R 200,000 (VAT included); or
 - (b) The duration period of the contract exceeds one year.
- (3) In addition to any requirements prescribed by this policy for competitive bids, bidders must furnish particulars of –
 - (a) All consultancy services provided to an organ of state in the last five years; and
 - (b) Any similar consultancy services provided to an organ of state in the last five years.
- (4) The Accounting Officer must ensure that copyright in any document produced, and the patent rights or ownership in any plant, machinery, thing, system or process designed or devised, by a consultant in the course of the consultancy service is vested in the Stellenbosch Municipality.
- (5) Where the estimated value of fees is less than R 200,000 and the duration of the appointment is less than one year, any National Treasury and, where applicable, Construction Industry Development Board guidelines in respect of consulting services are taken into account.

36. DEVIATION FROM AND RATIFICATION OF MINOR BREACHES OF PROCUREMENT PROCESSES

- (1) The Accounting Officer may –
 - (a) Dispense with the official procurement processes established by this Policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –
 - (i) In an emergency (as per definition);
 - (ii) If such goods or services are produced or available from a single source or sole provider only (as per definition);
 - (iii) For the acquisition of special works of art or historical objects where specifications are difficult to compile;
 - (iv) Acquisition of animals for zoos and/or nature and game reserves; or
 - (v) In any other exceptional case where it is impractical or impossible to follow the official procurement processes; and
 - (b) Ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties, which are purely of a technical nature.
- (2) The Accounting Officer must record the reasons for any deviations in terms of subparagraphs (1)(a) and (b) of this policy and report them to the next meeting of the council and include as a note to the annual financial statements.
- (3) Subparagraph (2) does not apply to the procurement of goods and services

contemplated in paragraph 11(2) of this policy.

37. UNSOLICITED BIDS

- (1) In accordance with section 113 of the Act there is no obligation to consider unsolicited bids received outside a normal bidding process.
- (2) The Accounting Officer may decide in terms of section 113(2) of the Act to consider an unsolicited bid, only if –
 - (a) The product or service offered in terms of the bid is a demonstrably or proven unique innovative concept;
 - (b) The product or service will be exceptionally beneficial to, or have exceptional cost advantages;
 - (c) The person who made the bid is the sole provider of the product or service; and
 - (d) The reasons for not going through the normal bidding processes are found to be sound by the Accounting Officer.
- (3) If the Accounting Officer decides to consider an unsolicited bid that complies with subparagraph (2) of this policy, the decision must be made public in accordance with section 21A of the Municipal Systems Act, together with –
 - (a) Reasons as to why the bid should not be open to other competitors;
 - (b) An explanation of the potential benefits if the unsolicited bid were accepted; and
 - (c) An invitation to the public or other potential suppliers to submit their comments within 30 days of the notice.
- (4) The Accounting Officer must submit all written comments received pursuant to subparagraph (3), including any responses from the unsolicited bidder, to the National Treasury and the relevant provincial treasury for comment.
- (5) The adjudication committee must consider the unsolicited bid and may award the bid or make a recommendation to the Accounting Officer, depending on its delegations.
- (6) A meeting of the adjudication committee to consider an unsolicited bid must be open to the public.
- (7) When considering the matter, the adjudication committee must take into account –
 - (a) Any comments submitted by the public; and
 - (b) Any written comments and recommendations of the National Treasury or the relevant provincial treasury.
- (8) If any recommendations of the National Treasury or provincial treasury are rejected or not followed, the Accounting Officer must submit to the Auditor General, the relevant provincial treasury and the National Treasury the reasons for rejecting or not following those recommendations.
- (9) Such submission must be made within seven days after the decision on the award of

the unsolicited bid is taken, but no contract committing the

Stellenbosch Municipality to the bid may be entered into or signed within 30 days of the submission.

38. COMBATING OF ABUSE OF SUPPLY CHAIN MANAGEMENT SYSTEM

- (1) The Accounting Officer must –
 - (a) Take all reasonable steps to prevent abuse of the supply chain management system;
 - (b) Investigate any allegations against an official or other role player of fraud, corruption, favouritism, unfair or irregular practices or failure to comply with this Policy, and when justified –
 - (i) Take appropriate steps against such official or other role player; or
 - (ii) Report any alleged criminal conduct to the South African Police Service;
 - (c) Check the National Treasury's database prior to awarding any contract to ensure that no recommended bidder, or any of its directors, is listed as a person prohibited from doing business with the public sector;
 - (d) Reject any bid from a bidder –
 - (i) If any municipal rates and taxes or municipal service charges owed by that bidder or any of its directors to the Stellenbosch Municipality or to any other municipality or municipal entity, are in arrears for more than three months; or
 - (ii) Who during the last five years has failed to perform satisfactorily on a previous contract with the Stellenbosch Municipality or any other organ of state after written notice was given to that bidder that performance was unsatisfactory;
 - (e) Reject a recommendation for the award of a contract if the recommended bidder or any of its directors, or trust or its trustees has committed a corrupt or fraudulent act in competing for the particular contract;
 - (f) Cancel a contract awarded to a person if –
 - (i) The person committed any corrupt or fraudulent act during the bidding process or the execution of the contract; or
 - (ii) An official or other role player committed any corrupt or fraudulent act during the bidding process or the execution of the contract that benefited that person; and
 - (g) Reject the bid of any bidder if that bidder or any of its directors –
 - (i) Has abused the supply chain management system of the Stellenbosch Municipality or has committed any improper conduct in relation to such system;

- (ii) Has been convicted for fraud or corruption during the past five years;
 - (iii) Has wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - (iv) Has been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- (2) The Accounting Officer must inform the National Treasury and relevant provincial treasury in writing of any actions taken in terms of subparagraphs (1)(b)(ii), (e) or (f) of this Policy.

PART 3: LOGISTICS, DISPOSAL, RISK AND PERFORMANCE MANAGEMENT

39. LOGISTICS MANAGEMENT

- (1) The Accounting Officer must establish and implement an effective system of logistics management, which must include –
- (a) The monitoring of spending patterns on types or classes of goods and services incorporating, where practical, the coding of items to ensure that each item has a unique number;
 - (b) The setting of inventory levels that includes minimum and maximum levels and lead times wherever goods are placed in stock;
 - (c) The placing of manual or electronic orders for all acquisitions other than those from petty cash;
 - (d) Before payment is approved, certification by the responsible officer that the goods and services are received or rendered on time and is in accordance with the order, the general conditions of contract and specifications where applicable and that the price charged is as quoted in terms of a contract;
 - (e) Appropriate standards of internal control and warehouse management to ensure that goods placed in stores are secure and only used for the purpose for which they were purchased;
 - (f) Regular checking to ensure that all assets including official vehicles are properly managed, appropriately maintained and only used for official purposes; and
 - (g) Monitoring and review of the supply vendor performance to ensure compliance with specifications and contract conditions for particular goods or services.

40. DISPOSAL MANAGEMENT

- (1) A supply chain management policy must provide for an effective system of disposal management for the disposal or letting of assets, including unserviceable, redundant or obsolete assets, subject to sections 14 and 90 of the Act
- (2) A supply chain management policy must specify the ways in which assets may be

disposed of, including –

- (a) Transferring the asset to another organ of state in terms of a provision of the Act enabling the transfer of assets;
 - (b) Transferring the asset to another organ of state at market related value or, when appropriate, free of charge;
 - (c) Selling the asset; and
 - (d) Destroying the asset.
- (3) The Accounting Officer must ensure that –
- (a) Immovable property is sold only at market related prices except when the public interest or the plight of the poor demands otherwise;
 - (b) Movable assets are sold either by way of written price quotations, a competitive bidding process, auction or at market related prices, whichever is the most advantageous, except when the public interest or the plight of the poor demands otherwise;
 - (c) Firearms are not sold or donated to any person or institution within or outside the Republic unless approved by the National Conventional Arms Control Committee;
 - (d) Immovable property is let at market related rates except when the public interest or the plight of the poor demands otherwise;
 - (e) All fees, charges, rates, tariffs, scales of fees or other charges relating to the letting of immovable property are annually reviewed;
 - (f) Where assets are traded in for other assets, the highest possible trade-in price is negotiated; and
 - (g) In the case of the free disposal of computer equipment, the provincial department of education is first approached to indicate within 30 days whether any of the local schools are interested in the equipment.
- (4) All matters relating to the alienation of movable and immovable assets shall be dealt with in terms of Council's Asset Transfer Policy and the Asset Transfer Regulations, 2008 and Council's adopted Immovable Assets Policy.
- (5) Notwithstanding the provisions of paragraph 3 hereof, the following statutory powers of Stellenbosch Council in respect of the alienation of immovable property, are reserved to be exercised by Council –
- (a) To decide on reasonable grounds that an asset is not needed to provide the minimum level of basic municipal services; and
 - (b) To considered the fair market value of the asset and the economic and community value to be received in exchange for the asset, and
- (6) Notwithstanding sub-paragraph (3)(b) & (g) above, the Accounting Officer must determine the most advantageous way for the disposal or letting of movable capital assets, i.e. written price quotations, competitive bidding, or auction, except when public interest or the plight of the poor demands otherwise.

- (7) The Accounting Officer is hereby authorized to dispose of movable capital assets:
- (8)
 - (a) Up to a value of R 2 000 000.00
 - (b) Up to a value of R1 000 000.00 (CFO and BAC Members)

41. RISK MANAGEMENT

- (1) The criteria for an effective risk management strategy within supply chain management system, should include the identification, consideration and avoidance of potential risks.
- (2) Risk management should include –
 - (a) The identification of risks on a case-by-case basis;
 - (b) The allocation of risks to the party best suited to manage such risks;
 - (c) Acceptance of the cost of the risk where the cost of transferring the risk is greater than that of retaining it;
 - (d) The management of risks in a pro-active manner and the provision of adequate cover for residual risks; and
 - (e) The assignment of relative risks to the contracting parties through clear and unambiguous contract documentation.

42. PERFORMANCE MANAGEMENT

- (1) The Accounting Officer must establish and implement an internal monitoring system in order to determine, on the basis of a retrospective analysis, whether the authorised supply chain management processes were followed and whether the objectives of this Policy were achieved. The retrospective analysis will link to the regulatory reports and submissions on the implementation of the supply chain management policy to the delegated authorities as prescribed in terms of supply chain management regulations and the delegation system of council, as amended from time to time.

PART 4: OTHER MATTERS**43. PROHIBITION ON AWARDS TO PERSONS WHOSE TAX MATTERS ARE NOT IN ORDER**

- (1) No award above R 30,000 (including VAT) may be made in terms of this Policy to a person whose tax matters have not been declared by the South African Revenue Service to be in order.
- (2) Before making an award to a person the Accounting Officer must first check with SARS whether that person's tax matters are in order.
- (3) If SARS does not respond within 7 days such person's tax matters may for purposes of subparagraph (1) be presumed to be in order.
- (4) Where the recommended bidder is not tax compliant on the date of award, the bidder should be notified of the non-compliant status and be requested to submit written proof of tax compliance from SARS within 7 working days from the date of award. The proof of tax compliance submitted by the bidder must be verified by the Municipality. The Municipality will reject a bid submitted by the bidder if such bidder fails to provide proof of tax compliance within the timeframe as set out in this subparagraph.

44. PROHIBITION ON AWARDS TO PERSONS IN THE SERVICE OF THE STATE

- (1) Irrespective of the procurement process followed, no award may be made to a person in terms of this Policy –
 - (a) Who is in the service of the state;
 - (b) If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or
 - (c) A person who is an advisor or consultant contracted with the Stellenbosch Municipality.

45. AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE STATE

- (1) The Accounting Officer must ensure that the notes to the annual financial statements disclose particulars of any award of more than R 2,000 to a person who is a spouse, child or parent of a person in the service of the state, or has been in the service of the state in the previous twelve months, including –
 - (a) The name of that person;
 - (b) The capacity in which that person is in the service of the state; and
 - (c) The amount of the award.

46. ETHICAL STANDARDS

- (1) A code of ethical standards as set out in [subparagraph (2) / the “National Treasury’s code of conduct for supply chain management practitioners and other role players involved in supply chain management, which also include all other municipal officials not involved in supply chain management system”] is hereby established for municipal officials and other role players in the supply chain management system of the Stellenbosch Municipality in order to promote-
 - (a) Mutual trust and respect; and
 - (b) An environment where business can be conducted with integrity and in a fair and reasonable manner.
- (2) A municipal official or other role player involved in the implementation of this Policy–
 - (a) Must treat all providers and potential providers equitably;
 - (b) May not use his or her position for private gain or to improperly benefit another person;
 - (c) May not accept any reward, gift, favour, hospitality or other benefit directly or indirectly, including to any close family member, partner or associate of that person, of a value more than R 350;
 - (d) Notwithstanding subparagraph (2)(c), must declare to the Accounting Officer details of any reward, gift, favour, hospitality or other benefit promised, offered or granted to that person or to any close family member, partner or associate of that person;
 - (e) Must declare to the Accounting Officer details of any private or business interest which that person, or any close family member, partner or associate, may have in any proposed procurement or disposal process of, or in any award of a contract by, the Stellenbosch Municipality;
 - (f) Must immediately withdraw from participating in any manner whatsoever in a procurement or disposal process or in the award of a contract in which that person, or any close family member, partner or associate, has any private or business interest;
 - (g) Must be scrupulous in his or her use of property belonging to Stellenbosch Municipality;
 - (h) Must assist the Accounting Officer in combating fraud, corruption, favouritism and unfair and irregular practices in the supply chain management system; and
 - (i) Must report to the Accounting Officer any alleged irregular conduct in the supply chain management system which that person may become aware of, including –
 - (i) Any alleged fraud, corruption, favouritism or unfair conduct;
 - (ii) Any alleged contravention of paragraph 47(1) of this Policy; or
 - (iii) Any alleged breach of this code of ethical standards.

- (3) Declarations in terms of subparagraphs (2)(d) and (e) –
 - (a) Must be recorded in a register, which the Accounting Officer must keep for this purpose; and
 - (b) By the Accounting Officer must be made to the Executive Mayor of the municipality who must ensure that such declarations are recorded in the register.
- (4) The National Treasury's code of conduct and Schedule 2 of the Systems Act must be adhered to by supply chain management practitioners and other role players involved in supply chain management.
- (5) A breach of the code of ethics must be dealt with as follows –
 - (a) In the case of an employee, in terms of the disciplinary procedures of the Stellenbosch Municipality envisaged in section 67(1)(h) of the Municipal Systems Act;
 - (b) In the case a role player who is not an employee, through other appropriate means in recognition of the severity of the breach;
 - (c) In all cases, financial misconduct must be dealt with in terms of chapter 15 of the Act; and
 - (d) All cases of non-compliance to this Policy should be reported to the Accounting Officer.

47. INDUCEMENTS, REWARDS, GIFTS AND FAVOURS TO MUNICIPALITIES, OFFICIALS AND OTHER ROLE PLAYERS

- (1) No person who is a provider or prospective provider of goods or services, or a recipient or prospective recipient of goods disposed or to be disposed of may either directly or through a representative or intermediary promise, offer or grant –
 - (a) Any inducement or reward to the Stellenbosch Municipality for or in connection with the award of a contract; or
 - (b) Any reward, gift, favour or hospitality to –
 - (i) Any official; or
 - (ii) Any other role player involved in the implementation of this Policy.
- (2) The Accounting Officer must promptly report any alleged contravention of subparagraph (1) to the National Treasury for considering whether the offending person, and any representative or intermediary through which such person is alleged to have acted, should be listed in the National Treasury's database of persons prohibited from doing business with the public sector.
- (3) Subparagraph (1) does not apply to gifts less than R 350 in value.

48. SPONSORSHIPS

- (1) The Accounting Officer must promptly disclose to the National Treasury and the relevant provincial treasury any sponsorship promised, offered or granted, whether directly or through a representative or intermediary, by any person who is –
 - (a) A provider or prospective provider of goods or services; or
 - (b) A recipient or prospective recipient of goods disposed or to be disposed.

49. OBJECTIONS AND COMPLAINTS

- (1) Persons aggrieved by decisions or actions taken in the implementation of this supply chain management system, may lodge within 14 days of the decision or action, a written objection or complaint against the decision or action.

50. RESOLUTION OF DISPUTES, OBJECTIONS, COMPLAINTS AND QUERIES

- (1) The Accounting Officer may, if deem so, appoint an independent and impartial person, not directly involved in the supply chain management processes –
 - (a) To assist in the resolution of disputes between the Stellenbosch Municipality and other persons regarding –
 - (i) Any decisions or actions taken in the implementation of the supply chain management system; or
 - (ii) Any matter arising from a contract awarded in the course of the supply chain management system; or
 - (b) To deal with objections, complaints or queries regarding any such decisions or actions or any matters arising from such contract.
- (2) The Accounting Officer, or another official designated by the Accounting Officer, is responsible for assisting the appointed person to perform his or her functions effectively.
- (3) The person appointed should, if appointed –
 - (a) Strive to resolve promptly all disputes, objections, complaints or queries received; and
 - (b) Submit monthly reports to the Accounting Officer on all disputes, objections, complaints or queries received, attended to or resolved.
- (4) A dispute, objection, complaint or query may be referred to the relevant provincial treasury if –
 - (a) The dispute, objection, complaint or query is not resolved within 60 days; or
 - (b) No response is forthcoming within 60 days.
- (5) If the provincial treasury does not or cannot resolve the matter, the dispute, objection, complaint or query may be referred to the National Treasury for resolution.

- (6) This paragraph must not be read as affecting a person's rights to approach a court at any time.

51. CONTRACTS PROVIDING FOR COMPENSATION BASED ON TURNOVER

- (1) If a service provider acts on behalf of a Stellenbosch Municipality to provide any service or act as a collector of fees, service charges or taxes and the compensation payable to the service provider is fixed as an agreed percentage of turnover for the service or the amount collected, the contract between the service provider and the Stellenbosch Municipality must stipulate
 - (a) A cap on the compensation payable to the service provider; and
 - (b) That such compensation must be performance based.

52. CONTRACTS HAVING BUDGETARY IMPLICATIONS BEYOND THREE FINANCIAL YEARS

- (1) Stellenbosch Municipality may not enter into any contract that will impose financial obligations beyond the three years covered in the annual budget for that financial year, unless the requirements of Section 33 of the Act have been fully complied with.

53. INCREASE / EXTENSION IN APPROVED CONTRACT SUM / PERIOD

- (1) Any increase and / or extension in the approved contract sum that may become necessary as a result of exceptional circumstances during the contract period must be approved by the appropriate bid committees prior to implementation.
- (2) Contracts may be expanded or varied by not more than 20% of the original contract value for construction related goods, services and/or infrastructure projects and 15% for all other goods and/or services.
- (3) Any expansion or variation in excess of these thresholds as stated under subparagraph (2) must be dealt with in terms of the provisions of section 116(3) of the Act which will be regarded as an amendment of a contract.
- (4) Where community participation has been a part of the project, the community must be advised of the proposed increase and be invited to provide written comment within a minimum period of seven (7) days.

54. RIGHT OF APPEAL

- (1) In terms of Section 62 of the Municipal Systems Act (Act 32 of 2000 as amended), a person whose rights are affected by a decision taken by the Municipality, in terms of a delegated authority, in the implementation of its supply chain management system, may appeal against that decision by giving written notice of the appeal and reasons to the Municipal Manager within 21 days of the date of the notification of the decision.
- (2) Notification of the decision in terms of sub-paragraph 55(1) of this policy must state that any appeal must be submitted in writing to the Municipal Manager and must at least contain the following information:
 - (a) The reasons and / or grounds for the appeal;

- (b) The way in which the appellants rights have been affected; and
 - (c) The remedy sought by the appellant.
- (3) No award, where a competitive bidding process was followed, shall be formally implemented until a ruling has been made on any appeal/s received. The Municipal Manager may however grant approval for the implementation of bid awards prior to the conclusion of the appeal process in respect of bids which in his / her opinion are deemed as urgent.
 - (4) The Appeal Authority will provide the service provider with copies of the Bid Committee minutes applicable to the specific tender on request within the 21 days period, of the service provider to enable him/her to motivate his/her appeal. Should the service provider request other documentation a PAIA application should be submitted.
 - (5) The appeal authority must consider the appeal and confirm, vary or revoke the decision, but no such variation or revocation of a decision may detract from any rights that may have accrued as a result of the decision.

55. NOTIFICATION OF BID DECISIONS

- (1) The successful and unsuccessful bidders shall be notified in writing by the Supply Chain Management once a bid has been accepted.
- (2) The bidders shall, in addition, be advised of the 21 day appeal period in terms of section 62 of the Municipal Systems Act and be notified that no rights will accrue to him / her until the bid is formally accepted in writing.
- (3) Once the 21 day appeal period has lapsed and a decision has been made by the appeal authority, the appellant and the service provider who the tender was initially awarded will be notified in writing of the outcome thereof by the Supply Chain Management.
- (4) Every notification of decision shall be faxed or sent via electronic mail and ordinary mail to the address chosen by the bidder, with a copy of proof of transmission kept for record purposes, or shall be delivered by hand, in which case acknowledgement of receipt must be signed and dated on a copy of such notification to be kept for record purposes.

56. UNSUCCESSFUL BIDDER DEBRIEFING

- (1) The Municipality will offer an unsuccessful bidder debriefing service to unsuccessful bidders upon request.
- (2) During the debriefing unsuccessful bidders will be informed of how their proposal scored against required criteria and obtain comments from the evaluation team on their bid.
- (3) The debriefing should be a positive and constructive experience that explains how bidders can improve future submissions.
- (4) The debriefing is an opportunity for unsuccessful bidders to –
 - (a) Learn more about the procurement and evaluation process in an informal setting;

- (b) Find out how their proposal scored against the required criteria;
 - (c) Hear the overall comments from the evaluation team on their bid; and
 - (d) Gather information on how future submissions may be improved.
- (5) The debriefing is not part of the Supply Chain complaint or appeal process in terms of paragraph 49 or 55 of this Policy.
 - (6) The debriefing is not a legal proceeding and no legal representation is permitted at the debriefing session.
 - (7) At the debriefing session the unsuccessful bid is not compared to other bids, nor will information be provided to the unsuccessful bidder about other bids.
 - (8) In scheduling a bidder's debriefings session upon the request of the unsuccessful bidder, the municipality must –
 - (a) Confirm the date and time of the debriefing session in writing;
 - (b) Conduct separate debriefings with each unsuccessful bidder;
 - (c) Ensure that proper minutes are kept of each debriefing session; and
 - (d) Retain all correspondence and documentation relevant to the debriefing session as part of the procurement documentation.
 - (9) In conducting bidders' debriefings, the municipality may –
 - (a) Provide a general overview of the evaluation process set out in the bid documents;
 - (b) Discuss the strengths and weaknesses of the bidder's submission in relation to the specific evaluation criteria and the bidders evaluated score;
 - (c) Provide suggestions on how the supplier may improve future submissions; and
 - (d) Address specific questions and issues raised by the supplier in relation to their submission.

57. THE SUSPENSION OF SERVICE PROVIDERS FOR POOR PERFORMANCE AND OTHER BREACHES

- (1) Any failure to fulfil the deliverables in line with the contract or service levels constitutes a material breach or poor performance which will result in the termination of the contract and/or sanctions will be imposed in the form of suspension from the database.
- (2) Such sanctions will have variation in the periods of suspension based on the gravity of the breach.
- (3) The municipality must consider imposing following sanctions, subject to sub-clause (2) above:
 - a) 6 months for non-declarations of relative/spouse within the municipality;

- b) 12 months for misleading information provided to the municipality; and
- c) 24 months for certain or above a certain threshold value based.
- d) All the above will be applicable based on the gravity of the poor performance and will be analysed on a case by case basis co-ordinated by the Contract Management Section.

58. CONDONATION OF POLICY CONTRAVENTIONS

- (1) Council may condone a contravention in terms of this Policy, provided that such contravention is also not a contravention of the Act or the Municipal Supply Chain Management Regulations, 2005
- (2) Any expenditure relating to such condonation by Council in terms of this Policy, will not constitute irregular expenditure as contemplated under section 1 of the Act.
- (3) Contraventions of the Act relating to supply chain management or the Municipal Supply Chain Management Regulations, 2005 must be dealt with in terms of section 32 and section 170 of the Act.

59. GENERAL

Depending on the ability of Stellenbosch Municipality to implement the content of the Framework for Infrastructure Delivery and Procurement Management, only those parts that are practically implementable will be applied. The proper assessments will be done accordingly.

60 CANCELCATION OF TENDERS

The municipality may, prior to the award of a tender, cancel the tender if:

- 1) Due to changed circumstances, there is no longer a need for the goods or services requested; or
- 2) Funds are no longer available to cover the total envisaged expenditure; or
- 3) No acceptable tenders are received. [If all bids received are rejected, the municipality must review the reasons justifying the rejection and consider making revisions to the specific conditions of contract, design and specifications, scope of the contract, or a combination of these, before inviting new bids]; or
- 4) Due to material irregularities in the tender process. If there are material irregularities that are committed during the tender process such that it renders the entire process unfair, the municipality may cancel the tender process and start afresh.

61 NEGOTIATING A FAIR MARKET RELATED PRICE

- 1) Tender documents must include a condition stating clearly that the award of the tender may be subject to price negotiation with the preferred tenderers.
- 2) The Bid Evaluation Committee may indicate in its report to the Bid Adjudication Committee that based on the evaluation the prices offered are above market related

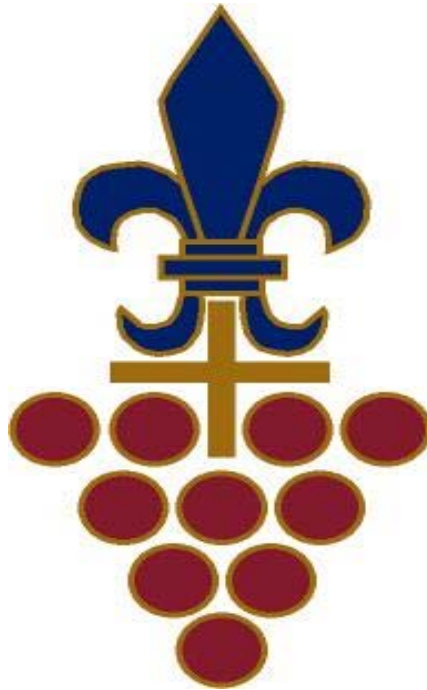
prices after factoring the premium to be paid in terms of the 80/20 or 90/10 preference point system and the findings of an objective market analysis conducted.

- 3) When the Bid Adjudication Committee considers the Evaluation report it must express itself on whether it agrees or disagrees with the Bid Evaluation Committee; if it disagrees, the decision must be recorded and reasons provided as part of the Bid Adjudication Committee report.
- 4) Where the Bid Adjudication Committee agrees with the BEC or on its own assessment is of the view that the tenderer is charging prices higher than the fair market price, the Bid Adjudication Committee may request from the AO/AA or delegated authority to subject the tender to price negotiations with the three preferred tenderers scoring the highest points (from first highest to third highest) before award is made.
- 5) Upon approval to negotiate, the AO/AA or delegated authority must appoint a cross functional negotiation team, with one member appointed to be team leader.
- 6) The negotiating team leader must ensure that all members of the negotiating team are clear on the negotiation strategy and desired outcomes.
- 7) Negotiations must be fair and objective and may not be used to unfairly prejudice the highest scoring / preferred tenderer or any other tenderer.
- 8) Members of the negotiating team must behave ethically at all material times during and after negotiations, may not divulge any information related to negotiations to third parties without prior consent from the accounting officer/ authority.
- 9) All negotiations must be officially closed with a decision communicated and agreed between parties before moving to negotiate with the next preferred tenderer.
- 10) Negotiating;
 - (a) May not allow any preferred tenderer a second or unfair opportunity
 - (b) Is not to the detriment of any other tenderer
 - (c) Does not lead to higher price than the bid as submitted.

62 SHORT TITLE

- (1) This policy is called the Stellenbosch Municipality Supply Chain Management Policy.

STELLENBOSCH MUNICIPALITY



TRAVEL AND SUBSISTENCY POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

TRAVEL AND SUBSISTENCE POLICY

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1. OBJECTIVE

It is essential that representatives of this municipality from time-to-time travel in order to establish and maintain links and relationships with other municipalities, government bodies, and other parties, institutions and organizations operating in the sphere of local government. It should also be read together with paragraph 2 of MFMA Circular 82 of 30 March 2016 as well as the Cost Containment Regulations as far as it is applicable to travel and subsistence issues.

This policy sets out the basis for the payment of a subsistence travel allowance, hourly rate when applicable and for the purpose of such official traveling.

In the event of any conflict between a provision of this policy and the Cost Containment Policy, the latter policy shall apply.

2. TRAVEL

2.1 *Responsibilities of Representatives who travel on Business of the Municipality*

- a) Every representative who travels on the business of the municipality must comply with this policy in letter and in spirit.
- b) Representatives who travel on the business of the municipality must take note that their actions, conduct and statements must be in the best interest of the municipality, and they must comply with any specific mandates they have been given.

2.2 **Air Travel**

- a) **The Accounting Officer in respect of all officials or political office bearers and the Executive Mayor in respect of the Accounting Officer only approve the purchase of economy class tickets for air travel.**
- b) All flights by representatives of the municipality shall be in economy class, unless another class of travel is specifically authorized by-
 - (i) the executive committee, with regard to Holders of Public Office and the Municipal Manager, or
 - (ii) The Municipal Manager, with regard to officials and applicants for interviews

2.3 International Travel

- a) International travel for any official or political office bearer can only be approved by the municipal council in a meeting open to the public with a supporting vote of the majority of the members of the municipal council present.
- b) The report to council for approval of international travel must include:
 - (i) A motivation why the international travel is seen as critical and fully setting out the anticipated benefit that the municipality will derive from attending the event, meeting or function;
 - (ii) If international travel to the destination or event was previously undertaken, state what benefits if any derived from the previous attendance;
 - (iii) The full cost of the international travel including travel allowances and visas if applicable to be paid; and
 - (iv) The proposed officials and political office bearers, not exceeding three, to travel and why they have been identified.
- c) The following events will not be considered critical to justify international travel whether the full cost of the travel is paid by another institution or not:
 - (i) Attendance of international sporting events;
 - (ii) Attendance of international social events;
 - (iii) Attendance of international party-political events;
 - (iv) The opening of another country's parliament or any other country's government's celebration events.
- d) The accounting officer or delegated official must ensure that requirements for international travel by officials or political office bearers are not inserted into bid documents, whether it is for inspection of products at source of construction/assembly or for any other reason.

2.4 Car Rental, Travel Costs and rates

- a) Only “A” or “B” category vehicles may be rented, unless it is more cost-effective to hire any other category (for example, when the number of representatives involved could justify the hire of a micro-bus).
- b) Car rental must be approved as part of the travel package before the trip is embarked on. A representative who rents a vehicle whilst traveling on the business of the municipality without having received prior authorization will only be reimbursed for the cost of the vehicle rental if proof of expenditure can be produced and the representative can demonstrate that vehicle rental was reasonably but unexpectedly necessitated by the circumstances.
- c) Parking and toll fee – actual cost will be reimbursed via Petty Cash after the submission of proof of expenditure.
- d) If a representative has to utilize his or her personal motor vehicle, he or she will be reimbursed at the tariffs listed below. The distance to which the reimbursement applies, must be the shortest distance via tarred road between the municipality’s offices and the location where the official business is to be transacted.
 - o Councilors:
Will be reimbursed in terms of the Private Column of Department Transport monthly circulars pertaining to Tariffs for the Use of Motor Transport to a maximum of R4.18 per kilometer.
 - o Officials with vehicle/car allowance:
Will be reimbursed at a flat rate of R4.18 per kilometer where motor vehicles are used and R2.00 per kilometer where motorcycles are used. Where it is possible to fly to a destination, but the official prefers to drive with his own vehicle, the lower value between kilometer claim and a flight ticket will be used as basis for reimbursement.
 - o Officials who are in receipt of an Essential User Transportation Allowance:
Will be reimbursed according to the official Cost Tables contained in the “Essential User Scheme: Transport Allowance” circulars of the South African Local Government Bargaining Council – Western Cape Division applicable.

- o Officials without a car allowance and Members of a Committee: established in terms of applicable legislation, as per the Rate per kilometer fixed by the Minister of Finance under section 8(1) (b) (ii) and (iii) of the Income Tax Act, 1962. If the total number of kilometers for which such reimbursement is received exceeds 8 000 in any tax year, reimbursement for the excess kilometers over 8 000 must be taxed for PAYE purposes. If the cost of any one trip exceeds that of an air ticket, the lesser amount will be paid.

The number of employees travelling to conferences or meetings on official duty for the same matter is limited to three (3) employees, unless otherwise approved in advance by the relevant Director, or Accounting Officer in the case of Directors travelling.

- e) Similar to the above, the number of employees travelling by air to other centers to attend an official engagement on the same matter is also limited to three (3) employees, unless otherwise approved in advance by the relevant Director or Accounting Officer in the case of Directors travelling.
- f) For the purpose of this policy, domestic travel shall mean travel within South Africa, and international travel shall mean travel to any country other than South Africa.
- g) The Accounting Officer will when appropriate determine an hourly rate for the different committees serving Council.
- h) Notwithstanding the above provisions, all employees must make use of shuttle services if the cost of such services is below the cost of hiring a vehicle.

3. SUBSISTENCE

3.1 Subsistence Allowance

- a) A representative may claim a daily subsistence allowance as provided in this policy with the understanding that all authorized personal expenses are covered by the subsistence allowance. No further expenses, with the exception of certain business expenses (see below), may be claimed.
- b) In line with SARS guidelines on Subsistence Allowances and Advances, A daily subsistence allowance will only be applicable where-
 - (i) The representative is obliged to spend at least one night away from his or her usual place of residence on business; R493 per day, or

- (ii) The representative will be on official business for a period exceeding 12 consecutive hours per day, without having to spend a night away from his or her usual place of residence; R152 per day.
- c) A representative of the municipality must claim his or her subsistence allowance, as provided in this policy before embarking on any official trip, with the exception where such claim reaches the creditors section at least three days before the trip; in which case such claim must be submitted after the event. Such a claim must be accompanied by details of the conference or workshop or emailed/faxed invitation.
- d) No subsistence allowance will be paid, and no representative will be entitled to a subsistence allowance, if the trip or travel is not related to the official business of the municipality. All travel on business of the municipality must be approved as such before a representative is entitled to a subsistence allowance.
- e) For the purpose of a subsistence allowance, a representative shall mean-
 - (i) mayor or executive mayor, as the case may be
 - (ii) deputy-mayor
 - (iii) speaker
 - (iv) members of the executive committee or mayoral committee, as the case may be
 - (v) other councilors specifically authorized to represent the municipality on a particular occasion
 - (vi) municipal manager
 - (vii) directors
 - (viii) any other official/representative specifically authorized to represent the municipality on a particular occasion
 - (ix) any official or councilor who is a member of a recognized professional institution and is granted permission to attend meetings and conferences of such institution.
- f) The subsistence allowance of international travel will be the lesser of:
 - (i) an amount equivalent to the rates as determined by SARS, at the beginning of 1 July every year.

Or

 - (ii) US\$190 per day where the exchange rate of ZAR is more than 5:1 in relation to the currency of the destination country; and

- (iii) US\$100 per day where the exchange rate of ZAR is less than, or equal to 5:1 in relation to the currency of the destination country;

4. ACCOMMODATION

4.1 Accommodation Costs

- a) Overnight accommodation may only be booked where the return trip exceeds 500 kilometers.
- b) Notwithstanding the provision in paragraph 4.1(a) overnight accommodation where the return trip is 500 kilometers or less, may be booked where in the view of the Accounting Officer or delegated official the limitation may be impractical and any of the following instances are present:
 - (i) The road or any other conditions could jeopardize the safety, health and security of officials or political office bearers;
 - (ii) The trips are to be undertaken over a number of consecutive days provided that a return trip is in excess of 200 kilometers;
 - (iii) The starting time of the meeting or event would require the official or councilor to leave his/her place of residence before 05h00 in order to be punctual.
 - (iv) Should the circumstances as stated in paragraph 4.1 (b)(i) – (iii) not be applicable, but an official still prefers to sleep over and not travel every day, the relevant director may approve travelling and accommodation expenses to be paid in the following manner:
 - The cost of one return trip at the applicable rates stated in this policy to be claimed and reimbursed to the official, plus
 - The Daily Allowance referred to in paragraph 3.1 (b) (ii) of this policy for every night the official spends away from the workplace to be claimed and paid to the official and
 - Accommodation paid directly to the relevant establishment equal to the monetary value of R4.50 per kilometer, the potential travel claim for every night that officials sleep over instead of travelling. In cases where more than one official was to travel together, the travel claim will be equally divided between the accommodation costs of the respective officials. Any excess accommodation costs must be borne by the official concerned.
- c) Any request for overnight accommodation and/or travel must be motivated on a prescribed form and approved by the municipal manager or delegated official prior to the arrangement for overnight stay or travel.

- d) The actual cost of accommodation will be borne by the municipality, subject to a maximum of 3- to 4-star rating for the accommodation itself in respect of domestic travel. Where such accommodation is available, the rate for a single room will be payable.
- e) If no such accommodation is available, higher rating accommodation can be used subject to the prior approval of the Municipal Manager.
- f) If a representative stays with a relative or friend, no accommodation allowance may be claimed, but the representative may claim a subsistence allowance of R493 per day.
- g) The recoverable cost of accommodation for international travel may not exceed US\$350 per day.
- h) The municipality will at all times firstly consider accommodation where the National Treasury has negotiated discounts for rates as per MFMA circular 97. In the absence of such accommodation or failure to secure space, only then will the municipality consider accommodation outside the "NT negotiated accommodation".
- i) Notwithstanding the provisions of 4 (1) (c), the procurement of all accommodation services will be subjected to the municipality's SCM policy and preferential procurement policy. The written approval in terms of paragraph 4.1(c) must be filed with the relevant supply chain documents for the accommodation booking.

5 CONFERENCES, MEETINGS AND STUDY TOURS

- 5.1** Applications for conferences, meetings and conferences, both within or outside South African borders, must be done on the prescribed form. Applications for conferences, study tours and similar events must be accompanied by a motivation that takes the under mentioned aspects into account:
 - a) The official's or political office bearer's roles and responsibilities and the anticipated benefits of the conference or event;
 - b) Whether the conference or event addresses relevant concerns of the institution;
 - c) The appropriate number of officials or political office bearers, not exceeding three, attending the conference or event;
 - d) The availability of funds to meet expenses related to the conference or event.
- 5.2** The accounting officer may consider appropriate benchmark costs with other professional bodies or regulatory bodies prior to granting approval for an official to attend a conference or event within and without the borders of South Africa.

- a) Such benchmark costs may not exceed an amount as determined from time to time by the National Treasury through a notice.
- b) The costs exclude costs related to travel, accommodation and related expenses, but include conference or event registration expenses and any other expenses in relation to the conference or event.
- c) When considering costs for conferences or events these may not include items such as laptops, tablets or other similar tokens that are built into the price of such conferences or events.
- d) The accounting officer must grant the approval for officials and in the case of political office bearers and the accounting officer, the mayor for attendance of conferences and events.

5.3 The accounting officer must ensure that meetings and planning sessions that entail the use of municipal funds are, as far as may be practically possible, held in-house.

- a) Municipal or provincial office facilities must be unitized for conference, meeting, strategic planning sessions, *inter alia* where an appropriate venue exists within the municipal jurisdiction.

5.4 The municipality must, where applicable, take advantage of early registration discounts by granting the required approvals to attend the conference, event or study tour, in advance.

6. TRAVEL AND SUBSISTANCE ALLOWANCES FOR APPLICANTS INVITED FOR INTERVIEWS

- (a) If an invited for an interview has to utilize his or her personal motor vehicle he or she will be reimbursed at the same rates as stipulated in paragraph 2.4 (d) of this policy. The actual cost of air travel will be reimbursed subject to the prior approval of the Municipal Manager or the Director Corporate Services.
- (b) Candidates residing outside the boundaries of Stellenbosch municipality will be reimbursed for reasonable costs of travelling as provided for in this policy. Where the distance to travel and interview circumstances is such that a candidate requires accommodation, suitable accommodation may be pre-authorized by the relevant director and the candidate may be reimbursed.
- (c) If a candidate is made an offer of appointment and declines the offer, no reimbursement of costs will be made.
- (d) Where necessary the User Department in consultation with Human Resources will make suitable travelling and accommodation arrangements and provide budget for the costs.

7. AUTHORISATION

7.1 For purposes of implementing this policy

- a) Only the Municipal Manager may authorize any travel to be undertaken by Directors, but provided the expenses to be incurred are on the approved budget of the relevant department. Claims by other officials to be authorized by directors concerned.
- b) Only the Director Strategic and Corporate Services or the Municipal Manager may authorize payments to be made for persons invited for interviews, but provided that the expenses to be incurred are on the approved budget.
- c) Only the Executive Mayor together with the relevant director may authorize any travel to be undertaken by Holders of Public Office, or the municipal manager, but provided that the expenses to be incurred are on the approved budget of the municipality.
- d) Only Directors may authorize any travel to be undertaken by employees in the respective Directorate, but provided that the expenses to be incurred are on the approved budget of the municipality.
- e) As far as is practically possible, authorization for the above must be obtained prior to the occasion by any representative who travels on the business of the municipality.

An invitation to attend a workshop, meeting or related event is not an automatic authorization to attend such workshop or event. The required authorization must still be obtained from the municipal manager or executive mayor, executive committee or director as the case may be.

8. COUNCIL DELEGATES

Council delegates or representatives to any conference, workshop or meeting must ensure that they arrive on time and attend until the conclusion of such event. If any representative fails to do so, the executive mayor or executive committee, the municipal manager or director as the case may be, may recover all allowances and disbursements paid to enable such delegate or representative to attend such event, provided that such delegate or representative is afforded the opportunity to submit reasons for not being able to be present from the commencement to conclusion of such event.

9. COMMITTEES ESTABLISHED AS A RESULT OF PRESCRIBED LEGISLATION

Any committee established as a result of prescriptions in relevant legislation, will for the purposes of application of this policy, qualify for an allowance equal to that paid to Holders of Public Office.

10. AUTHORITY

Any deviation from this policy for whatsoever reason must be authorized by the Municipal Manager and in the case of the Municipal Manager, the Executive Mayor will authorize.

In any instance where a delegate did not attend business as approved in accordance with this policy, any expenditure incurred by the council should be refunded by the representative. All deviations in this regard must be approved by council.

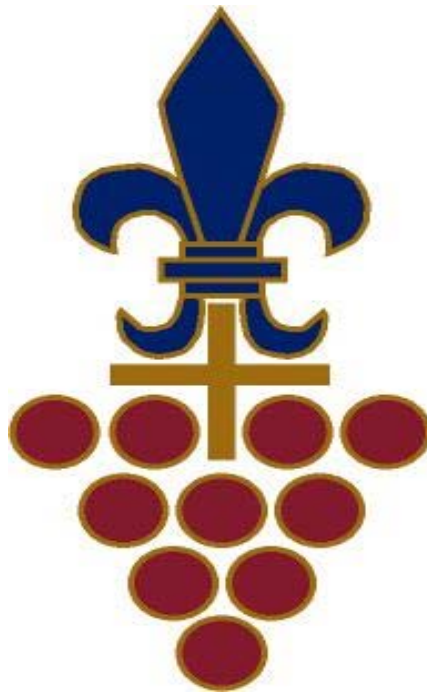
11. TRAVEL AND SUBSISTENCE ALLOWANCE CLAIM FORM

The official Travel and Subsistence Allowance claim form, as prescribed by Chief Financial Officer must be used with regard to Travel and Subsistence Allowance applications. The approved form should reach the creditors office 3 days before the intended day of departure in order for allowances to be paid to the representative timeously.

12. SHORT TITLE

This Policy will be known as the Travel and Subsistence Policy.

STELLENBOSCH MUNICIPALITY



VIREMENT POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

VIREMENT POLICY

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1. Preamble

Cognisance taken of the need that may arise to transfer within approved votes due to the change in circumstances and priorities.

2. Definitions

"Approved budget," means an annual budget-

- a) approved by a municipal council, or
- b) includes such an annual budget as revised by an adjustments budget in terms of section 28 of the MFMA;

"Budget transfer" means transfer of funding within a vote subject to limitations.

"Capital budget" means a financial plan catering for large and long-term sums for investment in property, plant and machinery, over a period greater than the period considered under an operating budget.

"Chief Financial Officer" means a person designated in terms of section 80(2) (a) of the MFMA;

"Delegation", in relation to a duty, includes an instruction or request to perform or to assist in performing the duty;

"Financial year" means a twelve months period commencing on 1 July and ending on 30 June each year

"Municipal council" or "council" means the council of a municipality referred to in section 18 of the Municipal Structures Act;

"Municipality"-

- a) when referred to as a corporate body, means a municipality as described in section 2 of the Municipal Systems Act; or
- b) when referred to as a geographic area, means a municipal area determined in terms of the Local Government: Municipal Demarcation Act, 1998 (Act No. 27 of 1998);

"Official", means-

- a) an employee of a municipality or municipal entity;

- b) a person seconded to a municipality or municipal entity to work as a member of the staff of the municipality or municipal entity; or
- c) a person contracted by a municipality or municipal entity to work as a member of the staff of the municipality or municipal entity otherwise than as an employee;

"Operating budget" An operating budget is the annual budget of an activity stated in terms of Budget Classification Code, functional/sub-functional categories and cost accounts. It contains estimates of the total value of resources required for the performance of the operations in terms of revenue and expenditure including reimbursable work or services for others;

"Overspending"-

- a) means causing the operational or capital expenditure incurred by the municipality during a financial year to exceed the total amount appropriated in that year's budget for its operational or capital expenditure, as the case may be;
- b) in relation to a vote, means causing expenditure under the vote to exceed the amount appropriated for that vote; or
- c) in relation to expenditure under section 26 of the MFMA, means causing expenditure under that section to exceed the limits allowed in subsection (5) of this section;

"Virement" refer to the definition of budget transfer

"Vote" means-

- a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the
- b) municipality; and
- c) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned.

3. Legislative Framework

Paragraph 4.6 of Circular 51 of the MFMA states that:

“The MFMA and the Municipal Budget and Reporting Regulations seek to move municipalities away from the traditional approach of appropriating/approving budgets by line item. The aim is to give the heads of municipal departments and programmes greater flexibility in managing their budgets. To further facilitate this, each municipality must put in place a council approved virements policy, which should provide clear guidance to managers of when they may shift funds between items, projects, programmes and votes.”

4. Objective of Policy

This policy shall give effect to the requirements and stipulations of the Municipal Finance Management Act and Municipal Budget and Reporting Framework in terms of the Approved budget.

The policy sets out the virement principles and processes which Stellenbosch Municipality will follow during a financial year.

These virements will represent a flexible mechanism to effect budgetary amendments within a municipal financial year.

The policy shall apply to all staff and councillors of the Stellenbosch Municipality that are involved in budget implementation.

5. Virement Clarification

Virement is the process of transferring budgeted funds from one line item number to another, with the recommendation of the relevant Director to the CFO or delegated finance official, to enable the Budget Office to effect the adjustments.

6. Virement Procedure

- a) All virement proposals must be completed on the appropriate documentation and forwarded to the relevant Finance Officer for checking and implementation. (See annexure 1 and 2)

- b) All virements must be signed and supported by the relevant Director of the directorate within which the vote is allocated. (Section 79 MFMA)
- c) Projected cash flows in the SDBIP should be attached to all virement request and be adjusted in line with the virement.
- d) Relevant corroborating documentation must be attached on the virement form to support the transfer.
- e) All documentation must be in order and approved before any expenditure can be committed and incurred.
- f) All virements must be motivated and need to be approved by the CFO or a delegated official after the Director of the department has recommended said transfer. The latter requires that such application reaches the office of the CFO prior to incurring expenditure.
- g) The turnaround time for processing of virements are 72 hours, only if the virement request meets all the necessary requirements.
- h) No virements will be considered if it equates to facilitating fiscal dumping.

7. Virement Restrictions

- a) Virements are not permitted in relation to the revenue side of the budget.
- b) No virements of funds across votes (directorates) will be accommodated during the year; unless within the adjustments budget.
- c) Virements from the capital budget to the operating budget are not permitted.
- d) Virements will not result in adding 'new' projects to the Capital Budget.
- e) Virements of conditional grant funds to purposes outside of that specified in the relevant conditional grant framework will not be permitted.
- f) The budget savings from the following line items (necessary adjustments) may only be considered and transferred by the CFO:

- (i) Employee Related Cost
 - (ii) Remuneration of councillors
 - (iii) Depreciation and asset impairment
 - (iv) Finance Charges (Interest on Loan)
 - (v) Municipal Services Consumption (Water, Electricity, Refuse and Sewerage)
 - (vi) Bulk Purchases (Water and Electricity)
 - (vii) Transfers and subsidies paid
- g) An approved virement does not give expenditure authority outside of what is allowed by Council's Supply Chain Management Policy.

8. General Principle

Virements will only be approved if they facilitate and promote sound risk and financial management.

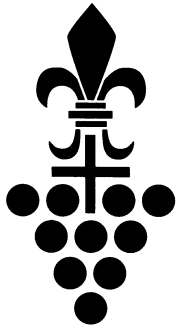
9. Accountability

Accountability to ensure that the virement application forms are completed in accordance with Council's virement policy and are not in conflict with the directorate's strategic objectives manifests with the head of the relevant directorate.

10. Annexures

Annexure 1: Virement Form (Capital and Operating)

Annexure 2: New Creation of Unique Key form



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TYPE	
CAPITAL	
OPERATING	

BUDGET VIREMENT FORM

TO: FINANCIAL MANAGEMENT SERVICES

FROM:

DATE:

The following transfers are requested, as per motivation provided.

From Unique Key :	Amount:
Unique Key Description:	
Project Name:	
Funding:	
To Unique Key :	Amount:
Unique Key Description:	
Project Name:	
Funding:	

1. Why are additional funds requested ?

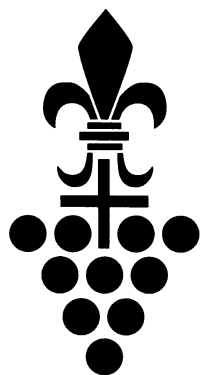
2. Is it part of the legislative mandate of the municipality?

Yes/ No

3. Which measures will be implemented to ensure expenditure are managed within the approved budget?

4. Where funds would be transferred from?

5. Reasons why funds are not needed from the transferring Unique Key?



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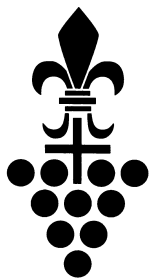
Requested by

Name :

Designation :

Telephone Number :

Supported: Director

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FOR OFFICAL USE**BUDGET AND COSTING**

FUNDS AVAILABLE ON UNIQUE KEY : YES NO

CASHFLOW ATTACHED : YES NO

SUPPORTING DOCUMENTS : YES NO N/A

VERIFIED BY : NAME: _____

SIGNATURE: _____

DATE: _____

COMMENTS: _____

RECOMMEND:

RECOMMENDED BY MANAGER: BUDGET & COSTING : _____

DATE : _____

COMMENTS: _____

APPROVAL

APPROVED BY CHIEF FINANCIAL OFFICER/ : _____

DELEGATED OFFICIAL

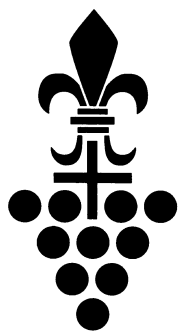
DATE : _____

COMMENTS: _____

PROCESSED BY : NAME: _____

SIGNATURE: _____

DATE: _____



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CREATION OF UNIQUE KEY FORM

TO: MANAGER: BUDGET OFFICE

FROM:

DATE:

The following information is required:

Directorate :
Department/Section :
OV Code :
Type of Unique Key :
Description of Unique Key :
Project :
Funding :

Detail and motivation for new line item:

Requested by:

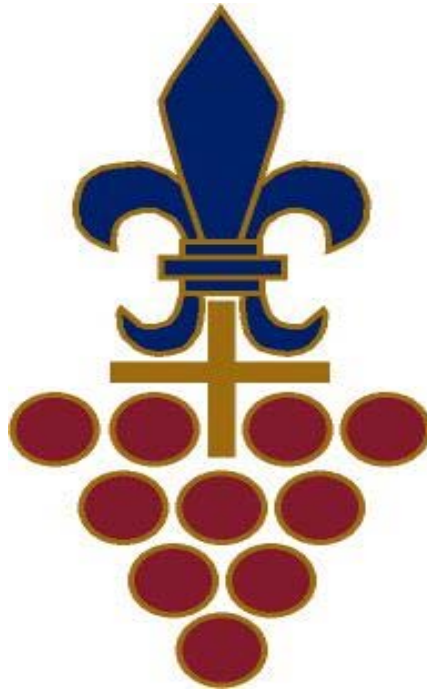
Name :

Designation :

Telephone Number :

Supported: Director

STELLENBOSCH MUNICIPALITY



WARD ALLOCATION POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

WARD ALLOCATION POLICY

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1. INTERPRETATION

1.1. Acronyms

“IDP”	-	Integrated Development Plan
“SDBIP”	-	Service Delivery and Budget Implementation Plan
“EPWP”	-	Expanded Public Works Programme

1.2. Definitions

“Capital budget” is expenditure relating to the purchase, upgrade or refurbishment of a Council asset (property, plant and/or equipment);

“Town / municipality” means the Greater Stellenbosch also known as WC024, a local municipality established in terms of section 12 of the Local Government Municipal Structures Act (Act 117 of 1998)

“Municipal Manager” means the accounting officer of the municipality of Stellenbosch, appointed in terms of section 54A of the Local Government: Municipal Systems Act (Act No. 32 of 2000) being the head of administration and accounting officer in terms of section 55 of the Local Government: Municipal Systems Act (Act No. 32 of 2000);

“Council” means the municipal Council of Stellenbosch Municipality;

“Councillor” means a member of the Council of the Stellenbosch Municipality;

“Lead directorate” is the directorate whose core business encompasses the ward allocation project, which is the dominant user or beneficiary of the outcome of the ward allocation project and which accepts responsibility and ownership of the ward allocation project;

“Legacy project” is a project that is executed in a financial year and of which the benefits to the community continues into the future;

“User Department” is the department whose core business encompasses the ward allocation project, which is the dominant user or beneficiary of the outcome of the ward allocation project and which accepts responsibility and ownership of the ward allocation project;

“Operating budget” refers to expenditure, other than capital, in respect of Council activities and includes repairs and maintenance of Council assets;

“Ukey” refers to a unique numerical key consisting of 7 segments describing the allocation of funds. All budget items must be linked to a Ukey.

“Veriment” refers to the administrative process required to request and approve the transfer of funds from one cost centre to another. Apart from

re-allocation of funds through the adjustment budget, transfer of funds can only be done between cost centres within a directorate.

“Ward committee” means a committee that has been established for each ward in terms of section 73 of the Local Government: Municipal Structures Act (Act No. 117 of 1998);

“Ward project” a project identified by the ward councillor in line with the identified IDP needs, in consultation with the ward committee and financed by the ward allocation;

2. INTRODUCTION

The Republic of South Africa Constitution, 1996 requires the Municipality to encourage the public participation of community members and community organizations in the matters of local government. The Local Government: Municipal Structures Act, 1998 (Act 117 of 1998) (“Structures Act”) provides for the establishment of ward committees as formal mechanisms to give effect to this Constitutional obligation. Ward committees play a vital role in bridging the gap between the Community, the Municipality and its Council and also play an important role in:

- a) Enhancing participatory democracy;
- b) Neighbourhood and ward based planning including the encouragement of communities to take charge of their own livelihoods;
- c) Assisting the Municipality in service delivery improvement;
- d) Assisting in the economic empowerment of communities;
- e) Enhancing local democracy and accountability;
- f) Enhancing social cohesion, nation building and integration of communities across class, race, culture

Along with many other responsibilities the Municipality provide support to the Councillors and Ward Committees through the Ward Allocation policy. The policy intends to establish uniform rules and regulations in the identification, planning and implementation of ward projects. It will further encourage accountability and regulate all administrative processes in the execution phases.

3. POLICY OBJECTIVE

- 3.1. The objective of the Ward Allocations Policy is to create opportunities for Councillors to identify ward projects in line with the identified IDP needs, with the support of their Ward Committees, which would improve the quality of living in all wards. These projects would need to fit into the basket of services of the relevant User Department and must comply with the following:

- 3.1.1. Local Government’s mandate;
- 3.1.2. Council policies;

- 3.1.3. Support the pillars and objectives of the IDP;
- 3.1.4. Directly benefit the community.
- 3.2. Ward project must be:
 - 3.2.1. Additional projects identified by Councillors as identified through the IDP community participation processes,
 - 3.2.2. Supported by the ward committees, and
 - 3.2.3. Approved by Council.
- 3.3. Ward Allocation funds must be utilised in the manner contemplated in sections
 - 3.3.1. **7(e)** categorising municipalities according to their system of municipal government. B Municipalities include a ward participatory system which allows for matters of local concern to be dealt with by committees established for wards;
 - 3.3.2. **72 (3)** describing the object of a ward committee as being to enhance participatory democracy in local government; and
 - 3.3.3. **74** describing the powers and functions of ward committees

of the Local Government: Municipal Structures Act (Act No. 117 of 1998).

4. STRATEGIC INTENT

The Policy shall be governed by the underlying principle of ensuring that ward allocation projects meet the requirements of the Integrated Development Plan including specific reference to the following:

- 4.1. A **“valley of possibility”** that creates an environment conducive to business development and job creation. To facilitate and coordinate support to emerging entrepreneurs by utilizing internal SCM processes and linking SMME's with opportunities in the market. To provide, upgrade and maintain an effective engineering infrastructure to support effective service delivery and to ensure the provision of non-motorised transport routes as a functional mode of transport.
- 4.2. A **“green and sustainable valley”** that ensures the management of human use of the biosphere and its resources, enhancing the integrity of the environment as an imperative for long-term sustainability and incorporates bio-diversity into the environment as an imperative for long-term sustainability. A valley that ensures spatial sustainability and facilitate efficient use of all forms of capital available to the Town including human capacity and ability and information management.
- 4.3. A **“safe valley”** where integrated safety strategies with multi-stakeholder engagements are implemented to focus on institutional, situational and social crime prevention interventions that will improve law enforcement and neighbourhood watches.

- 4.4. A **“valley with dignified living”** inclusive of sustainable human settlements, social infrastructure through the involvement and building of capacity of stakeholders in the planning and management of the areas where they live. This includes access to basic services to households.
- 4.5. A **“valley of good governance and compliance”** that ensures transparency and is corruption-free, establishes an efficient and productive administration to prioritise service delivery and ensures financial prudence, with clean audits by the Auditor-General;

5. POLICY PARAMETERS

- 5.1. The provisions of this policy apply to Ward Councillors, Ward Committees and all Directorates and Departments of the municipality;
- 5.2. This policy applies to all programmes and projects within the jurisdiction of Stellenbosch Municipality that are funded through ward allocations and which are approved by Council in accordance with this policy.

6. REGULATORY CONTEXT

This Policy draws its legal mandate from the following laws and relevant policies, as amended from time to time:

- 6.1. Legislation:
 - 6.1.1. The Constitution of the Republic of South Africa, 1996
 - 6.1.2. Local Government: Municipal Systems Act, (Act No. 32 of 2000);
 - 6.1.3. Local Government: Municipal Finance Management Act, (Act No. 56 of 2003);
 - 6.1.4. The Municipal Budget and Reporting Regulations with specific reference to Circular 82 adopted by Stellenbosch Council on 25 May 2016.
- 6.2. Policies and documents
 - 6.2.1. Stellenbosch Municipality: Integrated Development Plan (IDP);
 - 6.2.2. Stellenbosch Municipality: Asset Management Policy;
 - 6.2.3. Stellenbosch Municipality: Supply Chain Management Policy;
 - 6.2.4. Stellenbosch Municipality: Virement Policy

7. ROLE PLAYERS, ROLES AND RESPONSIBILITIES

The relevant role players include, but are not limited to:

- 7.1. The Ward Councillors and members of Ward Committees;
- 7.2. Manager: Councillor Support;
- 7.3. Council support staff;
- 7.4. Directors;
- 7.5. Budget office;

- 7.6. Technical or functional representatives in User Departments;
 7.7. Ward Administrators; and
 7.8. IDP Department

Official / Councillor	Role and responsibility
Manager: Councillor Support	Owner and driver of Ward Allocation Policy. Collations of all ward projects. Submission of ward allocation projects for draft budget. Facilitation of meetings with councillors. Manage ward administrators in this process. Monthly and annual collations of all ward-project progress reporting on all ward projects. Elevate problems to MM.
Councillor and Ward Committee	Project identification, development, submission for draft budget inclusion to Manager Councillor Support. Signing of commitment form. Finalization and submission of project plans to lead departments. Attending meetings with lead departments. Identification of IDP link. Identification of beneficiaries. Attendance, overseeing and reporting (incl. pictures) on projects. Return service provider goods/equipment (if applicable). It is important to note that Ward Committees play a supporting and advisory role to the Ward Councillor.
Ward Administrator	Minute keeping of Ward Committee meetings and provision of said minutes relating to project identification to lead departments. Administrative support for the execution of ward projects (communication and arrangements) Administrative and coordinating link between lead department, councillor and community (ie. Transport plans, attendance registers, beneficiary communication, indemnity forms, etc.). Assist with the drawing up of project evaluation reports and submission thereof to lead department. Compilation of photographic portfolio of evidence of completed projects with specific focus on goods and services procured. Asset registers and general asset management of furniture, tools and equipment procured.
Speaker after consultation with the Executive Mayor	Identify the annual strategic intent of ward projects. Verify that the identified projects comply with the mandate of local government, Respond in writing to the Ward Councillor if projects are approved.

	<p>Has the prerogative to refuse funding for projects outside the scope of the policy.</p> <p>Continuously, monitor and evaluate the progress of the Ward projects.</p> <p>Provide advice and support to Ward Councillors where necessary in terms of the Ward Allocation projects.</p> <p>Keep record of all proposals and projects arrange All Wards meetings discussing the projects.</p>
MM	<p>The Municipal Manager as head of the administration is responsible and accountable for tasks and functions as provided for in, but not limited to the Local Government: Municipal Systems Act, No. 32 of 2000, Chapter 8 of the Local Government: Municipal Finance Management Act, No. 56 of 2003, other functions/tasks.</p>
IDP and Public Participation	<p>Identification of needs and priorities in the different wards through a valid public participation process.</p> <p>Provide ward committees and ward councillors with updated lists of community needs and ward priorities.</p> <p>Provide feedback to community on project implementation linked to their needs.</p>
CFO	<p>Submission of recommended projects as part of draft and final budget for council approval.</p> <p>The Finance Directorate with the approval of the Speaker may, depending on the circumstances approve the use of the Ward Allocation for projects outside this framework but within the mandate of the Municipality.</p>
Directors	<p>Ensure implementation ownership of projects at manager level.</p> <p>Recommend projects for inclusion after costing.</p> <p>Authorization of procurement documents.</p> <p>Address elevated problems with lead managers.</p>
User department	<p>Costing of projects.</p> <p>Completion of procurement plans and inclusion of ward projects in implementation planning for the year.</p> <p>Implementation of projects.</p> <p>Procurement of services.</p> <p>Arranging meetings with councillors to guide, and explain process to follow.</p> <p>Communication between procured service provider, Ward Administrator and Ward Councillor.</p> <p>Signing off and submission of invoices.</p> <p>Monthly reporting on overall departmental expenditure for ward projects.</p>
SCM	<p>Procurement of goods and services.</p>

8. CRITERIA FOR THE SELECTION OF PROJECTS

Projects that are to be implemented under the Ward Allocations Policy must comply with the following criteria:

- 8.1 Be within Local Government mandate as defined in legislation.
- 8.3 Be aligned with the objectives and pillars of the Integrated Development Plan and with the approved strategic intent identified by the Speaker.
- 8.4 Comply with all the Policies of Council.
- 8.5 Be informed by the ward based needs of the wards and municipal infrastructure needs that have been –
 - 8.5.1 assessed by the Ward Councillor and Manager Councillor Support, and
 - 8.5.2 reported and supported by the ward committee in accordance with the budget and IDP timelines.
- 8.6 Fall within the core business activity of the Lead Directorate and shall form part of the Lead Directorate's SDBIP.
- 8.7 Preferably be legacy projects that will address a need and be of a sufficient scale to have a significant impact in the ward.
- 8.8 **Not** be projects that directly benefit an individual.
- 8.9 **Not** be projects that benefit a private property – including repairs and maintenance of property not owned by Stellenbosch Municipality.
- 8.10 Projects shall, as far as possible, be completed within the financial year in respect of which they are approved but capital funds may be rolled over to the next financial year at the August Adjustment Budget (MFMA Sec 28 (2) (e) where compelling reasons exist for such roll-over. Funds remaining after the successful completion of projects will be deemed savings and re-allocated to existing approved projects requiring additional funding during the adjustment budget in January of each year.
- 8.11 Projects may cross ward boundaries provided that the relevant ward councillors are in agreement on collaborative planning, funding and implementation of such projects.
- 8.12 The lead directorate must technically evaluate and cost all projects in order to ensure that they are technically feasible, cost effective and comply with budgetary priorities before council considers a project for approval.
- 8.13 Labour intensive approaches shall be developed to maximise EPWP opportunities wherever possible for projects in both the capital and operating

budget components. Councillors should note the timelines for submission of EPWP projects as part of the National EPWP Business Plan. These requirements entail that EPWP project identification must be completed and submitted to the LED Department by March each year.

- 8.14 In the case of projects undertaken on the **capital budget**, the assets created must:
 - 8.14.1 Be on council property that is appropriately zoned and reserved for the lead directorate.
 - 8.14.2 Have a provision for maintenance and operating costs (inclusive of human resources) on the operating budget of the user directorate for subsequent years. These projects must adhere to sections 18 and 19 of the Local Government: Municipal Finance Management Act, (Act no. 56 of 2003) describing the funding sources and requirements for capital projects.
 - 8.14.3 Be placed on the asset register of the user directorate responsible for the facility.
 - 8.14.4 Be adequately insured and secured by the user directorate responsible for the facility.
- 8.15 In the case of projects undertaken on the **operating budget**:
 - 8.16.1
 - 8.14.1. Adequate supervisory control shall be provided by the user directorate.
 - 8.14.2. Projects will be undertaken on council property, except in cases where:
 - 8.14.2.1. A ward hosts a function or event at facilities that are not council owned - subject to adequate supervisory control provided by the relevant user directorate, or
 - 8.14.2.2. A ward funds or supports a local government function (for example; additional law enforcement officers) that is not necessarily performed on council property.
 - 8.14.3. All operational projects will comply with the requirements of National Treasury Circular 82 specifying requirements to be adhered to when providing catering as adopted by Stellenbosch council.
 - 8.14.4. Community events aimed at vulnerable groups must contain an educational component that speaks to the strategic intent as identified by the Speaker.
- 8.15. To contribute to maximum impact through meaningful legacy projects within communities, projects must be limited to **two operational and two capital** projects per ward. (Except for wards consisting of mostly rural areas where council does not own property.)

9. OWNERSHIP AND ACCOUNTABILITY

Directors are responsible for ensuring that all ward allocation projects within their respective directorates are completed during the financial year in respect of the projects approved by Council. Capital funds may be rolled over to the next financial year where compelling reasons exist for such roll-over and after approval has been obtained.

Directors must ensure timeous monthly and annual reporting on constraints and/or progress to the Manager Councillor Support for inclusion in Council documents.

10. BASIS FOR ALLOCATING WARD ALLOCATION BUDGET

10.1. Council **MAY** allocate as part of the municipal annual budgetary process certain funding from the rates accounts towards the Ward Allocations which may be an Operating Budget allocation and/or a Capital Budget allocation. The funding provided for each ward in the municipality must be equal;

10.2. Ward allocation funding might be approved annually as part of the budgeting process with a percentage distribution between capital and operational funding if there is allocation for both capital and operational. All capital projects must be captured on the municipality's capital project identification, planning and prioritization system.

10.3 if funding for ward projects is allocated in the annual budget, formal communication will be circulated to all ward councillors to inform them of the amount allocated to each ward for projects, either for operational or capital or both. This is done after the approval of the budget.

11. POOLING OF FUNDS BETWEEN WARDS

Subject to the clause 8.11 ward allocations may be pooled in order to achieve higher impact and enable legacy projects.

12. PROJECT SELECTION AND IMPLEMENTATION PROCESS

The different stages of selection and implementation are set out hereunder and are subject to the timelines set out in the IDP and Budget Preparation process approved by Council in August of each year. See Ward Allocation SOP for detail and roles and responsibilities. **(ANNEXURE 1) Note that the stages are completed in the preceding financial year to ensure implementation of projects within one financial year.**

ACTION	RESPONSIBLE	TIME LINE
STAGE 1: STRATEGIC INTENT		
Determine and announce strategic intent of all ward projects for the ensuing financial year.	Speaker	July
STAGE 2: INTRODUCTION		
Report submitted at All Wards Meeting containing: 1. Clear strategic intent 2. Timeframes 3. Roles and responsibilities 4. Process 5. Updated ward priorities, ward plans and baseline needs	Manager: Councillor Support supported by 1. Manager IDP 2. Manager Budget Office Representation required from all user departments at meeting.	July
Documentation required for this stage: 1. Minutes of meeting 2. Attendance Register 3. Ward Allocation Policy 4. Updated IDP ward priorities	Manager Councillor Support	July
STAGE 3: WORKSHOP AND CONSULTATION PHASE		
Arrange series of workshops with Ward Councillors and Ward Committees to: 1. Discuss strategic intent, ward priorities, process, timelines and costing of proposed projects 2. Explain the project prioritisation and provide technical information regarding projects. 3. Signing of Commitment Form (ANNEXURE 2)	User Departments through Ward Administrator	July - August
Documentation of meetings containing the following: 1. Minutes 2. Attendance Registers 3. Completed Commitment Forms	Ward Administrator	August
STAGE 4: PROJECT IDENTIFICATION, COSTING AND TECHNICAL REVIEW		
Completed project priority list submitted to user department. (ANNEXURE 3) . This list provides clear indication of projects ward councillors would like to have implemented in order of priority. It will minimize time spent on costing of projects that is lower on the list and that might not be implemented.	Ward Administrator – after decisions taken at ward committee meeting.	September
Costing of projects	User Department	September
Capturing of projects on planning and prioritization system	User Department	September

<p>Documentation required for this stage include:</p> <ol style="list-style-type: none"> 1. All envisaged outcomes of projects in writing by the councillor and ward committees. This does not include technical specifications, but include the following: location, what, when (operational projects), where, target beneficiaries, exactly what the councillor require assistance with, etc. Note the importance of User Departments clearly understanding exactly what the Councillor envisage with the project in order to be able to point out possible practical/technical problems that can be foreseen with implementation. 2. Minutes of meetings between user department and councillors and ward committees, site meetings inclusive of preliminary engagements with budget office on proposed projects. 3. Confirmation from user departments that projects will be finalized within the planned financial year through the submission of project management plans (ANNEXURE 3) to the Manager Councillor Support for collation and submission to Council for approval. 	User Department and Councillor	September
	User Department and Ward Administrator	
	User Department	
STAGE 5: PROJECT APPROVAL AND AUTHORISATION		
Submission of all ward project plans to the Executive Mayor. (ANNEXURE 4)	Manager Council Support	October
Obtain recommendation from Executive Mayor and submit all ward projects to Mayco as part of draft budget.	Manager Council Support via Budget Office	November
Creation and allocation of Ukeys for all ward projects	Budget Office with support from User Departments	November
Council approval of ward project plans as part of draft and final budget.	Council	March and May
Documentation required for this stage include:	Manager Council Support Secretariat	May

1. Completed and signed Ward Project Plans per ward.		
2. Minutes of meetings		
STAGE 6: IMPLEMENTATION		
Monthly reporting on implementation of projects submitted to Manager Council Support	User Department	Monthly starting in July of each financial year.
Collation and monthly reporting on progress to Executive Mayor and Speaker	Manager Council Support	Monthly starting in August of each financial year.
Changes to approved Ward Allocation Projects can be done as part of the adjustment budget following the same processes and approvals as departmental adjustment budget requests. It is important to note that the adjustment budget does not allow for the creation of new projects, but only for the movement of budget between previously approved projects on the existing budget.		

13. DEVIATION FROM POLICY

- 13.1. Deviation from the project selection criteria as listed in section 8 above may be considered by the Municipal Manager on receipt of a written request from the Manager Councillor Support, supported by the User Directorate, detailing the motivation for such a deviation.
- 13.2. The basis of the Municipal Manager's consideration of a deviation shall be whether the deviation would further the Policy Objective as set out in section 3 of the Policy.
- 13.3. The Municipal Manager shall report to Council on the requests received for deviations from the Policy.

14. PROJECT REVIEW

- 14.1. After every financial year there shall be a review of the projects undertaken by the Ward Allocation process. This review will be undertaken by the Manager Councillor Support and reported to the Municipal Manager and Director's Forum. Once supported the reviewed document must be submitted to Council;
- 14.2. The review must cover the following for all the projects undertaken in the municipal area:
 - 14.2.1. Ward number and Ward Councillor name;
 - 14.2.2. List of projects per User Directorate responsible;
 - 14.2.3. Budgeted cost against projects;
 - 14.2.4. Whether the project was completed within the planned time by the User Directorate – if not, reasons must be supplied;
 - 14.2.5. Assessment of project as to whether the original objectives of the project were achieved;
 - 14.2.6. Assessment of projects in terms of quality;

- 14.2.7. Assessment of the sustainability of the projects in terms of maintenance and operating cost;
- 14.2.8. Check list for Asset Register and Insurance;
- 14.2.9. Reason for the under spending of allocated funds in order to reflect savings or over-quoting

15. ANNEXURES TO POLICY

ANNEXURE 1: Ward Allocation SOP

ANNEXURE 2: Ward Allocation Commitment Form

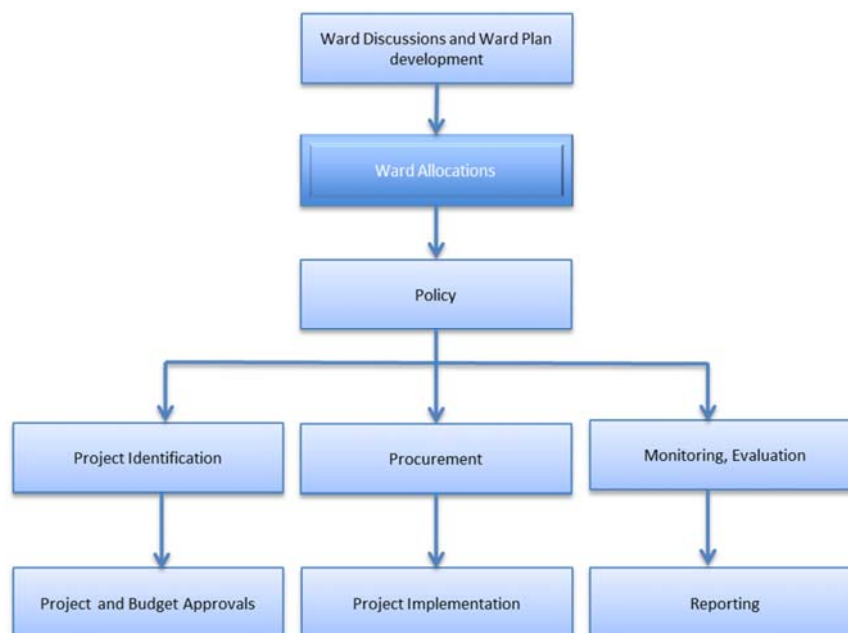
ANNEXURE 3: Ward Allocation Project Plan

ANNEXURE 4: Ward Allocation Project approval budget submission format

Stellenbosch Municipality
Standard Operating Procedures

SOP #		Version #	1.1	Date	2018-10-19
Responsible Directorate	Strategic and Corporate Services	Responsible Person	Manager Councillor Support	Author	Manager Community Development
Delegation ref #		Description/Delegation Name	Determine Operational Procedures		
SOP Title	Ward Allocation Projects and Funding				
Purpose	This SOP explains the process to through which Ward Allocation funds are approved, starting with the identification and costing of projects through to the implementation and reporting on completed ward projects.				
Scope	Council may allocate as part of the municipal annual budgetary process certain funding from the rates accounts towards the Ward Allocations which may be an Operating Budget allocation and/or a Capital Budget allocation. The objective of the Ward Allocations is to create opportunities for the Councillors to identify ward projects, with the support of their Ward Committees, which would uplift their communities. These projects would need to fit into the basket of services of the relevant User Department.				

High Level Process Graph

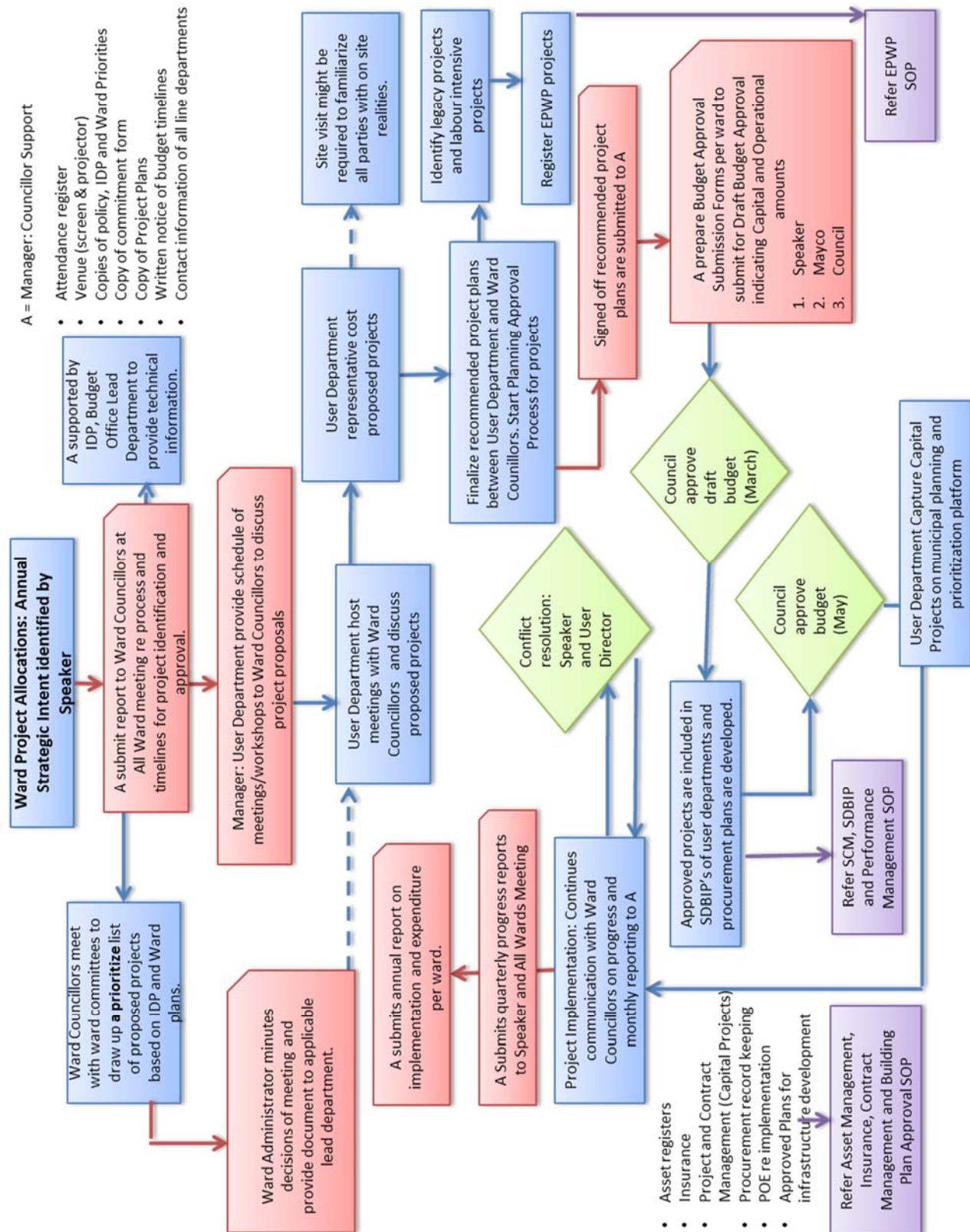


Responsibility	Approved by	Signature	Date approved
Head of Department			/...../20.....
Head of Directorate	A de Beer		/...../20.....
Municipal Manager	G Mettler		/...../20.....

...../...../20.....

Draft Ward Allocation SOP (ANNEXURE 1)

Standard Operating Procedure Process Flow:



References:

Reference #	Reference Name	Requirements
Act 56 of 2003	Local Government Municipal Finance Management Act	Section 18 and 19: Funding of expenditure and Capital funding. Section 21 (2) a: When preparing a budget the Integrated Development Plan must be taken into account.
Act 32 of 2000	Local Government Municipal Systems Act	Sections 7(e) Ward participatory system which allows for matters of local concern to wards to be dealt with by committees established for wards. Section 72(3) Object of Ward Committees to enhance participatory democracy in local government. Section 74 – Powers and Functions of Ward Committees
National Treasury	Municipal Budget and Reporting Regulations	
Stellenbosch Municipality	Asset Management Policy	Recording and safe keeping of municipal assets. Insurance of municipal assets.
Stellenbosch Municipality	Supply Chain Management Policy	Procurement of goods and services.
Stellenbosch Municipality	EPWP Policy	Registering, management and administration of EPWP projects. Recruitment and selection of beneficiaries.
Stellenbosch Municipality	Integrated Development Plan	Strategic Objectives of Stellenbosch Municipal Services, identification of ward priorities and baseline needs.

Definitions:

Name	Description
Capital budget	is expenditure relating to the purchase, upgrade or refurbishment of a Council asset (property, plant and/or equipment);
Council	means the municipal Council of Stellenbosch Municipality
Councillor	means a ward council member of the Council of the Stellenbosch Municipality
User directorate	is the directorate whose core business encompasses the ward allocation project, which is the dominant user or beneficiary of the outcome of the ward allocation project and which accepts responsibility and ownership of the ward allocation project
Legacy project	is a project that is executed in a financial year and of which the benefits to the community continues into the future
User Department	is the department whose core business encompasses the ward allocation project, which is the dominant user or beneficiary of the outcome of the ward allocation project and which accepts responsibility and ownership of the ward allocation project
Operating budget	refers to expenditure, other than capital, in respect of Council activities and includes repairs and maintenance of Council assets
Ward committee	means a committee that has been established for each ward in terms of section 73 of the Local Government: Municipal Structures Act (Act No. 117 of 1998);
Ward project	a project identified by the ward councillor in consultation with the ward committee and financed by the ward councillor ward allocation
EPWP	Expanded Public Works Programme

Procedure Outline:

Action ref	Procedure Description	Timeframe	Person(s) Responsible	Resources Required	Deliverables	Dependencies	Links to SOP
1.	Stage 1: Strategic Intent Identification and communication	Jul	Speaker		Strategic Intent communicated to Ward Councillors		
2(a)	Stage 2: Report on IDP and budget process and timelines submitted to All Wards meeting.	July	Manager Councillor Support	Information on Budget and IDP Process	All Wards Agenda, minutes and attendance registers.	Reliant on information from Budget and IDP Office. Require attendance of User Department representatives	
2(b)	Stage 3: Ward Committee Meetings	July	Ward Councillor	Stationery	Attendance registers and Minutes of meeting	Availability of committee members and Ward Administrator	
3.	Discussion Workshops between User Departments and Ward Councillors	August	User Department Representative	Functional experience	Minutes of workshops and attendance registers. Annexure 2: Commitment Forms.	Availability of other line departments should projects be across departments. Availability of Ward Committee Meeting minutes.	
4(a)	Stage 4: Costing of projects	September	User Department		Annexure 3: Project prioritization forms. Budget estimations for projects.	Receiving Quotations in time. Detail provided by councilor in draft project plan.	
4(b)	Site visits (if required)	September	User Department	Transport	Detailed sketches		
5(a)	Finalize Project Plans: Ensure appropriate Zoning and Building Plan Approval for CAPEX if required.	September	User Department	OPEX Budget if project require future operational expenditure	Signed Project Plans recommendations	Required approvals received. OPEX	
5(b)	Identify labour intensive projects and register as EPWP projects	September	User Department		EPWP project registered	OPEX to pay stipends	EPWP SOP
5(c)	EPWP Recruitment and Selection Process	April - May	User Department	Approved OPEX	EPWP Employment Contracts	OPEX	EPWP SOP
5(d)	Capture capital projects on municipal identification, planning and prioritization system	September	User Department	Approved CAPEX Access to system	Project register	Approved projects	

6	Submit signed Project Recommendation Plans to Manager: Councillor Support	September	User Department		Signed Ward Allocation Project Plans		
7	Stage 5: Collate recommended Ward Allocation Projects per ward and submit to Executive Mayor	October	Manager: Councillor Support		Ward Allocation Budget Approval Forms for each ward. Annexure 4: Ward Project plans	All User Departments submitting Project Plans on time.	
8	Recommended Ward Allocation Projects included in Draft Budget	Febr	Manager: Budget		Council Agenda	Receipt of all Ward Allocation Project Approval Forms	
9	Approval Draft Budget	March	Council	Funds allocated to Ward Projects	Council Minutes	Council Approval	
10	Assign UKey numbers to all projects	November	Manager: Budget		Detailed departmental budgets		
11	Incorporate projects into departmental SDBIP's	May	Manager: Budget Head: Performance Management		Departmental SDBIP's	Final Council Approval	SDBIP and Performance Management SOP
12	Final Budget Approval	May	Council	Funds allocated to Ward Projects	Approved Budget		
13	Develop Procurement Plans	June	User Departments		Approved Procurement Plans		SCM SOP
14	Stage 6: Project Implementation, including, but not limited to: 1. EPWP management and administration (if applicable) 2. Asset Management and Insurance registration (if applicable) 3. Procurement 4. Meetings with Councillors 5. Contract Management 6. Project Monitoring 7. Monthly progress report submission 8. Record Keeping 9. Dispute resolution	July - June	User Departments User Directors Executive Mayor and Speaker	Approved Orders Staff Capacity Overtime Budgets (OPEX functions) Support from and communication flow between User Departments and Ward Administrators	Orders, Minutes of Meetings, Contract Evaluation Reports, Monthly Progress Reports, EPWP Project Management Reports, Asset and Insurance Registers and, POE's	SCM processes	SCM, Asset Management and Insurance Register SOP Contract Management SOP
15	Combined Ward Allocation Project Implementation Monthly Progress Reports Submission	July - June	Manager Councillor Support		Minutes of Council Meeting	Receipt of Monthly reports from User Departments	

16	Quarterly progress reporting at All Ward Meetings	October, January, April, July	Manager Councillor Support		Quarterly Report	Receipt of Monthly reports from User Departments	
17	Annual Ward Project Implementation Report	June	Manager: Councillor Support	Continues monitoring and evaluation	Council Minutes	Receipt of User Department Monthly Progress Reports	

Competencies and Approvals:

Competency Category	Competency Requirement	Competency Assessment

Health & Safety Considerations:

Name	Description

Applicable Standard Forms/Documents:

Form #	Name	Description
1	Ward Allocation Commitment Form	Confirms commitment of Ward Councillor and responsible User Department regarding implementation of projects aligned with policy requirements.
2	Ward Allocation Project Plan	Provide background information on envisaged projects in order for accurate costing to be done. Completed form serve as recommendation to Council for budget approval per project.
3	Ward Allocation Budget Approval Submission Form	Provide list of recommended projects per ward to Council for approval.
4	Ward Allocation Monthly Report	Monitor, evaluation and reporting on implementation progress along with sustainability and realization of objectives to Council.

Performance Measurement:

KPI	Unit of Measurement	Target/targets
Completed Ward Allocation Project Plans received by Budget Office prior to approval of Draft Budget.	Number of completed Ward Allocation Project Plans received.	Depending on whether the allocation is for operational only / capital only or both
Expenditure on Approved Ward Allocation Projects.	% Expenditure	90%

No	Proposals
1	



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WARD ALLOCATION PROCESS COMMITMENT FORM

2023/2024 Financial Year

CONTACT INFORMATION			
Ward No:		User Department:	
Councillor:		Official Responsible	
Email:		Email:	
Contact Numbers:		Contact Numbers:	
Ward Administrator:		Ward Committee Member	
Email:		Email:	
Contact Numbers:		Cell:	

(To be completed by Ward Councillor)	(To be completed by User Department)	(To be completed by Ward Councillor)	(To be completed by User Department)
PRIORITY RANKING	UKEY / VOTE	IDENTIFIED PROJECT DESCRIPTION (Indicate IDP / Ward Priority / Baseline need linkage)	PROJECT COSTING
Operational Budget			
Capital Budget			
TOTAL			

This document serves as an agreement between the User Department and the Ward Councillor to commit to costing, planning and implementation of ward allocation projects and the agreed upon timeframes in order to achieve identified outcomes.

User Department Representative:
Name:
Date:

Ward Councillor:
Name:
Date:

I have read and understand the Ward Allocation Policy of Stellenbosch Municipality;

And thus commit as follow:

Nr:	Commitment	Councillor Initial	User Department Initial
1	That I will abide by the prescription of the all policies of Stellenbosch Municipality.		
2	As Ward Councillor, I commit to involve my ward committee members in the written identification of projects all projects will be captured in the minutes of the ward committee meeting and will be supplied to the User Department. The projects will be accompanied by a detailed description of what is envisaged in order to enable the User Department to cost the project accurately.		
3	The projects identified by the ward committee and the Ward Councillor will be prioritised and aligned with the IDP strategic objectives, ward based plans and identified baseline needs.		
4	As Ward Councillor and User Department, we commit to attend all agreed upon meetings and workshop to finalize project plans and ensure that we are prepared for these meetings		
5	We will identify and sign off on all agreed upon ward projects in time for the draft budget approval		
6	The submission for the draft budget will cover the total sum for the ward allocations. No projects will be identified after the approval of the draft budget.		
7	As responsible User Department representative, I commit to cost all identified projects		
8	As Ward Councillor, I understand that projects that have not been approved in the annual budget and included in the SDBIP of the User Department cannot be implemented.		
9	We will utilize the adjustment budget to ensure sufficient funding for approved projects and not identify new projects that are not included in the SDBIP of the User Department.		
10	As Ward Councillor, I commit the active involvement on the day of myself, the ward committee members and ward administrator, should operational funds be earmarked for events.		
11	Should operational funding be utilized for labour intensive projects, I commit to register the project as an EPWP project and abide by the applicable policy. As Ward Councillor, I will not interfere with the recruitment and selection of beneficiaries of the project.		
12	Should capital funding be utilized for the acquisition of moveable assets, all assets will be barcoded and registered on the asset register and insured.		
13	As User Department representative, I will take full responsibility for the procurement processes required for the identified project. I will submit requisitions in time, but cannot take responsibility for the time required by SCM to generate an order.		
14	NO instruction will be given to any service provider without first obtaining a green order slip for said services. Once a service provider has been appointed, changes to the scope of work will not be negotiated with or expected from the service provider.		
15	As User Department representative, I will keep accurate records of all procurements and meetings in order to generate monthly reports.		
16	As Ward Councillor, I will ensure that accurate minutes are kept of ward committee meetings relating to ward projects and that ward administrator will make this freely available to the User Department. I commit the cooperation of the ward administrator with the drawing up of project feedback reports and the taking of photographic evidence.		
17	To protect both the Ward Councillor and User Department representative NO petty cash or direct payments will be allowed as part of ward projects.		
18	All discussions surrounding the ward projects will be followed up with written confirmation of said discussion.		

We agree that ward projects can only be successfully implemented if there is full cooperation between all role-players. Should problems be experienced between the Ward Councillor and the responsible User Department representative, it will be referred to The Speaker and the responsible Director.

By signing this commitment form, I confirm that I have read and understand the content and commit to adhere to all the stipulations.

Signed at _____ on this ____ day of _____ 20_____.

Ward Councillor

User Department Representative



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WARD ALLOCATION PROJECT PLAN 20____/20____

(To be completed for submission to the Draft Budget Approval. Complete a separate plan per project.)

FOR COMPLETION BY USER DEPARTMENT REPRESENTATIVE IN CONSULTATION WITH WARD COUNCILLOR					
WARD NUMBER		Valley of Possibility		Linked to the following IDP need/s:	
Operational		Green and Sustainable Valley			
Capital funds		Safe Valley			
Pooling of Funds	Y	N	Valley with Dignified Living		
Pooling with ward:		Valley of Good Governance and Compliance			
Signature of Pooling Ward Councillor/s:					
PROJECT NAME:					
PROJECT OBJECTIVES:					
DESCRIPTION (Please be very specific. What, when, where, how, who. If an operational project and in collaboration with a local organization – specify please.) A site visit might be required for all parties to familiarise themselves with the detail.		What:			
		When:			
		Where:			
		How:			
		Who:			
Is this a labour intensive project?	Y	N	EPWP Registration	Y	N
Confirmed (V Swartz):					
Official responsible for managing EPWP project (contracts and monthly admin):	Name and Surname: Contact Details:			Official Signature:	
If capital project:	Are there operational funds linked to project?		Y	N	UKey:
	Are new assets procured?		Y	N	Location bar code:
Sustainability of Project:	Indicate how sustainability is ensured: Maintenance, ect.				
Confirmation of Ward Committee involvement in identification of project:		Ward Committee Meeting minutes attached:		Y	N

SHARING OF RESPONSIBILITY (Add additional lines if needed):											
What	Description					Who					
Procurement (Detailed specifications to be attached for procurement needs.)											
Public Participation (if required)											
Transport Plan											
FOR COMPLETION BY RESPONSIBLE USER DEPARTMENT											
Procurement process to follow (Please attach departmental project plan to indicate timelines for specifications, adjudication and implementation):						Normal		FQ		Bid	
COSTING (Please attach quotations as estimate. Add additional lines if needed):						Is this a single or multi-year project?			S	M	
Type of budget	Description					UKey		Amount			
Capital Expenditure (If capital project)	Year 1							R			
	Year 2							R			
Operational Expenditure (If Operational proj)	Item 1							R			
	Item 2							R			
	Item 3							R			
TOTAL								R			
OBSTACLES IDENTIFIED FOR IMPLEMENTATION											

Recommended:

Ward Councillor	User Department	Director	Manager Councillor Support	Budget Office
Date	Date	Date	Date	Date



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ANNEXURE 4

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PROJECT BUDGET APPROVAL SUBMISSION FORM (To be completed by Manager: Council Support)

WARD NO

Councillor Name

Completed Project Plans Received

Yes	No

Capital Budget

Ukey No	Description	Lead Department	Amount	Pooling with Ward
1				
2				
3				
TOTAL				

Operational Budget

Ukey No	Description	Lead Department	Amount	Pooling with Ward
1				
2				
3				
TOTAL				

Ward Councillor

Date:

Manager Council Support

Date:

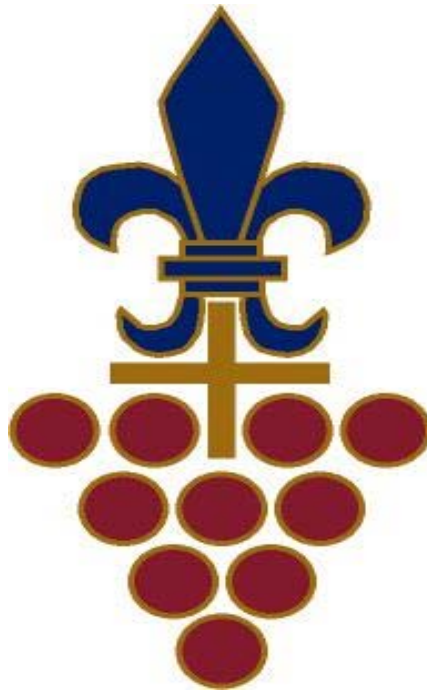
User Director

Date:

Budget Office

Date:

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ACCOUNTING POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

ACCOUNTING POLICY

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1. Basis of Preparation

The annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP), including any interpretations, guidelines and directives, issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act (Act 56 of 2003).

These annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, unless specified otherwise. They are presented in South African Rand. All figures are rounded to the nearest Rand.

In the absence of an issued and effective Standard of GRAP, accounting policies for material transactions, events or conditions were developed in accordance with paragraphs 8, 10 and 11 of GRAP 3 as read with Directive 5.

The principal accounting policies adopted in the preparation of these annual financial statements are set out below.

1.1 Going concern assumption

These unaudited annual financial statements have been prepared based on the expectation that the municipality will continue to operate as a going concern for at least the next 12 months.

1.2 Housing development fund

The Housing Development Fund was established in terms of the Housing Act, (Act No. 107 of 1997). Loans from national and provincial government used to finance housing selling schemes undertaken by the municipality were extinguished on 1 April 1998 and transferred to a Housing Development Fund. Housing selling schemes, both complete and in progress as at 1 April 1998, were also transferred to the Housing Development Fund. In terms of the Housing Act, all proceeds from housing developments, which include rental income and sales of houses, must be paid into the Housing Development Fund. Monies standing to the credit of the Housing Development Fund can be used only to finance housing developments within the municipal area subject to the approval of the Provincial MEC responsible for housing.

1.3 Internal reserves

Capital replacement reserve (CRR)

In order to finance the acquisition of infrastructure and other items of property, plant and equipment from internal sources, amounts are transferred from the accumulated surplus/(deficit) to the CRR in terms of the Annual Budget. The cash in the designated CRR bank account can only be utilised to finance items of property, plant and equipment. The CRR is reduced and the accumulated surplus/(deficit) is credited by a corresponding amount when the amounts in the CRR are utilised.

Self-insurance reserve

The municipality has a Self-insurance reserve to set aside amounts to offset potential losses or claims that cannot be insured externally. The balance of the self-insurance fund is invested in short-term investments. Claims are settled by transferring a corresponding amount from the self-insurance reserve to the accumulated surplus.

Accumulated surplus

The accumulated surplus/deficit represent the net difference between the total assets and the total liabilities of the municipality. Any surpluses and deficits realised during a specific financial year are credited/debited against accumulated surplus/deficit. Prior year adjustments, relating to income and expenditure, are debited/credited against accumulated surplus when retrospective adjustments are made.

1.4 Materiality

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor.

Assessing whether an omission or misstatement could influence decisions of users, and so be material, requires consideration of the characteristics of those users. The Framework for the Preparation and Presentation of Financial Statements states that users are assumed to have a reasonable knowledge of government, its activities, accounting and a willingness to study the information with reasonable diligence. Therefore, the assessment takes into account how users with such attributes could reasonably be expected to be influenced in making and evaluating decisions.

1.5 Significant judgements and sources of estimation uncertainty

In preparing the annual financial statements, management is required to make estimates and assumptions that affect the amounts represented in the annual financial statements and related disclosures. Use of available information and the application of judgement is inherent in the formation of estimates. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are insignificant to the annual financial statements are set out below:

Sources of estimation uncertainty

The following are the key assumptions concerning the future, and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year:

Revenue recognition

Accounting Policy 1.16 on Revenue from Exchange Transactions and Accounting Policy 1.17 on Revenue from Nonexchange Transactions describes the conditions under which revenue will be recorded by the management of the municipality.

In concluding judgement, management considered the detailed criteria for recognition of revenue as set out in GRAP 9: Revenue from Exchange Transactions and, in particular, whether the municipality, when goods are sold, had transferred to the buyer the significant risks and rewards of ownership of the goods and when services are rendered, whether the service has been rendered. The management of the municipality is satisfied that recognition of the revenue in the current year is appropriate.

Impairment of financial assets

Accounting Policy 1.11: Financial Instruments, referring to the paragraph on impairment of financial assets, describes the process followed to determine the value with which financial assets should be impaired. In making the estimation of the impairment, the management of the municipality considered the detailed criteria of impairment of financial assets as set out in GRAP 104: Financial Instruments - Recognition and Measurement. The management of the municipality is satisfied that impairment of financial assets recorded during the year is appropriate. Details of the impairment loss calculation are provided in the applicable notes to the annual financial statements.

Useful lives of property, plant and equipment and intangible assets

As described in Accounting Policy 1.8 and 1.9 the municipality depreciates its property, plant and equipment and intangible assets over the estimated useful lives of the assets, taking into account the residual values of the assets at the end of their useful life, which is determined when the assets are brought into use. The review of useful life and residual values of assets are only reviewed if one of the indicators of potential review is triggered.

Employee benefit obligations

The municipality obtains actuarial valuations of its employee benefit obligations. The employee benefit obligations of the municipality that were identified are post-retirement health benefit obligations and long-service awards. The estimated liabilities are recorded in accordance with the requirements of GRAP 25. Details of the liabilities and the key assumptions made by the actuaries in estimating the liabilities are provided in the applicable notes to the annual financial statements.

Impairment of non-financial assets

The recoverable amounts of cash-generating units have been determined based on the higher of value-in-use calculations and fair values less costs to sell. These calculations require the use of estimates and assumptions.

The recoverable amounts of individual assets have been determined based on the higher of value-in-use calculations and fair values less costs to sell. These calculations require the use of estimates and assumptions.

It is reasonably possible that the assumptions may change which may then impact our estimations and may then require a material adjustment to the carrying value of tangible assets.

Value in use of cash generating assets

The municipality reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. Assets are grouped at the lowest level for which identifiable cash flows are largely independent of cash flows of other assets and liabilities. If there are indications that impairment may have occurred, estimates are prepared of expected future cash flows for each group of assets. Expected future cash flows used to determine the value in use of tangible assets are inherently uncertain and could materially change over time. They are significantly affected by a number of factors including economic factors such as inflation and interest.

Value in use of non-cash generating assets.

The municipality reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. If there are

indications that the impairment may have occurred, the remaining service potential of the asset is determined. The most appropriate approach selected to determine the remaining service potential is dependent on the availability of data and the nature of the impairment.

Provisions

Provisions are raised and management determines an estimate based on the information available. Additional disclosures of these estimates of provisions are included in note 20 - Provisions.

Allowance for slow moving, damaged and obsolete stock

An allowance for inventory to write inventory down to the lower of cost or net realisable value. Management has made estimates of the selling price and direct cost to sell on certain inventory items. The write down is included in the surplus/deficit.

Fair value estimation

The fair value of financial instruments traded in active markets (such as trading and available-for-sale securities) is based on quoted market prices at the end of the reporting period. The quoted market price used for financial assets held by the municipality is the current bid price.

The fair value of financial instruments that are not traded in an active market (for example, over-the counter derivatives) is determined by using valuation techniques. The municipality uses a variety of methods and makes assumptions that are based on market conditions existing at the end of each reporting period. Quoted market prices or dealer quotes for similar instruments are used for long-term debt. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments. The fair value of interest rate swaps is calculated as the present value of the estimated future cash flows.

The carrying value less impairment provision of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the municipality for similar financial instruments.

Effective interest rate

The municipality used the prime interest rate to discount future cash flows.

Allowance for doubtful debts

On receivables an impairment loss is recognised in surplus and deficit when there is objective evidence that it is impaired. The impairment is measured as the difference between the receivables carrying amount and the present value of estimated future cash flows discounted at the effective interest rate, computed at initial recognition.

Impairment of statutory receivables

If there is an indication that a statutory receivable, may be impaired, the municipality measures the impairment loss. The impairment loss is measured as the difference between the estimated future cash flows and the carrying amount. Where the carrying amount is higher than the estimated future cash flows, the carrying amount of the statutory receivable, are reduced, either directly or through the use of an allowance account. The amount of the loss is recognised in surplus or deficit.

In estimating the future cash flows, the municipality considers both the amount and timing of the cash flows that it will receive in future. Consequently, where the effect of the time value of money is material, the municipality discounts the estimated future cash flows using a rate that reflects the current risk free rate and, if applicable, any risks specific to the statutory receivable, or group of statutory receivables, for which the future cash flow estimates have not been adjusted.

An impairment loss recognised in prior periods for a statutory receivable are revised if there has been a change in the estimates used since the last impairment loss was recognised, or to reflect the effect of discounting the estimated cash flows.

Accounting by principals and agents

The entity makes assessments on whether it is the principal or agent in principal-agent relationships.

1.6 Biological assets that form part of an agricultural activity

The municipality recognises biological assets that form part of an agricultural activity or agricultural produce when and only when:

- the municipality controls the asset as a result of past events;
- it is probable that future economic benefits or service potential associated with the asset will flow to the municipality; and
- the fair value or cost of the asset can be measured reliably.

Biological assets that form part of an agricultural activity are measured at their fair value less costs to sell.

A gain or loss arising on initial recognition of biological assets that form part of an agricultural activity or agricultural produce at fair value less costs to sell and from a change in fair value

less costs to sell of a biological asset that form part of an agricultural activity, is included in surplus or deficit for the period in which it arises.

Where market determined prices or values are not available, the present value of the expected net cash inflows from the asset, discounted at a current market-determined pre-tax rate where applicable, is used to determine fair value.

Where fair value cannot be measured reliably, biological assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

The municipality classifies biological assets as consumables which consist of timber in the form of pine trees. All biological assets are held for sale.

Item	Useful life
Trees in a plantation forest	indefinite

1.7 Investment property

Investment property is property (land or a building - or part of a building - or both) held to earn rentals or for capital appreciation or both, rather than for:

- use in the production or supply of goods or services; or for
- administrative purposes; or
- sale in the ordinary course of operations.

Investment property is recognised as an asset when, it is probable that the future economic benefits or service potential that is associated with the investment property will flow to the municipality, and the cost or fair value of the investment property can be measured reliably.

Investment property is initially recognised at cost. Transaction costs are included in the initial measurement.

Depreciation is calculated at the straight line method over a period of 30 - 99 years

Where investment property is acquired through a non-exchange transaction, its cost is its fair value as at the date of acquisition.

Costs include costs incurred initially and costs incurred subsequently to add to, or to replace a part of, or service a property. If a replacement part is recognised in the carrying amount of the investment property, the carrying amount of the replaced part is derecognised.

Cost model

Investment property is, subsequent to initial measurement, carried at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is provided to write down the cost, less estimated residual value by equal installments over the useful life of the property, which is as follows:

Item	Useful life
Property - buildings	30-99 years
Property - land	indefinite

Investment property is derecognised on disposal or when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its disposal.

Gains or losses arising from the retirement or disposal of investment property is the difference between the net disposal proceeds and the carrying amount of the asset and is recognised in surplus or deficit in the period of retirement or disposal.

Compensation from third parties for investment property that was impaired, lost or given up is recognised in surplus or deficit when the compensation becomes receivable.

The nature OR type of properties classified as held for strategic purposes are as follows:

The municipality separately discloses expenditure to repair and maintain investment property in the notes to the annual financial statements (see note 11).

The municipality discloses relevant information relating to assets under construction or development, in the notes to the annual financial statements (see note 11).

When classification is difficult, the criteria used to distinguish investment property from owner - occupied property and from property held for sale in the ordinary course of operations, are as follows:

Transfers to, or from, investment property shall be made when, and only when, there is a change in use, evidenced by:

- (a) commencement of owner-occupation, for a transfer from investment property to owner-occupied property;
- (b) commencement of development with a view to sale, for a transfer from investment property to inventories;
- (c) end of owner-occupation, for a transfer from owner-occupied property to investment property; or
- (d) commencement of an operating lease (on a commercial basis) to another party, for a transfer from inventories to investment property.

1.8 Property, plant and equipment

Property, plant and equipment are tangible non-current assets (including infrastructure assets)

that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one period.

Property, plant and equipment is recognised as an asset when:

- it is probable that the future economic benefits or service potential that are associated with the property, plant and equipment will flow to the municipality; and
- the cost or fair value of the item can be determined reliably.

Measurement

Property, plant and equipment are initially measured at cost.

The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the municipality. Trade discounts and rebates are deducted in arriving at the cost. The cost also includes the necessary cost of dismantling and removing the asset and restoring the site on which it is located.

Where an asset is acquired through a non-exchange transaction, its cost is its fair value as at date of acquisition.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located is also included in the cost of property, plant and equipment, where the municipality is obligated to incur such expenditure, and where the obligation arises as a result of acquiring the asset or using it for purposes other than the production of inventories.

Recognition of costs in the carrying amount of an item of property, plant and equipment

ceases when the item is in the location and condition necessary for it to be capable of operating in the manner intended by management.

Major spare parts and standby equipment which are expected to be used for more than one period are included in property, plant, and equipment. In addition, spare parts and standby equipment which can only be used in connection with an item of property, plant and equipment are accounted for as property, plant and equipment.

Major inspection costs which are a condition of continuing use of an item of property, plant and equipment and which meet the recognition criteria above are included as a replacement in the cost of the item of property, plant and equipment. Any remaining inspection costs from the previous inspection are derecognised.

Subsequent to initial measurement property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses.

Incomplete construction work

Incomplete construction work is stated at historical cost. Depreciation only commences when the asset is available for use.

Impairment

Where the carrying amount of an item of property, plant and equipment is greater than the estimated recoverable service amount, it is written down immediately to its recoverable service amount and an impairment loss is charged to the statement of financial performance.

Property, plant and equipment are depreciated on the straight line basis over their expected useful lives to their estimated residual value.

Depreciation

Property, plant and equipment are depreciated on the straight-line basis over their expected useful lives to their estimated residual value.

The useful lives of items of property, plant and equipment have been assessed as follows:

Land	indefinite
Machinery and equipment	1-25
Furniture and office equipment	2-24

Transport assets	4-20
Computer equipment	5-23
Community assets	4-30
Other property, plant and equipment	6-99
Capital restoration asset	5-30
Electrical infrastructure	10-50
Water supply infrastructure	10-100
Solid waste infrastructure	10-30
Roads infrastructure	10-100
Information and communication infrastructure	3-15
Waste water network	10-100
Stormwater infrastructure	10-50

The depreciable amount of an asset is allocated on a systematic basis over its useful life.

Each part of an item of property, plant and equipment with a cost that is significant in relation to the total cost of the item is depreciated separately.

The depreciation method used reflects the pattern in which the asset's future economic benefits or service potential are expected to be consumed by the municipality. The depreciation method applied to an asset is reviewed at least at each reporting date and, if there has been a significant change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the method is changed to reflect the changed pattern. Such a change is accounted for as a change in an accounting estimate.

The municipality assesses at each reporting date whether there is any indication that the municipality expectations about the residual value and the useful life of an asset have changed since the preceding reporting date. If any such indication exists, the municipality revises the expected useful life and/or residual value accordingly. The change is accounted for as a change in an accounting estimate.

The depreciation charge for each period is recognised in surplus or deficit unless it is included in the carrying amount of another asset.

Items of property, plant and equipment are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use of the asset.

The gain or loss arising from the derecognition of an item of property, plant and equipment is included in surplus or deficit when the item is derecognised. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

The municipality separately discloses expenditure to repair and maintain property, plant and equipment in the notes to the financial statements (see note 10).

The municipality discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 10).

1.9 Intangible assets

An asset is identifiable if it either:

- is separable, i.e. is capable of being separated or divided from the municipality and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, identifiable assets or liability, regardless of whether the entity intends to do so; or
- arises from binding arrangements (including rights from contracts), regardless of whether those rights are transferable or separable from the municipality or from other rights and obligations. A binding arrangement describes an arrangement that confers similar rights and obligations on the parties to it as if it were in the form of a contract.

An intangible asset is recognised when:

- it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the municipality; and
- the cost or fair value of the asset can be measured reliably.

The municipality assesses the probability of expected future economic benefits or service potential using reasonable and supportable assumptions that represent management's best estimate of the set of economic conditions that will exist over the useful life of the asset.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost at the date of acquisition is measured at its fair value as at that date.

Expenditure on research (or on the research phase of an internal project) is recognised as an expense when it is incurred.

An intangible asset arising from development (or from the development phase of an internal project) is recognised when:

- it is technically feasible to complete the asset so that it will be available for use or sale;
- there is an intention to complete and use or sell it;
- there is an ability to use or sell it;
- it will generate probable future economic benefits or service potential;
- there are available technical, financial and other resources to complete the development and to use or sell the asset; and
- the expenditure attributable to the asset during its development can be measured reliably. Intangible assets are initially measured at cost.

Subsequent to initial measurement intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows or service potential. Amortisation is not provided for these intangible assets, but they are tested for impairment annually and whenever there is an indication that the asset may be impaired. For all other intangible assets amortisation is provided on a straight line basis over their useful life.

The amortisation period and the amortisation method for intangible assets are reviewed at each reporting date.

Reassessing the useful life of an intangible asset with a finite useful life after it was classified as indefinite is an indicator that the asset may be impaired. As a result, the asset is tested for impairment and the remaining carrying amount is amortised over its useful life.

Internally generated goodwill, brands, mastheads, publishing titles, customer lists and items similar in substance are not recognised as intangible assets.

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

Item		Useful life
Computer software		3 - 30 years
Internally generated: Capital development	Straight-line	5 - 7 years
Service operating and land rights	Straight-line	5 - 30 years

Intangible assets are derecognised:

- on disposal; or
- when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of an intangible asset is the difference between the net disposal proceeds and the carrying amount and is included in surplus or deficit when the asset is derecognised.

1.10 Heritage assets

Heritage assets are assets that have a cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

Recognition

The municipality recognises a heritage asset as an asset if it is probable that future economic benefits or service potential associated with the asset will flow to the municipality, and the cost or fair value of the asset can be measured reliably.

Where the municipality holds a heritage asset, but on initial recognition it does not meet the recognition criteria because it cannot be reliably measured, information on such a heritage asset is disclosed in note 14 Heritage assets.

Initial measurement

Heritage assets are measured at cost.

Where a heritage asset is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

Subsequent measurement

Subsequent to initial measurement classes of heritage assets are carried at cost less any accumulated impairment losses.

Impairment

The municipality assesses at each reporting date whether there is an indication that it may be impaired. If any such indication exists, the municipality estimates the recoverable amount or the recoverable service amount of the heritage asset.

Transfers

Transfers from heritage assets are only made when the particular asset no longer meets the definition of a heritage asset.

Transfers to heritage assets are only made when the asset meets the definition of a heritage

asset.

Derecognition

The municipality derecognises heritage asset on disposal, or when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of a heritage asset is included in surplus or deficit when the item is derecognised (unless the Standard of GRAP on leases requires otherwise on a sale and leaseback).

1.11 Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or a residual interest of another entity.

The amortised cost of a financial asset or financial liability is the amount at which the financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortisation using the effective interest method of any difference between that initial amount and the maturity amount, and minus any reduction (directly or through the use of an allowance account) for impairment or uncollectible.

A concessionary loan is a loan granted to or received by a municipality on terms that are not market related.

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates.

Derecognition is the removal of a previously recognised financial asset or financial liability from an municipality's statement of financial position.

The effective interest method is a method of calculating the amortised cost of a financial asset or a financial liability (or group of financial assets or financial liabilities) and of allocating the interest income or interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments or receipts through the expected life of the financial instrument or, when appropriate, a shorter period to the net carrying amount of the financial asset or financial liability. When calculating the effective interest rate, a municipality shall estimate cash flows considering all contractual terms of the financial instrument (for example, prepayment, call and similar options) but shall not consider future credit losses. The calculation includes all fees and points paid or received between parties to the contract that are an integral part of the effective interest rate, transaction costs, and all

other premiums or discounts. There is a presumption that the cash flows and the expected life of a group of similar financial instruments can be estimated reliably. However, in those rare cases when it is not possible to reliably estimate the cash flows or the expected life of a financial instrument (or group of financial instruments), the municipality shall use the contractual cash flows over the full contractual term of the financial instrument (or group of financial instruments).

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable willing parties in an arm's length transaction.

A financial asset is:

- cash;
- a residual interest of another municipality; or
- a contractual right to:
 - o receive cash or another financial asset from another municipality; or
 - o exchange financial assets or financial liabilities with another municipality under conditions that are potentially favorable to the municipality.

A financial guarantee contract is a contract that requires the issuer to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make payment when due in accordance with the original or modified terms of a debt instrument.

A financial liability is any liability that is a contractual obligation to:

- deliver cash or another financial asset to another municipality; or
- exchange financial assets or financial liabilities under conditions that are potentially unfavorable to the municipality.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

Liquidity risk is the risk encountered by a municipality in the event of difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

Loan commitment is a firm commitment to provide credit under pre-specified terms and conditions.

Loans payable are financial liabilities, other than short-term payables on normal credit terms.

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk.

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk

or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market.

A financial asset is past due when a counterparty has failed to make a payment when contractually due.

Transaction costs are incremental costs that are directly attributable to the acquisition, issue or disposal of a financial asset or financial liability. An incremental cost is one that would not have been incurred if the municipality had not acquired, issued or disposed of the financial instrument.

Financial instruments at amortised cost are non-derivative financial assets or non-derivative financial liabilities that have fixed or determinable payments, excluding those instruments that:

- the municipality designates at fair value at initial recognition; or
- are held for trading.

Financial instruments at cost are investments in residual interests that do not have a quoted market price in an active market, and whose fair value cannot be reliably measured.

Financial instruments at fair value comprise financial assets or financial liabilities that are:

- derivatives;
- combined instruments that are designated at fair value;
- instruments held for trading. A financial instrument is held for trading if:
 - o it is acquired or incurred principally for the purpose of selling or repurchasing it in the near-term; or
 - o on initial recognition it is part of a portfolio of identified financial instruments that are managed together and for which there is evidence of a recent actual pattern of short term profit-taking
 - o non-derivative financial assets or financial liabilities with fixed or determinable payments that are designated at fair value at initial recognition; and
 - o financial instruments that do not meet the definition of financial instruments at amortised cost or financial instruments at cost.

The municipality has the following types of financial assets (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Receivables from exchange transactions	Financial asset measured at amortised cost
Receivables from non-exchange transactions	Financial asset measured at amortised cost

Cash and cash equivalents	Financial asset measured at amortised cost
Other receivables from exchange transactions	Financial asset measured at amortised cost
Short term investments	Financial asset measured at amortised cost
Long term receivables	Financial asset measured at amortised cost

The municipality has the following types of financial liabilities (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Payables from exchange transactions	Financial liability measured at amortised cost
Consumer deposits	Financial liability measured at amortised cost
Other financial liabilities	Financial liability measured at amortised cost

Initial recognition

The municipality recognises a financial asset or a financial liability in its statement of financial position when the municipality becomes a party to the contractual provisions of the instrument.

Initial measurement of financial assets and financial liabilities

The municipality measures a financial asset and financial liability initially at its fair value plus, in the case of a financial asset or a liability not subsequently measured at fair value, transaction costs that are directly attributable to the acquisition or issue of the financial asset or financial liability.

The municipality first assesses whether the substance of a concessionary loan is in fact a loan. On initial recognition, the municipality analyses a concessionary loan into its component parts and accounts for each component separately. The municipality accounts for that part of a concessionary loan that is:

- a social benefit in accordance with the Framework for the Preparation and Presentation of Financial Statements, where it is the issuer of the loan; or
- non-exchange revenue, in accordance with the Standard of GRAP on Revenue from Non-exchange Transactions (Taxes and Transfers), where it is the recipient of the loan.

Subsequent measurement of financial assets and financial liabilities

The municipality measures all financial assets and financial liabilities after initial recognition using the following categories:

- Financial instruments at fair value.

- Financial instruments at amortised cost.
- Financial instruments at cost.

All financial assets measured at amortised cost, or cost, are subject to an impairment review.

Fair value measurement considerations

The best evidence of fair value is quoted prices in an active market. If the market for a financial instrument is not active, the municipality establishes fair value by using a valuation technique. The objective of using a valuation technique is to establish what the transaction price would have been on the measurement date in an arm's length exchange motivated by normal operating considerations. Valuation techniques include using recent arm's length market transactions between knowledgeable, willing parties, if available, reference to the current fair value of another instrument that is substantially the same, discounted cash flow analysis and option pricing models. If there is a valuation technique commonly used by market participants to price the instrument and that technique has been demonstrated to provide reliable estimates of prices obtained in actual market transactions, the municipality uses that technique. The chosen valuation technique makes maximum use of market inputs and relies as little as possible on municipality-specific inputs. It incorporates all factors that market participants would consider in setting a price and is consistent with accepted economic methodologies for pricing financial instruments. Periodically, the municipality calibrates the valuation technique and tests it for validity using prices from any observable current market transactions in the same instrument (i.e., without modification or repackaging) or based on any available observable market data.

Short-term receivables and payables are not discounted where the initial credit period granted or received is consistent with terms used in the public sector, either through established practices or legislation.

Reclassification

The municipality does not reclassify a financial instrument while it is issued or held unless it is:

- combined instrument that is required to be measured at fair value; or
- an investment in a residual interest that meets the requirements for reclassification

Where the municipality cannot reliably measure the fair value of an embedded derivative that has been separated from a host contract that is a financial instrument at a subsequent reporting date, it measures the combined instrument at fair value. This requires a reclassification of the instrument from amortised cost or cost to fair value.

If fair value can no longer be measured reliably for an investment in a residual interest measured at fair value, the municipality reclassifies the investment from fair value to cost. The carrying amount at the date that fair value is no longer available becomes the cost.

If a reliable measure becomes available for an investment in a residual interest for which a measure was previously not available, and the instrument would have been required to be measured at fair value, the municipality reclassifies the instrument from cost to fair value.

Gains and losses

A gain or loss arising from a change in the fair value of a financial asset or financial liability measured at fair value is recognised in surplus or deficit.

For financial assets and financial liabilities measured at amortised cost or cost, a gain or loss is recognised in surplus or deficit when the financial asset or financial liability is derecognised or impaired, or through the amortisation process.

Impairment and collectability of financial assets

The municipality assess at the end of each reporting period whether there is any objective evidence that a financial asset or group of financial assets is impaired.

For amounts due to the municipality, significant financial difficulties of the receivable, probability that the receivable will enter bankruptcy and default of payments are all considered indicators of impairment.

Financial assets measured at amortised cost:

If there is objective evidence that an impairment loss on financial assets measured at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account. The amount of the loss is recognised in surplus or deficit. If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed by adjusting an allowance account. The reversal does not result in a carrying amount of the financial asset that exceeds what the amortised cost would have been had the impairment not been recognised at the date the impairment is reversed. The amount of the reversal is recognised in surplus or deficit.

The calculation in respect of the impairment of fines receivable (receivables from non-exchange transactions) is based on an assessment of the past history of fines per category.

Derecognition

Financial assets

The municipality derecognises financial assets using trade date accounting. The municipality derecognises a financial asset only when:

- the contractual rights to the cash flows from the financial asset expire, are settled or waived;
- the municipality transfers to another party substantially all of the risks and rewards of ownership of the financial asset; or
- the municipality, despite having retained some significant risks and rewards of ownership of the financial asset, has transferred control of the asset to another party and the other party has the practical ability to sell the asset in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the municipality:
 - derecognise the asset; and
 - recognise separately any rights and obligations created or retained in the transfer.

The carrying amounts of the transferred asset are allocated between the rights or obligations retained and those transferred on the basis of their relative fair values at the transfer date. Newly created rights and obligations are measured at their fair values at that date. Any difference between the consideration received and the amounts recognised and derecognised is recognised in surplus or deficit in the period of the transfer.

On derecognition of a financial asset in its entirety, the difference between the carrying amount and the sum of the consideration received is recognised in surplus or deficit.

Cash includes cash on hand and cash with banks. Cash equivalents are short term highly liquid investments that are held with registered banking institutions with a maturity period of between three and twelve months and are subject to an insignificant risk of change in value. Cash and cash equivalents are carried in the balance sheet at amortised cost.

For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand and cash with bank, net of bank overdrafts. Bank overdrafts are recorded based on the facility utilised. Finance charges on bank overdrafts are expensed as incurred.

Financial liabilities

The municipality removes a financial liability (or a part of a financial liability) from its statement of financial position when it is extinguished — i.e. when the obligation specified in the contract is discharged, cancelled, expires or waived.

An exchange between an existing borrower and lender of debt instruments with substantially different terms is accounted for as having extinguished the original financial liability and a new financial liability is recognised. Similarly, a substantial modification of the terms of an existing financial liability or a part of it is accounted for as having extinguished the original financial liability and having recognised a new financial liability.

The difference between the carrying amount of a financial liability (or part of a financial

liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in surplus or deficit. Any liabilities that are waived, forgiven or assumed by another municipality by way of a non-exchange transaction are accounted for in accordance with the Standard of GRAP on Revenue from Non-exchange Transactions (Taxes and Transfers).

1.12 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

When a lease includes both land and buildings elements, the municipality assesses the classification of each element separately.

Housing rental and instalments

Finance income from the sale of housing by way of instalment sales agreements or finance leases is recognised on a time proportion basis.

Operating leases - lessor

Operating lease revenue is recognised as revenue on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability.

Initial direct costs incurred in negotiating and arranging operating leases are added to the carrying amount of the leased asset and recognised as an expense over the lease term on the same basis as the lease revenue.

The aggregate cost of incentives is recognised as a reduction of rental revenue over the lease term on a straight-line basis.

Income for leases is disclosed under revenue in statement of financial performance.

Operating leases - lessee

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability.

The aggregate benefit of incentives is recognised as a reduction of rental expense over the lease term on a straight-line basis.

Any contingent rent is expensed in the period in which they are incurred.

1.13 Inventories

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, and then their costs are their fair value as at the date of acquisition.

Subsequently inventories are measured at the lower of cost and net realisable value.

Inventories are measured at the lower of cost and current replacement cost where they are held for:

- distribution at no charge or for a nominal charge; or
- consumption in the production process of goods to be distributed at no charge or for a nominal charge.

Net realisable value is the estimated selling price in the ordinary course of operations less the estimated costs of completion and the estimated costs necessary to make the sale, exchange or distribution.

Current replacement cost is the cost the municipality incurs to acquire the asset on the reporting date.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition. The cost of inventories of items that are not ordinarily interchangeable and goods or services produced and segregated for specific projects is assigned using specific identification of the individual costs. The cost of inventories is assigned using the weighted average cost formula. The same cost formula is used for all inventories having a similar nature and use to the municipality.

When inventories are sold, the carrying amounts of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expenses are recognised when the goods are distributed, or related services are rendered. The amount of any write-down of inventories to net realisable value or current replacement cost and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

1.14 Landfill site

Site restoration and dismantling cost - The municipality has an obligation to dismantle,

remove and restore items of property, plant and equipment. Such obligations are referred to as 'decommissioning, restoration and similar liabilities'. The cost of an item of property, plant and equipment includes:

- the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located.
- changes in the measurement of an existing decommissioning, restoration and similar liability that result from change in the estimated timing or amount of the outflow of resources embodying economic benefits or service potential required to settle the obligation, or a change in discount rate; and
- the obligation the municipality incurs for having used the items during a particular period for purposes other than to produce inventories during that period.

If the related asset is measured using the cost model:

- (a) subject to (b), changes in the liability are added to, or deducted from, the cost of the related asset in the current period;
- (b) if a decrease in the liability exceeds the carrying amount of the asset, the excess is recognised immediately in surplus or deficit; and
- (c) if the adjustment results in an addition to the cost of an asset, the municipality considers whether this is an indication that the new carrying amount of the asset may not be fully recoverable. If it is such an indication, the asset is tested for impairment by estimating its recoverable amount or recoverable service amount, and any impairment loss is recognised in accordance with the accounting policy on impairment of cash-generating assets and/or impairment of non-cash-generating assets.

1.15 Impairment of cash-generating assets

Cash-generating assets are assets managed with the objective of generating a commercial return. An asset generates a commercial return when it is deployed in a manner consistent with that adopted by a profit-oriented entity.

Cash generating assets are assets used with the objective of generating a commercial return. Commercial return means that positive cash flows are expected to be significantly higher than the cost of the asset.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

A cash generating unit is the smallest identifiable group of assets used with the objective of generating a commercial return that generates cash inflows from continuing use that are largely independent of the cash inflows from other assets or groups of assets.

Costs of disposal are incremental costs directly attributable to the disposal of an asset, excluding finance costs and income tax expense.

Depreciation (Amortisation) is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Recoverable amount of an asset or a cash generating unit is the higher its fair value less costs to sell and its value in use.

Useful life is either:

- ☐ the period of time over which an asset is expected to be used by the municipality; or
- ☐ the number of production or similar units expected to be obtained from the asset by the municipality.

Management has judged all assets as non-cash generating assets.

Identification

When the carrying amount of a cash-generating asset exceeds its recoverable amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a cash-generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable amount of the asset.

Value in use

Value in use of a cash-generating asset is the present value of the estimated future cash flows expected to be derived from the continuing use of an asset and from its disposal at the end of its useful life.

When estimating the value in use of an asset, the municipality estimates the future cash inflows and outflows to be derived from continuing use of the asset and from its ultimate disposal and the municipality applies the appropriate discount rate to those future cash flows.

Discount rate

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money, represented by the current risk-free rate of interest and the risks specific to the asset for which the future cash flow estimates have not been adjusted.

Recognition and measurement (individual asset)

If the recoverable amount of a cash-generating asset is less than its carrying amount, the

carrying amount of the asset is reduced to its recoverable amount. This reduction is an impairment loss.

An impairment loss is recognised immediately in surplus or deficit.

After the recognition of an impairment loss, the depreciation (amortisation) charge for the cash-generating asset is adjusted in future periods to allocate the cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

Cash-generating units

If there is any indication that an asset may be impaired, the recoverable amount is estimated for the individual asset. If it is not possible to estimate the recoverable amount of the individual asset, the municipality determines the recoverable amount of the cash-generating unit to which the asset belongs (the asset's cash-generating unit).

If an active market exists for the output produced by an asset or group of assets, that asset or group of assets is identified as a cash-generating unit, even if some or all of the output is used internally. If the cash inflows generated by any asset or cash-generating unit are affected by internal transfer pricing, the municipality use management's best estimate of future price(s) that could be achieved in arm's length transactions in estimating:

- the future cash inflows used to determine the asset's or cash-generating unit's value in use; and
- the future cash outflows used to determine the value in use of any other assets or cash-generating units that are affected by the internal transfer pricing.

Cash-generating units are identified consistently from period to period for the same asset or types of assets, unless a change is justified.

The carrying amount of a cash-generating unit is determined on a basis consistent with the way the recoverable amount of the cash-generating unit is determined.

An impairment loss is recognised for a cash-generating unit if the recoverable amount of the unit is less than the carrying amount of the unit. The impairment is allocated to reduce the carrying amount of the cash-generating assets of the unit on a pro rata basis, based on the carrying amount of each asset in the unit. These reductions in carrying amounts are treated as impairment losses on individual assets.

In allocating an impairment loss, the entity does not reduce the carrying amount of an asset below the highest of:

- its fair value less costs to sell (if determinable);
- its value in use (if determinable); and
- zero.

The amount of the impairment loss that would otherwise have been allocated to the asset is

allocated pro rata to the other cash-generating assets of the unit.

Where a non-cash-generating asset contributes to a cash-generating unit, a proportion of the carrying amount of that non-cash-generating asset is allocated to the carrying amount of the cash-generating unit prior to estimation of the recoverable amount of the cash-generating unit.

Reversal of impairment loss

The municipality assess at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a cash-generating asset may no longer exist or may have decreased. If any such indication exists, the entity estimates the recoverable amount of that asset.

An impairment loss recognised in prior periods for a cash-generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a cash-generating asset is recognised immediately in surplus or deficit.

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the cash-generating asset is adjusted in future periods to allocate the cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

A reversal of an impairment loss for a cash-generating unit is allocated to the cash-generating assets of the unit pro rata with the carrying amounts of those assets. These increases in carrying amounts are treated as reversals of impairment losses for individual assets. No part of the amount of such a reversal is allocated to a non-cash-generating asset contributing service potential to a cash-generating unit.

In allocating a reversal of an impairment loss for a cash-generating unit, the carrying amount of an asset is not increased above the lower of:

- its recoverable amount (if determinable); and
- the carrying amount that would have been determined (net of amortisation or depreciation) had no impairment loss been recognised for the asset in prior periods.

The amount of the reversal of the impairment loss that would otherwise have been allocated to the asset is allocated pro rata to the other assets of the unit.

1.16 Impairment of non- cash generating assets

Non-cash generating assets are assets other than cash generating assets.

Identification

When the carrying amount of a non-cash generating asset exceeds its recoverable service amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a non cash generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable service amount of the asset.

Irrespective of whether there is any indication of impairment, the entity also tests a non cash generating intangible asset with an indefinite useful life or a non cash generating intangible asset not yet available for use for impairment annually by comparing its carrying amount with its recoverable service amount. This impairment test is performed at the same time every year. If an intangible asset was initially recognised during the current reporting period, that intangible asset was tested for impairment before the end of the current reporting period.

Value in use

Value in use of non-cash generating assets is the present value of the non-cash generating assets remaining service potential.

The present value of the remaining service potential of a non cash generating assets is determined using the following approach:

Depreciated replacement cost approach

The present value of the remaining service potential of a non cash generating asset is determined as the depreciated replacement cost of the asset. The replacement cost of an asset is the cost to replace the asset's gross service potential. This cost is depreciated to reflect the asset in its used condition. An asset may be replaced either through reproduction (replication) of the existing asset or through replacement of its gross service potential. The depreciated replacement cost is measured as the current reproduction or replacement cost of the asset, whichever is lower, less accumulated depreciation calculated on the basis of such cost, to reflect the already consumed or expired service potential of the asset.

The replacement cost and reproduction cost of an asset is determined on an "optimised" basis. The rationale is that the municipality would not replace or reproduce the asset with a like asset

if the asset to be replaced or reproduced is an overdesigned or overcapacity asset. Overdesigned assets contain features which are unnecessary for the goods or services the asset provides. Overcapacity assets are assets that have a greater capacity than is necessary to meet the demand for goods or services the asset provides. The determination of the replacement cost or reproduction cost of an asset on an optimised basis thus reflects the service potential required of the asset.

Recognition and measurement

If the recoverable service amount of a non cash generating asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. This reduction is an impairment loss.

An impairment loss is recognised immediately in surplus or deficit.

After the recognition of an impairment loss, the depreciation (amortisation) charge for the non-cash generating asset is adjusted in future periods to allocate the non-cash generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

Reversal of an impairment loss

The municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a non cash generating asset may no longer exist or may have decreased. If any such indication exists, the municipality estimates the recoverable service amount of that asset.

An impairment loss recognised in prior periods for a non cash generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable service amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable service amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a non cash generating asset is recognised immediately in surplus or deficit.

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the non-cash generating asset is adjusted in future periods to allocate the non-cash generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

1.17 Employee benefits

Employee benefits are all forms of consideration given by a municipality in exchange for service rendered by employees.

A qualifying insurance policy is an insurance policy issued by an insurer that is not a related party

of the reporting municipality, if the proceeds of the policy can be used only to pay or fund employee benefits under a defined benefit plan and are not available to the reporting municipality's own creditors (even in liquidation) and cannot be paid to the reporting municipality, unless either:

- the proceeds represent surplus assets that are not needed for the policy to meet all the related employee benefit obligations; or
- the proceeds are returned to the reporting municipality to reimburse it for employee benefits already paid.

Termination benefits are employee benefits payable as a result of either:

- a municipality's decision to terminate an employee's employment before the normal retirement date; or
- an employee's decision to accept voluntary redundancy in exchange for those benefits.

Other long-term employee benefits are employee benefits (other than post-employment benefits and termination benefits) that are not due to be settled within twelve months after the end of the period in which the employees render the related service.

Vested employee benefits are employee benefits that are not conditional on future employment.

Composite social security programmes are established by legislation and operate as multi-employer plans to provide postemployment benefits as well as to provide benefits that are not consideration in exchange for service rendered by employees.

A constructive obligation is an obligation that derives from a municipality's actions where by an established pattern of past practice, published policies or a sufficiently specific current statement, the municipality has indicated to other parties that it will accept certain responsibilities and as a result, the municipality has created a valid expectation on the part of those other parties that it will discharge those responsibilities.

Short term employee benefits

Short-term employee benefits are employee benefits (other than termination benefits) that are due to be settled within twelve months after the end of the period in which the employees render the related service.

Short-term employee benefits include items such as:

- wages, salaries and social security contributions;
- short-term compensated absences (such as paid annual leave and paid sick leave) where the compensation for the absences is due to be settled within twelve months after the end of the reporting period in which the employees render the related employee service;
- bonus, incentive and performance related payments payable within twelve months after the end of the reporting period in which the employees render the related service; and

- non-monetary benefits (for example, medical care, and free or subsidised goods or services such as housing, cars and cellphones) for current employees.

When an employee has rendered service to the municipality during a reporting period, the entity recognise the undiscounted amount of short-term employee benefits expected to be paid in exchange for that service:

- as a liability (accrued expense), after deducting any amount already paid. If the amount already paid exceeds the undiscounted amount of the benefits, the municipality recognise that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- as an expense, unless another Standard requires or permits the inclusion of the benefits in the cost of an asset.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs. The municipality measure the expected cost of accumulating compensated absences as the additional amount that the entity expects to pay as a result of the unused entitlement that has accumulated at the reporting date.

The municipality recognises the expected cost of bonus, incentive and performance related payments when the municipality has a present legal or constructive obligation to make such payments as a result of past events and a reliable estimate of the obligation can be made. A present obligation exists when the entity has no realistic alternative but to make the payments.

Accrued leave pay

Liabilities for annual leave are recognised as they accrue to employees. Liability is based on the total accrued leave days owing to employees and is reviewed annually.

Post-employment benefits

Post-employment benefits are employee benefits (other than termination benefits) which are payable after the completion of employment.

Post-employment benefit plans are formal or informal arrangements under which a municipality provides post-employment benefits for one or more employees.

Multi-employer plans are defined contribution plans (other than state plans and composite social security programmes) or defined benefit plans (other than state plans) that pool the assets contributed by various entities that are not under common control and use those assets to provide benefits to employees of more than one entity, on the basis that contribution

and benefit levels are determined without regard to the identity of the entity that employs the employees concerned.

Multi-employer plans

The municipality classifies a multi-employer plan and/or state plans and/or composite social security programmes as a defined contribution plan or a defined benefit plan under the terms of the plan (including any constructive obligation that goes beyond the formal terms).

Where a plan is a defined contribution plan, the municipality accounts for in the same way as for any other defined contribution plan.

Where a plan is a defined benefit plan, the municipality account for its proportionate share of the defined benefit obligation, plan assets and cost associated with the plan in the same way as for any other defined benefit plan.

When sufficient information is not available to use defined benefit accounting for a plan, that is a defined benefit plan, the municipality account for the plan as if it was a defined contribution plan.

Post-employment benefits: Defined contribution plans

Defined contribution plans are post-employment benefit plans under which the municipality pays fixed contributions into a separate entity (a fund) and will have no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods.

When an employee has rendered service to the municipality during a reporting period, the municipality recognizes the contribution payable to a defined contribution plan in exchange for that service:

- as a liability (accrued expense), after deducting any contribution already paid. If the contribution already paid exceeds the contribution due for service before the reporting date, the municipality recognise that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- as an expense, unless another Standard requires or permits the inclusion of the contribution in the cost of an asset.

Where contributions to a defined contribution plan do not fall due wholly within twelve months after the end of the reporting period in which the employees render the related service, they are discounted. The rate used to discount reflects the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the obligation.

Post-employment benefits: Defined benefit plans

Defined benefit plans are post-employment benefit plans other than defined contribution plans.

Actuarial gains and losses comprise experience adjustments (the effects of differences between the previous actuarial assumptions and what has actually occurred) and the effects of changes in actuarial assumptions. In measuring its defined benefit liability, the municipality recognises actuarial gains and losses in surplus or deficit in the reporting period in which they occur.

Current service cost is the increase in the present value of the defined benefit obligation resulting from employee service in the current period.

Interest cost is the increase during a period in the present value of a defined benefit obligation which arises because the benefits are one period closer to settlement.

Past service cost is the change in the present value of the defined benefit obligation for employee service in prior periods, resulting in the current period from the introduction of, or changes to, post-employment benefits or other long-term employee benefits. Past service cost may be either positive (when benefits are introduced or changed so that the present value of the defined benefit obligation increases) or negative (when existing benefits are changed so that the present value of the defined benefit obligation decreases). In measuring its defined benefit liability, the municipality recognise past service cost as an expense in the reporting period in which the plan is amended.

Plan assets comprise assets held by a long-term employee benefit fund and qualifying insurance policies.

The present value of a defined benefit obligation is the present value, without deducting any plan assets, of expected future payments required to settle the obligation resulting from employee service in the current and prior periods.

The return on plan assets is interest, dividends and other revenue derived from the plan assets, together with realised and unrealised gains or losses on the plan assets, less any costs of administering the plan (other than those included in the actuarial assumptions used to measure the defined benefit obligation) and less any tax payable by the plan itself.

The amount recognised as a defined benefit liability is the net total of the following amounts:

- the present value of the defined benefit obligation at the reporting date;
- minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly;
- plus, any liability that may arise as a result of a minimum funding requirement.

The amount determined as a defined benefit liability may be negative (an asset). The municipality measure the resulting asset at the lower of:

- the amount determined above; and

- the present value of any economic benefits available in the form of refunds from the plan or reductions in future contributions to the plan. The present value of these economic benefits is determined using a discount rate which reflects the time value of money.

Any adjustments arising from the limit above is recognised in surplus or deficit.

The municipality determine the present value of defined benefit obligations and the fair value of any plan assets with sufficient regularity such that the amounts recognised in the annual financial statements do not differ materially from the amounts that would be determined at the reporting date.

The municipality recognises the net total of the following amounts in surplus or deficit, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

- current service cost;
- interest cost;
- the expected return on any plan assets and on any reimbursement rights;
- actuarial gains and losses;
- past service cost;
- the effect of any curtailments or settlements; and
- the effect of applying the limit on a defined benefit asset (negative defined benefit liability).

The municipality uses the Projected Unit Credit Method to determine the present value of its defined benefit obligations and the related current service cost and, where applicable, past service cost. The Projected Unit Credit Method (sometimes known as the accrued benefit method pro-rated on service or as the benefit/years of service method) sees each period of service as giving rise to an additional unit of benefit entitlement and measures each unit separately to build up the final obligation.

In determining the present value of its defined benefit obligations and the related current service cost and, where applicable, past service cost, the municipality shall attribute benefit to periods of service under the plan's benefit formula. However, if an employee's service in later years will lead to a materially higher level of benefit than in earlier years, the municipality attributes benefit on a straight-line basis from:

- the date when service by the employee first leads to benefits under the plan (whether or not the benefits are conditional on further service); until
- the date when further service by the employee will lead to no material amount of further benefits under the plan, other than from further salary increases.

Actuarial valuations are conducted on an annual basis by independent actuaries separately for each plan. The results of the valuation are updated for any material transactions and other material changes in circumstances (including changes in market prices and interest rates) up

to the reporting date.

The municipality recognises gains or losses on the curtailment or settlement of a defined benefit plan when the curtailment or settlement occurs. The gain or loss on a curtailment or settlement comprises:

- any resulting change in the present value of the defined benefit obligation; and
- any resulting change in the fair value of the plan assets.

Before determining the effect of a curtailment or settlement, the municipality re-measures the obligation (and the related plan assets, if any) using current actuarial assumptions (including current market interest rates and other current market prices).

When it is virtually certain that another party will reimburse some or all of the expenditure required to settle a defined benefit obligation, the right to reimbursement is recognised as a separate asset. The asset is measured at fair value. In all other respects, the asset is treated in the same way as plan assets. In surplus or deficit, the expense relating to a defined benefit plan is presented as the net of the amount recognised for a reimbursement.

The municipality offsets an asset relating to one plan against a liability relating to another plan when the municipality has a legally enforceable right to use a surplus in one plan to settle obligations under the other plan and intends either to settle the obligations on a net basis, or to realise the surplus in one plan and settle its obligation under the other plan simultaneously.

Actuarial assumptions

Actuarial assumptions are unbiased and mutually compatible.

Financial assumptions are based on market expectations, at the reporting date, for the period over which the obligations are to be settled.

The rate used to discount post-employment benefit obligations (both funded and unfunded) reflect the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the post-employment benefit obligations.

Post-employment benefit obligations are measured on a basis that reflects:

- estimated future salary increases;
- the benefits set out in the terms of the plan (or resulting from any constructive obligation that goes beyond those terms) at the reporting date; and

- estimated future changes in the level of any state benefits that affect the benefits payable under a defined benefit plan, if, and only if, either:
 - those changes were enacted before the reporting date; or
 - past history, or other reliable evidence, indicates that those state benefits will change in some predictable manner, for example, in line with future changes in general price levels or general salary levels.

Assumptions about medical costs take account of estimated future changes in the cost of medical services, resulting from both inflation and specific changes in medical costs.

Other long term employee benefits

The municipality provides post-retirement health care benefits, housing subsidies and gratuities upon retirement to some retirees.

Long term service awards are payable after 10 years of continuous service and after every 5 years thereafter to employees. Additional to this employee shall be entitled to a 14th cheque for continuous employment on their 30th and every 5th year onward. Furthermore, a retirement gift is payable on retirement to employees with 10 years or more service. The provision is an estimate of the long service award based on historical staff turnover based on historical staff turnover. No other long service benefits are provided to employees.

The entitlement to post-retirement health care benefits is based on the employee remaining in service up to retirement age and the completion of a minimum service period. The expected costs of these benefits are accrued over the period of employment. Independent qualified actuaries carry out valuations of these obligations. The municipality also provides a gratuity and housing subsidy on retirement to certain employees. An annual charge to income is made to cover both these liabilities.

The amount recognised as a liability for other long-term employee benefits is the net total of the following amounts:

- the present value of the defined benefit obligation at the reporting date;
- minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly.

The municipality shall recognise the net total of the following amounts as expense or revenue, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

- current service cost;
- interest cost;
- the expected return on any plan assets and on any reimbursement right recognised as an asset;
- actuarial gains and losses, which shall all be recognised immediately;
- past service cost; and

- the effect of any curtailments or settlements.

Termination benefits

The municipality recognises termination benefits as a liability and an expense when the entity is demonstrably committed to either:

- terminate the employment of an employee or group of employees before the normal retirement date; or
- provide termination benefits as a result of an offer made in order to encourage voluntary redundancy.

The municipality is demonstrably committed to a termination when the entity has a detailed formal plan for the termination and is without realistic possibility of withdrawal. The detailed plan includes [as a minimum]:

- the location, function, and approximate number of employees whose services are to be terminated;
- the termination benefits for each job classification or function; and
- the time at which the plan will be implemented.

Implementation begins as soon as possible and the period of time to complete implementation is such that material changes to the plan are not likely.

Where termination benefits fall due more than twelve months after the reporting date, they are discounted using an appropriate discount rate. The rate used to discount the benefit reflects the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the benefit.

In the case of an offer made to encourage voluntary redundancy, the measurement of termination benefits shall be based on the number of employees expected to accept the offer.

1.18 Provisions and contingencies

Provisions are recognised when:

- the municipality has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation.

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

Where discounting is used, the carrying amount of a provision increases in each period to reflect the passage of time. This increase is recognised as an interest expense. A provision is used only for expenditures for which the provision was originally recognised. Provisions are not recognised for future operating deficits. If the municipality has a contract that is onerous, the present obligation (net of recoveries) under the contract is recognised and measured as a provision.

Provision for the rehabilitation of landfill sites

At year end a provision is raised for the rehabilitation of landfill sites. The provision is the net present value of the future cash flows to rehabilitate damaged land at year end.

As the related asset is measured using the cost model:

- changes in the liability is added to, or deducted from, the cost of the related asset in the current period;
- the amount deducted from the cost of the asset does not exceed its carrying amount. If a decrease in the liability exceeds the carrying amount of the asset, the excess is recognised immediately in surplus or deficit;
- if the adjustments result in an addition to the cost of an asset, the municipality considers whether this is an indication that the new carrying amount of the asset may be fully recoverable. If there is such an indication, the municipality tests the asset for impairment by estimating its recoverable amount or recoverable service amount, and accounts for any impairment loss, in accordance with the accounting policy on impairment of assets as described in the accounting policy on impairment of cash-generating assets and/ or impairment of non-cash generating assets.

The adjusted depreciable amount of the asset is depreciated over its useful life. Therefore, once the related asset has reached the end of its useful life, all subsequent changes in the liability are recognised in surplus or deficit as they occur.

Provision for constructive obligations

A constructive obligation to restructure arises only when the municipality:

- has a detailed formal plan for the restructuring, identifying at least:
 - the activity/operating unit or part of an activity/operating unit concerned.

- the principal locations affected;
- the location, function, and approximate number of employees who will be compensated for services being terminated;
- the expenditures that will be undertaken; and
- when the plan will be implemented; and
- has raised a valid expectation in those affected that it will carry out the restructuring by starting to implement that plan or announcing its main features to those affected by it.

A restructuring provision includes only the direct expenditures arising from the restructuring, which are those that are both:

- necessarily entailed by the restructuring; and
- not associated with the ongoing activities of the municipality.

No obligation arises as a consequence of the sale or transfer of an operation until the municipality is committed to the sale or transfer, that is, there is a binding arrangement.

After their initial recognition contingent liabilities recognised in entity combinations that are recognised separately are subsequently measured at the higher of:

- the amount that would be recognised as a provision; and
- the amount initially recognised less cumulative amortisation.

Contingencies

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the municipality.

A contingent liability is a:

- possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the municipality;
- present obligation that arises from past events but is not recognised because: it is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; the amount of the obligation cannot be measured with sufficient reliability.

1.19 Revenue from exchange transactions

Revenue is the gross inflow of economic benefits or service potential during the reporting period when those inflows result in an increase in net assets, other than increases relating to contributions from owners.

An exchange transaction is one in which the municipality receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services or use of assets) to the other party in exchange.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction

Measurement

Revenue is measured at the fair value of the consideration received or receivable, net of trade discounts and volume rebates.

Service charges

Service charges relating to electricity and water are based on consumption. Meters are read on a monthly basis and are recognised as revenue when invoiced. Provisional estimates of consumption, based on the consumption history, are made monthly when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when invoiced, except at year-end when estimates of consumption up to year-end are recorded as revenue without being invoiced. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters have been read. These adjustments are recognised as revenue in the invoicing period. In respect of estimates of consumption between the last reading date and the reporting date, an accrual is made based on the billings done during July and August. The billing and invoiced amounts done in July are recognized in total as an accrual as all billing in July pertains to services rendered prior 30 June. An estimate is then made based on August billing pertaining to services rendered up until 30 June.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has improvements. Tariffs are determined per category of property usage, and are levied monthly based on the number of refuse containers on each property, regardless of whether or not all containers are emptied during the month.

Service charges from sewerage and sanitation are based on the number of sewerage connections on each developed property using the tariffs approved from Council and are levied monthly.

Rendering of services

When the outcome of a transaction involving the rendering of services can be estimated reliably, revenue associated with the transaction is recognised by reference to the stage of completion of the transaction at the reporting date. The outcome of a transaction can be

estimated reliably when all the following conditions are satisfied:

- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the municipality;
- the stage of completion of the transaction at the reporting date can be measured reliably; and the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

When the outcome of the transaction involving the rendering of services cannot be estimated reliably, revenue is recognised only to the extent of the expenses recognised that are recoverable.

Service revenue is recognised by reference to the stage of completion of the transaction at the reporting date. Stage of completion is determined by surveys of work performed.

Pre-paid electricity

Revenue from the sale of electricity prepaid units is recognised when all the following conditions have been satisfied:

- The municipality has transferred to the buyer the significant risks and rewards of ownership of the goods.
- The municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold.
- The amount of revenue can be measured reliably.
- It is probable that the economic benefits or service potential associated with the transaction will flow to the municipality.
- The costs incurred or to be incurred in respect of the transaction can be measured reliably.

Interest earned

Interest earned on investments is recognised in the statement of financial performance on the time proportionate basis that takes into account the effective yield on the investment.

Dividends

Dividends are recognised on the date that the municipality becomes entitled to receive the dividend in accordance with the substance of the relevant agreement, where applicable.

Charges

Revenue arising from the application of the approved tariff of charges is recognised when the relevant service is rendered by applying the relevant approved tariff. This includes the

issuing of licenses and permits.

Sale of goods

Revenue from the sale of goods is recognised when all the following conditions have been satisfied:

- The municipality has transferred to the buyer the significant risks and rewards of ownership of the goods.
- The municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold.
- The amount of revenue can be measured reliably.
- It is probable that the economic benefits or service potential associated with the transaction will flow to the municipality.
- The costs incurred or to be incurred in respect of the transaction can be measured reliably.

Income from agency services

Income for agency services is recognised on a monthly basis once the income collected on behalf of agents has been quantified. The income recognised is in terms of the agency agreement.

1.20 Revenue from non-exchange transactions

Revenue comprises gross inflows of economic benefits or service potential received and receivable by the municipality, which represents an increase in net assets, other than increases relating to contributions from owners.

Conditions on transferred assets are stipulations that specify that the future economic benefits or service potential embodied in the asset is required to be consumed by the recipient as specified or future economic benefits or service potential must be returned to the transferor.

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, the municipality either receives value from another municipality without directly giving approximately equal value in exchange, or gives value to another municipality without directly receiving approximately equal value in exchange.

Restrictions on transferred assets are stipulations that limit or direct the purposes for which a transferred asset may be used, but do not specify that future economic benefits or service potential is required to be returned to the transferor if not deployed as specified.

Stipulations on transferred assets are terms in laws or regulation, or a binding arrangement, imposed upon the use of a transferred asset by entities external to the reporting municipality.

The taxable event is the event that the government, legislature or other authority has determined will be subject to taxation.

Taxes are economic benefits or service potential compulsorily paid or payable to entities, in accordance with laws and or regulations, established to provide revenue to government. Taxes do not include fines or other penalties imposed for breaches of the law.

Transfers are inflows of future economic benefits or service potential from non-exchange transactions, other than taxes.

Recognition

An inflow of resources from a non-exchange transaction recognised as an asset is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As the municipality satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Revenue received from conditional grants, donations and funding are recognised as revenue to the extent that the municipality has complied with any of the criteria, conditions or obligations embodied in the agreement. To the extent that the criteria, conditions or obligations have not been met a liability is recognised. Government grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the municipality with no future related costs are recognised in the statement of financial performance in the period in which they become receivable.

Measurement

Revenue from a non-exchange transaction is measured at the amount of the increase in net assets recognised by the municipality.

When, as a result of a non-exchange transaction, the municipality recognises an asset, it also recognises revenue equivalent to the amount of the asset measured at its fair value as at the date of acquisition, unless it is also required to recognise a liability. Where a liability is required to be recognised it will be measured as the best estimate of the amount required to settle the obligation at the reporting date, and the amount of the increase in net assets, if any, recognised as revenue. When a liability is subsequently reduced, because the taxable event occurs or a condition is satisfied, the amount of the reduction in the liability is recognised as revenue.

Property rates

The municipality recognises an asset in respect of taxes when the taxable event occurs and the asset recognition criteria are met.

Resources arising from taxes satisfy the definition of an asset when the municipality controls the resources as a result of a past event (the taxable event) and expects to receive future economic benefits or service potential from those resources.

Resources arising from taxes satisfy the criteria for recognition as an asset when it is probable that the inflow of resources will occur and their fair value can be reliably measured.

The municipality analyses the taxation laws to determine what the taxable events are for the various taxes levied.

The taxable event for property tax is the passing of the date on which the tax is levied, or the period for which the tax is levied, if the tax is levied on a periodic basis.

Taxation revenue is determined at a gross amount. It is not reduced for expenses paid through the tax system.

Transfers

The municipality recognises an asset in respect of transfers when the transferred resources meet the definition of an asset and satisfy the criteria for recognition as an asset.

Transferred assets are measured at their fair value as at the date of acquisition.

Debt forgiveness and assumption of liabilities

The municipality recognises revenue in respect of debt forgiveness when the former debt no longer meets the definition of a liability or satisfies the criteria for recognition as a liability, provided that the debt forgiveness does not satisfy the definition of a contribution from owners.

Revenue arising from debt forgiveness is measured at the carrying amount of debt forgiven.

Fines

Fines are recognised as revenue when the receivable meets the definition of an asset and satisfies the criteria for recognition as an asset.

The municipality makes use of estimates to determine the amount of revenue that it is

entitled to collect. Where settlement discounts or reductions in the amount payable are offered, the municipality considers past history in assessing the likelihood of these discounts or reductions being taken up by receivables. Where the municipality collects fines in the capacity of an agent, the fine will not be revenue of the collecting municipality.

Gifts and donations, including goods in-kind

Gifts and donations, including goods in kind, are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

Services in-kind

Services in-kind that are significant to the municipality's operations and/or service delivery objectives are recognised as assets and the related revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

Where services in-kind are not significant to the municipality's operations and/or service delivery objectives and/or do not satisfy the criteria for recognition, the municipality discloses the nature and type of services in-kind received during the reporting period.

Collection charges and penalties

Collection charges and penalty interest is recognised when:

- it is probable that the economic benefits or service potential associated with the transactions will flow to the municipality; and
- the amount of revenue can be measured reliably; and

to the extent that there has been compliance with the relevant legal requirements (if applicable).

1.21 Statutory receivables Identification

Statutory receivables are receivables that arise from legislation, supporting regulations, or similar means, and require settlement by another entity in cash or another financial asset.

The cost method is the method used to account for statutory receivables that requires such receivables to be measured at their transaction amount, plus any accrued interest or other charges (where applicable) and, less any accumulated impairment losses and any amounts derecognised.

Nominal interest rate is the interest rate and/or basis specified in legislation, supporting regulations or similar means.

The transaction amount (for purposes of the Standard of GRAP on Statutory Receivables) means the amount specified in, or calculated, levied or charged in accordance with, legislation, supporting regulations, or similar means.

Recognition

The municipality recognises statutory receivables as follows:

- if the transaction is an exchange transaction, using the accounting policy on Revenue from exchange transactions;
- if the transaction is a non-exchange transaction, using the accounting policy on Revenue from non-exchange transactions (Taxes and transfers); or
- if the transaction is not within the scope of the accounting policies listed in the above or another Standard of GRAP, the receivable is recognised when the definition of an asset is met and, when it is probable that the future economic benefits or service potential associated with the asset will flow to the municipality and the transaction amount can be measured reliably.

Initial measurement

The municipality initially measures statutory receivables at their transaction amount. Subsequent measurement

The municipality measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is changed subsequent to initial recognition to reflect any:

- interest or other charges that may have accrued on the receivable (where applicable);
- impairment losses; and
- amounts derecognised.
- Accrued interest

Where the municipality levies interest on the outstanding balance of statutory receivables, it adjusts the transaction amount after initial recognition to reflect any accrued interest. Accrued interest is calculated using the nominal interest rate.

Interest on statutory receivables is recognised as revenue in accordance with the accounting policy on Revenue from exchange transactions or the accounting policy on Revenue from non-exchange transactions (Taxes and transfers), whichever is applicable.

Other charges

Where the municipality is required or entitled to levy additional charges in terms of legislation, supporting regulations, by-laws or similar means on overdue or unpaid amounts, these charges are accounted for in terms of the municipality's accounting policy on Revenue from exchange transactions or the policy on Revenue from non-exchange transactions (taxes and transfers).

Impairment losses

The municipality assesses at each reporting date whether there is any indication that a statutory receivable, or a group of statutory receivables, may be impaired.

In assessing whether there is any indication that a statutory receivable, or group of statutory receivables, may be impaired, the municipality considers, as a minimum, the following indicators:

- significant financial difficulty of the receivable, which may be evidenced by an application for debt counselling, business rescue or an equivalent.
- it is probable that the receivable will enter sequestration, liquidation or other financial re-organisation.
- a breach of the terms of the transaction, such as default or delinquency in principal or interest payments (where levied).
- adverse changes in international, national or local economic conditions, such as a decline in growth, an increase in debt levels and unemployment, or changes in migration rates and patterns.

If there is an indication that a statutory receivable, or a group of statutory receivables, may be impaired, the municipality measures the impairment loss as the difference between the estimated future cash flows and the carrying amount. Where the carrying amount is higher than the estimated future cash flows, the carrying amount of the statutory receivable, or group of statutory receivables, is reduced through the use of an allowance account. The amount of the losses is recognised in surplus or deficit.

An impairment loss recognised in prior periods for a statutory receivable is revised if there has been a change in the estimates used since the last impairment loss was recognised, or to reflect the effect of discounting the estimated cash flows.

Any previously recognised impairment loss is adjusted by adjusting the allowance account. The adjustment does not result in the carrying amount of the statutory receivable, or group of statutory receivables exceeding what the carrying amount of the receivable(s) would have been had the impairment loss not been recognised at the date the impairment is revised. The amount of any adjustment is recognised in surplus or deficit.

Derecognition

The municipality derecognises a statutory receivable, or a part thereof, when:

- the rights to the cash flows from the receivable are settled, expire or are waived;
- the municipality transfers to another party substantially all of the risks and rewards of ownership of the receivable; or
- the municipality, despite having retained some significant risks and rewards of ownership of the receivable, has transferred control of the receivable to another party and the other party has the practical ability to sell the receivable in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the municipality:
 - derecognises the receivable; and
 - recognises separately any rights and obligations created or retained in the

transfer.

The carrying amounts of any statutory receivables transferred are allocated between the rights or obligations retained and those transferred on the basis of their relative fair values at the transfer date. The municipality considers whether any newly created rights and obligations are within the scope of the Standard of GRAP on Financial Instruments or another Standard of GRAP. Any difference between the consideration received and the amounts derecognised and, those amounts recognised, are recognised in surplus or deficit in the period of the transfer.

1.22 Accounting by principles and agents

Identification

An agent is an entity that has been directed by another entity (a principal), through a binding arrangement, to undertake transactions with third parties on behalf of the principal and for the benefit of the principal.

A principal is an entity that directs another entity (an agent), through a binding arrangement, to undertake transactions with third parties on its behalf and for its own benefit.

A principal-agent arrangement results from a binding arrangement in which one entity (an agent), undertakes transactions with third parties on behalf, and for the benefit of, another entity (the principal).

Identifying whether an entity is a principal or an agent

When the municipality is party to a principal-agent arrangement, it assesses whether it is the principal or the agent in accounting for revenue, expenses, assets and/or liabilities that result from transactions with third parties undertaken in terms of the arrangement.

The assessment of whether a municipality is a principal or an agent requires the municipality to assess whether the transactions it undertakes with third parties are for the benefit of another entity or for its own benefit.

Binding arrangement

The municipality assesses whether it is an agent or a principal by assessing the rights and obligations of the various parties established in the binding arrangement.

Where the terms of a binding arrangement are modified, the parties to the arrangement re-assess whether they act as a principal or an agent.

Assessing which entity benefits from the transactions with third parties

When the municipality in a principal-agent arrangement concludes that it undertakes transactions with third parties for the benefit of another entity, then it is the agent. If the municipality concludes that it is not the agent, then it is the principal in the transactions.

The municipality is an agent when, in relation to transactions with third parties, all three of the following criteria are present:

- It does not have the power to determine the significant terms and conditions of the transaction.

- It does not have the ability to use all, or substantially all, of the resources that result from the transaction for its own benefit.
- It is not exposed to variability in the results of the transaction.

Where the municipality has been granted specific powers in terms of legislation to direct the terms and conditions of particular transactions, it is not required to consider the criteria of whether it does not have the power to determine the significant terms and conditions of the transaction, to conclude that is an agent. The municipality applies judgement in determining whether such powers exist and whether they are relevant in assessing whether the municipality is an agent.

Recognition

The municipality, as a principal, recognises revenue and expenses that arise from transactions with third parties in a principal-agent arrangement in accordance with the requirements of the relevant Standards of GRAP.

The municipality, as an agent, recognises only that portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal in accordance with the requirements of the relevant Standards of GRAP.

The municipality recognises assets and liabilities arising from principal-agent arrangements in accordance with the requirements of the relevant Standards of GRAP.

1.23 Borrowing costs

Borrowing costs are interest and other expenses incurred by the municipality in connection with the borrowing of funds. Borrowing costs are recognised as an expense in the period in which they are incurred.

1.24 Comparative figures

Where necessary, comparative figures have been reclassified to conform to changes in presentation in the current year. Refer to note 59 and 60 for detail.

1.25 Unauthorised expenditure

Unauthorised expenditure means:

- overspending of a vote or a main division within a vote; and
- expenditure not in accordance with the purpose of a vote or, in the case of a main division, not in accordance with the purpose of the main division.

All expenditure relating to unauthorised expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

1.26 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is expenditure that was made in vain and would have been avoided had reasonable care been exercised.

All expenditure relating to fruitless and wasteful expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

1.27 Irregular expenditure

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the economic entity's supply chain management policy. Irregular expenditure excludes unauthorised expenditure.

All expenditure relating to irregular expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

1.28 Related parties

A related party is a person or an entity with the ability to control or jointly control the other party, or exercise significant influence over the other party, or vice versa, or an entity that is subject to common control, or joint control.

Control is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities.

Joint control is the agreed sharing of control over an activity by a binding arrangement and exists only when the strategic financial and operating decisions relating to the activity require the unanimous consent of the parties sharing control (the venturers).

Related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party, regardless of whether a price is charged.

Significant influence is the power to participate in the financial and operating policy decisions of an entity but is not control over those policies.

Key management as well as their close family members, and/or entities are related parties if one party has the ability, directly or indirectly, to control or jointly control the other party or exercise significant influence over the other party in making financial and/or operating decisions.

Management are those persons responsible for planning, directing and controlling the activities of the municipality including those charged with the governance of the municipality

in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are considered to be those family members who may be expected to influence, or be influenced by, that management in their dealings with the municipality.

The municipality is exempt from disclosure requirements in relation to related party transactions if that transaction occurs within normal supplier and/or client/recipient relationships on terms and conditions no more or less favorable than those which it is reasonable to expect the municipality to have adopted if dealing with that individual entity or person in the same circumstances and terms and conditions are within the normal operating parameters established by that reporting entity's legal mandate.

Where the municipality is exempt from the disclosures in accordance with the above, the municipality discloses narrative information about the nature of the transactions and the related outstanding balances, to enable users of the entity's financial statements to understand the effect of related party transactions on its annual financial statements.

Changes in accounting policies, estimates and errors

Changes in accounting policies that are affected by management have been applied retrospectively in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the change in policy. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Changes in accounting estimates are applied prospectively in accordance with GRAP 3 requirements. Details of changes in estimates are disclosed in the notes to the annual financial statements where applicable.

Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Commitments

Items are classified as commitments where the municipality commits itself to future transactions that will normally result in the outflow of cash.

Disclosures are required in respect of unrecognised contractual commitments.

Commitments are not recognised in the statement of financial position as a liability, but are included in the disclosure notes in the following cases:

- approved and contracted commitments;
- where the expenditure has been approved and the contract has been awarded at the reporting date; and
- where disclosure is required by a specific standard of GRAP.

1.29 Changes in accounting policies, estimates and errors

Changes in accounting policies that are affected by management have been applied retrospectively in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the change in policy. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Changes in accounting estimates are applied prospectively in accordance with GRAP 3 requirements. Details of changes in estimates are disclosed in the notes to the annual financial statements where applicable.

Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

1.30 Commitments

Items are classified as commitments when an entity has committed itself to future transactions that will normally result in the outflow of cash.

Disclosures are required in respect of unrecognised contractual commitments.

Commitments are not recognised in the statement of financial position as a liability, but are included in the disclosure notes in the following cases:

- approved and contracted commitments;
- where the expenditure has been approved and the contract has been awarded at the reporting date; and
- where disclosure is required by a specific standard of GRAP.

1.31 Value Added Tax

The municipality accounts for Value Added Tax on the cash (receipt) basis.

1.32 Budget information

The approved budget is prepared on the accrual basis and presented by economic classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2019/07/01 to 2020/06/30.

The annual financial statements and the budget are on the same basis of accounting therefore a comparison with the budgeted amounts for the reporting period have been included in the statement of comparison of budget and actual amounts.

1.33 Events after reporting date

Events after reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
- those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

The municipality will adjust the amount recognised in the financial statements to reflect adjusting events after the reporting date once the event occurred.

The municipality will disclose the nature of the event and an estimate of its financial effect or a statement that such estimate cannot be made in respect of all material non-adjusting events, where non-disclosure could influence the economic decisions of users taken on the basis of the financial statements.

1.34 Presentation currency

These annual financial statements are presented in South African Rand, which is the functional currency of the municipality.

1.35 Construction contracts and receivables

Construction contract is a contract, or a similar binding arrangement, specifically negotiated for the construction of an asset or a combination of assets that are closely interrelated or interdependent in terms of their design, technology and function or their ultimate purpose or use.

Contractor is an entity that performs construction work pursuant to a construction contract.

A contractor is an entity that enters into a contract to build structures, construct facilities, produce goods, or render services to the specifications of another entity either itself or through the use of sub-contractors. The term “contractor” thus includes a general or prime contractor, a subcontractor to a general contractor, or a construction manager.

1.36 Segment Information

A segment is an activity of an entity:

- that generates economic benefits or service potential (including economic benefits or service potential relating to transactions between activities of the same entity).
- whose results are regularly reviewed by management to make decisions about resources to be allocated to that activity and in assessing its performance; and
- for which separate financial information is available.

Reportable segments are the actual segments which are reported on in the segment report. They are the segments identified above or alternatively an aggregation of two or more of those segments where the aggregation criteria are met.

Measurement

The amount of each segment item reported is the measure reported to management for the purposes of making decisions about allocating resources to the segment and assessing its performance. Adjustments and eliminations made in preparing the entity's financial statements and allocations of revenues and expenses are included in determining reported segment surplus or deficit only if they are included in the measure of the segment's surplus or deficit that is used by management. Similarly, only those assets and liabilities that are included in the measures of the segment's assets and segment's liabilities that are used by management are reported for that segment. If amounts are allocated to reported segment surplus or deficit, assets or liabilities, those amounts are allocated on a reasonable basis.

If management uses only one measure of a segment's surplus or deficit, the segment's assets or the segment's liabilities in assessing segment performance and deciding how to allocate resources, segment surplus or deficit, assets and liabilities are reported in terms of that measure. If management uses more than one measure of a segment's surplus or deficit, the segment's assets or the segment's liabilities, the reported measures are those that management believes are determined in accordance with the measurement principles most consistent with those used in measuring the corresponding amounts in the entity's financial statements.

2 New standards and interpretations

2.1 Standards and interpretations not yet effective or relevant

In the current year, the municipality has adopted the following standards and interpretations that are effective for the current financial year and that are relevant to its operations:

IGRAP 20: Accounting for Adjustments to Revenue

As per the background to this Interpretation of the Standards of GRAP, there are a number of legislative and regulatory processes that govern how entities levy, charge or calculate revenue, in the public sector. Adjustments to revenue already recognised in terms of legislation or similar means arise from the completion of an internal review process within the entity, and/or the

outcome of an external appeal or objection process undertaken in terms of legislation or similar means. Adjustments to revenue include any refunds that become payable as a result of the completion of a review, appeal or objection process. The adjustments to revenue already recognised following the outcome of a review, appeal or objection process can either result in a change in an accounting estimate, or a correction of an error.

As per the scope, this Interpretation of the Standards of GRAP clarifies the accounting for adjustments to exchange and non-exchange revenue charged in terms of legislation or similar means, and interest and penalties that arise from revenue already recognised as a result of the completion of a review, appeal or objection process. Changes to the measurement of receivables and payables, other than those changes arising from applying this Interpretation, are dealt with in accordance with the applicable Standards of GRAP. The principles in this Interpretation may be applied, by analogy, to the accounting for adjustments to exchange or non-exchange revenue that arises from contractual arrangements where the fact patterns are similar to those in the Interpretation.

The interpretation sets out the issues and relating consensus with accounting for adjustments to revenue.

The effective date of the interpretation is for years beginning on or after 01 April 2020.

The municipality has adopted the interpretation for the first time in the 2020/2021 annual financial statements.

GRAP 110 (as amended 2016): Living and Non-living Resources

The objective of this Standard is to prescribe the:

- recognition, measurement, presentation and disclosure requirements for living resources; and
- disclosure requirements for non-living resources

It furthermore covers Definitions, Recognition, Measurement, Depreciation, Impairment, Compensation for impairment, Transfers, Derecognition, Disclosure, Transitional provisions and Effective date.

The subsequent amendments to the Standard of GRAP on Living and Non-living Resources resulted from editorial changes to the original text and inconsistencies in measurement requirements in GRAP 23 and other asset-related Standards of GRAP in relation to the treatment of transaction costs. Other changes resulted from changes made to IPSAS 17 on Property, Plant and Equipment (IPSAS 17) as a result of the IPSASB's Improvements to IPSASs 2014 issued in January 2015 and Improvements to IPSASs 2015 issued in March 2016.

The most significant changes to the Standard are:

- General improvements: To clarify the treatment of transaction costs and other costs incurred on assets acquired in non-exchange transactions to be in line with the principle in GRAP 23; and to clarify the measurement principle when assets may be acquired in

exchange for a non-monetary asset or assets, or a combination of monetary and non-monetary assets

- IPSASB amendments: To clarify the revaluation methodology of the carrying amount and accumulated depreciation when a living resource is revalued; To clarify acceptable methods of depreciating assets; and to define a bearer plant and include bearer plants within the scope of GRAP 17 or GRAP 110, while the produce growing on bearer plants will remain within the scope of GRAP 27

The effective date of the standard is for years beginning on or after 01 April 2020.

The municipality has adopted the standard for the first time in the 2020/2021 annual financial statements.

The impact of the standard is not material.

IGRAP 1 (revised): Applying the Probability Test on Initial Recognition of Revenue

The amendments to this Interpretation of the Standard of GRAP clarifies that the entity should also consider other factors in assessing the probability of future economic benefits or service potential to the entity. Entities are also uncertain of the extent to which factors, other than the uncertainty about the collectability of revenue, should be considered when determining the probability of the inflow of future economic benefits or service potential on initial recognition of revenue. For example, in providing certain goods or services, or when charging non-exchange revenue, the amount of revenue charged may be reduced or otherwise modified under certain circumstances. These circumstances include, for example, where the entity grants early settlement discounts, rebates or similar reductions based on the satisfaction of certain criteria, or as a result of adjustments to revenue already recognised following the outcome of any review, appeal or objection process.

The consensus is that on initial recognition of revenue, an entity considers the revenue it is entitled to, following its obligation to collect all revenue due to it in terms of legislation or similar means. In addition, an entity considers other factors that will impact the probable inflow of future economic benefits or service potential, based on past experience and current facts and circumstances that exist on initial recognition.

A municipality applies judgement based on past experience and current facts and circumstances.

The effective date of the amendment is for years beginning on or after 01 April 2020.

The municipality has adopted the interpretation for the first time in the 2020/2021 annual financial statements.

GRAP 18 (as amended 2016): Segment Reporting

Segments are identified by the way in which information is reported to management, both for purposes of assessing performance and making decisions about how future resources will be

allocated to the various activities undertaken by the municipality. The major classifications of activities identified in budget documentation will usually reflect the segments for which an entity reports information to management.

Segment information is either presented based on service or geographical segments. Service segments relate to a distinguishable component of an entity that provides specific outputs or achieves particular operating objectives that are in line with the municipality's overall mission. Geographical segments relate to specific outputs generated, or particular objectives achieved, by an entity within a particular region.

The subsequent amendments to the Standard of GRAP on Segment Reporting resulted from editorial and other changes to the original text have been made to ensure consistency with other Standards of GRAP. The most significant changes to the Standard are:

- General improvements: An appendix with illustrative segment disclosures has been deleted from the Standard as the National Treasury has issued complete examples as part of its implementation guidance.

The effective date of the standard is for years beginning on or after 01 April 2020

The municipality has adopted the standard for the first time in the 2019/2019 annual financial statements

The adoption of this standard has not had a material impact on the results of the municipality but has resulted in more disclosure than would have previously been provided in the annual financial statements.

2.2 Standards and interpretations issued, but not yet effective

The municipality has not early adopted any GRAP standard that is not effective.

2.3 Standards and interpretations issued, but not yet effective

The municipality has not applied the following standards and interpretations, which have been published and are mandatory for the municipality's accounting periods beginning on or after 01 July 2021 or later periods:

GRAP 104 (amended): Financial Instruments

Following the global financial crisis, a number of concerns were raised about the accounting for financial instruments. This included that (a) information on credit losses and defaults on financial assets was received too late to enable proper decision-making, (b) using fair value in certain instances was inappropriate, and (c) some of the existing accounting requirements were seen as too rules based. As a result, the International Accounting Standards Board® amended its existing Standards to deal with these issues. The IASB issued IFRS® Standard on Financial Instruments (IFRS 9) in 2009 to address many of the concerns raised. Revisions were also made

to IAS® on Financial Instruments: Presentation and the IFRS Standard® on Financial Instruments: Disclosures. The IPSASB issued revised International Public Sector Accounting Standards in June 2018 so as to align them with the equivalent IFRS Standards.

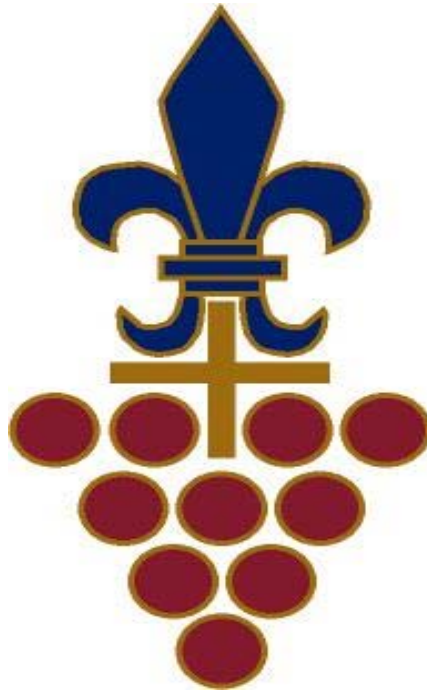
The revisions better align the Standards of GRAP with recent international developments. The amendments result in better information available to make decisions about financial assets and their recoverability, and more transparent information on financial liabilities. The most significant changes to the Standard affect:

- Financial guarantee contracts issued
- Loan commitments issued
- Classification of financial assets
- Amortised cost of financial assets
- Impairment of financial assets
- Disclosures

The effective date of the is not yet set by the Minister of Finance.

The municipality expects to adopt the standard for the first time when the Minister sets the effective date for the standard.

STELLENBOSCH MUNICIPALITY



ASSET MANAGEMENT POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

ASSET MANAGEMENT POLICY

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1. PREAMBLE

- Section 63 of the Municipal Finance Management Act Number 56 of 2003 governs Asset and Liability Management and states the following:

Asset and liability management

63. (1) The accounting officer of a municipality is responsible for the management 10
of—

- (a) the assets of the municipality, including the safeguarding and the maintenance of those assets; and
- (b) the liabilities of the municipality.

(2) The accounting officer must for the purposes of subsection (1) take all reasonable 15
steps to ensure—

- (a) that the municipality has and maintains a management, accounting and information system that accounts for the assets and liabilities of the municipality;
- (b) that the municipality's assets and liabilities are valued in accordance with 20
standards of generally recognised accounting practice; and
- (c) that the municipality has and maintains a system of internal control of assets and liabilities, including an asset and liabilities register, as may be prescribed.

The Municipal Finance Management Act Number 56 of 2003 will be the legislative framework for the Asset Management Policy whilst Generally Recognised Accounting Practice (GRAP) will be the accounting framework.

- The Municipal Council of Stellenbosch is in terms of the MFMA and GRAP obliged to adopt an Asset Management Policy to regulate the effective management of all council's assets.
- **And whereas** the municipal manager as accounting officer of municipal funds, assets and liabilities is responsible for the effective implementation of the asset management policy which regulates the acquisition, safeguarding, maintenance of all assets and disposal of assets where the assets are no longer used to provide a minimum level of basic service as regulated in terms of section 14 of the MFMA.
- **And whereas** these assets must be protected over their useful life and may be used in the production or supply of goods and services or for administrative purposes in meeting the municipality's operational requirements.
- **Now therefore** the municipal council of the Stellenbosch Municipality adopts this asset management policy:

2. DEFINITIONS

In this Policy, unless the context indicates otherwise

An **asset** means a resource

- a) controlled by Stellenbosch Municipality
- b) as a result of a past event
- c) it is probable that future economic benefits or service potential associated with the assets will flow to the municipality

Property, Plant and Equipment (PPE) refers to tangible, identifiable assets that:

- a) are held for-
 - i. use in the production or supply of goods or services
 - ii. rental, or
 - iii. administrative purposes, and
 - iv. are expected to be used for more than one year.

PPE should be classified according to the following definition groups:

- a) **Infrastructure assets** which are defined as assets that usually display some or all of the following characteristics:
 - i. they are part of a system or network,
 - ii. they are specialised in nature and do not have alternative uses
 - iii. they are immovable, and
 - iv. they may be subject to constraints on disposal
 - v. examples are road networks, sewer systems, water networks etc.
- b) **Community assets** which are defined as assets that contributes to the communities' well-being. Community assets are disclosed in accordance with its nature.
- c) **Heritage assets** which are defined as cultural significant resources.
- d) **Investment Properties** are defined as properties (land or buildings) that are acquired for economic and capital gains or held by Stellenbosch Municipality as finance lease to earn rentals. Examples are office parks and undeveloped land acquired for the purpose of resale in future years.
- e) **Other assets** which are defined as assets utilised in normal operations.
- f) **Intangible assets** which are defined as being assets without physical

substance.

g) **Biological assets** are assets acquired for agricultural purposes.

Capitalization of assets means the recording of assets in the Fixed Asset Register with its historical financial cost in accordance with GRAP.

Carrying amount means the amount at which an asset is recognized after deducting any accumulated depreciation and accumulated impairment losses.

Classification of assets means the grouping of assets of a similar nature of functionality in an entities operation that is shown as a single item for the purpose of disclosure in the financial statements.

Cost means the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognized in accordance with specific requirements of other Standards of Generally Recognized Accounting Practices (GRAP).

Contributed assets means items received by the municipality as a donation.

Depreciation means the systematic allocation of the depreciable amount of an asset over its useful life.

Depreciable amount means the cost of an asset, or other amount substituted for the cost less its residual value.

Fair value means the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Fixed Asset Register means a register for recording assets in accordance with GRAP

Impairment of an asset

- An impairment loss of cash - generating assets is the amount by which the carrying amount of an asset exceeds its recoverable amount.
- An impairment loss of non - cash generating assets is the amount by which the carrying amount of an asset exceeds its recoverable service amount.

Recoverable amount means the amount that the municipality expects to recover from the future use of an asset, including the residual value on disposal.

Residual value means the estimated amount that Stellenbosch municipality would currently obtain from disposal of the asset, after deducting the estimated cost of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.

Useful life means the period over which an asset is expected to be available for use by the municipality.

Contributed Assets means items received by the Stellenbosch Municipality in the form of a donation.

3. ACRONYMS

PPE:	Property, Plant and Equipment
AMC Form:	Asset Movement Capture Form
MFMA:	Municipal Finance Management Act
GRAP:	General Accepted Accounting Practice
DIR:	Departmental Inventory Register
SCM:	Supply Chain Management
FAR:	Fixed Asset Register
NARC:	New asset receipt capture form
AT:	Asset transfer form

4. AIM

This policy will lay down broad guidelines for consistent, effective and efficient asset management principles of Stellenbosch Municipality

5. OBJECTIVES

- Specifying Council's practice regarding accounting for assets
- Ensure consistency in accounting treatment.
- To assist officials in understanding their legal and managerial responsibilities with regard to key asset functions such as:
 - safeguarding of assets,

- maintaining assets,
- establishing and maintaining a management, accounting and information system
- that accounts for the assets of the municipality.
- asset valuation principles in accordance with GRAP.
- establishing and maintaining systems of internal controls over assets.
- establishing and maintaining asset registers.
- clarifying responsibilities and accountabilities for the asset management process.

6. STATUTORY AND REGULATORY FRAMEWORK

This policy must comply with all relevant legislative requirements including:

- The Constitution of the Republic of South Africa, 1996
- Municipal Structures Act, 1998
- Municipal Systems Act, 2000
- Division of Revenue Act (enacted annually)
- Municipal Finance Management Act of 2003

Also, this policy must comply with the standards specified by the Accounting Standards Board. The relevant currently recognized accounting standards include:

- GRAP 17 Property, plant or equipment
- GRAP 16 Investment property
- GRAP 31 Intangibles
- GRAP 103 Heritage Assets
- GRAP 27 Agriculture
- GRAP 21 & 26 Impairment
- GRAP 12 Inventories

7. RESPONSIBILITIES AND ACCOUNTABILITIES

The purpose of this section is to prescribe the responsibilities of the various functionaries within Stellenbosch Municipality.

7.1 The Accounting Officer (Municipal Manager)

The Accounting Officer (Municipal Manager) or his/ her duly delegated

representative is responsible to ensure implementation and compliance with the responsibilities prescribed in section 63 of the MFMA.

- The municipality has and maintains a management, accounting and information system that accounts for the assets of the municipality;
- The municipality's assets are valued in accordance with standards of generally recognized accounting practice;
- The municipality has and maintains a system of internal control of assets, including an asset register; and
- The senior managers and their teams comply with this policy.
- In consultation with the asset managers, he approves the temporary or permanent transfer of a movable asset between departments as determined in the "Delegation of Authority to officials of the Stellenbosch Municipality".

7.2 The Chief Financial Officer (Director: Finance)

The Chief Financial Officer is responsible to the Municipal Manager to ensure that the financial investment in the municipality's assets is safeguarded and maintained.

The Chief Financial Officer must take reasonable steps to ensure that:

- i. Appropriate systems of financial management and internal control are established and carried out diligently;
- ii. The financial and other resources of the municipality are utilized effectively, efficiently, economically and transparently;
- iii. Any unauthorized, irregular or fruitless or wasteful expenditure and losses resulting from criminal or negligent conduct are prevented;
- iv. The systems, processes and registers required to substantiate the financial values of the municipality's assets are maintained at standards sufficient to satisfy the requirements of the Auditor-General.
- v. Financial processes are established and maintained to ensure that the municipality's financial resources are optimally utilized through an appropriate asset plan, budgeting, purchasing, maintenance and disposal decisions.
- vi. The managers and asset champions are appropriately advised on the exercise of their powers and duties pertaining to the financial administration of assets;
- vii. The policy and supporting procedures or guidelines are established, maintained and effectively communicated;
- viii. The Chief Financial Officer may delegate or otherwise assign

responsibility for performing the functions but he/she will remain accountable for ensuring these activities are performed.

7.3 Managers/ Directors

- a) The manager referred to in Section 56 of the municipal systems act being someone reporting directly to the Municipal Manager and has the functional accountabilities for the physical management of a particular set of assets in order to achieve the municipalities strategic objectives relevant to their directorate.
- b) Directors shall be directly responsible for the physical safeguarding of any fixed asset controlled or used by the directorate in question. In exercising this responsibility, directors shall adhere to the stipulations of this policy as well as any other written directives issued by the municipal manager to the directorate in question, or generally to all directorates, in regard to the control of or safeguarding of the municipality's fixed assets.

Managers should:

- i. ensure that employees in their departments adhere to the approved Asset Management Policy;
- ii. ensure that all assets are procured in terms of the SCM Policy;
- iii. ensure that council are properly informed about any contributed (donated) assets and that approval from council is obtained timeously
- iv. ensure that the contributed asset is recorded on the NARC form and communicated with the Financial Asset Management Department.
- v. ensure that employees with delegated authority have been nominated to implement and maintain physical control over assets in their departments. Although authority has been delegated, responsibility remains with the respective Managers of the departments and overall accountability with the Directors of relevant directorates;
- vi. ensure that the termination of service asset verification form for staff, is duly completed and submitted to the Strategic and Corporate Services Directorate;
- vii. ensure that assets are properly maintained in accordance with their respective asset maintenance policy;
- viii. ensure that, where applicable, all their movable assets as reflected on the Fixed Asset Register are barcoded to exercise control;
- ix. ensure that the Financial Asset Management Section is notified via the AT form within 10 working days of any changes in the status of assets

- under the department's control;
- x. ensure that transfers between departments within directorates are administered internally;
- xi. ensure that a complete asset verification of all inventory and asset items is performed annually;
- xii. ensure that all obsolete, damaged and unused assets, supported by relevant asset and condemnation forms, are handed in at the Financial Asset Management Department without delay;
- xiii. be responsible for maintaining and managing their own DIR;
- xiv. ensure that all assets are safeguarded against loss/theft and that they are adequately insured; and
- xv. ensure that location changes are made timeously and location/room information are updated and reported on the relevant form to the Asset Management Section regularly.

7.4 Asset Champions

Asset Champions are senior officials appointed by the Financial Asset Manager in the different Directorates.

The Asset Champion must:

- i. Assist the Financial Asset Manager/ Director in performing his/her functions and duties.
- ii. Ensure that all new assets (purchased or donated) are recorded on the NARC form.
- iii. Ensure that the NARC forms are completed in full and send with copies of the relevant documentation to the asset control department within 7 working days after receipt of the assets.
- iv. Ensures that all their movable assets, where applicable, are barcoded.
- v. Ensure that asset listings are verified and kept up to date in collaboration with the Finance Directorate.
- vi. Assist the Financial Asset Department with the annual verification of movable assets by making sure that the assets, as per asset listing, are at the correct locations, that these locations are accessible when the verification of assets takes place and provides a full report on any missing assets to the Financial Asset Manager.
- vii. Notify the Financial Asset Department when he/she identifies obsolete

and redundant assets so that these assets can be moved to the Write-off Store.

- viii. Report all changes affecting asset listing sheets to the Director: Finance and the Manager: Financial Asset Management within 7 days of occurrence.

The following require the written recommendation of the Financial Asset Manager and approval of Municipal Manager on the prescribed form:

- a) The temporary or permanent transfer of all movable assets between departments.
- b) The writing off or disposal of obsolete or redundant assets.

7.5 Financial Services Directorate: Financial Asset Management

- i. Is the asset registrar of the municipality and shall ensure that a complete, accurate and up to date asset register is maintained that conforms to the GRAP specifications.
- ii. Ensures that physical asset verification is performed annually by all departments to verify the assets on the asset register. The results of this verification must be reported to the Municipal Manager and Council.
- iii. Will perform reconciliations between the asset register and the General Ledger on a monthly basis.
- iv. Ensures adequate bar codes and equipment to exercise the function relating to asset control is available at all times.
- v. Will ensure that all audit queries are resolved in a timely manner.
- vi. Dispose of asset in accordance with the SCM policy
- vii. Handles the administrative functions with regards to the transfers received.

7.6 The responsibility of the Budget and Costing

- i. Ensure that a clear description is provided with each project and the appropriate funding source is identified.
- ii. Release capital funds only after receiving written authority and a clear and concise description of the item to be purchased.
- iii. Ensure that any changes in the capital budget, with regards to funds transferred or project description changes are communicated to the Financial Asset Management department.

7.7 The Strategic and Corporate Services Directorate

The Strategic and Corporate Services directorate shall ensure that no monies are paid out to the staff on termination of their service prior to receiving the relevant asset resignation form signed off by the relevant directorate- refer to Termination of Service Asset Confirmation form.

8. SAFEGUARDING OF ASSETS

Custody and Security

- i. All barcoded assets shall be tracked by physical location through the Fixed Asset Register.
- ii. A physical asset verification process shall be performed every year and all directorates will be verified simultaneously.
- iii. The coordination of the process and verification of the assets will rest with the Financial Asset Management Section and all directorates are responsible to see that the assets under their control are available during the verification process.

Communication

- i. Directorates are responsible to report any stolen or damage property to the Financial Asset Management Section.
- ii. All changes must be accurately recorded on the AT forms and reported to the Financial Asset Management Section within 10 working days.
- iii. Any discrepancies between the Fixed Asset Register and the physical inventory must be reconciled and motivated by the relevant directorates.

9. PROCEDURE WITH REGARD TO CONTRIBUTED ASSETS

Governance

- i. The authority to endorse and approve acceptance of assets contributed to the Stellenbosch Municipality vests with Council as such assets have an impact on future operational costs.
- ii. A report including the fair value/cost price of the contributed asset as well as the financial implications of acceptance of the contributed asset must be submitted to Council, so that acceptance of the asset can be confirmed.

Procedures

- i. Once Council has approved the donation, the departments must:
- ii. Notify the Financial Services Directorate of any assets contributed, by submitting the Council approved report including the cost/fair value of the contributed asset so that the asset can be recorded and capitalized at the appropriate value.

10. FINANCIAL MANAGEMENT

Pre-Acquisition Planning

Before a capital project is included in the draft municipal budget for approval, the Manager/ Director must prove that they have considered:

- The projected acquisition and implementation cost over all the financial years until the project is operational;
- The future operational costs and revenue on the project, including tax and tariff implications;
- The financial sustainability of the project over its economic life span including revenue generation and subsidization requirements;
- The physical and financial stewardship of the asset through all stages in its economic life span including acquisition, installation, maintenance, operations, disposal and rehabilitation; and
- The inclusion of the capital project in the Integrated Development Plans and future budgets.

The Chief Financial Officer is accountable to ensure that the Managers/ Directors receive all reasonable assistance, guidance and explanation to enable them to achieve their planning requirements.

Approval to acquire Property, Plant and Equipment:

Funds can only be invested with a capital project if:

- The funds have been appropriated in the capital budget;
- The project, including the total cost and funding sources, has been approved by the Council;
- The Director: Finance confirms that funding is available for that specific project; The Supply Chain Management prescripts/procedures have been adhered to.
- Any contract that will impose financial obligations more than two years beyond

the budget year is appropriately disclosed.

The funding sources of Assets:

Within the municipality's ongoing financial, legislative or administrative capacity, the Chief Financial Officer will establish and maintain the funding strategies that optimize the municipality's ability to achieve its Strategic Objectives as stated in the Integrated Development Plan.

Four main sources of finance are utilized to acquire Property Plant and Equipment for the municipality, namely:

- The Accumulated Surplus/Deficit (Capital Replacement Reserve)
- The External Financing Fund (EFF).
- Grants, Subsidies and Public
- Contributions. Fair value

The sources of finance that may be utilized to finance assets are utilized in accordance with the provisions of S19 of the Municipal Finance Management Act.

a) Accumulated Surplus/Deficit (The Capital Replacement Reserve)

The Council must annually approve the basis and the amounts for which contributions should be appropriated to the Accumulated Surplus/Deficit in conjunction with the availability of funds and the requirements of the capital program for that financial year.

The funds in the Accumulated Surplus/Deficit are accumulated by: An annual contribution from revenue

The cash backed profit on the sale/disposal of assets

When an amount is advanced to a borrowing service to finance the acquisition of an asset, the money must be transferred to the Accumulated Surplus created for the purpose of acquiring a specific asset and the accumulated funds in the Accumulated Surplus/Deficit must be reduced by the amount of the advance.

The balance of the accumulated funds in the Accumulated Surplus/Deficit will therefore represent the amount that is available to finance assets in future periods. This balance must be cash backed at all times.

The balance in the Accumulated Surplus is transferred to the income statement over the estimated life of assets financed by the Accumulated

Surplus/Deficit to offset the depreciation charge included in the income statement relating to fixed assets.

b) The External Financing Fund (EFF)

When loans are obtained from external sources, they must be paid into the EFF. The corresponding cash should be invested until utilized for the purpose of acquiring assets. When the external loan is utilized to finance assets in a service entity it should be recorded in an “advances” account in the EFF.

Where a loan has a fixed period the instalments should be calculated to determine the cash that should be set aside in the EFF. This is done so that there will be sufficient money to repay the loan when it matures as well as any interest charges as they occur.

When the loan is an annuity loan, the cash required to be paid into the EFF should be based on the actual loan repayments. Once the money has been received by the EFF, the cash would be used to repay the loan.

When the EFF is consolidated with the various services, the “advances made” account in the EFF will contra with the “advances received” account in the various service entities.

Loan finance option

A municipality should ensure that a loan satisfies the requirements of legislation on incurring debt. In particular, municipalities should ensure that long-term debt is:

- Incurred only for the purposes of capital expenditure for the purpose of achieving the objectives stated in section 152 of the Constitution (MFMA S46);
- incurred in line with its capital budget (MFMA S19 and S46(2));
- Is incurred only after the anticipated debt repayment schedule has been submitted to council (MFMA S46(3)(b)(i));
- Included in the liabilities register and
- Satisfies the other requirements of sections 19, 46 and 63 of the MFMA, the MSA and the Constitution.

c) Grants, Subsidies and Public Contributions (Capital Receipts)

Unutilized conditional grants are reflected on the Balance Sheet as a Creditor called Creditor (Unspent and Receipts). They represent unspent government grants, subsidies and contributions from the public. This creditor always has

to be backed by cash.

The following provisions are set for the creation and utilization of this creditor:

- The cash which backs up the creditor is invested until it is utilized.
- Interest earned on the investment is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor. If it is the council's interest it is recognized as interest earned in the income statement.
- Whenever an asset is purchased out of the unutilized conditional grant an amount equal to the cost price of the asset purchased is transferred from the Unutilized Capital Receipts into the income statement as revenue. Thereafter an equal amount is transferred on the statement of changes in equity to a reserve called an Accumulated Surplus/Deficit (Future Depreciation Reserve). This reserve is equal to the remaining depreciable value (book value) of assets purchased out of the Unutilized Capital Receipts. The Future Depreciation Reserve is used to offset depreciation charged on assets purchased out of the Unutilized Capital Receipts to avoid double taxation of the consumers.
- If a profit is made on the sale of assets previously purchased out of Unutilized Capital Receipts the profit on these assets sold is reflected in the notes to the income statement and is then treated in accordance with Council policy.

The acquisition of assets will not be funded over a period longer than the useful life of that asset.

Disposal of assets

- The municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of an asset needed to provide the minimum level of basic municipal services, unless such asset is obsolete or surplus to requirements or beyond a state of good repair or being replaced and provided that the delivery of the minimum level of basic municipal services must not be compromised as a result of the disposal of the asset.
- The decision that a specific asset is not needed to provide the minimum level of basic municipal services, may not be reversed by the municipality after that asset had been sold, transferred or otherwise disposed of.
- The disposal of an item of property, plant or equipment must be fair, equitable, transparent, competitive and cost effective and comply with a prescribed regulatory framework for municipal supply chain management and the Supply Chain Management Policy of the municipality.
- The transfer of assets to another municipality, municipal entity, national department or provincial department is excluded from these provisions,

provided such transfer is being done in accordance with a prescribed regulatory framework. Directors shall report in writing to the Director: Finance on 31 May of each financial year on all fixed assets controlled or used by the directorate concerned which such Director wishes to alienate by public auction or public tender. The Director: Finance shall thereafter consolidate the requests received from the various directorates, and shall promptly report such consolidated information to the council or the Municipal Manager of the municipality, as the case may be, recommending the process of alienation to be adopted.

- Once the fixed assets are alienated, the Director: Finance shall de-recognize the asset from the accounting records and the fixed asset register.

Loss, theft, destruction or impairment of fixed assets

The different directorates shall ensure that any incident of loss, theft, destruction, or material impairment of any fixed asset controlled or used by the directorate in question is promptly reported in writing to the Director: Financial Services, to the internal auditor, and in cases of suspected theft or malicious damage, also to the South African Police Service.

11.ACCOUNTING FOR ASSETS

Capitalization of Assets

Stellenbosch Municipality does not capitalize an asset based on a capitalization cost threshold, but recognizes an asset when it complies with the definition of an asset as stipulated in GRAP 17 and the cost of the asset to the municipality can be measured reliably.

Where an asset is acquired at no cost, or for a nominal cost, its cost is its fair value as at the date of acquisition (GRAP 17.22).

Assets will only be capitalized in the asset register on completion or finalization of the project.

Multi Year projects

Projects to be completed over more than one financial year will be initially disclosed in the asset register and financial statements as “Work in Progress” thereafter only on completion the asset will be capitalized and depreciated.

Assets will be recorded in the asset register continuously on completion thereof and bar-coded with an aluminium label where appropriate for identification.

Only expenses incurred in the enhancement of a fixed asset (in the form of improved or increased services or benefits flowing from the use of such asset) or in the material extension of the useful operating life of a fixed asset shall be capitalized (GRAP 17.19-.20):

- Parts of some items of property, plant and equipment may require replacement at regular intervals. For example, a road may need resurfacing every few years, a furnace may require relining after a specified number of hours use, or aircraft interiors such as seats and galleys may require replacement several times during the life of the airframe. Items of property, plant and equipment may also be required to make a less frequently recurring replacement, such as replacing the interior walls of a building, or to make a non-recurring replacement. Under the recognition principle in an entity recognizes in the carrying amount of an item property, plant and equipment the cost replacing part of such an item when that cost is incurred if the recognition criteria are met. The carrying amount of those parts that are replaced is derecognized in accordance with the de-recognition provision of this Standard (GRAP 17.19).
- A condition of continuing to operate an item of property, plant and equipment (for example, an aircraft) may be performing regular major inspections for faults regardless of whether parts of the item are replaced. When each major inspection is performed, its cost is recognized in the carrying amount of the item of property, plant and equipment as a replacement if the recognition criteria are satisfied. Any remaining carrying amount of the cost of the previous inspection (as distinct from physical parts) is derecognized. This occurs regardless of whether the cost of the previous inspection was identified in the transaction in which the item was acquired or constructed. If necessary, the estimated cost of a future similar inspection may be used as an indication of what the cost of the existing inspection component was when the item was acquired or constructed (GRAP 17.20)

Computer software will be capitalized and classified as intangible assets.

MAINTENANCE

Maintenance Strategy

Each directorate must develop a maintenance strategy that will ensure that the assets of Stellenbosch Municipality are maintained at an adequate operational level or standard by ensuring that all statutory, technical and operational objectives are achieved. This strategy must ensure that tangible assets under the custody and control of the relevant directors are properly maintained and repaired so that their

possible maximum useful lives are realised.

Rehabilitation/Enhancements/Renewals of Capital Assets

Expenditure to rehabilitate, enhance or renew an existing capital asset (including separately depreciable parts) can be recognised as capital if:

- That expenditure satisfies the recognition criteria.
- That expenditure is enhancing the service provision of that capital asset beyond its original expectation (i.e., not maintenance) and either that expenditure:
 - Increases the useful life of that capital asset (beyond its original life).
 - Increases that capital asset capacity (beyond its original capacity).
 - Increases the performance of the capital asset (beyond the original performance).
- Increases the functionality of that capital asset.
- Reduces the future ownership costs of that capital asset significantly; or
- Increases the size of the asset or changes its shape.

The following points are important to note:

- Approval through the budget process for these improvements may require a business case.
- It must be probable that the expenditure will lead to the level of benefits expected.
- The expenditure to restore the functionality of the capital asset to its original level is a maintenance/refurbishment expense and not a capital expense. Maintenance/ refurbishment will not be capitalised to the capital asset.

The rehabilitated or renewed separately depreciable part will be derecognised and the replacement will be recognised. Where the separately identifiable asset is rehabilitated or renewed, the amount incurred will be added to the carrying value of the asset.

Renewals have the same meaning and treatment as rehabilitation/enhancements and are different from refurbishment, which is seen as maintenance.

Directorates Responsibilities

Each Directorate is responsible for ensuring:

- i. That all tangible assets under their control are maintained in a good working condition. The directorates must take adequate care that the working environments for the various assets are appropriate and suitable for such types of tangible assets.
- ii. That their assets are not misused or used for personal use or benefit.

- iii. That repair and maintenance costs incurred is reviewed and properly controlled.
- iv. The development of a maintenance program according to their operating budget resources. The program must provide a schedule of the repairs and maintenance to be done. The program must also consist of planned and unplanned repairs and maintenance to be performed.
- v. The following matrix will assist in distinguishing capital expenditure from maintenance expenditure:

CAPITAL EXPENDITURE	MAINTENANCE
<ul style="list-style-type: none"> Acquiring a new asset 	<ul style="list-style-type: none"> Restoring an asset so that it can continue to be used for its intended purpose
<ul style="list-style-type: none"> Replacing an existing asset 	<ul style="list-style-type: none"> Maintaining an asset so that it can be used for the period for which it was initially intended
<ul style="list-style-type: none"> Enhancing an existing asset so that its use is expanded 	
<ul style="list-style-type: none"> Further developing an existing asset so that its original useful life is extended 	

When assets are capitalized a distinction should be made on whether the new asset is purchased to replace an existing asset or whether it is a total new asset that is purchased.

Assets held under leases

- **Finance leases** are leases, which in effect transfer all risks and rewards associated with the ownership of an asset from the lessor to the lessee. Assets held under finance leases are capitalized by the municipality and reflected as such in the fixed asset register. It will be capitalized at its leased value at commencement of the lease, which will be the price stated in the lease agreement. The asset is then depreciated over its expected useful life.
- **Operating leases** are those leases which do not fall within the scope of the above definition. Operating lease rentals are expensed as they become due. Assets held under operating leases are not accounted for in the asset registers of the municipality.

INVESTMENT PROPERTY

- An item shall be recognised as investment property if it meets the definition. Investment property is recorded at cost.
- Disclosable value measured at recognition:
 - Initially at acquisition cost plus transaction cost, or nominal value
 - Where acquired at no cost or nominal value, fair value at acquisition is deemed to be cost for disclosure
 - If held under a lease and classified as Investment Property, is the lower of fair value and the present value of the minimum lease payments
- Cost value is determined according to the requirements of the GRAP standard on Investment Property.
- Assets classified as Investment Property shall be re-defined once such assets usage changes

Cost Model

Investment property is, subsequent to initial measurement, carried at cost less accumulated depreciation and any accumulated impairment losses

Depreciation is provided to write down the cost, less estimated residual value by equal instalments over the useful life of the property, which is as follows:

Item	Useful life
Property – buildings	30-99 years
Property – land	indefinite

Investment property is derecognised on disposal or when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its disposal.

Gains or losses arising from the retirement or disposal of investment property is the difference between the net disposal proceeds and the carrying amount of the asset and is recognised in surplus or deficit in the period of retirement or disposal.

Compensation from third parties for investment property that was impaired, lost or given up is recognised in surplus or deficit when the compensation becomes receivable

Depreciation

- Depreciation will be done in accordance with the GRAP frame work
- The depreciable amount of an item of property, plant or equipment should be allocated on a systematic basis over its useful life.
- Stellenbosch Municipality's depreciation method will be the straight-line method for all assets of the Council unless otherwise agreed to in writing by the Director: Financial Services.
- Depreciation shall be calculated from the day the fixed asset is available for use (commissioning date) (GRAP 17.65).
- If the cost of land includes the cost of site dismantlement, removal and restoration, the portion of the land asset is depreciated over the period of benefits or service potential obtained by incurring those costs. In some cases, the land itself may have a limited useful life, in which case it is depreciated in a manner that reflects the benefits or service potential to be derived from it (GRAP 17.69).

Review of residual value and useful life

- The municipality should assess whether there is any indication that the expected useful life of the asset has changed based on whether the condition of the asset has improved or declined. This is based on any condition assessments undertaken by the entity on its assets during the reporting period. Paragraph .60(f) of GRAP 17 should not be read as requiring a condition assessment at each reporting date. Condition assessments will be undertaken by entities on selected or identified assets as part of its on-going asset management. Instead, any information available from any condition assessments undertaken during the reporting period should be used to assess whether the useful life of particular assets should be changed.
- All movable assets with a useful life of two years or less will be reviewed on an annual basis to ensure adherence to GRAP 1757 (c) if no other indicators are present or detected during the year under review.
- If the review indicates that a change has taken place and expectations differ from previous estimates, the changes should be accounted for as a change in the accounting estimate in accordance with the Standard of GRAP on Accounting Policies, Changes in Accounting Estimates and Errors.
- The remaining useful life of capital assets should be reviewed annually and, if expectations are significantly different from previous estimates, the depreciation charge for the current and future periods should be adjusted.
- This review should be done by the asset manager in conjunction with the impairment review.
- The review of useful life is a check to see if there is any evidence to suggest that expected life should be changed.
- The Table of Useful Lives is provided in the MFMA Local Government Capital

Asset Management Guideline (Refer to Annexure A). These should be used as a guide to the minimum useful lives only because actual asset lives experienced greatly exceed those recommended lives.

- The residual value of an asset may increase to an amount equal to or greater than the asset's carrying amount. If it does, the asset's depreciation charge is zero unless and until its residual value subsequently decreases to an amount below the asset's carrying amount (GRAP 17.65).

Impairment of assets

The accounting treatment relating to impairment losses is outlined as follows in GRAP 17:

- The carrying amount (Book value) of an item or a group of identical items of property, plant and equipment should be reviewed periodically in order to assess whether or not the recoverable amount has declined below the carrying amount.
- Recoverable amount is the higher of a cash – generating asset's net selling price and its value in use.
- When such a decline has occurred, the carrying amount should be reduced to the recoverable amount. The amount of the reduction should be recognized as an expense immediately.
- The recoverable amount of individual assets, or groups of identical assets, is determined separately and the carrying amount reduced to recoverable amount on an individual asset, or group of identical assets, basis.
- However, there may be circumstances when it may not be possible to assess the recoverable amount of an asset on this basis, for example when all of the plant and equipment in a sewerage purification work is used for the same purpose. In such circumstances, the carrying amount of each of the related assets is reduced in proportion to the overall decline in recoverable amount of the smallest grouping of assets for which it is possible to make an assessment of recoverable amount.

The following may be indicators that an item of PPE has become impaired:

- The asset has been damaged.
- The asset has become technologically obsolete.
- The asset remains idle for a considerable period either prior to it being put into use or during its useful life.
- Land is purchased at market value and is to be utilized for subsidized housing developments, where the subsidy is less than the purchase price.

Procedure to identify, budget and account for impairment losses:

- The following needs to be done to ensure that impairment losses that are identified by the above indicators are budgeted for during the operating budget cycle and are accounted for in the next financial year. The following steps will have to be performed during the operating budget cycle:

Financial Services Directorate - Financial Asset Management Section shall issue a memo to all directorates requesting them to identify assets that:

- a) Are in a state of damage at the start of the operating budget cycle;
- b) Are technologically obsolete at the start of the operating budget cycle; This can be facilitated if directorates require that Financial Services Directorate – Financial Asset Management - section to supply them with a Fixed Asset Register printout pertaining to major assets showing the remaining useful lives of assets. The directorates can then assess and indicate cases where the assessed remaining useful life is shorter than the remaining useful life on the printout.
- c) Have remained idle for a considerable period either prior to them being put into uses at the start of the operating budget cycle or during their useful life;
- d) Are subject to impairment losses because the subsidies to be received in exchange for assets are less than the carrying amounts. An example of this is Land that is purchased at market value and is to be utilized for subsidized housing developments;
 - The recoverable amounts of these assets need to be calculated by calculating the Net selling Price per asset as defined above.
 - The impairment loss per asset needs to be calculated as the difference between the Net selling price and the book value of the asset.
 - The impairment loss needs to be budgeted for.
 - The following steps will have to be performed regularly during the year to account for impairment losses:

Directorates will identify and inform Financial Services Directorate – Financial Asset Management section of assets that:

- a) Are in a state of damage at year-end,
- b) Are technologically obsolete at year-end. This can be facilitated if directorates require Finance Directorate – Financial Asset Management section to supply them with a Fixed Asset Register printout pertaining to major assets showing

the remaining useful lives of assets. The directorates can then assess and indicate cases where the assessed remaining useful life is shorter than the remaining useful life on the printout.

- c) Have remained idle for a considerable period either prior to them being put into uses at year-end or during their useful life
- d) Are subject to impairment losses because the subsidies to be received in exchange for assets are less than the carrying amounts. An example of this is Land that is purchased at market value and is to be utilized for subsidized housing developments. The recoverable amounts of these assets need to be calculated by calculating the Net selling Price per asset as defined above.

The impairment loss per asset needs to be calculated as the difference between the Net selling price and the book value of the asset.

The impairment loss needs to be accounted for by identifying the relevant funding source.

Disclosure requirements relating to impairment losses:

All material impairment losses need to be disclosed in the notes to the income statement as a separately disclosed item. They are normally disclosed as part of the note on the amounts that are included in the calculation of the Net Surplus or Deficit for the year.

DISPOSAL AND RETIREMENTS

Governance

Section 14 and 90 of the MFMA governs the disposal of assets. This section provides inter alia:

- The council may not dispose of assets that are utilized to provide minimum level of basic municipal services.
- Assets other than those utilized to provide minimum level of basic service may be disposed of subject to Council approval.
- An item of property, plant or equipment should be eliminated from the Statement of Financial Position, on disposal or when the asset is permanently withdrawn from use and no future economic benefits or potential service delivery is expected from its disposal, in accordance with GRAP 17.
- Gains or losses arising from the retirement or disposal of an item of property,

plant or equipment should be determined as the difference between the actual or estimated net disposal proceeds and the carrying amount of the asset and should be recognized as revenue or expense in the Statement of Financial Performance.

Procedures

- a) Any items declared obsolete or damaged will be handed in to the Finance department – Financial Asset Management department for safekeeping.
- b) No items will be received by the Financial Services Directorate, Financial Asset Management section without a completed AT form and attached condemnation forms, counter signed by Finance Directorate – Financial Asset Management section, describing the status of the item and the reason for writing-off the item.
- c) Directorates must ensure that assets are disposed of in terms of the SCM policy.
- d) It is the responsibility of each directorate to ensure that all such assets to be disposed of are delivered to and received at the Finance Directorate – Financial Asset Management section.
- e) Approval for the disposal of assets is considered by the Municipal Manager only after a recommendation has been obtained from the following persons:
 - i. Vehicles and Plant – Manager: Financial Asset Management and applicable Directorate;
 - ii. Computers - Information Technology Manager.
 - iii. Other Items – Directors/ Managers within the different directorates.
- f) After the approval of the Municipal Manager has been obtained, any vehicle written off must be deregistered immediately.
- g) All asset items lost, stolen or damaged must be reported to the Financial Services Directorate – Insurance section as well as Finance Directorate – Financial Asset Management section by completing the AT form.
- h) All asset items lost or stolen also need to be reported to the SAPS by the relevant department.

An item of property, plant and equipment should be eliminated from the balance sheet on disposal or when the asset is permanently withdrawn from use and no future economic benefits or potential service delivery is expected from when it is disposed of.

Gains and losses arising from the retirement or disposal of an item of property, plant

and equipment should be determined as the difference between the actual or estimated net disposal proceeds and the carrying amount of the asset and should be recognized as revenue or expense in the Statement of Financial Performance.

The accounting treatment relating to the profit or loss on the sale of property, plant & equipment is outlined in GRAP 17. The following is a summary of the relevant aspects:

Profits and losses, which are disclosed in total in the financial statements, are *calculated by use of the following formula: -*

<i>Proceeds</i>	Sales value, trade-in value or proceeds received from insurance if the asset was damaged or stolen.
<i>Less: Carrying value</i>	Cost, or if valued, revaluation amount, less accumulated depreciation up to the date of sale or when asset can no longer be used for its intended purpose.
<i>Equals PROFIT or</i>	If proceeds greater than carrying value, or
<i>Equals LOSS</i>	If proceeds less than carrying value.

12. INTERNAL CONTROL OVER ASSETS

- Establishment and Management of the Financial Asset Register:

The Chief Financial Officer will establish and maintain the Asset Register containing key financial data on each item of Property, Plant or Equipment that satisfies the criterion for recognition as per the accounting standards.

Each Asset Manager is responsible to ensure that sufficient controls exist to substantiate the quantity, value, location and condition of all assets in the asset register.

Each Asset Manager must appoint an Asset Champion in each Directorate/Section which will be responsible to ensure that the asset listings are verified and kept up to date in collaboration with the Directorate: Finance Services.

- Contents of the Fixed Asset Register

The fixed asset register shall be maintained in the format determined by the Director: Financial Services, which format shall comply with the requirements of generally recognized accounting practice (GRAP) and any other accounting requirements which may be prescribe Directors under whose control any fixed asset falls shall promptly provide Director: Financial Services in writing with any information required to compile the fixed asset change which may occur in respect of such information. Contents of the Financial Asset Register:

The details included in the Asset Register will include:

- The depreciation methods used
- The useful live
- Depreciation charge
- The carrying amount
- The accumulated depreciation
- Additions
- Disposals and transfers
- Date of acquisition
- Date of disposal (if relevant)
- Asset description
- Historical cost of the asset
- Asset classification
- Asset ID
- Residual value

Internal Controls over the Financial Asset Registers

- Controls around their asset register should be sufficient to provide an accurate, reliable and up to date account of assets under their control to the standards specified by the Chief Financial Officer and required by the Auditor-General.
- Controls around the asset registers should be sufficient to provide Directors with an accurate, reliable and up to date account of assets under their control to the standards specified by the Director: Finance and required by relevant legislation.

These controls will include the physical management and recording of all acquisition, assignments, transfers, losses and disposals of assigned assets as well as regular asset counts and systems audits to confirm the adequacy of controls.

Identification of fixed assets:

The Municipal Manager shall ensure that the municipality maintains a fixed asset identification system which shall be operated in conjunction with its computerized fixed asset register.

Transfers, Reallocation or Reassignment of Property, Plant or Equipment

- a) An Asset Manager retains management accountability and control for a particular asset until another Asset Manager in writing does accept responsibility for that asset, and the Chief Financial Officer endorses the transfer.
- b) The Asset Manager must advise the Chief Financial Officer on the prescribed form whenever an asset is permanently or temporarily reallocated or reassigned from one location to another.
- c) The form must be completed and signed by both the sender and receiver
- d) The Manager: Financial Asset Management will appropriately amend the Asset Register with all approved transfers.
- e) Assets must solely and exclusively be used for the purpose of the
- f) Council's business.

Verification of fixed assets

- a) Financial Services Directorate: Financial Asset Management Section shall at least once during every financial year undertake a comprehensive verification of all fixed assets controlled or used by the directorate concerned.
- b) Finance Directorate: Financial Asset Management Section shall promptly and fully report in writing to the Director: Financial Services in the format

determined by the Director: Financial Services, all relevant results of such fixed asset verification, provided that each such asset verification shall be undertaken and completed as closely as possible to the end of each financial year, and that the resultant report shall be submitted to the Director: Financial Services not later than 30 June of the year in question.

Asset listings

- a) The Chief Financial Officer must submit within six months after each financial year, asset listings of capitalised assets to all Asset Managers.
- b) At all times these asset listings should indicate the assets in particular location and should be easily accessible.
- c) When employees get appointed or resign from any specific post the relevant asset listings must be verified and accordingly endorsed by the Asset Champion for the specific workplace.
- d) All changes on asset listing sheets must be reported in writing to the Director: Financial Services within 7 days of when change took place.

13. FINANCIAL DISCLOSURE

Assets must be disclosed in respect of each class of property, plant and equipment, in accordance with Generally Recognized Accounting Practice.

14. CLASSIFICATION OF ASSETS

Any asset recognized as an asset under this policy will be classified according to categories as per the Fixed Asset Register. All fixed assets should be classified under the following headings in the Asset Register:

Property, plant and equipment:

Computer Equipment

Furniture and office equipment

Infrastructure: Electricity

Infrastructure: Network and Communication

Infrastructure: Roads, pavements, bridges

Infrastructure: Storm water

Infrastructure: Waste Management**Infrastructure: Waste Water Management****Infrastructure: Water****Machinery and Equipment****Transport Assets****Other Assets**

Other Assets shall be recorded under the following main categories;

- Operational Buildings: Municipal Offices
- Housing: Social Housing

Heritage Assets

A Heritage Asset is an asset that has historical, cultural or national importance and needs to be preserved. The following is a list of some typical heritage assets encountered in the municipal environment:

- Archaeological sites;
- Conservation areas;
- Historical buildings or other historical structures (such as war memorials);
- Historical sites (for example, historical battle site or site of a historical settlement);
- Museum exhibits;
- Public statues; and
- Works of art (which will include paintings and sculptures).

Intangibles Assets

- Computer Software
- Databases

Community Assets

Community Assets shall be recorded under the following main categories;

- Recreational Facilities;

- Sporting Facilities; and
- Other Facilities.

Land and Buildings

Land and buildings shall be treated using the cost model.

Land shall be accounted for at cost and shall not be depreciated. Land on which infrastructure and community assets are located shall be identified as land and buildings and not disclosed together with the infrastructure and community assets. Land not registered in the name of the municipality but controlled by the municipality by virtue of owner-occupied buildings thereon, shall be recognised at cost.

Buildings shall be accounted at cost, less any accumulated depreciation and any accumulated impairment losses.

Investment property

The classification of an investment property is based on management's judgement; the following criteria will be applied to distinguish investment properties from owner-occupied property or property held for resale:

Investment property	PPE	Non-current assets held for sale
the asset generates its own cash flows in the form of rentals (on a commercial basis)	rental income earned is below market value, and the asset is held for service delivery rather than to generate a commercial return	land and other properties held for sale within the next 12 months, if the criteria in GRAP 100 are met
the asset is held for capital appreciation	the asset is held to achieve service delivery objectives rather than to earn rental or for capital appreciation	
investment property that is being redeveloped for continued use as an investment property	property that is being constructed or developed for future use as investment property (until the asset meets the definition of investment property it is accounted for as PPE)	
Land held for an undetermined use	owner occupied-property such as office buildings and residential buildings occupied by staff members (assets used by employees, irrespective of whether or not the employees pay rent at market rates, are owner-occupied)	

The judgement of the Management of Stellenbosch Municipality is that the following classes of Municipal Property will be classified as Investment Property:

- Land held for long-term capital appreciation rather than for short-term sale in

the ordinary course of operations which council intends to sell at a beneficial time in the future.

- Land held for a currently undetermined future use.
- A building owned by the municipality (or held by the municipality under a finance lease) and leased out under one or more operating leases on a commercial basis.
- A building that is currently vacant but is held to be leased out under one or more operating leases on a commercial basis to external parties.

ANNUAL REVIEW ON THE POLICY

This policy will be reviewed and updated annually or whenever legislative or accounting standards amendments significantly change the requirements pertaining to asset management in general and the administration of property, plant and equipment at a sooner event.

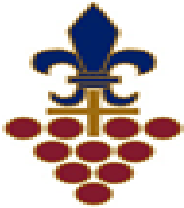
GENERAL

This policy does not overrule the requirement to comply with other policies like supply chain management, tendering or budget policies. The Chief Financial Officer will provide guidance or recommend an amendment to this policy to comply with the essence and understanding of the policies, regulations or legislation being conflicted.

COMMENCEMENT

01 July 2023

Asset Transfer form



STELLENBOSCH MUNICIPALITY

ASSET MOVEMENT / WRITE OFF FORM

GENERAL INFORMATION

ANNEXURE "A"

Type of asset movement to be recorded (indicate with X)

Asset Transfer: Interdepartmental			Asset Obsolete/Damaged/Written-Off		
Asset Transfer: Unused Asset to Stores			Asset Written-Off due to Loss (Burglary/Theft)		
Basic Asset Data				Asset Description	SERIAL NUMBER
Asset Bar Code	Location Bar Code	No. from	No. to		

AUTHORISATION OF TRANSACTION – LINE MANAGER

Signature	Name & Surname (Print)	Title

Recipient Confirmation

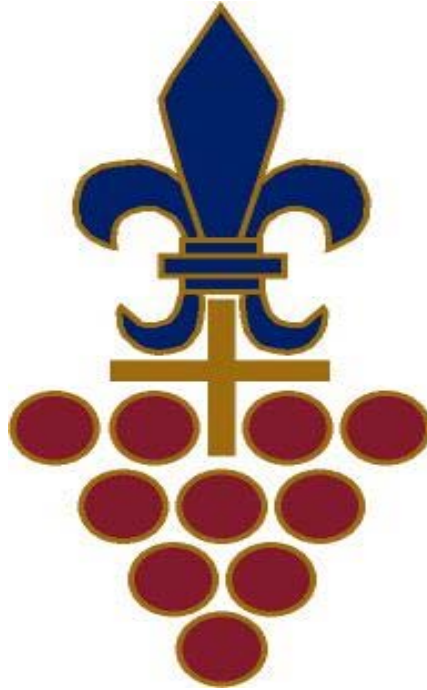
Condition of Asset when received	Received By	Date

Remarks:

Good

.....

STELLENBOSCH MUNICIPALITY



COST CONTAINMENT POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

COST CONTAINMENT POLICY

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1. **DEFINITIONS**

“*Act*” means the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003);

“*Consultant*” means a professional person, individual partnership, corporation, or a company appointed to provide technical and specialist advice or to assist with a design and implementation of projects or to assist the municipality to achieve its objectives of local government in terms of section 152 of the Constitution;

“*Cost containment*” means the measures implemented to curtail spending in terms of this policy;

“*Credit Card*” means a card issued by a financial services provider, which creates a revolving account and grants a line of credit to the cardholder;

“*Debit Card*” means a card issued by a financial services provider allowing the cardholder to transfer money electronically from any bank account held by the Municipality when making a purchase;

“*Municipality*” means Stellenbosch Local Municipality;

“*Persons in the employ of the municipality*” means any employee of the municipality whether employed on a permanent or temporary basis and any public office bearer serving on the Council;

“*Procurement Documentation*” means any documentation used for the procurement of consultants, whether it is documentation used for tenders or formal quotations;

2. **PURPOSE**

The purpose of the policy is to regulate spending and to implement cost containment measures at Stellenbosch Local Municipality.

3. **OBJECTIVES OF THE POLICY**

3.1 The objectives of this policy are to:

3.1.1 To ensure that the resources of the municipality are used effectively, efficiently and economically;

3.1.2 To implement cost containment measures.

4. **SCOPE OF THE POLICY**

4.1 This policy will apply to all:

4.1.1 Councillors'; and

4.1.2 Municipal employees.

4.2 In the event of any conflict between a provision of this policy and any other policy of council, the provision of this policy shall apply.

5. **LEGISLATIVE FRAMEWORK**

5.1 This policy must be read in conjunction with the -

5.1.1 The Municipal Finance Management Act,

5.1.2 MFMA Circular 97, published on 31 July 2019;

5.1.3 Municipal Cost Containment Regulations, 2019; and

5.1.4 Travelling and subsistence policy.

6. **POLICY PRINCIPLES**

6.1 This policy will apply to the procurement of the following goods and/or services:

- 6.1.1 Use of consultants
- 6.1.2 Vehicles used for political office-bearers
- 6.1.3 Travel and subsistence
- 6.1.4 Domestic accommodation
- 6.1.5 Credit cards
- 6.1.6 Sponsorships, events and catering
- 6.1.7 Communication
- 6.1.8 Conferences, meetings and study tours
- 6.1.9 Any other related expenditure items

7 **USE OF CONSULTANTS**

7.1 Consultants may only be appointed after an assessment of the needs and requirements has been conducted to support the requirement of the use of consultants.

7.2 The assessment referred to in 7.1 must confirm that the municipality does not have requisite skills or resources in its full time employ to perform the function that the consultant will carry out.

7.3 Procurement documentation for the appointment of consultants must include a clause that remuneration rates will be subject to negotiation and will not exceed the applicable rates stated below:

- 7.3.1 Rates determined in the “Guideline on fees for audits undertaken on behalf of the Auditor-General of South Africa” issued by the South African Institute of Chartered Accountants;
- 7.3.2 Rates set out in the “Guide on Hourly Fee Rates for Consultants” issued by the Department of Public Service and Administration;
- 7.3.3 Rates prescribed by the body regulating the profession of the consultant.

- 7.4 When negotiating cost effective rates for international consultants, the Accounting officer may take into account the relevant international and market determined rates.
- 7.5 When consultants are appointed the following should be included in the Service Level Agreements:
 - 7.5.1 Consultants should be appointed on a time and cost basis that has specific start and end dates;
 - 7.5.2 Consultants should be appointed on an output-specific basis, with specified deliverables and the associated remuneration;
 - 7.5.3 Ensure that cost ceilings are included to specify the contract price as well travel and subsistence disbursements and whether the contract price is inclusive or exclusive of travel and subsistence;
 - 7.5.4 A clause ensuring that skills transfer is done by the consultant to the relevant Municipal officials. This requirement must also be specified in Procurement Documentation.
 - 7.5.5 All engagements with consultants should be undertaken in accordance with the municipality's supply chain management policy and Supply Chain Regulations.
- 7.6 The travel and subsistence costs of consultants must be in accordance with the national travel policy issued by the National Department of Transport as updated periodically.
- 7.7 Consultancy reduction plans should be developed to reduce the reliance on consultants.
- 7.8 All contracts with consultants must include a retention fee or a penalty clause for poor performance.
- 7.9 The specifications and performance of the service provider must be used as a monitoring tool for the work that is to be undertaken and performance must be appropriately recorded and monitored.

8. **VEHICLES USED FOR POLITICAL OFFICE-BEARERS**

- 8.1 Should the approved capital budget of the municipality include the purchase of vehicles for official use by political office bearers, the threshold limit for such vehicle purchases may not exceed seven hundred thousand rand (R700 000) or 70% (VAT inclusive) of the total annual remuneration package for the different grades, whichever is greater.
- 8.2 The procurement of vehicles must be undertaken using the national government transversal mechanism unless it can be procured at a lower cost through other procurement mechanisms.
- 8.3 Before deciding on the procurement of a vehicle as contemplated in 8.2, the chief financial officer must provide the council with information relating to the following criteria which must be considered:
 - 8.3.1 Status of current vehicles;
 - 8.3.2 Affordability, including options of purchasing vs. renting;
 - 8.3.3 Extent of service delivery backlogs;
 - 8.3.4 Terrain for effective usage of vehicle; and
 - 8.3.5 Any other policy of council.
- 8.4 If the rental option is preferred, the Accounting officer must review the costs incurred on a quarterly basis to ensure that value for money is obtained.
- 8.5 Regardless of their usage, vehicles for official use by public office bearers may only be replaced after completion of 120 000 kilometres.
- 8.6 Notwithstanding 8.5, a municipality may replace vehicles for official use by public office bearers before the completion of 120 000 kilometres only in instances where the vehicle experiences serious mechanical problems and is in a poor condition, and subject to obtaining a detailed mechanical report by the vehicle manufacturer or approved dealer.

9 **TRAVEL, SUBSISTENCE AND ACCOMMODATION**

Air Travel

- 9.1 The Accounting officer in respect of all officials or political office bearers and the Executive mayor in respect of the Accounting officer may only approve the purchase of economy class tickets for air travel.

International Travel

- 9.2 International travel for any official or political office bearer can only be approved by the municipal council in a council meeting open to the public with a supporting vote of the majority of the members of the municipal council present.

- 9.3 The report to council for approval of international travel must include:

- 9.3.1 A motivation why the international travel is seen as critical and fully setting out the anticipated benefit that the municipality will derive from attending the event, meeting or function;
- 9.3.2 If international travel to the destination or event was previously undertaken, state what benefits if any derived from the previous attendance;
- 9.3.3 The full cost of the international travel including travel allowances to be paid; and
- 9.3.4 The proposed officials and political office bearers, not exceeding three, to travel and why they have been identified.

- 9.4 The following events will not be considered critical to justify international travel whether the full cost of the travel is paid by another institution or not:

- 9.4.1 Attendance of international sporting events;
- 9.4.2 Attendance of international social events;
- 9.4.3 Attendance of international party-political events;
- 9.4.4 The opening of another country's parliament or any other country's government's celebration events.

- 9.5 The accounting officer or delegated official must ensure that requirements for international travel by officials or political office bearers are not inserted into bid documents, whether it is for inspection of products at source of construction/assembly or for any other reason.

Domestic Accommodation

- 9.6 Overnight accommodation may only be booked where the return trip exceeds 500 kilometres.
- 9.7 Notwithstanding the provision in paragraph 9.6 overnight accommodation, where the return trip is 500 kilometres or less, may be booked where in the view of the accounting officer or delegated official the limitation may be impractical and any of the following instances are present:
- 9.7.1 The road or any other conditions could jeopardise the safety, health and security of officials or political office bearers;
 - 9.7.2 The trips are to be undertaken over a number of consecutive days provided that a return trip is in excess of 200 kilometres;
 - 9.7.3 The starting time of the meeting or event would require the official or councillor to leave his/her place of residence before 05:00 in order to be punctual; and
 - 9.7.4 Overnight accommodation is cheaper than the travelling expenses payable under council policy on travel and subsistence.
- 9.8 Any request for overnight accommodation in compliance with paragraph 9.6 or 9.7 must be motivated on a prescribed form and approved by the municipal manager or delegated official prior to the arrangement for overnight stay;
- 9.9 The written approval in terms of paragraph 9.8 must be filed with the relevant supply chain documents for the accommodation booking; and
- 9.10 A copy of such written approval in terms of paragraph 9.8 must also accompany the request for travel and subsistence.

10. **CREDIT CARDS**

- 10.1 The accounting officer must ensure that no credit card or debit card linked to a bank account of the municipality is issued to any official or public office-bearer.
- 10.2 Where officials or public office bearers must incur expenditure in relation to approved official municipal activities, such officials and public office bearers may use their personal bank cards or cash, and may request reimbursement from the municipality in accordance with approved policies and processes.

11 **SPONSORSHIPS, EVENTS & CATERING**

- 11.1 The municipality may not incur catering expenses for meetings that are only attended by persons in the employ of the municipality, unless prior written approval is obtained from the accounting officer.
- 11.2 Catering expenses may be incurred by the accounting officer for the following, if they exceed five (5) hours:
 - 11.2.1 Hosting of meetings;
 - 11.2.2 Conferences;
 - 11.2.3 Workshops;
 - 11.2.4 Courses;
 - 11.2.5 Forums;
 - 11.2.6 Recruitment interviews; and
 - 11.2.7 Council proceedings
- 11.3 Entertainment allowances of officials may not exceed two thousand rand (R2 000.00) per person per financial year, unless otherwise approved by the accounting officer.
- 11.4 Expenses may not be incurred on alcoholic beverages.

- 11.5 The regulations require *inter alia* that the accounting officer must ensure that social events are not financed from the municipality's budget however, this provision is not intended to impede on the constitutional obligation of the municipality as particularly set out in section 152, 153, 195(1)(h) and Schedule 4 Part B of the Constitution to promote and cultivate social development, economic development, good human-resource management and local tourism.

□

- 11.6 Social events exclude the following events linked to the strategic objectives of the municipality:

11.6.1 Economic development events;

11.6.2 Cultural festivals;

11.6.3 Local tourism festivals;

11.6.4 Youth, aged, disable and other vulnerable persons developmental events;

11.6.5 Civic honours events;

11.6.6 Staff recognition or achievement awards and functions;

11.6.7 Town centennial or other significant municipal commemorating events;

11.6.8 Opening of facilities and buildings;

11.6.9 Strategic planning sessions;

11.6.10 Non-recreational team building events; and

11.6.11 Non-recreational staff wellness functions.

- 11.7 Expenditure may not be incurred on corporate branded items like clothing or goods for personal use of officials, other than uniforms, office supplies and tools of trade, unless the costs thereto are recovered from the affected officials or is an integral part of the business model of a specific project or drive.

- 11.8 The accounting officer must ensure that any sporting events, and expenditure directly or indirectly related to sporting events such as travel and accommodation cost, sporting gear and sporting regalia are not financed from the budget of the municipality or by any suppliers or sponsors. This provision does not prohibit the municipality to incur

expenditure on municipal sport facilities as per its constitutional function.

- 11.9 The accounting officer or delegated official may incur expenditure not exceeding the limits for petty cash as per the municipal Petty Cash Policy for one transaction usage, to host farewell functions in recognition of officials who retire after serving the municipality for ten or more years or retire on grounds of ill health.

12 **COMMUNICATION**

- 12.1 Stellenbosch Municipality may, if matters are not required to be notified through the media to the local community in terms of section 21 of the Municipal Systems Act or any other applicable legislation, advertise municipal related events on its website instead of advertising in magazines or newspapers.
- 12.2 The accounting officer must ensure that allowances to officials for private calls and data costs are limited to the amounts as determined in Council's Cellular Telephone Policy or any other applicable policy that regulates cellular calls and data cost.
- 12.3 Newspaper and other related publications for the use of officials and political office bearers must be discontinued on expiry of existing contracts; unless, authorised by the accounting officer for officials and by the executive mayor for political office bearers that it is required for professional purposes.
- 12.4 Stellenbosch Municipality may participate in the transversal term contract arranged by the National Treasury for the acquisition of mobile communication services provided that the municipality cannot procure it at cheaper rates.

13 **CONFERENCES, MEETINGS & STUDY TOURS**

- 13.1 Cost containment measures with regards to conferences, meetings and study tours are dealt with in the approved Travel and Subsistence Policy.

14 **OTHER RELATED EXPENDITURE ITEMS**

- 14.1 All commodities, services and products covered by a transversal contract by the National Treasury must be procured through that transversal contract before approaching the market, in order to benefit from savings and lower prices or rates that have already been negotiated.
- 14.2 Municipal resources may not be used to fund elections, campaign activities, including the provision of food, clothing and other inducements as part of, or during the election periods.
- 14.3 Procurement of elaborate and expensive office furniture must be avoided.
- 14.4 If considered a requirement, only the services of the South African Police Service may be used to conduct security threat assessments of political office bearers and key officials. A report must be submitted to the Office of the Speaker.

15 **ENFORCEMENT PROCEDURES**

- 15.1 Failure to implement or comply with this policy may result in any official of the municipality or political office bearer that has authorized or incurred any expenditure contrary to those stipulated herein being held liable for financial misconduct or a financial offence in the case of political office bearers as defined in Chapter 15 of the Act read with the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, 2014.

16 **DISCLOSURES OF COST CONTAINMENT MEASURES**

- 16.1 Cost containment measures applied by the municipality must be included in the municipal in-year budget report and annual cost savings must be disclosed in the annual report.

16.2 The measures implemented and aggregate amounts saved per quarter, together with the regular reports on reprioritization of cost savings, on the implementation of the cost containment measures must be submitted to the municipal council for review and resolution. The municipal council can refer such reports to an appropriate council committee for further recommendations and actions.

16.3 Such reports must be copied to the National Treasury and relevant provincial treasuries within seven calendar days after the report is submitted to municipal council.

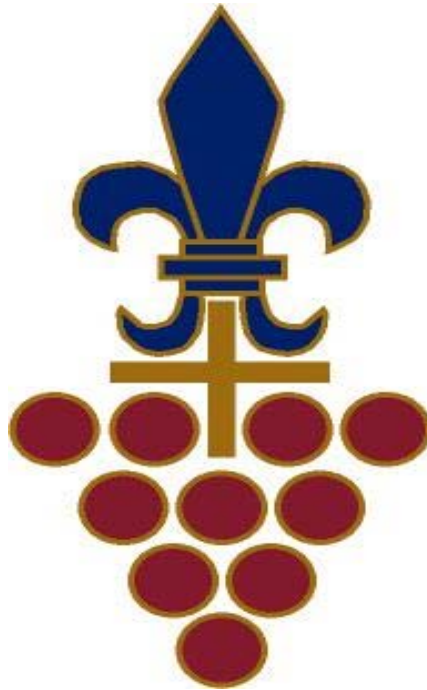
17 **REVIEW PROCESS**

17.1 This policy is a budget related policy and will be reviewed at least annually or when required by way of a council resolution, or when an update is issued by National Treasury.

18 **SHORT TITLE AND IMPLEMENTATION**

19.1 This policy is called the Cost Containment Policy and takes effect on 1 October 2019.

STELLENBOSCH MUNICIPALITY



INVENTORY MANAGEMENT POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

INVENTORY MANAGEMENT POLICY

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1. DEFINITIONS

1.1 In this Policy, unless the context indicates otherwise, the following definitions are applied:

<i>“Accounting Officer”</i>	means the Municipal Manager for the Municipality as contemplated in section 60 of the Local Government: Municipal Finance Management Act, 56 of 2003
<i>“CFO”</i>	means the Chief Financial Officer designated in terms of section 80(2) (a) of the Local Government: Municipal Finance Management Act, 56 of 2003
<i>“Cost”</i>	shall comprise costs of purchase, costs conversion and other costs incurred in bringing the inventories to their present location and condition
<i>“Delegated authority”</i>	means the official who is given the authority for relevant functions in terms of the municipality’s written delegations;
<i>“Good received note”</i>	means a document which is used to acknowledge the receipt of goods in good condition and correct quantities
<i>“Inventories”</i>	are assets: In the form of material or supplies to be consumed in the production process, In the form of materials or supplies to be consumed or distributed in the rendering of services Held for sale or distribution in the ordinary course of operations, or In the process of production for sale or distribution
<i>“Municipality”</i>	shall mean the Stellenbosch Municipality;
<i>“Net Realisable”</i>	Is the estimated selling price in the ordinary course of operations less the estimated costs of completion and estimated costs necessary to make the sale exchange or distribution.

<i>“Obsolete inventory”</i>	means items that have expired, are redundant or damaged;
<i>“Re-order level”</i>	means the level of inventory at which inventory is re-ordered;
<i>“Requisition form”</i>	means a written request to supply specified inventory;
<i>“Store”</i>	means a place where inventory is stored and reserved for future use, or a source from which supplies may be drawn;
<i>“Inventory Controller”</i>	means an official responsible for the requisition, receipt, issue, recording, safeguarding of inventory and cost-effective and efficient management of inventory.
<i>“Stock Issue Register”</i>	means a document which is used to authorize the removal or issue of stock items from stores.

2. OBJECTIVE OF THE POLICY

2.1 The policy aims to achieve the following objectives which are to:-

- a) Provide guidelines that employees of the Municipality must follow in the management and control of inventory, including safeguarding and disposal of inventory.
- b) Procure inventory in line with the established procurement principles contained in the Municipality's Supply Chain Management Policy.
- c) Eliminate any potential misuse of inventory and possible theft.

3. SCOPE

3.1 This policy applies to Stellenbosch Municipality's inventory received by the Inventory Controller and issued to users.

3.2 This policy specifically excludes:

- a) Pharmaceutical inventory, livestock and face value forms; and
- b) Equipment and other assets not defined as inventory;

4. LEGAL FRAMEWORK

4.1 In terms of the MFMA, the Accounting Officer for a municipality must:

- a) Be responsible for the effective, efficient, economical and transparent use of the resources of the municipality as per section 62 (1)(a);
- b) Take all reasonable steps to prevent unauthorised, irregular and fruitless and wasteful expenditure and other losses as per section 62(1)(d);
- c) Be responsible for the management, including the safeguarding and the maintenance of the assets, and for the management of the liabilities, of the municipality as per section 63 (1)(a) and (b).

4.2 In terms of GRAP 12:

4.2.1 Inventories shall be recognized as an asset if, and only if,

- a) it is probable that future economic benefits or service potential associated with the item will flow to the entity ,and
- b) the cost of the inventories can be measured reliably.

4.3 MEASUREMENT AT RECOGNITION

4.3.1 Inventories that qualify for recognition as assets shall initially be measured at cost,

- 4.3.2 Where inventories are acquired at no cost, or for nominal consideration, their costs shall be their fair value as at the date of acquisition.

4.4 MEASUREMENT AFTER RECOGNITION

- 4.4.1 Inventories shall be measured at the lower of cost and net realization value, except where paragraph .18 of GRAP 12 applies.
- 4.4.2 Inventories shall be measures at the lower of cost and current replacement cost where they are held for:
- a) distribution at no charge or for a nominal charge ,or
 - b) consumption in the production process of goods to be distributed at no charge or for a nominal charge.

4.5 RECOGNITION AS AN EXPENSE

- 4.5.1 When inventories are sold, exchanged or distributed, the carrying amount of those inventories shall be recognized as an expense in the period in which the related revenue is recognized. If there is no related revenue, the expense is recognized when the goods are distributed, or related service is rendered. The amount of any write-down of inventories to net realizable value and all losses of inventories shall be recognized as an expense in the period the write-down or loss occurs. The amount of any reversal of any writes –down of inventories arising from an increase in net realizable value, shall be recognized as a reduction in the amount of inventories recognized as an expense in the period in which the reversal occurs.
- 4.5.2 Some inventories may be allocated to other assets accounts, for example, inventory used as a component of self-constructed property, plant or equipment. Inventories allocated to other assets in this way are recognized as an expense during the useful life of that asset.

5. INVENTORY PROCEDURES

- 5.1 The procedures for inventory must be followed to ensure that:
- a) Inventory is safeguarded at all times;
 - b) There are accurate records of quantities on hand at all times;
 - c) Optimum inventory levels are maintained to meet the needs of users;
 - d) Only authorised issues of inventory are made to users; and
 - e) Items placed in store are secured and only used for the purpose for which they were purchased.

5.2 APPOINTMENT OF RESPONSIBLE OFFICIALS

- 5.2.1 The CFO must appoint, in writing, officials to perform the duties of an Inventory Controller in terms of this Policy.
- 5.2.2 Adequate segregation of duties between the requisition, receipt, recording, storage and safekeeping of inventory and the management and control thereof must be maintained to avoid the potential occurrence of errors and fraud.

5.3 ORDERING OF INVENTORY

Standard Supply Chain Management procedures as per approved Supply Chain Management policy are to be implemented.

5.4 RECEIPT OF INVENTORY

All inventory must be received by the completion of a goods received note and processed on the financial management system.

5.5 STORAGE OF INVENTORY

- 5.5.1 Inventory must be stored in a secured, exclusive use area, under lock and key, furthermore the inventory must be insured in terms of the Risk Management Policy of the municipality.
- 5.5.2 The area must be used exclusively for the storage of inventory, with limited authorised access only.
- 5.5.3 Inventory must be positioned to facilitate efficient handling and checking.
- 5.5.4 All items must be stored separately, with proper segregation.
- 5.5.5 Inventory must be clearly labeled for easy identification. Inventory tag/bin cards or inventory labels may be used to identify each item and to aid in the physical verification of the items.
- 5.5.6 Where practically possible, all items of the same type and reference must be stored together as per the description on the inventory records.
- 5.5.7 Items with limited shelf life must be rotated on a first in first out basis, in accordance with paragraph .35 of GRAP, to reduce the occurrence of expired or obsolete stocks.
- 5.5.8 Due diligence and care must be exercised to prevent damage of, or deterioration of inventory.

- 5.5.9 Due regard must be given to any safety standards which may apply to the storage of certain inventories.
- 5.5.10 Steps must be taken to ensure safe custody of items, including precautions against loss or theft.
- 5.5.11 The Inventory Controller or Delegated Official responsible for the custody and care of inventory must ensure that in his/her absence such items, where applicable, are securely stored.
- 5.5.12 The responsibility for the custody of the storeroom keys must be allocated by the delegated authority to an official who is accountable for its use.
- 5.5.13 No unauthorised persons/officials shall obtain entry to premises, buildings or containers where inventory is kept, unless accompanied by the responsible official.
- 5.5.14 Whenever a change in the Inventory Controller occurs, an inventory count must be conducted.
- 5.5.15 An independent official shall be nominated in writing by the delegated authority to assist the official handing and taking over with the checking of the inventory and any discrepancies.
- 5.5.16 Should the above not be complied with, the official taking over shall be liable for any discrepancies.
- 5.5.17 A handing-over certificate as prescribed by the CFO, must be completed by the handing and taking over officials and a copy retained for record purposes.
- 5.5.18 The following fire protection precautions must be adhered to:
- a) Inventories of an inflammable or dangerous nature shall be stored and handled in such a manner that persons or property are not endangered and in compliance with the requirements of any local authority;
 - b) The area must be clearly signposted; and
 - c) Fire extinguishing equipment must be placed in the area where inventories are held and must be serviced regularly.

5.6 ISSUE OF INVENTORY

- 5.6.1 Only the Inventory Controller is authorised to issue inventory from the storeroom.
- 5.6.2 Inventory must only be issued in terms of the approved requisition form of the Municipality.
- 5.6.3 All requisition forms must be ruled off immediately below the last item to prevent items being added once the requisition is authorised by the responsibility manager.

- 5.6.4 The Inventory Controller must prepare the Stock Issue Register once stock items to be issued have been picked up from the shelves
- 5.6.5 The official receiving the inventory must acknowledge the receipt of stock items requested, by signing the Stock Issue Register prepared by the Inventory Controller.
- 5.6.6 Inventories must be issued and used for official purposes only.

5.7 OBSOLETE INVENTORY

- 5.7.1 The preparatory work for the disposal of obsolete inventory must be undertaken by the Inventory Controller and verified by the Assets Accountant.
- 5.7.2 The Accounting Officer or delegated authority must convene a Disposal Committee for the disposal of obsolete inventory.
- 5.7.3 The Disposal Committee should consist of at least three officials, one of whom must act as the chairperson.
- 5.7.4 The delegated authority may approve the write-off of inventory, if satisfied that: -
 - a) The inventory has expired and is redundant;
 - b) The inventory is of a specialised nature and has become outdated due to the introduction of upgraded and more effective products;
 - c) The inventory cannot be used for the purpose for which it was originally intended; or
 - d) The inventory has been damaged and is rendered useless.
- 5.7.5 All disposed of items must be updated in the inventory records/register/database for the purposes of proper management and control.

5.8 INVENTORY COUNT

- 5.8.1 Items may be subject to an inventory count on a quarterly basis.
- 5.8.2 Where the quantity of inventory is too large for the count to be completed on a single occasion, inventory counts may be carried out on a rotational basis with a full inventory count at the end of each financial year.
- 5.8.3 All approved Municipal procedures and processes must be complied with during the inventory count.

- 5.8.4 The Inventory Controller must submit a report to the CFO after investigating any discrepancies between the inventory records/register/database, bin/tag cards or inventory labels and the physical inventory.
- 5.8.5 The CFO must submit a report with the findings to the Accounting Officer, in order to have the matter reported to the Council of the Municipality for the write-off of any inventories losses, or the write –up of surpluses.
- 5.8.6 The appropriate disciplinary action must be instituted when applicable.
- 5.8.7 The inventory record, register, database or system must be updated accordingly.

6. INVENTORY RECORDS

- 6.1. An inventory record/register/database must be maintained for all inventory items, either manually and / or electronically.
- 6.2 All relevant information must be included for the proper management and control of all inventory items. It is recommended that details include but are not limited to:
 - a) Order number/date;
 - b) Item description;
 - c) Quantity and value of stock on hand;
 - d) Quantity and value of stock received;
 - e) Quantity and value of stock issued;
 - f) Re-order level;
 - g) Optimum inventory level;
 - h) Quantity and value of obsolete stock; and
 - i) Opening/closing balance.
- 6.3 An inventory register/database must be printed monthly and the hard copy filed in a chronological order to maintain a proper audit trail.

7. REPORTING

- 7.1 A report must be submitted at least quarterly to the Chief Financial Officer and/or the Assets Manager detailing the following:
 - a) Any inventory shortages or surpluses and the reasons for such;
 - b) Any inventory deficits proposed to be written-off; and
 - c) Any obsolete inventory items.

- 7.2 Inventories purchased during the financial year must be disclosed at cost or net realizable value in the disclosure notes of the Financial Statements of the Municipality.
- 7.3 In terms of GRAP the financial statements shall disclose:
- a) the accounting policies adopted in measuring inventories, including the cost formula used,
 - b) the total carrying amount of inventories and the carrying amount in classifications appropriate to the entity,
 - c) the carrying amount of inventories carried at fair value less costs to sell,
 - d) the amount of inventories recognized as an expense during the period,
 - e) the amount of any write-down of inventories recognized as an expense in the period in accordance with paragraph .43,
 - f) the amount of any reversal of any write-down that is recognized as a reduction in the amount of inventories recognized as an expense in the period in accordance with paragraph .43,
 - g) the circumstances or events that led to the reversal of a write-down of inventories in accordance with paragraph .43, and
 - h) the carrying amount of inventories pledged as security for liabilities.

8. CLASSIFICATION OF INVENTORY

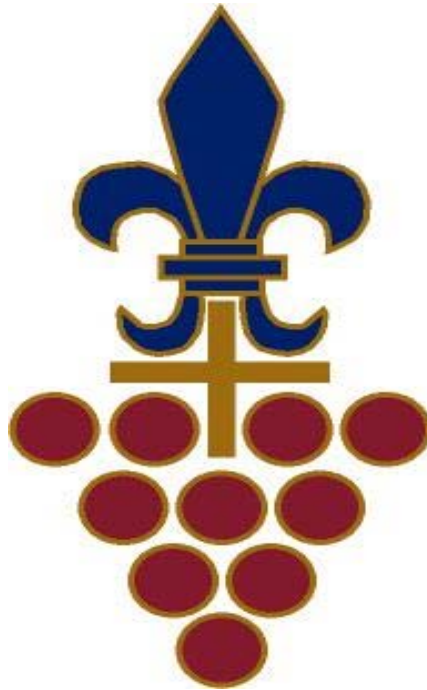
As per National Treasury Standard Chart of Accounts, inventory shall be classified as follows:

Inventory Categories	Consumable Categories
Ammunition & Security Supplies	Consumable Supplies (level 4)
Clothing Material & Accessories	Agricultural Supplies (level 5)
Farming & Gardening Supplies	Gifts & Awards
Fuel, Oil & Gas	Fuel Supplies
Crockery & Linen	Media Collections
Learning & Teaching Support Material	Building & Construction
Assets for Distribution	Contraceptives
Materials & Supplies	First Aid Kit
Medical Supplies	Laboratories
Medicines	Security Accessories
Military Stores	Bags & Accessories
Laboratory Chemicals & Supplies	Stationary

9. POLICY ADOPTION

This policy has been reviewed and approved by the Council of Stellenbosch Municipality and is applicable with effect from 1 July 2023.

STELLENBOSCH MUNICIPALITY



LIQUIDITY POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

LIQUIDITY POLICY

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1. INTRODUCTION

The documented Liquidity Policy sets out the minimum risk management measures that Stellenbosch Municipality has to implement and adhere to in order to ensure that its current and future liquidity position is managed in a prudent manner.

Liquidity is the amount of cash and / or “near cash” (which refers to assets or security that can easily and quickly be converted to cash), available to be utilized to meet obligations and / or pay commitments. The marketability or ability to buy or sell an asset without incurring unacceptable large losses thus determines the liquidity of an asset or defines it as near cash.

This Policy is implemented to provide guidance on the minimum liquidity level that Stellenbosch Municipality has to maintain in order to comply with required legislative and / or National Treasury directives and within the overall financial management objectives as approved/reviewed by the Council from time to time.

2. BACKGROUND AND APPROACH

Various policies and procedures exist that direct the way in which the business of Stellenbosch Municipality is or should be conducted in a prudent manner. Generally these policies and procedures flow from the prescription made in Legislation i.e. the Municipal Finance Management Act (“MFMA”) and/or directives issued by a national department such as National Treasury.

Guidelines provided by National Treasury indicate that an acceptable level of cash resources needs to be available for working capital requirements (see below).

It is for this reason that the need to have an official Liquidity Policy was identified.

3. LEGISLATIVE REQUIREMENTS

3.1. The MFMA circular 71 stipulates the following two prescribed ratios to manage liquidity:

Cash/Cost Coverage Ratio (Excluding Unspent Conditional Grants) is calculated as:

$$\frac{((\text{Cash and Cash Equivalents} - \text{Unspent Conditional Grants} - \text{Overdraft}) + \text{Short Term Investment})}{\text{Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, Provision for Bad Debts, Impairment and Loss on Disposal of Assets)}}$$

Criteria: 1 – 3 times

Current Ratio Current Assets / Current Liabilities

Criteria: 1.5 - 2:1

The above guidelines are noted but the proposed policy is more conservative to ensure that the municipality secures its strong financial position thereby providing comfort to investors.

4. LIQUIDITY POLICY

This policy provides guidance on the determination of the minimum liquidity requirement and the calculation of the liquidity available of Stellenbosch Municipality from time to time (see **Annexure 1**).

Notwithstanding the requirements as reflected in this policy, Stellenbosch Municipality should ensure that its Current Assets (excluding debtors older than 90 days) cover all of its Current Liabilities at least two times.

The policy encapsulates certain key aspects and considerations which have been outlined below:

4.1. KEY COMPONENTS OF MINIMUM LIQUIDITY REQUIRED:

The following constitutes the key elements to take into consideration when determining the liquidity requirement of Stellenbosch Municipality:

- 4.1.1. To comply with statutory requirements it is proposed that the following funds, reserves and provisions be fully covered by unencumbered cash and investments:
 - 4.1.1.1. *All earmarked or conditional grant transfers from spheres of Government or from Public Contributions made to Stellenbosch Municipality that have not yet been utilized;*
 - 4.1.1.2. *All commitments resulting from the legally entrenched rights and benefits employees have, with specific reference to the Council's short term commitment to staff retirement benefits and medical fund claims payable;*
 - 4.1.1.3. *All funds not yet been utilized in relation to agency services provided on behalf of Provincial or National Government should also be treated as earmarked funds;*
 - 4.1.1.4. *All reserves stated by Stellenbosch Municipality on its Statement of Financial Position that have been established for the purposes of making provisions for a defined purpose.*

- 4.1.2. Cognisance also needs to be taken of the external loan commitments and the servicing of capital and interest on these loans. Therefore provision should be made that Stellenbosch Municipality can meet its external loan/financial commitments together with the normal operational expenditure, as well as its liabilities to staff.
- 4.1.3. All investments ceded as security against long term loans need to be excluded from total cash and investment balances for calculation of the minimum liquidity level required.
- 4.1.4. In addition, a level of cash available for normal operational expenditure needs to be held in cash to ensure that, notwithstanding fluctuations in the monthly income levels of Stellenbosch Municipality, Stellenbosch Municipality will be in a position to meet its financial requirements. In this respect, the average monthly operational expenditure needs to be used as a guide of the minimum buffer required. One month's operational expenditure excluding debt impairments, depreciation and other non-cash expenses should be available for liquidity cover.
- 4.1.5. The "golden rule" should be to ensure that Stellenbosch Local Municipality will have adequate liquid assets (those that can be made into cash within 24 hours, weekly or monthly as the requirement might be) to meet its short term financial commitments.

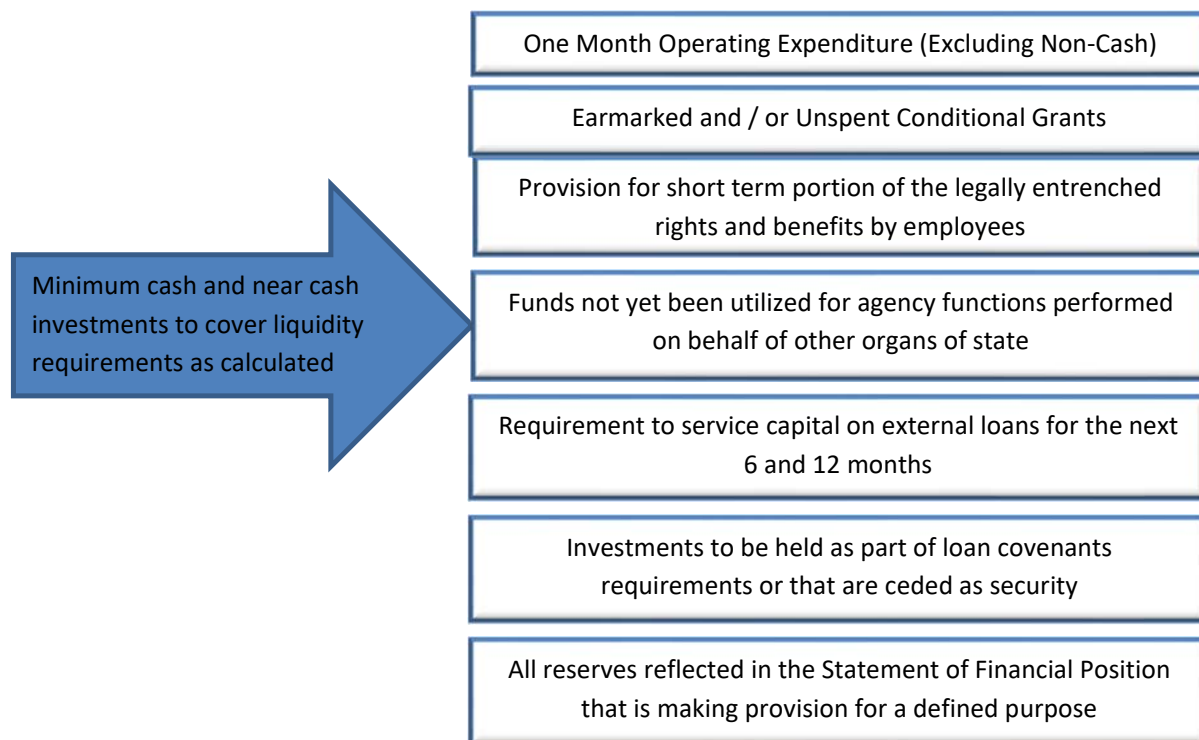
4.2. CALCULATION OF AVAILABLE LIQUIDITY

The amount of liquidity available should be determined from time-to-time. The following, should be regarded as cash and or near cash in calculating the available liquidity:

- 4.2.1. *All cash held in a bank account or invested with a money market fund;*
- 4.2.2. *95% of the value of all NCD's or other tradable instruments issued by a bank that are not already ceded;*
- 4.2.3. *90% of the market value of all listed bonds on the JSE in which Stellenbosch Municipality is allowed to invest in;*
- 4.2.4. *Consumer debtors aged current to 60 days;*
- 4.2.5. *Amount of unspent conditional grants and public contributions excluded from own funds held in bank accounts;*
- 4.2.6. *Funds provided to Council for expenditure on activities executed on behalf of other spheres of Government (Provincial and / or National) as part of an agency function, excluded from own funds held in bank accounts;*
- 4.2.7. *Funds ring-fenced for cash backed reserves that are excluded from own funds held in bank accounts;*
- 4.2.8. *Cash amounts that need to be held by Council resulting from loan covenants' that are part of the conditions of loans extended, but not ceded outright to lenders;*

4.2.9. *The undrawn portion of unconditional bank overdraft facility or liquidity facility available to Stellenbosch Municipality.*

The aforementioned in paragraphs 4.1. and 4.2. can schematically be reflected as follows:



4.3. IMPLEMENTATION AND MONITORING OF COMPLIANCE WITH LIQUIDITY POLICY:

Once the policy is approved, the CFO is to be tasked to ensure that the required cash has to be maintained to continue meeting the requirements as set out in this policy.

Firstly, the minimum required liquidity level should be calculated based on audited annual financial statements. This level of liquidity required needs to be specifically budgeted for and on a quarterly basis be reported to the Finance Committee and / or other Committees as might be stipulated by Council as well as to Council.

Notwithstanding National Treasury's three months operational expenditure guideline and the one month operational expenditure buffer proposed as a minimum by the liquidity policy, it is recommended that Council set a target of one month's operational expenditure liquidity buffer to be achieved at the end of the transitional period (reference paragraph 6).

The cash provisions made to repay external loan commitments, if specifically earmarked, should also be added to this minimum working capital liquidity, to prevent

fluctuations in the working capital reserve that could put the minimum level of liquidity levels under pressure.

5. CORPORATE GOVERNANCE (OVERSIGHT)

Compliance with this policy will be monitored by the Chief Financial Officer. The Chief Financial Officer must present the liquidity compliance reports to the Finance Committee and the Audit Committee of the municipality.

Where compliance has been breached the Chief Financial Officer must present an action plan to correct the non-compliance. The Finance Committee must monitor the successful implementation of the corrective action plans and report progress to Council.

6. POLICY MANAGEMENT

The Liquidity Policy forms part of Stellenbosch Municipality overall financial objectives and therefore forms part of approved Budget Policies. The policy must be reviewed at least annually during the budget revision and presented to Council for approval.

The policy is effective from the date it is approved by Council.

ANNEXURE 1Liquidity Requirement as per Liquidity Policy

Financial Year End: _____

Liquidity Requirement Calculation [as stipulated in Paragraph 4.1.]

All earmarked and/or conditional grants received but not yet utilised	
Value of legally entrenched short term rights and benefits of employees related to Medical benefits & Retirement benefits	
Funds held for agency services not yet performed	
Reserve funds reflected in Statement of Financial Position that are assumed to be held in cash	
Capital redemption and interest payments on external loans not reflected as part of normal operational expenditure	
Onemonth operational expenditure excluding non-cash items	
Commitments resulting from contracts concluded as part of Capex Programme, not reflected in operational budget	
TOTAL LIQUIDITY REQUIREMENT	

Actual available liquidity held [reference paragraph 4.2.]

Bank Balance at e.g.:	
- ABSA, FNB, Standard Bank, Nedbank, Investec, Money Market	
Bank balance sub total	
95% of all other term investments with Banks	
90% of Market value of all Bonds on the JSE that are held	
Consumer debtors (current – 60 days)	
Other reserves held in cash not reflected in bank balances mentioned above for e.g.:	
- Unspent conditional grants	
- Payments received for agency functions not yet performed	
- The cash value of reserves held	
- Cash deposits held as part of loan covenants or ceded	
- Undrawn bank overdraft facility or committed liquidity lines available	
TOTAL LIQUIDITY AVAILABLE	

LIQUIDITY SURPLUS (SHORT FALL)

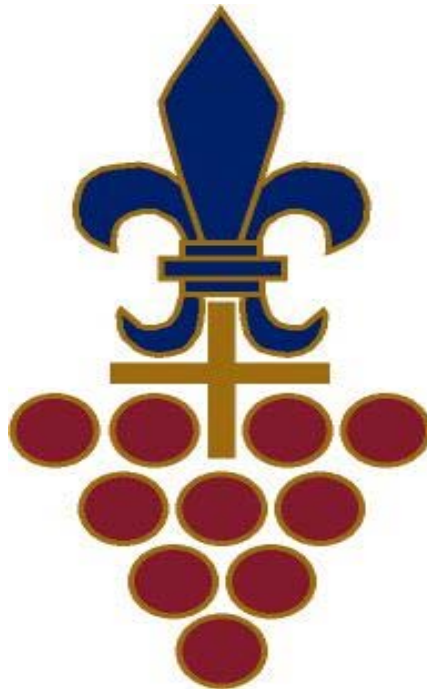
SURPLUS TO BE APPROPRIATED TO CAPITAL REPLACEMENT RESERVE

(See Borrowing, Funds and Reserves Policy)

Liquidity ratio:

Current Asset/Current Liabilities

STELLENBOSCH MUNICIPALITY



PREFERENTIAL PROCUREMENT POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

PREFERENTIAL PROCUREMENT POLICY

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1. Definitions

In this policy, unless the context indicates otherwise, any word or expression to which a meaning has been assigned in the Act must bear the meaning so assigned—

"Acceptable Tender" mean any tender which, in all respects, complies with the specification and conditions of tender as set out in tender document

"Black designated groups" has the meaning assigned to it in the codes of good practice issued in terms of section 9 (1) of the BBBEEA.

"Black people" has the meaning assigned to it in section 1 of the BBBEEA.

"Designated group" means black designated groups, black people, women, people with disabilities; or small enterprises which are enterprises, owned, managed, and controlled by previously disadvantaged persons and which is overcoming business impediments arising from the legacy of apartheid.

"Disability" means in respect of a person, a permanent means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.

"EME" means

(1) exempted micro enterprise in terms of a code of good practice on black economic empowerment issued in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the BBBEEA.

(2) an entity with an annual turnover of R10 000 00.000 (ten million Rand) or less

"Historically disadvantaged individual (HDI)" means a South African citizen –

(1) who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No 110 of 1983); and / or

(2) who is a female; and / or

(3) who has a disability:

Provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be an HDI.

"highest acceptable tender" means a tender that complies with all specifications and conditions of tender and that has the highest price compared to other tenders;

"lowest acceptable tender" means a tender that complies with all specifications and conditions of tender and that has lowest price compared to other tenders;

"Locality" means the local suppliers and/or service providers that business offices are within the Municipal area.

"Large Enterprises" is a company with an annual turnover in excess of R50 million.

“Market Analysis” means a technique used to identify market characteristics for specific goods or services

“Municipal Area” means the Stellenbosch Municipality Municipal area (WC024)

“National Treasury” has the meaning assigned to it in section 1 of the Public Finance Management Act, 1999 (Act No. 1 of 1999);

“Objective Criteria” for the purpose of section 2(1)f of the procurement Act must be criteria other than the additional to criteria relating to equity ownership by HDI’s or whether or not a bidder was located in a particular province or municipal area

“price” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

“Proof of B-BBEE status level of contributor” means the B-BBEE status level certificate issued by an authorized body or person

- 1) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
- 2) any other requirement prescribed in terms of the Broad-Based Black Economic Empowerment Act.

“Qualifying Small Enterprise (QSE)” “is a company with a turnover between R10 million and R50 million

“Rand value” means the total estimated value of a contract in Rand, calculated at the time of the tender invitation;

“Region” means the district and/or Cape Winelands District Municipality.

“Rural area” means-

- 1) a separately populated area in which people farm or depend on natural resources, including villages and small towns that are dispersed through the area; or
- 2) an area including a large settlement which depends on migratory labour and remittances and government social grants for survival and may have a traditional land tenure system.

“Specific goals” means specific goals as contemplated in section 2(1)(d) of the Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as published in Government Gazette No. 16085 dated 23 November 1994;

“SMME” means small, medium and micro enterprises namely Exempted Micro Enterprises and Qualifying Small Enterprises

“Tender” means a written offer in the form determined by a Municipality in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

“tender for income-generating contracts” means a written offer in the form determined by an organ of state in response to an invitation for the origination of

income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions;

“The Act” means the Preferential Procurement Policy Act, 2000 (Act No. 5 of 2000).

“Youth” has the meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No. 54 of 2008).

2. Introduction

The Constitution of the Republic of South Africa, 1996, provides in sections 152(1)(c) and 152(2) that local government must promote social and economic development and that the municipality must strive within its financial and administrative capacity, to achieve the objects set out in subsection 152(1).

The Constitution provides in section 217 that an organ of state must contract for goods or services in accordance with a procurement system which is fair, equitable, transparent, competitive, and cost effective and to implement a policy to grant preferences within a framework prescribed by National Legislation.

The Broad-Based Black Economic Empowerment Act, 2003 requires: “ (1) Every organ of state and public entity must apply any relevant code of good practice issued in terms of this Act in (b) developing and implementing a preferential procurement policy

The Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000)-[PPPFA] was promulgated by the Minister in response to the Constitutional provision and allow for a Municipality to develop a preferential procurement policy and to implement such policy within the PPPFA framework.

Section 2 (1) (d) (i) and (ii) of the Preferential Procurement Policy Framework Act, 2000 refers to specific goals which may include:

- (i) contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability;
- (ii) implementing the programmes of the Reconstruction and Development Programme (RDP) as published in *Government Gazette* 16085 dated 23 November 1994.

The RDP (1994), as basis for development in South Africa, was meant to provide a holistic, integrated, coherent socio-economic policy that is aimed at mobilising people and resources to work towards the upliftment of the material and social conditions of local communities to build sustainable livelihoods for these communities.

In terms of Section 2 (1)(d)(ii), the following activities may be regarded as a contribution towards achieving the goals of the RDP, in addition to the awarding of preference points in favour of HDIs (published in *Government Gazette* No. 16085 dated 23 November 1994):

- (i) The promotion of South African owned enterprises;

- (ii) The promotion of export orientated production to create jobs;
- (iii) The promotion of SMMEs;
- (iv) The creation of new jobs or the intensification of labour absorption;
- (v) The promotion of enterprises located in a specific province for work to be done or services to be rendered in that province;
- (vi) The promotion of enterprises located in a specific region for work to be done or services to be rendered in that region;
- (vii) The promotion of enterprises located in a specific municipal area for work to be done or services to be rendered in that municipal area;
- (viii) The promotion of enterprises located in rural areas;
- (ix) The empowerment of the work force by standardising the level of skill and knowledge of workers;
- (x) The development of human resources, including by assisting in tertiary and other advanced training programmes, in line with key indicators such as percentage of wage bill spent on education and training and improvement of management skills; and
- (xi) The upliftment of communities through, but not limited to, housing, transport, schools, infrastructure donations, and charity organisations.

3. Purpose, and Objectives

- a) The purpose of this policy is to:
 - i) Provide for categories of preference in awarding of bids;
 - ii) Provide for the advancement of persons or categories of persons disadvantaged by unfair discrimination; and
 - iii) Clarify the mechanisms how the above items in par 1.1 (a) (i) and (ii) will be implemented.
- b) Objectives
 - a) Promote Black-Based Black Economic Empowerment (B-BBEE) - enterprises providing services and goods.
 - b) Promote Small Medium and Micro Enterprises (SMME's), Joint Ventures, Consortiums, and partnerships in the municipal area.
 - c) Implement recognised best procurement practises through effective planning, strategic purchasing, and contract management.

The policy rests upon certain core principles of behaviour as set out in the Constitution and ratified by the Constitutional Certification Judgements. In this context, the policy will be applied in accordance with a system, which is fair, equitable, transparent, competitive, and cost-effective in terms of Section 217 of the Constitution.

This policy strives to ensure that the objectives for uniformity in the supply chain management systems between Municipalities/Municipal entities, is not undermined and that consistency with the SCM and LED policies in line with sections 152(1)(c) and 152(2).

4. Application of preference point system

- 4.1 The Municipality will, in the tender documents, stipulate —
 - (a) the preference point system applicable; and

- (b) any specific goal as envisaged in section 2(1)(d) and (e) of the Preferential Procurement Act.

- 4.2 If it is unclear whether the 80/20 or 90/10 preference point system applies—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or;
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system..

5. 80/20 preference point system for acquisition of goods or services with Rand value equal to or below R50 million

- 5.1 The following formula must be used to calculate the points out of 80 for price in respect of a tender with a Rand value equal to or below R50 million, inclusive of all applicable taxes:

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where-

P_s = Points scored for price of tender under consideration;

P_t = Price of tender under consideration; and

$P_{\min}$ = Price of lowest acceptable tender.

- 5.2 A maximum of 20 points may be awarded to a tenderer for the specified goals for the tender.
- 5.3 The points scored for the specific goal must be added to the points scored for the price and the total must be rounded off to the nearest two decimal places.
- 5.4 Subject to section 2(1)(f) of the Act, the contract must be awarded to the tendering scoring the highest points.

6. 90/10 preference point system for acquisition of goods or services with Rand value above R50 million

- 6.1 The following formula must be used to calculate the points out 90 for price in respect of a tender with a Rand value above R50 million, inclusive of all applicable taxes:

$$P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where-

P_s = Points scored for price of tender under consideration;

P_t = Price of tender under consideration; and

$P_{\min}$ = Price of lowest acceptable tender.

6.2 A maximum of 10 points may be awarded to a tenderer for the specified goals for the tender.

6.3 The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places..

6.4 Subject to section 2(1)(f) of the Act, the contract must be awarded to the tenderer scoring the highest points.

7. 80/20 preference points system for tenders to for income-generating contracts with Rand value equal to or below R50 million

7.1 The following formula must be used to calculate the points for price in respect of an invitation for tender for income-generating contracts, with a Rand value equal to or below R50 million, inclusive of all applicable taxes:

$$P_s = 80 \left(1 + \frac{P_t - P_{\max}}{P_{\max}} \right)$$

Where-

P_s = Points scored for price of tender under consideration;

P_t = Price of tender under consideration; and

$P_{\max}$ = Price of highest acceptable tender.

7.2 A maximum of 20 points may be awarded to a tenderer for the specific goal specified for the tender.

7.3 The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.

7.4 Subject to section 2(1)(f) of the Act, the contract must be awarded to the tenderer scoring the highest points.

8. 90/10 preference point system for tenders for income-generating contracts with Rand value above R50 million

8.1 The following formula must be used to calculate the points for price in respect of a tender for income-generating contracts, with a Rand value above R50 million inclusive of all applicable taxes:

$$Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where-

Ps = Points scored for price of tender under consideration;

Pt = Price of tender under consideration; and

Pmax = Price of highest acceptable tender.

8.2 A maximum of 10 points may be awarded to a tenderer for the specific goal specified for the tender.

8.3 The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.

8.4 Subject to section 2(1)(f) of the Act, the contract must be awarded to the tenderer scoring the highest points.

9. Specified contract participation goals

9.1 The tendering conditions will stipulate the specific goals, as contemplated in section 2(1)(d)(ii) of the Preferential Procurement Act, be attained.

9.2 A maximum of 20 points (80/20 preference points system) or 10 (90/10 preference points system), must be allocated for specific goals. These goals are :

(a) contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability;

(b) Promotion of enterprises located in the municipal area (WCO24)

- 9.3 Regarding par 9.2 (a) at least 50% of the 20/10 points must be allocated to promote this goal and points will be allocated in terms of the BBEE scorecard as follows.

B-BBEE Status Level of Contributor	Number of Points for 80/20 Preference Points System	Number of Points for 90/10 Preference Points System
1	20	10
2	18	9
3	16	8
4	12	5
5	8	4
6	6	3
7	4	2
8	2	1
Non-compliant contributor	0	0

- 9.4 A tenderer must submit proof of its BBEE status level contributor.
- 9.5 A tenderer failing to submit proof of BBEE status level of contributor –
- 9.5.1 may only score in terms of the 80/90-point formula for price; and
- 9.5.2 scores 0 points out of 10/5 BBEE status level of contributor, which is in line with section 2 (1) (d) (i) of the Act, where the supplier or service provider did not provide proof thereof.
- 9.6 Regarding par 9.2(b) a maximum of 50% of the 20/10 points must be allocated to promote this goal. Maximum points will be allocated as follows.

Locality of supplier	Number of Points for 80/20 Preference Points System	Number of Points for 90/10 Preference Points System
Within the boundaries of the municipality	20	10
Outside of the boundaries of the municipality	0	0

- 9.7 The policy should not include Pre-qualification goals.
- 9.8 Any specific goal for which a point may be awarded, must be clearly specified in the invitation to submit a tender.
- 9.9 A tenderer failing to submit proof of required evidence to claim preferences for other specified goals, which is in line with section 2 (1) (d) (ii) of the Act.
- (i) may only score in terms of the 80/90-point formula for price; and
- (ii) scores 0 points out of 10/5 of the relevant specific goals where the supplier or service provider did not stipulate.
- 9.10 The preference points scored by a tenderer must be added to the points scored for price.

- 9.11 The points scored must be rounded off to the nearest two decimal places.
- 9.12 The contract must be awarded to the tenderer scoring the highest procurement points.

10 Application of Specified contract participation goals in Various thresholds

- 10.1 The preference point scoring system will be applicable for all procurement in excess of R 30 000,00.
- 10.2 If the specific goal of locality is identified for a specific procurement, the delegated official/committee must approve the specific goal (locality), and the point scoring must be specifically indicated in the invitation to tender and scored accordingly.
- 10.3 If the specific goal of locality is not identified for a specific procurement, the maximum points for the specified goals for the tender must be allocated to BBBEE points.

11. Criteria for breaking deadlock in scoring

- 11.1 If two or more tenderers score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals.
- 11.2 If two or more tenderers score an equal total number of points, the objective criteria in addition to those contemplated in paragraphs (d) and (e) justify the award to the tenderer that scored the highest points in terms in accordance with section 2(1)(f) of the Act.
- 11.3 If two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.

12. Award of contracts to tenderers not scoring highest points

- 12.1 A contract may be awarded to a tenderer that did not score the highest points only in accordance with section 2(1)(f) of the Act.

13. Remedies

- 13.1 If a Municipality is of the view that a tenderer submitted false information regarding a specific goal, it must—
 - a) inform the tenderer; accordingly, and
 - b) give the tenderer an opportunity to make representations within 14 days as to why the tender may not be disqualified or, if the tender has already been awarded to the tenderer, the contract should not be terminated in whole or in part—

13.2 After considering the representations referred to in par 13 (1)(b), the Municipality may—

- (a) if it concludes that such false information was submitted by the tenderer—
 - (i) disqualify the tenderer or terminate the contract in whole or in part; and
 - (ii) if applicable, claim damages from the tenderer;

14. Performance Management

The specific goals achieved through the application of the Preferential Procurement Framework Act, 2000 will be monitored in terms of the elements embedded in the Supply Chain Management Policy.

15. Reporting

The Accounting Officer must align its reporting requirements to the Council as per SCM Regulation 6 to also report on progress with the implementation of this Policy

16. Repeal of regulations

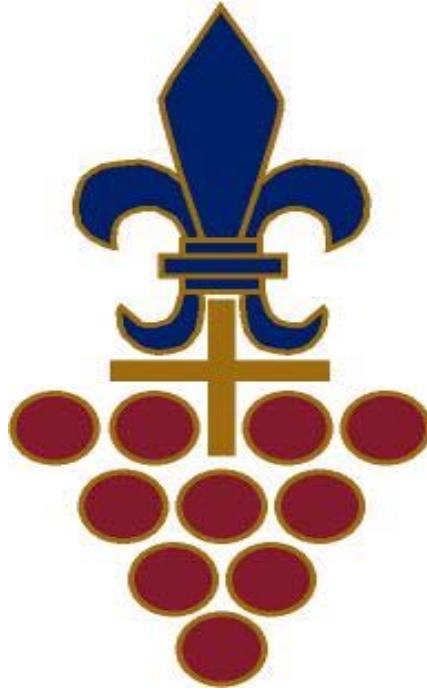
16.1 Subject to this regulation, the Preferential Procurement Regulations, 2017 published in Government No. 40553 of 20 January 2017, are hereby repealed with effect from the date referred to in subsection 17.

16.2 Any tender advertised before the date referred to in subsection 17 must be dealt with in terms of the Preferential Procurement Regulations, 2017.

17. Short title and commencement

This Policy is called the Stellenbosch Preferential Procurement Policy, 2022/23 and take effect on 16 January 2023.

STELLENBOSCH MUNICIPALITY



PETTY CASH POLICY

2023/2024



STELLENBOSCH MUNICIPALITY
PETTY CASH POLICY

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1. INTRODUCTION

The accounting officer of a municipality is responsible for the management of the expenditure of the municipality in an effective and controlled manner. Therefore the Stellenbosch Municipality adopts the following petty cash policy.

2. REGULATORY FRAMEWORK

- a) The Municipal Finance Management Act (56 of 2003);
- b) Section 15 of the Municipal Supply Chain Regulations;
- c) Treasury regulations in terms of Section 13(1) of the Act;
- d) MFMA Circular 97 (Cost Containment Measures);
- e) Cost Containment Policy;
- f) Municipal Cost Containment Regulations, 2019; and
- g) Any subsequent MFMA Circulars relevant to Petty Cash or Cost Containment in general that may be issued By National Treasury from time to time.

3. OBJECTIVES

Compliance with the regulatory framework in terms of the relevant legislation is required.

4. RESPONSIBILITY AND ACCOUNTABILITY

The key responsibilities in terms of the MFMA (Section 65) are:

Accounting Officer (Municipal Manager)-

- (1) The accounting officer of a municipality is responsible for the management of the expenditure of the municipality.
- (2) The accounting officer must for the purpose of subsection (1) take all reasonable steps to ensure—
 - (a) That the municipality has and maintains an effective system of expenditure control, including procedures for the approval, authorisation, withdrawal and payment of funds;
 - (b) That the municipality has and maintains a management, accounting and information system which—

- (i) recognises expenditure when it is incurred;
 - (ii) accounts for creditors of the municipality; and
 - (iii) accounts for payments made by the municipality;
- (c) that the municipality has and maintains a system of internal control in respect of creditors and payments;
- (d) that payments by the municipality are made—
 - (i) directly to the person to whom it is due unless agreed otherwise for reasons as may be prescribed; and
 - (ii) either electronically or by way of non-transferable cheques, provided that cash payments and payments by way of cash cheques may be made for exceptional reasons only, and only up to a prescribed limit;

The Municipal Manager delegates authority to the Chief Financial Officer to ensure compliance and adherence to the principles established by this policy.

5. PETTY CASH FRAMEWORK

5.1 General Policy

- a. The use of petty cash floats is strictly confined to individual cash purchases of:
 - i) up to a maximum of R500, where the petty cash floats in other departments are used to make purchases,
 - ii) up to a maximum of R2 000, when claimed from the Financial Services Petty Cash Float.

All Petty Cash expenditure must be in compliance with this Policy, the Municipal Cost Containment Regulations 2019, Cost Containment Policy and MFMA Circular 97 (Cost Containment Measures).

- i) The municipality may not incur catering expenses for meetings that are only attended by persons in the employ of the municipality, unless prior written approval is obtained from the accounting officer.
- ii) Catering expenses may be incurred by the accounting officer for the following, provided they exceed five (5) hours in duration:
 - Hosting of meetings
 - Conferences

- Workshops
 - Courses
 - Forums
 - Recruitment interviews
 - Council proceedings
- iii) Expenses may not be incurred on alcoholic beverages.
- iv) The accounting officer must ensure that expenses are not incurred on social events. This provision is not intended to impede the constitutional obligation of the municipality, therefor the following events are excluded:
- Economic development events
 - Cultural festivals
 - Local tourism festivals
 - Youth, aged, disabled and other vulnerable persons development events
 - Civic honours events
 - Staff recognition or achievement awards and functions
 - Town centennial or other significant municipal commemorating events
 - Opening of facilities and buildings
 - Strategic planning sessions
 - Non-recreational team building events
 - Non-recreational staff wellness functions.
- v) Expenditure may not be incurred on corporate branded items like clothing or goods for personal use by officials, other than uniforms, office supplies and tools of trade, unless the costs thereto are recovered from the affected officials or is an integral part of the business model of a specific project or drive.
- vi) The accounting officer must ensure that any sporting events, and expenditure directly related to sporting events such as travel and accommodation cost, sporting gear and sporting regalia are not financed from the budget of the municipality or by suppliers or sponsors. This provision does not apply to sporting events that are held in terms of the municipality's constitutional function.

The accounting officer may incur expenditure not exceeding the limits of this Policy for one transaction usage, to host farewell functions in recognition of officials who retire after serving the municipality for ten or more years or retire due to ill health.

Under no circumstances may Petty Cash be abused for purposes of avoiding Supply Chain Management procedures. It is not acceptable for one receipt or a number of receipts, in respect of the same event, which have been obtained by the same person, to be split over multiple cash purchase claims.

- d. The Directorate making use of Petty Cash for smaller purchases is responsible for ensuring that sufficient budget is available on the relevant votes.
 - e. A petty cash float is not to be used for any of the following:
 - i) loans to any person whatsoever;
 - ii) payment of personal remuneration to any employee whatsoever, whether for fees, salaries, wages, travel allowance as part of remuneration, honorarium or other reason; or
 - iii) Purchase of capital items.
 - iv) Any item or service that does not fall within the ambit of the Cost Containment Policy and –Regulations.
 - f. Examples of permissible Petty Cash Expenditure may include, but is not limited to:
 - i) Toll Fees
 - ii) Parking Fees
 - iii) Postage
 - iv) PDP and Licence fees
 - v) Keys
 - vi) Car Wash
 - vii) Fire Arm Licencing
 - g. Should there be any uncertainty, the relevant Director may exercise discretion and approve a requisition for Petty Cash, or in the case of an own Petty Cash Float, approve such expenditure provided that all such approvals remain within the confines of the Cost Containment Policy and –Regulations..
- Other cash floats may also be established for the purpose of providing change, for a cash register, or any other purpose approved by the Chief Financial Officer. Use of such floats is restricted to the purpose for which they were established.
- i. The Chief Financial Officer may approve the use of petty cash for specific use, based on practical reasons or cost-benefit reasons. Such an authority will be done on a case by case basis for the purposes of considering merit.
 - j. The CFO may determine and approve the maximum amount to be held in any individual petty cash float.

5.2 Purchases through Petty Cash Float – Supply Chain Management Office

- a. Purchases from SCM database suppliers shall be allowed in the following instance, provided that a monthly submission are made to the CFO of all purchases and the respective director confirming the enforcement of rotation of suppliers:
 - i) When the amount of the individual purchase / event is less than R250.00, irrespective of it being an emergency or not.
- b. Purchases from SCM database suppliers are NOT allowed for capital items or fuel.
- c. Petty claims will be dealt with on a first come, first serve basis and it is subject to the monetary limit of the petty cash.

5.3 Establishing and Operating a Petty Cash Float

- a. To establish a new petty cash float or increase an existing advance, a written application is to be made to the Chief Financial Officer by the relevant Department, motivating the need for such petty cash float.
- b. The total value of the advance requested will be an amount which would normally necessitate reimbursement approximately once a fortnight. This level of advances keeps to a minimum the overall cash in the buildings on municipal property and ensures regular inclusion of information regarding expenditure in financial reports and for budget control purposes.
- c. A request for the establishment of an advance will indicate the name and status of senior administrative or clerical staff to be held responsible for the operation of the petty cash float. The staff member's specimen signature must also be submitted by the Department to the Chief Financial Officer, together with the application documentation.
- d. The application will indicate the security arrangement in place to ensure safe custody of funds in the office. The minimal security arrangement that will be acceptable is that the float will be kept in a locked box which will be kept in a locked filing cabinet or safe.
If an advance is approved, the Accountant: Creditors will advise the Department accordingly and request that the responsible staff member collect the advance. This establishing advance will be charged to a "Petty Cash Advances - ...Name/Dept..." in the General Ledger and not against any expenditure votes. A register of advances is thus maintained per Ledger Account for the purpose of accounting for all petty cash floats.

5.4 Security of Petty Cash Floats

- a. The cash on hand and used petty cash vouchers are to be kept in a locked box for which there should be two keys. One key is to be retained by the officer (on their person) normally responsible for the petty cash and the other to be kept in a sealed envelope in the office safe or other secure place, to be used only in an emergency.
- b. The locked petty cash box must be kept in a secure place when not in use and should be removed and returned by the responsible staff member only. At no stage should staff other than the responsible administrative/clerical staff member have access to the storage place of the petty cash box.
- c. Under no circumstance are keys to be left in the lock to the petty cash box, cabinet or safe.
- d. If the responsible officer is either going on leave or is leaving the Municipality's employment, the petty cash float is to be reconciled and signed by the departing- as well as replacement staff members, to indicate their agreement as to its balance. The replacement staff specimen signature must also be submitted to the Chief Financial Officer.

5.5 Completing a Cash Purchase Claim Form

- a. Petty cash stationery is available from the Expenditure Section (Financial Services). The form consists of two parts:
 - (i) Cash Purchase Claim page
 - (ii) Cash Purchase Record page
 - (iii) Receipt for cash advance (Only when appropriate, refer paragraph on Advances).
- b. All details entered on the Cash Purchase Claim appear on the Cash Purchase record page.
- c. The Cash Purchase Claim must be completed as follows:
 - (i) description and cost of the goods/services purchased
 - (ii) purchaser's signature
 - (iii) vote number to be charged
 - (iv) Signature of the Officer in Charge of Petty Cash.

- d. Original receipts or other valid documentation as required must be attached as proof of payment, with the signature of an appropriate financial delegate on this documentation. A financial delegate cannot authorise a cash purchase claim where she or he is the purchaser.

5.6 Sub-Advances to staff members

- a. If it is necessary to make an initial sub-advance to a staff member for various needs, a receipt for cash advance must be completed. The receipt for Cash Advance Form must be completed as follows:
 - (i) description and *estimated* cost of the goods/services purchased
 - (ii) purchaser's signature
 - (iii) vote number to be charged
 - (iv) Signature of the Officer in Charge of Petty Cash.
- b. On completion of the purchase, the recording-, documentation- and authorization requirements will be as stated in the above paragraph: Completing a Cash Purchase Claim Form.

All such sub-advances will be accounted for within 24 hours, by submitting original receipts and other applicable documentation required, attached as proof of payment (with the approval signature on the documentation). Where this cannot be achieved, the buyer will be liable to pay back the advance without any delay or the money will be deducted on his/her next salary irrespective of consent being given or noted. Not more than one advance will be made to any one person at a time.

5.7 Out-of-Pocket Payments

- a. Where a staff member has made purchases from their own funds and now seeks reimbursement from the petty cash, supporting documentation must be provided to substantiate the claim.
- b. The supporting documentation is to be attached to the Claim.
- c. The recording-, documentation- and authorization requirements will be as stated in the above paragraph (**Completing a Cash Purchase Claim Form**).

5.8 Reimbursement of Petty Cash Floats

- a. A petty cash float is operated on the basis that expenditure from the float is periodically reimbursed. Such reimbursement-
 - (i) returns the cash level of the petty cash float to its original level and
 - (ii) Charges the expenditure which has been made, to the correct expenditure vote.
- b. Accordingly, at any point of time, the sum of the cash on hand, i.e. remaining unspent, plus the cash advances for un-finalised purchases, plus the completed cash purchase claim forms, will equal the level of the petty cash advanced to the Department.
- c. Completed Cash Purchase Claim forms, with attached cash register slips, etc., must be taken by the officer in charge of the Petty Cash in a Directorate/Department, to the ~~Assistant~~ Accountant: Accounts Payable for reimbursement, after the Summary Claim Cover Page and attached documentation have been authorised by a financial delegate at least once in 14 days. Reimbursement of claims where supporting documentation is missing will not be entertained.
- d. The prescribed Summary Cash Purchase Claim form as well as other relevant forms attached to it must be completed in full.
- e. The most recently completed Cash Purchase Claim form must record the reconciliation of the petty cash float. The Accountant: Accounts Payable will refuse reimbursement of claims where this is not supplied.
- f. A petty cash float must never be reimbursed with funds derived from any other source whatsoever.

5.9 Shortages

- a. Any shortages in respect of a petty cash float must be paid in immediately.
- b. Where a petty cash float is stolen the incident must be reported promptly to the Chief Financial Officer in the required format, after which same needs to be reported to the South African Police Services and a case number provided to the Accountant: Accounts Payable.

5.10 Procedure applicable when a Petty Cash Float is repaid/cancelled

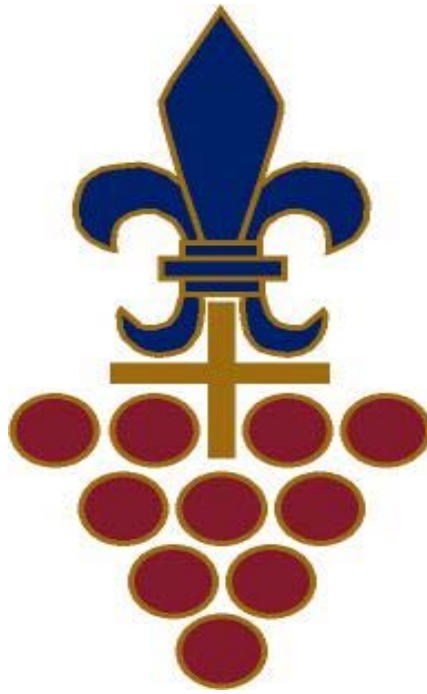
When an advance is no longer required, a statement in a form of a memorandum is to be completed and signed by the Head of the relevant Department and submitted to the Accountant: Accounts Payable, with the balance of cash on hand and completed and authorized Cash Purchase Claim forms. The most recently completed Cash Purchase Claim form will record the reconciliation of the petty cash float, where after a cheque will be issued to the relevant person to effect completion of the transaction..

The Cashier will issue a receipt to the affected department.

5.11 Financial year-end procedures

Reconciled petty cash registers (cash slips attached), accompanied with the cash balance must be returned to the Senior Accountant: Expenditure a week before the financial year end.

STELLENBOSCH MUNICIPALITY



CREDIT CONTROL AND DEBT COLLECTION BY-LAW

Effective from 01 July 2023

PREAMBLE

To give effect to the Municipality's Credit Control and Debt Collection Policy and/or

to regulate its implementation and enforcement in the Stellenbosch Municipal Area (WC024) in terms of section 156(2) of the Constitution of the Republic of South Africa (Act 108 of 1996) and sections 96 and 98 of the Municipal Systems Act (Act 32 of 2000);

to provide for the collection of all monies due and payable to the Municipality; and

to provide for matters incidental thereto.



STELLENBOSCH MUNICIPALITY

CREDIT CONTROL AND DEBT COLLECTION BY-LAW

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1. Definitions

- (1) In this By-law, any word or expression to which a meaning has been assigned in the Local Government: Municipal Systems Act, 32 of 2000, has that meaning, unless the context, indicates otherwise-

"account" means a municipal account rendered specifying an amount or amounts payable for assessment rates, metered services, municipal charges, levies, fees, fines, taxes or any other amount or amounts payable arising from any other liability or obligation due to the Municipality;

"arrangement" means a written agreement entered into between the Council and the debtor in terms of which specific repayment parameters are agreed to;

"arrears" means any amount due and payable to the Municipality and not paid by the due date;

"Council" means the Municipal Council of Stellenbosch Municipality as referred to in section 157 of the Constitution;

"Credit Control and Debt Collection Policy" means the Credit Control and Debt Collection Policy adopted by the Council in terms of Section 96 of the Local Government: Municipal Systems Act, 32 of 2000;

"customer" means any occupier of any premises to which the Municipality has agreed to supply or is actually supplying services, or if no occupier can be identified or located, the owner of the premises and includes any debtor of the Municipality;

"day/days" means calendar days, inclusive of Saturdays, Sundays and public holidays;

"debtor" means any person owing money to the Municipality;

"due date" in relation to-

- (a) *When paying an annual account, that account shall be paid and received by the Municipality in full not later than the date as specified on the account; and*
- (b) *when paying a monthly account, that account shall be paid and received by the Municipality in full not later than the date as specified on the account.*

Should such day fall on a Saturday, Sunday, or public holiday the due date shall be the next working day.

"Electricity By-law" means the Stellenbosch Municipality: Electricity Supply By-law as promulgated in the *Provincial Gazette*;

"estimated consumption" means the deemed consumption of a customer, that was not measured for the specific period, but estimated by taking into account factors that are considered relevant by the Municipality and which may include consumption data for a specific time in its possession and where applicable, having made due allowance where possible for seasonal or other variations which may affect consumption;

"immovable property" includes-

- (a) an undivided share in immovable property, and
- (b) any right in immovable property.

"Indigent Policy" means the Indigent Policy adopted by the Council of the Municipality;

"interest" means a charge levied on all arrear monies as stipulated in the Municipality's Credit Control and Debt Collection Policy;

"month" means a calendar month;

"monthly average consumption" means the monthly average consumption in respect of that property calculated on the basis of consumption over the preceding twelve months taking seasonal variances and exceptional circumstances into consideration;

"Municipality" means Stellenbosch Municipality (WC024);

"Municipal Manager" means the person appointed as such in terms of section 54A of the Local Government: Municipal Systems Act, 32 of 2000;

"municipal pay point" means those payment facilities set out in the Credit Control and Debt Collection Policy;

"municipal service" means a "municipal service" as defined in the Systems Act;

"occupier" means any person who occupies any premises or part thereof without regard to the title under which the person occupies, and includes -

- (a) any person in actual occupation of those premises;
- (b) any person legally entitled to occupy those premises;
- (c) in the case of those premises being subdivided and let to lodgers or various tenants, the person receiving the rent payable by such lodgers or tenants whether on the person's own account or as agent for any person entitled thereto or interested therein;
- (d) any person having the charge or management of those premises, and includes the agent of any such person when the person is absent from the Republic of South Africa or his or her whereabouts are unknown; or
- (e) the owner of those premises.

"official" means an "official" as defined in section 1 of the Local Government: Municipal Finance Management Act, 56 of 2003;

"owner" means:

- (a) a person in whom the legal title to a premises is vested;
- (b) in a case where the person in whom the legal title is vested is insolvent or dead, or is under any form of legal disability whatsoever, the person in whom the administration of and control of such premises is vested as curator, trustee, assignee, executor, administrator, judicial manager, liquidator or other legal representative, as the case may be;
- (c) in the case where the Municipality is unable to determine the identity of the person in whom the legal title is vested, the person who is entitled to the benefit of such premises or a building thereon;
- (d) in the case of premises for which a Municipal lease has been entered into, whether the lease is registered or not, the lessee thereof;
- (e) the occupier of immovable property occupied under a service servitude or right analogous thereto
- (f) in relation to -
 - (i) a piece of land delineated on a sectional plan registered in terms of the Sectional Titles Act, 1986, and without restricting the above, the developer or the body corporate in respect of the common property; or
 - (ii) a section or unit as defined in the Sectional Titles Act, the person in whose name such section or unit is registered under a sectional title deed and includes the lawfully appointed agent of such a person;
 - (iii) a right as contemplated in section 25 or 27 of the Sectional Titles Act, the holder of such right.
- (g) any legal person including, but not limited to -
 - (i) a company registered in terms of the Companies Act, 71 of 2008 noting the transitional arrangements as per Schedule 5 of said Act, Trust *inter vivos*, Trust *mortis causa*, a close corporation registered in terms of the Close Corporations Act, 69 of 1984, a voluntary association;
 - (ii) any Department of State;
 - (iii) any Council or Board established in terms of any legislation applicable to the Republic of South Africa; and
 - (iv) any Embassy or other foreign entity; and
- (h) a lessee of municipal property who will be deemed to be the owner for the purposes of rendering a municipal account;
- (i) Upon any contradiction of this definition to the definition of "owner" as per section 1 of the Rates Act, the Rates Act definition of "owner" shall prevail.

"paid by the due date" means actual receipt of the funds paid in the bank account of the Municipality before or on the due date and **"payable by the due date"** shall have a corresponding meaning;

"person" means natural and juristic persons, including any state department and

statutory bodies;

"premises" includes any piece of land, the external surface boundaries of which are delineated on:

- (a) a general plan or diagram registered in terms of the Land Survey Act, 8 of 1997 or in terms of the Deed Registry Act, 47 of 1937; or
- (b) a sectional plan registered in terms of the Sectional Titles Act, 95 of 1986, which is situated within the area of jurisdiction of the Municipality;

and includes any other land and any building or structure above or below the surface of any land;

"rates" means the rate imposed on property by the Municipality; including but not limited to the municipal property rate envisaged in section 229(1) of the Constitution of the Republic of South Africa, 108 of 1996;

"Rates Act" refers to the Local Government: Municipal Property Rates Act, 2004.

"Rates Policy" means the Rates Policy adopted by the Council in terms of section 3 of the Local Government: Municipal Property Rates Act 6 of 2004 and as amended from time to time;

"responsible person" means any person other than the owner of an immovable property who is legally responsible for the payment of municipal service charges;

"service charges" means the fees levied by the Municipality in terms of its Tariff Policy for any municipal services rendered and includes any penalties, interest or surcharges levied or imposed;

"service delivery agreement" means an agreement between the Municipality and an institution or persons provided for in section 76(b) of the Local Government: Municipal Systems Act, 32 of 2000;

"sundry debtor accounts" means accounts raised for miscellaneous charges for services provided by the Municipality or charges that were raised against a person as a result of an action by a person and which was raised in terms of the Municipality's policies, By-laws and decisions;

"Systems Act" refers to the Local Government: Municipal Systems Act, 2000.

"tariff" means any rate, tax, duty and levy or fee which may be imposed by the Municipality for services provided either by itself or in terms of a service delivery agreement;

"Tariff Policy" means a Tariff Policy adopted by the Council in terms of section 74 of the Local Government: Municipal Systems Act 32 of 2000;

"user" means the owner or occupier of a property in respect of which municipal services are being rendered;

"working day" means a calendar day excluding Saturdays, Sundays and public holidays,

- (2) The headings and titles in this By-law are for reference purposes only and shall not affect the construction thereof.
- (3) In this By-law, a word or expression derived from a word or expression defined in subsection (1) has a corresponding meaning unless the context indicates that another meaning is intended.

2. Duty to collect debt

All debt owing to the Municipality must be collected in accordance with this By-law and the Credit Control and Debt Collection Policy.

3. Applications for provisions of municipal services and service agreements

- (1) All applications for the provision of Municipal services in respect of any immovable property shall be made by the owner of the said immovable property in writing and on the prescribed form.
- (2) The owner of an immovable property in respect of which application for the provision of municipal services has been made, shall prior to the date on which the services are required to be connected, enter into a written agreement with the Municipality on the prescribed form.
- (3) The written agreement referred to in subsection (2) shall, amongst others, make provision for the following:
 - (a) an undertaking by the owner/tenant that he or she will be liable for collection costs including administration fees, interests, disconnection and reconnection costs, and any other legal costs occasioned by his or her failure to settle accounts by the due date;
 - (b) an acknowledgement by the owner/tenant that accounts will become due and payable by the due date notwithstanding the fact that the owner did not receive the account; and
 - (c) that the onus will be on the owner/tenant to ensure that he or she is in possession of an account before the due date.
- (4) The Municipality may, upon the written request of the owner of an immovable property, enter into a written agreement with both the owner and occupier of the immovable property in respect of which application for the provision of municipal services has been made. The agreement shall be on the prescribed form.
- (5) The Municipality shall cause a reading of the applicable credit-meters to be taken on the working day preceding the date of occupation of the property so as to facilitate the correctness of the prior and new owner's accounts.

- (6) The Municipality may require owners or occupiers of immovable properties in respect of which municipal services are being rendered, to enter into written agreements with the Municipality in accordance with the form referred to in subsection (2).

4. Deposits and guarantees

- (1) An applicant for the provision of municipal services may be required to pay a consumer deposit prior to the provision of any municipal services. Payment of the applicable consumer deposit will be the primary means to cover said contract obligation. Any deviation from the payment of the consumer deposit will be directed by the sole discretion and due consideration/approval of an accountant or more senior official in the Municipality's Revenue Department.
- (2) The Municipality may, in its sole discretion, and upon written notice to the owner of a property and after the conclusion of the agreement referred to in section 3(2) and subject to subsection (3), either increase or decrease the deposit payable. Deposits/Bank guarantees may be increased by an amount up to three times or more of a monthly average consumption as determined by the Municipality.
- (3) The Municipality shall before any decision to increase the deposit, give an owner or responsible person notice of any intention to increase the minimum deposit payable by the owner or responsible person, and shall, in the aforesaid notice, state full reasons for the envisaged increase and allow the owner or responsible person an opportunity to make written representations in this regard.
- (4) On termination of the supply of services the amount of such deposit, less any payments due to the Municipality, may be refunded.
- (5) The Municipality may, in its sole discretion accept a bank guarantee in lieu of a deposit .

5. Accounts and billing

- (1) The Municipality shall provide every person who is liable for municipal charges, fees levies, property rates or taxes, with an account in respect of such municipal charges, fees levies, property rates or taxes.
- (2) Accounts will be rendered on a monthly basis in cycles of approximately 30 (thirty) days.
- (3) All accounts rendered by the Municipality shall be payable before or on the due date as indicated on the account.
- (4) Any amount which remains due and payable after the due date shall attract interest as more fully set out in section 11.
- (5) Payments shall be deemed to be late unless received on or before the due date.
- (6) Electronic payments or payments made through agents must be received and reflected in the municipal bank account on or before the due date.

- (7) All accounts shall be payable by the due date regardless of the fact that the person responsible for the payment of the account has not received it and the onus shall be on such person to make the necessary inquiries to obtain a copy of the account before the due date.

6. Restriction or disconnection of supply of services

- (1) The Municipality may restrict or disconnect the supply of any municipal service in any manner including but not limited to blocking the purchase of electricity on the prepayment system and/or restricting or disconnecting the supply of water if a user of any such service:
- (a) fails to make full payment on the due date or fails to make an acceptable arrangement for the repayment of any amount due in respect of an account rendered;
 - (b) fails to comply with an arrangement;
 - (c) is placed under provisional sequestration, liquidation or judicial management, or commits an act of insolvency in terms of the Insolvency Act 24 of 1936 or any other applicable law but fails conditions of same;
 - (d) becomes subject to an order granted in terms of section 74 of the Magistrates Court Act, 32 of 1944 but fails adherence thereto.
- (2) The Municipality shall, before limiting or discontinuing any municipal services to any premises or user ensure that a fair and equitable procedure is followed, and the Municipality shall provide reasonable notice of its intention to limit or discontinue services and grant the affected person an opportunity to make written representations.
- (3) The right to restrict, disconnect or terminate a service pertains to all municipal services and shall not be limited, in the case of arrears, by the fact that payment may have been made in respect of any specific municipal service or the fact that the person who entered into an agreement for the supply of services with the Municipality and the owner are different persons, as the case may be.
- (4) After disconnection for non-payment of an account the prescribed fees may be required for payment before reconnection is effected.

7. Measurement of metered municipal services

- (1) Refer to the Stellenbosch Municipality: Electricity Supply By-law for the purposes of determining the criteria or provisions of any matter related to electricity.
- (2) Refer to the Stellenbosch Municipality: Water Services By-law for the purposes of determining the criteria or provisions of any matter related to water.

8. Payments and settlement of amounts due

- (1) Payments on accounts rendered may be effected at/via approved municipal payment facilities.

- (2) The Municipality may at its discretion, designate certain payment methods which will be acceptable to the Municipality.
- (3) Any payments made to the Municipality will be allocated by the Municipality entirely within its discretion; provided that any part payment on an account shall be allocated firstly to reduce any penalty charges which may have accrued on the account.
- (4) The Municipality will appropriate payments received in respect of any municipal services provided by the Municipality in accordance with the Credit Control and Debt Collection Policy.
- (5) Where the amount due and payable to the Municipality has not been paid in full, any lesser amount tendered to and accepted by any municipal official, shall not be deemed to be in final settlement of such an amount unless the Municipality in writing consents to or confirms that such amount is accepted in full and final settlement of a debt.
- (6) The acceptance of a lesser payment in full and final settlement shall be in terms of the Irrecoverable Debt Policy.

9. Procedures for and matters relating to the recovery of debt

- (1) Annual rates and service charges are levied during July of each year and the annual account shall be paid in full not later than the date specified on the account.
- (2) Rates and service charges which are paid on a monthly basis shall be paid in full not later than the date specified on the account.
- (3) Accounts rendered by the Municipality in respect of electricity and water shall be paid in full not later than the date specified on the account.
- (4) Interest on arrears may accrue on all amounts not paid by the due date and where applicable, not received and reflected in the Municipality's bank account on the due date.
- (5) In the event of an account not paid in full by the due date, the Municipality shall take the necessary steps including any legal action to collect the arrears in accordance with the debt recovery procedures prescribed in terms of the Credit Control and Debt Collection Policy.
- (6) When the Municipality restricts or disconnects the supply of any municipal services in any manner including but not limited to blocking the purchase of electricity on the prepayment system and/or restricting or disconnecting the supply of water in respect of an account which has not been paid by the due date, this shall be done with due regard for any mandatory minimum levels of supply of municipal services.
- (7) Any additional charges or costs incurred by or on behalf of the Municipality with regard to the recovery of debt as outlined in this By-law and the Credit Control and Debt Collection Policy including but not limited to legal and administration costs shall be debited to the account of the defaulting debtor. The latter charges may include a revisit of deposits paid.
- (8) Owners who concluded arrangements to settle their annual rates accounts on a monthly

basis shall ensure regular payments..

- (9) The Municipality may recover outstanding rates after the due date as provided for in sections 28 and 29 of the Local Government: Municipal Property Rates Act, 6 of 2004.
- (10) The Municipal Manager may, in order to recover debt, institute the necessary proceedings in a competent court and attach a debtor's movable and immovable property.
- (11) In the event that a juristic person including but not limited to a company, close corporation, trust or body corporate in terms of the Sectional Titles Act, 95 of 1986 is liable for the payment of any arrear rates and service charges to the Municipality, the liability of such entity is extended to its directors, members and trustees, as the case may, jointly and severally in their personal capacity.
- (12) The Municipality may notwithstanding the above and upon good cause shown, allow any defaulting owner or occupier of a property, to enter into a written agreement for the payment of the outstanding balance by way of instalments, on such terms and conditions as determined by the Credit Control and Debt Collection Policy and when such an agreement has been entered into, all actions against the defaulting owner or occupier of a property in terms of the Credit Control and Debt Collection Policy and in respect of such outstanding balance shall be suspended provided that the terms of this written agreement is strictly complied with.

10. Rates clearance certificates

- (1) Applications for the issuing of certificates required for the transfer of immovable property in terms of section 118 of the Local Government: Municipal Systems Act, 32 of 2000 must be lodged with the Municipality in the prescribed manner.
- (2) The certificate mentioned in subsection (1) will only be issued if all amounts that became due in connection with that property for municipal service fees, surcharges on fees, property rates and other municipal taxes, levies, and duties during the 2 (two) years preceding the date of application for the certificate have been fully paid, irrespective of whether such amounts have been accumulated by the owner or not.
- (3) Nothing in this section precludes the subsequent collection by the Municipality of any amounts owed to it in respect of such immovable property at the time of transfer.

11. Interest

- (1) The Municipality may charge and recover interest in respect of any arrears, as prescribed in this By-law and the Credit Control and Debt Collection Policy.
- (2) No interest shall be charged on any outstanding amounts in respect of which an arrangement has been made as envisaged in section 9(8) provided that the debtor complies with the terms of the arrangement.
- (3) For the purposes of this section the interest shall be calculated for each month for which such arrears remain unpaid, and a portion of a month shall be deemed to be a full month.

12. Consolidation of accounts

- (1) The Municipality may-
 - (a) consolidate any separate accounts of a debtor;
 - (b) credit a payment by a debtor against any account of that debtor;
 - (c) implement any of the measures provided for in this By-law and the Credit Control and Debt Collection Policy, in relation to any arrears on any of the accounts of such debtor.
- (2) The provisions of subsection (1) do not apply where there is a dispute between the Municipality and the debtor referred to in that subsection concerning any specific amount claimed by the Municipality from such debtor.

13. Agreements with employers

- (1) The Municipal Manager may -
 - (a) with the consent of a debtor enter into a written agreement with that person's employer to deduct from the salary or wages of that debtor:
 - (i) any outstanding amounts due by the debtor to the Municipality; or
 - (ii) such regular monthly amounts as may be agreed; and
 - (b) provide special incentives for –
 - (i) employers to enter into such agreements; and
 - (ii) debtors to consent to such agreements.

14. Indigents

An indigent consumer shall be dealt with as prescribed in the Indigent Policy and if required and after reasonable alternatives have been exhausted, processes in terms of the Credit Control and Debt Collection Policy will be implemented.

15. Right of access to premises

- (1) A duly authorised representative of the Municipality shall for any purpose related to the implementation or enforcement of this By-law, at all reasonable times or in an emergency at any time, have access to and enter any premises, request information and carry out any inspection and examination as he or she may deem necessary, and for purposes of reading, installing or repairing any meter or service connection for reticulation, or to disconnect, stop or restrict the provision of any service.
- (2) If the Municipality considers it necessary that work needs to be performed to enable an official to perform a function referred to in subsection (1) properly and effectively, it may:
 - (a) by written notice require the owner or occupier of the premises at his own expense to do specific work within a specified period; or
 - (b) if in its opinion the situation is a matter of urgency, without prior notice do such work

or cause it to be done at the expense of the owner.

- (3) If the work referred to in subsection (2) above is carried out for the sole purpose of establishing whether a contravention of this By-law has been committed and no such contravention has taken place, the Municipality shall bear the expenditure connected therewith together with the expense of restoring the premises to its former condition provided that in the event that it is established that a contravention of this By-law has taken place the owner or occupier shall, in addition to the loss or damage referred to in section 18(2), also be liable for the expenditure connected therewith.

16. Process for grievances and queries

- (1) An aggrieved person may lodge a grievance or query regarding service charges to the Municipality in writing and which may be on a prescribed form.
- (2) The aggrieved person shall clearly state the basis of his or her dissatisfaction and the desired outcome.
- (3) The lodging of a grievance or query shall not relieve the aggrieved person of the responsibility to settle the account, provided that the Municipal Manager may, on application in writing and in his or her sole discretion, direct that interim payments may be made pending the finalisation of the grievance or query.
- (4) The Municipality shall respond to such grievance or query in writing within 30 (thirty) days from the date of the lodgement of the grievance or query.

17. Appeal

- (1) A person aggrieved by any decision taken in terms of this By-law and in terms of a power or duty delegated or sub-delegated, may appeal against such decision in terms of section 62 of the Local Government: Municipal Systems Act, 32 of 2000 by giving written notice of the appeal and the reasons to the Municipal Manager within 21 (twenty-one) days of the date of the notification of the decision.
- (2) The Municipal Manager shall consider the appeal and confirm, vary, or revoke the decision.
- (3) The Municipal Manager must commence with an appeal within 6 (six) weeks and decide the appeal within a reasonable period.

18. Offences

- (1) Any person who
 - (a) fails to give the access required by an official in terms of this By-law;
 - (b) obstructs or hinders an official in the exercise of his or her powers or performance of functions or duties under this By-law;
 - (c) uses or interferes with Municipal equipment or consumption of services supplied;

- (d) tampers or breaks any seal on a meter or on any equipment belonging to the Municipality, or for any reason as determined by the Municipal Manager causes a meter not to properly register the service used;
- (e) fails or refuses to give an official such information as he or she may reasonably require for the purpose of exercising his or her powers or functions under these By-laws or provides the Municipality or such an official with false or misleading information knowing it to be false or misleading;
- (f) fails to comply with the terms of a notice served upon him or her in terms of this By-law;
- (g) contravenes or fails to comply with any provision of this By-law -

shall be guilty of an offence and be liable upon conviction to a fine or imprisonment or both such a fine and imprisonment and, in addition, may be charged for usage, as estimated by the Municipality.

- (2) Every person committing a contravention or breach of the provisions of this By-law shall also be liable to compensate the Municipality for any expenditure incurred and any loss or damage suffered or sustained by the Municipality in consequence of such breach.

19. Notices and documents

- (1) A notice or document issued by the Municipality in terms of this By-law, shall be deemed to be duly issued if signed by an official duly authorised by the Council.
- (2) If a notice is to be served on a person in terms of this By-law, such service shall be effected by:
 - (a) delivering the notice to such person personally or to the duly authorised agent of such person or:
 - (b) by delivering the notice at such person's residence or place of employment to a person apparently not less than 16 (sixteen) years of age and apparently residing or employed there;
 - (c) if such person has nominated an address for legal purposes, by delivering the notice to such an address; or
 - (d) by registered or certified post addressed to such person's last known address;
 - (e) in the case of a body corporate, by delivering it to the registered office or the premises of such a body corporate; or
 - (f) if service cannot be effected in terms of the aforesaid subsections, by affixing it to the principal door of entry to the premises, or displaying it on a conspicuous place on the premises to which it relates.

20. Authentication of documents

- (1) Every order, notice or other document requiring authentication by the Council shall be sufficiently authenticated, if signed by the Municipal Manager or by a duly authorised official of the Municipality;

- (2) Delivery of a copy of the document shall be deemed to be delivery of the original.

21. Certificate of indebtedness

- (1) A certificate under the hand of the Municipal Manager certifying the amount due and payable to the Municipality shall be binding upon the debtor; shall be *prima facie* proof of the amount of the debtor's indebtedness and shall be valid as a liquid document against the debtor in any competent court for the purpose of obtaining provisional sentence or judgment against the debtor in respect thereof.
- (2) Should the debtor at any time in defence of any action based on this By-law allege that there is no reason or cause for the debtor's obligations to the Municipality or that errors have been made in the calculation of the amount claimed, then the onus of proving such a defence will rest on the debtor.

22. Conflict of By-laws

- (1) The provisions of the Electricity Supply By-law and Water Services By-law in force immediately before the commencement of this By-law continue in force regarding the application of service tariff matters and insofar as they are not inconsistent with the provisions of this By-law.
- (2) Subject to subsection (1), in the event of any conflict between this By-law and any other By-law of the Municipality, this By-law will prevail.

23. Partial invalidity

In the event of any one or more of the provisions of this By-law being declared invalid by a final and unappealable order, decree or judgment of any court after being found to be inconsistent with any provision of the Constitution of the Republic of South Africa, 108 of 1996, such inconsistency or invalidity shall not affect the remaining provisions of this By-law and this By-law shall be construed as if such provisions had not been inserted.

24. Repeal of By-laws

The provisions of any By-laws relating to credit control debt collection by the Municipality are hereby repealed insofar as they relate to matters provided for in this By-law.

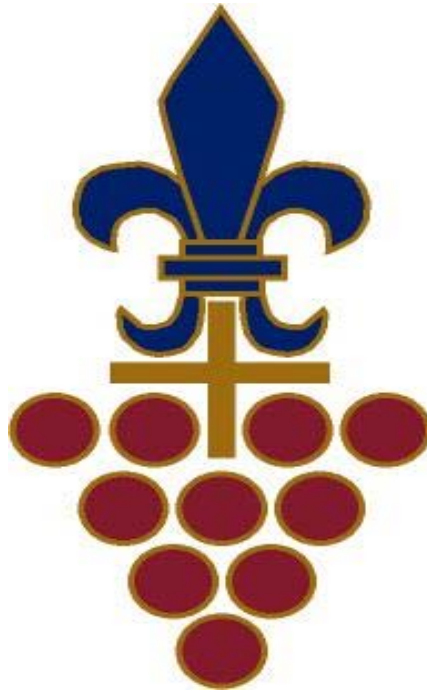
25. Application

This By-law shall be binding on all persons who own and/or occupy immovable property or any premises within the area of jurisdiction of the Municipality, or to whom a Municipal account is rendered.

26. Short title

This By-law is called the Stellenbosch Municipality: Credit Control and Debt Collection By-law.

STELLENBOSCH MUNICIPALITY



SPECIAL RATING AREA POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

SPECIAL RATING AREA POLICY

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1. DEFINITIONS

In this Policy, words or expressions shall bear the meaning assigned to them and, unless context otherwise indicates: –

“additional rate” means an additional rate contemplated in sections 19(1)(d) and 22(1)(b) of the Property Rates Act and in section 12(2) of the By-Law;

“applicant” means any owner who makes an application for the determination of a special rating area in accordance with provisions of Chapter 1 of the By-Law, or if a management body is established in terms of section 10 of the By-Law, any reference to **“the Applicant”** means the management body;

“By-Law” means the Stellenbosch Municipality’s Special Rating Area (SRA) By-Law;

“CFO” means the Chief Financial Officer of Stellenbosch Municipality, or his or her nominee;

“Council” means Council of Stellenbosch Municipality;

“implementation plan” means an Implementation Plan as contemplated in section 6 of the By-Law;

“majority” means the majority of properties represented by the members of the local community in the proposed special rating area who will be liable for paying the additional rate;

“management body” means the management body of a special rating area to be established in accordance with the provision of section 10 of the By-Law;

“motivation report” means a motivation report as contemplated in section 6 of the By-Law;

“the Municipality” means Stellenbosch Municipality (WC024),

“owner” has the meaning assigned to it in section 1 of the Property Rates Act;

“Policy” means the policy for the determination of special rating areas and will be referred to as this Policy;

“Property Rates Act” means the Local Government: Municipal Property Rates Act, 2004 (Act No.6 of 2004);

“rateable property” has the meaning assigned to it in section 1 of the Property Rates Act;

“special rating area” means a special rating area approved by the Council in accordance with the provisions of section 22 of the Property Rates Act and section 8 of the By-Law.

2. INTRODUCTION

2.1. This policy for the establishing of special rating areas must be read together with the Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004) and the Municipality’s Special Rating Area (SRA) By-law, as in force from time to time.

- 2.2. This policy is strictly applicable to Special Rating Areas that have been established in terms of sub-sections 22(1) to 22(4) of the Property Rates Act. Therefore, this policy does not deal or apply to internal municipal service districts as envisaged in section 85 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) and in sub-section 22(5) of the Property Rates Act.
- 2.3. All words and phrases defined in the Property Rates Act and the By-Law have the same meaning in this Policy.
- 2.4. In the event of any conflict between the provisions of the By-Law and the provisions of this Policy, the By-Law prevails.
- 2.5. This Policy needs to be read together with the Municipality's Rates Policy.

3. **AIM OF THE POLICY**

This Policy aims to –

- 3.1. Set out Council's position on special rating areas and the factors that will influence Council's decision whether or not to institute a particular Special Rating Area.
- 3.2. Provide guidance to members of the local community and to decision-makers within the Municipality in relation to the establishment of special rating areas; and
- 3.3. Strike an appropriate balance between facilitating self-funded community initiatives that aim to improve and/or upgrade neighbourhoods by –
 - (a) making use of Council resources and structures; or
 - (b) making use of a Non-Profit (previously known as a Section 21) company structure (refer paragraph 8.12.5 of this Policy); and to
 - (c) ensure commitment to good, fair and transparent governance by the managing body, by implementing a transparent process when appointing service providers to improve and/or upgrade the special rating area in the public areas and ensuring that these improved and/or upgraded services are not provided on private properties.

4. **POLICY STATEMENT**

- 4.1. The special rating area model is aimed at preventing the degeneration of towns and the consequential urban decay, and facilitating their upliftment, economic growth and sustainable development.
- 4.2. The purposes of a special rating area are to –
 - (a) enhance and supplement the municipal services provided by Stellenbosch Municipality;
 - (b) facilitate investment in the special rating area;
 - (c) facilitate a cooperative approach between Stellenbosch Municipality and the private sector in the provision of municipal services;

- (d) halt the degeneration and facilitate the upliftment of distressed business and mixed-use areas; and
 - (e) promote economic growth and sustainable development and in this way, assist the Council in the fulfilment of its objects and developmental duties as set out in its Integrated Development Plan ("IDP").
- 4.3. Stellenbosch Municipality regards special rating areas as a potential tool for allowing it to fulfil its constitutional and statutory obligations to promote;
 - (a) social and economic development; and
 - (b) a safe and healthy environment in a way which balances the guiding principles underlying its Rates Policy.
- 4.4. Special rating areas allow property owners within an explicitly defined geographical area to improve and upgrade their area by means of a property rate in addition to the standard property rate.
- 4.5. Special Rating Areas do not give property owners or the management structures of the Special Ratings Area the right to infringe on any of the constitutional rights as enshrined in the Bill of Rights, Chapter Two of the Constitution of South Africa, 1996 of any juristic or natural person in any way. Specifically, the right to freedom of movement and residence of any juristic or natural person referred to in Section 21 of the Constitution must be guaranteed by the Special Rating Area as a pre-requisite for approval by the municipality.

5. **FACTORS CONSIDERED WHEN DETERMINING A SPECIAL RATING AREA**

The Council will consider instituting a special rating area where the requirements of Section 22 of the Property Rates Act are complied with, including that –

- 5.1. the purpose of the special rating area is to allow an additional rate to be levied on property in the defined area to raise funds for improving or upgrading the area;
- 5.2. the special rating area will not be used to reinforce existing inequities in the development of the Stellenbosch Municipality's (WCO24) area of jurisdiction;
- 5.3. the determination of the special rating area is consistent with Stellenbosch Municipality's IDP;
- 5.4. residential special rating area refers to an area in which more than 40% (forty percent) of the rates based municipal valuation consists of Residential Property as defined in the Rates policy.
- 5.5. any residential special rating area must comply fully with the provision of the By-Law, save that, with reference to the majority support the applicant must provide written proof to the Council that owners of rateable property within the boundary of the special rating area who own not fewer than 60% (sixty percent) in number of such properties, approve the formation of the special rating area. Subject to paragraph 6.3, municipal-owned properties will be excluded from such voting procedures.
- 5.6. the majority of members of the local community who will be liable for paying any additional rate in the special rating area, other than residential special rating areas, have consented to its

establishment. Subject to paragraph 6.3, municipal-owned properties will be excluded from such voting procedures.

- 5.7. the procedural requirements of Section 22 of the Property Rates Act as well as the By-Law and this Policy are complied with, which include the community consultation requirement as determined by the Municipality's Chief Financial Officer (CFO);
- 5.8. the proposed improvement or upgrade has been clearly and fully defined;
- 5.9. the proposed improvement or upgrade can be clearly and logically linked to a geographical area, the boundaries of which must be clearly determined;
- 5.10. there is evidence that it will be financially viable to use a special rating area to raise funds for the proposed improvement or upgrade;
- 5.11. Stellenbosch Municipality is satisfied with the institutional arrangements proposed in respect of the special rating area; and
- 5.12. Ultimately, the decision whether or not to determine a special rating area rests with the Council in its sole discretion.

6. APPLICABILITY OF STELLENBOSCH MUNICIPALITY'S RATES POLICY AND OTHER POLICIES

- 6.1. When Stellenbosch Municipality grants any measure of relief to Senior Citizens, Disabled Persons and Non-Profit Organisations in terms of the Rates Policy, or registered indigents in terms of the Indigent Policy, the relevant property owner will be granted a full (100%) discount in relation to the additional special rating area rate.
- 6.2. The granting of the above discount as per paragraph 6.1 will however not in any way modify the voting rights in relation to said property as described in paragraphs 5.5 and 5.6.
- 6.3. Subject to paragraph 6.4, municipal-owned properties will be exempted from the additional special rating area rates and will not participate during any voting procedures as described in paragraphs 5.5 and 5.6.
- 6.4. The occupants of municipal-owned properties which are leased in terms of a lease agreement or the occupants of those properties which are allocated to beneficiaries but not yet transferred will be liable for the additional special rating area rates and will retain the voting rights as described in paragraphs 5.5 and 5.6.

7. PROCESS

This Policy sets out –

- (a) the institutional arrangements for special rating areas (paragraph 8 of this Policy)
- (b) the establishment requirements which must be followed (paragraph 9 of this Policy);

- (c) the information which needs to be submitted to Stellenbosch Municipality in order to motivate a request for determination of a special rating area (paragraph 10 of this Policy);
- (d) the annual requirements which must be followed (paragraph 11 of this Policy);
- (e) the amendments and/or extension of term for a special rating area (paragraph 12 of this Policy);
- (f) the dissolution requirements which must be followed (paragraph 13 of this Policy)
- (g) financial arrangements (refer paragraph 14 of this Policy).

8. INSTITUTIONAL ARRANGEMENTS

Section 22 of the Property Rates Act is not prescriptive as to the structural arrangements which need to be put in place to administer a special rating area. The structural arrangement that will be considered by the municipality is the following:

8.1. Administration by a Non-Profit Company

- 8.1.1. Stellenbosch Municipality will require the ratepayers within the special rating area to establish and participate in an appropriate structure to carry out planning, contracting, financial control and administrative functions within the special rating area.
- 8.1.2. This does not entail ratepayers setting the additional rate, which under law can only be done by Stellenbosch Municipality (paragraph 14 of this Policy).
- 8.1.3. This places funds collected by government in the hands of the private sector, thus the requirements set out in this Policy must be met.
- 8.1.4. The functions of the Non-Profit Company would include:
 - (a) Determining the funding required each year (refer paragraph 14.2 of this Policy);
 - (b) Appointing contractors or service providers to effect the improvement/s or upgrade/s;
 - (c) Receiving the additional rate collected by Stellenbosch Municipality and expending the funds in accordance with the approved Business Plan.
- 8.1.5. Structural requirements of the Non-Profit company:
 - (a) Before Stellenbosch Municipality will consider allowing ratepayers in a special rating area to carry out administrative and other functions in relation to the area, the Steering Committee must establish a Non-Profit company (company not for gain) as per the Companies Act, Act 71 of 2008 (as amended or replaced) ("the Companies Act") for that purpose. The provisions of the Companies Act must be complied with, particularly those relating to non-profit companies (which effectively replaced Section 21 companies as per the old Companies Act, Act 61 of 1973), subject to the transitional provisions contained therein;
 - (b) The founding documentation ("the Memorandum of Incorporation") in relation to the structure established by ratepayers (this is equivalent to the Memorandum and Articles

of Association, as per the old Companies Act, Act 61 of 1973), must be as per the prescribed format determined by the CFO;

- (c) The Non-Profit company must be managed under the Companies Act, and also comply with any other legislation as a result of the financial connections to Council; and
- (d) The Non-Profit company must give a written notice by the most effective manner to all the property owners within the special rating area of the intention to hold an Annual General Meeting (AGM) on the date stated in the notice;
- (e) A Special General Meeting ("SGM") must be called within 6 months of the establishment of the Non-Profit Company. The purpose of the SGM is to:
 - (i) Accept new members;
 - (ii) Appoint directors;
 - (iii) Amend the Memorandum of Incorporation if required; and
 - (iv) Approve the following year's Budget and Implementation Plan (refer paragraph 14.2 of this Policy).

9. APPLICATION FOR THE ESTABLISHMENT OF A SPECIAL RATING AREA

- 9.1. The process for establishing special rating areas as set out in Chapter 1 of the By-Law must be followed.
- 9.2. The special rating area application must be submitted by end of September of the financial year preceding the establishment of the special rating area.
- 9.3. Further to section 7.2 of the By-Law the applicant must hold another public meeting within 30 days after submitting the application to confirm that it was lodged and to discuss details with the community.

10. MOTIVATING A SPECIAL RATING AREA

The Motivation Documentation must comprise of the following:

10.1. Business Plan –

The Business Plan must clearly define and indicate all the required improvements or upgrades and must contain -

10.1.1. Introduction;

- (a) an executive summary of the improvement or upgrade proposed for the special rating area as set out in the Implementation Plan;
- (b) An explanation of how the proposed improvement or upgrade is linked to the geographical area of the proposed special rating area;
- (c) An explanation of why the proposed special rating area will not reinforce existing inequities in the development of Stellenbosch Municipality;

- (d) An explanation of how the special rating area, if instituted, will be consistent with Stellenbosch Municipality's IDP as per the Service Departments' Business Plans;
- (e) An explanation of the institutional arrangements proposed in relation to the special rating area.

10.1.2. Vision;

10.1.3. Mission;

10.1.4. Goal;

10.1.5. A diagram clearly indicating the boundaries of the proposed special rating area;

10.1.6. Management;

- (a) Administrative policies of the Non-Profit company;
- (b) Proposed management structure:
 - Composition of the management body including allocation of portfolios and;
 - Operational Arrangements

10.1.7. Services;

Service providers must be appointed as per paragraph 3.3(c) and 10.1.1(d) of this Policy.

10.1.8. Financial Impact;

- (a) Provide details regarding the calculation of the cent-in-the-rand and as acted on the municipal valuation value of each property;
- (b) Provide details of criteria to qualify for exemption of additional rate;

10.1.9. A list of all rateable properties within the proposed special rating area, contact details of owners and the value of each property as set out in the Council's municipal valuation role. Differentiation between categories of properties, as provided for in Section 8 of the Property Rates Act and used in the valuation role, must be considered;

10.1.10. Proof of the consent of the majority of the members of the local community as per paragraph 5.5 of this Policy, in the proposed special rating area who will be liable for paying the additional rate;

10.1.11. Proof of the notice of the public meeting or meetings contemplated in the By-Law;

10.1.12. Minutes of the public meeting or meetings; and

10.1.13. Compilation date.

10.2. Implementation Plan

The Implementation Plan is a schedule of goals to implement improvements or upgrades as per the motivation report and must at least address the following:

- 10.2.1 Milestones;
- 10.2.2 Tasks per milestone;
- 10.2.3 Start and finish date per task;
- 10.2.4 Assign responsibility per goal, milestone & task; and
- 10.2.5 Performance indicators per milestone.

10.3. Budget Plan

The Budget Plan for the proposed improvements or upgrades must at least address the following:

- 10.3.1 a budget line item should be set for each milestone or task and grouped in such a way that there is a clear indication how the Implementation Plan is financially structured;
- 10.3.2 an annual budget per line item commencing on 01 July of the first year and end on 30 June of the last year of the term; and
- 10.3.3 a budget split for the provision of improvements or upgrades between the different categories of properties.

11. **ANNUAL REQUIREMENTS**

- 11.1. Confirm property data base (Register of properties and owners in the special rating area);
- 11.2. Submit an audited financial Statement and Trail Balance as approved/accepted at a SGM called for that purpose and
- 11.3. Submit an annual budget and an Implementation Plan as approved at the Annual General Meeting (AGM) by 31 January (refer paragraph 14.2 of this Policy).

12. **AMENDMENT AND/OR EXTENSION OF TERM**

In the event that a special rating area seeks to extend the term over which it will operate or amend the goals as per its Implementation Plan, then the procedures set out in Chapter 3 of the By-Law must be followed and submitted by the end of October.

13. **DISSOLUTION**

The special rating area may be cancelled by resolution of the Council, subject to the provision of section 16 of the By-Law.

14. **FINANCIAL CONTROL**

- 14.1. As stated in the By-Law, the amount of any additional rate levied in a special rating area is determined by the Council. The additional rate as imposed by the Council, is debt owing to

Stellenbosch Municipality and is payable and collected in the same manner as other property rates imposed by the Council.

- 14.2. The management structure must recommend the annual budget amount of the additional rate to the Stellenbosch Municipality by 31 January, with appropriate motivation including an Implementation Plan and a Budget Plan for the next financial year, and the Council will consider the recommendation during its budgeting process.
- 14.3. Before Stellenbosch Municipality will pay over any additional rate collected to the management structure, the management structure and Stellenbosch Municipality must have concluded a written finance agreement regulating, amongst other things;
- (a) the mechanisms and manner of payment;
 - (b) how the additional rate is to be held by the management structure;
 - (c) any parameters relating to expenditure; and
 - (d) any obligations on the management structure to take out and maintain appropriate insurance.
- 14.4. The financial year of the Municipality shall be deterministic and shall be applied to the Budget plan and all financial transactions.

15. COMMENCEMENT AND IMPLEMENTATION

- 15.1. Implementation of this Policy will commence on 01 July 2020.
- 15.2. Where Stellenbosch Municipality is legally empowered to do so, requirements set out in this Policy may be imposed as conditions attached to the determination of a special rating area.
- 15.3. This Policy and its implementation will be reviewed annually.

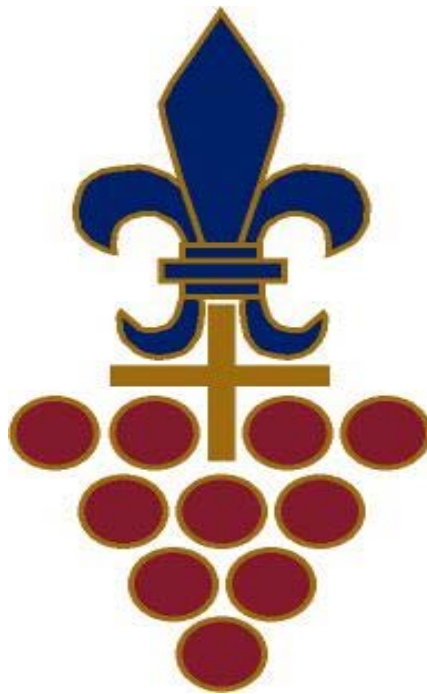
16. COST

Stellenbosch Municipality shall not be liable for any costs incurred by ratepayers within the relevant proposed special rating area in respect of the implementation of the steps set out in this Policy and in the By-Law.

17. SHORT TITLE

This policy is the Special Rating Area Policy of the Stellenbosch Municipality.

STELLENBOSCH MUNICIPALITY



SPECIAL RATING AREA BY-LAW

Effective from 01 July 2021



STELLENBOSCH MUNICIPALITY

SPECIAL RATING AREA BY-LAW

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To provide for the establishment of special rating areas; to provide for additional rates; and to provide for matters incidental thereto.

BE IT ENACTED by Stellenbosch Municipality as follows:-

CHAPTER 1

ESTABLISHMENT OF SPECIAL RATING AREAS

1. DEFINITIONS

In this By-law words or expressions shall bear the meaning assigned to them and, unless context otherwise indicates.

In addition to the definitions contained in the Property Rates Act, the following definitions apply for the purpose of the application of this By-law.

“additional rate” means an additional rate contemplated in sections 19(1)(d) and 22(1)(b) of the Property Rates Act in section 12(2) of this By-Law;

“applicant” means any owner who makes an application for the determination of a special rating area in accordance with provisions of Chapter 1 of this By-Law, or if a management body is established in terms of section 10 of this By-Law any reference to **“the Applicant”** means the management body;

“CFO” means the Chief Financial Officer of Stellenbosch Municipality, or his or her nominee.

“Council” means Council of Stellenbosch Municipality;

“implementation plan” means an Implementation Plan as contemplated in section 6 of this By-Law;

“limited special rating area” means a limited special rating area approved by the Council in terms of section 9 of this By-Law;

“majority” means the majority of properties represented by the members of the local community in the proposed special rating area who will be liable for paying the additional rate;

“management body” means the management body of a special rating area to be established in accordance with the provision of section 10 of this By-Law;

“motivation report” means a motivation report as contemplated in section 6 of this By-Law;

“owner” has the meaning assigned to it in section 1 of the Property Rates Act;

“Policy” means the Policy for the determination of special rating areas named the Special Rating Area Policy of the Stellenbosch Municipality;

“Property Rates Act” means the Local Government: Municipal Property Rates Act, 2004 (Act No.6 of 2004);

“rateable property” has the meaning assigned to it in section 1 of the Property Rates Act;

“special rating area” means a special rating area approved by the Council in accordance with the provisions of section 22 of the Property Rates Act and section 8 of this By-Law.

2. INTERPRETATION

In the event of any conflict with the Afrikaans or isiXhosa texts the English text prevails.

3. DETERMINATION OF SPECIAL RATING AREAS

Stellenbosch Municipality may by resolution of the Council determine special rating areas.

4. APPLICATION

- (1) Any owner located within the area of jurisdiction of Stellenbosch Municipality and who owns property within the proposed special rating area, may lodge an application to the Stellenbosch Municipality for the determination of a special rating area.
- (2) All costs incurred by the applicant in respect of the establishment of a special rating area shall be for his or her own account, provided that after implementation of the implementation plan the management body may reimburse the applicant for some or all of those costs.
- (3) Any application contemplated in subsection (1) above must –
 - (a) be in writing and be in the form as the CFO may determine;
 - (b) be submitted not more than nine months after the date on which the public meeting referred to in section 5 of this By-Law is held, or if a second public meeting is held as provided for in section 6(2) of this By-Law, nine months after the date of the second public meeting;
 - (c) be accompanied by –
 - (i) a motivation report and an implementation plan;
 - (ii) the written consent submitted by the members of the local community in the proposed special rating area who will be liable for paying the additional rate. All

owners of each property in the proposed special rating area must sign the consent form. The majority shall be determined by the number of properties in the proposed special rating area for which duly preformed consent forms were received in relation to the number of properties in the proposed special rating area. Under specific conditions, aimed at a more inclusive approval process, the majority may be set at a higher percentage as determined in the Special Rating Area policy. The format of the consent may be determined by the CFO;

- (iii) payment of such fee as the Council may determine.

5. PUBLIC MEETINGS

- (1) An application for the determination of a special rating area must be preceded by the holding of a public meeting.
- (2) The purpose of the public meeting is to enable the applicant to consult with those owners within the proposed special rating area regarding the proposed boundaries of the area and the proposed improvement or upgrading of the area.
- (3) Prior to the holding of the public meeting, the applicant must –
 - (a) give notice in a manner approved by the CFO in terms of this By-law owners of rateable property, who will be liable for payment of the additional rate, of the applicant's intention to apply for the determination of a special rating area
 - (b) in the notice referred to in subsection (3)(a) above, give notice of a public meeting, which notice must –
 - (i) state the purpose of such meeting; and
 - (ii) contain details of the place, date and time when such meeting is to be held.
- (4) The public meeting must be held not less than seven days and not more than 30 days after the date of the notice.
- (5) The public meeting must be held at such place, date and time as stated in the notice, provided that it must be held at a place which is within the boundaries of the proposed special rating area unless the CFO approves another venue in writing before the public meeting is held.
- (6) The public meeting must be chaired by a suitable qualified and experienced person appointed by the CFO.
- (7) Any interested person must, at the public meeting, be –

- (a) Furnished with all relevant information relating to the proposed special rating area, including the information to be set out in the motivation report and implementation plan; and
- (b) given an opportunity to ask questions, express their views and make representations.

6. MOTIVATION REPORT AND IMPLEMENTATION PLAN

- (1) Any application for the establishment of a special rating area must include a motivation report and an implementation plan covering a period commencing on 1 July of a year and ending on 30 June of the fifth year or covering such lesser period as may be determined by the CFO.
- (2) If the motivation report or the implementation plan are materially amended, as determined by the CFO, after the public meeting referred to in section 5 of this By-Law, the applicant must call a second public meeting for approval of the special rating area as amended.
- (3) The provision of section 5 of this By-Law applies with the necessary changes to the second public meeting.

7. ADVERTISING OF APPLICATION AND OBJECTIONS

- (1) The applicant must within 14 days after the application is lodged in accordance with section 4 of this By-Law, or within such further period which the CFO may approve –
 - (a) Cause a notice of the application to be published in a manner approved by the CFO; and
 - (b) Either before or up to seven days after the date of publication of the notice, give written notice of the application to all owners within the proposed special rating area, who will be liable for payment of the additional rate. Such notice must be served by pre-paid registered post, hand delivery or in any other manner approved of in writing by the CFO.
- (2) Every notice contemplated in terms of subsection (1) above must state that written objections to the determination of a special rating area or the provisions of the motivation report and implementation plan may be lodged with the Stellenbosch Municipality by a date specified in the notice, which shall not be less than 30 days after the date of publication in terms of subsection (1)(a) above, and must state where the documentation specified in subsection (5) below will be available for inspection.
- (3) Any owner of rateable property who will be liable for paying the additional rate may submit written objections to the determination of the special rating area, which objections must be

received by the Stellenbosch Municipality not later than the date stipulated in the notice referred to in subsection (1) above.

- (4) Any objector to the application who owns property within the proposed special rating area may make oral representation to the CFO.
- (5) The application, including the motivation report and the implementation plan, and all objections must be available for inspection at the office of Stellenbosch Municipality and at a venue determined by the CFO within the proposed special rating area, for the period referred to in subsection (2) above.

8. DECISION

- (1) After the provision of sections 4 and 7 of this By-Law have been complied with, the Council must, at a meeting of the Council held within 90 days after the last date for the submission of objections in accordance with section 7(2) of this By-Law, consider the application and –
 - (a) determine a special rating area which must be implemented in accordance with the motivation report and implementation plan;
 - (b) determine a special rating area with such amendments or conditions as the Council considers to be in public interest;
 - (c) determine a special rating area in respect of a limited area in terms of section 9 of this By-Law;
 - (d) refuse the application, in which event the Council must, within 30 days, furnish the applicant with written reasons for not approving the determination of a special rating area; or
 - (e) refer the application back to the applicant for amendments in such manner as the Council may direct.
- (2) If an application is refused by the Council in accordance with the provisions of subsection (1)(d) above or referred back to the applicant in accordance with the provisions of subsection (1)(e) above, the applicant may, within six months of the Council's decision, re-apply to the Council for the determination of the special rating area, provided that such re-application has been appropriately amended in the light of the reasons for refusal or referral, as the case may be.
- (3) If the motivation report or implementation plan is amended in any material respect at any time before the determination, the Council may require that the amended application be re-advertised in accordance with the provision of section 7 of this By-law, with the necessary changes.

9. DETERMINATION OF A LIMITED SPECIAL RATING AREA

If an application in terms of section 4 of this By-Law is not accompanied by the majority of the members of the local community in the proposed special rating area required by section 4(3)(c) of this By-Law, but the applicant can demonstrate to the satisfaction of the Council, that –

- (a) there are such confirmations from owners of rateable properties in a limited geographical area within the proposed special rating area that would meet the requirements of section 4(3)(c) of this By-Law if they were to be applied to that area; and
- (b) the level of services to be provided will not be reduced and the budget will be reduced accordingly as a result of the provision of those services in the limited area alone, as compared to the provision of those services in the whole of the proposed special rating area,

then the Council may, subject to the other provisions of this By-Law, determine a limited special rating area.

CHAPTER 2

SPECIAL RATING AREAS – STRUCTURES AND FINANCES

10. COMMENCEMENT OF THE IMPLEMENTATION PLAN

Once the Council has approved the establishment of the special rating area, the implementation plan may only be implemented after the management body has been established in accordance with section 11 of this By-Law.

11. ESTABLISHMENT, COMPOSITION, POWERS AND DUTIES OF MANAGEMENT BODY

- (1) The applicant must establish a management body for the purposes of implementing the provisions of the implementation plan.
- (2) The management body must be a company incorporated in accordance with the provisions of a Non-Profit company (company not for gain) as per the Companies Act, Act 71 of 2008 (as amended or replaced).
- (3) Stellenbosch Municipality shall monitor compliance by the management body with the applicable provisions of this By-Law, any guidelines or policies adopted by Stellenbosch Municipality and any agreements entered into with the management body and Stellenbosch Municipality.

- (4) The Council must nominate the relevant ward councillor and one other person, as representatives to attend and participate, but not vote, at the meetings of the management body.
- (5) Within two months after receipt of the first payment of the additional rate, the management body must begin carrying out the objectives of the implementation plan.
- (6) Within two months of the end of each financial year, the management body must provide the CFO with –
 - (a) Its audited financial statements for the immediately preceding year; and
 - (b) an annual report on its progress in carrying out the objectives of the implementation plan in the preceding year to improve and upgrade the special rating area.
- (7) Within two months after the Annual General Meeting, the management body must provide the Finance Portfolio Committee with –
 - (c) Its audited financial statements for the immediately preceding year; and
 - (d) An annual report on its progress in carrying out the objectives of the implementation plan in the preceding year to improve and upgrade the special rating area.

12. FINANCES

- (1) The financial year of the management body must coincide with the financial year of the Stellenbosch Municipality.
- (2) Where a special rating area has been determined, the Council must levy in accordance with the provisions of the Property Rates Act, a property rate in addition to the rates that it already charges on the owners of rateable property in the special rating area for the purposes of realizing the implementation plan. Provided that the Council may in terms of the Property Rates Act, Stellenbosch Rates Policy, Stellenbosch Credit Control and Debt Collection By-Law and the Stellenbosch Credit Control and Debt Collection Policy, exempt the indigent, senior citizens, disabled persons or any other category of owners from the additional rates.
- (3) When determining the additional rate referred to in subsection (2) above, the Council may consider imposing differential additional rates on one or more of the categories set out in section 8 of the Property Rates Act or any category as set out in the Stellenbosch Rates Policy.
- (4) The additional rate due in terms of this By-Law is a debt due to the Council and is payable and must be collected in the same manner as other property rates imposed by the Council.

- (5) The Council may, for the purpose of carrying out the provisions of the implementation plan of special rating area and subject to section 67 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 200), make payment to the management body of a special rating area.
- (6) The payment contemplated in subsection (5) above is conditional upon the conclusion of a finance agreement to be entered into between the Council and the relevant management body, and such agreement must regulate, among other things –
 - (a) the mechanisms and manner of payment; and
 - (b) terms on which payment to the relevant management body is to be made.
- (7) Subject to the provisions of its memorandum and articles of association, the management body is entitled to raise its own funds through commercial activities, donations or any other lawful means.
- (8) The Council, may determine and impose on the management body an administrative charge.

13. THE ROLE OF THE CFO

In addition to the other responsibilities and obligations of the CFO as set out elsewhere in this By-Law, the CFO must –

- (a) Establish separate ring-fenced budget votes and other record-keeping systems regarding the revenue generated by the additional rate and the improvement and upgrading of the special rating area;
- (b) Monitor compliance with the applicable legislation, including this By-Law and the Policy, by –
 - (i) receiving and considering the audited financial statements and reports regarding the carrying out of duties laid out in the implementation plan;
 - (ii) nominating, if he or she elects to do so, representatives to attend and participate but not vote at meetings of the management body.

CHAPTER 3

AMENDMENT AND EXTENSION OF IMPLEMENTATION PLANS

14. AMENDMENT TO IMPLEMENTATION PLANS

- (1) An implementation plan, including the geographical boundaries of the special rating area, may be amended by the Council on written application by the management body at any time after the formation of the special rating area.
- (2) The council may approve an application for an amendment referred to in subsection (1) above where the Council considers it not likely to materially affect the rights or interests of any owner, provided that the Council may require the management body to cause a notice of the application for such amendments to be published as approved by the CFO.
- (3) The Council may only approve an amendment in terms of subsection (1) above, with the changes required by the context, in accordance with the provisions of Chapter 1 of this By-Law, which the Council considers is likely to –
 - (a) materially affect the rights or interests of any person;
 - (b) affect the approved budget for the special rating area; and
 - (c) change the boundaries of the special rating area.
- (4) The Council may, for good reason, on written application by the management body, exempt the management body from complying with the provisions, or condone any non-compliance with any provisions, of Chapter 1 of this By-Law.

15. EXTENSION OF IMPLEMENTATION PLANS

A management body must, if it elects to extend the term of the implementation plan for a further period, on or before January in the year in which the implementation plan is due to terminate, submit an application to Stellenbosch Municipality for approval of extension of the term of the implementation plan, provided that –

- (a) the extension of the implementation plan may only be approved by the Council in accordance with the provisions of Chapter 1 of this By-Law, with the changes required by the context, and the Council may, for good reason, on written application by the management body, exempt the management body from complying, or condone any non-compliance, with any such provisions;
- (b) the provisions of section 14 of this By-Law shall apply to any amendment of an implementation plan which has been extended in terms of this section.

CHAPTER 4

DISSOLUTION OF A SPECIAL RATING AREA

16. DISSOLUTION

- (1) The Council may terminate the municipality's business relationship (connection and commitment) to a management body of a specific special rating area –
 - (a) Upon written application signed by owners of the majority of properties within the boundaries of the special rating area who are liable for paying the additional rate; or
 - (b) After prior consultation by the CFO with the management body or the community, whereupon for any good cause he or she may cause the necessary steps or processes to terminate the business relationship with the management body.
 - (c) Upon the decision by the CFO to terminate the business relationship to the specific special rating area, notices shall be forwarded to the management body and to all the property owners of the specific special rating area presenting the reasons for the proposed termination and any other pertinent details.
- (2) Upon the approval by Council to terminate the business relationship with the management body the additional rates applicable to said special rating area will no longer be raised and the associated payments to the management body shall cease.

CHAPTER 5

MISCELLANEOUS PROVISIONS

17. REPEAL

The provisions of any By-laws relating to special rating areas by Stellenbosch Municipality are hereby repealed insofar as they relate to matters provided for in this By-law.

18. SHORT TITLE AND EFFECTIVE DATE

- (1) This By-Law is called the Special Rating Area By-Law of Stellenbosch Municipality and shall take effect on 01 July 2021.
- (2) No new special rating area determined in terms of this By-Law may implement its implementation plan prior to 01 July 2020.

G. Mettler

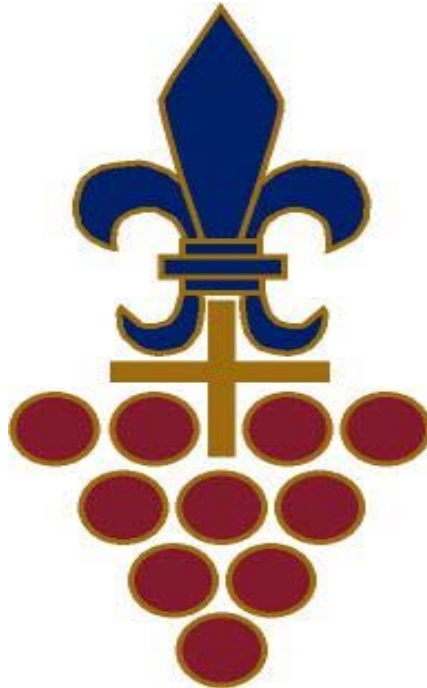
Municipal Manager

Plein Street, PO Box 17, Stellenbosch, 7599

Telephone Number 021 808 8025

APPENDIX 29

STELLENBOSCH MUNICIPALITY



TARIFF BY-LAW

Effective from 01 July 2023



STELLENBOSCH MUNICIPALITY

TARIFF BY-LAW

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1. PREAMBLE

- (1) Section 229(1) of the Constitution authorizes a municipality to impose:
 - (a) rates on property and surcharges on fees for services provided by or on behalf of the municipality; and
 - (b) if authorized by national legislation, other taxes, levies and duties.
- (2) In terms of section 75A of the Systems Act a municipality may:
 - (a) levy and recover fees, charges or tariffs in respect of any function or service of the municipality; and
 - (b) recover collection charges and interest on any outstanding amount.
- (3) In terms section 74(1) of the Systems Act, a municipal council must adopt and implement a tariff policy on the levying of fees for a municipal service provided by the municipality or by way of service delivery agreements and which complies with the provisions of the Systems Act, the Municipal Finance Management Act and any other applicable legislation.
- (4) In terms of section 75(1) of the Systems Act, a municipal council must adopt by-laws to give effect to the implementation and enforcement of its tariff policy.
- (5) In terms of section 75(2) of the Systems Act, by-laws adopted in terms of section 75(1) of the Systems Act may differentiate between different categories of users, debtors, service providers, services, service standards and geographical areas as long as such differentiation does not amount to unfair discrimination.
- (6) In furtherance of reusable energy, Council may determine tariffs pertinent to the purchase of surplus energy from consumers, subject to regulations issued and approved by the National Electricity Regulator of South Africa (NERSA).

2. DEFINITIONS

"Municipality" means the Stellenbosch Municipality (WC024).

"Tariff Policy" means the Tariff Policy adopted by the Municipality in terms of this By-Law.

"Constitution" refers to the Constitution of the Republic of South Africa, 1996.

"Council" means the Council of the Municipality.

"Credit Control and Debt Collection Policy" means the Municipality's Credit Control and Debt Collection Policy as stipulated by sections 96(b) and 97 of the Systems Act.

"Systems Act" means the Local Government: Municipal Systems Act, (Act 32 of 2000).

"Finance Management Act" means the Local Government: Municipal Finance Management Act, (Act 53 of 2003).

"Tariff" means fees, charges or any other tariffs levied by the Municipality in respect of any function or service provided, or surplus energy purchased, by the Municipality including rates levied by the Municipality in terms of the Local Government: Property Rates Act, (Act 6 of 2004).

"Tariff List" or **"Tariff Schedule"** means the list of the Tariffs applicable and in respect of any function or service provided, or surplus energy purchased, by the Municipality. This list, effective for a specific financial year, is approved by Council during the annual budget process.

3. OBJECTIVES

The objective of this By-Law is to give effect to the implementation of the Tariff Policy as contemplated in section 74(1) of the Systems Act, and of the Tariff Schedule for a given financial year as approved by Council during the Municipality's annual budget process.

4. ADOPTION AND IMPLEMENTATION OF TARIFF POLICY

- (1) The Municipality shall adopt and implement a Tariff Policy on the levying of fees for a municipal service provided by the Municipality or by way of service delivery agreements which complies with the provisions of the Systems Act, the Municipal Finance Management Act and any other applicable legislation.
- (2) The Municipality shall not be entitled to impose tariffs other than in terms of the valid Tariff Policy.

5. CONTENTS OF TARIFF POLICY

The Municipality's Tariff Policy shall, inter alia:

- (1) Apply to all the tariffs fees (as per the Tariff List) imposed by the Municipality pursuant to the adoption of the Municipality's annual budget.
- (2) Reflect the principles referred to in section 74(2) of the Systems Act and specify any further principles for the imposition of Tariffs which the Municipality may wish to adopt.
- (3) Specify the manner in which the principles referred to in paragraph 2 above are to be implemented in terms of the Tariff Policy.

- (4) Specify the basis of differentiation, if any, for tariff purposes between the different categories of users, debtors, service providers, services, service standards and geographical areas as long as such differentiation does not amount to unfair discrimination.
- (5) Include such further enforcement mechanism, if any, as the Municipality may wish to impose in addition to those contained in the Credit Control and Debt Collection By-Law.
- (6) Provide tariffs for the export of surplus energy from approved and certified consumers, within the jurisdiction of the Municipality, into the Municipality's distribution network.

6. ENFORCEMENT OF TARIFF POLICY

The Tariff Policy shall be enforced through the Credit Control and Debt Collection By-Law and any further enforcement mechanisms stipulated in the Municipality's Tariff By-Law.

7. REPEAL

The provisions of any by-laws relating to Tariffs by the Municipality are hereby repealed insofar as they relate to matters provided for in this By-Law.

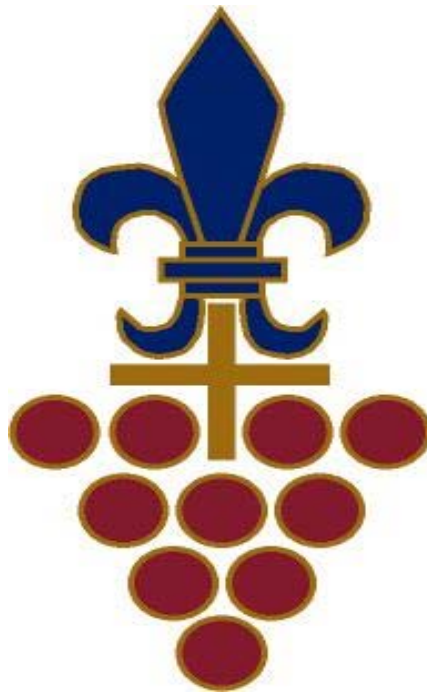
8. INTERPRETATION

If there is a conflict of interpretation between the English version of this By-Law and a translated version, the English version prevails.

9. SHORT TITLE and EFFECTIVE DATE

This By-law is the Tariff By-Law of Stellenbosch Municipality and shall take effect on 01 July 2022.

STELLENBOSCH MUNICIPALITY



TARIFF POLICY

2023/2024



STELLENBOSCH MUNICIPALITY

TARIFF POLICY

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PREAMBLE

In accordance with Section 74 of the Local Government Municipal Systems Act, Act 32 of 2000, Stellenbosch Municipal Council must adopt and implement a tariff policy on the levying of tariffs for municipal services which complies with the provisions of the Municipal Systems Act and with any other applicable legislation.

Tariffs represent the charges levied by Council on consumers for the utilization of services provided by the Municipality and rates on properties. Tariffs will be calculated in various ways, dependent upon the nature of the service being provided.

In furtherance of reusable energy, Council may consider tariffs pertinent to the purchase of surplus energy from consumers.

1. OBJECTIVE

The objective of this Tariff Policy is to ensure the following:

- (a) Tariffs must conform to acceptable policy principles;
- (b) Municipal services must be sustainable;
- (c) Tariffs must comply with the applicable legislation; and
- (d) Tariffs should take indigent consumers into consideration.

2. LEGAL FRAMEWORK

The following legislation is applicable for the determination of tariffs for municipal services delivered or for the purchase of surplus energy:

The Constitution of the Republic of South Africa, 1996 (Act 108 of 1996)

Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003)

Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)

Water Services Act, 1997 (Act 108 of 1997)

Electricity Regulation Act, 2006 (Act 4 of 2006)

Local Government: Municipal Property Rates Act, 2004 (Act 6 of 2004)

3. TARIFF PRINCIPLES

The following principles will apply in the Stellenbosch Municipal Area of jurisdiction (WC024):

- (a) Users of municipal services are treated equitably in the application of tariffs;
- (b) The amount individual users pay for services are generally in proportion to their use of that service;
- (c) Indigent households have access to basic services through:
 - (i) Special or lifeline tariffs for low levels of use or consumption of services or for basic levels of service; or
 - (ii) Any other direct or indirect method of subsidisation of tariffs for poor households.
- (d) Tariffs reflect the costs reasonably associated with rendering the service, including capital, operating, maintenance, administration, replacement costs and interest charges;

- (e) Tariffs are set at levels that facilitate the financial sustainability of the service, taking into account subsidisation from sources other than the service concerned. A service is financially sustainable when it is provided in a manner that would ensure its financing from internal and external sources is sufficient to cover the costs of the initial capital expenditure required, operating the service, maintaining, repairing, and replacing the physical assets used in its provision;
- (f) Provision is made in appropriate circumstances for a surcharge or a rebate on the tariff for a service;
- (g) Provision is made for the promotion of local economic development through special tariffs for categories of commercial and industrial users;
- (h) The economical, efficient, and effective use of resources, the recycling of waste and other appropriate environmental objectives are encouraged;
- (i) The extent of subsidisation of tariffs for poor households and other categories of users are fully disclosed; and
- (j) The safeguarding of the integrity of the electrical distribution network and the continued economic viability for the purchasing of surplus energy from consumers.

It is further stated that tariffs, rates, and the employment of resources, in general, take into account the Council's Integrated Development Plan (IDP) principles and goals.

4. CLASSIFICATION OF SERVICES

Traditionally, municipal services have been classified into five groups based on how they are financed. The five groups are as follows:

- (a) Trading services Water and Electricity Services

These services must generate a surplus which will be used to subsidize community services other than economical services.
- (b) Economical services Refuse Removal and Sewerage Services

These services' charges must cover the cost of providing the services, i.e. it must at least break even. In the event of the latter not being possible within a period, the shortfall will be financed from the Municipal Property Rates revenue.

- | | | |
|-----|------------------|---|
| (c) | Rates Services | The revenue from Municipal Property Rates is utilized for Rates related services. |
| (d) | Housing Services | <p>Housing Schemes</p> <p>These services are ring-fenced in the Housing Development Fund and the net operating balance is set off as a contribution to/from the Housing Development Fund.</p> |
| (e) | Sundry Services | <p>Various Services</p> <p>All Services not defined in paragraphs (a) to (d) above.</p> |

5. CALCULATION OF TARIFFS FOR MAJOR SERVICES

5.1 Water Tariffs

Although a fairly large proportion of the water needs is supplied from own sources, water is also purchased from external suppliers, such as the City of Cape Town. The increase in water tariffs is largely influenced by the changes in the Consumer Price Index (CPI), the purchase price of water and the need for financing bulk water infrastructure expansion.

Water is bought at a one-part tariff expressed in Rand per kilolitre. For this reason, it is found that water tariff structures for end-users follow the same trend. In order to manage consumption, an inclining block rate tariff structure is applied in the Stellenbosch Municipal area of jurisdiction.

The first block rate for domestic consumers represents the Lifeline volume in kilolitres (kl) per month (considered to be the lowest sustainable water volume per household), which is supplied at a rate targeted to be below cost. Losses incurred in this tariff category may be recovered by contributions from the higher tariff categories, conforming to the principle of cross-subsidisation.

Tariff structures for water supply are applied in the form of a sliding scale or a flat tariff in the area of jurisdiction of Stellenbosch Municipality. This is reflected in the Tariff Schedule approved by Council.

The specific sliding scale(s) linked to each consumer group, or the service charge types and the applicable tariffs, including any specific tariffs that would be applicable when Council adopts water restriction strategies, are reflected in the Water Tariff Schedule as approved by Council.

The following table illustrates the principals for tariff charges applied to various consumers or the specialised water service charge types for water consumption in the Stellenbosch Municipal Area:

(a) Domestic:

Includes residential erven, Sectional Title Units, as well as residential erven managed by legal entities, each being served by an individually metered water connection.

(b) Domestic Cluster:

Refers to a cluster (block of flats) served by a single water connection.

(c) MASO:

A MASO tariff for the affected parties will be applied.

(d) Bulk Users:

A sliding scale tariff will be applied on water consumption for irrigation of sports grounds of schools, irrigation of Council property by sports clubs, as well as irrigation of parks and other grounds or properties serviced by Council's Parks and Recreation Department.

(e) Business, Commercial and Industrial:

A single tariff for all business, commercial and industrial consumers will apply.

(f) All other consumers and Miscellaneous cases:

A single tariff for all other consumers and miscellaneous cases including schools, sport bodies, charity organizations and churches or any other user as determined by the relevant Director, may apply.

(g) Leakages:

Different tariffs may apply to Municipal, Domestic, Business, Commercial or Industrial consumers.

(h) Basic Charge:

A Basic (a fixed monthly) charge will be applied to each domestic consumer, a domestic cluster consumer and all other non-domestic consumers, irrespective whether a gated/non-gated development is supplied via a bulk meter.

The Basic charge will be applied to Indigent Households as per the Indigent Policy of the Municipality.

(i) Availability Fee:

An availability fee may be charged on properties not connected to the water network, should it be available. This fee aims to recoup capital and

maintenance costs of networks as well as certain fixed administrative costs in respect of such properties. The applicability of such fee shall be determined by the relevant directorate.

5.2 Electricity Tariffs

In addition to general cost factors, the following is taken into account when determining a tariff structure for electricity:

- (i) Electricity is primarily supplied by Eskom and distributed by the Municipality.
- (ii) Minimum standards for distribution are determined nationally and must be adhered to in order to conform to both safety and continuity of supply norms.
- (iii) Due to the fact that a large part of the operating expenditure consists of bulk electricity purchases, tariff structures and levels are very sensitive to any change in the cost of supply by Eskom.
- (iv) Electricity is supplied under a distribution license, granted by the National Electricity Regulator of South Africa (NERSA) for a specific area of jurisdiction. All tariff structures and tariffs must be approved by NERSA prior to application thereof by a distributor on an annual basis.

Electricity is distributed by Stellenbosch Municipality in the areas of Stellenbosch, Johannesdal, Pniel and Franschhoek.

Eskom distributes electricity in the areas of Jamestown, Raithby, Kylemore, Klapmuts and the rural areas. In these areas, the distribution is managed, operated, and controlled by the applicable service provider.

Export of surplus energy from an approved and certified consumer to the Municipality's distribution network shall be subject to special and specific agreements embracing in broad terms the operational and financial imperatives for a sustainable and economically viable alliance.

In order to manage consumption, inclining block rate tariff structures are applied in the Stellenbosch Municipal areas of distribution, or any part or area incorporated where due course was followed. In these areas, different tariff structures may be implemented for consumers using renewable energy for own use and/or where the export of surplus energy is approved under the proviso of specific conditions, limits on energy export and reimbursement of exported energy.

Additional fees may be levied on consumers for which maximum demand charges are in effect and who have exceeded specific limits.

The specific inclining block rate(s), any other charges linked to the tariff structure and the applicable tariffs are reflected in the Electricity Tariff Schedule as approved by Council.

The following table illustrates the principals for tariff charges applied to various consumers or the service charge types for electricity consumption or export in the Stellenbosch Municipal Area:

(a) Domestic Lifeline (PP):

Domestic Lifeline Tariffs will apply to prepaid Indigent consumers in order to promote the affordability of the service. A fixed monthly charge will not be applied to this category of consumers.

(b) Domestic Regular:

Domestic Regular tariffs will apply, in various service charge types, to other domestic consumers other than Indigent consumers on either conventional or prepaid metering systems. A fixed monthly charge may be applied to this category of consumers.

(c) Commercial Lifeline Low energy rate:

A Commercial Lifeline energy rate tariff will apply in respect of prepaid commercial low consumers. A fixed monthly charge will not be applied to this category of consumers.

(d) Commercial Low energy rate:

Commercial Low energy rate tariffs will apply, in various service charge types, in respect of conventional and prepaid commercial low consumers. A fixed monthly charge will be applied to this category of consumers.

(e) Commercial Regular energy rate:

Commercial Regular energy rate tariffs will apply, in various service charge types, in respect of conventional and prepaid commercial regular consumers. A fixed monthly charge is applied to this category of consumers.

(f) Agricultural energy rate:

Agricultural energy rate tariffs will apply, in various service charge types, in respect of agricultural use. A fixed monthly charge is applied to this category of consumers.

(g) Industrial energy rate:

Industrial energy rate tariffs as well as various types of energy demand tariffs will apply, in various service charge types, in respect of Industrial use. A fixed monthly charge is applied to this category of consumers.

(h) Municipal energy rate:

Municipal energy rate tariffs will apply, in various service charge types, for municipal consumption for street and traffic lights and for municipal buildings. A fixed monthly charge will not be applied to this category of consumers.

(i) Non-profit Organisations (NPO) energy rate:

Non-profit organisation's tariffs will apply, in various service charge types, to Non-profit Organisations in order to promote the affordability of the service for Non-profit Organisations. A monthly fixed charge will not be applied for this category of consumers.

(j) Sport Organisations energy rate:

Sport energy rate tariffs will apply, and a Maximum Demand Charge may apply on sports fields as per approved contracts being classified as either Low Consumers or High Consumers. A fixed monthly charge will not be applied to this category of consumers.

(k) Time-of-Use energy rate:

Different fixed monthly tariffs as well as various types of energy demand tariffs will apply during the low demand and the high demand tariff periods (also referred to as the summer and winter periods respectively) in respect of low and medium voltage consumers. For the purpose of these tariffs the low demand period shall be defined as being the summer period and the high demand period as the winter period.

(l) Availability fee:

An availability fee may be charged to properties not connected to the electricity network, where it is available. This fee aims to recoup capital and maintenance costs of networks as well as certain fixed administrative costs. The applicability of such fee shall be determined by the relevant directorate.

5.3 Refuse (Solid Waste) Removal Tariffs

The specific services rendered, any other charges linked to the service and the applicable tariffs are reflected in the Solid Waste Tariff Schedule as approved by Council.

(a) Residential properties:

Residential refuse (solid waste) will be removed once a week. Households are allowed 3 bags or one "Otto"-type container per week.

Refuse removal tariffs are based on a flat rate per household.

A specific tariff for Indigent consumers in respect of single residential properties will apply as per the approved Solid Waste Tariff Schedule.

(b) Business and industries:

Business and industry refuse (solid waste) are removed by means of “Otto”-type or bulk containers. Each container (size in volume) is accepted as a refuse unit at a specific tariff and number of removals per week.

(c) Availability Fee:

An availability fee may be charged to vacant properties, businesses, flats, and developments not permanently using the municipal collection services. The applicability of such fee shall be determined by the relevant directorate.

5.4 Sewerage Tariffs

Tariff structures for sewerage are applied uniformly in the area of jurisdiction of Stellenbosch Municipality.

The tariff structures for specific services rendered, any other charges linked to the service and the applicable tariffs are reflected in the Sewerage Tariff Schedule as approved by Council.

(a) Residential properties:

A tariff structure utilizing plot sizes is applied to allocate the sewerage costs to a specific property.

(b) Business and industries:

A tariff structure utilizing plot sizes, as well as floor areas per usage is applied to allocate the sewerage costs to a specific property.

The removal of industrial effluent is charged at a cost as per the applicable tariffs.

(c) Septic Tanks:

The clearance of septic tanks is charged per 5 000 litre or part thereof.

(d) Availability Fee:

An availability fee based upon a tariff structure utilizing plot sizes may apply to all vacant properties. The applicability of such fee shall be determined by the relevant directorate.

6. CALCULATION OF OTHER TARIFFS

6.1 Sundry Tariffs

(a) Tariff Structure:

- (i) The tariff structure as reflected in the Sundry Tariffs Tariff Schedule as annually approved by Council will be used to determine regulatory community and subsidized services.

(b) Method of calculation:

- (i) Existing tariffs will be revised annually, for application during the next financial year, by adjusting the tariff that applied during the current financial year by a percentage (suitable rounding will be applied) to recover increased costs or to compensate for any cost reductions where appropriate.
- (ii) New tariffs will be calculated based on the estimated actual cost where appropriate or to recover some costs depending on the type of community service.

(c) Building Clause references:

- (i) Obligations pertaining to Building Clauses as per the development agreements or contracts will be dealt with according to the contract obligations.

6.2 Rates Tariffs

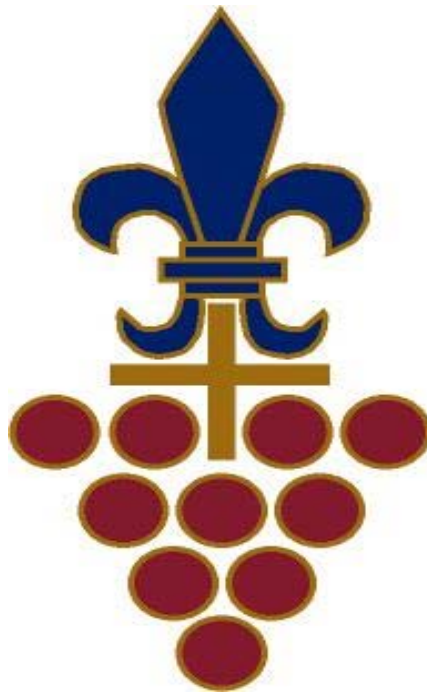
The Stellenbosch Municipality's Rates Policy describes the process for imposing property rates for the various categories of owners and properties.

The tariff structures for the applicable categories and the applicable provisions for relief measures are reflected in the Property Rates Tariff Schedule and Rates Policy as approved by Council.

7. SHORT TITLE

This policy is the Tariff Policy of the Stellenbosch Municipality.

STELLENBOSCH MUNICIPALITY



RATES BY-LAW

Effective from 01 July 2023



**STELLENBOSCH MUNICIPALITY
RATES BY-LAW**

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1. PREAMBLE

- (1) Section 229(1) of the Constitution authorizes a municipality to impose rates on property and surcharges on fees for services provided by or on behalf of the municipality.
- (2) Section 13 of the Systems Act read with Section 162 of the Constitution requires a municipality to promulgate municipal by-laws by publishing them in the gazette of the relevant province.
- (3) In terms of Section 3 of the Property Rates Act, a municipal council must adopt a policy consistent with the Property Rates Act on the levying of rates on rateable properties in the municipality.
- (4) In terms of Section 6(1) of the Property Rates Act, a municipality must adopt by-laws to give effect to the implementation of its rates policy.
- (5) In terms of Section 6(2) of the Property Rates Act, by-laws adopted in terms of Section 6(1) may differentiate between different categories of properties and different categories of owners of properties liable for the payment of rates.
- (6) To that effect the Council of Stellenbosch Municipality has enacted a Property Rates By-law, as follows:

2. DEFINITIONS

In this By-Law, any word or expression to which a meaning has been assigned in the Local Government: Municipal Property Rates Act, (Act 6 of 2004) shall bear the same meaning unless the context indicates otherwise.

"Municipality" means the Stellenbosch Municipality (WC024).

"Rates Policy" means the Municipality's Property Rates Policy adopted by the Council of the Municipality by a resolution for a specific financial year in terms of Section 3(1) of the Property Rates Act and in terms of this By-Law.

"Constitution" means the Constitution of the Republic of South Africa.

"Council" means the Council of the Municipality.

"Credit Control and Debt Collection Policy" means the Municipality's Credit Control and Debt Collection Policy as stipulated by sections 96(b) and 97 of the Systems Act.

"Systems Act" means the Local Government: Municipal Systems Act, (Act 32 of 2000).

"Property Rates Act" means the Local Government: Municipal Property Rates Act, (Act 6 of 2004) including the amendment Acts and Regulations pertaining to the same.

"Rates" means a municipal rate on property as envisaged in Section 229(1)(a) of the Constitution.

3. OBJECTS

The object of this By-Law is to give effect to the implementation of the Rates Policy as contemplated in Section 6 of the Property Rates Act.

4. ADOPTION AND IMPLEMENTATION OF RATES POLICY

- (1) The Council has adopted and implemented a Rates Policy as contemplated in terms of the provisions of Section 3(1) and consistent with the Property Rates Act on the levying of Rates on rateable properties within the jurisdiction of the Municipality.
- (2) The Rates Policy outlines the Municipality's rating practices; therefore, it is not necessary for this By-law to restate and repeat same.
- (3) The Rates Policy applicable to a financial year is hereby incorporated by reference in this By-law. All amendments to the Rates Policy as the Council may approve/adopt from time to time, shall be deemed to be likewise incorporated.
- (4) The Municipality shall not be entitled to levy Rates other than in terms of the Rates Policy for an applicable financial year and the annually promulgated resolution which reflects the cent amount in the Rand rate for each category of rateable property.
- (5) The Rates Policy is available at the Municipality's head office, satellite offices, libraries and website.

5. CONTENTS OF RATES POLICY

The Municipality's Rates Policy, inter alia:

- (1) Apply to all the Rates levied by the Municipality pursuant to the adoption of the Municipality's annual budget.
- (2) Comply with requirements for;
 - (a) the adoption and contents of a Rates Policy specified in Section 3 of the Property Rates Act.
 - (b) the differentiation of categories of properties and categories of owners of properties as provided for in Sections 6, 8 and 15 of the Property Rates Act.
 - (c) the process of community participation specified in Section 4 of the Property Rates Act.
 - (d) the annual review of a Rates Policy specified in terms of Section 5 of the Property Rates Act.
 - (e) the implementation of norms and provisions as directed by this By-law as approved by Council.

- (3) Specify principles, criteria, and implementation measures for categories of rateable properties in terms of Section 8 and consistent with the Property Rates Act for the levying of Rates which the Council may wish to adopt.
- (4) Specify principles, criteria, and implementation measures for the judicious granting of relief measures by means of Exclusions, Exemptions, Reductions and/or Rebates consistent with the applicable sections of the Property Rates Act which the Council may wish to adopt.
- (5) Include such further administrative, control and enforcement mechanisms if any that are consistent with the Property Rates Act and the Systems Act, as the Council may wish to impose in addition to those contained in the Credit Control and Debt Collection By-Law and its associated Policy.

6. ENFORCEMENT OF RATES POLICY

The Municipality's Rates Policy is enforced through the Municipality's Credit Control and Debt Collection By-Law and its associated Policy and any further enforcement mechanisms stipulated in the Property Rates Act and the Municipality's Rates By-Law.

7. REPEAL

The provisions of any By-laws relating to Property Rates by the Municipality are hereby repealed insofar as they relate to matters provided for in this By-Law.

8. INTERPRETATION

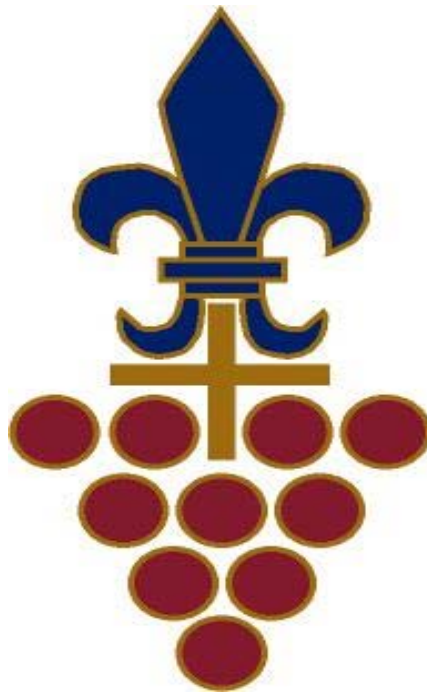
If there is a conflict of interpretation between the English version of this By-Law and a translated version, the English version prevails.

This By-Law must be read in conjunction with the Rates Policy.

9. SHORT TITLE and COMMENCEMENT

This By-Law is called the Stellenbosch Municipal Property Rates By-Law and shall take effect on 01 July 2022.

STELLENBOSCH MUNICIPALITY



FINANCING OF EXTERNAL BODIES PERFORMING MUNICIPAL FUNCTIONS

2023/2024



STELLENBOSCH MUNICIPALITY

FINANCING OF EXTERNAL BODIES PERFORMING MUNICIPAL FUNCTIONS POLICY

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1. DEFINITIONS

1.1 In this policy unless the context indicates otherwise:

- 1.1.1 **“Accounting Officer”** means the Municipal Manager as referred to in section 60 of the Local Government: Municipal Finance Management Act, 56 of 2003 (“MFMA”);
- 1.1.2 **“Approved Budget”** means the Municipality’s annual budget approved by the Council in terms of section 24 of the MFMA and include an adjustment budget in terms of Section 28 of the MFMA;
- 1.1.3 **“Community”** means the residents within the Stellenbosch WCO24 area;
- 1.1.4 **“Constitution”** means the Constitution of the Republic of South Africa, 1996;
- 1.1.5 **“Director”** means a person appointed in terms of section 56 of the Systems Act who is directly accountable to the Municipal Manager;
- 1.1.6 **“Executive Mayor”** means the councillor elected as the Executive Mayor in terms of section 55 of the Local Government: Municipal Structures Act, 32 of 2000 (“the Structures Act”);
- 1.1.7 **“Chief Financial Officer”** or “CFO” means an official as envisaged in section 80(2)(a) of the Local Government: Municipal Finance Management Act, 56 of 2003 (“MFMA”);
- 1.1.8 **“Grant”** means a grant or allocation, as referred to in section 17(3)(j(ii) and 17(3)(j(iv) of the MFMA, made by the Municipality to any organisation or body referred to in section 67(1) and to be utilised to assist the Municipality in fulfilling its constitutional mandates including local tourism, municipal health services and such other municipal functions contemplated in Part B of Schedules 4 and 5 of the Constitution;
- 1.1.9 **“Grant Committee”** means the Committee established in terms of clause 7 of this policy;
- 1.1.10 **“official”** means an employee in the service of the Municipality;
- 1.1.11 **“organisation or body”** means those organisations or bodies outside any sphere of government making application for Grants in terms of this Policy, Which include associations, non-profit organisations or companies or trusts;
- 1.1.12 **“the Systems Act”** means the Local Government: Municipal Structures Act, 32 of 2000;
- 1.1.13 **“the Structures Act”** means the Local Government: Municipal Structures Act, 117 of 1998;
- 1.1.14 **“the MFMA”** means the Local Government: Municipal Finance Management Act, 56 of 2003;
- 1.1.15 **“the Municipality”** means the Stellenbosch Municipality and reference to Council has a similar meaning;
- 1.1.16 **“the Policy”** means the Financing of External Organisation/Bodies Performing Municipal Function Policy as set out in this document.

- 1.1.17 **"service delivery agreement"** or "MOA" means the agreement entered into between the Municipality and any organisation or body which received a Grant in terms of this Policy.

1. PURPOSE, AIMS AND OBJECTIVES

- 1.1 The purpose of this Policy is to provide a framework for financial assistance by Stellenbosch Municipality ("the Municipality") to external organisations / bodies performing local government functions to the extent as set out in section 155(6)(a) and (7) of the Constitution as listed in Part B of Schedule 4 and 5.
- 1.2 The purpose of this Policy is to ensure the efficient performance of the municipal function entrusted to that external organisation/body in a manner which gives effect to the goals and objectives of the Municipality's Integrated Development Plan ("IDP") by establishing partnerships between the municipality and the organisations and bodies performing the functions on behalf of the Municipality.
- 1.3 The Municipality will favour grants for achievement of outcomes aligned to the IDP. The objective of the funding of external bodied performing municipal functions is primarily to ensure the achievement of agreed outcomes to improve the health and well-being of the citizens and not to cover administrative costs and salaries.

2. LEGAL FRAMEWORK

- 2.1 In terms of section 156 of the Constitution, the Municipality has executive authority in respect of and the right to administer –
- 2.1.1 the local government matters listed in Part B of Schedule 4 and 5; and
- 2.1.2 any other matters assigned to it by national and provincial legislation.
- 2.2 Section 16(2) of the MFMA provides that the Mayor of the Municipality must table the annual budget at a council meeting at least 90 days before the start of the budget year. Section 17(3)(j)(ii) and 17(3)(j)(iv) provides that when an annual budget is tabled in terms of section 16(2) it must include particulars of any proposed allocation or grants by the municipality to any municipal entities and other external mechanism assisting the municipality in the exercise of its functions or power and any organisation or bodies referred to in section 67(1).
- 2.3 Immediately after the tabling of the annual budget the accounting officer must make public the annual budget and invite the local community to submit representations in connection with the budget before the budget is approved by Council in terms of section 24 of the MFMA.
- 2.4 Section 67 of the MFMA provides that the Municipality implement and sustain proper and effective controls and procedures when transferring funds of the Municipality to an organisation or body outside any sphere of government.
- 2.5 Section 67(1) provides that the accounting officer must be satisfied that the organisation or body has the capacity and agreed to comply with any agreement with the Municipality including all reporting, financial management and auditing requirements as may be stipulated in the agreement, to report at least monthly to the accounting officer on actual expenditure against such transfer and to submit audited financial statements for its financial year to the

accounting officer promptly. The organization must implement effective, efficient and transparent financial management and internal control systems to guard against fraud, theft and financial mismanagement and has the obligation to prove in terms of previous similar transfers that it has complied with all the requirements. The accounting officer must through contractual and other appropriate mechanism enforce compliance with this policy.

- 2.6 All transfer of funds in terms of this Policy shall comply with the Constitution, the Systems Act, the Structures Act, the MFMA and any other applicable legislation, regulations and policies that may govern the transfer of municipal funds and that are not in contradiction to the aforementioned legislation.

3. PUBLIC ADVERTISEMENT AND APPLICATION PROCEDURE

- 3.1 Applications for funding of external bodies performing municipal functions shall be considered where organisations or bodies have responded to advertisements published in the local newspapers distributed in the Stellenbosch Municipal Area calling upon organisations or bodies to submit proposals in the prescribed form, as set out 4.3 below, to perform a specific municipal function for a period up to 3 years. Such advertisements may be published quarterly by the accounting officer.
- 3.2 Advertisements should clearly specify the categories for which requests are called, the closing date for applications, who they should be addressed to, and where and how to obtain the relevant documentation pertaining to such applications, including the prescribed forms. Only applications made on the prescribed form (see Annexure A) may be considered.
- 3.3 The organisation/body must submit a detailed business plan with its application, confirming the envisaged outcomes their past achievements in the field and their commitment to performing that particular municipal function effectively and in line with Council's goals as set out in the IDP. Applications must be accompanied by a covering letter on the organisation/body letterhead, signed by the head of the organisation/body and must include the following information:
- 3.3.1 the organisation/body's legal name and a brief description of the organisation/body's business;
 - 3.3.2 the organisation/body's registration number, if any;
 - 3.3.3 the date of establishment, details of the organisation/body's members, founding documents, including constitution and certificates of incorporation;
 - 3.3.4 the contact name of the person signing the application, full street address, telephone number and email address of the organisation;
 - 3.3.5 if funding is required for a specific project, a brief description of the project and what it aims to achieve, as well as the detailed budget for and the duration of the project together with a written confirmation by the relevant municipal Director that the project is part of the IDP projects or programs;
 - 3.3.6 references, independent of the organisation/body and the head of the organisation/body;
 - 3.3.7 most recent audited financial statements not older than 24 months;
 - 3.3.8 a summary of its past achievements; and

- 3.3.9 a declaration by the head of the organisation/body to the satisfaction of the Municipal Manager that the organisation/body implements effective, efficient and transparent financial management and internal control mechanism to guard against fraud, theft and financial mismanagement and has in the past complied with requirements for similar transfers of funds.
- 3.4 Individuals will not be considered or appointed as an organisation/body to provide a municipal function as contemplated in this Policy.
- 3.5 Organisations or bodies whose directors, managers, major shareholders or trustees are in service of the state will not be considered or appointed as an organisation/body to provide a municipal function as contemplated in this Policy.
- 3.6 The appointment of a particular organisation/body to perform a municipal function for a period of three (3) years does not guarantee financial support by the Municipality, which will be determined annually when the municipal budget is approved by the Municipal Council.
- 3.7 No late applications received, in response to an advertisement as contemplated in clause 3.1 and 3.2 above will be considered and processed by the Grant Committee.

4. OBLIGATIONS OF THE ORGANISATION/BODY

- 4.1 The head of the organisation/body must acknowledge in writing to the Municipal Manager that the money allocated was received in its bank account and that the money will be utilised in accordance with the completed and signed MOA, the submitted application and this Policy within 30 days of transfer of funds / payment, failing which no future grants may be considered.
- 4.2 The organisation / body shall submit monthly reports on actual expenditure against such transfer, the ward within which activities are conducted as well as the number of people benefiting from the activity to the Municipal Manager.
- 4.3 The relevant municipal Director must co-sign each monthly report to confirm monthly management and oversight of the activities.

5. RIGHTS OF THE MUNICIPALITY, CONTROL AND MONITORING

- 5.1 The relevant municipal Director shall be entitled, at any reasonable time from time to time, to verify and inspect the existence and activities of the organisation/body. The relevant municipal Director or his delegate has the right to physically visit the premises where the organisation/body or funded project is based, to peruse the budgets and any progress report related to the project.
- 5.2 The relevant municipal Director shall manage the service delivery agreement entered into between the Municipality and the organisation / body by inter alia receiving and considering monthly reports, inspecting financial records including audited financial statement.
- 5.3 If the organisation / body fails to comply with the terms and conditions of its service delivery agreement with the Municipality, the accounting officer may in consultation with the relevant municipal Director terminate the agreement with reasonable notice or grant the organization / body an opportunity to rectify the

- breach within an agreed period of not more than 90 days, failing which the accounting officer may terminate the agreement with reasonable notice.
- 5.4 The Municipality has the right not to give a Grant to any or all organisations/bodies applying for such Grants or to give proportional or partial grants to give. Having been awarded a Grant previously does not give an organisation/body the right to receive a Grant again.
 - 5.5 The relevant municipal Director shall ensure that those organisations or bodies, who have received Grants in terms of this Policy:-
 - 5.5.1 comply with all the provisions of the completed and signed MOA;
 - 5.5.2 comply with all reporting, financial management and auditing requirements as stipulated in the MOA;
 - 5.5.3 report at least monthly to the Municipality on actual expenditure against such transfer;
 - 5.5.4 promptly, or no longer than 4 months after the end of their financial year, submit their audited financial statements; and
 - 5.5.5 utilise the grant funding strictly in accordance with the approved business plan and approved budget.
 - 5.6 The requirements in paragraphs 5.5.1 to 5.5.4 above shall not apply to organisations where the transfer does not exceed R200 000,00 (two hundred thousand rand), provided the Accounting Officer takes all reasonable steps to ensure that the targeted beneficiaries, as identified by the organisation or body in its application, receive the benefit of such grants and it certifies that compliance by that organisation or body with 5.5.1 to 5.5.4 above is uneconomical or unreasonable.

6. GRANT COMMITTEE

- 6.1 A Grant Committee consisting of at least the Municipal Manager, the Chief Financial Officer and one director of the Municipality, as well as any other official whom the Municipal Manager may include, shall evaluate all applications received in response to the local advertisement.
- 6.2 The Grant Committee will have the power to make recommendations to Council for final appointments and financial allocations.
- 6.3 The Grant Committee must submit a report on its decisions to the Council for final approval.
- 6.4 The Grant Committee shall, in terms of the Systems Act, establish a programme for community consultation and information dissemination regarding the appointment of any organisation/body and the availability of the service delivery agreement for perusal will be communicated to the local community through the media prior to any service delivery agreement being entered into between the Municipality and the organisation or body.
- 6.5 No payments in terms of the allocation will be made to any organisation / body until a service delivery agreement in the form approved by the accounting officer has been signed by the respective parties.
- 6.6 No payment can be made to an organisation/body until it has submitted its audited financial statements as contemplated in this Policy and a statement certified by its auditor that it has fully complied with its agreement with the Municipality.
- 6.7 Payments may be allocated as a once off amount or in tranches as determined

by the CFO in consultation with the relevant municipal Director.

7. Funding acknowledgement of the Municipality

Successful applicants will be required to acknowledge the Municipality as the provider of Grant funding in their funding record as well as any public record in respect of Grants received in order to confirm that these transfers of funds are also part of the Municipality's endeavours to meet its strategic objectives and to assist it in carrying out its constitutional powers and functions.

8. COMMENCEMENT

This Policy called the **FINANCING OF EXTERNAL BODIES PERFORMING MUNICIPAL FUNCTIONS POLICY** takes effect on the date on which it is adopted by the Council.



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

Municipality • Umasipala • Munisipaliteit

APPLICATION : FUNDING OF EXTERNAL BODIES PERFORMING A MUNICIPAL FUNCTION

NOTE: ONLY APPLICATIONS ON THIS PRESCRIBED FORM WILL BE CONSIDERED

PLEASE COMPLETE THE FOLLOWING:

A	Registered name of organisation:								
B	Date and year in which the organisation was founded or incorporated (include brief description of business or activities of organisation):								
C	Address: <table style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">(i) Street</td> <td style="width: 50%; text-align: center;">(ii) Postal</td> </tr> <tr> <td>.....</td> <td>.....</td> </tr> <tr> <td>.....</td> <td>.....</td> </tr> <tr> <td>.....</td> <td>.....</td> </tr> </table> <p>Contact details:</p> <p>Name and Surname:</p> <p>Title/Position held:</p> <p>Tel: E-mail:</p>	(i) Street	(ii) Postal						
(i) Street	(ii) Postal								
.....									
.....									
.....									
D	List <u>ALL</u> the directors / board / committee members / shareholders / trustees of the organization (use additional pages if necessary): <p>Name and Surname:</p> <p>Position:</p> <p>Contact Address and tel. no:</p> <p>Name and Surname:</p>								

	<p>Contact Address and tel. no:</p> <p>Name and Surname:</p> <p>Position:</p> <p>Contact Address and tel. no:</p> <p>Name and Surname:</p> <p>Position:</p> <p>Contact Address and tel. no:</p> <p>Name and Surname:</p> <p>Position:</p> <p>Contact Address and tel. no:</p> <p>Name and Surname:</p> <p>Position:</p> <p>Contact Address and tel. no:</p>
D	<p>Indicate in which ward the organisation is active:</p> <p>Ward: _____</p> <p>Is the organisation a non-profit company? Yes No</p> <p>If yes, provide company registration number: _____ -</p> <p>Is the organisation a non-profit organisation as contemplated in section 13 of the Non-Profit Organisation Act, 1997? Yes No</p> <p>If yes, provide registration number: _____ -</p> <p>Is the organisation a public benefit organisation as contemplated in terms of the Income Tax Act, 1962? Yes No</p> <p>If yes, provide registration number: _____ -</p> <p>Is funding required for a specific project? Yes No</p> <p>If yes, attach details separately.</p> <p>Budget amount of projects:</p> <p>Duration of project:</p> <p>Is funding required for general support? Yes No</p> <p>If yes, attach a copy of the organisation's overall budget and business plan.</p>

E	<p>Category:</p> <p>Please categorise your application (mark with x):</p> <p>Tourism Destination Marketing & Visitors Information</p> <p>Tourism Development</p> <p>Animal Welfare</p> <p>Note: For more detail, see attached Funding of External Bodies Performing a Municipal Function Policy.(general guidelines and categories)</p> <p>Please indicate the specific type of project/programme, as per the Funding of External Bodies Performing a Municipal Function Policy</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
F	<p>The following <u>MUST</u> accompany this application:</p> <ol style="list-style-type: none"> 1. A copy of the latest, audited financial statements. 2. A copy of the Organisation's Constitution or Memorandum of Incorporation as well as the resolutions/minutes adopting the Constitution or Memorandum of Incorporation. 3. A copy of a project/programme description and/or a business plan for the ensuing financial year. Including the following: <ul style="list-style-type: none"> • Full details of the proposal or project including its objectives, the number of people who will benefit and how the project will contribute or enhance the strategic objectives of Stellenbosch Municipality. • Commencement and completion dates of the project. • Information on the total cost of the project budget, including a breakdown of costs and an outline of any contribution by fundraising and/or own contribution. • A list of all other sources of funding together with the assessments. • A summary of past achievements. • References independent of the applicant and its executive. 4. An original copy of a correctly completed creditors control form of Stellenbosch Municipality. 5. If the Organisation received funding from Stellenbosch Municipality in the preceding financial year, you need to account for the expenditure of the funding received with your new application. 6. If the Organisation received funding from other bodies, please identify and list the amounts received;

	<ol style="list-style-type: none"> 7. If the Organisation is a non-profit company as defined in the section 1 of the Companies Act, 2008, a certificate/letter issued by the Companies and Intellectual Property Commission (CIPC) confirming registration must be attached; 8. If the Organisation has been registered as a "non-profit" organisation in terms of the Non-Profit Organisation Act, 1997, a certificate/letter issued by the Department of Social Development confirming registration as a non-profit organisation must be attached; 9. If the Organisation has been registered as a "Public Benefit Organisation" in terms of the Income Tax Act, 1962, a certificate/letter issued by SARS confirming the Organisation's tax exemption status must be attached; and 10. Valid Tax Clearance Certificate issued by SARS.
G	<p>The following shall apply:</p> <ol style="list-style-type: none"> 1. The allocation of funds will only be considered if the application document has been fully completed and signed and is accompanied by the required and supporting documentation referred to therein. Applicants must in their submission clearly indicate / specify and motivate what the funding will be utilised for. 2. The funding must be exclusively utilised for the purpose defined and the successful applicant must submit the necessary undertaking to this effect. 3. Applicants must in their submission satisfy the Council of their ability to execute the project successfully. 4. Organisations who have already received financial or other assistance from the Council during the previous financial year <u>must</u> specify same in their application. 5. No funding will be considered for political groupings, church/sectarian bodies or ratepayers organisations. 6. No funding will be considered where only an individual will benefit or where a member of Council or an official of Stellenbosch Municipality will receive any financial or other gain. 7. Projects outside the boundaries of the Council will not be considered. 8. Subsequent requests from applicants to cover overspending on projects will not be considered. 9. Council will not pay any funds to anyone who has already procured against the perception that they will receive any municipal funds. 10. Successful applicants must at all times comply with the provisions of Section 67(1) of the Municipal Finance Management Act No. 56 of 2003 which <i>inter alia</i> stipulates that the organisation or body has to:- <ul style="list-style-type: none"> • Enter into and comply with a Memorandum of Agreement with the Municipality as well as with all reporting, financial management and auditing requirements as may be contained in such agreement. This memorandum of agreement will bind the successful applicant to deliver on what the application speaks to, but also to commit to become involved with municipal programmes of the community where it functions. The Memorandum of Agreement will be made available to successful applicants for completion. • Report monthly on the actual expenditure of the amount allocated.

	<ol style="list-style-type: none"> 11. The Council reserves the right not to give funding to any or all organisations applying. 12. Having been awarded funding previously does not give an applicant the right to receive a grant/funding again. 13. Funding will not be considered where a project or organisation is already receiving funds from Council in terms of Council's functions. Applicants are required to disclose other sources of funding, failing which such applicant will be disqualified. 14. Funding will not be considered where in Council's opinion, an organisation received sufficient funds from other sources to sustain its activities or the project applied for. For this purpose, organisations must submit financial statements and budget for the ensuing financial year. 15. Organisations having received funding from Stellenbosch Municipality during the previous financial year, are required to attached to any new application, a copy of the financial statements relating to the year in which the funding was received from Council, as required in terms of section 67(1) of the Municipal Finance Management Act, 2003 (MFMA). <p>(The Funding of External Bodies Performing a Municipal Function Policy must be consulted for the sake of completeness)</p>
H	<p>Undertaking:</p> <p>I/We hereby verify that the information provided in this application is true and correct and that the conditions applicable to the allocation of funds as set out above have been read, understood and will be complied with.</p> <p>I/We also declare that the organisation implements effective, efficient and transparent financial management and internal control mechanisms to guard against fraud, theft and financial mismanagement and has in the past complied with requirements for similar transfer(s) of funds.</p> <p>This completed and signed at Stellenbosch on this.....day of20....</p> <p>_____</p> <p>Chairperson / Authorised Representative</p> <p>_____</p> <p>Secretary / Duly Authorised Signatory</p>

I Please take note:

(i) That completed application forms together with all the required documentation must be delivered to:

**Director: Planning and Economic Development
P O Box 17
Stellenbosch
7599**

Or delivered to:

**58 Andringa Street
Stellenbosch
7600**

(ii) That the closing date for the submission of applications is: at
.....

(iii) That **neither late nor incomplete applications** shall be considered.

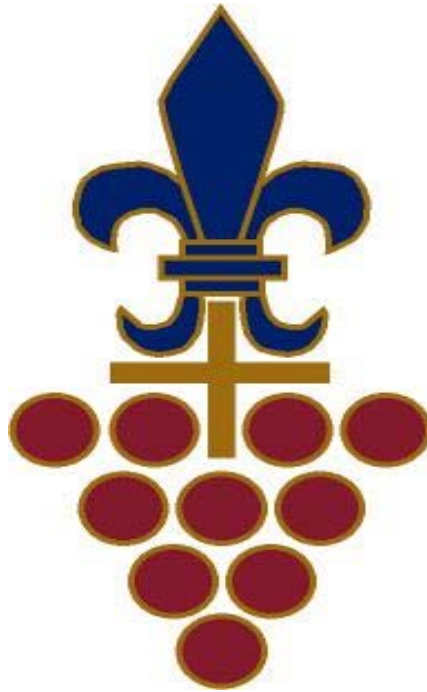
SECTION: **DEVELOPMENT SERVICES, ASSET MANAGEMENT &
SYSTEMS, PROJECT MANAGEMENT UNIT (PMU)**
DIRECTORATE: **INFRASTRUCTURE SERVICES**



STELLENBOSCH
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Policy Name:	Wayleave Policy
Policy Number:	
Status:	Draft
Date:	February 2022
Approved By:	Acting Senior Manager: Development Services, Asset Management & Systems, Project Management Unit (PMU)
Date Approved:	22 February 2022
Date Last Amended:	22 February 2022
Date for Next Review:	February 2023
Date Published on	

STELLENBOSCH MUNICIPALITY



WAYLEAVE POLICY

2023/2024

SECTION: **DEVELOPMENT SERVICES, ASSET MANAGEMENT &
SYSTEMS, PROJECT MANAGEMENT UNIT (PMU)**
DIRECTORATE: **INFRASTRUCTURE SERVICES**



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WAYLEAVE POLICY

**SECTION: DEVELOPMENT SERVICES, ASSET MANAGEMENT &
SYSTEMS, PROJECT MANAGEMENT UNIT (PMU)
DIRECTORATE: INFRASTRUCTURE SERVICES**

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1. INTRODUCTION

1.1 Legal Context

In terms of S151 of the Constitution of the Republic of South Africa, 108 of 1996, a municipality has the right to govern on its own initiative, the local government affairs of its community, subject to national and provincial legislation.

S156 of the Constitution grants the municipalities the right to administer the local government matters listed in Schedule 5B, which include municipal roads. A municipality may make by-laws for the effective administration of municipal roads.

This Policy will be converted into municipal by-laws to give it legal effect.

1.2 Need for Co-ordination

The collective value of services infrastructure contained within the Public Road Reserve and the road itself amounts to a considerable value. This infrastructure needs to be maintained, periodically rehabilitated and replaced from time to time. Such activities can result in considerable delays, inconvenience, danger and additional costs to the road users and Municipality itself if not well planned and coordinated. The potential damages that can be suffered by either party include:

- Damage to roads and other Services;
- Damage to vehicles;
- Injury to vehicle occupants or pedestrians;
- Reduction of the useful life of the road, footway or other Services; and
- Time and social costs caused by delays.

It is apparent that careful control and co-ordination of all Work in the public road reserves is a prerequisite for effective service delivery. This responsibility resides with The Stellenbosch Municipality and its Service Departments to continuously improve their capability to provide such services.

Being the custodian of all municipal Road Reserves, the Infrastructure Services Directorate – Roads, Transportation and Stormwater Sub-Unit within The Stellenbosch Municipality initiated a programme to establish the necessary co-ordination activities and policies regarding Work in the public road reserves. This document is the first deliverable of the programme. It attempts to provide a basic framework for ensuring proper co-ordination and co-operation between the various departments as well as external parties who conduct Work in the public road reserves.

The document was prepared with the aim to minimise the effect of all Work in the public road reserves to the benefit of all concerned and in particular the ratepayers, road users (motorists and pedestrians), and eventually the coordinating body within The Stellenbosch Municipality. Included in this document are the procedures to apply for, process and approve Wayleaves, procedures to follow for undertaking and completion of Work, as well as a reference to specifications according to which the Work must be done.

This initiative can only succeed if all internal and external parties that work in the public road reserves constructively cooperate by working according to this Code and by providing feedback on how the system can be improved.

1.3 Establishing a Service Co-ordinator

The Infrastructure Services Directorate has identified that this co-ordination function will need to:

- Improve the interdepartmental communication on annual Work plans and the execution of such Work;
- Coordinate and regulate all Work carried out within the public road reserves;
- Minimise the danger and inconvenience to the public;
- Minimise the damage to existing Services;
- Reduce the number of legal claims; and,
- Promote the use of technology, such as Geographical Information Systems (GIS) to locate Services.

In order to effectively implement and sustain such a function a Service Co-ordinator and a Quality Control Engineer (collectively the Asset Management & Wayleaves section) are being established within The Stellenbosch Municipality. The four essential tasks that must be accomplished in the process of establishing the Service Coordinator and the Quality Control Engineer are:

- Establishing the necessary Council Policy in this regard (covered by this document);
- Establishing effective and simplistic procedures (covered by this document);
- Establishing effective Municipal Bylaws (future activity); and,
- Establishing an effective Organisational Structure (future activity).
- Proper record-keeping of each approval and work done on-site (future activity).

The process to develop the Policy included the following activities:

- Identifying and documenting the Stellenbosch Municipality requirements in terms of the Policy and procedures;
- Identifying representatives for both internal and external stakeholders to participate in the policy formulation process;
- Researching existing documentation and other information sources as provided by the Stellenbosch Municipality and representatives;
- Developing of a draft Policy and Procedures;
- Facilitating workshops on the document; and
- Finalising documentation and getting approval from the Stellenbosch Municipality Council.

1.4 Document Structure

This document is organised into three sections. The following is a brief description of each section:

Section 1 – Introduction: This section aims to illustrate the need for coordination and responsibility of the custodian of the public road reserves to coordinate. It continues by explaining the development approach that was followed.

Section 2 – Definitions: This section is a summary of definitions of terms used throughout the document.

Section 3 – Policy: The Wayleave Policy as adopted by Council is explained under a collection of topics, including the Basic Wayleave Procedure. This structure was used in order to simplify the use of the document.

1.5 Supporting Documents

Three supporting documents, which documents are incorporated and form part of this Policy.

- The General Conditions relating to Wayleave Applications. These general conditions may be amended by the Service Co-ordinator depending on the nature of the Work to be carried out.
- Wayleave Work Permit/Approval form
- Services Verification Meeting Certificate
- Wayleave Guarantee Checklist
- Wayleave Tariffs
- Certificate of Completion

2. DEFINITIONS

The following words and phrases have the meaning assigned to them in this Code unless the context otherwise indicates:

"Authorised Agent" means an agent who is authorised by the Service Co-ordinator to perform specified Services;

"Backfilling" refers to the replacement of the structural layers in the trench or excavation and includes the base, sub-base, selected subgrade and subgrade, but excludes the surfacing (see Reinstatement);

"Certificate of Completion" means the document issued by the Professional Engineer appointed by the Wayleave Holder as proof that Work in the public road reserves has been completed according to the specifications of this document;

"Code" means the Policy for Work in the Public Road Reserve (PRR) as approved by the Council and as agreed to by the Parties including any appendices attached thereto;

"Council" means the Municipal Council of The Stellenbosch Municipality established by Provincial Notice No. 352 of 2000 dated 19 September 2000, as amended, or its successor in title, and any committee or person to which or whom an instruction has been given or any power, function or duty has been delegated or sub-delegated in terms of, or as contemplated in, section 59 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000);

"Distance of Excavation" means the shortest horizontal distance between the electrical equipment or electrical structure nearest to the excavation. "Electric structure" means any power line tower, electric pole, switch box, miniature substation fence or building or any other structure used in the distribution of electricity;

"Emergency Work" is defined as any Work that is required to prevent or end a dangerous situation, to prevent or end an unplanned interruption in the supply of a Service, or to avoid any substantial losses. It is important to note that a lack of proper planning of Work to be carried out will not justify Emergency Work and such activities will be stopped by the Service Coordinator;

"Lane Rentals" mean the rentals that are paid to the Service Coordinator by a Service Agency, excluding a Municipal Department, whose Work in the Public Road Reserve (PRR) results in time delay costs (TDC) being incurred by the users of the Public Road Reserve (PRR);

"Municipal Department" means any Department that belongs to or is controlled by the Council;

"Professional Engineer" means a person registered as a Professional Engineer/Technologist in terms of the Engineering Professions Act, 2000, appointed and funded by the Wayleave Holder to ensure compliance with the Conditions of Approval of the Wayleave. Appointment of such a person is required to control the Works wherever any excavation is involved.

"Public Road Reserve" means the full width of a public road, and includes the verge and the roadway;

"Reinstatement" refers to replacing the bituminous surfacing, paving blocks or grass, as applicable, in the case of roads, footways and verges;

"Routine Maintenance Work" is defined as all types of Work involved in maintaining the services in the public road reserves and does not require excavation, traffic control or reinstatement activities;

"Security Deposit" means the refundable deposit required to be paid to the Municipality in respect of each Wayleave approval issued, either a fixed amount per the tariff register (for smaller projects), a percentage of the costs of the works to be undertaken or in an approved and valid form of bank guarantee;

"Service" means any system for supplying a public need that a Service Agency has on/in the Public Road Reserve (PRR);

"Service Agency" means any Municipal Department, Public Agency or utility that has a Service in the Public Road Reserve (PRR);

"Service Coordinator" means the person/official/institutional body established by the Council with the sole responsibility to carry out the administrative functions of receiving and processing applications for wayleaves, obtaining comments from the various internal and external service agencies, and (following the decision by the Strategic Management Committee) conveying this decision in writing to the Applicant, namely to approve with conditions, or reject with reasons, any application, and to provide record-keeping of each application and installation;

"Service-Sharing Installation" means installations of a service which are designed to utilise existing ducting or pipelines without the need for excavations, except minimal excavation/construction at junctions or terminals;

"Quality Control Engineer" means the person/official/institutional body identified by the Stellenbosch Municipality to coordinate and regulate any work undertaken in those sections of the public road reserves that fall within the Municipal area of the Council;

"Wayleave" generally means the formal approval to carry out Work in the Public Road Reserve in specific positions and during a specific period.

"Wayleave Applicant" means the institution or Service Agency who currently owns or would own the future Service, who applies for a Wayleave;

"Wayleave Holder" means the person, institution or Service Agency who is in possession of a Wayleave Approval Document/Work Permit approved by the Service Co-ordinator;

"Wayleave Work Approval Document/ Work Permit" means the signed document/s issued by the Service Coordinator, detailing the Work which has been approved and the period during which the Work shall be carried out, and includes approved drawings/plans and Conditions of Approval;

"Work" in the Public Road Reserve means any activity, including the activities provided for in Section 1 of this Code, carried out within the Public Road Reserve. It includes any project related activities, irrespective of the size of the project.

3. POLICY

3.1 Overview

3.1.1 The coordination of Work in the public road reserves deals with two aspects, namely:

3.1.1.1 Planning the time schedule for future Work in the public road reserves so that the Work can be executed in a logical sequence, e.g. avoiding the placement of a Service in a road that was surfaced during the previous month. This could involve new construction, rehabilitation or Routine Maintenance Work; and

3.1.1.2 The application for and approval of a Wayleave for the execution of any Work in the public road reserves.

3.1.2 The co-ordination of Work schedules described under 3.1.1.1 above may result in specific co-ordination issues where the Service Co-ordinator, in consultation with the Quality Control Engineer, has to ensure that an acceptable solution is defined by the Service Agencies involved.

3.1.3 The role of the Quality Control Engineer is to facilitate coordination between the various Service Agencies. Each Service Agency will have its own project leaders and Professional Engineers. They are responsible for the implementation of their projects together with compliance with the Council's policies, procedures and standards.

3.1.4 The approval of a Wayleave means that:

3.1.4.1 The Wayleave Holder has permission to:

3.1.4.1.1 place a new Service in the Public Road Reserve;

3.1.4.1.2 do excavations in the Public Road Reserve;

3.1.4.1.3 do vehicular and pedestrian control in the Public Road Reserve; and,

3.1.4.1.4 do Reinstatement Work on the road and pavement surfaces where excavations have been made.

3.1.4.2 The Council intends to protect the new Service in its position in the public road reserves against damage by other parties while working in the public road reserves. However, it cannot be held responsible for any damages incurred.

3.1.4.3 The cost associated with relocating the Service when a road is widened or rebuilt remains with the Service Agency that owns the Service.

3.1.4.4 The cost to relocate a Service owned by the Council must be included in the project cost.

3.2 Planning Work Time Schedules

3.2.1 The necessary procedure that must be followed for planning the time schedule of future Work is as follows:

3.2.1.1 Within a designated time period from the approval of this Policy and publication of the by-laws each external Service Agency shall provide to the Council digital records for capture into the Council's GIS, of all of its services within the jurisdiction of Stellenbosch Municipality. This will form the basis for all future planning and updating of new installations.

3.2.1.2 By 30 March of each year, the various internal and external Service Agencies

shall submit Work Plans, for the next 1-year period to the Service Co-ordinator.

3.2.1.3 These Work Plans shall show:

- a) The nature of the Work, e.g. the placement of new water main, or the replacement of a water/ sewer line.
- b) The location of the Work in terms of street blocks and the side of the public road reserves where the Work will be executed, with due regard for the Councils typical cross-section for the public road reserves.
- c) The extent of the Work, i.e. the start and end positions.
- d) The planned timing of the Work, i.e. from month/year to month/year.
- e) Reference to the Work in the latest approved Integrated Development Plan of Council if applicable.

3.2.1.4 The Service Coordinator, in consultation with the Quality Control Engineer, shall review the Work plans in order to determine possible conflicts in the planned Work.

3.2.1.5 Before the end of June each year the Service Coordinator, in consultation with the Quality Control Engineer, shall schedule a Service co-ordination meeting with the internal and external Service Agencies where the identified conflicts will be discussed and resolved.

3.2.1.6 A second co-ordination meeting may be held in July/August to resolve any changes that may have resulted out of the budget approval process.

3.3 Basic Wayleave Procedure

3.3.1 The basic procedure that is required for Work in the public road reserves is as follows:

3.3.1.1 Permission to work in the public road reserves must be obtained from the Service Coordinator through a formal Wayleave application in the form of a letter describing the Work to be done with details and design drawings/plans.

3.3.1.2 The Wayleave Applicant must firstly obtain Service plans, indicating the positions of existing Services from the Service Agencies identified by the Service Coordinator, where available. The Service plans must indicate the positions and type of Services in the area where Work will be undertaken. It may be necessary for the Applicant to carry out certain preliminary Work in order to determine precise positions and dimensions of any existing services which are not clear from the Service Plans which have been consulted.

3.3.1.3 The Service Coordinator shall arrange a Services Verification Meeting on behalf of the Wayleave Applicant to meet up with the necessary Service Agencies. This will help facilitate the process mentioned in 3.3.1.2. The Service Coordinator shall only arrange a Services Verification Meeting once the the Wayleave Applicant is in good standing with the Stellenbosch Municipality.

3.3.1.4 The Wayleave Applicant shall ensure that the control section on the Wayleave application form is signed by each Service Agency, indicating that in principle there is no objection to the issuing of the Wayleave, alternatively where there is an objection then detailed reasons and motivations for such objection must be given. This approval will be subject to technical compliance with the standards of the Service Agencies involved

as well as compliance with the standards of The Stellenbosch Municipality and the Work planned by the Council within the area under consideration.

- 3.3.1.5 Once the control section has been completed by all the Service Agencies, the application must be made for the issuing of a Wayleave Work Permit in accordance with the procedure set out in this document. No Work in the public road reserves may commence before a Wayleave has been approved and a Wayleave Work Permit issued for that Work
- 3.3.1.6 The Service Coordinator, in consultation with the Quality Control Engineer, will review the Wayleave application and prepare a report on the application, with recommendations.
- 3.3.1.7 The Service Co-ordinator shall submit the report to the Manager: Asset Management and Systems detailing the application, the various Service Agencies consulted, their comments received, confirmation of payment of the processing fees and the relevant security deposit, and confirmation of the appointment by the Applicant of a Professional Engineer or Technologist if any excavation is involved in the proposed Works, and after consultation with the Quality Control Engineer, the proposed decision, with conditions to be imposed upon approval, or the reasons for refusal.
- 3.3.1.8 Once approved, the decision to approve with conditions, or to refuse with reasons, shall be forwarded by the Service Co-ordinator to the Applicant. In the case of approval, the documents forwarded to the Applicant will include two copies of each of the letter indicating approval of the application and the conditions under which the approval is given, the signed approved plans, Signed Site Services Verification Certificate and the signed Wayleave Work Permit form. One copy of the letter of approval with Conditions imposed by Council together with the approved plans for a specific project must be signed as accepted by the Applicant and returned for filing.
- 3.3.1.9 The security deposit must be deposited in a Municipal suspense account for the purpose and will be used to correct unsatisfactory Work or reinstatements if need be.
- 3.3.1.10 The Work must be carried out according to this Policy, any other applicable laws and policies, and the procedures and specifications as referred to in the Conditions of Approval.
- 3.3.1.11 The Wayleave Work Permit and the Service plans of the Service Agencies must be kept on-site while the Work is in progress.
- 3.3.1.12 Additional copies of the Work Permit and approval documents may be obtained from the Service Coordinator if the Wayleave is applicable to more than one Work area or Work team.
- 3.3.1.13 Work will be stopped if either the Wayleave Work Permit or the Service plans are not available during inspections on-site or if any of the Wayleave Conditions are not being met. Work will be stopped until the required documents are available on site. Failure to comply with the Wayleave Conditions may impact other applications being made by the same Service Provider.
- 3.3.1.14 On completion of the Work, all trenches and excavations in the public road reserves must be Backfilled and Reinstated according to the specifications of the Quality Control Engineer, referred to by this document.
- 3.3.1.15 On completion of the Work and permanent Reinstatement, a Certificate of Completion signed by the Wayleave Holder's Professional Engineer must be sent to the Service Coordinator by the Wayleave Holder.
- 3.3.1.16 The Quality Control Engineer must review the Completion Certificate as well as carry out an inspection of the site after receiving the Completion

Certificate, and sign the certificate confirming that all conditions have been met.

- 3.3.1.17 The applicable guarantee period will be stated in the letter of approval/conditions (usually 12 months).
 - 3.3.1.18 Work performed under an approved Wayleave can only be performed in normal working hours (Mondays – Thursdays 08:00-17:00 and Fridays 08:00-15h00). Working after hours, on public holidays or on the weekend is not permitted. Any work performed outside of business hours will attract a penalty as per the Municipal Tariffs. This penalty will apply before any new applications will be accepted from the Wayleave Applicant or non-Wayleave Holder.
 - 3.3.1.19 Where work in the road reserve has been performed without an approved wayleave, the penalty as per the Municipal Tariffs will apply. This penalty will apply before any new applications will be accepted from the Wayleave Applicant or non-Wayleave Holder.
- 3.3.2 This Code applies to all persons that carry out Work in the public road reserves in the Municipal area of the Council, such as internal Municipal Departments, external organisations, Service Agencies and contractors. It does not apply to work in national or provincial Road Reserves within the judicial area of the Council.

3.4 Work in the Public Road Reserve

- 3.4.1 Work in the public road reserves includes the digging of trenches, tunnelling, erection of signboards, erection of structures, street shaping, planting of trees in the public road reserves and any other Work that may affect motorists, cyclists, pedestrians, the road, footways, kerbing, traffic signs, traffic signals, street lighting, underground or overhead Services or any other structure or Service that is contained within the public road reserves.
- 3.4.2 The types of Work that require approval from the relevant Service Agencies before a Wayleave is granted are deemed to be a provision of a new Service and will be conducted according to the procedures in Section 3.3 above. In general, such Work refers to the positioning of a new Service, excavation in the public road reserves, traffic control and Reinstatement of the roadway and pavements. Examples include inter alia:
- 3.4.2.1 Work relating to the installation or maintenance of underground or overhead Services by Council's Service Agencies like Roads and Transportation, Water and Sanitation, Electricity, Land and Environmental Planning and City Planning.
 - 3.4.2.2 Work relating to the installation or maintenance of underground or overhead Services done by non-Council Service Agencies such as telecommunication, data cables, electricity, gas, oil and regional water supply.
 - 3.4.2.3 The erection of structures that require approved building plans in terms of the National Building Regulations and Building Standards Act 103 of 1977;
 - 3.4.2.4 The erection of advertising signs and structures that require approval in terms of the relevant by-laws;
 - 3.4.2.5 Works in the public road reserves, such as the construction of new roads, road widening or accesses to developments, paving, bollards, garden walls, etc. undertaken by developers or private property owners;
 - 3.4.2.6 The installation of new connection points for municipal Services, such as water, sewers, electricity and stormwater drainage from developments.

- 3.4.3 The types of Work for which prior approval from Service Agencies cannot be obtained due to the nature of the Work is deemed Emergency Work and must be undertaken according to the procedures set out in Section 3.17.
- 3.4.4 The types of Work that do not include any construction Work are deemed Routine.
- 3.4.5 Maintenance Work and must be executed according to the procedures set out in S
- 3.4.6 An application shall also be made in respect of Works classified as Service-Sharing Installations which involve minimal or no excavation. Only if there is absolutely no excavation involved does it become unnecessary to appoint a Professional Engineer to be in control of the Works.

3.5 Wayleave

- 3.5.1 All Work in the public road reserves is controlled by a Wayleave. A Wayleave is simply permission to work at a specified time in a specified area in the public road reserves according to approved conditions.
- 3.5.2 A Wayleave Application may be submitted for a small or large project that covers Work in any part of the Municipal Area, provided that the position and expected start/end dates of all Work in the public road reserves are adequately described under the description of the Work to be done.
- 3.5.3 General conditions are stated on the Wayleave form and may include, but are not restricted to, the following:
 - 3.5.3.1 Description of Work to be done;
 - 3.5.3.2 Timeframe within which the Work must be done;
 - 3.5.3.3 Location of Work to be done. (Provision can be made for big projects with multiple locations. The scope of big projects must be limited to manageable portions from the Wayleave perspective. The Service Coordinator/Quality Control Engineer will be able to direct project managers in this regard;
- 3.5.4 Additionally, there may be Specific conditions relating to the Wayleave which will be stated on or referred to on the Wayleave. Such conditions may include:
 - 3.5.4.1 Specific working conditions required in terms of the Occupational Health and Safety Act (Act no 85 of 1993);
 - 3.5.4.2 Methods of Work execution in protected roads and precincts; and,
 - 3.5.4.3 Reinstatement requirements.
 - 3.5.4.4 A Wayleave Work Permit must be obtained before any approved Work may be done in the public road reserves.
- 3.5.5 To obtain a Wayleave, a Wayleave application form must be submitted, together with:
 - 3.5.5.1 A traffic control plan showing how vehicular and pedestrian traffic will be accommodated during the execution of the Works in the public road reserves.
 - 3.5.5.2 Two (2) copies of the design drawing/plans showing details of the proposed Work. An additional legible digital copy is also required.
 - 3.5.5.3 Subject to 3.5.7 below, proof of payment of the required processing fee and the applicable deposit or submission of proof of sureties already held by the Council over the Work.
 - 3.5.5.4 Proof of appointment of Professional Engineer or Technologist appointed to

monitor the construction and Reinstatement and to provide a Completion Certificate once completed.

- 3.5.5.5 Proof of appropriate public liability insurance and indemnity insurance.
- 3.5.6 Details required on the design drawing referred to in 3.5.5.2 are:
- 3.5.6.1 A clear depiction of the proposed Work.
 - 3.5.6.2 Indication where Services are to be installed and the depth of the Service below the surface level of the relevant portion of the public road reserves.
 - 3.5.6.3 Distance of the Service from the public road reserves boundary (i.e. the property boundary).
 - 3.5.6.4 Position and extent of all structures, including underground structures such as manholes, chambers and junction boxes.
 - 3.5.6.5 The location of all other Services in the public road reserves in relation to the proposed services to be installed. Services are located by obtaining information from the Service Agencies within the Council and by doing cross-cuts where required. The use of cross cuts, as explained in paragraph 3.14, is strongly recommended.
 - 3.5.6.6 A Wayleave Work Permit will only be issued once all the requirements have been complied with and will be subject to any conditions specified in Section 3.3 and issued in terms of this Policy.
- 3.5.7 When the Wayleave Applicant is an internal Council Department, then the Wayleave Applicant shall provide a written assurance that they will be responsible for obtaining the deposit or proof of sureties (see 3.5.5.3) and the appointment, either internally or externally, of a suitably qualified engineer to supervise the project (see 3.5.5.4) that are required to protect the Council's interests.
- 3.5.8 The application for a Wayleave must be submitted timeously to ensure that the Wayleave can be issued before the Work is programmed to start. **WORK BEING CARRIED OUT IN THE PUBLIC ROAD RESERVE WITHOUT A WAYLEAVE MUST BE REPORTED TO THE SERVICE CO-ORDINATOR AND WILL BE STOPPED BY THE COUNCIL OFFICIAL ON SITE.** A copy of the Wayleave Work Permit and other documents as defined must therefore always be on site when Work is being done in the public road reserves.
- 3.5.9 The Service Coordinator will strive to limit the duration of the application review process to thirty (30) working days.
- 3.5.10 The Wayleave Holder accepts full responsibility for all costs (Refer to Section 3.10) associated with and resulting from the Work carried out in the public road reserves.
- 3.5.11 Only Work described in the Wayleave Work Permit may be executed. If the conditions on-site necessitate a deviation from the planned Work, the Service Coordinator must be informed before any work is done. These deviations may be in relation to the placement of the Service or the timing of the Works. The Service Coordinator may inform the Wayleave Holder of additional approvals that must be obtained from the Service Agencies affected by the deviation as well as further requirements in terms of drawings and specifications. Work will only be allowed to continue once the Service Co-ordinator is satisfied that all the additional requirements have been met.
- 3.5.12 The Wayleave Holder must complete the Work within the time specified on the Wayleave Work Permit or the approved time extension.
- 3.5.13 A Wayleave Holder who fails to complete the Work within the specified time window will be given a two (2) day notice period to either complete the Work or apply for a

time extension.

- 3.5.14 If upon expiry of the notice period referred to in 3.5.12 or 3.5.13 the Wayleave Holder is still in default, the Work will be stopped, and the Wayleave Holder will be given a further specific timeframe by the Quality Control Engineer to make the site safe. If the Wayleave Holder fails to do so the site may be made safe by the Quality Control Engineer, at the expense of the Wayleave Holder.

3.6 Existing Services and Planned Services

- 3.6.1 The Wayleave Applicant must submit Service drawings indicating the position of all Services in the area of Work with the Wayleave application form. This information is obtained from the relevant Service Agencies.
- 3.6.2 Service Agencies may require additional precautions relating to Work in the vicinity of their Services and must specify these in writing to the Wayleave Applicant.
- 3.6.3 As part of the Undertaking/Indemnity on the Wayleave application form, the Applicant has to confirm that the necessary information has been obtained from the Service Agencies and undertakes to adhere to the additional conditions laid down by the various Service Agencies. The control section on the Wayleave application form, signed by the Service Agencies, will serve as proof that the Service Agencies approved that a Wayleave Work Permit may be issued.
- 3.6.4 The Wayleave Applicant will verify with all Service Agencies whether future Work is planned for the area indicated in the Wayleave application. Such planned Work may dictate whether a Wayleave is approved and the conditions under which a Wayleave is approved. The planning horizon will depend on the planned life of the new Service as well as the Council's five year Work plan.

3.7 Road Categories

- 3.7.1 All roads are classified into one of the functional categories described below. The functional category of a road determines the Backfilling and Reinstatement specifications applicable to that road.
- 3.7.2 The following definitions apply for the road categories:

Category	Road Type	Administration
1	National Roads Primary – (inter) provincial Urban Freeway/Motorways	SANRAL PGWC PGWC
2	Primary – (inter) provincial Major (inter) urban arterials	PGWC PGWC
3	(Inter) district connectors Minor (intra) urban arterials	PGWC PGWC
4	Major and minor collectors Inter neighbourhood distributors Intra neighbourhood distributors	PGWC Service Coordinator (STM) Service Coordinator (STM)
5	Residential streets	Service Coordinator (STM)

- 3.7.3 All roads will be categorised into one of the above by the Council. For a specific road,

this information can be obtained from the Quality Control Engineer.

- 3.7.4 Work carried out on arterials, major collectors and central business district roads will be restricted to outside the following periods, namely from 6:30 to 09:00 and 15:30 to 18:00, to ensure the free flow of traffic during peak hours. These times apply seven days a week.

3.8 Restricted Roads

- 3.8.1 Over and above the road categories defined in Section 3.7 of this Code, certain roads are further classified as restricted roads (no-dig roads).
- 3.8.2 Restricted roads are roads across which no digging of trenches is permitted. A road is protected if it has been designated a restricted road by the Council. Roads are designated as restricted when they are of particular strategic importance (Categories 1 to 4 in the new road asset classification) or if they pose special engineering difficulties.
- 3.8.3 Any road that has been newly constructed, overlaid or resurfaced will be restricted for a seven (7) year period. A list of roads that falls in this category is available from the Quality Control Engineer.
- 3.8.4 If a road is restricted, it will be indicated as such on the Wayleave Work Approval/Permit.
- 3.8.5 Restricted roads may only be crossed using trenchless methods. If trenchless methods for some reason cannot be used, special permission to excavate must be obtained from the Quality Control Engineer. These road crossings will only be allowed after hours (Monday to Fridays 6 pm – 6 am, Saturday 2 pm to Monday at 6 pm).
- 3.8.6 For the purpose of planning Work done by Service Agencies, categories 4 and 5 may be regarded as unrestricted unless they have been newly constructed, overlaid or resurfaced and fall within the protected period and provided that the first 20m from an intersection with any other road category is considered to be restricted.

3.9 Protected Precincts

- 3.9.1 Works in protected precincts are subject to special trenching methods and care to ensure minimal damage to specialised and expensive material and furniture. The Quality Control Engineer will inform the Wayleave Applicant of the required methods and might request that a third-party contractor must be used to carry out the Work.
- 3.9.2 A list of protected precincts is available from the Senior Manager: Roads and Transport.

3.10 Costs

3.10.1 Administration & Supervision Fees

- 3.10.1.1 The administration and supervision fees are the tariff amounts that are payable by the Applicant upon submission of a Wayleave application form. These fee amounts will be determined by the Council on the recommendation of the Quality Control Engineer from time to time, and included in the Municipal Tariffs.
- 3.10.1.2 The administration and supervision fees covers the Council's costs for Work done by the Service Co-ordinator to process the Wayleave application.

3.10.2 Security Deposit

- 3.10.2.1 A refundable security deposit will be charged for each Wayleave being issued. Security deposits will not be charged for Work done by Internal Service Agencies (Council Departments) themselves.
- 3.10.2.2 The deposit amount will be based on a percentage of the value of Work to be carried out or the greatest value based on the on-site service verification, as per the Council's tariffs.
- 3.10.2.3 The Council will have the right to use the deposit to cover costs incurred by the Service Coordinator in relation to the Wayleave under consideration. This does not detract from the Municipality's legal remedies in enforcing this Policy or by-laws.
- 3.10.2.4 The responsibility remains with the Wayleave Holder to ensure that any of its contractors or agents engaged in the implementation of the Work is in possession of valid and sufficient public liability insurance. It is an express condition of this approval that the Wayleave Holder indemnifies and holds the Council harmless against any claims, demands or losses incurred as a result of any work performed in terms of the Application Form and under any Wayleave approval.

3.10.3 Reinstatement Cost

- 3.10.3.1 The total cost of the permanent Reinstatement on the site of the installation in terms of the Wayleave Approval/Work Permit will be borne by the Wayleave Holder plus 10% Administration Fee.

3.10.4 Other Costs

- 3.10.4.1 Other costs can result from any of the following:
 - 3.10.4.1.1 Damages to existing Services;
 - 3.10.4.1.2 Relocation of existing Services;
 - 3.10.4.1.3 Testing of Services and Backfills;
 - 3.10.4.1.4 Costs claimed by the Council's Municipal Traffic from external Service Agencies for loss in revenue due to disestablished parking bays;
 - 3.10.4.1.5 Rentals (Lane rentals during construction and perpetual rental after completion of the Works); (See Tariff)
 - 3.10.4.1.6 Services rendered by the Service Coordinator in completing Work or altering Work to conform to Wayleave specifications; and
 - 3.10.4.1.7 Claims that may result from the Work. In this case, it is expressly recorded that the Wayleave Holder shall be responsible for any shortfalls in the Security deposit and insurances in respect of any claim arising from the execution of the Works;
 - 3.10.4.1.8 Any penalties in terms of the Municipal tariffs (See Tariff).
 - 3.10.4.1.9 Loss of income to the Council as a result of disestablished parking bays (See Tariff).
- 3.10.4.2 All such costs will be borne by the Wayleave Holder. An additional 10%

Wayleave Administration Fee will also apply.

- 3.10.4.3 A party wishing to dispute the costs charged to him as a result of any of the above reasons will do so at their own cost.

3.11 Traffic Control

- 3.11.1 It is the responsibility of the Wayleave Holder working in the public road reserves to ensure that all laws regarding traffic, safety, traffic signs and barricading are complied with while executing Work.
- 3.11.2 The Wayleave Holder working in the public road reserves shall, therefore, take all necessary measures and provide all necessary facilities to ensure an adequately safe and easy passage for traffic and pedestrians through areas in which Work is in progress, or is incomplete.
- 3.11.3 The Service Coordinator can request that a traffic management plan be submitted Manager: Transport, Roads and Stormwater for approval. Any such Approved Traffic Management Plan shall be kept available on site.
- 3.11.4 Traffic signs and barricading shall be done according to the latest edition of the Southern African Development Community Roads Traffic Signs Manual.
- 3.11.5 The Wayleave Holder must contact the relevant traffic authority to ensure that all requirements have been met for the particular location where the Work is being done and whether points-men will be required.
- 3.11.6 The importance of adequate traffic signs and barricading is emphasised. These measures are intended to ensure the maximum safety for motorists, pedestrians and workers and also the minimum disruption of vehicles and pedestrians. Worksites must be properly barricaded and signed irrespective of how long the Work will last. The safety precautions must be maintained for the full time that risks exist in the public road reserves due to Work being performed in the public road reserves.

3.12 Road Closure

- 3.12.1 The granting of a Wayleave does not give the Wayleave Holder the authority to close the road completely to traffic. Methods of construction and programmes of Work must, therefore, be determined on the basis that no road, or portion of the road, may be completely closed to traffic for any considerable period.
- 3.12.2 In exceptional circumstances, permission may be granted for the closure of a road or portion of the road to traffic. The Wayleave Holder must apply to the Council separately for approval two weeks prior to the road being closed. A road closure will be approved for a specific period only, i.e. from and to a specific time on a specific date and is only valid for that specific period. If the Work is not carried out in that period, an application for a new road closure will have to be made.

3.13 Lane Rental

- 3.13.1 Lane rental refers to the rental of space in the public road reserves for the storage of construction materials, site offices or the closure of lanes for a period exceeding two weeks.
- 3.13.2 Lane rental is managed by the Council's Roads and Transportation Division.
- 3.13.3 The rates for Lane Rentals are to be set by the Council and will be included in the

tariffs.

3.14 Preliminary Works and Cross-Cuts

- 3.14.1 In respect of all preliminary Work requested by the Service Agencies and cross-cuts, the specifications from the relevant Service Agencies and in this document must be adhered to before Work will be allowed to start. Such requests include inter alia that:
 - 3.14.1.1 The Municipal Traffic Department must always be notified in writing seven (7) working days in advance by the Wayleave Holder.
 - 3.14.1.2 The Service Coordinator and the contact person of each Service Agency involved must be informed 48 hours prior to commencing with the Work by the Wayleave Holder.
 - 3.14.1.3 Alternatively, notice periods specified by the Service Agencies must be adhered to.
 - 3.14.1.4 The Municipal Traffic Department must be requested to remove parking meter heads where Work necessitates the temporary disestablishment of parking bays with the due agreement for compensation in loss of revenue where applicable.
- 3.14.2 The Applicant may be required to do cross cuts in the area where Work is planned. The purpose of cross cuts is to establish and confirm the position of Services in areas where the information on Services are unclear.
- 3.14.3 A cross-cut is done by excavating a trench that runs from the verge of the road up to the property boundary, perpendicular to the normal direction of Services. Excavation must always be done by hand.
- 3.14.4 The minimum depth of the cross-cut trench is 1 meter below the lowest point of the public road reserves.
- 3.14.5 A separate Wayleave Work Permit approval needs to be obtained for prior preliminary or cross-cut Work to be undertaken.
- 3.14.6 A non refundable Roadway Open Trench Fee will apply as well as outlined in the Municipal Tariffs.

3.15 Excavations

The Wayleave Holder shall be responsible for ensuring that:

- 3.15.1 The area that is excavated must always be kept to a minimum. The width of the trench must be uniform in length and depth; in other words, the sides must be parallel and vertical. The top of the trench must be cut with a saw to ensure smooth, uniform edges.
- 3.15.2 All excavations must comply with the statutory requirements for health and safety. The Wayleave Holder must pay specific attention to:
 - 3.15.2.1 Excavations must be executed according to the Occupational Health and Safety Act referred to in Section 5.
 - 3.15.2.2 Excavations deeper than 1.5 m must be shored or V-cut according to the Occupational Health and Safety Act.
 - 3.15.2.3 Excavations deeper than 1.5 m must be registered with the Department of Labour prior to commencement of the Work. The registration includes the

scope of the Work, depth of the trench and the construction method (shoring or V-cut method according to the Occupational Health and Safety Act).

- 3.15.3 The minimum depth that any Service may be placed under a road is 800 mm measured from the level of the surfacing of the road to the top of the Service. The minimum depth at any other place in the public road reserves, e.g. on a verge, is also 800 mm measured from the level of the surfacing of the road and not from natural ground level. Services not subject to being laid at a specific grade such as water pipes and cables should not be placed at depths in excess of the 800 mm as this could interfere with future Services that has to be laid at a specific grade, such as sewers and stormwater pipes.
- 3.15.4 All excavated material and equipment must be placed and demarcated in such a way as to cause the minimum disruption to vehicles and pedestrians.
- 3.15.5 The view of motorists must at all times be kept clear of any obstructions such as excavated material, road signs or hoardings.
- 3.15.6 Safe passage must be kept open for pedestrians at all times.
- 3.15.7 Excavation areas must be clearly demarcated with warning signs that allow ample time for motorists and pedestrians to alter their routes.
- 3.15.8 The Wayleave Holder is held responsible for any damage to existing Services. Services, indicated on the drawings or on-site by representatives from the relevant Service Agencies, must be opened by careful hand excavating. If the Services cannot be found, the relevant organisation must be contacted again for further instructions. Under no circumstances may a Wayleave Holder excavate with mechanical equipment before known Services have been found and marked. When found, Services must be marked and protected or supported as required by the owner. If Services need to be relocated, instructions from the owner must be followed carefully. The Wayleave Holder will be responsible for all relocation costs. If any Service is damaged as a result of the Work, the relevant Service Agency and the Service Coordinator must be contacted immediately.
- 3.15.9 Under no circumstances will the Council be held liable for any incorrect information provided by any external service agency or for any damages, losses and claims resulting from such incorrect information.
- 3.15.10 Adequate preventative measures must be taken to ensure that no water (e.g. due to rain) flows into the open trenches since this will result in the weakening of the structural layers of the road. Any water that is present in the trenches must be pumped out before Backfilling. Water must be pumped into the stormwater system and not into sewer manholes. Any material that has become wet must be removed from the bottom of the trench before Backfilling.
- 3.15.11 The Wayleave Holder must prevent foreign materials from entering the drains and ensure that silting does not occur either from pumping operations or as a result of rain. If any silting or other contamination does occur, the Wayleave Holder must clean the drains or request the Service Coordinator to do it at the cost of the Wayleave Holder.
- 3.15.12 All re-usable materials such as concrete blocks, slabs, kerbs, gutters, channels and stormwater inlets must be removed with care and re-used if possible. Any surplus material must be returned to the Roads and Transportation stores. The address will be available at the Service Coordinator.
- 3.15.13 If any street furniture (e.g. street names, traffic signs, bus shelters, etc.) have to be

removed, arrangements must be made with the relevant authority for the removal, storage and re-erection. The cost specified by the relevant authority will be for the Wayleave Holders account.

- 3.15.14 Where excavations are made through entrances to properties, access must be maintained by using steel plates, planks or other temporary bridges of sufficient strength that are adequately secured against movement. The occupants of the properties must be kept informed at all times of how their accesses will be affected.
- 3.15.15 The cleaning up of the construction site and the Reinstated to its previous condition is considered part of the Work and must be completed within 14 days after Reinstatement of the trench has been done. If the Wayleave Holder fails to do so, action will be taken by the Council as indicated in Sections 3.5.12 – 3.5.14.
- 3.15.16 Where a roadway is crossed, a non refundable Roadway Open Trench Fee will apply as well as outlined in the Municipal Tariffs.
- 3.15.17 Where a road crossing is planned and executed the Wayleave Holder shall provide three 110mm dai sleeves and one 160mm dai sleeve.
- 3.15.18 Road crossing to be clearly mark and painted in yellow on sidewalk.
- 3.15.19 Backfilling of road crossings: excavated material CANNOT be used to backfill road crossing trenches. The Wayleave Approval will specify the acceptable backfilling material. All excavated material must be removed from site before backfilling to avoid reuse.

3.16 Trenchless Methods

- 3.16.1 If trenchless methods are used, disruption of traffic flow and pedestrian movements can be reduced considerably or totally eliminated. However, it is crucial that the Wayleave Holder using such methods must have all the necessary equipment and expertise to complete the Work successfully. The trenchless method can be used for all road categories but shall be used for all roads classified as "Restricted" (Refer to Sections 3.7 & 3.8).
- 3.16.1 The position of existing Services must be located accurately. If any Services are damaged, the Wayleave Holder will be responsible for all costs.
- 3.16.2 The depth to the top of any tunnel that is drilled for the installation of new Services must be at least 800 mm measured from the lowest level of the road surfacing.
- 3.16.3 Where a directional drilling is planned and executed the Wayleave Holder shall provide and additional sleeve for future municipal use.
- 3.16.4 Direction drilling to be clearly mark and painted in yellow on sidewalk.

3.17 Emergency Work

- 3.17.1 Emergency Work is defined as any Work that is required to prevent or end a dangerous situation, to prevent or end an unplanned interruption in the supply of a Service, or to avoid any substantial losses. It is important to note that a lack of proper planning of Work to be carried out will not justify Emergency Work, and such activities will be stopped by the Service Co-ordinator.
- 3.17.2 A categorised list of Emergency Work will be maintained by the Service Coordinator. It will serve as a guideline for Service Agencies as well as the Service Co-ordinator in determining whether Work is an Emergency.

- 3.17.3 The Service Coordinator will provide an emergency number for the use of Service Agencies that requires information on the position of Services in the area where Emergency Work is to be carried out.
- 3.17.4 The Service Coordinator must be notified in writing within one working day from commencing with Emergency Work. The Emergency notification certificate must be used for this purpose. If the Service Co-ordinator is not notified within 24 hours from the first working day, the Work will be reinstated by the Service Coordinator, and the cost thereof will be invoiced against the Service Agency. The Emergency notification document can be obtained from the Service Co-ordinator.
- 3.17.5 The emergency notification must always be certified by an Authorised Agent of the Service Agency as an emergency situation that requires their immediate attention.

- 3.17.6 Emergency Work must be done in accordance with all procedures as set out in paragraph 3.15 above and specifications applicable to the type of Work as set out in the Municipality's specifications.
- 3.17.7 Backfilling must be done immediately, and full Reinstatement of the area must be done as soon as possible in accordance with the provisions of paragraph 3.19 below.
- 3.17.8 The responsibility remains with the Service Agency to ensure that their drawing information is updated according to the alterations made during the Emergency Work.

3.18 Routine Maintenance Work

- 3.18.1 Routine Maintenance Work is defined as all types of Work involved with maintaining the Services in the public road reserves and does not require excavation, traffic control or Reinstatement of the public road reserves as part of the Work.
- 3.18.2 A categorised list of Routine Maintenance Work will be maintained by the Service Coordinator. It will serve as a guideline for Service Agencies as well as the Service Coordinator in determining whether Work is Routine Maintenance Work.
- 3.18.3 Such Work can include inter alia:
 - 3.18.3.1 Any Work that relates to maintaining the vegetation in the road reserve through cutting planting, removing or relocating of plants.
 - 3.18.3.2 The placement of advertising material on or within structures pre-erected for that purpose.
 - 3.18.3.3 Temporary diversion of traffic for public events, i.e. sport, mass action, parades.

3.19 Backfilling and Reinstatement

- 3.19.1 Any trenching activity disturbs the structural integrity of a road or footway. Backfilling and Reinstatement must, therefore, be done in such a way as to ensure that the reinstated trench and its immediate surroundings do not fail structurally, thus resulting in road user discomfort and increased costs.
- 3.19.2 Backfilling refers to the replacement of the structural layers in the trench or excavation and includes the base, sub-base, selected subgrade and subgrade, but exclude the surfacing.
- 3.19.3 Reinstatement refers to replacing the bituminous surfacing or paving blocks in the case of roads, or the paving blocks, paving slabs, bituminous surfacing or grass in the case of footways and verges.
- 3.19.4 Backfilling must in all cases be done by the Wayleave Holder in accordance with the Council's specifications. The Service Agency is responsible for the maintenance of the site in a safe condition until the final Reinstatement has been done.
- 3.19.5 Permanent Reinstatement must be done by all external Service Agencies within five (5) working days. Reinstatement of the public road reserves will be done by the Council's Roads, Transportation and Stormwater Sub-Unit only for internal Council Service Agencies, upon receipt of a notification from the respective Municipal Department that the Work has been completed.

- 3.19.6 The Wayleave Holder must obtain prior written approval from the Council's Roads, Transportation and Stormwater Sub-Unit for the project specification to be used for backfilling public road reserves. The proposed specification shall be submitted to the Council's Roads, Transportation and Stormwater Sub-Unit, who shall provide written comments on the specification, or an alternative specification, within seven working days after the receipt of the request.
- 3.19.7 Permanent Backfilling and Reinstatement done by the Wayleave Holder will be subject to a guarantee period of one year based on the performance specifications described in the specifications document.
- 3.19.8 If the Reinstatement done by the Wayleave Holder fails during the one year guarantee period, the Wayleave Holder will be required to rectify the situation within 14 days of notification. If the Wayleave Holder fails to rectify it, then the Quality Control Engineer will carry out the permanent Reinstatement at the applicable rates defined by the Council and will deduct the costs from the security deposit of the Wayleave Holder.
- 3.19.9 Temporary Reinstatement must be done where the Wayleave Holder leaves the site with the view of returning to complete the Work. The Wayleave Holder must maintain this temporary Reinstatement.
- 3.19.10 The Wayleave Holder may not leave the site for more than fourteen days without permanently reinstating the site.
- 3.19.11 If a Wayleave Holder who leaves the site unattended for more than the period specified in 3.19.10, a penalty fee will be charged. The amount will be determined by the Council.

3.20 Certificate of Completion

- 3.20.1 On completion of the Work, the Professional Engineer appointed by the Wayleave Holder must provide the Completion Certificate to the Service Coordinator within two working days. The Quality Control Engineer will then set up a site meeting with the Wayleave Holder to carry out an inspection and will sign off the Certificate of Completion if all requirements have been met. The 12-month guarantee period for Reinstatements by the Wayleave Holder then commences.
- 3.20.2 Completion of the Work means that all Work has been completed, the Reinstatement has been done by the Wayleave Holder and that all materials, equipment and rubble have been removed and the site is completely cleared and cleaned. Furthermore, it requires that all applicable documentation and as-built drawings as specified on the Wayleave form have been handed to the Service Coordinator for recording.
- 3.20.3 If Work involves more than one street link (street block), then a Completion Notice must be submitted after completion of each phase of the Work.

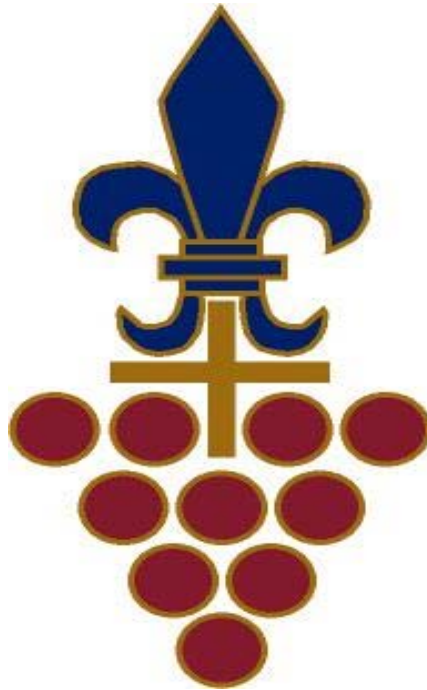
3.21 Policy Enforcement

- 3.21.1 Council reserves its right to exercise its discretion in the implementation and enforcement of this Policy.
- 3.21.2 Notwithstanding any penalty or remedy expressly provided for in this Policy; the Council reserves the right to exercise any other legal remedy it may have in enforcing this Policy.

3.22 Exemption, Appeal and Revoking

- 3.22.1 The Accounting Officer may, upon written motivation by a Wayleave Applicant or Wayleave Holder or the Wayleave Service Co-ordinating Department, and after having considered any comment and advice on such motivation by other interested parties, authorise a deviation from this Policy or revoking of an approved wayleave. Such deviation or revoking shall be subject to such conditions as the Accounting Officer may stipulate in writing.
- 3.22.2 The Accounting Officer may authorise an amendment to any conditions imposed by the Council in respect of a Wayleave Approval, provided that an application for such amendment shall be referred to all interested and affected parties for comment, which comments shall be duly considered by the Accounting Officer.
- 3.22.3 Any person affected by or having an interest in the administration of this Policy shall have a right of appeal as determined in terms of S62 of the Local Government Municipal Systems Act in respect of any decision taken by the Council.

STELLENBOSCH MUNICIPALITY



MFMA Circular No.122

**MUNICIPAL BUDGET CIRCULAR FOR
THE 2023/2024 MTREF –
12 DECEMBER 2022**

**MFMA Circular No. 122****Municipal Finance Management Act No. 56 of 2003****Municipal Budget Circular for the 2023/24 MTREF****CONTENTS**

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Introduction

This budget circular provides guidance to municipalities with their compilation of the 2023/24 Medium Term Revenue and Expenditure Framework (MTREF). It is linked to the Municipal Budget and Reporting Regulations (MBRR) and the Municipal Standard Chart of Accounts (mSCOA), and strives to support municipalities' budget preparation processes so that the minimum requirements are achieved.

Among the objectives of this budget circular is to demonstrate how municipalities should undertake annual budget preparation in accordance with the budget and financial management reform agenda by focussing on key "game changers". These game-changers include ensuring that municipal budgets are funded, revenue management is optimised, assets are managed efficiently, supply chain management processes are adhered to, mSCOA is implemented correctly and that audit findings are addressed.

Municipalities are reminded to refer to the annual budget circulars of the previous years for guidance in areas of the budget preparation that is not covered in this circular.

1. The South African economy and inflation targets

The National Treasury forecasts real economic growth of 1.9 per cent in 2022, compared with 2.1 per cent projected in the 2022 Budget Review, in response to global and domestic shocks. Growth is projected to average 1.6 per cent from 2023 to 2025. Implementing structural reforms, especially in the energy sector, remains crucial to improve the economy's productive capacity and competitiveness.

The recovery in economic activity that began in 2021 was driven by a strong rebound in global economic activity, high commodity prices and easing COVID-19 restrictions. The scarring impact of the pandemic on employment and investment decisions will likely weigh on the recovery over the medium term. Investment remains well below pre-pandemic levels.

The economy grew by 1.4 per cent in the first half of 2022 compared with the first half of 2021. Real GDP grew more than expected in the first quarter of 2022, with output returning to pre-pandemic levels. However, a deteriorating global environment, flooding in KwaZulu-Natal and the Eastern Cape, industrial action in the electricity and mining sectors, and prolonged and intense power cuts resulted in a broad-based contraction across most sectors during the second quarter. The third quarter was marked by frequent and prolonged power cuts, which significantly disrupted economic activity.

The following macro-economic forecasts must be considered when preparing the 2023/24 MTREF municipal budgets.

Table 1: Macroeconomic performance and projections, 2021 - 2026

Fiscal year	2021/22	2022/23	2023/24	2024/25	2025/26
	Actual	Estimate	Forecast		
CPI Inflation	5.2%	6.8%	4.7%	4.6%	4.6%

Source: Medium Term Budget Policy Statement 2022.

Note: the fiscal year referred to is the national fiscal year (April to March) which is more closely aligned to the municipal fiscal year (July to June) than the calendar year inflation.

It is noted that variations in regional specifics are possible, however, any variation of assumptions must be explicitly set out and well explained in the budget narratives, in the absence of which the Treasuries will refer the budget back to council for alignment to the macroeconomic performance projections.

2. Key focus areas for the 2023/24 budget process

2.1 Local government conditional grants allocations

Over the 2023 MTEF period, conditional grant allocations to municipalities will grow below inflation. This is due to a higher 2022/23 baseline (R3.8 billion) added to local government conditional grants in the 2022 Division of Revenue Amendment Act. Over the next three years, total local government resources, including the equitable share and indirect conditional grants increase at an annual average rate of 6 per cent.

The local government equitable share increases at an annual average rate of 7.8 per cent and municipal conditional grants increase by 3.6 per cent over the 2023 MTEF period. The local government equitable share formula has been updated to account for projected household growth, inflation and estimated increases in bulk water and electricity costs over the 2023 MTEF period.

The annual Division of Revenue Bill will be published in February 2023 after the Minister of Finance's budget speech. The Bill will specify grant allocations and municipalities must reconcile their budgets to the numbers published herein.

Municipalities are advised to use the indicative numbers presented in the 2022 Division of Revenue Act to compile their 2023/24 MTREF. In terms of the outer year allocations (2025/26 financial year), it is proposed that municipalities conservatively limit funding allocations to the indicative numbers as presented in the 2022 Division of Revenue Act for 2022/23. The DoRA is available at:

<http://www.treasury.gov.za/documents/national%20budget/2022/default.aspx>

2.2 Re-enforcing the 2023 Division of Revenue Bill, (DoRB) to facilitate improved intergovernmental relations

Towards enforcing a system of good intergovernmental relations as envisaged in the Chapter 3 of the Constitution and subsequent related legislation, the National Treasury would like to remind municipalities of Section 31 of DoRA that articulates the facilitation of personal liability for unnecessary litigation. Going forward, a municipality may therefore only institute litigation against any organ of state, state-owned enterprise, public-and/ or municipal entity after exhausting all dispute resolution mechanisms required and/ or available to the municipality in terms of existing intergovernmental relations processes, policy and/ or any related contract with the municipality, including in terms of the Municipal Finance Management Act, 2003, the Intergovernmental Relations Framework Act, 2005, and/ or the Electricity Regulation Act, 2006 (dispute processes administered by NERSA).

The 2023 DoRB will facilitate the personal liability of and refund of any expenditure related to such litigation to the national revenue fund (NRF) by any person responsible for the institution of litigation by a municipality without having exhausted all the available dispute resolution mechanisms. This will be done through the equitable share off-setting processes. Municipalities, parallel to instituting any litigation against any organ of state, must report such litigation to the Auditor-General, the National Treasury and to the relevant provincial treasury. The report must provide the details of all the dispute resolution processes that were attempted, supported by information explaining the failure of these attempts.

Division of Revenue Amendment Bill, 2022 (DoRAB)

Disaster response funding

Conversion of disaster response grants – To allow for adequate response to the April 2022 floods, funding was shifted between the disaster relief grants in August 2022. R145 million

was shifted from the Provincial Disaster Response Grant to the Municipal Disaster Response Grant and R120 million was shifted from the Municipal Emergency Housing Grant to the Provincial Emergency Housing Grant.

Additional funding for disaster response grants – In response to disasters that have occurred, most of the disaster funding for 2022/23 had been depleted by the time of the tabling of the DoRAB. To enable for response should a disaster(s) occur in the remaining months of the current financial year, R248 million is added to the Municipal Disaster Response Grant to enable immediate response by municipalities.

Additional funding for disaster reconstruction and rehabilitation¹ – For the reconstruction and rehabilitation of municipal infrastructure damaged by flash floods in the Western Cape (Overberg District Municipality, Cape Winelands District Municipality and Garden Route District Municipality) in December 2021 and the April 2022 floods in the Eastern Cape (Winnie Madikizela-Mandela Local Municipality) and KwaZulu-Natal (eThekweni Metropolitan Municipality, uMhlathuze Local Municipality, uThukela District Municipality, uMgungundlovu District Municipality and iLembe District Municipality), R3.3 billion is added to the Municipal Disaster Recovery Grant.

Purchasing of land for relocation of flood victims – R92 million is added to the Informal Settlements Upgrading Partnership Grant: Municipalities for eThekweni Metropolitan Municipality for the purchase of land identified for the relocation of displaced flood victims.

Changes to local government allocations

Roll-over of funds in the Integrated National Electrification Programme (municipal) Grant – R1 million is rolled over in the Integrated National Electrification Programme (municipal) Grant to fund 50 electrification connections in Swellendam in Dikgatlong Local Municipality.

Roll-over of funds in the indirect Regional Bulk Infrastructure Grant – R15 million is rolled over in the indirect Regional Bulk Infrastructure Grant to fund operational payments for the Vaal River pollution remediation project in Emfuleni Local Municipality.

Reprioritisation in the Neighbourhood Development Partnership Grant – R100 million of the Neighbourhood Development Partnership Grant is shifted from Schedule 5, Part B (direct) to Schedule 6, Part B (indirect) to fund project preparation, planning and implementation for municipalities that are having administrative and financial challenges that are affecting project implementation. These funds will be used for projects they were allocated for in the direct component. Affected municipalities are Mogale City Local Municipality, KwaDukuza Local Municipality and Emfuleni Local Municipality.

Changes to gazetted frameworks and allocations

Municipal Disaster Response Grant – The grant framework for the Municipal Disaster Response Grant is amended to allow for spending to respond to the disasters that occurred in December 2021 and April 2022.

Informal Settlements Upgrading Partnership Grant: Municipalities – The grant framework for the Informal Settlements Upgrading Partnership Grant is amended to ring-fence funds for

¹ There was an oversight in the allocations to Western Cape and KwaZulu-Natal, wherein the allocations or parts thereof allocated to the district municipalities in the DoRAB ought to have been allocated to the respective local municipalities in these districts. This is explained in detail in the section "Correction of errors in the Municipal Disaster Recovery Grant framework and allocations to municipalities" below.

the purchase of identified land for the relocation of flood victims who were previously residing in informal settlements that were washed away by April 2022 floods in eThekweni Metropolitan Municipality.

Municipal annexures – Changes to previously gazetted municipal allocations include a change of the name of a municipality. The name of Engcobo Local Municipality in the Eastern Cape is updated to Dr A.B. Xuma Local Municipality as per the Gazette published in terms of section 12 of the Local Government: Municipal Structures Act, on 30 May 2022.

Correction of errors in the Municipal Disaster Recovery Grant framework and allocations to municipalities

The National Disaster Management Centre (NDMC) has requested changes to the in-year allocations for the Municipal Disaster Recovery Grant in the DoRAB tabled in Parliament. Part of the funding allocated to uThukela and iLembe district municipalities in KwaZulu Natal (page 36 of the DoRAB), should have been allocated to Alfred Duma and KwaDukuza local municipalities, respectively. The allocations made to the Cape Winelands, Overberg, and Garden Route district municipalities in the Western Cape (page 39 of the DoRAB), should have been made to Breede Valley; Theewaterskloof and Swellendam; and Oudtshoorn and George local municipalities, respectively. These corrections also affect the ring-fencing in the grant framework (page 28 of the DoRAB).

Parliament has approved that the National Treasury correct the allocations and effect the required changes to the MDRG framework, as part of section 15(1) of the 2022 DoRA to ensure that MDRG allocations are correctly allocated to the municipalities assigned for the functions.

3. Pension fund defaults

There has been a growing trend where municipalities are deducting pension from the employees but are not paying it over to their pension fund. This in our view is inconsistent with the intent and spirit of the MFMA and constitute an act of financial misconduct in terms of section 171 of the MFMA read with the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings and potentially also a criminal offence in terms of section 173 of the MFMA read with other applicable legislation. Municipal Councils should refer these actions to the Disciplinary Boards for further investigation and should also consider laying criminal charges against the accounting officer and other responsible officials that has failed to perform the responsibility outlined in terms of section 65(2)(f) of the MFMA which states that “the accounting officer of a municipality must take all reasonable steps to ensure that the municipality complies with its tax, levy, duty, pension, medical aid, audit fees and other statutory commitments”. Municipal Councils should also consider further measures and actions in terms of the Pension Funds Administration Act, as may be applicable.

4. Municipal Standard Chart of Accounts (mSCOA)

4.1 Release of Version 6.7 of the Chart

On an annual basis, the mSCOA chart is reviewed to address implementation challenges and correct chart related errors. Towards this end, Version 6.7 is released with this circular.

Version 6.7 of the chart will be effective from 2023/24 and must be used to compile the 2023/24 MTREF and will be available from 20 December on the link below:

<http://mfma.treasury.gov.za/RegulationsandGazettes/MunicipalRegulationsOnAStandardChartOfAccountsFinal/Pages/default.aspx>

Kindly note that, in accordance with section 8(2)(j) of the Municipal Property Rates Act (MPRA) as amended in 2014, municipalities may apply for categories other than the categories in 8(2)(a) to (i). Towards this end the Minister of Cooperative Governance and Traditional Affairs approved the following categories:

- Sports Clubs and Fields for Bitou Municipality and
- Residential sectional title garages for Drakenstein Municipality.

These categories were only approved for use by municipalities indicated above. System vendors must therefore block the use of these categories for all other municipalities. The Project Summary Document (PSD) on the National Treasury webpage will be aligned to the chart changes in version 6.7 where applicable. The PSD is also available on the above link.

For the National Treasury to consider a new chart change in version 6.8 of the chart, the issue must be logged with all relevant background and details on the *mSCOA* FAQ portal by 31 August 2023. The *mSCOA* FAQ portal can be accessed by all registered GoMuni users on the following link. https://lq.treasury.gov.za/ibi_apps/signin

4.2 Amendments to the regulated A1 schedules

The following tables of the A1 Schedule that was regulated in terms of the Municipal Budget and Reporting Regulations (MBRR), have been aligned to the *mSCOA* and Generally Recognised Accounting Standards (GRAP):

- A4: Statement of Financial Performance; and
- A6: Statement of Financial Position

In addition, tables A8 and A10 have been linked to the *mSCOA* data strings and will be included in the 2023/24 budget reports available on the GoMuni portal from 01 July 2023.

The amended and protected version of the A1 schedule will be available from 20 December on the link below:

<http://mfma.treasury.gov.za/RegulationsandGazettes/MunicipalRegulationsOnAStandardChartOfAccountsFinal/Pages/default.aspx>

System vendors and municipalities that are managing their own in-house systems must programme the amended schedules on their financial systems. Input fields for supporting tables that are not part of the non-financial data string must be created to ensure that a complete A schedule is generated from the core municipal financial system.

The *mSCOA* Regulations require that municipalities budget, transact and report on legislated *mSCOA* segments and directly on the core financial system and submit the required data strings directly from this system to the GoMuni Upload portal. To ensure that the data strings submitted are credible, municipalities must:

- Lock the budget adopted by Council on the core municipal financial system before submitting the budget (ORGB) data string to the GoMuni Upload portal;
- Close the core financial system at month-end as required in terms of the MFMA before submitting the monthly data string to the GoMuni Upload portal; and
- Generate the regulated MBRR Schedules (A, B and C) directly from the core municipal financial system.

The preparation of budgets on excel spreadsheets that is captured in the system at a later stage and manual correction of data strings by municipal officials or system providers are not allowed in terms of the *mSCOA* Regulations. Where a municipality makes use of a stand-alone 3rd party sub-system or a system provider has entered into an agreement or consortium for the provision of certain functionality with a 3rd party sub-system provider, such a 3rd party sub-system should host the relevant part of the *mSCOA* chart to seamlessly integrate with the core financial system without manual intervention.

4.3 Credibility of *mSCOA* data strings

The credibility and accuracy of the data strings must be verified by municipalities before submission as the data strings submitted will be used as the single source for all analysis and publications in the 2023/24 municipal financial year.

Municipalities have been given access to the GoMuni portal in April 2022 and should use the reports on GoMuni to verify the credibility of their submissions. It should be emphasized that errors in the data can only be corrected in the next open period. e.g., errors in the tabled budget (TABB) data string can only be corrected in the adopted budget data string (ORGB). Municipalities are not allowed to open closed periods to make corrections.

Municipalities are reminded that incorrect or incomplete data string submissions is considered as non-submission.

The credibility of the *mSCOA* data strings remains a concern in the following areas:

The inclusion of opening balances in data strings

Municipalities and system vendors must ensure that opening balances are included in the budget and in-year data strings. The opening balances at year end (month 12 – M12) of the previous financial year must be rolled over to the first month (M01) and updated with pre-audited (PAUD) and audit (AUDA) adjustments in the current financial year in the *applicable open period*. In other words, if the audit is completed on 31 October, then the changes in the opening balances must be reflected in the in-year submission for November 2022 (M05 submission). If opening balances and changes thereto are not included in the budget and in-year data strings, the C schedules will not populate correctly. This means that the movement of the balance sheet items will not have a starting point and the Statement of Financial Position (balance sheet) will be incorrect.

Accounting for Water Inventory

As per the guidance in MFMA Budget Circular No.115 (dated 04 March 2022), municipalities must budget and account for bulk water purchases as **inventory** under current assets in the Statement of Financial Position as per GRAP 12 (paragraph. 07).

In terms of GRAP 12:

Inventories are assets:

- a. *In the form of materials or supplies to be consumed in the production process;*
- b. *In the form of materials or supplies to be consumed or distributed in the rendering of services; and*
- c. *Held for sale or distribution in the ordinary course of operations, or*
- d. *In the process of production for sale or distribution.*

Inventory acquired through non-exchange transactions should be recorded at its fair value as at the date it is acquired. The cost of inventory, except for non-purified water, will be determined or recognised in accordance with paragraph 25 and 26, which is the primary and secondary costs in getting the water either to the treatment works or to the users of the water.

It is important to note that water cannot be issued if it was not purchased or brought into the inventory through system input transactions. Therefore, the total input volume of water related to water purified and water from natural sources should include both primary and secondary cost components. The allocation of secondary cost to the input volume of water will necessitate the utilisation of the Costing Segment in the mSCOA. This is crucial in determining cost reflective tariffs for water.

The fair value of water from natural resources such as boreholes, springs and fountains may be determined by the primary and secondary cost components. Secondary costs include:

- Labour
- Extraction cost
- Distribution cost
- Chemicals/ Treatment
- Maintenance
- Infrastructure
- Depreciation charges

The municipality must account for water from natural resources as follows:

Debit: System Input Volume: Natural Resources

Credit: Gains and Losses: Water at fair value

Water inventory must be budgeted to be acquired and recorded in the Current Assets: Inventory: Water as indicated below. The movement accounts in the mSCOA structure makes provision for the different methods of acquiring and the consumption/ issuing of Water inventory.

Current assets:

- Inventory: Water Opening balance: Non-Funding Transactions
- Inventory: Water: System Input volume: Bulk Purchases: Water Treatment/Natural Resources
- Water Authorised Consumption:
 - a) Billed Unmetered Consumption
 - b) Un-Billed Authorised Consumption
 - c) Billed Metered Consumption
- Inventory: Water Losses (Apparent and Real Losses)

Water that is issued to Consumers must be issued from the inventory and expensed in the **Expenditure:** Inventory: Consumed -Water.

Water losses will reduce the Water inventory in current assets and the corresponding amounts should be captured in **Gains and Losses:** Inventory: Water: Fair value

It is important to note that the change in accounting for water through the inventory purchased process and the change of using a methodology to report the balance of water as at year-end may impact on the Annual Financial Statements (AFS). Municipalities must ensure that they update their accounting policy, document this process, and provide comparative figures when assessing and reporting their water balance to ensure that the GRAP guidelines of changes in reporting and materiality is applied correctly.

The Local Government Municipal Property Rates (MPRA) Amendment Act, 2014

Municipalities are reminded that section 8 of the MPRA on the determination of categories of rateable properties has been revised through the Local Government Municipal Property Rates Amendment Act, 2014 ("the Amendment Act").

Municipalities were required to implement the new property categorisation framework by not later than 01 July 2021. The *mSCOA* chart Version 6.7 will only make provision for the new framework. The old framework has been retired and municipalities must prepare their 2023/24 MTREF Budgets accordingly.

Fixed Asset Register

Municipal financials systems must comply with the minimum business processes and system requirements on fixed asset registers as articulated for the asset management module in MFMA Circular No 80. The asset management module should be embedded in the core financial system or seamlessly integrate from a third-party sub-system to the core financial system. This will enable the regular and seamless updating of the fixed asset register. The register must contain the following information as a minimum requirement:

- Description of the asset
- Date of acquisition or brought into use
- Purchase cost
- Location of the asset
- Function responsible for the asset
- Current value
- Depreciation and method utilised
- Remaining life of the asset
- Maintenance information
- Insurance Coverage

Municipalities will be required to upload their updated fixed asset register in a PDF format on the GoMuni Upload portal as part of their 2023/24 MTREF tabled and adopted budget submission and thereafter on a quarterly basis as part of their in-year reporting.

Recording of Schedule 6B Grants in *mSCOA*

Grants allocated in terms of Schedule 6B of DoRA should be recorded in terms of *mSCOA* as an allocation-in-kind. This means that the municipality will only record the transaction once they received a completed asset.

Importantly, a Schedule 6B grant may not be transferred to the end-user of the asset to construct the asset as this is in contravention with the conditional grant framework. If a transferring officer of a Schedule 6B grant consider the municipality capable of constructing its own asset, the grant should be re-gazetted and reclassified as a Schedule 5B grant. The grant will then be transferred directly to the municipality to construct the asset and the receipt and expenditure of the grant must be in accordance with GRAP 17. An adjustments budget in terms of Section 28(2)(b) of the MFMA and Regulation 23(3) of the MBRR must be adopted to include the grant funding and project in the MTREF budget.

In the case where a municipality is constructing an asset for a national department but will not be the end-user of the asset being constructed, the accounting must be done in terms of GRAP 11. There will be VAT implications as the municipality will be a contractor and act as an agent. It is important to ensure that the contract between the municipality and the department outlines the responsibilities of all parties.

Municipalities must ensure that they are making provision for VAT in accordance with the VAT Act, 1991 (Act No. 89 of 1991) and the VAT 419 guide issued by SARS. The National Treasury issued *mSCOA* Circular No.12 (dated 01 October 2021) that provides guidance on the recording of VAT in the *mSCOA*.

Impact of Balance Sheet Budgeting and Movement Accounting on Cash Flow Tables

From the analysis of the *mSCOA* data strings it is evident that the cash flow tables (A7, B7 and C7) are still not populating correctly or completely. This can be contributed to the fact that a number of municipalities still do not use balance sheet budgeting and movement accounting. Guidance on the use of balance sheet budgeting and movement accounting to populate tables A7, B7 and C7 correctly was provided in MFMA Budget Circular No. 107 (dated 04 December 2020) and *mSCOA* Circular No. 11 (dated 04 December 2020).

4.4 Regulation of Minimum Business Processes and System Specifications

National Treasury will review and regulate minimum business processes and system specifications for *mSCOA* by the end of 2024/25. In preparation for the regulation of the minimum requirements, municipalities should ensure that they comply fully with the current minimum business processes and system specifications articulated in MFMA Circular No. 80 (dated 08 March 2016).

Where a municipality is not fully compliant with the *mSCOA* requirements, a *mSCOA* Road Map must be in place to drive and fast track the *mSCOA* implementation in the municipality. The *mSCOA* Steering Committee, chaired by the Accounting Officer or his/ her delegate, must use the *mSCOA* Road Map to track progress and take correction actions where required.

Road Maps must be reviewed and updated annually as part of the budget process is updated and submitted to Council for approval together with their 2023/24 MTREF budget. Municipalities will be required to upload their updated *mSCOA* Road Maps in a PDF format on the GoMuni Upload portal as part of their 2023/24 MTREF tabled and adopted budget submission and thereafter on a quarterly basis as part of their in-year reporting.

Municipalities should ensure that they budget sufficiently to become and remain *mSCOA* compliant.

Guidance on the content of the *mSCOA* Road Map was provided in MFMA Budget Circular No. 115 (dated 04 March 2022).

4.5 *mSCOA* Training Initiatives

Training to municipalities and municipal system vendors

The National Treasury, in conjunction with CIGFARO, will conduct monthly training sessions aimed at municipalities, municipal system vendors and other relevant role-players. The training will focus on technical aspects of budgeting, transacting and reporting in the *mSCOA* and is aimed at improving the quality of *mSCOA* data strings. The draft programme is attached as **Annexure A**.

mSCOA eLearning Course

The National School of Government is hosting the *mSCOA* eLearning Course that was developed by the National Treasury. The *mSCOA* eLearning Course provides government officials with the basic knowledge on the reform and how to record transactions using the *mSCOA*.

Government institutions can enrol their employees for this course by sending a request for training to the NSG at contactcentre@thensg.gov.za. If your institution has not attended any training with the NSG previously, then you will also be required to register on the NSG database. The mSCOA eLearning Course will be offered as no cost until 31 March 2023. Thereafter, delegates will have to pay to attend the course.

Any queries in this regard must be directed to the NSG at contactcentre@thensg.gov.za or tel number: 086 100 8326.

5. The revenue budget

Similar to the rest of government, municipalities face a difficult fiscal environment. The weak economic growth has put pressure on consumers' ability to pay for services, while transfers from national government are growing more slowly than in the past. Some municipalities have managed these challenges well, but others have fallen into financial distress and face liquidity problems. These include municipalities that are unable to meet their payment obligations to Eskom, Water Boards and other creditors. There is a need for municipalities to focus on collecting revenues owed to them and eliminate wasteful and non-core spending.

Municipalities must ensure that they render basic services, maintain their assets and clean environment. Furthermore, there must be continuous communication with the community and other stakeholders to improve the municipality's reputation. This will assist in attracting investment in the local economy which may result in reduced unemployment. Some municipalities are experiencing serious liquidity challenges. Therefore, the new leadership is advised to:

- Decisively address unfunded budgets by reducing non-priority spending and improving revenue management processes to enable collection; and
- Address service delivery failures by ensuring adequate maintenance, upgrading and renewal of existing assets to enable reliable service delivery.

5.1 Maximising the revenue generation of the municipal revenue base

Reference is made to MFMA Circulars No. 93, paragraph 3.1 and No. 98, paragraph 4.1. The emphasis is on municipalities to comply with Section 18 of the MFMA and ensure that they fund their MTREF budgets from realistically anticipated revenues to be collected. Municipalities are cautioned against assuming collection rates that are unrealistic and unattainable as this is a fundamental reason for municipalities not attaining their desired collection rates.

The purpose of the above mentioned MFMA Circulars is to ensure that the municipalities are using their entire revenue base as the basis for the revenue budget. It is essential that municipalities reconcile their most recent consolidated valuation roll data to that of the current billing system data to ensure that revenue anticipated from property rates is realistic. The municipalities should implement a data management strategy and develop internal capacity to perform these reconciliations and investigations to improve completeness of billing.

One of the aims of the reconciliation process is to identify exceptions, i.e. records on the roll and not on the billing system and records on the billing system and not on the roll. In addition, the reconciliation must identify duplicated records, missing data, and data errors. These exceptions should then be investigated, and remedial action strategies developed for data cleansing and other corrective actions. The Debtors Ageing data should also form part of the reconciliation process so that "debtors" can be tracked and assessed at a property record level and prioritised for verification of rates liability measured against a MPRA property and owner.

To facilitate reconciliation of the separate databases (Roll and Billing), a unique property identifier (common primary unique link code) must be created and populated for each rateable property on the roll system and on the rates billing system. This property identifier must be unique, without duplicates, and remain constant for the life of the property. The standards adopted by the South African Council for the Property Valuers Profession (SACPVP), namely South African Standard: Municipal Valuations for Property Rating, specifies that the Surveyor General Code SG 21-digit Code, derived, and created from the property description, be applied for all registered full title property defined in terms of part (a) of the definition of property.

For all other MPRA defined property, Part (a) Sectional Title, Part (b) Registered Rights, Part (c) Land Tenure Rights and Part (d) PSI, and apportioned multiple use property in terms of sections 8(2)(i) and 9(2), an added suffixed 5 digits to the SG 21-digit code must be assigned by the designated municipal valuer, thereby creating a unique 26-digit code. The municipality must ensure that the SG21 digit code and 26-digit coding system is applied in their valuation roll management system and billing system and engage with their designated municipal valuer and systems service providers to implement the unique property identifier.

Further it is important that municipalities who are performing a general valuation (GV) to implement a new valuation roll on 1 July 2023, must also as best practice compare the current consolidated roll to the new valuation roll. This can identify any anomalies and errors of category of property and market values for review and investigation and the option of lodging an objection by the municipality, where applicable. This process should also identify outliers and shifts in market values by category and area so that tariffs on the new roll can be modelled and determined in an equitable manner to avoid rates shocks.

Municipalities should undertake this exercise as a routine practice during the budget process so that supplementary adjustments to the valuation roll are kept up to date. In order to ensure that the most updated information is used for the reconciliations, municipalities are reminded to adhere and comply with s23(1)(2) of the MPRA and therefore use the Part A register as the basis for performing the reconciliations going forward.

Furthermore, municipalities are also advised and expected to comply with s8(1) of the MPRA in terms of the billing methodology that needs to be specified within their policies to ensure that the correct categories (based on the selection made by the municipality) are used in the reconciliation process.

The list of exceptions derived from this reconciliation will indicate where the municipality may be compromising its revenue generation in respect of property rates or whether the municipality is overstating its revenue budget.

A further test would be to reconcile this information with the Deeds Office registry. In accordance with the MFMA Circular No. 93, municipalities are once more requested to submit their reconciliation of the Valuation roll/Part A register to the billing system to the National Treasury on a quarterly basis by no later than the 10th working day. A detailed action plan must accompany the reconciliation where variances are noted.

The above information must be uploaded by the municipality's approved registered user(s) using the GoMuni Upload Portal at: https://lg.treasury.gov.za/ibi_apps/signin. If the municipality experience any challenge uploading the information, a request for an alternative arrangement may be emailed to linda.kruger@treasury.gov.za.

No operation can be sustainable if it does not collect its revenue. A municipality is no different. There is a misconception that a municipality may not interrupt or restrict the supply of water services of a defaulting consumer. The National Treasury confirms that neither the

Water Services Act, 1997 (Act No. 108 of 1997) or any other legislation prevents a municipality from cutting the supply of water to a defaulting consumer unless the consumer is an indigent in which case the water services to that household must be restricted to the national free basic water limit of 6 kilolitre water monthly (or 50 kilowatt hours in the case of free basic electricity monthly). This was confirmed by the Constitutional Court in the matter of Mazibuko and Others v City of Johannesburg and Others (CCT 39/09) [2009] ZACC 28; 2010 (3) BCLR 239 (CC); 2010 (4) SA 1 (CC) (8 October 2009).

Municipalities are urged to use the restriction/ interruption of supply of both water and electricity services as a collection tool. Effective from the tabling and adoption of the 2023/24 MTREF, municipalities' By-laws and policies must facilitate this and clearly stipulate the order in which any partial payment of the consolidated municipal bill (including property rates) will be applied as well as the process before the supply of water and electricity services will be cut. The National Treasury recommended that any partial payment firstly be applied to property rates, wastewater, waste management, water and lastly to electricity. When interrupting or restricting the supply of water it is important that such is undertaken together with the municipal engineer(s) to ensure a continued minimum supply of waste water.

5.2 Setting cost-reflective tariffs

Reference is made to MFMA Circular No. 98, paragraph 4.2. The setting of cost-reflective tariffs is a requirement of Section 74(2) of the Municipal Systems Act which is meant to ensure that municipalities set tariffs that enable them to recover the full cost of rendering the service. This forms the basis of compiling a credible budget. A credible budget is one that ensures the funding of all approved items and is anchored in sound, timely and reliable information on expenditure and service delivery (Financial and Fiscal Commission (FFC), 2011). Credible budgets are critical for local government to fulfil its mandate and ensure financial sustainability.

A credible expenditure budget reflects the costs necessary to provide a service efficiently and effectively, namely:

- A budget adequate to deliver a service of the necessary quality on a sustainable basis; and
- A budget that delivers services at the lowest possible cost.

The National Treasury issued a tariff setting tool and guide as part of MFMA Budget Circular No. 98 (refer item 4.2) on 6 December 2019 and since 2019, encouraged municipalities to utilise the tool. **With effect, the 2023/24 MTREF, all municipalities (except metropolitan cities and district municipalities that do not provide any services) as part of both the tabled and adopted MTREF submissions must submit the completed National Treasury tariff tool (in excel format)** illustrating that the revenue component of the budget is credible and funded and that the municipality's tariffs are cost reflective. If the municipality's initial calculation results in high increases to facilitate cost-reflectiveness, it is recommended that such are phased in over 3 to 5 years. The municipality's strategy in this regard should be included as part of the budget narratives.

This tool will assist in setting tariffs that are cost-reflective and enable a municipality to recover costs to fulfil its mandate. Going forward it is also imperative that every municipality fully embrace the Municipal Standard Chart of Accounts (mSCOA): costing component. Considering, mSCOA implementation is entering its sixth year of implementation, all municipalities must fully embrace and report also utilising the costing segment correctly. The National Treasury Municipal Costing Guide is available on the link below on the National Treasury website.

<http://mfma.treasury.gov.za/Guidelines/Documents/Forms/AllItems.aspx?RootFolder=%2fGuidelines%2fDocuments%2fMunicipal%20Costing%20Guide&FolderCTID=0x0120004720FD2D0551AE409361D6CB3E122A08>.

5.3 Tariffs – achieving a balance between cost-reflectiveness and affordability

National Treasury encourages municipalities to maintain tariff increases at levels that reflect an appropriate balance between the affordability to poorer households and other consumers while ensuring the financial sustainability of the municipality.

When setting tariffs, it is therefore critical to understand the economic environment specific to the municipality and consideration should include at least –

- *The socio-economic profile undertaken for the municipality* available on the National Treasury GoMuni portal – municipalities are encouraged to annually update their own socio-economic profile using the template model available on GoMuni;
- *The most recent average monthly household income in the municipality* as per Statistics South Africa (Stats SA) available on [Statistics South Africa | Improving Lives Through Data Ecosystems \(statssa.gov.za\)](https://www.statssa.gov.za);
- *The average property value in the municipality* per its most recent approved general valuation roll and/ or supplementary general valuation roll;
- *The number of indigent households in the municipality*, including any variation in the number of indigent households included in the Equitable Share: free basic services component for the municipality vs the municipality's own indigency level discretion; and
- *The economic drivers and activities specific to the municipal area²; etc.*

The municipality's tariff-setting or other committee tasked with this role must understand and deliberately reflect on this context during the tariff-setting process. Considering the average monthly household income, the median affordable municipal bill would ideally not exceed proportionally the average monthly household income. This median affordable bill, in combination with the median average property value should inform the basis to determine any rebates to households with income below the median.

It is also important when setting particularly water and electricity tariffs that municipalities consider setting two-tier tariffs, that include a basic availability charge to recover the fixed (direct and indirect) cost associated with the service in conjunction with consumption-based tariff bands. For example, in a drought, such tariffs will facilitate the ability to pay for infrastructure and maintenance, treating chemicals and salaries, etc. while parallel facilitating water restriction based on inclining tariffs as consumption increase. Furthermore, it is important to link the municipality's water tariffs to dam levels, also approved as part of the budget process. For example, if the dam levels drop to 60 per cent the first tier of restriction tariffs should become applicable in terms of the municipality's approved tariff policy.

It is also noted that NERSA approves seasonal tariffs for Eskom but not necessarily for the municipality. It is important that the municipality clearly factor this in its tariff application to NERSA, illustrating the cashflow crunch if the municipality is not similarly allowed a seasonal tariff to recover the higher Eskom bulk cost during winter months.

Lastly, municipalities are cautioned against setting tariffs that include operating inefficiencies. This could lead to tariffs falling into the unaffordable range.

The Consumer Price Index (CPI) inflation is forecasted to be within the 3 to 6 per cent target band; therefore, municipalities are required to **justify all increases in excess of the projected inflation target for 2023/24** in their budget narratives and pay careful attention to

² The spatialised tax data is now available through National Treasury for all municipalities that provides an up to date information on economic activity within a municipal boundary.

tariff increases across all consumer groups. In addition, municipalities should include a detail of their revenue growth assumptions for the different service charges in the budget narrative.

5.4 Bulk Account Payments and Concessions

During 2018/19, intense work was undertaken to resolve systemic and structural issues pertaining to the electricity function in municipalities. Core to this work was addressing the escalating Eskom debt that threatened the sustainability of Eskom as well as that of municipalities.

During the process, Eskom agreed to provide relieve in certain areas. Municipalities are reminded of the following concessions that remain in place:

- The interest rate charged on overdue municipal bulk accounts were reduced from prime plus 5 per cent to prime plus 2.5 per cent;
- Payment terms were extended from 15 days to 30 days for municipal bulk accounts; and
- Eskom allocation of municipality payments to capital first and then to interest.

These concessions align to the MFMA and are meant to curb municipal growing debt levels by allowing a more conducive payment regime than what was previously employed. In addition, municipalities are urged to budget for and ring-fence their payment of bulk services. Bulk current account payments must be honoured religiously to avoid stringent application of the bulk suppliers' credit control policy.

Municipalities are also urged to enforce a culture of payment for services through their normal credit control processes. In this regard it should be noted that municipalities are only compensated for free basic services based on an indigent user component calculation through the equitable share. As such, a municipality's allocation of free basic services to all of the municipality's consumers is not funded in the equitable share. Every municipality, during the budget process, must consider the affordability to the municipality when allocating free basic services above the national norm and to consumers other than indigent consumers. **If a municipality has any arrears on any of its bulk supplier's accounts, it must limit its provision of free basic services to registered indigent consumers only.**

5.5 Critical Notice Affecting STS Meters

As highlighted in previous MFMA Circular No. 115 (dated 06 December 2022) municipalities are once again alerted that there is still a pending business risk to the prepayment metering industry that requires urgency of action. The token identifiers (TID) used to identify each credit token will run out of available numbers in November 2024, at which point all STS meters will stop accepting credit tokens.

The remedy is to visit each meter and enter a special set of key change tokens in order to reset the meter memory. Municipalities are advised that the National Treasury, through the Office of the Chief Procurement Officer (OCPO), will soon facilitate a transversal contract for the provision of auditing, re-calibration and re-configuration services for standard transfer specification compliant prepayment meters that align to minimum and critical technical specifications for local government. In this respect the development of the transversal contract for smart prepaid meters as per NRS 049 (per latest approved version) is at an advanced stage and should be issued shortly by National Treasury.

If your municipality or municipality entity is currently in the process of procuring for a solution or is planning to, you are cautioned:

- Against proceeding prior to the OCPO having issued and awarded the transversal contract for the provision of inter alia auditing, re-calibration and re-configuration services for standard transfer specification compliant prepayment meters Terms of Reference (ToR); and

- That, with immediate effect, you must obtain the National Treasury's input prior to proceeding with any current procurement or proposed procurement for this purpose or any related solution or similar. This is to prevent unnecessary and wasteful expenditure on such solutions. Any request for National Treasury's input on the current or planned procurement of any related solution or similar or component thereof, must be directed to the National Treasury for the attention of the Local Government Budget Analysis Unit (Mr. Sadesh Ramjathan) Sadesh.Ramjathan@treasury.gov.za.

In this regard, municipalities will have two options to choose from:

- Firstly, to pursue the route of auditing, re-calibrating and re-configuring services for standard transfer specification compliant prepayment meters; and/ or
- Secondly, to replace the old meter with a new smart prepaid meter.

For both options, the municipality will have to budget accordingly as no additional funding will be available through the national fiscus.

Your assistance in proactively ensuring that the municipality and/ or its entities are not adversely affected by these processes will be appreciated.

5.6 Completeness and credibility of revenue related information in the Budget

The MBRR regulates the minimum level of information required from municipalities when compiling, implementing, monitoring, and evaluating the municipality's financial management situation. Failure to include the minimum required information hampers the municipal council, the public and stakeholders' ability to make informed decisions and engage on the matter. It also limits research, studies, and benchmarking undertaken for local, provincial, and national purposes.

The National Treasury would like to take this opportunity to caution municipalities that the MBRR prescribe the minimum level of information municipalities must include as part of their legal reporting obligations.

Going forward the Treasuries will place increased attention and focus on the adequacy of municipalities' submissions. The National Treasury regards this non-compliance to include the minimum level of information as serious and if persistent will consider applying the available legal sanctions, including recourse in terms of section 216(2) of the Constitution. In this context, National Treasury will particularly focus on the completeness of asset management related information as well as the statistical information required in the A, B and C schedules during the 2023/24 MTREF.

5.7 Eskom Bulk Tariff increases

The National Energy Regulator of South Africa (NERSA) is responsible for the price determination of the bulk costs of electricity. In the municipal financial year 2022/23, bulk electricity costs increased moderately at 9.61 per cent, compared to 17.8 per cent in the 2021/22 municipal financial year. Due to Eskom's funding needs, they are seeking higher tariff increases and have applied to NERSA for a 32 per cent hike from 1 April 2023/24. NERSA will make a final decision on the tariff application by 24 December.

In addition, a High Court hearing is still pending on the Multi-Year Price Determination (MYPD 5) application. The urgent High Court review requires NERSA to urgently process the Eskom revenue application for at least one year, as required by law. The timeframes for the review allow for a decision to be made in time for implementation by 1 April 2023.

5.8 Updated Municipal Borrowing Policy Framework

Cabinet approved the Update to the Policy Framework for Municipal Borrowing and Financial Emergencies on the 17th of August, 2022. The purpose of the Update is to re-examine the original Policy Framework, along with the legislation (i.e. Municipal Finance Management Act – MFMA) that was adopted to implement it, considering the experience with municipal borrowing that has accumulated since 2000.

The following key reforms have been introduced through the Update to the Policy Framework for Municipal Borrowing:

- The Policy Framework for Municipal Borrowing has been updated to introduce the necessary reforms that will expand the scope of responsible municipal borrowing and create an environment that attracts more players (e.g. insurers, pension funds, institutional investors and fund managers, and international Development Finance Institutions) in the municipal debt market space. The original core principles underlying municipal borrowing are maintained (i.e. creditworthy municipalities should borrow prudently to finance capital investment, and that there will be no bail-outs by the provincial or national government);
- The updated policy framework clarifies the role of Development Finance Institutions (DFIs), as it was not clearly articulated in the original policy. DFIs are required to pursue clear and agreed developmental goals, as outlined in the policy. The objective of this approach is to ensure that a DFI lending does not crowd out the private sector. Public-sector lenders, both domestic and foreign, should be guided by a social and developmental investment approach in which demonstrable social outcomes are considered alongside potential financial returns;
- The updated policy framework permits and clarifies innovative infrastructure financing mechanisms (such as pooled financing mechanisms, project finance, tax increment financing, revenue bonds, and pledging of conditional grants) that municipalities can use to leverage municipal borrowing. Municipalities are encouraged to explore these alternatives, and innovative infrastructure financing mechanisms permitted subject to the requirements contained in the Municipal Finance Management Act (MFMA) and
- The participation of both private and public sector market participants in the development of a liquid secondary market for municipal debt securities is also encouraged. The policy proposes options that can be explored to support the development and growth of an efficient and liquid market for municipal debt obligations.

The Updated Municipal Borrowing Policy Framework can be accessed at the MFMA website at the following link <http://mfma.treasury.gov.za/Guidelines/Pages/default.aspx>.

5.9 Tariff Policies

Municipalities must comply with the provisions of Section 74 of the Municipal Systems Act (MSA) which requires that a municipal council must adopt and implement tariff policy on the levying of fees for municipal services provided by the municipality itself or by way of service delivery agreements, and which complies with the provisions of this Act and with any other applicable legislation. Municipalities should also ensure that the tariff policies adhere to all the principles outlined in section 74(2) of the MSA. A municipality's tariff policies must also take into consideration variable factors such as water shortages and electricity feedback excess into the municipal system from new generation capacity. Municipalities must adopt by-laws to give effect to the implementation and enforcement of their tariff policies.

5.10 Non-Revenue Electricity and Non-Revenue Water/ Revenue Losses:

Water Service Authority municipalities and electricity licensed municipalities are urged to align both their non-revenue water and non-revenue electricity indicators and their set targets in the 2023/24 SDBIPs with identifiable infrastructure or operational projects and/ or programmes. Municipalities should improve on the baseline information included in the SDBIPs by indicating the volume of water losses (i.e., kilolitres/ mega-litres) and the amount of electricity losses (KwH or MWs) for the previous year. This approach will help to determine the progress of municipalities in curbing losses, which impact on municipal revenues, in both non-revenue water and non-revenue electricity.

6. Burial of Councillors

Salaries, allowances and benefits for political office-bearers and members is managed through Determination of Upper Limits of Salaries, Allowances and Benefits of Different Members of Municipal Councils notice issued by the Minister of Cooperative Governance and Traditional Affairs.

Section 167 of the MFMA provides that a municipality may remunerate its Councillors within the framework of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998), setting the upper limits of the salaries, allowances and benefits for those political office-bearers and members. Any benefit which is not included in the above-mentioned notice will be deemed irregular expenditure and recovery thereof from the Councillor concerned is mandatory.

Municipalities may also refer to relevant Councillor Pension Scheme or personal funeral policies in existence for any funeral benefits relating to such Councillor

7. Funding choices and management issues

Municipalities are under pressure to generate revenue. The ability of customers to pay for services is declining and this means that less revenue will be collected. Therefore, municipalities must consider the following when compiling their 2023/24 MTREF budgets:

- Improving the effectiveness of revenue management processes and procedures;
- Cost containment measures to, amongst other things, control unnecessary spending on nice-to-have items and non-essential activities as highlighted in the Municipal Cost Containment Regulations read with MFMA Circular No. 82;
- Ensuring value for money through the procurement process;
- The affordability of providing free basic services to all households;
- Not taking on unfunded mandates;
- Strictly control the use of costly water tankers and fix the water infrastructure to enable the sustainable provision of water;
- Prioritise the filling of critical vacant posts, especially linked to the delivery of basic services; and
- Curbing the consumption of water and electricity by the indigents to ensure that they do not exceed their allocation.

Accounting officers are reminded of their responsibility in terms of section 62(1)(a) of the MFMA to use the resources of the municipality effectively, efficiently and economically. Failure to do this will result in the accounting officer committing an act of financial misconduct which will trigger the application of chapter 15 of the MFMA, read with the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings.

7.1 Employee related costs

The Salary and Wage Collective Agreement for the period 01 July 2021 to 30 June 2024 dated 15 September 2021 through the agreement that was approved by the Bargaining Committee of the Central Council in terms of Clause 17.3 of the Constitution should be used when budgeting for employee related costs for the 2023/24 MTREF. In terms of the agreement, all employees covered by this agreement shall receive with effect from 01 July 2023 and 01 July 2024 an increase based on the projected average CPI percentages for 2023 and 2024. The forecasts of the Reserve Bank, in terms of the January 2023 and January 2024, shall be used to determine the projected average CPI. Municipalities are encouraged to perform an annual head count and payroll verification process by undertaking a once-a-year manual salary disbursement, in order to root out ghost employees.

According to the 2021 State of Local Government Finance Report, there are about 165 municipalities that are in financial distress. These municipalities need to ensure that they seek an early exemption from this dispensation of this salary agreement. Municipalities should also avoid paying out leave in cash while having major financial challenges.

7.2 Remuneration of Councillors

Municipalities are advised to budget for the actual costs approved in accordance with the Government Gazette on the Remuneration of Public Office Bearers Act: Determination of Upper Limits of Salaries, Allowances and Benefits of different members of municipal councils published annually between December and January by the Department of Cooperative Governance. It is anticipated that this salary determination will also take into account the fiscal constraints. Municipalities should also consider guidance provided above on salary increases for municipal officials during this process. Any overpayment to councilors contrary to the upper limits as published by the Minister of Cooperative Governance and Traditional Affairs will be irregular expenditure in terms of Section 167 of the MFMA and must be recovered from the councilor(s) concerned.

8. Transfers to municipalities

8.1 Criteria for the release of the Equitable Share

Section 216(2) of the Constitution of South Africa requires that the National Treasury must enforce compliance with the measures established to ensure both transparency and expenditure control in each sphere of government and may stop the transfer of funds to an organ of state if that organ of state commits a serious or persistent material breach of those measures.

The criteria for the release of the Equitable Share Instalments for the 2023/24 municipal financial year are as follows:

- The 2023/24 adopted budget must be funded and adopted by Council as per the legal framework, as required in terms of section 18 of the MFMA and consistent with the Budget Council and Budget Forum resolutions;
 - a. The adopted budget must include budget allocations for bulk suppliers current account payments;
 - b. Should the adopted budget still be unfunded, then a credible funding plan will be required to show how the municipality intends moving progressively out of this position into a funded state, if this plan has been adopted in the past, then a progress report must be submitted on the framework previously shared to guide municipalities which is aligned to the rescue phase of the new approach to Municipal Financial Recovery Service (MFRS);

- c. Those municipalities that adopted an unfunded budget must work with their respective Provincial Treasuries to rectify this position in the lead up to the main adjustments budget process in February 2023; and
- d. A council resolution showing commitment to address the unfunded position must be submitted by these municipalities to the National Treasury by 01 July 2023.
- Credible mSCOA data strings and source documents for the 2023/24 MTREF and 2022/23 audits must be generated directly from the core municipal financial system and successfully uploaded to the Local Government GoMuni Portal. Source documents must be submitted in PDF and no excel based spreadsheet/ templates will be accepted;
- The report submitted by bulk suppliers in terms of section 41 of the MFMA must indicate that the current account has been paid timeously in terms of section 65(2)(e) of the MFMA. In addition, where the municipality has a repayment plan with Eskom and/ or the water boards, proof that the current accounts have been paid and a copy of the agreed upon payment plan (or evidence of negotiations underway with creditors) must be submitted to the National and provincial treasuries;
- Municipalities must provide evidence that SARS, pension and other staff benefits deducted from municipal officials have been paid over the appropriate Funds and/ or institutions;
- The information requested in MFMA Circulars No. 93, 98 and 107 on the reconciliation of the valuation roll have been submitted to the National Treasury as per the required timeframes;
- The Competency Regulations reporting requirements have been complied with;
- Provide a copy of the Unauthorised, Irregular, Fruitless and Wasteful (UIF&W) expenditure register, the latest copy of the Municipal Public Accounts Committee (MPAC) recommendations, Council Resolution on UIFW as well as a copy of the council approved UIFW Reduction Strategy/ Plan, proof of establishment of the Disciplinary Board (or evidence of progress towards their establishment) including evidentiary evidence demonstrating functionality of the Disciplinary Board and updated audit action plan (where the audit has been completed);
- Those municipalities that received an adverse or disclaimed opinions for the 2020/21 financial year will not receive their funding allocation unless there is a council resolution committing to address these opinions with an implementable plan. The resolution must be signed by each member of the Council and submitted to National Treasury by 1 October 2023;
- The Municipal Financial Recovery Service progress reporting framework for financial recovery plans must be complied with by municipalities under intervention in terms of S139 of the Constitution;
- Additionally, those municipalities that have outstanding audits for both the 2020/21 and 2021/22 financial years as well as municipalities with outstanding 2021/22 audit opinions that also received an adverse or disclaimer opinion in 2020/21, will also not receive their allocation; and
- Any other outstanding documents as per the legal framework have been submitted including the AFS submission (municipality only and consolidated AFS).

Failure to comply with the above criteria will result in National Treasury invoking section 38 of the MFMA which empowers National Treasury to withhold a municipality's equitable share if the municipality commits a serious or persistent breach of the measures established in terms of Section 216(2) of the Constitution which includes reporting obligations set out in the MFMA and National Treasury requests for information in terms of Section 74 of the MFMA.

9. The Municipal Budget and Reporting Regulations

9.1 Schedule A – version to be used for the 2023/24 MTREF

National Treasury has released Version 6.7 of the Schedule A1 (the Excel Formats) which is aligned to Version 6.7 of the *mSCOA* classification framework and must be used when compiling the 2023/24 MTREF budget.

All municipalities must prepare their 2023/24 MTREF budgets in their financial systems and produce the Schedule A1 directly from their financial system.

Municipalities must start early enough to capture their tabled budget (and later the adopted budget) in the budget module in the financial system and must ensure that they produce their Schedule A1 directly out of the budget module. **Manual capturing on the A1 schedule version 6.7 is not allowed** in terms of the *mSCOA* Regulations.

National Treasury has protected the A1 schedule version 6.7 in order to ensure that the Schedule A1 generated directly from the financial system and not populated manually.

The budget, adjustments budget and Section 71 monthly reporting Schedules that have been regulated in terms of the MBRR have also been aligned to the *mSCOA* chart version 6.7. The revised MBRR Schedules for the 2023/24 MTREF and its linkages to the financial and non-financial data string are available on the link below:

<http://mfma.treasury.gov.za/RegulationsandGazettes/Municipal%20Budget%20and%20Reporting%20Regulations/Pages/default.aspx>

9.2 Assistance with the compilation of budgets

If municipalities require advice with the compilation of their respective budgets, specifically the budget documents or Schedule A1, they should direct their enquiries to their respective provincial treasuries or to the following National Treasury officials:

Province	Responsible NT officials	Tel. No.	Email
Eastern Cape	Matjati Mashoeshoe Pitso Zwane Oreal Tshidino	012-315 5553 012-315 5171	Matjati.Mashoeshoe@treasury.gov.za Pitso.Zwane@Treasury.gov.za Ophulusa.Tshidino@Treasury.gov.za
Buffalo City	Mandla Gilimani	012-315 5807	Mandla.Gilimani@treasury.gov.za
Free State	Sifiso Mabaso Cethekile Moshane	012-315 5952 012-315 5079	Sifiso.mabaso@treasury.gov.za Cethekile.moshane@treasury.gov.za
Gauteng	Matjati Mashoeshoe Abigail Maila Willem Voigt	012-315 5553 012-395 6737 012-315 5830	Matjati.Mashoeshoe@treasury.gov.za Abigail.Maila@Treasury.gov.za WillemCordes.Voigt@treasury.gov.za
City of Tshwane and City of Johannesburg Ekurhuleni	Makgabo Mabotja Kgomotso Baloyi	012-315 5156 012-315 5866	Makgabo.Mabotja@treasury.gov.za Kgomotso.Baloyi@treasury.gov.za
KwaZulu-Natal	Kgomotso Baloyi Kevin Bell	012-315 5866 012-315 5725	Kgomotso.Baloyi@treasury.gov.za Kevin.Bell@treasury.gov.za
eThekweni	Sifiso Mabaso	012-315 5952	Sifiso.mabaso@treasury.gov.za
Limpopo	Sifiso Mabaso	012-315 5952	Sifiso.Mabaso@treasury.gov.za
Mpumalanga	Mandla Gilimani Lesego Leqasa	012-315 5807	Mandla.Gilimani@treasury.gov.za Lesego.Leqasa@treasury.gov.za

Northern Cape	Mandla Gilimani Sibusisiwe Mchani	012-315 5807 012-315 5539	Mandla.Gilimani@treasury.gov.za Sibusisiwe.Mchani@treasury.gov.za
North West	Willem Voigt Makgabo Mabotja	012-315 5830 012-315 5156	WillemCordes.Voigt@treasury.gov.za Makgabo.Mabotja@treasury.gov.za
Western Cape	Willem Voigt Enock Ndlovu	012-315 5830 012-315 5385	WillemCordes.Voigt@treasury.gov.za Enock.Ndlovu@treasury.gov.za
Cape Town	Kgomotso Baloyi	012-315 5866	Kgomotso.Baloyi@treasury.gov.za
George	Mandla Gilimani	012-315 5807	Mandla.Gilimani@treasury.gov.za
Technical issues with Excel formats	Sephiri Tlhomeli	012-406 9064	lgdataqueries@treasury.gov.za

National and provincial treasuries will analyse the credibility of the data string submissions.

9.3 Assessing the 2023/24 MTREF budget

National and provincial treasuries will assess the 2023/24 MTREF budgets to determine if it is complete, funded and complies with the *m*SCOA requirements. The *m*SCOA data strings for the tabled (TABB) and adopted (ORGB) budgets will be used for this assessment.

Municipalities should note that the MFMA legislated timeframes for submission of the tabled and adopted budgets are outer timeframes. In this context, different to previous MTREF's, going forward, if the municipality's budget is unfunded, council in terms of MFMA section 74 is requested to table and/ or adopt a budget funding plan together with the budget at the same time.

The Treasuries' **assessment period** of municipal budgets will be from **01 April to 30 June 2023 for both the tabled and adopted budgets**. However, (in a context of some municipalities persisting with unfunded budgeting practices), **if the municipality tabled and/ or adopted an unfunded budget in the 2022/23 MTREF**, the municipality must adjust its schedule of key budget deadlines to facilitate an earlier Treasuries' assessment thereof between 1 April to 15 May 2023 for both tabled and adopted budgets. In this period the national and provincial treasuries will evaluate all municipal budgets for completeness and for being fully funded. Any adjustment that needs to be made must be done before the start of the municipal financial year on 30 June 2023.

Importantly, in order to generate an adopted budget (ORGB) data string, the budget must be locked immediately on the financial system at the start of the new municipal financial year on 1 July. Therefore, once the ORGB data string has been generated, errors in the ORGB can only be corrected via an adjustments budget in February of each year. In terms of the design principles of *m*SCOA, municipalities are not allowed to open the budget on the system for corrections after it has been locked. This means that the tabled budget data string (TABB) should in fact be verified and errors in the TABB should be corrected in the ORGB **before the adopted budget is locked on the financial system and the ORGB data string is generated**.

Amending an unfunded, incomplete and erroneous budget through an adjusted budget is also not encouraged as the National Treasury only considers an adjusted budget in the third and fourth quarter of the financial year for analysis and publication purposes. This will result in overspending and unauthorised expenditure not been monitored in the first six months of the financial year.

The National Treasury would like to emphasise that ***where municipalities have adopted an unfunded budget together with a funding plan that lacks credibility, they will be required to correct the funding plan and ensure that it is credible. The credible funding plan must be immediately adopted by the Municipal Council, and the changes to the***

budget must be effected in the mid-year adjustments budget to ensure compliance with Section 18 of the MFMA.

Municipalities with municipal entities are once again reminded to prepare consolidated budgets and in-year monitoring reports for both the parent municipality and its entity or entities. The following must be compiled:

- An annual budget, adjustments budget and monthly financial reports for the parent municipality in the relevant formats;
- An annual budget, adjustments budget and monthly financial reports for the entity in the relevant formats; and
- A consolidated annual budget, adjustments budget and monthly financial reports for the parent municipality and all its municipal entities in the relevant formats.

The budget and data strings that the municipality submits to National Treasury must be a consolidated budget for the municipality (including entities). The budget of each entity must be submitted on the D Schedule in pdf format.

In the past it was noted that municipalities have challenges to align the audited outcomes on the financial system to A1 Schedule. Municipalities must ensure that the audited figures and adjusted budget figures captured on the A1 Schedule aligns to the annual financial statements and Schedule B respectively.

10. Submitting budget documentation and A1 schedules for 2023/24 MTREF

To facilitate oversight of compliance with the Municipal Budget and Reporting Regulations, accounting officers are reminded that:

- Section 22(b)(i) of the MFMA requires that, ***immediately*** after an annual budget is tabled in a municipal council, it must be submitted to the National Treasury and the relevant provincial treasury in electronic formats. If the annual budget is tabled to council on **31 March 2023**, the final date of submission of the electronic budget documents and corresponding *mSCOA* data strings is **Monday, 03 April 2023**; and
- Section 24(3) of the MFMA, read together with regulation 20(1) of the MBRR, requires that the approved annual budget must be submitted to both National Treasury and the relevant provincial treasury within ten working days after the council has approved the annual budget. However, given that municipalities are generating the annual budgets directly from the financial system as required by the *mSCOA* Regulations and that the budgets must be verified before it is locked on the financial system and transacted against, municipalities must submit the approved budget to the National Treasury and the relevant provincial treasury in electronic formats ***immediately*** after approval by the municipal council. Therefore, if the annual budget is tabled to council on **31 May 2023**, the final date of submission of the electronic budget documents and corresponding *mSCOA* data strings is **Thursday, 01 June 2023**.

Since the 2020/21 MTREF, municipalities are no longer required to submit hard copies of all required documents including budget related, Annual Financial Statements and Annual Reports to National Treasury via post or courier services. Electronic copies must be submitted in PDF format to the GoMuni Upload portal.

10.1 Expected submissions for 2023/24 MTREF

The following information should be submitted for the 2023/24 MTREF:

- The budget documentation as set out in the MBRR. The budget document must include the main A1 Schedule Tables (A1 - A10);
- The non-financial supporting tables (A10, SA9, SA11, SA12, SA13, SA22, SA23, SA24 etc. and any other information not contained in the financial data string) in the A1 schedule must be submitted in the prescribed *mSCOA* data string in the format published with Version 6.7 of the A1 schedule;
- The draft and final service delivery and budget implementation plan (SDBIP) in electronic PDF format;
- The draft and final IDP;
- The council resolution for the tabled and adopted budgets;
- Signed Quality Certificate as prescribed in the MBRR for the tabled and adopted budgets;
- D Schedules specific for the entities;
- A budget locking certificate immediately at the start of the new municipal financial year on 1 July;
- The National or Provincial treasury input to the tabled budget must be included as an Annexure to the adopted budget together with the municipality's explanation of how such was addressed in the adopted budget. If not, the explanation should provide reasons; and
- The bulk water-and electricity invoices for the 3 months immediately preceding respectively the tabled and adopted budgets, must be included as an annexure to the tabled and adopted budgets as part of supporting the municipalities provision for and calculations of payments to bulk suppliers over the 2023/24 MTREF.

10.2 Portals for the submission of information

Municipalities must ensure that the documents are submitted to the correct portals/ mailboxes. These portals/ mailboxes are:

https://lg.treasury.gov.za/ibi_apps/signin (GoMuni Upload Portal) – All documents required in terms of legislation, including:

- *mSCOA* Data Strings by approved registered users;
- Budget-related and in-year documents and schedules (A, B and C) by approved registered users; and
- Reconciliation of the valuation roll to the financial system (as per MFMA Circular No. 93).

Budget related documents and schedules must be uploaded by approved registered users using the GoMuni Upload Portal at: https://lg.treasury.gov.za/ibi_apps/signin. The GoMuni Upload Portal does not have the same size restrictions encountered with lgdocuments@treasury.gov.za, but requires all documents to:

- Be in PDF format only; and
- Each PDF file must NOT contain multiple document e.g. council resolution and quality certificate within the budget document. Each document type must be identified clearly and uploaded separately.

Municipalities may **only** send electronic versions of the above documents to lgdocuments@treasury.gov.za when experiencing problems with the GoMuni Upload Portal.

lgdataqueries@treasury.gov.za – Database related and submission queries and the grant rollover templates.

lgdocuments@treasury.gov.za – Any additional information required by National Treasury that is not listed under the GoMuni Upload portal such as the documents meeting the criteria to release Equitable Share and the contact list information.

FMCM and Audit Action plans – using the web-enabled systems and as articulated in MFMA Circulars No. 113 and 114.

Please do not submit the same document to ALL the platforms listed above as it means that our Database Team must register the same documents three times which slows down the process. **Any document/ queries that are submitted to the incorrect portal/ mailbox will be deleted and not processed.**

10.3 Publication of budgets on municipal websites

In terms of section 75 of the MFMA, all municipalities are required to publish their tabled budgets, adopted budgets, annual reports (containing audited annual financial statements) and other relevant information on the municipality's website. This will aid in promoting public accountability and good governance.

All relevant documents mentioned in this circular are available on the National Treasury website, <http://mfma.treasury.gov.za/Pages/Default.aspx>. Municipalities are encouraged to visit it regularly as documents are regularly added / updated on the website.

10.4 Communication by municipal entities to National Treasury

Municipal entities should not request meetings directly from National Treasury. National Treasury will only engage the entities through the parent municipalities. This includes all communications apart from the legislative reporting requirements.

Contact



Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

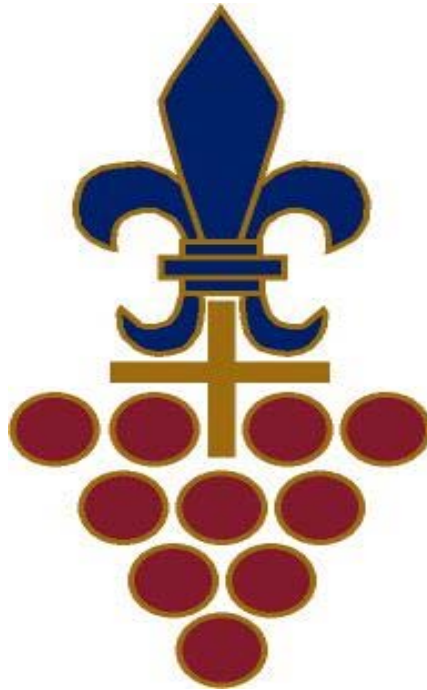
Post Private Bag X115, Pretoria 0001
Phone 012 315 5009
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Website <http://www.treasury.gov.za/default.aspx>

JH Hattingh
Chief Director: Local Government Budget Analysis
09 December 2022

Virtual mSCOA Training Programme 2023

Month	TOPIC
Jan	Getting a green submission <ul style="list-style-type: none"> Overview of mSCOA chart structure Submission deadlines Uploading to the GoMuni Upload portal Correction of validation errors Using GoMuni to verify receipt and credibility of submission
Feb	Preparing the Budget in mSCOA (1) <ul style="list-style-type: none"> Preparing the project file (PROR) Projects Typical Workstreams Budgeting for disaster/special projects Infrastructure Management and asset life cycle The funding matrix <ul style="list-style-type: none"> Allocation of correct funding sources and alignment to the correct segments Funding capital expenditure
March	Preparing the Budget in mSCOA (2) <ul style="list-style-type: none"> Opening balances & Balance sheet budgeting Budgeting for cash flow Budgeting for conditional grants
April	Common Errors in 2023/24 Tabled Budget Data Strings (to be corrected in adopted budget (ORGB submission)) <ul style="list-style-type: none"> Water Inventory
May	Common Budgeting Errors <ul style="list-style-type: none"> Operating Expenditure – Depreciation Bad debts written off Impairment loss for consumer debtors Travel and Subsistence
June	Last change to get the ORGB right <ul style="list-style-type: none"> Functional allocation Use of Regional segment Alignment of A1 schedules
July	Common Transacting and Reporting Errors <ul style="list-style-type: none"> Opening balances Populating the cash flow Reporting on conditional grants Transacting without budget
Aug	Preparing the pre-audit AFS Data Strings (PAUD)
Sept	Common Transacting and Reporting Errors
Oct	Preparing the AFS Data Strings (AUDA)
Nov	Chart changes for version 6.8
Dec	Preparing for the Adjustment Budget

STELLENBOSCH MUNICIPALITY



MFMA CIRCULAR NO.123

**MUNICIPAL BUDGET CIRCULAR FOR
THE 2023/2024 MTREF –
3 MARCH 2023**

Municipal Budget Circular for the 2023/24 MTREF

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Introduction

This budget circular is a follow-up to MFMA Circular No. 122 that was issued on 09 December 2022. It aims to provide further guidance to municipalities with the preparation of their 2023/24 Medium Term Revenue and Expenditure Framework (MTREF) budgets and should be read together with the budget circulars that have been issued previously.

The grant allocations as per the 2023 Budget Review and the 2023 Division of Revenue Bill are also key focus areas in this circular. Municipalities are reminded to refer to the annual budget circulars of the previous years for guidance in areas of the budget preparation that is not covered in this circular.

1. The South African economy and inflation targets

GDP is expected to grow by 0.9 per cent in real terms in 2023, compared with an estimate of 1.4 per cent at the time of the medium-term budget policy statement (MTBPS), recovering slowly to 1.8 per cent in 2025.

The economic outlook faces a range of risks, including weaker-than-expected global growth, further disruptions to global supply chains and renewed inflationary pressures from the war in Ukraine, continued power cuts and a deterioration in port and rail infrastructure, widespread criminal activity, and any deterioration of the fiscal outlook.

Government is taking urgent measures to reduce load-shedding in the short term and transform the sector through market reforms to achieve long-term energy security. Several reforms are under way to improve the performance of the transport sector, specifically freight rail and to improve the capability of the state.

The following macro-economic forecasts must be considered when preparing the 2023/24 MTREF municipal budgets.

Table 1: Macroeconomic performance and projections, 2021 - 2026

Fiscal year	2021/22	2022/23	2023/24	2024/25	2025/26
	Actual	Estimate	Forecast		
CPI Inflation	4.9%	6.9%	5.3%	4.9%	4.7%

Source: Budget Review 2023.

Note: the fiscal year referred to is the national fiscal year (April to March) which is more closely aligned to the municipal fiscal year (July to June) than the calendar year inflation.

2. Key focus areas for the 2023/24 budget process

2.1 Local government conditional and unconditional grants allocations

Over the 2023 MTEF period, local government allocations will increase by a total of R14.3 billion, made up of R8.1 billion in the local government equitable share and R6.2 billion in direct conditional grants. This takes the total direct allocation to R521.7 billion over the same period. These allocations alleviate some of the financial pressures, particularly in basic services, where the costs of providing services are rising.

The *local government equitable share* and related allocations increases at an annual average rate of 7.8 per cent and municipal conditional grants increase by 3.5 per cent over the 2023 MTEF period.

The *local government equitable share* formula has been updated to account for projected household growth, inflation and estimated increases in bulk water and electricity costs over the 2023 MTEF period. It also includes allocations for the operational and maintenance costs associated with the provision of free basic services.

The 2023 Budget has ensured that sufficient provision has been made to ensure that all municipalities are fully subsidised to support indigent households. Following this, R1.35 billion has been left unallocated in the LGES formula for 2023/24 to serve as a precautionary measure should municipal electricity tariffs exceed the 20.7 per cent provided for in the formula (see section 5.7 on why this is above the 18.7 per cent approved by the Energy Regulator). If the actual increase in municipal bulk tariffs exceeds the provision made in the formula, it will be the first call on those unallocated funds. We will consider funding broader cost relief measures for municipalities if funds remain available after that.

The R6.2 billion in direct conditional grants is funded from the Budget Facility for Infrastructure (BFI) and is broken down as follows:

- **R2.2 billion** added to the Urban Settlements Development Grant to fund the implementation of projects in the eThekweni Metropolitan Municipality and the City of Johannesburg;
- **R461 million** added to the Public Transport Network Grant to align funding with the revised implementation plan and cash flow projections for the City of Cape Town's MyCiTi public transport network project; and
- **R3.4 billion** added to the Regional Bulk Infrastructure Grant to fund 3 water projects in Sol Plaatje Local Municipality, Drakenstein Local Municipality and Nelson Mandela Bay Metropolitan Municipality.

Notable changes to the conditional grants system

Housing emergency grants

Changes to conditional grants in the 2023 Budget include the discontinuation of the conditional emergency housing grants for provinces and municipalities. The baselines of these two grants are shifted to the Department of Human Settlements. This will allow the department to respond quickly in the event of an emergency housing need.

Changes to the INEP conditional grant frameworks

As part of government's efforts to accelerate access to electricity thereby addressing the energy crisis, Eskom and municipal INEP grants will begin funding alternative energy technologies such as rooftop solar and energy-saving devices. Due process must be followed to access funding for these new technologies. As a result, both Eskom and municipalities will need to conform to the set requirements by submitting business plans by 31 October 2023. These business plans, will need to be approved by the Department of Mineral Resources and Energy (DMRE) before they can be implemented. Priority should be given to new connections, i.e., non-grid technology should be targeted at households that do not have access to electricity.

The annual Division of Revenue Bill was published on 22 February 2023. The Bill specifies the grant allocations and municipalities must reconcile their budgets to the numbers published therein in compiling their 2023/24 MTREF.

The Division of Revenue Bill, 2023, which includes the annexures outlining allocations to each municipality is available at:

<http://www.treasury.gov.za/documents/national%20budget/2023/default.aspx>

2.2 Re-enforcing improved intergovernmental relations in the 2023 Division of Revenue Bill, (DoRB)

In order to strengthen the system of good intergovernmental relations as envisaged in the Chapter 3 of the Constitution and subsequent related legislation, municipalities are reminded of Section 31(3) of DoRA that provides for the facilitation of personal liability for unnecessary litigation. As required by subsection (1)(a) of this clause, read together with section 41(3) of the Constitution, a municipality may only institute litigation against any organ of state, state-owned enterprise, public- and/ or municipal entity after exhausting all dispute resolution mechanisms required and/ or available to the municipality in terms of existing intergovernmental relations processes, policy and/ or any related contract with the municipality, including in terms of the Municipal Finance Management Act, 2003, the Intergovernmental Relations Framework Act, 2005, and/ or the Electricity Regulation Act, 2006 (dispute processes administered by National Energy Regulator of South Africa (NERSA)).

Section 31 is amended to include a clause that requires that where an organ of state decides to institute judicial proceedings against another organ of state, it must, within 10 working days of its decision, notify the National Treasury, the relevant provincial treasury, the Department of Cooperative Governance and the Auditor-General, of the details of compliance with Chapter 4 of the Intergovernmental Relations Framework Act, 2005, including an explanation of the failure to resolve the dispute.

2.3 Conditional grants usage

Conditional grant funds may only be used for the purposes, and subject to the conditions specified in the framework for each conditional grant. These conditions are binding in terms of sections 11 and 12 of the annual Division of Revenue Act. Any instruction by a municipal, provincial, or national official or politician that is inconsistent with the framework of a conditional grant is invalid. Municipalities are reminded that in terms of section 32 of DoRA, spending of a grant that is inconsistent with DoRA is considered irregular or unauthorised expenditure.

3. Pension and medical aid fund defaults

There has been a growing trend where municipalities are deducting pension and/ or medical aid contributions from officials but are not paying it over to their pension- and/ or medical aid fund. This is inconsistent with the intent and spirit of the MFMA and constitutes an act of financial misconduct in terms of section 171 of the MFMA read with the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, 2014 and also a financial offence in terms of section 173 of the MFMA read together with the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings. Municipal Councils should refer these actions to the Disciplinary Boards for further investigation and should also lay criminal charges against the accounting officer or any other responsible or delegated official who has failed to perform the responsibility outlined in terms of section 65(2)(f) of the MFMA which states that “the accounting officer of a municipality must take all reasonable steps to ensure that the municipality complies with its tax, levy, duty, pension, medical aid, audit fees and other statutory commitments”. Municipal Councils should also consider further measures and actions in terms of the Pension Funds Act, as may be applicable.

4. Municipal Standard Chart of Accounts (mSCOA)

4.1 Version 6.7 of the *m*SCOA Chart Go Live

Version 6.7 of the *m*SCOA chart will go live on 13 March 2023, whereafter tabled budget data strings can be uploaded on the GoMuni portal.

For new *m*SCOA chart changes to be considered for version 6.8 of the chart, a Frequently Asked Questions (FAQ) must be logged by 31 August 2023 on the *m*SCOA FAQ database on GoMuni. FAQ queries can be logged at:

https://lg.treasury.gov.za/ibi_apps/portal/mSCOA_FAQ

It is important that the issue logged is described clearly and that sufficient supporting evidence is provided to ensure that all aspects of the issue are considered. After investigating the query logged, the following actions will be taken:

- If the query does not require a chart change, the FAQ will be closed, and feedback will be provided to the logger.
- If the query warrants a chart change, it will be submitted for consideration and approval by the relevant committees within the National Treasury.

Chart changes are communicated in October of each year to allow sufficient time for municipalities and vendors to effect such changes. Chart changes are officially published in the MFMA Budget Circular in December of each year.

4.2 Additional requirements to change municipal financial systems

The cost and risk associated with procuring and implementing a new Enterprise Resource Planning (ERP) financial system necessitate careful consideration and extensive planning to ensure a smooth operational transition. Such a transition takes at least 18 months to conclude and does not come without challenges and disruptions in operations.

The National Treasury will regulate the minimum business processes and system specifications for *m*SCOA by the end of 2024/25. A new transversal tender for the provision of ERP financial systems that complies with these regulations will be put in place once the regulations have been issued. Municipalities should therefore exercise extreme caution when changing their financial systems at this stage to eliminate fruitless and wasteful expenditure by procuring financial systems that might not comply with the said regulations.

Municipalities are reminded to follow the due diligence processes set out in MFMA Budget Circulars No. 93, 98 and *m*SCOA Circulars No 5 and 6 prior to procuring new financial systems to protect them from making incorrect decisions in this regard.

In addition, and **with immediate effect**, municipalities must inform the National and relevant Provincial Treasury of any intention to replace the financial system currently operating at the municipality prior to inviting proposals from system providers. This is a requirement in terms of section 74 of the MFMA. The submission should include:

- A comprehensive motivation with specific reasons for why it is deemed necessary to replace the existing financial system;
- A copy of the service level agreement with minutes of the meetings between the municipality and the current service provider (financial system vendor) during the previous twelve months;
- An assessment to determine which modules of the existing financial system are being utilised by the municipality. Reasons must be provided for modules not in operation. Details and reasons must be provided on the use of third-party systems to provide functionality required in terms of MFMA Circular No. 80;

- An assessment to detail the proficiency of municipal users to utilise the current financial system properly. Reasons must be provided if users are not proficient in the use of the system and the details must be provided on how the system is being operated and transactions are being captured on the system in such cases;
- The date on which the existing financial system was implemented, the procurement and implementation costs and the current operational costs thereof must be disclosed;
- The organisational structure, specifically for the IT department/ function, clearly indicating management capacity and responsibility for operating the financial system;
- A technical assessment should be submitted indicating how the existing ICT infrastructure, server and network comply with the requirements of the current financial system; and
- Copies of all IT strategies, policies and procedural documents including the IT disaster recovery plan must be made available.

The above submissions and all enquiries must be forwarded to lgdocuments@treasury.gov.za. A working committee comprising representatives from the National and Provincial Treasuries, the Office of the Auditor-General and other relevant stakeholders will assess the submissions and respond with its findings. These findings must be tabled in Council and a council resolution must be submitted to lgdocuments@treasury.gov.za within 14 working days after the Council meeting has taken place.

It must be emphasized that the combination of both credible data inputs and an effective financial system is fundamental to ensure the quality and timeliness of financial reporting. If the data input into the financial system is incorrect then any management information generated by the system will lack credibility and reliability for decision making. Furthermore, a municipality with poorly designed business processes will not resolve the problem by implementing a new financial system. Processes must firstly be redesigned with the necessary data validation rules if the municipality is to improve its data integrity. This foundation is integral to ensuring that software applications generate credible information and can be used effectively by municipalities.

5. The revenue budget

Similar to the rest of government, municipalities face a difficult fiscal environment. The weak economic growth has put pressure on consumers' ability to pay for services, while transfers from national government are growing more slowly than in the past. Some municipalities have managed these challenges well, but others have fallen into financial distress and face liquidity problems. These include municipalities that are unable to meet their payment obligations to Eskom, Water Boards and other creditors. There is a need for municipalities to focus on collecting revenues owed to them and eliminate wasteful and non-core spending. It is important to note that the municipal equitable share as a policy instrument is meant to subsidise services to the poorest of the poor and not to pay municipal creditors. This bad practice by municipalities will have to be addressed as a matter of urgency. Municipal creditors should be advised that municipalities cannot use funds allocated for basic service provision to pay creditors.

Municipalities must ensure that they render basic services, maintain their assets and a clean environment. Furthermore, there must be continuous communication with the community and other stakeholders to strengthen awareness and participation and to improve the municipality's reputation. This will assist in attracting investment in the local economy which may result in increased employment.

Some municipalities are experiencing serious liquidity challenges. Therefore, the new leadership is advised to:

- Decisively address unfunded budgets by reducing non-priority spending and improving revenue management processes to enable collection; and
- Address service delivery failures by ensuring adequate maintenance, upgrading and renewal of existing assets to enable reliable service delivery.

5.1 Maximising the revenue generation of the municipal revenue base

Reference is made to MFMA Circulars No. 93, paragraph 3.1 and No. 98, paragraph 4.1. The emphasis is on municipalities to comply with Section 18 of the MFMA and ensure that they fund their MTREF budgets from realistically anticipated revenues to be collected. Municipalities are cautioned against assuming collection rates that are unrealistic and unattainable as this is a fundamental reason for municipalities not attaining their desired collection rates.

The purpose of the above mentioned MFMA Circulars is to ensure that the municipalities are using their entire revenue base as the basis for the revenue budget. It is essential that municipalities reconcile their most recent consolidated valuation roll data to that of the current billing system data to ensure that revenue anticipated from property rates is realistic. The municipalities should implement a data management strategy and develop internal capacity to perform these reconciliations and investigations to improve completeness of billing.

One of the aims of the reconciliation process is to identify exceptions, i.e. records on the general valuation roll that are not on the billing system and records on the billing system and vice versa. In addition, the reconciliation must identify duplicated records, missing data, and data errors. These exceptions should then be investigated, and remedial action strategies developed for data cleansing and other corrective actions. The Debtors Ageing data should also form part of the reconciliation process so that “debtors” can be tracked and assessed at a property record level and prioritised for verification of rates liability measured against a MPRA property and owner.

To facilitate reconciliation of the separate databases (General Valuation Roll and Billing), a unique property identifier (common primary unique link code) must be created and populated for each rateable property on the general valuation roll system and on the rates billing system. This property identifier must be unique, without duplicates, and must remain constant for the life of the property. The standards adopted by the South African Council for the Property Valuers Profession (SACPVP), namely South African Standard: Municipal Valuations for Property Rating, specifies that the Surveyor General Code SG 21-digit Code, derived, and created from the property description, be applied for all registered full title properties defined in terms of part (a) of the definition of property.

For all other MPRA defined property, Part (a) Sectional Title, Part (b) Registered Rights, Part (c) Land Tenure Rights and Part (d) PSI and, apportioned multiple use property in terms of sections 8(2)(i) and 9(2), an added suffixed 5 digits to the SG 21-digit code must be assigned by the designated municipal valuer, thereby creating a unique 26-digit code. The municipality must ensure that the SG21 digit code and 26-digit coding system is applied in their valuation roll management system and billing system and engage with their designated municipal valuer and systems service providers to implement the unique property identifier.

Further it is important that municipalities who are performing a general valuation (GV) to implement a new valuation roll on 1 July 2023, must also as best practice compare the current consolidated roll to the new valuation roll. This will identify any anomalies and errors of category of property and market values for review and investigation and the option of lodging an objection by the municipality, where applicable. This process should also identify outliers and shifts in market values by category and area so that tariffs on the new roll can be modelled and determined in an equitable manner to avoid rates shocks.

Municipalities should undertake this exercise as a routine practice during the budget process so that supplementary adjustments to the valuation roll are kept up to date. In order to ensure that the most updated information is used for the reconciliations, municipalities are reminded to adhere and comply with Section 23(1)(2) of the MPRA and therefore use the Part A register as the basis for performing the reconciliations going forward.

Furthermore, municipalities are also advised and expected to comply with Section 8(1) of the MPRA in terms of the billing methodology that should to be specified within their policies to ensure that the correct categories (based on the selection made by the municipality) are used in the reconciliation process.

The list of exceptions derived from this reconciliation will indicate where the municipality may be compromising its revenue generation in respect of property rates or whether the municipality is overstating its revenue budget.

A further test would be to reconcile this information with the Deeds Office registry. In accordance with the MFMA Circular No. 93, municipalities are once more requested to submit their reconciliation of the Valuation roll/ Part A register to the billing system to the National Treasury on a quarterly basis by no later than the 10th working day after the end of the quarter. A detailed action plan must accompany the reconciliation where variances are noted.

The above information must be uploaded by the municipality's approved registered user(s) using the GoMuni Upload Portal at: https://lg.treasury.gov.za/ibi_apps/signin. If the municipality experience any challenge uploading the information, a request for an alternative arrangement may be emailed to linda.kruger@treasury.gov.za.

Municipalities are reminded of the need to clearly communicate the GV appeals and objection process to residents to ensure that any disputes are timeously resolved.

Revenue Collection – No operation can be sustainable if it does not collect its revenue. A municipality is no different. There is a misconception that a municipality may not interrupt or restrict the supply of water services of a defaulting consumer. The National Treasury confirms that neither the Water Services Act, 1997 (Act No. 108 of 1997) or any other legislation prevents a municipality from cutting the supply of water to a defaulting consumer unless the consumer is an indigent in which case the water services to that household must be restricted to the national free basic water limit of 6 kilolitre water monthly (or 50 kilowatt hours in the case of free basic electricity monthly). This was confirmed by the Constitutional Court in the matter of Mazibuko and Others v City of Johannesburg and Others (CCT 39/09) [2009] ZACC 28; 2010 (3) BCLR 239 (CC); 2010 (4) SA 1 (CC) (8 October 2009).

Municipalities are urged to use the restriction/ interruption of supply of both water and electricity services as a collection tool. Effective from the tabling and adoption of the 2023/24 MTREF, municipalities' By-laws and policies must facilitate this and clearly stipulate the order in which any partial payment of the consolidated municipal bill (including property rates) will be applied as well as the process before the supply of water and electricity services will be cut. The National Treasury recommended that any partial payment firstly be applied to property rates, wastewater, waste management, water and lastly to electricity. When interrupting or restricting the supply of water it is important that such is undertaken together with the municipal engineer(s) to ensure a continued minimum supply of waste-water.

Municipalities should develop a Wheeling Framework to allow for the transmission of energy across their networks. These wheeling frameworks provide an opportunity for municipalities to generate revenue from their distribution networks. Provincial Treasuries or National Treasury can be approached for support to develop these frameworks.

5.2 Funding Depreciation

The information shared in Circular 115 regarding the funding of the depreciation refers. It is important to note that depreciation represents the cost of using assets in service delivery and forms part of the total cost of providing the municipal service. Accordingly, it should be included in the setting of cost reflective tariffs to recover the full cost of rendering the service, failing which the depreciation will not be cash backed on Table A7 and will remain a journal entry with no value as mentioned in MFMA Circular No. 115.

5.3 Tariff-setting – the impact of loadshedding

Loadshedding not only affects the electricity service but also some municipalities' ability to pump water, thereby negatively impacting the stability of water supplies and the related functioning of the wastewater reticulation network. The loadshedding crisis has been declared a state of disaster and will require tough budgeting choices for municipalities to make sure that basic municipal services are sustained. The regulations published in the Government Gazette No. 48152 on 27 February 2023 in terms of the Disaster Management Act, 2002 (Act 57 of 2002) require municipalities to "ensure continuous operation of water infrastructure and other specified essential infrastructure, including by installing alternative energy sources or other measures to provide an uninterrupted power supply." Municipalities are also required to "mobilise available resources" and "provide funds for this purpose, subject to affordability." As an immediate interim solution back-up electricity to pump water should be prioritised while being mindful of its affordability within the municipality's available funding sources and other critical priorities. The municipality need to adequately plan and prioritise funding in its 2023/24 MTREF for this purpose, including:

- When planning to pump water/ maintain the wastewater service by way of any alternative solution(s), it is important that the municipality properly plan and budget for the associated capital and operational costs to operate and maintain the solution(s) over the 2023/24 MTREF and longer-term;
- Any additional cost the municipality already incurred in this regard during the period of elevated loadshedding since December 2022 should be projected to continue in 2023/24 i.e. diesel to operate a generator;
- Although a state of emergency has been declared to deal with the continual loadshedding challenges in the country, it is likely that loadshedding will continue during the 2023/24 municipal financial year. It is proposed that municipalities factor in the impact of loadshedding on their electricity revenue projections, taking into account current experience in terms of loadshedding practices by Eskom;
- The additional costs of prolonged loadshedding should be considered;
- Municipalities are always asked to try to balance full cost recovery on services with affordability for their residents. In practice, this means that where the full increase in the cost of a service is not passed on to consumers, municipalities must offset the increased costs through savings identified elsewhere in their operations. Therefore, **reducing/ limiting overall expenditure** is a key part of budgeting for the response to loadshedding. The municipality should stick to its core mandate and functions and carefully review overall expenditure to manage the net effect. Measures should include aggressively cutting costs, frills, and vanity projects, dealing with bloated administrations and structures possibly duplicated across Municipal Manager and Mayoral offices, and applying for exemptions from the annual salary increases if these are not affordable;
- While municipalities are urged to maximise efficiency in their operations, tariff setting efforts should consider the need to make additional provision for repairs and maintenance associated with infrastructure breakdowns during loadshedding;
- **Reducing/ limiting overall expenditure** – the municipality should stick to its core mandate and functions – it is necessary to carefully look at the overall expenditure side to manage the net effect, including aggressively cutting costs, fancy, frills, vanity

projects, deal with bloated admin- and structures possibly duplicated across Municipal Manager and Mayoral offices, and apply for exemptions from the annual salary increases; and

- The cost should be considered and included when setting the tariffs of the service(s) to which it relates.

Municipalities should also budget for reduced bulk purchases and sales to municipal customers based on the same loadshedding assumptions cited above.

Municipalities should carefully monitor their Eskom accounts for any penalties that result from increased demand immediately after a period of loadshedding is ended. Eskom has indicated that they will reverse any penalties for exceeding notified maximum demand that results from the implementation of loadshedding. This should be factored into the tariff calculation to ensure that consumers are not overcharged.

Lastly, it is important to note that a municipality may only introduce a load-shedding levy or surcharge with the approval of the Minister of Finance and in terms of the legislated processes set-out in the MFMA and Municipal Fiscal Powers and Functions Act, 2007.

5.4 Setting cost-reflective tariffs

Reference is made to MFMA Circular No. 98, paragraph 4.2. The setting of cost-reflective tariffs is a requirement of Section 74(2) of the Municipal Systems Act which is meant to ensure that municipalities set tariffs that enable them to recover the full cost of rendering the service. This forms the basis of compiling a credible budget. A credible budget is one that ensures the funding of all approved items and is anchored in sound, timely and reliable information on expenditure and service delivery (Financial and Fiscal Commission (FFC), 2011). Credible budgets are critical for local government to fulfil its mandate and ensure financial sustainability.

A credible expenditure budget reflects the costs necessary to provide a service efficiently and effectively, namely:

- A budget adequate to deliver a service of the necessary quality on a sustainable basis; and
- A budget that delivers services at the lowest possible cost.

The National Treasury issued a tariff setting tool and guide as part of MFMA Budget Circular No. 98 (refer item 4.2) on 6 December 2019 and since 2019, has encouraged municipalities to utilise the tool. **With effect, from the 2023/24 MTREF, all municipalities (except metropolitan cities and district municipalities that do not provide any services) as part of both the tabled and adopted MTREF submissions must submit the completed National Treasury tariff tool (in excel format)** illustrating that the revenue component of the budget is credible and funded and that the municipality's tariffs are cost reflective. If the municipality's initial calculation results in high increases to facilitate cost-reflectiveness, it is recommended that such are phased in over 3 to 5 years. The municipality's strategy in this regard should be included as part of the budget narratives.

This tool will assist in setting tariffs that are cost-reflective and enable a municipality to recover costs to fulfil its mandate. Going forward it is also imperative that every municipality fully embrace the Municipal Standard Chart of Accounts (*mSCOA*): costing component. Considering, *mSCOA* implementation is entering its sixth year of implementation, all municipalities must fully embrace and report also utilising the costing segment correctly. The National Treasury Municipal Costing Guide is available on the link below on the National Treasury website.

<http://mfma.treasury.gov.za/Guidelines/Documents/Forms/AllItems.aspx?RootFolder=%2fGuidelines%2fDocuments%2fMunicipal%20Costing%20Guide&FolderCTID=0x0120004720FD2D0551AE409361D6CB3E122A08>.

5.5 Tariffs – achieving a balance between cost-reflectiveness and affordability

National Treasury encourages municipalities to maintain tariff increases at levels that reflect an appropriate balance between the affordability to poorer households and other consumers while ensuring the financial sustainability of the municipality.

When setting tariffs, it is therefore critical to understand the economic environment specific to the municipality and consideration should include at least –

- *The socio-economic profile undertaken for the municipality* available on the National Treasury GoMuni portal – municipalities are encouraged to annually update their own socio-economic profile using the template model available on GoMuni;
- *The most recent average monthly household income in the municipality* as per Statistics South Africa (Stats SA) available on [Statistics South Africa | Improving Lives Through Data Ecosystems \(statssa.gov.za\)](http://Statistics South Africa | Improving Lives Through Data Ecosystems (statssa.gov.za));
- *The average property value in the municipality* per its most recent approved general valuation roll and/ or supplementary general valuation roll;
- *The number of indigent households in the municipality*, including any variation in the number of indigent households included in the Equitable Share: free basic services component for the municipality vs the municipality's own indigency level discretion; and
- *The economic drivers and activities specific to the municipal area¹; etc.*

The municipality's tariff-setting or other committee tasked with this role must understand and deliberately reflect on this context during the tariff-setting process. Considering the average monthly household income, the median affordable municipal bill would ideally not exceed proportionally approximately 10 to 15 per cent the average monthly household income. This median affordable bill, in combination with the median average property value should inform the basis to determine any rebates to households with income below the median. Furthermore, municipalities contemplating to increase free basic electricity allocations as an indigent relief measure, should do so only after careful consideration of the long-term financial impact that such a decision might have.

It is also important when setting particularly water and electricity tariffs that municipalities are encouraged to set two-tier tariffs, that include a basic availability charge to recover the fixed (direct and indirect) cost associated with the service in conjunction with consumption-based tariff bands. For example, in a drought, such tariffs will facilitate the ability to pay for infrastructure and maintenance, treating chemicals and salaries, etc. while parallel facilitating water restriction based on inclining tariffs as consumption increase. Furthermore, it is important to link the municipality's water tariffs to dam levels, also approved as part of the budget process. For example, if the dam levels drop to 60 per cent the first tier of restriction tariffs should become applicable in terms of the municipality's approved tariff policy.

It is also noted that NERSA approves seasonal tariffs for Eskom but not necessarily for the municipality. It is important that the municipality clearly factors this in its tariff application to NERSA, illustrating the cash flow crunch if the municipality is not similarly allowed a seasonal tariff to recover the higher Eskom bulk cost during winter months.

Lastly, municipalities are cautioned against setting tariffs that include operating inefficiencies. This could lead to tariffs falling into the unaffordable range.

¹ The spatialised tax data is now available through National Treasury for all municipalities that provides an up to date information on economic activity within a municipal boundary.

The Consumer Price Index (CPI) inflation is forecasted to be within the 3 to 6 per cent target band; therefore, municipalities are required to **justify all increases in excess of the projected inflation target for 2023/24** in their budget narratives and pay careful attention to tariff increases across all consumer groups. In addition, municipalities should include a detailed account of their revenue growth assumptions for the different service charges in the budget narrative.

Additional loadshedding considerations when calculating anticipated revenue collection rates include:

- Consumption patterns amongst pre-paid users who work more sparingly with electricity units. This can have a lagging effect on revenue estimations i.e. although units are paid for up front, it is not necessarily used in high-demand periods; and
- A decline in average consumption patterns for post-paid customers.

As part of its debtor management strategy municipalities should clearly communicate the impact of loadshedding on municipal tariff setting, including through education campaigns. Consumers will expect a decrease in their electricity bills as consumption drops due to loadshedding. Not understanding the impact of tariff structures (fixed and demand-driven components) can create distrust and reduce willingness to pay municipal accounts.

5.6 Municipal Debt Relief

An optimally designed debt solution for Eskom can leverage the structural reform of the electricity sector that is needed both on the Eskom side and the municipal side, however, the municipal debt owed to Eskom pose a material risk to any Eskom debt relief package. In parallel the challenge of defaulting municipalities cannot be separated from a consumer culture to not pay for services.

Municipal Debt Relief that is **conditional and application based**, has therefore been sanctioned. The relief is aimed to correct the underlying behaviour and operational practices in defaulting municipalities and Eskom while in parallel, progressively introducing a smart metering solution to change consumer behaviour by instilling a culture of payment for services consumed. The proposal consists of 4 elements:

- i. **Eskom will write-off all debt municipalities owe** as on 31 March 2023 (excluding the March 2023 current account). This will be done over three national financial years and require as a critical qualification that municipalities monthly honour their current (monthly consumption) Eskom and water accounts going forward and maintain a minimum average quarterly collection, etc;
- ii. Secondly, **new mechanisms are explored to resolve non-payment** – this to include a dispute ombud mechanism and re-assigning the license of persistent defaulters;
- iii. Thirdly, Eskom will continue to **implement a regime of installation of pre-paid meters** in Eskom supplied areas to improve Eskom collection. Municipalities are additionally encouraged to adopt a similar operating regime; and
- iv. Lastly, the National Treasury will continue to implement municipal revenue enhancement initiatives, including a transversal tender for a smart pre-paid meter solution to change to a forward looking culture of payment of the consolidated municipal bill.

More details on the application process and related conditions for municipalities will soon be outlined and published through a separate MFMA Circular.

5.7 Bulk Account Payments and Concessions

Since 2018/19, intense work was undertaken to resolve systemic and structural issues pertaining to the electricity function in municipalities. Core to this work was addressing the

escalating Eskom debt that threatened the sustainability of Eskom as well as that of municipalities.

During the process, Eskom agreed to provide relieve in certain areas. Municipalities are reminded of the following concessions that remain in place:

- The interest rate charged on overdue municipal bulk accounts were reduced from prime plus 5 per cent to prime plus 2.5 per cent;
- Payment terms were extended from 15 days to 30 days for municipal bulk accounts; and
- Eskom allocation of municipality payments to capital first and then to interest.

These concessions align to the MFMA and are meant to curb municipal growing debt levels by allowing a more conducive payment regime than what was previously employed. In addition, municipalities are urged to budget for and ring-fence their payment of bulk services. Bulk current account payments must be honoured religiously to avoid stringent application of the bulk suppliers' credit control policy.

Municipalities are also urged to enforce a culture of payment for services through their normal credit control processes. In this regard it should be noted that municipalities are only compensated for free basic services based on an indigent user component calculation through the equitable share. As such, a municipality's allocation of free basic services to all of the municipality's consumers is not funded in the equitable share. Every municipality, during the budget process, must consider the affordability to the municipality when allocating free basic services above the national norm and to consumers other than indigent consumers. **If a municipality has any arrears on any of its bulk supplier's accounts, it must limit its provision of free basic services to registered indigent consumers only.**

5.8 Critical Notice Affecting STS Meters

As highlighted in previous MFMA Circular No. 115 (dated 04 March 2022) municipalities are once again alerted that there is still a pending business risk to the prepayment metering industry that requires urgency of action. The token identifiers (TID) used to identify each credit token will run out of available numbers in November 2024, at which point all STS meters will stop accepting credit tokens.

The remedy is to visit each meter and enter a special set of key change tokens in order to reset the meter memory. Municipalities are advised that the National Treasury, through the Office of the Chief Procurement Officer (OCPO), will soon facilitate a transversal contract for the provision of auditing, re-calibration and re-configuration services for standard transfer specification compliant prepayment meters that align to minimum and critical technical specifications for local government. In this respect the development of the transversal contract for smart prepaid meters as per NRS 049 (per latest approved version) is at an advanced stage and should be issued shortly by National Treasury.

If your municipality or municipality entity is currently in the process of procuring for a solution or is planning to, you are cautioned:

- Against proceeding prior to the OCPO having issued and awarded the transversal contract for the provision of inter alia auditing, re-calibration and re-configuration services for standard transfer specification compliant prepayment meters Terms of Reference (ToR); and
- That, with immediate effect, you must inform and obtain the National Treasury's input prior to proceeding with any current procurement or proposed procurement for this purpose or any related solution or similar. This is to prevent unnecessary and wasteful expenditure on such solutions. Any request for National Treasury's input on the current or planned procurement of any related solution or similar or component thereof, must be

directed to the National Treasury for the attention of the Local Government Budget Analysis Unit (Mr. Sadesh Ramjathan) at Sadesh.Ramjathan@treasury.gov.za.

In this regard, municipalities will have two options to choose from:

- Firstly, to pursue the route of auditing, re-calibrating and re-configuring services for standard transfer specification compliant prepayment meters; and/ or
- Secondly, to replace the old meter with a new smart prepaid meter.

For both options, the municipality will have to budget accordingly as no additional funding will be available through the national fiscus.

Your assistance in proactively ensuring that the municipality and/ or its entities are not adversely affected by these processes will be appreciated.

5.9 Completeness and credibility of revenue related information in the Budget

The MBRR regulates the minimum level of information required from municipalities when compiling, implementing, monitoring, and evaluating the municipality's financial management situation. Failure to include the minimum required information hampers the municipal council, the public and stakeholders' ability to make informed decisions and engage on the matter. It also limits research, studies, and benchmarking undertaken for local, provincial, and national purposes.

The National Treasury would like to take this opportunity to caution municipalities that the MBRR prescribe the minimum level of information municipalities must include as part of their legal reporting obligations.

Going forward the Treasuries will place increased attention and focus on the adequacy of municipalities' submissions. The National Treasury regards this non-compliance to include the minimum level of information as serious and if persistent will consider applying the available legal sanctions, including recourse in terms of section 216(2) of the Constitution. In this context, National Treasury will particularly focus on the completeness of asset management related information as well as the statistical information required in the A, B and C schedules during the 2023/24 MTREF.

5.10 Eskom Bulk Tariff increases

The National Energy Regulator of South Africa (NERSA) is responsible for the price determination of the bulk costs of electricity. In January 2023, NERSA approved tariff increases of 18.7 per cent in 2023/24 and 12.7 per cent increase in 2024/25. For purposes of calculating the free basic energy subsidy in the local government equitable share formula, the National Treasury has added 2 per cent to these increases. This is in anticipation of higher increases than those published in January, for municipalities, due to the difference in the financial years of Eskom customers and municipalities meaning that Eskom only has nine months to collect the allowable revenue from municipalities. R1.1 billion is added to the free basic energy subcomponent of the free basic services component of the local government equitable share formula to fund these higher tariff increases. To this end, the free basic electricity subsidy in the local government equitable share is calculated based on a 20.7 per cent tariff increase in 2023/24 and a 14.7 per cent increase in 2024/25. In the absence of an approved tariff increase in the outer year of the MTEF period, the formula assumes an increase of 17.7 per cent in 2025/26. This is the average of the estimated increases for the first two years of the MTEF period.

5.11 Updated Municipal Borrowing Policy Framework

Cabinet approved the Update to the Policy Framework for Municipal Borrowing and Financial Emergencies on the 17th of August, 2022. The purpose of the update was to re-examine the original Policy Framework, along with the legislation (i.e. Municipal Finance Management Act – MFMA) that was adopted to implement it, considering the experience with municipal borrowing that has accumulated since 2000.

The following key reforms have been introduced through the Update to the Policy Framework for Municipal Borrowing:

- The Policy Framework for Municipal Borrowing has been updated to introduce the necessary reforms that will expand the scope of responsible municipal borrowing and create an environment that attracts more players (e.g. insurers, pension funds, institutional investors and fund managers, and international Development Finance Institutions) in the municipal debt market space. The original core principles underlying municipal borrowing are maintained (i.e. creditworthy municipalities should borrow prudently to finance capital investment, and that there will be no bail-outs by the provincial or national government);
- The updated policy framework clarifies the role of Development Finance Institutions (DFIs), as it was not clearly articulated in the original policy. DFIs are required to pursue clear and agreed developmental goals, as outlined in the policy. The objective of this approach is to ensure that a DFI lending does not crowd out the private sector. Public-sector lenders, both domestic and foreign, should be guided by a social and developmental investment approach in which demonstrable social outcomes are considered alongside potential financial returns;
- The updated policy framework permits and clarifies innovative infrastructure financing mechanisms (such as pooled financing mechanisms, project finance, tax increment financing, revenue bonds, and pledging of conditional grants) that municipalities can use to leverage municipal borrowing. Municipalities are encouraged to explore these alternatives, and innovative infrastructure financing mechanisms permitted subject to the requirements contained in the Municipal Finance Management Act (MFMA); and
- The participation of both private and public sector market participants in the development of a liquid secondary market for municipal debt securities is also encouraged. The policy proposes options that can be explored to support the development and growth of an efficient and liquid market for municipal debt obligations.

The Updated Municipal Borrowing Policy Framework can be accessed at the MFMA website at the following link <http://mfma.treasury.gov.za/Guidelines/Pages/default.aspx>.

5.12 Tariff Policies

Municipalities must comply with the provisions of Section 74 of the Municipal Systems Act (MSA) which requires that a municipal council must adopt and implement a tariff policy on the levying of fees for municipal services provided by the municipality itself or by way of service delivery agreements, and which complies with the provisions of this Act and with any other applicable legislation. Municipalities should also ensure that the tariff policies adhere to all the principles outlined in section 74(2) of the MSA. A municipality's tariff policies must also take into consideration variable factors such as water shortages and electricity feedback excess into the municipal system from new generation capacity. Municipalities are urged to develop wheeling and Small-Scale Embedded Generation (SSEG) frameworks to guide the

development of associated tariffs. Municipalities must adopt by-laws to give effect to the implementation and enforcement of their tariff policies.

5.13 Non-Revenue Electricity and Non-Revenue Water/ Revenue Losses

Water Service Authority municipalities and electricity licensed municipalities are urged to align both their non-revenue water and non-revenue electricity indicators and their set targets in the 2023/24 SDBIPs with identifiable infrastructure or operational projects and/ or programmes. Municipalities should track improvements on the baseline information included in the SDBIPs by indicating the volume of water losses (i.e., kilolitres/ mega-litres) and the amount of electricity losses (KwH or MWs) for the previous year. This approach will help to determine the progress of municipalities in curbing losses, which impact on municipal revenues, in both non-revenue water and non-revenue electricity.

6. Burial of Councillors

Salaries, allowances and benefits for political office-bearers and members is managed through Determination of Upper Limits of Salaries, Allowances and Benefits of Different Members of Municipal Councils notice issued by the Minister of Cooperative Governance and Traditional Affairs.

Section 167 of the MFMA provides that a municipality may remunerate its Councillors within the framework of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998), setting the upper limits of the salaries, allowances and benefits for those political office-bearers and members. Any benefit which is not included in the above-mentioned notice constitutes irregular expenditure and recovery thereof from the Councillor concerned is mandatory.

Municipalities may also refer to relevant Councillor Pension Scheme or personal funeral policies in existence for any funeral benefits relating to such Councillor.

7. Funding choices and management issues

Municipalities are under pressure to generate and collect revenue for service delivered. The ability of customers to pay for services is declining and this means that less revenue will be collected. Therefore, municipalities must consider the following when compiling their 2023/24 MTREF budgets:

- Improving the effectiveness of revenue management processes and procedures;
- Cost containment measures to, amongst other things, control unnecessary spending on nice-to-have items and non-essential activities as highlighted in the Municipal Cost Containment Regulations read with MFMA Circular No. 82;
- Ensuring value for money through the procurement process;
- The affordability of providing free basic services to all households;
- Not taking on unfunded mandates;
- Strictly control the use of costly water tankers and fix the water infrastructure to enable the sustainable provision of water;
- Automate business services where possible to increase efficiencies and lower customer costs;
- Prioritise the filling of critical vacant posts, especially linked to the delivery of basic services; and
- Curbing the consumption of water and electricity by the indigents to ensure that they do not exceed their allocation.

Accounting officers are reminded of their responsibility in terms of section 62(1)(a) of the MFMA to use the resources of the municipality effectively, efficiently and economically. Failure to do this will result in the accounting officer committing an act of financial misconduct which will trigger the application of chapter 15 of the MFMA, read with the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, 2014.

7.1 Employee related costs

The Salary and Wage Collective Agreement for the period 01 July 2021 to 30 June 2024 dated 15 September 2021 through the agreement that was approved by the Bargaining Committee of the Central Council in terms of Clause 17.3 of the Constitution should be used when budgeting for employee related costs for the 2023/24 MTREF. In terms of the agreement, all employees covered by this agreement shall receive with effect from 01 July 2023 and 01 July 2024 an increase based on the projected average CPI percentages for 2023 (5.4 per cent according to the Reserve Bank's Monetary Committee Statement for January 2023) and 2024 (4.8 per cent according to the Reserve Bank's Monetary Committee Statement for January 2023). The forecasts of the Reserve Bank, in terms of the January 2023 and January 2024, shall be used to determine the projected average CPI. Municipalities are encouraged to perform an annual head count and payroll verification process by undertaking a once-a-year manual salary disbursement, to root out ghost employees.

According to the 2021 State of Local Government Finance Report, there are about 165 municipalities that are in financial distress. These municipalities need to ensure that they seek an early exemption from this dispensation of this salary agreement. Municipalities should also avoid paying out leave in cash while having major financial challenges.

7.2 Remuneration of Councillors

Municipalities are advised to budget for the actual costs approved in accordance with the Government Gazette on the Remuneration of Public Office Bearers Act: Determination of Upper Limits of Salaries, Allowances and Benefits of different members of municipal councils published annually between December and January by the Department of Cooperative Governance. It is anticipated that this salary determination will also take into account the fiscal constraints. Municipalities should also consider guidance provided above on salary increases for municipal officials during this process. Any overpayment to councillors contrary to the upper limits as published by the Minister of Cooperative Governance and Traditional Affairs will be irregular expenditure in terms of Section 167 of the MFMA and must be recovered from councilor(s) concerned.

8. Conditional Grant Transfers to Municipalities

8.1 Criteria for the release of the Equitable Share

The equitable share release criteria for 2023/24 were set out in MFMA Circular No. 122. To assist with managing this process, a guiding checklist has been developed (attached hereto as Annexure A) which municipalities can follow throughout the course of the year to ensure that the required documents are timeously uploaded to the GoMuni platform in line with the prescribed deadlines.

Going forward, municipalities will be required to submit the completed checklist as part of the quarterly performance reporting process for quarter 1 of the municipal financial year. According to section 52(d) of the MFMA, the mayor of a municipality must within 30 days of the end of each quarter, submit a report to council on the implementation of the budget and the financial state of affairs of the municipality. The report must then be submitted to National

and Provincial Treasury within 5 days of being tabled in council as per section 32 of the MBRR. The report for quarter 1 of 2023/24 must therefore be submitted to council by the end of October 2023 and submitted to National and Provincial Treasury by no later than 5 November 2023. By including the completed checklist in this report, municipalities confirm their adherence to the equitable share release criteria, including that all supplementary information (as defined in the checklist) was successfully uploaded to the GoMuni platform.

Please note that most of the information required for the release of the equitable share, is already uploaded/ submitted by municipalities as part of existing reporting requirements throughout the year. There are however a few items (clearly marked in the checklist) that does not have a dedicated storage location (for example, payments of employee benefits) on GoMuni. A dedicated Equitable Share Verification Folder will be created on GoMuni for this purpose.

8.2 Criteria for the rollover of conditional grant funds

In terms of Section 21 of the Division of Revenue Act, 2022 (Act No.5 of 2022) (DoRA) in conjunction with the Division of Revenue Amendment Act, 2022 (Act No. 15 of 2022) (DoRAA), the Act requires that any conditional allocation or a portion thereof that is not spent at the end of the 2022/23 financial year reverts to the National Revenue Fund (NRF), unless the rollover of the allocation is approved in terms of subsection (2). Furthermore, the receiving officer, provincial treasury and national transferring officer is required to prove to National Treasury that the unspent allocation is committed to identifiable projects, in which case the funds may be rolled over.

When requesting a rollover in terms of section 21(2) of the 2022 DoRA, municipalities must include the following information with their submission to National Treasury:

1. A formal letter, signed by the accounting officer addressed to the National Treasury requesting the rollover of unspent conditional grants in terms of section 21(2) of the 2022 DoRA;
2. A list of all the projects that are linked to the unspent conditional grants and a breakdown of how much was allocated, spent and the balance per project;
3. The following evidence indicating that work on each of the projects has commenced, as applicable to the specific rollover(s):
 - a) Proof that a contractor or service provider was appointed for delivery of the project before 31 March; or
 - b) Proof of project tender and tender submissions published and closed before 31 March or with the appointment of contractor or service provider for delivery of service before 30 June in cases where additional funding was allocated during the course of the financial year of the project;
 - c) Incorporation of the Appropriation Statement;
 - d) Evidence that all projects linked to an allocation will be fully utilised by 30 June 2024 (attach cash flow projection for the applicable grant).
4. A progress report (also in percentages) on the status of each project's implementation that includes an attached **legible implementation plan**);
5. The value of the committed project funding and the conditional allocation from the funding source;
6. Reasons why the grants were not fully spent during the year on the original allocation per the DoRA;
7. Rollover of rollovers will not be considered. Municipalities must therefore not include previous year's unspent conditional grants as rollover request;
8. An indication of the time period within which the funds are to be spent if the rollover is approved; and

9. Proof that the Municipal Manager and Chief Financial Officer are permanently appointed.

No rollover requests will be considered for municipalities with vacant or acting Chief Financial Officers and Municipal Managers for a period exceeding 6 months from the date of vacancy; this also includes acting appointments because of suspensions of either MM or CFO that are more than 12 months.

If any of the above information is not provided or the application is received by National Treasury (Intergovernmental Relations Division) after 31 August 2023, the application will be declined.

In addition, National Treasury will also consider the following information when assessing rollover applications; and reserves the right to decline an application should there be non-performance by the municipality in any of these areas:

1. Compliance with the in-year reporting requirements in terms of sections 71 and 72 of the MFMA and section 12 of the 2022 DoRA, **including the Municipal Manager and Chief Financial Officer signing-off on the information** sent to National Treasury;
2. Submission of the pre-audited Annual Financial Statements to National Treasury by 31 August 2023;
3. Accurate disclosure of grant performance in the 2022/23 pre-audited Annual Financial Statements, (i.e. correct disclosure of grant receipts and spending in the notes to the AFS);
4. Despite the fact that local government is required to comply with to different norms and standards prescribed by different legislations, municipalities are expected to fully comply with the provisions of DoRA that relate to rollover processes and disclose conditional grant performance in the 2022/23 pre-audited Annual Financial Statements (i.e Cash coverage and unspent conditional grants in the Statement of Financial Position) in order to verify grant expenditure; and
5. Cash available reflected in the Statement of Financial Position and Cash Flow Statements and the bank (net position including short term investments) as at 30 June 2023 is equivalent to the unspent amount at the end of the financial year. If the amount that is requested for rollover **is not entirely cash-backed**, such a rollover will not be approved. National Treasury will also not approve portions of rollover requests.

It should be noted that under no circumstances will the National Treasury consider requests to rollover:

1. The entire 2022/23 allocation to the municipality, in cases whereby the rollover request is more than 50 per cent of the total allocation, National Treasury will approve the rollover amount up to 50 per cent of the 2022/23 allocation;
2. Rollover request of the same grant for the third consecutive time. In a case where a municipality is applying for rollover as a result of additional funding, the application will be given a careful consideration;
3. Funding for projects procured through Regulation 32 of the Municipal Supply Chain Management Regulations (Gazette No.27636) – Projects linked to additional funding and disasters are exempted; and
4. A portion of an allocation where the proof of commitment for the rollover application is linked to invoices that were issued before or on 31 May 2023.

8.3 Unspent conditional grant funds for 2022/23

The process to ensure the return of unspent conditional grants for the 2022/23 financial year will be managed in accordance with section 22 of the DoRA. In addition to the previous MFMA Circulars, the following practical arrangements will apply:

- Step 1: Municipalities must submit their June 2023 conditional grant expenditure reports according to section 71 of the MFMA reflecting all accrued expenditure on conditional grants and further ensure that expenditure reported to both National Treasury and national transferring officers reconciles;
- Step 2: When preparing the Annual Financial Statements, a municipality must determine the portion of each national conditional grant allocation that remained unspent as at 30 June 2023. The unspent grant values must be determined based on the guidance that was provided in mSCOA Circular No. 13 in as far as VAT, retention and interest is concerned; and
- Step 3: If the receiving officer wants to motivate in terms of section 22(2) of the 2020 DoRA that the unspent funds are committed to identifiable projects, the rollover application pack must be submitted to National Treasury by no later than 31 August 2023.

National Treasury will not consider any rollover requests that are incomplete or received after this deadline.

- Step 4: National Treasury will confirm in writing whether or not the municipality may retain any of the unspent funds as a rollover based on criteria outlined above by 20 October 2023;
- Step 5: National Treasury will communicate the unspent conditional grants amount by 08 November 2023. A municipality must return the remaining unspent conditional grant funds that are not subject to a specific repayment arrangement to the National Revenue Fund by 17 November 2023; and
- Step 6: Any unspent conditional grant funds that should have but has not been repaid to the National Revenue Fund by 17 November 2023, and for which a municipality has not requested a repayment arrangement, will be offset against the municipality's 06 December 2023 equitable share allocation.

All other issues pertaining to Appropriation Statement and reporting on approved rollovers are addressed in the Annexure to MFMA Circular No. 86.

9. The Municipal Budget and Reporting Regulations

9.1 Alignment of Municipal Budget and Reporting Regulations (MBRR) Schedules

The revised Regulated MBRR Schedules (A1, B, C, D, E and F), as aligned to the mSCOA chart and GRAP are published on the National Treasury web page and can be accessed using the following link.

<http://mfma.treasury.gov.za/RegulationsandGazettes/Municipal%20Budget%20and%20Reporting%20Regulations/Documents/Forms/AllItems.aspx?RootFolder=%2fRegulationsandGazettes%2fMunicipal%20Budget%20and%20Reporting%20Regulations%2fDocuments%2f2023%2d24&FolderCTID=0x0120001860D4A2BD7AD042BF8427FC3BB59F67>

The alignment of the A1 Schedules required substantial changes to the reporting formats used for budgeting and reporting purposes which required the creation of new A1 Schedule codes to ensure that the data strings populate the new reporting formats. The relevant changes were also made in the reporting formats relating to versions 6.1 to 6.7 of the mSCOA chart to ensure that the historical data are populating when reports are drawn from GoMuni.

To ensure that ERP systems generate the A1 Schedule aligned to version 6.7 of the mSCOA chart, municipalities and system vendors should refer to the linkages provided on GoMuni. The following reports on GoMuni should be used for this purpose:

- List *m*SCOA account linkages to A1 Schedule based on 6.7 under menu option *m*SCOA Reporting; and
- List *m*SCOA A1 schedule codes WIP (i.e. new A1 Schedule codes) under menu option *m*SCOA Administration.

Both reports can be located under:

https://lg.treasury.gov.za/ibi_apps/portal/Local_Government_Database

The new format for the non-financial data strings A1D and A1F is available on the link below:

<http://mfma.treasury.gov.za/RegulationsandGazettes/Municipal%20Budget%20and%20Reporting%20Regulations/Documents/Forms/AllItems.aspx?RootFolder=%2fRegulationsandGazettes%2fMunicipal%20Budget%20and%20Reporting%20Regulations%2fDocuments%2f2023%2d24&FolderCTID=0x0120001860D4A2BD7AD042BF8427FC3BB59F67>

The A1D is the data string which populates information which we do not extract from the TABB while the A1F populates the budget information which we do not extract from the ORGB. Municipalities should ensure that they use the new format when submitting the non-financial data strings.

10. Submitting budget documentation and A1 schedules for 2023/24 MTREF

The MFMA and its Regulations require the submission of *m*SCOA data strings for budgets, in-year reporting, and annual financial statements in a specific format and by a required timeframe. The credibility and accuracy of the *m*SCOA data strings must be verified by municipalities prior to submission to the GoMuni Upload portal. Since the financial system must be locked at the end of the month in order to generate a *m*SCOA data string, municipalities may not open closed periods to correct errors. Errors must be corrected in the next open period. Providers of municipal financial systems must ensure that the necessary internal controls are built into the system to prevent the opening of closed periods on the financial system and the bypassing of such controls. This also applies to the correction of information in closed periods for 3rd party systems that should be integrating with the main financial system in terms of the requirements of the *m*SCOA Regulations.

From 1 July 2023, Municipal Managers and Chief Financial Officers will be required to sign off on the financial and non-financial data strings submitted to the GoMuni Upload portal when they submit their data strings. The schedules prescribed in terms of the Municipal Budget and Reporting Regulations (MBRR) populated from the *m*SCOA data strings on National Treasury's Local Government and Reporting System (LGDRS) must also be signed off monthly. These sign-offs are for audit purposes and serves as a confirmation by the municipality that the data strings submitted are accurate. Details on the submission of the signed-off figures will be communicated in due course.

In terms of Section 171 of the MFMA, financial misconduct by municipal officials includes the provision of incorrect or misleading information in any document which must be submitted to the National Treasury.

From 1 July 2023, the GoMuni Upload portal for the monthly in-year data strings will be closed at 16h00 on the 10th working day of each month. All publications by the National and Provincial Treasuries are now solely sourced from the *m*SCOA data strings submitted by

municipalities and several stakeholders including Statistics South Africa (STATSSA), Auditor General South Africa (AGSA), the Reserve Bank, and NERSA are in the process of streamlining some of their reporting to the information contained on the National Treasury Local Government Database and Reporting System (LGDRS). The resubmission of data strings after the legislated timeframes is not only illegal but also causing challenges in data sets used by various stakeholders for analysis and reporting purposes. **No data string submissions will therefore be accepted by the National Treasury after the 10th working day of the respective month.**

Contact



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JH Hattingh

Chief Director: Local Government Budget Analysis

03 March 2023

ANNEXURE A: Equitable Share Verification Checklist:

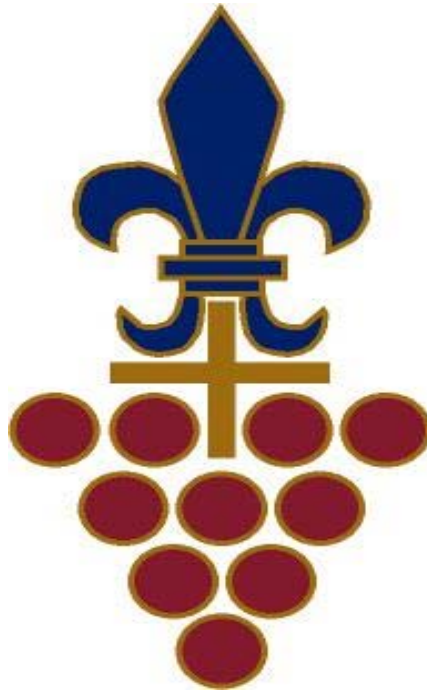
General Requirements

Criteria	Verification Requirement	Yes/No
2023/24 Adopted Budget	Council resolution, adopted <i>m</i> SCOA budget data strings (ORGB), PDF version of adopted MTREF budget uploaded to GoMuni Upload portal immediately after approval.	
<ul style="list-style-type: none">Is the municipality's completed tariff tool (National Treasury format) included as part of its budget submission (MFMA Budget Circular No. 98 (refer item 4.2)).	The completed National Treasury EXCEL tariff tool uploaded to GoMuni with the adopted budget by start of budget year i.e. 1 July 2023 .	
<ul style="list-style-type: none">Are allocations made for bulk suppliers current account payments?	Allocations reflected in <i>m</i> SCOA budget data strings (ORGB) and budget schedules/ document.	
<i>If unfunded budget position–</i>	-	
<ul style="list-style-type: none">Is a Budget Funding Plan (BFP) adopted with the budget?	Copy of the adopted Budget Funding Plan uploaded to GoMuni with the adopted budget by start of budget year i.e. 1 July 2023 .	
	PDF version of BFP/progress report uploaded to GoMuni Upload portal by start of budget year i.e. 1 July 2023 .	
	Is the BFP credible and show how the municipality intends moving progressively out of this position into a funded state?	
	In the case of the latest progress report being submitted, is it aligned to the rescue phase of the new approach to Municipal Financial Recovery Service (MFRS)?	
<ul style="list-style-type: none">Council resolution reflecting commitment to address unfunded position.	PDF copy of resolution uploaded to GoMuni Upload portal by start of budget year i.e. 1 July 2023 .	
<i>m</i>SCOA		
<ul style="list-style-type: none">Submission of Data Strings	Successful submission of all financial and non-financial <i>m</i> SCOA data strings to the GoMuni Upload portal	
	Timeous submission of all financial and non-financial <i>m</i> SCOA data strings to the GoMuni Upload portal	
	Data strings submitted are credible as per the analysis done by NT/PTs	
	Data strings are generated directly from the main municipal financial system	
	The regulated MBRR Schedules are generated directly from the core municipal financial system	
	Successful submission of all financial and non-financial <i>m</i> SCOA data strings to the GoMuni Upload portal	
<ul style="list-style-type: none">Submission of documents	Municipal documents required in terms of legislation and MFMA Circulars have been submitted timeously and in the required format to the GoMuni Upload portal.	
<ul style="list-style-type: none">Financial System Changes	Municipality has followed the processes in Circulars No. 93, 98, 123 and <i>m</i> SCOA Circulars No 5 and 6 to change their financial system.	
UIF & W		
<ul style="list-style-type: none">UIF&W Register	Documents need to be uploaded to NTs eMonitoring Webpage	
<ul style="list-style-type: none">MPAC recommendation on UIF&W		
<ul style="list-style-type: none">Council Resolution on UIF&W		
<ul style="list-style-type: none">UIF&W Reduction Strategy		
Disciplinary Board		
<ul style="list-style-type: none">Does the municipality have a functional disciplinary board?	Proof of establishment (or efforts to establish DC Board) uploaded to NTs eMonitoring Webpage NTs eMonitoring Website.	
Competency Regulations		
<ul style="list-style-type: none">Has the minimum municipal competency regulations reporting requirements been adhered to?	In line with the Competency Regulations, consolidated reporting information must be uploaded to GoMuni by 30 January 2023 and 30 July 2023 .	
Audit Process		
<ul style="list-style-type: none">Opinion Received	Did the municipality receive an adverse or disclaimed audit opinion or had outstanding audits for two consecutive financial years?	
<ul style="list-style-type: none">Adverse or disclaimed audit opinion	Council resolution signed by each member of the Council was uploaded to NT's eMonitoring Webpage within 1 month after conclusion of the audit process reflecting council's commitment to address the opinion.	
<ul style="list-style-type: none">Is a council approved audit action plan in place?	Audit action plan, together with council resolution, to be uploaded to NT's eMonitoring Webpage within 60 days from audit report issuance.	
Interventions (where applicable)		
<ul style="list-style-type: none">In the event of a discretionary or mandatory intervention in terms of section 139 of the Constitution, is a Financial Recovery Plan (FRP) in place?	The FRP and monthly progress reports submitted in terms of sections 145 and 146 of the MFMA must be uploaded to GoMuni Upload portal for each month since the inception of the FRP.	

Quarterly Requirements

Criteria	Verification Requirement	Quarter 3 (Jan – March)	Quarter 4 (April – June)	Quarter 1 (July – Sept)	Quarter 2 (Oct – Dec)
Bulk Supplier Payments					
<ul style="list-style-type: none"> Were current account payments to bulk suppliers (Eskom and Water Boards) timeously made? 	PT/NT to verify status according to MFMA S41 Report. No action required from municipality if account in good standing.	-	-	-	-
<ul style="list-style-type: none"> <u>If current account in arrears, are payment agreements in place?</u> 	Copy of payment agreement or evidence of discussions are uploaded to on GoMuni Upload portal.				
Staff benefit Deductions					
<ul style="list-style-type: none"> Were a) SARS, b) pension and c) other staff benefits timeously paid over to the relevant funds/institutions? 	Proof of payment for each category, for each month of the quarter uploaded to on GoMuni Upload portal.				
Reconciliation of Valuation Roll					
<ul style="list-style-type: none"> Has the valuation role been reconciled to the financial system? 	In line with MFMA Circulars No. 93, 98 and 107, proof of the verification for each quarter should be uploaded on GoMuni Upload portal.				

STELLENBOSCH MUNICIPALITY



AMENDED DEVELOPMENT CHARGES AND ELECTRICITY TARIFFS

2023/2024

TABLE OF CONTENT

DEVELOPMENT CHARGES1

ELECTRICITY TARIFFS.....8

Stellenbosch Town

Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		Total
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	
Outdoor Dining/Function Area (persons)	persons	0.100	R 3 134	0.070	R 2 414	0.001	R 207	0.003	R 293	3.000	R 20 117	0.130	R 223	R 26 389
Storage Facilities	unit	0.035	R 1 097	0.030	R 1 035	0.002	R 414	0.002	R 196	0.160	R 1 395	0.100	R 171	R 4 308

Raithby

Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	Total
Outdoor Dining/Function Area (persons)	persons	0.100	R 1 045	0.070	R 952	0.001	R 152	0.003	R 293	3.000	R 39 481	0.130	R 223	R 42 148
Storage Facilities	unit	0.035	R 366	0.030	R 408	0.002	R 305	0.002	R 196	0.160	R 2 737	0.100	R 171	R 4 183

Polkadraai

Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	Total
Outdoor Dining/Function Area (persons)	persons	0.100	R 2 931	0.070	R 1 958	0.001	R 58	0.003	R 293	3.000	R 31 071	0.130	R 223	R 36 532
Storage Facilities	unit	0.035	R 1 026	0.030	R 839	0.002	R 115	0.002	R 196	0.160	R 2 154	0.100	R 171	R 4 501

Koelenhof

Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		Total
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	
Outdoor Dining/Function Area (persons)	persons	0.100	R 2 463	0.070	R 1 793	0.001	R 117	0.003	R 293	3.000	R 12 115	0.130	R 223	R 17 005
Storage Facilities	unit	0.035	R 862	0.030	R 768	0.002	R 233	0.002	R 196	0.160	R 840	0.100	R 171	R 3 071

Klapmuts

Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	Total
Outdoor Dining/Function Area (persons)	persons	0.100	R 978	0.070	R 2 229	0.001	R 70	0.003	R 293	3.000	R 19 803	0.130	R 223	R 23 595
Storage Facilities	unit	0.035	R 342	0.030	R 955	0.002	R 139	0.002	R 196	0.160	R 1 373	0.100	R 171	R 3 177

Franschhoek

Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	Total
Outdoor Dining/Function Area (persons)	persons	0.100	R 2 969	0.070	R 2 545	0.001	R 151	0.003	R 293	3.000	R 25 852	0.130	R 223	R 32 033
Storage Facilities	unit	0.035	R 1 039	0.030	R 1 091	0.002	R 302	0.002	R 196	0.160	R 1 792	0.100	R 171	R 4 592

Dwarsrivier

Land Use		Water (kl/day)		Sewer (kl/day)		Stormwater (ha°C)		Solid Waste (t/week)		Roads & Transport (trips/day)		Community (persons)		Total
		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		Unit Cost		
Description	Unit	Water Factor	Water Cost	Sewer Factor	Sewer Cost	Stormwater Factor	Stormwater Cost	Solid Waste Factor	Solid Waste Cost	Roads Factor	Roads Cost	Community Factor	Community Cost	
Outdoor Dining/Function Area (persons)	persons	0.100	R 3 406	0.070	R 1 762	0.001	R 97	0.003	R 293	3.000	R 24 217	0.130	R 223	R 29 999
Storage Facilities	unit	0.035	R 1 192	0.030	R 755	0.002	R 194	0.002	R 196	0.160	R 1 679	0.100	R 171	R 4 187

STELLENBOSCH MUNICIPALITY

ELECTRICITY TARIFFS FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024

Applicable to services rendered from 1 July 2023

Approved 2022/2023

Application 2023/2024

1. Domestic

Domestic: Life Line PP - 0 to 60amp single phase only (For qualifying indigent customers and receiving the first 100 units free per month) (DOM1)

Fixed Charge per month	-	-
Domestic PP Lifeline DOM1 (c/kWh) (<= 50 kWh)	135.78	156.28
Domestic PP Lifeline DOM1 (c/kWh) (51 – 300 kWh)	169.91	195.57
Domestic PP Lifeline DOM1 (c/kWh) (300 – 600 kWh)	253.24	291.48
Domestic PP Lifeline DOM1 (c/kWh) (> 600 kWh)	291.33	335.32
Domestic PP Lifeline DOM1 BSST	100.00	100.00

Domestic: Regular PP meters- (0 to 60amp single and three phase AND Less than 600kWh per month average consumption during the previous financial year and for generation for own use) (DOM2)

Fixed Charge per month	-	-
Energy Rate (c/kWh) (<= 50kWh)	136.01	156.55
Energy Rate (c/kWh) (51 - 300kWh)	174.95	201.37
Energy Rate (c/kWh) (301 - 600kWh)	246.04	283.20
Energy Rate (c/kWh) (> 600kWh)	289.32	333.01

Domestic: Regular PP meters- (0 to 60 Amp single and three phase using more than 600 kWh per month average consumption during the previous financial year and for generation for own use) (DOM3)

Fixed Charge per month	186.20	214.32
Energy Rate (c/kWh) (<= 50kWh)	135.78	156.28
Energy Rate (c/kWh) (51 - 300kWh)	174.17	200.47
Energy Rate (c/kWh) (301 - 600kWh)	245.71	282.81
Energy Rate (c/kWh) (> 600kWh)	289.34	333.04

Domestic: Regular (Using Credit Meters 60 Ampere single and three phase maximum and for generation for own use) (DOM4)

Fixed Charge per month	229.69	264.37
Energy Rate (c/kWh) (<= 50kWh)	135.78	156.28
Energy Rate (c/kWh) (51 - 300kWh)	174.17	200.47
Energy Rate (c/kWh) (301 - 600kWh)	245.71	282.81
Energy Rate (c/kWh) (> 600kWh)	289.34	333.04

Domestic: Renewable Energy (DOM5) Generation for own use and export

Reading cost R/pm	103.95	119.65
Basic Charge	229.69	264.37
Import		
Energy Rate (c/kWh) (<= 50kWh)	135.78	156.28
Energy Rate (c/kWh) (51 - 300kWh)	174.17	200.47
Energy Rate (c/kWh) (301 - 600kWh)	245.71	282.81
Energy Rate (c/kWh) (> 600kWh)	289.34	333.04
Reactive Energy Rate (c/kVArh)	-	-

	Approved 2022/2023	Application 2023/2024
Export		
Low Season		
Peak c/kWh	135.98	162.18
Standard c/kWh	93.57	111.60
Off Peak c/kWh	59.37	70.81
High Season		-
Peak c/kWh	416.86	497.19
Standard c/kWh	126.30	150.63
Off Peak c/kWh	68.58	81.80
2. Commercial		
Commercial: Life Line (<20Ampere maximum, Single & three phase Pre Paid Only for micro entrepreneurial businesses) (COM1)		
Fixed Charge per month	-	-
Energy Rate (c/kWh)	294.04	338.44
Commercial: Low (40Ampere maximum, Pre Paid single & three phase only and for generation for own use) (COM2)		
Fixed Charge per month	230.17	264.93
Energy Rate (c/kWh)	236.11	271.76
Commercial: Regular PP only (80Ampere, single and three phase and for generation for own use) (COM3)		
Fixed Charge per month	394.14	453.65
Energy Rate (c/kWh)	280.14	322.44
Commercial: Credit meters (80Ampere, single and three phase and for generation for own use) (COM4)		
Fixed Charge per month	425.86	490.16
Energy Rate (c/kWh)	260.02	299.28
Commercial: Renewable Energy (COM 5) Generation for own use and export		
Reading cost R/pm	103.95	119.65
Basic Charge	425.86	490.16
Import		
Energy Rate (c/kWh)	260.02	299.28
Reactive Energy Rate (c/kVArh)	-	-
Export		
Low Season		
Peak c/kWh	135.98	162.18
Standard c/kWh	93.57	111.60
Off Peak c/kWh	59.37	70.81
High Season		-
Peak c/kWh	416.86	497.19
Standard c/kWh	126.30	150.63
Off Peak c/kWh	68.58	81.80
3. Agricultural		
Agricultural: Regular (Prepaid and Credit meters maximum 80Amp 3 phase and for generation for own use) (AGR1)		
Fixed Charge per month	467.03	537.56
Energy Rate (c/kWh)	284.22	327.14
AGRICULTURAL: Renewable Energy (AGRI 1.1) Generation for own use and export		
Tariff similar as AGRI 1		

	Approved 2022/2023	Application 2023/2024
Reading cost R/pm	103.95	119.65
Fixed Charge per month R/pm	467.03	537.56
		-
Import		-
Energy Rate (c/kWh)	284.22	327.14
Reactive Energy Rate (c/kVArh)	-	-
Export		
Low Season		
Peak c/kWh	135.98	162.18
Standard c/kWh	93.57	111.60
Off Peak c/kWh	59.37	70.81
High Season		-
Peak c/kWh	416.86	497.19
Standard c/kWh	126.30	150.63
Off Peak c/kWh	68.58	81.80
4. Industrial		
Large Power: Low Voltage > 80 Amp and for generation for own use (IND1)		
Fixed Charge per month	2 407.46	2 770.99
Energy Rate (c/kWh)	128.39	147.78
Notified Maximum Demand Charge (R/kVA)	58.75	67.62
Maximum Demand Charge (R/kVA)	326.27	375.53
Large Power (IND 1.1): Low Voltage>80 Amp: Renewable Energy- Generation for own use and export		
Fixed Charge per month	2 407.46	2 770.99
Reading cost R/pm	103.95	119.65
Import		
Energy Rate (c/kWh)	128.39	147.78
Notified Maximum Demand Charge (R/kVA)	58.75	67.62
Maximum Demand Charge (R/kVA)	326.27	375.53
Reactive Energy Rate (c/kVArh)	-	-
Export		
Low Season		
Peak c/kWh	135.98	162.18
Standard c/kWh	93.57	111.60
Off Peak c/kWh	59.37	70.81
High Season		-
Peak c/kWh	416.86	497.19
Standard c/kWh	126.30	150.63
Off Peak c/kWh	68.58	81.80
Industrial: Medium Voltage and for generation for own use (IND2)		
Fixed Charge per month	4 564.69	5 253.96
Energy Rate (c/kWh)	126.66	145.79
Notified Maximum Demand Charge (R/kVA)	57.82	66.55
Maximum Demand Charge (R/kVA)	323.86	372.76
Industrial Medium Voltage (IND 2.1): Renewable Energy - Generation for own use and export		
Tariff similar as IND2		
Fixed Charge per month	4 564.69	5 253.96
Reading cost R/pm	103.95	119.65
Import		-
Energy Rate (c/kWh)	126.66	145.79
Notified Maximum Demand Charge (R/kVA)	57.82	66.55
Maximum Demand Charge (R/kVA)	323.86	372.76

	Approved 2022/2023	Application 2023/2024
Reactive Energy Rate (c/kVArh)	-	-
Export		-
Low Season		-
Peak c/kWh	135.98	162.18
Standard c/kWh	93.57	111.60
Off Peak c/kWh	59.37	70.81
High Season		-
Peak c/kWh	416.86	497.19
Standard c/kWh	126.30	150.63
Off Peak c/kWh	68.58	81.80
<p>PLEASE NOTE, FOR ALL TARIFFS WHERE THERE IS A MAXIMUM DEMAND CHARGE AS PART OF THE TARIFF: In the event that the access demand or Notified Maximum Demand is exceeded more than once in a municipal financial year, the following additional charges will apply</p> <ol style="list-style-type: none"> 1. A 10% of the total Access Demand Charge/Notified Maximum Demand will be added to your municipal account on the 2nd occasion. 2. A 20% of the total Access Demand Charge/ Notified Maximum Demand will be added to your municipal account on the 3rd occasion. 3. A 30% of the total Access Demand Charge/ Notified Maximum Demand will be added to your municipal account on the 4th occasion. 4. On the 5th occasion the municipality reserves the rights to disconnect your electricity supply and only when the electricity supply has been upgraded and bulk levy contribution paid will the supply be restored. <p>* Occasion refers to the number of times/events the Access Demand/ Notified Maximum Demand has been exceeded</p>		
5. Municipal		
Municipal: Street and Traffic lights (MUN1)		
Fixed Charge per month	-	-
Energy Rate (c/kWh)	293.24	337.52
Municipal: Low Voltage <80 Amp (MUN2)		
Fixed Charge per month	-	-
Energy Rate (c/kWh)	266.55	306.79
Municipal: Low Voltage >80 Amp (MUN3)		
Fixed Charge per month	-	-
Energy Rate (c/kWh)	122.18	140.62
Maximum Demand Charge (R/kVA)	361.68	416.29
6. Non Profit Organisations		
Non Profit Organisations : Single Phase 20 Amp Prepaid (NPO1)		
Fixed Charge per month	-	-
Energy Rate (c/kWh)	294.04	338.44
Non Profit Organisations : Low Voltage Max 60 Amp Prepaid SARS Approved (NPO2)		
Fixed Charge per month	-	-
Energy Rate (c/kWh)	282.09	324.69
7. Sport		
Sport: Low All Consumers (<80A) and Prepaid (SPO1)		
Fixed Charge per month	-	-
Energy Rate (c/kWh)	249.92	287.66
Sport: High Consumers (>80A) Maximum Demand (SPO2)		

	Approved 2022/2023	Application 2023/2024
Fixed Charge per month	-	-
Energy Rate (c/kWh)	114.37	131.64
Notified Maximum Demand Charge (R/kVA)		-
Maximum Demand Charge (R/kVA)	360.47	414.90
8. Time-of-Use		
Time of Use (Low Voltage>80Amp and for generation for own use) TOU1		
Fixed Charge per month	4 600.48	5 295.15
SUMMER: Maximum Demand Charge (R/kVA)	62.37	71.78
Access Charge (R/kVA)	62.37	71.78
Peak Energy (c/kWh)	204.04	234.85
Standard Energy (c/kWh)	134.45	154.76
Off-peak Energy (c/kWh)	100.83	116.06
Reactive Energy (c/kVArh)	-	-
WINTER: Maximum Demand Charge (R/kVA)	62.37	71.78
Access Charge (R/kVA)	62.37	71.78
Peak Energy (c/kWh)	639.83	736.44
Standard Energy (c/kWh)	192.03	221.03
Off-peak Energy (c/kWh)	112.82	129.86
Reactive Energy (c/kVArh)	26.68	30.71
Time of Use Low Voltage (TOU 1.1): Renewable Energy - Generation for own use and export		
Reading Cost R/pm	103.95	119.65
Fixed Charge per month	4 600.48	5 295.15
Import		
SUMMER: Maximum Demand Charge (R/kVA)	62.37	71.78
Access Demand Charge (R/kVA)	62.37	71.78
Peak Energy (c/kWh)	204.04	234.85
Standard Energy (c/kWh)	134.45	154.76
Off-peak Energy (c/kWh)	100.83	116.06
Reactive Energy (c/kVArh)	-	-
WINTER: Maximum Demand Charge (R/kVA)	62.37	71.78
Access Demand Charge (R/kVA)	62.37	71.78
Peak Energy (c/kWh)	639.83	736.44
Standard Energy (c/kWh)	192.03	221.03
Off-peak Energy (c/kWh)	112.82	129.86
Reactive Energy (c/kVArh)	26.68	30.71
Export		
Low Season		
Peak c/kWh	135.98	162.18
Standard c/kWh	93.57	111.60
Off Peak c/kWh	59.37	70.81
High Season		
Peak c/kWh	416.86	497.19
Standard c/kWh	126.30	150.63
Off Peak c/kWh	68.58	81.80
Time of Use (Medium Voltage and for generation for own use) TOU2		
Fixed Charge per month	8 708.10	10 023.03
SUMMER: Maximum Demand Charge (R/kVA)	63.39	72.96
Access Demand Charge (R/kVA)	60.28	69.39
Peak Energy (c/kWh)	197.83	227.71
Standard Energy (c/kWh)	129.40	148.94
Off-peak Energy (c/kWh)	96.99	111.64
Reactive Energy (c/kVArh)	-	-

	Approved 2022/2023	Application 2023/2024
WINTER: Maximum Demand Charge (R/kVA)	63.39	72.96
Access Demand Charge (R/kVA)	60.28	69.39
Peak Energy (c/kWh)	653.51	752.19
Standard Energy (c/kWh)	185.64	213.67
Off-peak Energy (c/kWh)	109.12	125.60
Reactive Energy (c/kVArh)	28.03	32.27
Time of Use Medium Voltage (TOU 2.1): Renewable Energy - Generation for own use and export		
Fixed Charge per month	8 708.10	10 023.03
Reading Cost R/pm	103.95	119.65
Import	-	-
SUMMER: Maximum Demand Charge (R/kVA)	63.39	72.96
Access Charge (R/kVA)	60.28	69.39
Peak Energy (c/kWh)	197.83	227.71
Standard Energy (c/kWh)	129.40	148.94
Off-peak Energy (c/kWh)	96.99	111.64
Reactive Energy (c/kVArh)	-	-
WINTER: Maximum Demand Charge (R/kVA)	63.39	72.96
Access Demand Charge (R/kVA)	60.28	69.39
Peak Energy (c/kWh)	653.51	752.19
Standard Energy (c/kWh)	185.64	213.67
Off-peak Energy (c/kWh)	109.12	125.60
Reactive Energy (c/kVArh)	28.03	32.27
Export		
Low Season		
Peak c/kWh	135.98	162.18
Standard c/kWh	93.57	111.60
Off Peak c/kWh	59.37	70.81
High Season	-	-
Peak c/kWh	416.86	497.19
Standard c/kWh	126.30	150.63
Off Peak c/kWh	68.58	81.80
PLEASE NOTE, FOR ALL TARIFFS WHERE THERE IS A MAXIMUM DEMAND CHARGE AS PART OF THE TARIFF: In the event that the access demand or Notified Maximum Demand is exceeded more than once in a municipal financial year, the following additional charges will apply		
1. A 10% of the total Access Demand Charge/Notified Maximum Demand will be added to your municipal account on the 2nd occasion. 2. A 20% of the total Access Demand Charge/ Notified Maximum Demand will be added to your municipal account on the 3rd occasion. 3. A 30% of the total Access Demand Charge/ Notified Maximum Demand will be added to your municipal account on the 4th occasion. 4. On the 5 th occasion the municipality reserves the rights to disconnect your electricity supply and only when the electricity supply has been upgraded and bulk levy contribution paid will the supply be restored. * Occasion refers to the number of times/events the Access Demand/ Notified Maximum Demand has been exceeded		
9. External Wheeling		
Customer received power at low voltage (<400V) in c/kWh	28.00	32.23
Customer received power at medium voltage (>400V) in c/kWh	24.26	27.92
10. Generation for Own Use		
Customers that want to connect an Own Generation for Own Use only system to the municipal electrical grid without being compensated for reverse power flow can remain on their current tariff and continue to use their current meter.		
11. Generation for Own Use and Export		

	Approved 2022/2023	Application 2023/2024
Customers that want to connect an Own Generation for Own Use and Export system to the municipal electrical grid and who want to be reimbursed will have to do the following:		
1 The Municipality shall provide and install the requisite meters at the customer's cost.		
2 The customer will stay on the existing purchase tariff.		
3 For reimbursement the basic charge will be increased to include the automated meter reading cost.		
4 The reimbursement will only be for the export energy.		
5 Customer not allowed to generate more than his total consumption per financial year.		
12.Availability Fees (Per Annum)		
Availability	3 863.62	4 447.02
13. Time of use periods		
<div> <div> 1. Low Demand -Summer September to May Monday to Friday 00:00 - 06:00 Off Peak 06:00 - 07:00 Standard 07:00 - 10:00 Peak 10:00 - 18:00 Standard 18:00 - 20:00 Peak 20:00 - 22:00 Standard 22:00 - 24:00 Off Peak Saturday 00:00 - 07:00 Off Peak 07:00 - 12:00 Standard 12:00 - 18:00 Off Peak 18:00 - 20:00 Standard 20:00 - 24:00 Off Peak Sunday 00:00 - 24:00 Off Peak </div> <div> 2. High Demand- Winter June to August Monday to Friday 00:00 - 06:00 Off Peak 06:00 - 09:00 Peak 09:00 - 17:00 Standard 17:00 - 19:00 Peak 19:00 - 22:00 Standard 22:00 - 24:00 Off Peak Saturday 00:00 - 07:00 Off Peak 07:00 - 12:00 Standard 12:00 - 18:00 Off Peak 18:00 - 20:00 Standard 20:00 - 24:00 Off Peak Sunday 00:00 - 24:00 Off Peak </div> </div>		
All tariffs exclusive of VAT		

8.3	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR APRIL 2023
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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.

5. RECOMMENDATION

that Council notes the deviations as listed for the month of April 2023.

6. DISCUSSION / CONTENTS

6.1. Background/Legislative Framework

The regulation applicable is as follows:

GNR.868 of 30 May 2005: Municipal Supply Chain Management Regulations

Deviation from and ratification of minor breaches of, procurement processes

36. (1) A supply chain management policy may allow the accounting officer—

(a) To **dispense with the official procurement processes** established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only—

(i) in an emergency;

(ii) if such goods or services are produced or available from a single provider only;

(iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;

(iv) acquisition of animals for zoos; or

(v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes; and

(b) to ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

(2) The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (a) and (b) and **report them to the next meeting of the council**, or board of directors in the case of a municipal entity and include as a note to the annual financial statements.

6.2. Discussion

Reporting the deviations as approved by the Accounting Officer for April 2023:

The following deviations were approved with the reasons 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 10/23	11 April 2023	ACTOM Power Transformers	Jan Marais SS Transformer upgrades: Extension of Transformer Storage	Exceptional case and it is impractical or impossible to follow the official procurement processes	Electrical services department initiated a tender process to procure two 20MVA Transformers for the replacement and upgrade of the transformers at Jan Marais Substation, Jonkershoek area. This was needed to increased power demands and system improvements. This was done under bid B/SM 101/20, known as Package A in the tender document and the tender was awarded to Actom Transformers for the design and construction. The Transformers were constructed and completed in November 2021 and stored after completion. Three months storage at no cost was included in the bid. This storage period expired at the end of March 2022. A variation order was approved to extend storage for the 6 months with the manufacturer which came to an end in September 2022. Due to the nature of the storage of power transformers which required that it must be filled with Hydrogen gas and be monitored by specialised professionals. The storage cannot be done onsite at the municipality. Bid B/SM 111/21 known as Package B in the tender document, was for the appointment of a contractor to install the transformers at Jan Marias Substation, the consultant responsible for this construction phase contract	R1 833 792,30 (Incl. Vat)

AGENDA

14TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2023-05-24

					<p>was terminated due to poor performance. A new consultant was appointed to replace to complete the construction phase of the project.</p> <p>The package B tender, B/SM 111/21 was awarded, and the contractor was expected to start with construction during October 2022, however due to poor performance the services of the contractor were terminated in November 2022. A new contractor must be appointed, however for this to happen the scope of the current consultant must be amended.</p> <p>The scope of works is amended through a section 116 process. This process has been initiated and is planned to be completed by end May 2023.</p> <p>All the above has created a delay in the installation of the transformers and an extension of storage must be arranged. It is important to note that the transformer remain with the manufacturer, all the warranties and guarantees will remain intact.</p>	
D/SM 11/23	21 April 2023	Kainos Projects Africa (Pty) Ltd	Operation and maintenance contract	Exceptional case and it is impractical or impossible to follow the official procurement processes	<p>The handling and treating of sewage at the Stellenbosch WWTW and Wemmershoek WWTW are deemed an essential service as part of the provision of sanitation services. The Operation and Maintenance of the Stellenbosch Wastewater Treatment Works (WWTW) and the Wemmershoek WWTW has been performed by Stellenbosch Municipality over the past few years. There is a need to appoint a service provider to take over operations and maintenance from the municipality due to the current staff shortages, skill levels and non-compliance of the wastewater treatment plants to meet environmental laws and regulations.</p>	R 1 610 119.34 per month (Incl. VAT)

					<p>The Department of Environmental Affairs and Development Planning (DEADP) in terms of section 28(4) of the national environment management act 1998, have issued a Directive to the municipality to implement various corrective actions to achieve compliance for the Wemmershoek WWTW. The time allowed to implement an action plan is 30 calendar days.</p> <p>The Department of Water and Sanitation has subsequently issued a notice of non-compliance for a variety of factors for the Stellenbosch WWTW. They mentioned that the Stellenbosch WWTW malfunction is affecting the Eerste River and immediate action is required to address these concerns.</p> <p>This is an exceptional case, and it is impractical or impossible to follow the official procurement processes to timeously appoint a service provider to the operation and maintenance of the WWTWs. Urgent action and an immediate response are required.</p> <p>The deviation can thus be motivated for two reasons: a) an "emergency" and/or as b) "an exceptional case".</p>	
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6.3 Legal Implications

The regulation applicable is:

GNR.868 of 30 May 2005: Municipal Supply Chain Management Regulations: Deviations from and ratification of minor breaches of, procurement processes.

6.4 Staff Implications:

No staff implications

6.5 Previous / Relevant Council Resolutions:

None

6.6 Risk Implications

That the market may not be tested.

The measures in place to deal with deviations mitigate the risk to an acceptable level.
The auditor general also audit the deviations during the yearly audit.

6.7 Comments from Senior Management:

The item was not circulated for comment except to Municipal Manager.

6.8.1 Municipal Manager

Supports the recommendations.

**RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE
EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 6.3**

that Council notes the deviations as listed for the month of April 2023.

FOR FURTHER DETAILS CONTACT:

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

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

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

10.2	REPORT/S BY THE SPEAKER
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NONE

10.3	REPORT/S BY THE MUNICIPAL MANAGER
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NONE

11.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD G VAN DEVENTER]
11.1	PROTECTION SERVICES: (PC:)
11.1.1	PERMISSION TO VISIT GERMANY ON INVITATION OF LANDESVERBAND KINDER -UND JUNGERHOLUNGSZENTREN (KIEZ) – FIREFIGHTING EXCHANGE PROGRAM 20 AUGUST 2023 - 31 AUGUST 2023

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.

5. RECOMMENDATIONS

- (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.

6 DISCUSSION / CONTENTS**6.1 Background**

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

Firefighting is described as an ultrahazardous, unavoidably dangerous activity. Fires, in its nature are very dangerous and equally destructive. A fire in Germany and a fire in South Africa challenges firefighters in the same manner. The difference is that the so called “first world countries” are better equipped to deal with fires in terms of vehicles, equipment, manpower and the number and proximity of their fire stations. The impact on society in the various countries also differs. Stellenbosch and surrounding areas are very prone to grass, mountain, formal and especially informal settlement fires. This excursion will enlighten our understanding of fires and firefighting in other countries and the exchange of ideas and skills will be invaluable and can only benefit the fire service, the municipality, and the community at large. This will be the first opportunity of its kind for one of our fire fighters and hopefully not the last.

Mr Craig van Reenen, the nominee, who also holds the position of Assistant Chief Fire Officer, is a veteran with 25 years’ experience. Due to Mr van Reenen’s inquisitive nature he swiftly educated himself, obtained the necessary skills and advanced quickly through the ranks in fire services. His variety of skills also includes a certificate as an intermediate paramedic (AEA). His years’ experience in various fire stations within the City of Cape Town and in the Cape Winelands District, coupled with the necessary skills set and fluency in the English language makes him an ideal exchange candidate.

6.2 Discussion

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 for work purposes.

The objective of the trip is to obtain a mutual understanding of firefighting, the roles that fire fighters fulfil in different countries and to exchange skills. The engagement will span from 20 August 2023 to 31 August 2023.

6.3 Financial Implications

Cost of local return flights and visa costs.

In line with the Cost Containment Policy

6.4 Legal Implications

In line with the Cost Containment Policy.

6.5 Staff Implications

None

6.6 Previous / Relevant Council Resolutions:

None.

6.7 Risk Implications

None.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.1.1

- (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.

ANNEXURES

Appendix 1: Invitation

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	municipal.manager@ Stellenbosch.gov.za
REPORT DATE	9 May 2023

ANNEXURE A



CAPE WINELANDS DISTRICT

MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

NAVRAE/ENQUIRIES/IMBUZO:
TELEFOON/TELEPHONE/UMNKEBA:
FAX/FAX/IFEKSI:
E-POS/E-MAIL/IE-MAIL:
U VERW/YOUR REF/REF YAKHO:
ONS VERW/OUR REF/REF YETHU:

Mr. Pietie Williams
021 888 5156
pietle@capewinelands.gov.za

Alexanderstraat 46 Alexander Street
100
STELLENBOSCH
7599

For Attention:

Municipal Manager: Breede Valley Municipality

City Manager: Drakenstein Municipality

Municipal Manager: Langeberg Municipality

Municipal Manager: Stellenbosch Municipality

Municipal Manager: Witzenberg Municipality

26 April 2023

Germany Exchange Programme

Dear City Manager and Municipal Managers

An invitation was received from Landesverband Kinder-und Jungerholungszentren (KIEZ), Sachen-Anhalt e.V., a partner of the Cape Winelands District Municipality to visit Germany from Sunday, 20 August 2023 to Thursday, 31 August 2023.

Background

Cape Winelands District Municipality has an ongoing partnership with KIEZ, an NGO in Germany. The projects with the NGO are mainly aimed at youth development and give them a global understanding of the people, culture, and skills of the two regions.

This year, however, our fire department received an invitation as well to participate in an exchange of skilled firefighters.

Purpose

This exchange will aim to get a mutual understanding of firefighters, their roles in different countries, and the exchange of skills. This exchange will further, align with programmes that will enhance youth and their future in firefighting and fire control.

Therefore, Cape Winelands District Municipality would like to extend the invitation to all Local Municipalities in the Cape Winelands District. Each municipality can nominate one fireman to partake in this programme.

Costs

- a) Each municipality will have to cover the travelling costs of their representative;
- b) Accommodation and transport in Germany will be provided by the host, KIEZ

Kindly indicate accepting or declining the invitation. Kindly provide us with the name of the participant that will represent the municipality by Tuesday, 30 May 2023.

Please note that more details and programme will be forthcoming once the participants are confirmed.

Your favourable response will be appreciated.

Thank you and kind regards,



Mr. P.A Williams

Acting Municipal Manager

11.2	YOUTH, SPORTS AND CULTURE: [PC: CLLR R ADAMS]
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NONE

11.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
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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
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Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

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**).

5. RECOMMENDATION

FOR CONSIDERATION

6. DISCUSSION / CONTENT

6.1 Background

6.1.1 Blaauwklippen, Stellenbosch

The property was initially leased from the municipality after which the Deed of Sale was entered into.

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 (no 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 notorially 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**.

The following properties were tied to Mother Erf, Portion 837 of the Farm Blaauw Klip Number 510 (Title Deed 34249/2015), in terms of Notarial Deed K 770/2006:

1. Farm No 1457 – erf on open field opposite golf course;
2. Portion 17 of the Farm No 369 – Paradyskloof Erf – C on map below;
3. Portion 3 of the Farm 527 (Skilpadrug Erf) – D on map below.
4. Remainder Portions 52, 53 and 54 of the Farm Blaauw Klip number 510 (Kreefgat Properties).

On 22 October 2008, the Mayoral Committee recommended to un-tie the properties known as remainder portions 52, 53 and 54 for the Farm Blaauw Klip number 510 (also known as the Kreefgat properties).

These properties were released from the Mother Erf by Notarial Deed K57/2010 which is attached hereto as **APPENDIX 3**.

6.2 DISCUSSION

6.2.1 Location and context

The property under discussion is situated at Blaauwklippen Farms.



Fig 1: Proposed areas to un-tie: C and D.

Hereto attached as **APPENDIX 4** an application received from Blaauwklippen Agricultural Estates Stellenbosch (Pty) Ltd. to un-tie Portion 17 of the Farm 369 (Paradyskloof Erf – C above) and Portion 3 of the Farm 527 (Skilpadrug Erf -D above) from the Mother Erf. 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. The applicants say 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 protected by the MSDF.

The sizes of the different portions requested to be released are as follows:

Mother Erf – Farm 1457 – erf on open field opposite golf course – 36.44ha

Farm 369/17 – Paradyskloof erf – 26.67ha

Farm 527/3 – Kreefgat Property – 14.79ha

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**).

6.3 FINANCIAL IMPLICATION

There will be no financial implications for the Stellenbosch Municipality subject to the applicant carrying all the costs for the removal of the restrictive conditions and registration of the properties and the notarial deed that needs to be amended.

6.4 LEGAL IMPLICATIONS

Council may revise the decision taken in 2008 to un-tie the properties. If untied nothing stop the applicants from selling the properties separately and the new owners bringing applications to develop the land, unless conditions are attached and registered against the title deeds of the untied properties. If any development is planned that is not in line with the current zoning of agricultural the owners will have to apply for rezoning of the properties. There is a further complication that the properties are outside the urban edge which will need a change to the Spatial development Framework to amend the urban edge. 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**).

6.5 STAFF IMPLICATIONS

No additional staff implications.

6.6 PREVIOUS COUNCIL RESOLUTIONS

On 22 October 2008, the Mayoral Committee recommended to un-tie the properties known as remainder portions 52, 53 and 54 for the Farm Blaauw Klip number 510 (also known as the Kreefgat properties). At the time of the compilation of the item writer was unable to locate the council resolution that followed on the 2008 recommendation. These properties were however released from the Mother Erf by Notarial Deed K57/2010 which is attached hereto as **APPENDIX 3**.

6.7 RISK IMPLICATIONS

The risk exists that if the property is sold that new owners will want to develop the land and change the agricultural zoning currently attached to the properties.

6.8 INPUTS RECEIVED FROM DIRECTORATES

6.8.1 Municipal Manager

Support the application provided that the deed contains a provision to protect the agricultural zoning.

6.8.2 Chief Financial Officer**6.8.3 Director Infrastructure**

No objection against the application.

6.8.4 Director Planning and Economic Development

To consider the merits of an application to untie a notarial tie the original purpose and intend for imposing the subject notarial tie by the beneficiary thereof should be understood.

The subject Blaauwklippen Farms were previously owned by the Stellenbosch Municipality. In the context of the Stellenbosch space economy these collective farming units have two prime characteristics which are important considerations:

1. The agricultural potential of the subject properties is very high, and
2. The subject properties are an important element of the Stellenbosch Open Space System.

Farmlands is a significant characteristic and important ingredient of the Stellenbosch space. Economy that contributes towards the value of the cultural, scenic, and productive landscape, and ultimately the economic and associated tourism vitality of the Cape Winelands brand.

When the Stellenbosch Municipality embarked on the process to sell the land, it was the intention to ensure that the farms remain productive to retain its value for the Stellenbosch space economy. With due consideration of the need to secure the ongoing financial feasibility of the subject farms, it was considered prudent to retain and operate the farms as a collective entity. For this purpose, it was consequently the rationale of the notarial tie to ensure this objective.

To untie the notarial tie will facilitate that the separate farms portions can be sold off to different entities and would ultimately undermine the feasibility to retain the farms as economic viable entities. This will pave the way to solicit support for the eventual development of the properties in yet sprawling high end residential estates and the loss of a high value asset.

It should be noted that it is not speculative to suggest that it is the prerogative of the owner to develop the subject farmlands, as the owner has recently already held exploratory discussions with the Spatial Planning section for the eventual development of the entire land area that compromises the subject Blaauwklippen farmlands.

The subject properties fall outside of the urban edge and the original rationale for the properties in the context of the Stellenbosch space economy is maintained in the present municipal spatial planning framework.

It is thus submitted that there is no justifiable rationale for the municipality to agree to the unbinding of the notarial tie over the subject properties, and that if it should be supported, it would potentially undermine the MSDP by paving the way to pursue development rights of the subject properties.

6.8.5 Director Community and Protection Services.

No objection to application.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.3.1

that Council considers the application.

ANNEXURES:

Appendix 1: Deed of Sale

Appendix 2: Notarial Deed K770/2006

Appendix 3: Notarial Deed K57/2010

Appendix 4: Application

Appendix 5: Extract from SDF indicating urban edge 6: Extract from the approved housing pipeline

FOR FURTHER DETAILS CONTACT:

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

APPENDIX 1

DEED OF SALE

Made and entered into by and between:

STELLENBOSCH MUNICIPALITY

(herein represented by Jacobus Petrus Retief in his capacity as Municipal Manager duly authorised thereto)

Town House
Plein Street
Stellenbosch

("Seller")

and

CAPE DUTCH ESTATE STELLENBOSCH (PTY) LTD
Reg No 1971/011401/07

(herein represented by Horst V Brunner in his capacity as Executive Director duly authorised thereto)

c/o Blaauwklippen Estate
Strand Road
Stellenbosch

("Purchaser")

and

BLAAUWKLIPPEN AGRICULTURAL ESTATES (PTY) LTD
Reg No 1972/000312/07

(herein represented by Horst V Brunner in his capacity as Executive Director duly authorised thereto)

c/o Blaauwklippen Estate
Strand Road
Stellenbosch

("Lessee")

Handwritten signatures of the parties involved in the deed of sale, including the Municipal Manager, the Executive Director, and the Lessee.

Recordal:

Whereas:

- A. The Seller is the registered owner of the immovable agricultural property referred to in clause 2 of this agreement, the Lessee being the lessee thereof in terms of various long term lease agreements;
- B. The Purchaser, through its affiliate company being the Lessee, at present conducts certain farming activities on the said immovable agricultural property and is desirous of purchasing the said property so as to incorporate same into its present farming activities on the wine estate known as Blaauwklippen Estate;
- C. The Seller is committed:
 - (a) To maintaining the rural and agricultural character of the properties forming the subject matter of this agreement;
 - (b) To obtain funds with which to purchase property suitable for development projects and housing for previously disadvantaged communities;
- D. Consequently the Purchaser wishes to purchase and the Seller wishes to sell the said agricultural property to the Purchaser on the terms and conditions set out herein;
- E. The Lessee consequently hereby consents and agrees to the said sale and purchase and consequently the cancellation of the said lease agreements subject to the fulfillment of the conditions set out herein;
- F. The properties forming the subject matter of this sale agreement are land situated in the area of jurisdiction of the municipal council of Stellenbosch and therefore do not constitute "agricultural land" as envisaged in terms of the Subdivision of Agricultural Land Act No. 70/1970.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. SUSPENSIVE CONDITIONS

- 1.1 This agreement is subject thereto that the Seller obtains approval from the relevant authorities to utilise the proceeds of this sale agreement towards the acquisition of property and/or cross-subsidisation of development or housing projects, including low cost housing, for previously disadvantaged communities and not as provided for in Section 76(2) of the Municipal Ordinance No. 20/1974;
- 1.2 This agreement is further subject to the successful subdivision(s) of the relevant properties of the Seller of which portions are hereby sold, where applicable, so as to constitute the properties set out in clause 2.



- 1.3 This agreement is subject to the approval of the Board of Directors of the Purchaser to be given within 30 days from the date of signature hereof by the parties,
- 1.4 Notwithstanding the signature hereof on behalf of the Seller, the parties agree that this agreement shall be subject to final approval by Stellenbosch Municipality (hereinafter referred to as "the Council") following a public participation process in terms of Section 124 of the Municipal Ordinance No. 20/1974.
- 1.5 It is further agreed and recorded between the parties that the said Council shall be entitled to insist, after considering any proposals, recommendations or objections received by it during such public participation process and after publication of official notices in the prescribed public media of its intention to dispose of the property to the Purchaser in terms of this agreement, to include such amended conditions and/or new and/or alternative conditions as it may deem fit, to this agreement. The parties agree to negotiate in good faith the inclusion of such conditions as proposed or in amended form and failing agreement thereon this agreement shall lapse and be no longer of any force or effect.

2. PROPERTY

- 2.1 The properties forming the subject matter of this agreement are described as follows:
- 2.1.1 A certain portion known as "Munisipale Huurgrond Perseel No. 527 E", measuring approximately 14,78 hectares, being a portion of the Farm No. 527 in the Municipality and Division of Stellenbosch;
- 2.1.2 A certain portion known as "Munisipale Huurgrond Perseel No. 369 GN", measuring approximately 26,7 hectares, being a portion of the Farm No. 369 in the Municipality and Division of Stellenbosch;
- 2.1.3 A certain portion known as "Munisipale Huurgrond Perseel No. 376 BN", measuring approximately 8,1 hectares, being a portion of the Farm No. 376 in the Municipality and Division of Stellenbosch;
- 2.1.4 A certain portion known as "Munisipale Huurgrond Perseel No. 376 DN", measuring approximately 7,99 hectares, being a portion of the Farm No. 376 in the Municipality and Division of Stellenbosch;
- 2.1.5 A certain portion known as "Munisipale Huurgrond Perseel No. 369 H", measuring approximately 6 hectares, being a portion of the Farm No. 369 in the Municipality and Division of Stellenbosch;

Handwritten signatures and initials in black ink, located in the bottom right corner of the page. There are three distinct marks: a stylized 'R' or 'B' shape, a signature that appears to be 'J. van der Merwe', and another signature that is less legible.

2.1.6 A certain portion known as "Munisipale Huurgrond Perseel No. 369 J", measuring approximately 13,7 hectares, being a portion of the Farm No. 369 in the Municipality and Division of Stellenbosch;

2.1.7 A certain portion known as "Munisipale Huurgrond Perseel No. 375 B", measuring approximately 4100 square metres, being a portion of the Farm No. 375 in the Municipality and Division of Stellenbosch;

All of which properties are situated in the Municipality and Division of Stellenbosch, Province of the Western Cape and are as set out in the diagrams annexed hereto as **ANNEXURE A, B, C, D, E, F and G**, but which properties shall exclude a road reserve which will be indicated on the eventual subdivisional and consolidation diagrams of the relevant properties, for possible future roads necessary for extensions to the Stellenbosch Township.

(Hereinafter referred to as "the property" and/or "the properties")

2.2 It is recorded that the Seller shall be entitled:

2.2.1 to consolidate the aforesaid properties; or such of the components of the said properties as it may deem fit in its absolute discretion, before giving transfer thereof the Purchaser, at its own cost and expense.

2.2.2 to record as a condition of title relating to all or any of the aforesaid properties that such properties shall be zoned agricultural and shall not be rezoned and/or developed for any non-agricultural purpose;

2.2.3 to impose a notarial tie condition between the property hereby sold and the existing property of the Purchaser so that the Purchaser or its successors 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 successors in title, to the same transferee;

3. PURCHASE PRICE AND METHOD OF PAYMENT :

3.1 The purchase price of the property payable by the Purchaser to the Seller is the sum of R14 250 000.00 (Fourteen Million Two Hundred and Fifty Thousand Rand) exclusive of Value Added Tax.

3.2 The aforesaid total purchase price of the property shall be payable free of commission and bank charges to the Seller's attorneys at Stellenbosch immediately prior to registration of transfer of the property in favour of the Purchaser provided that the Purchaser shall, within 21 days after

finalisation of the final terms of the agreement as envisaged in clause 1.5 furnish the Seller or its attorney with confirmation from the RSA commercial bank of the Purchaser, to be acceptable to the Seller in its sole discretion, that the Purchaser shall have sufficient funds available for the purchase price against registration of transfer.

4. VALUE ADDED TAX

- 4.1 It is recorded that the Seller is registered as a vendor in terms of the Value Added Tax Act ("the Act").
- 4.2 It is therefore recorded that should Value Added Tax be payable on the purchase price of the immovable property referred to in clause 2.1 the Purchaser shall be required to pay such Value Added Tax in accordance with the prescribed tariff of the Act to the Seller's attorney simultaneous with the purchase price as determined in clause 3.2.

5. POSSESSION AND OCCUPATION

- 5.1 It is recorded and agreed that the Purchaser through the tenancy of the Lessee is deemed already to be in possession of the properties in terms of the relevant lease agreements between the Seller and the Lessee.
- 5.2 Until date of registration the Purchaser shall therefore remain in possession and occupation of the properties in terms of the lease agreements and shall be responsible to fulfil all of its obligations vis-à-vis the Seller in accordance with the terms and conditions set out in the lease agreements until the registration of transfer, on which event the said lease agreements shall lapse and be of no further force and effect.

It is agreed that no compensation will be payable by the Seller to the Lessee due to the premature termination of the said agreements of lease; provided however that any rental paid in advance by the Lessee shall be repaid by the Seller on a proportionate basis.

- 5.3 The Purchaser shall be entitled to utilise, free of charge, the area of the road reserve referred to in clause 2.1 above; provided that should the Seller require same for road building purposes, it shall be entitled to give the Purchaser 3 (three) months' written notice to that effect, whereupon the Purchaser shall vacate such portion without any consideration for whatever reason or improvements such as vineyard thereon being payable by the Seller.

6. TRANSFER

Registration of transfer of the property shall be effected by Attorneys Marais Müller Inc, 21 Oewerpark, Die Boord, Stellenbosch (Mr Philip Rall) following final approval by the council and as soon as possible after approval by the Surveyor-

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General of the various subdivisions and consolidations but only after the purchase price as set out in paragraph 3 and the amounts stipulated in paragraphs 7 and 8 infra have been paid by the Purchaser.

7. RATES AND TAXES, WATER CHARGES

- 7.1 The Purchaser shall be liable for payment of all rates and taxes levied on the property as from the date of registration. Should the Lessee have paid any such rates and taxes in advance, a pro rata portion thereof shall be credited by the Seller to the account of the Lessee.
- 7.2 Any outstanding capital amount pertaining to the water rights and irrigation scheme as set out in any of the lease agreements between the Seller and the Lessee shall, on registration of transfer when the existing lease agreements will lapse ito par. 5.2, become the responsibility of the Purchaser who will be responsible either to pay the full outstanding balance in one lump sum or to pay such balance over the remaining period of the loan relating thereon.

8. TRANSFER COSTS

- 8.1 The Purchaser shall pay on demand all costs and disbursements incurred to effect registration of transfer of the property in its name, including transfer fees, fees for the registration of servitudes and other notarial agreements, transfer duty (if applicable) subdivisional costs and agreements, survey charges, stamp duty, Deeds Office charges and the costs of drawing this agreement plus VAT on such fees.
- 8.2 The Seller shall be responsible for payment of any costs or survey charges regarding the consolidation of all or some of the properties prior to transfer thereof in favour of the Purchaser.

9. BROKERAGE

The parties agree that this sale was not concluded through the agency of any agent and that no commission would therefore be payable.

10. DEFAULT

In the event of the Purchaser failing to pay any portion of the purchase price on the due date, or in the event of either of the parties failing to comply with any of the other terms of this agreement after having received a written notice delivered to the defaulting party by registered post or by hand calling upon the defaulting party to remedy such breach within 14 days from date of posting or delivering by hand of such notice.

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- 10.1 Should the Seller be the defaulting party, the Purchaser will be entitled, either:
- 10.1.1.1 to cancel the agreement and tender return of the property to the Seller against re-payment of the monies paid by the Purchaser to the Seller; or
 - 10.1.1.2 to claim specific performance from the Seller;
- without prejudice to his rights to claim damages arising from such breach.
- 10.2 Should the Purchaser be the defaulting party, the Seller shall be entitled either:
- 10.2.1.1 to cancel this agreement and retake possession of the property, in which event the Purchaser shall forfeit as liquidated damages any amounts already paid under this agreement; or
 - 10.2.1.2 to claim the full outstanding amount which will immediately become due under this agreement without prejudice to his rights to claim damages arising from such breach.
- 10.3 In the event of legal proceedings being instituted as a result of such breach, the successful party shall be entitled to recover from the defaulting party his legal costs on the scale as between attorney and client, including collection commission.

11. GENERAL CONDITIONS

- 11.1 The property is sold as described in the Seller's Title Deed(s), subject to all conditions and servitudes attaching to the property or mentioned or referred to in the said Title Deed(s). The Purchaser agrees to accept title as held by the Seller who shall not be liable for any deficiency in the event of the property which may be found on a re-survey, nor does the Seller desire to benefit by any excess which may be found.
- 11.2 The Seller does not give any express or implied warranty whatsoever in regard to the Property or any aspect thereof.
- 11.3 The property is sold "voetstoots" as it now stands, and the Seller shall not be responsible for any latent or patent defects to which the property may subject;
- 11.4 The Purchaser hereby acknowledged that it has not been persuaded to enter into this Agreement to reason of any express or implied notification, statement, representation, act or omission made by or on behalf of the Seller, unless same has been expressly set forth herein.



- 11.5 It is hereby agreed that this Agreement shall constitute the entire Agreement between the Seller and Purchaser, and that no amendment, addition or deletion in respect thereof shall be of any legal force and effect, unless such amendment, addition or deletion has been made in writing and signed by both parties hereto.
- 11.6 Any concession, admission or condonation made by the Seller to the Purchaser in regard to any of the terms and conditions of this Agreement, shall be entirely without prejudice to the Seller's rights in terms hereof, and shall in no regard to construed as a waiver by the Seller of this rights in terms hereof.
- 11.7 The Seller and Purchaser herewith choose "domicilium citandi et executandi" at their respective addresses set out in the pre-amble hereto, where all notices and/or process originating from this Agreement shall be served.

12. ELECTRICAL INSTALLATION

The Seller shall not be required to deliver to the Purchaser or the transferring attorneys a Certificate of Compliance in respect to the electrical installations on any of the buildings on the property in terms of Regulation R2920/1992 of the Machinery and Occupational Safety Act No 6/1983 or any amendment or substitution thereof. The Purchaser shall at its expense repair and/or rectify or have repaired any defects and/or deficiencies in the said electrical installations as required by the accredited person concerned for the furnishing of the Certificate of Compliance.

13. SPECIAL CONDITIONS

- 13.1 It is recorded that the Purchaser has applied to the Council for the rezoning of a portion of its existing property for purposes of the construction thereon of a wine cellar, the approval of which has been withheld owing to the fact that an insufficient quantity of grapes had been produced on the existing property of the Purchaser. Notwithstanding the fact that final approval of this Deed of Sale still has to be granted by the Council, consent is hereby granted to the Purchaser to proceed with the construction of a wine cellar subject to the approval of the plans thereof in the normal course of events; provided that should this agreement of sale be cancelled or fall through for whatever reason or registration of transfer not be proceeded with within 6 (six) months after fulfillment of the last of the suspensive conditions set out herein, the parties undertake to amend the lease agreements into fixed term agreements and agree that market related rentals and escalations would be applicable thereto. Failing consensus what would constitute a market related rental and escalation, such matter would be referred by the Council on their sole discretion to an independent agriculture estate agent within the Stellenbosch Wine of



Origin area to determine a market related rental and escalation and whose ruling, as expert and not as arbitrator, shall be binding on all parties concerned.

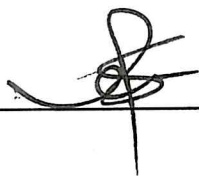
- 13.2 It is recorded that the Purchaser leases a certain agricultural property.
- 13.3 The Purchaser shall, within 18 calendar months from the first day of the month following the month during which the transfer of the properties referred to in Clause 2, was registered, in good faith furnish the Seller with a written proposal of how the Purchaser:
- 13.3.1 intends to advance Black empowerment on the properties owned by the Purchaser and/or leased from the Seller; and
 - 13.3.2 intends to advance Black Empowerment on the property known as Farm 502V; and
 - 13.3.3 intends to uplift and contribute to the local community.
- 13.4 The Purchaser and the Seller shall in consultation discuss these proposals and failing consensus on any one of the aforesaid proposals, the Seller shall be entitled to forthwith cancel the existing lease in respect of Farm 502V notwithstanding any contrary provisions contained therein without any compensation being payable in respect of such cancellation.

Handwritten signatures and initials in black ink, including a large stylized signature, a smaller signature, and the initials 'JP'.

THUS DONE and SIGNED at Stellenbosch on this 13 day of August 2003.

AS WITNESSES:

1. 

2. 


SELLER

THUS DONE and SIGNED at Stellenbosch 22nd on this 22 day of August 2003.

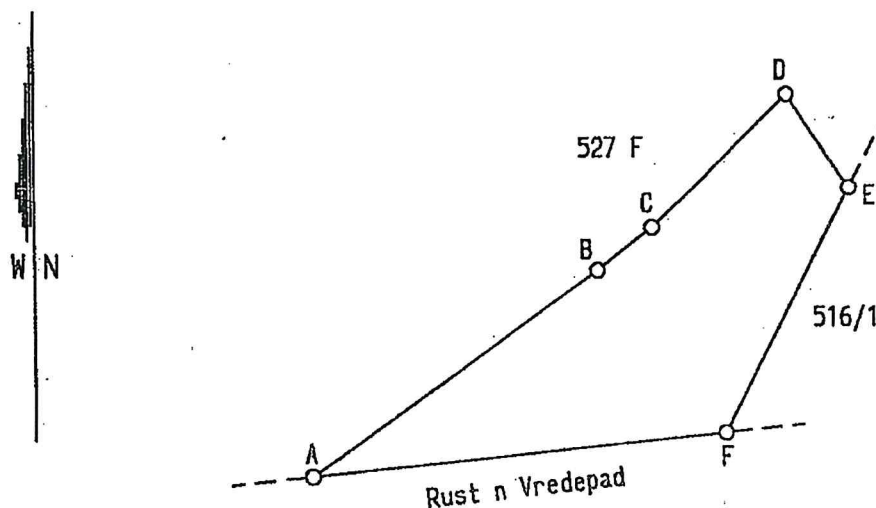
AS WITNESSES:

1. _____

2. _____


PURCHASER

Friedlaender, Burger & Volkmann Landmeters



SKAAL 1 : 10 000

Die figuur A B C D E F stel voor 14,78 ha (benaderd tot die naaste 0,5 ha)

grond, synde

MUNISIPALE HUURGROND PERSEEL 527 E

gelee in die Munisipaliteit van Stellenbosch in die
 Administratiewe Distrik van Stellenbosch
 Opgestel deur my in November 2001

Provinsie van die Wes-Kaap

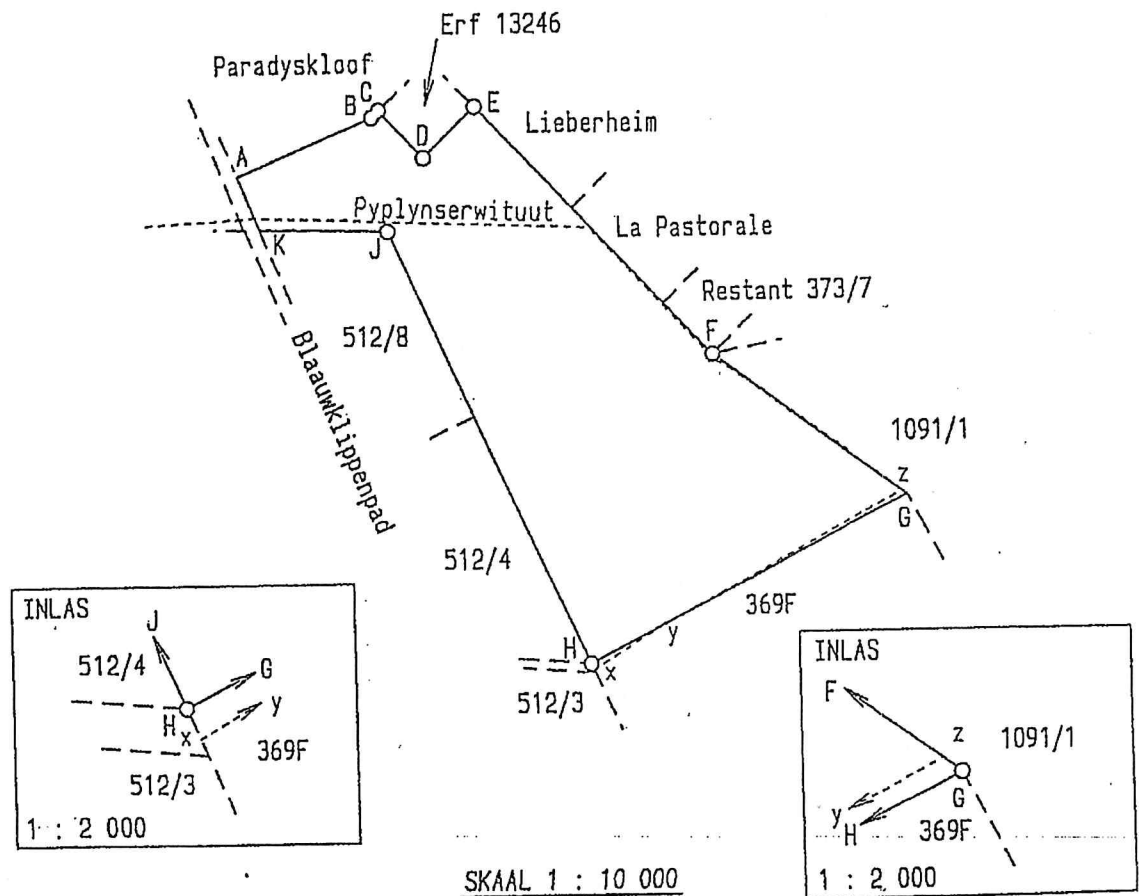
Hans J Volkmann
 Hans J Volkmann
 Pr Landmeter PLS0695

Oorspronklike kaart	Burgermeester	x <i>J Meester</i> Huurder
Nr.	Stadsklerk	
T/A	Getuie 1:	Getuie 1:
	Getuie 2:	Getuie 2:

[Signatures]

Friedlaender, Burger & Volkmann Landmeters

NOTA: Die lyn x-y-z stel die suidelike grens van 'n deurgangspad voor.



Die figuur A B C D E F G H J K stel voor 26,7 hektaar
grond, synde MUNISIPALE HUURGROND PERSEEL 369 GN

gelee in die Munisipaliteit van Stellenbosch in die
Administratiewe Distrik van Stellenbosch
Provinsie van die Wes-Kaap
Opgestel deur my in November 1999

Hans J. Volkmann
Hans J Volkmann
Pr Landmeter PLS0695

Oorspronklike kaart

Nr. 593/1884

T/A STEL. F. 5-35

BH-SDCB

Burgermeester

Stadsklerk

Getuie 1:

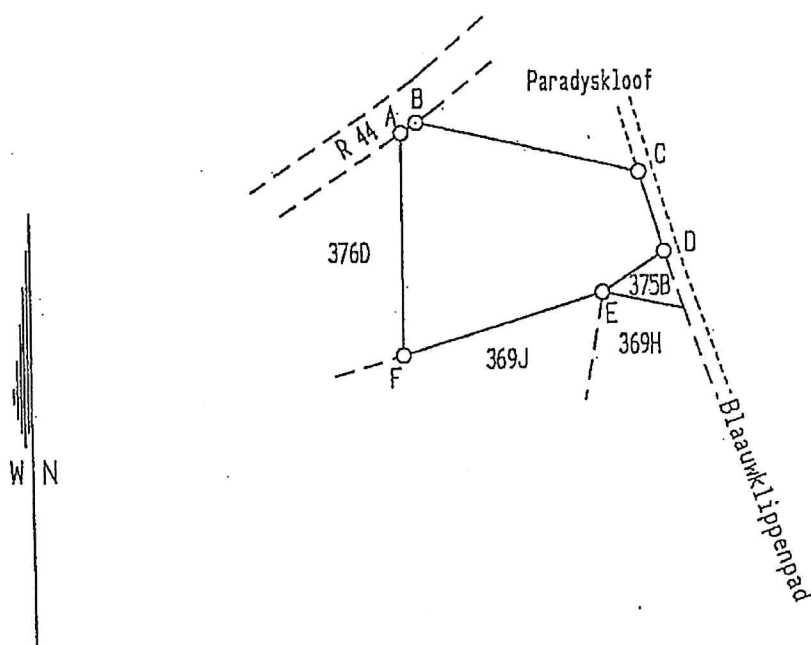
Getuie 2:

Huurder

Getuie 1:

Getuie 2:

Friedlaender, Burger & Volkmann Landmeters



SKAAL 1 : 10 000

8,1 ha

Die figuur A B C D E F stel voor 8,1 hektaar
grond, synde MUNISIPALE HUURGROND PERSEEL 376BN

gelee in die Stellenbosch Plaaslike Oorgangsraad Gebied in die
Administratiewe Distrik van Stellenbosch
Provinsie van die Wes-Kaap
Opgestel deur my in November 1999

Hans J. Volkmann
Hans J Volkmann
Pr Landmeter PLS0695

Oorspronklike kaart

Nr. 593/1884

T/A Stel. F. 5-35

BH-8DCB

Burgermeester

Stadsklerk

Getuie 1:

Getuie 2:

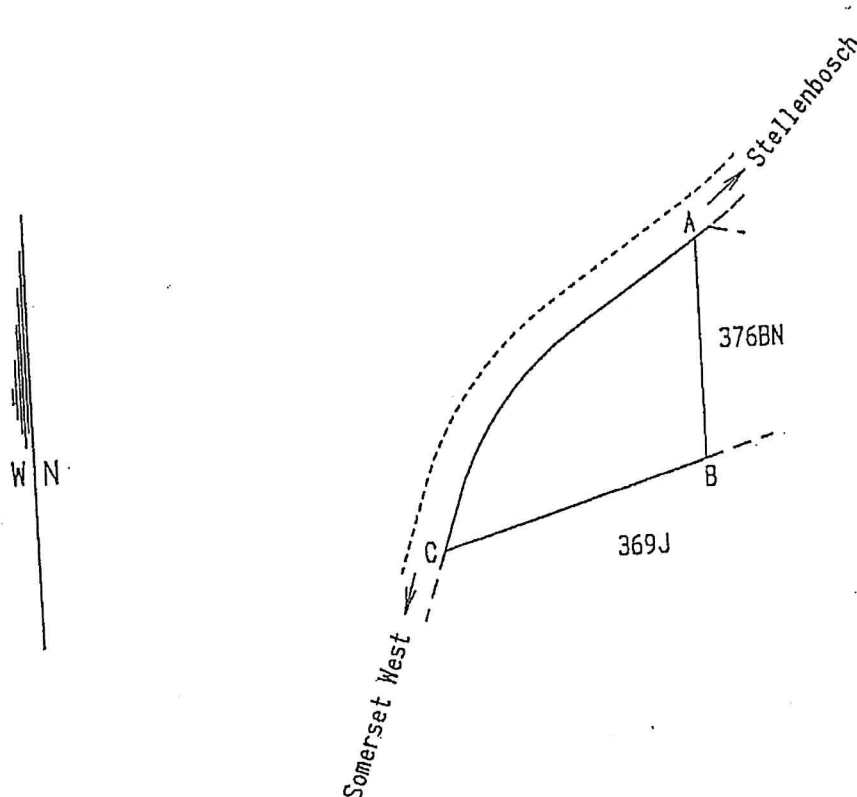
Huurder

Getuie 1:

Getuie 2:

[Handwritten signatures and initials]

Friedlaender, Burger & Volkmann Landmeters



Area = 7,99 ha SKAAL 1 : 10 000

Die figuur A B C suidoos grens van padreserwe stel voor 8,0 hektaar

grond, synde

MUNISIPALE HUURGROND PERSEEL 376DN

gelee in die Munisipaliteit van Stellenbosch in die
Administratiewe Distrik van Stellenbosch
Opgestel deur my in November 1999

Provinsie van die Wes-Kaap

Hans J. Volkmann
Hans J Volkmann
Pr Landmeter PLS0695

Oorspronklike kaart

Nr. 206/1891

T/A Stel. F. 6-5

Burgermeester

Stadsklerk

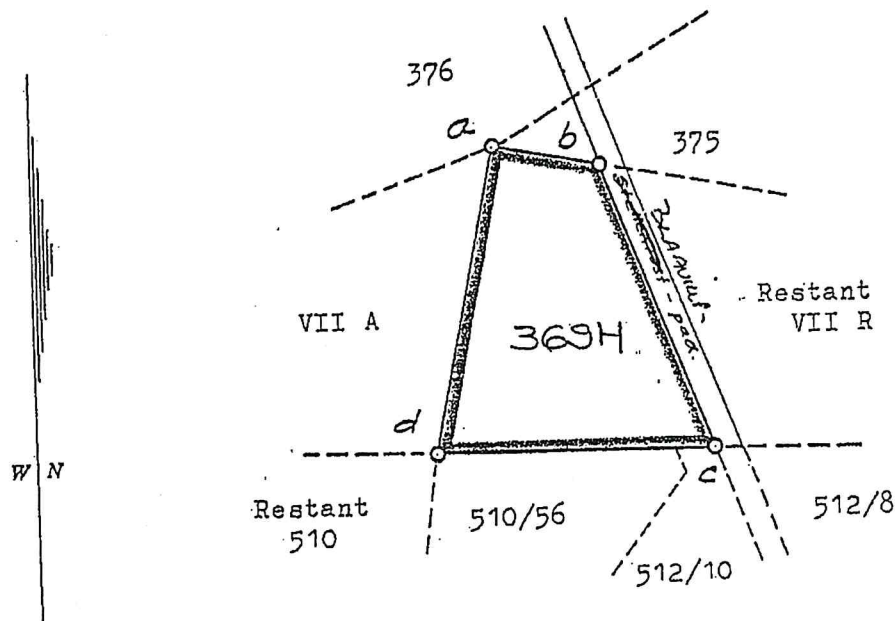
Getuie 1:

Getuie 2:

Huurder

Getuie 1:

Getuie 2:



Skaal: 1/7500

Die figuur a b c d

stel voor

6 Hektaar

(benaderd tot die naaste halwe hektaar)

grond. synde

NUMMER

Munisipale Huurgrond Perseel

(oanr VII RA)

(Gedeelte v.d. plaas 369)

369H

geleë in die Munisipaliteit en Afdeling Stellenbosch
Provinsie Kaap die Goeie Hoop.

Opgestel deur my Augustus 1975,

Friedlaender
Landmeter.

Oorspronklike Kaart

Nr. 593/1884

T/A Stel. E. 5.34

Noteerfel. BH-8DCD

Getuie 1.

1.

2.

Getuie 1.

2.

Huurder

Burgermeester

Stadsclerk.

B. J. J. J.

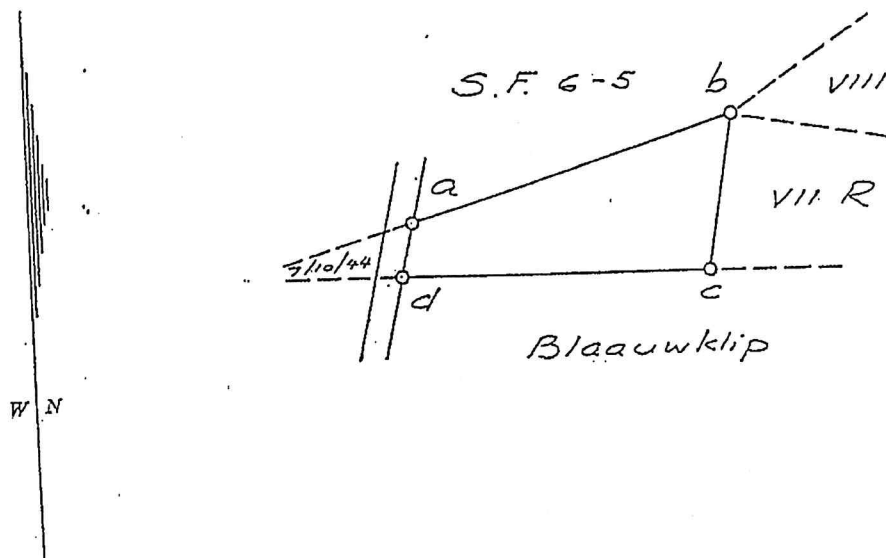
B. J. J. J.

B. J. J. J.

B. J. J. J.

B. J. J. J.

B. J. J. J.



Skaal: 1/15000

Die figuur *abcd* stel voor
 13,70 ha (16 Morg) (benadeerd tot die naaste 1/2 morg)
 Munisipale Huurgrond Perseel (VII A) grond synde **NUWE NR 369J**

geleë in die Munisipaliteit en Afdeling Stellenbosch
 Provinsie Kaap die Goëie Hoop.

Opgestel deur my April 1965.

J. Tridacende
 Landmeter.

Oorspronklike Kaart

Nr. 9131/1957...

T.A. S.F. 5-37

S.F. 5-37

J. J. Zomhans
 Burgemeester

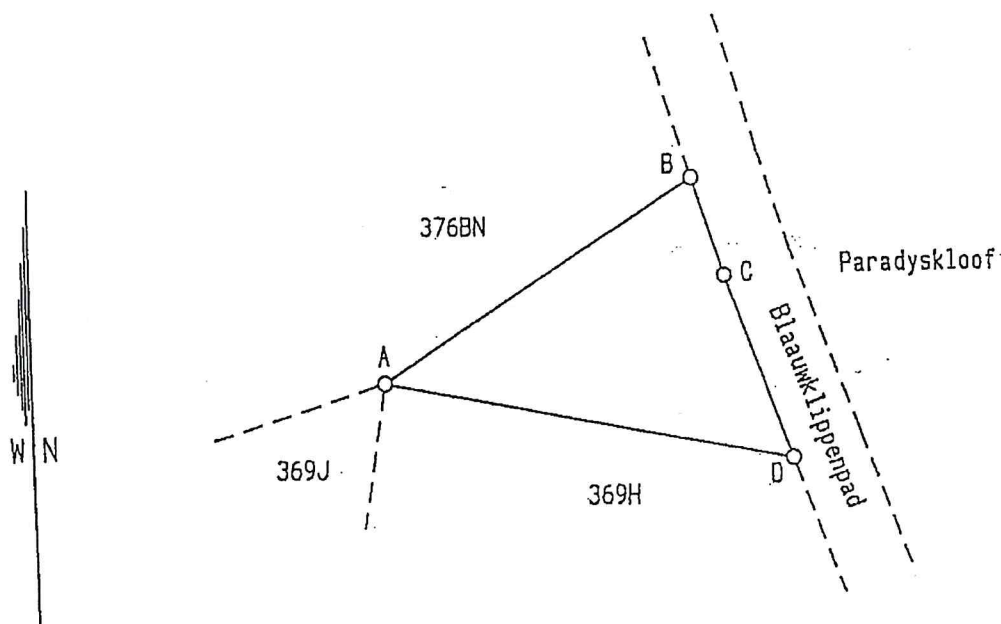
D. Sijp
 Stadsheer

W. J. de Vries

Huurder

R. J. de Vries
J. J. de Vries
J. J. de Vries

Friedlaender, Burger & Volkmann Landmeters



SKAAL 1 : 2 000

Die figuur A B C D stel voor 4100 vierkante meter

grond, synde

MUNISIPALE HUURGROND PERSEEL 375B

gelee in die Munisipaliteit van Stellenbosch in die
Administratiewe Distrik van Stellenbosch
Opgestel deur my in November 1999

Provinsie van die Wes-Kaap

Hans J. Volkmann

Hans J Volkmann
Pr Landmeter PLS0695

Oorspronklike kaart

Nr. 9130/57

T/A Stel. F. 5-34

Burgermeester

Stadsklerk

Getuie 1:

Getuie 2:

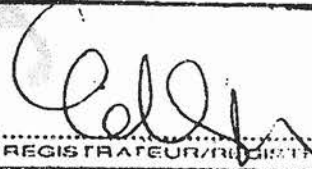
Huurder

Getuie 1:

Getuie 2:

APPENDIX 2

MARAIS MÜLLER YEKISO INC.
21 Oewer Park
Die Boord
STELLENBOSCH
7600

GEREGISTREER REGISTERED

REGISTRATEUR/REGISTRAR
25 JUL 2006

FEE
R 99,00

K00000770/2006

for further and p7.

1-3-8
1

Protocol No. 44

NOTARIAL DEED

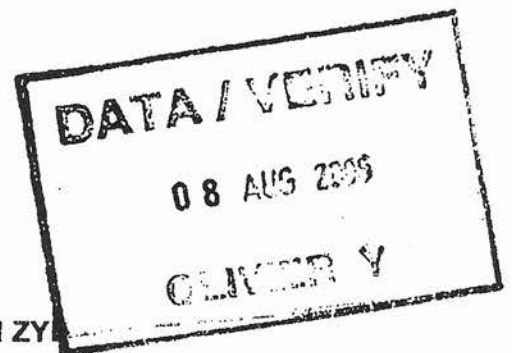
CREATING RESTRICTIVE TIE CONDITION

BE IT HEREBY MADE KNOWN

THAT at STELLENBOSCH on this 2nd day of MAY 2006

before me

JANA ELIZABETH VAN ZYL



of STELLENBOSCH, in the Province of the Western Cape, Notary Public, by lawful authority duly admitted and sworn and in the presence of the subscribing witnesses personally came and appeared

LEE GRÜNEWALD of STELLENBOSCH, she, the said Appearer being duly authorised thereto by:

1. A special power of attorney in her favour signed at STELLENBOSCH on 16th NOVEMBER 2005, granted by

STELLENBOSCH MUNICIPALITY

("Seller")

and

2. A special power of attorney in her favour signed at STELLENBOSCH on 16th NOVEMBER 2005, granted by

BLAAUWKLIPPEN AGRICULTURAL ESTATES STELLENBOSCH (PTY) LTD

No. 1972/000312/07

("Purchaser")

3. A special power of attorney in her favour signed at STELLENBOSCH on 16th NOVEMBER 2005, granted by

CAPE DUTCH ESTATES STELLENBOSCH (PTY) LTD

Reg No 1971/011401/07

("Owner")

AND THE APPEARER DECLARED THAT:

A. WHEREAS the Seller is transferring to the Purchaser the following properties, to wit:-

- (1) Portion 17 of the Farm No. 369 in the Municipality and Division of Stellenbosch, Province of the Western Cape;

Measuring 26,6719 (Twenty Six Comma Six Seven One Nine) hectares

as appears from diagram SG. No. 1565/2004

Held by Certificate of Registered Title No. T. (4) SSS41/2006.

- (2) Portion 3 of the Farm No. 527 in the Municipality and Division of Stellenbosch, Province of the Western Cape;

Measuring 14,7917 (Fourteen Comma Seven Nine One Seven) hectares

as appears from diagram SG. No. 5157/2004

Held by Certificate of Registered Title No. T. (a) SSS46/2006.

- (3) Farm No 1457 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;

Measuring 33,3864 (Thirty Three Comma Three Eight Six Four) hectares

as appears from diagram SG. No. 5170/2004

Held by Certificate of Consolidated Title No. T. (10) SSS47/2006.

(hereinafter referred to as "the Seiler's property")

B. AND WHEREAS the Owner is the registered owner of the following properties, to wit:-

- (1) Remainder of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 36,0885 (Thirty Six Comma Nil Eight Eight Five) hectares
Held by Deed of Transfer No. T.4195/1972 (par 1);
- (2) Portion 52 (a portion of Portion 31) of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 1,0405 (One Comma Nil Four Nil Five) hectares
Held by Deed of Transfer No. T.4195/1972 (par 2);
- (3) Portion 53 (a portion of Portion 51) of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 5788 (Five Thousand Seven Hundred and Eighty Eight) square metres
Held by Deed of Transfer No. T.4195/1972 (par 3);
- (4) Portion 54 (a portion of Portion 10) of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 5889 (Five Thousand Eight Hundred and Eighty Nine) square metres
Held by Deed of Transfer No. T.4195/1972 (par 4)

(hereinafter referred to as "the Owner's property")

C. AND WHEREAS the Owner and the Purchaser are affiliate companies and since the Purchaser conducts an enterprise as wine estate on the Owner's property as well as on the Seller's property in terms of certain lease agreements which are being cancelled simultaneous with the registration hereof;

D. AND WHEREAS it is a condition of the sale agreement between the Seller and the Purchaser whereby the Seller's property is to be transferred to the Purchaser that a notarial deed creating a restrictive tie condition be registered simultaneous with the registration of transfer of the said Seller's property in favour of the Purchaser whereby the Purchaser or its successors in title and the Owner or its successors in title shall not be entitled to sell or alienate or transfer any of the said properties without the simultaneous sale or alienation or transfer of all the other aforesaid properties to the same transferee;

- E. **AND WHEREAS** the Owner has accepted the said conditions and has agreed to the registration of this Notarial Deed without any compensation being payable;

NOW THEREFORE THESE PRESENT WITNESSETH:

1. That the Title Deeds of

- ✓ (1) Portion 17 of the Farm No. 369 in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 26,6719 (Twenty Six Comma Six Seven One Nine) hectares
as appears from diagram SG. No. 1565/2004
Held by Deed of Transfer No. T. (11) SSS48/2006.
- ✓ (2) Portion 3 of the Farm No. 527 in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 14,7917 (Fourteen Comma Seven Nine One Seven) hectares
as appears from diagram SG. No. 5157/2004
Held by Deed of Transfer No. T. (11) SSS48/2006.
- ✓ (3) Farm No 1457 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 33,3864 (Thirty Three Comma Three Eight Six Four) hectares
as appears from diagram SG. No. 5170/2004
Held by Deed of Transfer No. T. (11) SSS48/2006.
- (4) Remainder of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 36,0885 (Thirty Six Comma Nil Eight Eight Five) hectares
Held by Deed of Transfer No. T.4195/1972 (par 1);
- (5) Portion 52 (a portion of Portion 31) of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 1,0405 (One Comma Nil Four Nil Five) hectares
Held by Deed of Transfer No. T.4195/1972 (par 2);

- (6) Portion 53 (a portion of Portion 51) of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 5788 (Five Thousand Seven Hundred and Eighty Eight) square metres
Held by Deed of Transfer No. T.4195/1972 (par 3);
- (7) Portion 54 (a portion of Portion 10) of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;
Measuring 5889 (Five Thousand Eight Hundred and Eighty Nine) square metres
Held by Deed of Transfer No. T.4195/1972 (par 4)

be endorsed to the effect that none of the aforesaid properties may be sold, alienated or transferred unless all the aforesaid properties are simultaneously sold, alienated or transferred to the same transferee.

2. That the Purchaser shall be liable for the payment of the legal costs pertaining to the drafting and registration of this Deed.

R R B 1

THUS DONE AND SIGNED and executed at STELLENBOSCH on the day, month and year first
aforewritten in the presence of the undersigned witnesses.

AS WITNESSES:

1. *Land*

Donald
q.q. Municipality of Stellenbosch

2. *Jaar*

Donald
q.q. Brauwklippen Agricultural Estates
Stellenbosch (Pty) Ltd

Donald
q.q. Cape Dutch Estates Stellenbosch (Pty) Ltd

QUOD ATTESTOR

Notary Public

NOTARY PUBLIC



VA 008992/092009

K 770/2006 s

Certified a true copy of the duplicate
original filed of record in this Registry,
issued to serve in place of the original
thereof under the provisions of Deeds
Regulation No. 68 (1) Act 47/37

Deeds Registry
Cape Town

09 DEC 2009

[Signature]
Asst. Registrar of Deeds

-7-

8
VIR ENDOSSEMENTE KYK BLADSY
FOR ENDORSEMENTS SEE PAGEET SEQ

K 00000057/2010

By notarial deed of agreement, dated 24 June 2009
The restrictive tie condition is hereby released
in respect of the following properties:

1. PORTION 52 (ptn of ptn 31) of the farm Blaauw klip no. 510
situate in the municipality and division of Stellenbosch, province
of the western Cape, measuring 1.0405 ha
2. PORTION 53 (ptn of ptn 51) of the farm Blaauw klip no. 510
situate in the municipality and division of Stellenbosch, province of
the western Cape, measuring 5788 m²
3. PORTION 54 (ptn of ptn 10) of the farm Blaauw klip no. 510
situate in the municipality and division of Stellenbosch,
Province of the western Cape, measuring 5889 m² held by
Deed of transfer T4195/1972

As will more fully appear from said notarial deed

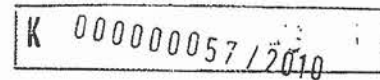
Deeds Office
Cape Town

Registrar of Deeds
18 JAN 2010

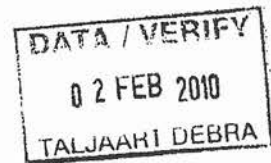
APPENDIX 3

1-6

CLUVER MARKOTTER INC.
117



Protocol No: 499



NOTARIAL AGREEMENT:

RELEASE FROM RESTRICTIVE TIE CONDITION

KNOWN ALL MEN WHOM IT MAY CONCERN :

THAT on this 24th day of June 2009, before me

AREND LEOPOLD DE WAAL

Notary Public, by lawful authority duly sworn and admitted and practising at Stellenbosch in the Province of the Western Cape, personally came and appeared

COLET BOURBON-LEFTLEY

she, the said Appearer, duly authorised thereto by :

{COMM/SERVITUDES/ADW/AVD1486}



Handwritten signatures

- 2 -

(i) : a Special Power of Attorney dated at STELLENBOSCH on 24 March 2009 granted to her by

STELLENBOSCH MUNICIPALITY

(hereinafter referred to as the "Municipality")

(ii) : a Special Power of Attorney dated at STELLENBOSCH on 18 June 2009 granted to her by

BLAAUWKLIPPEN AGRICULTURAL ESTATES STELLENBOSCH (PTY) LTD
No 1972/000312/07

(hereinafter referred to as "Blaauwklippen")

(iii) : a Special Power of Attorney dated at STELLENBOSCH on 18 June 2009 granted to her by

CAPE DUTCH ESTATES STELLENBOSCH (PTY) LTD
No 1971/011401/07

(hereinafter referred to as "Cape Dutch Estates")

which powers of attorney have this day been exhibited to me and now remain filed in my protocol.

AND THE APPEARER DECLARED THAT :

- 1 WHEREAS the parties entered into Notarial Tie Agreement No K770/2006S (hereinafter referred to as "the Notarial Tie Agreement") in terms of which certain immovable properties of Blaauwklippen and Cape Dutch Estates were notarially tied;
- 2 AND WHEREAS it was acknowledged by the Municipality that it was not the intention to notarially tie certain of the immovable properties that were tied in terms of the Notarial Tie Agreement, which properties are to be released from the Notarial Tie Agreement.

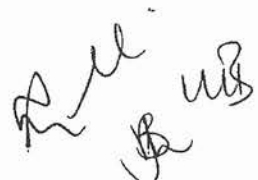
NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

- 1 THAT the following immovable properties, namely:

- (1) Portion 52 (a portion of Portion 31) of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;

Measuring 1,0405 (ONE COMMA ZERO FOUR ZERO FIVE) hectares

Held by Deed of Transfer No T4195/1972 (par 2);

Handwritten signatures and initials in black ink, located at the bottom right of the page. There are three distinct signatures/initials, some appearing to be 'R', 'H', and 'U'.

- 3 -

- (2) Portion 53 (a portion of Portion 51) of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;

Measuring 5788 (FIVE THOUSAND SEVEN HUNDRED AND EIGHTY EIGHT) square metres

Held by Deed of Transfer No T4195/1972 (par 3);

- (3) Portion 54 (a portion of Portion 10) of the Farm Blaauw Klip No 510 situate in the Municipality and Division of Stellenbosch, Province of the Western Cape;

Measuring 5889 (FIVE THOUSAND EIGHT HUNDRED AND EIGHTY NINE) square metres

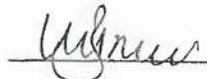
Held by Deed of Transfer No T4195/1972 (par 4);

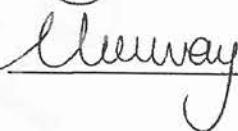
shall be released from the working of the Notarial Tie Agreement to the effect that Cape Dutch Estates shall be entitled to sell, alienate or transfer the aforesaid properties separately from the other immovable properties referred to in the Notarial Tie Agreement.

- 2 THAT the costs involved in the finalisation and registration of this Agreement will be borne by Cape Dutch Estates.

THUS DONE AND EXECUTED by the appearer before me, the Notary, on the date aforementioned in the presence of the undersigned witnesses.

AS WITNESSES :

1. 

2. 



QUOD ATTESTOR


NOTARY PUBLIC

(2)

PROD DEEDS REGISTRATION SYSTEM - CAPE TOWN
PREPARED BY : DRS08012 - VAN WYK GEORGINA

DATE : 20091223 TIME : 11:39:17.1 PAGE : 1

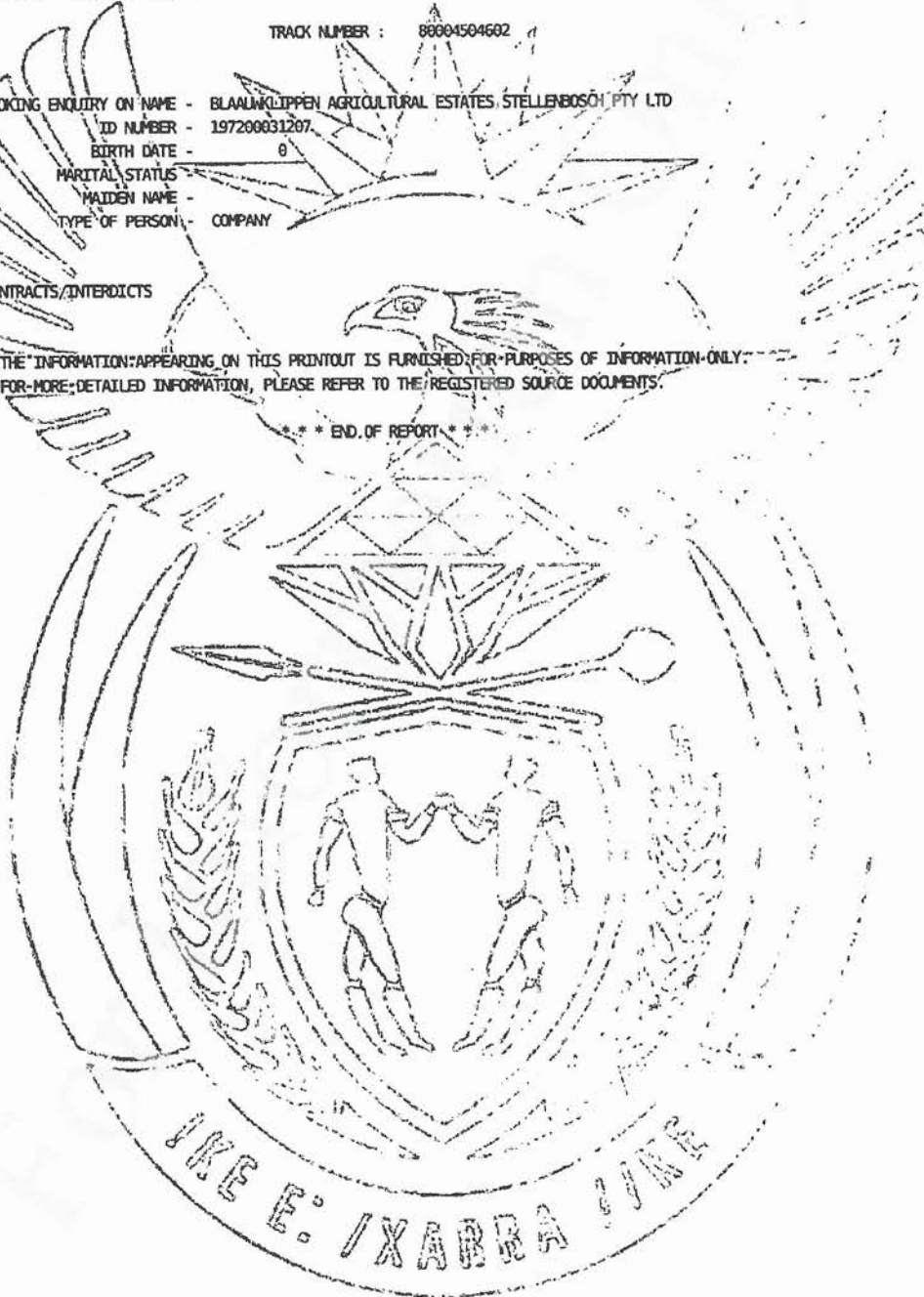
TRACK NUMBER : 88004504602

BLACK-BOOKING ENQUIRY ON NAME - BLAANKLIPPEN AGRICULTURAL ESTATES, STELLENBOSCH PTY LTD
ID NUMBER - 197200031207
BIRTH DATE - 0
MARITAL STATUS -
MAIDEN NAME -
TYPE OF PERSON - COMPANY

PERSON HAS NO CONTRACTS/INTERDICTIONS

** PLEASE NOTE: THE INFORMATION APPEARING ON THIS PRINTOUT IS FURNISHED FOR PURPOSES OF INFORMATION ONLY.
FOR MORE DETAILED INFORMATION, PLEASE REFER TO THE REGISTERED SOURCE DOCUMENTS.

*** END OF REPORT ***



PROD DEEDS REGISTRATION SYSTEM - CAPE TOWN
 PREPARED BY : DRS08012 - VAN WYK GEORGINA

DATE : 20091223 TIME : 11:40:14.5 PAGE : 1

TRACK NUMBER : 80004504602

PROPERTY DETAILS PRINT FOR PORTION 52
 FARM NO 510
 REG DIV STELLENBOSCH RD

PROVINCE WESTERN CAPE
 PREV DESCRIPTION PTN OF 31
 DIAGRAM DEED NO T12771/1941
 EXTENT 1:0405
 CLEARANCE STELLENBOSCH MUN
 FARM NAME BLAALW KLIP

NO INTERDICTS

DOCUMENTS

B22138/2004
 B34764/2002
 K770/2006S
 VA2502/2002
 VA8992/2009
 FARM ST 510/52
 VA-K770/2006S-PENDING BOX 117 24/11/09

HOLDER & SHARE

FIRSTRAND BANK LTD
 IND DEVELOPMENT CORP OF SOUTH AFRICA LTD

AMOUNT
 R5000000.00
 R23500000.00

O/P/A

MICROFILM REF

MMD

2006 1881 1734 0329
 2006 1881 1704 0618
 2006 1881 1677 0725
 2002 0377 5139 0509
 1209
 1985 0072 0446
 1124

OWNER DETAILS

FULL NAME & SHARE

CAPE DUTCH ESTATES STELLENBOSCH PTY LTD

PURCH DATE

AMOUNT/REASON O/P/A IDENTITY

TITLE DEED

MMD

MICROFILM REF

197101140107 T4195/1972 0228 2006 1881 1722

* O/P/A - 0 MULTIPLE OWNER P - MULTIPLE PROPERTY A - MULTIPLE OWNER AND PROPERTY

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*** END OF REPORT ***

IK E F: /XABBA IK E

PROD DEEDS REGISTRATION SYSTEM - CAPE TOWN
 PREPARED BY : DRS08812 - VAN WYK GEORGINA

DATE : 20091223 TIME : 11:40:19.7 PAGE : 1

TRACK NUMBER : 80004504602

PROPERTY DETAILS: PRINT FOR PORTION
 FARM NO
 REG DIV

53
 510
 STELLENBOSCH RD

PROVINCE WESTERN CAPE
 PREV DESCRIPTION PTN OF 51
 DIAGRAM DEED NO T12771/1941
 EXTENT 5788 SQM
 CLEARANCE STELLENBOSCH MUN
 FARM NAME BLAALW KLIP

NO INTERDICTS

DOCUMENTS

B22138/2004
 B34764/2002
 K770/2006S
 VA2502/2002
 VA8992/2009
 FARM ST 510/53
 VA-K770/2006S-PENDING BOX 117

HOLDER & SHARE

FIRSTRAND BANK LTD
 IND DEVELOPMENT CORP OF SOUTH AFRICA LTD

AMOUNT
 R5000000.00
 R23500000.00

O/P/A

MICROFILM REF

MDD

2006 1881 1734 0329
 2006 1881 1704 0618
 2006 1881 1677 0725
 2002 0377 5139 0509
 1985 0072 0447 1209
 1124

OWNER DETAILS

FULL NAME & SHARE

CAPE DUTCH ESTATES STELLENBOSCH PTY LTD

PURCH DATE

AMOUNT/REASON

O/P/A IDENTITY

TITLE DEED

MDD

MICROFILM REF

197101140107

T4195/1972

0228

2006 1881 1722

* O/P/A - 0 - MULTIPLE OWNER P - MULTIPLE PROPERTY A - MULTIPLE OWNER AND PROPERTY

** PLEASE NOTE : THE INFORMATION APPEARING ON THIS PRINTOUT IS FURNISHED FOR PURPOSES OF INFORMATION ONLY.
 FOR MORE DETAILED INFORMATION, PLEASE REFER TO THE REGISTERED SOURCE DOCUMENTS.

*** END OF REPORT ***

!KE E: /XABBA /KE

PROD DEEDS REGISTRATION SYSTEM - CAPE TOWN
PREPARED BY : DRS08012 - VAN WYK GEORGINA

DATE : 20091223 TIME : 11:40:21.7 PAGE : 1

(6)

TRACK NUMBER : 88804504602

PROPERTY DETAILS: PRINT FOR PORTION 54
FARM NO 510
REG DIV STELLENBOSCH RD

PROVINCE WESTERN CAPE
PREV DESCRIPTION PTN OF 10
DIAGRAM DEED NO T12771/1941
EXTENT 5889 SQM
CLEARANCE STELLENBOSCH MUN
FARM NAME BLAAUW KLIP

NO INTERDICTS

DOCUMENTS

DOCUMENTS	HOLDER & SHARE	AMOUNT	O/P/A	MICROFILM REF	MDD
B22138/2004	FIRSTRAND BANK LTD	R5000000.00		2006 1881 1734	0329
B34764/2002	IND DEVELOPMENT CORP OF SOUTH AFRICA LTD	R23500000.00		2006 1881 1704	0618
K770/2006S				2006 1881 1677	0725
VA2502/2002				2002 0377 5139	0509
VA8992/2009				1985 0072 0449	1209
FARM ST 510/54					1124
VA-K770/2006S-PENDING BOX 117					

24/11/09

OWNER DETAILS

FULL NAME & SHARE	PURCH DATE	AMOUNT/REASON	O/P/A	IDENTITY	TITLE DEED	MDD	MICROFILM REF
CAPE DUTCH ESTATES STELLENBOSCH PTY LTD				197101140107	T4195/1972	0228	2006 1881 1722

* O/P/A - 0 MULTIPLE OWNER P - MULTIPLE PROPERTY A - MULTIPLE OWNER AND PROPERTY

** PLEASE NOTE : THE INFORMATION APPEARING ON THIS PRINTOUT IS FURNISHED FOR PURPOSES OF INFORMATION ONLY.
FOR MORE DETAILED INFORMATION, PLEASE REFER TO THE REGISTERED SOURCE DOCUMENTS.

*** END OF REPORT ***

!KE E: /XARBA /KE

CM
CLUVER MARKOTTER
 STELLENBOSCH
 TEL: (021) 808-5600

UITVOERING / EXECUTION

117

Datum van indiening / Date of lodgement

14 JAN

LODGED
 2009-12-23
INGEDIEN

A. VIR AKTEKANTOOR GEBRUIK / FOR DEEDS OFFICE USE

1	Onssoekers / Examiners	Kamers / Rooms	Skakeling / Linking	Reject / Verwerp	Passeer / Pass
2	N. MENZIWA 1230				
3	R.D.V. SCHALKWYK 1220				
4			5 3		

B. VIR AKTEBESORGER SE GEBRUIK / FOR CONVEYANCER'S USE

Aard van Akte / Nature of Deed: Notarial Release from the condition
Stellenbosch Municipality, a.o.
 Verw. No./Ref. No. CAP16/0002

K 000000057/2010

Skakeling / Linking	Titelaktes, ens. binne / Title deeds, etc. within
5 3	K770/2006S

GELYKTYDIGES / SIMULS

No. in stel/batch	Kode Code	Name van Partye / Names of Parties	Naam van Firma / Name of Firm	Firma / Firm No.
1	BC	Cape Dutch Estates / IDC	Symington de Kok	1082
2	BC	Blouwklippen Agricultural Estates / IDC	Symington de Kok	1082
3	K	Stellenbosch Municipality, a.o.	Cluver Markotter	117
4	BC	Cape Dutch Estates / FNB	Minde Schapiro	86
5	B	Cape Dutch Estates / FNB	Minde Schapiro	86
6				
7				
8				

Registrasie versoek deur:

Registration request by:

Datum: 2010-01-18

Date:

080004504602

ADN/AC
 (Kort beskrywing van eiendom (slegs para 1 in Akte) Brief description of property (merely para 1 in Deed)
 Ptn 52 (ptn of Pen 31) of the Firm Blouw Klip No 510

APPENDIX 4

BLAAUWKLIPPEN

APPLICATION AND MOTIVATION FOR THE SEPARATION OF NOTARIALY TIED PROPERTIES , PORTION 17 OF THE FARM NO 369 AND PORTION 3 OF THE FARM NO 527 FROM THE MOTHER ERF, PORTION 837 OF THE FARM BLAAUW KLIP NUMBER 510.

1 BACKGROUND

1.1 Initially, the properties listed in 1.1.1 to 1.1.4 below were tied to the Mother Erf, Portion 837 of the Farm Blaauw Klip Number 510 in Municipality and Division of Stellenbosch (T 34249/2015), in terms of Notarial Deed K 770/2006:

- 1.1.1 Farm No 1457 situate in Municipality and Division of Stellenbosch (Erf on open field opposite golf course) (A)
- 1.1.2 Portion 17 of the Farm No 369 in Municipality and Division of Stellenbosch (Paradyskloof Erf) (C)
- 1.1.3 Portion 3 of the Farm No 527 in Municipality and Division of Stellenbosch (Skilpadrug Erf) (D)
- 1.1.4 Remainder Portion 52 of the Farm Blaauw Klip Number 510 in Municipality and Division of Stellenbosch (Kreefgat Property)
Remainder Portion 53 of the Farm Blaauw Klip Number 510 in Municipality and Division of Stellenbosch (Kreefgat Property)
Remainder Portion 54 of the Farm Blaauw Klip Number 510 in Municipality and Division of Stellenbosch (Kreefgat Property)

1.2 We attach the best copy in our possession of the Deed of Sale, dated 1 November 2004 in terms of which the properties were originally notarially tied (refer inter alia, to clauses 2.2.1 and 2.2.3).

1.3 We also attach a copy of the Notarial Deed K 770/2006 in terms of which the abovementioned properties were subsequently notarially tied.

1.4 In October 2008, the Mayoral Committee in its capacity as Delegated Authority, approved the application to "un-tie" the properties listed in subparagraph 1.1.4 above. Please refer to item 5.2.7 of the Minutes of the Mayoral Committee

Meeting dated 2008-10-22: Report by Municipal Manager - attached hereto for ease of reference.

- 1.5 We attach a copy of Notarial Deed K 57/2010 which released the aforementioned properties from the Mother Erf. These properties are now held by CRT Number T 20990/2020.
- 1.6 Blaauwklippen Agricultural Estates Stellenbosch (Pty) Ltd ("Blaauwklippen") wishes to apply to un-tie Portion 17 of the Farm No 369 (Paradyskloof Erf) (C) and Portion 3 of the Farm No 527 (Skilpadrug Erf) (D) from the Mother Erf (A) and submits herewith its motivation for the requested separation.
- 1.7 A Location map of the properties C and D to be untied from A is included as Figure 1 below:



- A – Farm 510/837, Stellenbosch (±36.44ha)
- B – Farm 1457, Stellenbosch (±33.39ha)
- C – Farm 369/17, Stellenbosch (±26.67ha)
- D – Farm 527/3, Stellenbosch (±14.79ha)

2 THE EFFECT OF COVID AND NEED FOR FLEXIBILITY IN ENCUMERING OR SELLING THE PROPERTIES

The Covid pandemic has had, and continues to have, devastating effects on Blaauwklippen's wine and hospitality businesses and Blaauwklippen need to generate additional funds for operational purposes and to settle debt due and payable.

Two options to raise funds have been identified, ie to Sell off certain properties, and/or raise additional loan capital.

- 2.1 Due to its location in relation to the Mother Erf, the Paradyskloof property C and the Skilpadrug property D have been identified as appropriate properties to sell. However, due to the restrictive tie-conditions, Blaauwklippen cannot sell these properties individually without also selling the Mother Erf as well as Erf 1457 (B), all tied to the Mother Erf.
- 2.2 The subject properties are currently tied under one Mortgage Bond as security for repayment of the loan obtained when Blaauwklippen was purchased from the previous owner.

For the same reason, the current Bondholder cannot release only properties C and D from the bond and new financiers are not prepared to lend funds without security of unbonded properties.

3 THE ORIGIN OF THE NOTARIAL TIE OF CERTAIN OF THE PROPERTIES TO THE MOTHER ERF:

- 3.1 Clause 2.2.3 of the Deed of Sale provides that the Seller (Stellenbosch Municipality) shall be entitled to impose a notarial tie condition between the property thereby sold and the existing property of the Purchaser (Cape Dutch Estate (Pty) Ltd) so that the Purchaser or its successors in title shall not be entitled to sell or otherwise alienate or transfer any portion of the property thereby 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 successors in title, to the same transferee.

- 3.2 At the time, the lessee, Blaauwklippen Agricultural Estates Stellenbosch Pty Ltd (also a party to the Deed of Sale) was renting the properties which were the subject of the sale from the Municipality in terms of long-term leases.
- 3.3 The preamble to the Deed of Sale recorded, inter alia, that the purchaser through its affiliate company the lessee (Blaauwklippen) was conducting farming activities on the sale properties and is desirous of purchasing the said property so as to incorporate same into its present farming activities on the wine estate known as Blaauwklippen Estate.
- 3.4 The Deed of Sale expressly records in paragraph F that *"The properties forming the subject matter of the sale are situate in the area of jurisdiction of the municipal council of Stellenbosch and therefore do not constitute "agricultural land" as envisaged in terms of the Subdivision of Agricultural Land Act, 70/1970."*
- 3.5 Clause 14 of the Deed of Sale provides a mechanism to deal with the future use of the property in the event that the *"...purchaser or its successor in title..... develop or sell or otherwise dispose of the property or any portion thereof for purposes of development of the property or any portion thereof for any purpose other than bona fide agricultural purposes,"*
- 3.6 The properties listed in 1.1.4 above were also previously notarially tied to the Mother Erf in accordance with a similar sale agreement dated 13 August 2003 but were subsequently released in October 2008. Those properties, to be consolidated with Portion 71 of Farm Blaauw Klip 510, received rezoning and subdivision approval on appeal from the Executive Mayor on 13 July 2021.
- 3.7 It is our contention that the said properties C and D should also be untied from the Mother Erf to afford the owner the flexibility to exercise its constitutional property rights.

4 SPATIAL PLANNING CONSIDERATIONS

- 4.1 It is clear from a consideration of how the Stellenbosch town has grown since 2004 when the Deed of Sale was entered into, and 2006 when the notarial tie of the properties was registered, that circumstances have changed, that the spatial planning vision for the municipality's growth has evolved and that other statutory protections are in place to protect land deemed to have agricultural and rural value.
- 4.2 Having regard to Figure 1 above as well as the location of the properties that are still notarially tied to the Mother Erf, it is clear that the notarial tie of the properties no longer makes logical spatial planning sense. The properties do not form an economic unit with one another or with the Mother Erf and are not contiguous to each other. Furthermore, the properties are in any event protected by their current designation in the MSDF and through other statutory means and the need to protect the agricultural and rural use of the properties through a notarial tie to the Mother Erf has become superfluous.
- 4.3 Having regard to the fact that an owner of property has the constitutional right to administrative action which is lawful, reasonable and procedurally fair, it is our submission that the property owner has the right to have this application considered on its merits in terms of the applicable spatial planning and statutory application processes that apply at the time. The changes in circumstances since 2004 warrant a reconsideration of the notarial tie that significantly limits the property owner's property rights.
- 4.4 It is important to note that this application is not for change in land use for development purposes of the subject properties, but merely to enable the owner to utilise the properties independently to raise funds.

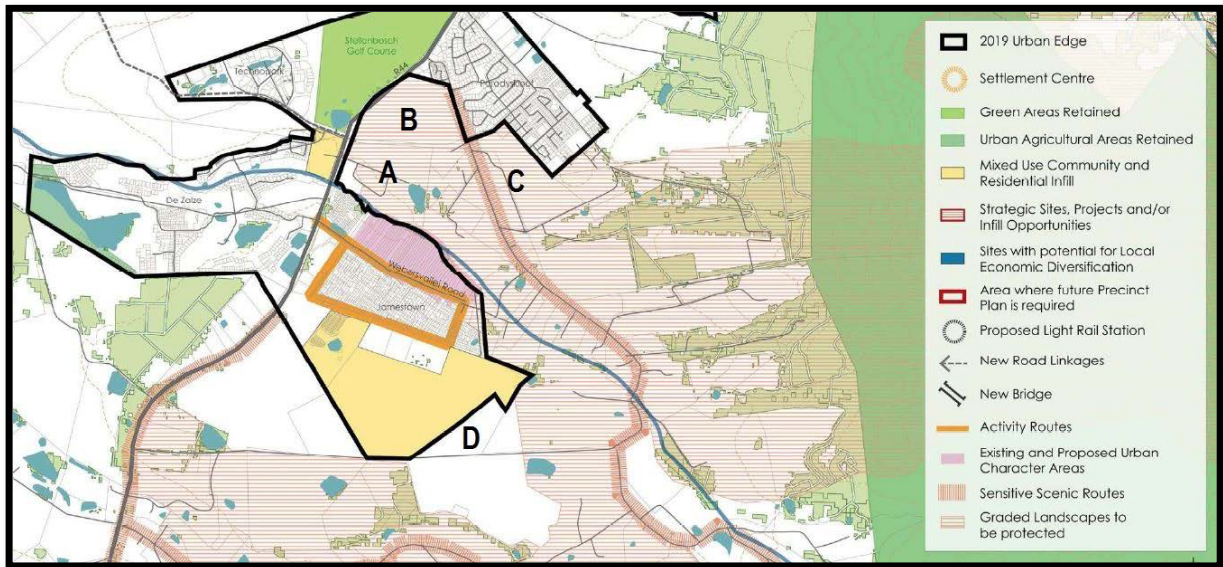


Figure 2: Extract of the Stellenbosch MSDF (2019)

- 4.5 The cancellation of the notarial tie will patently not lead to the urban development of the subject properties. The farms will remain zoned for agricultural purposes and protected by the MSDF.
- 4.6 This function to protect Council's vision for the spatial development of Stellenbosch, has been replaced by the MSDF and using a Title Deed condition or a notarial tie to enforce the Stellenbosch Municipality's spatial planning policy has become outdated.

REQUEST / APPLICATION

5. The inability to raise finance, encumber, or sell the individual properties due to the fact that they are notorially tied to the Mother Erf is placing a further commercial constraint on Blaauwklippen's business as it cannot raise the necessary funds for operational purposes. The financial institutions or potential purchasers of some of these properties require free title as security for lending purposes and / or to enter into sale agreements.
- 6 In the light of the above, we ask therefore that the application for the removal of the restrictive condition (the notarial tie) as per Notarial Deed K 770/2006, be approved insofar as it relates to the following properties:

- 6.1 Portion 837 of the Farm Blaauw Klip Number 510 in Municipality and Division of Stellenbosch (Mother Erf) (A)
- 6.2 Portion 17 of the Farm No 369 in Municipality and Division of Stellenbosch (Paradyskloof Erf) (C)
- 6.3 Portion 3 of the Farm No 527 in Municipality and Division of Stellenbosch (Skilpadrug Erf) (D)

7 We ask further that the Municipality provide the necessary Power of Attorney confirming that the aforementioned properties have been released from the notarial tie to the Mother Erf to enable the owner to sell, alienate or encumber the properties separately.

8 We thank you in anticipation.

A handwritten signature in dark ink, appearing to read 'Ben-Carl', with a large circular flourish underneath.

Ben-Carl Havemann

Blaauwklippen Agricultural Estates Stellenbosch (Pty) Ltd

Chief Executive Officer | bc@blaauwklippen.com

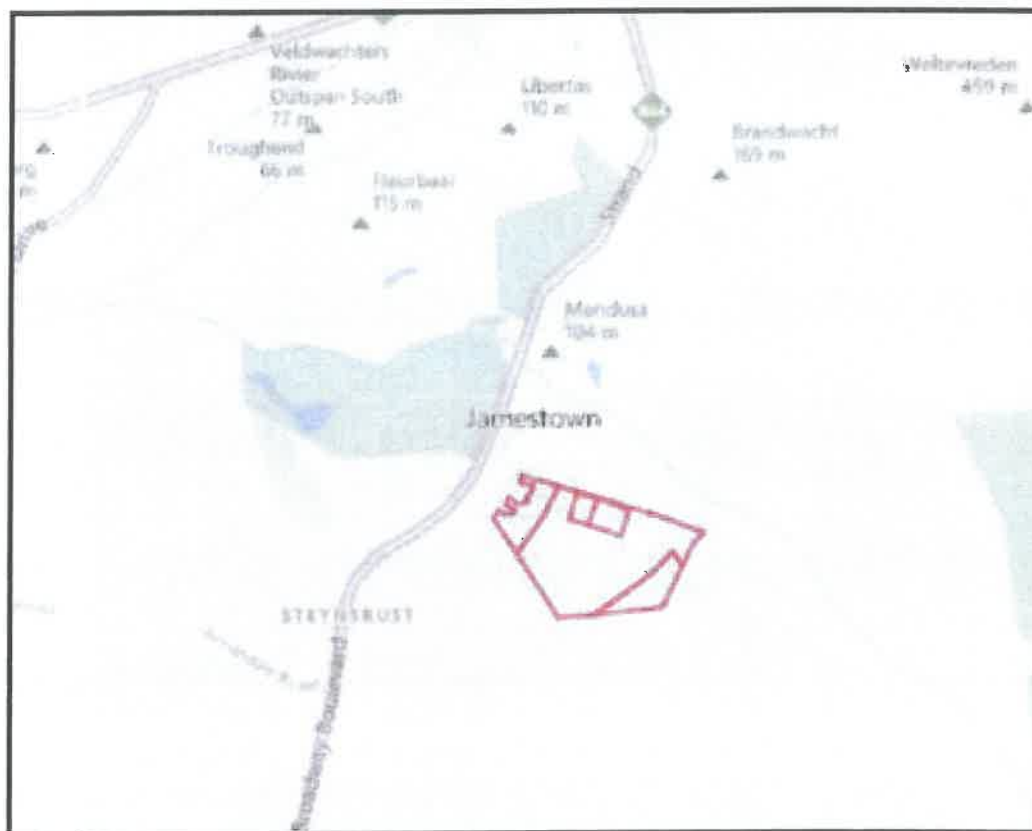
APPENDIX 5



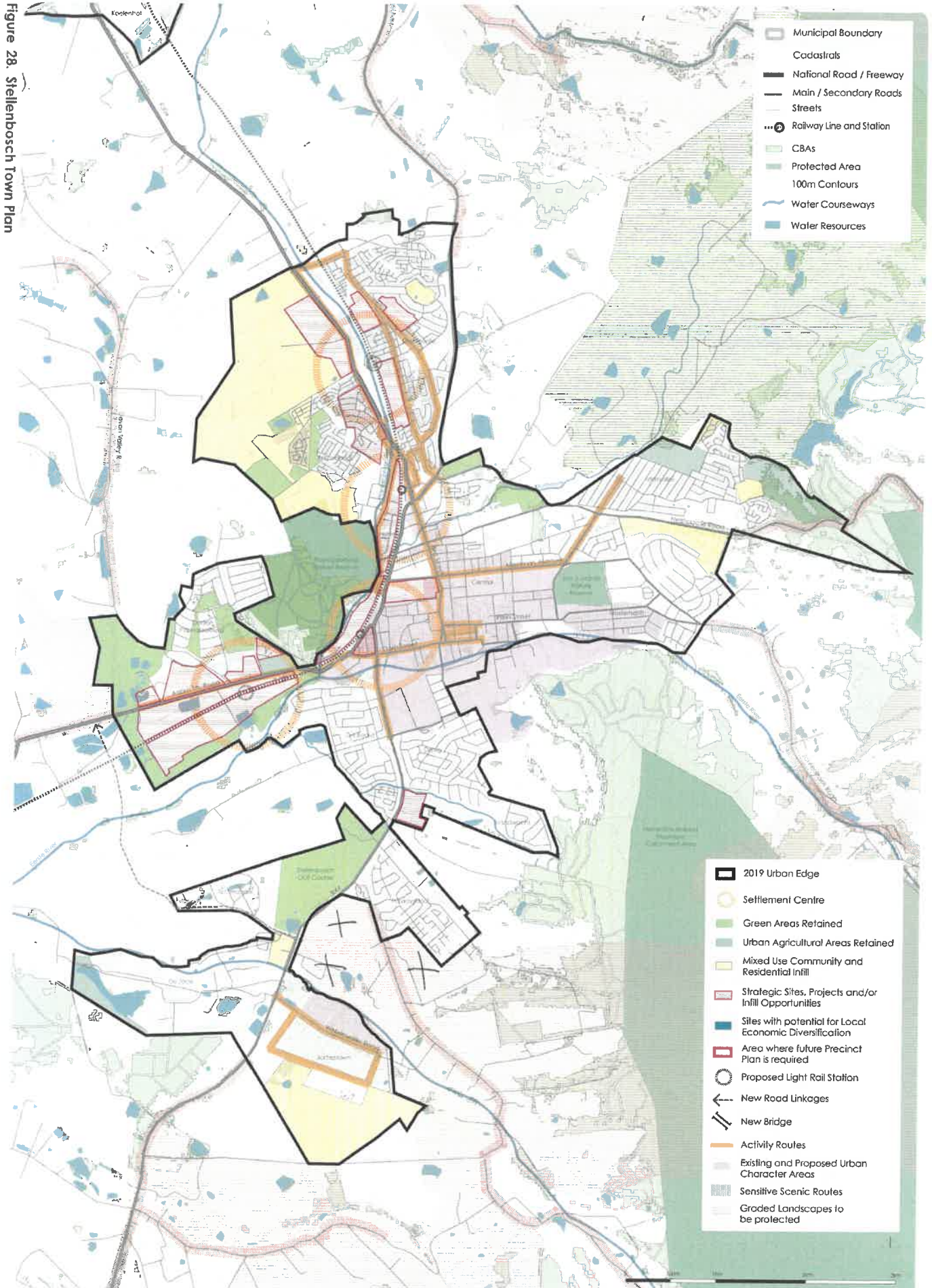
Project Name		3269 Jamestown Phases 2 to 4 (1069) IRDP
Property Description		Portion of the Remainder, Portion 3 and a broader portion of Portion 7 of Farm No 527
Town		Stellenbosch
Suburb		Jamestown
Catalytic / PHDA Project		PHDA
Urgency (Proposed year of implementation)		Currently planning
% of Total need addressed by Project		12,3
Housing Programme/s		IRDP / FLISP
Housing Opportunities	Sites	2 000
	Serviced Sites	0
	Top Structures (Units)	0
	Other	0
Project Readiness	Land Obtained	Yes
	EIA ROD	No
	Bulk capacity	TBD
	Land Use Approval	No
	PDOHS Approval	Yes (PID)
	Council Approval	Yes
	Risks / Issues	Large scale of project
	Readiness Score	3

1. PRE-PLANNING AND/OR PLANNING PHASE

1.1. Jamestown Development: Phase 2 – 4 – Ward 21



APPENDIX 6



STELLENBOSCH FRAMEWORK

11.3.2	APPLICATION HORIZON HOUSE TO EXTEND LEASE: ERF 3722 AND PORTIONS OF ROAD RESERVE
--------	---

Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

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 m² 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.

5. RECOMMENDATION

For consideration

6. DISCUSSION / CONTENT**6.1 Background**

An application was received from Horizon House, Stellenbosch, to use a portion of Erf 3722 for recreational purposes and to extent their fencing onto a portion of the street reserve (Patrys road).

Having considered the matter on 2020-01-22. Having considered the matter Council resolved as follows:

- a) *that the portion of erf 3722 Stellenbosch, as well as the portion of street reserve and agricultural land, as indicated on Fig 3,4 and 5, respectively be identified as land not required for the municipality's own use during the period of the proposed encroachment agreement;*
- b) *that approval be granted in principle to enter into an encroachment agreement with Horison House to enable them to use/manage the land for the purpose as per their request subject to advertising the intent to enter into the agreement for public comment/inputs/objections.*
- c) *That the rental be determined as per the tariff rate".*

Following the above Council resolution, a Public Notice was published in the Eikestad News of 13 February, soliciting comments/inputs/objections on or before 5 March 2020. One (1) objection was received, i.e. from Work Centre for Adult persons with disability, operating from the Horizon House premises. Council resolved to lease the premises to Huis Horizon for a period of 9 years and 11 months.

6.2 Discussion

They are requesting a longer lease period, but it is not clear how long. If this is considered favourably an information statement will have to be published for public comment/alternative proposals in terms of the asset transfer regulations.

Due to the nature of an encroachment this legal vehicle is 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, but it is not clear how long. If this is considered favourably an information statement will have to be published for public comment/alternative proposals in terms of the asset transfer regulations.

We have contacted Huis Horizon and attached as **APPENDIX 3** is the latest information received from them indicating a 30 years lease agreement. Any agreement longer than 10 years should be registered 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 such a long lease. Council must approve the draft information statement (**APPENDIX 4**) should the request be entertained and the item will then be returned to council after comments has been received.

6.3 Financial Implications

The latest information is that the intended fence will cost R1 900 000 for a 790 m long fence and that the area that they want to lease additional to what is currently under lease is 260 m. The fence is along the road and the current lease covers an area of 2500 m².

The agreement was signed in April 2022 and based on a R150 per month with an escalation of 8% each after last signature the escalation would have applied from 1 July 2022. All the cost for improvements/maintenance will be for the account of Horizon House. They are currently not paying rates and taxes on the rental property. The amount was determined in 2020 as per the fees for encroachments on the tariff book and was not market related or a % of the market related rental. From 1 July 2023 a new structure for the old encroachment agreements will be in place. Rentals of council land is normally based on a market related price and where the organisation renting is providing a social service to the greater Stellenbosch Municipality a % of between 5 – 20 % is applied. No market related rental has been determined for the rental space.

6.4 Legal requirements

Long term rights on Council property (seen as a disposal which would include leases) may only be awarded after an information statement was approved by Council and advertised for public comment. Any agreement longer than 10 years should be registered 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 such a long lease. Council must approve the draft information statement (**APPENDIX 4**) should the request be entertained and the item will then be returned to council after comments has been received.

6.5 Staff Implications

No additional staff implications.

6.6 Previous / Relevant Council Resolutions

36th COUNCIL MEETING: 2020-07-29: ITEM 11.2.3

RESOLVED (majority vote)

- (a) Council considered the objection before making a final determination;
- (b) that approve the encroachment application, the Municipal Manager be authorised to conclude the Agreement; and
- (c) that Council approved the proposed delegations to the Municipal Manager in **APPENDIX 5**.

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

*Cllr F Adams; FT Bangani-Menziwe (Ms); G Cele (Ms); DA Hendrickse; LK Horsband (Ms);
N Sinkinya (Ms); and P Sitshoti (Ms).*

6.7 Risk Implications

The risk implications are addressed in the item.

6.8 Comments from Senior Management

None requested.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.3.2

- (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.

ANNEXURES:

- Annexure 1: Current lease agreement
- Annexure 2: Application February 2023
- Annexure 3: Additional information
- Annexure 4: Draft information statement

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	Director
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021-8088018
E-MAIL ADDRESS	Annalene.deBeer@ Stellenbosch.gov.za
REPORT DATE	2023 -05 - 12

ANNEXURE 1



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

LEASE AGREEMENT

granted by

STELLENBOSCH MUNICIPALITY

(herein represented by **Geraldine Mettler** in her capacity as Municipal Manager;
hereinafter referred to as the "Municipality")

Of

Civic Centre
Plein Street
Stellenbosch
7600

TO

HUIS HORIZON

(herein represented by **EC Bresler** in her capacity as Executive Director)

hereinafter referred to as "the Lessee

Of

PO Box 102
Stellenbosch
7599

USE OF LEASE AREA:

- a) To use a portion of Council owned property for gardening purposes, leisure activities and for the construction of a boundary fence.

Permission is hereby granted by the **Municipality** to the **Lessee** being the registered owner of Erf 6287, Stellenbosch to retain the encroachment on the property of the **Municipality** as described above and shown on Plans hereto attached as **APPENDIX 1**.

1. DURATION OF THIS PERMIT

This Agreement shall endure for a period of 9 years and 11 months from date of signature of the last signing party, subject to the parties right of earlier termination as set out in the clause 6.1.

2. RENTAL FEE

- 2.1 The rental fee of R150 per month (Inclusive of VAT) will be payable (monthly in advance) before the 7th of each month.
- 2.2 On 1 July of each year the fee referred to in sub-clause 2.1, will escalate by 8% by the Municipality.

3. RATES AND TAXES

The Lessee shall not be responsible for the payment of rates and taxes in respect of the lease area.

4. USE OF THE LEASE AREA

- 4.1 The Lease Area shall be used for the purpose set out above and It shall not be altered or extended, nor shall any further building or structures be erected thereon without the prior, written permission of the Municipality.
- 4.2 The Lessee shall ensure that the lease area is kept in a neat and tidy condition to the satisfaction of the Municipality. The Lessee shall, when notified by the Municipality, within a period of thirty days of such notice at his/her/its own expense, trim or remove any vegetation which in the opinion of the Municipality is or threatens to become unsightly or dangerous, failing which the Municipality may cause such vegetation to be trimmed or removed at the Lessee's expense.
- 4.3 The Lessee agrees that in the event of the whole or portion of his/her/its property abutting the encroachment being disposed of whilst this agreement is still in existence, this agreement shall be terminated as from the date of the disposal.

Handwritten signatures and initials at the bottom right of the page. There are three distinct signatures: one in a circle, one with a cross-like mark, and one more complex signature.

- 4.4 No trees growing on the Property shall be pruned or removed without the approval of the Municipality. Specific conditions may be imposed regarding the vegetation on the encroached area.

5. **MUNICIPALITY'S RIGHT OF ACCESS**

The Municipality shall have the right of free access to the ~~encroachment~~ ^{lease area} at all times for inspection of the ~~encroachment~~ ^{lease area} and for inspection, maintenance and repair of any services which may traverse the encroachment or to install such services. The Municipality shall not be liable for any damage to the ~~encroachment~~ ^{lease area} which may arise from such inspection, maintenance, repair or installation.

6. **TERMINATION**

- 6.1 This Agreement may be terminated by either party at any time upon three (3) month's written notice in writing and without payment of any compensation. Upon termination of this Agreement the Lessee shall be obligated to remove all temporary structures at his/her/its own cost and to re-instate the land to the satisfaction of the Municipality and shall not be entitled to claim compensation in respect thereof. All structures left on the property will become the property of the Lessor and no compensation is payable in respect thereof.

7. **INDEMNITY**

The Lessee hereby indemnifies and undertakes to keep the Municipality indemnified against all liability howsoever caused or whether arising as a direct or indirect result of the existence of the ~~encroachment~~ ^{lease} or use of the area ~~encroached~~ ^{leased} upon and against all actions, suits, proceedings, claims, demands, costs and expenses whatsoever which may be taken or made against the Municipality or incurred or become payable by the Municipality at the suit of any person.

8. **SUBLETTING AND ASSIGNMENT**

The Lessee shall not assign his/her/its rights under this Agreement, to any other person or entity.

[Handwritten signatures and initials]

9. OWNERSHIP

- 9.1 The Municipality, shall not be deemed to have relinquished its rights to the ownership of the property or to have waived any of its rights pertaining to the property whether in terms of the current law, regulation or any other legislation to be enacted in future.

10. DOMICILIUM

The Municipality and the Lessee hereby appoint irrevocably for all purposes of and connected with this Agreement, the addresses stated in the heading of this Agreement, to be their respective *domicilium citandi et executandi*.

11. BREACH

In the event of the Lessee breaching any of the conditions of this Agreement and failing to remedy such breach within a period of thirty days of dispatch of a notice by the Municipality, requiring such breach to be remedied, the Municipality may terminate this agreement and may at the cost of the Lessee cause any structures erected by the Lessee be demolished, removed or filled in and the land to be re-instated to the satisfaction of the Municipality with no compensation payable to the Lessee.

Handwritten signatures and initials at the bottom right of the page. There are several distinct marks, including what appears to be a signature 'mu' in a circle, and other scribbled initials and marks.

SIGNED at on this..... day of2022 in the presence of the undersigned witnesses

Witnesses:

1
2
(Signatures of witnesses)

.....
On behalf of the Municipality

I/We, the Encroacher, hereby certify that I/we have read and understand the above conditions and regard them as binding upon me/us.

SIGNED at on this..... day of2021 in the presence of the undersigned witnesses.

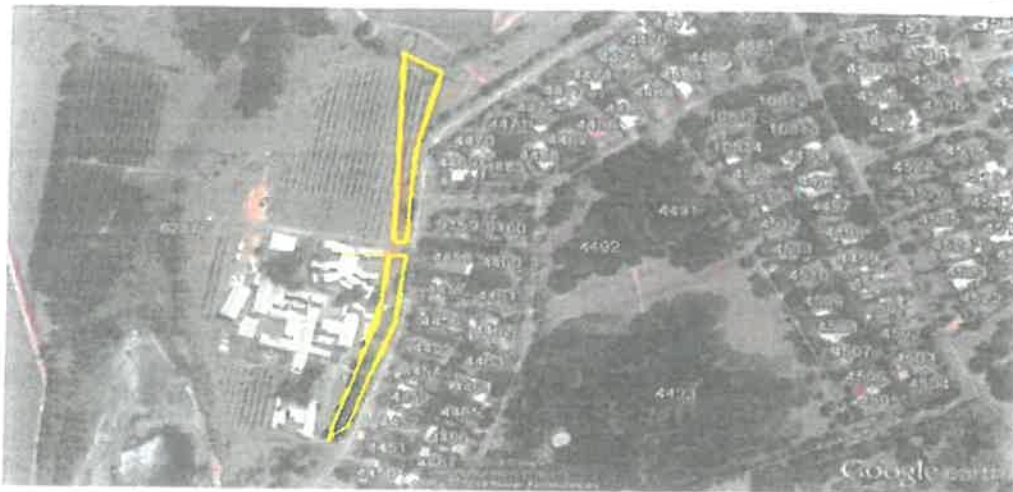
Witnesses:

1
2
(Signatures of witnesses)

.....
On behalf of the Lessee

.....

APPENDIX 1



Jim [Signature]
[Signature] [Signature]

ANNEXURE 2

VOORLEGGING : HUIS HORISON SEKURITEITSHENING – WATERCOURSE (Erf 3722)

Datum: Februarie 2023

1. BESTUURSOPSOMMING

Die dringendheid van die beoogde omheining.

Die Munisipaliteit het die bewaring, bestuur en ontwikkeling van die 3 Ha gebied onder die dam langs Huis Horison se gronde (Erf 3722) aan ons toegesê in 2020 om te bewaar en benut. Die betrokke stuk grond word deur Cape Nature geklassifiseer as 'n "Watercourse" en is van kritiese belang vir die ondersteuning van die funksionering van Beskermdes Gebiede en Kritiese Biodiversiteitsareas.

Aangesien dit 'n 'watercourse' is, is daar nie behuisings-of besigheidsontwikkelingsmoontlikhede nie. Omheining sal in die eerste plek sekuriteit verbeter en die toename van plakkers, stroping van inheemse fauna en flora, storting, vure en besoedeling teewerk. Eers daarna kan verdere ontwikkeling van stappaaie en beheerde toegang geskied.

2. PROBLEEMSTELLING

Donateurs is nie gretig om by te dra tot die omheining nie, as gevolg van die terme van die huurkontrak nl: 9 jaar 11 maande, 'n 3 maande kansellasië, en geen vergoeding vir infrastruktuur opgesit nie.

Op die oomblik vermeerder die plakkers op die gronde omdat daar nie 'n heining is nie. Daar is 'n toename in besoedeling, stroping, vure en misdaad, wat die hele buurt benadeel.

Die area dien as 'n wegkruipplek vir misdadigers en is 'n baie groot bedreiging vir ons inwoners.

Daar is reeds aansoek gedoen vir toestemming vir oorskrydings nl. dat die heining in sekere dele 2-2.5m vanaf padskouer opgerig kan word ipv 5m soos in die "Lease agreement" staan. Die verslapping versoek is reeds aan Piet Smit gerig en 'n terreinbesoek het plaasgevind – hulle het mondelings geen beswaar gehad nie, maar ons wag steeds op amptelike terugvoer. Daarsonder sal baie bome (wat ons juis wil beskerm) uitgehaal moet word, en kostes van die heining sodanig onbekostigbaar styg.



Addisioneel hiertoe styg staalpryse aanhoudend en raak die dringendheid van die saak nou almal se sak.

3. PROGRAMBESKRYWING

Die uithaal van uitheemse plantegroei en hervestiging van inheemse, habitat geskikte, plante is deel van ons Ekoterapie-programme, en dra by tot die bewaring van 'n natuurlike gebied ("greening of the environment").

‘n Hout-stappad (“boardwalk”) met ‘n voëluitkykpunt word beplan as deel van ons staproete, en sal sodoende die omgewing toeganklik maak vir ons inwoners en dagwerkers, sodat hulle die waarde en terapeutiese voordele daarvan kan benut.

Die area sal ook toeganklik gemaak word vir die onmiddellike omgewing van Onder-Pappegaaiberg (woonhuise en besighede) om te gebruik vir rekreasie; stap, fietsry, piekniek, ‘forest bathing’ en meditasie.

Indien die omgewing omhein word, kan dit volwaardig ontwikkel word as ‘n arboretum, wat ‘n opvoedkundige natuurervaring sal wees vir die breër Stellenbosch gemeenskap asook ‘n toerisme aantreklikheid aangesien dit enigste van sy soort in die gemeenskap is.

Huis Horison het reeds die volgende ondersteuning:

- ‘n Beskryfde gemeenskapsbetrokkenheid: Die buurplaas is bereid om ten minste 20 mense beskikbaar te maak om te help met die opruim en skoonmaak van die rommelstrooiing deur die plakkers.
- Plantkenners, Prof Ernst van Jaarsveld (Babylonstoren) en Professor Jan Gilliomme, het reeds hul betrokkenheid bevestig in die rehabilitasie van die vleiland. Volgens kenner Ernst van Jaarsveld, het die vleiland uitstekende potensiaal (met ‘n bestaande inheemse raamwerk) om herstel en bewaar te word, en as ‘n Bos-Arboretum gevestig word (met stappad en voël uitkykpunt).
- Die Munisipaliteit sal die vleiland rehabilitasie beskryf en ondersteun in die nuwe IDP.
- Plaaslike hengelaars sal hul tyd en kennis gee om die dam se vis populasie te help herstel en bewaar.
- Skole het reeds aangedui hulle wil betrokke raak in die bewaring van die area deur hul gemeenskapsdiensprogramme.

Hierdie is alles deel van ons toewyding tot ‘n gesonde omgewing, goeie buurmanskap, en om verdere geleenthede te skep vir gemeenskapsontwikkeling, vaardigheidsopleiding, spirituele inisiatiewe en sodoende ‘n waardetoevoeging vir ‘n breër gemeenskap te wees.

4. PROJEKBESKRYWING

R2 500 000 word benodig vir die vleiland heining. [Spesifikasie: Betaview 25 Zinc 2.1 hoog met flat rap razor wire bo. Sluit 3 6m skuifhekke in.]

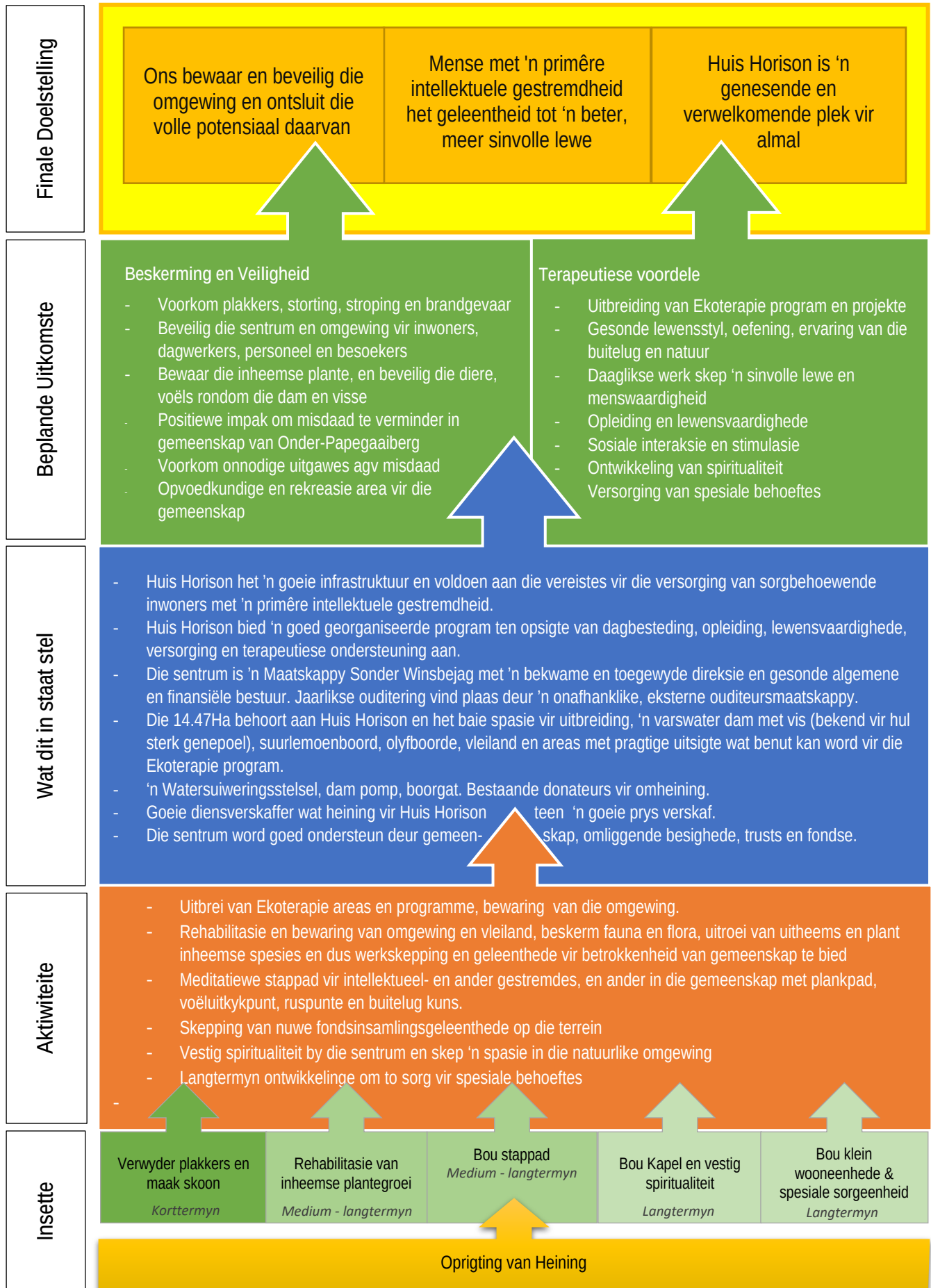


5. KONTROLE EN BESTUUR

- Die voltydse Tegnies- en Terreinbestuurder is verantwoordelik vir die bestuur, beplanning en kontrole van instandhouding en beplanning, toesig en uitvoering van nuwe ontwikkeling van die terrein, onder andere die heiningprojek.
- Kort-en langtermynbeplanning word gedoen en weeklikse verslag gelewer aan die uitvoerende direkteur om die sukses ten opsigte van alle fasette van die program te meet en saam met die finansiële bestuurder die uitgawes te monitor en beheer.
- Die sentrum is ‘n Maatskappy Sonder Winsbejag met ‘n bekwame en toegewyde direksie en gesonde algemene en finansiële bestuur.

- Huis Horison het goeie ondersteuning van die gemeenskap, wyksraadslid en die Munisipaliteit.
- Jaarlikse ouditering vind plaas deur 'n onafhanklike, eksterne ouditeursmaatskappy; Moore Stellenbosch.
- Deurlopende instandhouding sal deur die ekoterapie- en vrywilligerprogramme by die sentrum gedoen word.

PROJEK IMPAK



ANNEXURE 3

Annalene De Beer

From: Elzabi van Wyk / Bemarking, Fondse & Projekte <bemarking@huishorison.org.za>
Sent: Friday, 12 May 2023 14:11
To: Annalene De Beer
Cc: Magdie van Heerden / Hoof Uitvoerende Beampte; Francois Burrows / Tegniesedienste
Subject: [EX] RE: Huis Horison Inligting vir Erf 3722
Attachments: FW: Oorskrydings aansoeke

Beste Annalene

Rakende die oorskryding, hier is vorige kommunikasie wat miskien sal help.

Weereens dankie vir u tyd en aandag.

Vriendelike groete / Kind regards

Elzabi van Wyk

Bestuurder: Ontwikkeling / Manager: Development
Huis Horison / Horizon House

Tel: 021 887 5080 ▪ Sel: 083 281 7802 ▪ Faks: 021 887 5337

From: Elzabi van Wyk / Bemarking, Fondse & Projekte
Sent: Friday, May 12, 2023 1:16 PM
To: Annalene.debeer@stellenbosch.gov.za
Cc: Magdie van Heerden / Hoof Uitvoerende Beampte <mvh@huishorison.org.za>; Francois Burrows / Tegniesedienste <tegniesedienste@huishorison.org.za>
Subject: Huis Horison Inligting vir Erf 3722

Beste Annalene

Ek stuur hierdie namens Magdie van Heerden, want sy is op die oomblik nie by haar rekenaar, en weens die dringendheid van die inligting.

Heining

Die Heining vir Erf 3722 sal vir ons R1,900,000 kos (staalpryse styg aanhoudend, maar dit is volgens ons mees onlangse kwotasie)

Lengte: 790m

Spesifikasie : Betafence 25 3D panels Zincalu afwerking, 2.400 hoog met "sharktooth top rails" en "underdigs", 2x Skuifhekke 6m(w) x 2.4m(h) en 4x Voetganger hekke 2.4m(h) x 1.2m(w).

Oorskrydings

Dat die heining 2-2.5m vanaf padskouer opgerig kan word ipv 5m soos wat in die "Lease agreement" staan agv die kompleksiteit van installasie (hoeveelheid gevestigde bome en inheemse bome), onderhoud en toegang, en veiligheid. Die verslapping versoek is destyds aan Mnr Piet Smit gerig en het 'n terreinbesoek plaasgevind – hulle het geen beswaar gehad nie.

Die totale lengte van die oorskryding strek op Tarentaal Str (ongeveer 260m).

Verlenging van Huurkontrak

Ons doen aansoek vir verlenging van die huurkontrak na ten minste 30 jaar (29 jaar en 11 maande) sodat dit vir ons moontlik is om befonders vir die projek te kan kry.

Laat weet asb as enigiets onduidelik is of indien jul meer info benodig.

Vriendelike groete / Kind regards

Elzabi van Wyk

Bestuurder: Ontwikkeling / Manager: Development

Huis Horison / Horizon House

Sentrum vir die versorging van mense met 'n intellektuele gestremdheid/

Centre for the care of people with a primary intellectual disability

NPO : 003-306

Tel: 021 887 5080 ▪ Sel: 083 281 7802 ▪ Faks: 021 887 5337

Patrysstraat / Patrys Street, Onder-Papegaaiberg, Stellenbosch, 7600

Posbus / PO Box 102, Stellenbosch, 7599

Volg ons op / Follow us on Facebook

www.huishorison.org.za

Google Maps 8 Tarentaal Rd



Stellenbosch, Western Cape

Google

Street View - Sep 2017

Image capture: Sep 2017 © 2022 Google

Google Maps 10 Tarentaal Rd



Stellenbosch, Western Cape

Google

Street View - Sep 2017

Image capture: Sep 2017 © 2022 Google

Google Maps 10 Tarentaal Rd



Image capture: Sep 2017 © 2022 Google

Stellenbosch, Western Cape

Google

Street View - Sep 2017



ANNEXURE 4



OFFICIAL NOTICE:

INFORMATION STATEMENT IN RELATION TO
 3722 AND PIECES OF ROAD RESERVE
 SITUATED NEXT TO HUIS HORIZON IN
 ONDERPAPEGAAIBERG.

1. PURPOSE

To provide the prescribed information in terms of regulation 34 and 35 of the Asset Transfer Regulations, published in terms of Section 168 of the Local Government: Municipal Finance Act (R878, 22 August 2008), to the public to provide input on during the Public Participation Process.

2. BACKGROUND

Stellenbosch Municipality is the owner of Erf 3722 and the pieces of road reserve situated next to Huis Horizon in Onder Papagaaiberg.

Stellenbosch Municipality is currently leasing the approximately 2500 m² on 9 year and 11 month lease agreement to Huis Horizon for an amount of R150 per month. The land is a vleiland and cannot be used for development. Huis Horizon has requested that the Municipality extend the lease to 30 years to allow them to get an investor to erect a fence along the street front to provide more security as they want to develop the area in an area for people to walk and enjoy nature.

The municipality will also require Huis Horizon to 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; Huis Horizon must restore the watercourse to its natural status and maintain it as such for the full period of the lease; the Administration must map the area to be leased precisely and attach it to the return item after the public participation process;

3. DISCUSSION

3.1 Public Participation Process

Council is publishing this information statement to invite comments from the public on Council's intention to consider the long term lease requested. Council therefore herewith invites comments and inputs on the probability of a long term lease to Huis Horizon as requested.

Council will make a decision on the request after comments and inputs was received on this information statement in terms Asset Transfer Regulations, Regulation 35.

3.2 Information Statement

In terms of Regulation 35, when the Municipal Council proposes to grant long term right(s) (30 year lease) is considered the Municipal Manager must publish an Information Statement referred to in Regulation 34 for public comment.

In terms of Regulation 34 an Information Statement must consist of the following:

- a) the reason for the proposal to grant a long-term right to use, control or manage the relevant capital asset.
- b) any expected benefit to the municipality that may result from the granting of the right.
- c) any expected proceeds to be received by the municipality from the granting of right; and
- d) any expected gain or loss that will be realised or incurred by the municipality arising from the granting of the right.

3.2.1 Reason(s) for the proposal to grant a long term right to use, control or manage the erf 3722 and the portions of the road reserve situated next to Huis Horizon

- a) The daily management and maintenance of the various municipal land is a challenge as the security on open spaces poses a threat of invasion, the open spaces must be cleaned to prevent a fire hazard.
- b) The land is an environmental protected area and cannot be used for development. The land can be used for the public if it is developed in an area where people can safely walk and enjoy nature.
- c) Due to the investment that is expected to put up a fence through donor funding the request is made to grant a long term lease to receive a return on investment.

3.2.2 Expected benefits to the municipality that may result from the granting of the rights

- a) a) The daily management and maintenance of the various municipal land is a challenge as the security on open spaces poses a threat of invasion, the open spaces must be cleaned to prevent a fire hazard.
- b) The land is an environmental protected area and cannot be used for development. The land can be used for the public if it is developed in an area where people can safely walk and enjoy nature.
- c) Due to the investment that is expected to put up a fence through donor funding the request is made to grant a long term lease to receive a return on investment. The management and development of the Van der Stel Sports facility will result in savings on maintenance costs and staff, while at the same time providing the broader Stellenbosch Community with a world class sport facility.

3.2.3 Expected proceeds to be received by the Municipality from the granting of the rights

- a) The municipality will receive a monthly rental income for the property;
- b) Community access to a developed area to enjoy nature.
- c) Economic activities may be encouraged and stimulated.
- d) The residents of the facility will benefit especially as they have special needs.

3.2.4 Expected gain or loss that will be realised or incurred by the municipality arising from the granting of the rights

- a) A current open space that attracts crime may be provided with security to enable the residents and public to enjoy the area.
- b) Less financial pressure on the municipality's capital and operating budgets to fence the area and deal with security.

3.3 Public comment invited

The public are invited to provide input/comment to the municipality on the proposal that the Municipality enter into a 30 year lease agreement as proposed by Huis Horizon.

Comment must reach the offices of the Municipality on or before and must be addressed to the Municipal Manager. Comments can be sent via email to Municipal.Manager@ Stellenbosch.gov.za or delivered to the 3rd Floor, Main Office Building, 17 Plein Street, Stellenbosch.

Any queries can be directed via email to at Annalene.deBeer@ Stellenbosch.gov.za.

GERALDINE METTLER
MUNICIPAL MANAGER: STELLENBOSCH MUNICIPALITY

DATE:

11.4	FINANCIAL SERVICES: (PC: CLLR P JOHNSON)
------	---

NONE

11.5	HUMAN SETTLEMENTS: (PC: CLLR J FASSER)
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NONE

11.6	INFRASTRUCTURE SERVICES : (PC : CLLR)
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11.6.1	REQUEST FOR APPROVAL OF THE DRAFT POLICY ON SIDEWALK ACCESSIBILITY
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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.

5. RECOMMENDATIONS

- (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.

6. DISCUSSION / CONTENTS

6.1 Background

Stellenbosch is a developing town and as part of its strategic planning, a shift from reliance on private motor vehicles towards safer, sustainable alternatives such as NMT is required. The Municipality has also received numerous requests through IDP sessions to prioritize on NMT in Stellenbosch. The Municipality therefore aims to promote and prioritise NMT.

Stellenbosch is also a unique town, with landscaped / tree-lined road verges and opportunities for outdoor dining etc. Although the Municipality intends to preserve this unique character, if activities in road verges are not regulated, pedestrian movements could be impeded.

Landscaping, structures, outdoor dining and other commercial activities within the road reserve, implemented by adjacent landowners, often obstruct pedestrian movements on sidewalks as well as drivers' sight distances, potentially creating unsafe scenarios.

6.2 Discussion

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.

The Constitution of the Republic of South Africa, Act 108 of 1996 Section 85 (1) (b) mandates the Department of Transport (DoT) with the role of developing transport policy. Through its policies the DoT aims to integrate NMT as a recognized mode of transport, ensuring that appropriate and safe infrastructure is provided.

To make provision for safe pedestrian movements, the municipality is obligated to ensure that sidewalks are safe and accessible and that obstructions that gives rise to unsafe conditions are removed.

Section 4 of the Municipality's By-law on Roads and Streets stipulates that no person may "plant or cause to be planted, any tree, shrub or other plant on or allowing any such tree, shrub or plant to remain on; or placing or cause to be placed any other impediment or obstruction on such a street, sidewalk, walkway or road reserve forming part thereof, other than in accordance with conditions prescribed by the Municipality.

The objectives of this policy are to:

- To improve sidewalk management, ensuring a safe environment for all roadway and sidewalk users.
- To introduce guidelines that would make sidewalks more accessible for pedestrians, minimizing obstructions on sidewalks and ensuring that continuous pedestrian belts are maintained.
- To set out the general administrative procedure for compliance with this policy.

The Municipality appreciates the acknowledgement and support from the citizenry, private sector and all sidewalk users in ensuring that the risk to pedestrians and road users is mitigated, and that all parties are collectively contributing towards a safer community in Stellenbosch Municipality.

6.3 Financial Implications

Current capital and operational funding will be utilized for required works on sidewalks.

6.4 Legal Implications

Adjacent landowners may wish to seek compensation for landscaping removed by the municipality.

6.5 Staff Implications

Phased implementation of the policy is proposed, to align with available resources.

6.6 Previous / Relevant Council Resolutions:

8TH COUNCIL MEETING: 2022-10-26: ITEM 11.6.4

The Speaker **RULED**

that this matter be referred to a combined Section 80 Committee meeting between Planning -; Corporate -; Infrastructure - and Protection Services.

6.7 Risk Implications

Risk associated with liability resulting from injury to pedestrians could be mitigated.

6.8 Comments from Senior Management:

6.8.1 Director: Infrastructure Services

6.8.2 Director: Planning and Economic Development:

I do not have a problem with the item in principle, however, we need to ensure that there is alignment between this policy and the recently communicated process for dealing with outdoor dining applications communicated by the Director: Corporate Services. Furthermore, I suggest that the team responsible for this policy also have a short discussion with the Senior Manager: Development Management (Stiaan Carstens) to ensure that there is alignment between the content of the policy and the manner in which our Land Use Management Section will deal with applications for the use of sidewalks for activity such as outdoor dining. (Addressed. Detailed inputs were received from Development Management and subsequent discussions were held)

6.8.3 Director: Community and Protection Services:

- 1) When the pedestrian walkways are created it should clearly be marked (lets say by thin white lines) as this will identify the walkway and make it easier for the enforcement officer to note transgressions.
- 2) It should be noted within the outdoor dining policy, that allocating and giving businesses permission to use areas or lease areas from the municipality in "the sidewalk area", the municipality does not give businesses permission to sell

alcohol, neither allow their patrons to consume alcohol on that leased area. Businesses will have to apply and amend their liquor license.

With this in mind and consideration of point 1, staff will be able to do enforcement; and in relation to point 2, the SAPS and Law Enforcement will also be able to enforce the consumption and selling of liquor if it is not on the businesses liquor license. (Noted)

6.8.4 Director: Corporate Services:

I support the comments from the Director Planning and Economic Development in regard to the outdoor dining processes. Addressed, see inputs under 6.8.2. Staff vacancies can only be filled within budget provision and must be done in a sustainable manner. (Addressed, see input under Item 6.4).

6.8.5 Municipal Manager:

Please ensure that the policy is in line with the policy on outdoor dining, trading and the use of public places for commercial ventures and display.

(Addressed) The Sidewalk Accessibility Policy takes into account the municipal approval processes for outdoor dining.

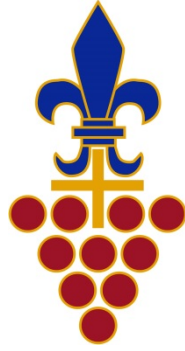
RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.6.1

- (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:

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

ANNEXURE A



Stellenbosch Municipality

Draft Policy on Sidewalk Accessibility

September 2022

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POLICY ON SIDEWALK ACCESSABILITY

1. Introduction

Due to complexities in the use, handling, and management of sidewalks, the Municipality has decided to compile a policy focussing exclusively on the accessibility of sidewalks.

Sidewalks must meet the needs of all sidewalk uses, i.e. of persons of all abilities which includes children, the elderly, parents with prams, pedestrians with vision impairments and people using wheel-chairs and other assistive devices. Sidewalks must be usable and functional since it is utilized for the most basic forms of mobility namely walking, cycling, running etc.

Stellenbosch is a unique town, with landscaped / tree-lined road verges and opportunities for outdoor dining etc. Although the Municipality intends to preserve this unique character, if activities in road verges are not regulated, pedestrian movements could be impeded. The Municipality has therefore decided to introduce a policy and implement guidelines to this effect, so that sidewalks remain accessible and safe for all users.

2. Legislative and Policy Context

2.1 National Policies and Guidelines

The Constitution of the Republic of South Africa, Act 108 of 1996 Section 85 (1) (b) mandates the Department of Transport with the role of developing transport policy. The following policies and guidelines have been developed by the Department of Transport, with relevant extracts that support the Municipality's Policy on Sidewalk Accessibility:

White Paper on Transport Policy:

- To encourage, promote and plan for the use of Non-Motorised Transport (NMT) where appropriate.
- Infrastructure and maintenance standards will be developed and must recognize NMT as an essential mode of transport.

Draft White Paper on Roads Policy:

- Integration of NMT as a recognised mode in the transport system and ensure appropriate infrastructure is provided for safe NMT usage.
- All authorities must strive to maintain the integrity of the road reserve in order to ensure that future network development is not compromised, and that services can be located and accessed appropriately.
- Services installed in a road reserve must be installed with the approval of the local authority, in the form of a wayleave.
- Ensure that safer road networks are provided for that appropriate infrastructure is provided for and that safe NMT usage and road safety audits are conducted.

NMT Facility Guidelines:

- Aims to enhance integrated transport, to ensure that the proper movement (or mobility) of people, to increase safety, reduce fatalities and produce universally designed infrastructure to improve the physical environment of all NMT users.

2.2 Municipal By-laws and Policies

The Constitution also makes provision for a Municipality to make and administer by-laws and policies for the effective administration of Local Government Competencies, the following are extracts of relevant Municipal by-laws and policies

The Municipality's By-law on Roads and Streets:

- The by-law assists the Municipality to regulate functions on roadways, walkways and other spaces within road reserves and aims to promote a safe environment for the benefit of all road and sidewalk uses and provides procedures, methods and practices to manage the use of roads, streets, sidewalks and road verges.

The Municipalities Draft NMT Policy:

- Stellenbosch Municipality will strive to develop walkable and cycle-able environments that are safe for all to use and contribute to the mobility needs, economic vibrancy and social health of communities.

The Universal Access Policy

- The rights of people with disabilities are protected by the country's Constitution, which stipulates that governmental departments and state bodies have a responsibility to ensure that concrete steps are taken so that people with disabilities are able to access the same fundamental rights and responsibilities as persons without disabilities.
- The Universal Access Policy aims to create conducive environment to address issues affecting people with diverse needs/ requirements including persons with disabilities.

The Municipality's Draft Wayleave Policy

- Sets out the procedure internal departments, external departments, private parties etc.. to obtain approval for any of the following works carried out in the road reserves, digging of trenches, tunnelling, erection of signboards, erection of structures, street shaping, planting of trees, and any other Work that may affect motorists, cyclists, pedestrians etc..

3. Objectives

The objectives of the policy are:

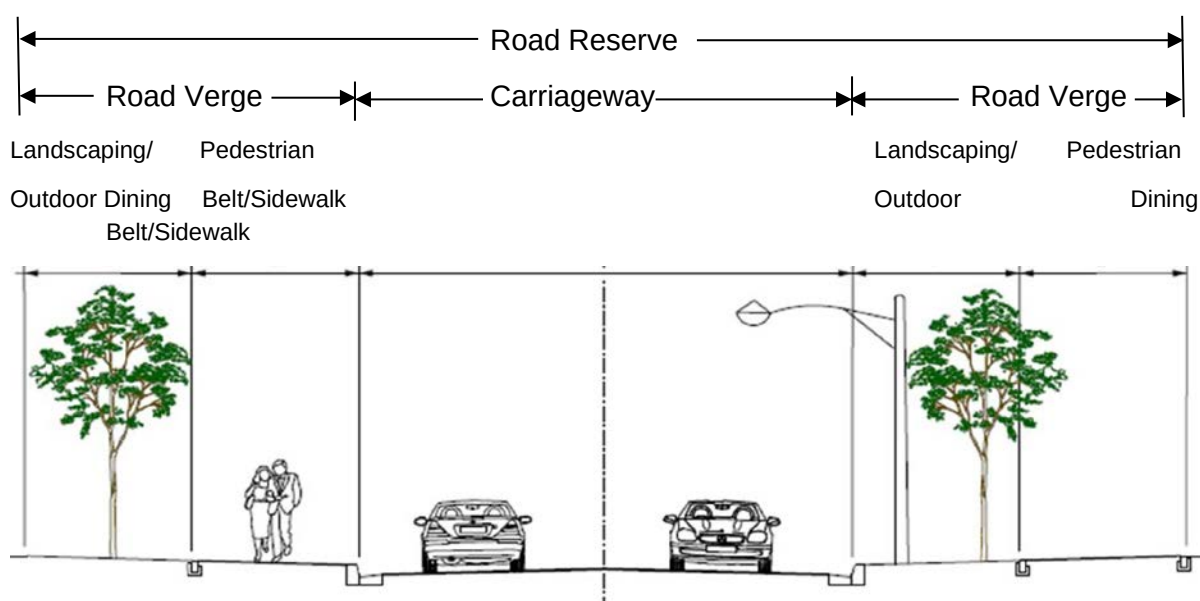
- a) To improve sidewalk management, ensuring a safe environment for all roadway and sidewalk users.
- b) To introduce guidelines that would make sidewalks more accessible for pedestrians, minimizing obstructions on sidewalks and ensuring that continuous pedestrian belts are maintained.
- c) To set out the general administrative procedure for compliance with this policy.

4. Functions and Components of the Road Reserve

The Road Reserve (which includes the Sidewalk Area or Road Verge) has the following functions:

- Connects and links communities and serves all transportation needs of residents, commuters, businesses etc..
- Provides space for required services, such as pipelines and cables for electricity, water, sewer, telecommunication, stormwater services etc.

Typical Cross Section of Municipal Roads:



The Road Reserve comprises the following:

- **The Road Verge:** utilized by pedestrians (and cyclist where applicable), and can consist of constructed sidewalk as found in CDB, industrial areas and along priority routes in residential areas. Unconstructed / natural sidewalks are found on certain roads in residential areas. Services such as pipelines and cables for electricity, water, sewer, telecommunication, stormwater etc. are normally located within this area.
- **Carriageways:** also referred to as the roadways and are utilized by motor vehicles and cyclist.

In residential areas, where formal sidewalks have not been constructed, obstructions are often found in the form of landscaping. Where the sidewalk is natural ground, space must be

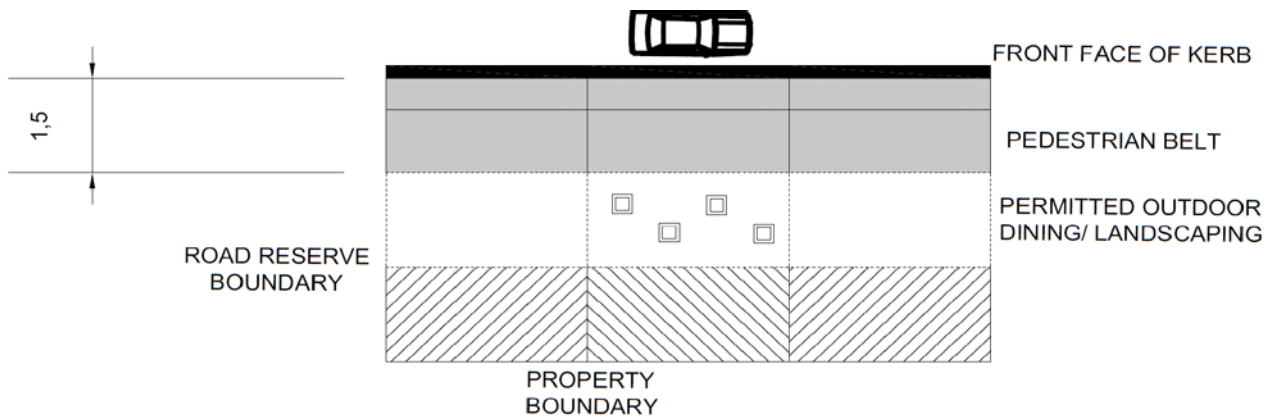
reserved and be kept clear from obstructions to ensure safe and continuous pedestrian movements. The surface should be suitably firm, and level so as not to create a tripping hazard. A suitable surface may comprise natural ground, laterite gravel, grassing or paving as approved by the municipality.

On certain roads within the CBD, outdoor dining other commercial activities are allowed. Where these are allowed, space must be reserved and kept clear from obstructions to ensure safe and continuous pedestrian movements.

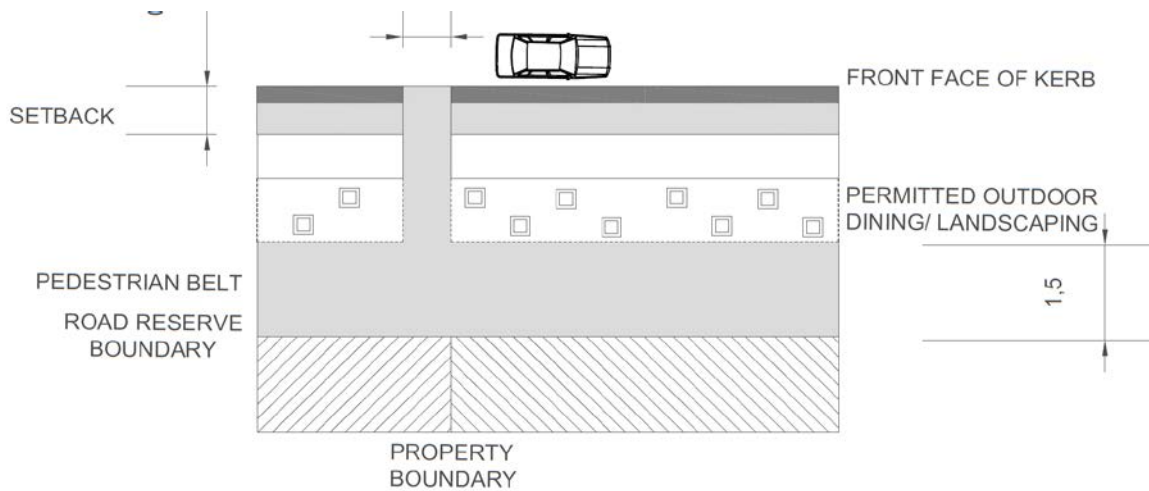
5. Guidelines

The following minimum guidelines are applicable where constructed and natural sidewalks occur. The preferred option is a pedestrian belt located near the front face of the kerb. A pedestrian belt of at least 1.5m must remain free from obstructions, see **Option 1** below:

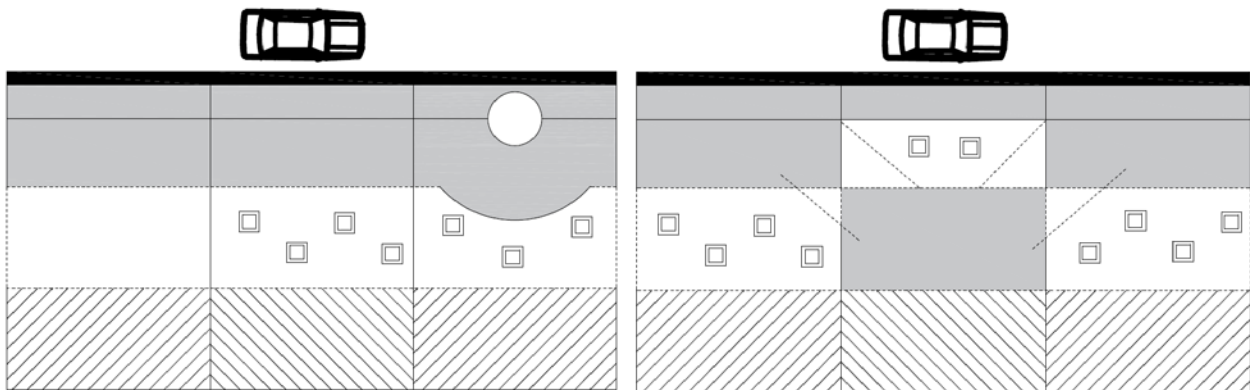
OPTION 1:



In instances where the position of existing landscaping or other features prohibits the implementation of Option 1, the pedestrian belt may be located away from the roadway. In this instance a 750mm setback from the front face of the kerb edge must be in effect. An additional passage (on the extension of the cadastral boundary) between the setback and pedestrian belt should be maintained. No obstructions are therefore allowable within the pedestrian belt, the setback line, the passage between the pedestrian belt and setback line, as shown in **Option 2** below:

OPTION 2:

Variations to Option1 and 2 are allowable and will be dependent on the outcome of the safety audit. The diagrams below show how an obstruction can be accommodated and how a continuous pedestrian belt can be maintained:

VARIATIONS:

The above are minimum guidelines, certain locations may require wider pedestrian belts to accommodate higher pedestrian volumes. In such instances wider pedestrian belts will be required by the Municipality.

6. Application Processes

6.1 Way-leave Application Process

A way-leave application must be submitted for any proposed construction work, temporary use of sidewalk, landscaping on sidewalk, outdoor dining or other commercial activity allowable within the road reserve. The wayleave application process grants rights / approval for proposed works / activities and comprises site inspections, assessments as well as a Road Safety Audit. Where it is found that the proposed works/activity will have a detrimental impact on the Municipality or any of its services, the application may be declined. The Municipality's draft Wayleave Policy outlines the procedures and processes when submitting a wayleave application. Proposals for any construction work, temporary use of sidewalk, landscaping on sidewalk, outdoor dining or other commercial activity must follow the wayleave application process (which includes the compilation of a drawing), applications must be submitted to Infrastructure Services Directorate.

6.1.2 Landscaping

Landowners that have frontage onto to the Road Reserve, may submit applications for proposed landscaping within the Road Verge. Permission may be granted for landscaping outside of the pedestrian belt. The Wayleave Application process as described above must be followed. Landscaping in the road reserve should be maintained by the applicant, the landscaping will however be deemed the property of the Municipality.

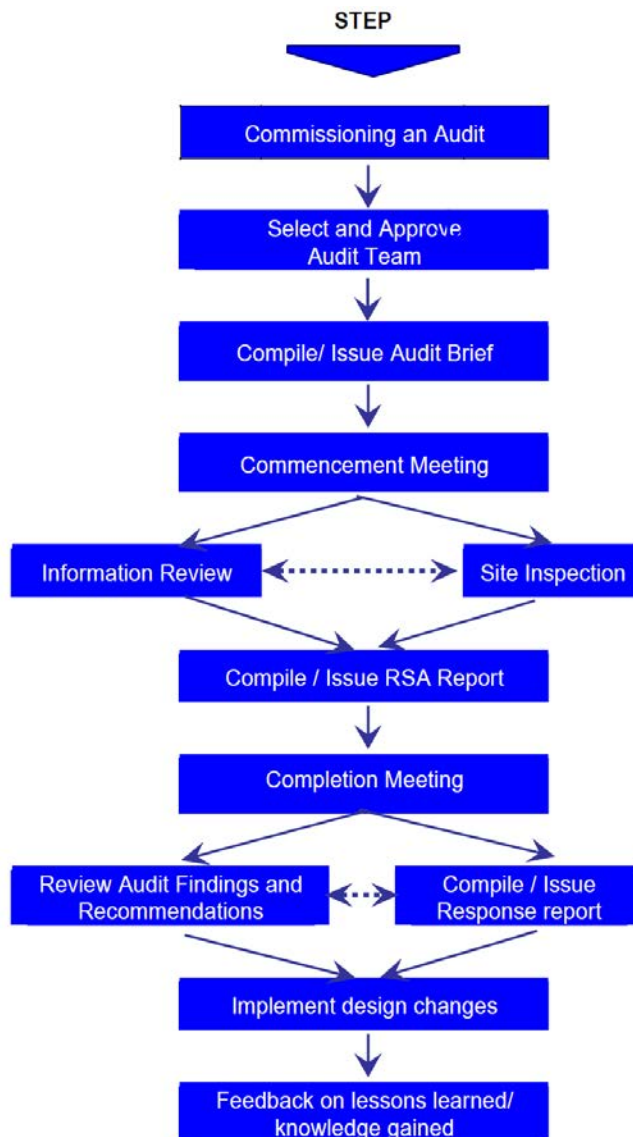
6.1.3 Outdoor Dining

On certain roads within the Municipality, Outdoor Dining or Trading and Events are allowed if approved in terms of the relevant Policy. Business that have frontage onto the Road Reserve, may submit applications for proposed outdoor dining or trading and events withi. To commence the process for applications for Outdoor Dining or Trading, a site plan detailing the proposals must be prepared and processes followed in terms of the relevant policy. For example, applications for Outdoor dining, including layout plans, must be submitted to the Corporate Services Directorate. Additional processes required for Outdoor Dining or Trading and Events on sidewalks may also include the following:

- Wayleave Application (as described above)
- Building plan Application for any proposed structure
- Land Use Planning Application
- Lease Agreement
- All relevant approvals

7. Road Safety Audit Process

A Roads Safety Audit will be carried out to determine the impact of the proposed construction work, use of sidewalk, landscaping, structures, outdoor dining or other commercial activity allowable within the road reserve. Road Safety Audit will also be carried out on existing scenarios, for alignment and compliance with Policy. Road Safety Audits will determine impacts on the safety of pedestrians, cyclist drivers etc. The road safety audit methodology is prescribed in the South African Road Safety Audit Manual, Chapter 4 refers to proposed interventions and Chapter 5 makes reference to Roads Safety Audit on existing scenarios.



Aspects to consider when conducting the road safety audit:

- Is the minimum width for the pedestrian belt sufficient for the prevailing conditions?
- Will pedestrian facilities be satisfactory for visibility, the disabled, the elderly, children etc?
- Will cyclist or other road users be affected?
- Are tripping hazards present?
- Will vehicle sight distances and visibility be affected by the proposed intervention?
- Will the proposed intervention negatively affect neighbouring properties?

- Will the accessibility / maintenance of services be affected?
- Will existing traffic operations be negatively affected?

The following process should be followed when carrying out a road safety audit:

Step 1: Estimate the Frequency of Possible Incidents

FREQUENCY	DEFINITION
Frequent	One or more per month
Probable	One or more per year (but less than one per month)
Occasional	Once every one to three years
Remote	Less frequent than once in three years

Step 2: Estimate the Severity of Possible Incidents

SEVERITY of OUTCOME	EQUIVALENT CRASH OUTCOME
Catastrophic	Likely multiple deaths
Serious	Likely death or serious injury requiring hospitalization
Minor	Likely minor injury
Negligible	Likely trivial injury or property damage only

Step 3: Determine the Level of Risk

		FREQUENCY			
		Frequent	Probable	Occasional	Remote
SEVERITY	Catastrophic	Intolerable	High	High	Medium
	Serious	High	High	Medium	Medium
	Minor	High	Medium	Medium	Low
	Negligible	Medium	Medium	Low	Low

Step 4: Course of Action

RISK	
Intolerable	Proposed Landscaping or Outdoor Dining can-not be allowed.
High	Proposed Landscaping or Outdoor Dining can-not be allowed.
Medium	Proposed Landscaping or Outdoor Dining may be allowed, on condition that mitigation measures be effectively implemented.
Low	Proposed Landscaping or Outdoor Dining may be allowed.

Where the impact of proposed landscaping, structures, outdoor dining or other commercial activity is determined as being Intolerable or High, the application will be declined. Where a risk is determined as Medium, the application may be approved on condition that mitigation measures be introduced. Where the risk is designated as Low the application may be approved, along with any condition stipulated by the Municipality.

8. Aligning Existing Scenarios with Policy

Landscaping and other structures located within the road reserve that is not in compliance with Municipal processes, will require rectification. Rectification will also be required for outdoor dining or other commercial activities that has not been approved by the Municipality.

The rectification process will in general include liaison with the relevant landowner(s) providing time frames for rectification. The Municipality will communicate to residents and businesses the procedures for the rectification and regulation of landscaping, outdoor dining and other commercial activities.

Where there is non-compliance with time frames provided, or an unacceptable risk of danger to motorists, cyclists or pedestrians (as assessed and determined by the Municipality), the Municipality may remove landscaping and other structures located within the road reserve that is not in compliance with Municipal processes, in terms of the provisions made in the Municipality's By-law on Roads and Streets.

This ensures an acceptable level of risk to both the users of the sidewalks as well as to the Municipality.

The Municipality appreciates the acknowledgement and support from the citizenry, private sector and all sidewalk users in ensuring that the risk to pedestrians and road users is mitigated, and that all parties are collectively contributing towards a safer community in Stellenbosch Municipality

9. SHORT TITLE AND COMMENCEMENT

This policy is called the Stellenbosch Municipality's Policy on Sidewalk Accessibility and will commence on the date of publication.

11.6.2	PARKING MANAGEMENT ALONG THE MAIN ROAD IN THE CENTRAL BUSINESS DISTRICT AREA OF FRANSCHHOEK
--------	--

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.

5. RECOMMENDATIONS

- (a) that Council takes note that a public participation process was followed;
- (b) that Council considered the comments received;
- (c) that Council considers 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.

6. DISCUSSION / CONTENTS

6.1 Background

The municipality had previously implemented parking management (parking fee collection and associated tasks), to manage the increase in demand for parking in

the Central Business District (CBD) area of Stellenbosch.

Recent commercial developments in Franschhoek have increased the demand for parking, necessitating the need to implement parking management along the Main Road in Franschhoek CBD.

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

The notice was placed in the February 2023 edition of the Franschhoek Tattler as well as on the Municipality's Website on the 1st February 2022, 89 comments and a signed petition were received when the comment period closed on the 1st March 2023.

6.2 Discussion

It should be noted that most of the comments received were similar in nature and, comments can therefore be summarized as follows:

- Additional financial burdens and inconveniences for tourist, visitors and locals seeking parking in the main road.
- Increase in parking inside and back roads.
- With the introduction of parking attendants, Franschhoek may lose its village charm which could have a detrimental impact on tourism.
- Tourism destination with many first-time visitors, who may not be aware that parking must be paid for.
- Safety and security may be impacted, increased possibility of card scamming and other related crime.
- Parking is only under pressure during December and February.
- Proposal is short of strategic and business detail.

The petition was signed by 555 persons at the time that the comment period closed, it does however appear as if the majority signatories of the petition are those that visit the Central Business District (CBD) occasionally and would not be detrimentally impacted by parking management.

The Municipality has assessed the comments and is able to address the comments by:

- Providing an alternative free parking facility. 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. It is estimated that construction will commence in October 2023 and be complete around December 2023.
- Ensuring that an appropriate parking management model be used, that would not detract from Franschhoek's old village charm and one can incorporate measures that would mitigate, as far as possible, criminal activity.
- Ensuring that appropriate notices are in place to inform tourist where paid parking is applicable.

The provision of an alternative parking area addresses concerns relating to additional financial burdens to tourists, visitors and locals as well as concerns relating to increase in parking on side and back roads. An appropriate parking management model will address safety and security concerns and ensure that Franschhoek's village charm is retained.

The demand for parking in the CBD will continue to increase as economic development occurs. The introduction of parking management is an essential step forward towards a more functional CBD. Vehicles that park for extended periods of time during the day on the Main Road will have dedicated off-street facility, which is more appropriate. This will better enable the Municipality to improve walkability in the CBD linking off-street parking area with tourist and other destinations.

6.3 **Financial Implications**

Additional income will be received from the collection of parking fees.

6.4 **Previous / Relevant Council Resolutions:**

7TH COUNCIL MEETING: 2022-08-24: ITEM 11.6.1

RESOLVED (majority vote with abstention)

- (a) that Council takes note of this report; and
- (b) that a notice be compiled for publication to obtain public inputs in regard to the Council intention to start with parking management along the main road in Franschhoek.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.6.2

- (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.

ANNEXURE A: PUBLIC NOTICE

ANNEXURE B: COMMENTS RECEIVED

FOR FURTHER DETAILS CONTACT:

Name	Johan Fullard
Position	Acting Director
Directorate	Infrastructure Services
Contact Numbers	021 808 8213
E-mail Address	johan.fullard@ Stellenbosch.gov.za
Report Date	10 May 2023

ANNEXURE A



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

NOTICE FOR PUBLIC COMMENT

INTENTION TO START PARKING MANAGEMENT ALONG THE MAIN ROAD IN FRANSCHHOEK

Notice No. 8/2023

Notice is hereby given, in terms of the **Municipal Council's Resolution, Item 11.6.1 taken at the 7th Council Meeting held on 24th August 2022**, of the Municipality's intention to start with parking management along the Main Road in Franschhoek.

Parking Management comprises the implementation of parking tariffs, the collection of fees and other associated tasks. Recent commercial developments in the Franschhoek Central Business District, have led to an increase in the demand for parking, necessitating the need to implement parking tariffs. The municipality therefore intends to implement parking tariffs from 1ST July 2023 on approximately 146 parking bays located on the Main Road. The parking tariff amount will be determined through a separate municipal process, and these will be made known in subsequent publications. It is noted that free parking is still available at the municipal parking area located at the corner of Dirkie Uys and La Rochelle Streets.

The public is invited to provide comment / input to the municipality, on its intention to start with parking management along the Main Road in Franschhoek.

Any inputs may be forwarded to: Engineering.Services@stellenbosch.gov.za or submitted at the following address: Second Floor; Ecclesia Building; 71 Plein Street; Stellenbosch.

Comments / inputs must be submitted on or before 1ST March 2023. Any person who is unable to read and write or have any sight disability, will be assisted by an official at the above-mentioned address, should they not be able to provide comments on their own accord.

**G Mettler
Municipal Manager
17/01/2023**

ANNEXURE B

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:53
To: Justine Fielies
Cc: debbie.vanduyn@gmail.com; Engineering Services
Subject: FW: [EX] Paid parking in Franschhoek

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



Disclaimer and confidentiality note: The legal status of this communication
is governed by the terms and conditions published at the following link:
http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

From: Debbie Van Duyn <debbie.vanduyn@gmail.com>
Sent: Tuesday, February 28, 2023 7:23 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking in Franschhoek

Dear Sir

I would like you to note my objection to the notion of residents, visitors and local businesses in Franschhoek having to pay for parking in the main street and/or the surrounding roads.

Franschhoek depends on our visitors for revenue and it would have a negative affect on our ability to encourage people to visit. Local business and residents are already feeling the negative effects of load shedding, lack of increases in salaries, rise in the cost of living etc, and it is making life very difficult for us.

The money collected will probably not be invested back into Franschhoek, but rather used by Stellenbosch. As it is, we are funding so many charities in the area, such as Hospice and Franco. We cannot afford more.

In addition, we as residents have not been properly consulted as in town meetings etc.

Regards

Deborah van Duyn
60 Dirkie Uys Street
Franschhoek.

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:56
To: Justine Fielies
Cc: Engineering Services; bassy.allen@gmail.com
Subject: FW: [EX] Parking meter attendants in Franschhoek .

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

From: bassy.allen <bassy.allen@gmail.com>
Sent: Tuesday, February 28, 2023 7:37 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking meter attendants in Franschhoek .

My experience of meter attendants in Paarl is very negative. I have been erroneously threatened with parking fines on several occasions, when I had already paid for parking, in order to to put extra money into the pockets of the attendants. Franschhoek has struggled for years with illegal parking attendants threatening tourists. This would be another way of extorting and intimidating tourists
Please don't put Franschhoek in that position again . We don't want parking attendants.



14 March 2023

Stellenbosch Municipality – Traffic Services
1st Floor
Ecclesia Building
71 Plein Street
Stellenbosch
7600

Objection to the Proposed Parking Management System – Franschhoek

The members of the Franschhoek Forum oppose and strongly object to the proposal of the parking management system for Franschhoek.

The Franschhoek Forum's chief concern is an increase in traffic congestion and violations, namely in private driveways, the narrowing of the side streets with parked vehicles to avoid being charged causing disarray for emergency services, Ambulances SAPS & Fire Brigade, armed response and private security firms, municipal waste collection and other services rendered by the municipality.

In the current economic climate, the implementation would also raise innumerable concerns for consumers using the roads, jeopardizing the local tourist attractions and their offerings.

We request that Stellenbosch Municipality duly engage with the local community and stakeholders to find a feasible alternative to the proposed Parking Management System.
Yours sincerely

ANiemand

Andre Niemand
Chairman: Franschhoek Forum
+27 83 778 5441

Franschhoek Forum Pty Ltd
info@fhkforum.co.za
Erf 414, Cabriere Street 61, Franschhoek, 7690
Company Registration number: 2022/856756/07

FRANSCHHOEK KLUB



3/14/2023

Stellenbosch Municipality – Traffic Services
1st Floor
Ecclesia Building
71 Plein Street
Stellenbosch
7600

Objection to the Proposed Parking Management System – Franschhoek

The members of the Franschhoek Club oppose and strongly object to the proposal of the parking management system for Franschhoek.

The Franschhoek Club chief concern is an increase in traffic congestion and violations, namely in private driveways, the narrowing of the side streets with parked vehicles to avoid being charged causing disarray for emergency services, Ambulances SAPS & Fire Brigade, armed response and private security firms, municipal waste collection and other services rendered by the municipality.

In the current economic climate, the implementation would also raise innumerable concerns for consumers using the roads, jeopardizing the local tourist attractions and their offerings. We request that Stellenbosch Municipality duly engage with the local community and stakeholders to find a feasible alternative to the proposed Parking Management System.

Yours sincerely

Mr JB Murray
Chairperson
Franschhoek Club
082 480 59 48

Email: murraybdy@gmail.com



Franschhoek

14 March 2023

Stellenbosch Municipality – Traffic Services
1st Floor
Ecclesia Building
71 Plein Street
Stellenbosch
7600

Objection to the Proposed Parking Management System – Franschhoek

The members of the Franschhoek Lions Club oppose and strongly object to the proposal of the parking management system for Franschhoek.

The Franschhoek Lions Club's chief concern is an increase in traffic congestion and violations, namely in private driveways, the narrowing of the side streets with parked vehicles to avoid being charged causing disarray for emergency services, Ambulances SAPS & Fire Brigade, armed response and private security firms, municipal waste collection and other services rendered by the municipality.

In the current economic climate, the implementation would also raise innumerable concerns for consumers using the roads, jeopardizing the local tourist attractions and their offerings.

We request that Stellenbosch Municipality duly engage with the local community and stakeholders to find a feasible alternative to the proposed Parking Management System.

Yours sincerely

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

Ian Munnik
President: Franschhoek Lions Club
+27 79 159 6476

Justine Fielies

From: Barry Phillips <barryphillips505@gmail.com>
Sent: Thursday, 02 March 2023 09:03
To: mm
Cc: Irmela Alberts; Shane Chandaka; Reginald Pheiffer; Engineering Services; Justine Fielies; Johan Fullard
Subject: [EX] Re: Notice No 8/2023 - Parking Management on Main Road, Franschhoek

Dear Ms Mettler

As indicated in my previous email, there was a joint meeting on Tuesday, 28th February of the Heritage and Ratepayer Committees of the Franschhoek Heritage & Ratepayers Association (FHRPA) to consider the proposed introduction of a pay-to-park scheme in Huguenot Street.

There has been a very strong, emotive response from the community to the notification of the scheme. We understand many residents have sent emails objecting to it and an online petition against the scheme (<https://chnq.it/WpVKrgk2>) has so far attracted over 700 signatures. Although some signatories are not recognised as Franschhoek residents, the fact remains that a very large number of Franschhoek residents are very strongly opposed to the scheme and have signed this petition.

In a very useful and constructive discussion at our joint meeting, several valid points were made:

- Without details of the scheme the FHRPA and individual residents cannot provide informed comments;
- Without details of the scheme, there has not been proper public consultation and as a result, the "rumour mill" has worked overtime and led to some very emotional reactions;
- Franschhoek needs an overall traffic management plan and strategy having regard to the substantially increased traffic flows to be generated when Train Camp is operational later this year and when the cableway is operational in 2025 with 400 000 passengers per annum;
- Parking provision and charging are critical components of such a plan and strategy;
- It is wrong to extract and treat the parking component in isolation in the absence of such a plan and strategy.
- The IDP 2022-2027 identified as key Ward 1 priorities, the
 - "Upgrading of the Municipal Parking area on the corner of Dirkie Uys and La Rochelle Street" (also known as the Tennis Court Car Park); and
 - "Establishment of parking area at the back of Franschhoek Town Hall / Franschhoek Municipal Offices for use of Taxis during the day and public after operating hours" (Note: this area is already used for parking accommodating +/- 20 private cars)

but it is not known when work on either will start or be completed;

- A pay-to-park scheme implemented before the Tennis Court Car Park and the area behind the municipal offices have been upgraded will have a severe adverse impact during the construction periods on employees in the CBD who now park in Huguenot Street as the cost of then parking there may be unaffordable for them;
- With an acute shortage of parking bays during these construction periods, there will be very limited (if any) alternative free parking available as mentioned in Notice No 8/2023.

Having regard to these points and the very widespread concern the proposed scheme has caused, **we request an urgent meeting** with the relevant officials to obtain details of it and discuss any sequencing of the upgrading of the

Tennis Court Car Park and the area behind the Municipal offices that may be necessary to mitigate their adverse impacts.

We look forward to hearing as soon as possible from you or one or other of the relevant officials.

Kind regards

**For and on behalf of
The Franschhoek Heritage & Ratepayers Association**

Irmela Alberts

Co-chairpersons

Barry Phillips

1

Barry Phillips
The Garden House
29 De Wet Street
Franschhoek 7690
SOUTH AFRICA
+27 (0)83 441 8280



On Thu, 23 Feb 2023 at 16:14, Barry Phillips <barryphillips505@gmail.com> wrote:
Good afternoon Ms Mettler

I am writing as a co-chair of the Franschhoek Heritage & Ratepayers Association (FHRPA) for myself and on behalf of Irmela Alberts as the other co-chair.

Notice No 8/2023 for Public Comment of the Intention to Start Parking Management on Main Road in Franschhoek refers.

We do not know when this notice was posted and it is, perhaps, unfortunate that it was not sent to the FHRPA as the Interest Group registered with the municipality for Franschhoek and the Franschhoek Valley. The posting of this notice was only drawn to our attention two days ago - on Tuesday, 21st February 2023. If it was posted then it only gives 7 clear days and 5 working days before the deadline date for comment of 1st March 2023.

It is hoped you may agree that this is unusual and, if I may say, an unreasonably short period for public comment on any issue let alone one as important as this.

We have today convened an urgent joint meeting on Tuesday 28th February of the Heritage and Ratepayers Committees of the FHRPA to review Notice No 8/2023. It is hoped that very shortly thereafter we can then let you have the considered comment of the FHRPA. In the circumstances, please treat this email as a request for an extension of time for comment to Monday, 6th March 2023.

We look forward to hearing from you.

Kind regards
Barry Phillips

The Garden House
29 De Wet Street
Franschhoek 7690
SOUTH AFRICA
+27 (0)83 441 8280



OBJECTION TO STELLENBOSCH'S PLANNED IMPOSITION PARKING TARRIFFS IN FRANSCHHOEK

I hereby strongly object to Stellenbosch Municipality's planned imposition of parking tariffs in Franschhoek.

The planned parking tariffs will have absolutely no benefit for Franschhoek, its businesses, restaurants, residents, and visitors to Franschhoek

Franschhoek is a small village. It's businesses, restaurants and shops serve the Franschhoek community and thousands of tourists that visit Franschhoek as a highly sought-after tourist destination. Parking tariffs will detract and have a singular detrimental effect on the attraction of Franschhoek as tourist destination. It will undoubtedly be seen and experienced as a negative feature, by all visitors who visit Franschhoek by car.

One of the benefits for people living in Franschhoek is that shops, restaurants, and businesses are a few minutes' drive from home. It is unthinkable and totally unacceptable for me and my family to have to pay for parking every time that we drive "to town".

Each reason offered by Stellenbosch Municipality in its attempt to justify the imposition of parking tariffs in Franschhoek is spurious and is totally rejected. The attempted justification is nothing more than a smoke screen aimed at hiding the real and only reason for parking tariff imposition, namely, to milk the Franschhoek community and its visitors for more Municipal revenue. It is a blatant additional tax named "parking tariffs".

The parking tariff system applied in Stellenbosch has caused me and my family to visit Stellenbosch only when necessary.

Stellenbosch Municipality should rather address the dangerous situation created by the large trucks that navigate their way through Franschhoek Main Road in great numbers on a daily basis.



JM JANSEN VAN VUUREN

11 DOMAINE DES ANGES

60 DIRKIE UYS STREET

FRANSCHHOEK

28 FEBRUARY 2023

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 12:31
To: Justine Fielies
Cc: Engineering Services; delareyr@mweb.co.za
Subject: FW: [EX] Paid parking Franschhoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Yvonne <delareyr@mweb.co.za>
Sent: Wednesday, March 1, 2023 12:21 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking Franschhoek

Goeiedag,

Dis met groot kommer dat ons hoor van die beplande betaalde parkering wat beoog word vir Franschhoek.

Soos reeds in Stellenbosch, is dit 'n verdere risiko vir onreelmatige betalings (kontant aanvaar), asook moontlike kaart vervalsings.

Ons dink dat dit tot nadeel sal wees vir die toeriste wat reeds skepties is om kaarte in die publiek te gebruik, vanweë kaart "scammers" wat gereeld in die dorp is.

Ons vra dat die saak ernstig heroorweeg word. Sekerlik gaan daardie klein inkomste nie so 'n groot verskil maak, terwyl die teendeel die hele beeld van die dorp sal verander.

Vriendelike groete ,

René en Yvonne de la Rey.
(Inwoners)
Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 09:43
To: Justine Fielies
Cc: Engineering Services; gawie@vintroux.co.za
Subject: FW: Petition against proposed parking tariffs in Franschhoek
Attachments: Signatures.numbers; Comments .numbers

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Gawie Nieuwoudt <gawie@vintroux.co.za>
Sent: Tuesday, February 28, 2023 10:14 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>; Gawie Nieuwoudt <kalaharigawie@gmail.com>
Subject: [EX] Petition against proposed parking tariffs in Franschhoek

Dear Sir/Madam,

I am writing to you on behalf of a group of concerned citizens who are strongly opposed to the Municipality's intention to start with parking management along the Main Road in Franschhoek, as per Notice No. 8/2023.

We understand that the Municipality intends to implement parking tariffs from 1 July 2023 on approximately 146 parking bays located on the Main Road. We believe that this will have a detrimental impact on both the residents and the businesses of Franschhoek. The proposed parking tariffs will discourage visitors from coming to the town, which will negatively affect the local economy. Additionally, residents who are already facing financial challenges will be further burdened by the additional costs of

parking.

As such, we have collected a list of 555 (and counting) names who are against the proposed parking tariffs. We urge the Municipality to reconsider its decision and find alternative solutions to address the parking challenges in Franschhoek. For your convenience I've attached a signature list as well as a commentary list.

Please find the link attached to verify my petition: <https://chng.it/XqkrVM6R>

We respectfully request that our petition be taken into consideration, and we hope that the Municipality will work with us to find a mutually beneficial solution.

Thank you for your attention to this matter.

Sincerely,

Gawie Nieuwoudt on behalf of the petitioners.



[Download my contact details](#)

Gawie Nieuwoudt
MANAGING DIRECTOR

MASTER PRACTITIONER IN REAL ESTATE
REGISTERED WITH THE PPRA

t +27 21 203 3020

c +27 61 512 4330

e gawie@vintroux.co.za

a 62 Huguenot Street, Franschhoek, 7690, South Africa | [view map >](#)

[Download my contact details](#)



vintroux.co.za

vintrouxinternational.com



PPRA: 2022114913 | PPRA FFC: 2022218249

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 09:41
To: Justine Fielies
Cc: reinherb@mweb.co.za; Engineering Services
Subject: FW: [EX] Notice for Public Comment: Intention to start parking management along the Main Road Franschoek.
Attachments: PHOTO-2023-02-20-16-34-34.jpg

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: reinherb@mweb.co.za <reinherb@mweb.co.za>
Sent: Tuesday, February 28, 2023 9:57 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Notice for Public Comment: Intention to start parking management along the Main Road Franschoek.

The Beginning of the End!

How to slowly strangle a gem of a tourist destination to death...
By implementing parking management along the Main Road of Franschoek.

In time, gone will be the hours of leisurley shopping and long relaxing luncheons.

The village where time once stood still, will no longer exist.

One eye will always be kept on the dial, in case of overstaying and having to pay a fine.

No more “no hurry in Africa”.

The Director,
Engineering Services.

I wish to STRONGLY register my objection to the proposed paid-for parking per Notice 8/2023 passed on 22 August 2022 by Council.

I challenge the Municipality to stand and face the residents of Franschhoek in a truly open public debate regarding this matter, rather than “hiding” behind a process of enforcing their opinion on the residents of Franschhoek.

Regards,

Reinher Behrens
0836259336.

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 09:39
To: Justine Fielies
Cc: danielleaesmith@icloud.com; Engineering Services; kurtmaske1@gmail.com
Subject: FW: [EX] Objection to Notice 08/2023. Franschhoek Parking

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Danielle Smith <danielleaesmith@icloud.com>
Sent: Tuesday, February 28, 2023 9:40 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>; Justine Fielies <Justine.Fielies@stellenbosch.gov.za>
Cc: Kurt Maske <kurtmaske1@gmail.com>
Subject: [EX] Objection to Notice 08/2023. Franschhoek Parking

Dear Sir / Madam

I have been a resident of Franschhoek for 15 years, and a regular visitor for many years prior to that. I seriously object to the parking management scheme proposed for the Main Road in Franschhoek in Notice no. 08/2023

Parking is only under pressure in our Main Road during the very busy holiday season from December to February each year, therefore this proposal is not warranted. Paid parking may indeed be a deterrent to tourists and day-trippers who visit at other times of the year. It will also seriously disadvantage many residents, especially those who are older, in the off-season when Main Road parking offers convenience and safety at no cost.

The town has its own privately-funded parking system which works very well and supports the community.

Kind regards

Danielle Smith
Clinical Psychologist

14 Cabriere Street
Franschhoek

0828121476

Sent from my iPad

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:48
To: Justine Fielies
Cc: barry.fletcher1@icloud.com; Engineering Services
Subject: FW: [EX] Parking Proposal

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Barry Fletcher <barry.fletcher1@icloud.com>
Sent: Tuesday, February 28, 2023 7:00 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking Proposal

Hi The current proposal is very short on strategic or business detail and as such cannot be supported

The impact on society is not mentioned especially tourists, local or foreign The design must be to enhance the attraction of Franschhoek Provision of several alternate parking areas is fundamental

Most people are rational and would welcome substantive proposals and add value if asked

Yours
Barry Fletcher
23 Domaine

Barry Fletcher.
Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:47
To: Justine Fielies
Cc: Engineering Services; tienkamillar@icloud.com
Subject: FW: [EX] Paid parking tarrif Franschhoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Susan Ann Millar <tienkamillar@icloud.com>
Sent: Tuesday, February 28, 2023 6:56 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking tarrif Franschhoek

I, hereby object to the new proposed idea of paid parking similar to that of Stellenbosch.
As a resident here in Franschhoek I feel the charm of this winelands destination will be taken away and will feel more like a commercial town. As it is we pay enough rates and taxes and do not see the need to pay extra .

Kind regards
Tienka Millar

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:46
To: Justine Fielies
Cc: bev.markgraaff@icloud.com; Engineering Services
Subject: FW: [EX] Objection

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Beverley Markgraaff <bev.markgraaff@icloud.com>
Sent: Tuesday, February 28, 2023 6:40 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Objection

We object to the proposed parking tariffs planned for Franschhoek. From previous experience we have witnessed in other areas, the people will then park in front of private residences to the inconvenience of residents causing more traffic problems.

B. Markgraaff
Franshhoek

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:45
To: Justine Fielies
Cc: Engineering Services; rblackie@global.co.za
Subject: FW: [EX] Franschhoek Parking

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Rob Blackie <rblackie@global.co.za>
Sent: Tuesday, February 28, 2023 6:33 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Franschhoek Parking

I strongly object to the proposed parking fee initiative in Franschhoek It would be bad for the village economy

Rob Blackie
(+27) 083 382-9205
PO Box 557
Franschhoek 7690
South Africa
Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:44
To: Justine Fielies
Cc: Engineering Services; mass20521@yahoo.com
Subject: FW: [EX] Fw: Failure Notice

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: clifford mass <mass20521@yahoo.com>
Sent: Tuesday, February 28, 2023 6:35 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Fw: Failure Notice

Please see my formal objection email below.

Thank you.

Kind regards

Clifford B Mass
Domaine Des Anges
60 Dirkie Uys
Franschhoek 7690

[Sent from Yahoo Mail on Android](#)

----- Forwarded Message -----

From: "MAILER-DAEMON@yahoo.com" <MAILER-DAEMON@yahoo.com>

To: "mass20521@yahoo.com" <mass20521@yahoo.com>

Cc:

Sent: Tue, Feb 28, 2023 at 23:19

Subject: Failure Notice

Sorry, we were unable to deliver your message to the following address.

<engineering.services@stellenbosch.co.za>:

550: 5.1.1 <engineering.services@stellenbosch.co.za>: Recipient address rejected: stellenbosch.co.za

----- Forwarded message -----

Dear Sir or Madame

As a resident of Domaine Des Anges in FRANSCHHOEK, I strongly oppose the parking tariffs that are proposed for FRANSCHHOEK.

I do not see a benefit to the community for such a levy.

Furthermore, if you insist on implementing such a tariff, you should consider providing residents with an exemption sticker that can be displayed in the windscreen; something that is done in major cities around the world.

Thanks for reading my objection to your proposed parking tariffs for Franschhoek

Kind regards

Clifford B Mass

Erf 1736

Domaine Des Anges

60 Dirkie Uys

FRANSCHHOEK 7690

[Sent from Yahoo Mail on Android](#)

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:42
To: Justine Fielies
Cc: jennifer@fa2d.co.za; Engineering Services
Subject: FW: Objection to paid parking in Franschhoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Jennifer <jennifer@fa2d.co.za>
Sent: Tuesday, February 28, 2023 6:08 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Objection to paid parking in Franschhoek

Good Evening

Please take note of my complete objection to any form of parking remuneration in Franschhoek.

As a homeowner of 7 Domaine des Anges, 60 Dirkie Uys street you may place this on record

Kind Regards
Jennifer Choice

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:41
To: Justine Fielies
Cc: Engineering Services; suenorman50@outlook.com
Subject: FW: Pay Parking in the Main Road of Franschoek

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Sue Norman <suenorman50@outlook.com>
Sent: Tuesday, February 28, 2023 5:28 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Pay Parking in the Main Road of Franschoek

Dear Sir

I have lived in Franschoek for 36 years and find the idea of installing paid parking in the Main Road of Franschoek unnecessary. It is about 3 months of the year that there may be a parking issue. Surely the business in Franschoek need to provide parking for their employees on their property – that use to be the case. There is always parking available on the old tennis courts below Hospice. A far bigger problem is the number of very large trucks that go through the main road and up the Pass. Spend the money putting in a weigh bridge, and staff to man that, to keep them off the road.

I would like to register my objection for having to pay for parking in Franschoek. The village has done a good job keeping informal car guards at bay too to protect the visitors who come to Franschoek.

Regards
Sue Norman

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:41
To: Justine Fielies
Cc: m.bowman@mac.com; Engineering Services
Subject: FW: [EX] Parking tariff in Franschhoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: michele bowman <m.bowman@mac.com>
Sent: Tuesday, February 28, 2023 5:17 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking tariff in Franschhoek

We residents do not want a parking tariff to be applied in Franschhoek. It has worked very well without paying for parking for many years and we see no reason to change it.

La Ferme Chantelle
191 Main Road
Franschhoek
Michele Bowman

Michele

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:39
To: Justine Fielies
Cc: lvanniekerk613@gmail.com; Engineering Services
Subject: FW: [EX] Paid parking

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Lee van niekerk <lvanniekerk613@gmail.com>
Sent: Tuesday, February 28, 2023 5:17 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking

I have been a resident and commercial property owner in the Franschhoek valley for 16 years.
I strongly object to putting in the system of paid parking in our town.

Lee van Niekerk

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:38
To: Justine Fielies
Cc: Engineering Services; clairemottershaw@gmail.com
Subject: FW: [EX] Parking in Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Claire Mottershaw <clairemottershaw@gmail.com>
Sent: Tuesday, February 28, 2023 5:16 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking in Franschhoek

To whom it may concern .

My husband and I are deeply troubled by the recent notice for public comment regarding the intention to start parking management along the main road in Franschhoek. We strongly oppose the proposed parking tariffs and believe that they will have a detrimental effect on the local community and economy.

Franschhoek is a small town that depends heavily on tourism for its economic well-being. The proposed parking tariffs will deter tourists from visiting the town, and as a result, local businesses will suffer. In

addition, residents who live in the town will be burdened with extra costs, as they will have to pay for parking every time they visit the town centre.

We also believe that the proposed parking management system is flawed. The system is based on a pay-and-display model, which is outdated and not user-friendly. The parking tariffs are also exorbitant and will put a strain on the budgets of local residents and visitors alike.

We, therefore, call on the Stellenbosch Municipality to reconsider its decision to implement the proposed parking management system in Franschhoek. We urge the Municipality to engage in a meaningful consultation process with the local community and stakeholders, to find a more equitable and sustainable solution that will benefit everyone.

We believe that a well-planned and well-executed parking management system could be a positive step for Franschhoek, but only if it is implemented in a way that is fair, reasonable and beneficial to all. We call on the Municipality to put the needs and interests of the local community first, and to work with us to find a solution that works for everyone.

Kind regards

Claire and Paul Mottershaw

11 Mongoose

Fransche Hoek Estate

Franschhoek
Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:37
To: Justine Fielies
Cc: Engineering Services; windsor@yebo.co.za
Subject: FW: [EX] Planned imposition of parking tariffs in Franschhoek

Good day

Please find e-mail below for your attention.



Rejardt

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: windsor@yebo.co.za <windsor@yebo.co.za>
Sent: Tuesday, February 28, 2023 5:08 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Planned imposition of parking tariffs in Franschhoek

I wish that it be recorded that I totally reject the planned parking tariffs for Franschhoek

Regards,

Rob Smith. 8 Anne Marie Street Franschhoek

=====

[P.O.Box 218](#)
Franschhoek
7690

Cell 083-260-1707

=====

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:28
To: Justine Fielies
Cc: Engineering Services; dina.boshoff@gmail.com
Subject: FW: [EX] Parking Franschoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Dina Boshoff <dina.boshoff@gmail.com>
Sent: Tuesday, February 28, 2023 4:57 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking Franschoek

Good day

This is to notify you that our family strongly object to charged parking in Franschoek.

This will open up another avenue for criminals to defraud tourists in our town.

Where should we park who works in town? We do not have big parking areas and we need to park in the street.

This is a money making racket which would be only to the disadvantage of our beautiful town.

Regards
Dina Boshoff

Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Wednesday, 01 March 2023 08:28
To: Justine Fielies
Cc: Engineering Services; traceymanley@hotmail.co.uk
Subject: FW: Car parking in Franschoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Tracey Manley <traceymanley@hotmail.co.uk>
Sent: Tuesday, February 28, 2023 4:52 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Car parking in Franschoek

I would like to object to the proposal for pay parking in Franschoek main road.
I feel it would push parking to the back streets and this subsequently will cause accidents due to lack of clear vision on the cross streets. We always have this parking problem when there are major festivals and I feel it will be like this all the time.
A few tourists will not mind paying but the majority of local workers and shoppers will.

I have also signed the petition.

Regards
Tracey Manley
Fransche Hoek Estate

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 15:27
To: Justine Fielies
Cc: jackie@vincosteel.co.za; Engineering Services
Subject: FW: Notice No 8/2023 - Intention to start parking management along the main road in Franschhoek

Good day

Please see below email from client for your attention



Kind regards,
Rezaar Van Niekerk
Customer Care Officer
Infrastructure Services

T: 021 808 8957
C: +27 71 877 9192
Email: rezaar.vanniekerk@stellenbosch.gov.za
1st Floor, Ecclesia Building 71, Plein Street,
Stellenbosch, 7600
www.stellenbosch.gov.za



www.facebook.com/stellenboschmunicipality
twitter.com/StellMun

From: Jackie Loubser <jackie@vincosteel.co.za>
Sent: Tuesday, 28 February 2023 15:25
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com; Roz T <rthomas0557@gmail.com>
Subject: [EX] Notice No 8/2023 - Intention to start parking management along the main road in Franschhoek

Dear Sir/Madam

Stellenbosch Municipality Notice No 8/2023 refers.

As a resident of Franschhoek, living in Van Wijk Street which is just below the main road of Franschhoek, I wish to comment on the intention of the Municipality to start with parking management along the main road of Franschhoek.

The Central Business District of Franschhoek is very different to Stellenbosch in that the street above the main road (Dirkie Uys Street) and the street below the main road (Van Wijk Street) are largely residential, unlike the town center of Stellenbosch. I understand that recent developments in the Franschhoek Central Business District have led to an increase in the demand for parking, but I do not believe the implementation of parking tariffs will solve the problem or alleviate the pressure on parking. In fact, it will cause more problems for the residents living above and below the main road of Franschhoek.

I request the Municipality to consider the unintended consequences of such a decision on the residents in and around the Central Business District of Franschhoek who would like to see the area maintain a residential character

and not become the preferred parking area for visitors. The street and pavements are narrow and cannot accommodate pedestrians, delivery trucks, tourists, contractors, and many other traffic that is related to the Central Business District. We are already seeing a huge increase in traffic using Van Wijk Street as a thoroughfare to avoid the congested main road, often speeding, or disregarding the 4-way stops.

Franschhoek currently has a privatized system in place which is working and has made an enormous contribution in keeping all the illegal car guards, beggars, scammers, and thieves at bay. All these unsavory elements that are harassing tourists, visitors, and residents alike, will all return once the Municipality introduces parking tariffs. Stellenbosch and Paarl are prime examples of this situation, and I would like to see Franschhoek Central Business District free of this kind of harassment in future.

Thank you for your attention to the above matter.

Regards,

Jackie Loubser
37 Van Wijk Street
Franschhoek

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 14:25
To: Justine Fielies
Cc: Engineering Services; jemdear@protonmail.com
Subject: FW: [EX] Parking tariffs in Franschhoek

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: jemdear <jemdear@protonmail.com>
Sent: Tuesday, February 28, 2023 2:03 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking tariffs in Franschhoek

To whom it may concern.

I write as a recent arrival in this delightful town, who much appreciates the services provided by the Stellenbosch municipality. However, I am distressed to hear of the plans for parking management. In my view, to start charging would detract from the ambience and charm of the place, which attracts so many visitors each year. It absolutely is not necessary in terms of traffic control, even at the busiest of times.

I would urge that you think again about this proposal.

Jeremy Hett

Sent from Proton Mail mobile

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 10:19
To: Justine Fielies
Cc: pppcnaude@gmail.com; Engineering Services
Subject: FW: [EX] Comment on Municipal Council's resolution ITEM 11.6.1 charging for parking in Franschoek

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Pieter Naude <pppcnaude@gmail.com>
Sent: Tuesday, February 28, 2023 10:09 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Comment on Municipal Council's resolution ITEM 11.6.1 charging for parking in Franschoek

Dear Madam/Sir,

The decision to charge a fee for parking on the main road in Franschoek comes as a great shock, and I, as a Franschoek Resident, would like to make it clear I DO NOT AGREE WITH RESOLUTION ITEM 11.6.1.

As a matter of fact, I cannot find a single Franschoeker who endorses this rather foolish and hopelessly misguided decision, which, let us be frank, is made from a sentiment of pure avarice and not any practical thinking.

This will be of no benefit to Franschoekers as it will negatively impact the people who can least afford it, i.e. the retail workers who need the parking along main street, and benefit only those to whom are well off, i.e. the business partners who will secure this tender.

I have been parking along Huguenot Street for well over a year and finding a spot has NEVER been a problem except during festivals. Generally the rotation of cars circulating through parking bays is frequent.

Moreover, the tourists who can afford it will happily pay to park in a single spot the entire day (if they even decide to pay at all - remember, they rent cars so they can just leave everything here and go back to their country).

In other words, YOU ARE CREATING A POTENTIAL SCENARIO WHERE THE WEALTHY GAINS AMPLE, CHEAP PARKING, AND THE IMPECUNIOUS - THE WORKERS TRYING TO SUSTAIN FRANSCHHOEK'S ECONOMY AND INDUSTRIES AMIDST RAMPANT LOAD SHEDDING - WILL HAVE TO WALK LONG DISTANCES TO THEIR DESTINATIONS BECAUSE OF MOUNTING PARKING COSTS. This is not fair.

I therefore implore you to carefully reconsider if the average Franschhoeker will truly gain anything from this decision, and please make the wise, and dare I say morally sound, choice to repeal this resolution.

Yours sincerely,
Pieter Naude
28 Van Riebeeck Street,
Franschhoek

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 09:49
To: Justine Fielies
Cc: Engineering Services; kurtmaske1@gmail.com; seas@icon.co.za
Subject: FW: [EX] Franschhoek Municipality : Parking Issue

Good day

Please find e-mail below for your attention.



Reynolds

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: South Euro Asia Shipping c.c. <seas@icon.co.za>
Sent: Tuesday, February 28, 2023 9:16 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Franschhoek Municipality : Parking Issue

Good day to whom it may Concern :

Dear Sirs / Madame - Stellenbosch Municipality :

As residents in Franschhoek for 23 years (Erf 1355) - We have been advised that there is an intended issue to introduce Car / Vehicle Marshalls on a PAY as YOU PARK basis in our most beautiful small Village - Franschhoek.

We in this regard : should there be substance to this " **OBJECT TO THE IMPLEMENTATION OF PAID PARKING IN FRANSCHHOEK MAIN ROAD** " .

We as a Family avoid travelling to Stellenbosch for any purpose especially Shopping as the Paid Parking Systems in the Town are quite frankly "outrageous".

We would not wish the same to be a system of discouragement to our Local Residents and especially our vast Tourist attendances and support.

There is plenty of parking in Franschhoek, even when we have Festivals Bastille and Champagne to name two.

Regards.

Richard. P. Bettison.

52 Akademie Street.

P O Box 604.
Franschhoek.
7690
Rep. of South Africa.

Tel : + 27 21 876 2979 (All Hours)
Mobile : + 27 (0) 825532498

E & OE.

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Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 09:47
To: Justine Fielies
Cc: Engineering Services; annferreira01@gmail.com; kurtmaske1@gmail.com
Subject: FW: [EX] Paid parking Franschhoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Ann Ferreira <annferreira01@gmail.com>
Sent: Tuesday, February 28, 2023 9:38 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Paid parking Franschhoek

To whom it may concern

In my opinion (and experience), these paid "car guards" do not work, a prime example is in Stellenbosch as well as Paarl where their illegal car guards, ATM/Card Scammers and beggars are far worse than Franschhoeks. We currently have a privatized system in place which is working.

Kind regards

Ann Ferreira
0829091116

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 09:29
To: Justine Fielies
Cc: Engineering Services; franschhoekstorage@gmail.com
Subject: FW: [EX] Paid Parking Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Franschhoek Storage <franschhoekstorage@gmail.com>
Sent: Tuesday, February 21, 2023 8:20 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid Parking Franschhoek

Good morning,

The notion of implementing paid parking in Franschhoek is a terrible idea! We as residents and business owners are COMPLETELY opposed to this idea. I am sure I speak for many on this proposition and we will stand together against this.

Kind Regards

Christie Winkler/Shawn Winkler
Franschhoek Storage
021 876 2174
082 320 6523
060 991 0252

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 09:05
To: Justine Fielies
Cc: eve.leurs@gmail.com; Engineering Services; kurtmaske1@gmail.com
Subject: FW: [EX] Fwd: Proposed Main Street Pay Parking Franschhoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Eve Nicolau-Leurs <eve.leurs@gmail.com>
Sent: Monday, February 20, 2023 6:14 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Fwd: Proposed Main Street Pay Parking Franschhoek

> TO WHOM IT MAY CONCERN:

> We strongly object to the proposed introduction of Pay Parking in Main Road Franschhoek ; we have heard of the problems experienced by motorists in Paarl and Stellenbosch re. harassment and fraud; we believe this could happen here and create a negative impression of the village and potentially discourage visitors.

> Kind regards

> Eve and Mike Leurs

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:49
To: Justine Fielies
Cc: Engineering Services; gerard@rockburycapital.com; kurtmaske1@gmail.com
Subject: FW: Comment on Proposal To Introduce Paid Parking Along the Main road in Franschhoek

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Gerard Holden <gerard@rockburycapital.com>
Sent: Monday, February 20, 2023 6:02 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: Kurt Maske <kurtmaske1@gmail.com>
Subject: [EX] FW: Comment on Proposal To Introduce Paid Parking Along the Main road in Franschhoek

Dear Geraldine Mettler

This letter is to condemn in the strongest terms the proposal of Stellenbosch Municipality to impose paid parking on the main road in Franschhoek.

This has been done without any discussion or consultation with the residents and business owners of Franschhoek who will be the most impacted by this outrageous decision.

What is the basis of this random decision?

There is no parking problem in Franschhoek and this imposition will damage the characteristic of Franschhoek as a beautiful village.

The reference to Franschhoek Central Business District is ridiculous as this does not exist. It's a main road with restaurants, bars, shops and galleries not a Central Business District.

The introduction of paid parking is just another scheme by Stellenbosch Municipality to deprive Franschhoek of its unique character as a village and world-renowned tourist destination. It seems that Stellenbosch Municipality wants to destroy the reputation of Franschhoek and bring it down to a lower level.

Franschhoek already suffers at the hands of Stellenbosch Traffic department who patrol the main road handing out tickets, persecuting local businesses from delivering wine and other products to restaurants and generally being unpleasant to everyone they come into contact with. Issuing tickets is a huge revenue earner for Stellenbosch – none of which comes back to Franschhoek. Indeed there used to be one Traffic person and sometimes there are two or three.

Franschhoek is further blighted by the huge number of large trucks and lorries which use Franschhoek instead of staying on the N1 and paying tolls. This makes the main road extremely dangerous. This is a huge problem which needs sorting out as a priority not some made up revenue generating parking scheme.

Imposition of paid parking on the main road will significantly damage the health of small businesses located on the main road as it will drive customers away.

Franschhoek's character and heritage will be damaged by the image of a number of fluorescent jacketed parking attendants running around trying to impose parking charges. Not exactly welcoming for worldwide visitors to Franschhoek.

There is absolutely no rational basis for implementing paid parking in Franschhoek main road. It is discriminatory and designed to damage Franschhoek's position as one of the most popular tourist destinations in South Africa.

I would suggest you hold an open meeting in Franschhoek to hear the fact that this proposal has limited support among the ratepayers of Franschhoek. This is just bullying by Stellenbosch Municipality.

Yours sincerely

Gerard Holden
Holden Manz Wine Estate
Franschhoek

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Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:48
To: Justine Fielies
Cc: Engineering Services; kurtmaske1@gmail.com; louisjm@icon.co.za
Subject: FW: [EX] Pay for parking

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Louis Matthee <louisjm@icon.co.za>
Sent: Monday, February 20, 2023 5:51 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>; kurtmaske1@gmail.com
Subject: [EX] Pay for parking



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

NOTICE FOR PUBLIC COMMENT

**INTENTION TO START PARKING MANAGEMENT ALONG
MAIN ROAD IN FRANSCHHOEK**

Notice No. 8/2023

Notice is hereby given, in terms of the **Municipal Council's 11.6.1 taken at the 7th Council Meeting held on 22 Aug** Municipality's intention to start with parking management along Franschhoek.

Parking Management comprises the implementation of parking collection of fees and other associated tasks. Recent commercial developments in the Franschhoek Central Business District, have led to an increase in parking, necessitating the need to implement parking tariffs. The Municipality therefore intends to implement parking tariffs from 1 July 2023 for 146 parking bays located on the Main Road. The parking tariffs will be determined through a separate municipal process, and these will be published in subsequent publications. It is noted that free parking is still available at the parking area located at the corner of Dirkie Uys and La Rochelle Street.

The public is invited to provide comment / input to the municipality regarding the intention to start with parking management along the Main Road in Franschhoek.

Any inputs may be forwarded to: engineering.services@stel.co.za submitted to the following address: Second Floor, Ecclesia Building, 101 Main Road, Franschhoek.

Best idea ever

10/10

This will free up parking from staff taking up all the parking and denying customers parking to get to the shops and restaurants.

Great idea

Thank you

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:46
To: Justine Fielies
Cc: lahigh@mac.com; Engineering Services
Subject: FW: [EX] Strongly oppose parking scheme

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Linda Hightower <lahigh@mac.com>
Sent: Monday, February 20, 2023 5:45 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Strongly oppose parking scheme

This is such a terrible idea for locals and tourists alike. The "paid car guards" are going to be just as bad as the current informal car guard hustlers. This is an idea that has been discussed for many years. It has always been a bad idea and it still is now.

Linda Hightower

Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:46
To: Justine Fielies
Cc: kurtmaske1@gmail.com; Engineering Services; pbsellis@gmail.com
Subject: FW: [EX] RE: OBJECTION TO Notice No 8/2023 — Implementation of paid parking in Franschhoek Main Road

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Peter Ellis <pbsellis@gmail.com>
Sent: Monday, February 20, 2023 5:52 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] RE: OBJECTION TO Notice No 8/2023 — Implementation of paid parking in Franschhoek Main Road

Regarding the Implementation of paid parking in Franschhoek Main Road, as a ratepayer and full-time resident of Franschhoek, I would like to strenuously object and voice my complete opposition to this proposal, which is misguided and unnecessary.

The notice is referred to below.



STELLENBOSCH
STELLENBOSCH • PNIEL •

MUNICIPALITY • UMASIPALA

**NOTICE FOR PUBLIC COMMENT
INTENTION TO START PARKING MANAGEMENT
MAIN ROAD IN FRANSCHHOEK**

Notice No. 8/2023

Notice is hereby given, in terms of the **Municipal Ordinance 11.6.1** taken at the **7th Council Meeting** held on 11.06.2023, of the Municipality's intention to start with parking management on the Main Road in Franschhoek.

Parking Management comprises the implementation of parking, collection of fees and other associated tasks. Recently, the Franschhoek Central Business District, have led to an increase in parking, necessitating the need to implement parking tariffs. The Municipality therefore intends to implement parking tariffs for the 146 parking bays located on the Main Road. The tariffs have been determined through a separate municipal process, and will be published in subsequent publications. It is noted that free parking will be maintained in the parking area located at the corner of Dirkie Uys and L...

There is no way to ensure that the parking attendants are not impersonated by “scam artists” [i.e. thieves] who use the same or similar devices to collect parking fees and end up scamming motorists and stealing their card data and withdrawing large amounts of money from unsuspecting motorists’ accounts or even cloning the card for later use. This concern is not just conjecture about what *might happen*. It is what *has happened* regularly in the past in Paarl and Stellenbosch.

Furthermore, it is completely incorrect that *“Recent commercial developments in the Franschhoek Central Business District have led to an increase in demand for parking, necessitating the need to implement parking tariffs... on the Main Road.”* This is simply false and misleading. Yes, there is more demand than during the COVID-19 restriction period, but not more than before COVID. Moreover, implementing parking tariffs will not create even one additional parking space. Therefore the entire exercise is completely pointless.

Franschhoek currently has a privately funded system in place which is working extremely well and which preserves the free parking we have always enjoyed throughout the village. Almost every business in Franschhoek displays cards in their windows that reassure visitors that the village has free parking and visitors should dismiss anyone who asks for parking fees. Uniformed attendants also reassure visitors that no fee or illegal “car guarding” is allowed in the village.

Likewise the businesses reassure customers that instead of paying beggars, they can donate to a fund for the needy.

Finally, it should be noted that the Notice for Comment states that the tarified parking will be on “the Main Road.” This is more correctly named Huguenot Road/R45. As such, it is a Provincial road and its usage and any modifications (eg speed limit) is governed by the Western Cape Province and not the Stellenbosch Municipality. Appeals have been made in the past to have the speed limit in the village reduced below 60kph. However, these appeals have been dismissed by the Stellenbosch Municipality on the grounds that the Municipality lacks jurisdiction as it is a Provincial road and not a Municipal road.

Again, I strenuously object and voice my complete opposition to this proposal.

Sincerely,

Peter Ellis
Franschhoek Resident

kurtmaske1@gmail.com

--

Sent By Gmail On my iPhone

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:42
To: Justine Fielies
Cc: Engineering Services; estelle@capelive.co.za
Subject: FW: [EX] Parking management Franschhoek Main Road.

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: estelle@capelive.co.za <estelle@capelive.co.za>
Sent: Monday, February 20, 2023 5:34 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Parking management Franschhoek Main Road.

Good day,

Regarding the proposed parking management in the Franschhoek Main Road –

1. I don't think it is necessary – making people pay for parking is not going to mean there will be less cars wanting to park in the main road.
2. It is going to spoil part of what makes Franschhoek special, that being the “village” feel. We are trying to hold on to our “country feel” for as long as possible and not just become another busy town where one is bombarded with regulations and “officials” at every point.
3. It is going to mean even more people (the car guards) hanging around on our streets, making one feel uneasy and clogging up our already too full pavements.
4. Most residents who have lived here for long – like me, 32 years, are going to be very unhappy to have to pay for parking to quickly pop into the pharmacy or the like.

I trust that my opinions will be carefully considered.

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:41
To: Justine Fielies
Cc: Engineering Services; hniemand75@gmail.com
Subject: FW: [EX] Paid PARKING

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Hanelie Niemand <hniemand75@gmail.com>
Sent: Monday, February 20, 2023 5:51 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid PARKING

Good day

As a resident in Franschhoek an absolute BIG NO tonpaid parking we have enough criminals walking the streets and just got rid of illegal parking guards, they rob people and become a neusance so PLEASE NOT!

Kind regards
HANELIE

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:41
To: Justine Fielies
Cc: Engineering Services; liesllemmer@gmail.com
Subject: FW: [EX] Franschhoek Parking

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Liesllemmer <liesllemmer@gmail.com>
Sent: Monday, February 20, 2023 5:48 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Franschhoek Parking

Good evening

We are residents of Franschhoek and we agree that the current system of parking works just fine. There is an added security risk with bringing in "meter maids" into town. Also the tourist will look for parking at retail outlets that will leave resident with no free parking. Franschhoek has always been a town known for free parking and we need to keep this hospitality going!

Regards

Liesl

Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:39
To: Justine Fielies
Cc: Engineering Services; clandau8@gmail.com; landau@mweb.co.za; bronwyncrouse@gmail.com; nicola landau
Subject: FW: Disagreement With Proposed Parking Tariffs (Notice 8/2023)
Attachments: Franschoek parking management.JPG

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Christian Landau <clandau8@gmail.com>
Sent: Monday, February 20, 2023 5:21 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: Mom <landau@mweb.co.za>; bronwyncrouse@gmail.com; nicola landau <landau.nicola@gmail.com>
Subject: [EX] Disagreement With Proposed Parking Tariffs (Notice 8/2023)

To whom it may concern,

I am writing this email to express my objection to the Stellenbosch Municipality's proposed implementation of parking tariffs on Main Street of Franschoek.

The recent decision to consider imposing parking tariffs has raised serious concerns among local residents, business owners and visitors, who rely on free parking in the area. With tourism remaining depressed due to the pandemic, this tariff could cause further decline in the number of businesses in the area.

It is understandable that the Stellenbosch Municipality is looking to generate more revenue. However, I believe that implementing a parking tariff may not be the best solution and could have a negative impact on the local economy.

I believe local security groups are already extremely effective in keeping the area safe for parking and enforcing parking regulations. The rate of theft or break-ins of vehicles is extremely low and it would be unnecessary to impose an additional fee on residents, who already pay higher taxes than those living in surrounding municipalities.

Therefore, I encourage you to reconsider your resolution to impose parking tariffs on Franschhoek Main Street.

Sincerely

Christian Landau

(Franschhoek resident of 31 years)

Justine Fielies

From: Engineering Services
Sent: Wednesday, 22 February 2023 12:41
To: Justine Fielies
Cc: engineering.sevices@ Stellenbosch.gov.za; m.holgate@icloud.com
Subject: FW: [EX] Parking

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



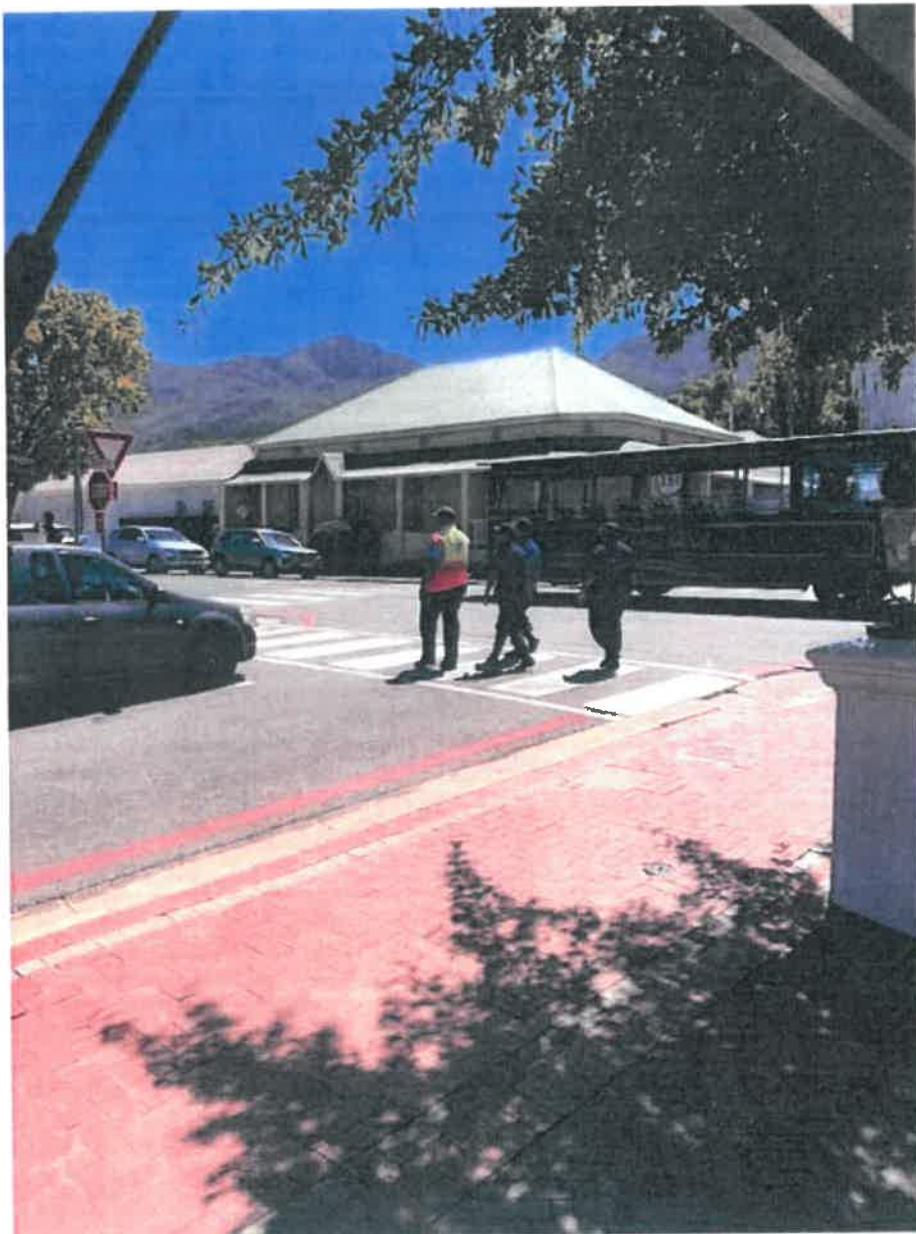
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From: Mark Holgate <m.holgate@icloud.com>
Sent: Wednesday, February 22, 2023 11:40 AM
To: Engineering Services <Engineering.Services@ Stellenbosch.gov.za>
Subject: [EX] Parking

Take 3 of these lazy guys and put it back into profit. Stop trying to make more money when you wasting money having 4 people parading the Main Street to ticket people for licenses.

Guys you really need to think about what you doing. Get someone in who knows what they going to steer your ship on the right direction. Stop praying on the rich.

Mark



Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Wednesday, 22 February 2023 10:18
To: Justine Fielies
Cc: Engineering Services; charlotte.michielsen@gmail.com
Subject: FW: [EX] Proposal paid parking, Main Road Franschhoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Charlotte Michielsen <charlotte.michielsen@gmail.com>
Sent: Wednesday, February 22, 2023 6:08 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Proposal paid parking, Main Road Franschhoek

If paid parking is to be introduced in Franschhoek's Main Road, I am against the use of car guards to collect parking fees in Franschhoek.

Charlotte van Zyl

Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Wednesday, 22 February 2023 10:16
To: Justine Fielies
Cc: Engineering Services; sam@adept.co.za; kurtmaske1@gmail.com
Subject: FW: [EX] Objection against proposed paid for parking in Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Samantha <sam@adept.co.za>
Sent: Tuesday, February 21, 2023 7:24 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Objection against proposed paid for parking in Franschhoek

To whom It May Concern,

I wish to object against this proposal as it will change the face of Franschhoek and affect the local's disposable income.

Franschhoek has been able to maintain having its Village charm while attracting record numbers of visitors and tourists.

Part of the attraction is that visitors can safely and slowly discover the Village walking up and down the Main street, having lunch and/or shopping while not having to worry about how much time they paid for when they parked; and if they are going to get a parking ticket.

Paid parking will inevitably cause people not to stay as long as they would have if they did not have to pay for parking. Or alternatively they just ignore the risk of getting a parking ticket which will result in mountains of admin; and a nasty surprise when they get back home and find out that the rental company has charged them a huge admin fee on top of the parking fine. Not the best souvenir of a trip to SA.

Having parking attendants working and collecting payment could attract unemployed chancers who prey on unsuspecting tourists.

ATM scamming is already a huge and ongoing problem which is proving very difficult to eradicate. Forcing parking payment with credit cards could add another dimension to this criminal activity.

As locals we shop and do business in different parts of the Village which means that unnecessary money will have to be spent each time we have to park somewhere else.

This is especially going to be problematic in Winter when the closest parking bay to each store is searched for.

So in summary I believe that this is a bad idea which will negatively change the face of the Village.

Regards,

Samantha Bürgin



Virus-free www.avast.com

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 15:56
To: Justine Fielies
Cc: Engineering Services; liz.king@mweb.co.za
Subject: FW: Proposal for Paid Parking - Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Liz King <liz.king@mweb.co.za>
Sent: Tuesday, February 21, 2023 3:35 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: Reginald Pheiffer <Reginald.Pheiffer@stellenbosch.gov.za>
Subject: [EX] Proposal for Paid Parking - Franschhoek

To Whom It May Concern.

I recently read that Stellenbosch Municipality is intending to introduce 146 paid parking bays in Franschhoek. I think this is totally unnecessary and ill advised.

Franschhoek is a destination town; people come here to relax, stroll down the main street, shop, browse, drink coffee, while away the day at our restaurants, taste wine etc; visitors and locals are encouraged to take their time and experience all that's on offer. They're less likely to take their time (and spend their money) if they either have to pay hefty parking charges or constantly go and top up parking fees.

Added to that, not all locals are able to afford parking charges; some pop in from outlying areas to do their grocery shopping and paying for parking is an unnecessary expense. There are also people who work in the shops that use the parking bays and all-day parking will be prohibitively expensive. Bus services from other areas are limited and not everyone in Franschhoek has deep pockets.

While I understand the need to raise revenue for the municipality, I think there are more effective ways of doing this. With a little bit of effort on the part of the Traffic Dept, signs for speed limits could be erected (especially on the pass road) and permanent cameras placed to catch errant drivers of motor cycles and high-performance cars who continue to use the Franschhoek Pass road as a race circuit, oftentimes putting other peoples' lives in danger.

I sincerely hope that the Municipality will re-think this unnecessary parking proposal.

Thank you for your attention.

Regards,

Liz King

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 15:19
To: Justine Fielies
Cc: Engineering Services; adel.visser@gmail.com
Subject: FW: [EX] PAID PARKING IN FRANSCHHOEK : ABSOLUTELY NO!!

Good day RTS Section

Please see below email (PAID PARKING IN FRANSCHHOEK) from client for your attention



Kind regards,
Rezaar Van Niekerk
Customer Care Officer
Infrastructure Services

T: 021 808 8957
C: +27 71 877 9192
Email: rezaar.vanniekerk@ Stellenbosch.gov.za
1st Floor, Ecclesia Building 71, Plein Street,
Stellenbosch, 7600
www.stellenbosch.gov.za



www.facebook.com/stellenboschmunicipality
twitter.com/StellMun

From: Adel Visser <adel.visser@gmail.com>
Sent: Tuesday, 21 February 2023 15:01
To: Engineering Services <Engineering.Services@ Stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] PAID PARKING IN FRANSCHHOEK : ABSOLUTELY NO!!

To whom it may concern

It comes at great dissatisfaction, disappointing residents of the planned parking that's been suggested by our municipality.

Franschhoek residents has been a village community working very hard to make it a safe and enjoyable experience, in which we have been very successful.
Having said that... many unmentioned individuals have tirelessly worked to achieve the result and can't imagine the scale of destruction that will happen if we go down this....paid parking route.

It's difficult not to feel that authorities are desperate to get their hands on more money or are showing an element of jealousy in what's been achieved in Franschhoek.

Alarm bells:

1. Increase in unwanted individuals hanging in our street.
2. Increase in information been sold to criminals of parked cars habits/ patterns.
3. Increase in congestion

4. Stripping the village of it's character and charm. WE ARE NOT A CITY.

5. We already are paying higher taxes on our property evaluation which puts the residents in the rightful position to decline/ reject this proposed parking.

Please let sanitary prevail

Resident of Franschhoek

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 14:46
To: Justine Fielies
Cc: heidic@fineandcountry.com; Engineering Services; heidi@mweb.co.za
Subject: FW: [EX] Parking management along the Main Road in Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: heidic <heidic@fineandcountry.com>
Sent: Tuesday, February 21, 2023 2:04 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: Heidi Clode <heidi@mweb.co.za>
Subject: [EX] Parking management along the Main Road in Franschhoek

To Whom it may concern.

As a resident and business owner in Franschhoek, I object to the Municipality's intention to start with parking management with out an in-depth discussion with the village residents and business owners.

It is my opinion that this will open the door to further crime & scamming of visitors/international holiday makers and residents alike in the village, which we really don't need. It will also impact on the small business and restaurants along the main road as many of the visitors love to stroll along the main road, popping into shop and having lunch. Now they will have to keep an eye on the clock and dash back to their cars. This will really take away from our beautiful village vibe and relaxing friendly environment.

Kind regards

Heidi Clode
22 Nerina Street
Franschhoek

Heidi Clode
Principal Property Practitioner | MPRE
T: +27 (0)21 876 3322 | M: +27 (0)79 955 3113
heidic@fineandcountry.com
Fine & Country Franschhoek
Centre du Franschhoek, 23 Huguenot Street, Franschhoek, 7690
fineandcountry.com/sa
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Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 13:28
To: Justine Fielies
Cc: Engineering Services; lizmarmills@gmail.com
Subject: FW: [EX] Paid parking in Franschhoek.

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Liz Mills <lizmarmills@gmail.com>
Sent: Tuesday, February 21, 2023 1:16 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking in Franschhoek.

I wish to express my objection to the proposed paid parking in Franschhoek main road. It will increase security problems with more opportunity for scammers as happened in other towns. As main tourism centres on restaurant/winery activities, no tourist wants to be constantly clock watching parking times.

Liz Mills

Owner/Ratepayers La Petite Provence

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 13:27
To: Justine Fielies
Cc: Engineering Services
Subject: FW: [EX] Paid parking in Franschhoek

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: sharonruddock <sharonruddock@mweb.co.za>
Sent: Tuesday, February 21, 2023 1:09 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking in Franschhoek

Dear Stellenbosch Municipality

As a concerned resident of Franschhoek, I would like to submit my opposition to this proposal.

One of the pleasures of this town is the lack of car guards and parking meter attendants harassing residents and visitors alike.

We love parking our vehicle up town and meandering through the shops and squares and even stop for a coffee or a bite to eat, sometimes taking an hour and sometimes a few hours.

If this proposal goes ahead, it will definitely have an impact on, not only our enjoyment of Franschhoek but on visitor numbers and the time and money they spend in town.

The community and business owners have worked hard to create an inviting and welcoming experience for tourists. This will destroy all the effort and dedication to keep Franschhoek as one of the best places to visit in the Cape.

Please do not implement paid parking in Franschhoek. We don't need it and we don't want it

Regards

Sharon Ruddock

Riverstone Estate, Excelsior Road, Franschhoek

Sent from my Galaxy

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 13:26
To: Justine Fielies
Cc: Engineering Services; tamzin.lawrence@gmail.com
Subject: FW: [EX] Notice No 8/2023 response

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Tamzin Lawrence <tamzin.lawrence@gmail.com>
Sent: Tuesday, February 21, 2023 1:05 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Notice No 8/2023 response

Good Day,

I am a resident of Franschoek and have just taken note of your above notice regarding implementing parking charges along the main road in Franschoek.

I strongly OPPOSE the introduction of these charges for the following reasons:

1. They will reduce footfall to the village, which is already compromised post Covid. Franschoek is a mix of a tourist town and a place for residents alike to stop and eat at the restaurants and then shop. If shoppers/ eaters are constantly thinking about their parking charges they will not feel relaxed to visit one more shop / have one more coffee.
2. The residents association already privately funds 5 parking attendants to provide security along the main road for the benefit of all. Stellenbosch Council is not proposing to use the proceeds from parking charges for a similar activity, and this is instead a pure revenue raising exercise for the council at the expense of the village. The parking funds in no way will be used directly back for the benefit of Franschoek.
3. A number of disabled friends and tourists require close access to a number of the shops along the main road - there is no proposal for an exclusion for disabled persons and so this is a discriminatory proposal.
4. Should these proposals be implemented all they will do is put more pressure on the side roads that are already congested and create more bottle necks.

This appears to be a purely cynical exercise without any cost/benefit analysis to the people and businesses of Franschhoek that will be directly affected, and I urge the council to reconsider what will be an unpopular and detrimental exercise.

Kind regards

Tamzin Lawrence

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 12:51
To: Justine Fielies
Cc: evan36806@gmail.com; Engineering Services
Subject: FW: [EX] Parking meters

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Evan <evan36806@gmail.com>
Sent: Tuesday, February 21, 2023 12:48 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking meters

Dear sirs

I have lived in Franschhoek for 25 years and would strongly recommend not to go ahead with them. Instead I would like to see the ground at the entrance to Franschhoek after the Franschhoek Cellars be converted into a parade area. This property I believe is owned by the railways it can be expropriated without compensation as being vital for the future of Franschhoek. This would give the council much needed income on a continual basis. Please give it some thought before going against the wishes of the majority of Franschhoek residents.

Kind regards

Evan Tracey

Tracey's Diamonds

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 12:38
To: Justine Fielies
Cc: mtracey1975@gmail.com; Engineering Services
Subject: FW: [EX]

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Matthew Tracey <mtracey1975@gmail.com>
Sent: Tuesday, February 21, 2023 12:31 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX]

To whom it may concern.

I am 100% against paid parking in Franschhoek, this village has a unique feel charm and beauty to it. In my 25 years of living and working here I've never found there to be a lack of parking, so what is the motivation for paid parking?

Kind Regards
Matthew Tracey

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 12:26
To: Justine Fielies
Cc: Engineering Services; 'Andrew Stewart Francis'; 'Shanley Schaefer'
Subject: FW: [EX] Intention to start parking management along Main road in Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: info@lepetitparis.co.za <info@lepetitparis.co.za>
Sent: Tuesday, February 21, 2023 11:35 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: 'Andrew Stewart Francis' <andrew@tactician.co.za>; 'Shanley Schaefer' <shanley@heartmatters.academy>
Subject: [EX] Intention to start parking management along Main road in Franschhoek

Dear Geraldine Mettler

Reference is made to Notice 8/2023 Item 11.6.1 held at the committee meeting on 22 August 2022. The public have been invited to comment.

We own the le Petit Paris Guest House in Akademie Street.

We strongly object to the implementation of parking management in the Main Street, reasons primarily:

1. Franschhoek is well renowned and known for having a "no pay for parking" rule. This is an attraction in the town for locals and tourists alike.
2. The fact is that the town has sufficient parking made available at Dirkie Uys and la Rochelle Streets, all of the guests we have spoken to have commented that they always find parking and everything is within walking distance from where you park.

3. Introducing this paid for parking system will lessen the “calm and tranquil” nature of Franschoek. It is not the amount to pay, but the inconvenience.
4. This will be viewed as a money-making scheme, as there is no parking crisis. Certainly, everyone I speak to has no issues with parking.
5. I am concerned that this will change the character of the town – making it more commercialised, and not the authentic town that it is. It is a step in the wrong direction.

I trust these comments will be taken into consideration.

Kind regards



Steven & Shanley Schaefer
Le Petit Paris Guest House
11 Akademie Street, Franschoek

Tel. +27218762346
Mobile [IM] +27724005062
info@lepetitparis.co.za
www.lepetitparis.co.za

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 12:25
To: Justine Fielies
Cc: Engineering Services; fhospice@xsinet.co.za
Subject: FW: [EX] paid parking in Franschhoek main road

Importance: High

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

From: Franschhoek Hospice <fhospice@xsinet.co.za>
Sent: Tuesday, February 21, 2023 11:53 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: Franschhoek Hospice <fhospice@xsinet.co.za>
Subject: [EX] paid parking in Franschhoek main road
Importance: High

I refer to the above subject and **strongly object to paid parking in the Franschhoek Main Road**. You are not going to discourage illegal car guards by doing this. We also don't need scammers which is happening in other towns. We are a village and must remain so.

Your sincerely,
Owner/ rate payer- La Petite Provence

Colleen Douglas
CEO
FRANSCHHOEK HOSPICE
23a LA ROCHELLE STREET
FRANSCHHOEK
7690

TEL: 021 876 3085
FAX: 021 876 3053
email: fhospice@xsinet.co.za



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Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 12:24
To: Justine Fielies
Cc: irmelaa@gmail.com; 'Barry Phillips'; Engineering Services;
bhoward1941arch@gmail.com
Subject: FW: [EX] FRANSCHHOEK - on street parking.

Good day

Please find e-mail below for your attention.



Regaats

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: bhoward1941arch@gmail.com <bhoward1941arch@gmail.com>
Sent: Tuesday, February 21, 2023 11:48 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: irmelaa@gmail.com; 'Barry Phillips' <barryphillips505@gmail.com>; irmelaa@gmail.com
Subject: [EX] FRANSCHHOEK - on street parking.

To whom it may concern.

I read with much concern your **notice no 8/2023. Intention to start Parking Management along the Main Road Franschhoek.** And would comment as follows

Vehicular parking management should not simply mean charging for parking.

The term Parking Management I would suggest should properly mean seeking ways for the provision of effective and adequate parking strategies, including signage for the area mentioned. Charging for parking is, I would suggest a means to increase the coffers of the municipality at the expense of the Franschhoek community and will not necessarily improve or satisfy the provision of car parking. It could have the negative effect of limiting and frustrating the ability of visitors to experience our town and enjoy its facilities. Parking management as described in

this notice is not an effective solution nor rational way to improve the requirements for vehicular parking along sections of Huguenot Street and could well alienate the very people we need to serve in order to perpetuate the commercial success of the town.

The Franschhoek Heritage and Ratepayers Association have for quite some time been advocating for better and safe pavements, pedestrian crossings and even the elimination of parking along one section of Huguenot Street so as to increase the pavement width and allow for better pedestrian safety. Also included in a strategic approach should be how best to create parking for the commercial sector and its employees. Pedestrian safety is of prime importance and our pavements are a disgrace to the town and your council that oversee its development. This strategic approach to planning should be seen in conjunction with a considered parking construction development to provide for a controlled car parking facility (which may be charged for) on a council owned property behind the present Council offices bounded by Dirkie Uys Street, the Hospice Centre and La Rochelle St.

I would suggest that the intent of this notice as to parking management be rejected as being insufficient and poorly considered as a parking management proposal and further that the talks between the Franschhoek Heritage and Ratepayers Association be opened so as to jointly investigate further the matter and with some urgency seek a solution that will better serve the needs of the Franschhoek community than simply charging for on street parking.

Brian Howard
Franschhoek resident and ratepayer

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 11:51
To: Justine Fielies
Cc: Engineering Services; susanbailey1954@gmail.com
Subject: FW: FW: [EX] Franschhoek parking

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Susan Bailey <susanbailey1954@gmail.com>
Sent: Tuesday, February 21, 2023 11:46 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: Re: FW: [EX] Franschhoek parking

Hi Engineering

Where do I find what you are referring to in the email attached?

Kind Regards

Susan Bailey
082 886 3146

On Tue, Feb 21, 2023 at 8:43 AM Engineering Services <Engineering.Services@stellenbosch.gov.za> wrote:

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599
www.stellenbosch.gov.za

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STELLENBOSCH • PHIL • FRANSCHHOEK
MUNICIPALITY • WATERSHED • METRO • NATURE

About Stellenbosch Municipality

-  Our mission is to deliver cost-effective services that will provide the most enabling environment for civil and corporate citizens. Our head office is at Town House Complex, Plein Street, Stellenbosch, 7600, South Africa
-  For more information about Stellenbosch Municipality, please call +2721-808-8111, or visit https://protect-za.mimecast.com/s/D_GhCqjpELcOnGK3HZYh6u?domain=stellenbosch.gov.za

Disclaimer:

The information contained in this communication from engineering.services@stellenbosch.gov.za sent at 2023-02-21 08:43:23 is confidential and may be legally privileged. It is intended solely for use by susanbailey1954@gmail.com and others authorized to receive it. If you are not susanbailey1954@gmail.com you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this information is strictly prohibited and may be unlawful. Powered by [IOCO](#)

-----Original Message-----

From: Susan Bailey <susanbailey1954@gmail.com>
Sent: Monday, February 20, 2023 5:04 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Franschhoek parking

Are you stupid? Franschhoek is well known to tourists and they have never had to pay parking here which they really appreciate. How can you ruin this???? I as a local will NOT pay for parking in Franschhoek. We have spent too many years promoting this town with NO PARKING FEES.

Regards

Susan Bailey
0828863146

Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 11:23
To: Justine Fielies
Cc: Engineering Services; kim73chicpea@yahoo.co.uk
Subject: FW: [EX] Parking management in Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Kim Tracey <kim73chicpea@yahoo.co.uk>
Sent: Tuesday, February 21, 2023 11:12 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking management in Franschhoek

To whom it may concern

I have been a resident of Franschhoek for the past 23 years and never once have I thought we need to pay for parking along the main road ... It is a quaint little village and the biggest appeal here is that you don't have all the big city traits, like parking meter, fast food places etc.. also like what happened a few weeks ago in Paarl, overseas visitors where scammed out of a very large amount of money.. so my point being we are giving the criminals more chance of a bigger opportunity to scam and commit more crimes ... So it's a BIG NO for me ...

Regards

Kim Tracey

Business owner, concerned citizen and resident of Franschhoek

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 11:02
To: Justine Fielies
Cc: Engineering Services; lizmarmills@gmail.com
Subject: FW: [EX] Paid parking in Franschoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Liz Mills <lizmarmills@gmail.com>
Sent: Tuesday, February 21, 2023 11:01 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking in Franschoek

I would like to record my objection to paid parking in Franschoek main road. This will not discourage illegal car guards but merely entice more scammers as has happened in other towns. Tourists who come here, often mainly for restaurants, would not enjoy clock watching for parking during their visit.

Liz Mills

Owner/Ratepayer. La Petite Provence.

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 11:02
To: Justine Fielies
Cc: Roy.Reding@reding.lu; Engineering Services
Subject: FW: Parking Management along MAIN ROAD in FRANSCHHOEK

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Roy Reding <Roy.Reding@reding.lu>
Sent: Tuesday, February 21, 2023 10:45 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking Management along MAIN ROAD in FRANSCHHOEK

Hello,

I write to you in my capacity of director of ETOILE D'OR (PTY) LTD, the owner of the commercial center « Vendôme » on Main Road Franschhoek, of the industrial site 61 Cabrière Street and other properties in Franschhoek.

My attention was drawn to Notice 8/2023 of the Municipality's intention to start with parking management along Main Road in Franschhoek.

I strongly oppose this intention.

First of all, there is no need whatsoever as parking spaces in our Village are plentiful.

Second, during low seasons, even on Main Road itself, every local can find easily a convenient parking space. The « income » that might be generated is in no relation to the inconvenience caused to everybody !

Third, this would mean more harassment for the tourists and other visitors, who are the blood of our local business. A sound policy in my view is to do **everything** to welcome these visitors and **nothing** that could leave any negative impression on them.

If a « parking management » can be useful or even necessary in places like central Stellenbosch, it makes no sense at all and would harm our businesses in Franschhoek.

I beg you not to implement the idea of a « parking management » nobody called for.

Kind regards

Roy REDING

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 10:24
To: Justine Fielies
Cc: chantal@lascaris.co.za; Engineering Services; kurtmaske1@gmail.com
Subject: FW: [EX] Parking Management in Franschoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Chantal Lascaris <chantal@lascaris.co.za>
Sent: Tuesday, February 21, 2023 9:24 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Parking Management in Franschoek

To whom it may concern

This letter serves to advise that I am strongly AGAINST the implementation of the proposed parking management along the main road of Franschoek.

The justification for the implementation of this makes absolutely no sense, as how does the need for additional parking bays relate to now charging for the same number of bays?

There is also no extra commercial development along the main road.

This is a blatant attempt to take further money from your constituents who are already taking financial strain.

Our village is only really busy for 2 months of the year, for the rest of the time there is more than sufficient parking available.

Many of us are already paying to have private security on the main road as crime has increased. Added to this our police force has been reduced.

We used to have a colonel stationed here and we've been downgraded, so we have a non existent police presence along the main road.

None of this makes any sense other than an attempt to milk the community.

Your sincerely
Chantal Lascaris

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 09:30
To: Justine Fielies
Cc: franschhoekremovals@gmail.com; Engineering Services
Subject: FW: [EX] Franschhoek Parking

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Franschhoek Removals <franschhoekremovals@gmail.com>
Sent: Tuesday, February 21, 2023 8:28 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Franschhoek Parking

Good morning,

Do NOT implement paid parking in Franschhoek! We as residents and business owners are COMPLETELY opposed to this idea. I am sure I speak for many on this proposition and we will stand together against this.

Best Regards,

Shaun Winkler

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:36
To: Justine Fielies
Cc: sslabber.lanailz@gmail.com; Engineering Services
Subject: FW: [EX]

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Sandra Slabber <sslabber.lanailz@gmail.com>
Sent: Monday, February 20, 2023 5:17 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX]

Paid parking Franschhoek

We as a family say no to paid parking in Franschhoek!

Thanks
Sandra Slabber

Justine Fielles

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:35
To: Justine Fielles
Cc: werner@laresidence.co.za; Mayor (Gesie Van Deventer); kurtmaske1@gmail.com; Hoon Kim
Subject: FW: OBJECTION: INTENTION TO START PARKING MANAGEMENT ALONG THE MAIN ROAD IN FRANSCHHOEK - Notice No. 8/2023
Attachments: LA RESIDENCE OBJECTION PARKING 20 FEB-23.pdf

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Werner Krause <werner@laresidence.co.za>
Sent: Monday, February 20, 2023 5:08 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: Mayor (Gesie Van Deventer) <Mayor@stellenbosch.gov.za>; kurtmaske1@gmail.com; Hoon Kim <hoon@laresidence.co.za>
Subject: [EX] OBJECTION: INTENTION TO START PARKING MANAGEMENT ALONG THE MAIN ROAD IN FRANSCHHOEK - Notice No. 8/2023

Good day,

Please find attached our comments regarding this matter.

Warmest Regards,

Werner
Werner Krause
General Manager

Tel: +27 21 876 4100
werner@laresidence.co.za
Cell: +27 83 497 3102

Central Reservations
reservations@trp.travel
+27 21 671 5502


THE ROYAL PORTFOLIO
LA RESIDENCE



THE SILO HOTEL



ROYAL MALEWANE



BIRKENHEAD HOUSE



LA RESIDENCE



PRIVATE RESIDENCES

www.theRoyalPortfolio.co.za





OBJECTION: INTENTION TO START PARKING MANAGEMENT ALONG THE MAIN ROAD IN FRANSCHHOEK

ATTENTION/TO: engineering.services@ Stellenbosch.gov.za

CC: Mayor (Gesie Van Deventer) <mayor@ Stellenbosch.gov.za>

REFERENCE: Notice No. 8/2023

Good day,

La Residence is a boutique, luxury hotel operating at Elandskloof Private Road, Franschhoek.

We would hereby like to object to the intention to start parking management along the main road in Franschhoek.

Our reasons are:

- Having paid "car guards" or "parking managers" attracts the opportunity for illegal car guards, vagrants and beggars to impersonate them when they are not around and then harass and intimidate our guests to give them money.
- The moment any form of payment (be it cash or Snapscan or card) is brought into the picture there is the opportunity for criminals.
- Scammers make use of the opportunity to impersonate car guards to clone people's cards and rob them of thousands.

The Stellenbosch Municipality has not been providing any additional form of Law Enforcement to combat these persons that rob, intimidate, and harass our international and local guests. We have written to the Mayor's Office in 2021 and 2022 to request more Law Enforcement agents but no final outcome was received. **You mention in your notice that the recent commercial developments in the Franschhoek Central Business District has led to an increase in the demand for parking, yet you have still not increased the number of Law Enforcement officials.**

Werner Krause
General Manager

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La Residence, Elandskloof Private Road, Elandskloof Farm Franschhoek, 7690, South Africa
+27 21 876 4100 · info@laresidence.co.za

Central Reservations: +27 21 671 5502 · reservations@trp.travel

www.theroyalportfolio.com

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:30
To: Justine Fielies
Cc: richard@rogueicecoolers.co.za; kurtmaske1@gmail.com; Kim Noyce; Engineering Services
Subject: FW: Proposed parking attendants.

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Richard Noyce <richard@rogueicecoolers.co.za>
Sent: Monday, February 20, 2023 4:53 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com; Kim Noyce <kimnoyce@eastcoast.co.za>
Subject: [EX] Proposed parking attendants.

dear sirs

We are very opposed to paid parking on the Main Street in Franschhoek. The appeal of this village will be destroyed for tourists and locals alike. Please leave it as it is.

Richard Noyce
15 B Daniel Hugo Str.
Franschhoek

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:29
To: Justine Fielies
Cc: Engineering Services; sandykahn493@yahoo.com
Subject: FW: [EX] Parking Meters

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Sandy Kahn <sandykahn493@yahoo.com>
Sent: Monday, February 20, 2023 4:38 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking Meters

We the people in Franschhoek do not want parking meters in our village. stay out of our space

Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Monday, 20 February 2023 13:35
To: Justine Fielies; Nigell Winter
Cc: Engineering Services; toalta@tiscali.co.za
Subject: FW: [EX] PARKING TARIFFS IN MAIN ROAD OF FRANSCHHOEK

Good day

Please find e-mail below – request referenced with reference number RD_000008822.

@Ms Malherbe - Thank you for the compliment – much appreciated. Your suggestion has been sent to the Roads Division for their attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Alta Malherbe <toalta@tiscali.co.za>
Sent: Monday, February 20, 2023 12:46 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] PARKING TARIFFS IN MAIN ROAD OF FRANSCHHOEK

In principal I do not have a problem herewith as too many people who work in town park on a spot for the whole day and prevents our visitors from finding parking.

The town has quite a few disabled parking spots and I would request that they be make DISABLED/ELDERLY as these parking spots are used by everybody or standing empty and none of the elderly can find a parking spot.

Thank you for the fantastic service offered by the Stellenbosch Municipality.

Kind regards,

Alta Malherbe
082 338 5873

Justine Fielies

From: Engineering Services
Sent: Monday, 20 February 2023 10:41
To: Johan Fullard
Cc: Justine Fielies; Patricia Christian; Engineering Services; nealwdouglass@gmail.com; patjacobs01@gmail.com; coleendouglass@gmail.com
Subject: FW: [EX] Notice 8/2023 - Parking management along the Main Road in Franschhoek

Good day Mr Fullard

Please see below inquiry from client for your attention & assistance
 Your input would be highly appreciated.



Kind regards,
Rezaar Van Niekerk
 Customer Care Officer
 Infrastructure Services

T: 021 808 8957
 C: +27 71 877 9192
 Email: rezaar.vanniekerk@ Stellenbosch.gov.za
 1st Floor, Ecclesia Building 71, Plein Street,
 Stellenbosch, 7600
www.stellenbosch.gov.za



www.facebook.com/stellenboschmunicipality
twitter.com/StellMun

From: Neal Douglass <nealwdouglass@gmail.com>
Sent: Monday, 20 February 2023 10:20
To: Engineering Services <Engineering.Services@ Stellenbosch.gov.za>
Cc: Pat Jacobs <patjacobs01@gmail.com>; Coleen Douglass <coleendouglass@gmail.com>
Subject: [EX] Notice 8/2023 - Parking management along the Main Road in Franschhoek

Dear Sir/Madam,

WRT the above referenced notice I would like to raise the following questions.

What is the purpose of this initiative?

If there is any profit derived from this initiative where will this profit go and what oversight will be in place? If there is a loss who pays for it?

Who is to manage this Parking Management and at what cost?

Comment- There is an Initiative, that was implemented via the Franschhoek Rate Payers Association, on the Main road, some 5 months ago. Stellenbosch municipality is well aware of this project through the on-going discussions with the Municipality. This initiative has been funded via voluntary contribution by Traders and Individuals of Franschhoek. This Initiative has already been well accepted by the People and Traders of Franschhoek and The Municipality is well aware of the long term goal of this initiative, that is to create a Non-Profit organization responsible for the over all security to the greater Franschhoek.

Thanks and Regards
Neal Douglass (Franschhoek resident)
nealwdouglass@gmail.com
0833062418

Justine Fielies

From: Engineering Services
Sent: Tuesday, 21 February 2023 08:31
To: Justine Fielies
Cc: Engineering Services; coleendouglass@gmail.com; kurtmaske1@gmail.com
Subject: FW: [EX] Intention To Start Parking Management In Franschhoek Main Road

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: coleendouglass@gmail.com <coleendouglass@gmail.com>
Sent: Monday, February 20, 2023 4:59 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Intention To Start Parking Management In Franschhoek Main Road

Dear Sir/Madam

As a result of so called 'car guards', atm scammers, beggars & the harassing of people (residents & tourists) in Franschhoek (of which I am a resident), there has been a private implementation of security patrol of our main road (funded by business & residents), since its recent inception there has been a vast improvement of the situation. I feel that the intention to start parking management in Franschhoek will just exasperate & lead to further incidents of harassment.

Therefore I am completely against this intended initiative by Stellenbosch Municipality.

Yours sincerely
Coleen Douglass
19 Van Riebeeck Street
Franschhoek
078 099 6749

Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Thursday, 02 March 2023 16:13
To: Justine Fielies
Cc: danellebarnard1980@gmail.com; Engineering Services
Subject: FW: [EX] We say no to parking fees in Franschhoek

Good day

Please find e-mail below for your attention.

@ Ms Barnard – Thank you for the e-mail, the contents of which have been noted. The e-mail has been sent to the Road Division for their attention.



Reynolds

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Danélie Barnard <danellebarnard1980@gmail.com>
Sent: Thursday, March 2, 2023 3:58 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] We say no to parking fees in Franschhoek

To whom it may concern,

Stellenbosch Municipality this should definitely NOT be implemented in Franschhoek!!

It's bad enough that tourist get a parking ticket issued for parking their car on the "wrong side" of the street without being aware that this is illegal.

Tourist is use to being able to do this abroad, 1st time offenders should get a warning.

Now you want to add more opportunity for tourist to get more fines.

We should keep our town as welcoming to tourist is possible as it is what keeps our town alive!!!

Our community is still trying to recover from the impact of Covid, we need to try and keep it as attractive to visit Franschhoek as possible.

Not charging for parking means that visitors can park and explore town for as long as they want to.

If they have to pay, they will need to think about "how much time is left for what I paid for my parking" then rush back to pay again or worse...arrive back too late and have a parking ticket which leads to administration fees charged by car rental companies for handling parking ticket payments.

Locals also don't have the luxury of parking in one mall like in Stellenbosch where they can do shopping...multiple stops often need to be done to do all of your shopping. This adds an extra expense to just doing one's daily shopping in our community.

This will also affect the people that work in the village...if you have to pay R4 per 30 min you park your car while at work, a huge part of your daily wage will go just to park your car in town while you are at work. I paid R4 for 30min in Stellenbosch, this is the min amount you have to pay.

Last week I spoke to a gentleman that works at the Stellenbosch Tourism office, he said that he pays R85 per day in parking fees, just to be at work!! This is ridiculous.

Thank you.

Dan  lle Barnard

Business Owner in Franschhoek - Your Operator

Justine Fielies

From: Engineering Services
Sent: Thursday, 02 March 2023 08:23
To: Justine Fielies
Cc: Juanita Berens (Engineering Support); 'Jackie Loubser'; gary@pixelhouse.co.za; Engineering Services; jo@franschhoek.co.za
Subject: FW: [EX] Parking Tariffs Franschhoek

Good day

Please find e-mail below for your attention.

@ Mr Scott – Your e-mail is hereby acknowledged, contents of which have been noted and sent to the relevant Department for their attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Jo <jo@franschhoek.co.za>
Sent: Wednesday, March 1, 2023 3:46 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: Juanita Berens (Engineering Support) <Juanita.Berens@stellenbosch.gov.za>; 'Jackie Loubser' <jackie@vincosteel.co.za>; gary@pixelhouse.co.za
Subject: [EX] Parking Tariffs Franschhoek

Attention: Ms Geraldine Mettler
Municipal Manager
Stellenbosch

Dear Ms Mettler;

I am writing in connection with your notice in the February copy of the Franschhoek Tatler (at page 9), where you announce Stellenbosch Municipality's intention to introduce parking tariffs along the Main

Road (Huguenot Road) in Franschhoek in the Central Business District (CBD) as from July 2023 and calling for commentary.

As a long time Franschhoek resident, and a ratepayer, I am very concerned about this, for 3 reasons.

1. This will contribute to discouraging tourists and visitors from visiting Franschhoek.
2. It will encourage those that do visit to park in the nearby side roads to avoid tariffs, such as the one I live in, Van Wijk Street, which is already congested, particularly during high season and on any of Franschhoek's numerous Festivals. Van Wijk street, running parallel to the main road, is quite narrow and we frequently have issues with the wine tram or refuse removal or any other large vehicle that cannot get past when 2 SUV's park either side of the road.

One Bastille Festival, a bus was stuck for over 2 hours, just outside my house. I wasn't there but a friend sent photos, and both sides of the street was lined with cars, and the bus could not pass.

This happens quite often and sometimes I cannot pass because sadly people don't think.

We often struggle even to park outside our home because someone has opted to park there, who in fact lives or visits several blocks away. I reserve my driveway parking for my guests, so cannot use it myself.

Not many will go to find the "free parking" available 2 streets away, to avoid the tariffs, most will slip down the nearest side road.

This kind of problem will just add greatly to the stress experienced by Guesthouses and Residents living in what is becoming a very busy and noisy village.

It is still a Village and in no way can it be compared to Stellenbosch.

3. There is a lot of fraud going on in Stellenbosch around paid parking and it will certainly happen here. Tourism is the absolute backbone of Franschhoek's economy and it cannot survive (as we cannot) if Tourists are discouraged from coming.

Parking Tariffs, Parking Fraud, and congested impassable side roads will all contribute to this discouragement.

With thanks,

Kind regards,

Jo Scott

0836746420

Justine Fielies

From: Engineering Services
Sent: Monday, 27 February 2023 08:59
To: Justine Fielies
Cc: Engineering Services
Subject: FW: [EX] Franschhoek Parking

Good day

Please see below email from client for your attention

Kind regards,
Rezaar Van Niekerk
Customer Care Officer
Infrastructure Services

T: 021 808 8957
C: +27 71 877 9192
Email: rezaar.vanniekerk@stellenbosch.gov.za
1st Floor, Ecclesia Building 71, Plein Street, Stellenbosch, 7600 www.stellenbosch.gov.za
www.facebook.com/stellenboschmunicipality
twitter.com/StellMun

-----Original Message-----

From: Brian <brian@arithmoscapital.com>
Sent: Saturday, 25 February 2023 14:48
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Franschhoek Parking

To whom it may concern

The proposal to put paid parking via parking attendants is a bad idea and it will detract from the village feel of the main Rd. You are essentially talking about one Rd.

My experience with these systems in both Cape Town and Stellenbosch leaves a lot to be desired. They have become a hive of card scamming and enabling of car jamming etc. They have not reduced the vagrancy and the only benefit seems to be to the council coffers. I further doubt that the parking fees would cover the cost of the salaries.

For once take into consideration the community you are serving and not your own interests. Add value don't detract from it rather use those funds to back up our police in fighting crime and traffic officers that stop taxis and Uber drivers that don't know what a stop street or pedestrian crossing is and think it is okay to do u turns on main Rd.

Kind regards
Brian Marsh

Sent from my iPhone

Justine Fielies

From: Engineering Services
Sent: Monday, 27 February 2023 08:58
To: Justine Fielies
Cc: trevorburger@icloud.com; Engineering Services
Subject: FW: [EX] Parking charges Franschhoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Trevor Burger <trevorburger@icloud.com>
Sent: Friday, February 24, 2023 5:32 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking charges Franschhoek

To whom it may concern,

The Stellenbosch Municipality seems hell bent on collecting more revenue at the expense of businesses in Franschhoek.

Firstly, we do not have a parking problem on the main road. It may be busy during the high season but these are visitors to the town who spend money on the stores and restaurants on the main road. By charging a fee these guests will either not come or spend less time due to worrying about how long they have been there.

In addition we will have parking attendants harassing visitors and locals making a visit to the main road unpleasant. I for one will not support it and will park one street back as will most locals. This will cause congestion in the residential area.

Franschhoek does not need parking charges. We need traffic circles at the main intersections where too many accidents happen. We also need a limit on truck sizes passing through the town. They are very dangerous, noisy and do not contribute anything to Franschhoek.

Get your priorities right before you ruin the character of the town and lose revenue because it is no longer a pleasant destination.

From a disgruntled rate payer.

T Burger.
Franschhoek.

Justine Fielies

From: Engineering Services
Sent: Monday, 27 February 2023 08:34
To: Justine Fielies
Cc: Engineering Services; lawyer@plumwoodinn.com; lucienneroel@gmail.com; plumwood@mweb.co.za
Subject: FW: Objection against paid parking in Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: plumwood@mweb.co.za <plumwood@mweb.co.za>
Sent: Friday, February 24, 2023 4:15 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: lawyer@plumwoodinn.com; lucienneroel <lucienneroel@gmail.com>
Subject: [EX] Objection against paid parking in Franschhoek

Dear Sir, Madam,

We are very concerned regarding the plans to make paid parking in Franschhoek.

By making the main road a paid parking zone, you will motivate people to park in the side streets, and then we have our illegal car guards back.
The Franschhoek community has put so much effort and money into getting rid of these illegal car guards, it would be silly to throw all of that away.
Municipality should rather invest in more guards in the street to keep the streets safe, for which the community is paying now.
It is the task of Municipality to keep the village safe.

Moreover, in Paarl and Stellenbosch, where they do have paid parking, people have been victims of scamming by the illegal car guards.

They have a Yoco credit card machine, they tell the people to pay for the parking with their credit card and they take an enormous amount.
For one person in Paarl, he was scammed for R110.000,=
We don't want that in our village.

Paid parking in the main street will make it less attractive for south african citizens who are coming from Cape Town for the day.
By having paid parking, one should offer a free alternative, such as parking at the beginning of the village and offer a free transfer into the village.
This will make the village less busy with cars.

An alternative to make money is to make a toll station in the Franschhoek Pass
What we really don't need in this village is these heavy trucks making a lot of noise and they make the streets unsafe.
It is also a burden for the local restaurants who have their terraces outside and people can't talk properly on the terrace.
By making a toll in the Franschhoek Pass, you would demotivate the heavy trucks to drive through Franschhoek.
They are only driving here because they don't want to pay the toll for the Pass on the N1.
By charging the trucks R120-R150 each time they want to pass, Franschhoek Municipality would make much more and easier money and keep the village tourist friendly.
Also the ones who are making unnecessary noise are the bikers over the weekends.
Charge each biker R30-R40 to demotivate them to drive here to make noise and cause many accidents over the weekends.
They are not supporting the Franschhoek community, they might have breakfast in Franschhoek but not spending serious money here so we can do without them.
Locals should have free access through the toll, and people who don't have a number plate starting with CL or CJ can pay a small amount like R10.

And what we need as well is speed bumps between Groendal and Franschhoek, and roundabouts to make the traffic not able to speed so much.
A roundabout at the 2 entrances of Groendal, as well as at the Monument.

It would be such a benefit for Franschhoek not having the trucks in the streets.
I know people have been wanting to have the Robertsvlei Road tarred and make the trucks go there.
I'm not sure what the reason is for not doing this, as the Village would really benefit from it.

We hope Municipality makes a wise decision and we do thank you for giving us the opportunity to give comments and input.

Kind regards,
Roel & Lucienne Rutten

Justine Fielies

From: George Ware <georgewacc@me.com>
Sent: Friday, 24 February 2023 10:34
To: Justine Fielies
Cc: Engineering Services
Subject: RE: [EX] Franschoek Main Road Parking Management

Dear Ms Schreuder

**I hope this finds you well and please can you share the business plan with me
iro the above?**

Many thanks

George

From: Engineering Services <Engineering.Services@ Stellenbosch.gov.za>
Sent: Tuesday, February 21, 2023 8:50 AM
To: Justine Fielies <Justine.Fielies@ Stellenbosch.gov.za>
Cc: georgewacc@me.com; Engineering Services <Engineering.Services@ Stellenbosch.gov.za>
Subject: FW: [EX] Franschoek Main Road Parking Management

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599
www.stellenbosch.gov.za

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STELLENBOSCH
MUNICIPALITEIT • STADSTRAAT • MUNICIPALITY



About Stellenbosch Municipality

Our mission is to deliver cost-effective services that will provide the most enabling environment for civil and corporate citizens. Our head office is at Town House Complex, Plein Street, Stellenbosch, 7600, South Africa. For more information about Stellenbosch Municipality, please call +2721-808-8111, or visit www.stellenbosch.gov.za

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-----Original Message-----

From: George Ware <georgewacc@me.com>

Sent: Monday, February 20, 2023 5:59 PM

To: Engineering Services <Engineering.Services@stellenbosch.gov.za>

Subject: [EX] Franschhoek Main Road Parking Management

Dear Ms Mettler

I have read that you advocating that Parking Management be introduced on Main Road, Franschhoek.

Please can you send me a copy of the proposed business model so that I understand whether this is feasible or not.

In my opinion toll fees on the numerous 30/40mt trucks using our Main Road would be a greater money spinner if your sole objective is revenue generation.

I look forward to receiving your further advices.

Best regards

George Ware

Justine Fielies

From: Engineering Services
Sent: Friday, 24 February 2023 08:21
To: Justine Fielies
Cc: Engineering Services; maanslintvelt@gmail.com
Subject: FW: [EX] Paid parking in Franschhoek

Good Morning Justine

Please find the below comment for your attention.

Regards
Nande

From: Maans Lintvelt <maanslintvelt@gmail.com>
Sent: Friday, 24 February 2023 06:02
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking in Franschhoek

To whom it may concern

I am a Franschhoek resident and am completely against the idea of paid parking in Franschhoek. Rather create more parking space on the gravel at the monument, between the tram and Franschhoek cellar or on the old tennis/netball courts between the municipal building and hospice.

Regards
Concerned citizen
Hermanus Lintvelt

Justine Fielies

From: Engineering Services
Sent: Thursday, 23 February 2023 12:30
To: Justine Fielies
Cc: shelleyfawcett@gmail.com; Engineering Services
Subject: FW: [EX] Objection to paid parking in Franschhoek

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Shelley Fawcett <shelleyfawcett@gmail.com>
Sent: Thursday, February 23, 2023 12:27 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Objection to paid parking in Franschhoek

Dear Sir

I would like to strongly object to having paid parking along the main shopping street in Franschhoek. I have lived in the village for 10 years and have enjoyed being able to park and quickly do my business in the village and leave. For most of the year outside of the summer season parking is a pleasure in the village and I see no reason at all to make it into a money making exercise

Kind regards
Shelley Fawcett

Justine Fielies

From: Engineering Services
Sent: Thursday, 23 February 2023 08:27
To: Justine Fielies
Cc: rmm.bastiaens@gmail.com; engineering.sevices@stellenbosch.gov.za
Subject: FW: [EX] Intention to start parking management Main Road Franschhoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Roger Bastiaens <rmm.bastiaens@gmail.com>
Sent: Wednesday, February 22, 2023 11:52 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Intention to start parking management Main Road Franschhoek

Dear reader,

It came to my attention that the municipality of Stellenbosch intends to introduce paid parking in Franschhoek on Main road.

For us as returning guests from the Netherlands, this sounds like a decision that is not in the interest of the guests, residents and business owners of Franschhoek.

This seems to me a decision that is not conducive to tourism since obviously there will also be enforcement and people will be fined for violations. The tourist industry in South Africa is suffering due to high crime rates, poverty, frequent power outages and other problems. Business owners are already having a very tough time after the Covid pandemic and this is not going to help the business climate and ultimately may lead to increase of unemployment.

So I think you should reconsider the decision and should not introduce it.

With kind regards,

Roger & Anna Bastiaens
Diepstraat 42
Eijsden - the Netherlands

Verstuurd vanaf mijn iPad

Justine Fielies

From: Engineering Services
Sent: Thursday, 23 February 2023 08:22
To: Justine Fielies
Cc: Engineering Services; dominic@afrikamedia.com
Subject: FW: Comment on notice 8/2023 Franschhoek main road parking

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Dominic Medley <dominic@afrikamedia.com>
Sent: Wednesday, February 22, 2023 4:38 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Comment on notice 8/2023 Franschhoek main road parking

From
MR M D F MEDLEY
2 Dirkie Uys Street

Reference: Notice No. 8/2023 Parking Management Along Main Road Franschhoek

Dear Sir/Madam,

I am writing to express concern about the planned implementation of parking tariffs on Franschhoek Main Road.

The village and its businesses are still in recovery from the devastating fallout from the Covid-19 pandemic and associated restrictions.

The implementation of parking charges would clearly be an unnecessary retrograde step at this time on that recovery.

The plan also needs to consider the constant and ongoing threat of illegal parking guards and the associated crime risk and threat to tourists of people posing as official parking attendants.

Already there are many occasions of scams for parking, credit card theft, scams at ATMs and more.

In addition the implications of the highly likely possibility that people will seek alternative parking down side streets to avoid paid parking also needs to be fully considered.

There will be an obvious criminal interest in cars parked away from patrolled areas.

The possibility of an increase in road traffic accidents and danger to pedestrians with the likely increased traffic and parking down side streets, plus access for residents could also be an issue.

I trust concerns will be fully considered.

Yours sincerely,

Dominic Medley



Tel: + 27 (0) 21 876 2031 Cell: +27 (0) 71 509 2723

Fax to Email: 086 7 267 586

5 Main Road Franschhoek 7690

Email: info@aubergedaniella.co.za

Skype: Auberge Daniella Guesthouse

AMC Blyde Pty Ltd Reg No: 2005/013687/07 Vat No: 4260187184

To Whom It May Concern

My letter is Based on the notice that was sent yesterday, 21 February 2023 to the Public, concerning Parking Tariffs in Franschhoek.

We live in a beautiful, charming village, where tourists visit our lovely town daily from all over the world. Franschhoek is special and yet different to other towns and villages in the Winelands. Franschhoek has a reputation of being a friendly town with all it has to offer, including free parking spaces making it easily accessible and convenient for tourists to visit restaurants, world renowned art galleries and boutique shops.

We all are aware of the incident that occurred not to long ago in Paarl, where tourists were scammed by fake parking guards. With this proposal, how are they supposed to know who is real and who is fake???, all the tourists know is that they will need to pay for parking in town! Fortunately, in Franschhoek everyone knows that parking spaces are not charged for , which means this issue would not happen in our village. The moment we start charging for parking, this will open a door for all kinds of criminals and scammers to take advantage of the opportunity to manipulate tourists and locals, and all the efforts to have private security on our streets will be in vain. Tourist feel safe by walking the streets of Franschhoek, knowing that their vehicles are safe and secured in our main street and side streets of Franschhoek.

We already have enough going on in Franschhoek with car guards harassing tourists, ATM Scams, House-break-ins, vehicle theft, cable theft, taxis, shoplifting etc. without having to deal with another set of opportunities for criminals.

We all are aware that Franschhoek does not have enough police or law enforcement or any other security provided by Municipality to deal with more issues in our village.

Let us keep Franschhoek safe, and tourist friendly for all tourists and locals. NO TO PARKING BEING CHARGED FOR.

**Vicky Mittan
Owner**

Justine Fielies

From: Engineering Services
Sent: Wednesday, 22 February 2023 16:19
To: Justine Fielies
Cc: engineering.sevices@stellenbosch.gov.za; info@aubergedaniella.co.za
Subject: FW: [EX] LETTER - PARKING ISSUE IN FRANSCHHOEK
Attachments: Letter - Parking Issue .pdf

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Auberge Daniella <info@aubergedaniella.co.za>
Sent: Wednesday, February 22, 2023 2:57 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] LETTER - PARKING ISSUE IN FRANSCHHOEK

To Whom It May Concern

I trust this email finds you well.

My letter is Based on the notice that was sent yesterday, 21 February 2023 to the Public, concerning Parking Tariffs in Franschhoek.

Vicky Mittan
Owner

Justine Fielies

From: Engineering Services
Sent: Wednesday, 22 February 2023 13:32
To: Justine Fielies
Cc: engineering.sevices@ Stellenbosch.gov.za; lily@levantlogistics.co.za
Subject: FW: Parking Management - Franschhoek Main Road - Notice 8/2023

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
 Customer Care Officer
 Infrastructure Services

T: +27 21 808 8343
 71 Plein Street, Ecclesia Building 1st Floor
 Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Administrator <lily@levantlogistics.co.za>
Sent: Wednesday, February 22, 2023 12:03 PM
To: Engineering Services <Engineering.Services@ Stellenbosch.gov.za>
Subject: [SUSPICIOUS MESSAGE] Parking Management - Franschhoek Main Road - Notice 8/2023

Good day

It is with regret that I have seen the notice sent out regarding the parking management planned for Franschhoek.

As a Franschhoek resident we experienced an extremely negative lockdown and many businesses had to close and we are only just recently starting to see an influx of tourist and NO PAYMENT for parking, making a very attractive town to visit and very welcoming. Not charging for parking means visitors can park and explore the town for as long as they want to without having to run back to their vehicles to secure the parking and not get a ticket.

We also don't have a mall as in other towns where guests or locals can park in the mall, do their shopping and explore the towns.

This adds an extra expense to doing just one daily shopping if we should pay. It will also affect the people working in the village as they have nowhere else to park and cannot in these difficult times afford to pay for many hours per day.

I truly hope that this proposed plan will not be passed.

Regards
Lily Beaton
0793176297

Justine Fielies

From: Engineering Services
Sent: Wednesday, 22 February 2023 12:44
To: Justine Fielies
Cc: engineering.sevices@ Stellenbosch.gov.za; ann@abacad.co.uk
Subject: FW: Re charge for parking in main road Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Ann <ann@abacad.co.uk>
Sent: Wednesday, February 22, 2023 11:41 AM
To: Engineering Services <Engineering.Services@ Stellenbosch.gov.za>
Subject: [EX] FW: Re charge for parking in main road Franschhoek

From: Ann
Sent: 22 February 2023 09:30
To: Engineering.Services@ Stellenbosch.gov.za
Subject: Re charge for parking in main road Franschhoek

Dear Sirs

With regard to the idea of charging to park on the main street in Franschhoek, will this not be problematic because people will look to park in the side roads and once again be troubled by the illegal car guards, who hassle and frighten tourists into giving them money.

Give this some thought please.

Kind regards

Ann Gee

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 09:41
To: Justine Fielies
Cc: ccmhorner@gmail.com; engineering.sevices@stellenbosch.gov.za
Subject: FW: [EX] Paid parking in Franschhoek

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Charles Horner <ccmhorner@gmail.com>
Sent: Tuesday, February 28, 2023 8:53 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking in Franschhoek

Good day

I wish to register my objection to the proposed paid parking in Franschhoek. There is sufficient municipal parking and the system leads to harassment and sometimes fraud from fake parking attendants 'skimming' tourist cards. Further, it will detract from the relaxed and friendly tourist culture in the town.

Sincerely

Charles Horner

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 08:38
To: Justine Fielies
Cc: Engineering Services; thomasmoxon@hotmail.com
Subject: FW: Proposed paid parking Franschoek main road

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Thomas moxon <thomasmoxon@hotmail.com>
Sent: Tuesday, February 28, 2023 8:09 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Proposed paid parking Franschoek main road

To whom it may concern.

I object to the proposed implementation of paid parking on the Franschoek main road.

I have lived in Franschoek for over 20 years and have always been able to find parking in the Main Street. There is no need to make people pay to park. Particularly in our small town. It will affect the local people negatively if we have to pay additional fees just to go about our everyday lives.

Thank you
Thomas Moxon
12 Cabernet drive
Franschoek
0722298468

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 08:35
To: Justine Fielies
Cc: Engineering Services; rowanmsmith@icloud.com; kurtmaske1@gmail.com
Subject: FW: [EX] Objection to Notice 08/2023. Franschhoek Parking

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Rowan Smith <rowanmsmith@icloud.com>
Sent: Monday, February 27, 2023 9:12 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: Kurt Maske <kurtmaske1@gmail.com>
Subject: [EX] Objection to Notice 08/2023. Franschhoek Parking

As a long standing resident of Franschhoek, I wish to raise my objection to the proposed "pay for parking" in Franschhoek as per the notice 08/2023.

Franschhoek has its own parking system which works very well, and we do NOT need a "pay to park" municipal parking system which will be to the detriment of our town.

Regards

Rowan Smith
12 Cabrière Street. Franschhoek

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 08:19
To: Justine Fielies
Cc: Engineering Services; paul@devia.co.za; kurtmaske1@gmail.com
Subject: FW: [EX] FRANSCHHOEK PAID PARKING

Good day

Please find e-mail below for your attention.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: paul@devia.co.za <paul@devia.co.za>
Sent: Monday, February 27, 2023 8:21 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] FRANSCHHOEK PAID PARKING

The Director
Engineering Services
Stellenbosch Municipality

27 February 2023

FRANSCHHOEK PAID PARKING

It is with the utmost disgust that the advent of PAID PARKING has to even be proposed for Franschhoek.

There is absolutely no substantive argument that this can be justified. All the normal jargon that is par for the course for this type of proposal is copy paste from other Municipalities requesting or trying another way to find another income stream. Just look at Stellenbosch, the back streets are crammed with cars that have no where else to park. This has not alleviated the parking space problem in Plein Street, for example, in my opinion. Neither is it going to solve any non existent problems in Franschhoek.

No known Public Participation has taken place nor have any notices been sent out to residents or property owners informing the community of such.

What is the origin of this proposal? How is it justified?

Where will people park If not in the Main Road. Outside residents houses causing a different nuisance factor ? I wonder if the proposer put any real thought into this matter.

Is this a guaranteed loss making venture? Lets see the costs and the income stream thereof as well as historical data from other municipalities. Also the proposed usage of such funds and how they will be allocated. Surely we as Rate Payers, residents and business owners should have a right to say what happens in our town.

As a resident in my 18th year, a rate payer, a MD of a Franschhoek based company and as MD of a Commercial Retail property in Franschhoek I totally disagree with this proposal.

Look elsewhere for additional income firstly by cutting your own costs. This is not what a visit to Franschhoek Main Rd should be about.

Let the Public know that all you are actually after is trying to create a stream of income unbeknown to us whether such funds will be beneficial to our community. The Metered Parking nuisance factor most certainly will not be beneficial.

Regards

Paul van Niekerk
Managing Director

INTERNATIONAL: +27 21 876 3606 **MOBILE:** +27 82 562 2255 **E-MAIL:** paul@devia.co.za
10 Malherbe Street, Franschhoek, 7690, Western Cape, South Africa

DEVIA
DEVIA SA (PTY) LTD

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 08:18
To: Justine Fielies
Cc: Engineering Services; richard@carteronline.net; kurtmaske1@gmail.com
Subject: FW: [EX] Objection to Notice 8/2023

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Richard Carter <richard@carteronline.net>
Sent: Monday, February 27, 2023 7:48 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com
Subject: [EX] Objection to Notice 8/2023

The Director, Engineering Services,

I wish to register my strongest objection to the proposed paid-for parking per Notice 8/2023 passed on 22 Aug 2022 by Council.

Regards,

Richard Carter
The Vines, R45, Franschhoek
0837077995

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 08:17
To: Justine Fielies
Cc: pepipam@gmail.com; Engineering Services
Subject: FW: [EX] Paid parking

Good day

Please find e-mail below for your attention.



Rejardt

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Peter & Pam <pepipam@gmail.com>
Sent: Monday, February 27, 2023 7:28 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Paid parking

The Director, Engineering Service,

It is with great shock that the news of paid parking on the Main Road, the R 45, was received, I wish to register my objection to the proposed paid parking per Notice 8/2022 by Council. I have been a Resident in Franschhoek for 36yrs. You will be taking away the Village atmosphere, which is what attracted us here in the first place and the attraction to the tourists, who love the Quaint Village feel. The proposed paid parking will definitely take that feeling away. This is a Village and not a Town, so please do not spoil that by trying to commercialize our "Dorp". I have not had problems finding parking, there are a lot more cars over the Summer months, which we are grateful for, as it keeps our Village viable. I am sure this will encourage illegal car guards, again. We have Private security in the Main Road, which has eliminated the illegal car guards and the harassment of locals and Tourists alike, thus we have created a pleasant, safe environment for all.

Don't try to fix that which is not broken!! I certainly will NOT pay for parking, when I shop in town and I am sure all the locals feel the same. Please revoke the said Council Resolution.

Yours Sincerely,
Mrs. Pamela Lewis.
0824779009

Justine Fielies

From: Engineering Services
Sent: Tuesday, 28 February 2023 08:16
To: Justine Fielies
Cc: doncarroll@telkomsa.net; barryphillips505@gmail.com; kurtmaske1@gmail.com; Engineering Services
Subject: FW: [EX] Franschhoek Main St parking

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: doncarroll@telkomsa.net <doncarroll@telkomsa.net>
Sent: Monday, February 27, 2023 4:41 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: kurtmaske1@gmail.com; 'Barry Phillips' <barryphillips505@gmail.com>
Subject: [EX] Franschhoek Main St parking

The Director, Engineering Services,

I wish to register my objection to the proposed paid-for parking per Notice 8/2023 passed on 22 Aug 2022 by Council. I am disappointed, but not surprised, that it has taken you so long to notify the public who are directly affected by this Council Resolution.

Having spent some 14 years on the Heritage and the Ratepayers committees and having been chairman of both I wish to inform you that the parking issue has taken up many hours of debate.

At each General meeting when discussed, paid for parking was resolutely defeated by all attendees. Only 1 committee member was in favour recently, yet he lives on a farm, so he's not a resident.

What Public Participation have you carried out in this regard??

As we know at peak season parking is tight.

Lets look at the causes.

The Municipality used to insist that new developments provide on site parking. This has fallen away. So the Municipality is at fault.

The Municipality brought in a system of reserved parking, eg, Centre Ville, Balloon Rouge, Auberge Danielle, Bovine. Hence reducing the available spaces. So the Municipality is at fault.

Heavy red lines were painted down all the side streets further reducing available parking. So the Municipality is at fault.

The only new business in the central part of the Main Road, R45, is Checkers. Why were they not required to provide adequate on site parking. ?? So again the Municipality is at fault.

So lets take another look at the problem.

For 3 months of the year parking is a bit tight.

Note however, that as a 21 year resident I do weekly shopping and have never failed to find a parking spot close by my destination. Certainly not in this 2023 year.

I shop at Clicks and Checkers twice per week, rarely I have to drive around the block and note that the public parking on the old tennis courts is empty. Then there's an empty space in front of Checkers/ Clicks.

The public parking is my only plus for your municipality.

So the parking guards may be the real problem.

So the local FWV and businesses have done a very effective self security solution.

So there's no longer a problem, REALLY.

So now what's the problem.

A small group of Municipal employees, WHO DO NOT LIVE IN FRANSCHHOEK, are trying to enforce their opinion on the residents of Franschhoek.

The concept of putting in a 12 month cost to solve a 3 month problem makes no sense.

Residents will NOT pay for parking, I assure you.

So what's the solution.

Revoke the said Council Resolution.

By the way, R45 is Provincial, Do you have their permission?

With kind regards,

Don HV Carroll
Gable Manor Pty Ltd
0824968749

Justine Fielies

From: Engineering Services
Sent: Monday, 27 February 2023 16:20
To: Justine Fielies
Cc: Engineering Services; Julienash23@hotmail.com
Subject: FW: [EX] No to paid parking in Franschhoek

Good day

Please find e-mail below for your attention.



Regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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From: Julienash23 <Julienash23@hotmail.com>
Sent: Monday, February 27, 2023 4:18 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] No to paid parking in Franschhoek

- > Stellenbosch Municipality this should definitely NOT be implemented in Franschhoek Wine Valley!!
- >
- > It's bad enough that tourist get a parking ticket issued for parking their car on the "wrong side" of the street without being aware that this is illegal.
- >
- > We should keep our town as welcoming to tourist is possible as it is what keeps our town alive!!!
- >
- > Our community is still trying to recover from the impact of Covid, we need to try and keep it as attractive to visit Franschhoek as possible.
- > Not charging for parking means that visitors can park and explore town for as long as they want to.
- >
- > If they have to pay, they will need to think about "how much time is left for what I paid for my parking" then rush back to pay again or worse...arrive back too late and have a parking ticket which leads to administration fees charged by car rental companies for handling parking ticket payments.
- >

> Locals also don't have the luxury of parking in one mall like in Stellenbosch where they can do shopping...multiple stops often need to be done to do all of your shopping. This adds an extra expense to just doing one's daily shopping in our community.

>

> This will also affect the people that work in the village...if you have to pay R4 per 30 min you park your car while at work, a huge part of daily wage will go just to park your car in town while you are at work. I paid R4 for 30min in Stellenbosch, this is the min amount you have to pay.

>

Also more people will park in residential streets making them more congested.

> So No to this crazy idea.

>

> Julie Oliver

> Resident

>

>

>

> Sent from my Galaxy

>

Justine Fielies

From: Engineering Services
Sent: Monday, 27 February 2023 14:44
To: Justine Fielies
Cc: Engineering Services; sieberthelen@gmail.com
Subject: FW: [EX] Parking in Franschoek

Good day

Please find e-mail below for your attention.

Kind regards

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor Stellenbosch, 7599 www.stellenbosch.gov.za

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-----Original Message-----

From: Helen Siebert <sieberthelen@gmail.com>
Sent: Monday, February 27, 2023 2:13 PM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Parking in Franschoek

I wish to add my objection to paid parking on the high street of Franschoek on the grounds that there has not been enough public participation in the process
Yours H. Siebert

Sent from my iPad

Justine Fielies

From: Engineering Services
Sent: Monday, 27 February 2023 09:45
To: Justine Fielies
Cc: gboliver2013@gmail.com; Engineering Services
Subject: FW: [EX] No to paid parking in Franschhoek

Good day

Please find e-mail below for your attention.



Rejoice

Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/discialmerpage.htm

From: gboliver2013 <gboliver2013@gmail.com>
Sent: Monday, February 27, 2023 9:41 AM
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] No to paid parking in Franschhoek

Stellenbosch Municipality this should definitely NOT be implemented in Franschhoek Wine Valley!!

It's bad enough that tourist get a parking ticket issued for parking their car on the "wrong side" of the street without being aware that this is illegal.

We should keep our town as welcoming to tourist is possible as it is what keeps our town alive!!!

Our community is still trying to recover from the impact of Covid, we need to try and keep it as attractive to visit Franschhoek as possible.

Not charging for parking means that visitors can park and explore town for as long as they want to.

If they have to pay, they will need to think about "how much time is left for what I paid for my parking" then rush back to pay again or worse....arrive back too late and have a parking ticket which leads to administration fees charged by car rental companies for handling parking ticket payments.

Locals also don't have the luxury of parking in one mall like in Stellenbosch where they can do shopping...multiple stops often need to be done to do all of your shopping. This adds an extra expense to just doing one's daily shopping in our community.

This will also affect the people that work in the village...if you have to pay R4 per 30 min you park your car while at work, a huge part of daily wage will go just to park your car in town while you are at work. I paid R4 for 30min in Stellenbosch, this is the min amount you have to pay.

So No to this crazy idea.

Graeme Oliver
Resident

Sent from my Galaxy

11.7	PARKS, OPEN SPACES AND ENVIRONMENT: (PC: J JOON)
------	---

NONE

11.8	PLANNING :(PC: CLLR C VAN WYK)
------	---------------------------------------

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
--------	---

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.

5. RECOMMENDATIONS

- (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);

- (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.

6. DISCUSSION / CONTENTS

6.1 Background

An overview of the planning law review that resulted in the adoption of the Stellenbosch Municipal Land Use Planning By-law in 2015, was provided in the previous report to Council in November 2022 and in which the Draft By-law on Land Use Planning was presented for adoption for the purpose of public participation.

6.2 Final Draft By-law on Municipal Land Use Planning

The Draft By-law was duly advertised on 9 December 2022, and the commenting period closed on 8 February 2023. The advertisement was also sent per e-mail to the full mailing list of all active town planning consultants in the Stellenbosch Municipal area, as well as all organisations active in land use and land development applications.

The Office of the Municipal Manager did not receive any inputs in response to the advertisement on the Draft By-law. The internal comments were workshopped with officials from the Provincial Department of Development Planning who also made additional inputs regarding matters on which recent legal opinions were obtained and judgements of recent court cases.

These inputs were considered and the Draft By-law was accordingly updated, attached as **ANNEXURE “A”** as the final Draft By-law. The updating of the Draft By-law should be read together with the original record of amendments to the By-law 2015-2022, attached as **ANNEXURE “B”**. The latest and final record of additional amendments to the By-law 2015 – 2023, is attached as **ANNEXURE “C”**.

The nature and scope of the additional amendments was considered for the purpose of any additional requirement for public participation, and it was concluded that the additional amendments are not material in nature regarding the original amendments, and which would warrant the need for any additional public participation.

The process of amending the By-law has been concluded and is now being submitted to Council for consideration and adoption. Following the adoption of the final Draft By-law, the By-law needs to be published and in terms of which the existing By-law will automatically be repealed.

An appropriate process for the training of planning staff, officials, and Councilors, as well as a communications campaign will be undertaken in preparation for the implementation of new By-law.

6.2.1 Amended system of delegations for statutory land use planning functionality

With the adoption of an amended by-law, it is also required to review and update the existing system of delegations for the associated statutory operations of the land use planning functionality.

With the application of the current system of delegations, adopted in 2019, it has also become apparent that this suit of delegations contains omissions which results in operational difficulties, as well as inappropriate levels of authority to decide on matters.

The current need to amend the system of delegations to make provision for any new and amended provisions of the new By-law is consequently also an apt opportunity to update the system of delegations to ensure that there are no oversights, as well as to ensure efficient and effective, as well as accountable levels of authority to deal with the associated statutory operations of the land use planning functionality.

The proposed system for delegations for the land use planning functionality is attached as **ANNEXURE "D"**.

6.2.1 Amended Categorisation model for land use planning decision making

The By-law, and as required in terms of the National Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013), hereafter referred to as "**SPLUMA**", stipulates in Section 70(1) that a Municipal Planning Tribunal (MPT) must be established to decide on land use and land development applications.

Notwithstanding the mandatory establishment of a MPT, the municipality may also, in terms of Section 68(1) of the By-law, appoint an Authorised Employee (AE) and delegate a category of applications to the AE to decide on such applications.

For such purpose the land use and land development applications should be categorise in terms of Section 69(1) of the By-law to determine which types of applications will be considered by the AE and the MPT respectively.

The categorisation model is very similar to the former system of delegations where qualified types of applications were decided on by e.g. Senior Managers or Directors. Such system of delegations ensured that applications of a non-complex nature are decided on without undue time delays.

The categorisation model for Stellenbosch Municipality was reviewed in April 2020, and during the past three years it has become apparent that the categorisation model can be improved to enhance timeframes on service delivery and facilitate developments. With the introduction of the new planning by-law, and regarding the amendments and differentiation between types of land use and land development applications, it is also necessary to introduce an amended categorisation model.

The proposed categorisation model, which includes the rationale and criteria for distinguishing the different types of applications, as well as identifying all the authorised decision makers who, together with the MPT, must decide on the assigned categories of applications, is attached as **ANNEXURE "E"**.

6.3 Financial Implications

The review of the By-law was undertaken internally (in house) with no cost to Council. The required publishing of the By-law after adoption will result in a cost which funding is available on the existing budget of the Directorate.

6.4 Legal Implications

The amendment of the subject By-law with the replacement of the current By-law is governed in terms of the provisions of Section 12 of the Municipal Systems Act, which needs to be satisfied. Due process are followed in terms of this enabling legislation for the introduction of final Draft By-law to Council by a member of the Municipal Council.

6.5 Staff Implications

The review process was undertaken internally (in-house) and there are no additional staff implications for the adoption of the final Draft.

6.6 Previous / Relevant Council Resolutions

Adoption of the Municipal Land Use Planning By-law in 2015, as well as the adoption of the Draft By-law for the purpose of public participation in November 2022.

6.7 Risk Implications

Due to the amendments to the subject By-law to address and effect corrections, omissions and improvements, the risks associated with these matters will be averted by adopting the final Draft By-law.

6.8 Comments from Senior Management:**6.8.1 Director: Infrastructure Services**

No comments solicited.

6.8.2 Director: Planning and Economic Development

Supports the Item.

6.8.3 Director: Community and Protection Services

No comments solicited.

6.8.4 Director: Corporate Services

No comments solicited.

6.8.6 Chief Financial Officer

No comments solicited.

6.8.7 Municipal Manager

Supports the item.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.8.1

- (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.

ANNEXURES

ANNEXURE A: Proposed final Draft Stellenbosch By-law on Municipal Land Use Planning, 2023.

ANNEXURE B: Report on record of amendments and reasons for changes to By-law on Municipal Land Use Planning.

ANNEXURE C: Report on record of additional amendments and reasons for changes to By-law on Municipal Land Use Planning.

ANNEXURE D: Proposed Revised system of delegations for the Stellenbosch By-law on Municipal Land Use Planning, 2023.

ANNEXURE E: Proposed revised Categorisation Model for decision making structures on land use and land development applications, 2023.

FOR FURTHER DETAILS CONTACT:

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REPORT DATE	5 May 2023

ANNEXURE A

STELLENBOSCH MUNICIPALITY

By-law on Municipal Land Use Planning 2023

To regulate and control municipal land use planning.

PREAMBLE

WHEREAS section 156(1) of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) confers on municipalities the executive authority and right to administer local government matters set out in Part B of Schedule 4 and Part B of Schedule 5 to the Constitution;

WHEREAS Part B of Schedule 4 to the Constitution lists municipal planning as a local government matter;

WHEREAS section 156(2) of the Constitution empowers municipalities to make and administer laws for the effective administration of matters that it has the right to administer;

WHEREAS Parliament has enacted the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) and the Western Cape Provincial Legislature has enacted the Land Use Planning Act (Act 3 of 2014), which among other things set out development principles which apply to all organs of state responsible for the implementation of legislation regulating the use and development of land;

NOW THEREFORE Stellenbosch Municipality has adopted this By-law.

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2. Application of By-law

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4. Establishment of project committee
5. Establishment of intergovernmental steering committee
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10. Compilation, adoption, amendment or review of local spatial development frameworks
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CHAPTER I INTERPRETATION AND APPLICATION

Definitions

- 1. In this By-law, unless the context indicates otherwise, any word or expression to which a meaning has been assigned in the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014), has the meaning assigned to it in that Act and—

“adopt”, in relation to a spatial development framework, zoning scheme, policy or strategy, means the approval thereof by a competent authority;

“agent” means a person authorised in terms of a power of attorney to make an application on behalf of the owner;

“Appeal Authority” means the Appeal Authority contemplated in section 79(1);

“applicable period”, referred to in sections 17(5) and (6), 18(2), 19(5), 22(1) and 32(1), means the period that may be determined by the Municipality in the approval;

“applicant” means a person referred to in section 15(2) who makes an application to the Municipality as contemplated in that section;

“application” means an application to the Municipality referred to in section 15(2);

“authorised employee” means a municipal employee who is authorised in terms of delegated or sub-delegated authority by the Municipality to exercise a power or perform a duty in terms of this By-law or to inspect land and buildings in order to enforce compliance with this By-law or the zoning scheme;

“base zoning” means the zoning before the application of any overlay zone;

“commencement”, in relation to construction, means to have begun continuous physical, on-site construction in accordance with building plans approved in terms of the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977), and that has gone beyond site clearing, excavation or digging trenches in preparation for foundations;

“comments”, in relation to comments submitted by the public, municipal departments and other organs of state and service providers on an application or appeal, includes objections, representations and petitions;

“consolidation”, in relation to land, means the merging of two or more adjacent land units into a single land unit, and includes the physical preparation of land for consolidation;

“Council” means the municipal council of the Municipality;

“date of notification” means the date on which a notice is served as contemplated in section 35 or published in the media or *Provincial Gazette*;

“development charge” means a development charge contemplated in section 83 as levied by the Municipality;

“emergency” includes a situation that arises from a flood, strong wind, severe rainstorm, fire, earthquake or industrial accident and that requires the relocation of human settlements or people;

“external engineering service” means an engineering service outside the boundaries of a land area referred to in an application and that is necessary for the utilisation and development of the land;

“Land Use Planning Act” means the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014);

“local spatial development framework” means a local spatial development framework contemplated in section 9;

“Municipal Manager” means the Municipal Manager of the Municipality;

“municipal spatial development framework” means a municipal spatial development framework contemplated in section 10 of the Land Use Planning Act;

“Municipality” means the municipality of Stellenbosch established by Provincial Notice No. 479 in *Provincial Gazette* of 22 December 2000 issued in terms of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998), and, where the context so requires, includes—

- (a) the Council;
- (b) another political structure or a political office bearer of the Municipality, authorised or delegated to perform a function or exercise a power in terms of this By-law;
- (c) the Tribunal, authorised or delegated to perform a function or exercise a power in terms of this By-law;
- (d) the Municipal Manager; and

(e) an authorised employee;

“non-conforming use” means an existing land use that was lawful in terms of a previous zoning scheme but that does not comply with the zoning scheme in force;

“overlay zone” means a category of zoning that applies to land or a land unit in addition to the base zoning and that—

(a) stipulates additional development parameters or use rights that may be more or less restrictive than the base zoning; and

(b) may include provisions and development parameters relating to—

- (i) primary or consent uses;
- (ii) subdivision or subdivisonal areas;
- (iii) development incentives;
- (iv) density limitations;
- (v) urban form or urban renewal;
- (vi) heritage or environmental protection;
- (vii) management of the urban edge;
- (viii) scenic drives;
- (ix) coastal setbacks; or
- (x) any other purpose as set out in the zoning scheme;

“owners’ association” means an owners’ association contemplated in section 29;

“pre-application consultation” means a consultation contemplated in section 37;

“restrictive condition” means any condition registered against the title deed of land restricting the use, development or subdivision of the land concerned;

“service” means a service provided by the Municipality, any other organ of state or a service provider, including services for the provision of water, sewerage, electricity, refuse removal, roads, storm-water drainage, and includes infrastructure, systems and processes related to the service;

“site development plan” means a dimensioned plan drawn to scale that indicates details of the proposed land development, including the site layout, positioning of buildings and structures, property access, building designs and landscaping;

“social infrastructure” means community facilities, services and networks that meet social needs and enhance community well-being;

“Spatial Planning and Land Use Management Act” means the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013);

“Spatial Planning and Land Use Management Regulations” means the Spatial Planning and Land Use Management Regulations: Land Use Management and General Matters, 2015, made under the Spatial Planning and Land Use Management Act and published under Notice R239/2015 in *Government Gazette* 38594 of 23 March 2015;

“subdivisional area” means an overlay zone that permits subdivision for the purposes of a subdivision application involving a change of zoning;

“Tribunal” means the Municipal Planning Tribunal, established in terms of section 70.

Application of By-law

2. This By-law applies to all land situated within the municipal area, including land owned by organs of state.

CHAPTER II

SPATIAL PLANNING

Compilation or amendment of municipal spatial development framework

3. (1) When the Council compiles or amends its municipal spatial development framework in accordance with the Municipal Systems Act, the Council must, as contemplated in section 11 of the Land Use Planning Act—
 - (a) establish an intergovernmental steering committee to compile a draft municipal spatial development framework or a draft amendment of its municipal spatial development framework; or
 - (b) refer its draft municipal spatial development framework or draft amendment of its municipal spatial development framework to the Provincial Minister for comment.
- (2) The Municipality must—
 - (a) publish a notice in two of the official languages of the Province most spoken in the area in two newspapers circulating in the area concerned of—
 - (i) the intention to compile or amend the municipal spatial development framework; and
 - (ii) the process to be followed, in accordance with section 28(3) and 29 of the Municipal Systems Act;
 - (b) inform the Provincial Minister in writing of—

- (i) the intention to compile or amend the municipal spatial development framework;
 - (ii) its decision in terms of subsection (1)(a) or (b); and
 - (iii) the process contemplated in subsection (2)(a)(ii); and
- (c) register relevant stakeholders, who must be invited to comment on the draft municipal spatial development framework or draft amendment of the municipal spatial development framework as part of the process contemplated in subsection (2)(a)(ii).

Establishment of project committee

4. (1) The Municipality may establish a project committee to assist to compile or amend its municipal spatial development framework and to perform the duties of the Municipality referred to in sections 6 to 8.
- (2) The project committee must consist of—
 - (a) the Municipal Manager or a municipal employee designated by the Municipal Manager; and
 - (b) municipal employees appointed by the Municipal Manager from the following municipal departments, where relevant:
 - (i) the integrated development planning office;
 - (ii) the spatial planning department;
 - (iii) the engineering department;
 - (iv) the local economic development department; and
 - (v) the housing department.

Establishment of intergovernmental steering committee

5. (1) If the Council establishes an intergovernmental steering committee, it must consist of—
 - (a) the Municipal Manager, or a designated municipal employee to represent the Municipal Manager; and
 - (b) representatives of—
 - (i) the Municipality, nominated by the Municipal Manager;
 - (ii) the Department, nominated by the Head of Department;
 - (iii) the provincial department responsible for land use planning, nominated by the Head of that department; and
 - (iv) other relevant organs of state, if any, who may have an interest in the compilation or amendment of the spatial development framework of the Municipality.

- (2) When the Council establishes an intergovernmental steering committee the Municipal Manager must—
 - (a) designate a municipal employee to represent the Municipal Manager;
 - (b) nominate other representatives of the Municipality; and
 - (c) in writing, invite written nominations for representatives from the persons or organs of state contemplated in subsection (1)(b)(ii), (iii), and (iv).

Procedure with intergovernmental steering committee

6. (1) If the Council establishes an intergovernmental steering committee, the Municipality must compile a draft *status quo* report setting out an assessment of the existing levels of development and development challenges in the municipal area or relevant area in the municipal area and must submit it to the intergovernmental steering committee for comment.
- (2) After consideration of the comments of the intergovernmental steering committee, the Municipality must finalise the *status quo* report and submit it to the Council for adoption.
- (3) After finalising the *status quo* report the Municipality must compile a first draft of the municipal spatial development framework or first draft of the amendment of the municipal spatial development framework and submit it to the intergovernmental steering committee for comment.
- (4) After consideration of the comments of the intergovernmental steering committee, the Municipality must finalise the first draft of the municipal spatial development framework or first draft of the amendment of the municipal spatial development framework and submit it to the Council to approve the publication thereof for public comment in accordance with the process adopted in terms of sections 28(3) and 29 of the Municipal Systems Act.
- (5) After consideration of the comments received by virtue of the publication contemplated in subsection (4), the Municipality must compile a final draft of the municipal spatial development framework or final draft of the amendment of the municipal spatial development framework and submit it to the intergovernmental steering committee for comment.
- (6) After consideration of the comments of the intergovernmental steering committee contemplated in subsection (5), the Municipality must finalise the final draft of the municipal spatial development framework or final draft of the amendment of the municipal spatial development framework and submit it to the Council for adoption.
- (7) If the final draft of the municipal spatial development framework or final draft of the amendment of the municipal spatial development framework contemplated in subsection (6) is materially different to what was published in terms of subsection (4), the Municipality must in accordance with

subsections (4), (5) and (6), read with the necessary changes, follow a further consultation and public participation process before the municipal spatial development framework or amendment of the municipal spatial development framework is adopted by the Council.

- (8) The Council may at any time in the process of compiling a municipal spatial development framework or drafting an amendment of the municipal spatial development framework request comments from the intergovernmental steering committee.
- (9) The Council must adopt the final draft municipal spatial development framework or final draft amendment of the municipal spatial development framework, with or without amendments and must within 14 days of its decision give notice of its decision in the media and the *Provincial Gazette*.

Procedure without intergovernmental steering committee

- 7. (1) If the Council does not establish an intergovernmental steering committee to compile or amend its municipal spatial development framework, the Municipality must—
 - (a) compile a draft *status quo* report setting out an assessment of the existing levels of development and development challenges in the municipal area or relevant area in the municipal area and submit it to the Council for adoption;
 - (b) after adoption of the *status quo* report, compile a first draft of the municipal spatial development framework or first draft of the amendment of the municipal spatial development framework and submit it to the Council to approve the publication thereof for public comment;
 - (c) after approval of the first draft of the municipal spatial development framework or first draft of the amendment of the municipal spatial development framework for publication contemplated in paragraph (b), submit the first draft of the municipal spatial development framework or first draft of the amendment of the municipal spatial development framework to the Provincial Minister for comment in terms of section 13 of the Land Use Planning Act; and
 - (d) after consideration of the comments received from the public and the Provincial Minister, submit the final draft of the municipal spatial development framework or final draft of the amendment of the municipal spatial development framework, with any further amendments, to the Council for adoption.
- (2) If the final draft of the municipal spatial development framework or final draft of the amendment of the municipal spatial development framework contemplated in subsection (1)(d) is materially different to what was published in terms of subsection (1)(b), the Municipality must follow a further consultation and public participation process before the municipal spatial development framework or amendment of the municipal spatial development framework is adopted by the Council.

- (3) The Council must adopt the final draft of the municipal spatial development framework or final draft of the amendment of the municipal spatial development framework, with or without amendments, and must within 14 days of its decision give notice of its decision in the media and the *Provincial Gazette*.

Functions and duties

8. (1) The Municipality must, in accordance with the directions of executive mayor—
- (a) ensure the compilation of the municipal spatial development framework or drafting of an amendment of the municipal spatial development framework for adoption by the Council;
 - (b) provide technical knowledge and expertise to the Council;
 - (c) ensure that the compilation of the municipal spatial development framework or drafting of the amendment of the municipal spatial development framework is progressing according to the process contemplated in section 3(2)(a)(ii);
 - (d) guide the public participation process and ensure that the registered stakeholders remain informed;
 - (e) ensure the incorporation of amendments to the draft municipal spatial development framework or draft amendment of the municipal spatial development framework based on the consideration of the comments received during the process of drafting thereof;
 - (f) ensure the drafting of—
 - (i) a report in terms of section 14(c) of the Land Use Planning Act setting out the response of the Municipality to the provincial comments issued in terms of section 12(4) or 13(2) of that Act; and
 - (ii) a statement setting out—
 - (aa) whether the Municipality has implemented the policies and objectives issued by the national minister responsible for spatial planning and land use management and if so, how and to what extent the Municipality has implemented it; or
 - (bb) if the Municipality has not implemented the policies and objectives, the reasons for not implementing it;
 - (g) ensure alignment of the municipal spatial development framework with the development plans and strategies of other affected municipalities and other organs of state as contemplated in section 24(1) of the Municipal Systems Act;

- (h) facilitate the integration of other sector plans into the municipal spatial development framework; and
- (i) if the Council establishes an intergovernmental steering committee—
 - (i) assist the Council in establishing the intergovernmental steering committee and adhering to timeframes; and
 - (ii) ensure the flow of information between the project committee and the intergovernmental steering committee.
- (2) The members of the intergovernmental steering committee must—
 - (a) provide the intergovernmental steering committee with the following:
 - (i) technical knowledge and expertise;
 - (ii) input on outstanding information that is required to compile the municipal spatial development framework or draft an amendment thereof;
 - (iii) information on budgetary allocations;
 - (iv) information on and the locality of any current or planned projects that have an impact on the municipal area; and
 - (v) written comments in terms of section 6; and
 - (b) provide the project committee, if established, or the Municipality with written comments in terms of section 6.

Local spatial development frameworks

9. (1) The Municipality may adopt a local spatial development framework for a specific geographical area in a part of the municipal area.
- (2) The purpose of a local spatial development framework is to, for a specific geographical area, —
 - (a) provide detailed spatial planning guidelines;
 - (b) provide more detail in respect of a proposal provided for in the municipal spatial development framework;
 - (c) meet specific land use planning needs;
 - (d) provide detailed policy and recommended development parameters for land use planning;
 - (e) provide detailed priorities in relation to land use planning and, in so far as they are linked to land use planning, biodiversity and environmental issues; and
 - (f) guide decision-making on land use applications.

Compilation, adoption, amendment or review of local spatial development frameworks

10. (1) If the Municipality compiles, amends or reviews a local spatial development framework, it must adopt a process plan, including the public participation processes to be followed for the compilation, amendment, review or adoption of a local spatial development framework.
- (2) The Municipality must, within 21 days of adopting a local spatial development framework or an amendment of a local spatial development framework, publish a notice of the decision in the media and the *Provincial Gazette*.

Status of local spatial development frameworks

11. (1) A local spatial development framework or an amendment thereof comes into operation on the date of publication of the notice contemplated in section 10(2).
- (2) A local spatial development framework guides and informs decisions made by the Municipality relating to land development, but it does not confer or take away rights.

Structure plans

12. (1) If the Municipality intends to convert a structure plan to a local spatial development framework, the Municipality must comply with sections 9 to 11 and must—
 - (a) review that structure plan and make it consistent with the purpose of a local spatial development framework contemplated in section 9(2); and
 - (b) incorporate the provisions of the structure plan that are consistent with that purpose in the local spatial development framework.
- (2) The Municipality must, in terms of section 16(4) of the Land Use Planning Act, withdraw the relevant structure plan by notice in the *Provincial Gazette* when it adopts a local spatial development framework contemplated in subsection (1).

CHAPTER III

DEVELOPMENT MANAGEMENT

Determination of zoning

13. (1) The owner or his or her agent may apply in terms of section 15(2) to the Municipality for the determination of a zoning for land referred to in section 34(1), (2) or (3) of the Land Use Planning Act.
- (2) When the Municipality considers an application in terms of subsection (1), it must have regard to the following:
 - (a) the lawful utilisation of the land, or the purpose for which it could be lawfully utilised immediately before the commencement of the Land Use Planning Act, if it can be determined;

- (b) the zoning, if any, that is most compatible with that utilisation or purpose and any applicable title deed condition;
 - (c) any departure or consent use that may be required in conjunction with that zoning;
 - (d) in the case of land that was vacant immediately before the commencement of the Land Use Planning Act, the utilisation that is permitted in terms of the title deed conditions or, where more than one land use is so permitted, one of such land uses determined by the Municipality; and
 - (e) where the lawful utilisation of the land and the purpose for which it could be lawfully utilised immediately before the commencement of the Land Use Planning Act cannot be determined, the zoning that is the most desirable and compatible with any applicable title deed condition, together with any departure or consent use that may be required.
- (3) If the lawful zoning of the land contemplated in subsection (1) cannot be determined, the Municipality must rezone the land concerned in terms of section 15(2)(a).
 - (4) A land use that commenced unlawfully, whether before or after the commencement of this By-law, may not be considered to be lawful.

Non-conforming uses

- 14.** (1) A non-conforming use does not constitute an offence in terms of this By-law.
- (2) A non-conforming use may continue as long as it remains otherwise lawful, subject to the following:
- (a) if the non-conforming use is ceased for any reason for a period of more than twenty-four consecutive months, any subsequent utilisation of the property must comply with this By-law and the zoning scheme, with or without departures;
 - (b) an appropriate application contemplated in section 15(2) must be made for the alteration or extension of buildings or structures in respect of the non-conforming use;
 - (c) the owner bears the onus of proving that the non-conforming use right exists; and
 - (d) the use right is limited to the area of the building or land in respect of which the proven use right exists.
- (3) Subject to subsection (2)(a) and (b), if an existing building that constitutes a non-conforming use is destroyed or damaged to the extent that it is necessary to demolish a substantial part of the building, the Municipality may grant permission for the reconstruction of such building subject to conditions.

Land development requiring approval and other approvals

- 15.** (1) No person may commence, continue, or cause the commencement or continuation of, land development, other than the subdivision or consolidation of land referred to in section 24, without the approval of the Municipality in terms of subsection (2).
- (2) The owner or his or her agent may apply to the Municipality in terms of this Chapter and Chapter IV for the following in relation to the development of the land concerned:
- (a) a rezoning of land;
 - (b) a permanent departure from the development parameters of the zoning scheme;
 - (c) a departure granted on a temporary basis to utilise land for a purpose not permitted in terms of the primary rights of the zoning applicable to the land;
 - (d) a subdivision of land that is not exempted in terms of section 24, including the registration of a servitude or lease agreement;
 - (e) a consolidation of land that is not exempted in terms of section 24;
 - (f) a removal, suspension or amendment of restrictive conditions in respect of a land unit;
 - (g) a permission required in terms of the zoning scheme;
 - (h) an amendment, deletion or imposition of conditions in respect of an existing approval;
 - (i) an extension of the validity period of an approval;
 - (j) an approval of an overlay zone as contemplated in the zoning scheme;
 - (k) an amendment or cancellation of an approved subdivision or consolidation plan or part thereof, including a general plan or diagram;
 - (l) a permission required in terms of a condition of approval;
 - (m) a determination of a zoning;
 - (n) a closure of a public place or part thereof;
 - (o) a consent use contemplated in the zoning scheme;
 - (p) to disestablish an owner's association;
 - (q) to rectify a failure by an owners' association to meet its obligations in respect of the control over or maintenance of services; and
 - (r) a permission required for the reconstruction of an existing building that constitutes a non-conforming use that is destroyed or damaged

to the extent that it is necessary to demolish a substantial part of the building.

- (3) If section 53 of the Land Use Planning Act is applicable to the land development, the owner or agent must also apply for approval of the land development in terms of that Act.
- (4) When an applicant or owner exercises a use right granted in terms of an approval, he or she must comply with the conditions of the approval and the applicable provisions of the zoning scheme.
- (5) The Municipality may, subject to subsection (7), on its own initiative rezone land of which it is not the owner for a purpose contemplated in sections 13(3) and 17(1).
- (6) The Municipality may, subject to subsection (7), on its own initiative conduct land development or an activity contemplated in subsections (2)(b), (c), (f) to (j) and (l) to (r) in respect of land which is not owned by the Municipality.
- (7) When the Municipality on its own initiative acts in terms of subsection (2), (5) or (6)-
 - (a) the Municipality is regarded for purposes of this Chapter and Chapter IV as an applicant and must comply with this Chapter and Chapter IV, including the publication and notice requirements; and
 - (b) the decision on applications in terms of subsection (2)(a), (d) and (j) must be made by the Tribunal-

.Continuation of application after change of ownership

- 16.** If land that is the subject of an application is transferred to a new owner, the new owner may continue with the application as the successor in title to the previous owner and the new owner is regarded as the applicant for the purposes of this By-law.

Rezoning of land

- 17. (1)** The Municipality may, on its own initiative, rezone land of which it is not the owner to—
 - (a) provide a public service or to provide a public recreational space; or
 - (b) substitute a zoning scheme or part thereof for a zoning scheme in terms of which the land is not zoned in accordance with the utilisation thereof or existing use rights.
- (2) An applicant who wishes land to be rezoned must submit an application to the Municipality in terms of section 15(2).
- (3) When the Municipality creates an overlay zone for land it must comply with sections 12 and 13 of the Municipal Systems Act.
- (4) Zoning may be made applicable to a land unit or part thereof and zoning need not follow cadastral boundaries.

- (5) Subject to subsection (6), a rezoning approval contemplated in subsection (2) lapses after the applicable period reckoned from the date that the approval comes into operation if, within that period—
 - (a) the zoning is not utilised in accordance with the approval; or
 - (b) the following requirements have not been met:
 - (i) the approval by the Municipality of a building plan envisaged for the utilisation of the approved use right; and
 - (ii) commencement of the construction of the building contemplated in subparagraph (i).
- (6) An approval of a rezoning to subdivisional area contemplated in section 20(2) lapses after the applicable period reckoned from the date that the approval comes into operation if, within that period—
 - (a) a subdivision application is not submitted; or
 - (b) the conditions of approval are not complied with.
- (7) If a subdivision application is submitted in respect of land that is zoned as subdivisional area, the zoning of subdivisional area lapses on the later date of the following dates:
 - (a) the date on which the subdivision is approved; or
 - (b) the date after the applicable period contemplated in subsection (6) including any extended period approved in terms of section 67.
- (8) The approval of a rezoning to subdivisional area must include conditions that make provision for at least—
 - (a) density requirements;
 - (b) main land uses and the extent thereof; and
 - (c) a detailed phasing plan or a framework including—
 - (i) main transport routes;
 - (ii) main land uses;
 - (iii) bulk infrastructure;
 - (iv) requirements of organs of state;
 - (v) public open space requirements; and
 - (vi) physical development constraints.
- (9) If a rezoning approval lapses, the zoning applicable to the land before the approval of the rezoning applies or, where no zoning existed before the approval of the rezoning, the Municipality must determine a zoning in terms of section 13.

Departures

- 18.** (1) An applicant may apply to the Municipality in terms of section 15(2) —
- (a) for a departure from the development parameters of a zoning or an overlay zone; or
 - (b) to utilise land on a temporary basis for a purpose not permitted in terms of the primary rights of the zoning applicable to the land for a period not exceeding five years.
- (2) A departure contemplated in subsection (1)(a) lapses after the applicable period from the date that the approval comes into operation if, within that period—
- (a) the departure is not utilised in accordance with the approval; or
 - (b) the following requirements have not been met:
 - (i) the approval by the Municipality of a building plan envisaged for the utilisation of the approved departure; and
 - (ii) commencement of the construction of the building contemplated in subparagraph (i).
- (3) The Municipality may approve a departure contemplated in subsection (1)(b) for a period shorter than five years but, if a shorter period is approved, the period together with any extension approved in accordance with section 67 may not exceed five years.
- (4) A temporary departure contemplated in subsection (1)(b), except for a right to utilise land for a purpose granted on a temporary basis for a specific occasion or event, may not be approved more than once in respect of a particular use on a specific land unit.
- (5) A temporary departure contemplated in subsection (1)(b) may include an improvement of land only if—
- (a) the improvement is temporary in nature; and
 - (b) the land can, without further construction or demolition, revert to its previous lawful use upon the expiry of the use right.
- (6) A temporary departure contemplated in subsection (1)(b) lapses after one year from the date that the approval comes into operation if, within that period the temporary departure is not utilised in accordance with the approval.

Consent uses

- 19.** (1) An applicant may apply to the Municipality in terms of section 15(2) for a consent use contemplated in the zoning scheme.

- (2) If the development parameters for the consent use that is being applied for are not defined in the zoning scheme, the Municipality must determine the development parameters that apply to the consent use in terms of conditions of approval imposed in terms of section 66.
- (3) A consent use may be approved permanently or for a period specified in the conditions of approval imposed in terms of section 66.
- (4) A consent use approved for a specified period must not have the effect of preventing the property from being utilised in the future for the primary uses permitted in terms of the zoning of the land.
- (5) A consent use contemplated in subsection (1) lapses after the applicable period from the date that the approval comes into operation if, within that period—
 - (a) the consent use is not utilised in accordance with the approval; or
 - (b) the following requirements have not been met:
 - (i) the approval by the Municipality of a building plan envisaged for the utilisation of the approved consent use; and
 - (ii) commencement of the construction of the building contemplated in subparagraph (i).

Subdivision

- 20. (1) No person may subdivide land without the approval of the Municipality in terms of section 15(2) unless the subdivision is exempted in terms of section 24.
- (2) No application for subdivision involving a change of zoning may be considered by the Municipality unless the land concerned is zoned as a subdivisinal area.
- (3) An applicant may submit a subdivision application simultaneously with an application for rezoning.
- (4) The Municipality must impose appropriate conditions in terms of section 66 relating to engineering services for an approval of a subdivision.
- (5) If the Municipality approves a subdivision, the applicant must submit a general plan or diagram to the Surveyor-General for approval, including proof to the satisfaction of the Surveyor-General of—
 - (a) the Municipality's decision to approve the subdivision;
 - (b) the conditions of approval imposed in terms of section 66; and
 - (c) the approved subdivision plan.
- (6) The Municipality must issue a certificate to the applicant or any other person on his or her written request to confirm that all the conditions of approval contemplated in subsection 21(1)(c) have been met, if the applicant has submitted the proof contemplated in that section.

- (7) If the Municipality issues a certificate referred to in subsection (6) in error, the owner is not absolved from complying with the obligations imposed in terms of the conditions.

Confirmation of subdivision

- 21. (1)** A subdivision or part thereof is confirmed and cannot lapse when the following requirements are met within the period contemplated in section 22(1):
- (a) approval by the Surveyor-General of the general plan or diagram contemplated in section 20(5);
 - (b) completion of the installation of engineering services in accordance with the conditions contemplated in section 20(4) and other applicable legislation;
 - (c) proof to the satisfaction of the Municipality that all the conditions of the approved subdivision that must be complied with before compliance with paragraph (d) have been met in respect of the area shown on the general plan or diagram; and
 - (d) registration of the transfer of ownership or certificate of registered title in terms of the Deeds Registries Act of the land unit shown on the diagram or of at least one new land unit shown on the general plan.
- (2) Upon confirmation of a subdivision or part thereof in terms of subsection (1), zonings indicated on an approved subdivision plan are confirmed and cannot lapse.
- (3) The Municipality must in writing confirm to the applicant or any other person on his or her written request that a subdivision or part of a subdivision is confirmed if the applicant has to the satisfaction of the Municipality submitted proof of compliance with the requirements referred to in subsection (1)(a) to (d) for the subdivision or part thereof.
- (4) No building or structure may be constructed on a land unit forming part of an approved subdivision unless the subdivision is confirmed as contemplated in subsection (1) or the Municipality approved the construction before the confirmation of the subdivision.

Lapsing of subdivision

- 22. (1)** An approved subdivision lapses after the applicable period from the date that the approval comes into operation if the requirements contemplated in section 21(1)(a) to (d) have not been met within that period.
- (2) If an applicant complies with section 21(1)(b) and (c) only in respect of a part of the land reflected on the general plan contemplated in section 21(1)(a), the applicant must withdraw the general plan and submit a new general plan to the Surveyor-General for that part of the land.
- (3) If an approval of a subdivision or part thereof lapses in terms of subsection (1)—
- (a) the Municipality must—

- (i) amend the zoning map and, where applicable, the register accordingly; and
 - (ii) notify the Surveyor-General accordingly; and
- (b) the Surveyor-General must endorse the records of the Surveyor-General's office to reflect the notification that the subdivision has lapsed.

Amendment or cancellation of subdivision plan

- 23.** (1) The Municipality may in terms of section 15(2) approve the amendment or cancellation of a subdivision plan, including conditions of approval, the general plan or diagram, in relation to land units shown on the general plan or diagram that have not been registered yet in terms of the Deeds Registries Act.
- (2) When the Municipality approves an application in terms of subsection (1), any public place that is no longer required by virtue of the approval must be closed in terms of section 26.
- (3) The Municipality must notify the Surveyor-General of an approval in terms of subsection (1) and the Surveyor-General must endorse the records of the Surveyor-General's office to reflect the amendment or cancellation of the subdivision.
- (4) An amended subdivision approval contemplated in subsection 1 does not extend the validity period of the initial approval of the subdivision as contemplated in section 22(1).

Exemption of certain subdivisions and consolidations

- 24.** (1) The subdivision or consolidation of land does not require the approval of the Municipality in the following cases:
- (a) a subdivision or consolidation that arises from the implementation of a court ruling;
 - (b) a subdivision or consolidation that arises from an expropriation;
 - (c) a minor amendment to the common boundary between two or more land units if the resulting change in area of any of the land units does not exceed 10 per cent;
 - (d) the consolidation of a closed public place with an abutting erf;
 - (e) the construction or alteration of a public or proclaimed street;
 - (f) the registration of a servitude or lease agreement, for—
 - (i) the provision of a borehole or installation of water pipelines, electricity transmission lines, sewer pipelines, storm water pipes and canals, gas pipelines or oil and petroleum product pipelines or related infrastructure by a service provider, whether it is on behalf of an organ of state or not;

- (ii) the provision or installation of telecommunication infrastructure by or on behalf of a licensed telecommunications operator;
 - (iii) the imposition of height restrictions; or
 - (iv) the granting of a right of habitation, private right of way or usufruct.
- (g) the subdivision or consolidation of land units that arise from the establishment of a development scheme as defined in section 1(1) of the Sectional Titles Act, 1986 (Act 95 of 1986), after the sectional plan has been registered in terms of section 12 of that Act.
- (2) An owner or his or her agent must obtain a certificate from the Municipality that certifies in writing that the subdivision or consolidation is exempted from the application of section 15, and sections 20 to 23 in the case of a subdivision or sections 15, 31 and 32 in the case of a consolidation.
- (3) The Municipality must indicate on the subdivision plan, or on the diagram in respect of the consolidation, that the subdivision or consolidation is exempted from the application of the sections referred to in subsection (2).

Ownership of public places and land for municipal service infrastructure and amenities

- 25.** (1) The ownership of land that is earmarked for a public place as shown on an approved subdivision plan vests in the Municipality upon confirmation of the subdivision or a part thereof.
- (2) The Municipality may in terms of conditions imposed in terms of section 66 determine that land designated for the provision of municipal service infrastructure and amenities on an approved subdivision plan be transferred to the Municipality upon confirmation of the subdivision or a part thereof.

Closure of public places

- 26.** (1) The Municipality may, on its own initiative or on application, permanently close a public place or any part thereof in accordance with Chapter IV.
- (2) An applicant who requires the closure of a public place, whether permanently or temporarily, must apply in terms of section 15(2) to the Municipality.
- (3) If any person lodges a claim against the Municipality for loss or damage that he or she has allegedly suffered due to wrongdoing on the part of the Municipality when it permanently closed a public place, the authorised employee must—
- (a) require proof of negligence or any other wrongdoing on the part of the Municipality which resulted in the loss or damage; and
 - (b) before any claim is paid or settled, obtain a full technical investigation report in respect of the circumstances that led to the closure of the

public place to determine whether or not there has been negligence on the part of the Municipality.

- (4) The Municipality may pay a claim if—
 - (a) the circumstances of the loss or damage reveal that the Municipality acted wrongfully;
 - (b) in the case of loss of or damage to property, the claimant has proved his or her loss or damage;
 - (c) in the case of personal injury, the claimant has provided proof of a fair and reasonable quantum;
 - (d) no claim has been paid by personal insurance covering the same loss; and
 - (e) any relevant information as requested by the authorised employee has been received.
- (5) The ownership of the land comprising any public place, or a part thereof, that is permanently closed in terms of this section continues to vest in the Municipality unless the Municipality determines otherwise.
- (6) The Municipal Manager may, without complying with Chapter IV, temporarily close a public place—
 - (a) for the purpose of, or pending, the construction, reconstruction or maintenance of the public place;
 - (b) for the purpose of, or pending, the construction, extension, maintenance or demolition of any building, structure, works or service alongside, on, across, through, over or under the public place;
 - (c) if the public place is in a state that is dangerous to the public;
 - (d) by reason of an emergency or public event that requires special measures for the control of traffic or crowds; or
 - (e) for any other reason that renders the temporary closing of the public place necessary or desirable.
- (7) The Municipality must notify the Surveyor-General of an approval in terms of subsection (1) and the Surveyor-General must endorse the records of the Surveyor-General's office to reflect the closure of the public place.

Services arising from subdivision

- 27. Subsequent to the approval of an application for subdivision in terms of this By-law, the owner of any land unit originating from the subdivision must—
 - (a) allow that the following be conveyed across his or her land unit as may be reasonably required in respect of other land units originating from the subdivision:
 - (i) gas mains;
 - (ii) electricity cables;

- (iii) telephone cables;
 - (iv) television cables;
 - (v) other electronic infrastructure;
 - (vi) main and other water pipes;
 - (vii) foul sewers;
 - (viii) storm-water pipes; and
 - (ix) ditches and channels;
- (b) allow the following on his or her land unit if considered necessary and in the manner and position as may be reasonably required by the Municipality:
- (i) surface installations such as mini-substations;
 - (ii) meter kiosks; and
 - (iii) service pillars;
- (c) allow access to the land unit at any reasonable time for the purpose of constructing, altering, removing or inspecting any works referred to in paragraph (a) or (b); and
- (d) receive material or permit excavation on the land unit as may be required to allow use of the full width of an abutting street and to provide a safe and proper slope to its bank where necessitated by differences between the level of the street as finally constructed and the level of the land unit unless he or she elects to build retaining walls to the satisfaction of and within a period to be determined by the Municipality.

Certification by Municipality

- 28.** (1) A person may apply to the Registrar of Deeds to register the transfer of a land unit, a certificate of title or certificate of consolidated title, as the case may be, in any of the instances referred to in subsection (3)(a) to (b) only if the Municipality has issued a certificate in terms of this section.
- (2) The Registrar of Deeds may register the transfer of a land unit, a certificate of title or certificate of consolidated title, as the case may be, in any of the instances referred to in subsection (3)(a) to (b) only if the Municipality has issued a certificate in terms of this section.
- (3) The Municipality must issue a certificate to transfer a land unit contemplated in subsections (1) and (2) if the owner provides the Municipality with the following:
- (a) in the case of the first registration of the transfer of ownership of a land unit arising from a subdivision to any person other than the developer and where an owner's association is constituted, proof that—

- (i) all common property arising from the subdivision has been transferred to the owners' association by virtue of section 29(3)(e); or
 - (ii) all common property arising from the subdivision will be transferred to the owners' association simultaneously with the registration of the transfer of that land unit;
- (b) in the case of the first registration of the transfer of ownership or certificate of registered title of a land unit arising from a subdivision and that leads to the confirmation of the subdivision, proof that—
 - (i) land needed for public purposes or other municipal infrastructure as contemplated in terms of a condition imposed under section 66 has been transferred to the Municipality or will be transferred to the Municipality simultaneously with the registration of the transfer of that land unit or certificate of registered title;
 - (ii) the engineering services and amenities that must be provided in connection with the subdivision are available; and
 - (iii) a certificate contemplated in section 20(6) has been issued by the Municipality.

Owners' associations

- 29.** (1) The Municipality may, when approving an application for a subdivision of land, impose conditions relating to the compulsory establishment of an owners' association by the applicant for an area determined in the conditions.
- (2) An owners' association that comes into being by virtue of subsection (1) is a juristic person and must have a constitution.
- (3) The constitution of an owners' association must be approved by the Municipality before registration of the transfer of the first land unit and must make provision for—
- (a) the owners' association to formally represent the collective mutual interests of the area, suburb or neighbourhood set out in the constitution in accordance with the conditions of approval;
 - (b) control over and maintenance of buildings, services or amenities arising from the subdivision;
 - (c) the regulation of at least one annual meeting with its members;
 - (d) control over the design guidelines of the buildings and erven arising from the subdivision;
 - (e) the ownership by the owners' association of all common property arising from the subdivision, including—
 - (i) private open spaces;
 - (ii) private roads; and

- (iii) land required for services provided by the owners' association;
 - (f) enforcement of conditions of approval or management plans;
 - (g) procedures to obtain the consent of the members of the owners' association to transfer an erf in the event that the owners' association ceases to function; and
 - (h) the implementation and enforcement by the owners' association of the provisions of the constitution.
- (4) The constitution of an owners' association may have other objectives as set by the association but may not contain provisions that are in conflict with any law.
 - (5) The constitution of the owners' association takes effect upon the registration of the transfer of ownership of the first land unit to a person other than the developer.
 - (6) An owners' association may amend its constitution when necessary, but if an amendment affects the Municipality or a provision referred to in subsection (3), the amendment must also be approved by the Municipality.
 - (7) An owners' association that comes into being by virtue of subsection (1) —
 - (a) has as its members all the owners of the land units arising from the subdivision and their successors in title, who are jointly liable for expenditure incurred in connection with the association; and
 - (b) is upon registration of the transfer of ownership of the first land unit to a person other than the developer automatically established.
 - (8) The design guidelines contemplated in subsection (3)(d) may introduce more restrictive development rules than the rules provided for in the zoning scheme.

Owners' associations that cease to function

- 30. (1) If an owners' association ceases to function or carry out its obligations any affected person, including a member of the association, may apply—
 - (a) in terms of section 15(2)(p) to disestablish the owners' association subject to—
 - (i) the amendment of the conditions of approval to remove the obligation to establish an owners' association; and
 - (ii) the amendment of title conditions pertaining to the owners' association, to remove any obligation in respect of an owners' association;
 - (b) in terms of section 15(2)(q) for appropriate action by the Municipality to rectify a failure of the owners' association to meet any of its obligations in respect of the control over or maintenance of services contemplated in subsection 29(3)(b); or

- (c) to the High Court to appoint an administrator who must exercise the powers of the owners' association to the exclusion of the owners' association.
- (2) In considering an application contemplated in subsection (1)(a), the Municipality must have regard to—
 - (a) the purpose of the owners' association;
 - (b) who will take over the control over and maintenance of services for which the owners' association is responsible; and
 - (c) the impact of the disestablishment of the owners' association on the members of the owners' association and the community concerned.
- (3) The Municipality or the affected person may recover from the members of the owners' association the amount of any expenditure incurred by the Municipality or that affected person, as the case may be, in respect of any action taken in terms of subsection (1).
- (4) The amount of any expenditure so recovered is, for the purposes of section 29(7)(a), considered to be expenditure incurred in connection with the owners' association.

Consolidation of land units

- 31.** (1) No person may consolidate land without the approval of the Municipality in terms of section 15(2) unless the consolidation is exempted in terms of section 24.
- (2) If the Municipality approves a consolidation, the applicant must submit a diagram to the Surveyor-General for approval, including proof to the satisfaction of the Surveyor-General of—
- (a) the Municipality's decision to approve the consolidation;
 - (b) the conditions of approval imposed in terms of section 66; and
 - (c) the approved consolidation plan.
- (3) If the Municipality approves a consolidation, the Municipality must amend the zoning map and, where applicable, the register, accordingly.

Lapsing of consolidation

- 32.** (1) An approved consolidation of land units lapses if the consolidation is not registered in terms of the Deeds Registries Act within the applicable period from the date that the approval comes into operation.
- (2) If an approval of a consolidation lapses in terms of subsection (1)—
- (a) the Municipality must—
 - (i) amend the zoning map, and where applicable the register, accordingly; and
 - (ii) notify the Surveyor-General accordingly; and

- (b) the Surveyor-General must endorse the records of the Surveyor-General's office to reflect the notification that the consolidation has lapsed.

Removal, suspension or amendment of restrictive conditions

- 33.** (1) The Municipality may—
- (a) remove or amend a restrictive condition permanently;
 - (b) suspend a restrictive condition permanently for the extent of the development specified in the approval;
 - (c) suspend or amend a restrictive condition for a period specified in the approval; or
 - (d) remove, suspend or amend a restrictive condition as contemplated in paragraph (a) or (b) subject to conditions of approval.
- (2) When an owner applies for a removal, suspension or amendment of restrictive conditions, the owner must in addition to the procedures set out in Chapter IV submit a copy of the relevant title deed to the Municipality.
- (3) The Municipality must cause a notice of an application in terms of section 15(2)(f) to be served on—
- (a) all organs of state that may have an interest in the restrictive condition;
 - (b) a person whose rights or legitimate expectations will be materially and adversely affected by the approval of the application; and
 - (c) all persons mentioned in the title deed for whose benefit the restrictive condition applies.
- (4) When the Municipality considers the removal, suspension or amendment of a restrictive condition, the Municipality must have regard to the following:
- (a) the financial or other value of the rights in terms of the restrictive condition enjoyed by a person or entity, irrespective of whether these rights are personal or vest in the person as the owner of a dominant tenement;
 - (b) the personal benefits which accrue to the holder of rights in terms of the restrictive condition;
 - (c) the personal benefits which will accrue to the person seeking the removal, suspension or amendment of the restrictive condition if it is amended, suspended or removed;
 - (d) the social benefit of the restrictive condition remaining in place in its existing form;

- (e) the social benefit of the removal, suspension or amendment of the restrictive condition; and
 - (f) whether the removal, suspension or amendment of the restrictive condition will completely remove all rights enjoyed by the beneficiary or only some of those rights.
- (5) An approval to remove, suspend or amend a restrictive condition comes into operation—
 - (a) if no appeal has been lodged, after the expiry of the period contemplated in section 79(2) within which an appeal must be lodged; or
 - (b) if an appeal has been lodged, when the Appeal Authority has decided on the appeal.
- (6) The Municipality must cause a notice of the decision to remove, suspend or amend a restrictive condition to be published in the *Provincial Gazette* after the decision comes into operation as contemplated in subsection (5) and notify the Registrar of Deeds of the decision.
- (7) If an owner intends to apply in terms of section 15(2) for land development that is contrary to a restrictive condition applicable to the land concerned, the owner must when the application for land development is submitted simultaneously apply for the removal, suspension or amendment of the restrictive condition.
- (8) The Municipality must consider the land development application and the application for the removal, suspension or amendment of the restrictive condition contemplated in subsection (7) together and make an integrated decision.
- (9) Where a condition of title, a condition of establishment of a township or an existing scheme provides for a purpose with the consent or approval of the Municipality, such consent must be requested and may be granted by the municipality in terms of the provisions as provided for in the subject title deed.

Endorsements in connection with removal, suspension or amendment of restrictive conditions

- 34. (1) An applicant at whose instance a restrictive condition is removed, suspended or amended must, after the publication of a notice contemplated in section 33(6) in the *Provincial Gazette*, apply to the Registrar of Deeds to make the appropriate entries in, and endorsements on, any relevant register or title deed to reflect the removal, suspension or amendment of the restrictive condition.
- (2) The Registrar of Deeds may require proof of the removal, suspension or amendment of a restrictive condition from the applicant, including the submission of the following to the Registrar of Deeds:
 - (a) a copy of the approval;
 - (b) the original title deed; and

- (c) a copy of the notice contemplated in section 33(6) as published in the *Provincial Gazette*.

CHAPTER IV

APPLICATION PROCEDURES

Manner and date of notification

- 35. (1)** Any serving of a notice or notification or acknowledgement given in terms of this By-law must be in writing and may be issued to a person—
- (a) by delivering it by hand to the person;
 - (b) by sending it by registered mail—
 - (i) to that person's business or residential address and municipal billing address, where the billing address differs from the business or residential address; or
 - (ii) in the case of a juristic person, to its registered address or principal place of business and municipal billing address, where the billing address differs from the business or residential address;
 - (c) by means of data messages contemplated in the Electronic Communications and Transactions Act, 2002 (Act 25 of 2002), by sending a copy of the notice to the person, if the person has an email address or other electronic address; or
 - (d) where an address is unknown despite reasonable enquiry, by publishing it once in the *Provincial Gazette* and once in a local newspaper circulating in the area of that person's last known residential or business address.
- (2)** The date of notification in respect of a notice served or given to a person in terms of this By-law—
- (a) if it was served by certified or registered post, is the date of registration of the notice;
 - (b) if it was delivered to that person personally, is the date of delivery to that person;
 - (c) if it was left at that person's place of residence, work or business in the Republic with a person apparently over the age of sixteen years, is the date on which it was left with that person;
 - (d) if it was displayed in a conspicuous place on the property or premises to which it pertains, is the date that it is posted on that place; or
 - (e) it was e-mailed or sent to an electronic address, is the date that it was received by that person as contemplated in the Electronic Communications and Transactions Act, 2002.

- (3) The Municipality may determine specific methods of service and notification in respect of applications and appeals, including—
 - (a) information specifications relating to matters such as size, scale, colour, hard copy, number of copies, electronic format and file format;
 - (b) the manner of submission to and communication with the Municipality;
 - (c) the method by which a person may be notified;
 - (d) other information requirements; and
 - (e) other procedural requirements.

Procedures for applications

- 36. (1) An applicant must comply with the procedures in this Chapter and, where applicable, the specific procedures provided for in Chapter III of this By-law.
- (2) An applicant may apply simultaneously for different types of applications for land development in terms of section 15(2).

Pre-application consultation

- 37. (1) The Municipality may require an owner who intends to submit an application or his or her agent to make a pre-application scrutiny submission and/ or to meet with the authorised employee and, where applicable, with employees of other relevant organs of state for a pre-application consultation before he or she submits an application to the Municipality in order to determine the information and documents that must be submitted with the application.
- (2) The Municipality may issue guidelines regarding—
 - (a) applications that require a pre-application scrutiny submission or consultation;
 - (b) the nature of the information and documents that must be submitted with an application;
 - (c) the attendance of employees from the Municipality or other organs of state at a pre-application consultation;
 - (d) the procedures at a pre-application consultation.
- (3) The Municipality must provide and keep a record of the feedback on a pre-application scrutiny submission and must keep minutes of the proceedings of a pre-application consultation.

Information required

- 38. (1) Subject to subsection (2), an application must be accompanied by the following information and documents where applicable:

- (a) an application form provided by the Municipality, completed and signed by the applicant;
- (b) if the applicant is an agent, a power of attorney authorising the applicant to make the application on behalf of the owner;
- (c) if the owner of the land is a company, closed corporation, trust, body corporate or owners' association, proof that the person is authorised to make the application on behalf of the company, closed corporation, trust, body corporate or owners' association;
- (d) proof of registered ownership or any other relevant right held in the land concerned;
- (e) a written motivation for the application based on the applicable criteria referred to in section 65, excluding sections 65(a), (b), (d), (e) and (g);
- (f) a copy of the Surveyor-General's diagram of the property concerned or, if it does not exist, an extract from the relevant general plan;
- (g) a locality plan and site development plan, if required, or a plan showing the proposed land development in its cadastral context;
- (h) in the case of an application for the subdivision of land, copies of the subdivision plan showing the following:
 - (i) the location of the proposed land units;
 - (ii) the proposed zonings in respect of the proposed land units;
 - (iii) all existing structures on the property and abutting properties;
 - (iv) the proposed public places and the land needed for public purposes;
 - (v) the existing access points;
 - (vi) all servitudes;
 - (vii) contours with at least a one-meter interval or such other interval as may be approved by the Municipality;
 - (viii) the street furniture;
 - (ix) the lamp, electricity and telephone posts;
 - (x) the electricity transformers and mini-substations;
 - (xi) the storm-water channels and catchpits;
 - (xii) the sewerage lines and connection points;
 - (xiii) any significant natural features; and
 - (xiv) all distances and areas to scale;
- (i) proof of an agreement or permission if the proposed land development requires a servitude over land or access to a provincial or national road;

- (j) any other documents or information that the Municipality may require;
 - (k) proof of payment of application fees;
 - (l) a copy of the title deed of the land concerned;
 - (m) a conveyancer's certificate indicating that the application is not restricted by any condition contained in the title deed pertaining to the land concerned or a copy of all historical title deeds; and
 - (n) where applicable, the record of feedback on a pre-application scrutiny submission and/ or the minutes of a pre-application consultation in respect of the application.
- (2) The Municipality may by means of the feedback on a pre-application scrutiny or at a pre-application consultation add or remove any information or documents contemplated in subsection (1) for a particular application.
 - (3) The Municipality may issue guidelines regarding the submission of information, documents or procedural requirements.

Application fees

- 39. (1) An applicant must pay the application fees determined by the Municipality before submitting an application in terms of this By-law.
- (2) Application fees paid to the Municipality are non-refundable and proof of payment of the application fees must accompany an application.

Grounds for refusing to accept application

- 40. The Municipality may in terms of section 41(3) refuse to accept an application if—
 - (a) there is no proof of payment of the applicable fees; or
 - (b) the application is not in the form or does not contain the information or documents referred to in section 38.

Receipt of application and commencement of application process

- 41. (1) The Municipality must—
 - (a) record receipt of an application, in writing or by affixing a stamp on the application, on the day of receipt;
 - (b) verify whether the application complies with section 38; and
 - (c) notify the applicant in writing within 14 days of receipt of the application—
 - (i) that the application is complete and complies with section 38 and that the application process commences; or

- (ii) of any information, documents or fees referred to in section 38 that are outstanding and that the applicant must provide to the Municipality within 14 days of the date of notification.
- (2) The Municipality must within 14 days of receipt of the outstanding information, documents or fees referred to in subsection (1)(c)(ii) notify the applicant in writing that the application is complete and that the application process commences.
- (3) The Municipality may refuse to consider the application if the applicant fails to provide the information or documents or pay the fees within the period contemplated in subsection (1)(c)(ii).
- (4) The Municipality must notify the applicant in writing of a refusal to consider an application under subsection (3) and must close the application.
- (5) An applicant has no right of appeal to the Appeal Authority in respect of a decision contemplated in subsection (3) to refuse to consider an application.
- (6) If an applicant wishes to continue with an application that the Municipality refused to consider under subsection (3), the applicant must apply again and pay the applicable application fees.
- (7) The Municipality must cause notice of the application to be given within 21 days from the date on which the application process commences as contemplated in subsection (1)(c)(i) or (2).

Provision of additional information or documents

- 42. (1) The Municipality must, within 30 days of receipt of an application that complies with section 38, notify the applicant in writing of any information or documents it requires in addition to the requirements contemplated in section 38.
- (2) The applicant must provide the Municipality with the additional information or documents contemplated in subsection (1) within 30 days of the date of notification or within the further period agreed to between the applicant and the Municipality.
- (3) If the applicant fails to provide the additional information or documents within the period contemplated in subsection (2), the Municipality must consider the application without the information or documents and notify the applicant accordingly.
- (4) The Municipality must, within 21 days of receipt of the additional information or documents, if the applicant provided all the required information or documents, acknowledge receipt thereof and notify the applicant in writing that the application process proceeds or that further information, documents or fees are required as a result of the information or documents received.

- (5) If the Municipality notified the applicant that further information or documents are required as contemplated in subsection (4), subsections (2) and (3) apply to the further submission of information or documents.

Withdrawal of application or power of attorney

- 43. (1) An applicant may, at any time before the Municipality makes a decision on an application submitted by the applicant, withdraw the application by giving written notice of the withdrawal to the Municipality.
- (2) The owner must in writing inform the Municipality if he or she has withdrawn the power of attorney given to his or her former agent and confirm whether he or she will personally proceed with the application.

Public notice in accordance with other laws and integrated procedures

- 44. (1) The Municipality may, on written request and motivation by an applicant, before notice is given of an application in terms of section 45 or 46, determine that—
 - (a) a public notice procedure carried out in terms of another law in respect of the application constitutes public notice for the purpose of an application made in terms of this By-law; or
 - (b) public notice of the application given in terms of this By-law may be published in accordance with the requirements for public notice applicable to a related application in terms of another law.
- (2) If the Municipality determines that an application may be published as contemplated in subsection (1)(b), an agreement must be entered into between the Municipality and the relevant organs of state to facilitate the simultaneous publication of notices.

Publication of notices

- 45 (1) When the Municipality intends to consider an application in terms of this By-law, the decision relating to which will likely materially and adversely affect the rights of the public, it must subject to section 44—
 - (a) take appropriate steps to communicate the application to those likely to be materially and adversely affected by it and call for comments from them;
 - (b) consider any comments received; and
 - (c) decide whether or not to approve the application, with or without changes.
- (2) (a) Information concerning the application must be published by way of notice if the application—
 - (i) affects the rights of the public throughout the Republic, in the Government Gazette and a newspaper which is distributed, or in newspapers which collectively are distributed, throughout the Republic;

- (ii) affects the rights of the public in the Province only, in the Provincial Gazette and a newspaper which is distributed, or in newspapers which collectively are distributed, throughout the Province; or
 - (iii) affects the rights of the public in a specific area only, in a newspaper which is distributed in that specific area.
- (b) A notice published in terms of paragraph (a) must be in at least two of the official languages of the Province.
- (c) A notice published in terms of paragraph (a)(iii) must take account of the Municipality's language policy .
- (3) A notice published in terms of subsection (2) must—
 - (a) include sufficient information about the application to enable members of the public to submit meaningful comments, including, at least—
 - (i) information on the nature and purpose of the application; and
 - (ii) a description of the land unit or land units to which the application relates;
 - (b) specify a place or places where, and the hours within which, further information concerning the application will be available for public scrutiny;
 - (c) include an invitation to members of the public to submit written comments in connection with the application to the Municipality on or before a date specified in the notice, which date may not be earlier than 30 days from the date of publication of the notice;
 - (d) include a caution that comments received after the closing date may be disregarded;
 - (e) indicate the name and official title of the person to whom any comments must be sent or delivered, and that person's—
 - (i) work, postal, street and email address;
 - (ii) work telephone number; and
 - (iii) fax number, if any; and
 - (f) specify that the applicant and any person who commented on the application, will be notified of the decision on the application, and that the decision will be published on the Municipality's website, as contemplated in section 61(1).
- (4) A notice published in terms of subsection (2)(a)(i) and (ii) in a newspaper may, notwithstanding subsection (3), only contain—
 - (a) a concise statement of the application;

- (b) the name, official title, contact telephone number, email address and physical address of the person from whom further information on the application and the administrative procedure can be obtained; and
 - (c) a note that a more detailed notice concerning the application appears in the Government Gazette or Provincial Gazette, as the case may be.
- (5) Access to further information as contemplated in subsection (3)(b) will be allowed from the date on which the notice is published until the closing date for comment, during normal office hours.
- (6)
 - (a) In order to ensure that the application is brought to the attention of the public, the Municipality may, in addition, publicise the information referred to in subsections (3) or (4) by way of communications through the printed or electronic media, including by way of press releases, press conferences, the internet, radio or television broadcasts, posters, leaflets, announcements through a loudhailer, publications on community notice boards, emails or social media.
 - (b)
 - (i) The municipality may cause a notice to be displayed on the land concerned.
 - (ii) A notice contemplated in subparagraph (i) must comply with subsection (3) and must remain legible for the notice period.
- (7)
 - (a) If the application materially and adversely affect the rights of members of a specific community consisting of a significant proportion of people who cannot read or write or who otherwise need special assistance—
 - (i) an additional notice must be publicised in the area of that community in a manner that will bring the application to the attention of the community at large; and
 - (ii) the Municipality must take special steps to solicit the views of members of the community.
 - (b) Special steps in terms of paragraph (a)(ii) may include—
 - (i) the holding of public or group meetings where the application is explained, questions are answered and views from the audience are minuted;
 - (ii) a survey of public opinion in the community on the application; or
 - (iii) provision of a secretarial facility in the community where members of the community can state their views on the application.
- (8)
 - (a) The Municipality may extend the closing date for comment contemplated in subsection (3)(c).
 - (b) Any extension of the closing date of more than one month must be published by way of a notice as prescribed in subsection (2), and when appropriate, as prescribed, in subsection (6).

- (9) (a) The Municipality—
 - (i) may refuse to accept comments received after the closing date for comment; or
 - (ii) may, but is not obligated to, grant requests for condonation of late submission of comments.
- (b) A request for condonation may be granted on good cause shown by the person who submitted the comments if that condonation would not—
 - (i) lead to unnecessary delays; or
 - (ii) otherwise prejudice the public interest.
- (10) (a) If it is reasonable and justifiable in the circumstances, the municipality may depart from the provisions of this section.
- (b) In determining whether a departure as contemplated in paragraph (a) is reasonable and justifiable, the Municipality must take into account all relevant factors, including—
 - (i) the objects of this By-law, and any other applicable law regulating land use planning;
 - (ii) the nature and purpose of, and the need for, the approval of the application;
 - (iii) the likely effect of the approval of the application;
 - (iv) the urgency of approving the application or the urgency of the matter; and
 - (v) the need to promote an efficient administration and good governance.
- (11) The publication of a notice contemplated in subsection (2) does not release a Municipality from the obligation to cause a notice to be served in the instances contemplated in section 46(1).
- (12) The Municipality may require the applicant to attend to the publication as contemplated in subsection (2) of the public notice of an application.
- (13) An applicant who publishes a notice in terms of this section must within the period determined by the Municipality of publication of the notice provide the Municipality with proof, as determined by the Municipality, that the notice was published in accordance with this section.

Serving of notices

- 46. (1)** When the Municipality intends to consider an application in terms of this By-law, the decision relating to which will likely materially and adversely affect the rights or legitimate expectations of any person, it must—
 - (a) cause a notice regarding the application to be served on that person and call for comments from that person;

- (b) consider any comments received; and
 - (c) decide whether or not to approve the application, with or without changes.
- (2) The notice contemplated in subsection (1)(a) must—
 - (a) include sufficient information about the application to enable the person to submit meaningful comments, including, at least—
 - (i) information on the nature and purpose of the application; and
 - (ii) a description of the land unit or land units to which the application relates;
 - (b) specify a place or places where, and the hours within which, further information concerning the application will be available for inspection;
 - (c) include an invitation to the person to submit written comments in connection with the application to the Municipality on or before a date specified in the notice, which date may not be earlier than 30 days from the date of the serving of the notice;
 - (d) include a caution that comments received after the closing date may be disregarded;
 - (e) specify the name and official title of the person to whom any comments must be sent or delivered, and that person's—
 - (i) work, postal, street and email address;
 - (ii) work telephone number; and
 - (iii) fax number, if any; and
 - (f) specify that the applicant and any person who commented on the application, will be notified of the decision on the application, and that the decision will be published on the Municipality's website, as contemplated in section 61(1).
- (3) Access to further information as contemplated in subsection (2)(b) will be allowed from the date on which the notice is served until the closing date for comment, during normal office hours.
- (4) The Municipality may, in its discretion, also give a person referred to in subsection (1) an opportunity to—
 - (a) obtain assistance and, in serious or complex cases, legal representation;

- (b) present and dispute information and arguments; and
 - (c) appear in person.
- (5) (a) If the application materially and adversely affect the rights or legitimate expectations of a person who cannot read or write or who otherwise needs special assistance—
 - (i) the notice must include information set out in a manner that will bring the application to the attention of that person; and
 - (ii) the Municipality must take special steps to solicit the views of that person.
- (b) Special steps in terms of paragraph (a)(ii) may include—
 - (i) the holding of meeting where the application is explained, questions are answered and views from that person are minuted; or
 - (ii) the provision of a secretarial facility to assist that person to state that person's views on the application.
- (6) (a) The Municipality may extend the closing date for comment contemplated in subsection (2)(c).
- (b) The Municipality must inform every person whose rights or legitimate expectations may be materially and adversely affected by the application, of any extension of the closing date of more than one month by serving another notice as prescribed in subsection (1)(a).
- (7) (a) The Municipality—
 - (i) may refuse to accept comments received after the closing date for comment; or
 - (ii) may, but is not obligated to, grant requests for condonation of late submission of comments.
- (b) A request for condonation may be granted on good cause shown by the person who submitted the comments if that condonation would not—
 - (i) lead to unnecessary delays; or
 - (ii) otherwise prejudice the public interest.

- (8) (a) If it is reasonable and justifiable in the circumstances, the Municipality may depart from the provisions of this section.
- (b) In determining whether a departure as contemplated in paragraph (a) is reasonable and justifiable, the municipality must take into account all relevant factors, including—
 - (i) the objects of this By-law, and any other applicable law regulating land use planning;
 - (ii) the nature and purpose of, and the need for, the approval of the application;
 - (iii) the likely effect of the approval of the application;
 - (iv) the urgency of approving the application or the urgency of the matter; and
 - (v) the need to promote an efficient administration and good governance.
- (9) The Municipality may require the applicant to attend to the serving of a notice as contemplated in subsection (2).
- (10) An applicant who serves a notice in terms of this section must within the period determined by the Municipality from the service of that notice provide the Municipality with proof, as determined by the Municipality, of the service of the notice in accordance with subsection (2).
- (11) The Municipality may require the applicant to make the application available for inspection by members of the public at a public place determined by the Municipality.

Additional contents of notice

- 47.** When notice of an application is published or served in terms of this By-law, the notice must in addition to sections 45 and 46 also—
 - (a) provide the name and contact details of the applicant and the owner;
 - (b) identify the land or land unit to which the application relates by giving the property description and the physical address; and
 - (c) state the intent and purpose of the application.

Other methods of public notice

- 48. (1)** The Municipality may cause public notice to be given by one or more of the methods referred to in subsection (2)—

- (a) to ensure additional public notice of applications listed in section 45(1) if the Municipality considers notice in accordance with section 45 or 46 to be ineffective or expects that the notice would be ineffective; or
 - (b) to give public notice of any other application in terms of this By-law.
- (2) Public notice contemplated in subsection (1) may be given by—
 - (a) displaying a notice contemplated in section 45 and 47 of a size of at least 60 centimetres by 42 centimetres on the frontage of the erf concerned or at any other conspicuous and easily accessible place on the erf, provided that—
 - (i) the notice is displayed for a minimum of 30 days during any period that the public may comment on the application; and
 - (ii) the applicant, within 30 days from the last day of display of the notice, submits to the Municipality—
 - (aa) a sworn affidavit confirming the maintenance of the notice for the prescribed period; and
 - (bb) at least two photos of the notice, one from close up and one from across the street;
 - (b) convening a meeting for the purpose of informing affected members of the public of the application;
 - (c) broadcasting information regarding the application on a local radio station in a specified language;
 - (d) holding an open day or public meeting to notify and inform affected members of the public of the application;
 - (e) publishing the application on the Municipality's website for the duration of the period within which the public may comment on the application; or
 - (f) obtaining letters of consent or objection to the application, provided that the letters are accompanied by acceptable evidence that the person signing the letter has been provided with correct and adequate information about the application.
- (3) Additional public notice can be given simultaneously with notice given in accordance with sections 45 or 46 or thereafter.
- (4) The Municipality may require the applicant to attend to the publication of a notice as contemplated in subsection (2).
- (5) An applicant who gives notice in terms of this section must within the period determined by the Municipality of giving notice provide the Municipality with

proof, as determined by the Municipality that notice has been given in accordance with subsection (2).

Requirements for petitions

- 49.** (1) Comments in respect of an application submitted by the public in the form of a petition must clearly state—
- (a) the contact details of the authorised representative of the signatories of the petition;
 - (b) the full name and physical address of each signatory; and
 - (c) the comments and reasons therefor.
- (2) Notice to the person contemplated in subsection (1)(a) constitutes notice to all the signatories to the petition.

Requirements for submission of comments

- 50.** (1) A person may respond to a notice contemplated in section 44, 45, 46 or 48 by commenting in writing in accordance with this section.
- (2) Any comment made as a result of a notice process must be in writing and addressed to the person mentioned in the notice and must be submitted within the period stated in the notice and in the manner set out in this section.
- (3) The comments must state the following:
- (a) the name of the person concerned;
 - (b) the address or contact details at which the person or body concerned will receive notice or service of documents;
 - (c) the interest of the person in the application; and
 - (d) the reason for the comments.
- (4) The reasons for any comment must be set out in sufficient detail in order to—
- (a) indicate the facts and circumstances that explain the comments;
 - (b) where relevant demonstrate the undesirable effect the application will have if approved;
 - (c) where relevant demonstrate any aspect of the application that is not considered consistent with applicable policy; and
 - (d) enable the applicant to respond to the comments.

- (5) The Municipality may refuse to accept comments submitted after the closing date.

Intergovernmental participation process

- 51. (1) Subject to section 45 of the Land Use Planning Act and section 44 of this By-law, the Municipality must, simultaneously with the notification to the applicant that an application is complete as contemplated in section 41(1)(c)(i) or (2) cause notice of the application together with a copy of the application to be given to every municipal department and organ of state that has an interest in the application and request their comment on the application.
- (2) An organ of state must comment on a land use application within 30 days of—
 - (a) the date of notification of a request for comment on the application; or
 - (b) receiving all the information necessary to comment if the application is not complete and a request for additional information is made within 14 days of the date of notification of the request for comment.
- (3) If an organ of state fails to comment within the period referred to in subsection (2), the Municipality may notify the organ of state's accounting officer or accounting authority contemplated in the Public Finance Management Act, 1999 (Act 1 of 1999), of the failure.

Amendments before approval

- 52. (1) An applicant may amend his or her application at any time before the approval of the application—
 - (a) at the applicant's own initiative;
 - (b) as a result of a comment submitted during the notice process; or
 - (c) at the request of the Municipality.
- (2) If an amendment to an application is material, the Municipality must give notice of the amendment of an application to all municipal departments and other organs of state and service providers who commented on the application and request them to submit comments on the amended application within 21 days of the date of notification.
- (3) If an amendment to an application is material, the Municipality may require that further notice of the application be published or served in terms of section 44, 45, 46 or 48.

Further public notice

- 53.** (1) The Municipality may require that notice of an application be given again if more than 18 months have elapsed since the first public notice of the application and if the Municipality has not considered the application.
- (2) The Municipality may, at any stage during the processing of the application if new information comes to its attention that is material to the consideration of the application, require—
- (a) notice of an application to be given or served again in terms of section 44, 45, 46 or 48; and
 - (b) an application to be re-sent to municipal departments and, where applicable, other organs of state or service providers for comment.

Liability for cost of notice

- 54.** The applicant is liable for the costs of publishing and serving of all notices of an application in terms of this By-law.

Right of applicant to reply

- 55.** (1) Copies of all comments and other information submitted to the Municipality must be given to the applicant within 14 days after the closing date for public comment together with a notice informing the applicant of his or her rights in terms of this section.
- (2) The applicant may, within 30 days from the date on which he or she received the comments, submit a written reply thereto to the Municipality.
- (3) The applicant may, before the expiry of the period of 30 days referred to in subsection (2), apply to the Municipality for an extension of the period to submit a written reply, to an additional period not exceeding 14 days.
- (4) If the applicant does not submit a reply within the period of 30 days or within an additional period contemplated in subsection (3), if granted, the applicant is considered to have no comment.
- (5) The Municipality may in writing request additional information or documents from the applicant as a result of the comments received, and the applicant must supply the information or documents within 30 days of notification of the written request or the further period as may be agreed upon between the applicant and the Municipality.
- (6) If the applicant fails to provide the additional information or documents within the period contemplated in subsection (5), the Municipality may consider the application without the information or documents and notify the applicant accordingly.

Written assessment of application

56. (1) An authorised employee must in writing in accordance with section 65 assess an application and make a recommendation to the decision-maker regarding the approval or refusal of the application.
- (2) An assessment of an application must include a motivation for the recommendation and, where applicable, the proposed conditions of approval.

Decision-making period

57. (1) When an authorised employee makes a decision in respect of an application as contemplated in section 69(1) and no integrated process in terms of another law is being followed, the authorised employee must decide on the application within 60 days, reckoned from—
- (a) the last day for the submission of comments as contemplated in section 50(2) if no comments were submitted;
 - (b) the last day for the submission of the applicant's reply to comments submitted as contemplated in section 55(2) or (3); or
 - (c) the last day for the submission of additional information as contemplated in section 55(5).
- (2) If no integrated process in terms of another law is being followed and the Tribunal must decide on an application as contemplated in section 69(2), the Tribunal must decide on the application within 120 days, reckoned from the applicable date contemplated in subsection (1)(a), (b) or (c).
- (3) The authorised employee or Tribunal, as the case may be, may extend the period contemplated in subsection (1) or (2) in exceptional circumstances, including the following:
- (a) if an interested person has submitted a petition for intervener status; and
 - (b) in the case of the Tribunal, if an oral hearing is to be held.

Failure to act within period

58. Subject to section 41(5), an applicant may lodge an appeal with the Appeal Authority if the authorised employee or the Tribunal fails to decide on an application within the period referred to in section 57(1) or (2).

Powers to conduct routine inspections

59. (1) An authorised employee or member of the Tribunal may, in accordance with the requirements of this section, enter land or a building to conduct an inspection for the purpose of obtaining information to assess an application

in terms of this By-law and to prepare a written assessment contemplated in section 56.

- (2) When conducting an inspection, the authorised employee or member of the Tribunal may—
 - (a) request that any record, document or item that is relevant to the purpose of the investigation be produced to assist in the inspection;
 - (b) make copies of or take extracts from any document produced by virtue of paragraph (a) that is related to the inspection;
 - (c) on providing a receipt, remove a record, document or other item that is related to the inspection; and
 - (d) inspect any building or structure and make enquiries regarding that building or structure.
- (3) No person may interfere with a person referred to in subsection (1) who is conducting an inspection as contemplated in subsection (1).
- (4) The authorised employee or member of the Tribunal must, on request, produce identification showing that he or she is authorised to conduct the inspection.
- (5) An inspection under subsection (1) must take place at a reasonable time after reasonable notice has been given to the owner, occupier or person in lawful control of the land or building and with the written consent of the owner, occupier or person in lawful control of the land or building.

Decisions on applications

- 60.** An employee authorised by virtue of section 69(1), or the Tribunal by virtue of section 69(2), or the Municipality by virtue of section 68(c) as the case may be, may in respect of an application contemplated in section 15(2)—
 - (a) approve, in whole or in part, or refuse that application;
 - (b) upon the approval of that application, impose conditions in terms of section 66;
 - (c) conduct any necessary inspection to assess an application in terms of section 59;
 - (d) in the case of the Tribunal, appoint a technical adviser to advise or assist in the performance of the Tribunal's functions in terms of this By-law.

Notification and coming into operation of decision

- 61. (1)** The Municipality must, within 21 days of its decision—

- (a) in writing notify the applicant and any person who commented on the application, of the decision and reasons for the decision, and inform such persons of any right of appeal, where applicable; and
 - (b) publish the decision on its website for a period of at least 90 days, and, in such publication, notify members of the public whose rights are materially and adversely affected by the decision, of the decision and reasons for the decision and the right of appeal.
- (2) A notice contemplated in subsection (1) must also where applicable—
- (a) stipulate the period, if any, in which the appeal proceedings must be instituted;
 - (b) state the name and address of the person with whom proceedings for appeal must be instituted;
 - (c) set out any other formal requirements in respect of the proceedings for appeal; and
 - (d) inform the applicant when an approval comes into operation.
- (3) If the owner has appointed an agent, the owner must take steps to ensure that the agent notifies him or her of the decision of the Municipality.
- (4) An approval comes into operation only after the expiry of the period contemplated in section 79(2) within which an appeal must be lodged if no appeal has been lodged.
- (5) Subject to subsection (6), the operation of the approval of an application that is the subject of an appeal is suspended pending the decision of the Appeal Authority on the appeal.
- (6) If an appeal is lodged only against conditions imposed in terms of section 66, the Tribunal or the authorised employee who imposed the conditions may determine that the approval of the application is not suspended.

Duties of agent

- 62.** (1) An agent must ensure that he or she has the contact details of the owner on whose behalf he or she is authorised to act.
- (2) An agent may not provide information or make a statement in support of an application which information or statement he or she knows or believes to be misleading, false or inaccurate.

Errors and omissions

- 63.** (1) The Municipality may at any time correct an error in the wording of its decision if the correction does not change the decision or result in an alteration, insertion, suspension or deletion of a condition of approval.

- (2) The Municipality may, on its own initiative or on application by the applicant or interested party, upon good cause shown, condone an error in a procedure, if the condonation does not have a material adverse effect on, or unreasonably prejudice, any party.

Exemptions to facilitate expedited procedures

- 64.** (1) The Municipality may in writing and subject to section 60 of the Land Use Planning Act—
 - (a) exempt a development from compliance with a provision of this By-law to reduce the financial or administrative burden of—
 - (i) integrated application processes contemplated in section 44;
 - (ii) the provision of housing with the assistance of a state subsidy; or
 - (iii) incremental upgrading of existing settlements;
 - (b) in an emergency situation authorise that a development may depart from any of the provisions of this By-law.
- (2) If the Provincial Minister grants an exemption or authorisation to deviate from a provision of the Land Use Planning Act to the Municipality in terms of section 60 of the Land Use Planning Act, the Municipality is exempted from or authorised to deviate from any provision in this By-law that corresponds to the provision of the Land Use Planning Act in respect of which an exemption was granted or deviation was authorised.

CHAPTER V

CRITERIA FOR DECISION-MAKING

General criteria for consideration of applications

- 65.** When the Municipality considers an application, it must have regard to the following:
 - (a) the application submitted in terms of this By-law;
 - (b) the procedure followed in processing the application;
 - (c) the desirability of the proposed utilisation of land and any guidelines issued by the Provincial Minister regarding the desirability of proposed land uses and which relevant desirability considerations for the assessment of the proposed use or development of land includes the -
 - (i) socio-economic impact;
 - (ii) compatibility with surrounding uses;
 - (iii) impact on the external engineering services;
 - (iv) impact on safety, health and wellbeing of the surrounding community;

- (v) impact on heritage;
 - (vi) impact on the biophysical environment;
 - (vii) traffic impacts, parking, access and other transport related considerations; and
 - (viii) whether the imposition of conditions can mitigate an adverse impact of the proposed use or development of land.
- (d) the comments in response to the notice of the application, including comments received from organs of state, municipal departments and the Provincial Minister in terms of section 45 of the Land Use Planning Act;
 - (e) the response by the applicant, if any, to the comments referred to in paragraph (d);
 - (f) investigations carried out in terms of other laws that are relevant to the consideration of the application;
 - (g) a written assessment by a registered planner appointed by the Municipality in respect of an application for—
 - (i) a rezoning;
 - (ii) a subdivision of more than 20 cadastral units;
 - (iii) a removal, suspension or amendment of a restrictive condition if it relates to a change of land use;
 - (iv) an amendment, deletion or imposition of additional conditions in respect of an existing use right;
 - (v) an approval of an overlay zone contemplated in the zoning scheme;
 - (vi) a phasing, amendment or cancellation of a subdivision plan or part thereof;
 - (vii) a closure of a public place or part thereof;
 - (h) the impact of the proposed land development on municipal engineering services;
 - (i) the integrated development plan, including the municipal spatial development framework;
 - (j) the integrated development plan of the district municipality, including its spatial development framework, where applicable;
 - (k) the applicable local spatial development frameworks adopted by the Municipality;
 - (l) the applicable structure plans;
 - (m) the applicable policies of the Municipality that guide decision-making;

- (n) the provincial spatial development framework;
- (o) where applicable, a regional spatial development framework contemplated in section 18 of the Spatial Planning and Land Use Management Act and provincial regional spatial development framework;
- (p) the policies, principles and the planning and development norms and criteria set by the national and provincial government;
- (q) the matters referred to in section 42 of the Spatial Planning and Land Use Management Act;
- (r) the principles referred to in Chapter VI of the Land Use Planning Act;
- (s) the applicable provisions of the zoning scheme; and
- (t) any restrictive condition applicable to the land concerned.
- (u) the impact of the proposed land development on any heritage resources as defined in the National Heritage Resources Act, 1999 (Act 25 of 1999)

Conditions of approval

- 66.** (1) The Municipality may approve an application subject to reasonable conditions that arise from the approval of the proposed utilisation of land.
- (2) Conditions imposed in accordance with subsection (1) may include conditions relating to—
- (a) the provision of engineering services and infrastructure;
 - (b) requirements relating to engineering services as contemplated in sections 82 and 83;
 - (c) the cession of land or the payment of money;
 - (d) settlement restructuring;
 - (e) agricultural or heritage resource conservation;
 - (f) biodiversity conservation and management;
 - (g) the provision of housing with the assistance of a state subsidy, social facilities or social infrastructure;
 - (h) energy efficiency;
 - (i) requirements aimed at addressing climate change;
 - (j) the establishment of an owners' association in respect of the approval of a subdivision;
 - (k) the provision of land needed by other organs of state;
 - (l) the endorsement in terms of the Deeds Registries Act in respect of public places where the ownership thereof vests in the Municipality;

- (m) the provision of land needed for public places or the payment of money in lieu of the provision of land for that purpose;
 - (n) the extent of land to be ceded to the Municipality for the purpose of a public open space or road as determined in accordance with a policy adopted by the Municipality;
 - (o) the registration of public places in the name of the Municipality;
 - (p) the transfer of ownership to the Municipality of land needed for other public purposes;
 - (q) the implementation of a subdivision in phases;
 - (r) requirements of other organs of state;
 - (s) the submission of a construction management plan to manage the impact of the construction of a new building on the surrounding properties or on the environment;
 - (t) agreements to be entered into in respect of certain conditions;
 - (u) the phasing of a development, including lapsing clauses relating to such phasing;
 - (v) the delimitation of development parameters or land uses that are set for a particular zoning;
 - (w) the setting of a validity period and any extensions thereto;
 - (x) the setting of a period within which a particular condition must be met;
 - (y) requirements for a temporary departure for a specific occasion or event, which must include—
 - (i) parking and the number of ablution facilities required;
 - (ii) the maximum duration or occurrence of the occasional use; and
 - (iii) any other development parameters that the Municipality may determine;
 - (z) the payment of a contravention penalty in respect of the unlawful utilisation of land.
- (3) If the Municipality imposes a condition contemplated in subsection (2)(a) or (b), an engineering services agreement must be concluded between the Municipality and the owner of the land concerned before the construction of engineering services and infrastructure commences on the land.
- (4) A condition contemplated in subsection (2)(c) may require only a proportional contribution to municipal public expenditure according to the normal need therefor arising from the approval, as determined by the Municipality in accordance with section 83(7) and any other applicable provincial norms and standards.

- (5) Municipal public expenditure contemplated in subsection (4) includes but is not limited to municipal public expenditure for municipal service infrastructure and amenities relating to—
 - (a) community facilities, including play equipment, street furniture, crèches, clinics, sports fields, indoor sports facilities or community halls;
 - (b) nature conservation;
 - (c) energy conservation;
 - (d) climate change; or
 - (e) engineering services.
- (6) Except for land needed for public places or internal engineering services, any additional land required by the Municipality or other organs of state arising from an approved subdivision must be acquired subject to the applicable laws that provide for the acquisition or expropriation of land.
- (7) An owners' association or home owners' association that came into being by virtue of a condition imposed under the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985), and that exists immediately before the commencement of this By-law is regarded as an owners' association that came into being by virtue of a condition imposed by the Municipality in accordance with this By-law.
- (8) The Municipality may not approve a land use application subject to a condition that approval in terms of other legislation is required.
- (9) Conditions requiring a standard to be met must specifically refer to an approved or published standard.
- (10) No conditions may be imposed that rely on a third party for fulfilment.
- (11) If the Municipality approves a land use application subject to conditions, it may specify which conditions must be complied with before the sale, development or transfer of the land.
- (12) Notwithstanding the provisions of any other section in this By-law, and the exclusion of section 18(1)(b), a conditional approval of an application lapses if the conditions therein are not complied with within :-
 - (a) a period of ten years from the date of such conditional approval, if no period for compliance is specified in such approval; or
 - (b) the period for compliance specified in such conditional approval, which, together with any extension which may be granted, may not exceed ten years.

CHAPTER VI

EXTENSION OF VALIDITY PERIOD OF APPROVALS

Applications for extension of validity period

- 67.** (1) The Municipality may, on a date before or after the expiry of the validity period of an approval, approve an application for the extension of a validity period imposed in terms of a condition of approval if the application for the extension of the period was submitted before the expiry of the validity period.
- (2) When the Municipality considers an application in terms of subsection (1), it must have regard to the following:
- (a) whether the circumstances prevailing at the time of the original approval have materially changed;
 - (b) whether the legislative or policy requirements applicable to the approval that prevailed at the time of the original approval have materially changed; and
 - (c) whether there is a pending review application in court which may have an effect on the date of implementation of the approval.
- (3) If there are material changes in circumstances or in legislative or policy requirements that will necessitate new conditions of approval if an extension of a validity period is approved, an application contemplated in section 15(2)(h) must be submitted for consideration before or simultaneously with the application for the extension of a validity period.
- (4) The extended validity period takes effect on and is reckoned from the expiry date of the validity period applicable to the original approval or from the expiry date of the previously extended validity period approved in terms of this By-law.

CHAPTER VII

MUNICIPAL PLANNING DECISION-MAKING STRUCTURES

Municipal planning decision-making structures in respect of applications and appeals

- 68.** Applications or appeals are decided—
- (a) in the case of an application referred to in section 15(2)(a) to (f), (h) to (k), (n), (o) or (r), by an authorised employee who has been authorised by the Municipality to consider and determine the applications as contemplated in section 69(1);
 - (b) in the case of an application referred to in section 15(2)(a) to (f), (h) to (k), (n), (o) or (r) where an authorised employee has not been authorised by the Municipality to consider and determine the applications as contemplated in section 69(2), by the Tribunal;

- (c) in the case of an application referred to section 15(2)(g), (l), (m), (p) or (q), by the Municipality;
- (d) by the Appeal Authority where an appeal has been lodged against a decision of an authorised employee or the Tribunal in respect of applications referred to in paragraph (a) or (b) respectively; or
- (e) by the appeal authority referred to in section 62(3) of the Municipal Systems Act where an appeal has been lodged against a decision of an authorised employee in respect of applications referred to in section 15(2)(g), (l), (m), (p) or (q).

Consideration of applications

- 69.** (1) The Municipality may categorise applications referred to in section 15(2)(a) to (f), (h) to (k), (n), (o) or (r) for consideration and determination by an authorised employee.
- (2) The Tribunal considers and determines all applications referred to in section 15(2)(a) to (f), (h) to (k), (n), (o) or (r) that have not been categorised for consideration and determination by an authorised employee.

Establishment of Tribunal

- 70.** (1) The Municipality must—
- (a) establish a Municipal Planning Tribunal for its municipal area;
 - (b) by agreement with one or more municipalities establish a joint Municipal Planning Tribunal; or
 - (c) agree to the establishment of a district Municipal Planning Tribunal by the district municipality.
- (2) An agreement referred to in subsection (1)(b) or (c) must provide for—
- (a) the composition of the Tribunal;
 - (b) the terms and conditions of appointment of members of the Tribunal;
 - (c) the determination of rules and procedures at meetings of the Tribunal; and
 - (d) other matters as may be prescribed in terms of the Spatial Planning and Land Use Management Act.

Composition of Tribunal for municipal area

- 71.** (1) A Tribunal established in terms of section 70(1)(a) must consist of at least the following members appointed by the Council:
- (a) three employees in the full-time service of the Municipality; and
 - (b) two persons who are not employees of the Municipality or councillors.
- (2) The members of the Tribunal must have knowledge and experience of land use planning or the law related thereto and be representative of a broad range of appropriate experience and expertise.

- (3) A member of the Tribunal appointed in terms of subsection (1)(b) may be—
- (a) an official or employee of—
 - (i) any department of state or administration in the national or provincial sphere of government;
 - (ii) a government business enterprise;
 - (iii) a public entity;
 - (iv) organised local government as envisaged in the Constitution;
 - (v) an organisation created by government to provide municipal support;
 - (vi) a non-governmental organisation; or
 - (vii) any other organ of state not provided for in subparagraphs (i) to (iv); or
 - (b) an individual in his or her own capacity.

Process for appointment of members for Tribunal for municipal area

- 72.** (1) The members of the Tribunal referred to in section 71(1)(b) may be appointed by the Council only after the Municipality has—
- (a) in the case of an official or employee contemplated in section 71(3)(a), extended a written invitation to nominate an official or employee to serve on the Tribunal to the departments in the national and provincial spheres of government, other organs of state and organisations referred to in section 71(3)(a); and
 - (b) in the case of member contemplated in section 71(3)(b), by notice in a newspaper in circulation in the municipal area, invited interested parties to submit, within the period stated in the notice, names of persons who meet the requirements to be so appointed.
- (2) An invitation for nominations must—
- (a) request sufficient information to enable the Municipality to evaluate the knowledge and experience of the nominee;
 - (b) request a written nomination in the form that the Municipality determines that complies with subsection (3);
 - (c) permit self-nomination; and
 - (d) provide for a closing date for nominations, which date may not be less than 14 days from the date of publication of the invitation in terms of subsection (1)(b) or the written invitation in terms of subsection

(1)(a), and no nominations submitted after that date may be considered by the Municipality.

- (3) A nomination in response to an invitation must—
 - (a) provide for acceptance of the nomination by the nominee, if it is not a self-nomination;
 - (b) include confirmation by the nominee that he or she is not disqualified from serving as a member in terms of section 74;
 - (c) include agreement by the nominee that the Municipality may verify all the information provided by the nominee; and
 - (d) include a statement that the nominee will be obliged to commit to and uphold a code of conduct if he or she is appointed.
- (4) If no or insufficient nominations are received or if the nominees do not possess the requisite knowledge and experience or comply with any additional criteria which may have been determined by the Municipality, the Municipality must invite nominations for a second time and follow the process required for the invitation for nominations referred to in this section.
- (5) If after the second invitation for nominations, no or insufficient nominations are received or if the nominees do not possess the requisite knowledge and experience or comply with any additional criteria which may have been determined by the Municipality, the executive authority of the Municipality must designate persons who possess the requisite knowledge and experience and comply with any additional criteria which may have been determined by the Municipality and appoint the persons.
- (6) Nominations submitted to the Municipality by virtue of subsection (1) must be submitted in writing in the form determined by the Municipality and must contain the contents referred to in subsection (3).
- (7) The Municipality must convene an evaluation panel consisting of officials in the employ of the Municipality to evaluate nominations that comply with this section as received by the Municipality and must determine the terms of reference of that evaluation panel.
- (8) The Council must appoint the members of the Tribunal after having regard to—
 - (a) the recommendations of the evaluation panel;
 - (b) the knowledge and experience of candidates in respect of land use planning or the law related thereto;
 - (c) the requirement that the members of the Tribunal must be representative of a broad range of appropriate experience and expertise;
 - (d) the powers and duties of the Tribunal; and

- (e) the policy of the Municipality in respect of the promotion of persons previously disadvantaged by unfair discrimination.
- (9) The Council may not appoint a person to the Tribunal if that person—
 - (a) was not nominated in accordance with the provisions of this section;
 - (b) is disqualified from appointment as contemplated in section 74; or
 - (c) does not possess the knowledge or experience required in terms of section 71(2).
- (10) The Council must designate from among the members of the Tribunal—
 - (a) the chairperson of the Tribunal; and
 - (b) another member as deputy chairperson, to act as chairperson of the Tribunal when the chairperson is absent or unable to perform his or her duties.
- (11) The Municipal Manager must—
 - (a) inform the members in writing of their appointment;
 - (b) obtain written confirmation from the Council that the Council is satisfied that the Tribunal is in a position to commence its operations; and
 - (c) after receipt of the confirmation referred to in paragraph (b), publish a notice in the *Provincial Gazette* of the following:
 - (i) the name of each member of the Tribunal;
 - (ii) the date on which the appointment of each member takes effect;
 - (iii) the term of office of each member; and
 - (iv) the date that the Tribunal will commence its operation.
- (12) The Tribunal may commence its operations only after publication of the notice contemplated in subsection (11)(c).

Term of office and conditions of service of members of Tribunal for municipal area

- 73.** (1) A member of a Tribunal contemplated in section 70(1)(a)—
- (a) is appointed for five years or a shorter period as the Municipality may determine; and
 - (b) may be appointed for further terms, subject to section 37(1) of the Spatial Planning and Land Use Management Act.

- (2) The office of a member becomes vacant if—
 - (a) the member is absent from two consecutive meetings of the Tribunal without the leave of the chairperson of the Tribunal;
 - (b) the member tenders his or her resignation in writing to the chairperson of the Tribunal or, if the member who is resigning is the chairperson, to the Council;
 - (c) the member is removed from the Tribunal under subsection (3); or
 - (d) the member dies.
- (3) The Council may, after having given the member an opportunity to be heard, remove a member of the Tribunal if—
 - (a) sufficient grounds exist for his or her removal;
 - (b) the member contravenes the code of conduct referred to in section 76;
 - (c) the member becomes subject to a disqualification from membership of the Tribunal as referred to in section 74.
- (4) A vacancy on the Tribunal must be filled by the Council in terms of section 71 and 72.
- (5) A member who is appointed by virtue of subsection (4) holds office for the unexpired part of the period for which the member he or she replaces was appointed.
- (6) Members of the Tribunal referred to in section 71(3)(b) must be appointed on the terms and conditions and must be paid the remuneration and allowances and be reimbursed for expenses as determined by the Council.
- (7) An official of the Municipality appointed in terms of section 71(1)(a) as a member of the Tribunal—
 - (a) may serve as member of the Tribunal only for as long as he or she is in the full-time employ of the Municipality;
 - (b) is bound by the conditions of service determined in his or her contract of employment and is not entitled to additional remuneration, allowances, leave or sick leave or any other additional employee benefit as a result of his or her membership on the Tribunal.
- (8) A person appointed in terms of section 71(1)(b) as a member of the Tribunal—
 - (a) is not an employee on the staff establishment of the Municipality;
 - (b) in the case of a person referred to in section 71(3)(a), is bound by the conditions of service determined in his or her contract of employment and is not entitled to additional remuneration, allowances, leave or sick leave or any other additional employee benefit as a result of his or her membership of the Tribunal;

- (c) performs the specific tasks in respect of the consideration of an application allocated to him or her by the chairperson of the Tribunal;
 - (d) sits at such meetings of the Tribunal that requires his or her relevant knowledge and experience as determined by the chairperson of the Tribunal;
 - (e) in the case of a person referred to in section 71(3)(b), is entitled to a seating and travel allowance as determined by the Municipality for each meeting of the Tribunal that he or she is required to attend; and
 - (f) in the case of a person referred to in section 71(3)(b), is not entitled to overtime, annual leave, sick leave, maternity leave, family responsibility leave, study leave, special leave, a performance bonus, medical scheme contribution, pension, motor vehicle or any other benefit to which a municipal employee is entitled to.
- (9) The allowances referred to in subsection (8)(e) are subject to taxation in accordance with the normal tax rules that are issued by the South African Revenue Service.

Disqualification from membership of Tribunal

- 74. (1)** A person may not be appointed or continue to serve as a member of the Tribunal if that person—
- (a) is not a citizen or permanent resident of the Republic of South Africa;
 - (b) is a member of Parliament, a Provincial Legislature, a municipal council or a House of Traditional Leaders;
 - (c) is an unrehabilitated insolvent;
 - (d) has been declared by a court of law to be mentally incompetent or has been detained under the Mental Health Care Act, 2002 (Act 17 of 2002);
 - (e) has at any time been convicted of an offence involving dishonesty;
 - (f) has at any time been removed from an office of trust on account of misconduct;
 - (g) has previously been removed from a tribunal for a breach of the Spatial Planning and Land Use Management Act or this By-law;
 - (h) has been found guilty of misconduct, incapacity or incompetence; or
 - (i) fails to comply with the Spatial Planning and Land Use Management Act or this By-law.

- (2) A member must vacate office if that member becomes subject to a disqualification as contemplated in subsection (1).
- (3) A member of a Tribunal—
 - (a) must make full disclosure of any conflict of interest, including any potential conflict; and
 - (b) may not attend, participate or vote in any proceedings of the Tribunal in relation to any matter in respect of which the member has a conflict of interest.
- (4) For the purposes of this section, a member has a conflict of interest if—
 - (a) the member, a spouse, family member, partner or business associate of the member is the applicant or has a pecuniary or other interest in the matter before the Tribunal;
 - (b) the member has any other interest that may preclude or may reasonably be perceived as precluding the member from performing the functions of the member in a fair, unbiased and proper manner;
 - (c) the member is an official in the employ of national, provincial or local government, if the department by which such an official is employed has a direct or substantial interest in the outcome of the matter.
- (5) The Council may at any time remove any member of the Tribunal from office—
 - (a) if there are reasonable grounds justifying the removal; or
 - (b) where a member has been disqualified in terms of subsection (1), after giving such a member an opportunity to be heard.
- (6) If a member's appointment is terminated or the member resigns, the Council may appoint a person to fill the vacancy for the unexpired portion of the vacating member's term of office in accordance with sections 71 and 72.

Meetings of Tribunal for municipal area

- 75.** (1) Subject to section 78, the Tribunal contemplated in section 70(1)(a) must determine its own internal arrangements, proceedings and procedures and those of its committees by drafting rules for—
 - (a) the convening of meetings;
 - (b) the procedure at meetings; and
 - (c) the frequency of meetings.
- (2) The Tribunal may constitute itself to comprise one or more panels to determine—

- (a) applications in specific geographical areas;
 - (b) applications in specific areas within the Municipality; or
 - (c) a particular application or type or category of application.
- (3) In this section, section 77 and section 78, unless the context indicates otherwise, “the Tribunal” includes a panel of the Tribunal contemplated in subsection (2).
 - (4) The Tribunal must meet at the time and place determined by the chairperson or, in the case of a panel, the presiding officer provided that it must meet at least once per month if there is an application to consider.
 - (5) If the Tribunal constitutes itself to comprise a panel, the Tribunal must designate at least three members of the Tribunal to be members of that panel, of whom one must at least be a member contemplated in section 71(1)(b).
 - (6) A quorum for a meeting of the Tribunal is the majority of its appointed members.
 - (7) A quorum for a meeting of a panel of the Tribunal is—
 - (a) the majority of its designated members; or
 - (b) three members, if the panel consist of only three members.
 - (8) Meetings of the Tribunal or a panel of the Tribunal must be held as contemplated in this section and section 78 in accordance with the rules of the Tribunal.

Code of conduct for members of Tribunal for municipal area

- 76. (1) The code of conduct in Schedule 1 applies to every member of a Tribunal contemplated in section 71(1).
- (2) If a member contravenes the code of conduct, the Council may—
 - (a) in the case of member contemplated in section 71(1)(a), institute disciplinary proceedings against the member;
 - (b) remove the member from office.

Administrator for Tribunal for municipal area

- 77. (1) The Municipal Manager must appoint or designate an employee as the Administrator and other staff for the Tribunal contemplated in section 70(1)(a) in terms of the Municipal Systems Act.
- (2) The Administrator must—
 - (a) liaise with the relevant Tribunal members and the parties concerned regarding any application to be determined by, or other proceedings of, the Tribunal;

- (b) maintain a diary of meetings of the Tribunal;
- (c) allocate a meeting date for, and application number to, an application;
- (d) arrange the attendance of members of the Tribunal at meetings;
- (e) arrange venues for Tribunal meetings;
- (f) perform the administrative functions in connection with the proceedings of the Tribunal;
- (g) ensure that the proceedings of the Tribunal are conducted efficiently and in accordance with the directions of the chairperson of the Tribunal;
- (h) arrange the affairs of the Tribunal so as to ensure that time is available to liaise with other organs of state regarding the alignment of integrated applications and authorisations;
- (i) notify the parties concerned of decisions and procedural directives given by the Tribunal;
- (j) keep a record of all applications submitted to the Tribunal as well as the outcome of each, including—
 - (i) decisions of the Tribunal;
 - (ii) on-site inspections and any matter recorded as a result thereof;
 - (iii) reasons for decisions; and
 - (iv) proceedings of the Tribunal; and
- (k) keep records by any means as the Tribunal may deem expedient.

Functioning of Tribunal for municipal area

- 78.** (1) The meetings of the Tribunal contemplated in section 75(1)(a) must be held at the times and places as the chairperson may determine.
- (2) If an applicant or a person whose rights or legitimate expectations will be affected by the approval of an application requests to make a verbal representation at a meeting of the Tribunal, he or she must submit a written request to the Administrator at least 14 days before that meeting.
- (3) The Chairperson may approve a request contemplated in subsection (2), subject to reasonable conditions.
- (4) An application may be considered by the Tribunal by means of—
- (a) the consideration of the written application and comments; or
 - (b) an oral hearing.
- (5) The application may be considered in terms of subsection (4)(a) if it appears to the Tribunal that the issues for determination of the application

can be adequately determined in the absence of the parties by considering the documents or other material lodged with or provided to it.

- (6) An oral hearing may be held—
 - (a) if it appears to the Tribunal that the issues for determination of the application cannot be adequately determined in the absence of the parties by considering the documents or other material lodged with or provided to it; or
 - (b) if such hearing would assist in the expeditious and fair disposal of the application.
- (7) If appropriate in the circumstances, the oral hearing may be held by electronic means.

Appeals

- 79.** (1) The executive authority (*executive committee/executive mayor of the Municipality/if the Municipality does not have an executive committee or executive mayor, a committee of councillors*) is the Appeal Authority in respect of decisions of the Tribunal or an authorised employee contemplated in section 68(a) or (b) and a failure to decide on an application as contemplated in section 58.
- (2) A person whose rights are affected by a decision contemplated in subsection (1) may appeal in writing to the Appeal Authority within 21 days of notification of the decision.
 - (3) An applicant may appeal in writing to the Appeal Authority in respect of the failure of the Tribunal or an authorised employee to make a decision within the period contemplated in section 57(1), (2) or (3) any time after the expiry of the period contemplated in that section.
 - (4) An appeal is lodged by serving the appeal on the Municipal Manager in the form determined by the Municipality and subject to section 80(1).
 - (5) When the Appeal Authority considers an appeal, it must have regard to—
 - (a) the provisions of section 65, read with the necessary changes; and
 - (b) the comments of the Provincial Minister contemplated in section 52 of the Land Use Planning Act.

Procedure for appeal

- 80.** (1) An appeal is invalid if—
- (a) in the case of an appeal contemplated in section 79(2), it is not lodged within the period referred to in that subsection; or
 - (b) it does not comply with sections 79 (2) – (4) and 80 (2) - (7)
- (2) An appeal must set out the following:
- (a) the grounds for the appeal, which may include the following grounds:

- (i) that the administrative action was not procedurally fair as contemplated in the Promotion of Administrative Justice Act, 2000 (Act 3 of 2000);
 - (ii) grounds relating to the merits of the land development or land use application on which the appellant believes the Tribunal or authorised employee erred in coming to the conclusion that the Tribunal or authorised employee did, as the case may be,
 - (b) whether the appeal is lodged against the whole decision or a part of the decision;
 - (c) if the appeal is lodged against a part of the decision, a description of the part;
 - (d) if the appeal is lodged against a condition of approval, a description of the condition;
 - (e) the factual or legal findings that the appellant relies on;
 - (f) the relief sought by the appellant;
 - (g) any issue that the appellant wishes the Appeal Authority to consider in making its decision; and
 - (h) in the case of an appeal in respect of the failure of a decision-maker to make a decision, the facts that prove the failure.
- (3) A person who lodges an appeal must within the period referred to in subsection 79(2), submit proof of payment of appeal fees, as may be determined by the Municipality, to the Municipal Manager.
 - (4) An applicant who lodges an appeal must simultaneously serve notice of the appeal on any person who commented on the application concerned and any other person as the Municipality may determine.
 - (5) The notice must be served in accordance with section 35.
 - (6) The notice contemplated in subsection (5) must invite persons to comment on the appeal within 21 days of the date of notification.
 - (7) The appellant must submit proof of service of the notice as contemplated in subsection (5) to the Municipal Manager within 14 days of the date of notification.
 - (8) If a person other than the applicant lodges an appeal, the Municipal Manager must give written notice of the appeal to the applicant within 14 days of receipt thereof.
 - (9) An applicant who has received notice of an appeal in terms of subsection (8) may submit comment on the appeal to the Municipal Manager within 21 days of the date of notification.

- (10) The Municipality may refuse to accept any comments on an appeal submitted after the closing date for comments on an appeal.
- (11) The Municipal Manager—
 - (a) may request the Provincial Minister within 14 days of the receipt of an appeal to comment in writing on the appeal within 30 days of the date of notification of the request;
 - (b) must notify and request the Provincial Minister within 14 days of the receipt of an appeal to comment on the appeal within 30 days of the date of notification of the request in respect of appeals relating to the following applications:
 - (i) a development outside the Municipality's planned outer limit of urban expansion as reflected in its municipal spatial development framework;
 - (ii) if the Municipality has no approved municipal spatial development framework, a development outside the physical edge, including existing urban land use approvals, of the existing urban area;
 - (iii) a rezoning of land zoned for agricultural or conservation purposes;
 - (iv) any category of land use applications as may be prescribed by the Provincial Minister; and
 - (c) must on receipt of an appeal in terms of this section notify the applicant in writing whether or not the operation of the approval of the application is suspended.
- (12) An authorised employee must draft a report assessing an appeal and must submit it to the Municipal Manager within—
 - (a) 30 days of the closing date for comment requested in terms of subsections (6) and (9), if no comment was requested in terms of subsection (11); or
 - (b) 30 days of the closing date for comments requested in terms of subsection (11).
- (13) The Municipal Manager must within 14 days of receiving the report contemplated in subsection (12) submit the appeal to the Appeal Authority.
- (14) The Municipal Manager or an employee designated by him or her must—
 - (a) liaise with the Appeal Authority and the parties concerned regarding any appeal lodged with the Appeal Authority;
 - (b) maintain a diary of meetings of the Appeal Authority;
 - (c) allocate a meeting date for, and appeal number to, an appeal;

- (d) arrange the attendance of members of the Appeal Authority at meetings;
 - (e) arrange venues for the Appeal Authority;
 - (f) perform the administrative functions in connection with the proceedings of the Appeal Authority;
 - (g) ensure that the proceedings of the Appeal Authority are conducted efficiently and in accordance with the directions of the Appeal Authority;
 - (h) arrange the affairs of the Appeal Authority so as to ensure that time is available to liaise with other organs of state regarding the alignment of integrated appeal procedures;
 - (i) notify the parties concerned of decisions and procedural directives given by the Appeal Authority;
 - (j) keep a record of all appeals lodged as well as the outcome of each, including—
 - (i) decisions of the Appeal Authority;
 - (ii) on-site inspections and any matter recorded as a result thereof;
 - (iii) reasons for decisions; and
 - (iv) proceedings of the Appeal Authority; and
 - (k) keep records by any means as the Appeal Authority may deem expedient.
- (15) An appellant may, at any time before the Appeal Authority makes a decision on an appeal submitted by the appellant, withdraw the appeal by giving written notice of the withdrawal to the Municipal Manager.
- (16) The owner must in writing inform the Municipality if he or she has withdrawn the power of attorney given to his or her former agent and confirm whether he or she will personally proceed with the appeal.

Consideration by Appeal Authority

- 81.** (1) An appeal may be considered by the Appeal Authority by means of—
- (a) the consideration of the written appeal and comments; or
 - (b) an oral hearing.
- (2) The appeal may be considered in terms of subsection (1)(a) if it appears to the Appeal Authority that the issues for determination of the appeal can be adequately determined in the absence of the parties by considering the documents or other material lodged with or provided to it.

- (3) An oral hearing may be held—
 - (a) if it appears to the Appeal Authority that the issues for determination of the appeal cannot be adequately determined in the absence of the parties by considering the documents or other material lodged with or provided to it; or
 - (b) if such hearing would assist in the expeditious and fair disposal of the appeal.
- (4) If appropriate in the circumstances, the oral hearing may be held by electronic means.
- (5) If the Appeal Authority decides to hold an oral hearing, any party to the appeal proceedings may appear in person or may be represented by another person.
- (6) The Appeal Authority must ensure that every party to a proceeding before the Appeal Authority is given an opportunity to present his or her case, whether in writing or orally as contemplated in subsections (2) and (3) and, in particular, to inspect any documents to which the Appeal Authority proposes to have regard in reaching a decision in the proceeding and to submit comments thereon in accordance with this Chapter or, in the case of an oral hearing, to make submissions in relation to those documents.
- (7) The Appeal Authority must—
 - (a) consider and determine all appeals lawfully submitted to it;
 - (b) confirm, vary or revoke the decision of the Tribunal or authorised employee;
 - (c) provide reasons for any decision made by it;
 - (d) give directions relevant to its functions to the Municipality;
 - (e) keep a record of all its proceedings; and
 - (f) determine whether the appeal falls within its jurisdiction.
- (8) Subject to subsection (12), the Appeal Authority must decide on an appeal within 60 days of receipt of the assessment report as contemplated in section 80(13).
- (9) If the Appeal Authority revokes a decision of the Tribunal or authorised employee it may—
 - (a) remit the matter to the Tribunal or authorised employee—
 - (i) if there was an error in the process that was unfair and that cannot be corrected by the Appeal Authority; and

- (ii) with instructions regarding the correction of the error; or
 - (b) replace the decision with any decision it regards necessary.
- (10) The Appeal Authority may appoint a technical adviser to advise or assist it with regard to a matter forming part of the appeal.
- (11) The Appeal Authority must within 21 days from the date of its decision notify the parties to an appeal in writing of—
 - (a) the decision and the reasons therefor; and
 - (b) if the decision on an appeal upholds an approval, notify the applicant in writing that he or she may act on the approval.
- (12) The Appeal Authority may extend the period contemplated in subsection (8) in exceptional circumstances, including the following:
 - (a) if an interested person has submitted a petition for intervener status;
 - (b) if an oral hearing is to be held.
- (13) Nothing in this section prohibits a person from instituting proceedings for the judicial review of a decision as contemplated in section 6 of the Promotion of Administrative Justice Act, 2000 (Act 3 of 2000)

CHAPTER VIII

PROVISION OF ENGINEERING SERVICES

Responsibility for provision of engineering services

- 82.** (1) An applicant is responsible for the provision, installation and costs of internal engineering services required for a development once an application is approved.
- (2) The Municipality is responsible for the provision and installation of external engineering services.
- (3) If the Municipality is not the provider of an engineering service, the applicant must satisfy the Municipality that adequate arrangements have been made with the relevant service provider for the provision of that service.
- (4) The Municipality may enter into a written agreement with an applicant to provide that—
- (a) the applicant is responsible for the provision, installation and costs of external engineering services instead of paying the applicable development charges; or
 - (b) the applicant is responsible for the provision, installation and costs of external engineering services and that the fair and reasonable costs

of the external engineering services may be set off against the development charges payable by the applicant.

Development charges and other contributions

- 83.** (1) The applicant must pay development charges to the Municipality in respect of the provision and installation of external engineering services.
- (2) These external engineering services for which development charges are payable must be set out in a policy adopted and annually reviewed by the Municipality.
- (3) The amount of the development charges payable by an applicant must be calculated in accordance with the policy adopted by the Municipality.
- (4) The date by which development charges must be paid and the means of payment must be specified in the conditions of approval.
- (5) The development charges imposed are subject to escalation at the rate calculated in accordance with the policy on development charges.
- (6) The Municipality must annually submit a report to the Council on the development charges paid to the Municipality, together with a statement of the expenditure of the amount and the purpose of the expenditure.
- (7) When determining the contribution contemplated in section 66(4) and (5), the Municipality must have regard to provincial norms and standards as well as—
- (a) the municipal service infrastructure and amenities for the land concerned that are needed for the approved land use;
 - (b) the public expenditure on that infrastructure and those amenities incurred in the past and that facilitates the approved land use;
 - (c) the public expenditure on that infrastructure and those amenities that may arise from the approved land use;
 - (d) money in respect of contributions contemplated in section 66(4) paid in the past by the owner of the land concerned; and
 - (e) money in respect of contributions contemplated in section 66(4) to be paid in the future by the owner of the land concerned.

Land for parks, open spaces and other uses

- 84.** (1) When the Municipality approves an application for the use of land for residential purposes, the Municipality may require the applicant to provide land for parks or public open spaces in terms of conditions of approval imposed in accordance with section 66.
- (2) The extent of land required for parks or public open spaces is determined by the Municipality in accordance with a policy adopted by the Municipality.
- (3) The land required for parks or public open spaces must be provided within the land area of the application or may, with the consent of the Municipality, be provided elsewhere within the municipal area.

- (4) When an application is approved without the required provision of land for parks or open spaces within the land area of the development, the applicant may be required to pay money to the Municipality in lieu of the provision of land.

CHAPTER IX

ENFORCEMENT

Enforcement

- 85.** (1) The Municipality must comply and enforce compliance with—
 - (a) the provisions of this By-law;
 - (b) the provisions of a zoning scheme;
 - (c) conditions imposed in terms of this By-law or any law repealed by the Land Use Planning Act.
- (2) The Municipality may not do anything that is in conflict with subsection (1).

Offences and penalties

- 86.** (1) A person is guilty of an offence and is liable on conviction to a fine or imprisonment not exceeding 20 years or to both a fine and such imprisonment if he or she—
 - (a) contravenes or fails to comply with sections 15(1) and (4), 20(1), 21(4), 31(1), 59(3), 62(2) or 88(2);
 - (b) utilises land in a manner other than prescribed by a zoning scheme without the approval of the Municipality;
 - (c) upon registration of the transfer of ownership of the first land unit arising from a subdivision to a person other than the developer, fails to transfer all common property arising from the subdivision to the owners' association;
 - (d) supplies particulars, information or answers in an application, or in an appeal against a decision on an application, or in any documentation or representation related to an application or an appeal, knowing it to be false, incorrect or misleading or not believing them to be correct;
 - (e) falsely professes to be an authorised employee or the interpreter or assistant of an authorised employee; or
 - (f) hinders or interferes with an authorised employee in the exercise of any power or the performance of any duty of that employee.
- (2) An owner who permits his or her land to be used in a manner set out in subsection (1)(b) and who does not cease that use or take reasonable steps to ensure that the use ceases, is guilty of an offence and liable upon conviction to a fine or imprisonment not exceeding 20 years or to both a fine and such imprisonment.

- (3) A person convicted of an offence in terms of this By-law who, after conviction, continues with the action in respect of which he or she was so convicted, is guilty of a continuing offence and liable upon conviction to imprisonment for a period not exceeding three months or to an equivalent fine or to both such fine and imprisonment, in respect of each day on which he or she so continues or has continued with that act or omission.
- (4) The Municipality may adopt fines and contravention penalties to be imposed in the enforcement of this By-law.

Serving of compliance notices

- 87.** (1) The Municipality must serve a compliance notice on a person if it has reasonable grounds to suspect that the person is guilty of an offence in terms of section 86.
- (2) A compliance notice must instruct the person to cease the unlawful utilisation of land or construction activity or both, without delay or within the period determined by the Municipality, and may include an instruction to—
- (a) demolish, remove or alter any building, structure or work unlawfully erected or constructed or to rehabilitate the land or restore the building concerned to its original form or to cease the activity, as the case may be, within the period determined by the Municipal Manager;
 - (b) submit an application for the approval of the utilisation of the land or construction activity in terms of this By-law within 30 days of the service of the compliance notice and to pay the contravention penalty within 30 days of the decision on the application; or
 - (c) rectify the contravention of or non-compliance with a condition of approval within a specified period.
- (3) A person who has received a compliance notice with an instruction contemplated in subsection (2)(a) may not submit an application in terms of subsection (2)(b).
- (4) An instruction to submit an application in terms of subsection (2)(b) must not be construed as an indication that the application will be approved.
- (5) In the event that the application submitted in terms of subsection (2)(b) is refused, the owner must demolish, remove or alter the building, structure or work unlawfully erected or constructed and rehabilitate the land or restore the building.
- (6) A person who received a compliance notice in terms of this section may object to the notice by submitting written representations to the Municipality within 30 days of the date of notification.

Contents of compliance notice

- 88.** (1) A compliance notice must—

- (a) identify the person to whom it is addressed;
- (b) describe the alleged unlawful utilisation of land or construction activity and the land on which it is occurring or has occurred;
- (c) state that the utilisation of land or construction activity is unlawful and inform the person of the particular offence contemplated in section 86 which that person allegedly has committed or is committing by the continuation of that activity on the land;
- (d) state the steps that the person must take and the period within which those steps must be taken;
- (e) state anything which the person may not do and the period during which the person may not do it;
- (f) make provision for the person to submit representations in terms of section 89 with the contact person stated in the notice; and
- (g) issue a warning to the effect that—
 - (i) the person may be prosecuted for and convicted of an offence contemplated in section 86;
 - (ii) on conviction of an offence, the person will be liable for the penalty as provided for;
 - (iii) the person may be required by an order of court to demolish, remove or alter any building, structure or work unlawfully erected or constructed or to rehabilitate the land or restore the building concerned or to cease the activity;
 - (iv) in the case of a contravention relating to a consent use or temporary departure, the approval may be withdrawn; and
 - (v) in the case of an application for authorisation of the activity or development parameter, the contravention penalty, including any costs incurred by the Municipality, may be imposed.

- (2) Any person on whom a compliance notice is served must comply with that notice within the period stated in the notice unless and until the person has objected to the notice in terms of section 89 and the Municipality has not decided on the matter in terms of that section or the Municipality has agreed to suspend the operation of the compliance notice in terms of section 89(2).

Objections to compliance notice

- 89.** (1) Any person who receives a compliance notice in terms of section 87 may object to the notice by making written representations to the Municipality within 30 days of the date of notification.
- (2) After consideration of any objections or representations made in terms of subsection (1) and any other relevant information, the Municipality—

- (a) may suspend, confirm, vary or withdraw the compliance notice or any part of the compliance notice; and
- (b) must specify the period within which the person to whom the compliance notice is addressed must comply with any part of the compliance notice that is confirmed or varied as contemplated in subsection (2)(a).

Failure to comply with compliance notice

90. If a person fails to comply with a compliance notice, the Municipality may—

- (a) lay a criminal charge against the person;
- (b) apply to the court for an order—
 - (i) restraining that person from continuing the unlawful utilisation of the land;
 - (ii) directing that person to, without the payment of compensation—
 - (aa) demolish, remove or alter any building, structure or work unlawfully erected or constructed; or
 - (bb) rehabilitate the land concerned;
- (c) in the case of a consent use or temporary departure, withdraw the approval granted and take any of the other steps contemplated in section 88(1)(g).

Compliance certificates

- 91.** (1) An authorised employee who is satisfied that the owner or occupier of any land or premises has complied with a compliance notice may issue a certificate, in the manner and form determined by the Municipality, to confirm the compliance.
- (2) The authorised employee must submit a report to the Municipality regarding his or her findings contemplated in subsection (1) and the issuing of a compliance certificate.

Urgent matters

- 92.** (1) The Municipality does not have to comply with sections 87(6), 88(1)(f) and 89 in a case where an unlawful utilisation of land must be stopped urgently and may issue a compliance notice calling upon the person or owner to cease the unlawful utilisation of land immediately.
- (2) If the person or owner fails to cease the unlawful utilisation of land immediately, the Municipality may apply to the court for an urgent interdict or any other relief necessary.

General powers and functions of authorised employees

- 93.** (1) An authorised employee may, with the written consent of the owner, occupier or person in lawful control of the land or building without a warrant and after reasonable notice has been given to the owner, occupier or person in lawful control of the land or building, enter upon land or premises or enter a building at any reasonable time for the purpose of ensuring compliance with this By-law.
- (2) An authorised employee must be in possession of proof that he or she has been designated as an authorised employee for the purposes of subsection (1).
- (3) An authorised employee may be accompanied by an interpreter, a police official or any other person who may be able to assist with the inspection.

Powers of entry, search and seizure

- 94.** (1) In ensuring compliance with this By-law an authorised employee may in accordance with section 93—
- (a) question any person on land or premises entered upon or in a building entered who, in the opinion of the authorised employee, may be able to provide information on a matter that relates to an investigation regarding an offence in terms of, or contravention of, this By-law;
- (b) question any person on that land or those premises or in that building about any act or omission in respect of which there is a reasonable suspicion that it constitutes—
- (i) an offence in terms of this By-law;
- (ii) a contravention of this By-law; or
- (iii) a contravention of an approval or a term or condition of that approval;
- (c) question that person about any structure, object, document, book, record, written or electronic information or inspect any structure, object, document, book, record or written or electronic information that may be relevant for the purpose of the investigation;
- (d) copy or make extracts from any document, book, record, written or electronic information referred to in paragraph (c), or remove that document, book, record or written or electronic information in order to make copies thereof or extracts therefrom;
- (e) require that person to produce or deliver to a place specified by the authorised employee any document, book, record, written or electronic information referred to in paragraph (c) for inspection;

- (f) examine that document, book, record, written or electronic information or make a copy thereof or an extract therefrom;
 - (g) require from that person an explanation of any entry in that document, book, record, written or electronic information;
 - (h) inspect any article, substance, plant or machinery which is or was on the land, or any work performed on the land or any condition prevalent on the land, or remove for examination or analysis any article, substance, plant or machinery or a part or sample thereof;
 - (i) take photographs or make audio-visual recordings of anything or any person on that land or those premises or in that building relevant to the purposes of the investigation; or
 - (j) seize a book, record, written or electronic information referred to in paragraph (c) or article, substance, plant or machinery referred to in paragraph (h) or a part or sample thereof that in his or her opinion may serve as evidence at the trial of the person to be charged with an offence under this By-law or the common law, provided that the user of the article, substance, plant or machinery on the land or premises or in the building concerned may make copies of that book, record or document before the seizure.
- (2) When an authorised employee removes or seizes any article, substance, plant or machinery, book, record or other document as contemplated in this section, he or she must issue a receipt to the owner or person in control thereof.
 - (3) An authorised employee may not have a direct or indirect personal or private interest in the matter to be investigated.

Warrant of entry for enforcement purposes

- 95.** (1) A judge of a High Court or a Magistrate for the district in which the land is situated may, at the request of the Municipality, issue a warrant to enter upon the land or premises or building if—
- (a) the prior permission of the occupier or owner cannot be obtained after reasonable attempts; or
 - (b) the purpose of the inspection would be frustrated by the occupier or owner's prior knowledge thereof.
- (2) A warrant may be issued only if it appears to the Judge or Magistrate from information on oath or affirmation that there are reasonable grounds for believing that—
- (a) an authorised employee has been refused entry to land or a building that he or she is entitled to inspect;
 - (b) an authorised employee will be refused entry to land or a building that he or she is entitled to inspect;

- (c) an offence contemplated in section 86 is occurring or has occurred and an inspection of the premises is likely to yield information pertaining to that offence; or
 - (d) the inspection is reasonably necessary for the purposes of this By-law.
- (3) A warrant must authorise the Municipality to enter upon the land or premises or to enter the building to take any of the measures referred to in section 94 as specified in the warrant, on one occasion only, and that entry must occur—
- (a) within one month of the date on which the warrant was issued; and
 - (b) at a reasonable time, except where the warrant was issued on grounds of urgency.

Regard to decency and order

- 96.** The entry upon land or premises or in a building under this Chapter must be conducted with strict regard to decency and order, which must include regard to—
- (a) a person's right to respect for and protection of his or her dignity;
 - (b) the right to freedom and security of the person; and
 - (c) a person's right to personal privacy.

Enforcement litigation

- 97.** Whether or not the Municipality lays criminal charges against a person for an offence contemplated in section 86, and despite section 87, the Municipality may apply to the court for an interdict or any other appropriate order, including an order compelling that person to—
- (a) demolish, remove or alter any building, structure or work unlawfully erected or constructed;
 - (b) rehabilitate the land concerned;
 - (c) cease the unlawful utilisation of land.

CHAPTER X MISCELLANEOUS

Naming and numbering of streets

- 98. (1)** If as a result of the approval of a development application streets or roads are created, whether public or private, the Municipality must approve the

naming of streets and must allocate a street number to each of the erven or land units located in such street or road.

- (2) The proposed names of the streets and numbers must be submitted as part of an application for subdivision.
- (3) In considering the naming of streets or the numbering of properties, the Municipality must take into account the relevant policies regarding street naming and numbering.
- (4) The Municipality must notify the Surveyor-General of the approval of new streets as a result of the approval of an amendment or cancellation of a subdivision plan in terms of section 23 and the Surveyor-General must endorse the records of the Surveyor-General's Office to reflect the amendment or cancellation of the street names on an approved general plan.

Repeal and Transitional Arrangements

- 99.** (1) The Stellenbosch Bylaw on Municipal Land Use Planning, 2015 is hereby repealed.
- (2) Any approval, granted or in force in terms of By-law Municipal Land Use Planning, 2015, and in existence immediately before the commencement of this By-law, remains in force and is regarded to have been issued or granted in accordance with this By-law and in terms of the corresponding provisions of applicable by-laws for the period for which, and subject to the conditions under which, it was issued or granted under the repealed By-law until withdrawn, amended or extended in terms of applicable by-laws.
- (3) Any action taken, application or appeal lodged in terms of the Stellenbosch By-law on Municipal Land Use Planning, 2015 and that has not been finalised before this by-law comes into operation, must be administered and finalised as if the Stellenbosch By-law on Municipal Land Use Planning, 2015, had not been repealed.

Short title and commencement

- 100.** (1) This By-law is called the Stellenbosch By-law on Municipal Land Use Planning 2023.
- (2) This By-law shall come into operation on 1 July 2023.

SCHEDULE 1**CODE OF CONDUCT FOR MEMBERS OF TRIBUNAL****General conduct**

- 1.** A member of the Tribunal must at all times—
 - (a) act in accordance with the principles of accountability and transparency;
 - (b) disclose his or her personal interests in any decision to be made in the planning process in which he or she serves or has been requested to serve; and
 - (c) abstain completely from direct or indirect participation as an advisor in any matter in which he or she has a personal interest and leave any chamber in which such matter is under deliberation unless the personal interest has been made a matter of public record and the Council has given written approval and has expressly authorised his or her participation.
- 2.** A member of the Tribunal may not—
 - (a) use his or her position or privileges as Tribunal member or confidential information obtained as a Tribunal member, for private gain or to improperly benefit another person; or
 - (b) participate as a decision-maker concerning a matter in which that Tribunal member or that member's spouse, family member, partner or business associate has a direct or indirect personal interest or private business interest.

Gifts

- 3.** A member of the Tribunal may not receive or seek gifts, favours or any other offer under circumstances in which it might reasonably be inferred that the gifts, favours or offers are intended or expected to influence that member's objectivity as an advisor or decision-maker in the planning process.

Undue influence

- 4.** A member of the Tribunal may not—
 - (a) use the power of his or her office to seek or obtain special advantage for private gain or to improperly benefit another person that is not in the public interest;
 - (b) use confidential information acquired in the course of his or her duties to further a personal interest;

- (c) disclose confidential information acquired in the course of his or her duties unless required by law to do so or by circumstances to prevent substantial prejudice or damage to another person; or
- (d) commit a deliberately wrongful act that reflects adversely on the Tribunal, the Municipality, the government or the planning profession by seeking business by stating or implying that he or she is prepared, willing or able to influence decisions of the Tribunal by improper means.

ANNEXURE B

ANNEXURE “B”

Stellenbosch Municipal Land Use Planning Bylaw Review 2022

Record of reasoning of proposed amendments

(Reflecting amendments from the 2015 version.)

Section reference	Reasoning or motivation for amendments
Heading/name of by-law	Unless an amendment by-law is done whereby only certain sections are amended or deleted using the <i>brackets-and-underline method</i> , the amended by-law will be a new by-law which replaces the previous version. As such it will be necessary to properly name and date the by-law, to make it distinguishable from previous versions. Consequently, a name suggestion is included which where the municipality's name and the year-date of the version is to be inserted. Note that this amendment not only has an impact on section 99 in the text itself, but also in the index.
Index 15	This is more fully addressed in section 68, but it is a result of the view that not all application types listed in section 15 are SPLUMA land development applications and do therefore not necessarily have to be considered by the MPT or AO.
Index 25	Improved wording as the word “amenities” is used throughout the by-law and not “social facilities”.
Index 47	Change heading from “Contents of Notice” to “Additional contents of notice” in accordance with changes to Section 47.
Index 68	Details appear in section 68, but is the result the realisation that not all application types listed in section 15(2) are SPLUMA land development applications and do therefore not necessarily have to be considered by the MPT or AO.
Index 80	Improved wording as there is only one procedure.
Index 83	Development charges are linked to engineering infrastructure, whereas there may also be other contributions as well.
Index 99	Since it is recommended that the previous by-law is to be repealed and replaced with the new (amended) by-law, it is necessary to include a transitional measure to regulate the transition period.
Definitions	
Agent	This change appears throughout the by-law. The reason is that LUPA already defines “owner” as the person registered in a deeds registry as the owner of land or who is the beneficial owner in law, thus owner is already described as owner of land hence there is no need to repeat it every time. This comment will only be made once and is applicable in all instances where the by-law refers to “owner of land”.
Applicable period	<p>The reason for deleting the words “condition of” is because not all applicable periods are contained in conditions of approval. The sections referred to in this definition does not refer to the conditions of approval but actually form part of the decision itself. If there is a need to extend the validity period the application is therefore for an extension of the validity period in terms of Section 15(2)(h) and not an application for the amendment of a condition in terms of Section 15(2)(i), unless specific validity period were imposed as conditions of approval.</p> <p>Secondly with the granting of the exemption (by the Minister of Rural Development and Land Reform) of the provisions of section 43(2) on condition that the alternative provision be regulated for in the municipal land use planning by-law, the definition of applicable period was further adjusted to make provision for the alternative provision in such a way the normal lapsing of right in the by-law (based on commencement) can remain as is.</p>

Note on applicable period	<p>This note is to be deleted from the by-laws, as it is just a note to municipalities and not part of the regulatory instrument. This comment is provided for the instance that either SPLUMA section 43(2) is amended or if and when the Western Cape is granted exemption from this section of SPLUMA.</p> <p>“Applicable period” refers to the period that may be determined by the Municipality in the conditions of approval subject to section 43(2) of the Spatial Planning and Land Use Management Act or the period referred to in section 43(2) of the Spatial Planning and Land Use Management Act, 2013.</p> <p>Section 43(2) of the Spatial Planning and Land Use Management Act will remain applicable until the Act has been amended or an exemption has been granted.</p>
Notes (<i>in general</i>)	All “notes” are to be deleted from the by-laws, as these are just notes to municipalities and do not form part of the regulatory instrument. It is not repeated in all instances, but is applicable in all instances.
Commencement	This newly inserted term refers only to the instances where it is linked to the lapsing of approved land use rights in respect of section 17 (Rezoning), section 18 (Departure) and section 19 (Consent use)
Emergency	Improved wording to provide more clarity.
Municipal Manager	This change occurs throughout this document and will not be repeated again, the reasons is proper use of capitalisation of the official position of Municipal Manager.
municipal spatial development framework	MSA does not refer to MSDF, but LUPA does. Change wording to accurately reflect reference in LUPA.
Municipality	Change wording to accurately reflect the statutory reference to the establishment of the Stellenbosch municipality
Occasional use	The definition was deleted as it is only a type of temporary departure, more clarity appears in section 18(4).
Overlay zone	Change “or” to “and” because if it remains an “or” it will mean either one of the two are applicable whereas there may very well be situations where both are required.
Overlay zone Base zoning	Deleted as base zoning is not part of an overlay zone.
Overlay zone Local areas	The word “local areas” has been deleted as it is vague and adds no value to this concept.
Overlay zone Coastal setback lines	Deleted the words “where coastlines are involved” for the reason that coastal set back lines can only apply where coastlines are involved.
Spatial Planning and Land Use Regulations	Improved the wording.
3(1)(a)	To make it more clear that it involves the SDF itself as well as amendments thereto.
3(1)(b)(ii)	Deleted words which are actually duplicated by “the process contemplated in subsection (2)(a)(ii)”.
4(1)	<p>Changed “must” to “may” to provide for an option to establish a project committee and not to make it compulsory.</p> <p>Also to provide that when the municipality does not opt have an intergovernmental steering committee, then it could use the project committee to do this work.</p>
4(2)(b)	Add “where relevant” because all departments may not be necessary in all cases, so these words add some flexibility depending on the situation at hand – therefore the words “at least” are also deleted.
5(1)	Improved wording because the Municipal Manager is not mentioned in the existing by-laws whereas the corresponding section 12 of LUPA does and it is to give improved effect to the LUPA requirements as well as to more clearly spell

	out the role of the Municipal Manager in this. Previous wording has been replaced by new wording.
6(1)	<p>This is to provide for the situation where the municipality does not establish a project committee, whereas it is really the function of the municipality to do this, but they may use a project committee for this purpose. This amendment occurs in various instances in sections 6-8 and will not be repeated.</p> <p>Insertion of “relevant area” - this is to provide for smaller or localised amendments to a SDF, where it may not be necessary to do a draft status quo report for the whole area, but just for a smaller relevant area. This amendment occurs in various instances in sections 6-8 and will not be repeated.</p>
6(5)	Replace “comments and representations” with only “comments” - this occurs in various instances in the document and will not be repeated. The reason is that “comments” is defined in section 1 which definition includes “representations” and it will be confusing if it is mentioned separately. This suggested change occurs in a number of instances and will not be repeated again.
7(2)	Improved referencing in order to provide more clarity and to provide a clear distinction between the two documents.
8(1)	Reflect that the Executive Mayor is the designated political office bearer to oversee the MSDF process.
8(1)(a)	The municipality must ensure and not oversee. This amendment occurs in various instances in section 8 and will not be repeated
8(1)(f)(i)	Improved referencing.
8(2)(b)	To provide for instance if a project committee was established, which is now an option and not compulsory as it was in the previous version of the by-laws
9(2)(d)	The word “recommended” is better legislative grammar than “proposed”, but it is also inserted to indicate and make it clear that the parameters in a local SDF as a policy document can only be proposed/recommended as a local SDF cannot give rights and development parameters - if the word “recommended” is not inserted it may be misconstrued as that it does.
13(3)	Change to be accepted. The reason is to make it very clear that - if after the “fact finding mission” it results in 2(e), i.e. no zoning could be determined, then the action which must be followed by municipality to give effect to 2(e) would be to rezone the land from “unknown” to its new zoning whatever it is to be, via a rezoning process, in which case the municipality will be the applicant and will have to comply with all relevant provisions of the by-law as set out in the new sections 15(5) and (6) and amended (7). Initially it was not clear what is to happen in such a case.
Heading of section 15	Inclusion of “and other approvals”, as not all the matters in 15(2) are land development applications in terms of SPLUMA, some are not and hence the addition of “other approvals”. Additional reasoning will be found in comments at section 68. This amendment to the heading is also to facilitate and enable the suggested amendments to section 68.
15(2) occasional use	Deleted occasional use as an application type as an “occasional use” is in essence a temporary departure for a specific occasion or event on a specific site and as such it is distinguished from the normal temporary departure as in section 18(4) provision is made that it may be granted more than once on a specific land unit and in section 66(2)(y) provision is made for specific conditions in this regard. As a result, occasional use as a specific application has been removed.
15(2) home owners’ association	The word “home” was removed as industrial or business areas may also have owners’ associations, so the new wording is a more generic term as home owners’ associations are only linked to residential uses.
15(4)	This section in the existing Bylaw which refers to section 52 of SPLUMA is deleted in total. Firstly, is it only informative, but secondly it lends municipal credibility to a SPLUMA provision, the content of which is regarded unconstitutional. If section 52 of SPLUMA is challenged or amended, it may mean that the by-law will have to be amended as a result. Downstream re-numbering occurs as a result of this deletion.

15(4)	Renumbered - Existing Bylaw 15(5) now 15(4) in new Bylaw
15(5) & (6)	<p>Renumbered and this sections was inserted to make it clear that when the municipality undertakes these activities, what the process is that must be followed and then links it to the new section 15(7) which provides that when the municipality undertakes these activities, it is then an applicant and must adhere to all application requirements.</p> <p>Also Section 13(3) was inserted in (5) as well as there may be instances where there is a need for a municipality to rezone as a result of an unsuccessful zoning determination and where no request from an owner is forthcoming and where it does not meet the requirements of section 17(1).</p>
15(7)	<p>Renumbered, deleted and replaced with new wording was inserted. Subsection 7(a) was inserted and reworded to make it clear that where the municipality is the applicant it must follow all procedures which an ordinary applicant would normally have to comply with in terms of the by-laws.</p> <p>The addition of subsection 7(b) is to identify the types of applications, where the municipality is the applicant, that must be considered by the MPT and not by an AO, so as to ensure or build in some impartiality facilitated by the outside persons serving on a MPT. This provision has changed from previous version in terms of which all types of applications by the municipality had to be decided on by the MPT.</p>
17(5)	Insertion of "reckoned" the reason is improved wording to make it clearer.
17(6)	Improved wording to make it clearer.
17(6)(a)	The word "and" was replaced with to "or" to prevent the situation where compliance with one of the two provisions will keep the rights alive, which is not the intention.
18(4)	The new insertion is necessary due to the fact that an occasional use was removed as a separate application, due to it being a temporary departure, but it requires some kind of distinction from an ordinary temporary departure so that it can be granted more than once on a specific land unit. It thus describes the "occasional use as right to utilise land for a purpose granted on a temporary basis for a specific occasion or event.
21(1)(d)	This is to provide for an additional method to secure confirmation of the subdivision by means of a certificate of registered title to provide for circumstances where the economy is not conducive to selling of erven and can then save the subdivision from lapsing. The option for a certificate of consolidated title has been removed as it is irrelevant and not applicable when dealing with the confirmation of a subdivision.
22(2)	Insertion to result in improved wording to make it clearer.
23(1)	Alternate wording to make it clearer.
23(4)	A total reword, the reason being to prevent the "stopping of the clock" by way of submitting an amended subdivision, however small the changes may be, as it can be abused to gain more time beyond the original validity period. The conservative approach suggested is favoured. This was confirmed at the Municipal Planning Heads Forum on 17 May 2017.
24(1)(f)(iii)	Improved grammar as a result of new (v)
24(1)(f)(iv)	Improved grammar as a result of new (v)
24(1)(f)(v)	New insertion, the reason is to provide for an additional exemption of a matter not really of municipal interest, to lessen the administrative burden and red-tape.
24(1)(g)	The existing provision for the exemption for the subdivision of agricultural land in some instances is removed. The subdivision of productive farming units in the context of the Stellenbosch rural landscape and its value to the space economy of Stellenbosch requires sensible consideration and if exempted from an application, the role of municipal planning is forfeited. An exemption for the subdivision of agricultural land also denies the municipality of the opportunity to institute conditions which may be required. Accordingly, the provision for this exemption is removed from the Bylaw.

24(1)(g)	<p>This is a new section 24(1)(g) that deals with a separate matter than the (g) above that is being removed as discussed above.</p> <p>This insertion is to provide for sectional title development scheme to be also exempted. Currently with the wording of the definitions of "land" in SPLUMA and LUPA includes a sectional title scheme (part of a real right), which again is an unintended consequence. Making it an exemption in the by-laws achieves the object easier than amending SPLUMA and LUPA.</p>
24(4)	New section inserted. This insertion is necessary to ensure that where there is a court order, an expropriation or a sectional title scheme is applicable, that no certification of the municipality will be necessary. If the Courts have made a ruling, how can a municipality then still need to make a certification in order to achieve compliance with a court order?
Heading of section 25	The reason is improved wording to make it clearer and to ensure that the heading encompasses the content of 25(1) and (2) and be aligned with it - as the content addresses "amenities" whereas the heading referred to "social facilities" which may be confusing.
26(1)	Insertion of "its" - the reason is improved wording to make it clearer.
26(4)(b)	The reason is improved wording to make it clearer and to distinguish it from (c)
26(4)(c)	The reason is improved wording to make it clearer and to distinguish it from (b)
27(a)	This emanated from a historical situation and may not always be the case anymore. This is why the words "without compensation" has been removed and replaced with "as may reasonably be required".
28(1) and (2)	<p>These changes emanate from the change in section 21 that a certificate of registered title should also be able to confirm a subdivision. Since this changes the status of land is necessary that the section 28 certification also be amplified by adding the certificate of registered title and certificate of consolidated title where applicable. Whilst this provides for more options for the developer, it simultaneously increases the obligations and legal effect in that actions which would normally have followed registration of transfer. It is there necessary to subject these to certification as well, hence the insertion.</p> <p>The option for a certificate of consolidated title has been removed as it is irrelevant and not applicable when dealing with the confirmation of a subdivision.</p> <p>Due to the omission of former sections 28(3) (a) & (b) [see below] with new resulting numbering, the corresponding omission of reference to such numbering and replacing "<i>subsection (3)(a) to (d)</i>" with "<i>subsection (3)(a) to (b)</i>"</p>
28(3)(a) & (b)	These provisions as provided in former Bylaw has been removed from the new Bylaw as it has transpired that the transfer of a property may not be held back due to outstanding money.
28(3) (a), (b), (c) & (d)	Due to the omission of former sections 28(3) (a) & (b), the former sections 28(3) (c) & (d) are now renumbered from former (c) to new (a) and former (d) to new (b).
28(3)(a), (a)(i), (b)(i)-(iii)	(With reference to newly numbered sections) Improved wording to make it clearer and renumbering to improve numbering
28(3)(a)(ii)	(With reference to newly numbered sections). This is to ensure that no land to be transferred to the owners' association is left in the hands of the developer/applicant and prevent many problems experienced in this regard in the past.
28(3)(b) and (b)(i)	(With reference to newly numbered sections). This is to highlight and ensure that where confirmation of a subdivision via certificate of registered title occurs it will also result in these transfers where required. The option for a certificate of consolidated title has been removed as it is irrelevant and not applicable when dealing with the confirmation of a subdivision.
29(3)	Improved wording to make it clearer.
29(5)	This is a logical amendment in that the constitution of the owners' association cannot take effect before the owners' association comes into being which as set out in section 28(3)(c) can only occur after registration of first land unit to a person different to the developer/applicant.

29(7)(b)	Improved wording for the same reasoning as for 29(5) above
30(1)	Deletion as it is already provided for in section 15(2)(p)
30(1)(a) and (b)	Improved referencing as number needed to be amended as “occasional use was taken out of the list in section 15(2).
30(2)	Improved referencing
33(1) and (1)(a) and (b)	This was deleted as it is now provided for and included in the new section 15(6) in order to result in an improved grouping of matters and to distinguish the permanent removal from those which may be suspended for a specific period.
33(1)(c)	Rewording to provide that the removal, suspension or amendment of a restrictive condition, can be made subject to conditions.
33(2)	Amended with the omission of subsection (2)(b) for requirement of bondholder's consent in line with proposed LUPA amendments. The omission of this requirement would not mean that it does not have to be submitted if the corresponding sections in LUPA are eventually not amended to delete the requirement for a bondholder's consent.
33(3), (3)(b), (4), (5) and (6)	Renumbering to (2) as a result of upstream adjustments and to improve wording to make it clearer.
33(3)(b)	Addition of the wording “materially and adversely” to existing provision in line with proposed amendments to LUPA.
33(7) and (8)	New clauses inserted as previously a land use application was done in terms of LUPA and the removal, suspension or amendment of a restrictive condition in terms of the Removal of Restrictions Act, 1967. Now they are all done in terms of the same legislation (as a result of the provisions of SPLUMA) and since this is the case these matters should be applied for and considered simultaneously, which is what these 2 new sections require and provide for.
34(1)	Improved referencing.
35(1)(b)(i)-(ii), and (d)	The reason is improved wording to make it clearer and to provide for more options.
35(2)(a)-(d) and (3)(b)	Improved grammar.
36(2)(c)	Improved grammar to not make it a closed list.
37(1),(2) & (3)	Make provision in addition to requirement for a pre-application consultation meeting to also allow for a practise for a pre-application consultation by means of a submission with corresponding requirement for the municipality to issue and keep record of feedback on such pre-application submission.
38(1)	This insertion is to improve the wording to provide for situations where perhaps not all the documents in this list are necessary for a specific application and to enable the outcome of the pre-consultation meeting in 38(2) to determine which documents may not be relevant or applicable.
38(1)(c)	The reason is improved wording to make it clearer.
38(1)(e)	Omission of subsection (1)(e) for requirement of bondholder's consent in line with proposed LUPA amendments. The omission of this requirement would not mean that it does not have to be submitted if the corresponding sections in LUPA are eventually not amended to delete the requirement for a bondholder's consent. Corresponding renumbering from (e) to (o) – which now stops at (n) with the omission of former (e).
38(1)(e) [former(g)]	The matters provided for in 65(a), (b), (d), (e) and (g) are not matters which can be addressed in a motivation for an application when it is first submitted as these matters and aspects follow only after submission of the application. As such these matters are now excluded as it would not be practically possible to comply with them.
38(1)(o) [former(n)]	Improved grammar
38(1)(n) [former(o)]	Insert wording to reflect the record of a pre-application submission in accordance with changes in 37 (1) to (3) above.

40	Improved referencing
41(1)(a) and (7)	Improved grammar
45	This section on the publishing of notices is replaced in its entirety with a new section 45 which is in line with proposed amendments in LUPA which will provide more discretion to the Municipality for the requirements on the publishing of notices in accordance with requirements of PAJA. The former Section 45(4) and (5) is retained as new sections 45 (12) and (13). Requirements that municipality, as applicant, is also subject to these provisions – former (5) is omitted as it is now provided for in the new section 15(5)-(7) - there is no need to make this distinction.
46	This section on the serving of notices is replaced in its entirety with a new section 46 which is in line with proposed amendments in LUPA which will provide more discretion to the Municipality for the requirements on the serving of notices in accordance with requirements of PAJA. The former Section 46(4), (5) and (6) is retained as new sections 46 (9), (10) and (11). Requirements that municipality, as applicant, is also subject to these provisions - former (7)- is omitted as it is now provided for in the new section 15(5)-(7) - there is no need to make this distinction.
47	This section retains only some requirements not provided for in sections 45 and 46. Former subsections (d) to (i) are omitted which is fully covered in new sections 45 and 46.
48(2)(a)	Consequential amendment of referencing due to new section 45 and amended section 47.
48(2)(e)	Removed “or” as improved grammar as any one or more of these possibilities could be opted for.
Heading of section 50	Improved grammar
51(1) and (2)	Improved referencing and grammar
51(2)	Change period for comments from an organ of state from 60 days to 30 days to improve timeframes on the processing of applications.
51(2)(a) and (b)	To provide more clarity on dates and to improve wording to make it clearer and also to provide and regulate for a situation where a commenting body requires additional information to enable it to provide comments.
51(3)	This insertion is an attempt to improve accountability when there is non-performance by a commenting body in so far as provision of comments are concerned.
53(2)(a)	Delete “and” to ensure that either one or both can be required.
53(2)(b)	Improved wording to make it clear that where applicable other organs of state or service providers must again be notified.
54	Deletion of referencing as it is simpler to refer to this by-law rather than to list the section, as these may change in future, thus preventing unnecessary amendments to the by-laws.
55(5)	Amended wording to provide more clarity and regulation on how to obtain additional information or documents (and time) when it is needed as a result of comments received pursuant to the notification process which was followed.
55(6)	Amended wording as at this stage the application is already complete, and processes have started. Section (5) above provides for such additional information or documents, but regulates that if it is not submitted, then consideration of the application must proceed without the relevant additional information or documents. The application process should not be further delayed as a result.
56(1)	Improved grammar and sentence construction.
57(1) and (2)	Improved grammar, referencing and sentence construction.
59(1) and (2)	The reason is to provide for a MPT member to also be able to inspect a property.
59(2)(a)	Improved wording to make it clearer and to link the record, document or item to be produced, to the purpose of the investigation.
59(2)(c)	Delete “or” as there is no need to link these items with an “or” as the option should be there to do one, some or all of the options.

59(5)	Improved wording to make it clearer, but also to provide for an inspection where written consent could be obtained so that a warrant is not necessary.
60	Improved referencing
61(1) - with new (a) and (b), and (2) – with new (a) – (d).	The amendments are consequential to amendments to 45 and 46. The changes Although these changes are linked to the changes to section 45 and 46, it also represents a general improvement that may stand on its own.
65	Renumbering as a result of deletion of section 65(2)
65(c)	Adding subsections (i) – (viii) in order to provide guidance with specific relevant considerations to determine the desirability of a proposed use or development of land.
65(g)	This improved wording is to make it clear that it refers to the municipality's planner's assessment and that it is not a requirement that the relevant applications may only be submitted or must (as application) be accompanied by an assessment of a registered planner.
65(g)(vii)	This wording has been deleted, because if a zoning determination results in a rezoning it is already covered in 65(g)(i) and is also addressed in section 13(3) on the process of zoning determination.
65(j) (o), (r) and (s) and new (t) and (u).	Improved grammar and sentence construction and insertion of new (t) i.e. include restrictive title conditions if any, is to be a relevant consideration when determining a land use application. (u) is added in order to consider the heritage impact and in terms of section 38(8) of the National Heritage Resources Act 1999 (Act 25 of 1900).
65(2)	This whole section was removed, firstly because there may be other considerations or reasons on which a site development plan may not be acceptable. Secondly, as will appear more fully in section 15(2) and 68, a site development plan when following from a land use approval is not seen as a land development application.
66(2)(l)	No real purpose in referencing this section 31, there may even be other relevant sections and when the Deeds Registries Act is amended may then effect this section of the by-law, necessitating an unnecessary by-law amendment.
66(2)(y) and (y)(iii)	This links to the insertion in section 18(4) and provides for specific requirements/conditions which may be imposed as part of an occasional use seen as a temporary departure for a specific occasion or event, and to separate or distinguish it from an ordinary temporary departure.
66(2)(z)	The word "levy" has throughout been replaced with "penalty" as it is really a fine or punishment for a contravention as opposed to the previous dispensation under LUPO when payment of a contravention levy actually "bought" a person a right, which is not the case anymore. Even after payment of a contravention penalty will the submission of a suitable land use application be required.
66(3)	Improved wording to make it clearer.
66(11)	<p>(1) Initially amended to provide that it may include a certificate of registered title and certificate of consolidated title as potential milestones where certain conditions must be complied with.</p> <p>(2) Since it has the same effect section 66(2)(x) <i>"the setting of a period within which a particular condition must be met"</i> it was deleted and replaced with a section to give effect to the Minister of Rural Development and Land Reform's exemption to the province of the Western Cape from section 43(2) of SPLUMA in terms of section 55 of SPLUMA, where by the original 5 years is replaced for a period of 10. The exemption is effective for a period of 15 years, provided that:-</p> <ul style="list-style-type: none"> a) the municipality resolves to accept and implement this exemption; and b) the municipality regulates for the exemption in the prescribed manner in their land use planning by-laws; which <p>is what the reworded section 66(11) seeks to achieve.</p>
66(12)	This section was deleted as it is now provided for in the new section 15(5) -(7)
67(1)	Rewording to improve the understanding of the section and in which the link to section 43(2) of SPLUMA has been removed. This link was removed to provide for the instance that either SPLUMA section 43(2) is amended or if and when

	the Western Cape is granted exemption from this section of SPLUMA. Section 43(2) of the Spatial Planning and Land Use Management Act will remain applicable until the Act has been amended or an exemption has been granted.
Heading of section 68	This change in heading is necessary due to the separation of matters which are considered SPLUMA land development applications and those which are not considered as such. As such some of these may become Council/delegated decisions in which cases the MSA section 62 appeals may be applicable. This appears more fully in sections 68(a)-(e)
68	Since there can now be more than one appeal authority (as a result of MSA 62 and the interpretation above, it is necessary to specify appeals considerations as well.
68(a) & (b)	This is to identify the application types in 15(2) which are regarded as land development applications for the purpose of SPLUMA compliance. The lists in paragraphs (a) and (b) are the same, noting that paragraph (a) relates to the AO and paragraph (b) relates to the MPT. This same comment is applicable to (b) and will not be repeated there.
68(c)	This is to identify the application types in 15(2) which are not regarded as land development applications for the purpose of SPLUMA compliance and which may be considered by the Municipality in terms of delegations.
68(d)	This section determines that for those matters for consideration in (a) and (b) above, the SPLUMA defined Appeal Authority is the appeal authority.
68(e)	This section determines that for those matters for consideration in (c) above, the Council's MSA 62 Committee is the appeal authority if it was decided by a committee of the Council or a delegate of the Council. If the full Council decided on the matter, then there can be no MSA section 62 appeal.
69(1)	This provides for categorisation of those matters which for the purpose of SPLUMA compliance are regarded as land development applications to an AO
69(2)	This provides for categorisation of those matters which for the purpose of SPLUMA compliance are regarded as land development applications to the MPT.
71(1)	Improved referencing
71(3)(a)(vi)	Improved wording by replacing 'and' with 'or' to make it clear that it can be any of these
71(3)(a)(vii)	Improved referencing.
72(1)(b)	Improved referencing.
72(2)(c)	To provide for self-nomination which was not provided for before and which is not prohibited in SPLUMA.
72(2)(d)	To provide and regulate for a closing date for submission of nominations, which was not provided or regulated for before and not prohibited in terms of SPLUMA and provide for administrative certainty.
72(3)(a)	To provide for acceptance of nomination if it is not a self-nomination. A self-nomination is deemed to be accepted.
72(3)(c)	Improved grammar to provide for a complete list.
72(3)(d)	Improved grammar.
72(3)(e)	This was reworded and moved to 72(2)(d)
72(4) and (5)	The word skill was replaced with experience as this is the term used in SPLUMA to be aligned with it.
72(9)	Improved grammar – no need to refer to he/she as the introduction part of (9) already refers to "a person".
72(11)(c)	Improved referencing
73(2)(b)	The reason is improved wording to make it clear that when the chair resigns he/she must inform the Council as it is Council who appointed the Chair. Although the other members are also appointed by Council, the chair manages the MPT and needs to be aware of who resigns, the chair will then in the normal course of events inform the Council accordingly, but there is no practical purpose of when the chair resigns to inform anybody else other than the Council who appointed him/her.
73(7)(a)	Improved grammar and sentence construction.
73(7)(b)	Improved wording to make it clearer.

74(1)(b)	Improved use of capitalisation.
74(4)(a)	Spouse was omitted and is now included to be aligned with SPLUMA regulations, Schedule 3.
75(3)	Improvement of referencing, grammar and wording to make it clearer.
75(6)	Deletion of “simple” there is no point in making the majority a simple majority.
75(7)(a)	The initial wording did not really make sense. SPLUMA also does not regulate this, so just using the term majority will suffice.
75(7)(b)	Improved wording to make it clearer.
77(2)(a)	Improved wording to make it clearer. Applications are not filed with the MPT, they are submitted to the municipality and determined by the MPT.
79(3)	Improved wording to make it clearer as section 57 provides for 3 different periods whereas the initial wording did not recognise this.
79(4)	Improved wording and linking it directly to the provisions of section 80(1).
79(5)(a)	Improved referencing
80(1)(a)	Change required as a result of the interpretational challenges that the word “and” leads to – the intention is that either (a) or (b) should trigger an invalid appeal and not both combined as it would lead to an absurdity.
80(1)(b)	Improved wording to make it clearer of what an appeal should consist of and to improve the grammar.
80(3)	This is to make it clear that where appeal fees are payable that it must be paid within the period set out section 79(2) and not afterwards.
80(6), (9), (11)(a) & (b)	Improved wording to make it clearer.
80(11)(a) & (b)	Changed time periods from 60 days to 30 days in accordance with proposed LUPA amendments.
80(16)	Owner was replaced by appellant as it is not only the owner who may submit an appeal.
81(6)	Improved wording to make it clearer.
81(8)	Improved grammar.
81(13)	New addition in line with proposed LUPA amendments. This action is possible in terms of PAJA regardless of this addition.
Heading of section 83	Improved wording to make it clearer. SPLUMA links development charges to engineering services whereas there may be charges for amenities as well. This heading will now be more aligned to the content of section 83, which has not been amended.
84(1)	Improved referencing.
85(1)(c) and (d)	Municipality is only to enforce the conditions imposed in terms of the by-laws and laws repealed by LUPA. It cannot be all title conditions as many of these may be so-called “contractual” conditions in which the municipality has no role to play. It is the statutory provisions which must be enforced by this, it is submitted that it will be covered by the proposed improved wording and the deletion of (d)
86(1)(a)	This change is as a result of a deletion of section 15(4) which resulted in 15(5) now becoming 15(4)
86(1)(c)	Change to be accepted. Just improved wording to make it clearer and to link this to amendment made in section 28(3)(c) relating to certification where an owners’ association is involved.
86(2)	Improved wording to make it clearer as this deleted content is already included in the first part of this sentence.
86(4)	Change “must” to “may” to provide a municipal choice to adopt fines or not and not make it compulsory.
87(1) and (2)	The owner is not necessarily the contravener on who the notice must be served. The word owner is deleted to facilitate this.
87(2)(b)	Improved grammar.
87(6)	Improved wording to make it clearer.
88(1)(b)	Improved grammar as the word “concerned” adds no further meaning here and can be deleted.
88(2)	Include wording “and until” to improve understanding that the compliance notice is suspended if and from the time when an objection is submitted.

89(1)	The owner is not necessarily the contravener on who the notice must be served. The word owner is deleted to facilitate this.
89(2)(a)	Improved grammar.
90(b)	Improved wording to make it clear that it can be the magistrate or other court as well. Courts have their own jurisdiction, and it is not for the municipal by-laws to determine this and there is no need that this matter must be applied for at the High Court.
90(c)	To provide for additional methods for law enforcement.
92(2)	Improved wording to make it clear that it can be the magistrate or other court as well. Courts have their own jurisdiction, and it is not for the municipal by-laws to determine this and there is no need that this matter must be applied for at the High Court.
93(1)	Improved wording to make it clearer and to improve the content.
94(1)	Improved grammar and referencing.
94(1)(a) and (c)	Improved wording to make it clearer.
95(2)	To provide for affirmation as well as an alternative to an oath.
97	Improved wording to make it clear that it can be the magistrate or other court as well. Courts have their own jurisdiction, and it is not for the municipal by-laws to determine this and there is no need that this matter must be applied for at the High Court.
98(4)	Improved wording to make it clearer.
99	Renumbered the first paragraph to (1) (<i>since a 2 is to be added</i>) and inserted a description of which by-law is to be repealed (by date) –consequently not necessary to retain table in Schedule 2 of former bylaw.
99	<i>(In addition to the comments directly above)</i> A new section (2) and (3) has been added to regulate and facilitate the transition between the repealed and replacement by-law to ensure the seamless transition and to avoid any uncertainty and ambiguities. It is important to year-date-name the by-laws.
100	Wording amended in accordance with approach to repeal and replace existing Bylaw with the new proposed Bylaw.
Schedule 1	
1(a)	Improved grammar
1(c)	Improved grammar and sentence construction as it is implicit in the rest of this section that a MPT member is already a decision maker.
2(a) and (b)	Improved grammar and wording to make it clearer.
Schedule 2	Omit Schedule 2 as this aspect has been provided for in section 100(1) – no further need for this table.

ANNEXURE C

ANNEXURE “C”

Stellenbosch Municipal Land Use Planning Bylaw Review 2022

Record of reasoning of additional proposed amendments

(Reflecting amendments from the 2015 version.)

Section reference	Reasoning or motivation for amendments
13(2)(e) & (3)	<p>Omit the proposed reference of “<i>If subsection (2)(e) is applicable...</i>” of the draft Bylaw to read in accordance with the current bylaw provision, save for the alternative process to undertake a rezoning process to establish the land use rights:</p> <p><i>“If the lawful zoning of the land contemplated in subsection (1) cannot be determined, the Municipality must rezone the land concerned in terms of section 15(2)(a).”</i></p>
15(2)(k)	To include a consolidation plan as a type of application for amendment or cancellation to be considered. It was an oversight to never have such type of application.
18(6)	Propose the inclusion of new Section 18(6) to provide that an approval for a temporary departure lapses if not implemented after one year of such approval being granted. It is with the understanding that the total effective period of a temporary departure will remain a total of 5 years from effective date of approval.
24(1)(f)(i)	<p>Current provisions only provide for linear infrastructure, and also excludes that private landowners may require such servitudes. Proposed amendment to also include certain area structures like boreholes or infrastructure related to linear infrastructure. Propose amendment includes the combination of Sections 24(1)(f)(i) and 24(1)(f)(v).</p> <ul style="list-style-type: none"> (f) the registration of a servitude or lease agreement, for— (i) the provision of a borehole or installation of water pipelines, electricity transmission lines, sewer pipelines, storm water pipes and canals, gas pipelines or oil and petroleum product pipelines or related infrastructure by a service provider, whether it is on behalf of an organ of state or not; (ii) the provision or installation of telecommunication infrastructure by or on behalf of a licensed telecommunications operator; (iii) the imposition of height restrictions; or (iv) the granting of a right of habitation, private right of way or usufruct.
24(4)	The proposed inclusion of this new section to the Draft Bylaw creates a potential difficulty for the municipality. If no certification is required for such instances the Municipality will otherwise not carry any knowledge of such cases. As there is no obligation to exclude such cases from obtaining the required certificate from the municipality, it is proposed to omit this provision that will ensure that these cases are noted by the municipality by obtaining the required certificate from the municipality.
33(1) – (a) & (b)	The current provision of the Draft Bylaw only refers to and make provision for the temporary “suspension” of a restriction in a title condition for a specified period of time, which temporary suspension will only relate to a land use activity.

	<p>Regarding development parameter restrictions, there are instances where it is not desirable to remove a title condition altogether where the scope of the proposed development has a minimal impact on the title condition.</p> <p>It is consequently proposed to include a provision for the permanent “suspension” of a title deed restriction as it relates and is attached to a specific extent of a proposed development. This approach is also preferred to the alternative but cumbersome option to amend the title conditions.</p> <p>Section 33 (1) is accordingly amended with the inclusion of the option to suspend a title condition permanently in new proposed Section 33(1)(b). Renumbering of former proposed Section 33(1) (b) to 33(1)(c) and 33(1)(c) to 33(1)(d) accordingly.</p>
33(2)	<p>Due to the new electronic regime of submitting applications, the requirement for a “certified” copy of the title deed is problematic and as this is also not a minimum requirement of the framework planning acts, this requirement is omitted from the draft Bylaw.</p>
33(9)	<p>Many enquiries are received on the process in terms of which the municipality may grant a permission as provided for in certain title deeds. It is understood that the Bylaw should not regulate on these matters which may result in undue unintended actions like appeal processes provided for in the Bylaw, it is proposed to include a new section aligned with associated Section 45(6) of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013), which will provide clarity on this matter.</p> <p>New section 33(9) proposed:</p> <p style="padding-left: 40px;">Where a condition of title, a condition of establishment of a township or an existing scheme provides for a purpose with the consent or approval of the Municipality, such consent must be requested and may be granted by the municipality in terms of the provisions as provided for in the subject title deed.</p>
46(2)(f)	<p>The requirement that a decision must be communicated in at least two of the official languages of the province will result in undue operational difficulties and it is proposed to omit this requirement.</p>
51(3)	<p>In the Draft Bylaw this section compelled the municipality to report all instances of non-performance to provide inputs/ comments to the executive authority of that organ of state, the Minister and relevant MEC. This may not in all instances applicable and can but an undue burden on the municipality. It is consequently proposed to change the provision from “must” to “may” so as to provide for a discretion for instances where non-compliance is enduring or consistent.</p>
60	<p>Inclusion of wording “<i>or the Municipality by virtue of section 68(c)</i>”. It was an oversight to not include the decisions that the Municipality needs to take on the qualified application types referred to in section 68(c), as section 60 is the empowering provision to make decisions on applications listed in section 15(2).</p>
Former 66(11)	<p>In the Draft Bylaw, Section 66(11) of the current Bylaw was omitted on the basis that the wording of Section 66 in general inherently provides for a distinction between conditions that must be complied with or not prior to the sale, development or transfer of the land.</p>

	<p>On reconsideration it is proposed to retain this provision for the sake of clarity, but it is also proposed to amend such provision as an absolute requirement (must) to a discretionary provision (may):</p> <p><i>"66(11) If the Municipality approves a land use application subject to conditions, it may specify which conditions must be complied with before the sale, development or transfer of the land."</i></p> <p>The new proposed Section 66(11) of the draft Bylaw will be included as the new Section 66(12) in the Final Draft Bylaw.</p>
66(12)	<p>This new section includes unintentionally and erroneously that a temporary departure will remain valid for 10 years prior to implementation, whilst the provisions in section 18, and specifically the new proposed Section 18(6), have specific provisions on the validity period for this type of land use approval. It is accordingly proposed to amend 66(12) to exclude approvals for temporary departures.</p> <p>66 (12) Notwithstanding the provisions of any other section in this By-law, and the exclusion of section 18(1)(b), a conditional approval of an application lapses if the conditions therein are not complied with within :-</p> <ul style="list-style-type: none"> (a) a period of ten years from the date of such conditional approval, if no period for compliance is specified in such approval; or (b) the period for compliance specified in such conditional approval, which, together with any extension which may be granted, may not exceed ten years.
80(3)	<p>Tariffs also require appeal fee from appellants other than applicants. It is thus proposed to amend the wording in the Final Draft Bylaw to refer to "a person" to include any party that submits an appeal.</p>
88(1)(v)	<p>Requirement for including the amount of the contravention penalty in the notice has practical implications and it is proposed to omit the wording to this effect.</p> <p>(v) in the case of an application for authorisation of the activity or development parameter, the contravention penalty in the amount as stated in the notice, including any costs incurred by the Municipality, may be imposed.</p>
89	<p>It is a concern that this provision for an objection against a notice may result in recurring actions with no results. Amendment proposed to ensure that reference is made to a decision taken on appeal to signify the end of the process.</p> <p>88(2) (b) must specify the period within which the person to whom the compliance notice is addressed must comply with any part of the compliance notice that is confirmed or varied as contemplated in subsection (2)(a).</p>
100	<p>To determine that the Bylaw will come into operation on 1 July 2023</p>

ANNEXURE D



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SYSTEM OF DELEGATIONS: STELLENBOSCH MUNICIPAL BYLAW - LAND USE PLANNING 2023

AND RELATED LAND USE PLANNING MANDATES

EFFECTIVE 1 JULY 2023

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS / INSTRUCTION TO ASSIST
General Provision: Any power or duty that has been sub-delegated will not prevent the Delegate to also exercise the relevant power or duty						
CHAPTER 2 - SPATIAL PLANNING						
LUP 1	Sec3(1)	To undertake process for Council to compile or amend Municipal Spatial Development Framework	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 2	Sec3(1)(a)	To undertake establishment intergovernmental steering committee to compile Municipal Spatial Planning Framework	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 3	Sec3(1)(b)	To refer draft Municipal Spatial Planning Framework to Provincial Minister for comment	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 4	MSA Sec 28(3) and 29	To undertake drafting for approval by Council a process plan for the compilation or amendment of the	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS / INSTRUCTION TO ASSIST
		municipal spatial development plan.				
LUP 5	Sec3(2)(a)	To undertake publishing a notice regarding intention to compile or amend the Municipal Spatial Planning Framework in accordance with section 28(3) and 29 of the Municipal Systems Act	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 6	Sec3(2)(b)	To undertake to inform the minister of the intention to compile or amend the municipal Spatial Development Framework as well as the decision on approach to process in terms of subsection 3(1) and the process to be followed in terms of subsection 3(2)(a)(ii).	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 7	Sec3(2)(c)	To undertake to register relevant stakeholders to be invited to comment on draft spatial Development Framework	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 8	Sec 4(1)	To undertake establishment of a Project Committee to assist to compile or amend municipal spatial development framework	Council	Municipal Manager	Director: Planning and Economic Development Senior Manager Development Planning. Manager Spatial Planning	Sec 4(2)
LUP 9	Sec 5(1)	To undertake to establish an intergovernmental steering committee	Council	Municipal Manager	Director: Planning and Economic Development Senior Manager Development Planning. Manager Spatial Planning	Sec 5(1)(a)&(b)
LUP 10	Sec 5(2)	To designate representation of the Municipal Manager, make nominations for representation and invite written nominations for representatives from persons and organs of state to serve on the intergovernmental steering committee	Council	Municipal Manager	Director: Planning and Economic Development Senior Manager Development Planning. Manager Spatial Planning	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 11	Sec 6(1)	To undertake to compile draft status quo report and submit to intergovernmental steering committee for comment	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 12	Sec 6(2)	Consider inputs and finalise status quo report and submit to Council for adoption.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 13	Sec 6(3)	To compile first draft spatial development framework or amendment thereof and submit to intergovernmental steering committee for comment.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 14	Sec 6(4)	Consider inputs of intergovernmental steering committee and finalise first draft municipal spatial development framework and submit to Council to approve publication thereof for public comment.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 15	Sec 6(5)	Consider inputs following publication and compile final draft of municipal spatial development framework and submit to the intergovernmental steering committee for public comment.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 16	Sec 6(6)	Consider inputs of the intergovernmental steering committee and finalise final draft municipal spatial development framework and submit to Council for adoption.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 17	Sec 6(7)	Consider need for further consultation and public participation and undertake accordingly.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 18	Sec 6(8)	To request ad-hoc comments from the intergovernmental steering committee.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 19	Sec 6(9)	To give notice of Council decision of adoption of municipal spatial development framework.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 20	Sec 7(1)(a)	Compile draft status quo report and submit to Council for adoption	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 21	Sec 7(1)(b)	Compile first draft municipal spatial development framework and submit to Council to approve publication thereof for public comment.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 22	Sec 7(1)(c)	To submit approved first draft spatial development framework or amendment thereof to the Provincial Minister for comment.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 23	Sec 7(1)(d)	Consider inputs of the public and Provincial Minister and finalise final draft municipal spatial development framework and submit to Council for adoption.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 24	Sec 7(2)	To consider need for further consultation and public participation and undertake accordingly.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 25	Sec 7(3)	To give notice of Council decision of adoption of municipal spatial development framework.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 26	Sec 8(1)	To manage and undertake the administration of the process for compiling or amendment of a municipal spatial development framework.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	Directions of the executive mayor
LUP 27	Sec 9	To manage and undertake the administration of the process for compiling or amendment or review of a local spatial development framework	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 28	Sec 10(1)	To compile and submit for approval to Council a process plan to undertake a process for the compilation or amendment or review of a local spatial development framework.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
LUP 29	Sec 10(2)	To give notice of Council decision of adoption of a local municipal spatial development framework.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning Senior Spatial Planner.	
LUP 30	Sec 12	Administration of the conversion of a structure plan to a local spatial development framework	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Manager Spatial Planning	
CHAPTER 3 – DEVELOPMENT MANAGEMENT						
LUP 31	Sec 13(3)	To authorise and mandate to undertake the rezoning of land where the lawful zoning of a property cannot be determined.	Council	Director: Planning and Economic Development	Senior Manager Development Management	
LUP 32	Sec 14	To determine and confirm the existence and ongoing status of a non-conforming land use	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management.	
LUP 33	Sec 15(6)	To authorise and mandate to undertake the qualified land development or land use application on land that is not owned by the municipality.	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 34	Sec 17(1)	To authorise and mandate to undertake the rezoning of land of which it is not the owner for the purposes as provided for in subsection (1)(a) & (b).	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 35	Sec 17(3)	To authorise and mandate to undertake the process to develop	Council	Director: Planning and Economic Development	Senior Manager Development Planning	Compliance to sections 12 and 13 of the Municipal Systems

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
		and introduce to Council for consideration an overlay zone.			Senior Manager Development Management	Act.
LUP 36	Sec 17(5), (6), (7) &(9)	To determine and confirm the lapsing of rezoning approval and determine and reinstate original zoning.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management.	
LUP 37	Sec 18(2)	To determine and confirm the lapsing of a departure approval.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 38	Sec 19(5)	To determine and confirm the lapsing of a consent approval.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 39	Sec 20(6))	To issue a certificate on written request by the applicant to confirm that all conditions attached to an approved subdivision has been complied with.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	Submission of proof of compliance by applicant
LUP 40	Sec 21(3)	To issue written confirmation that a subdivision is confirmed.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	Submission of proof of compliance by applicant

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 41	Sec 21(4)	To approve the construction of a building before the confirmation of the subdivision.	Council	Municipal Manager	Not delegated	
LUP 42	Sec 22(1)	To determine and confirm the lapsing of subdivision approval.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 43	Sec 22(3)(a)	To amend zoning map and register and notify the surveyor-general if an approval of subdivision lapses.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 44	Sec 23(2)	To undertake the closing of a public place that are no longer required as a result of the amendment or cancellation of a subdivision plan.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner.	
LUP 45	Sec 23(3)	To notify the surveyor-general of an approval for the amendment or cancellation of a subdivision plan.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 46	Sec 24(2)	To determine an exemption from application for subdivision or consolidation.	Council	Director: Planning and Economic Development	Senior Manager Development Management.	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 47	Sec 26(1)	To authorise and mandate that the Municipality launch an application to close a public place.	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 48	Sec 26(3)	Authorised Employee to consider and to determine a claim against the Municipality for loss or damage suffered due to wrongdoing when it permanently closed a public place.	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 49	Sec 26(5)	To determines that ownership of land comprising any public place that has been closed will no longer vest with the municipality.	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 50	Sec 26(6)	Municipal Manager to authorize temporary closure of a public place	Municipal Manager	Not delegated	Not delegated	
LUP 51	Sec 26(7)	To notify surveyor-general of an approval for the closure of a public place.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 52	Sec 27	To determine the reasonable services that needs to be conveyed across or be placed on land unit originating from a subdivision and any matter related thereto.	Council	Director Infrastructure Services	Not delegated	
LUP 53	Sec 28(3)	To issue a certificate that will permit to register the transfer of a property as provided for by the Register of Deeds.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 54	Sec 29(3)	To approve the constitution of an owner's association.	Council	Director: Planning and Economic Development	Senior Manager Development Management.	If not an application in terms of Section 15(2).
LUP 55	Sec 29(6)	To approve an amendment of the constitution of an owner's association when it affects the municipality.	Council	Director: Planning and Economic Development	Senior Manager Development Management.	
LUP 56	Sec 30(1)(c) &(3)	To authorize and mandate the launch of an application to the high court to appoint administrator to exercise powers of owner's association and/ or to recove any associated cost thereof.	Council	Municipal Manager	Not delegated	
LUP 57	Sec 31 (3)	To amend zoning map and applicable register on approval of consolidation.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 58	Sec 32(1)	To determine and confirm the lapsing of consolidation approval.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 59	Sec 32(2)(a)	When a consolidation approval has lapse, to amend the zoning map and register and notify the surveyor-general accordingly.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS / INSTRUCTION TO ASSIST
LUP 60	Sec 33(3)	To determine affected parties and to cause notice of an application to remove, suspend or amend restrictive condition.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 61	Sec 33(6)	To cause notice of decision to remove, suspend or amend restrictive condition in Provincial Gazette and to notify the Registrar of Deeds.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 62	Sec 33(9)	To grant a consent or approval as provided for in terms a condition of title, a condition of establishment of a township or an existing scheme.	Council	Director: Planning and Economic Development	Senior Manager Development	
CHALTER 4 – APPLICATION PROCEDURES						
LUP 63	Sec 35(3)	To determine specific methods to serve a notification in respect of applications and appeals as provided for.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 64	Sec 37(1) & (3)	Authorised employee to conduct pre-application consultation meetings and/ or to provide comment on a pre-application submission and cause minutes to be kept of such meetings or records of feedback.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 65	Sec 37(2)	To issue guidelines regarding pre-application submissions or consultations.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management.	
LUP 66	Sec 38(3)	To issue guidelines regarding the submission of information, documents or procedural requirements.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management.	
LUP 67	Sec 40 & 41(3) & (4)	To refuse to accept an application.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 68	Sec 41 (1) - (2)	To undertake all actions required for the processing of a land use and land development application as provided for: To determine required information, ensure and manage compliance with procedures, and notification on completeness of application.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer Administrative Officer	
LUP 69	Sec 41(7)	To cause notification of all notices related to land use and land development applications, ensure compliance of associated prescribed requirements to such processes, and effect any correspondence as prescribed or as may be required. (Reference to Sec 45, 46, 47, 48, 49, 50, 51, 55)	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer Administrative Officer	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 70	Sec 42	To determine need of any additional information that is required in addition to the requirements contemplated in section 38 and effect associated request and notifications to applicant, and inclusive of agreement on further period for applicant to submit required information. .	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer Administrative Officer	
LUP 71	Sec 44	To determine and agree on integrated public notices and cause such agreement where applicable.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 72	Sec 45(1)(a), (6) (7), Sec 46(1)	To determine the scope and approach of public participation to be undertaken as prescribed and in consideration of discretion provided for. (Refer to Sec 48).	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 73	Sec 45(9) & 46(7) & 50(5)	To refuse to accept comments, or grant request for condonation of late submission of comments. consider condonation for submission of late comments and refuse to accept comments	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 74	Sec 45(10) & 46(8)	To depart from the provisions of section 45 & 46 on reasonable and justifiable grounds.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management.	
LUP 75	Sec 52(1)(c)	To request amendment of application prior to approval	Council	Director: Planning and Economic Development	Senior Manager Development Management.	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
					Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 76	Sec 52 (2)&(3) and Sec 53	To determine the material nature of amendments to an application and require further notice to be published or served, or when new information has been submitted on an application, or due to the time that has lapsed from submitting an application, to require further notice to be published or served.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 77	Sec 55(3)	To grant permission for the extension of the period to submit a written reply.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner	
LUP 78	Sec 55(5)	To determine the need of any required additional information that has to be submitted as a result of comments received on an application.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 79	Sec 56	Authorised employee to assess an application and make a recommendation on a land use and land development application to be decided on by the authorised employee as contemplated in Section 68(a).	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner	
LUP 80	Sec 56	Authorised employee to assess an application and make a recommendation on a land use	Council	Director: Planning and Economic Development	Senior Manager Development Management.	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
		and land development application to be decided on by the Tribunal as contemplated in Section 68(b).			Manager Land Use Management. Principle Planner.	
LUP 81	Sec 56	Authorised employee to assess an application and make a recommendation on a land use and land development application to be decided on by the Municipality as contemplated in Section 68(c).	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner	
LUP 82	Sec 57(3)	To grant permission for the extension of the period to submit a written reply.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner	
LUP 83	Sec 59	Authorized officials to conduct routine inspections for the assessment of an application	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner	
LUP 84	Sec 60	Appointed authorised employee to decide on applications in terms of section 15(2) as contemplated in terms of section 68(a).	Council	As per approved categorisation model	Not delegated	
LUP 85	Sec 60	To decide on an application in terms of section 15(2)(g) [a permission require in terms of the zoning scheme] as contemplated in terms of section 68(c).	Council	Director: Planning and Economic Development	Senior Manager Development Management Manager Land Use Planning	
LUP 86	Sec 60	To decide on an application in terms of section 15(2)(l) [a permission require in terms of a	Council	Director: Planning and Economic Development	Senior Manager Development Management Manager Land Use Planning	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
		condition of approval] as contemplated in terms of section 68(c).				
LUP 87	Sec 60	To decide on an application in terms of section 15(2)(m) [a determination of a zoning] as contemplated in terms of section 68(c).	Council	Director: Planning and Economic Development	Senior Manager Development Management Manager Land Use Planning	
LUP 88	Sec 60	To decide on an application in terms of section 15(2)(p) [to disestablish an owner's association] as contemplated in terms of section 68(c).	Council	Director: Planning and Economic Development	Not delegated	
LUP 89	Sec 60	To decide on an application in terms of section 15(2)(q) [to rectify a failure by an owner's association to meet its obligations in respect of the control over or maintenance of services] as contemplated in terms of section 68(c).	Council	Director: Planning and Economic Development	Not delegated	
LUP 90	Sec 61 (1)	To give notice of a decision and cause the publishing of same.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 91	Sec 63(1)	To correct an error in the wording of a decision if the correction does not change the decision.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner.	
LUP 92	Sec 63(2)	To condone an error in a procedure if the condonation does not have a material adverse effect on or unreasonable prejudice any party.	Council	Director: Planning and Economic Development	Senior Manager Development Management.	

POWERS / DUTIES CONFERRED ON COUNCIL						
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LUP 93	Sec 64	To exempt a development from compliance with a provision of the By-law or depart from any of the provisions of the By-law.	Council	Director: Planning and Economic Development	Not delegated	
LUP 94	Sec 64	To authorise the launch of an exemption application to the Provincial Minister in terms of Section 60 of the Land Use Planning Act.	Council	Director: Planning and Economic Development	Not delegated	
CHAPTER 5 – CRITERIA FOR DECISION MAKING						
No delegations required						
CHAPTER 6 – EXTENSION OF VALIDITY PERIOD						
No delegations required						
CHAPTER 7 – MUNICIPAL PLANNING DECISION-MAKING STRUCTURES						
LUP 95	Sec 68 (a)	To authorise the authorised employees to decide on applications determined by the Categorisation model as contemplated in terms of Section 69(1).	Council	Not delegated	Not delegated	
LUP 96	Sec 69(1)	To categorise applications to be decided on by an authorised employee as contemplated in terms of section 68(a)	Council	Not delegated	Not delegated	
LUP 97	Sec 70	To decide on type of Municipal Planning Tribunal and to establish such Municipal Planning Tribunal with the appointment of its members to decide on applications.	Council	Not delegated	Not delegated	
LUP 98	Sec 72	To authorise and mandate the process to recruit for appointment the members of the Municipal Planning Tribunal	Council	Municipal Manager	Not delegated	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 99	Sec 72	To undertake the required process as mandated to recruit for appointment of members and establishment of the Municipal Planning Tribunal	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 100	Sec 73(3) & 74(5) & 76 (2)	To institute disciplinary proceedings and to remove a member of the Municipal Planning Tribunal	Council	Not delegated	Not delegated	
LUP 101	Sec 77(1)	Municipal Manager to appoint or designate an employee as the Administrator and other staff for the Tribunal	Municipal Manager	Director: Planning and Economic Development	Not delegated	
LUP 102	Sec 80 & 81	To fulfil general administrative duties related to the appeal processing other than those functions provided for differently.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner. Senior Administrative Officer Administrative officer.	
LUP 103	Sec 80(1)	Determine validity of appeal	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 104	Sec 80(10)	Municipality to refuse comment on appeal if received after closing date	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 105	Sec 80 (11)(a) &(b)	Municipal Manager to request the Provincial Minister to comment on the appeal or notify of appeal where applicable	Municipal Manager	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 106	Sec 80 (11)(c)	Municipal Manager to notify the applicant whether or not the operation of the approval of the application is suspended on receipt of appeal	Municipal Manager	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management.	
LUP 107	Sec 80(12)	To authorise and Authorised Employee to make an assessment and recommendation on appeal to be submitted for consideration to the Appeal Authority.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner.	
LUP 108	Sec 80(13)	Municipal Manager to submit appeal to Appeal Authority	Municipal Manager	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management.	
LUP 109	Sec 80(14)	Municipal Manager to undertake administration, arrangements, and the keeping of diaries and records of appeal processes.	Municipal Manager	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner. Senior Administrative Officer Administrative officer.	
LUP 110	Sec 81 (10)	To appoint a Technical Advisor to the Appeal Authority	Council	Municipal Manager	Not delegated	

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CHAPTER 8 – PROVISION OF ENGINEERING SERVICES						
LUP 111	Sec 82(4)	Municipality to enter into written agreement with applicant on provision of engineering services	Council	Director Civil Engineering Services	Not delegated	
LUP 112	Sec 82(6)	Municipality to submit report to Council w.r.t development charges paid & statement of expenditure & purpose of expenditure	Municipal Manager	Director Civil Engineering Services	Not delegated	
CHAPTER 9 – ENFORCEMENT						
LUP 113	Sec 87(1)	To issue and serve compliance notices	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner. Senior Land Use Inspector Land Use Inspector.	
LUP 114	Sec 89(2)	To decide on an objection to compliance notice to suspend, confirm, vary or withdraw compliance notice.	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 115	Sec 90(a)	If a person fails to comply with a compliance notice, to lay criminal charge.	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 115	Sec 90(b)	If a person fails to comply with a compliance notice, to apply to the Court for an order as provided for.	Council	Municipal Manager	Not delegated	
LUP 116	Sec 90(c)	If a person fails to comply with a compliance notice, to withdraw a temporary departure or consent use approval.	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 117	Sec 91	Authorised employee to issue certificate to confirm compliance to notice and issue report.	Council	Director: Planning and Economic Development	Senior Manager Development Management.	

POWERS / DUTIES CONFERRED ON COUNCIL						
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					Manager Land Use Management. Principle Planner. Senior Planner. Planner. Senior Land Use Inspector Land Use Inspector	
LUP 118	Sec 92(1)	To wave compliance to sections 87(6), 88(1)(f) and 89 and issue compliance notice calling upon the person or owner to cease the unlawful utilization of land immediately.	Council	Municipal Manager	Director: Planning and Economic Development	
LUP 119	Sec 92(1)	If a person fails to comply with a compliance notice to cease the unlawful utilization of land immediately, to apply to the Court for an urgent interdict or any other relief necessary.	Council	Municipal Manager	Not delegated	
LUP 120	Sec 93(1)	Authorised employee to enter upon land or premises or enter a building for the purpose of ensuring compliance with By-law.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner. Senior Land Use Inspector Land Use Inspector	
LUP 121	Sec 95	To apply to a judge of the High Court or a Magistrate for the district to issue a warrant for to enter upon the land or premises or a building to undertake site inspection as provided for.	Council	Municipal Manager	Not delegated	
LUP 122	Sec 97	To make application to court for an interdict or any other appropriate order to demolish, remove or alter building, rehabilitate the land or	Council	Municipal Manager	Not delegated	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
		cease the unlawful utilization of land.				
CHAPTER 10 – MISCELLANEOUS						
LUP 123	Sec 98(1)	To approve street names and numbers	As per approved system of delegations attached to subject policy.			
LUP 124	Sec 98(4)	To notify Surveyor General of approval of new streets as result of amendment/ cancellation of subdivision plan.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner. Senior Administrative Officer Administrative officer.	
GENERAL : POWERS AND DUTIES OF ASSOCIATED MATTERS RELATED TO LAND USE PLANNING FUNCTIONS						
LUP 125	Performing powers and functions associated with matters related to land use planning functionality	To provide any comments to any internal Municipal Departments on any matter related to exercising any function of land use planning that is not specifically provided for in the system of delegations.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Senior Manager Development Management. Manager Spatial Planning Manager Land Use Management. Principle Planner.	
LUP 126	Performing powers and functions associated with matters related to land use planning functionality	To provide any comments to any external institution on any matter related to exercising any relevant function of land use planning that is not specifically provided for in the system of delegations.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Senior Manager Development Management. Manager Spatial Planning Manager Land Use Management.	

POWERS / DUTIES CONFERRED ON COUNCIL						
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LUP 127	Performing powers and functions associated with matters related to land use planning functionality	To sign all outgoing correspondence with regards to general procedures for the administration and processing of land use applications.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner. Senior Land Use Inspector Land Use Inspector. Senior Administrative Officer Administrative Officer	
LUP 128	Performing powers and functions associated with matters related to land use planning functionality	To sign all outgoing correspondence with regards to communicate any decision on a land use application or appeal provided that correspondence reflect the scope of decision on record.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Senior Administrative Officer	
LUP 129	Performing powers and functions associated with matters related to land use planning functionality	To give comments on any encroachment applications or application for lease agreement on Council owned land.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Senior Manager Development Management. Manager Spatial Planning Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 130	Performing powers and functions associated with matters related to land use planning functionality	To issue Zoning Certificates	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner. Planner.	

POWERS / DUTIES CONFERRED ON COUNCIL						
ITEM NUMBER	LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR DUTY	RESPONSIBILITY / DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS / LIMITATIONS/ INSTRUCTION TO ASSIST
LUP 131	Performing powers and functions associated with matters related to land use planning functionality	To consider and approve and Precinct Plans, Site Development Plans and amendments thereto arising from the managing the implementation of approved or vested land use rights.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner (Land Use).	
LUP 132	Performing powers and functions associated with matters related to land use planning functionality	To evaluate and make recommendations to the authorised decision maker on the naming and renaming of streets.	Council	Director: Planning and Economic Development	Senior Manager Development Management. Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 133	Performing powers and functions associated with matters related to land use planning functionality	To comment on applications in terms of the Western Cape Gambling and Racing Act 1996 (Act 4 of 1996).	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Senior Manager Development Management. Manager Spatial Planning Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 134	Performing powers and functions associated with matters related to land use planning functionality	To comment on applications for liquor licenses.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Senior Manager Development Management. Manager Spatial Planning Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 135	Performing powers and functions associated with matters related to land use planning functionality	To comment on applications for business licenses	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Senior Manager Development Management. Manager Spatial Planning	

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					Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 136	Performing powers and functions associated with matters related to land use planning functionality	To comment on applications for event applications.	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Senior Manager Development Management. Manager Spatial Planning Manager Land Use Management. Principle Planner. Senior Planner.	
LUP 137	Performing powers and functions associated with matters related to land use planning functionality	To comment on Building Plans	Council	Director: Planning and Economic Development	Senior Manager Development Planning. Senior Manager Development Management. Manager Spatial Planning Manager Land Use Management. Principle Planner. Senior Planner. Planner	
LUP 138	Performing powers and functions associated with matters related to land use planning functionality	Approval of amusement licences in terms of policy directives	Director: Planning and Economic Development	Senior Manager Development Planning	Manager: Land use management	
LUP 139	Performing powers and functions associated with matters related to land use planning functionality	To consider and approve the waiving of additional building plan fees under the conditions stipulated in the resolution	Council	Director: Planning and Economic Development	Not delegated	Subject to motivation by owner and comments by Building Control division / to be reported regularly to

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						executive mayoral committee
LUP 140	Sec 12(2) of the "Spatial Data Infrastructure Act"	To ensure that metadata for spatial information is available to users by making metadata available to the Department of Land Affairs in the prescribed manner for inclusion in the electronic metadata catalogue in terms of section 12(2) of the "Spatial Data Infrastructure Act".	Director: Planning and Economic Development	Senior Manager: Development Planning	GIS Officer	
LUP 141	Sec 14(2) of the "Spatial Data Infrastructure Act".	To be accountable for the integrity of unmodified spatial information in terms of section 14(2) of the "Spatial Data Infrastructure Act".	Director: Planning and Economic Development	Senior Manager: Development Planning	GIS Officer	
LUP 142	Sec 14(3) of the "Spatial Data Infrastructure Act".	To provide (a) the information in a prescribed manner and (b) the relevant metadata together with the spatial information when supplying information, in terms of section 14(3) of the "Spatial Data Infrastructure Act".	Director: Planning and Economic Development	Senior Manager: Development Planning	GIS Officer	
LUP 143	Sec 16 (2) of the "Spatial Data Infrastructure Act"	To ensure regular updating of base data sets in accordance with the provisions of the Act in terms of section 16 (2) of the "Spatial Data Infrastructure Act".	Director: Planning and Economic Development	Senior Manager: Development Planning	GIS Officer	
LUP 144	Sec 17 (3) of the "Spatial Data Infrastructure Act"	To report on data quality by responding in the prescribed time and manner, to the user after receiving the report on that deficiency in terms of section 17 (3) of the "Spatial Data Infrastructure Act".	Director: Planning and Economic Development	Senior Manager: Development Planning	GIS Officer	
LUP 145	Sec 18(a) of the "Spatial Data Infrastructure Act"	To take reasonable steps to effect adequate and appropriate security against the loss of spatial information unauthorized or unlawful access to and modification or disclosure of that	Director: Planning and Economic Development	Not delegated	Not delegated	

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		spatial information in terms of section 18(a) of the "Spatial Data Infrastructure Act".				
LUP 146	Sec 18(b) of the "Spatial Data Infrastructure Act	To ensure the protection of the copyright of the state and other interested parties in spatial information in terms of section 18(b) of the "Spatial Data Infrastructure Act".	Director: Planning and Economic Development	Not delegated	Not delegated	
LUP 147	Sec 18(b) of the "Spatial Data Infrastructure Act	To position, create and maintain a Town Survey Mark Reference System in terms of the "Land Survey Act, 1997 (Act 8 of 1997).	Director: Planning and Economic Development	Senior Manager; Development Management	GIS Officer	
LUP 148	Land Survey Act, 1997 (Act 8 of 1997	To regulate and manage the erection of structures near building restriction roads outside the urban area in terms of Section 9 of the "Advertising on Roads and Ribbon Development Act".	Accounting Officer (Municipal manager)	Director: Planning and Economic Development/ Director Infrastructure	Not delegated	
LUP 149	Section 9 of the Advertising on Roads and Ribbon Development Act	To implement the requirements in terms of the said By-Law.	Director: Planning and Economic Development	Senior Manager; Development Management	Manager Land Use Management Principal Planner Senior Town Planner	

ANNEXURE E



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STELLENBOSCH MUNICIPALITY:

***CATEGORISATION MODEL FOR DECISIONMAKING ON LAND USE AND LAND
 DEVELOPMENT APPLICATIONS IN TERMS OF SECTION 69 OF THE BYLAW ON
 MUNICIPAL LAND USE PLANNING 2023***

EFFECTIVE 1 JULY 2023

1. PURPOSE AND CONTEXT

The purpose of this Categorisation Model is to:

- 1.1 To determine and assign, in terms of Section 69 of the Bylaw on Land Use Planning, 2023 – hereafter referred to as *the Bylaw*, and as contemplated in terms of Section 35(3) of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) [SPLUMA], categories of land use and land development applications in terms of Section 15(2) of the Bylaw for decision making; and
- 1.2 To duly appoint Authorised Employee's [AE] in terms of Section 68(a) of the Bylaw to supplement the Municipal Planning Tribunal [MPT], established in terms of Section 70(1)(a) of the Bylaw, to make decisions on land use and land development applications as contemplated in terms of Section 69(1) of the Bylaw.
- 1.3 All applications contemplated in terms of Section 68(c) of the Bylaw, and which are not regarded as land use and land development applications, will be duly decided on by the authorised employees in terms of the system of delegations approved by Council.

2. GENERAL PRINCIPLES ON DECISION MAKING

The categorisation model is based on the following general principles on decision making for all categories of application types:

- 2.1 When a land use and land development application consist of any number of individual types of applications as contemplated in terms of Section 69 of the Bylaw, the decision maker required to decide on the highest category of applications must decide on the full extent of all associated applications of lesser categories, regardless of the cited authorised decision maker on those categories of applications.
- 2.2 If any of the Authorised Employees have a personal or vested interest in any application which he/ she lawfully has to consider, or may be implicated by taking a decision on such application due to his/ her professional involvement in the processing of such application, or does not comply with the requirement of registration with SACPLAN as a Professional Town and Regional Planner, he/ she must refer such application for consideration to the Authorised Employee at the next higher post level for consideration and a decision. In the instance of the Director responsible for the land use planning functionality, such application must be referred to the Municipal Planning Tribunal for consideration and a decision.
- 2.3 When an authorised decision maker does not agree with the evaluation and recommendation of the application and which in his/ her judgement affects the application category to the effect that he/ she may not decide on the matter, the subject application must be escalated with such rationale and motivation in accordance with the newly established application category to the designated authorised decision maker.
- 2.4 When an objection to an application is officially withdrawn by the objector, the application will, for the purpose of classification of type of application for decision making, be regarded as uncontested and may be decided on as if there is no objection to the application.
- 2.5 When an application is conditionally supported, and such conditions are relevant to the merits and desirability of the subject application to be considered

on, the subject application will be regarded as uncontested insofar as the conditions attached to such support are found warranted and are fully accommodated in any recommendation of the authorised official and the associated approval that may be granted by the authorised decision maker. If the conditions attached to such support is not supported and will not be accommodated in the recommendation and any associated approval that may be granted, the subject application should be viewed as being contested and regarded as an objection for the purpose of categorisation of the subject application.

- 2.6 Any application for the amendment, deletion or imposition of conditions, as well as an application for the amendment or cancellation of an approved subdivision plan or part thereof, or a consolidation, and including a general plan or diagram, and which includes the phasing thereof, will generally be considered and decided on in terms of the categorisation model, but should the registered planner authorised to assess such application be of the opinion that the potential impact of such application, and with due consideration of any objections thereto, should warrant that the authorised decision maker that decided on the subject application of origin must consider and decide on such application, such discretion may be exercised to refer the subject application to such authorised decision maker that decided on the application of origin.
- 2.7 In instances where the Municipality is the applicant or the owner of land which is subject to a land use and land development application, the provisions of Section 15(7)(a) of the Bylaw regarding the decision maker applies. In all other instances the decision maker on the subject land use and land development application will be categorised in accordance with the criteria of the application category.

3. CRITERIA OF CATEGORISATION MODEL

For the purpose of interpretation of the relevant criteria in the application categories, the following meanings is assigned to the relevant concepts:

3.1 Compliance to land use planning directives

If any plan, policy, guideline or associated land use planning directive specifically provides for the utilisation or development of land as proposed in a land use and land development application, the proposed utilisation or development is regarded as being in compliance with prevailing land use planning directives.

3.2 Consistency with land use planning directives

If any land use planning directives do not specifically provide for the utilisation or development of land as proposed in a land use and land development application, but the proposed utilisation or development of land is implicitly and rationally supported by relevant land use planning directives and explicitly supports and promotes the intent and purpose of any such prevailing land use planning directive, the utilisation or development is regarded as being consistent with prevailing land use planning directives.

If there are no clear grounds for consistency, but the proposed land use and land development application is also not explicitly prohibited or constrained by any relevant land use planning directive or otherwise implicitly in conflict with the intent and purpose of any relevant land use planning directive, or will not impact negatively on any prevailing locational, development or spatial context as depicted in any relevant land use planning directives, the utilisation or development of land is regarded as not being inconsistent with prevailing land use planning directives.

3.3 Deviation from land use planning directives

If the proposed utilisation or development of land in a land use or a land development application does not comply with and is not consistent with any plan, policy, guideline or associated land use planning directive, but excluding any application for a permanent departure from development parameters as provided for, the proposed utilisation or development deviates from prevailing land use planning directives. Such land use and land development application

will explicitly or implicitly be prohibited or constrained by any prevailing land use planning directive and be in clear conflict with the intent and purpose of any such prevailing land use planning directive and will otherwise in fact impact negatively or undermine the prevailing locational, development or spatial context.

4. APPLICATION CATEGORIES

The categorisation model is based on the following categories of application types:

4.1 Category 1 – Application is compliant and uncontested.

- a) The land use and land development application are compliant with the municipal spatial planning framework.
- b) The land use and land development application are compliant with any relevant Council plan, policy or guideline.
- c) No objection from any interested or affected party was submitted against the proposed land use and land development application, with due regard to the relevant general principles in this regard.

4.2 Category 2: Application is not inconsistent and may be contested.

- a) The land use and land development application are consistent or not inconsistent with the municipal spatial planning framework.
- b) The land use and land development application are consistent or not inconsistent with any relevant Council plan, policy or guideline.
- c) Objection from any interested or affected party may have been submitted against the proposed land use and land development application.

4.3 Category 3 - Application is inconsistent and deviates, excluding the MSDF.

- a) The land use and land development application are consistent or not inconsistent with the municipal spatial planning framework.
- b) The land use and land development application are inconsistent with and/or deviates from any relevant Council plan, policy or guideline.
- c) Objection from any interested or affected party may have been submitted against the proposed land use and land development application.

4.4 Category 4 – Application is inconsistent and/ or deviates, inclusive of the MSDF.

- a) The land use and land development application deviates from the municipal spatial planning framework.
- b) The land use and land development application are inconsistent with and/or deviates from any relevant Council plan, policy or guideline.
- c) Objection from any interested or affected party may have been submitted against the proposed land use and land development application.

4.5 Category 5 – Application on initiative of Council or on Council owned land.

- a) The land use and land development application are either initiated or undertaken by the Council, or Council is the owner of such land on which the land use and land development proposal is undertaken.

4.5.1 Category Criteria

- 4.5.1.1 Any land use and land development application for rezoning, subdivision of land, or the approval of an overlay zone as contemplated in the zoning scheme, must be decided on by the Municipal Planning Tribunal in accordance with the provisions of the Bylaw.
- 4.5.1.2 All land use and land development applications other than for rezoning, subdivision of land, or the approval of an overlay zone as contemplated in the zoning scheme -:

- (i) If any such application is consistent and uncontested, such application may be considered and decided on by either the Senior Manager Development Management or the Director responsible for the land use planning functionality.
- (ii) If any such application is inconsistent and / or contested, such application may be considered and decided on by the Director responsible for the land use planning functionality.
- (iii) If any such application deviates from the municipal spatial development framework, such application must, regardless of the designated authorised decision maker, be considered and decided on by the Municipal Planning Tribunal.

5. AUTHORISED OFFICIALS

To supplement the Municipal Planning Tribunal, the following Authorised Officials are appointed to take decisions on land use and land development applications in accordance with the categorisation model:

- 5.1 Manager: Land Use Management (MLUM); subject to Professional Registration with SACPLAN as a Professional Town and Regional Planner
- 5.2 Senior Manager: Development Management (SMDM); subject to Professional Registration with SACPLAN as a Professional Town and Regional Planner
- 5.3 Relevant Director Responsible for the Land Use Planning functionality (DIR); subject to Professional Registration with SACPLAN as a Professional Town and Regional Planner.

6. CATEGORISATION MODEL FOR DECISION MAKING

STELLENBOSCH MUNICIPALITY: CATEGORISATION MODEL FOR AUTHORISED DECISION MAKERS ON LAND USE AND LAND DEVELOPMENT APPLICATIONS							
Page 1			APPLICATION CATEGORY				
APPLICATION TYPE & QUALIFICATION			1	2	3	4	5
A	a	Rezoning of land (Single unit and / or mono land use).	MLUM SMDM	SMDM DIR	DIR	MPT	MPT
	b	Rezoning of land (Multi unit and/ or mix use development but not requiring rezoning to sub-divisional area).	SMDM DIR	SMDM DIR	DIR	MPT	MPT
	a	Rezoning to Sub-divisional Area	SMDM DIR	MPT	MPT	MPT	MPT
B		Permanent departure	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
C		Temporary departure	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
D	a	Subdivision of land (Single property less than 2000m ² with maximum of 2 resulting erven and associated servitudes)	MLUM SMDM	SMDM DIR	DIR	MPT	MPT
	b	Subdivision of land (Other)	SMDM DIR	DIR	DIR	MPT	MPT
	c	Any subdivision of land that results from and are in compliance with an approval for rezoning to subdivisonal area. Inclusive of any phasing thereof.	SMDM DIR	SMDM DIR	DIR	MPT	MPT
E	a	Consolidation of land (Resulting property less than 2000m ²)	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
	b	Consolidation of land (Other)	SMDM DIR	SMDM DIR	DIR	MPT	As per criteria
F		Amendment, suspension or removal of restrictive conditions	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria

Legend: Manager: Land Use Management - **MLUM**
 Senior Manager: Development Management - **SMDM**
 Director for Land Use Planning functionality - **DIR**
 Stellenbosch Municipal Planning Tribunal - **MPT**

STELLENBOSCH MUNICIPALITY: CATEGORISATION MODEL FOR AUTHORISED DECISION MAKERS ON LAND USE AND LAND DEVELOPMENT APPLICATIONS							
Page 2			APPLICATION CATEGORY				
APPLICATION TYPE & QUALIFICATION			1	2	3	4	5
G		Permission required in terms of the zoning scheme;	Authorised Employee in terms of approved system of delegations				
H		The amendment, deletion or imposition of conditions. Subject to applicable General Principle on Decision Making 2.6.	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
I		Extension of the validity period of an approval.	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
J		Approval of an overlay zone as provided for in the zoning scheme.	MPT	MPT	MPT	MPT	MPT
K		The amendment or cancellation of an approved subdivision or consolidation plan or part thereof, including a general plan or diagram, and which includes the phasing thereof. Subject to applicable General Principle on Decision Making 2.6.	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
L		A permission required in terms of conditions of approval.	Authorised Employee in terms of approved system of delegations				
M		Determination of a zoning.	Authorised Employee in terms of approved system of delegations				
N		Closure of a public place or part thereof.	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
O		Consent use contemplated in the zoning scheme.	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
P		Disestablish owners' association	Authorised Employee in terms of approved system of delegations				
Q		Rectify failure of owner's association to meet its obligations	Authorised Employee in terms of approved system of delegations				
R		Permission to reconstruct building that constitutes a non-conforming use	SMDM DIR	SMDM DIR	DIR	MPT	As per criteria

Legend: Manager: Land Use Management - **MLUM**
 Senior Manager: Development Management - **SMDM**
 Director for Land Use Planning functionality - **DIR**
 Stellenbosch Municipal Planning Tribunal - **MPT**

11.8.2	APPROVAL OF THE FINAL DRAFT STELLENBOSCH MUNICIPALITY OUTDOOR ADVERTISING & SIGNAGE BY-LAW
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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.

5. RECOMMENDATIONS

- (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 **approve** the submission of the Admission of Guilt Fines, attached as **APPENDIX 2** for submission to the relevant court for endorsement;
- (c) that Council **approve** 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.

6. DISCUSSION / CONTENTS**6.1 Background & Discussion**

At the 24th Council Meeting dated 06 May 2010, Council resolved that the Draft Outdoor Advertising Signage By-law, be approved and be promulgated in the Provincial Gazette. The Department has investigated and confirmed that the by-law approved in 2010 was not promulgated, and therefore this by-law was used as a guideline to control, manage and enforce signage matters within the Stellenbosch Municipality.

The Directorate: Infrastructure Services commenced with a process to draft an updated outdoor signage by-law, as there were areas which falls within the functional mandate of the said directorate related to signage, specifically when such signage was located within the road reserve, which include sidewalks and that impacts the Road Safety Act.

Council therefore on 31 October 2018 approved that the draft by-law underwent a public participation process ("PPP"). A number of comments were received during this, which involved round table discussions and debates, and these comments were included, to the extend it was relevant to the objectives of the by-law. A second round of public comment was requested and approved by Council on 28 April 2021, and the 2nd draft by-law was published for comment from 14 May 2021 until 14 June 2021, copy of advert attached as **APPENDIX 4**. During this period, the only comment(s) received from the Stellenbosch Interest Group ("SIG"), copy attached as **APPENDIX 5**, which mainly related to ensure that the said by-law was aligned with the zoning categories and definitions as stipulated within the Stellenbosch Municipality Zoning Scheme By-law, 2019. Therefore, there were no significant amendments to the 2nd draft.

It must be noted that currently, the Stellenbosch Municipality which is a world-renowned tourist destination, and also comprise of areas and buildings of high valued heritage and cultural significance, is currently plagued with signage boards, including billboards, posters and specifically 3rd party signage be placed all over the municipal area. In certain instances, the signage detracts from the high valued heritage and cultural significance that has made the Municipal Area sought after tourism destination, and also has resulted in infringements of the Road Safety Act, which has resulted in Council embarking on a process to develop and duly promulgate the required legislation to ensure that outdoor advertising is duly managed and regulated.

6.2 Financial Implications

The by-law once promulgated will ensure that the enforce of illegal outdoor signage can be addressed and will also result in an increase of revenue the scrutiny fee for signage applications.

6.3 Legal Implications

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

6.4 Staff Implications

Currently, the positions to manage the administration of the signage applications are contained on the municipal organogram, and in certain instances the post are filled. It must also be noted that Council has a Law Enforcement Department, which is required to enforce municipal by-laws and policies.

6.5 Previous / Relevant Council Resolutions:

24th Council Meeting: 2010-05-06: Item 7.13

RESOLVED (nem con)

- (a) that the Draft Outdoor Advertising Signage By-law attached as APPENDIX 1, be approved and be promulgated in the Provincial Gazette; and
- (b) that the areas demarcated in schedule 1 and 2 of the attached By-law be approved as areas of maximum control for the Stellenbosch and Franschoek nodes respectively.

6.6 Risk Implications

There are no risks associated with the approval of this item.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.8.2

- (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 **approve** the submission of the Admission of Guilt Fines, attached as **APPENDIX 2** for submission to the relevant court for endorsement;
- (c) that Council **approve** 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.

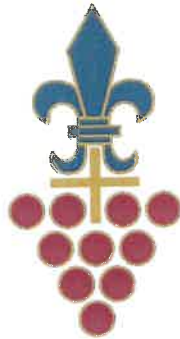
APPENDICES

- Appendix 1: Final Draft By-law Relating to Outdoor Advertising and Signage
- Appendix 2: Admission of Guilt Fines
- Appendix 3: Proposed System of Delegations relating the Outdoor Advertising and Signage
- Appendix 4: Advertisement for Calling on Public Comment
- Appendix 5: Comments received from Stellenbosch Interest Group ("SIG") during the 2nd round of Public Participation

FOR FURTHER DETAILS CONTACT:

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REPORT DATE	05 May 2023

APPENDIX 1



STELLENBOSCH

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APPROVAL OF THE FINAL DRAFT STELLENBOSCH MUNICIPALITY OUTDOOR ADVERTISING & SIGNAGE BYLAW

STELLENBOSCH MUNICIPALITY

OUTDOOR ADVERTISING AND SIGNAGE BYLAW

To control, manage and regulate outdoor advertising and signage and to provide mechanisms and guidelines and policies for the control, regulating and management thereof and for matters connected therewith.

PREAMBLE

WHEREAS section 156(2) and (5) of the Constitution provides that a Municipality may make and administer By-laws for the effective administration of the matters which it has the right to administer, and to exercise any power concerning a matter reasonably necessary for, or incidental to, the effective performance of its functions;

AND WHEREAS Part B of Schedule 5 to the Constitution lists Billboards and the display of advertisements in public places as local government matters to the extent set out in section 155(6) (a) and (7);

AND WHEREAS the Stellenbosch Municipality seeks to manage, control and regulate outdoor advertising and signage and any matters connected therewith;

BE IT ENACTED by the Council of the Stellenbosch Municipality, as follows:—

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1. Definitions

In this Bylaw, unless inconsistent with the context-

“advertisement” means any representation of a word, name, letter, figure or object or an abbreviation of a word or name, or any symbol, or any light which is not intended solely for illumination or as a warning against any dangers and **“advertising”** has a similar meaning;

“advertisement ownership” mean that person or body that has authorised the advertising of information or a product. The authority who contracts a service provider for such an advertisement, the service provider who physically mounts or displays such an advertisement and the owner or body who's information or product is being advertised, will jointly and severally be responsible for such advertisement and may jointly or severally be charged for any misconduct of this By-Law

“advertising structure” means any physical structure designed for an advertising sign, any detached screen or board that is greater than 4.5 m² in overall size; supported by or made from a structure that is used to be affixed, displayed or shown as a sign.

“aerial sign” means a sign that is displayed or performed in the air, including but not limited to balloons and blimps that can be viewed from within the Municipality's area of jurisdiction;

“approval” means approval by the Municipality and **“approve”** has a corresponding meaning;

“areas of control” means those areas set out in Schedule 1 of this By-Law; and which may be modified or amended from time to time, which amendments and modifications will be graphically depicted by way of maps as prepared by the Municipality;

“authorized official” an employee of the Municipality or any other person who is appointed or authorized thereto to perform any act, function or duty related to the

provisions of this By-Law, or exercise any power in terms of this By-Law; and “**official**” has a corresponding meaning;

“**banner**” means any material upon which a sign is displayed in such a manner as to be fully legible in windless conditions, attached to one or more ropes, poles or flagstaffs projecting vertically, horizontally or at an angle, or attached to buildings or special structures, but excludes banners carried as part of a procession. A flag which is not displayed on an approved flagpole shall for the purposes of this By-Law be deemed to be a banner;

“**billboard**” means any screen or board which stands free and is larger than 4.5m² in total area; which is supported by, or consists of, a structure used, for the purpose of posting, displaying or exhibiting a sign;

“**Central Business District (CBD)**” means an area in the build environment demarcated as such on the Spatial Development Framework for a town;

“**class 2 roads**” means the roads which form the primary network for the urban areas as a whole and which are characterized by high volumes, restricted access and fairly high speeds;

“**class 3 roads**” means roads that distribute traffic between the principal residential, industrial and business districts of the town and which form the link between the primary network (class 2 roads) and the roads within residential areas;

“**clear height**”, in relation to a sign, means the vertical distance between the lowest edge of the sign and the natural level of the surrounding ground, footway or roadway immediately below the sign;

“**commercial advertising**” means any words, letters, logos, figures, symbols, pictures relating to the name of a business, trade, partnership, individual, or any information, recommendation or exhortation in respect of any particular goods manufactured or sold, or any particular services rendered or offered, or any event for commerce or entertainment, including sporting events;

“commercially sponsored sign” means a sign which advertises goods or services, but the erection of which has a secondary purpose, which is to promote or contribute to some recognized public or community goal or function;

“common boundary facade” means any façade of a building which is built abutting a rear or side boundary of an erf and which façade is blank, that is, having no architectural features, which includes windows;

“composite sign” means a single freestanding advertising structure for the display of more than one sign;

“consultant” means a suitably qualified independent person or company that acts on behalf of, or as an agent of, an applicant for approval of a sign in terms of this By-Law;

“continuing offence” means an offence in terms of this By-Law, which offence continues to exist after the expiry of the notice period referred to in a notice served in terms of this By-Law;

“custom made design” means the design of any sign, which features special effects such as specialist character cut outs or shapes or three-dimensional presentations or moving parts or a combination thereof, and which is uniquely designed or constructed for erection in a particular location;

“development board” means a sign displayed at premises upon which building operations are currently in progress and relating to any services being provided, work being done or goods being supplied in connection with such building operations, but excludes contract boards for building and civil engineering projects as required in terms of the National Building Regulations and Control Act, 1977 (Act 103 of 1977);

“display” means the display of a sign and includes the erection of any billboard, sign or structure intended solely or primarily for the support of a sign or billboard, and

includes the display of a sign of a business, trade partnership or individual connected with the contents of the sign or sign, and "displayed" has a corresponding meaning;

"electronic sign" means a sign which has an electronically controlled, illuminated display surface which allows all, or a portion, of the sign to be changed or illuminated in different ways;

"Environmental Impact Assessment" (EIA) means an assessment carried out in accordance with the Municipality's guidelines for outdoor advertising;

"estate agency" means a person who markets, sells or leases properties with or without buildings erected thereon and **"estate agent"** has a corresponding meaning;

"existing sign" means any sign previously approved by the Municipality;

"flat sign" means a sign which is affixed to, or painted directly onto a wall of a building but not onto or over windows or doors or architectural articulations and which at no point projects more than 250mm in front of the surface of such wall;

"freestanding sign" means any sign or group of signs contained or displayed on one freestanding structure which is not attached to a building or to any structure or object not intended to be used for the primary purpose of advertising;

"gateway route" means a prominent route with an entrance to or exit from a specific part of the Municipality's jurisdiction, consisting of man-made or natural features and creating a strong sense of arrival or departure and which is consistent with town planning or development framework plans or By-Law, and which may be geographically depicted by way of maps or listed by the Municipality;

"graphic" includes but is not limited to any component which contributes to the visual appearance or aesthetics of a sign, including its background;

“headline poster” means a temporary poster advertising the contents of a daily or weekly newspaper;

“height of a sign” is calculated by measuring the vertical distance between the uppermost and lowest parts of the advertising panel;

“Heritage Impact Assessment” (HIA) means a visual and contextual assessment of the impact that any proposed sign may have on the cultural heritage, whether built or recognized at the locality where the proposed sign will be displayed;

“internally illuminated sign” means an advertisement or structure used to display an advertisement which has been installed with electrical or other power and an artificial light source which is fully or partially enclosed within the structure or sign and which light is intended to illuminate the advertisement or a portion thereof;

“law” means any law, proclamation, ordinance, Act of Parliament or Provincial Legislature, or any other enactment having the force of law;

“locality bound advertising” means any sign displayed on a specific erf, premises or building and may include such a sign on municipal owned land, adjacent to, abutting on or within 5 meters of the aforementioned erf, premises or building, which sign refers to an activity, product, service or attraction, located, rendered or provided on or from that erf or those premises;

“loose portable sign” means a freestanding locality bound notice or advertising board placed or erected in the road reserve or in a public place;

“movable sign” means a sign not permanently fixed and not intended to remain fixed in one position, but does not include any moving part on a fixed permanent sign;

“Municipality” means the Municipality of Stellenbosch established in terms of section 12 of the Municipal Structures Act, 117 of 1998, and includes duly authorized agent, service provider or any employee thereof acting in connection with this By-Law by virtue of a power vested in the Municipality and delegated or sub-delegated to such agent service provider or employee;

“new sign” means any sign first displayed after the promulgation of this By-Law;

“non-profit body” means a body established primarily to promote a community goal or benefit without direct or personal financial gain, and may include educational, sporting, medical, municipal departments, bodies as well as charities or community organizations;

“organ of state” means—

- (a) any department of state or administration in the national, provincial or local sphere of government;
- (b) any other functionary or institution—
 - (i) exercising a power or performing a function in terms of the Constitution or a provincial constitution; or
 - (ii) exercising a public power or performing a public function in terms of any other Legislation;

“overall height”, in relation to a sign, means the vertical distance between the uppermost edge of the sign and the finished level of the ground, footway or roadway immediately below the centre point of the sign;

“perimeter of an intersection” means the perimeter of the area embraced within the prolongation of the road reserve lines of two or more public roads that join one another at any angle, whether or not one such public road crosses the other;

“person” includes—

- (a) any organ of state;
- (b) any company incorporated or registered as such under any law; and
- (c) any body of persons, whether incorporated or not, functioning as a single entity for whatever purpose;

“poster” means temporary signs capable of being attached to the Municipal electrical light standards or pasted to fixed structures to advertise events or campaigns, including elections or referenda of limited duration and excluding signs advertising markets, exhibitions or events which are held on a regular basis;

“projected sign” means any sign projected by a laser projector, video projector, or other apparatus;

“projecting sign” means a sign which is affixed to a wall of a building and which at some point projects more than 250mm in front of the surface of such wall;

“public façade” means any façade of a building that has architectural articulations and which is visible to the public;

“public place” means any public road, public street, thoroughfare, bridge, subway, footway, foot pavement, footpath, sidewalk, (or similar pedestrian portion of a road reserve), lane, square, open space, garden, park or enclosed place vested in the Municipality, or other state authority or indicated as such on the Surveyor General's records, or utilized by the public or zoned as such in terms of the applicable zoning scheme;

“public road” means public road as defined in the National Road Traffic Act, 1996 (Act 93 of 1996);

“road reserve” means the area contained within the statutory width of a road, and includes roadways, shoulders and sidewalks and the airspace above such roadways, shoulders and sidewalks and all other areas within the road reserve boundary;

“roadway” means that portion of a road, street or thoroughfare improved, constructed or intended for vehicular traffic as defined in the National Road Traffic Act, 1989 (Act 29 of 1989);

“roof sign” means a sign affixed to a roof of a building where the top edge of any point of that sign does not exceed the height of the roof plane to which it is affixed;

“Rural Area” means an area outside the urban edge excluding natural areas as described in schedule 1;

“scenic route” means a road designated as such on an approved zoning scheme or from which landscapes or features of aesthetic or cultural significance can be seen or viewed as designated by the Municipality;

“security sign” means an outdoor sign for neighbourhood watch and similar schemes, and a sign containing the name, logo, address and telephone number of a security company contracted to protect, or security system installed to protect, the premises on which the sign is displayed;

“service station facility sign” means freestanding signs at petrol filling stations, roadside rest and service areas and includes service station pylon signs;

“shop” means a building used for retail trade or services;

“sign” means any object, product, replica, advertising structure, device or board which is used to publicly display a sign, or which is in itself a sign and includes a poster, billboard and an advertisement which is included in the architectural design of a building or structure and which is visible from any public place;

“signalized traffic intersection” means an intersection controlled by traffic signals;

“sky sign” means a sign where the top edge of any point of that sign exceeds the height of the roof plane to which it is affixed;

“sponsored sign” means a sign, the primary purpose of which is not to advertise goods or services, but which displays a graphic or content which promotes community or public awareness of a recognized public or community goal;

“street name signs” means pole-mounted, double-sided, internally illuminated or un-illuminated signs displayed in combination with names of streets, not exceeding one (1) m²;

“street furniture” means public facilities and structures which are not intended primarily for advertising and includes but is not limited to seating benches, planters, bins, pole mounted bins, bus shelters, sidewalk clocks, drinking fountains, Telkom boxes, traffic signal controllers, electricity boxes, post boxes and telephone booths, but excludes road traffic signs, traffic signals, street lights or any other road-related structures;

“teardrop banner” means any material in a teardrop shape with or without a printed sign which is fully legible in windless conditions and held taught by a spring tension and supported by a single flexible pole;

“temporary signs” means signs which are displayed for a maximum period of 14 days, or such other period as may be approved by the Municipality;

“thickness”, in relation to a projecting sign, means the width of such sign measured parallel to the plane of the main wall to which such sign is affixed;

“third-party advertising” means the advertising of goods or services that are not made, procured, sold or delivered from the property on which the sign or sign advertising those goods or services is fixed or placed, and includes advertising which is not locality bound;

“three dimensional sign” means a sign containing more than 2 dimensions, including product replicas;

“Traffic Impact Assessment” (TIA) means a study carried out by a registered professional engineer with demonstrable experience in the field of traffic engineering that investigates the impact a proposed sign may have on vehicle, pedestrian, or cyclist safety and traffic operation, which study should recommend any mitigating measures that may be required as a result of that impact;

“traffic sign” means a road traffic sign as prescribed in the National Road Traffic Act, 1996 (Act 93 of 1996);

“traffic signal” means a road traffic signal as prescribed in the National Road Traffic Act, 1996 (Act 93 of 1996);

“transit advertising” means advertising by means of a movable sign which is capable of being transported by road either on or in conjunction with a motorized vehicle, including trailers primarily used for advertising;

“transportation terminals” means any area designated by the Municipality as such, where the formal interchange of modes of public transport takes place by the public, including, but not limited to designated railway stations, official taxi terminals and bus terminals;

“Urban conservation area” means an area in the build environment demarcated as such on the Spatial Development Framework for a town;

“Urban Edge” means an area in the build environment demarcated as such on the Spatial Development Framework for a town;

“urban edge line” means a predetermined point to point boundary line as determined by the Municipality, which has as its purpose, the containment of urban development;

“Urban Areas” means an area within the urban edge of a town;

“veranda” includes a cantilever canopy and sunblind;

“Visual Impact Assessment (or VIA)” means the analysis of the potential visual impacts to boundary walls and fences. The document that contains a visual impact analysis is also often referred to as a visual impact assessment or VIA.

“window signs” means signs which are temporarily or permanently painted on, or attached to the window-glass of a building;

“zone” means a land use zone as set out in the relevant zoning schemes or Town Planning Regulations as amended from time to time and applicable to any erf on which a sign is displayed or intended to be displayed and **“zoning”** has a corresponding meaning.

2. Principles

- 2.1 To maintain the sensitive environmental quality of each area.
- 2.2 To promote the aesthetic sensitivity of the environment.
- 2.3 To find a balance between outdoor advertising opportunities and economic development on the one hand, and the conservation of visual, tourist, environmental and heritage characteristics and traffic safety on the other side.
- 2.4 Outdoor advertising must respect the integrity of any site where it is displayed supplement the character of the area.
- 2.5 To give recognition to the substantial number of technical details that apply to specific types of signs and their effect on specific places.
- 2.6 To give recognition to the Stellenbosch Municipality's Heritage Guidelines & Policies.
- 2.7 To ensure that the cultural landscapes, heritage and scenic route overlay zones, and the rural areas and nodes aesthetics and scenic landscapes be protected and conserved, and that only signage and advertising as contained in this bylaw be permitted.

CHAPTER 1

3. Submission of applications

- (1) Other than those signs referred to in section 13(3) to 13(10) of this Bylaw, no person may display any advertisement or erect or use any sign for advertising purposes without the Municipality's approval in terms of this Bylaw and any other applicable legislation.
- (2) Every person intending to display a new sign or to alter or to add to an existing approved sign or submit a signage plan in terms of a Site Development Plan proposal, must apply in writing to the Municipality which application must be accompanied by the following information in duplicate:
 - (a) a site plan, drawn to a scale of not less than 1:200, showing the following—
 - (i) the site on which it is proposed that the sign is to be erected or displayed;
 - (ii) the position of the sign and the building, if any, to which it is to be attached;
 - (iii) every building and the existing signs on the site;
 - (iv) existing and proposed landscaping, traffic signals and road traffic signs; and
 - (v) the positions, with dimensions, of the sign in relation to the boundaries of the site and the location of the streets abutting the site, together with its existing approved zoning conditions;
 - (b) a drawing, which complies with the requirements of the National Building and Regulations Standards Act, 1977 (Act 103 of 1977), and is in sufficient detail to enable the Municipality to consider the appearance of the sign and all relevant construction detail, including a description of the materials of which the sign is to be constructed, the colours to be used, and whether or not the sign is to be illuminated; In the latter event, the plan must indicate whether or not the sign is an electronic sign and, if so, full details must be furnished;

- (3) The drawing referred to in sub-section (2)(b) must have detailed drawings of such sign to a scale of not less than 1:20 and a site plan indicating the position of the sign on the site to a scale of not less than 1:50;
- (4) If a sign is to be attached to or displayed on the wall or façade of a building, the Municipality may require the submission of an additional drawing, drawn to a scale of not less than 1:100, showing—
 - (i) an elevation of the building in colour;
 - (ii) the details and position of the proposed sign; and
 - (iii) the details and the position of every existing sign on the building

Alternatively, the Municipality may require a coloured print of or an artist's photographic- or computer-generated impression of the building with the details of the proposed sign superimposed on such graphic and drawn as nearly as is practicable to the same scale as that of the graphic;

- (5) If the applicant is not the registered owner of the property on which the sign will be erected, he or she must obtain the consent of the registered owner of the land or building on which the sign is erected, indicating that person's knowledge of the application.
- (6) The Municipality may require the submission of any or all of the following studies or assessments—
 - (a) an Environmental Impact Assessment (either the 1st stage thereof; being the completion of an Environmental Checklist or in its entirety);
 - (b) a Heritage Impact Assessment; and
 - (c) a Traffic Impact Assessment.
- (7) If a community or portion thereof or a person will be affected by the proposed sign, it may require a public participation process prior to considering the approval.
- (8) The Municipality may require a signage master plan in respect of any development where the erection of numerous signs is proposed, or the rationalization of previously approved signs is required so as to allow it to consider a consistent design master plan prior to assessment of any individual sign.
- (9) The Municipality must notify the applicant of any additional requirements it has within twenty-one (21) working days of the date of submission of the original application and payment of the application fee.

- (10) The Municipality must retain a copy of each document that formed part of an application.
- (11) The Municipality may require a written notice from the applicant or person to confirm that an approved sign was erected.

4. Fees and general factors in considering approval of applications, amendments and conditions

- (1) Every person who applies to the Municipality for approval in terms of this Bylaw must, on making application, pay to the Municipality an application fee as determined by the Municipality and no sign may be erected until such time as the application fees have been paid in full, or the required approval has been granted.
- (2) In considering an application for the display of an advertisement or the erection of a sign in terms of this Bylaw, or an amendment or condition attaching or to be attached to an approval, the Municipality may have regard to the following factors:
 - (a) The area of control in which the proposed sign is to be erected or displayed as set out in Schedule 1 of this Bylaw; provided that if a sign falls into more than one area of control or if a proposed site in one area of control may impact on an adjacent area of control, the Municipality shall be entitled to determine the area of control pertaining to that application;
 - (b) the locality or landscape and the advertising opportunities pertaining to that area of control; the number of signs already displayed or proposed to be displayed on the erf and in the area surrounding the erf concerned;
 - (c) the findings of any Traffic- , Environmental- or Heritage Impact Assessment
 - (d) Impact Assessment and public participation processes where applicable
 - (e) locality bound signs must relate to the lawful use of a property provided that no such sign must be affixed to or placed on residential premises or portions thereof other than is permitted by or for home industries and legal temporary uses; and
 - (f) that no sign or advertisement may be designed or displayed that—
 - (i) will constitute a danger to any person or property;
 - (ii) will display any material or graphic which does not comply with the requirements of the Advertising Standards Authority of South Africa.

- (iii) will be detrimental to the environment or amenity of the neighbourhood by reason of either its size, intensity, frequency, illumination, quality of design, material, proposed graphic or locality.
 - (iv) will obscure any other signs approved in terms of this Bylaw or its predecessor; and
 - (v) will be detrimental or otherwise negatively impact on the environment, whether artificial or natural.
- (3) Subject to any conditions in Schedule 16, all new signs or advertising structures approved under this Bylaw and any successive Bylaw, may remain on display uninterrupted until such time as they do not comply with the provisions of this Bylaw or any other applicable legislation.

5. Factors relating to specific signs, areas of control, and commercial sponsored signs

- (1) The Municipality may, in addition to the factors set out in section 4 of this Bylaw, apply certain minimum standards to certain specific sign types and proposed localities when an application for approval is made in respect thereof and will apply certain specific criteria to applications for the erection of signs by non-profit bodies.
- (2) The specific standards and criteria are set out in schedules 1 to 18 of this Bylaw. The Schedules are part of the Bylaw and are not any less important than the content of the Bylaw itself.
- (3) Schedule 1 of this Bylaw indicates the areas of control in which certain specific sign types may be permitted, subject always to approval in terms of this Bylaw and furthermore subject to any additional requirement pertaining to a specific sign type as set out in the remaining schedules.
- (4) The description of areas or routes in Schedule 1 should be read with the definitions as contained in the Municipality's Zoning Scheme Bylaw.
- (5) The Municipality may grant an exemption from the terms of this Bylaw in respect of sign types or areas of control set out in Schedules 10, 11 and 12 of this Bylaw having regard to—
 - (a) the area of control where it is proposed to display the signs;
 - (b) nature of the event;
 - (c) duration of the erection or display of the sign;

- (d) size of the proposed sign;
- (e) any traffic, safety, environmental or heritage impact assessment; and
- (f) the outcome of any public participation process.

CHAPTER 2

6. Standard conditions for approval

- (1) All signs and advertising structures must be properly erected and constructed of the requisite strength and must be secure and must comply with the requirements pertaining thereto of the National Building Regulations and Standards Act, 1977 (Act 103 of 1977).
- (2) The applicant to whom approval has been granted and the owner of the property or building to which it is attached shall be jointly and severally liable for the maintenance thereof and must undertake at least one inspection per year thereof with a view to satisfying themselves as to the safety thereof.
- (3) Where any sign or advertising structure is vandalised or becomes torn or damaged or otherwise falls into a state of disrepair, and/or dilapidation the applicant to whom the approval has been granted and the owner of the fixture or property which or to which a sign is attached must within seven (7) working days of a notice in writing to do so, repair it.
- (4) All signs and their support structures must be constructed of incombustible, durable materials suited to the function, nature and permanence of the sign.
- (5) All glass used in a sign, other than glass used in illumination, must be safety glass of at least 3mm thick.
- (6) Glass panels used in a sign must not exceed 0.9m² in area, each panel being securely fixed in the body of the sign, structure or device independently of all other panels.
- (7) Every sign and its support structure must be kept in a state of good repair.
- (8) No sign may obstruct the opening and closing of any window or opening provided for ventilation of a building or obstruct any stairway or doorway or other means of exit from the building or prevent movement of people from one part of a roof to another.
- (9) No advertising structure may be closer to overhead electrical equipment than the minimum distance as prescribed in the Occupational Health and Safety Act, Act 85 of 1993.

7. Electrical requirements

- (1) All signs needing an electrical connection must preferably be supplied from the existing electrical supply on the erf where it is to be erected. If this is not possible, application for a metered electricity supply must be made to the relevant authority.
- (2) Every sign in connection with which electricity is used, must be provided with suitable capacitors to prevent interference with radio and television reception.
- (3) Each power cable and conduit containing electrical conductors in respect of a sign must be so positioned and fixed so that it is safe, unseen, inaccessible and child tamper proof and animal proof.
- (4) Each interior high-voltage installation that runs unattended (such as a window display) and each exterior high-voltage installation must have an acceptable type of fireman's switch in accordance with the requirements as stipulated in sections 6.7.2 and 7.5 of SANS 0142 1993 promulgated in terms of the Occupational Health and Safety Act.

8. Illumination requirements

- (1) The Municipality may approve an illuminated sign, provided that the provisions of this Bylaw are complied with and that such illumination does not constitute a road safety hazard or cause undue light spillage.
- (2) Signs may not be illuminated if no sign content is displayed.
- (3) Requirement for internal illumination or electronic signs—
 - (a) internally illuminated and electronic signs may only be displayed in areas of partial and minimum control and must be less than 2.1m².
 - (b) electronic signs may not have subliminal flashes; and
 - (c) prior to erection, the Municipality may require a Traffic Impact Assessment, Environmental and Heritage Impact Assessment to be conducted, the results of which must indicate that no detrimental impact on traffic is envisaged. In addition, the Municipality may require subsequent traffic monitoring of any internally illuminated or electronic sign.
- (4) Requirements for external illumination:
 - (a) the light source emanating from external illumination must not be visible to traffic traveling in either direction;

- (b) external illumination must not be positioned so as to create any undue light spillage beyond the surface area of the sign; and
- (c) approved wayleaves must be obtained from the Director: Infrastructure Services or his/her nominee prior to any excavations for the installation of signs. This also applies for signs to be erected in the vicinity of overhead powerlines.
- (5) Electricity Power sources may be applied for as per the conditions of the Electricity Services Bylaw.

9. Road traffic safety requirements

- (1) Signs may not be erected in an area where they are an unacceptable distraction for drivers, which acceptability may be determined in terms of the guidelines laid down in the S.A. Road Traffic Signs Manual.
- (2) Electronic signs may not be permitted if they are visible from class 2 or 3 roads, gateway route or a scenic route unless expressly approved in writing by the Municipality.
- (3) Advertising on bridges, towers, telecommunication masts, pylons or street poles shall not be permitted.
- (4) The graphic content of signs must not have the potential to be visually interpreted as a road traffic sign, due to any factor, including but not limited to the following:
 - (a) any stylised or pictorial presentation of a road traffic sign or traffic signal;
 - (b) any word, symbol, logo or other device used on a road traffic sign;
 - (c) use of combinations of colours specified for road traffic signs, in a manner likely to lead to confusion; and
 - (d) any reflector paint or material.
- (5) Signs may not be erected in an area where the traffic volume, the average following headway, or accident history requires a higher degree of awareness from drivers.
- (6) Signs may not be attached to or obscure a road traffic sign or traffic signal specifically provided for in the South African Road Traffic Signs Manual or the South African Development Community Road Traffic Signs Manual.
- (7) Signs may not be erected within the road reserve of any public road unless expressly approved by the Municipality.

- (8) When located at signalized traffic intersections, signs may not have the colours red or yellow or green as main colours and may not obscure or interfere with any road traffic sign or traffic signal.
- (9) Electronic signs shall not be permitted within 80 meters of the perimeter of a signalised traffic intersection.
- (10) Flashing or running messages or variable transition messages that have a message change interval of greater than 0,3 seconds or have transition effects between message changes shall not be permitted if viewable from a public road. Such signs will not be permitted within Historical Areas or upon roads with high traffic flow at night.
- (11) Static display, simple transition signs must display a complete frame for an information cycle length of not less than 60 seconds when visible from a signalised traffic intersection and 30 seconds at other locations.
- (12) All signs larger than 4.5m² erected adjacent to a public road or in a railway reserve intended to advertise to persons using class 2 and 3 roads must be spaced a minimum specified distance from any other sign or road traffic sign, such distance measured parallel to the centre line of the roadway, in accordance with the measurements set out in Table 1 below:

TABLE 1: LINEAR SPACING BETWEEN SIGNS

Instance	Spacing required when visible for traffic on road with a speed of:		
	≤ 60 km/h (In the Rural Areas and the Scenic Routes)	61 – 80km/h	≥80km/h
Where a sign follows a road sign	120m	200m	300m
Where a sign follows another sign	250m	250m	300m
Where a sign precedes a road sign	40m	70m	100m

- (13) The abovementioned minimum distances specified in Table 1 above may be decreased by the Municipality if the sign falls within an area of minimum control, or in other areas of control on submission of a Traffic Impact Assessment motivating a reduction of this spacing to the satisfaction of the Municipality. The Municipality may prepare a list or map of designated areas in which the abovementioned spacing requirements shall not be applicable.

10. Legal requirements

All signs to be erected or displayed within the area of jurisdiction of the Municipality must, in addition to complying with this Bylaw, comply with all other applicable legislation, including any applicable Zoning Scheme Bylaw or condition of approval or any departure from the applicable Zoning Scheme Bylaw.

11. Approval

- (1) The Municipality may refuse any application or grant its approval subject to conditions relating to the erection or use of the sign and including a condition that the owner of any sign or billboard on the land or building on which it is erected or displayed, or both such owners or the person whose product or services are advertised, indemnify the Municipality against any consequences flowing from the erection, display or mere presence of such sign.
- (2) The Municipality may, at any time, withdraw an approval granted in terms of this Bylaw or its predecessor or amend any condition or impose a further condition in respect of such approval, if a sign or advertising structure:
- (a) is in a state of disrepair and/or dilapidation;
 - (b) remains unused for more than 90 consecutive days;
 - (c) becomes redundant or obsolete;
 - (d) no longer complies with any provision of this Bylaw; or
 - (e) is substantially altered from the original approved application by way of either structure or graphic content.
- (3) Should an approved sign not be erected within 12 months from the date of approval or within such other time as is specified in the approval, such approval shall lapse, unless that period is extended in writing by the Municipality prior to such lapse.

- (4) In the event that the structure supporting such sign is intentionally demolished before the expiry of the approval period, the approval shall lapse and no further sign or supporting structure may be erected or re-erected without the Municipality's approval.
- (5) All decisions made by the Municipality in terms of this bylaw with regard applications must be in writing and within sixty (60) calendar days after a completed application was received, or within sixty (60) calendar days after receipt of additional information as required by the Municipality.
- (6) In notifying an applicant of the outcome of the application the Municipality must inform such applicant or an objector of his right to appeal in terms of section 12.

CHAPTER 3: GENERAL PROVISIONS

12. Appeal

A person whose rights are affected by a decision in terms of a delegated power may appeal against that decision by giving written notice of the appeal and the reasons therefore in terms of section 62 of the Local Government: Municipal Systems Act, Act 32 of 2000 to the Municipal Manager within twenty-one (21) days of the date of the notification of the decision.

13. Signs for which Municipality's approval not required

- (1) Should any sign not comply with the conditions relative to each sign type listed below an application in terms of section 3 will be required.
- (2) Subject to compliance with the conditions relative to each sign provided for in sub-sections (3) to (10), and any other applicable legislation, or condition imposed by the Municipality, no application for approval is required in terms of this Bylaw in respect of the signs provided for in sub-sections (3) to (10).
- (3) Development Boards
 - (a) Development boards shall be removed forthwith when the building operations are complete or if the building operations are discontinued, or when the provisions of the services, the doing of the work, or the supply of the goods to which the sign relates has ceased.
 - (b) The Municipality may order the removal of any such sign if the building operations have been substantially completed or discontinued or an Occupancy Certificate has been issued by the Municipality, or the provision of the services, the doing of the work or the supply of the goods to which it relates, has for all practical purposes ceased, and such signs may thereupon be forthwith removed but no later than five (5) days after the date of the order for removal thereof.
 - (c) If the premises on which building operations are in progress, are to be used wholly for residential purposes, only one development board may be displayed, and such development board may not exceed 3m² in total area.

- (d) If the premises are not to be used wholly for residential purposes, no more than two development boards may be displayed, and the aggregate area of both development boards may not exceed 5m² in total area;
- (e) If the signage, whether on freestanding boards, or flexible building covering material, include any other form of third-party advertising, such sign must then comply with the provisions of Schedule 8 hereto and approval for the display thereof must first be obtained in terms of this Bylaw.

(4) To Let/For Sale Signs

- (a) These include any sign not exceeding (400mm x 500mm) (0.2m²) in total area displayed at existing premises or at properties upon which a new building is being erected and relating to accommodation being offered to rent or purchase in the building; and
- (b) on condition that any such sign must be removed within 2 weeks from date of issue of the occupation certificate or conclusion of a contract.

(5) On Premises Business Signs

These include any sign not illuminated, not projecting over a public road and not exceeding 0.2m² in total area notifying only the types of trade, business, industry or profession lawfully conducted by any occupant or permanent resident of the premises to which it is attached, the name of such occupant, the type of activity, the address and telephone number of such premises and the hours of attendance (if any); provided that only one such sign per occupant may be displayed.

(6) Window Signs

These include any locality bound signs which are temporarily or permanently painted on or attached to the window glass of a building used for commercial, office, industrial or entertainment purposes, or any other temporary or permanent sign which is displayed within 2 meters of any window or external opening through which it can be seen from the outside such a building, on condition that no window sign may exceed 4m² in an area of maximum control. (Not more than 50% of window and not more than total area or 4m²)

(7) Signs incorporated in the face of a building

Any sign forming an integral part of the fabric of a building (but excluding a painted sign or a sign affixed in any manner onto the building), on condition that no such sign may exceed 0.2m² in total area.

(8) Security Signs

Any security sign not projecting over a public road and not exceeding 0.2m² in total area indicating either that a security watch scheme is in operation or that a security company has been contracted to protect the premises on which the sign is displayed, on condition that—

- (a) only one such sign is displayed on any public road or each street frontage of such premises; and
- (b) the said sign displays only the name, logo, address and telephone number of a security company contracted to protect the premises on which the sign is displayed.

(9) Sponsored, Commercially sponsored and Non-Profit Body Signs: less than 4.5m².

- (a) Any such sign whether erected by or in connection with a non-profit body or not; not exceeding 4.5m² in total area on condition that no more than 5% of the total surface area of the sign is used for third party advertising; and the sign is not illuminated, and furthermore provided that only one such sign may be permitted per erf.
- (b) Signs which comply with provisions of sub-section (a) may, when erected on Municipal land, only be erected once agreement has been concluded with the Municipality, wherein the extent of the community or public benefit and the terms of the erection of the sign has been agreed.
- (c) All other sponsored signs are dealt with in Schedule 16 and 17.

(10) Advertising on Vehicles

Signs painted or affixed directly onto the body of a motorised vehicle unless transit advertising.

14. Disfigurement

No person may destroy, harm, damage or disfigure or deface the front or frontage of any street, road traffic sign, wall, fence, land, rock, tree or other natural feature, or the front or frontage or roof of any building or structure in any manner whatsoever during construction or through the display or use of a sign or the writing or painting of any sign, symbol, letters or numerals. Furthermore, no person may disfigure any sign legally displayed in terms of this Bylaw.

15. Damage to Municipal property

No person may, in the course of erecting or removing any sign, or banner, cause damage to any tree, electric standard or service or other Municipal installation or property and street furniture.

16. Entry and inspections

The Municipality shall be entitled, through its authorized officers, to enter into and upon any premises, at a reasonable time for the purpose of carrying out any inspection necessary for the proper administration and enforcement of the provisions of this By-Law.

17. Presumptions

Any person charged with an offence in terms of this Bylaw who is—

- (a) alone or jointly with any other person responsible for organising, or in control of any meeting, function or event, to which a sign or poster relates, shall be deemed, until the contrary is proved, to have knowingly displayed every unlawful sign or poster displayed in connection with such meeting, function or event or to have caused or allowed it to be so displayed;
- (b) the person whose name appears on an unlawful sign or whose product or services are advertised on such sign, shall be deemed, until the contrary is proved, to have displayed such sign, or to have caused or allowed it to be displayed;
- (c) the owner of any land or building on which any unlawful sign was or is displayed, shall be deemed, until the contrary is proved, to have knowingly displayed such sign, or caused or allowed it to be displayed.

18. Enforcement and removal of signs

- (1) If any sign displayed is in contravention of this Bylaw, the Municipality may without prejudice to or in addition to the right to take legal steps or prosecute, serve a notice on the owner or lessee of the sign, or the land owner or occupant on whose land the sign is erected or displayed, or person whose product or services are advertised,

calling upon such person to remove such sign or carry out such alteration thereto or do such work as may be specified in such request or notice, within a time frame specified therein.

- (2) A notice served in terms of sub-section (1) may be withdrawn or varied by the Municipality, by agreement with the person so served, or failing such agreement, by the service of a further notice.
- (3) Should the Municipality's directives, as set out in the notice, not be carried out within the time period specified therein, the Municipality may, without further notice to the person upon whom the notice was served, remove or alter the sign or do such work as may be specified in such notice.
- (4) Any costs incurred by the Municipality in removing signs, or in doing alterations or other works required in terms of a notice, may be recovered from the person on whom the notice was served.
- (5) Notwithstanding any other clause in this Bylaw, if a sign is, or is reasonably considered to be an imminent danger to life or property, the Municipality itself may, after a minimum of six (6) hours prior notice carry out or arrange for the removal of such sign in event of the noncompliance with such notice.
- (6) Any costs incurred by the Municipality in carrying out or arranging for the removal of any sign may be recovered from the owner or lessee of the sign, or the landowner on whose land the sign was erected, or the person whose product or services were advertised, jointly and severally.
- (7) Unlawful or dangerous signs removed by the Municipality may be reclaimed from the Municipality on payment in full to it of any costs incurred by the Municipality in the removal of the said sign, as well as payment of the costs incurred in the storage of such sign.
- (8) Any unlawful signs removed by the Municipality and not reclaimed within two (2) months of the date of removal may be disposed of or be sold by the Municipality to defray its removal or storage costs.

19. Serving of notices

- (1) A notice, order or any other document issued by the Municipality in terms of this Bylaw is deemed to be duly issued if an official of the Municipality, formally delegated, signed it.

- (2) Any notice or other document that is served on a person in terms of this Bylaw is regarded as having been duly served—
 - (a) when it has been delivered to that person personally;
 - (b) when it has been left at that person's place of residence or business in the Republic with a person apparently over the age of 16 years;
 - (c) when it has been posted by registered or certified mail to that person's known residential or business address in the Republic, and an acknowledgment of the posting thereof from the postal service is obtained;
 - (d) if that person's address in the Republic is unknown, when it has been served on that person's agent or representative in the Republic in the manner provided by paragraphs (a), (b) or (c); or
 - (e) if that person's address and agent or representative in the Republic is unknown, when it has been posted in a conspicuous place on the land or business premises to which it relates;
 - (f) in the event of a body corporate, when it has been delivered at the registered office of the premises of the body corporate; or
 - (g) when it has been delivered, at the request of that person, to his or her e-mail address.
- (3) Serving of a copy is deemed to be service of the original.
- (4) When any notice or other document is served on the owner, occupier, or holder of any property, or right in any property, it is sufficient if that person is described in the notice or other document as the owner, occupier, holder of the property or right in question, and it is not necessary to name that person.

20. Liaison forums in community

- (1) The Municipality may establish liaison forums in the community for the purposes to—
 - (a) ensure the local community participation in the implementation and execution of this Bylaw; and
 - (b) promoting local economic development and the conservation of visual, tourist, environmental and heritage characteristics of the Stellenbosch Municipal area;
- (2) A forum as contemplated in sub-section (1) may consist of-
 - (a) a person or persons of an interested party or an affected person or community;

- (b) designated official or officials of the Municipality and
- (c) a council member of the relevant council committee
- (3) The Municipality may request-
 - (a) a forum to give their input or
 - (b) make use of a forum's special knowledge or capacity
- (4) A forum of persons or a person as defined in sub-clause (2) may give input on their own accord to the Municipality for its consideration but will have no decision-making powers.

21. Offences and Penalties

- (1) A person who contravenes any provision or fails to comply with any provision of this By-law, or fails to comply with a notice issued in terms of this Bylaw, commits an offence and shall upon conviction be liable to—
 - (a) a fine or imprisonment, or either such fine or imprisonment or to both such fine and such imprisonment; and
 - (b) in the case of a continuing offence, to an additional fine or an additional period of imprisonment or to such additional imprisonment without the option of a fine or to both such additional fine and imprisonment for each day on which such offence is continued; and
 - (c) a further amount equal to any costs and expenses found by the court to have been incurred by the Municipality as result of such contravention or failure.
- (2) A person commits an offence if he or she—
 - (a) threatens, resists, hinders, obstructs or otherwise interferes with, or who uses foul or abusive language towards or at an employee or contractor of the Municipality in the exercise of any powers or performance of any duty or function in terms of this Bylaw; or
 - (b) impersonates an employee or contractor of the Municipality.

22. Conflict with other legislation

- (1) In the event of any conflict between any provision of this By-law and National and Provincial legislation, standards, policies or guidelines, the National and Provincial legislation, standards, policies or guidelines shall prevail subject to section 151(3) and 156(4) of the Constitution.
- (2) In the event of an inconsistency between the different texts the English text shall prevail.

23. Exemptions

Notwithstanding the provisions of this Bylaw, the Municipality may, in written application, exempt any person or class of persons from any or all of the requirements of this Bylaw in considering such exemption it may impose any conditions or requirements it deems appropriate.

24. Repeal of Bylaw

The stipulations of any Bylaw previously passed by the municipality, or any abolished Municipality now incorporated in the present Municipality are herewith repealed as far as they relate to matters provided for in this Bylaw and insofar as it has been made applicable to the Municipality by the authorization for the execution of powers and functions covered in Section 84(3) of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998).

25. Transitional arrangements

- (1) Anything done before the promulgation of this Bylaw, which was not done in terms of a provision repealed in this Bylaw and was unlawful, shall in the event of such act or sign still not complying with the provisions of this Bylaw, be unlawful and the Municipality in such case may take the necessary action in terms of section 19 hereof.

- (2) All legal signs that exist at the date of publication of this Bylaw, must in all respects comply with the stipulations in this bylaw within a period of six (6) months from the date of publication. Any sign that fails to comply after the initial six (6) months will be removed.
- (3) The municipality could instruct an owner of a sign to remove it should the sign fail to comply to the regulations of this Bylaw. Should the owner neglect to remove the sign and/or within the period of 6 months, after publication of this bylaw, then the Municipality reserves the right to remove such sign at the expense of the owner.
- (4) When a sign as a result of the change of ownership or occupation or a change in the nature of a business, industry, trade or profession performed on the premises or due to the installation of new traffic signs or a change in the level or location of any road, foot path or kerbstone or due to any other factor what so ever, no longer comply with the regulations of this Byaw then the person responsible for the sign must immediately remove, erase or change the sign to comply to this Bylaw.

26. Short title and commencement

This Bylaw shall be known as the Stellenbosch Municipality Outdoor Advertising and Signage Bylaw.

SCHEDULE 1: AREAS OF CONTROL

Area Type	Natural Area	Rural Area	Urban Area	Urban Area	Urban Area
Control Strength	Maximum	Maximum	Maximum	Partial	Minimum
Area Description	<ul style="list-style-type: none"> • Proclaimed, declared or zoned nature reserve and conservation areas. • Protected natural environment. • Forestry areas. • River corridors. • 1:100 Year flood plains. • Wetlands. • Game reserves 	<ul style="list-style-type: none"> • Agricultural areas/zones • Horticultural areas • Rural small holdings • Large private open spaces (e.g. golf courses) • Scenic routes • Scenic landscapes • Scenic features • Municipal parks • Urban edge zones as defined in the Urban Edge Policy • Agricultural and horticultural areas/zones and adjacent road and rail reserves • Specific areas or sites designated as maximum control by way of a map as contained in the zoning scheme bylaw prepared by the Municipality 	<ul style="list-style-type: none"> • Urban conservation overlay areas • Declared Heritage sites • Graded buildings and places • Residential zones and adjacent road and rail reserves • Pedestrian malls and pedestrian squares • Private Open Spaces e.g. Golf courses • River corridors • Specific areas or sites designated as maximum control by way of a map as contained in the zoning scheme bylaw prepared by the Municipality 	<ul style="list-style-type: none"> • Central business districts, unless within an urban conservation area • Mixed use commercial and residential areas, unless within a conservation area • Commercial ribbon development and activity corridors, unless within a conservation area • Commercial and business districts and adjacent streets and rail reserves, unless within a conservation area • Entertainment district or complexes with commercial zones, unless within a conservation area • Educational institutions, Sports fields and stadiums, unless within a conservation area • Limited zones (including railway reserves, transport use zones) • Specific areas or sites designated as partial control by way of a map as contained in the zoning scheme bylaw prepared by the Municipality 	<ul style="list-style-type: none"> • In Heritage insensitive areas • Designated transportation terminals unless historical conservation area or graded building or site • Designated areas within limited use zones unless within a conservation area • Specific areas or sites designated as minimum control by way of a map as contained in the zoning scheme bylaw prepared by the Municipality • Industrial zones

SCHEDULE 2: BILLBOARDS

- (1) Subject to approval in terms of this By-Law, the erection or display of Billboards, whether custom made or of standard design, is permitted only in areas of minimum control and subject to a traffic safety audit and visual impact assessment. In addition:
 - (a) If the proposed erf where the billboards are to be erected borders on class 2 and 3 roads the billboard may not be placed less than 5 meters from the property's boundary line. If the proposed site of erection of a billboard has been designated as a gateway then no billboards will be permitted within such gateway;
 - (b) Billboards must comply with the standard conditions of approval set out in this By-Law;
 - (c) Billboards must not encroach over the boundary line of the property on which it is erected, whether such encroachment is aerial or on ground level;
 - (d) Billboards must have a minimum clear height of 2.4m and a sign structure which does not exceed a maximum height of 7.5m above natural ground level;
 - (e) Billboards must not exceed a maximum total size of 6 x 3m (18m²) provided that on any V-shaped structure, two such panels may be permitted;
 - (f) Billboards must be displayed between the angles of 90° and 60° to the direction of oncoming traffic;
 - (g) Billboards must be spaced a minimum distance apart as specified in section 9 of this By-Law;
 - (h) If located at signalized traffic intersections, Billboards may not be erected or displayed within 50 meters of the perimeter of the intersection if un-illuminated; and within 80 meters of the perimeter of the intersection if illuminated;
 - (i) If erected along the right hand side of a section of road, such that its graphics are visible to a driver traveling on the left hand side of the road, shall be deemed to have replaced the advertising opportunity that existed on the left hand side of the road;
 - (j) Billboards must have a minimum letter or number height of 285mm.

SCHEDULE 3: LOCALITY BOUND FREESTANDING AND COMPOSITE SIGNS

- (1) Subject to approval in terms of this By-Law and subsection 5, the erection or display of locality Bound freestanding and composite signs are permitted only in urban areas of maximum, partial and minimum control and subject to a traffic safety audit and visual impact assessment. In addition:
 - (a) Locality bound freestanding signs may only be permitted in the following instances:
 - (i) where business premises are set back 15 meters or more from the boundary of the road reserve; or
 - (ii) where it is not reasonably possible to affix appropriate signs to a building; or
 - (iii) where such a sign is necessary to allow the public to locate the entrance to business premises; or
 - (iv) where the existence of a freestanding composite sign may prevent the proliferation of signs.
- (2) Locality bound freestanding composite signs may not exceed 4,5 meters in height and in addition may not exceed 4.5m² in total area. This provision may be waived, after having regard to the following factors:
 - (a) if such increase reduces the number of individual signs facing any one street boundary of the site, thereby minimising the visual impact on the surrounding environment;
 - (b) if more than two significant roads approach the site in question;
 - (c) the number of businesses which will be advertising on such sign;
 - (d) the number of approach or exit routes to the site in question;
 - (e) the applicable zoning of the area surrounding the site in question.
- (3) Service Station freestanding pylon signs must be locality bound and may only be erected or displayed at service stations adjacent to and directly accessible from the public road at which such a sign is directed and only one Service Station freestanding facility sign per street boundary may be permitted.
- (4) Service station freestanding pylon signs may not exceed 7,5 meters in height and may not consist of more than eight advertising panels of 4.5m² each in total area. In areas

of maximum control the maximum height is 4,5 meters and an area of 7.0m² on each side.

- (5) In conservation areas and single residential zones only standard locality bound, free standing and composite signs shall be allowed as prescribed in Schedule 18.

SCHEDULE 4: SIGNS ATTACHED TO WALLS OF BUILDINGS: FLAT AND PROJECTING SIGNS

Subject to approval in terms of this By-Law, the erection or display of flat and projecting signs are permitted in all areas of maximum, partial or minimum control. In addition, flat and projecting signs may:

- (1) not be allowed within 1.0 meters of the edge of a roadway nor may it extend to within 1.0 meters of the edge of a roadway;
- (2) not project in front of a wall more than 1,5 meters in the case of a sign which has a clear height of more than 7,5 meters or more than 1 meter in the case of any lesser clear height;
- (3) not project more than 250mm over a footway unless such sign has more than 2.4 meters clear height;
- (4) not obstruct the view from any window or any other external opening of any building and no portion of any such sign may obstruct the opening or closing of any window, door or any other openings
- (5) not exceed 5m² in total area and may not exceed 20% (in areas of maximum control), 30% (in areas of minimum and partial control) or one-quarter of the overall area of the surface to which they are affixed or painted whichever is the lesser. This size restriction may be waived on condition that:
 - (a) an Environmental Visual Impact Assessment be submitted to the Municipality indicating no detrimental environmental impact is envisaged;
 - (b) or in a conservation area, a Heritage Impact Assessment be submitted to the Municipality indicating no detrimental heritage impact is envisaged; and
 - (c) only graphics designed and created by a suitably qualified consultant be displayed on such sign;
- (6) may be considered for approval on blank common boundary facades of non-residential buildings.
- (7) if the sign appears on public facades of any building—
 - (a) be so designed as to become an integral part of the building design; and
 - (b) when a third-party sign, only be permitted if custom-made and subject to the requirements of 5(a) to (c) above.

- (8) No signs may be attached to walls or fences of residential buildings.

SCHEDULE 5: SKY SIGNS

- (1) Subject to approval in terms of this By-Law, the erection or display of sky signs whether custom made or of standard design, is permitted in areas of minimum control only. In addition, sky signs must:
 - (a) be limited to a maximum total size of 4.5m² and subject to Traffic Safety Assessment and Visual Impact Assessment indicating no detrimental environmental impact is envisaged; and
 - (b) not obstruct the view from any other building.
- (2) Sky signs along the top edge of the roof of cultural, historic or architecturally significant buildings will not be allowed.

SCHEDULE 6: ROOF SIGNS

- (1) Subject to approval in terms of this By-Law, the erection or display of roof signs is permitted only in areas of minimum control.

In addition:

- (a) The total area of any roof sign affixed flush onto or painted onto a roof of a building may not exceed one-quarter of the overall area of the roof to which it is affixed or painted.
 - (b) When attached to the bottom edge of a roof or vertically midway on the roof of a building, such sign may not exceed 500mm in height and its total area may not exceed 25% of the roof area to which it is affixed.
- (2) It shall be permissible to affix a roof sign along the edge of a roof of a building, if such sign is composed of a single line of individual, cut-out letters, without visible bracing or support but may not be erected along more than two edges of such roof and may not exceed 3.6m² in total area; with a maximum height of 500mm.

SCHEDULE 7: SIGNS ON A VERANDAH, BALCONY, CANOPY, SUPPORTING COLUMNS, PILLARS AND POSTS

Subject to approval in terms of this By-Law and subsection 11 below, the erection or display of signs on a veranda, balcony, canopy, supporting columns, pillars and posts may only be permitted in areas of medium and minimum control on the condition that they also comply with the following:

- (1) No signs may be attached to Historical Buildings
- (2) No such signs will be allowed on or over architectural features of buildings.
- (3) Such signs may be affixed flat onto or painted on a parapet wall, balustrade or railing of a veranda or balcony, and beam or fascia of a veranda or balcony.
- (4) The sign may not exceed 1m in height or project above or below or beyond either end of the surface to which it is affixed, or project more than 250mm in front of the surface to which it is affixed or project over a roadway or within 0,6 meters of the edge of the roadway.
- (5) Such signs may be affixed flat onto or painted on supporting columns, pillars and posts. In this regard, no sign may project more than 50mm in front of the surface to which it is affixed and may not extend beyond any of the extremities of such column, pillar or post. Signs affixed flat onto non-rectangular supporting structures must be curved to fit the form of such structure.
- (6) Only one sign per column, pillar or post will be allowed.
- (7) Such signs suspended below the roof of a veranda, canopy or the floor of a balcony may not exceed 1,8 meters in length or 600mm in height.
- (8) Every such sign must be at right angles to the building line.
- (9) No signs suspended under a canopy may extend beyond the external edge of the canopy or veranda to which it is attached.
- (10) All suspended signs must have a clear height of at least 2,4 meters.
- (11) Such signs on the roof of a veranda, canopy or balcony, excluding the main roof of a building, must be composed of a single line of freestanding individual, cut- out silhouette letters without visible bracing or other visible means of support and may not be erected along more than two edges of such roof of a veranda or balcony.

- (12) No such sign shall be allowed in a conservation area within a single residential zone unless a Heritage Impact Assessment was submitted which found that no negative impact would be made on the heritage resources.

SCHEDULE 8: SIGNS ON BOUNDARY WALLS AND FENCES AND ON CONSTRUCTION SITE HOARDINGS

Subject to approval in terms of this By-Law, the erection or display of signs on boundary walls and fences is permitted only for locality bound signs in urban areas of maximum, minimum or partial control and in addition:

- (1) In urban areas of maximum and partial control, the Municipality may approve an application to affix a locality bound sign against a boundary wall only if the sign is indented into the wall or composed of individual, un-illuminated cut-out letters or symbols fixed flat on such wall not projecting more than 50mm from the face of such wall.
- (2) In areas of minimum control, the Municipality may approve, subject to Visual Impact Assessment—
 - (a) an application to affix a locality bound sign flat onto a boundary wall only if it does not project more than 50mm from the face of such wall; and
 - (b) an application to affix a locality bound flat sign with a maximum size of 0.5m² onto the permanent fence of an erf.
- (3) Third party and locality bound advertising on construction site hoardings and fences must comply with the following conditions:
 - (a) any one sign may not exceed a vertical dimension of 3 meters and total area of 18m² and in the case of construction site cladding, the graphic must comply with the requirements of the Advertising standards Association of South Africa.
 - (b) any such sign may not project more than 100mm in front of the hoarding or fence to which it is affixed;
 - (c) it may not be illuminated in areas of maximum and partial control; and
 - (d) advertising will not be allowed on construction site hoardings and fences within the cone of vision of motorists at signalised traffic intersections.

SCHEDULE 9: HEADLINE POSTERS

Subject to approval in terms of this By-Law, the erection or display of headline posters is permitted in all areas except natural and rural areas of maximum control. In addition:

- (1) Headline posters may not exceed 0.9m x 0.6m in area.
- (2) The commercial content of the poster may not exceed 20% of the area of the poster nor may such commercial lettering be larger than the main lettering in the remainder of the poster.
- (3) The posters may be attached to Municipal electrical light poles only where approved by the Municipality for the express purposes of these posters.
- (4) Posters may not be affixed to traffic signal poles, or other poles which carry road traffic signs, or poles erected for any other purpose except as provided for in item 5 below, or any other street furniture, walls, fences, trees, rocks or other natural features.
- (5) Headline posters may not be pasted on municipal electric light poles but are to be mounted on board and affixed securely with stout string or plastic ties unless a permanent frame has been approved for this purpose.
- (6) Only one headline poster per pole, regardless of which newspaper group it is, will be permitted, and must be at a uniform height of approximately 2 meters.
- (7) The number of posters as well as the designated areas for the display of headline posters as approved by the Municipality must be strictly adhered to.
- (8) All "special events" posters are to comply with the following:
 - (a) the name of the newspaper group, the "special event" and the date of the "special event" must appear on the posters in letters not less than 50mm in height;
 - (b) the special event posters may not be displayed more than 14 days before the date of the event and they must be removed within 48 hours after the date of the event shown on the poster.
- (9) Headline posters and fastenings are to be removed on a daily basis failing which the posters will be removed, at the newspaper group's expense, in accordance with the standard charges for removal of posters.
- (10) The Municipality may recover the costs of the removal of unauthorised posters, and the reinstatement of the surface from which such posters were removed, from the person responsible for the display of such posters or the newspaper group concerned.

- (11) The Municipality may remove any poster displayed in contravention of the abovementioned conditions.
- (12) Any poster not removed on a daily basis or a poster relating to a “special event by due date referred to in item 8(b) may be removed by the Municipality.
- (13) The display of unauthorised posters is illegal, and the Municipality may also remove such posters.
- (14) The Municipality may determine the costs involved for the removal of unauthorised posters.
- (15) Application must be made on an annual basis by each newspaper group for permission to display such posters subject to an annual fee per newspaper group.
- (16) A deposit per newspaper group who wishes to display posters must be paid annually against which a charge for the removal of any poster which contravenes the By-Law will be levied. In the event of the above deposit being exhausted, permission to display such poster may be withdrawn until a further deposit is submitted to the Municipality.

SCHEDULE 10: POSTERS, BANNERS, TEAR-DROP BANNERS, FLAGS AND BALLOONS

Subject to approval in terms of this By-Law, the erection or display of posters, banners, tear-drop banners and flags other than those referred to in Schedule 11, or balloons, is permitted in all areas, except areas of maximum control. Only to be displayed within or adjacent to property associated with advertisement. In addition:

- (1) The display of posters, banners, tear-drop banners, flags and balloons is prohibited on any bridge or across any public road, and along any road designated by the Municipality, unless consent has been obtained from the Municipality.
- (2) Posters, banners, tear-drop banners, flags and balloons may not be attached so as to interfere with or constitute a danger to passing pedestrians or vehicular traffic.
- (3) No banner, or flag-type banner may be larger than 5m², and no flag may be larger than 2m²; provided further that no flagpole may exceed a relevant height restriction of the zoning of the premises, up to a maximum of 8m above natural ground level, measured directly below the pole;
- (4) No poster, banner, tear-drop banner, flag, or balloon may be displayed within 30 meters of any road traffic sign or traffic signal. - special permission required for display within 30m
- (5) Posters, banners, flags, or balloons may not be affixed to trees, traffic signal poles, electrical or service authority distribution boxes, or other poles which carry road traffic signs, rock, other natural features, street furniture or other Municipal property.
- (6) Posters, banners, tear-drop banners, flags, or balloons may not be affixed in such a way that they unfairly prejudice other businesses or organisations or obscure any approved existing signs.
- (7) Only one banner per premises will be permitted unless the Municipality's written permission is obtained for more than one.
- (8) (i) A maximum of five flagpoles bearing national flags may be erected on the premises of an accommodation facility on a single residential erf
- (ii) Subject to the conditions laid down in paragraph 4, a maximum of two tear-drop banners or flags displaying the name, corporate symbol or nature of the business on the premises on which it is displayed, may be allowed.

- (9) Posters, banners, tear-drop banners, flags and balloons not kept in a good condition may not be displayed and must be removed after notification by the Municipality.

SCHEDULE 11: TEMPORARY POSTERS, TEAR-DROP BANNERS, BANNERS AND FLAGS ON PUBLIC ROADS AND PUBLIC PLACES

Subject to approval in terms of this By-Law, the erection or display of posters, banners, tear-drop banners and flags in public roads or public places, for the purpose of advertising specific events, is permitted in all areas of control except natural and rural areas of maximum control. In addition—

- (1) Approval for third party advertising on posters, banners, tear-drop banners, flags and balloons may only be granted for a function or event conducted for religious, educational, social welfare, animal welfare, sporting, civic or cultural purposes or for a function or event relating to a Municipal, Provincial or Parliamentary election or referendum.
- (2) The name of the host organisation, the date and venue must appear on the material in letters not less than 50mm in height.
- (3) Posters, banners tear-drop banners and flags may only be erected to advertise the event and the name or emblem of a sponsor may not cover more than 20% of the surface of the material.
- (4) The Municipality may levy a tariff to cover the cost for the removal of material which has been erected without the approval of the Municipality given under the hand of an authorized official.
- (5) Posters, banners, tear-drop banners and flags may be displayed for a maximum period of fourteen days prior to the event and must be removed within 2 days from the date of the event or the last day thereof as applicable.
- (6) Posters with a maximum measurement of 80 cm x 50 cm must be mounted on a board and affixed securely with stout string or plastic fastening without damage caused to the poles. No securing material with a metal content is permitted.
- (7) Posters, banners, tear-drop banners and flags, excluding election posters and flags, may only be erected in the roads, or places as indicated by the Municipality and may not be erected in residential areas or on bridges. No political banners will be allowed.
- (8) Only one poster or flag per organisation may be erected on every second streetlight pole.
- (9) Posters and flags must be erected at a uniform height of approximately 2 meters.

- (10) No posters, banners, tear-drop banners or flags may be affixed to trees, traffic signs, traffic signals, central ridges, existing advertising signs or any municipal buildings or over hydrant identification signs.
- (11) No posters, banners, tear-drop banners and flags may be displayed within 30 meters of any road traffic sign or traffic signal.
- (12) All materials used to affix the posters must be removed together with the posters.
- (13) The Municipality may remove any indecent or torn posters, banners, tear-drop banners or flags, or any posters, banners or flags which create a traffic hazard in the opinion of the Municipality
- (14) The Municipality is exempted from claims that may be instituted against the Municipality as a result of the display of posters, banners, tear-drop banners and flags.
- (15) The display of posters, banners, tear-drop banners and flags purely for commercial advertising is not permitted, provided that any poster, banner or flag which relates to a sport, the arts, or a cultural event may be permitted, despite such posters, banners, tear-drop banners or flags containing commercial elements. The commercial element may not exceed 20% of the extent of the poster, banner, tear-drop banner or flag.
- (16) Organisations or persons who obtained approval to display posters or flags must pay a deposit as determined by the Municipality, which shall entitle that person to display the said poster or flag for a maximum period of 14 days, or such time as stipulated by the Municipality. No poster or flag may be displayed without such deposit having been paid.
- (17) The Municipality may remove or request the applicant to remove all posters, banners, tear-drop banners or flags should any of the above conditions not be complied with.
- (18) Posters, banners, tear-drop banners or flags that are not removed by the due date may be removed by the Municipality in which case the deposit paid in terms of item 15 will be forfeited to the Municipality.
- (19) Banners will be erected or removed by the Municipality at a rate as approved from time to time and the banner must comply with the specifications as laid down by the Municipality.

SCHEDULE 12: ESTATE AGENT SIGNS

Subject to approval in terms of this By-Law, the erection or display of estate agent signs is permitted in all areas except natural areas of maximum control. Only estate agents registered with the Estate Agents Board will be allowed to erect show houses signs. Proof of registration must accompany the application. In addition:

- (1) Estate Agencies must apply annually for permission to display signs and approval may be subject to payment of an annual fee in accordance with the Municipality's by-law and policy on tariffs.
- (2) A deposit may be required by the Municipality against which a charge for the removal of any sign which contravenes this By-law will be levied. In the event of the above deposit being exhausted, permission to display such signage may be withdrawn until a further deposit is paid to the Municipality.
- (3) Any Estate Agent sign unlawfully erected, or in contravention of the provisions of this Schedule, will be subject to a charge by the Municipality; in the event of the said sign not being removed, photographic evidence of the unlawful sign may be obtained by the Municipality prior to levying the said charge.
- (4) "For sale", "Sold" and "To let" signs shall be fixed flat to the surface of the boundary fence or wall of the property.
- (5) "Sold" signs may be displayed, fixed flat to the surface of the boundary fence or wall of the property, for a maximum period of two weeks.
- (6) No sign may be erected in such a way that any part of it is closer than 1.5m from a road verge.
- (7) No sign may be erected on centre islands.
- (8) No sign may obscure a road traffic sign.
- (9) No signs may be erected on any tarred area of pavements.
- (10) Estate agent signs may not exceed 0.3m² in total area.
- (11) "Show House" signs may be displayed only from 12h00 on Fridays to 20h00 on Sundays.
- (12) Show house signs may not be affixed to trees, traffic signals, street poles or other poles which carry road traffic signs, walls, fences, rocks, other natural features or landscaped areas, street furniture, or other Municipal property, unless such other display is authorised by the Municipality in writing.

- (13) On each sign, the wording "On Show", "Show House", "Show Flat" or "Show Plot" with the Agency's name and directional arrow must be displayed as well as the date.
- (14) Show house signs may be displayed on stakes making use of a design approved by the Municipality. Estate Agent signs may not be displayed on concrete, tarred or paved surfaces. It is not permissible for stakes to penetrate the ground deeper than 15cm.
- (15) Not more than six estate agent directional signs will be permitted in total per show house, show plot or block of flats in which a show flat is on display. The definition of one sign will include the display of two signboards only when such boards are sandwiched back to back around an electric light pole.
- (16) Show houses signs may not be displayed along Scenic Routes or on any bridge, public park or public open space.
- (17) Directional signs may be displayed along main routes only, being the shortest route from a main road to the property.
- (18) Only one directional sign per show house/flat/plot may be displayed along class 2 or 3 roads, excluding roads referred to in item 7 above.

SCHEDULE 13: LOOSE PORTABLE SIGNS

Subject to approval in terms of this By-Law, the erection or display of loose portable signs is permitted in areas of minimum and partial control as well as designated areas within urban areas of maximum control. In addition:

- (1) Loose portable signs may not be placed in a road reserve or in public open spaces without the written permission of the Municipality.
- (2) The Municipality may remove and impound loose portable signs placed without permission in a road reserve or on Municipal property. Owners can recover their signs on payment of the prescribed fee as determined the Municipality which will be used to defray the cost of removal, storage and transportation.
- (3) The following criteria will apply in respect of an application in terms of item 1:
 - (a) that it does not pose a hazard in terms of safety to the public;
 - (b) that it does not obstruct or cause inconvenience to the public either by its physical size or location;
 - (c) that it does not unfairly prejudice other traders;
 - (d) that the loose portable sign or proposed number thereof does not detract from the amenity of the local streetscape or local environment;
 - (e) that it is intended solely to advertise the name of the business, goods or services for sale from the advertiser's premises;
 - (f) that the maximum dimensions of the proposed loose portable sign must be 1.2m (height) x 0.6m (width).
 - (g) that it may be placed directly in front of the advertiser's premises, provided that the above criteria are met; and
 - (h) that a minimum clear footway width of 1,8 meters must remain clear and 2,5 meters in the central business district and sidewalks with high pedestrian volumes.
- (4) The Municipality may demarcate areas within the road reserve or on municipal property where, during normal trading hours, applicants may then place the approved loose portable signs. The said signs must be removed outside normal trading hours and stored away from public view.

- (5) The Municipality may levy tariffs for displaying the loose portable signs, which tariffs shall be payable in advance for a maximum period of six months.
- (6) Applicants will be required to indemnify the Municipality against any claims from third parties that may arise, due to the placement of loose portable signs within the road reserve or on municipal property.
- (7) Notwithstanding the above, the Municipality may cause the removal or impoundment of the sign or signs should the applicant contravene any of the above conditions.

SCHEDULE 14: AERIAL SIGNS

Subject to approval in terms of this By-Law, the erection display of aerial signs is permitted only in urban areas of minimum control. In addition:

- (1) No aerial signs affixed to any building or structure may be flown at a height of more than 45 meters from the surface measured from ground level.
- (2) Aerial signs may not be flown above a public road.

SCHEDULE 15: TRANSIT ADVERTISING

Subject to approval in terms of this By-Law, the erection or display of transit signs is permitted only in urban areas of minimum control.

In addition:

- (1) The parking of a transit sign which is visible from a public road or a public place for the purpose of third-party advertising is prohibited, except if it is displayed on a designated display site approved in terms of this By-Law as well as the Streets By-Law.
- (2) Transit signs parked on private property for the purpose of storage must be positioned in such a manner as not to be visible from a street or public place.
- (3) The advertising panel or portion of the vehicle used for transit advertising may not exceed a cumulative total of 18m².
- (4) The Municipality may designate sites in areas of minimum control for transit advertising and may publish notices indicating such sites.
- (5) Notwithstanding any provisions of this By-Law, the Municipality may, without prior notice, remove any unauthorised transit signs from municipal property, and, in the case of unauthorised transit advertising on private property, the Municipality may serve a notice ordering the removal thereof in terms of this By-Law.
- (6) Transit signs must be properly fixed to the ground at the parking location.

SCHEDULE 16: SIGNS ON MUNICIPAL LAND OR BUILDINGS

- (1) No sign may be displayed or erected on municipal land or buildings without the written permission of the Municipality.
- (2) The following specific conditions and criteria will apply to the signs mentioned in items (a) to (c) below:
 - (a) Commercially sponsored signs other than those in section 13 (10).

Notwithstanding the area of control within which it is proposed to erect a commercially sponsored sign on Municipal land or buildings, and subject to compliance with all other provisions of this By-Law, the Municipality may consider a commercially sponsored sign for approval, subject to the following:

- (i) Public or community needs or goals must be identified or adopted by the Municipality and if such needs can be addressed either entirely or in part by the granting of concessions to particular persons for the erection of commercially sponsored signs, the Municipality may call for public input on such public or community needs or goals and the related advertising opportunity.
- (ii) In order to identify such public or community needs or goals, the Municipality and other interested authorities must consult prior to proposals being invited, so as to establish conditions, criteria and constraints in respect of such advertising.
- (iii) The Municipality's Supply Chain Management Policy will apply.
- (iv) that any proposal be evaluated on the following factors:
 - (aa) the adherence to the principles of this By-law;
 - (bb) the design contribution;
 - (cc) the best community benefit offered;
 - (dd) the creativity and public safety;
 - (ee) the permanence of the contribution to the community goals or needs; and
 - (ff) the recovery cost over the period of the erection of the sign as opposed to the largest advertising opportunity or financial gain.

- (v) When contributions in kind are to be recovered by the Municipality, a conversion thereof to a monetary contribution to the Municipality's income base will be assessed.
- (vi) the Municipality, as landowner, reserves the right not to proceed with any proposal prior to final approval thereof and the call for invitations for proposals in any respect shall not be regarded decision by the Municipality to proceed with the erection of a sign in respect of a specific site.
- (vii) Once accepted, any sign to be erected in terms of this schedule must be the subject matter of a written agreement between the Municipality as landowner and the person responsible for the erection of the sign.

(b) Sponsored signs

Notwithstanding the area of control within which it is proposed to erect such a sign on Municipal owned land or buildings and subject to compliance with all other provisions of this By-Law, the Municipality may consider a sponsored sign for approval on condition that:

- (i) written detail will be provided which clearly indicates the recognised community goals which will be promoted by the erection or display of the proposed sign;
- (ii) signs with a political content will not be permitted;
- (iii) no more than 5% of the total surface of the sign is used for third party advertising.
- (iv) the maximum size of any such sign will be 6m x 3m; provided in the event of a V-shaped sign where the size may not exceed two panels of 6m x 3m each. Not allowed in areas of maximum control
- (iv) applications for billboards to be erected in terms of this section must comply with the requirements as set out in Schedule 2.
- (vi) no sign erected in terms of this clause be located within 5 meters of a property's boundary line.

(c) Non-profit body signs

Notwithstanding the area of control within which it is proposed to erect a sign, and subject to compliance with all other provisions of this By-Law, the Municipality may consider the erection of a sign by or for the benefit of a non-

profit body subject to compliance to a VIA and with the requirements set out in Schedule 17.

SCHEDULE 17: SIGNS ERECTED BY OR FOR THE BENEFIT OF NON-PROFIT ORGANISATIONS

- (1) Notwithstanding the area of control within which it is proposed to erect a sign by or for the benefit of a non-profit organisation, and subject to compliance with all other provisions of this By-Law, the Municipality may consider such a sign for approval subject to the following:
 - (a) written details from the host non-profit organisation regarding the nature and extent of the support to be received from the erection or display of the sign must be delivered to the Municipality together with the other information set out in Section 3 of this By-Law;
 - (b) the extent of involvement of previously disadvantaged communities, small businesses, job creation and empowerment will be considered in any proposal;
 - (c) any proposal will be evaluated on the following factors:
 - (i) the adherence to the principles or provisions of this By-Law;
 - (ii) the design contribution;
 - (iii) the best community benefit offered;
 - (v) the creativity and public safety; and
 - (vi) the permanence of the contribution to the community goals or needs as opposed to the largest advertising opportunity or financial gain.
 - (d) in the event of it being proposed that the said sign will be erected on municipal property:
 - (i) the Municipality must evaluate the proposal;
 - (ii) the Municipality as landowner reserves the right not to proceed with any proposal prior to final approval thereof; and
 - (iii) if accepted, a written agreement between the Municipality, the person responsible for the erection of the sign and the non-profit body must be entered into.
 - (e) In addition the following conditions will apply:
 - (i) signs with a political content will not be permitted;

- (ii) the maximum size of any such sign is 6m x 3m; provided in the event of a V-shaped sign being proposed, its maximum size will not exceed two panels of 6m x 3m each;
- (iii) applications for billboards to be erected in terms of this section must comply with the requirements as set out in Schedule 2;
- (iv) no sign erected in terms of this clause may be located within 5 meters of a property's boundary line;
- (v) the name of the non-profit body must be displayed on the sign with a maximum 300mm lettering height;
- (vi) all parties that may be affected by the erection or display of such sign must be given opportunity for their input;
- (vii) the Municipality may require submission of impact assessment studies; and
- (viii) no more than two individual signs of 6m x 3m each may be permitted, or alternatively one V-shaped sign with a maximum of two panels of 6m x 3m each on any one property. In addition, only one sign per street frontage will be permitted.

SCHEDULE 18: STANDARD FREE STANDING AND COMPOSITE SIGNS FOR THE CONSERVATION AREA

- (1) Subject to approval and in accordance to this By-Law, the erection and display of standard free standing and composite signs will be the primary way of advertising in conservation areas and in areas of single residential zoning. In addition:
 - (a) Only one standard advertising structure, designed according to Municipal requirements, will be allowed on a property.
 - (b) A composite sign of maximum two advertising signs and size not exceeding an area of 1.8 m² per advertising structure showing only the name of the business and its main product will be allowed.
 - (c) In the case of a business centre, more than one advertising sign per advertising structure will be allowed in which case the centre's name and the names of the businesses in the centre may be displayed.
- (2) The signs and advertising structures shall:
 - (a) Comply to the design standards and requirements of the Municipality.
 - (b) Not be displayed in the road reserve.

APPENDIX 2

**OUTDOOR ADVERTISING AND
SIGNAGE BYLAW**

ADMISSION OF GUILT

OFFENCES AND FINES

Section Contravened	Description of Offence	Proposed Fine (1)	Approved Fine (2)
3(1)	Display any advertisement or erect or use any sign for advertising purposes without the Municipality's approval	R2 500	
4(1)	No sign may be erected until such time as the application fees have been paid in full	R2 000	
4(2)(f)	(f) that no sign or advertisement may be designed or displayed that— (i) will constitute a danger to any person or property; (ii) will display any material or graphic which does not comply with the requirements of the Advertising Standards Authority of South Africa. (iii) will be detrimental to the environment or amenity of the neighbourhood by reason of either its size, intensity, frequency, illumination, quality of design, material, proposed graphic or locality. (iv) will obscure any other signs approved in terms of this By-Law or its predecessor; and (v) will be detrimental or otherwise negatively impact on the environment, whether artificial or natural.	R2 000	
6(1)	(1) All signs and advertising structures which are not properly erected and constructed of the requisite strength or inadequately secured or does not comply with the requirements pertaining thereto of the National Building Regulations and Standards Act, 1977 (Act 103 of 1977).	R2 000	
6(2)	Sign not repaired within seven after receipt of notice in writing for being vandalised, torn, damaged or falling into state of disrepair	R2 000	

9(2)	Signs may not be erected in an area where they are an unacceptable distraction for drivers, which acceptability may be determined in terms of the guidelines laid down in the S.A. Road Traffic Signs Manual.	R2 000	
14	No person may destroy, harm, damage or disfigure or deface the front or frontage of any street, road traffic sign, wall, fence, land, rock, tree or other natural feature, or the front or frontage or roof of any building or structure in any manner whatsoever during construction or through the display or use of a sign or the writing or painting of any sign, symbol, letters or numerals. Furthermore, no person may disfigure any sign legally displayed in terms of this By-law.	R2 500	
15	No person may, in the course of erecting or removing any sign, or banner, cause damage to any tree, electric standard or service or other Municipal installation or property and street furniture.	R2 500	
17(2)	(2) A person commits an offence if he or she— (a) threatens, resists, hinders, obstructs or otherwise interferes with, or who uses foul or abusive language towards or at an employee or contractor of the Municipality in the exercise of any powers or performance of any duty or function in terms of this By-law; or (b) impersonates an employee or contractor of the Municipality.	R2 500	

APPENDIX 3

POWERS/DUTIES CONFERRED ON OFFICIALS AND/OR STRUCTURES					
LEGISLATIVE MANDATE	DESCRIPTION OF POWER OR FUNCTION	RESPONSIBILITY/ DELEGATED FROM	DELEGATED TO	SUB-DELEGATED TO	CONDITIONS/LIMITATIONS/ INSTRUCTION TO ASSIST
BY-LAWS					
BY-LAW RELATING TO TO OUTDOOR ADVERTISING AND SIGNAGE					
OAS (3)	To approve an application for the display a new sign or to alter or to add to an existing approved sign or submit a signage plan	Municipal Manager	<p>Director: Planning & Economic Development for all off street positioned signs, advertising, posters (Signs and poster outside of any street or road reserve)</p> <p>Director: Infrastructure Services for all on-street positioned signs, advertising, posters (signs and posters for all signs and posters within street and road reserves).</p> <p>Director: Corporate Services for all on-street positioned TEMPORARY posters (signs and posters for all signs and posters within street and road reserves).</p>	Senior Manager: Development Planning / Senior Heritage Planner	

OAS (4)	Determination of all and any fees associated with Outdoor Advertising and Signage	Council			
OAS (7)	The approval of any electricity connections and fees to be paid for signs needing an Electricity Supply	Municipal Manager	Director: Infrastructure Services		
OAS (8)	Approval of illuminance conditions and positioning wrt unwanted visual irritation to motorists of an illuminated signs=	Municipal Manager	Director: Infrastructure Services		
OAS (9)	Approval of sign position and design wrt to Traffic Safety	Municipal Manager	Director: Infrastructure Services		In consultation with both external and internal role- players as per by-law
OAS (12)	Any appeals lodged in terms of Signs and Posters conditions of approval	Municipal Manager			

APPENDIX 4

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 STELLENBOSCH • PNIEL • FRANSCHHOEK
 MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

MUNISIPALE KENNISGEWING: 44/2021
OPENBARE PUBLIEKE DEELNAME PROSES VIR NUWE PAAIE MEESTERPLAN

Kennis geskied hiermee dat Stellenbosch Munisipaliteit 'n nuwe Paaie Meesterplan ter tafel lê vir openbare inspeksie en kommentaar by die onderskeie biblioteke in die Stellenbosch munisipale area asook op www.stellenbosch.gov.za vanaf 14 MEI 2021 – 14 JUNIE 2021.

Alle kommentaar moet verwys word na die Direkteur: Infrastruktuurdienste.

Kontak persoon: Deon Louw
 Tel: 021 808 8213
 E-pos: engineering.services@stellenbosch.gov.za
 Onderwerpslyn: ROADS MASTERPLAN

Geraldine Mettler
 MUNISIPALE BESTUURDER

Posbus 17
 STELLENBOSCH, 7599

MUNICIPAL NOTICE: 44/2020
CALLING ON PUBLIC FOR COMMENTS ON NEW ROADS MASTERPLAN

Notice is hereby given that Stellenbosch Municipality has tabled a new Roads Masterplan, available for public comment at the libraries in the Stellenbosch municipal area and on www.stellenbosch.gov.za from 14 MAY 2021 – 14 JUNE 2021.

All comments must be submitted to the Director: Infrastructure Services.

Contact person: Deon Louw
 Tel: 021 808 8213
 Email: engineering.services@stellenbosch.gov.za
 Subject matter: ROADS MASTERPLAN

Geraldine Mettler
 MUNICIPAL MANAGER

PO Box 17
 STELLENBOSCH, 7599



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 MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

MUNISIPALE KENNISGEWING: 45/2021
OPENBARE PUBLIEKE DEELNAME PROSES VIR NUWE PLAKKAAT VERORDENING

Kennis geskied hiermee dat Stellenbosch Munisipaliteit 'n nuwe Plakkaat Verordening ter tafel lê vir openbare inspeksie en kommentaar by die onderskeie biblioteke in die Stellenbosch munisipale area asook op www.stellenbosch.gov.za vanaf 14 MEI 2021 – 14 JUNIE 2021.

Alle kommentaar moet verwys word na die Direkteur: Infrastruktuurdienste

Kontakpersoon: Deon Louw
 Tel: 021 808 8213
 E-pos: engineering.services@stellenbosch.gov.za
 Onderwerpslyn: POSTER BY-LAW

Geraldine Mettler
 MUNISIPALE BESTUURDER

Posbus 17
 STELLENBOSCH, 7599

MUNICIPAL NOTICE: 45/2021
CALLING ON PUBLIC FOR COMMENTS ON NEW POSTER BY-LAW

Notice is hereby given that Stellenbosch Municipality has tabled a new Poster By-law, available for public comment at the libraries in the Stellenbosch municipal area and on www.stellenbosch.gov.za from 14 MAY 2021 – 14 JUNE 2021.

All comments must be submitted to the Director: Infrastructure Services

Contact person: Deon Louw
 Tel: 021 808 8213
 Email: engineering.services@stellenbosch.gov.za
 Subject matter: POSTER BY-LAW

Geraldine Mettler
 MUNICIPAL MANAGER

PO Box 17
 STELLENBOSCH, 7599

APPENDIX 5



Belangegroep Stellenbosch Interest Group

14 June 2021

Mr Deon Louw

deon.louw@stellenbosch.gov.za

Dear Mr Louw

STELLENBOSCH MUNICIPALITY SECOND DRAFT BY-LAW RELATING TO OUTDOOR ADVERTISING AND SIGNAGE

Please find the Stellenbosch Interest Group's (SIG's) comments on the Second Draft By-Law relating to Outdoor Advertising and Signage below.

The SIG wishes to place on record the importance for the Stellenbosch Municipality to; first, take note of the comments of Ms Claire Abrahamson relating to this By-law. Secondly, the comments of the Stellenbosch Municipality's recently appointed Senior Heritage Planner, Ms Katherine Robinson, must be obtained as she will be administering the Signage Policy. The significance of the afore-mentioned two heritage practitioners must precede and override any comments that are contributed by the SIG.

In particular, the following input from Ms Claire Abrahamson must be given immediate attention:

- *Rural landscapes are vulnerable to visual degradation through inappropriate signage, which can sometimes form an "urban intrusion" into the landscape.*
- *If a sign impacts or alters building fabric older than 60 years, application to HWC under Section 34 of the National Heritage Resources Act would be required, and comment on the proposed sign from the local heritage bodies would be appropriate.*
- *Applications for proposed new signs within conservation areas should engage with and receive the comment of any registered conservation bodies within those areas.*
- *The Municipality has a conservation team that is in the process of finalising a CMP for the whole area. It would be prudent to workshop this section of the by-law with them, to ensure that adequate control of signage in historic environments is provided.*

The SIG's concern relates in particular to the need for specific reference in the By-law to rural areas. The By-law indicates what is not permitted but gives no guidelines as to what signage should look like in this area of maximum control.

The SIG's further wishes to comment as follows:

Definitions

“**sign**” means any object, product, replica, advertising structure, mural, device or board which is used to publicly display a sign, or which is in itself a sign and includes a poster, billboard and an advertisement which is included in the architectural design of a building or structure and which is visible from any public place;

Comment: Signs must exclude murals. Murals must be dealt with in a separate By Law. In recent decades, public murals have become a common phenomenon in urban landscapes around the world. The Stellenbosch Municipality needs to establish a Public Mural Art Policy and Regulations that employ murals as an acceptable element while maintaining a balance which reflects and influences social, political, historical, cultural, and aesthetic values in Stellenbosch. In this regard Cape Town's Mural Policy would be a possible example to adapt for the unique character of Stellenbosch and the Winelands.

Comment: Rural areas are listed as areas of maximum control. The schedules only refer to what is not permitted under the schedules 9: headline posters 11: Temporary posters, tear-drop banners, banners and flags on public roads and public places.

SCHEDULE 1: AREAS OF CONTROL P35

The table refers

Please note that the SIG considers that the text highlighted in yellow below should be added to the draft document and that the text that has been struck through should be deleted.

Urban Area – Partial Control

Mixed use commercial and residential areas, unless within a conservation area.

Commercial ribbon development and activity corridors, unless within a conservation area.

Commercial and business districts and adjacent streets and rail reserves, unless within a conservation area.

Entertainment district or complexes with commercial zones, unless within a conservation area.

Educational institutions, Sports fields and stadiums, unless within a conservation area.

~~Undetermined zones~~ Limited use zones (including railway reserves, transport use zones).

Specific areas or sites designated as partial control by way of a map as contained in the zoning scheme regulations prepared by the Municipality. (Comment: There are no partial control sites marked on a map in the zoning scheme)

Urban Area – Minimum Control

Designated areas within ~~undetermined zones~~ limited use zones unless within a conservation area.

Specific areas or sites designated as minimum control by way of a map as contained in the zoning scheme ? (Comment: There are no partial control sites marked on a map in the zoning scheme)

SCHEDULE 4:

(8) ~~is not allowed on the sides of buildings around the areas of maximum and partial control.~~ Comment: The text should be omitted because it contradicts the introductory paragraph of Schedule 4: the erection or display of flat and projecting signs are permitted in all areas of maximum, partial or minimum control.

Add the following:

(9) No signs may be attached to walls or fences of residential buildings.

SCHEDULE 5: SKY SIGNS

Sky signs are not suitable for Stellenbosch or the Winelands.

(2) ~~Sky signs along the top edge of the roof of cultural, historic or architecturally significant buildings will only be permitted if they are locality bound, un-illuminated and consist of individual cut-out letters or logos.~~ Comment: This at least must be removed. Such signs should not appear on the roof of a cultural, historic or architecturally significant building.

SCHEDULE 6: ROOF SIGNS

(1b) When attached to the bottom edge of a roof or vertically midway on the roof of a building, such sign may not exceed ~~1~~ 0,5 metre in height and its total area may not exceed 25% of the roof area to which it is affixed. Comment: 1 metre is too big, consider 0.5metre and a limitation should be set for the total area if the roof is large.

2) It shall be permissible to affix a roof sign along the lower edge of a roof of a building, if such sign is composed of a single line of individual, cut-out letters, without visible bracing or support but may not be erected along more than two edges of such roof and may not exceed 3.6m² in total area; with a maximum height of ~~1 metre~~ 0,5metre.

SCHEDULE 7: SIGNS ON A VERANDAH, BALCONY, CANOPY, SUPPORTING COLUMNS, PILLARS AND POSTS

The numbering should be reviewed. Two sections (1) appear under Schedule 7.

(1) No signs may be attached to Historical Buildings

~~(1)~~ (2) No such signs will be allowed on or over architectural features of buildings.

(2) No such signs will be allowed on or over architectural features of buildings.

Comment: Please note that columns, pillars, verandas, and balconies etc are all architectural features.

(7) Every such sign must be at right angles to the building line.

Comment: Unclear to which building line is referred.

SCHEDULE 13: LOOSE PORTABLE SIGNS

(d) that the loose portable sign, **only one per business**, ~~or proposed number thereof~~ does not detract from the amenity of the local streetscape or local environment;

(h) that a minimum clear footway width of 1,8 meters must remain clear and 2,5 meters in the **urban conservation area** ~~central business~~ district and sidewalks with high pedestrian volumes.

SCHEDULE 14: AERIAL SIGNS

(2) Aerial signs may not be flown above a public road. ~~time~~ ('time' should be deleted)

SCHEDULE 15: TRANSIT ADVERTISING

(4) The Municipality may designate sites in areas **of** ~~ad~~-minimum control for transit advertising and may publish notices indicating such sites.

The SIG wishes to thank the Municipality for the good working relationship that has been established with the committee in drafting this By-law and suggests that the task be completed by working with the Heritage practitioners that are deeply committed to improving the visual and environmental condition of our unique Municipality's historic and rural character.

Kind regards,

Patricia Botha

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

5. RECOMMENDATION

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

6. DISCUSSION /CONTENTS

The Municipal Spatial Development Framework (MSDF) approved by Council in November 2019 aimed to address the restructuring of Stellenbosch in a meaningful way with a view to respond to the principles of the Spatial Planning and Land Use Management Act, 2013 (SPLUMA).

The approved MSDF recognised and proposed two catalytical projects which can play a significant role in achieving these principles spatially, one of which was the development of the Adam Tas Corridor.

The Adam Tas Corridor Local Spatial Development Framework was subsequently approved by Council at the end of October 2022.

The complexity associated with the Adam Tas Development Corridor can be encapsulated as follows:

1. That landownership over the 11 identified precincts is not homogenous with various land parcels currently in the ownership of the private sector and various state institutions.
2. Determine a mechanism to implement such an initiative that will be significantly incentivised to attract investment.
3. To ensure that there is sufficient bulk infrastructure to enable the development vision.
4. The magnitude of the project is of such a nature that it will be implemented over multiple years and require significant public and private partnerships.

The Adam Tas Corridor Local Spatial Development Framework guides and informs decisions made by the Municipality relating to land development, without conferring or removing development rights. For rights to be allocated to the Adam Tas Corridor – enabling actual development as contemplated in the Local Spatial Development Framework – the envisaged rights and obligations need to be incorporated in the Stellenbosch Municipality Zoning Scheme By-Law, 2019.

The most appropriate option for incorporating the LSDF's envisaged rights and obligations in the LUMS appears to be establishing an ATC Local Area Overlay zone as provided for in Section 17 of the Stellenbosch Municipality Land Use Planning By-law, 2019.

ADVANTAGES TO ESTABLISH AN OVERLAY ZONE

From the perspective of the Adam Tas Corridor, establishing an Overlay Zone will have the following advantages:

- Framing development parameters specific to the project context, including the specific objectives pursued through the project.

-
- Ensuring a high-level of integration in the work undertaken by different landowners for different parts of the area over a prolonged period of time.
 - Enabling a clear and accountable Land Use Management process while allowing significant flexibility over time to accommodate changes in societal and landowner context.

Chapters 23 and 24 of the Stellenbosch Municipality; Zoning Scheme By-law deals extensively with Overlay Zones.

In terms of the By-law an Overlay Zone (*oorlegsonering*) means a category of zoning that applicable to a defined area or land unit which stipulates additional development parameters that may be more or less restrictive than the base zone as defined in the zoning scheme.

The objective of an Overlay Zone is to serve two different roles, which may be pursued within a single overlay zone:

- (a) In the first role an overlay zone can impose additional and more restrictive development parameters to achieve e.g., a conservation goal, like prescribing a building character, development parameters or limiting the types of land uses to protect an established historic character of an area.
- (b) In the second role it can be used as a tool to facilitate development in pursuance of a specific developmental goal e.g., to promote a type of development or harness investment and job creation and may include the establishment of less restrictive development parameters and/ or by vesting inherent additional land use rights with the potential of incentives for less burdensome statutory processes.

The overlay zone envisaged for the Adam Tas Corridor is in pursuance of the second role, and specifically in pursuance of:

- (a) The development vision of the Stellenbosch Municipal Spatial Development Framework in general and the Adam Tas Corridor Spatial Plan in particular,
- (b) Unlocking and leveraging investment by facilitating the establishment of pre-approved land use rights.

INCORPORATION OF OVERLAY ZONE INTO EXISTING ZONING SCHEME BY-LAW

In pursuance of the approved spatial planning goals and in consultation with all landowners and interested and affected parties, the municipality will develop and approve the overlay zone in accordance with a process to rezone the land to a representing subdivisional area zoning in accordance with the zoning scheme by-law.

The envisage overlay zone will not change the existing base zoning and land use rights but will establish an additional layer of inherent enhanced land use rights attached to pre-determined performance conditions to be complied with when the subject landowner exercises the option to take up the inherent land use rights of the overlay zone.

Although the inherent land use rights exist and may be taken up at any time, the base zoning and associated existing land use rights will not change if not purposefully taken up by the subject landowner. The subject landowner will consequently also not be liable for any enhanced land tax, development charges or any other obligations unless

the subject landowner elects to act on and implement the enhanced land use rights of the overlay zone.

As previously indicated, the Adam Tas Corridor consists of eleven distinct precincts, and each precinct will have its own distinct type and mix of land uses in accordance with the Local Spatial Development Framework and Development Guidelines of the Adam Tas Corridor.

The land use rights attached to the overlay zone is pre-approved in accordance with the subdivisional area rezoning process during the establishment of the overlay zone, and the landowners will consequently not be required to launch individual land use application processes with associated public participation processes to establish these land use rights.

ADMINISTRATIVE PROCESS TO IMPLEMENT INHERENT LAND USE RIGHTS

To facilitate the implementation of the inherent land use rights, the developers will need to launch administrative processes (this means it is not statutory processes where land use rights are granted, and which are associated with public participation processes) to ensure that all conditions and requirements attached to the overlay zone is being complied with.

During this process, the subject landowners within a precinct will first need to develop a precinct development plan for the approval of the Municipality that will illustrate the overall implementation and allocation of land use rights to the different properties, as well as the associated obligations and counter performance in terms of required infrastructure investment. This again is an administrative process (this means it is not statutory processes where land use rights are granted, and which are associated with public participation processes) but must be developed in partnership between landowners in a specific precinct.

Following the approval of this precinct development plan, a site development plan that complies with this precinct development plan needs to be submitted for approval to the municipality by individual property owners/ developers to take up the specific land use rights attached to such property. This again is an administrative process (this means it is not statutory processes where land use rights are granted, and which are associated with public participation processes).

The purpose of these precinct development and site development plans is to illustrate how the inherent land use rights will be implemented in accordance with the pre-approvals facilitated by the establishment of the overlay zone. The purpose of these plans is therefore not to establish any new or additional land use rights, and consequently there will also be no need or obligation for any additional public participation processes.

A landowner has no obligation to implement the inherent land use rights attached to the overlay zone and will also not be prohibited by pursuing any other type of development not permitted in terms of the subject overlay zone. Should the developer/ landowner however elect to establish any additional or alternative land use rights which are outside the scope of the inherent land use rights attached to the overlay zone, a comprehensive land use application process will need to be followed.

The only other statutory requirement relates to the submission of the actual building plan for approval in terms of the National Building Regulations. This process will be subject to normal building plan approval processes.

Establishing an Overlay Zone will involve an amendment to the Stellenbosch Municipality Zoning Scheme By-law, 2019, following the procedures related to public participation and approval set out in Sections 12 and 13 of the Municipal Systems Act. In terms of the Stellenbosch Municipality Zoning Scheme By-law, 2019, the Overlay Zone does not change the underlying zoning of the properties to which it relates but may vary the development parameters relating to these properties.

A final draft ATC Local Area Overlay zone is attached as **APPENDIX 1**.

7. COMMENTS FOR OTHER DEPARTMENTS

The planning process was undertaken with the knowledge and participation of senior management. The draft concept underpinning the MSDF was presented to management and received their full support.

The MSDF was made available to all directorates during the 60-day period for public participation and input and comments were received and are addressed to their satisfaction.

8. FINANCIAL IMPLICATIONS

No financial implication.

9. LEGAL IMPLICATIONS

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

10. STAFF IMPLICATIONS

None

11. RISK IMPLICATIONS

None

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.8.3

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

APPENDIX 1: Draft Adam Tas Corridor Local Spatial Development Framework Overlay Zone

APPENDIX 1

Adam Tas Corridor Overlay Zone

(To be incorporated in Chapter 27 of the SM Zoning

Scheme By-Law 2019: Local Overlay Zones **Sections 263-265 and Section 266 (1)-(4) remain and is reflected as it is.)**

263. Zone name and designation on map

- (1) The Local Area Overlay zone shall be depicted on a map and shall be referred to by the code (LAO) followed by a number designating the zone. The area to which the Local Area Overlay zone applies shall be indicated on the zoning map by a green unique coloured dotted outline with a transparent fill in the same colour.

264 Purpose of the zone and incorporation of land

- (1) The purpose of the local area overlay zones is to provide more detailed development parameters for a specified local area.
- (2) The Municipality may demarcate new Local Area Overlay areas or amend existing areas by amending the Scheme in terms of Planning Law, but land cannot be rezoned by an owner for incorporation into or exclusion from this overlay zone.

265. Areas designated as local area overlay zones

- (1) Municipality has designated the areas listed in **Table D** as Local Area Overlay zones.

TABLE D: LOCAL AREA OVERLAY ZONES		
Number and Map Reference	Description of Area	Colour on map
LAO1	Techno Park Local Area Overlay zone	
LAO2	Adam Tas Corridor Local Area Overlay zone	TBC

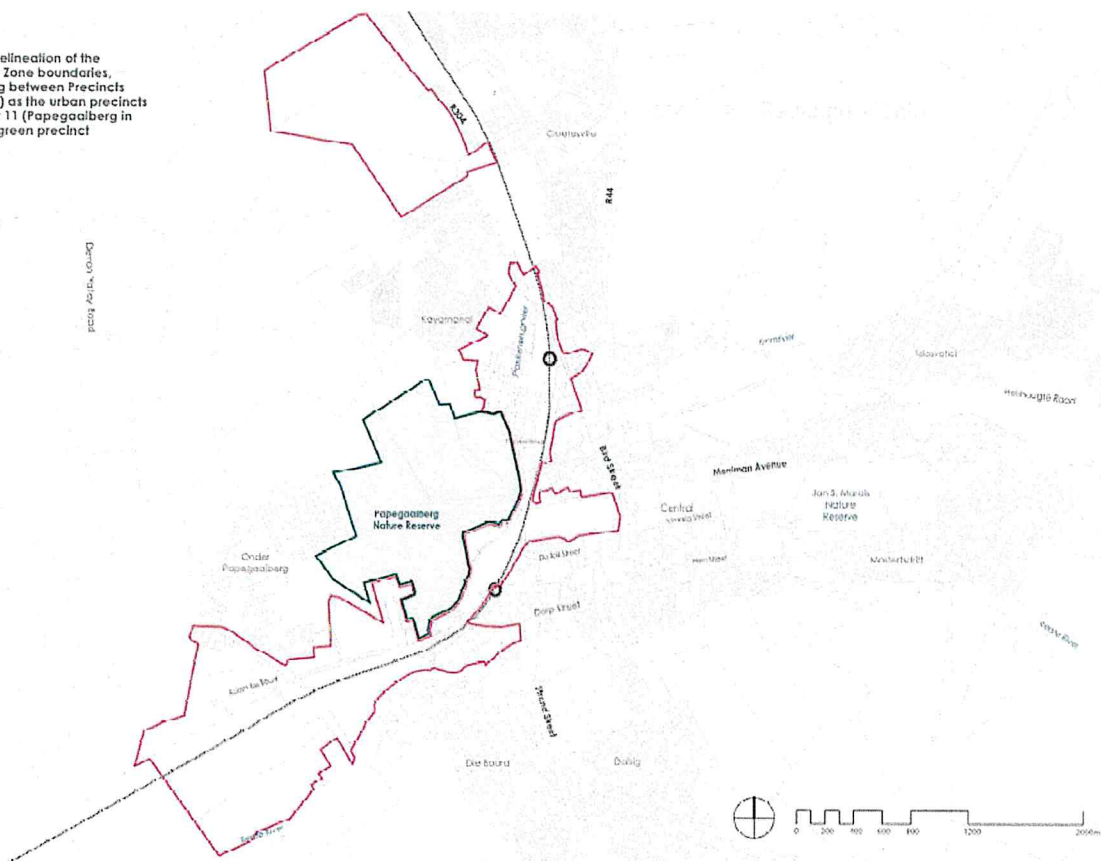
266. Areas declared as local overlay zone areas and specific provisions

Sub-sections 1-4 deals with the Techno Park Local Area Overlay Area.

- (1) The Adam Tas Corridor Local Overlay Area is indicated on Map LAO2 and the parameters in this subsection will apply as indicated.
- (2) The purpose of the Adam Tas Corridor Overlay zone is to enable development of the area in a manner which provides for:

- (a) A vibrant, compact, and efficient urban district as part of Stellenbosch town, respectful of the environment and history.
- (b) Increased access to livelihood opportunity for ordinary citizens and different income groups.
- (c) Inclusionary Housing.
- (d) Seamless spatial and socio-economic integration with surrounding areas.
- (e) Financial sustainability.
- (f) Pro-active partnership, shared responsibility, and a clear differentiation of roles between landowners, government, and other stakeholders.
- (g) A clear development process with speedy decision-making.

Figure 28. Delineation of the ATC Overlay Zone boundaries, distinguishing between Precincts 1 - 10 (in red) as the urban precincts and Precinct 11 (Papegaaiberg in green) as a green precinct



- (3) Unless otherwise indicated, the development parameters set out in this Chapter replace all the development rules set out in the various use zones applicable to the area and shall apply to all the properties or portion of properties falling within the boundaries of the Adam Tas Corridor Local Area Overlay zone as depicted on map LAO2.
- (4) The Municipality's overall intent for the Adam Tas Corridor Overlay Area is stated in the Adam Tas Corridor Local Spatial Development Framework, prepared in

terms of the legislative framework, settlement development and management objectives, principles, and policy set out in the Spatial Planning and Land Use Management Act 16 of 2013, Western Cape Land Use Planning Act 3 of 2014, approved Stellenbosch Municipal Spatial Development Framework, and related legislation and policy.

- (5) Core components of the Adam Tas Corridor Local Spatial Development Framework which informs the development parameters in this Chapter, its extent and distribution across the area, take-up, phasing, and form, are the:
- (a) Development Principles.
 - (b) Policy framework.
 - (c) Area-wide Development Framework, including the identification of precincts, mix of uses (including the compulsory provision of inclusionary housing), and development yields permitted.
 - (d) Area-wide Services Framework, including the progressive extent of development permitted with respect to bulk infrastructure provision/ investment triggered by such development.
 - (e) Area-wide Development Guidelines.
 - (f) The hierarchical process of plan preparation and approval - the "package of plans" - required for precincts and parts of precincts following below the Development Framework and the focus and format of each.
- (6) The indicative land area allocated to different uses as permissible in the Adam Tas Corridor Overlay Area and precincts shall be as set out in the table below:

Area	Residential	Mixed use residential	Mixed use commercial/retail	Light industry	Sporting facilities	Public facilities
Overall Area	259 730	487 111	379 398	220 661	57 026	198 025
Precinct #1 Droë Dyke	173 125	194 766	-	-	21 641	43 281
Precinct #2 Sawmill	-	49 063	56 072	28 036	-	7009
Precinct #3 Oude Libertas	-	17 804	17 804	-	-	23 735
Precinct #4 Adam Tas	-	56 986	56 986	14 247	-	14 247
Precinct #5 Remgro	-	12 360	24 719	12 360	-	12 360
Precinct #6 Bosman's Crossing	-	16 586	14 513	8 293	-	2 073
Precinct #7 Bergkelder	-	-	50 971	16 990	-	16 990
Precinct #8 Van der Stel	-	24 073	30 951	-	6 878	6 878
Precinct #9 Plankenbrug	-	-	98 514	140 735	14 073	28 147
Precinct #10 Northern Extension	86 605	115 473	28 868	-	14 434	43 302
Precinct #11 Papegaalberg	-	-	-	-	-	-

- (7) The overall extent of floor area permitted in the Adam Tas Corridor Local Area Overlay area and its distribution between precincts and uses shall be as set out in the table below.

Area	Residential		Mixed use residential		Mixed use commercial/retail		Light industry		Sporting facilities		Public facilities		TOTAL	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
Overall Area	372 971	528 793	884 948	1 250 285	908 685	1 227 516	500 076	669 315	104 551	143 809	375 427	526 881	3 146 659	4 346 599
Precinct #1 Droë Dyke	234 758	328 902	264 103	370 014	-	-	-	-	29 345	41 113	58 690	82 225	586 895	822 254
Precinct #2 Sawmill	-	-	107 624	172 830	122 998	197 520	61 499	98 760	-	-	15 375	24 690	307 496	493 799
Precinct #3 Oude Libertas	-	-	24 947	42 371	42 371	42 371	-	-	-	-	33 263	56 495	100 581	141 238
Precinct #4 Adam Tas	-	-	158 305	204 295	158 305	204 295	39 576	51 074	-	-	39 576	51 074	395 762	510 737
Precinct #5 Remgro	-	-	24 857	33 185	49 714	66 370	24 857	33 185	-	-	24 857	33 185	124 285	165 925
Precinct #6 Bosman's Crossing	-	-	45 114	56 392	39 474	49 343	22 557	28 196	-	-	5 639	7 049	112 784	140 980
Precinct #7 Bergelder	-	-	-	-	138 641	190 085	46 214	63 362	-	-	46 214	63 362	231 068	316 809
Precinct #8 Van der Stel	-	-	75 716	104 677	97 349	134 584	-	-	21 633	29 908	21 633	29 908	216 331	299 076
Precinct #9 Plankenbrug	-	-	-	-	213 761	276 317	305 373	394 739	30 537	39 474	61 075	78 948	610 747	789 478
Precinct #10 Northern Extension	138 213	199 891	184 283	266 522	46 071	66 630	-	-	23 035	33 315	69 106	99 946	460 709	666 304
Precinct #11 Papegalberg	-	-	-	-	-	-	-	-	-	-	-	-	-	-

- (8) At the discretion of the Municipality, and subject to meeting the overall intent for the Adam Tas Corridor Overlay Area, floor area associated with the preservation of historic buildings, historic structures, and inclusionary housing, may be excluded from overall floor area permitted.
- (9) With cognisance to the general purpose of a specific building or structure, its specific location and built environment context - including the general townscape, historic features, view lines, and the amenity of adjoining development - no building or structure in the Adam Tas Corridor Overlay Area shall exceed a height of six (6) storeys.
- (10) The Municipality will follow a package of plans approach as the basis for approvals in respect of the Adam Tas Corridor Overlay Zone.
- (11) The package of plans consists of the following components, listed in a hierarchy from higher - order to lower-order plans:
- Contextual Framework.
 - Development Framework.
 - Precinct Plan.
 - Subdivision Plans.
 - Site Development Plans.

- f) Building Plans.
- (12) The Municipality will issue detailed specifications related to the focus, subject matter, and format of components of the package of plans for the Adam Tas Corridor Overlay Area from time to time.
- (13) General provisions of the package of plans are that:
- a) Lower-order plans must follow higher-order plans.
 - b) The Municipality may deem the description of the Adam Tas Corridor Overlay Area contained in the approved Municipal Spatial Development Framework as the Contextual Framework for the area.
 - c) The Municipality may deem the description and associated development parameters of the Adam Tas Corridor Overlay Area contained in the approved Adam Tas Local Corridor Local Spatial Development Framework as the area-wide Development Framework for the area.
 - d) Bulk allocated to a Precinct Plan area remains "floating" across the precinct - within the overall over-all intent for the Adam Tas Corridor Overlay Area as stated in the Adam Tas Corridor Local Spatial Development Framework and area-wide Development Framework - and shall be allocated to a specific development area through the mechanism of a Site Development Plan.
 - e) Unless otherwise stated in this Chapter, no development may commence on site unless the necessary hierarchy of plans have been submitted and approved by the Municipality.
 - f) A specific plan - at any level in the hierarchy - shall only lapsed if replaced by a new approved plan.
 - g) The Municipality is the approving authority of any level of plan and may require amendments of plans under preparation to address reasonable concerns related to the overall vision, strategic goals, and planning of the area.
- (14) Upon approval of a Precinct Plan for each of the precincts constituting the Adam Tas Corridor Overlay Area, and with cognisance to the development guidelines contained in the Adam Tas Corridor Local Spatial Development and the area-wide Development Framework for the area, the Municipality shall impose conditions of

approval which will specify additional development parameters for the precinct, including, but not limited to:

- a) Site coverage, height, and massing of buildings.
 - b) The relationship between buildings, streets, and spaces.
 - c) The management of environmental resources.
 - d) The provision of Inclusionary Housing.
 - e) The general response to, incorporation, and management of aspects of heritage and culture.
 - f) Parking, and access.
 - g) Engineering services provision.
- (15) The application and calculation of Development Charges (DCs) for the enhanced rights as per 266(6) for these developments, will be subject to the Stellenbosch Municipality's DC Policy and DC Tariffs, as approved annually by Council.
 - (16) Road reserve widths for public roads that includes non-motorized transport, pedestrian walkways, cycle routes and public transport routes within the Adam Tas Corridor will be a minimum of 16m wide. The development of traffic impact assessments and the Adam Tas transport study will propose and inform on road reserve widths.
 - (17) Final Road Reserve widths will be determined by the Municipality's Infrastructure Services in collaboration with the Planning Department.
 - 18) Non-motorized transport and public transport in the overlay zone must be promoted.
 - 19) The Adam Tas Transport Study currently underway will inform and provide guidance to the Municipality on all transport related aspects which must be taken into account in the preparation of all precinct plans.
 - (20) The new residential or mixed-use development which include 20 dwelling units or more, must contain a minimum of 30% of the total units to be targeted at affordable housing on-site (also referred to as inclusionary housing units), falling within the affordability thresholds for rental or ownership.
 - (21) These inclusionary housing units must be provided on-site as part of the market-related development i.e., in the same building or on the same land parcel and

should be spread throughout the development as indicated on the approved precinct site development plan.

- (22) Residents of the inclusionary housing units must have indiscriminate access to all entrances and amenities of the development; and -
 - a) The inclusionary housing units are not intended for community residential buildings, communes, hostels, and less formal residential. The inclusionary housing units should only be used for permanent residence and excludes any of the land uses associated with transient guest (i.e., home lodging, bed and breakfast, hotel, tourist accommodation establishment, tourist dwelling units, etc.)
 - b) The target market for beneficiation should benefit employed households (excl. students) earning stable incomes that fall within the affordability threshold as defined above.
- 23) The inclusionary housing units will be reserved for qualifying recipients with a total combined annual gross monthly household income from R3 500 to R27 200 (Financial Services Charter Measure, 2022 rates (updated yearly)).
 - a) Monthly rent or repayments may not be more than 30% of the total monthly household income for renters and 30-35% for homeowners;
 - b) The sale price or rental amount may not escalate annually beyond inflation, based on the Consumer Price Index (CPIX) as published by Stats SA.
- 24) The conditions of affordable housing which relates to the inclusionary housing units must be in place for not less than 30 years using a suitable management mechanism, to the satisfaction of the Director: Planning and Economic Development, or until repealed by a Council resolution.
 - a) Prior to the approval of any building plan, the developer shall submit to the Director: Planning and Economic Development for approval, a mechanism to ensure the abovementioned condition, as well as the affordability criteria of the qualifying recipients. The approval mechanism shall be implemented to the satisfaction of the Director prior to the occupation of any building on the relevant portion.
 - b) If rented, the qualifying household income criteria and rent may not escalate annually beyond inflation (based on the CPIX). Lease agreements need to ensure that the tenants are subject to annual income certification and the units as allocated remains available to the intended income group; or

- c) If sold, a restrictive condition must be included in the deed of sale capping the sale price to comply with the definition of affordability and must only be sold to pre-approved buyers that meet the affordability criteria.
 - d) Approval on resale prices of units needs to be sought from the Director: Planning and Economic Development before such a transaction take place.
- 25) The developer or managing agent (HOA or Body Corporate) must provide the Director: Planning and Economic Development with the list of registered inclusionary housing units, annually. The entities should also ensure that the affordability preservation and any other requirements as agreed in the inclusionary housing agreements as part of the planning permission are stipulated in the constitution of these bodies.
- 26) If in due course, the Stellenbosch Municipal policy on Inclusionary Zoning is adopted and the provisions and requirements thereof are preferred to the above conditions, the developer/owner has the option (but no obligation) to adopt and adhere to the policy requirements instead.
- (27) In addressing parking, landowners should consider:
 - a) The intent expressed in the Adam Tas Corridor Local Development Framework and area-wide Development Framework to pursue and environment prioritising public and non-motorised transport.
 - b) The reality of having to accommodate parking – serving Stellenbosch town and the Adam Tas Corridor Overlay Area – while expecting to progress towards lower private motor vehicle dependence and use over time; this, in turn, requiring innovative transitory arrangements, including the provision of parking in a form enabling ready conversion in future to other uses.
 - c) Centralised parking facilities, delinking the provision of parking from the specific entity served.
- (28) With cognisance to the intent expressed in the development guidelines contained in the Adam Tas Corridor Local Spatial Development Framework, its core components, and the development parameters contained in this Chapter, it is anticipated that the Municipality, landowners, and other stakeholders will enter into formal agreements from time to time to further inform the manner in which the overall development intent for the Adam Tas Corridor Overlay Area is to be achieved and to affirm the varied commitments

and responsibilities of landowners and stakeholders. These agreements may include inter alia:

- a) Shared responsibility related to the provision of infrastructure services and the phasing of infrastructure, including the extent and use of development contributions.
 - b) Incentives offered to landowners (including the cost of public land to be made available for development and conditions associated with its development).
 - c) Shared responsibility related to the formation and operation of institutional arrangements established in support of the Adam Tas Corridor Overlay Area.
 - d) Landowner and shared responsibility related to the provision of inclusionary housing.
 - e) Shared responsibility related to undertaking environmental remediation work.
 - f) Shared responsibility related to the provision and operation of public facilities.
- 29) To enable the coordination demanded to achieve the stated overall intent for the Adam Tas Corridor Overlay Area between landowners, the Municipality, and other stakeholders, the Municipality and landowners will establish and maintain dedicated institutional arrangements to support the Municipality in exercising its responsibility in managing the uptake and implementation of development parameters envisaged in the Adam Tas Corridor Local Spatial Development Framework and contained in this Chapter.
- 30) The Institutional mechanism referred to in (29) above will be established within three (3) months after the proclamation of the Adam Tas Overlay Zone and according to a structure with Terms of Reference as approved by Council. The institutional mechanism will include the establishment of a Project Management Unit ("PMU") who will assist the Municipality with the implementation of the ATC.
- 31) The purpose, composition and functioning of the Institutional Mechanism will be described in the Terms of Reference as approved by Council and as may be amended from time to time.
- 32) Public participation related to the Adam Tas Corridor Overlay Area as

contemplated in the Stellenbosch Municipality Land Use Planning By- law, 2015 shall occur:

- a) Prior to the adoption of the Adam Tas Corridor Local Spatial Development Framework and establishment of the Adam Tas Corridor Local Area Overlay zone.
 - b) At the review of the Adam Tas Corridor Local Spatial Development Framework (and resultant- if demanded through the review- amendment of the Overlay zone).
 - c) When a departure from the provisions of the Adam Tas Corridor Local Area Overlay zone is applied for.
- 33) As part of the dedicated institutional arrangements contemplated in Section (34) above, detailed arrangements will be agreed to related to addressing possible disputes between landowners, their agents, and proponents of individual development projects in the Adam Tas Corridor Overlay Area.
- 34) The Municipality may consider lead projects to commence development of the Adam Tas Corridor Overlay Area - prior to completion and adoption of Precinct Plans - if it is considered that the specific project will contribute to the overall development objectives for the area, do not impede future opportunity, and assist in learning about and enabling future roll-out of development in the area.
- 35) Lead projects - taken together- should encompass a balanced package of interventions and reflect the future of the area as a vibrant, mixed use living and working environment serving a range of interests and income groups.
- 36) No application for building plan approval in terms of the National Building Act for a lead project shall be granted by the Municipality unless a Site Development Plan has first been approved.
- 37) As it is expected that development of the Adam Tas Corridor Overlay Area will take place over a lengthy period, the Municipality may consider interim uses for parts of the area, ensuring fruitful use of existing land and building resources, meeting community needs, and assisting in project learning.
- 38) In considering interim uses other than that permitted in terms of the base zoning of the Adam Tas Corridor Overlay Area, the Municipality may require submission of a Site Development Plan for approval.

- 39) To address issues of nuisance and safety the following restrictions apply to the Adam Tas Corridor Overlay Area:
- a. No building shall be used for the manufacture, storage, distribution, or sale of any product or item which increases the fire hazard to any other improvement or property in the environment.
 - b. No business shall be permitted which constitutes a nuisance by the emission of smoke, gases, and effluvia, which could reasonably be expected to be injurious to products or persons in the Adam Tas Corridor Overlay Area.
 - c. The storage of material or the use of equipment or research processes, which may cause vibrations beyond the boundaries of the land unit upon which such equipment or processes occur, shall not be permitted.
 - d. The storage of explosives shall not be permitted in the Adam Tas Corridor Overlay Area.

11.8.4	REQUEST FOR THE APPROVAL OF THE DRAFT STELLENBOSCH MUNICIPALITY INCLUSIONARY ZONING POLICY, 2023
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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.

5. RECOMMENDATIONS

- (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 Council **approve and adopt** the draft Stellenbosch Municipality Inclusionary Zoning Policy, 2023 in terms of the Local Government Municipal Systems Act No. 32 of 2000, copy attached as **APPENDIX 1** to this report.

6. DISCUSSION / CONTENTS**6.1 Background**

Council approved the Municipal Spatial Development Framework, 2019 (“MSDF”) and the Adam Tas Corridor (“ATC”) Local Spatial Development Framework and Development Guidelines, 2022 (“LSDF”) which identifies the development of an inclusionary zoning (housing) policy to achieve a desired urban future of more affordable housing opportunities in well located parts of our towns to become more socially and economically inclusive.

The envisaged spatial transformation of our towns is underpinned by the Constitution, Spatial and Land Use Management Act, Act 16 of 2013 (“SPLUMA”) principles of spatial justice, sustainability, efficiency and good governance, and specifically to meet the expectations of the Western Cape Inclusionary Housing Policy Framework as approved by the Provincial Cabinet in October 2022.

At the 11th Council Meeting dated 22 February 2023, Council resolved that the Draft Stellenbosch Municipality Inclusionary Zoning Policy, be advertised for public comment for a period of sixty (60) days. The draft by-law was advertised in the Eikestadnuus, Paarl Post and Die Burger and the municipal website on 02 & 07 March 2023. The closing date for comments was 08 May 2023.

Comments were received from the Internal Engineering Department, which was addressed as the comments related to the Development Contributions (“DC’s”) Policy. Comments were received from Stellenbosch Interest Group (“SIG”), copy attached as **APPENDIX 4** to this report, and the Ndifuna Ukwazi, copy attached as **APPENDIX 5** to this report.

6.2 Discussion

The policy aims to apply the inclusionary zoning provisions in land use planning permissions which is a municipal planning mandate within the Stellenbosch Municipality context.

A prerequisite of the development of the municipality’s inclusionary zoning policy was the adoption of a policy framework by the Western Cape Government (“WCG”). The Western Cape Inclusionary Housing Policy Framework, 2022, was approved by Cabinet in October 2022 and sets out a clear definitional framework and approaches available to municipalities in developing a municipal inclusionary zoning policy.

Another prerequisite includes the identification of unaffordable housing as a development challenge within the municipality’s spatial policies and an indication on how and where this should be addressed. The Council approved MSDF and the ATC LSDF and Development Guidelines, 2022 identifies the development issue of unaffordability and proposes the development of a targeted inclusionary zoning (housing) policy using the available municipal spatial planning, land use management

and land-based financing mechanisms within its control in order to leverage and incentives private developments to provide more high-quality affordable housing.

As part of the policy development process, a housing market study in partnership with the WCG departments, namely Department of Environmental Affairs and Development Planning ("DEA&DP"), Department of Human Settlements ("DHS"), Department of Transport and Public Works ("DT&PW"), the Department of the Premier ("DOTP"), and four participating municipalities (including Stellenbosch Municipality) was concluded in September 2022.

The goal of the housing market study was to determine how the local property market functions and where there might be a mismatch between the availability and/or provision of housing opportunities compared to the ability of existing households to afford these housing opportunities. The study followed an evidence-based approach and illustrates specifically the mismatch between household income and the entry level, affordable, and conventional market segments (also referred to as the affordable housing segments). *The study demonstrated a functional and active property market in the luxury market segmentation with few housing opportunities in the affordable housing segments in Stellenbosch.*

Responses to the comments received during the Public Participation Process

Organisation / Individual	Summary of relevant comment(s)	Departmental Response(s)
Stellenbosch Interest Group ("SIG")	The policy will not mandate developers to choose one of the three options, except perhaps in the case of spatially targeted area, it is not entirely clear where these areas are located.	<p>The Policy clearly not that the policy will be applicable within the Restructuring Zones as contained within the Municipality's Spatial Development Framework, 2019 ("MSDF").</p> <p>The policy is further clear that the Adam Tas Corridor ("ATC") which was also identified as the Municipality's Spatial Transformation District is an area where this policy will be applicable, and therefore the Council has approved and adopted the ATC Local Spatial Development Framework during October 2022.</p>
	The dwelling units must be used exclusively for permanent residency and not for any land uses associated with transient guests such as home lodging, bed and breakfast, hotels, tourist accommodation establishments, tourist dwelling units, etc. It is unclear how this requirement will be policed, managed, and administered, as there are many loopholes that can be exploited to circumvent its enforcement. Therefore, the creation of overlay zones is necessary.	<p>The comment is noted and the Department has undertaken the public participation process i.r.o. the Adam Tas Corridor Overlay Zone, and the request to approve the overlay will serve at the Council meeting scheduled for May 2023.</p> <p>It must also be noted that the Inclusionary Zoning Policy is a land use management tool to implement the prescripts of the policy.</p>
	It is also necessary to provide an overall map that displays the areas	As mentioned above, the maps that indicate the areas where the policy will be applicable

	designated for each of the three type of inclusionary zoning: mandatory, spatially targeted, or voluntary implementation.	is contained within the MSDF and the ATC LSDF.
Ndifuna Ukwazi	The policy should be amended to reflect a racially targeted approach which prioritises Black families for affordable units generated out of inclusionary housing.	The policy was informed by the housing market study which was compiled for Stellenbosch Town and Klapmuts, and the goal of the study was specific to provide the factual information related determining how the local property market functions and where there might be a mismatch between the availability and/or provision of housing opportunities compared to the ability of existing households to afford these housing opportunities . The study followed an evidence-based approach and illustrates specifically the mismatch between household income and the entry level, affordable, and conventional market segments (also referred to as the affordable housing segments). <u><i>The study demonstrated a functional and active property market in the luxury market segmentation with few housing opportunities in the affordable housing segments in Stellenbosch</i></u>
	The policy should lower the upper affordability threshold and take a stronger position on the need for income brackets to further break down this broad category. There should be a proportional spread of households across the income bands (based on the number of people falling into the various brackets in a specific context) to ensure that municipal policies provide truly affordable housing.	As noted above the Housing Market Study followed an evidence-based approach and through this study the affordability in terms of the Stellenbosch Context was determined and used to inform the policy.

It must be noted that both commenting organisations in their responses applauded Council for taking the leap in drafting and ultimately adopting the policy. This is also evident from the article published by Ndifuna Ukwazi on 26 April 2023, copy attached as **APPENDIX 6** to this report. This is also evident in the commenting letters submitted by both organisations.

It is imperative to note that housing markets alone cannot fix themselves and it has various negative consequences for both households and towns as identified within the municipality's spatial planning policies. The provincial and municipal policy imperatives identified inclusionary zoning as a planning system tool (also referred to as a land use regulatory mechanism) used to secure affordable housing through the regulatory system of development planning permissions to oblige property owners and developers to provide affordable housing, for sale or rent, within new residential and mixed-use developments.

The policy option provides scope for using land-based financing and planning mechanisms by the municipality to offset these costs by one or more incentives, including density bonus (including parking reductions or other planning parameter variances), providing or leveraging public land leasing and land sales, discounting or deferring the payment of developer contributions, expedited planning processes through an overlay zone mechanism (i.e. Adam Tas Local Area Overlay Zone, in progress) in well-located and spatial targeted areas in alignment with its adopted spatial policies.

The development of the municipal inclusionary policy was done in parallel with the provincial policy framework and various technical assistance groups facilitated by the Development Action Group ("DAG"), Lincoln Institute, DEA&DP, Centre of Affordable Housing Finance ("CAHF") and other participating municipalities were made available to the drafting team to engage on technical issues and facilitate peer learning since the only inclusionary housing policy currently adopted and implemented is within the City of Johannesburg. These platforms, partners, and internal technical workshops provided valuable inputs into the draft municipal policy position on inclusionary zoning.

6.3 Financial Implications

There are no financial implications in respect of the drafting of this report and or the by-law, as the by-law was produced in house and the Housing Market Study was funded by the Western Cape Government: DEA&DP.

6.4 Legal Implications

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

6.5 Staff Implications

This report has no additional staff implications to the Municipality.

6.6 Previous / Relevant Council Resolutions:

11TH COUNCIL MEETING: 2023-02-22: ITEM 8.2

RESOLVED (nem con)

- (a) that Council takes note of the draft Stellenbosch Municipality Inclusionary Zoning Policy, attached as APPENDIX 1 to this report, and
- (b) that Council approves that the draft Stellenbosch Municipality Inclusionary Zoning Policy, be advertised for public comment for a period of sixty (60) 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.

6.7 Risk Implications

The risks are addressed through the content of the report.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.8.4

- (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.

APPENDICES

- Appendix 1: Final Draft Stellenbosch Municipality Inclusionary Zoning Policy
- Appendix 2: Western Cape Government: Department of Environmental Affairs and Development Planning: Housing Market Studies for Intermediate Cities / Larger Towns in the Western Cape: Stellenbosch Town Report, Final Report, August 2022
- Appendix 3: Copy of advertisement placed in the newspapers, requesting comment.
- Appendix 4: Comments received from Stellenbosch Interest Group (“SIG”)
- Appendix 5: Comments received from Ndifuna Ukwazi
- Appendix 6: Ndifuna Ukwazi Article placed in the Property Wheel.co.za dated 26 April 2023

APPENDIX 1

**FINAL DRAFT
STELLENBOSCH
MUNICIPALITY:
INCLUSIONARY ZONING
POLICY**

MAY 2023

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1. DEFINITIONS AND TERMS OF CLARIFICATION

“Additional land use rights (obtained through development permissions)” refers to any development permission that increases or enhances allowable bulk or development yield over and above the existing rights, including the removal of restrictive title deed conditions (WCG 2022).

“Affordable housing” are determined by National Government as an income threshold for the affordable or gap housing market of households earning up to R22 000 per month. The Financial Services Charter (FSC) defines the affordable housing target market to be the approximate cost of bonded entry-level housing in the country, capable of being mortgaged, adjusted annually by the midpoint of the average Consumer Price Index (CPI) and the average Building Cost Index (BCI). The Banking Association of South Africa annually updates this measure and makes this available on its website. However, affordability can fluctuate depending on the context and for the purposes of municipal inclusionary housing policies, affordability can be determined by using the aforementioned sources, as well as considering the outcomes of housing market studies for particular settlements. Also refer to gap market/housing below (WCG 2022).

“Affordability preservation” - the purpose of inclusionary housing is to increase the stock of well-located affordable housing over the long term. If such housing is not restricted from being sold or rented in the open market following the first generation of allocation, the purpose is defeated, while public value profits a few. Preserving the affordability of inclusionary units over the long term is therefore a key policy concern (WCG 2022).

“Density bonus” refers to a zoning tool that allows developers to increase height and/or bulk in a project by allowing building heights or a floor factor/floor space greater than the zoned maximum as well as

relaxations of related requirements, such as parking, in exchange for a public good namely affordable housing (also referred to as inclusionary housing). This tool is used primarily for projects that include the development of housing units. The added density is intended to compensate the developer with additional revenue from the construction of additional dwellings. This recognises the added costs of development or differences in profit margins between market rate units and the inclusion of below-market rate units or unprofitable amenities. The result is development that provides additional density and public benefits without direct public funding. The density bonus is a one-time, in-kind obligation in which the private sector developers' cost of capital investment in affordable housing can be offset by granting additional, monetizable development rights, greater than the zoned maximum for a specific development site. (WCG 2022).

“Development charges” also known as an impact fee, is a charge that a local government imposes on the developer of a new development project to pay for all or a portion of the costs to the public sector of providing public services to the new development. Development charges have been used by local governments to help offset fiscal burdens created by new developments related to municipal infrastructure and provision of public services such as sewer and wastewater management treatment systems, road networks, parks and so on. Development charges are calculated by assessing the costs that the development would impose on the current municipal infrastructure network and what additional capacity or infrastructure would be required to ensure that the new development is adequately serviced. The fee is often able to be paid either in kind or in cash (NT 2017).

“Finance-linked Individual Subsidy Programme (FLISP)” is a housing subsidy for first-time home buyers to assist with purchasing a property. The subsidy can be used on its own or in combination with mortgage and non-mortgage finance facilities, making it more affordable to purchase a property (plot and/or house).

Households with an income between R3 501 to R22 000 may qualify for the FLISP subsidy if they meet all the criteria. The subsidy amount depends on the income of the applicant and ranges between R27 960 – R121 626 (WCG 2022).

“Gap market/housing” refers to households falling into the portion of the market that earn too much to qualify for full grant housing assistance, but too little to be able to afford a bond of sufficient size to purchase an entry level market house. The gap housing market is understood to fall within the broader affordable housing market. Also refer to affordable housing above (WCG 2022).

“Housing/property ladder” refers to where there are “progressive stages of securing adequate and improved housing. This encompasses moving from informal to formal housing, and within the formal realm, from renting to owning and from owning a small house/flat to owning a larger and/or more valuable property” (WCG 2022).

“Land-based financing” (LBF) goal as defined by National Treasury (Cities Support Programme 2017) is a mechanism to be primarily used to maximize and unlock the value of government assets, advance a city’s spatial restructuring goals, and promote transit orientated development. This mechanism refers to policy and regulatory mechanisms that allow the public sector to participate in the appreciation of real estate values resulting from public, and at times, private improvements. These improvements may make land parcels more accessible in the case of transit investments, or may prepare land (proactive zoning through the use of an overlay zone such as the ATC overlay zone) for private sector development through the provision of network infrastructure (such as water connectivity and sewerage access) and additional public amenities (such as public open space, hospitals, and schools). Mechanisms associated with LBF include special assessment districts, tax increment financing, development charges, leveraging the value

of municipal real estate, sale of development rights, density bonus, inclusionary housing, land readjustment schemes and so on (NT 2017; OECD 2022).

“Land value capture” refers to a policy approach that enables communities to recover and reinvest land value increases that result from public investment and government actions (i.e. planning permissions). It is rooted in the notion that public action should generate public benefit. When used in conjunction with good governance and urban planning principles, land value capture can be an integral tool to help governments advance positive fiscal, social, and environmental outcomes. Well-known instruments include land banking, land readjustment, land leasing, inclusionary housing, transfer of development rights, charges on building rights, special assessments, impact fees, land value taxes, and exactions (OECD 2022).

“Leveraging the value of municipal real estate” refers to the municipal land as an asset which can be leveraged for improved strategic use. Transacting in municipal land can take the form of sales, auctions, leases, or any other conveyance that sees the rights and entitlements to municipal owned property transferred at below market cost value in exchange for a policy benefit required by the municipality. Depending on the municipality’s goals, legal, and regulatory framework, and institutional capacity, it could decide to convey a parcel of land for a fee, receive an in-kind payment of infrastructure in lieu of cash, or participate as an equity partner in the development (NT 2017).

“Municipality” means Stellenbosch Local Municipality;

“Open-market housing” refers to housing sold or rented on the open market (willing buyer and seller) with no state assistance, with or without a mortgage (WCG 2022).

“Overlay zone” means a category of zoning applicable to a defined area or land unit, which stipulates additional development parameters that may be more or less restrictive than the base zone as defined in the Stellenbosch Municipality Zoning Scheme Bylaw (2019).

“Planning permissions” refers to authorisations given in response to applications made to a competent authority to develop land (WCG; 2022).

“Priority development areas” as defined in the Stellenbosch Municipal Spatial Development Framework (2019) and subsequent Capital Expenditure Framework (2020) refers to the urban functional areas of Stellenbosch, Klapmuts, and Franschhoek. These areas are priority development areas where the municipality intends to focus investment in order to achieve the goals of the MSDf as well as other strategic documents, namely the Adam Tas Local Spatial Development Framework and Development Guidelines (2022).

“Set-aside requirement” refers to the number of inclusionary housing units that must be provided in a development according to the size of the development or in relation to the additional rights given (WCG 2022).

“Settlement restructuring” refers to the need to transform i) the apartheid form of our urban settlements where the poorest live the furthest away from opportunities – spending the most time and money accessing these opportunities or being caught in spatial poverty traps – and residential areas are defined and separated by class and race ii) the unsustainable modernist form of our settlements where settlements are designed with the automobile as the main form of movement and land uses is monofunctional. Typically, settlement restructuring is planned for and implemented through investment

in socially integrated, mixed-use infill development on well-located land, along with densification, intensification of land uses, public transport and non-motorised transport and taking high quality facilities and amenities to marginalised township areas (WCG 2022).

“Social housing” refers to rental housing targeted at households earning R1 850 – R22 000 per month. Social Housing is governed by the Social Housing Act, 2008 (Act 16 of 2008) and the policy prescripts of the National Housing Code (WCG 2022).

“Spatial apartheid” refers to “the legacy of apartheid – communities segregated from one another based on race (and class) with so-called black and coloured people relocated to less well-resourced urban areas or prevented from accessing or owning property in these areas – as well as the impacts of the legacy of the modernist approach to city building based on the automobile and functional separation of land uses. This has left South Africa with cities that are inefficient, inequitably developed and environmentally, socially, and fiscally expensive to live in and to manage. It has also meant that discrimination has been structured into settlement patterns” (WCG 2022).

“Spatial transformation” as a national focus on transforming of cities as envisaged by the NDP 2030. Namely ensuring that a larger proportion of the population of the population should live closer to places of work and that travel distances and costs should be reduced, especially for poor households. Urban systems are key levers to overcome the debilitating impact of distance and separation on the fortunes of the individual, household, business, and the state, as well as the environment and the resilience of the system as a whole. These include both hard (physical structures and networks) and soft (such as governance systems including urban management and land use management) systems that facilitate and enable compact cities and transformed urban spaces of social and economic inclusion on an equitable

basis. The equitable distribution of resources within cities, as well as building systems that facilitate affordable and safe access to the full ambit of resources that makes urban living productive, are critical to spatial transformation. The South African Local Government Association (SALGA) defines spatial transformation as the overhaul of an inherited segregated spatial dispensation and preventing it from re-establishing itself in new forms of post-apartheid class and income-based spatial segregation and spatial inequality. In considering how to measure whether we are spatially transforming our settlement, SALGA identifies four themes: proximity and access; housing and basic services; integration and inequality; safety and amenity; and agency and governance (WCG 2022).

“Spatially targeted areas” refers to “a built environment investment prioritisation approach where specific areas are designated for investment or specific land uses, within an urban system, to achieve transformative development outcomes. Spatial targeting is an approach recommended by the National Development Plan 2030” (WCG 2022) and the Integrated Urban Development Framework (2016).

2. PURPOSE

2.1 The intention of this document is to support Stellenbosch Municipality and other key role players in delivering more high-quality affordable housing (also referred to as inclusionary housing) within mixed sustainable communities by using all the municipal planning tools (regulations, mechanisms, & incentives) available to them. It outlines the affordable housing challenge that needs to be met, and provides information on how the existing municipal planning tools operate and recommendations on how they need to change to assist in delivery.

3. OBJECTIVES OF THE POLICY

- 3.1 To increase the supply of 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 (also referred to as settlement restructuring).
- 3.2 Using the municipal spatial planning, land use planning system, and land-based financing tools and their mechanisms to leverage and incentivize land value gains in spatially targeted areas for the creation of public goods (i.e. affordable housing), enabling well-performing settlements (i.e. integrated, inclusive, resilient, efficient) in order to address current and historical spatial imbalances/inequalities (also referred to as spatial apartheid).
- 3.3 Achieve a more inclusive, efficient, and 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 (also referred to as housing/property ladder) as envisioned by its adopted and approved spatial policies.
- 3.4 Facilitate and grow strong partnerships with the private sector in terms of delivering more quality affordable housing.

4. LEGISLATIVE FRAMEWORK

- 4.1 This document should be read in conjunction with the following documentation namely; Western Cape Government Inclusionary Housing Policy Framework (November 2022), Stellenbosch Municipality Land Use Planning By-law, Stellenbosch Municipality Zoning Scheme By-law, Stellenbosch Municipal Spatial Development Framework, Adam Tas Local Area Spatial Development Framework and Development Guidelines; Adam Tas Local Area

Overlay Zone, Stellenbosch Municipality Development Contributions Policy; Stellenbosch Municipality Rates Policy; Municipal Fiscal Powers and Functions Act (2002), and the draft Municipal Fiscal Powers and Functions Amendment Bill (2020).

- 4.2 The details of the municipal planning tools reflect the position in May 2023, and will be subject to change. Accordingly, the document will be robust to changes in future policies and some parts are likely to evolve which will necessitate periodical updates.

5. PRINCIPLES OF INCLUSIONARY ZONING

- 5.1 Inclusionary zoning must be understood as a planning system tool (also referred to as a land use regulatory mechanism) used to create affordable housing and foster social and economic inclusion through the regulation of private development. Therefore, its use and powers are guided by the broader understanding of the power to regulate land use for the public good (i.e. affordable housing).
- 5.2 The goal of inclusionary zoning is achieving racially and/or socio-economically integrated communities by confronting and addressing the exclusionary impact of development, which in many contexts has often been facilitated by planning and land use regulation (also referred to as spatial transformation).
- 5.3 Inclusionary zoning is one of the land and planning tools where spatially targeted financing (also referred to as land-based financing) leverages the benefits of agglomeration, increasing land demand, infrastructure investments, and planning decisions that drive up the value of urban land. Land-based financing is based on the recognition that property owners and developers benefit from this rising value and the possibility for local government to capture some of the rising value for the public good (also referred to as land value capture).

- 5.4 This policy option provides the scope for securing affordable housing through the regulatory system of development planning permissions to oblige property owners and developers to provide affordable housing, for sale or rent, within the new residential and mixed-use developments (also referred to as set-aside requirement) in well-located and priority development areas as defined by the municipal spatial development framework and/or other strategic spatial policies (namely the Adam Tas Local Spatial Development Framework and Development Guidelines) and the associated urban management mechanisms (namely the Adam Tas Local Area Overlay Zone).
- 5.5 The policy option provides scope for securing affordable housing through the land-based financing and planning systems to oblige property owners and developers to pay developer contributions (also referred to as impact fees or development charges), and/or additional land use rights (benefits obtained through development permissions), as well as offsetting the cost by one or more incentives, such as a density bonus (which includes parking reductions or other planning parameters variances), providing and leveraging public land leasing and land sales, discounting the payment of developer contributions, expedited planning processes through an overlay zone mechanism (i.e. Adam Tas Local Area Overlay Zone) and/or any other land-based financing and planning system mechanisms deemed appropriate by the Municipality.
- 5.6 It is not the intention, in this mechanism, that a housing subsidy is made available to assist the property owners and developers to meet this affordable housing contribution, but that the cost of the contribution is absorbed in the land price paid for the land and in the award of additional land use rights to offset the costs of such a contribution.
- 5.7 When the inclusion of affordable units on-site within market-rate projects has been demonstrated based on the financial viability criteria as unfeasible, the property owners and

developers can enter into an inclusionary zoning agreement that sets out alternatives, such as payments of an affordable housing fee (also referred to in-lieu requirement) or provision of affordable units off-site in another project within the priority development areas.

6. INCLUSIONARY ZONING: REGULATIONS, MECHANISMS, AND OFF-SET INCENTIVES IN SPATIALLY TARGETED AREAS

The following applies within the Municipality:

DEFINITIONS

Inclusionary zoning

- 6.1 Inclusionary zoning, is a planning system tool used to secure affordable housing (alternatively referred to as inclusionary housing) within private residential and mixed-use developments, through the regulatory system of development planning permissions to oblige an applicant to provide affordable housing, for sale or rent, within the new residential and mixed-use development in well-located located and priority development areas as defined by the municipal spatial development framework and/or other strategic spatial policies (namely the Adam Tas Local Spatial Development Framework and Development Guidelines) and the associated urban management mechanisms (namely the Adam Tas Local Area Overlay Zone).
- 6.2 The applicant should pay developer contributions, and/or adhere to the additional land use rights obtained through development permissions, and the municipality will reasonably offset the cost by means of using one or more incentives, such as a density bonus (which includes parking reductions or other planning parameters variances), providing and leveraging public land leasing and land sales, discounting the payment of developer contributions, expedited planning processes through an overlay zone mechanism (i.e. Adam Tas Local Area Overlay

- Zone) and/or any other land-based financing and planning system mechanisms deemed appropriate by the Municipality.
- 6.3 When the inclusion of affordable units on-site within market-rate projects has been demonstrated based on the financial viability criteria as unfeasible, the property owners and developers can enter into an inclusionary zoning agreement that sets out alternatives, such as payments of an in-lieu fee or provision of affordable units off-site in another project within the priority development areas.

Affordability

- 6.4 Households should not spend more than a third of their income on housing (also referred to as the premium to income ratio). The standard differentiates between renters with a premium-to-income ratio of 30% and owners with a premium-to-income ratio ranging between 30 – 35%.
- 6.5 Property owners and developers can use the international spatially targeted approach for calculating affordability usually referring to affordability as being aligned with a proportion of an area's median income and below. Households below the median household income or households with a monthly income below 50%-80% of the area's median household income are targeted. A detailed household income analysis is required as part of the pre-application process requirements and should be submitted to the municipality.

Affordable housing

- 6.6 In the local context, affordable housing has traditionally been used to describe the “GAP market/Housing”. The “GAP market/Housing” refers to persons/households who earn in excess of R3 500 monthly household income and can therefore not qualify for a full government housing subsidy but earn too little to qualify for a mortgage loan to purchase a property. The government ceiling for the “GAP market/Housing” is R22 000 monthly household income.
- 6.7 The Financial Sector Charter (FSC) defines the affordable housing target market to be the approximate cost of bonded entry-level housing in the country, capable of being mortgaged, adjusted annually by the midpoint of the average Consumer Price Index (CPI) and the average (Building Cost Index). The Banking Association of South Africa annually updates this measure and makes this available on its website for example the 2022 rate is determined as R27 200 monthly household income a month.
- 6.8 The Stellenbosch housing market study (2022) outcomes reflect the undersupply of houses valued in the affordable (R300 000 – R600 000) and conventional (R600 000 – R900 000) market segments. The high-end market segment (R900 000 – R1.2 million) also appears to match the current demand and considering the urbanisation and migration trends expected and projected in this market segment, this segment is included.
- 6.9 Based on the aforementioned standard definitions of affordability and the evidence gathered through the housing market study, affordability in the Stellenbosch Municipality context refers to the following market segmentations – affordable (R300 00 – R600 000), conventional (R600 000 – R900 000), and high-end (R900 000 - R1.2 million).

Affordability thresholds estimates/examples using the ratios discussed above

6.10 As examples of the application of affordability thresholds, the following estimates can be derived based on some assumptions¹ based on the housing market study:

Market segment (residential property value)	Minimum monthly household income needed to purchase in this market segment	Maximum monthly household income needed to purchase in this market segment
Affordable (R300 000 – R600 000)	R7 300	R14 750
Conventional (R600 000 – R900 000)	R14 750	R22 200
High end (R900 000 – R1.2 million)	R22 200	R29 600

Table 1: Extract from Stellenbosch housing market study (source: WCGb, 2022)

6.11 The abovementioned affordability thresholds as evidenced in the housing market study, accommodate the government-defined “Gap Market/Housing”, as well as the FSC affordable housing target market and the affordability threshold for Stellenbosch Municipality ranges between R3 500 and R27 200 (2022 rates, to be updated annually). The housing market study and its affordability threshold as determined should be applied when updated every two years.

¹ Assuming 7.75% interest rate, 20 year loan tenor, 30% premium to income ratio, 10% deposit and no subsidy (i.e. FLISP). There are cautionary notes which should be considered in the interpretation of the calculations, namely – 1) house purchases below R1.2 million avoid transfer fees, there are other transfer costs which can be applicable to the household and have not been included; 2) not all households purchase in the market segment they can afford as some may have additional funds from a once-off source, and some may have other competing expenses that prohibit them from spending the benchmark figure of 30% on housing; 3) Some households may be living in properties that they accessed either by purchase or inheritance or gift, that today they might not be able to afford to buy

Well-located

- 6.12 Areas (such as suburbs, neighbourhoods, town centres, and activity corridors) with good public transport and non-motorised transport, access to existing urban service, public and private education, health and social facilities, amenities, retail facilities, and work opportunities.
- 6.13 Based on the municipal spatial development framework of the Municipality, these areas are defined as priority development areas (also referred to as growth nodes), namely Stellenbosch, Klapmuts, and Franschhoek. The settlements are further delineated by the adopted urban edges, and priority development areas focused on housing (i.e. social restructuring zones; PSHDA's), intensification zones (i.e. mixed-use community and residential infill; strategic sites, projects and/or infill opportunities) and development corridors (including activity routes).
- 6.14 Based on the strategic spatial policies namely the Adam Tas Local Spatial Development Framework and Development Guidelines and the associated enabling urban management mechanisms (namely the Adam Tas Local Area Overlay Zone), the delineated areas are priority spatial targeting areas.
- 6.15 The listed priority spatial targeting areas are primarily identified for mandatory implementation of affordable housing provision through the inclusionary zoning mechanism, with alternative options requiring approval incorporated.

REQUIREMENTS FOR INCLUSIONARY ZONING WHEN MANDATORY, SPATIALLY TARGETED, OR VOLUNTARY IMPLEMENTATION

Mandatory implementation with off-set requirements (primary option)

- 6.16 The mandatory application of inclusionary zoning means that the property owner and developer are automatically required to include a portion of affordable housing units (also referred to as inclusionary housing or the set-aside requirement) as part of their development within the well-located priority development areas as defined. The municipality therefore only grants approval for the development if the developer builds a proportion of the affordable units.
- 6.17 Inclusionary zoning requirements are triggered by land development applications, as such, the requirement does not affect existing, approved land use rights.
- 6.18 Inclusionary zoning is mandatory for all new development applications under the jurisdiction of Stellenbosch Municipality that request additional development rights from the municipality within their residential or mixed-use developments.
- 6.19 New residential or mixed-use developments which include 20 dwelling units or more, are required to contribute a minimum of 20% of the total units to be targeted at affordable housing.
- 6.20 The affordable units can be designed to provide non-market housing accommodation for rental or ownership.
- 6.21 The affordable units are intended for dwelling units and not student housing, community residential buildings, communes, hostels, or less formal residential. The dwelling units should be used for permanent residence and excludes any of the land uses associated with transient

- guests (i.e. home lodging, bed and breakfast, hotel, tourist accommodation establishment, tourist dwelling unit, etc.).
- 6.22 All conditions for affordable housing will be in place for not less than 30 years, or until repealed by a Council resolution.
- 6.23 Any off-set incentive packages contemplated as part of the off-set requirement will be over and above the allowable development parameters as per the prevailing zoning defined in the zoning scheme by-law. As such, development parameters must be determined first, with off-set incentive packages added to that determination.
- 6.24 The affordable housing contribution should be delivered on-site, and if demonstrated and deemed unfeasible an inclusionary housing agreement can be entered into to determine in-kind off-site or affordable housing fee (in-lieu) contributions.
- 6.25 When inclusionary housing is applicable, it will be implemented as a condition of approval (section 66.(1)(d))(settlement restructuring) by the Stellenbosch Municipality. The Municipality may act against property owners and developers who do not comply with the conditions for inclusionary zoning outlined in land use/development approvals, as with any condition of approval.
- 6.26 The priority development areas as identified by the municipal spatial development framework are Stellenbosch, Klapmuts, and Franschhoek, and fall within the delineated and adopted urban edges.

Spatially targeted implementation within an applicable overlay zone (primary option)

- 6.27 Implementation of inclusionary housing in targeted areas within the municipality, where an overlay zone has been designated or higher-density developments are encouraged by means of spatial policies or strategies in areas for urban infill, transit-orientated development, etc.

- These targeted areas normally have a well-performing housing market and public investment has been targeted in the area.
- 6.28 The mandatory application of inclusionary zoning means that the property owner and developer are automatically required to include a portion of affordable housing units (also referred to as inclusionary housing or the set-aside requirement) on-site as part of their development within the well-located priority development areas as defined. The municipality therefore only grants approval for the development if the developer builds a proportion of the affordable units.
- 6.29 Inclusionary zoning requirements are triggered by land development applications, as such, the requirement does not affect existing, approved land use rights.
- 6.30 Inclusionary zoning is mandatory for all new development applications and when property owners and developers want to utilize the land use rights as applied by the Adam Tas Corridor Local Area Overlay Zone.
- 6.31 New residential or mixed-use developments which include 20 dwelling units or more, are required to contribute a minimum of 30% of the total units to be targeted at affordable housing on-site or as defined by an approved precinct site development plan.
- 6.32 The affordable units can be designed to provide non-market housing accommodation for rental or ownership.
- 6.33 The affordable units are intended for dwelling units and not student housing, community residential buildings, communes, hostels, or less formal residential. The dwelling units should be used for permanent residence and excludes any of the land uses associated with transient guests (i.e. home lodging, bed and breakfast, hotel, tourist accommodation establishment, tourist dwelling unit, etc.)

- 6.34 All conditions for affordable housing will be in place for not less than 30 years, or until repealed by a Council resolution.
- 6.35 The inclusionary zoning parameters as defined in the Adam Tas Local Area Overlay zone are applicable. The Municipality may act against property owners and developers who do not comply with the parameters as outlined in land use/development approvals, as with any condition of approval.
- 6.36 Based on the strategic spatial policies namely the Adam Tas Local Spatial Development Framework and Development Guidelines, and the associated enabling urban management mechanisms (namely the Adam Tas Overlay Zone), the delineated areas are priority spatial targeting areas.

Voluntary implementation (alternative option)

- 6.37 The voluntary application of inclusionary housing means that affordable housing units are only required when the property owners and developers choose to utilise off-set incentive packages provided by the municipality. Such incentive packages could include flexible development parameters or bonuses i.e., density bonuses. This approach is based on willing partners that strike a mutually beneficial arrangement that will result in the delivery of affordable housing.
- 6.38 A property owner and developer developing below the threshold of 20 units, but who meets the criteria for one of the inclusionary zoning options in this framework, may still benefit from the off-set incentive packages associated with the option chosen.
- 6.39 The affordable housing contribution can be delivered on-site, in-kind off-site, or an affordable housing fee (in-lieu payment).

- 6.40 This approach will be assessed on a case-by-case basis and in alignment with the criteria and requirements as stipulated in the inclusionary zoning policy.

AFFORDABLE HOUSING CONTRIBUTION (ALSO REFERRED TO AS SET-ASIDE REQUIREMENT)

- 6.41 Set-aside requirement is a proportion of the extra development rights granted by the municipality that must be set aside as a contribution towards affordable housing.

On-site requirement

- 6.42 The affordable units are built on-site as part of the market-related development i.e., in the same building or on the same land parcel.
- 6.43 The tenure type of the set-aside contribution must be similar to the market-related component of the development.
- 6.44 The on-site requirement is the primary option in the mandatory - and spatially targeted implementation approaches, with exemptions incorporated within these options.

In-kind contribution

- 6.45 In-kind contribution (also referred to as the in-kind off-site requirement) refers to when the affordable units are built off-site on well-located land in areas identified by the municipality in its spatial development framework. The units can be built on municipal-owned land, on land owned by private developers, or another state partner, or on a site under development by an SHI, or another registered affordable housing developer.
- 6.46 This method will be advisable for market-related developments that are not that well-located, thus capturing the value of the development by re-directing it to a well-located site.

- 6.47 The tenure of the units can be either rental or ownership.
- 6.48 The property owner and developer can choose this option in the voluntary implementation approach or when demonstrated and deemed acceptable by the municipality in the mandatory implementation approach.

Affordable housing fee

- 6.49 Affordable housing fee also referred to as the in-lieu requirement. It is the contribution of the affordable housing units in the form of a cash contribution which is ring-fenced into a municipal fund dedicated to the building of affordable housing for the benefit of households in the income range targeted by this policy, as well as in designated / priority development areas, as identified by the municipal spatial development framework, the applicable land use planning by-law or zoning scheme-by-law.
- 6.50 The contribution can either go towards the acquisition and/or assembly and/or packaging of well-located land to be developed for affordable housing; the construction of affordable housing on such land; ensuring the financial sustainability of social housing development, or towards planned in-kind off-site development of affordable housing by the municipality via existing national housing programmes.
- 6.51 Each application is considered on a case-by-case basis, with negotiations taking place based on a standard proforma submitted by the property owner and developer. This proforma should consider the differing land values in each area, as this is a significant cost driver. This proforma should be able to calculate affordable housing contributions for on-site, in-kind off-site, and affordable housing fees (in-lieu).

- 6.52 The property owner and developer can choose this option in the voluntary implementation approach or when demonstrated and deemed acceptable by the municipality in the mandatory implementation approach.

AFFORDABILITY PRESERVATION OF NON-MARKET HOUSING

- 6.53 Preserving the long-term affordability of units produced by inclusionary zoning is key to ensuring that targeted beneficiaries can benefit from the policy over a specified period of time.
- 6.54 Affordable units created by inclusionary zoning developments be maintained not less than 30 years, or until repealed by a Council resolution.

Mechanisms for maintaining affordability are as follows:

Inclusionary units for ownership

- 6.55 Property owners and developers can sell a unit outright to a qualifying household where the beneficiary will independently secure finance from a financial institution and may qualify for and make use of the Finance-linked Individual Subsidy Programme (FLISP).
- 6.56 Property owners and developers can run an instalment sale or lease with an option to buy programme.
- 6.57 The sale price of affordable housing units for sale must be stipulated in the inclusionary housing agreement tied to the planning permission with a view to ensuring this is clearly tailored to the targeted market. The agreement should record provisions for the adjustment of this price year on year.

- 6.58 An increase in the value of the units should be fixed to the Consumer Price Index (CPI), to ensure that homeowners benefit from price appreciation while protecting against the unaffordable escalation of house prices.
- 6.59 Each affordable housing unit needs to be registered with the municipality, to ensure that the valuations process recognizes their status as affordable housing units and as such can be valued and taxed or rated accordingly.
- 6.60 The registered affordable ownership units require municipal approval on resale prices before the transaction takes place for the municipality to monitor and track escalation in the price restrictions and ensure that the inclusionary housing register and valuation process are updated accordingly.
- 6.61 To enable the effective management and monitoring of these affordable housing units and the inclusionary housing agreement, the property owners and developers are required to place a restrictive condition in the title deeds, or any other affordability preservation mechanism deemed appropriate and effective by the municipality.
- 6.62 Resale should only be for pre-approved buyers that meet the affordability criteria as set out by the municipal policy.
- 6.63 Capacity should be put in place for Home-Owner Associations (HOA) and/or Body Corporates to effectively market and manage the allocation process. The affordability preservation and any other requirements as agreed in the inclusionary housing agreement as part of the planning permissions, need to be stipulated in the constitutions of these bodies, including the annual reporting to the municipality as agreed upon.

Rental inclusionary units

- 6.64 Fixed-term leases will be the primary instrument for ensuring that inclusionary units continue to benefit the intended income group as identified in the planning permission associated with the inclusionary housing agreement.
- 6.65 Property owners and developers may choose to retain the units in their ownership and rent them to households that fall within the agreed targeted income range and meet the criteria, along with any additional criteria introduced by this policy and in the inclusionary housing obligation set out in the planning permission.
- 6.66 Capacity should be put in place to market and manage the allocation process and conduct regular income certification, as well as provide the normal services of a landlord, as with any tenant.
- 6.67 Rents charged must remain within the affordability threshold, which will be reviewed annually to accommodate inflation and its impact on maintenance costs, as well as changes in the affordability dynamics in the housing market and changes to income categories in amendments to the inclusionary zoning policy.
- 6.68 Lease agreements need to ensure that the tenants are subject to regular income certification to ensure that the affordable housing units remain as allocated and available to the intended income group. This must include allowance for some income growth over time. Successive tenants would pay the rental as adjusted for inflation at the time of occupation.
- 6.69 The lease agreements should stipulate that sub-letting isn't allowed, and excludes any land uses associated with student housing and transient guests (i.e., home lodging, bed and breakfast, hotel, tourist accommodation establishment, tourist dwelling unit, student housing, etc.).

- 6.70 Property owners and developers may choose to build affordable housing units and hand them over to a social housing institution (SHI) to manage them. In this case, the annual monitoring of affordability preservation as required by the municipality will be managed by the SHI and the property owners and developers will not have to comply with this specific requirement.
- 6.71 When affordable housing units are delivered through partnering with SHIs and where they provide a capital subsidy (administered by the SHRA) the requirement for subdividing and registering the affordable units needs to be accommodated within the application and the conditions of approval.
- 6.72 Each affordable rental unit needs to be registered with the municipality, and approval of new tenants should meet the affordability criteria by the policy. In the case of rental agency management, the affordability criteria of the social housing institution should be met.
- 6.73 In the case where property owners and developers retain ownership and become landlords or use a rental agency for the management of these units, the compliance of the annual reporting should be managed by these parties. The municipality should be informed of the managing rental agents in order for the inclusionary housing unit register as administered by the municipality to be updated accordingly. Annual reporting mechanisms will be agreed upon and stipulated in the inclusionary housing agreement as part of the planning permissions.

Other affordability considerations.

- 6.74 Municipal rates and taxes as approved within the Rating Policy, will be adapted to ensure that affordable housing units are not undermined by the municipality's own policies. The Municipality may consider adding an inclusionary housing category that may benefit/qualify for exemptions, rebates, discounted rates, as well as capped valuation of these units. The

criteria and annual application process will still be applicable as defined in these municipal policies to ensure that the household can maintain affordability including avoiding unjustifiable subsidisation.

- 6.75 Failure to comply with the planning permission and associated agreement should result in a penalty, with rates due on units meant as affordable housing units, calculated for the whole period when units were supposed to be affordable and were not.

BENEFICIATION

- 6.76 The broad principle for dealing with an allocation is whoever takes development or marketing risk for affordable housing may control the allocation of units to the end-users. The responsibility of affordable housing units for ownership vests with the developer/financiers/body corporates/homeowners associations and in the case of rental the landlord, or SHI management.
- 6.77 The allocation process of affordable housing units in inclusionary zoning developments will be different for rental or ownership units. It will also differ depending on whether the property owner or developer will do the allocation, or if the municipality or SHI is involved in the allocation process.
- 6.78 The standard affordability measures as described above applies.
- 6.79 The target market for beneficiation should benefit employed households (excl. students) earning stable incomes that fall within the affordability threshold as defined above.
- 6.80 Developers can deviate from the income profiles if they use the median income formula as explained above.
- 6.81 Proportional allocation within the affordable market income range & units per segment within the range is encouraged.

- 6.82 The developer should consider the following targeted beneficiaries;
 - 6.82.1 Key workers refers to an employee who provides a vital service, typically in the police, health, and education sectors (WCG 2022). Targeting these individuals or households presents an opportunity to empower them to climb the property ladder over time and save on costs associated with travel, access to community facilities, etc.
 - 6.82.2 Vulnerable groups such as the youth, elderly, and people living with disabilities.
 - 6.82.3 Gender, with specific reference to female-headed households.
- 6.83 The developer may partner with companies with employee housing assistance programmes when the beneficiaries comply with the criteria as stipulated in the inclusionary housing agreement.
- 6.84 The municipality may impose requirements on the reporting with regard to allocation within these criteria.

DESIGN

- 6.85 The affordable units should be integrated into the projects and blend in with the surrounding buildings and the development as a whole.
- 6.86 The architectural styles should be similar i.e., tenure blind from the outside, but the interior may differ to enable affordability.
- 6.87 The municipality may regulate the requirement and standards for these units within policies and by-laws i.e., number of bedrooms, size of units, location of affordable units on a site or within a building, or the exterior access to the units.
- 6.88 The affordable housing units need to comply with the National Housing Building Regulatory Council.

- 6.89 The minimum standards must be met regarding bathroom and kitchen areas and fittings, and the quality of these facilities must avoid higher maintenance costs. It is proposed that the Social Housing norms and standards are used as a benchmark in this regard.
- 6.90 The property owner and developer need to consider variety in the housing typologies, based on household composition found within the municipality, namely a mix of studio, one-bedroom, and two-bedroom units in order to respond to different family compositions. The reviewed optimum unit sizes as proposed for social rental stock can be used as a guideline:

Type of unit	Optimum size (sqm)	Minimum size	Occupancy
Room	12	10	1b1p
Bachelor / Studio	25	18	1b2p
1 Bedroom	35	25	1b2p / 2b3p
2 Bedroom	48	42	3b3p / 4b4p
3 Bedroom	60	52	3b4p / 5b6p

Table 2: Extract from Western Cape Government Inclusionary Housing Policy Framework, 2022 (source: WCGa:2022)

OFF-SET INCENTIVE PACKAGES

- 6.91 Fast-tracking of approval processes by a dedicated municipal project team in the Adam Tas Corridor Local Area Spatial Development Framework, and its overlay zone, or any area identified in the priority development areas of the municipal spatial development framework and capital expenditure framework; or other urban management mechanisms (e.g., integrated decision-making, changes in delegations, etc.) as deemed appropriate and applicable by the municipality.
- 6.92 Density bonus which allows private developers to provide units in addition to the prescribed land use density.

- 6.93 Parking requirements: reducing parking requirements for the affordable housing component, particularly in areas close to public transport routes, or as deemed appropriate by the municipality.
- 6.94 Removing or reducing associated planning requirements as deemed appropriate by the municipality and accordingly demonstrated in the financial viability estimates during the pre-application phase.
- 6.95 Development contribution discount: Ten percent (10%) development contribution discount on the affordable housing component of the development be allowed.
- 6.96 The off-set incentive packages should not place a cost burden on the municipality to the extent that it amounts to a hidden subsidy and is not sustainable for the municipality.

INCLUSIONARY ZONING APPLICATION IN STELLENBOSCH MUNICIPALITY

6.97 The table below provides the various options:

Options	Description	Planning obligation	Planning requirement & Off-set benefit packages
Option A	Mandatory inclusionary zoning (units/ha)	<p>20% of dwelling units fall within the affordability thresholds (either using the standard or spatially targeted approach) for rental or ownership within the new residential or mixed-use development of 20du or more.</p> <p>Provision of affordable housing must be provided on-site within the priority development areas, namely Stellenbosch, Klappmuts, & Franschoek, or as alternatively demonstrated.</p> <p>Applicable to the conventional residential zone, multi-unit residential zone, local business zone, and mixed-use zone of the zoning scheme by-law.</p>	<p>Planning requirement: Inclusionary Zoning Agreement & Developer contributions</p> <p>Off-set incentive package: Density bonus – increase in density (du/ha) to accommodate the inclusionary housing units. AND/OR Parking reduction for inclusionary housing units in well-located areas. AND/OR Development contribution discount. AND/OR Other planning parameters deemed to assist in the financial viability/project feasibility as demonstrated.</p>
Option B	Mandatory inclusionary zoning (Bulk/FAR)	<p>Minimum of 10% or a maximum of 17% (depending on the applicable zoning) of the total residential floor area (complying with the minimum 20% requirement) is made up of dwelling units that fall within the affordability thresholds (either using the standard or spatially targeted approach) for rental or ownership within the new residential or mixed-use development of 20du or more.</p> <p>Provision of affordable housing must be provided on-site within the priority development areas,</p>	<p>Planning requirement: Inclusionary Zoning Agreement & Developer contributions</p> <p>Off-set incentive package: Density bonus – increase in density (du/ha) to accommodate the inclusionary units. AND/OR Parking reduction for inclusionary units in well-located areas. AND/OR</p>

Options	Description	Planning obligation	Planning requirement & Off-set benefit packages
		namely Stellenbosch, Klapmuts, & Franschhoek, or as alternatively demonstrated.	Development contribution discount. AND/OR Other planning parameters deemed to assist in the financial viability/project feasibility as demonstrated.
		Applicable to the conventional residential zone, multi-unit residential zone, local business zone, and mixed-use zone of the zoning scheme by-law.	
Option C (ATC)	Mandatory spatial targeted inclusionary zoning (units/ha) – overlay zone	<p>30% of dwelling units fall within the affordability thresholds (either using the standard approach or spatially targeted approach) for rental or ownership within the new residential or mixed-use development.</p> <p>Provision of affordable housing can only be provided on-site within the delineated area and in accordance with the precinct site development plans, within the Adam Tas Corridor.</p> <p>Applicable to the Adam Tas Corridor Local Area Overlay Zone.</p>	<p>Planning requirement: Inclusionary Zoning Agreement & Developer contributions & Precinct Site Development Plan & Compliance with applicable LSDF and Development Guidelines</p> <p>Off-set incentive package: Overlay Zone – upzoned property and expedited planning process</p> <p>AND</p> <p>Density bonus – increase in density (du/ha) to accommodate the inclusionary units. AND/OR Parking reduction for inclusionary units in well-located areas. AND/OR Development contribution discount. AND/OR Other planning parameters deemed to assist in the financial viability/project feasibility as demonstrated.</p>

Options	Description	Planning obligation	Planning requirement & Off-set benefit packages
Option D (ATC)	Mandatory spatial targeted inclusionary zoning (Bulk/FAR) – overlay zone	<p>Minimum of 25% of the total residential floor area (complying with the minimum 30% requirement) is made up of dwelling units that fall within the affordability thresholds (either using the standard or spatially targeted approach) for rental or ownership within the new residential or mixed-use development of 20du or more.</p> <p>Provision of affordable housing can only be provided on-site within the delineated area and in accordance with the precinct site development plans, within the Adam Tas Corridor.</p> <p>Applicable to the Adam Tas Corridor Local Area Overlay Zone.</p>	<p>Planning requirement: Inclusionary Zoning Agreement & Developer contributions & Precinct Site Development Plan & Compliance with applicable LSDF and Development Guidelines</p> <p>Off-set incentive package: Overlay Zone – upzoned property and expedited planning process</p> <p>AND</p> <p>Density bonus – increase in density (du/ha) to accommodate the inclusionary units. AND/OR Parking reduction for inclusionary units in well-located areas. AND/OR Development contribution discount. AND/OR Other planning parameters deemed to assist in the financial viability/project feasibility as demonstrated.</p>
Option E	Voluntary inclusionary zoning	20% of dwelling units fall within the affordability thresholds (either using the standard or spatially targeted approach), or as agreed to by the for rental or ownership within the new residential or mixed-use development.	<p>Planning requirement: Inclusionary Zoning Agreement & Developer contributions</p> <p>Off-set benefit package:</p>

Options	Description	Planning obligation	Planning requirement & Off-set benefit packages
		Provision of affordable housing can be provided in-kind off-site or in-lieu within priority development areas, namely Stellenbosch, Klapmuts, & Franschhoek.	Public land leasing & land sales AND/OR Leveraging municipal real estate AND Density bonus – increase in density (du/ha) to accommodate the inclusionary units. AND/OR Parking reduction for inclusionary units in well-located areas. AND/OR Development contribution discount. AND/OR Other planning parameters deemed to assist in the financial viability/project feasibility as demonstrated.
Option F	Targeted in-kind off-site affordable housing provision	To the satisfaction of the municipality, when the development already targets the affordability thresholds. The application may be exempted from the provisions of the policy provided that the development assessment and ultimately the permission places this on record for monitoring and compliance processes.	Planning requirement: Inclusionary Zoning Agreement & Developer contributions Off-set incentive package: To be negotiated.

Table 3: Inclusionary application in Stellenbosch Municipality, (own source)

INCLUSIONARY ZONING AGREEMENT

- 6.98 Planning permissions will be accompanied by an Inclusionary Zoning Agreement between the applicant and the Municipality setting out the basis on which the affordable housing contribution will be made in line with the municipal inclusionary zoning policy, including inter alia:
- 6.99 Whether the contribution will be met on site, off site or as an in-lieu contribution;
- 6.100 When and where the inclusionary housing units will be constructed;
- 6.101 The number and sizes of units to be provided on site or off site;
- 6.102 How off-site units will be provided;
- 6.103 Whether the units will be rented or sold and the sale price or monthly rental;
- 6.104 How levies will be dealt with in terms of units sold within sectional title schemes;
- 6.105 The income group (or groups within the broader income range) to be targeted to purchase or rent the units as well as other priority groups such as women, the youth or people with disabilities, along with the proportional allocation of units, if relevant;
- 6.106 Who will undertake the screening and allocation process and how this process will be undertaken;
- 6.107 If the rented units will be sold on and to whom;
- 6.108 The total amount of the in-lieu contribution should this be the case, and to whom, how and when it will be paid. An in-lieu contribution should be paid prior to issue of the occupancy certificate for the development and the issue of such certificate should be conditional on proof of payment;
- 6.109 The reporting requirements to enable the monitoring of affordability of the affordable housing units over time, and to whom reports will be provided;
- 6.110 Title deed restrictions to be introduced on stock for sale to maintain affordability.

FINANCIAL VIABILITY CRITERIA

- 6.111 In the pre-application phase of the application, the property owner, developer and municipality need to consider and evaluate the economic trade-offs involved in requiring a certain percentage of affordable units in new residential or mixed-use development.
- 6.112 Following this approach ensures that it is economically sound, will not deter development, and will deliver the types of new affordable units the local community needs. It can also be used to determine how a new inclusionary zoning would affect market-rate housing development costs and profits.
- 6.113 It also assists in highlighting what is economically reasonable for the municipality trying to set affordable housing requirements and offer developers meaningful incentives.
- 6.114 It does not replace a detailed financial feasibility analysis prepared by a trained professional.
- 6.115 Variables that make the greatest difference to the bottom line results: hard construction costs (usually 60-70% of development costs can be attributed to materials and labour – drives the cost side of the equation); average rental rates or market price sales (average monthly starting rental rates for new rental projects and average market prices for for-sale projects are the most important assumptions on the revenues side of the equation); capitalization rates (used to translate net operating income in a year of stabilized occupancy into total project value).
- 6.116 The literature and local case studies suggests the following financial viability criteria for consideration and these factors and measures should form part of the pre-application phase of the application:

Factors and measures
Property size / development footprint
Current zoning and land use
Proposed new zoning

Vacant land cost
Municipal property valuation
Developed land value per land use: Residential sales income
Developed land value per land use: Rental income per land use
Developed land value per land use: Office rental income
Developed land value per land use: Retail rental income
Developed land value per land use: Parking rental income
Developed land value per land use: Parking sales income
Total number of parking bays required
<p>Assign parking requirements to each site (per m² and per dwelling unit), for each chosen/permitted land use, for both scenarios.</p> <p>m² parking requirement residential no concession</p> <p>m² parking requirement residential with concession</p> <p>m² parking requirement office no concession</p> <p>m² parking requirement office with concession</p> <p>m² parking requirement retail no concession</p> <p>m² parking requirement retail with concession</p>
Percentage of residential floor area allocated to the ratio of affordable housing units for each site.
<p>Define the floor area of 0-bedroom, 1-bedroom, 2-bedroom and 3-bedroom units.</p> <p>Proportion of residential floor area allocated to each dwelling unit type</p> <p>0bedroom:1bedroom:2bedroom:3bedroom (ratio)</p> <p>0bedroom:1bedroom:2bedroom:3bedroom (size)</p>
<p>Land-use distribution - define/calculate the maximum proportion of floor area allocated to permitted land uses (residential and/or retail and/or office) on each site under both scenarios according to land-use zone and parcel size.</p> <p>% residential no concession</p> <p>% residential with concession</p> <p>% office no concession</p> <p>% office with concession</p> <p>% retail no concession</p> <p>% retail with concession</p>
<p>Based on calculation above, calculate within each land use, floor area the allocation to parking, according to the parking requirements established in.</p> <p>m² parking area residential no concession</p>

m ² parking area residential with concession m ² parking area office no concession m ² parking area office with concession m ² parking area retail no concession m ² parking area retail with concession
Municipal rates
Monthly cost of municipal rates per site for both scenarios is calculated, according to land-use zone, estimated municipal valuation and construction floor area. R/m ² residential no concession R/m ² residential with concession R/m ² office no concession R/m ² office with concession R/m ² retail no concession R/m ² retail with concession
Rental income per land use, per site, per scenario (floor area multiplied by suburb market data values)
Define discount factors, for low-, medium-income and open-market units under the inclusionary zoning scenario* - Users to define % reduction in residential rental income estimates in relation to estimated open-market rental incomes for the sites' suburbs. Discount factor low-income rent Discount factor medium-income rent Discount factor open-market rent
Define occupancy rates of rented floor area. % residential occupancy rate
Levies income from sold residential units, per site, per scenario (proportional to building maintenance costs of sold units)
Define the percentage of open market residential floor area sold under both scenarios. % open-market residential units sold no concessions % open-market residential units sold with concessions
Monthly municipal rates per site, per scenario
Define building maintenance costs (R) per m ² , per scenario
Cost of land per site
Cost of construction per site, per scenario Construction cost (R) per square residential per m ² Construction cost (R) per square office per m ² Construction cost (R) per square retail per m ² Construction cost (R) per square parking m ²

Define construction duration (months) for each site for no concession Construction duration residential Construction duration office Construction duration retail Construction duration parking
Define construction duration (months) for each site for with concession Construction duration residential Construction duration office Construction duration retail Construction duration parking
Income from sold residential units, per site, per scenario
Income from sold residential units parking bays, per site, per scenario
Debt at project completion per site, per scenario
Generated equity at project completion per site, per scenario (value of completed construction, minus value of units sold, minus any debt owed on loans to fund projects)
Monthly profit, per site, per scenario (monthly income minus monthly debt)
Net rental yield, per site, per scenario (annual rental income minus annual expenses, divided by total cost of project)
Define loan interest rate
Number of years to settle loan per site, per scenario (using monthly profit)

Table 4: Financial viability criteria

SUMMARY: Key considerations for the Inclusionary Zoning Policy and Regulations for Stellenbosch Municipality

Which type of policy is the municipality considering in adopting?	
Hybrid	<ul style="list-style-type: none"> • Mandatory requirements and additional, optional developer incentives for greater affordability in targeted areas. • Tend to produce more affordable units than voluntary policies. • Tend to serve more low-income households in well-located areas. • Offer uniformity and predictability for property owners and developers.
Where does the policy apply?	
Target areas	<p>Inclusionary Housing Trigger Area</p> <ul style="list-style-type: none"> • Requirements apply to specific priority development areas (i.e., Adam Tas Corridor, Stellenbosch Town, Klipmuts and Franschhoek) located within the delineated and adopted urban edges. <p>Priority receiving areas for Inclusionary housing.</p> <ul style="list-style-type: none"> • Well-located specific priority development areas as defined by the municipal spatial development framework, capital expenditure framework, Adam Tas Corridor Local Spatial Development Framework, and Adam Tas Local Area Overlay Zone, social restructuring zones, PSHDA's, and so on.
To whom does the policy apply?	
Residential and non-residential property owners and developers	<ul style="list-style-type: none"> • Applies to property owners and developers if the development project trigger the policy to go into effect. • Allows mixed-use property owners and developers to contribute to the community.
To what types of projects does the policy apply? (i.e. What's the trigger for the policy to be in effect?)	
Minimum development size	<ul style="list-style-type: none"> • Trigger is 20 dwelling units or more. • May apply to smaller developments on voluntary implementation option.
Tenure type	<ul style="list-style-type: none"> • Applies to both rental and ownership development projects.

How can the property owner and developer meet the policy's requirements?	
Constructing affordable housing contribution on-site	<ul style="list-style-type: none"> Promotes social and economic integration in well-located areas. On-site construction is the standard requirement within the spatially targeted and mandatory implementation approaches, with alternative options requiring approval incorporated.
Deciding duration for affordability preservation	<ul style="list-style-type: none"> Rental and homeownership units to remain affordable for at least 30 years, or until repealed by Council.
Defining the share of affordable housing contribution	<ul style="list-style-type: none"> 20% of total units or total floor area within the priority development areas (Stellenbosch Town, Klapmuts and Franschhoek) located within the delineated and adopted urban edges. 30% of total units or floor area within the priority development areas delineated in the Adam Tas Local Spatial Development Framework and Development Guidelines and the Adam Tas Local Area Overlay Zone.
Varying income requirements within development project	<ul style="list-style-type: none"> Proportional allocation within the affordable market income range and units per segment within the range is proposed. Affordable housing market segments targeted are: <ul style="list-style-type: none"> Affordable (R300 000 – R600 000); Conventional (R600 000 – R900 000); and – High-end (R900 000 – R1.2million).
Offering trade-offs for deeper affordability	<ul style="list-style-type: none"> Development projects that target the affordable housing market segments as defined is exempted from applying the policy.
Deciding the location of affordable housing contribution within the development	<ul style="list-style-type: none"> Affordable units on-site may be clustered, located on certain floors, or in adjacent buildings.
Setting specification requirements for	<ul style="list-style-type: none"> Require affordable units to be identical to market-rate units (tenure blind) and allow internal variations with minimum standards.

affordable housing contribution	<ul style="list-style-type: none"> • Social Housing norms and standards are proposed as minimum design requirements regarding bathroom, kitchen areas, fittings and quality of facilities is recommended to be used as a guideline. • Variety of housing typologies are proposed, based on household composition within the municipality to respond to different family compositions. Optimum unit sizes as proposed for social rental stock is recommended to be used as a guideline.
What are the prices and income requirements for affordable units?	
Affordability criteria for households	<ul style="list-style-type: none"> • Focus on households falling within the GAP market/Housing and affordable housing target market namely >R3 500 – R27 200 (FSC 2022, rates to be updated yearly) annual gross household income. • Provisions for household income over time for annual income verification has been proposed in line with CPI.
Targeted beneficiaries	<ul style="list-style-type: none"> • Employed households (excluding students) earning stable incomes falling within the affordability threshold. • Suggestions around targeted beneficiaries (e.g., key workers, vulnerable groups, etc.) are proposed for consideration in the beneficiation process.
Setting affordable housing cost for household income	<ul style="list-style-type: none"> • Premium to income ratio for renters not more than 30% and for homeowners between 30-35%. • Differentiated procedure for premium to income ratio allowed when detailed household income analysis are provided.
What are the off-set incentives available to property owners and developers?	
Deciding whether and how resources from existing land-based financing and housing mechanisms may be used by renters or homeowners	<ul style="list-style-type: none"> • Municipal rates and taxes to be adapted to ensure the affordability of these units. • Municipality to consider inclusionary housing category for these households to qualify and benefit from exemptions, rebates, discounted rates, and capped valuation of units. • Households can apply for financial subsidies, such as FLISP.
Expedited permissions	planning <ul style="list-style-type: none"> • Fast-tracking of approval processes by a dedicated municipal project team for implementing the Adam Tas Corridor Spatial Development Framework and Development Guidelines, and its overlay zone (pro-active rezoning mechanism).

Density, height, bulk bonus, or other zoning variances	<ul style="list-style-type: none"> • Density bonus which allows private developers to provide units in addition to the prescribed land use density. • Reducing parking requirements for the affordable housing component, particularly in areas close to public transport routes, or as deemed appropriate by the municipality. • Removing or reducing associated planning requirements as deemed appropriate by the municipality and accordingly demonstrated in the financial viability estimates during the pre-application phase.
Receiving discounts	<ul style="list-style-type: none"> • 10% development contribution discount on the affordable housing component of the development.

Table 5: Summary table for the application of the inclusionary zoning mechanism in Stellenbosch Municipality

APPENDIX 2



Western Cape
Government

FOR YOU



Centre for Affordable
Housing Finance
in Africa

Department of Environmental Affairs and Development Planning

Housing Market Studies for Intermediate Cities/ Larger Towns in the Western Cape

Stellenbosch Town Report

FINAL REPORT. August 2022

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This report was produced by the
Centre for Affordable Housing Finance in Africa (CAHF)

Team members

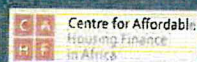
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- Andrew Nell
- The estate agents and developers who were interviewed for this study

Introduction



Project background and purpose

Problem statement

Developed in 2021, the draft Western Cape Inclusionary Housing Policy Framework provides a guide for municipalities to develop local policies which harness inclusionary housing as a mechanism to promote better located affordable housing in towns and cities, in partnership with the private sector. As a first step to determining if inclusionary housing has the potential to be an effective policy tool in the local municipal context, it is necessary to have a clear understanding of the residential property market in the municipality.

Given that many local governments do not have the means to undertake this detailed analysis themselves, the Western Cape Department of Environmental Affairs and Development Planning (DEADP) in partnership with the Department of Human Settlements appointed the Centre for Affordable Housing Finance in Africa (CAHF) to deliver housing market studies for identified urban areas of George, Stellenbosch, Mossel Bay and Drakenstein municipalities.

Project objectives

The overall aim of the project is to underpin and support each of the municipalities to decide on the applicability of an inclusionary housing policy for their municipality and then to assist with the design and development of that policy, by providing key data to inform the design and parameters.

The reports include: analysis of the residential property markets; housing supply and demand assessments; and analysis of the affordability gap in each area, and are intended to provide the intelligence needed to ensure an evidence-led understanding of the housing markets in these urban areas.

Key research questions

In order to inform the potential development of a local inclusionary housing policy, the analysis of the residential property market must address the following questions:

- What is the profile of housing in the city? – by market segment, property type, neighbourhood
- What is the state of the residential market currently? – in terms of market performance, activity, key players, government and private sector delivery
- What is the affordability gap? – where is affordable housing needed, how much and what type? what is the target market for the affordable housing market?
- Is there an active property development market that would make the application of an inclusionary housing policy viable?

Data sources

Deeds data from Lightstone Pty.

Deeds data was purchased from Lightstone Pty for the study areas in each of the local municipalities, covering the period 1 January 2017 – 31 December 2021. Record-level data is aggregated over time by calendar year, at subplace level, using StatsSA boundary delineations.

NB: The data purchased from Lightstone, and detailed in the Supply and Market Activity sections of this report, reflects only the Census sub-places contained within the study area, as well as the relevant portion of the Stellenbosch NU subplace which is within the study area—see **Appendix A** for a detailed explanation. The deeds data therefore reflects the study area, and *not* the entire municipality.

TPN Credit Bureau data on rental market

Given that the deeds data from Lightstone does not allow sight of the rental market, we obtained rental market data from TPN Credit Bureau, who produce and sell Investor Reports for specific areas. The reports provide data on rental prices by size of unit (no. of bedrooms) for last three years, low, average and high monthly rental. The drawback of the TPN data is that a) it only includes formal properties, and b) only includes data from landlords and companies that voluntarily provide the data to TPN. The lack of updated municipal or sub-place level data on the rental market is critical gap impacting on municipal planning.

Stats SA sources

Demographic data and data on housing circumstances was sourced from Stats SA sources, including the: 2011 Census, 2016 Community Survey, 2019 General Household Survey, and Labour Force Survey Q4 2021. For many key indicators, the most updated data is not available at municipal level, forcing a trade-off between how recent the data is, and whether it is too high level to be useful to a study of the city area.

DEADP and other Western Cape provincial sources

Population estimates were provided by the WC Department of Social Development and DEADP. Quantec data (2021) published in the Municipal Economic Review and

Outlook was provided by Provincial Treasury. Additional data was obtained from DHS on: housing project pipeline status per municipality; FLISP and social housing delivery; Restructuring Zones; and demand information acquired through public Open Day events in municipalities.

Income segments

Apart from more outdated income data from Stats SA source, recent data on income at municipal level was difficult to obtain. In addition to Quantec data acquired from Provincial Treasury, the WC Department of Economic Development and Tourism also provided municipal-level income data for 2021. GeoTerralimage provided income data at subplace level for the four municipalities, which allowed us to isolate the data for the George city area.

Data from Stellenbosch municipality

The municipality provided a wealth of information, including: valuations data; housing demand database data; housing project information; backyard dwellings; and land use management decisions. Shapefiles were provided for: land use and zoning; the urban edge, priority development areas, zoning schemes, informal settlements and LUPO applications. This data was overlaid with deeds data from Lightstone to get a spatial understanding of market activity.

Key respondent interviews

A limited number of key respondent interviews were undertaken to supplement the quantitative data sources. In Stellenbosch, we spoke to two private developers and an executive manager at the University of Stellenbosch. The interviews explored: trends in the market; the nature of demand and the target market; the level of activity and growth in the rental and ownership markets; and market prices (rental and ownership).

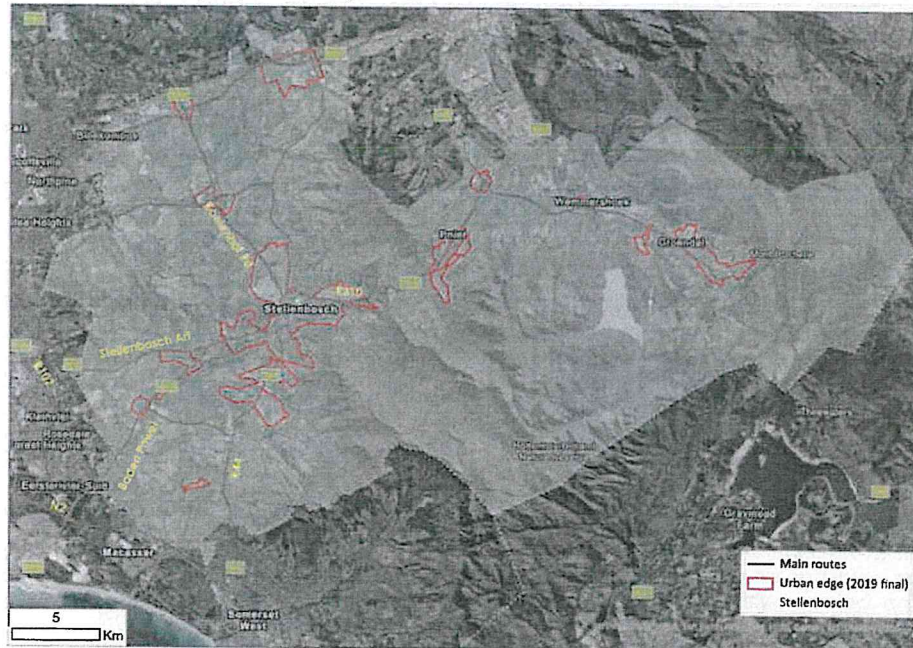
Additional sources

Additional sources included: the Social Housing Regulatory Authority (SHRA), Consumer Credit Market Reports, and other sector reports and publications.



Study area

Stellenbosch municipality: Urban edge



Data source: Stellenbosch Municipality, Municipal Demarcation Board (MDB), ESRI South Africa.

As shown in the map above, the 2019 urban edge for Stellenbosch municipality includes a number of separate outlying areas—such as Pniel and Groendal—in addition to the town of Stellenbosch itself. The scope of this study is limited to the main central town of Stellenbosch, as encircled by the urban edge (map to the right)—see **Appendix A** for further detail.

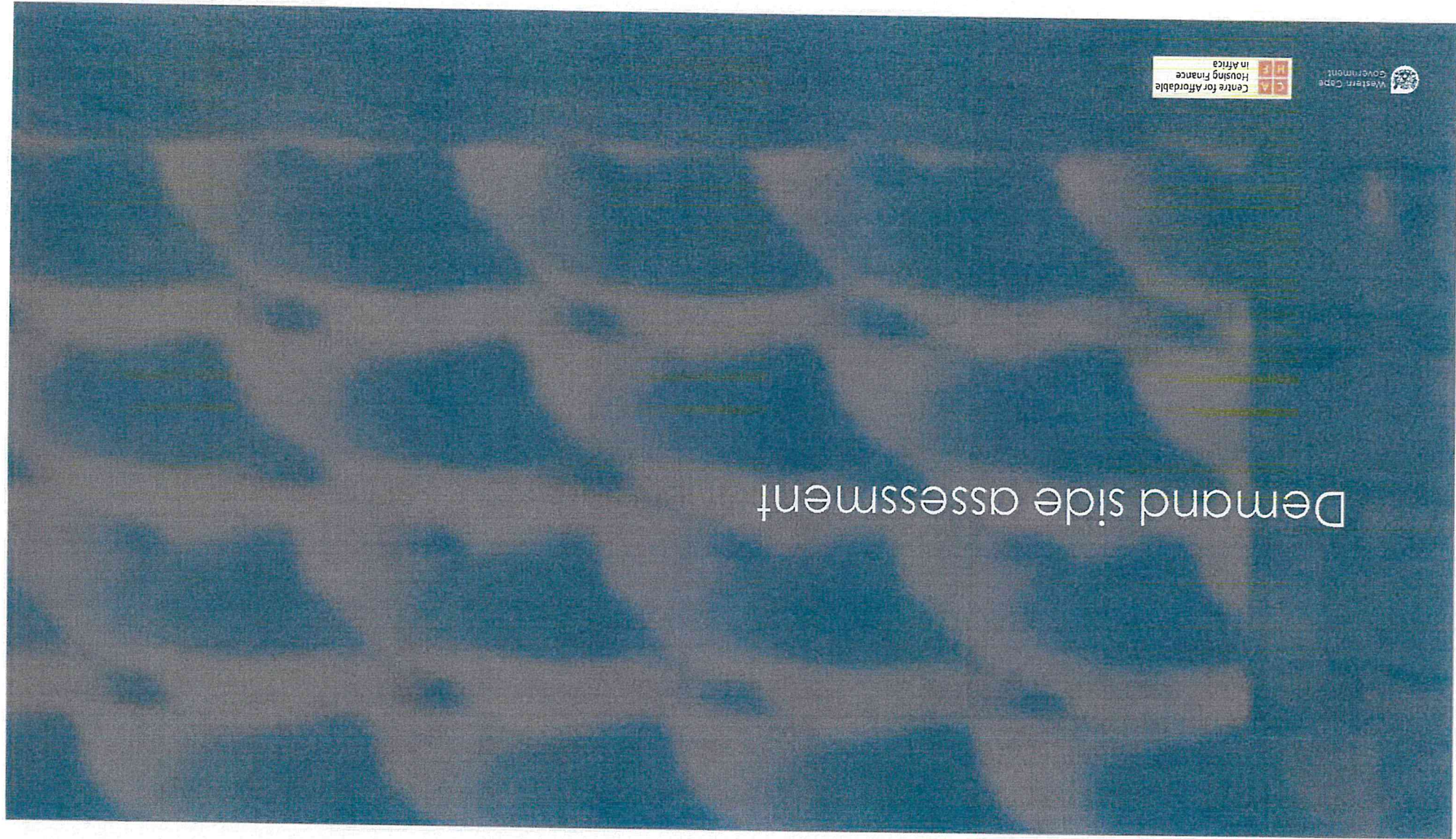


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Housing Finance
in Africa

Study area: Stellenbosch town



Data sources: Stellenbosch Municipality, Municipal Demarcation Board (MDB), ESRI South Africa.



Key demographics

Stellenbosch town is the largest settlement in the municipality, followed by Klapmuts and Franschhoek and a number of smaller rural settlements. Home to a major university of 22 000 students, the town serves as a centre for the municipality with education, commercial and government services. Stellenbosch is an important centre for tourism, due to its natural environment and wineries, and also attracts retirees.

Population

Identified as the main urban node of the municipality, Stellenbosch town had a population of 101 843 in 2021, with a total of 27 359 households. Stellenbosch town is home to 52% of the total households in the municipality.*

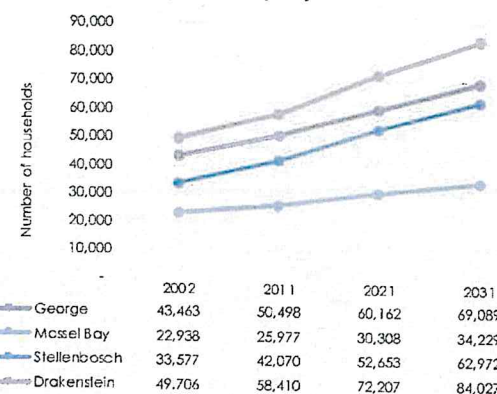
At municipal level, 73% of households have access to basic services, as well as live in a formal dwelling. Municipal population estimates by WC DSD are shown to the right, alongside figures for Drakenstein, George and Mossel Bay.

According to earlier DEADP estimates, having increased relatively faster at 2.8% per annum between 2001 and 2011, Stellenbosch municipality's population growth is estimated to slow to 2.2% per annum from 2011 to 2023, at which point the population growth rate is expected to increase to 2.5% per annum up to 2028. The municipal IDP forecasts a lower population growth rate of 1.7% per annum for the period 2021-2025. Household size in the municipality has been declining slightly, from 3.4 in 2001, to 3.3 in 2016. The municipal IDP 2022-2027 puts household size at 3.7 in 2021.

Density

Stellenbosch municipality's population density is 236 persons per km², higher than neighbouring Drakenstein municipality at 191 person/km². The 2019 SDF set the target density for the municipality at 25 dwelling units per hectare, but noted that the average density in 2015 was only 8.17, indicating that significant changes to settlement patterns needed to be effected in order to increase density within the urban edge.

Number of households per municipality



Source: W C Department of Social Development, Population and Household Estimates created for Inclusionary Housing Project/Study, 2022. Excel file: DSD\IHStudy_SummaryOutput\Draft\ML2022\2023 2011SFaligned.xlsx

Number of households by gender of head of house Stellenbosch, 2016

	Number of households	Percent of total
Female	19,122	36.58%
Male	33,152	63.42%
Grand Total	52,274	100.00%

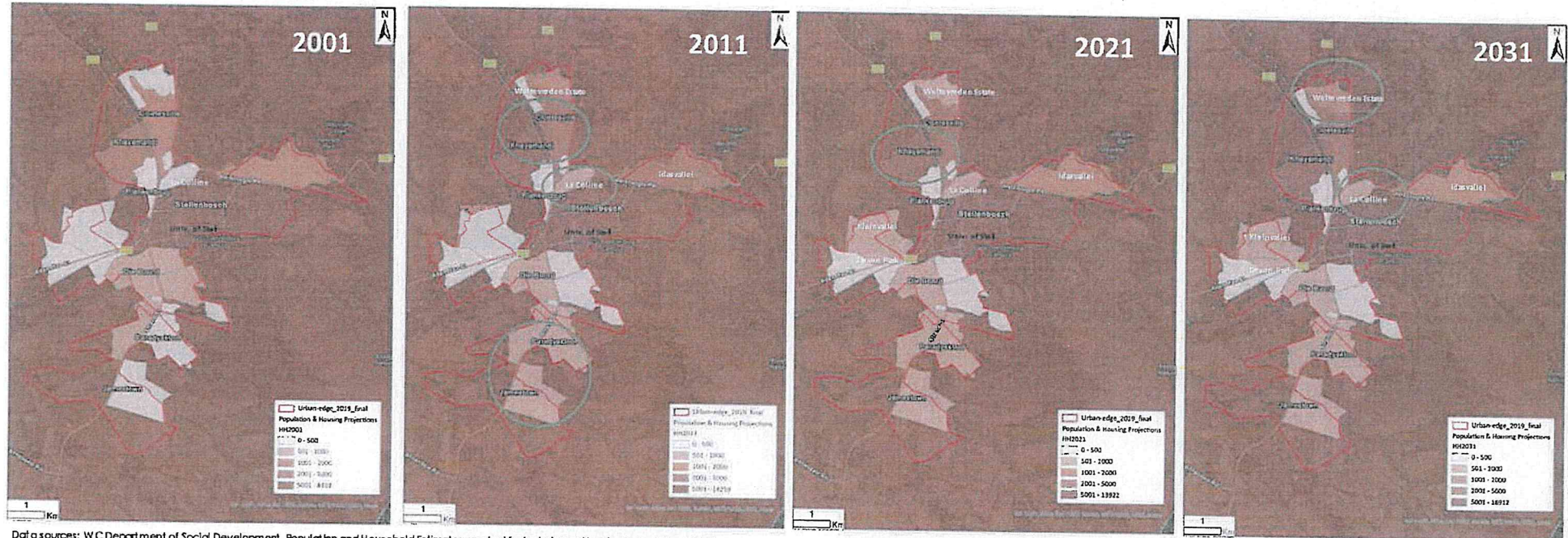
Source: 2016 Community Survey.

Demographics

As of 2021, the municipal population is 51.2% female (2021), while the 2016 Community Survey puts the number of women-headed households at just 37%.

According to the 2016 CS, approximately 30% of Stellenbosch municipality's population were adults, 42% were youth (15-34) and 4% elderly persons (65 and over). Stellenbosch municipality has an ageing population, with the cohort of persons 65 or over, growing faster than the cohort of working age adults. The great majority of stable homeowners are over 50 years old, with only about 5% under 35.

Growth of number of households by subplace (2021-2031)



Data sources: WC Department of Social Development. Population and Household Estimates created for Inclusionary Housing Project /Study, 2022.

Urban Edge
HH2021
0 - 500
501 - 1000
1001 - 2000
2001 - 5000
5001 - 13922

Population growth by area – 2001-2031

Between 2001 and 2011, Khayamandi more than doubled in size, with an additional 5 004 households. Cloetville also grew in population with 1 081 additional households. Stellenbosch SP dropped by one third, losing nearly 3 000 households. Reflecting densification at the centre of town, La Colline more than doubled its number of households. Jamestown and Paradyskloof to the south also gained population.

The next ten years until 2021 saw continued growth in Khayamandi, with another 2 760 households being added.

Looking forward, the growth in Khayamandi is forecast to continue at the same rate, growing by one third before 2031. La Colline and Cloetville will also continue to densify. Having dropped in size prior to 2021, Welgevonden is anticipated to gain another 420 households in the next 10 years.

In total, the Stellenbosch town area is anticipated to gain an additional 6 146 households between 2021 and 2031, according to these estimates by WC DSD.

Housing context

• Dwelling type and tenure

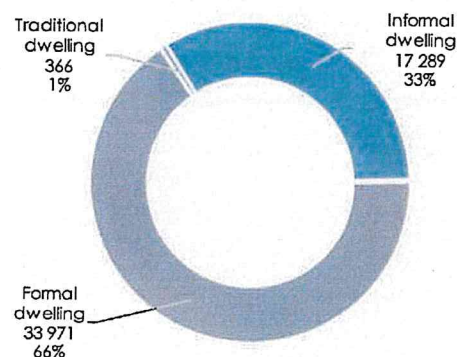
The data from the 2016 Community Survey shows that 66% of households in Stellenbosch municipality stayed in formal dwellings and 33% in informal dwellings—see pie graph. According to more recent figures from the 2021 MERO, 36 592 households in the municipality reside in formal dwellings, or 73% of total households. An estimated 25% of residents live in the 29 informal settlements in the municipality (2022-2027 IDP).

The 2016 CS has the most recent data at municipal level on tenure status—see table to the right. At that point in time, one half of the municipality's households reported that they owned their property (50%) while 19% rented. Stellenbosch municipality has a lower ownership rate than the national average (65%) and lower rates of rental than the national average (26%)—according to national data from the 2019 GHS.

Of those who owned, 41% of households reported they possessed the title deed to their home, while 37% said they did not have the deed to their property (2016 CS).

At the time of the 2011 Census, one third of households reported that they were in an RDP or government-subsidised dwelling, while 37% indicated they were not.

Number of households per dwelling type
Stellenbosch municipality (2016)



Source: 2016 Community Survey.

Number of households by tenure status
Stellenbosch municipality (2016)

	Number of households	Percent of total
Do not know	569	1.09%
Occupied rent-free	10,089	19.30%
Other	5,661	10.83%
Owned and fully paid off	22,002	42.09%
Owned; but not yet paid off	4,121	7.88%
Rented from other (incl. municipality and social housing)ns	2,754	3.36%
Rented from private individual	8,077	15.45%
Grand Total	52,274	100.00%

Source: 2016 Community Survey.

Housing demand

Stellenbosch town housing demand database

According to data provided by the municipality, as of November 2021, the number of people on the Stellenbosch municipality housing demand database was 17 945. Residents of Stellenbosch town made up 64% of the database (11 396), of which: 64% were aged 41-65 years old, and 0.12% (or 14 people) indicated a member in the household had a disability.

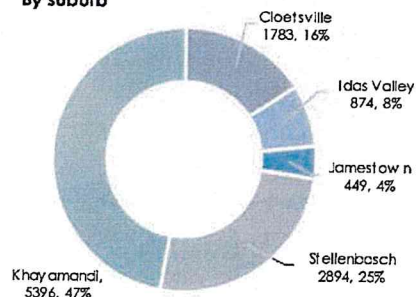
The housing demand database information must be viewed with caution for a number of reasons. The data is based on those people who voluntarily come forward, and income data is self reported and not verified. Furthermore, the demand data is a moving target and thus these figures only speak to one point in time as recorded at one event. Finally, it has been observed that this open day methodology typically undercounts persons with disabilities.

Housing gaps

Because state housing delivery has not produced sufficient units and the private sector is not building units affordable to low and middle income households at scale, there is a significant shortage of adequate, affordable housing in Stellenbosch town, resulting in land invasions, a growth in informal settlements, and large numbers of workers and students from the university or private sector needing to commute daily

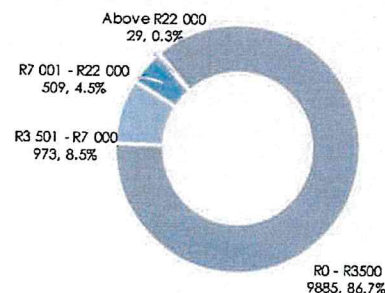
Stellenbosch town housing demand database (November 2021)

By suburb



Source: Stellenbosch Municipality, Stellenbosch November 2021 statistics.

By monthly income



Stellenbosch town housing demand database by suburb and monthly income (Nov 2021)



Source: Stellenbosch Municipality, Stellenbosch November 2021 statistics.

into town. The current housing gap is specifically with respect to student housing and affordable housing for employed, lower and middle income groups. The demand for lower-value rental accommodation for university students is in the region of 4 000 units.

The data indicates that housing need is concentrated in particular areas of the town. Cloeteville, Idas Valley, Khayamandi, and Jamestown make up nearly half of the municipality's total BNG housing need. Cloeteville (84%), and Idas Valley (88%) have the highest proportion of applicants on the waiting list for 10 years or more.*

Many people on the housing demand database have been waiting for housing assistance for years. According to the 2019 SDF, 74% of the applicants (for the entire municipality) had been on the waiting list for longer than 10 years, 24% of which are currently on the waiting list for more than 20 years.

Looking at the demand database for the municipality in 2018, the majority of people (53%) were over 40 and had been on the waiting list for more than 10 years, according to the 2019 MSDf.* Those applicants who were under 40 years of age were mainly located in Khayamandi and Klapmuts, which falls outside the study area (see pg 6).

* Sourced from 2019 Stellenbosch SDF, which includes an analysis of a May 2018 extract from the WC Housing Demand Database for the municipality.

Unmet housing needs – Informal settlements and backyard dwellings

The presence of informal settlements and backyard dwellings in Stellenbosch town, provides a sort of proxy for housing demand, indicating the number of households unable to find alternate, adequate accommodation which is affordable. The location of these dwellings may indicate areas of opportunity for settlements, or may express preferences for location with respect to formal or informal employment.

As shown in the map, informal settlements within Stellenbosch town are almost entirely located in Khayamandi, at the northern end of town. Its important to note that, absent a recent survey of informal settlement residents which provides data on type and quantum of income, its difficult to know if those households would qualify for subsidized housing, and thus whether the required housing opportunities would need to be provided by government through fully-subsidized units, service sites, social housing or FLISP. These households may have income which make them ineligible for full subsidies and unable to purchase a newly-built unit, but adequate to enable some affordability—perhaps affordable rental or a low value house on the resale market. The existence of the informal settlements and backyard dwellings are therefore an indication of housing inadequacy, but not evidence of effective housing demand or capacity to pay.

Backyard dwellers in Khayamandi

A 2021 survey of backyard dwellers in Khayamandi yielded good information on the circumstances of residents, with implications for determining demand and for adequate housing. A total of 1 629 households were interviewed.

backyard dwellings were mostly occupied by single youth. Nearly three quarters (73%) of backyard structures were inhabited by one person, and 62% of

heads of households were aged between 18 and 25. Another 45% of household heads were 26-35 years old, while only 2% were over 55. The great majority of the heads of households were single (84%).

Although 48% of persons were employed, incomes were low, with 59% earning R4 000 or less a month. Only 4% reported a monthly income over R10 000. The share of households receiving a social grant—primarily the child support grant—was only 18%.

Of those who were employed, 57% indicated they were in permanent employment—mostly unskilled or low skilled—primarily as restaurant workers, general workers, and security personnel.

Approximately half of backyard households had been staying at the same address for five years. Most respondents indicated they were renting their dwellings and/or the land on which it sat. Importantly, only 11% of respondents had registered on the housing demand database.

While reported income levels would suggest that approximately one third of backyard dwellers would meet the income requirements below R3 500/month, single persons who did not have dependents would be ineligible for a housing subsidy unless they were elderly or had disabilities (both of which were very small numbers). However the relative frequency of permanent employment suggests steady formal income which would support access to credit.

Source: Demographic Survey of Khayamandi and Klipmuis Backyard Dwellers Socio Economic Report, June 2021.

Stellenbosch town: Urban edge and informal settlements



Data sources: Stellenbosch Municipality, Municipal Demarcation Board (MDB), ESRI South Africa.

Employment

In 2020 Stellenbosch municipality's GDP per capita was R89 378, exceeding both Drakenstein at R76 561 and the provincial figure of R84 967 (2021 MERO). Given the concentration of jobs, the GDP per capita in Stellenbosch town itself is likely higher than the municipal figure.

The 2022-2027 IDP reports that the economy of Stellenbosch municipality grew by an average annual growth rate of 0.9% between 2015 and 2019, but contracted by 6.7% in 2020, largely due to COVID and economic lockdowns.

• Employment

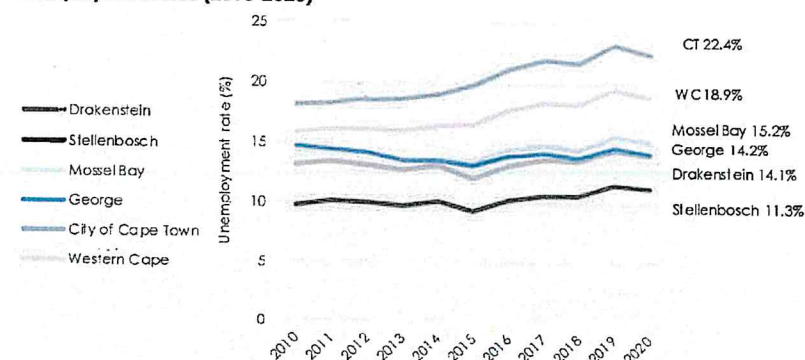
Despite the onset of the pandemic, unemployment in Stellenbosch municipality actually dropped very slightly from 11.6% in 2019, to 11.3% in 2020.

Of the approximately 73 800 workers in 2020, 74% were formally employed while 26% worked in the informal sector.

With respect to formal employment, 24% of workers in 2020 were skilled, 43% semi-skilled, and 32% low-skilled, with the number of low-skilled workers declining in the last four years.

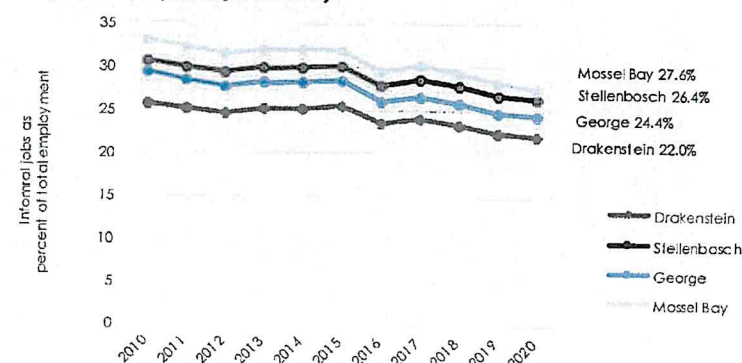
Apart from those who are unemployed, the large number of persons in informal employment creates a challenge for accessing finance to support their housing. Mortgage finance is likely unavailable to these households as banks require evidence of formal employment with a regular income.

Unemployment rates (2010-2020)



Source: 2021 Quantec, calculations by Urban Economics.

Informal employment (2010-2020)



Source: 2021 Quantec, calculations by Urban Economics.

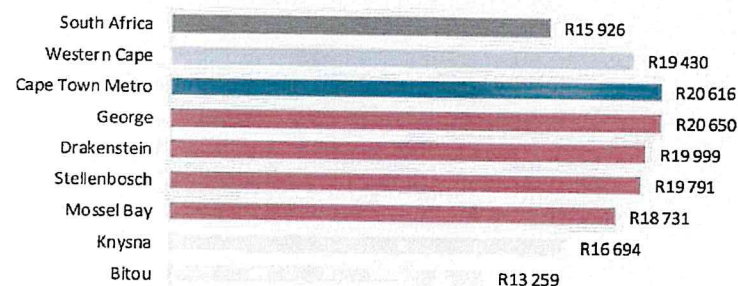
Income

Household income

At R19 791 in 2019, average monthly household income in Stellenbosch municipality exceeds the average for the country, and for the province (2021 MERO). However it is just slightly below the average for Cape Town metro, as shown in the graph below. Stellenbosch municipality's average monthly household income is just R208 below that of Drakenstein.

While average household income in the metro and the province overall declined from 2015 to 2019, the average household income in Stellenbosch increased very marginally—by 0.1% between 2015 and 2019.

Average monthly household income (current prices), 2019

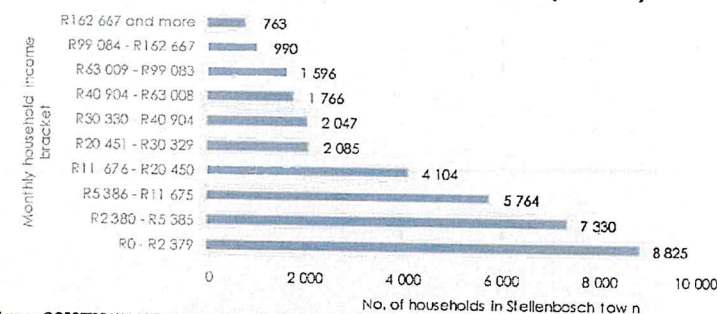


Source: 2021 Quantec, calculations by Urban Economics.

Income distribution

Income data obtained from GeoTerraImage (GTI) for 2021 at subplace level allowed analysis of the income profile of households in Stellenbosch town, instead of the entire municipality.* The graphs to the right display the income distribution. In Stellenbosch town, 8 825 households, or 25% of the total, earn R2 379 or less / month. Approximately 62% earn about R12 000 or less per month.

Monthly household income distribution for Stellenbosch town (n=35 271)**



Source: ©GEOTERRAIMAGE—Neighbourhood Lifestyle Index™ (NLI™) Release 2021.

Monthly household income distribution for Stellenbosch town,** % (2021)



Source: ©GEOTERRAIMAGE—Neighbourhood Lifestyle Index™ (NLI™) Release 2021.

* The W.C. Department of Economic Development and Tourism also provided municipal level household income data for 2021. A comparison of the DEDT and GTI data shows that the overall number of households at municipal level is close, but the GTI data has considerably more households in the bottom income segment. A comparison of the two data sources is provided in Appendix C. The GTI data is used in this report because it was available at subplace level.
** Includes data from 16 subplaces in Stellenbosch town.

Rental market

Rental rates

As noted above, the 2016 CS put the overall rental rate for Stellenbosch municipality at 18.8%. The 2016 Community Survey reported that 15.45% of households rented from private individuals, while another 3.36% rented from the municipality or social housing institutions.

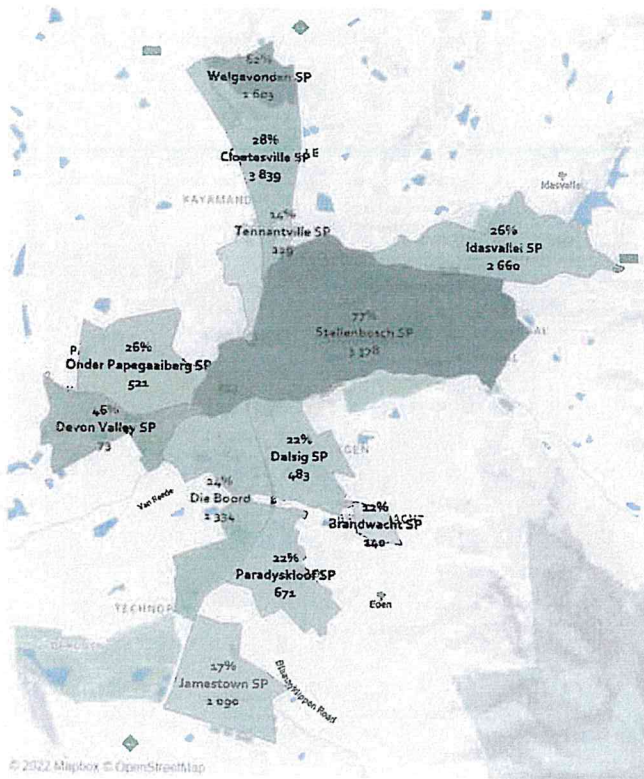
However subplace-level data on the percentage of households who rent is scarce. The most recent data on the percent of households renting by sub place is only available from the 2011 Census, and indicated that—at that time—overall 31% of households in the municipality rented their accommodation. In Stellenbosch town alone, that percentage was higher at 47%. At that time, rental rates were highest in central areas of Stellenbosch town, Stellenbosch sub place itself and La Colline. This makes sense given the presence of the university and the number of student renting their accommodation during their studies.

The pie graph displays Census 2011 figures for Stellenbosch town only. In terms of the size of rental units, 21.5% were 1-2 bedroom units, 12.1% were 3 rooms, and 23.8% had 4 rooms back in 2011.

However clearly these areas, and Stellenbosch town, has changed significantly in the last eleven years. The new Census 2021 data will provide much more recent figures.

Percent households renting

Stellenbosch, 2011



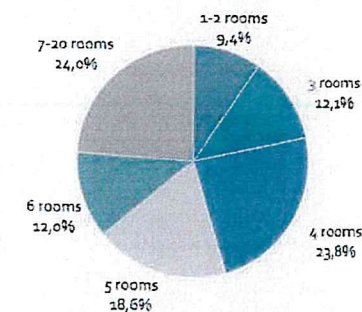
© 2022 Mapbox © OpenStreetMap

Source: Stats SA Census 2011

Percent Renting

12% 85%

Stellenbosch town: Rental dwellings by number of room (2011)



Source: Stats SA Census 2011

Summary of demand side assessment

■ Demand for affordable housing

Stellenbosch town had a total of 27 359 households in 2021, and is expected to grow by 2.5% per annum between 2023 and 2028 (DSD). With a relatively high population density of 236 persons per km², the municipality has an ageing population, with the cohort of persons 65 or over growing faster than the cohort of working age adults. Particular areas of the town are expected to densify more rapidly, especially Khayamandi, La Colline, Cloetsville and Welgevonden. In total, the Stellenbosch town area is anticipated to gain an additional 6 146 households between 2021 and 2031.

As of November 2021, the number of households from Stellenbosch town on the waiting list was 11 396, of which 47% stay in Khayamandi. The current housing gap is specifically with respect to lower-income student housing and affordable housing for employed, lower and middle income groups. Housing need is concentrated in particular areas of the town: Cloetsville, Idas Valley, Khayamandi, Jamestown, and central Stellenbosch. In addition to unmet housing needs for students reliant on financial aid, there is lack of housing for

young families and young people starting their career. Technopark employees, university staff, teachers at local schools, lecturers, support staff at university are also another key market which is not sufficiently met.

■ Affordability

According to the 2021 MERO, the average monthly household income in Stellenbosch municipality in 2021 was R19 791, which exceeded the average for the country and the province. A household with this income could purchase a house priced approximately R796 000 with a mortgage.*

As shown in the table below, 32.8% of households in Stellenbosch town earn less than R3 500/month and 19.8% of households earn R3 501-R8 000/month. According to the calculations presented in the table, only 20.5% of Stellenbosch town households could afford to purchase a home worth approximately R1.2 million or more, with a mortgage. The following section explores whether there is a sufficient supply of houses in the price bracket which is affordable to these households.

Demand for student housing

Approximately 8 000 students at the University of Stellenbosch are in need of private accommodation off campus. Students who receive assistance from the National Student Financial Aid Scheme (NSFAS) have a housing allowance of approximately R60 000/year, or R5 000 /month. About 4 500 NSFAS students stay on campus but there is still about 2 500 who need to find their own accommodation. Although a number of private developers have started building for the wealthier student market (see pg 30), there is a gap for NSFAS students who require a safe place to stay at around R5 000 per month.

Of the approximately 8 000 students who require private accommodation in town, about one quarter are in the rental bracket of R5 000/ month, another portion rent in the region of R8 000/month, while the wealthier segment rent units between R8 000 and R15 000 month. The gap in supply therefore remains for affordable private accommodation for lower income students, many of who receive NSFAS support.

Stellenbosch town household income brackets and affordable housing purchase price (2021)

Monthly household income bracket **	No. of households	Percent of total households	House affordable to household at lowest end of the bracket *	House affordable to household at top end of bracket
R0 - R3 500	11 557	32.8%	---	R142 112
R3 501 - R8 000	6 991	19.8%	R142 112	R328 887
R8 001 - R16 000	5 390	15.3%	R328 887	R649 654
R16 001 - R30 000	4 097	11.6%	R649 654	R1 218 103
R30 000 - R50 000	2 843	8.1%	R1 218 103	R2 030 171
R50 001 - R100 000	2 650	7.5%	R2 030 171	R4 060 343
> R100 000	1 739	4.9%	R4 060 343	---
Total	35 267	100.0%		

Source: ©GEO TERRA IMAGE – Neighbourhood Lifestyle Index™ (NLI™) Release 2021. Own calculations.

*Assuming a 7.75% interest rate, loan term of 20 years, 10% deposit, 30% housing premium to income ratio, and no FISP. Also assuming the household has a regular formal income and is not accessing other finance. See cautionary notes of methodology on page 31.

** The GII income brackets shown on pg 15 have been converted here to standard income brackets. The conversion assumes the number of households is evenly spread across the income bracket, which may not be true. The total number of households in this table differs slightly from the total on pg 15 because of the conversion.

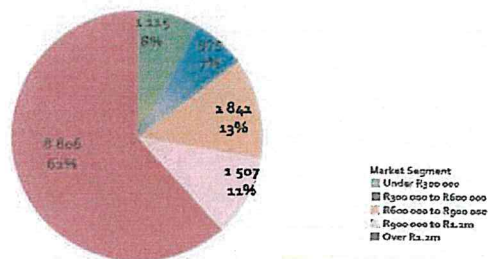
Supply side assessment



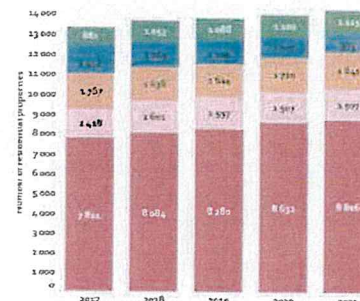
Ownership market – Housing stock by market segment

Market segmentation allows for analysis of how categories of properties have performed differently over time. Most properties under R300 000 were developed through government housing projects, with resale restrictions for houses under eight years old. Properties between R300 000 and R1.2 million are of current interest to government, investors and developers keen on providing more affordable housing, while houses valued over R1.2 million typically trade in more conventional and organic ways.

Number of residential properties by market segment
Stellenbosch, 2021



Number of residential properties by market segment
Stellenbosch, 2017 to 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

With a count of 14 244 residential properties, the total value of the residential property market of Stellenbosch town was R32.39 billion in 2021, having increased by 4.7% from 2020, and an average of 3.65% per annum over the last five years.* Just 8% of Stellenbosch town's residential properties are in the entry market (under R300 000) and only 7% are in the affordable segment (R300 000 – R600 000), while 13% are in the conventional market valued between R600 000 and R900 000.

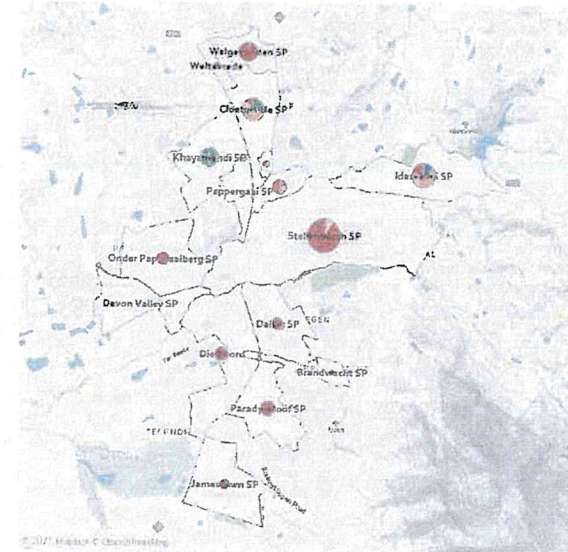
Eleven percent of residential properties in Stellenbosch town are in the high-end market (valued between R900 000 and R1.2 million), while the large majority (62%) are in the luxury market over R1.2 million. This means that only about 1 in 3 residential properties is under R1.2 million. Only 28% of the residential properties, or 3 931 houses, are valued R900 000 or less.

These properties valued over R1.2 million would require a minimum monthly household income of R29 600 in order to purchase with a mortgage. (This calculation—and others in this report—assume a 7.75% interest rate, 10% deposit, 30% housing premium to income ratio, 20-year loan tenor, and no FLISP subsidy.)



* NB: As noted in the Data Sources section above, the data purchased from Lightstone, and detailed in the Supply and Market Activity sections of this report, reflects only the Census sub-places contained within the study area (Stellenbosch town). The deeds data therefore reflects the study area, and not the entire municipality.

Distribution of residential properties by market segment
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Number of residential properties	Market Segment
2	Under R300 000
1 000	R300 000 to R600 000
2 000	R600 000 to R900 000
3 000	R900 000 to R1.2m
3 885	Over R1.2m

Of the 1 115 entry market properties, 92% are government-subsidised properties (GSP). As shown in the map above, the entry level housing is clustered in Khaymandi, while the bulk of properties valued over R1.2 million are located in the centre of town. Cloeteville is a fairly mixed neighbourhood with the majority of residential properties in the conventional market.

Comparing Lightstone deeds data to the Stellenbosch Valuation Roll

The Lightstone data for the study area as of 31 December 2021 includes 14 244 residential properties in total, while the Stellenbosch Valuation Roll (2 July 2020) contains 15 709 properties, approximately 1 500 more.

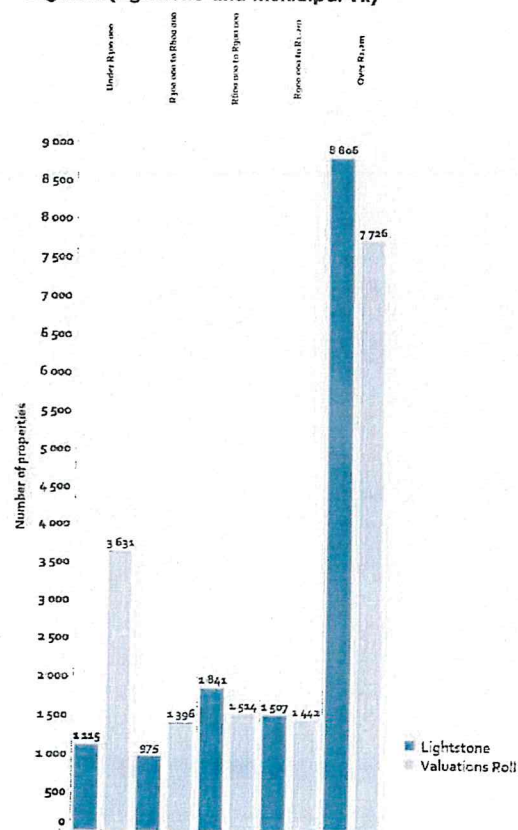
The difference between the total residential stock counts of Lightstone and the municipal valuation roll are to be expected, for a number of reasons. Firstly, there may be a difference in timing between the date that the municipality published their roll, and the updated data from the Deeds Office and Surveyor General which Lightstone uses for its count at any point in time.* Second, the municipality may categorise residential properties differently than Lightstone. Finally, municipalities may undervalue properties in order to avoid widespread disputes over rates.

Having acknowledged these differences in methodology, a comparison of the two datasets is still valuable as it provides a more detailed picture of the market. Furthermore, the municipal valuation roll permits sight into the market segment above R1.2 million.

In our analysis of the Stellenbosch Valuation Roll, we only included properties that are zoned residential and that are located in the neighbourhoods which are part of the Stellenbosch city area, inside the urban edge. The areas included in the Lightstone data are delineated in **Appendix A**.

The graph compares the data from the two sources and shows the number of properties in each market segment. The number of properties in the Lightstone data is higher than the valuation roll for the lower market segments (especially under R300 000), while the valuation roll has a bigger count of properties in the higher market segments, most notably above R1.2 million.

Stellenbosch town: Number of properties, by market segment (Lightstone and municipal VR)



Source: Lightstone data as of 31 Dec 2021, Stellenbosch Valuation Roll, July 2020.

Lightstone's valuation methodology

Lightstone's valuation approach is broadly based on three methodologies and uses a combination of these methodologies to estimate the value of a property at a given point in time:

1. **Repeat sale valuation of the property:** A previous sale price is inflated to current value using the Lightstone Residential Property Price Indices. Properties may have an extremely low purchase prices and as such these prices are often not used to generate a repeat sale valuation, but may sometimes be utilised where it appears that there are volumes that carried similar sale prices in the area.
2. **Comparable sales valuation:** This methodology uses comparable sales in the area in recent times inflated to current value using the Lightstone Residential Property Price Index. If low value sales occurred in the area, these values will affect the comparable sale valuation downwards.
3. **Third party valuations:** These are valuations completed by third parties such as municipalities and physical valuers which Lightstone uses as input at a property level in valuing a particular property. The Lightstone Residential Repeat Sale Indices is then used to bring historic valuations to current value.

* The date of valuation for the Stellenbosch VR was 2 July 2020. The roll was approved/implemented 1 July 2021.

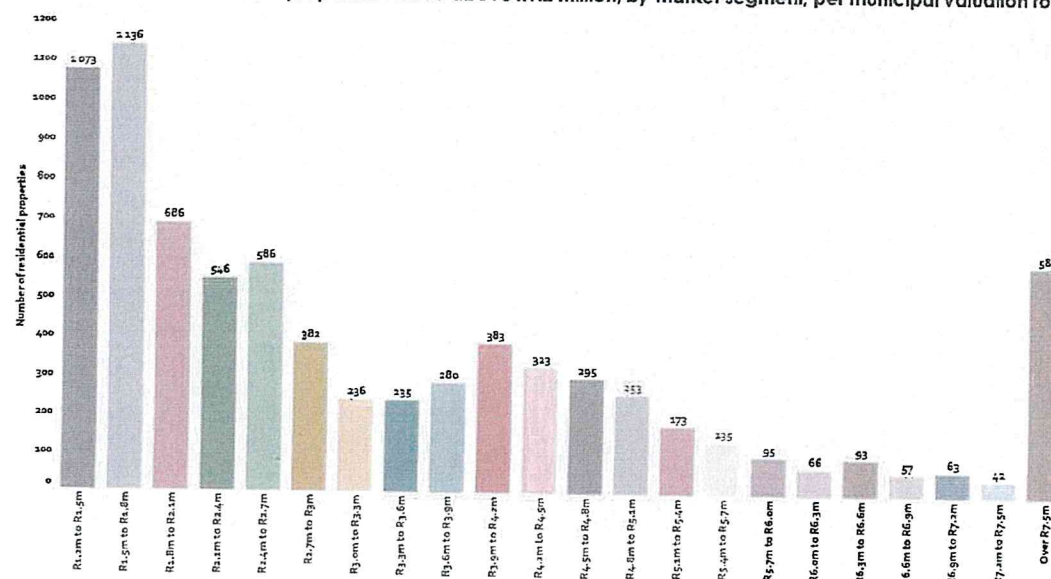
Comparing Lightstone deeds data to the Stellenbosch Valuation Roll

The graph below further segments the properties valued over R1.2 million, as per the Stellenbosch VR, and shows that many of the properties are grouped at the bottom end of the **luxury** segment—R1.2 million to R1.8 million.

Properties over R1.2 million

A critical drawback of the five market segments we use to analyse the Lightstone data is that all properties valued above R1.2 million are grouped together and not separated into R300 000 increments, which would allow for more detailed and nuanced understanding of the upper end of the property market. The graph to the right displays the Lightstone market segmentation, alongside the detailed market segmentation possible with the VR data.

Stellenbosch town: Number of properties valued above R1.2 million, by market segment, per municipal valuation roll

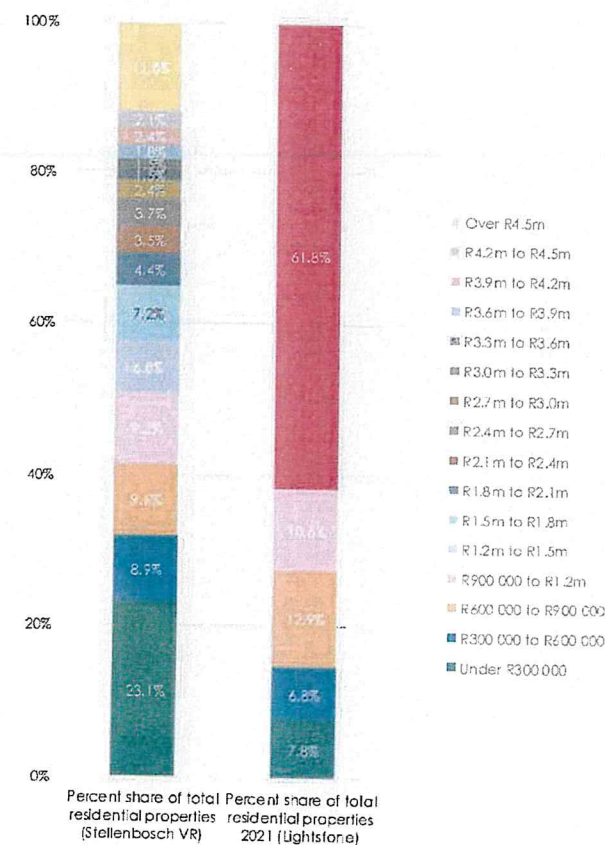


Source: Lightstone data as of 31 Dec 2021. Stellenbosch Valuation Roll, July 2020.



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Stellenbosch town: Lightstone data vs. municipal valuation roll, per market segment



Source: Lightstone data as of 31 Dec 2021. Stellenbosch Valuation Roll, July 2020.

Ownership market – Housing stock by property type

Property type categorization is particularly relevant because of its implications for affordability. Often estate properties are higher value, while sectional title—in some, but not all cases—offer a more affordable option. Second, the property type is particularly relevant to an inclusionary housing policy as typically estate properties are located outside the main urban areas, while sectional title units may be better located in relation to economic opportunities.

In Stellenbosch town, in 2021 the largest portion of residential properties are freehold title outside an estate (54.5%), followed by sectional title outside an estate including student rental (27.2%), and 18.0% freehold within a private estate. Fifty properties—0.4%—are sectional title properties within estates.*

Property type by market segment

In 2021, 88% of freehold estate properties were in the **luxury** market—mostly located in Welgevonden to the north, as well as Paradyskloof to the south. The great majority of sectional title units (outside of an estate) are also in the **luxury** market (33.7% of **luxury** market stock). Much of the **high end** market is also sectional title (39%).

While freehold properties (outside of estates) exist in every market segment, all **entry** level properties are freehold (except for one sectional title unit). Notably, 93% of these **entry** level, freehold properties are government-subsidised properties.

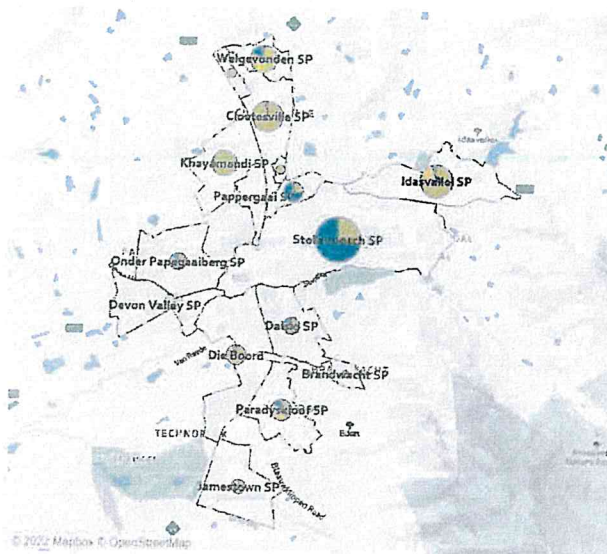
Property type by location

As shown in the map above, not surprisingly, the great majority of sectional title units outside of estates are in central Stellenbosch, in the Stellenbosch sub place in the centre of town. A large portion of these properties would be student rental units. Typically rental units would be part of a sectional title development with a body corporate managing the complex, and common areas. A block of flats with one owner would also likely be a number of sectional title units on the same erf.



* The four property types used in the analysis of deeds data in this report are: freehold title (outside an estate); freehold title within an estate (referred to as freehold estate); sectional title (outside an estate); and sectional title within an estate (referred to as sectional title estate).

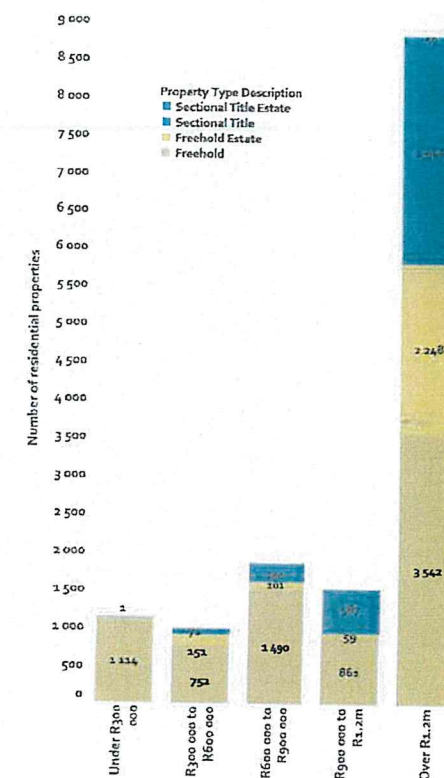
Distribution of residential properties by title type
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced June 2022).

Number of residential properties	Property Type Description
2	Freehold
1 000	Freehold Estate
2 000	Sectional Title
3 000	Sectional Title Estate
3 885	

Total number of properties by title type by market segment
Stellenbosch, 2021



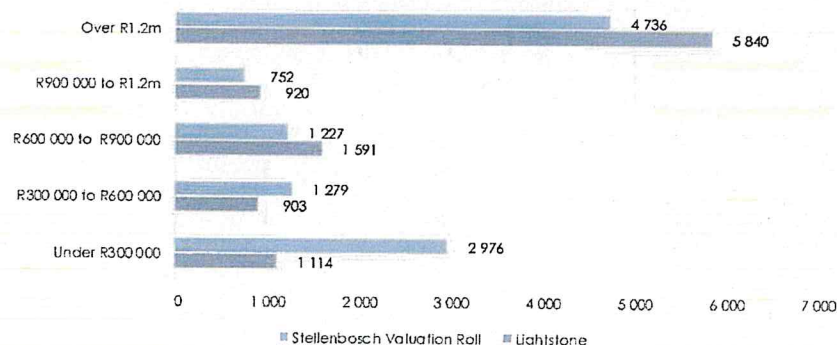
Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced June 2022).

Comparing Lightstone deeds data to the Stellenbosch Valuation Roll - Property types

These graphs below compare the data on the number of freehold and sectional title properties from the two data sources, the Stellenbosch Valuation Roll and the Lightstone deeds data (grouping together properties that are inside and outside private estates).^{*} Notably, the overall split between freehold and sectional title in the Lightstone data is very similar to the ratio reflected in the Valuation Roll; the VR contains 69.8% freehold and 30.2% sectional title, while the Lightstone data is split 72.8% freehold and 27.2% sectional title.

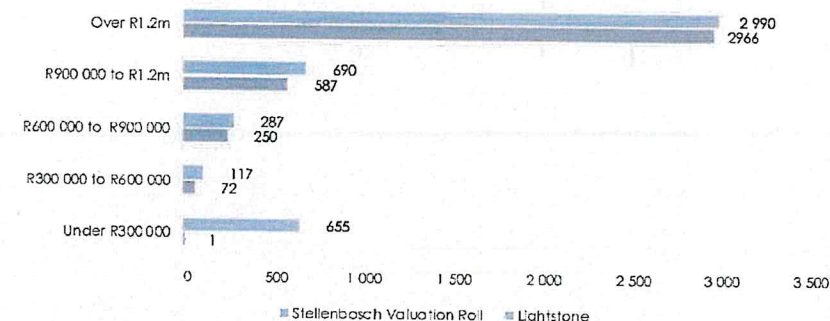
In total, the VR contains 602 more freehold properties than what is contained in the Lightstone data (10 970 Valuation Roll; 10 368 Lightstone). However, within the *luxury* market segment, approximately 1 100 more freehold properties are captured in the Lightstone data, as shown below.

Stellenbosch town: Number of freehold properties, by market segment (Lightstone & municipal VR)



NB: Both freehold properties inside and outside estates are included.
Source: Lightstone data as of 31 Dec 2021. Stellenbosch Valuation Roll, July 2020.

Stellenbosch town: Number of sectional title properties, by market segment (Lightstone and municipal VR)



NB: Both sectional title properties inside and outside estates are included.
Source: Lightstone data as of 31 Dec 2021. Stellenbosch Valuation Roll, July 2020.

Similar to freehold properties, the VR contains more sectional title units (863) than the Lightstone data. There are approximately 4 739 sectional title properties on the VR, compared to 3 876 in the Lightstone data.

In the *entry* market segment, again, there is a large disjuncture. The VR includes 655 sectional title properties below R300 000, while the Lightstone data has a single property.

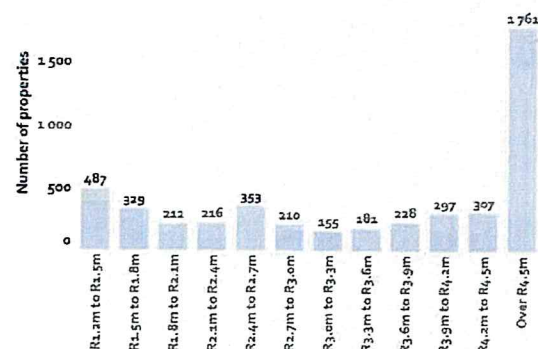
In summary, the comparison of the stock data for freehold and sectional title properties from the VR and Lightstone reflects a similar pattern. For both property types, it appears the municipal valuation roll has a higher total count, with the difference most pronounced in the *entry* market where it appears that either the VR contains an overcount or Lightstone is undercounting.

Comparing Lightstone deeds data to the Stellenbosch Valuation Roll - Property types

The data in the Stellenbosch Valuation Roll enables us to look at the properties valued over R1.2 million, in smaller market segments, to get a sense of the distribution. The graph on the left shows freehold properties over R1.2 million as per the Stellenbosch Valuation Roll.

In the Lightstone data, 56% of freehold properties (inclusive of properties inside and outside estates) are in the *luxury* segment (5 790), compared to only 43% of freehold properties in the municipal valuation roll (4 736).

Number of freehold properties over R1.2 million by market segment: Stellenbosch Valuation Roll

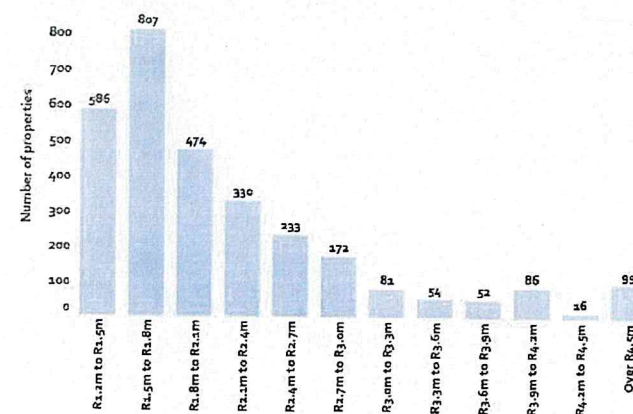


NB: Both freehold properties inside and outside estates are included.
Source: Lightstone data as of 31 Dec 2021. Stellenbosch Valuation Roll, July 2020.

The graph below looks at the sectional title properties valued over R1.2 million on the Stellenbosch Valuation Roll.

In the Lightstone data, 77% of sectional title properties (both inside and outside estates) are in the *luxury* segment (3 016), compared to only 43% of the sectional title properties listed in the municipal valuation roll (2 990). The considerable difference in the counts of sectional title *luxury* properties bears further exploration.

Number of sectional title properties over R1.2 million by market segment: Stellenbosch Valuation Roll



NB: Both sectional title properties inside and outside estates are included.
Source: Lightstone data as of 31 Dec 2021. Stellenbosch Valuation Roll, July 2020.

Comparing municipalities – By size, market segmentation, GSP and property type

The graph to the right compares the study areas in George, Mossel Bay, Stellenbosch and Paarl/Wellington (Drakenstein) with respect to: the number of residential properties by market segment, the share of government-subsidised properties (GSP), and property type.

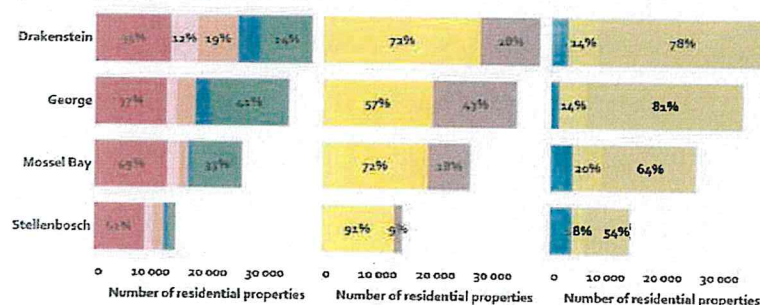
Market size and segmentation

In terms of the number of residential properties, among the four study areas, Stellenbosch town has the smallest residential property market, with a total of 14 244 properties. As shown in the bottom graph, Stellenbosch town also has the smallest residential property market in terms of value (R32.35 billion in 2021).

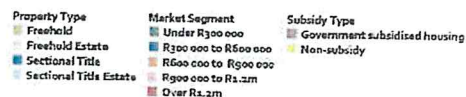
Of the four areas, Stellenbosch town has the largest proportion of properties in the **luxury** market over R1.2 million (62%). Stellenbosch also has the smallest portion of residential properties in the **entry** market, just 7.8%, compared to George with 41% of properties valued below R300 000.

Residential market size

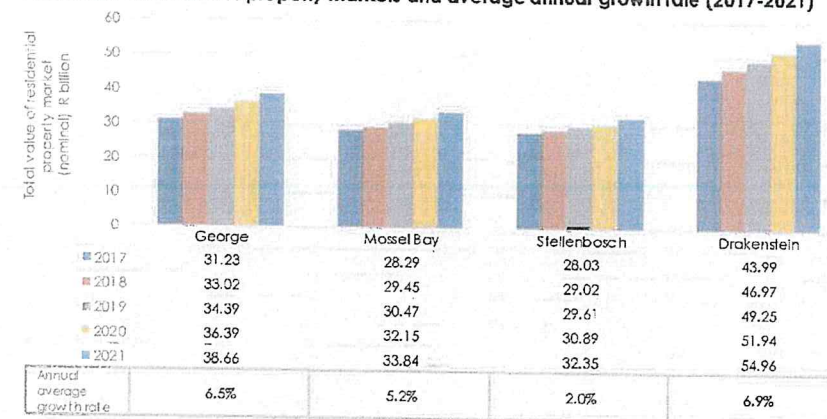
Properties by market segment, government-subsidised housing and property type
Western Cape Housing Study Municipalities, 2021



Data source: CAHP's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced June 2022).



Total value of residential property markets and average annual growth rate (2017-2021)



Data source: CAHP's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Contribution of government housing programmes*

In Stellenbosch town, only 9% of residential properties are government-subsidised, making up just 1.2% of the total residential property market in terms of value. In contrast, neighbouring Drakenstein has 28% GSP, while as much as 43% of the residential properties in George are GSP.

Property types

Unlike the other three municipalities, only 54.5% of residential properties in Stellenbosch town are freehold title (outside an estate). This is likely due to the presence of student rental as well as the small number of GSP.

About 18% of properties are freehold houses in a private estate. Due to the university, Stellenbosch has the largest proportion of sectional title properties among the four areas (27.2%).

* GSP are identified through a proxy which is applied by Lightstone the deeds data. See further details on page 26 below.

Government-subsidised properties – Number and spatial distribution

Government-subsidised houses are not explicitly recognised or marked on the title deed. Therefore it is necessary to use a proxy to identify these properties on the deeds registry—the proxy is based on common programme characteristics of BNG/RDP houses, including the year, first registration price and buyer type, maximum prices, and proximity to other similar housing types (see **Appendix B**). This analysis helps to understand the contribution of public investment in subsidised housing programmes, and the performance of these assets on the ground.

Notably, by virtue of the fact that the data is from the Deeds Office, these figures only include those subsidised houses where a title deed has been transferred to the beneficiary. According to the 2016 CS, title deed possession was low in Mossel Bay municipality (41%)—among both GSP and non-GSP properties. Due to the title deed backlog, these figures will not reflect those units delivered by government and handed over to beneficiary households who have not yet received a title deed.

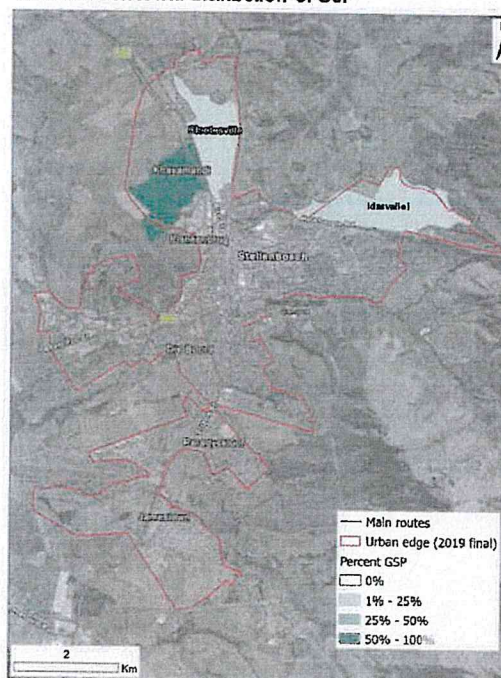
Number and location of GSP

Stellenbosch town contains only **1 353 GSP**, making up **9.5% of residential properties** in 2021. The GSP in Stellenbosch town are fairly new, with 62% eight years old or less.

All of the GSP are concentrated in just three subplaces: Khayamandi, Cloetesville and Idas Valley.

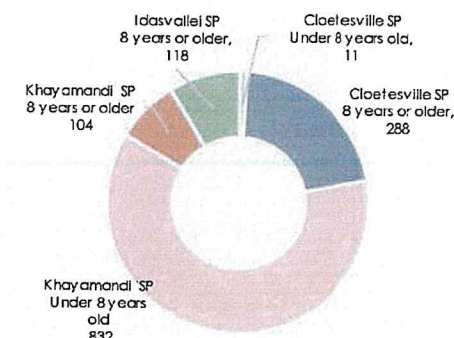
- Khayamandi contains 69% of the total GSP in the town. The area is almost entirely government-subsidised properties, with 78% of the houses subsidised by the state. Only 11% of these GSP are over 8 years old, indicating the area is a fairly new settlement.
- In contrast, Cloetesville is a more mixed neighbourhood with 18% of the residential properties GSP. However 96% of these GSP are over 8 years old, and thus eligible to be sold on the resale market.
- In Idas Valley, GSP make up only 6% of the total properties—all of which are over 8 years old.

Stellenbosch town: Distribution of GSP



Source: Light stone data as of 31 Dec 2021; Municipal Demarcation Board (MDB), ESRI South Africa.

Number of GSP by subplace and age (2021)



Source: Light stone data as of 31 Dec 2021.

Subplaces containing GSP in Stellenbosch town (2021)

Subplace name	No. of GSP	GSP as share of total properties in subplace	Subplace share of total GSP in Stellenbosch town	No. of households (2021)	No. of GSP 8 years or older	No. of GSP 8 years or older as share of total GSP in subplace	Subplace share of total GSP over 8 years old in Stellenbosch town
Khayamandi SP	936	78%	69%	10 287	104	11%	20%
Cloetesville SP	299	18%	22%	2 923	288	96%	56%
Idasvallei SP	118	6%	9%	1 765	118	100%	23%
Total	1 353		100%	16 617	510	38%	100%

Source: Light stone data as of 31 Dec 2021; ©GEOTERRA IMAGE – Neighbourhood Lifestyle Index™ (NLI™) Release 2021.

Government subsidised properties – Performance and role of GSP

Value of GSP properties

Together the 1 353 GSP in Stellenbosch town were valued at R378.6 million in 2021, with an average value of R279 848. In 2021, 76% of GSP in the Stellenbosch town were entry market properties valued under R300 000, with 13% in the affordable segment valued R300 000 to R600 000, and another 10% in the conventional market.

As shown in the left-hand graph, GSP dominate the entry level market in Stellenbosch town: 92% of entry level properties were built by government, and 18% of residential properties in the affordable market (R300 000 – R600 000). Thus, not only are most GSP in the entry market segment, most of the entry market segment are GSP.

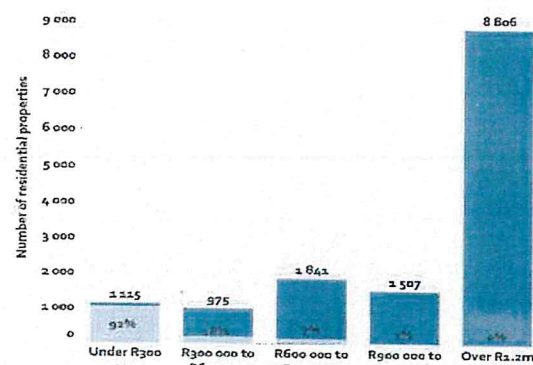
As shown in the bottom graph, the GSP in Stellenbosch town have appreciated over time. Unlike the other study areas that mostly have older GSP stock, only 38% of the GSP are over 8 years or older. However these 510 properties had an average value of R442 388 in 2021, much higher than in the other study areas. The newer GSP less than 8 years have a significantly lower average value of just R181 515. The performance of these properties over 8 years is particularly relevant as GSP older than 8 years are eligible to be sold in the formal property market.

Residential exclusion for property rates

Notably, the residential exclusion threshold as per the Stellenbosch rates policy is R250 000, meaning that the average owner of a GSP under 8 years old will not be levied any rates, while the average owner of a GSP over 8 years old would be levied rates on approximately R192 400, or 43% of the value of their property.*

* It's noted that the number of residential properties in Stellenbosch town valued under R250 000 was 3 272 in 2021, or 23%, meaning that 23% of total residential properties fall under the residential exclusion threshold.

Total number of residential properties
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

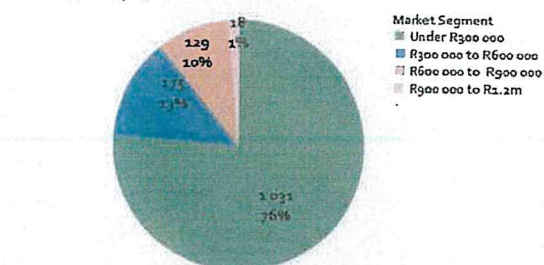
■ Number of government-subsidised housing
■ Number of residential properties

Total number of residential properties
Stellenbosch, 2021

Market Segment	Number of residential properties	Number of government-subsidised housing	Government-subsidised houses percent share of market segment
Under R300 000	1 115	1 031	92%
R300 000 to R600 000	975	175	18%
R600 000 to R900 000	1 841	129	7%
R900 000 to R1.2m	1 507	18	1%
Over R1.2m	8 806	0	0%
Grand Total	14 244	1 353	9%

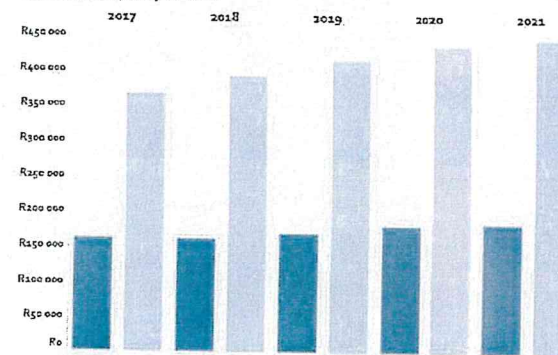
Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of June 2022 (sourced June 2022).

Number of residential properties by market segment: Government-subsidised properties
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced June 2022).

Average value of GSP under and over 8 years (2017 - 2021)
Stellenbosch, 2017 to 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced June 2022).

■ 0-8 year old
■ More than 8 years old

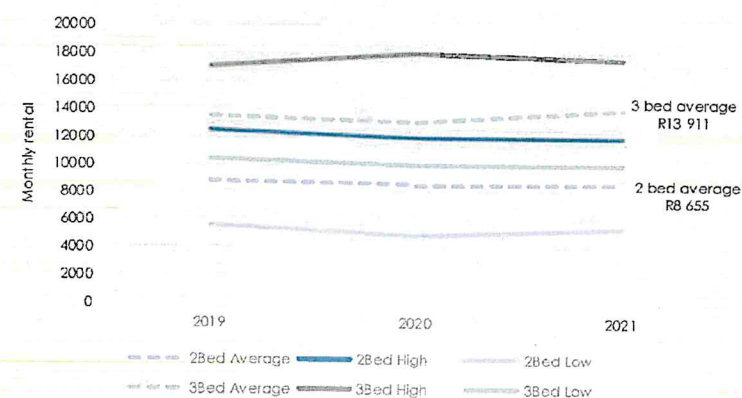
Rental market – Rental prices by property type and size

The TPN Credit Bureau provides updated data on the rental market, however it is important to note that these figures are for the municipality as a whole, and not Stellenbosch town.

By number of bedrooms

According to the TPN data, the average monthly rental for a 3 bedroom unit in Stellenbosch municipality was R13 911, and for a 2 bedroom unit it was R8 655. These averages dropped very slightly in 2020—as shown in the graph below—and then returned to 2019 levels.

Monthly rental prices for 2 and 3 bedroom units (2019-2021)



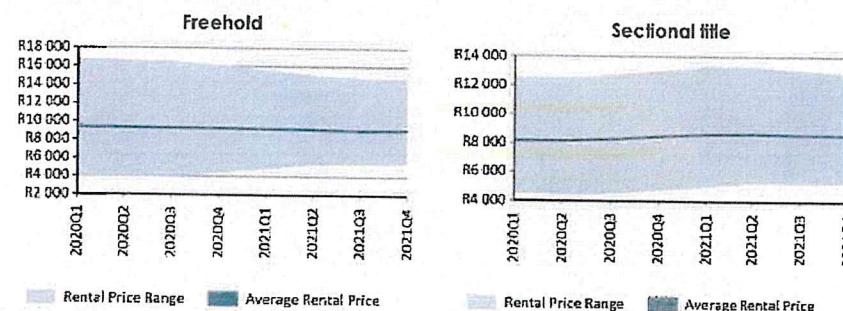
Source : TPN Credit Bureau, Investor Reports March 2022.

By property type

On average, rental prices for sectional title units are more affordable than freehold property. (Notably, the TPN data does not disaggregate freehold properties inside and outside of private estates as the Lightstone data does.)

According to TPN data, at the end of 2021, average rent was around R9 000/month for freehold properties and around R8 000/month for sectional title units. The graphs below show the average rental price as well as the price range, from Q1 2020 to Q4 2021. As at the final quarter of 2021, the minimum rental price was approximately R5 000/month for both freehold and sectional title properties.

Rental price range (2020-2021)



Source : TPN Credit Bureau, Investor Reports March 2022.

Target market

Assuming a benchmark of 30% of income spent on rent, the lowest-priced freehold or sectional title property (R5 000/month) would be affordable to households with a minimum income of R16 670/month—which is approximately 31% of households in Stellenbosch town.*

* Calculation based on income data from ©GEOTERRA IMAGE – Neighbourhood Lifestyle Index™© (NLI™) Release 2021.

Rental market – Rental price distribution

Rental price distribution

The graphs to the right display the distribution of rental units (less than 3 rooms, 3 rooms, and more than 3 rooms) according to their rental price. Data is from TPN, for 2021, for Stellenbosch municipality as a whole.

For **freehold** properties, the largest share of rental units with less than three rooms (approximately 27%) go for a rental price of R8 000/month. However freehold property with less than three rooms can rent for as low as R3 000/month, and as high as R14 000/month.

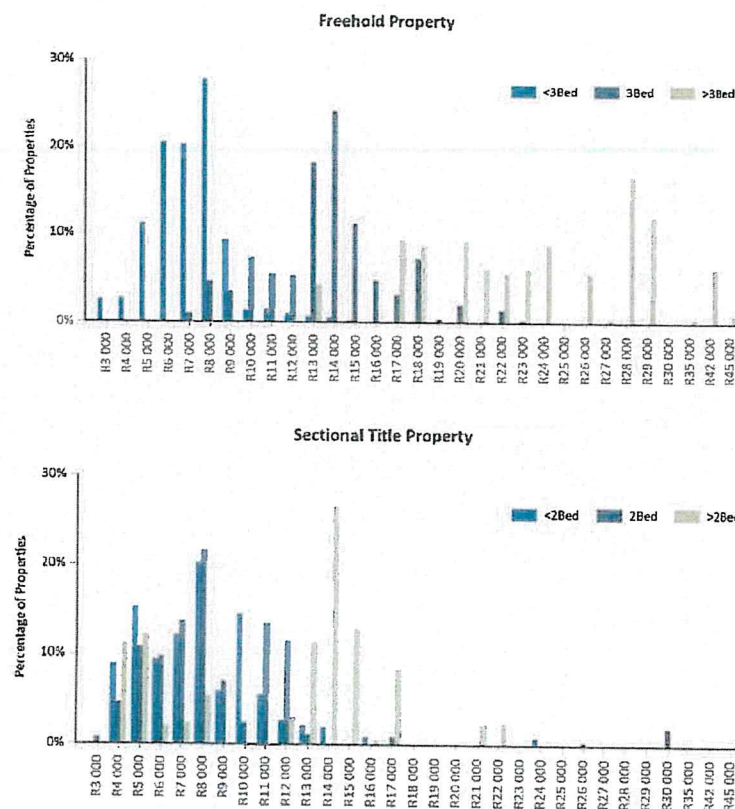
Most three bedroom units are priced R10 000 – R18 000 /month, but the range extends from R7 000 to R23 000 per month. Larger properties with over three bedrooms are all above R13 000/month and have the widest distribution of prices, from R13 000 to over R45 000 per month.

Again assuming a 30% rent to income ratio, a household would need a monthly income of R26 670 to rent the most common small freehold with less than three rooms (R8 000)—only an estimated 23% of households in the municipality earn this much or more.

For **sectional title** properties, the most common sectional title unit with 2 bedrooms rents for R8 000/month. The most common sectional title unit with less than 2 bedrooms rents for the same price, but it is easier to find units less than that (R4 000 – R5 000 / month). The biggest portion of larger sectional title units with more than 2 bedrooms rent at R14 000/month, but prices range from R4 000 to R22 000 per month.

The average household in Stellenbosch is unlikely to locate a rental unit in their price range. For example, a household looking for a 3 bedroom house in Stellenbosch municipality is most likely to find a R14 000/month freehold property (requiring an income of R46 670 /month)—only 13% of households fall in this category. Alternatively if they are looking for a sectional title unit, they would typically find apartments for R8 000/month, which require a monthly income of R26 670. Approximately 23% of households in the municipality earn this much.

Rental price distribution (2021)



Source : TPN Credit Bureau, Investor Reports March 2022.

Rental housing for students

Rental price distribution

With a total student body of 22 000, the University of Stellenbosch is a critical force in the residential property market of the municipality, and especially Stellenbosch town itself. The university itself accommodates approximately 6 500 students in its residences, leaving around 8 000 students who require affordable accommodation in town.

A number of years ago, many students stayed in granny flats of houses in town, but more recently homeowners have converted these properties for tourist accommodation. Until the 2000's, the primary private student accommodation was blocks of flats which would work for students, or a small family. Small student flats were built in the CBD area, providing a good location, and bringing students closer to campus. However these private units were primarily affordable to wealthier students only.

Currently, there are a number of developers building for the higher income bracket of the student market, but there remains a gap in supply for students who receive support from the National Student Financial Aid Scheme (NSFAS). Much of the stock built now is narrowly targeted at the student market (with small rooms and shared facilities), and is not suitable for small families or young professionals.

In the next year, the University is planning on adding 400 units in the residences, and another 800 private student units will be developed for the top market.

High end student accommodation

The flagship residential development in Stellenbosch, called MySpace, was built by developer Abacus and serves as an example of the types of rental units being built presently which narrowly target wealthier students.

Currently there is one My Space Residence located in Paradys (125 units), with two more locations set to open in January 2023 in Drostdy and Dorpsstreet with a further 550 beds. Most of the units are sharing, with some singles available.

Prices per bed range from R8 500 to R12 500 per month, and include a wide range of amenities including: study area, wifi, gym, lounge area, water and electricity. The least expensive beds (R8 500/month) are in a 24m² twin room, with a small kitchenette, bathroom and two beds. These units are not affordable to NSFAS students who receive an allowance of R5 000/month for accommodation.

Summary of supply side assessment

House prices in Stellenbosch have been rising for a number of years. Out of the four study areas, Stellenbosch town has the largest proportion of **luxury** market properties (62%) as well as the smallest portion of **entry** market units (8%). One developer operating in the area said that it's very difficult to find residential properties for less than R900 000, and most properties under R700 000 would be of lower quality and size. Only 28% of residential properties, or 3 931 houses, are valued R900 000 or less.

Government-subsidised properties

In Stellenbosch town, just 9% of the residential properties are government subsidised (1 353). Stock in the **entry** market is almost entirely the result of public investment: 92% of **entry** market houses are GSP, with all concentrated in 3 subplaces: Khayamandi, Cloetesville and Idas Valley.

Most GSP in Stellenbosch town are fairly new—62% are less than 8 years old—but the older ones have seen significant appreciation over time. The 510 GSP 8 years or older had an average value of R442 388 in 2021, while the newer GSP have a significantly lower average value of just R181 515.*

Rental market

On average, rental prices for sectional title units are more affordable than freehold property. According to TPN data, at the end of 2021, average rent was around R9 000/month for freehold properties and around R8 000/month for sectional title units. The average monthly rental for a 3 bedroom unit in 2021 in Stellenbosch municipality was R13 911, and for a 2 bedroom unit it was R8 655.

The average household in Stellenbosch is unlikely to locate a rental unit in their price range—most units are only affordable to less than a quarter of households. A household looking for a 3 bedroom unit is most likely to find a R14 000/month freehold property which would require a monthly income of R46 670—only 23% of households fall in this bracket.

* It should be noted that the valuation of the GSP under 8 years old is likely an underestimation due to the fact that they have not been sold formally since primary transfer.

Estimated household incomes required to purchase property with a mortgage, per market segment (2021)

Market segment (residential property value)	No. of properties	% share of total properties	Minimum monthly household income needed to purchase in this market segment*	Maximum monthly household income needed
Entry level: < R300 000	1 115	7.8%	--	R7 300
Affordable: R300 000 - R600 000	975	6.8%	R7 300	R14 750
Conventional: R600 000 - R900 000	1 841	12.9%	R14 750	R22 200
High end: R900 000 - R1.2m	1 507	10.6%	R22 200	R29 600
Luxury: > R1.2m	8 806	61.8%	R29 600	--
Total	14 244	100%		

* Assuming 7.75% interest rate, 20 year loan tenor, 30% premium to income ratio, 10% deposit and no FLISP. Source: Lightstone data as of 31 Dec 2021. Own calculations.

Affordability

Only 20% of residential properties (or approximately 2 800 houses) fall in the bracket between R300 000 and R900 000 (**affordable** and **conventional** market segments), which is theoretically accessible for purchase by households earning between R7 300/month and R22 000/month—see table above. As noted above, with the average monthly household income for Stellenbosch (R19 791), a household could only afford a house priced R796 000—but there are less than 3 500 properties valued this amount or less in the town.

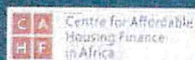
Nearly 62% of residential properties are valued over R1.2 million (**luxury** market) and thus would require a monthly income of approximately R29 600 or more in order to purchase with a mortgage (no FLISP). This implies that those units would be out of reach for nearly 80% of households in the town.

Word of caution regarding affordability calculations

There are a number of important cautionary notes which should be raised with respect to these calculations:

- While house purchases below R1.2 million avoid transfer fees, there are other transfer costs which are not included here—see box on pg 43.
- Not all households purchase in the market segment they can afford: some may have additional funds from a once-off source, and some may have other competing expenses that prohibit them from spending the benchmark figure of 30% on housing.
- Some households may be living in properties that they accessed either by purchase or inheritance or gift, that today they could not afford to buy—in some cases properties appreciate faster than incomes.

Current market activity



Market for new build – New transactions by market segment

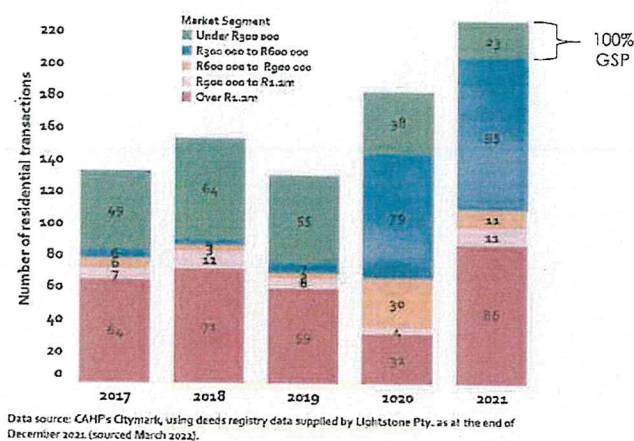
Unlike Mossel Bay and George, new transactions in Stellenbosch town were *increasing* pre COVID. Having dropped from 2018 to 2019, the volume of new transactions rose by 40% in 2020, driven primarily by more sales in the *affordable* and *conventional* markets. 2021 saw a further increase in new *affordable* transactions, as well as a jump in *luxury* sales, which together boosted the total number of new transactions by 24% in 2021.

In 2021, there were 226 new transactions in Stellenbosch town, totaling R252 million in value. New transactions in Stellenbosch town have averaged 165 per annum over the last five years.

It's important to note that new transactions include both the sale of houses newly constructed by private developers, as well as the transfer of new subsidised units to government housing programme beneficiaries.

For Stellenbosch town, the entirety of the new transactions in the entry market in 2021 (23 transactions) were GSP—there was no private sector construction of new houses below R300 000 in 2021. These 23 new transactions in the entry market were the only GSP registrations in 2021.

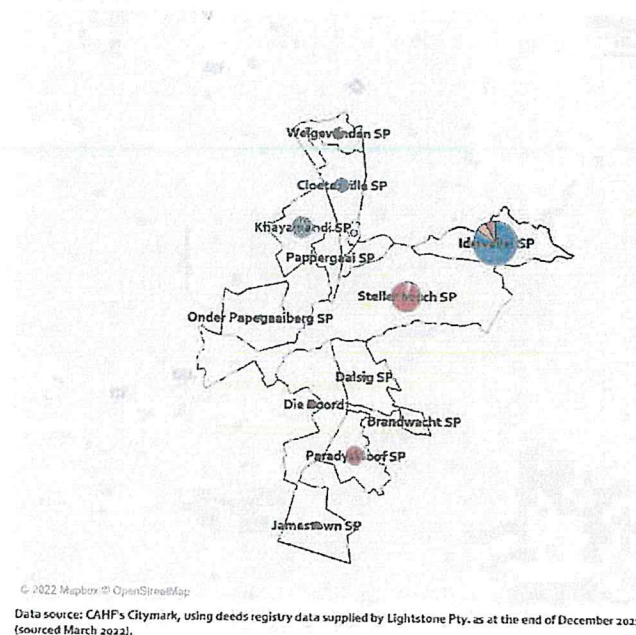
New residential transactions by market segment
Stellenbosch, 2017 to 2021



In 2021, 90% of new transactions were sales of *non-GSP* houses which were built by the private sector. These *non-GSP* new transactions in 2021 totaled R62.7 million.

As shown in the map to the right, the *entry* level new transactions in 2021—all GSP—took place in Khayamandi, while the *affordable* new transactions were in Idas Valley. New construction and sales by private developers was centred in Stellenbosch central and Paradyskloof primarily.

Distribution of new transactions by market segment
Stellenbosch, 2021



New build market – New transactions by property type

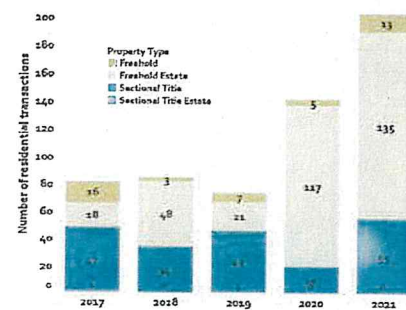
Analysis of new transactions (excluding GSP) by property type sheds light on the typologies of units which developers are constructing and bringing onto the market within Stellenbosch town.

New units from private sector

The graphs below show the number of new transactions each year, by property type, *excluding* GSP. Over the last five years, the consistent majority of units built and sold by the private sector have been freehold properties in estates (67%), with another 27% sectional title outside estates.

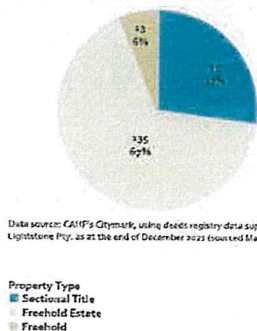
Very few regular freehold houses are being built by the private sector. Only 6% (just 13 houses) of new transactions in 2021 were freehold units outside of estates. The private sector is not building sectional title within estates—only two have been built and sold in Stellenbosch town in the last five years.

New residential transactions by property type:
Non-subsidy properties
Stellenbosch, 2017 to 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

New residential transactions by
property type : Non-subsidy properties
Stellenbosch, 2021



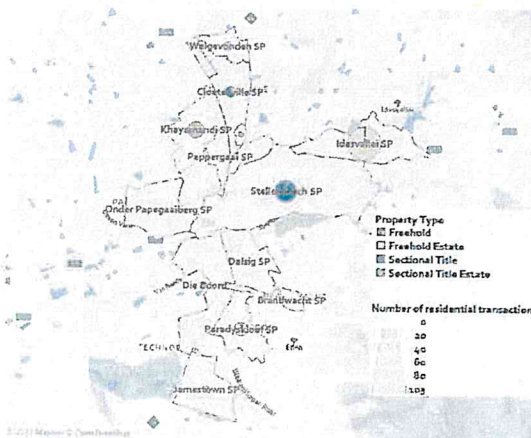
Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Total new transactions

The bar graph to the right *includes* GSP, and thus gives an overall picture of new units being sold or transferred each year. As indicated previously, the 23 new freehold transactions in the *entry* market are all GSP. However notably there is a significant number of new transactions of freehold estate properties in the *affordable* segment—88 transactions in 2021—which are not GSP. Many of these are part of the Idas Valley housing development—see next page.

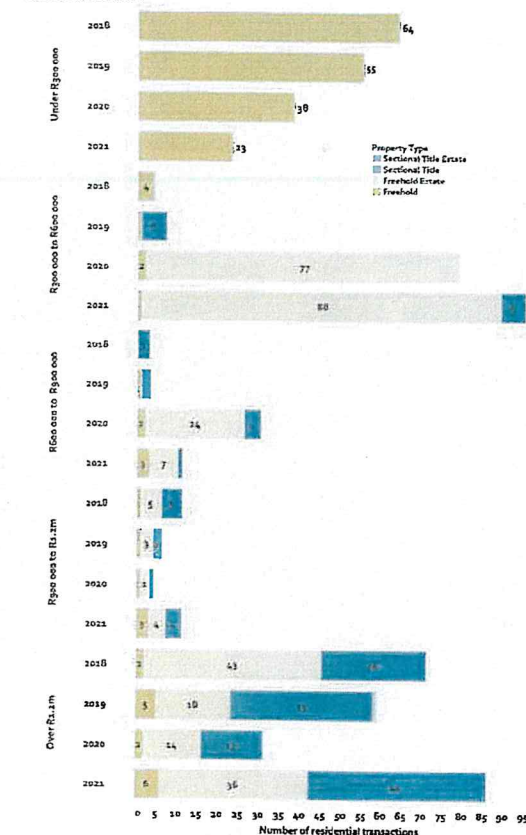
New transactions of sectional title units (outside an estate) are dominant in the *luxury* market, where there were 44 of these new units sold in 2021.

Distribution of new transactions by property type
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Number of new transactions by property type by market segment
Stellenbosch, 2018 to 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Idas Valley

Located in the northern portion of Stellenbosch Municipality, north of Helshoogte Road and east of Lelie Street, Idas Valley has a stock of 1 953 residential properties in 2021, of which 39% are in the conventional market, between R600 000 and R900 000 as per the Lightstone data (see also pg 26).

The municipality appointed ASLA Magwebu to execute two projects in Lindida as part of the Idas Valley Housing Project. The project is a mixed housing development, with 113 GAP houses, and 87 fully subsidized units. It's a multi phased development, with families beginning to move in in 2019 and 2020. As part of the Khay Lam project, the Free Market Foundation has also been involved in facilitating the transfer of the properties so that owners receive their title deeds.*

The website of Oak Tree Village, one of the developments in the area, advertises the following new units for sale. These properties are targeted at first time home buyers with gross monthly income below R30 000:**

- 55.7 m² 2 bedroom from R607 950
- 43.4 m² 2 bedroom from R468 000
- 54.6m² 3 bed from R699 500

Idas Valley: New transactions by market segment (2020 & 2021)



Source: Lightstone data as of 31 Dec 2021.

The Property24 and Private Property websites offer limited listings for sales of existing housing in Idas Valley below R1 million, as shown in online adverts.



* Stellenbosch Monitor, 30 April 2021. "Idas Valley residents benefit from housing project."

** See <https://bywww.oaktree-village.com/>

Googlemaps screengrab of Idas Valley (24 July 2022)



Screengrabs from Property24 and Private Property websites (24 July 2022)

Resale market – Secondary market sales

The resale market has behaved somewhat differently than the new build market over the last few years in Stellenbosch town. Resale transactions were declining since 2017, and continued to drop into the first year of the pandemic. However in 2021, the total number of resale transactions shot up by 62%, to higher levels than 2017. This increase was driven almost entirely by a boost in resale transactions of properties in the **luxury** market over R1.2 million.

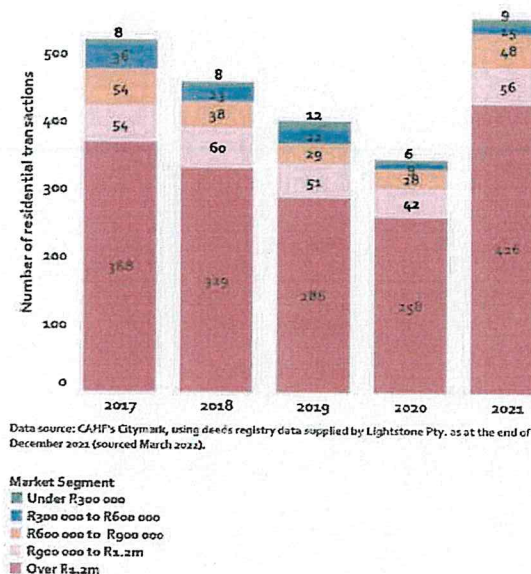
In total there were 554 resale transactions in 2021, totaling R1.38 billion in value. The great majority of these transactions were over R1.2 million (77%), 10% were in the **high end** market, 9% in the **conventional** market, and 3% in the **affordable** market. There were only 9 resale transactions of entry market properties in 2021.

Over the five-year period, the majority of resale transactions have been in the **luxury** market over R1.2 million, averaging approximately 73% of total resale transactions annually.

• Resale transactions of GSP

A number of resale transactions each year are sales of existing GSP which are older than 8 years (and thus no longer subject to sales restrictions). In Stellenbosch town, 62% (501) of the total 1 353 GSP are over 8 years old, comprising a total asset value of

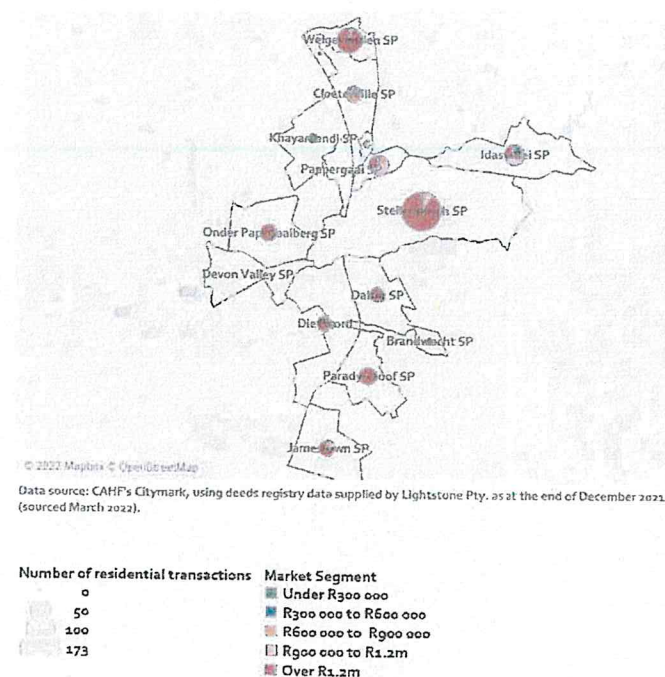
Resale residential transactions by market segment
Stellenbosch, 2017 to 2021



R225.6 million. In 2021, 12 GSP were sold on the resale market, at an average price of approximately R254 583. These resale transactions of GSP made up just 2% of all resale transactions in 2021.

Eight of the 9 **entry** market resale transactions in 2021 were cases of GSP changing hands. This underlines the critical importance of GSP properties, not only in their original delivery to beneficiary households, but also their role in providing a critical supply of affordable housing for households purchasing property on the resale market.

Distribution of resale transactions by market segment
Stellenbosch, 2021



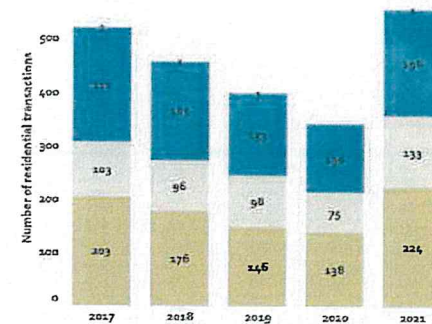
Resale market – Resale transactions by property type

As shown in the pie graph, the largest share of resale transactions are of regular freehold properties outside of private estates (40%). The resale of sectional title units outside estates accounted for 35% of total resale transactions in 2021, with the remaining 24% made up of resale transactions of freehold properties inside estates.

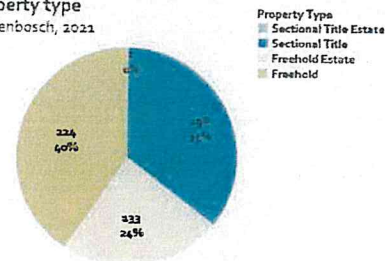
Most resale activity was transactions of properties valued over R1.2 million, both regular freehold and sectional title.

The sale of student units for rental would be reflected in the numbers of resale transactions of sectional title units outside estates. Most of these were properties over R900 000.

Resale residential transactions by property type
Stellenbosch, 2017 to 2021

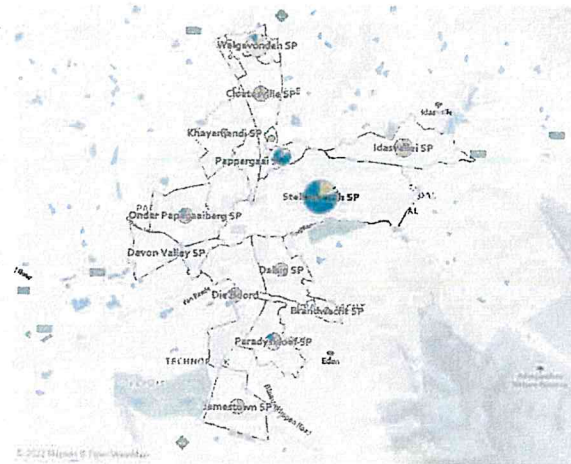


Resale residential transactions by property type
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Distribution of resale transactions by property type
Stellenbosch, 2021

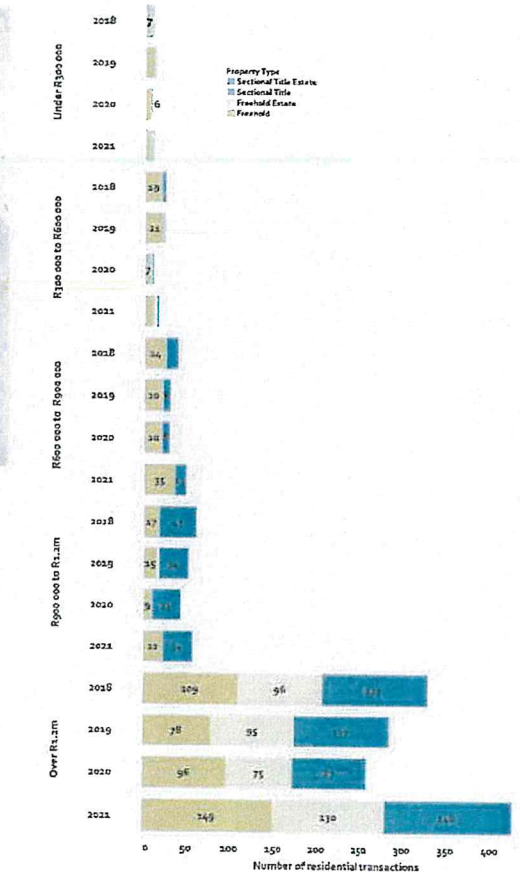


Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Number of residential transactions
Property Type

As shown in the map above, sectional title resale transactions are mostly in downtown Stellenbosch and Pappergaai—most of these sales are for units over R1.2 million.

Number of resale transactions by property type by market segment
Stellenbosch, 2018 to 2021



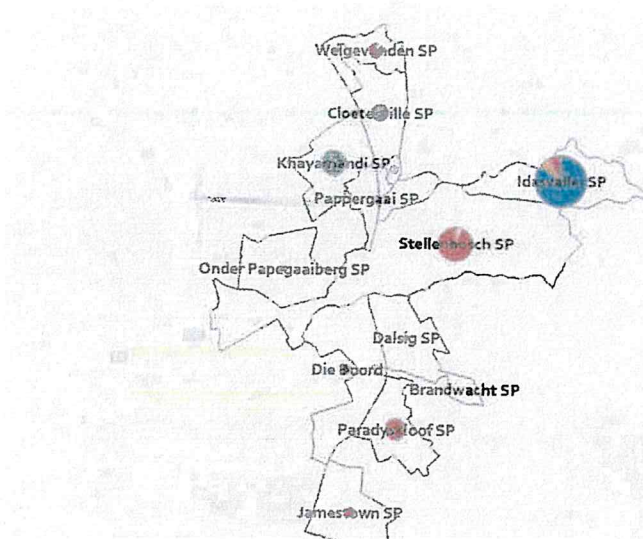
Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Spatial distribution of new vs. resale market activity

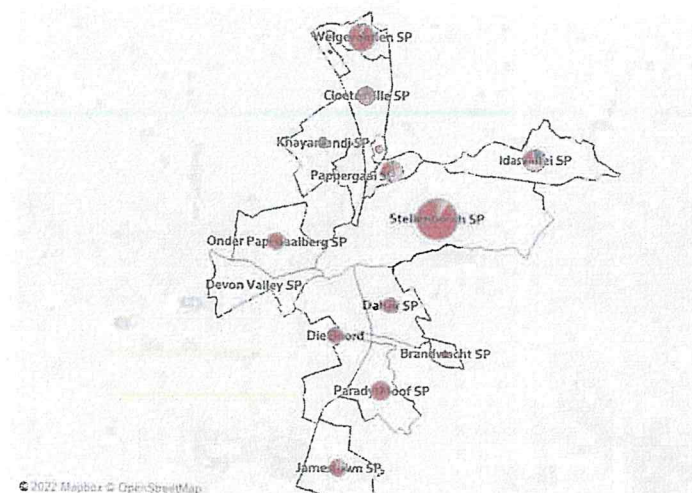
These two graphs illustrate the marked differences between the new build and resale markets in Stellenbosch town. A clear pattern is visible in new transactions: entry market new build of GSP in Khayamandi, new affordable segment transactions in Idas Valley, and new build of luxury units over R1.2 million in central Stellenbosch.

Resale activity was overwhelmingly transactions valued over R1.2 million, and was spread across the town, with the majority of resale activity in Welgevonden and central Stellenbosch again.

Distribution of new transactions by market segment
Stellenbosch, 2021



Distribution of resale transactions by market segment
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).



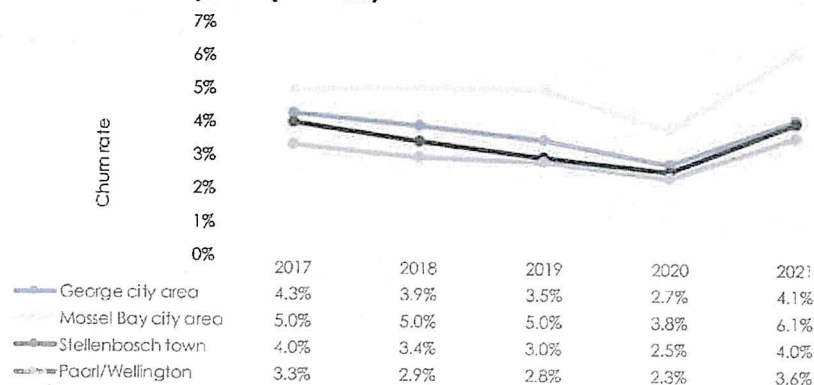
Churn – Levels of resale transactions by market segment

Another important indicator of market activity is the churn rate. Churn rates measure the rate of formal (registered) turnover of the property market: the total number of formal repeat transactions divided by the total number of properties less new registrations, calculated as an annual ratio. It serves as a useful indicator for understanding how well filtering is happening within the property market, or whether markets in particular neighbourhoods are constrained.* Churn can also indicate a level of market interest. More resale activity also brings new people into an area. Given apartheid's legacy of racially-divided cities, neighbourhoods with very low churn rates are unlikely to diversify quickly.

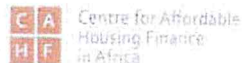
However it should be noted that churn rates may be undermined by the number of informal sales in the market, which would not be reflected in the formal deeds data.

Prior to the pandemic, the churn rate in Stellenbosch town had been falling, from 4.0% in 2017, to a low of 2.5% in 2020. However, resale activity picked up in 2021, returning to its 2017 level of 4.0%. The graph below shows how the churn rate for Stellenbosch town compare to the other four study areas. The George city area,

Churn rate for four study areas (2017-2021)



Data source: CAHP's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).



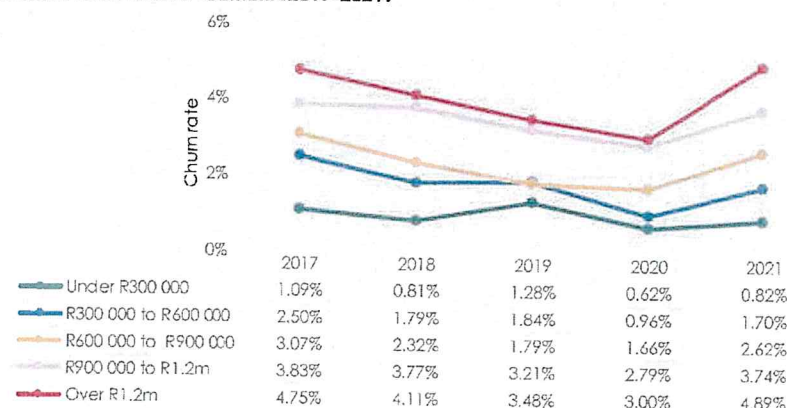
* See Appendix D for a full explanation of filtering, and its importance to access to affordable housing.

Stellenbosch town and Paarl/Wellington have followed the same pattern over this five-year period, while the churn rate in the Mossel Bay city area has been consistently higher.

Churn rates by market segment

Churn varies significantly between market segments, with higher value properties changing hands more frequently than lower value properties. While the top market segment of properties worth more than R1.2 million have relatively high churn rates – reaching 4.89% in 2021—the bottom entry level market segment of properties worth less than R300 000 have churn rates of 0.82% in the same year. For properties in the affordable market, the churn rate is also low, 1.7%. This means that properties in those market segments are not selling – the potential benefits of filtering are not being realised.

Churn rate by market segment (2017-2021)



Data source: CAHP's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

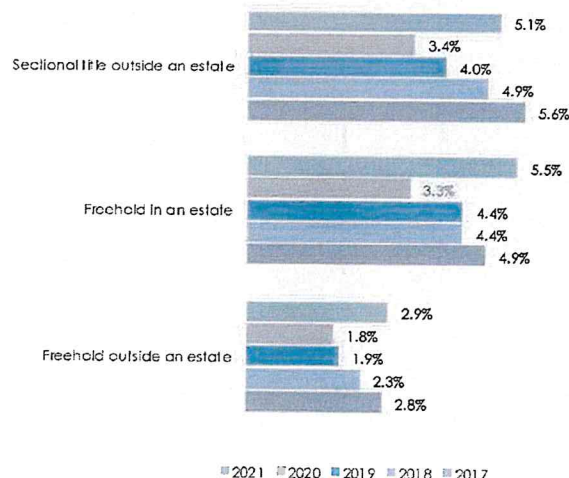
Churn – Turnover of GSP

Churn rates by property type

Resale market transaction rates (or churn) also vary significantly by property type. Freehold estate and sectional title properties (outside private estates) have relatively high levels of turnover – almost twice as large as regular freehold properties outside an estate (including GSP). This suggests a more vibrant market within private estates and sectional title properties outside of estates in Stellenbosch town, and substantial market interest in these property types. Given the demand for student housing, and the regular turnover as students locate there and then leave after their studies, the higher turnover for sectional title outside an estate makes sense.

The churn rates for all the property types was dropping prior to the pandemic, and then rebounded in 2021 to rates higher than the pre-pandemic rates.

Churn rates (2021) by property type



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).



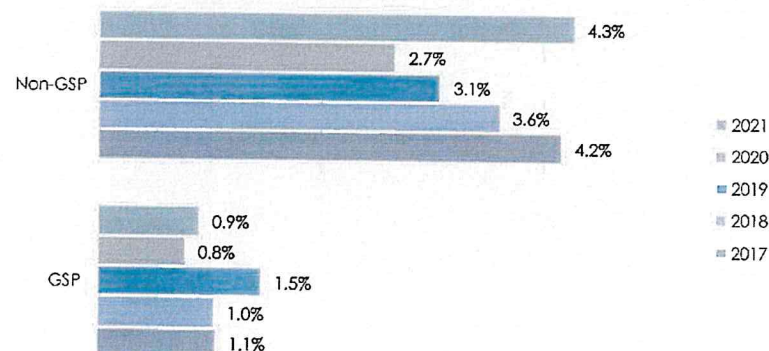
Centre for Affordable
Housing Finance
in Africa

Churn rates of government-subsidised properties

The analysis by property type indicates that the lower levels of churn with freehold properties outside estates, is responsible for reduced overall average of 4.0% across Stellenbosch town. This is partly due to a very small churn rate for GSP—just 0.9% in 2021—largely because of the 8-year preemptive clause attached to government-subsidised properties.

However the impact of the Housing Act restriction on GSP sale in Stellenbosch town is limited, given that only 38% of GSP are 8 years or older and therefore can be transacted freely. The low resale activity of older GSP houses is a cause for concern, as the small churn rate indicates that homeowners are not realizing the asset value of their property.

Churn rates: GSP or non-GSP (2017-2021)



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

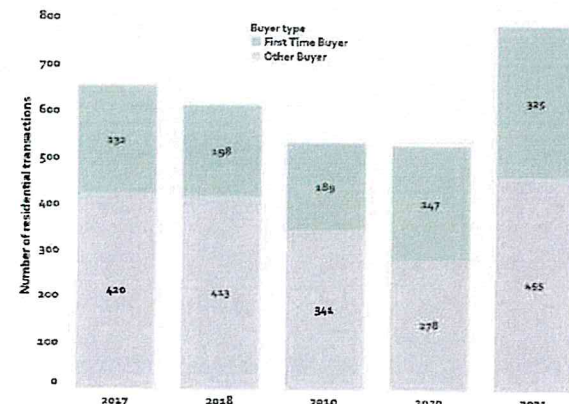
First-time home buyers – How do households step onto the property ladder?

FTHB as share of total transactions

First-time home buyers (FTHB) are a critical force in the residential property market, particularly the affordable housing segment, making up 42% of total transactions in Stellenbosch town last year. In 2021, 325 households became home-owners for the first time—of which only 7% received a new house from government.

As shown in the middle graph, transactions by FTHB rose by about 32% in the second year of the pandemic. Likely influenced by the record-low interest rates in 2020, the number of bonded FTHB transactions went from 75 in 2019, to 136 in 2020. In 2021, 45% of FTHB transactions were bonded.

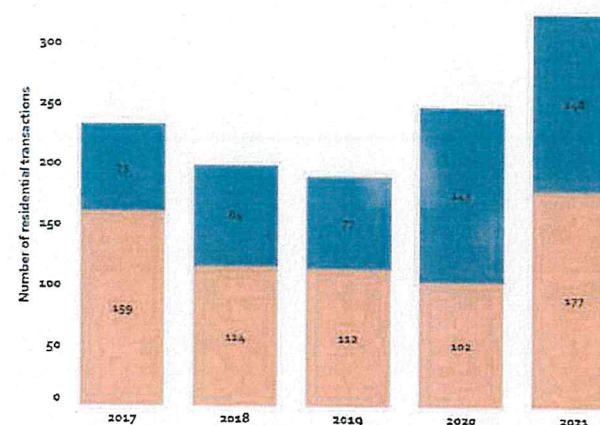
First time home buyers: Total residential transactions
Stellenbosch, 2017 to 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).



First time home buyers: Total residential transactions
Stellenbosch, 2017 to 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

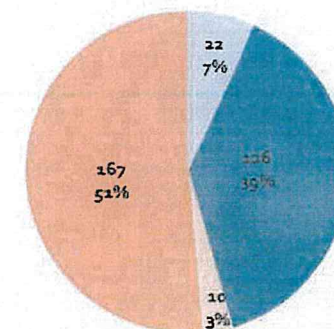
Sales Type
 ■ New transactions
 ■ Resale transactions

How do FTHB step onto the property ladder?

A little over half of FTHB purchase an existing house (55%). More households become home-owners by buying on the resale market, than by purchasing new affordable housing units from private developers.

Of the 177 resale transactions to FTHB, just 10 were older GSP being sold to FTHB. This small number makes sense given that only 38% of the GSP in Stellenbosch are over 8 years old and able to be sold.

First time home buyers
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Transaction type
 ■ New transactions government-subsidised housing
 ■ New transactions non-subsidy
 ■ Resale transactions government-subsidised housing
 ■ Resale transactions non-subsidy

The majority of FTHB who move into a new house did not receive it from government, but instead purchased it from a private developer (126 transactions, or 39% of FTHB).

First-time home buyers – By market segment

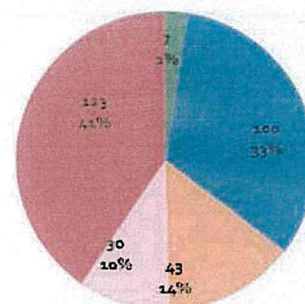
By market segment

Excluding the 22 households who were beneficiaries of government-subsidised housing in 2021, approximately half of FTHB are purchasing properties which are R900 000 or less—see pie graph below. Ten percent are buying units in the **high end** market, and 41% are purchasing in the **luxury** market over R1.2 million.

FTHB are particularly important to the **affordable** market segments, making up 91% of sales in this market.

Number of first time home buyers by market segment

(Excludes new transactions of government-subsidised properties)
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Market Segment
 ■ Under R300 000
 ■ R300 000 to R600 000
 ■ R600 000 to R900 000
 ■ R900 000 to R1.2m
 ■ Over R1.2m

Transfer payments and other costs associated with buying a house

For first-time homebuyers, there can be many unexpected associated costs to purchasing a home including VAT, bond initiation fees, bond registration fees and monthly loan account administration fees. However, the largest additional costs for a home-buyer are the transfer fees, and transfer duty payments.

Transfer fees are paid to the attorneys who complete the transaction paperwork and are typically the largest portion of the total transfer costs—ranging from R23 000 to R35 000 for a R1.2 million house.

Transfer duty payments are owed to the South African Revenue Service (SARS). Homes valued below the threshold of R 1 million are exempt from any duty payments. If the house is R1 million - R1.375 million, 3% of the value over R1 million is owed. The percentage owed continues to climb as the value of the house increases. Transfer duty payments are exempt for those who acquire a house through marriage, divorce, inheritance, or if a property purchase is canceled before it is registered at the Deeds Office.

The threshold adjustment for transfer duty payments took effect on March 1, 2020, prior to which the threshold was R900 000. This adjustment specifically enacted to aid those trying to enter the property market.

Mortgage market – New and resale bonded transactions

An analysis of bonded transactions provides a picture of the health of the mortgage market and the degree of confidence by the financial sector in the residential property market. In 2021, 53% of all transactions (419) in Stellenbosch town were bonded: of which, 80.5% were resale & 19.5% new transactions.

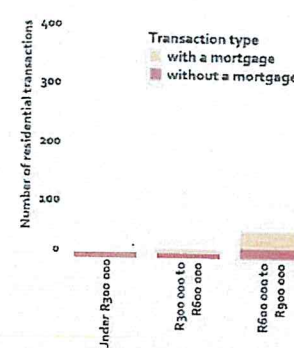
The graphs to the top right show the number of bonded transactions in each market segments—both new and resale. Overall, 36% of new transactions were bonded, although this number is impacted by the number of GSP which are transferred to beneficiaries, obviously without a bond. As noted above, 90% of the new transactions in 2021 were non-GSP. Of these 203 new transactions of non-GSP, only 40% were bonded, meaning that approximately 60% of the households who bought a new house from a developer in Stellenbosch town, did not require financing to do so. Interestingly, most of these cash purchases were for properties in the *affordable* segment (80).

In total, 61% of all resale transactions were bonded. Of the 337 bonded resale transactions, only one was a GSP.

As would be expected, banks primarily lend to the top of the market. There were no bonded transactions under R300 000 in 2021. Of the total bonded transactions, over 78% were for properties valued over R1.2 million in 2021. Only 28% of transactions under R900 000 were bonded, while 63% of transactions over R1.2 million were bonded.

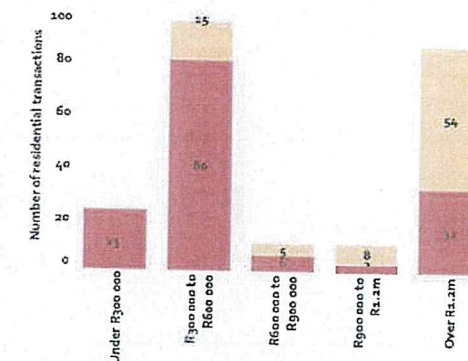
In an area such as Stellenbosch with a large number of wealthy residents, non-bonded transactions could be the result of high-income buyers who don't require financing, or low income households who can't access a mortgage. It may also be that these homes were purchased with non-mortgage loans. In Stellenbosch town, excluding new GSP registrations, 55% of all transactions in 2021 were bonded (see bottom graph), meaning that 45% of households (338 transactions) managed to buy a house cash. This proportion is low compared to Drakenstein at 62%, but higher than Mossel Bay, where only 34% of transactions (excluding new GSP) were financed with a bond.

Number of resale transactions
Stellenbosch, 2021: 554



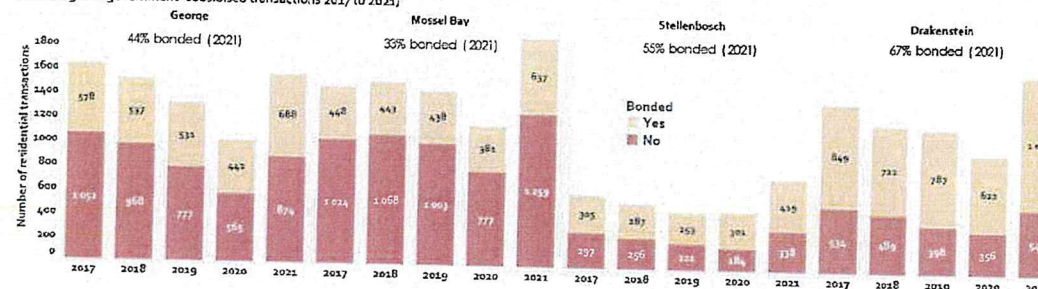
Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. at the end of December 2021 (sourced March 2022).

Number of new transactions
Stellenbosch, 2021: 226



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. at the end of December 2021 (sourced March 2022).

Number new and resale transactions: Bonded and non-bonded
(Excluding new government-subsidised transactions 2017 to 2021)



Source: Lightstone data as of 31 Dec 2021.

Mortgage market – Bonded transactions by lender and property type

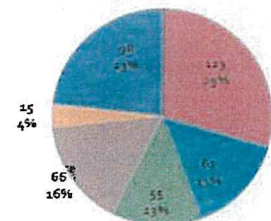
By lender

In total, 419 bonds were issued for new and resale transactions in 2021, over half of which were issued by Standard Bank and Absa.

However, if we focus specifically on bonds for transactions under R600 000, the picture shifts. No bonds were issued in the entry market in 2021, and there were only 22 bonds issued in the **affordable** segment. Nedbank issued one third (7 bonds) with Absa and Standard Bank both issuing 5 bonds in the **affordable** segment—see bottom right pie graph.

All of the five main banks are lending in every segment (except the entry market) but the bulk of lending is for properties over R1.2 million.

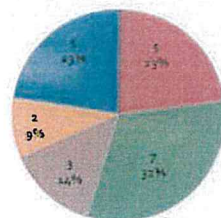
Residential transactions by lender
Stellenbosch, 2021



Data source: CAHP's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Lender
Absa
FNB
Nedbank
Other Lenders
SA Home Loans
Standard Bank

Residential transactions by lender:
Under R600 000
Stellenbosch, 2021

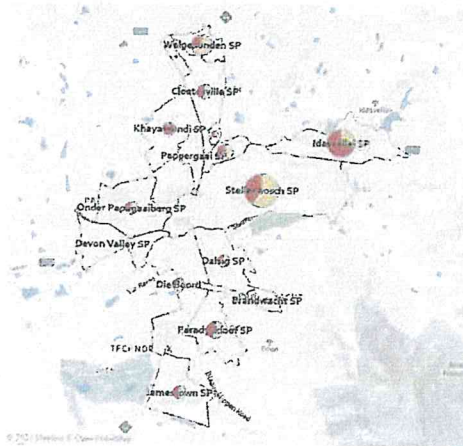


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By geographic area

As shown in the map below, in 2021 the banks were primarily lending in central Stellenbosch, Welgevonden and Idas Valley. The graphs to the right zero in on two areas with much of the lending activity: Stellenbosch SP and Welgevonden. In both areas, Absa and Standard Bank issued the most bonds. And in both areas, the overwhelming majority of bonds were for properties valued over R1.2 million.

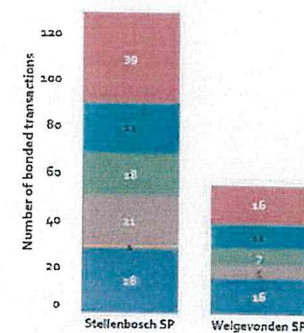
Distribution of new and resale transactions: Bonded and non-bonded
Stellenbosch, 2021



Data source: CAHP's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).



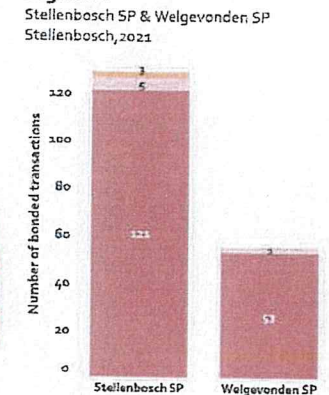
Number of new and resale
bonded transactions by lender
Stellenbosch SP & Welgevonden SP
Stellenbosch, 2021



Data source: CAHP's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Lender
Absa
FNB
Nedbank
Other Lenders
SA Home Loans
Standard Bank

Number of new and resale
transactions: Bonded by market
segment
Stellenbosch SP & Welgevonden SP
Stellenbosch, 2021



Data source: CAHP's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

Market Segment
R600 000 to R900 000
R900 000 to R1.2m
Over R1.2m

By property type

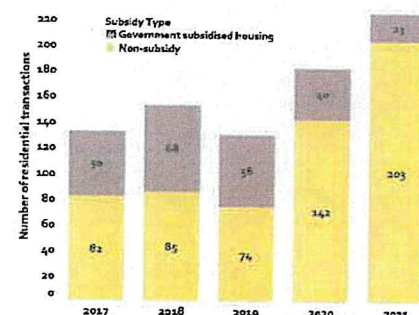
Bonded transactions were fairly evenly spread between the three property types: 36% freehold, 34% sectional title, and 30% freehold estate. There were no bonded transactions for sectional title properties in estates in 2021.

The rate of bonded transactions was highest for freehold and sectional title properties (58% bonded), compared to 46% of freehold estate transactions which were bonded in 2021.

Government housing delivery

According to the Lightstone deeds data, which uses a proxy to identify GSP, as described above, the number of new registrations of GSP in Stellenbosch town over the last five years was only 237 units, as shown in the graph below. Again, it must be noted that the deeds data will only reflect GSP where the beneficiary has received their title deed, and therefore will not necessarily match municipal or provincial figures of houses delivered.

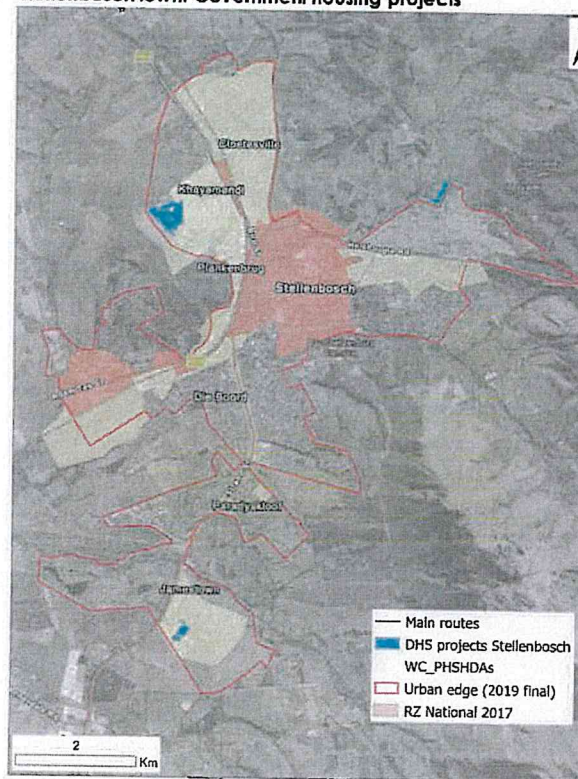
New residential transactions : GSP and non-GSP
Stellenbosch, 2017 to 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (source March 2022).

The development of the Adam Tas corridor is positioned as the main catalytic project highlighted in the 2022-2027 IDP. This involves re-design and development of the land around the Adam Tas Road, along the R44 and the railway line, bringing in a range of housing typologies and different income groups. The intention is for the district to be residentially-led with mixed-use, high density development and an emphasis on non-motorized access to the town centre.

Stellenbosch town: Government housing projects



Data sources: Stellenbosch Municipality, Municipal Demarcation Board (MDB), ESRI South Africa.

The municipality's housing pipeline covers the ten-year period to 2030/31 and is focused on social housing, the provision of serviced sites, affordable housing, upgrading of informal settlements and mixed-use housing (formalized homeownership employer housing, especially farmworker housing) (2022-2027 IDP). Projects within the Stellenbosch town area include:

- Jamestown, Farm 527 (phases 2, 3 and 4)- Work is being undertaken to finalise the sub-division plan, and obtain development rights for mixed-use development, approximately 2000 housing opportunities. The project is a Mayoral priority.
- Idas Valley (erf 9445, Oak Tree Village)
- Rectification of Cloetesville subsidy houses at The Steps and Orlean Lounge – These are temporary units with toilets erected for temporary relocation of occupants (161 housing opportunities).
- Erf 7001, Cloetesville – The intention is to obtain development rights on erf 7001 in order to establish GAP housing (360 GAP housing units).
- Upgrade of the Khayamandi CBD – This project is also a Mayoral priority and involves approximately 1 854 housing opportunities.
- Development of the northern extension, Khayamandi – Approximately 5000-6000 housing opportunities.
- Upgrading of Zone 0 in Khayamandi – 711 housing opportunities.

Restructuring zones and social housing delivery

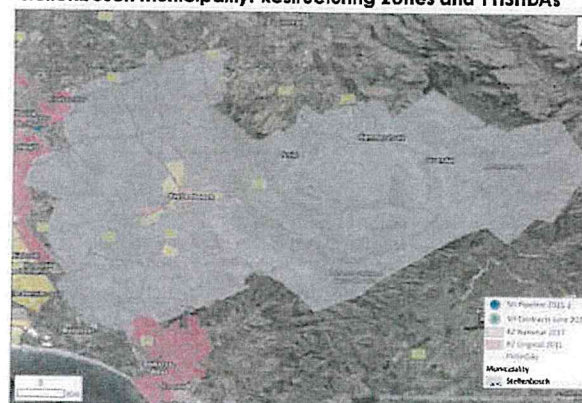
Activity in the rental market in Stellenbosch town includes government plans for social housing projects. Two Restructuring Zones for Stellenbosch municipality were included in the National 2017 Gazette: Greater Stellenbosch and Plankenburg.

In the map to the right, the area in red marks the RZ which includes central Stellenbosch, as well as the area around Adam Tas Street. The Priority Human Settlements and Housing Development Area (PHSHDA) for the Stellenbosch town is shown on the map in yellow. Some areas of the PHSHDA and RZ extend outside the current urban edge, but both are mainly within the urban edge.

Although there are not currently any social housing projects in implementation, there are four projects in pre-planning stage (and thus not reflected on the map):*

- Lapland Flats—This is a refurbishment of existing medium-rise council flats (400 units), with estimated delivery in 2022/23.
- Two projects in La Colline—The two projects total 550 units and are in early stages.
- Town Centre, Erf 2609—This involves unused or underused buildings that can be demolished and re-developed for social housing, yielding potentially 600 units.

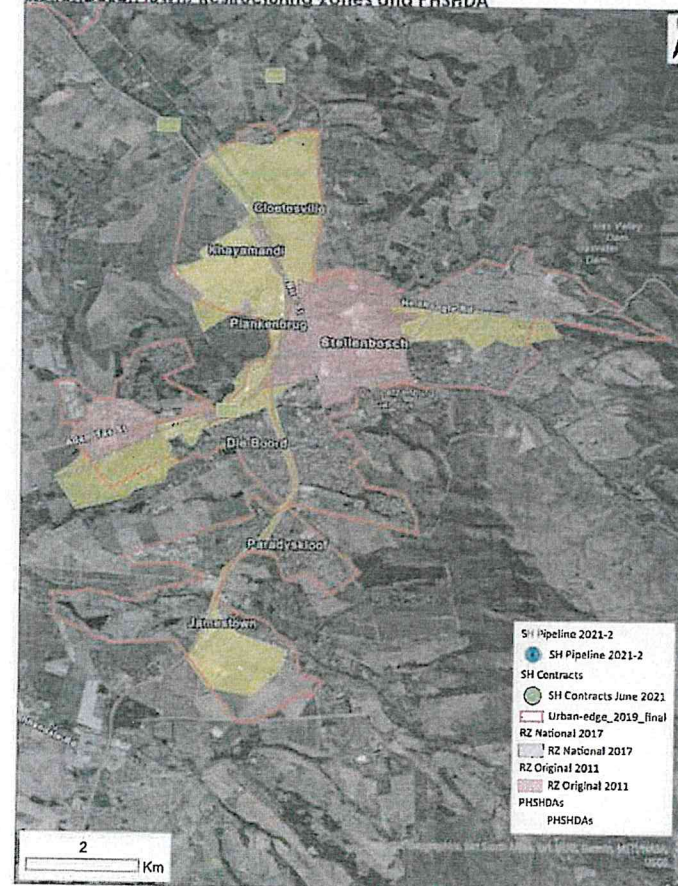
Stellenbosch municipality: Restructuring zones and PHSHDAs



Data sources: Stellenbosch Municipality, Municipal Demarcation Board (MDB), ESRI South Africa.

* Source: W C DHS, Credibility Provincial Analysis – Social Housing Pipeline updated December 2021.

Stellenbosch town: Restructuring zones and PHSHDA



Data sources: Stellenbosch Municipality, Municipal Demarcation Board (MDB), ESRI South Africa.

Rental market

Rental yields provide an indication to landlords and potential landlords which properties would be profitable to rent out.

Freehold property rental yields

Since 2010, the gross rental yield for freehold properties in Stellenbosch municipality has stayed below the national average, despite variations during the period. As at the end of 2021, the gross rental yield was approximately 5.1%, while the effective yield (taking into account outstanding rental payments) was a slightly less at around 4.9%.

Sectional title rental yields

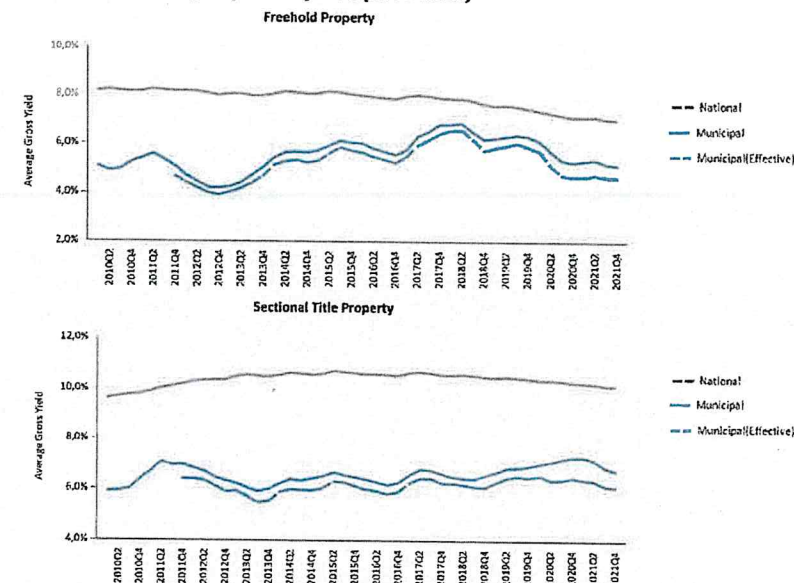
Gross rental yields for sectional title also stayed below the national average. At the end of 2021, the gross rental yield for sectional title (6.8%) was higher than that of freehold properties. Effective rental yield for sectional title was again slightly less, at approximately 6.2%. At the end of 2021, gross rental yield for sectional title was approximately 1.7 percentage points higher than for freehold units.

Percentage of tenants in good standing

The percentage of tenants in good standing reflects the number of tenants who are up to date with their monthly payments,* and serves as another indicator of profitability for landlords. The indicator took a heavy hit in the second quarter of 2020, due to the economic impact of COVID and associated lockdowns. At that time the national average dropped to 74%. Since then the national average for percentage of tenants in good standing has substantially recovered, reaching 81.4% at the end of 2021.

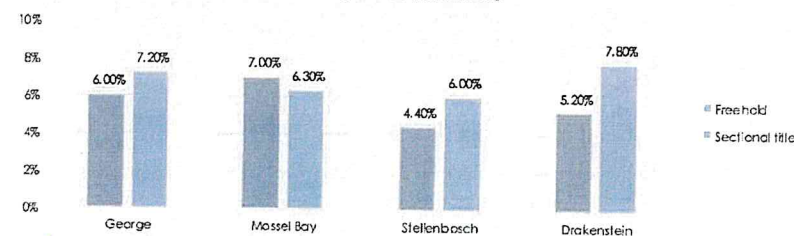
At the end of 2021, the good standing rate for Stellenbosch municipality was strong (90.28%), higher than both the national and provincial averages.

Stellenbosch municipality rental yields (2010-2021)



Source : TPN Credit Bureau, Investor Reports March 2022.

Effective rental yields for four municipalities (Q4 2021)



Source : TPN Credit Bureau, Investor Reports March 2022.

Summary of current market activity

As with the other study areas, market activity picked up substantially in 2021—led by resale transactions of *luxury* properties. The property typologies that are seeing the most activity and higher churn rates are freehold estate (5.5%) and sectional title outside estate (5.1%).

• New build market

Unlike Mossel Bay and George, new transactions in Stellenbosch town were *increasing* pre COVID. Then in 2021 they shot up by 24%, due to growth in *affordable* and *luxury* transactions. In 2021, all of the new transactions in the *entry* market (23 transactions) were GSP—there was no private sector construction of new houses below R300 000 in 2021.

Over the last five years, the consistent majority of units built and sold by the private sector have been freehold properties in estates (67%), with another 27% sectional title outside estates. New transactions of sectional title units (outside an estate) are dominant in the *luxury* market, where there were 44 of these new units sold in 2021. Very few regular freehold houses (outside estates) are being built by the private sector—just 13 houses in 2021. Nor is the private sector building sectional title within estates—only two have been built and sold in Stellenbosch town in the last five years.

• Resale market

Unlike new transactions which have been on the rise, resale transactions in Stellenbosch town were declining since 2017, and continued to drop into the first year of the pandemic. However in 2021, the total number of resale transactions shot up by 62%, to higher levels than 2017, driven mostly sales in the *luxury* market over R1.2 million. In total there were 554 resale transactions in 2021, totaling R1.38 billion in value. The great majority of these transactions were over R1.2 million (77%), 10% were in the *high end* market, 9% in the *conventional* market, and 3% in the *affordable* market. There were only 9 resale transactions of *entry* market properties in 2021.

Resale activity of GSP is very thin, because stock of GSP in Stellenbosch town is very small (only 9%), of which only 62% of these units are over 8 years old. In total, 12 GSP changed handed formally in 2021.

The impact of student housing on the residential market is apparent. Given the university setting, 35% of resale activity was sectional title transactions outside estates, with another 40% being freehold properties outside estates. Despite the student market, the overwhelming portion of these transactions are over R1.2 million.

On the whole, the churn rate for Stellenbosch town is at the lower end of the four study areas (4.0% in 2021) yet slightly higher than nearby Paarl/Wellington (3.6%). Similar to the other intermediate cities, low value properties have lower churn rates—one fifth the rate of *luxury* properties.

• First time home buyers

In 2021, 325 households became home-owners for the first time—of which only 7% received a new house from government. Likely influenced by the record-low interest rates in 2020, the number of bonded FTHB transactions went from 75 in 2019, to 136 in 2020. More households become home-owners by buying on the resale market, than by purchasing new affordable housing units from private developers. Approximately half of FTHB are purchasing properties which are R900 000 or less, 10% percent are buying units in the *high end* market, and 41% are purchasing in the *luxury* market over R1.2 million. In 2021, 45% of FTHB transactions were bonded.

• Mortgage market activity

In the new build market, only 40% of non-GSP transactions were bonded, mostly in the *affordable* segment. In Stellenbosch town, excluding new GSP registrations, 55% of all transactions in 2021 were bonded. This proportion is low compared to Drakenstein at 62%, but higher than Mossel Bay, where only 34% of transactions (excluding new GSP) were financed with a bond.

In total, 419 bonds were issued for new and resale transactions in 2021, over half of which were issued by Standard Bank and Absa. There were no bonded transactions below R300 000 in 2021, and only 22 bonds issued in *affordable* segment.

Implications for inclusionary housing



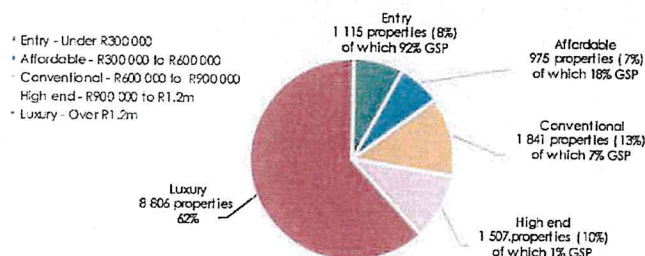
What is the profile of housing in Stellenbosch town?

In order to better understand the implications of the above analysis on inclusionary housing, we return to the key questions set out for this study:

- What is the profile of housing in the city? – by market segment, property type, neighbourhood
- What is the state of the residential market currently? – in terms of market performance, activity, key players, government and private sector delivery
- What is the affordability gap? – where is affordable housing needed, how much and what type? what is the target market for the affordable housing market?
- Is there an active property development market that would make the application of an inclusionary housing policy viable?

This concluding section of the report pulls together the main points of the above analysis to identify the characteristics and trends of the residential property market in Stellenbosch town which would critically impact on the success of an inclusionary housing policy.

Number of properties by market segment: Lightstone data (2021)

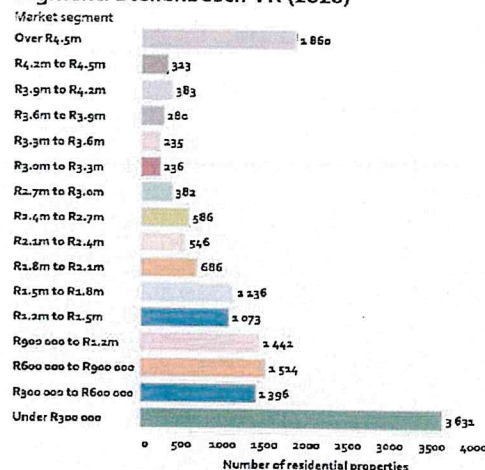


Source: Lightstone data as of 31 Dec 2021.



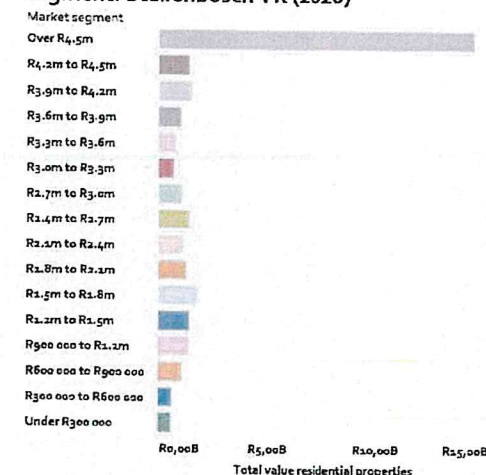
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Number of residential properties by market segment: Stellenbosch VR (2020)



Source: Stellenbosch Valuation Roll, July 2020.

Total value of residential properties by market segment: Stellenbosch VR (2020)



Source: Stellenbosch Valuation Roll, July 2020.

With approximately 35 300 households (as per GTI data), nearly one quarter of households in Stellenbosch town earn R2 379 or less. Of the four study areas, Stellenbosch town has the smallest residential property market in terms of number of properties, and also the smallest in terms of value (R32.35 billion), growing at an average 2.0% annually over the last five years.

The municipal valuation roll from July 2020 records 15 709 residential properties while the Lightstone data as at the end of 2021 has fewer (14 244). However both indicate a predominantly luxury market. More than the other three study areas, Stellenbosch town's residential property market is biased towards high value properties, with 62% valued over R1.2 million in 2021. Just 15% (or 2 090) are valued under R600 000, and over half of these lower value properties are government-subsidized units. The stock of GSP in Stellenbosch town is fairly low—just 1 393 units all located in Khayamandi, Cloeteville and Idas Valley; the majority of the GSP are under 8 years old.

Given the location of the university in town, rental rates are high and the share of sectional title properties outside estates (27%) is large.

What is the state of the residential market currently?

Market activity in Stellenbosch town is centred in private estates, in the upper market segments, with sectional title resale playing a larger role due to the presence of the university.

• New build market

Unlike Mossel Bay and George, new transactions in Stellenbosch town were increasing pre COVID, and continued to climb through the pandemic, driven largely by *luxury* market sales and the construction of some *affordable* housing developments.

Delivery of government housing programmes is limited, with 23 new registrations recorded in the Lightstone data in the *entry* market below R300 000 in 2021, in Khayamandi. However the private sector built and sold 203 units with a total value of R62.7 million, of which 46% were actually *affordable* housing valued between R300 000 and R600 000. A new development in Idas Valley saw the sale of 88 new homes in the *affordable* segment between R300 000 and R600 000 in 2021.

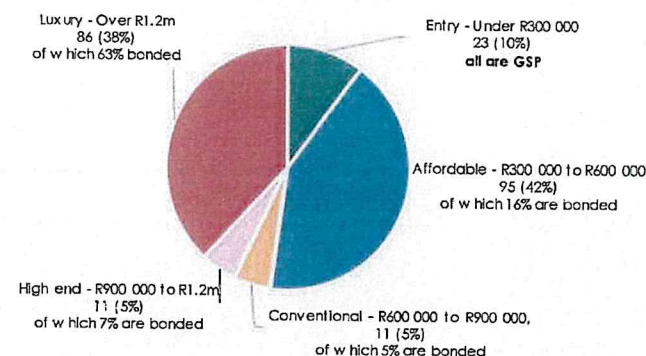
Over the last five years, the private sector has primarily been building freehold properties in private estates (67% of total new non-GSP transactions), with another 27% sectional title units outside estates—much of which is likely upper end rental housing for students. The private sector is mainly investing in new gated developments, or student rental housing. Very few regular freehold houses outside of estates are being built—less than 15 in 2021.

Notably, of the approximately 200 new transactions of non-GSP in 2021, only 40% were bonded (80), yet most of these non-mortgage purchases were for properties in the *affordable* segment. If the majority of units are bought without finance, it may be that these *affordable* housing developments are not reaching the target market, but instead are being purchased by higher-income households and/or buyers who are purchasing a second property with cash.

• Resale activity

Resale activity has followed the same pattern as the other three study areas in the last five years, declining from 2017 to 2020, and then rebounding past 2017 levels in the second year of the pandemic. This was clearly driven by secondary sales of *luxury* properties, primarily in Stellenbosch SP, in the centre of town, as well as Welgenden.

Stellenbosch town: New sales by market segment (2021)



Source: Lightstone data as of 31 Dec 2021.

Some of these resale transactions are of GSP, but very few. As noted earlier, Stellenbosch town differs from the other three study areas in its small stock of GSP (only 1 353 houses in total, or 9% of total residential properties). Over half of these (62%) are newer GSP which are still bound by the 8 year sales restriction. In 2021, only 12 GSP changed hands on the secondary market, at an average price of R254 583.

Purchases by first time home buyers jumped to 325 transactions in 2021. Most first time home buyers are purchasing on the secondary market (54%), while 39% are buying new units from private developers. The data suggests that many first time home buyers are wealthier and/or have higher incomes: excluding government housing beneficiaries, 41% of first time home buyers are purchasing properties valued over R1.2 million, and just 49% are purchasing with a bond.

• Mortgage lending

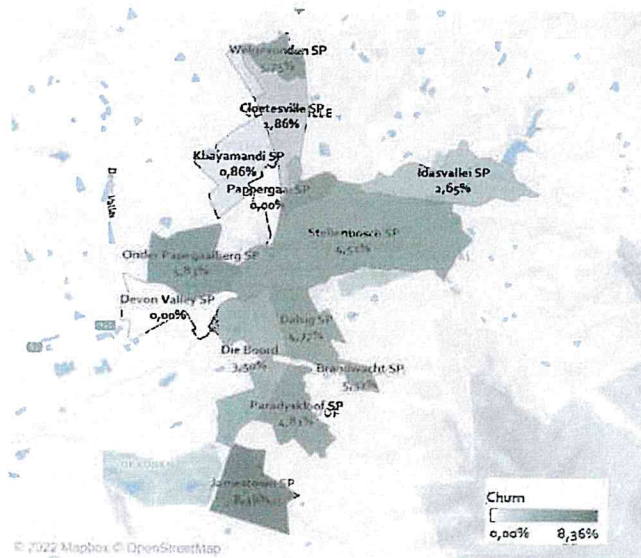
Excluding new GSP registrations, only 55% of all transactions in 2021 were bonded. Nearly 78% of the bonded transactions in 2021 were over R1.2 million, indicating that not only is the mortgage market limited in volume, it is also largely limited to high-value transactions. While some of these households may have drawn up once-off lump sum payments (e.g. pensions or inheritance), many of them will have been drawing upon equity from a previous home.

What is the state of the residential market currently?

Churn rates

After having declined 2018-2020, the overall churn rate for Stellenbosch town returned to 4.0% in 2021. As with the other study areas, the churn rate for the higher market segments exceeds that of the lower market segments—ranging from 0.82% for the entry market, to 8.49% for the luxury market.

Churn rates by subplace
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced June 2022).



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As a result of the very low churn rates at the bottom end of the market, filtering is not taking place. This is important because, without turnover at the lower end of the ladder, current homeowners (both GSP and not) are unable to realise the asset wealth of their properties and move up the ladder.

As reflected in the churn rates, the market activity for sectional title outside estates and freehold properties in private estates is substantial.

Market activity is clearly concentrated in particular neighbourhoods and suburbs, as shown in the map. Highest churn rates in 2021 were in Jamestown (8.36%) and Onder Papegaaiberg (5.83%) and Welgevonden (5.75%). One developer interviewed described a process of gentrification in Jamestown as it transformed into a more up-market area, 85% of properties valued over R1.2 million.

Rental market

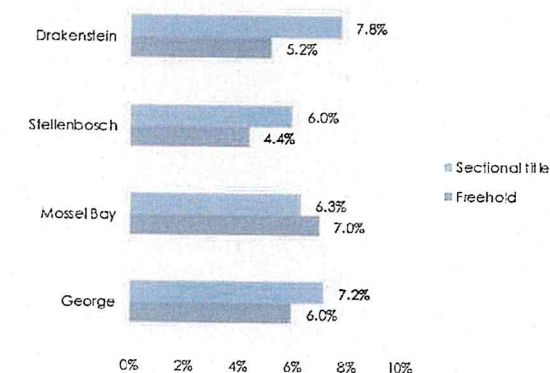
Data on the rental market is painfully scarce—the TPN data used in this report does not include absolute figures and thus does not assist with quantifying supply and demand. According to a representative of the university, there is a gap in supply of affordable private accommodation for lower income students, many of whom receive NSFAS support.

According to TPN's municipal level data, a 2 bedroom sectional title unit would typically rent for R8 000/month, which require a monthly income of R26 670. Approximately 23% of households in

the municipality earn this much, and students dependent on national financial aid, would have a budget of R5 000/month only.

The graph below compares Stellenbosch municipality to the other three municipalities, demonstrating that effective rental yields for freehold and sectional title were smallest in Stellenbosch.

Effective rental yields for four municipalities (Q4 2021)



Source: TPN Credit Bureau, Investor Reports March 2022.

What is the affordability gap? – Town level

The table to the right compares the stock of housing per market segment in Stellenbosch town, to the number of households with the income required to purchase a house with a bond in that market segment. The results point to:

Unmet housing needs in the lowest segment

The unmet housing need is most pronounced in the lowest segment. The table shows a large number of households with a monthly income below R7 300—approximately 17 900 households, or 51% of the total. However there are only 1 115 formal houses on the deeds registry valued below R300 000. This would suggest an unmet need for affordable formal housing; many of these households may currently be renting, and/or staying in informal settlements or backyard dwellings which are not reflected in the deeds data.

Similarly, in the income segments between R7 300/month and R22 200/month, there are far more households (approximately 8 500) than there are houses in the corresponding market segment which would be affordable to households with this income (around 2 800). One possibility may be that a number of these households are renting, or staying in informal dwellings. The data does suggest there is an undersupply of houses valued in the **affordable** and **conventional** market segments.

Apparent market clearing in the high end segment

In the **high end** market segment of houses valued between R900 000 and R1.2 million, there are 1 507 residential properties, and 1 562 households with monthly incomes that would theoretically enable them to purchase a house at this value. The supply appears to roughly match the demand.

Potential oversupply in the luxury market

However there does appear to be a disjuncture at the top end of the market. There are about 8 800 residential properties valued over R1.2 million in Stellenbosch town (approximately 62% of the total), however there are only about 7 300 households with incomes over R29 600 which would enable them to purchase a house with a bond at this cost. This is consistent with the findings of this study which indicate private developers are focusing on the top end of the market.

Estimated household incomes required to purchase property with a mortgage, per market segment (2021)

Market segment (residential property value)	No. of properties in that market segment	% share of total properties in that market segment	Minimum monthly household income needed to purchase in this market segment*	Maximum monthly household income needed to purchase in this market segment	No. of 2021 households that fall in this income bracket**	Percent of 2021 households that fall in that income bracket
Entry level: < R300 000	1 115	7.8%	--	R7 300	17 909	50.8%
Affordable: R300 000 - R600 000	975	6.8%	R7 300	R14 750	5 447	15.4%
Conventional: R600 000 - R900 000	1 841	12.9%	R14 750	R22 200	3 035	8.6%
High end: R900 000 - R1.2m	1 507	10.6%	R22 200	R29 600	1 562	4.4%
Luxury: > R1.2m	8 806	61.8%	R29 600	--	7 316	20.7%
Total	14 244	100%			35 269	100%

* Assuming 7.75% interest rate, 20 year loan tenor, 30% premium to income ratio, 10% deposit and no FLSP.

** Assuming even spread of number of households at each income level, within an income bracket.

Source: Lightstone data as of 31 Dec 2021; ©GEOTERRAIMAGE – Neighbourhood Lifestyle Index™ (NLI™) Release 2021. Own calculations.

Word of caution regarding affordability calculations

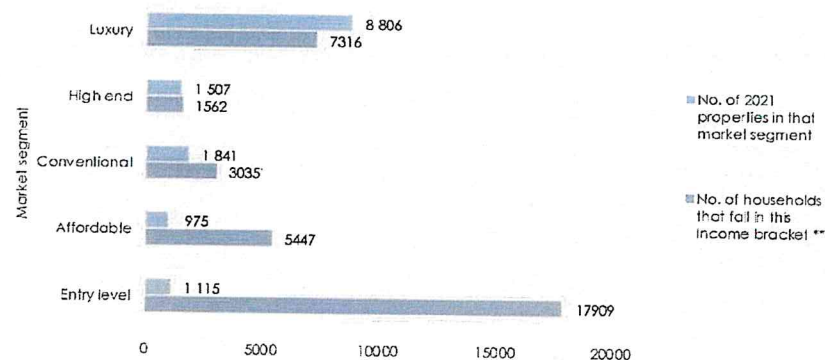
There are a number of important cautionary notes which should be raised with respect to these calculations:

- While house purchases below R1.2 million avoid transfer fees, there are other transfer costs which are not included here. See box on page 43.
- Not all households purchase in the market segment they can afford: some may have additional funds from a once-off source, and some may have other competing expenses that prohibit them from spending the benchmark figure of 30% on housing.
- Some households may be living in properties that they accessed either by purchase or inheritance or gift, that today they could not afford to buy - in some cases properties appreciate faster than incomes.

The affordability gap – Town level

The graph below shows the gap between the housing stock in each market segment and the number of households with an income required to purchase a house with a bond in that market segment.

Stellenbosch town: Number of properties per market segment and number of households in associated income bracket (2021)



* Assuming 7.75% interest rate, 20 year loan tenor, 30% premium to income ratio, 10% deposit and no FJSP.

** Assuming even spread of number of households at each income level, within an income bracket.

Source: Lightstone data as of 31 Dec 2021; ©GEOTERRA IMAGE – Neighbourhood Lifestyle Index™ (NLI™) Release 2021. Own calculations.

It should be emphasized that this analysis must be considered with caution and due recognition of its limitations (see box on prior page). This is not a quantification of demand, but only a comparison of the available stock and the number of households with an income required to purchase that stock with a bond. It does not consider the rental market, and does not take into account the multitude of circumstances that also impact on a household's housing choices and ability to pay e.g. large once-off income such as pension payout or inheritance; equity from a previous property; housing preferences and needs with respect to size, location and other factors; and other sources of credit.

Where is the affordability gap? – Neighbourhood view

With subplace level income data, it's possible to undertake the same analysis we did at municipal level, comparing the number of properties per market segment to the number of households in the associated income band, at neighbourhood level. The graphs below display this comparison for three subplaces in Stellenbosch town, selected because they had a combination of average churn rates and sizable populations—Idas Vallei, Cloetesville and Welgevonden.

Idas Vallei and Cloetesville both have older GSP properties that make up 6% and 18% of the total, respectively. Idas Vallei's residential properties are fairly mixed in value, with the largest portion in the **conventional** market, due to recent new developments (see pg 36). There are a large number of households in the lowest income segment, yet no properties below R300 000. It's not likely the 'surplus' properties in the **conventional** and **high end** market are affordable for households with these incomes.

Similarly, Cloetesville has a disproportionate number of households in the lowest income segment, and clearly insufficient supply of **entry level** and **affordable** units in the area. Again, there appears to be an oversupply of **conventional** market units, relative to the income level of most households in the neighbourhood.

Welgevonden is an entirely different neighbourhood, with zero GSP and nearly all **luxury** properties. The majority of households are also in the top earning segment. It appears that private investment has resulted in an oversupply of homes over R1.2 million, or those units were likely developed with a target market in mind that comes from outside the area.

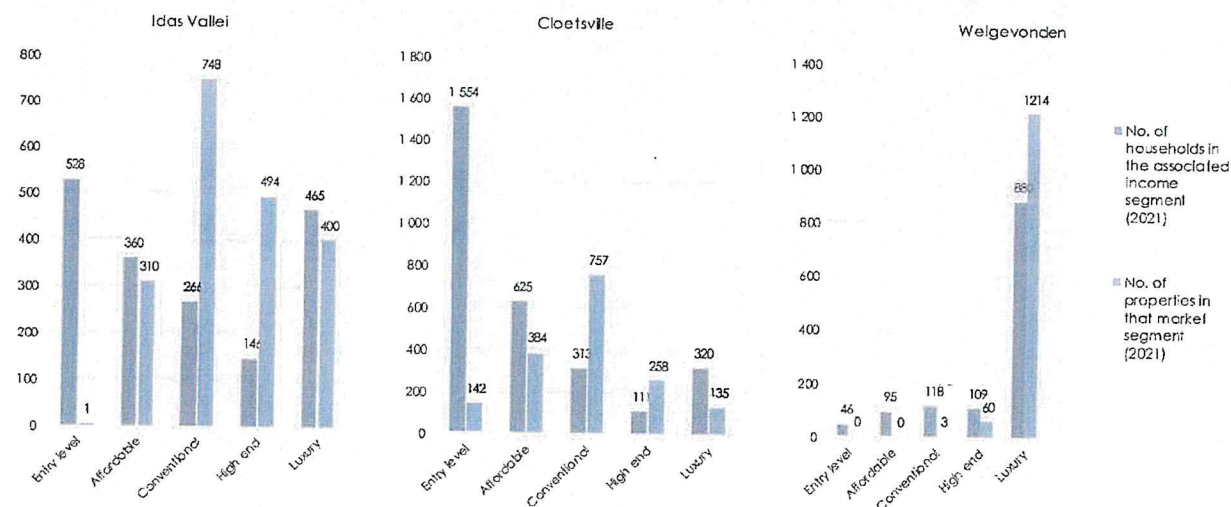


Churn, GSP and number of properties by market segment –selected subplaces (2021)

	Churn (2021)	GSP as share of total properties in subplace (2021)	Total no. of households in subplace (2021)	No. of GSP over 8 years as share of total GSP in subplace (2021)	Number of properties per market segment (2021)					Total residential properties (2021)
					Under R300 000	R300 000 to R600 000	R600 000 to R900 000	R900 000 to R1.2m	Over R1.2m	
Idas Vallei	2.66%	6%	1 765	100%	1	310	748	494	400	1 953
Cloetesville	1.86%	18%	2 923	96%	142	384	757	258	135	1 676
Welgevonden	5.75%	0%	1 248	-	0	0	3	60	1214	1 277

Source: Lightstone data as of 31 Dec 2021; ©GEOTERRA/MAGE – Neighbourhood Lifestyle Index™ (NLI™) Release 2021. Own calculations.

Number of properties per market segment and number of households in associated income bracket (2021) *



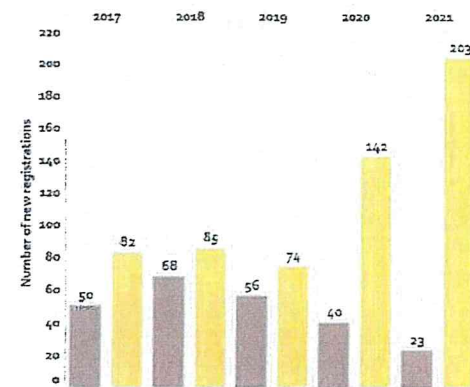
* Assuming 7.75% interest rate, 20 year loan term, 30% premium to income ratio, 10% deposit and no FLSP. Also assuming an even spread of number of households at each income level, within an income bracket.
Source: Lightstone data as of 31 Dec 2021; ©GEOTERRA/MAGE – Neighbourhood Lifestyle Index™ (NLI™) Release 2021. Own calculations.

Is there sufficient developer activity and interest? – Non GSP new transactions by market segment

Given that inclusionary housing leverages planning permissions to compel the incorporation of affordable housing units into private developments, the presence of strong developer interest is a necessary prerequisite for the regulatory mechanism to be effective.

The top left graph compares the number of new registrations of GSP and new transactions of non-GSP properties over the last five years. In 2021, 203 housing units were built and sold by private developers or households in Stellenbosch town.

New registrations and transactions of GSP and non-GSP (2017-2021)
Stellenbosch



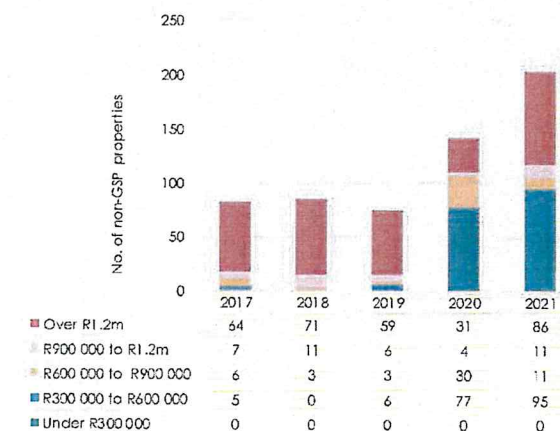
Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).

■ New GSP transactions
■ New non-GSP transactions

The graph below then unpacks the non-GSP new transactions for each year, by market segment. The graph thus reflects the types of products that private developers are putting into the market, providing evidence of the degree and nature of recent private developer activity and investment.

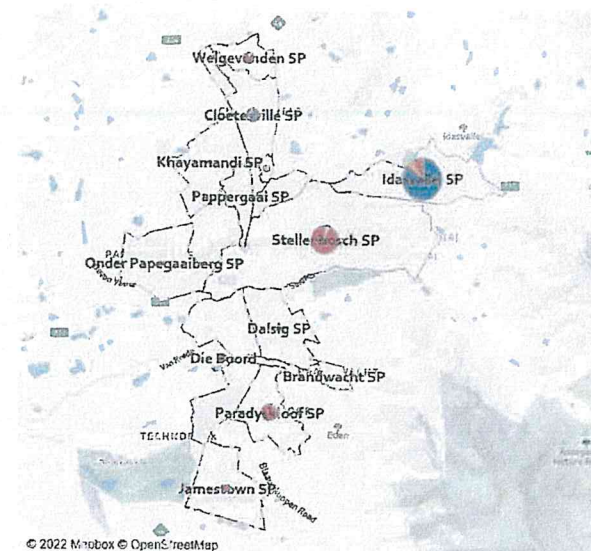
As shown in the map to the right, the apart from the Idas Valley development which already is largely affordable housing, private investment in building new luxury units in the Stellenbosch SP has been substantial.

New transactions non-GSP by market segment (2017-2021)



Source: Lightstone data as of 31 Dec 2021.

Distribution of new transactions by market segment: Non-subsidy properties
Stellenbosch, 2021



Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end of December 2021 (sourced March 2022).



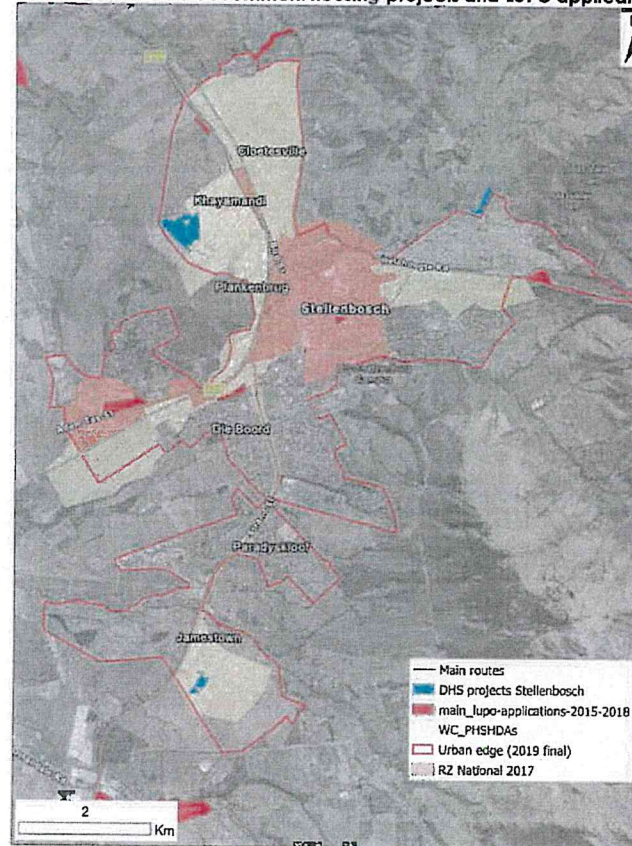
Is there sufficient developer activity and interest? – Evidence from land use management applications

The left-hand map shows the main LUPO applications (red) alongside the location of government housing projects (blue). It therefore gives a visualization of public investment alongside private sector intentions for development and investment.

The LUPO applications are centred in the Adam Tas corridor, in keeping with municipal plans for developing that area. Additional applications are for developments near Idas Valley and Cloeteville, and in the centre of town.

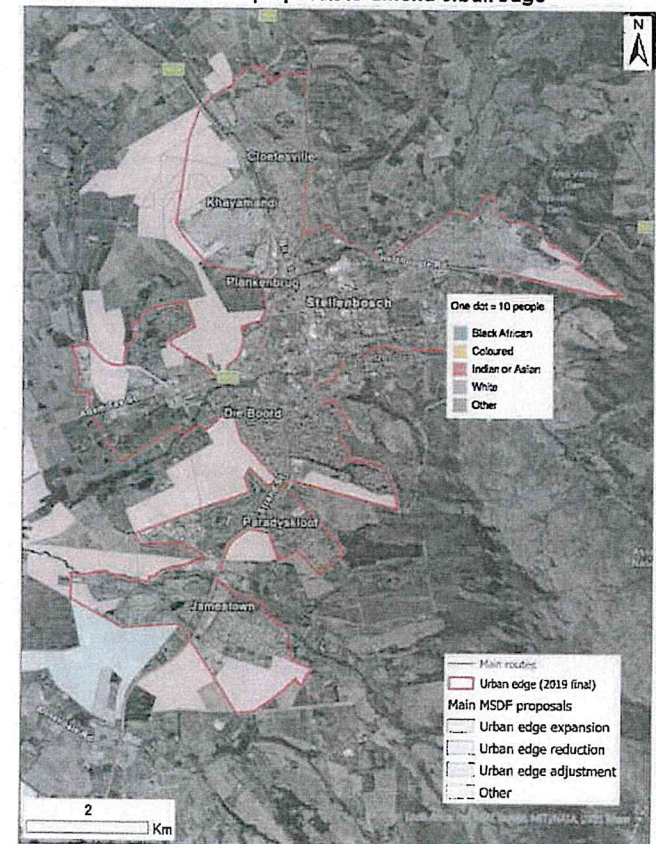
The map to the right displays areas proposed for changes to the current urban edge, which also provide an indicator of developer interest. Most are areas of expansion, near Khayamandi, and north and south of the Adam Tas corridor. There is also a proposed adjustment to the urban edge in Jamestown.

Stellenbosch town: Government housing projects and LUPO applications



Data sources: Stellenbosch Municipality, Municipal Demarcation Board (MDB), ESRI South Africa.

Stellenbosch town: MSDF proposals to amend urban edge



Data sources: Stellenbosch Municipality, Municipal Demarcation Board (MDB), ESRI South Africa.

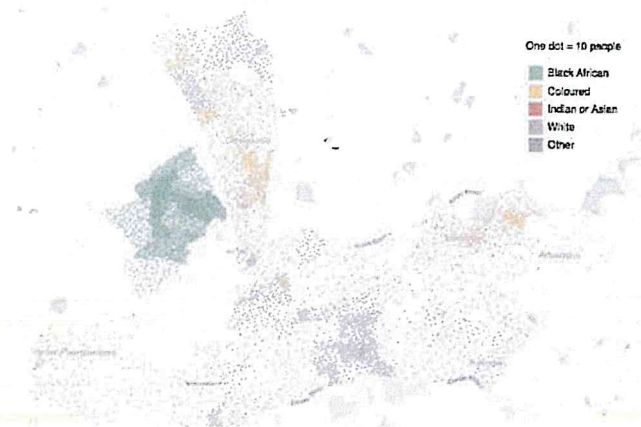
Conclusion

Inclusionary housing is intended to promote better located affordable housing, create more inclusive neighbourhoods and contribute to spatial transformation. The geographic target of an inclusionary housing policy would thus be areas that harbour a potential for greater inclusion and diversity in property value bands, while also containing the space and potential for new developments (in terms of appropriate residential zoning and the existence of bulk infrastructure), in addition to being well-located with respect to transport, jobs and amenities.

The demand and supply side assessments of the residential property market in Stellenbosch town point to opportunities to leverage private developer investment towards the construction of additional affordable housing, both ownership and rental, especially in those areas experiencing increased market activity post-COVID and high churn rates. This includes the centre of town (Stellenbosch subplace) as well as Idas Valley and Jamestown.

The map to the far right displays areas of residential zoning which would allow for further development. The map to the far left, apart from showing the striking racial divisions that continue to define Stellenbosch town spatially, suggests that

Stellenbosch town: Racial distribution

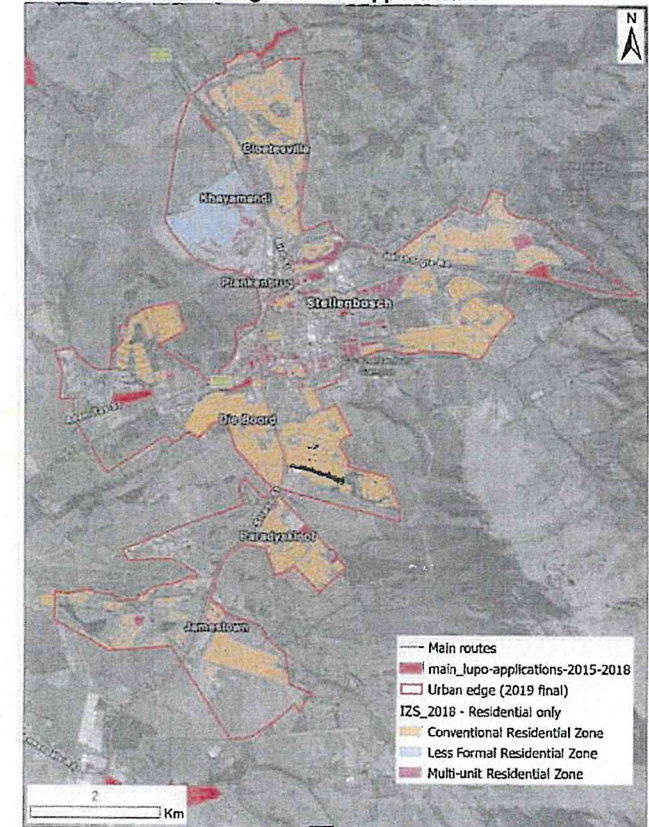


Source: Stellenbosch Municipality Spatial Development Framework, Approved by Council on 11 November 2019, pg. 36.

there is considerable room in these largely-white areas to further densify, before moving to expand the urban edge.

Despite the evidenced demand in the entry and affordable markets, private developers are currently focused on building luxury properties—mostly freehold estate and sectional title. An inclusionary housing policy has the potential to leverage this developer interest towards increased investment in affordable housing, thus increasing supply and contributing to mixed neighbourhoods. The challenge is to ensure that demand in each sub market is met, while preserving new affordable housing for the intended target market.

Stellenbosch town: Zoning and LUPO applications



Data sources: Stellenbosch Municipality, Municipal Demarcation Board (MDB), ESRI South Africa.

This report was prepared by the Centre for Affordable Housing Finance in Africa (CAHF) under the commission of the Western Cape Department of Environmental Affairs and Development Planning (WC DEA&DP) and the Western Cape Department of Human Settlements (WCDHS)

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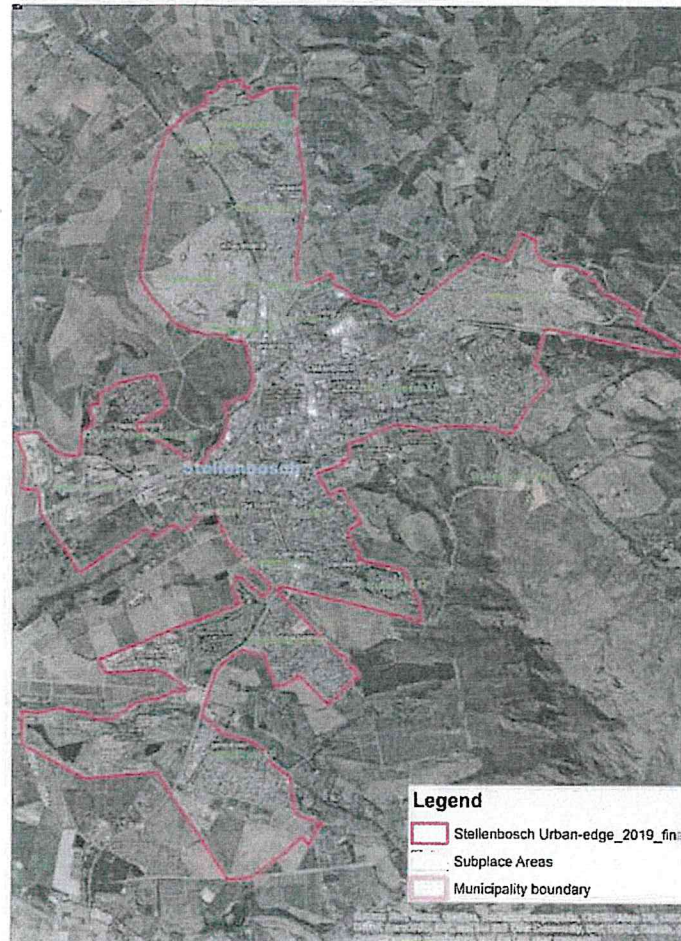
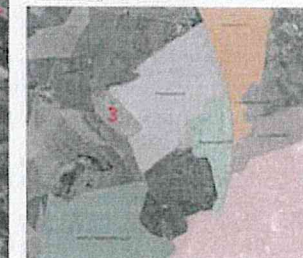
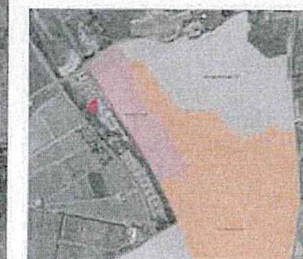
Appendix A. Scope of Lightstone deeds data

As noted in the Introduction of the report, the area identified for the focus of this study is the Stellenbosch town area within the urban edge. However the borders of the Census subplaces are not perfectly aligned with the urban edge. The map to the right shows the urban edge of Stellenbosch town in purple, which is also the boundary for the study area. The boundaries of the Census subplaces are shown in green.

We purchase the Lightstone indicators at Census sub-place level. For the most part, the boundaries of the Census subplaces align with the urban edge and thus the study area. However in some cases there are portions which fall inside the urban edge / study area, but are part of the expansive Stellenbosch NU which surrounds the town area and also covers the rural areas of the municipality. We identified four of these areas, as shown in the small maps to the right, and considered whether we should request deeds data for this particular portion of the Stellenbosch NU for the purposes of this study:

- Area 1: A luxury golf estate and thus not a priority to include in the study.
- Area 2: A Technopark with mainly office buildings, and thus not a priority to include in the study.
- Area 3: An informal settlement, and thus would not reflect in the deeds data.
- Area 4: A formal residential development, fairly recent and therefore relevant for this study.

We therefore felt it worthwhile to include the data for area 4, as a particular subsection of Stellenbosch NU, and add this data to the 16 subplaces fully (or nearly fully) contained within the study area / urban edge (see list).



Sp Code	Subplace Name
167010001	Welgevonden SP
167011001	Weltevrede
167011002	Cloeteville SP
167012001	Khayamandi SP
167013001	Pappergaai SP
167015001	Tennantville SP
167017001	Idasvallei SP
167018001	Stellenbosch SP
167018002	Die Boord
167019001	Onder Papegaai SP
167020001	Devon Valley SP
167022001	Dalsig SP
167024001	Paradyskloof SP
167025001	Brandwacht SP
167026001	Jamestown SP
167014001	La Colline SP

Appendix B. Proxy for identifying government-subsidised housing

The term "government-subsidised properties" refers to any properties created as a result of government subsidies, including provision of land, construction of top structures, and where possible, financing. The definition is limited to the data indicators available from the deeds registry, and/or those extrapolated from Lightstone's databases. The methodology uses the knowledge of the government programmes, namely RDP/BNG, discount benefit scheme and 99-year leases, to identify particular characteristics of a residential property to designate it as "government subsidised."

Properties are deemed to be government subsidised, and under which programme, if all of the following conditions hold true:

RDP/BNG:

1. The property's first transaction price is less than the government subsidy amount (R184 658 for 2017; R187 275 for 2018-2021), plus R50 000, depending on the year of transacting, and
2. The property's first seller to a private owner should be a government entity or a major developer/development company,^[2] and
3. The property should be a freehold non-farm property,^[3] and
4. The stand size of the property should be less than or equal to 500 m²,^[4] and
5. New private transactions are not bonded,^[5] and
6. The property's first registration should have taken place also after 1 January 1994,^[6] and

^[1] Subsidy amounts were often used as the default property value on the deeds registry at the time of registration. An amount of R50 000 was added to these amounts to take into consideration the incidences where registrations attempted to consider actual market values.

^[2] The Residential Development Programme (RDP) and Breaking New Ground (BNG) programmes provided funding to provinces, municipalities or developers to build housing directly on top of land made available for that purpose. Both were implemented after 1 January 1994. All RDP/BNG homes were transferred directly from the province or municipality or the developer to the owner directly.

^[3] All RDP/BNG properties were transferred to owners in freehold title.

^[4] The RDP/BNG programme implemented lot size limitations of up to 500 square metres.

^[5] As RDP and BNG properties were provided to owners for free, there should be no bond.

^[6] The programmes were implemented after 1994, with land initially designated in large plots to the developer, province or municipality, and delivered to the homeowners upon completion.

7. The property should not fall in luxury/super wealthy areas or within a gated estate, and ^[7]
8. Properties located in suburbs (Lightstone suburb spatial layer) with 10 or more flagged active RDP/BNG properties. ^[7]

Subsidy Other:

In order to be classified as the 'Subsidy Other' subsidy type, all the following conditions must hold true:^[8]

1. The property is not an RDP/BNG property as defined above, and
2. The title deed type should be freehold (non-farm), and
3. The transferor of the property to the first private owner is a government entity, and
4. The property's first private registration date occurs on or after 1 January 1989, and
5. The property is not located in a luxury or gated estate area.

Alternatively, the following conditions must be met which attempt to identify 99-year leasehold subsidy properties:

6. The property does not meet the RDP/BNG requirements, and
7. The property's first private transfer title deed begins with 'TL'.^[9]

Note that 99-year leasehold properties are also classified as "Subsidy Other" subsidy type. **Properties identified in this report as GSP are a combination of both RDP/BNG and Subsidy Other.**

^[2] Due to the programme guidelines, properties were only developed in large development tracts; this indicator is to prevent isolated properties which might meet other criteria from being inadvertently included (such as due to data entry errors).

^[3] The two other major government housing interventions precede the RDP and BNG programme, namely the Discount Benefit Scheme and the 99-year lease programme.

^[4] 99-year leaseholds were properties provided by the government, in order to adhere to national legislation preventing land ownership by race category. Leasehold ownership was created to provide collateral assurance to those lenders and investors providing acquisition loans. Note that bonded first-time private registrations are allowed for when classifying a property as a 99-year leasehold.

Appendix C. Comparison of municipal level income data from WC DEDT and GTI

For this project, income data was provided by the Western Cape Department of Economic Development and Tourism for 2021, at municipal level only. Income data obtained from GTI, also for 2021, was available at subplace level, allowing isolation of the study area.

Total number of households by municipality (2021) – GTI and WC DEDT data

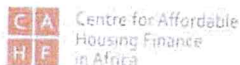
	GTI total no. of households	DEDT total no. of households	Difference No. of households	%
George	65 010	64 480	-530	-0.8%
Mossel Bay	41 649	33 137	-8 516	-25.7%
Stellenbosch	58 593	50 567	-8 034	-15.9%
Drakenstein	72 931	73 736	805	1.1%

Source: ©GEOTERRA IMAGE – Neighbourhood Lifestyle Index™ (NLI™) Release 2021; W C Department of Economic Development and Tourism, 2021.

Monthly household income distribution (2021) – GTI and WC DEDT data*

	GTI		WC DEDT	
	No. of households	Percent share	No. of households	Percent share
R0 - R2 379	16 704	29%	4 606	9%
R2 380 - R5 385	11 720	20%	10 282	20%
R5 386 - R11 675	9 805	17%	12 897	26%
R11 676 - R20 450	6 367	11%	6 267	12%
R20 451 - R30 329	2 935	5%	4 368	9%
R30 330 - R40 904	2 946	5%	2 498	5%
R40 904 - R63 008	2 670	5%	3 313	7%
R63 009 - R99 083	2 458	4%	3 230	6%
R99 084 - R162 667	1 635	3%	1 659	3%
R162 667 and more	1 352	2%	1 439	3%
Total	58 593	100%	50 559	100%

Source: ©GEOTERRA IMAGE – Neighbourhood Lifestyle Index™ (NLI™) Release 2021; W C Department of Economic Development and Tourism, 2021.

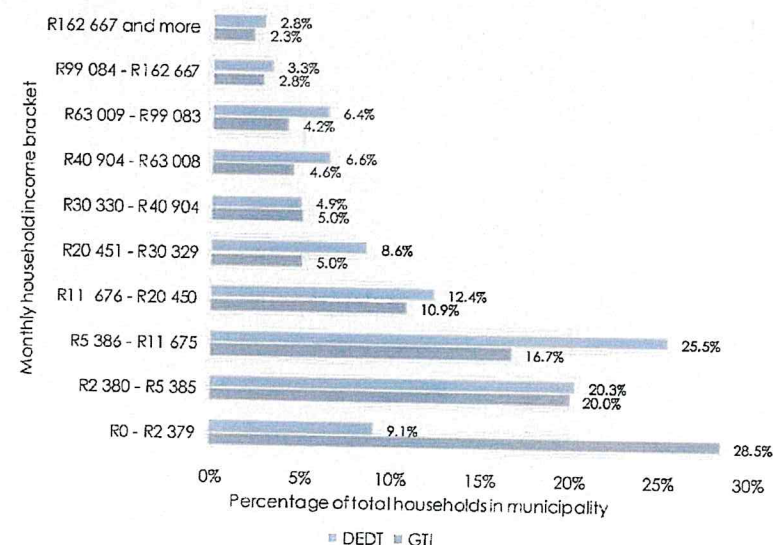


* The municipal total for WC DEDT differs slightly from the total of income brackets due to calculations to convert WC DEDT income brackets to those of GTI.

At municipal level, the number of total households for 2021 does not differ significantly between the two data sources: according to GTI, total households for Stellenbosch municipality was 58 593, while DEDT reported 16% less, 50 567 households.

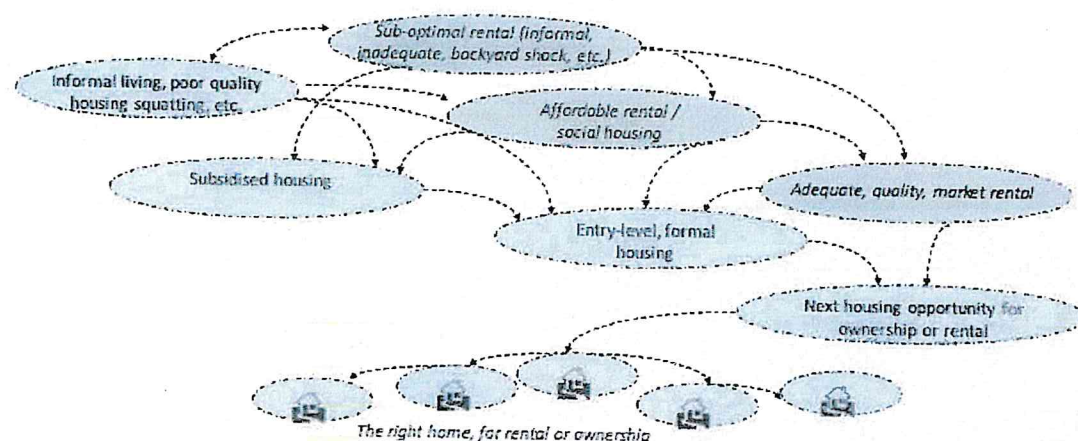
The data does differ significantly in its distribution however. The graph below compares the income data from the two sources. Given that the two sources used different income brackets, the DEDT data was converted into the GTI income segments, which required an assumption that the number of households in an income bracket is evenly distributed across the income range.*

Monthly household income distribution at municipal level (2021) – GTI and WC DEDT data



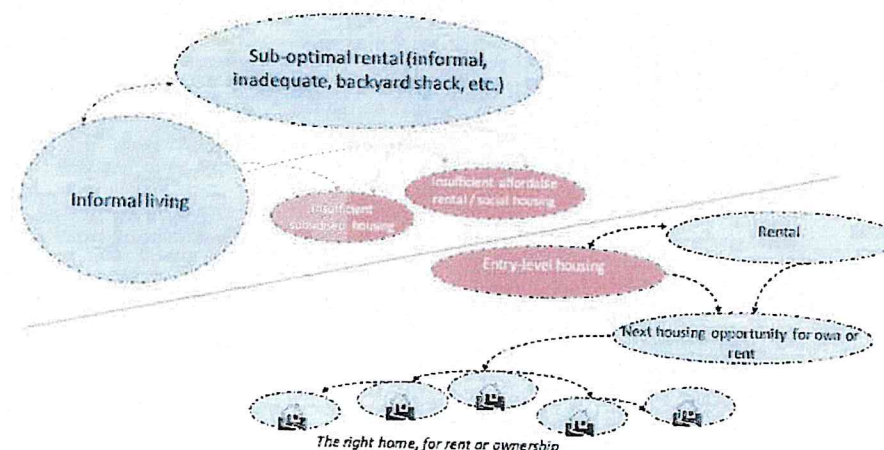
Source: ©GEOTERRA IMAGE – Neighbourhood Lifestyle Index™ (NLI™) Release 2021; W C Department of Economic Development and Tourism, 2021.

Appendix D. Filtering in residential property markets



Filtering is when households move from one house to another to meet their needs affordably

- **New housing supply** and **functional resale markets** enable filtering
- When filtering works there is **sufficient supply of affordable housing** for ownership and rental, enabling **household mobility** and the **leverage of the housing asset**.
- When filtering doesn't work, **household mobility** is constrained, the **value of the housing asset declines**, and poor households cannot access the property market. This also depresses household affordability for entry-level housing, and widens the housing gap, as first time buyers come without equity.



APPENDIX 3



STELLENBOSCH
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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

PROPOSED STELLENBOSCH MUNICIPALITY INCLUSIONARY ZONING (HOUSING) POLICY 2023

Notice is hereby given in terms of Section 12(3)(b) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) that the Stellenbosch Municipality resolved that the draft Stellenbosch Municipality Inclusionary Zoning (Housing) Policy 2023 be made available for the purpose of public comment.

The draft Stellenbosch Municipality Inclusionary Zoning (Housing) Policy 2023 is available on the Planning Portal of the Municipal Website and can be viewed and downloaded at:
<https://stellenbosch.gov.za/planning-policies/>

The proposed draft policy can also be viewed for inspection during normal office hours at the following venues:-

- Customer Care Office of Land Use Management, Ground Floor, NPK- Building, corner of Plein and Ryneveld Streets, Stellenbosch
- The Stellenbosch Public Libraries at Cloeteville; Franschhoek; Groendal; Jamestown, Kayamandi; Klipmuts; Idas Valley; Plein Street, and Pniel.

Written comments, objections and representations in connection with the draft Stellenbosch Municipality Inclusionary Zoning (Housing) Policy 2023, if any, must be submitted to the Office of the Municipal Manager, Third Floor, Main Building, 17 Plein Street, Stellenbosch by no later than **16:00 on 8 May 2023**.

Any person needing assistance to transcribe that person's comment or representation may, during normal office hours, approach the Customer Care Office of Land Use Management, Ground Floor, NPK- Building, corner of Plein and Ryneveld Streets, Stellenbosch, for assistance with the lodging of comments, objections and representations, if any, in respect of the draft policy.

Geraldine Mettler
MUNICIPAL MANAGER
NOTICE NO: 25 /2023

Email: municipal.manager@stellenbosch.gov.za
Office of the Municipal Manager, Plein Street, STELLENBOSCH
PO Box 17, Stellenbosch, 7599
www.stellenbosch.gov.za

VOORGESTELDE STELLENBOSCH MUNISIPALE GEÏNTEGREERDE SONERING (BEHUISING) BELEID 2023

Kennis geskied hiermee ingevolge Artikel 12(3)(b) van die Plaaslike Regering: Munisipale Stelselwet, 2000 (Wet Nr. 32 van 2000), dat Stellenbosch Munisipaliteit die konsep Stellenbosch Munisipale Geïntegreerde Sonering (Behuising) Beleid 2023 aanvaar het vir die doel van publieke kommentaar.

Die konsep Stellenbosch Munisipale Geïntegreerde Sonering (Behuising) Beleid 2023 is beskikbaar op die Beplannings Portaal van die Munisipale Webtuiste en kan besigtig en afgelaai word by:
<https://stellenbosch.gov.za/planning-policies/>

Die voorgestelde konsep beleid kan ook besigtig en geraadpleeg word gedurende normale kantoorure by die volgende plekke:

- Kliëntesorg kantoor van Grondgebruik Bestuur, NPK- Gebou (Grond Vloer), hoek van Pleinstraat en Ryneveldstraat, Stellenbosch
- Die Stellenbosch Publieke Biblioteke by Cloeteville; Franschhoek; Groendal; Jamestown, Kayamandi; Klipmuts; Idas Vallei; Pleinstraat, en Pniel.

Kommentare, besware en voorleggings met betrekking tot die konsep Stellenbosch Munisipale Geïntegreerde Sonering (Behuising) Beleid 2023, indien enige, moet ingedien word by die Kantoor van die Munisipale Bestuurder; Derde Vloer, Hoof Gebou, Pleinstraat 17, Stellenbosch voor of teen **16:00 op 8 Mei 2023**.

Persone wat bystand nodig om hulle kommentare, besware en voorleggings op skrif te stel, kan gedurende gewone kantoor ure, die Kliëntesorg kantoor van Grondgebruik Bestuur, Grondvloer NPK- Gebou, hoek van Pleinstraat en Ryneveldstraat, Stellenbosch, nader vir hulp indien hulle enige kommentare, besware en voorleggings, indien enige, met betrekking tot die konsep beleid wil indien.

Geraldine Mettler
MUNISIPALE BESTUURDER
KENNISGEWING NR: 25 /2023

E-pos: municipal.manager@stellenbosch.gov.za
Kantoor van die Munisipale Bestuurder, Pleinstraat, STELLENBOSCH
Posbus 17, Stellenbosch, 7599
www.stellenbosch.gov.za

XYL/MCR-EN02023

APPENDIX 4



Belangegroep Stellenbosch Interest Group

HM/CB/0815/32
interestgroupstellenbosch@gmail.com
 2023-05-08

Municipal Manager
 Stellenbosch

Dear Ms Mettler

Draft Stellenbosch Municipality Inclusionary Zoning (Housing) Policy. 2023 Comment by the Stellenbosch Interest Group

The Stellenbosch Interest Group (SIG) welcomes the introduction of a policy on inclusionary housing (IH) for Stellenbosch, particularly given that two thirds of the housing stock in the area is classified as luxury market (valued over 1.2 million rand). This policy has been long overdue.

The primary objective of this policy is to increase the supply of high-quality affordable housing, also known as inclusionary housing, in priority development areas that are well-located, in order to create a mixture of income groups across new and infill developments in Stellenbosch Municipality. This will promote social and economic integration. Although this appears to be an honest attempt to address the spatial inequalities of the past, the broader implementation of the IH policy suggests that it may be nothing more than lip-service.

The policy proposes three different types of inclusionary zoning requirements: mandatory, spatially targeted, and voluntary implementation. It states that it "provides the scope for securing affordable housing through the regulatory system of development planning permissions to oblige property owners and developers to provide affordable housing, for sale or rent, within the new residential and mixed-use developments (also referred to as set-aside requirement) in well-located and priority development areas as defined by the municipal spatial development framework." As far as SIG understand, the IH policy will not mandate developers to choose one of the three options mentioned above, except perhaps in the case of spatially targeted areas, although it is not entirely clear where these areas are located.

It is essential to establish overlay zones with specific regulations to address point 6.21 of the policy. This point states that the affordable units are intended for permanent dwelling units and not for student housing, community residential buildings, communes, hostels, or less formal residential. The dwelling units must be used exclusively for permanent residency and not for any land uses associated with transient guests such as home lodging, bed and breakfast, hotels, tourist accommodation establishments, tourist dwelling units, etc. However, it is unclear how this requirement will be policed, managed, and

APPENDIX 5



18 ROELAND STREET
CAPE TOWN 8001
tel: +27 (0)21 012 5094
www.nu.org.za

c/o: Jonty Cogger, Attorney
Robyn Park-Ross
Email: Jonty@nu.org.za
Robyn@nu.org.za

8 May 2023

To: Geraldine Mettler
Municipal Manager
Stellenbosch Municipality
By email: municipal.manager@stellenbosch.gov.za

Dear Ms Geraldine Mettler

**RE: NDIFUNA UKWAZI'S COMMENT ON THE DRAFT
STELLENBOSCH INCLUSIONARY ZONING
POLICY**

1. Ndifuna Ukwazi is a non-profit activist organisation and law centre that combines research, organising and litigation in campaigns to advance urban land justice in Cape Town. Our primary mission is to expand and protect access to affordable housing and build an integrated and inclusive city.
2. Since 2017 Ndifuna Ukwazi, along with other civil society organisations and activists, has leveraged the public participation processes that exist in the land use process to campaign for inclusionary housing as a form of urban governance of land markets in Cape Town. This strategy has aimed to achieve greater equity through compelling the City of Cape Town to adopt its own inclusionary housing policy. We have been campaigning for inclusionary housing as a targeted tool to respond to racial exclusion, to address various aspects of the housing problem and to regulate the private sector.
3. While our primary advocacy efforts are to push the City of Cape Town to adopt an inclusionary housing policy, we are encouraged to see that the Stellenbosch Municipality has taken the lead and surpassed Cape Town in trying to heal the divisions of apartheid spatial planning and integrate communities in its jurisdiction.
4. While we welcome this policy, we note concerns on the following two aspects which we address in more detail below:

Ndifuna Ukwazi is
a not-for-profit trust
(IT 540- 2001)
(NPO 094 - 737)

Board of trustees:
Shuaib Manjra (Chair)
Mercy Brown-Luthango
Michael Evans
Ruth Hall
Phumeza Mlungwana
Alan Roberts
Nomfundo Ramalekana



- 4.1. The policy should be amended to reflect a racially targeted approach which prioritises Black families¹ for the affordable units generated out of inclusionary housing policies.
- 4.2. The policy should lower the upper affordability threshold and take a stronger position on the need for income brackets to further break down this broad category. There should be a proportional spread of households across the income bands (based on the number of people falling into the various brackets in a specific context) to ensure that municipal policies provide truly affordable housing.
5. Well done on the progress achieved to date. Please do not hesitate to contact us for any assistance, discussion or engagement. As an NGO, we exist to serve the public interest and are open to helping the government in the performance of their constitutional duties.

Yours faithfully,

Ndifuna Ukwazi

(Per: Jonty Cogger, Attorney and Robyn Park-Ross, Researcher)

¹ Save as otherwise stated, 'Black people' refers to, and includes African people, people of Mixed Descent and classified as 'Coloured' under the apartheid system, and Indian people (as per the definitions in equity legislation such as the Employment Equity Act, 55 of 1998).

NDIFUNA UKWAZI'S SUBMISSION ON THE DRAFT STELLENBOSCH INCLUSIONARY ZONING POLICY

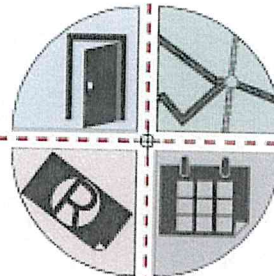
A. INTRODUCTION

1. At the outset, we welcome and support the adoption of the Stellenbosch Inclusionary Zoning Policy ("the draft policy").
2. In our view, there are four criteria to think about for any inclusionary housing policy to advance spatial justice. It must be racially and spatially targeted, be truly affordable based on income, and use the right mechanism to ensure it is retained in perpetuity.

Four Criteria

ADVANCING SPATIAL JUSTICE THROUGH INCLUSIONARY HOUSING IN THE PRIVATE SECTOR

There are four good criteria to think about when considering whether housing products in the private sector advance spatial justice. It must be racially and spatially targeted, be truly affordable based on income, and use the right mechanism to ensure it is retained in perpetuity.



Is it providing greater access to land and housing?

- * Inclusionary housing should advance the **right to housing** for residents. It should be targeted at residents **who need housing the most**. These are residents who are vulnerably housed, facing eviction and displacement or do not yet have decent homes.
- * Inclusionary housing should increase opportunities for Black and Coloured residents to access housing. It should provide **access to housing** for people who were forcefully removed, displaced, denied or dispossessed of land and housing. It should contribute to mixed race buildings and precincts.
- * Inclusionary housing must be appropriate for a **range of household sizes** and not just singles or couples. The size should not exclude the majority of households which are between 3 and 5 people, and welcome children, and women headed households.

Is it well-located?

- * Inclusionary housing should be **integrated into located areas**. It should be located in areas that growing in terms of **economic investment, wealth jobs**. These areas should already have good **transport links**, established **infrastructure** and quality **services** such as hospitals and schools. These areas tend to be the city centre and surrounds; along transport corridors and nodes; and in **former white only** suburbs. It contribute to mixed-use buildings and precincts liveable, dense and sustainable city.

Is it affordable?

- * Inclusionary housing should be rented or sold based on **average incomes** rather than prevailing market prices. Households should **not spend more than 1/3 of their income on rent or a mortgage**. Because a product is cheaper than the market does not make it affordable.
- * Inclusionary housing should be targeted at residents who do not earn enough to rent or own in well-located areas. In 2017, these are households who are earning between **R2,500 and R18,000 per month**. It should contribute to mixed class buildings and precincts.
- * Inclusionary housing must reach deeper to target a **range of low incomes** and not just the top bracket.
- * Inclusionary housing should be rented for less than **R6,000 per month**; or available for purchase in 2018 for less than **R550,000**.

Is it affordable in perpetuity?

- * Inclusionary housing should be **retained in perpetuity**. Whether it is rental stock; or for ownership, the inclusionary housing should not increase substantially higher than inflation or incomes year on year.
- * Transparent, fair and binding regulatory and instal arrangements must be put in place to ensure that inclusionary housing is **protected in perpetuity**. mechanisms must be cost effective and feasible.

3. However, despite the overall good draft policy, we have some concerns that centre around who will truly benefit from inclusionary housing in terms of race and income.

B. INCLUSIONARY HOUSING MUST PROVIDE GREATER ACCESS TO LAND AND HOUSING FOR THOSE WHO NEED IT THE MOST

4. Twenty-seven years after apartheid, racial and class exclusion remains a persistent barrier to access to equitable services. The legacy of spatial inequality in many towns

and cities in the Western Cape means that the majority of Black² residents live in densely populated under-resourced townships, informal settlements on the periphery of the city; while wealthy mostly White residents live in well-resourced, low density, well-located areas.

5. In this context, access to an affordable home in good locations - close to jobs, hospitals, good public schools and other social amenities - remains an unrealised pipedream for the majority of the working class. For instance, nurses, police officers, fire-fighters, and government employees - despite playing an essential public role - are forced to live far from work opportunities in areas more prone to gangsterism, poverty and crime.
6. The lasting effect of living in peripheral locations is to trap the poor in a cycle of poverty, by reducing access to educational opportunities, and making jobs harder to find and keep. Toilets are temporary, water is shared, schools have worse outcomes, gangs and violence are rife, public facilities such as hospitals and police stations are under-resourced and jobs are hard to find and keep. Poor and working class people spend a significant portion of their limited income on unsafe and unreliable public transport to work.
7. Given the layout of segregated towns and cities as a result of apartheid era planning and the Group Areas Act, disproportionate hours commuting, more congestion, pollution on the roads and an unsustainable dependent economy is a legacy of apartheid spatial planning that needs to be actively overhauled.
8. This inverse densification and urban sprawl costs poor and working-class families more everyday and costs the local municipalities more in the long term. It is unsustainable socially, economically and environmentally. Quite literally, where one lives determines the opportunities one can access, the quality of services one receives, and one's enjoyment of fundamental human rights.
9. The state's response to the need for affordable public housing has been to provide it on the urban periphery. Government-subsidised housing, which prioritises the *number* of units built over their *location*, has focused primarily on cheaper land. And cheaper land, generally, means poorly located land.
10. While it is understandable that the state would try to maximise the number of housing units it is able to provide, because the delivery of housing is not in well-located areas, it entrenches spatial inequality. It puts more and more poor, working-class Black people on the urban periphery, away from access to opportunities. And it deepens the segregated nature of the city.
11. The Constitution and the Spatial Planning and Land Use Management Act 16 of 2013 ("SPLUMA") clearly establish a firm mandate for local municipalities to address the legacy of spatial apartheid that is rooted in racial and economic exclusion. The preamble of the Constitution states this mandate in affirmative terms in the commitment to "Heal the divisions of the past and establish a society based on

² Save as otherwise stated, 'Black people' refers to, and includes African people, people of Mixed Descent and classified as 'Coloured' under the apartheid system, and Indian people (as per the definitions in equity legislation such as the Employment Equity Act, 55 of 1998).

democratic values, social justice and fundamental human rights.”³ This mandate stems from the acknowledgment that segregation and land deprivation were cemented and effected through land use management schemes and other spatial planning mechanisms and laws during the colonial and apartheid eras. The Constitution expressly recognises South Africa’s history of forced removals and landlessness in the property clause (section 25), and places obligations on the state to proactively redress past injustice in relation to land and housing.

12. This is clearly evident in several provisions of SPLUMA, but importantly in that it gives effect to two fundamental rights in the Bill of Rights, namely: section 25(5) of the Constitution which requires the state to take reasonable legislative and other measures, within its available resources, to foster conditions which enable citizens to gain access to land on an equitable basis; and section 26(1) of the Constitution which provides for the right to access adequate housing. In terms of section 26(2), the state must take reasonable legislative and other measures, within its available resources, to achieve the progressive realisation of this right.
13. SPLUMA requires that, “spatial planning mechanisms, including land use schemes, must incorporate provisions that enable redress in access to land by disadvantaged communities and persons.”⁴ Importantly, land use schemes must “include provisions to promote the inclusion of affordable housing in residential land development.”⁵
14. Moreover, the Western Cape Land Use Planning Act 3 of 2014 (“LUPA”) requires that “past spatial and other development imbalances should be redressed through improved access to and utilisation of land”⁶ and that “spatial planning mechanisms, including zoning schemes, should incorporate provisions that enable redress in access to land by disadvantaged communities and persons.”⁷
15. The principle of spatial justice requires that unlimited residential development in well-located areas that do not have regard to the imbalances of past racial and class exclusion is detrimental to the vision of people-centred, inclusive and sustainable human settlements. The provision of affordable housing in well-located areas is therefore essential to the underlying SPLUMA’S (and LUPA’S) vision for spatially just cities.
16. Having established the constitutional and statutory duty to redress race-based segregation, we would submit that the intended purpose of town planning legislation in the post-apartheid era must be to break with past racially discriminatory planning practices by incorporating previously excluded informal settlements and bantustans into the planning system and redressing the inequality in access to land-based opportunities. These two goals (namely inclusion and redistribution) are key to understanding the role of inclusionary housing within the municipal zoning scheme.
17. This mandate should be also viewed in the context of how colonial and apartheid era state actors (including spatial planners) relentlessly wielded zoning systems as a tool

³ Preamble of the Constitution, 1996.

⁴ Section 7(a)(iii), Act 16 of 2013.

⁵ Section 24(2)(d), Act 16 of 2013.

⁶ Section 59(1) (a), Act 3 of 2014.

⁷ Section 59(1) (c), Act 3 of 2014.

for racial oppression and segregation, with the result our communities are still segregated from one another by race and class. In stark comparison, post-apartheid state actors have largely failed to meet this by implementing concrete plans to redress centuries of spatial inequities.

18. It is thus undeniable that SPLUMA and LUPA intends to adopt a transformative vision for spatial planning and land use management as a break from the past, and thus intends for local municipalities to dismantle systemic racism in the built environment.
19. A well-crafted inclusionary housing policy has the potential to both expand the supply of affordable housing while simultaneously promoting social, racial and economic inclusion. However, the success of inclusionary housing will hinge on the ability of the policy to get the details of how much housing, how affordable, for how long and for who.
20. In light of the concrete mandate to reverse spatial apartheid, we submit that in order to effectively advance the joint constitutional rights of adequate housing and equitable access to land, the policy should promote these broad principles:
 - 20.1. It must advance the right to housing for residents. It should be targeted at residents who need housing the most. These are residents who are cannot access or sustain housing through an unregulated property market, are vulnerably housed, facing eviction and displacement or do not yet have decent homes;
 - 20.2. It must respond to existing racial and spatial inequalities by increasing opportunities for families who have been excluded (priced-out) on the basis of race, and in the Western Cape, predominantly Black families. It should provide access to housing for people who were forcefully removed, displaced, denied or dispossessed of land and housing. It should contribute to racially diverse and mixed income buildings and precincts;
 - 20.3. It must be appropriate for a range of household sizes and not only singles or couples. The size should not exclude the majority of households which are between 3 and 5 people, and welcome children, and women headed households.

C. WHY RACIAL TARGETING IN INCLUSIONARY HOUSING IS CONSTITUTIONAL

21. In order to achieve racial redress, inclusionary housing units should be racially targeted, increasing opportunities for families excluded from well-located affordable homes on the basis of race. Inclusionary housing should be a tool to correct racial segregation in our towns and cities. The policy does recognise the need for inclusionary housing to provide for a diversity of people who will benefit, including saying that it should look at how their policies can benefit women, the youth and people living with disabilities. This is similar to the Western Cape Government Inclusionary Housing Framework Policy.⁸

⁸ Draft Western Cape Inclusionary Housing Policy Framework, p. 30.

22. Despite a clear recognition of the need to benefit vulnerable groups of people, the policy is silent on the need for inclusionary housing to be racially targeted to break down persistent apartheid segregation. This raises the legitimate question of whether the policy can effectively correct the wrongs of the past if it does not squarely address the most dominant societal feature - entrenched racial and spatial inequality.
23. Section 9(2) of the Constitution states that: 'Equality includes the full and equal enjoyment of all rights and freedoms. To promote the achievement of equality, legislative and other measures designed to protect or advance persons, or categories of persons, disadvantaged by unfair discrimination may be taken.'
24. This section recognises that the state and other institutions may take positive steps to advance groups previously disadvantaged by unfair discrimination. These steps are known as redress measures (or sometimes affirmative action). Therefore, people or groups of people who have been previously disadvantaged by unfair discrimination can be treated differently in order for equality to be achieved in the long term.
25. These measures are not 'in themselves a deviation from, or invasive of, the right to equality guaranteed by the Constitution. They are not "reverse discrimination" or "positive discrimination" ... They are integral to the reach of our equality protection.' They are used to ensure that previously disadvantaged people enjoy equal benefits and opportunities and that systemic disadvantage is eradicated.
26. For redress measures to be constitutional and lawful they must comply with s9(2). In assessing this, three questions will be asked:
 - 26.1. Do the measures target persons or a group of persons who have been disadvantaged by unfair discrimination?
 - 26.2. Are the measures designed to protect or advance these persons or group of persons?
 - 26.3. Do the measures promote the achievement of equality in the long term?*
27. If the answer to all three questions is yes, the redress measure is constitutional. Once a court has determined that a measure complies with s9(2), it cannot amount to unfair discrimination.

Do the measures target persons or a group of persons who have been disadvantaged by unfair discrimination?

28. The first question is whether or not racial targeting in inclusionary housing targets persons or a group of persons who have been disadvantaged by unfair discrimination? The answer to this is clearly yes. Racial targeting in inclusionary housing is designed to protect and advance a group of people (Black, Indian and Coloured people) who have previously been disadvantaged by unfair discrimination. Black, Indian and Coloured people were dispossessed and forcefully removed from their homes and land during Apartheid and colonialism, and made to live in densely-populated, under-resourced and

⁹ *Minister of Finance and Other v Van Heerden* 2004 (6) SA 121 (CC) at para 30.

¹⁰ *Ibid* at para 41.

poorly-serviced peripheral areas. The measures therefore clearly target groups of people who have been disadvantaged by unfair discrimination.

Are the measures designed to protect or advance these persons or group of persons?

29. The next question is whether or not racial targeting in inclusionary housing is designed to protect or advance these people or group of people? One does not have to show that the measures will definitely achieve the intended goal. Instead, the measures must be reasonably capable of addressing the effects of past unfair discrimination.¹¹ These measures are reasonably capable of addressing the effects of past unfair discrimination by increasing access to housing by Black, Indian and Coloured people. The measures are therefore designed to protect or advance these racial groups.

Do the measures promote the achievement of equality in the long term?

30. The final question is whether or not racial targeting in inclusionary housing promotes the achievement of equality in the long-term. Whether a measure promotes the achievement of equality in the long term requires a value judgment in light of all the circumstances. It requires a balancing between:
- 30.1. The interests of those people suffering from the effects of past or present unfair discrimination (Black, Indian and Coloured people); and
 - 30.2. The people who benefited or do benefit from this discrimination (White people).
31. A court will be slow to strike down a redress measure. However, a court may do so where a policy is so extreme and overly burdensome that it sends a signal to the excluded group that their equal dignity is not respected.¹²
32. We argue that racial targeting in inclusionary housing promotes the achievement of equality in the long term as:
33. Racial targeting in inclusionary housing should involve preferential treatment and 'ideal' numerical goals, but should not use rigid quotas, which inflexibly and outright exclude White people from accessing inclusionary housing. This will mean that although there will be some White people who fall within the inclusionary housing income bracket who will be impacted by racial targeting, they will not be absolutely barred from accessing inclusionary housing. This ensures that the measures are not unduly burdensome or exclusionary.
34. It will promote the achievement of equality in the long term as it will mean that Black, Coloured and Indian people will have greater access to housing. It will disrupt the current patterns of disadvantage, curb spatial segregation and mean that housing in Cape Town is more demographically representative of all races.

¹¹ Ibid.

¹² Pierre de Vos 'The past is Unpredictable: Race, Redress and Remembrance in the South African Constitution' (2012) 129 *SALJ* 1 at 93.

35. We therefore conclude that racial targeting in inclusionary housing complies with all three requirements and so is constitutionally valid and lawful.

C. INCLUSIONARY HOUSING MUST BE AFFORDABLE

36. In this section, we argue that inclusionary housing must be *truly affordable based on incomes rather than prevailing market prices*, and in this context, would mean prioritizing households earning between R3,500 and R18,000 per month.¹³
37. The policy will aim to benefit employed people in the gap market as households that earn between R3,500 and R22,000 monthly.¹⁴ It further states that “Based on the aforementioned standard definitions of affordability and the evidence gathered through the housing market study, affordability in the Stellenbosch Municipality context refers to the following market segmentations – affordable (R300 00 – R600 000), conventional (R600 000 – R900 000), and high-end (R900 000 R1.2 million).” Later in the policy the target income group is defined as households with monthly income of R3,500 to R27,200 monthly. This creates a lack of clarity whether the upper income bracket is R22,000 or R27,200. While R22,000 is already high, targeting households earning up to R27,200 will dilute the impact of the policy by not targeting those who need housing the most.
38. We are concerned about who will truly be able to afford the units created from the policy. We assert that;
- 38.1. Just because a product (housing unit) is cheaper than the market, does not make it affordable,
 - 38.2. Inclusionary housing should be targeted at residents who do not earn enough to rent or own in well-located areas,
 - 38.3. Inclusionary housing should contribute to mixed class buildings and precincts, and
 - 38.4. Inclusionary housing must reach deeper to target a range of low incomes and not just the top bracket.
39. The policy definition of affordability and proposed target group may result in inclusionary housing that does not place sufficient emphasis on addressing the most pressing housing need which is located in lower income earning categories.
40. It is therefore concerning that the policy provides such a high upper threshold for affordability and fails to use measures to provide a spread of units across the wide income bracket. In this omission the policy’s definition of affordability and proposed target group runs the risk of developers providing only units at the top end of the affordability bracket (for example, households earning R18,000 to R22,000). For this reason, we urge the Stellenbosch Municipality to lower the upper affordability threshold and to take a stronger position on the need for income brackets to further break down this broad category. There should be a proportional spread of households across the income

¹³ Based on the CoCT MSDF definition of affordable housing

¹⁴ The Policy, p. 16-17.

bands (based on the number of people falling into the various brackets across the municipality) to ensure that municipal policies provide truly affordable housing.¹⁵

41. In addition, the policy mentions the use of Area Mean Income (AMI) to establish housing costs of inclusionary housing. We strongly warn against the use of this as a measure to determine affordability. As proven in the parts of the world that implement this measure (such as many jurisdictions in America), the major issue with this approach is that it is based on the existing average income of an area. In South African towns and cities where race and income segregation are so stark, this is not an appropriate measure to disrupt these areas. The well-located areas correctly targeted in this policy will inevitably have a very high average income due to the exact spatial inequality that this policy is trying to address. Using the average income in this area, rather than the average incomes of the municipality as a whole, will only serve to maintain to some degree the higher income levels of those areas, rather than creating economic integration based on a picture of the entire municipality.

D. CONCLUSION

42. In conclusion, while Ndifuna Ukwazi welcomes the policy as a whole, our recommendations are it should:
 - 42.1. be amended to reflect a racially targeted approach which prioritises Black families for the affordable units generated out of inclusionary housing policies.
 - 42.2. be amended to lower the upper affordability threshold and take a stronger position on the need for income brackets to further break down this broad category. Deep down reach must be prioritised to maximise the impact of the policy. There should be a proportional spread of households across the income bands (based on the number of people falling into the various brackets in the municipality) to ensure that municipal policies provide truly affordable housing.

Ends.

¹⁵ Precedent from social housing can be used as a guideline for recommended income brackets and the proportion of units that should be provided across these bands.

APPENDIX 6

Stellenbosch edges ahead with inclusionary zoning while Cape Town lags behind

26 Apr 2023

by [PropertyWheel_G](#)

5 min read



By Dr. Jonty Cogger, Attorney at Ndifuna Ukwazi

The Stellenbosch Municipality has published a draft [Inclusionary Zoning Policy](#) for public comment (due on the 8th of May 2023). It is a welcome and monumental feat towards redressing the scars of apartheid spatial planning, but where is the Cape Town policy which was promised in November 2019?

When the policy is finalised, Stellenbosch will be the second municipality in South Africa (after Johannesburg in 2019) to adopt inclusionary housing as a land use planning tool. It's also the first Western Cape municipality to publish a draft policy after the Western Cape Government adopted a [Framework Policy](#) as guidance to local municipalities late last year. Other municipalities expected to follow suit are George and Paarl.

What inclusionary zoning does is incentivise the inclusion of affordable homes in private developments for working class people typically in the 'Gap market' – i.e., earning too much for a full government subsidy (R3 500 per month) but not enough to compete on the open property market (R27 000 per month).

Inclusionary zoning obliges private developers to contribute towards spatial restructuring by including affordable housing in new residential developments in exchange for additional development rights. It's a win/win for developers and the public in that it increases affordable homes and integrates communities but also compensates a developer by granting incentives like additional development rights, fast tracking, development charges holidays, and reduced parking requirements. Until now, developers have benefited from a host of public infrastructural amenities in well-located areas (higher zoning, access to good schools, healthcare etc) without any reciprocal obligation to contribute towards the public good.

It cannot be over-emphasised how important inclusionary zoning is for spatial restructuring and redressing racial segregation. During the post-apartheid-era, government-subsidised housing has primarily been built in peripheral locations whereas the private sector has catered for the luxury market in previously "whites-only" areas. The stark spatial division in Cape Town and Stellenbosch (as with many other towns and cities) is evident in how exclusionary residential markets are located in well-off areas, inaccessible and unaffordable to the majority of residents.

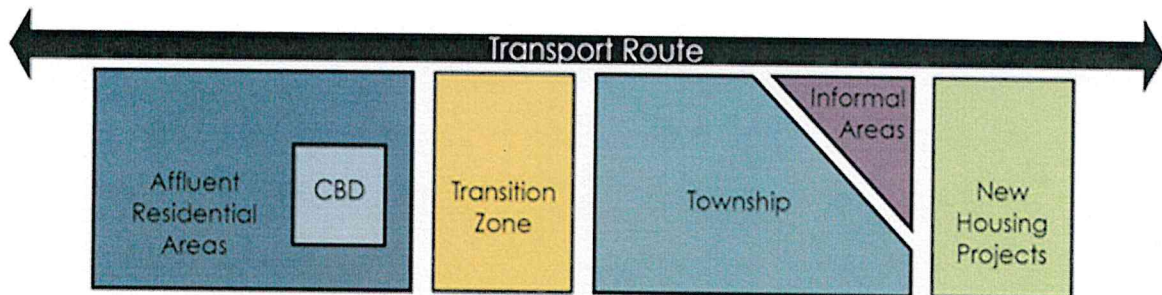
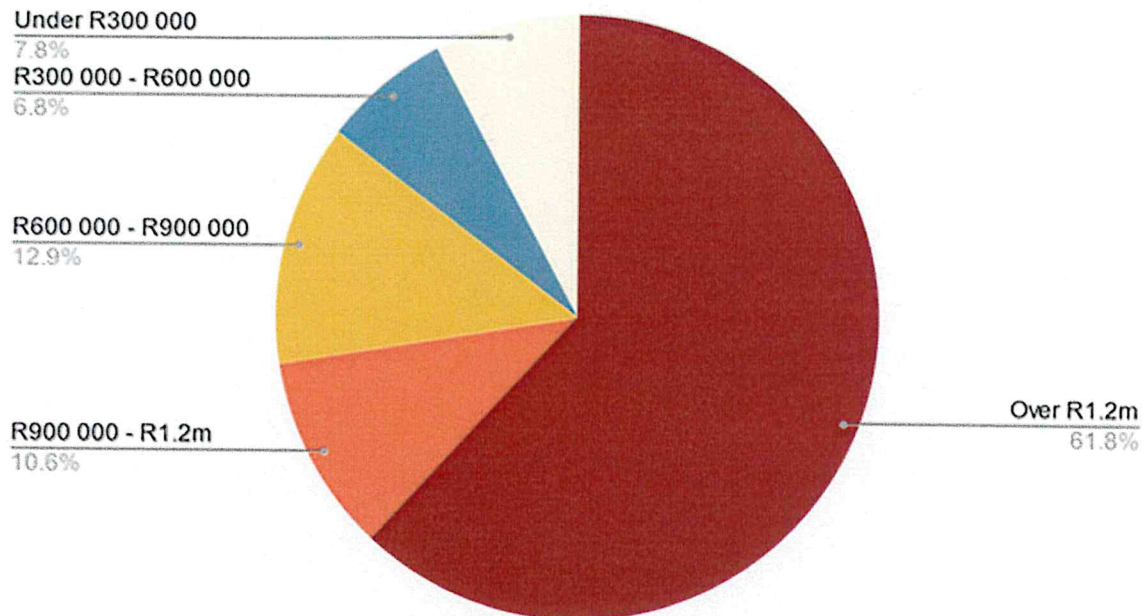
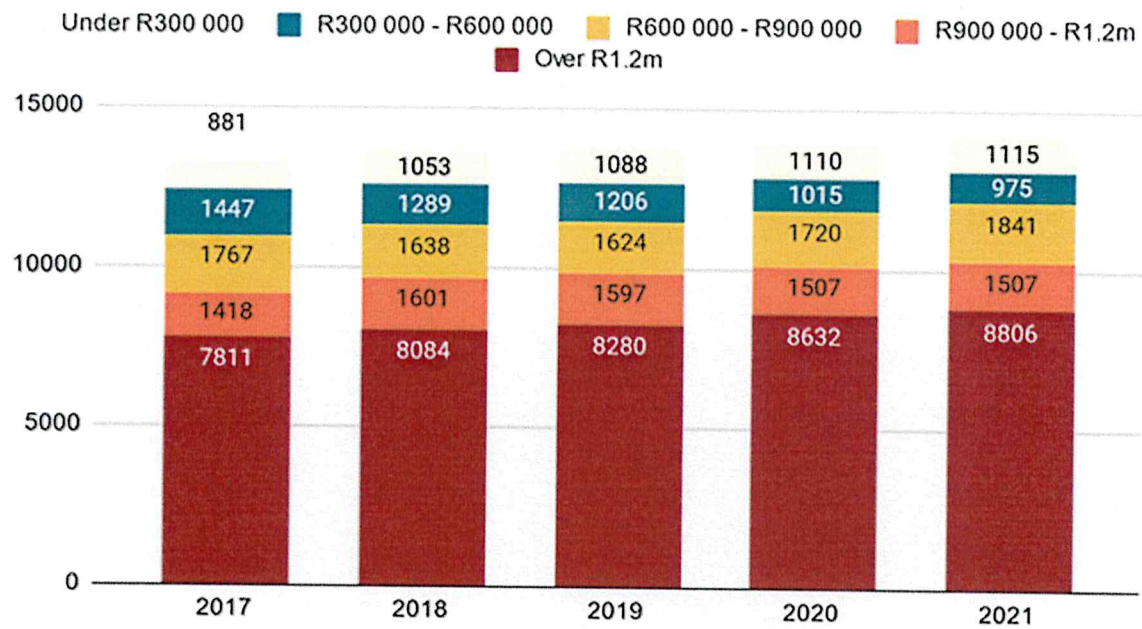


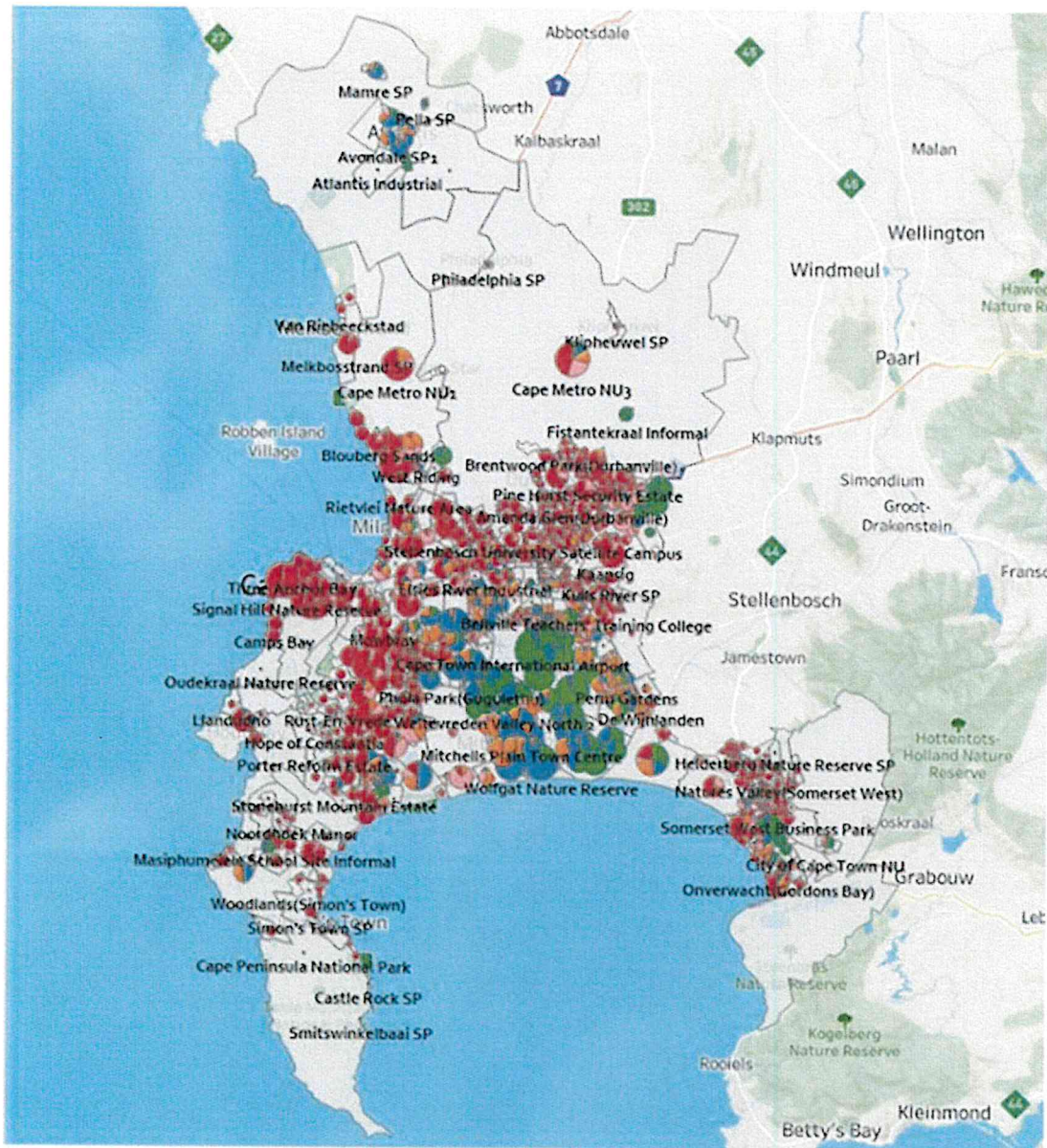
Figure 2. Stylised Structure of Western Cape Towns

No. of Residential Properties by Segment: Stellebosch, 2021



No. of Residential Properties by Segment: Stellebosch





Data source: CAHF's Citymark, using deeds registry data supplied by Lightstone Pty. as at the end June 2021 (sourced September 2021).

There are broadly two options for inclusionary housing contributions in the Stellenbosch policy. The first is a mandatory requirement applicable to 'well-located priority development areas' (such as Adam Tas Corridor, Stellenbosch Town, Klampmuts and Franschoek) where an overlay zone will be in place. A **mandatory** 20% affordable units in any development with more than 20 proposed residential market-rate units will be required in the priority development areas. A **mandatory** 30% of affordable housing will be required for residential development in an overlay zone to be implemented in the Adam Tas Corridor. Developers may **voluntarily** contribute affordable housing for developments with 20 residential units or less if they wish to benefit from incentives offered in the inclusionary zoning policy.

Typically, developers can contribute towards inclusionary housing in three ways: 1. by building units in the development (on-site), 2. building units in another development in a well-located area (off-site); or 3. paying a monetary fee (fees-in-lieu). The Stellenbosch policy has made on-site the primary option in the mandatory contributions (i.e., Adam Tas Corridor, Stellenbosch Town, Klapmuts and Franschhoek). Off-site will apply to voluntary contributions or developments that are not well-located to ensure that it still contributes towards providing affordable homes in better locations of Stellenbosch (areas identified as such in the Spatial Development Framework). Fees-in-lieu will also be an option in a voluntary contribution or if negotiated by the Stellenbosch municipality as part of a mandatory contribution (determined on a case-by-case basis).

The affordable housing can be rented or sold by the developer and are protected from being released on the open market for a period of 30 years. In terms of the policy, the affordable homes cannot be used for student accommodation or for transient guests (home lodging, bed and breakfast, hotel, tourist accommodation establishment, tourist dwelling unit, etc.)

The policy also includes a measure of flexibility that allows private developers to negotiate the size and form of inclusionary housing contribution based on feasibility or practical restrictions. This is particularly important since it debunks the notion often given by the Cape Town Mayor, Geordin Hill-Lewis that inclusionary housing will somehow scare away developers. This is clearly not an insurmountable problem for Stellenbosch who is willing to intervene in exclusionary markets that are unsustainable, inefficient and a burden to the public fiscus.

It begs the question of not only why it has taken so long for Cape Town to adopt a policy but also why it is content on allowing spatial inequality to endure. Stellenbosch has produced an excellent policy. It shouldn't take 4 years to develop a policy whereas Stellenbosch only took less than 3 year. It is hoped that the publishing of the Stellenbosch policy will jolt Cape Town into urgent action to catch up with its sister municipality.

The views and opinions expressed in this article are those of the author and do not necessarily reflect the official policy or position of Property Wheel.

affordable housing cape town construction gap housing government homeowners inclusionary housing municipality Ndifuna Ukwazi property development property market residential residential property social housing spatial development stellenbosch western cape

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Draft legislative

amendments to Renewable Energy Tax Incentives, up for public comment, bode well for businesses and individuals



Cape Town homeowners

reminded about property valuation objections deadline

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Upcoming Property Events

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- SAPOA Education: Commercial Property Management (Wits)
- SAPOA Educational Webinars: Occupational Health & Safety between landlords & tenants - how the responsibility should be shared
- National Association of Managing Agents (NAMA) Community Scheme Expo
- SAPOA Educational Webinars: Methods for Measuring Floor Areas in Buildings
- SAPOA Gauteng Education: Construction Project Management Programme (Career Excel Academy)
- SAPOA Gauteng Education: Facilities Management Programme (Career Excel Academy)

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Cookie	Duration	Description
cookielawinfo-checkbox-advertisement	1 year	The cookie is set by GDPR cookie consent to record the user consent for the cookies in the category "Advertisement".
cookielawinfo-checkbox-analytics	1 year	This cookies is set by GDPR Cookie Consent WordPress Plugin. The cookie is used to remember the user consent for the cookies under the category "Analytics".
cookielawinfo-checkbox-necessary	1 year	This cookie is set by GDPR Cookie Consent plugin. The cookies is used to store the user consent for the cookies in the category "Necessary".
cookielawinfo-checkbox-performance	1 year	This cookie is set by GDPR Cookie Consent plugin. The cookie is used to store the user consent for the cookies in the category "Performance".

Cookie	Duration	Description
lang		This cookie is used to store the language preferences of a user to serve up content in that stored language the next time user visit the website.

Cookie	Duration	Description
_gat	1 minute	This cookies is installed by Google Universal Analytics to throttle the request rate to limit the collection of data on high traffic sites.

Cookie	Duration	Description
_gads	1 year 24 days	This cookie is set by Google and stored under the name dounleclick.com. This cookie is used to track how many times users see a particular advert which helps in measuring the success of the campaign and calculate the revenue generated by the campaign. These cookies can only be read from the domain that it is set on so it will not track any data while browsing through another sites.
_ga	2 years	This cookie is installed by Google Analytics. The cookie is used to calculate visitor, session, campaign data and keep track of site usage for the site's analytics report. The cookies store information anonymously and assign a randomly generated number to identify unique visitors.
_gid	1 day	This cookie is installed by Google Analytics. The cookie is used to store information of how visitors use a website and helps in creating an analytics report of how the website is doing. The data collected including the number visitors, the source where they have come from, and the pages visted in an anonymous form.
_omappvp	11 years	The cookie is set to identify new vs returning users. The cookie is used in conjunction with _omappvs cookie to

Cookie	Duration	Description
		determine whether a user is new or returning.
_omappvs	20 minutes	The cookie is used to in conjunction with the _omappvp cookies. If the cookies are set, the user is a returning user. If neither of the cookies are set, the user is a new user.

Cookie	Duration	Description
IDE	1 year 24 days	Used by Google DoubleClick and stores information about how the user uses the website and any other advertisement before visiting the website. This is used to present users with ads that are relevant to them according to the user profile.
test_cookie	15 minutes	This cookie is set by doubleclick.net. The purpose of the cookie is to determine if the user's browser supports cookies.

Cookie	Duration	Description
cookielawinfo-checkbox-functional	1 year	The cookie is set by GDPR cookie consent to record the user consent for the cookies in the category "Functional".
cookielawinfo-checkbox-others	1 year	No description
epl_wp_session	12 hours	No description available.

Cookie	Duration	Description
GoogleAdServingTest	session	No description

3

11.8.5	APPOINTMENT OF NEW TERM OF OFFICE AND MEMBERS OF THE STELLENBOSCH MUNICIPAL PLANNING TRIBUNAL (SMPT)
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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.

5. RECOMMENDATIONS

(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.

6. DISCUSSION / CONTENTS

6.1 Background

An overview of the need and associated process to institute a new term of office for the Stellenbosch MPT was provided in the previous report to Council as per Item 11.8.1 dated 27 July 2022.

The following matters of relevance are reiterated for ease of reference:

The Spatial Planning and Land Use Management Act (2015), hereafter referred to as “SPLUMA”, stipulates in Section 35(1) that “*A municipality must, in order to determine land use and development applications within its municipal area, establish a Municipal Planning Tribunal.*”

Stellenbosch Municipality decided to establish a Municipal Planning Tribunal for its municipal area in terms of Section 70(1)(a) of the Stellenbosch Municipal Planning By-law (2015), hereafter referred to as “*the By-law*”.

In terms of Section 36 (1) “*A Municipal Planning Tribunal (MPT) must consist of both officials in the full-time service of the municipality*” (internal members), as well as “*persons appointed by the Municipal Council who are not officials and who have knowledge and experience of spatial planning, land use management and land development or the law related thereto*” (external members).

The MPT must consist of at least five members or more as the Municipal Council deems necessary (Section 36(3) of SPLUMA), and the term of office of a MPT is five years or such shorter period as the Council may determine, provided that a member may not serve as a member for a continuous period of ten years. (Section 37(1) of SPLUMA). The By-law stipulates in Section 73(1)(b) that a member of a Tribunal may be appointed for further terms, subject to Section 37(1) of SPLUMA as stated above.

The term of office of the current MPT will lapse on 31 May 2023 and a recruitment process was undertaken to appoint a new SMPT. The Terms of Reference of the current SMPT was also reviewed to ensure the ongoing effective and efficient operation of the MPT.

6.2 Discussion

To allow for a process to recruit and appoint new members for a new term of office of the MPT, the term of office of the current MPT members was extended up to the end of February 2023.

An advertisement for the recruitment process of new MPT members commenced on 15 September 2022. As the response to the advertisement for the recruitment process was not satisfactory, the Municipal Manager sanctioned a re-advertisement in terms of Section 72(4) of the By-law. This re-advertisement was launched on 9 December 2022, and due to the December holiday period, the closing date for applications had to be extended up to 16 January 2023.

As the interviews and selection process still needed to be concluded, a second extension of the term of office was approved by Council to ensure the uninterrupted operation of the MPT. The term of office will lapse on 31 May 2023.

The recruitment process included the technical evaluation of applications received, and a shortlist was compiled of applicants that complied with the minimum requirements and presented to the Municipal Manager for approval. It was also directed by the Municipal Manager that the current appointed internal MPT members

be retained for the next term of office of the SMPT, with the addition of the Director Planning and Economic Development.

During the current term of office, the Western Cape Department of Environmental Affairs and Development Planning, nominated a suitable planning official to serve as the Technical Advisor to the Stellenbosch Municipal Planning Tribunal. In light of cost containment and the good service received during the previous term, it is proposed to again approach the Department to nominate a suitable planning official to serve as the Technical Advisor for the upcoming term of office of the SMPT.

The Municipal Manager then approved the shortlisting and appointed the following interview panel to conduct the interviews:

- Director Planning and Economic Development
- Senior Manager Development Management
- Manager Land Use Management

The interviews were conducted on 23 March 2023 and 28 March 2023. The interview process took on the format of an open discussion that was based on standardised questions of relevance to a member of an MPT.

The suitable candidates were identified through this interview process and are being recommended for appointment. The list of all applicants, their qualifications and experience, the technical evaluation with outcome and recommendation of the interview is provided in the table, attached as **ANNEXURE "A"**.

In terms of Section 71(10) of the By-law, Council must also designate from amongst the appointed members of the SMPT a Chairperson and Deputy Chairperson. In light of their previous membership serving on the SMPT, and their experience and suitability for such roles, it is proposed to appoint Mrs. H. Crooijmans-Lemmer as the Chairperson and Mrs. C. Havenga as the Deputy-Chairperson.

This report is submitted now to Council to consider the appointment of the members of the SMPT. In doing so, Council must take due regard to the following matters in Section 72(8) of the By-law:

71(8) *"The Council must appoint the members of the Tribunal after having regard to—*

(a) the recommendations of the evaluation panel;

(b) the knowledge and experience of candidates in respect of land use planning or the law related thereto;

(c) the requirement that the members of the Tribunal must be representative of a broad range of appropriate experience and expertise;

(d) the powers and duties of the Tribunal; and 20 October 2015 Province of the Western Cape: Provincial Gazette Extraordinary 7512 59 Stellenbosch Municipality Land Use Planning By-law August 2015

(e) the policy of the Municipality in respect of the promotion of persons previously disadvantaged by unfair discrimination."

6.5 Financial Implications

Other than the cost associated with the required publishing of the appointment of the new MPT members, there will be no additional financial implications should the recommendations as set out in the report be accepted. The remuneration of the MPT members is regulated and budgeted for.

6.6 Legal Implications

The recommendations in this report will ensure that the Stellenbosch Municipality comply with the legal requirement to appoint an MPT.

6.5 Staff Implications

This report has no staff implications to the Municipality.

6.6 Previous / Relevant Council Resolutions:

- 6.6.1 Council Resolution Item 7.7.2 dated 29 May 2019: Appointment of the term of office and members of the current MPT.
- 6.6.2 Council Resolution Item 11.7.1 dated 28 January 2022: Removing all internal MPT members not on the level of Senior Manager and the appointment of new internal MPT members on Senior Management level.
- 6.6.3 Council Resolution Item 11.8.1 dated 27 July 2022: To extend the term of office of the serving MPT members to 28 February 2023 to allow for a process to recruit and appoint new members for a new term of office of the MPT.
- 6.6.4 Council Resolution Item 11.8.3 dated 22 February 2023: To permit the further extension of the term of office of the serving MPT members to 31 May 2023 in order to undertake a second round of advertisement for the recruitment of MPT members and to conclude the process.

6.7 Risk Implications

This report has no risk implications for the Municipality and serves to ensure that the Stellenbosch Municipality comply with the legal requirement to appoint an MPT.

6.8 Comments from Senior Management**6.8.1 Director: Infrastructure Services**

No comments solicited

6.8.2 Director: Planning and Economic Development

In support of the recommendations

6.8.3 Director: Community and Protection Services

No comments solicited

6.8.4 Director: Strategic and Corporate Services

No comments solicited

6.8.5 Director Human Settlements and Property Management

No comments solicited

6.8.6 Chief Financial Officer

In support of the recommendations

6.8.7 Municipal Manager

In Support of recommendations

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-04-19: ITEM 7.8.3

- (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:

AGENDA**14TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY****2023-05-24**

-
- d) Chairperson – 100% of Category A Staff (Currently at a rate of R 2879.00/h)
 - e) Deputy Chairperson – 100% of Category B Staff (Currently at a rate of R 2460.00/h)
 - f) 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.

13TH CONCIL MEETING: 2023-04-26: ITEM 11.8.2

During deliberations on the matter Cllr M van Stade raised a concern that Annexure A to the report is not attached to the Agenda, whereafter

Speaker **RULED**

that the item be referred back to a next meeting of Council for completeness.

ANNEXURES

ANNEXURE "A" - MPT MEMBERSHIP APPLICATIONS 2023

FOR FURTHER DETAILS CONTACT:

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

ANNEXURE A

ANNEXURE 'A' - MPT MEMBERSHIP APPLICATIONS 2023							
NR.	NAME	AGE	QUALIFICATIONS	SERVING ON BOARDS /TRIBUNALS/ PROFESSIONAL BODIES	STIPULATED TERM IF CURRENTLY SERVING ON THE STELLENBOSCH MPT	RECOMMENDATION	RECOMMENDATION
1.	Berchtwald Rode	58	-Master's Degree in Town and Regional Planning- University of Free State - BA at Stellenbosch University -Certificate in Various Planning Legislation	-Previously served on the Breede Valley Municipal Planning Tribunal for a six-year period which ended June 2022.	Applicant did not serve as a member of the Stellenbosch MPT.	Candidate meets basic criteria of knowledge and experience in land use planning, or the law related thereto, and which is representative of a wide range of experience and expertise. Invited for interview.	Interviewed and not recommended for appointment.
2.	Christiaan Rabie	71	-BA Degree- Stellenbosch University -Masters in Town and Regional Planning- Stellenbosch University -Honors Degree in Public Administration- University of Stellenbosch	-Currently Serving on the Stellenbosch Municipal Planning Tribunal for a second term. -Also serving on the Swartland Municipal Planning Tribunal. -Chairperson of the Theewaterskloof Municipal Planning Tribunal. -Registered with SACPLAN	Applicant served 2 terms of 3 years each which bring it to a 6- year term with the Stellenbosch MPT. With the extensions granted, the member has already served 6 years and 9 months.	With intention to appoint a new MPT with a term of office of 5 years, the candidate is not eligible to serve in the new term. Not to be invited for interview.	Not Interviewed

3.	Christine Coetsee Havenga	62	-BA Degree-Stellenbosch University -Masters in Town and Regional Planning-Stellenbosch University Master's degree in philosophy - Conservation of the Built Environment	-Currently Serving on the Stellenbosch Municipal Planning Tribunal -Registered with SACPLAN - Current Member of the Swartland Planning Tribunal Current Member of the Heritage Western Cape Tribunal	Applicant served 1 term of 3 years with the Stellenbosch MPT. With the extensions granted, the member has served 3 years and 9 months and is eligible for a new term of 5 years.	Candidate meets basic criteria of knowledge and experience in land use planning, or the law related thereto, and which is representative of a wide range of experience and expertise. Invited for interview.	Interview was satisfactorily and recommended for appointment.
4	Hedwig Crooijmans-Lemmer	57	-BA degree in Town and Regional Planning-NHTV University of Applied Sciences-The Netherlands - Master's Degree in Urban Design-Rotterdam Academy of Architecture and Urban Design, The Netherlands	-Currently Serving on the Stellenbosch Municipal Planning Tribunal -Member of UNESCO (United Nations Educational, Scientific and Cultural Organization - Member of the Urban Design Institute of South Africa (UDISA)	Applicant served 1 term of 3 years with the Stellenbosch MPT. With the extensions granted, the member has served 3 years and 9 months and is eligible for a new term of 5 years.	Candidate meets basic criteria of knowledge and experience in land use planning, or the law related thereto, and which is representative of a wide range of experience and expertise. Invited for interview.	Interview was satisfactorily and recommended for appointment.
5	Ruida Pool-Stanvliet	63	-Degree in Zoology-University of Stellenbosch	-Currently Serving on the Stellenbosch Municipal Planning Tribunal for a second	Applicant served 2 terms of 3 years each which bring it to a 6- year term with the Stellenbosch MPT.	With intention to appoint a new MPT with a term of office of 5 years, the candidate	Not Interviewed

			-Master's Degree in Botany-University of Stellenbosch - PhD in Natural Sciences- Ernst-Moritz-Arndt-University	term Registered as a Natural Scientist with the South African Council for Natural Scientific Professions -Member of the IUCN (International Union for Conservation of Nature -Member of UNESCO (United Nations Educational, Scientific and Cultural Organization	With the extensions granted, the member has already served 6 years and 9 months.	is not eligible to serve in the new term. Not to be invited for interview.	
6	Dan Leo	34	-Degree in Town and Region Planning- CPUT -National Certificate in Architectural Technology-Academic Institute of Excellence -Currently busy completing Master's Degree in Property Studies	-Serving on the South African Council of Planners Appeal Board - Registered with SACPLAN	Applicant did not serve as a member of the Stellenbosch MPT.	Candidate meets basic criteria of knowledge and experience in land use planning, or the law related thereto, and which is representative of a wide range of experience and expertise. Invited for interview.	Interview was satisfactorily and recommended for appointment.
7	Samantha Lee	33	-Master's Degree in Town and Regional Planning-UCT	-Serving on the South African Council of Planners Appeal Board	Applicant did not serve as a member of the Stellenbosch MPT.	Candidate meets basic criteria of knowledge and experience in land use planning, or the law	Not Interviewed

				- Registered with SACPLAN		related thereto, and which is representative of a wide range of experience and expertise. Due to candidates' current status as a Government Employee, she could not obtain permission to serve as an MPT member and withdrew from the process.	
8	Stephen Boshoff	63	- BA Degree-Stellenbosch University - Masters in Town and Regional Planning-Stellenbosch University - Postgraduate Certificate in Urban Management & New Design	-Served as a Technical Advisor for the Municipal Planning Tribunal of George Municipality - Registered as a Professional Planner with SACPLAN	-Did not serve as a member of the Stellenbosch MPT	Candidate meets basic criteria of knowledge and experience in land use planning, or the law related thereto, and which is representative of a wide range of experience and expertise. Invited for interview.	Interview was satisfactorily and recommended for appointment.
9	Pieter Sybrand van Zyl	67	- BA Degree in Town and Regional Planning-University of Pretoria - Master's Degree in Town and Regional	- Registered as a Professional Planner with SACPLAN	Did not serve as a member of the Stellenbosch MPT	Candidate meets basic criteria of knowledge and experience in land use planning, or the law related thereto, and which is representative of a wide range of	Interview was satisfactorily and recommended for appointment.

			Planning-University of Pretoria			experience and expertise. Invited for interview.	
10	Riana Delport	61	- BA Degree in Landscape Architecture- University of Pretoria - Various Short Courses including a short course in Urban Design at the University of Pretoria	-Registered with SACLAP	Did not serve as a member of the Stellenbosch MPT	The candidate, as a trained Landscape Engineer, and in terms of professional career, do not meet the basic criteria of knowledge and experience in land use planning, or the law related thereto, and which is representative of a wide range of experience and expertise. Invited for interview.	Not Interviewed
11	Isalde Du Toit	53	- BA Degree in Town Planning -University of North West	-Registered as a Professional Planner with SACPLAN	Did not serve as a member of the Stellenbosch MPT	Candidate meets basic criteria of knowledge and experience in land use planning, or the law related thereto, and which is representative of a wide range of experience and expertise. Invited for interview.	Interviewed and not recommended for appointment.
12	Jacobus Edward Delport	70	-B.Sc. Eng. in Civil Engineering- University of Pretoria	Registered with the Engineering Council of South Africa	Applicant served 1 term of 3 years with the Stellenbosch MPT. With the extensions granted, the	Notwithstanding the members previous membership on the Stellenbosch Municipal	Not Interviewed

			- Honors Degree in Civil Engineering- University of Pretoria -MBA- University of Stellenbosch		member has served 3 years and 9 months and is eligible for a new term of 5 years.	Planning Tribunal, the candidate, as a trained Engineer and in terms of professional career, do not meet the basic criteria of knowledge and experience in land use planning, or the law related thereto, and which is representative of a wide range of experience and expertise. Invited for interview.	
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11.9	LOCAL ECONOMIC DEVELOPMENT AND TOURISM:(PC: CLLR R DU 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.

5. RECOMMENDATIONS

- (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.

6. DISCUSSION / CONTENTS

6.1 BACKGROUND

Stellenbosch municipality is known for hosting and being a municipal area for major local, national and international events. The events by-law will assist and guide the municipality in regulating and managing event related activities in an efficient and effective manner thereby providing clarity to all role players and stakeholders. Stellenbosch municipality would like to ensure that it becomes a town for great events for visitors to the town and the events industry, by creating stability in the town's events calendar and clearly defining processes and systems that support events. The municipality plays an important role in: the regulations of events, partnerships with events organized in the wc024, events organization, facilitation and the provision of services at events. Currently events are regulated by the events act of 2010 and the municipal events by-law, 2016.

6.2 DISCUSSION

Events are established occurrences within the cape winelands and contributes significantly to the appeal of the cape winelands as a tourist destination and the resulting contribution that these events make to the local economy.

As noted above, the by-law was promulgated during 2016, and have not been reviewed, and therefore a request has been received from the events fraternity to review and update the current by-law.

The department as used the model by-law for events permitting compiled by western cape government's department of economic development & tourism ("dedat") and wesgro, as a basis for the development of this draft by-law, which is required to be advertised for public comment.

6.3 FINANCIAL IMPLICATIONS

None, the by-law has been drafted using the resources within the municipality.

6.4 LEGAL IMPLICATIONS

The recommendations in this report comply with council's policies and all applicable legislation.

6.5 STAFF IMPLICATIONS

This report has no additional staff implications to the municipality.

6.6 PREVIOUS / RELEVANT COUNCIL RESOLUTIONS:

None

6.7 RISK IMPLICATIONS

the risks are addressed through the content of the report.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2023-05-17: ITEM 7.9.1

- (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.

APPENDICES

Appendix 1: Draft Stellenbosch Municipality Events Permitting By-law, 2023

FOR FURTHER DETAILS CONTACT:

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

APPENDIX 1

**DRAFT STELLENBOSCH
MUNICIPALITY EVENTS
PERMITTING BYLAW**

PREAMBLE

WHEREAS Stellenbosch Municipality recognises the important role that events plays in the economy of the Western Cape;

AND WHEREAS the Municipality wishes to increase, in a sustainable manner, growth, job creation, investments and social inclusivity by establishing the Municipality as an events – ready and events – friendly location;

AND WHEREAS it is desirable for the Municipality to facilitate effective and efficient event permitting processes and events in the Municipality whilst ensuring regulatory compliance to safeguard public health and safety, the environment and the surrounding community;

BE IT THEREFORE ENACTED by the Council of Stellenbosch Municipality in terms of Section 11 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as follows: -

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CHAPTER 1 DEFINITIONS, OBJECTIVES AND APPLICATION

1. Definitions

- (1) Words derived from, or which are the singular or plural of the word or terms defined, have corresponding meanings, unless the context indicates otherwise.
- (2) Any terms or provision of this Bylaw must be reasonably interpreted in a manner that is consistent with the purpose and objectives of this By-law.
- (3) In this Bylaw, unless the context indicates otherwise—

“authorised municipal official” means the Municipal Event Officer, a member of the Municipal Event Committee, a municipal law enforcement officer, and any other person who is delegated as contemplated in section 41 to execute a power, function or duty related to the provisions of this Bylaw;

“business day” means any day other than a Saturday, Sunday or official public holiday in the Republic of South Africa;

“Council” means the Municipal Council of the Municipality;

“day” means a period of 24 hours;

“District Municipality” means the Cape Winelands District Municipality;

“existing permit holder” means a person who has been issued with an event permit prior to the commencement of this By-law as contemplated in section 43;

“Fees and Tariffs Policy” means the Stellenbosch Municipality Fees and Tariff Policy, 2023, promulgated by the Municipality in terms of section 75 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000);

“event organiser” means the person contemplated in in section 10;

“event” means sporting, entertainment, recreational, educational, religious, cultural, exhibitional or similar activity, that is accessible to the general public and is hosted either at a specific place (i.e. on a single property) or along a specified route, and which is of a temporary nature, and which can occur on a specific day or on consecutive days for a limited period, and excludes functions such as weddings.

“event party” includes any person who is involved in events and/or event-related activities;

“event-related activity” means any activity undertaken by an event organiser and their event party that is part of, or related to, the preparation, implementation, and winding up of events, including, but not limited to, the activities contemplated in section 23.

“Gazette” means the official Provincial *Gazette* of the Western Cape;

“in writing” means by email or written letter: Provided that a copy of a written letter must also be emailed to the person concerned;

“linear event” means an event along a route taken from a starting point to a destination during which the event takes the form of either a recreational activity or a procession, and which may traverse a single property or a number of properties, and includes marathon, trail running, cycling and mountain biking (including E-bikes) events, but excludes the use of motorized vehicles;

“Municipal Event Committee” means the committee contemplated in section 7;

“Municipal Event Officer” means the person contemplated in section 5;

“Municipal Finance Management Act” means the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003);

“Municipal Manager” means the person appointed as municipal manager in terms of section 82 of the Local Government: Municipal Structures Act, 1998 (Act 107 of 1998);

“Municipality” means the Stellenbosch Municipality, established by Provincial Notice 488 of 2000 issued in terms of section 12 of the Local Government: Municipal Structures Act, 1998 (Act 107 of 1998), and, where the context requires, includes—

- (a) the Council;
- (b) the Municipal Manager;
- (c) an authorised municipal official; and
- (d) a duly authorised representative of the Municipality;

“permit” means an event permit granted in terms of this By-law; **“person”** means a natural person or a juristic person;

“place-bound event” means an event that takes place at an existing venue, or on a specific property;

“private property” means a property owned by a private natural or juristic person;

“Province” means the Province of the Western Cape;

“public property” means a property owned or managed by the Municipality, Western Cape Government or national government, and includes a **“public space”**;

“remotely piloted aircraft system” means an unmanned aircraft which is piloted from a remote pilot station, and includes—
(a) the associated remote pilot station;

- (b) the required C2 Link; and
- (c) any other component as specified in a type design, but excludes a—
 - (i) model aircraft; and
 - (ii) toy aircraft.

“temporary structure” means a non-permanent structure constructed purely on a temporary basis for a specific period, which shall require building plan approval (if applicable) and which shall be demolished on completion of the event for which it was erected.

2. Objectives of the Bylaw

The objectives of this By-law are to—

- (a) provide for the necessary municipal structures and systems to facilitate permit applications for events in the area of jurisdiction of the Municipality;
- (b) regulate permit applications, consideration, approval, rejection, refusal, implementation and related processes;
- (c) establish the Municipality as an events-ready and events-friendly location;
- (d) increase, in a sustainable manner, growth, job creation, investments and social inclusivity through effective and efficient permitting; and
- (e) provide for matters connected thereto.

3. Application of Bylaw

This By-law—

- (a) applies to all instances of events as defined in section 1 in the area of jurisdiction of the Municipality, except to the extent that such events are exempted as contemplated in section 42;
- (b) does not derogate from the provisions of any other By-law or national or provincial legislation;
- (c) binds all persons, entities, organisations, bodies and groups to the extent applicable; and
- (d) binds organs of state.

CHAPTER 2 STRUCTURES AND FUNCTIONS

4. Functions of the Municipality

- (1) The Municipality is the controlling body for the approval and regulation of events within its area of jurisdiction.
- (2) The functions of the Municipality relating to events are to—
 - (a) establish the necessary structures and systems to fulfil its mandate;
 - (b) consider permit applications and issue permits for events;
 - (c) regulate events;
 - (d) facilitate events by coordinating the responsibilities of all role players;
 - (e) ensure access to municipal services during events;

- (f) ensure health, safety, environmental and regulatory compliance before, during and after events;
- (g) attract investment into the event industry through marketing and communications initiatives and interventions;
- (h) bid for events opportunities and host events;
- (i) support the event industry through targeted financial and non-financial means; and
- (j) perform functions connected therewith.

5. Appointment of Municipal Events Officer

- (1) The Municipal Manager must, within 30 business days of the commencement of this By-law—
 - (a) appoint a person; or
 - (b) designate a municipal employee, as the Municipal Event Officer.
- (2) The person contemplated in subsection (1) must have the necessary skills and experience to perform their functions effectively and efficiently.
- (3) The Municipal Manager must delegate overall responsibility for events in the area of jurisdiction of the Municipality to the Municipal Event Officer.
- (4) The Municipal Manager may—
 - (a) provide the Municipal Event Officer with dedicated project-specific support in the event of complex events; and
 - (b) appoint or assign administrative and operational staff members to support the Municipal Event Officer in the performance of their functions.
- (5)
 - (a) The contact details of the Municipal Event Officer must be made available to event organisers and on the Municipality's website.
 - (b) The contact details must include the physical office address, email address, telephone number and an emergency after hours telephone number.

6. Functions of Municipal Event Officer

- (1) The functions of the Municipal Event Officer are to—
 - (a) facilitate, coordinate and support events in the Municipality;
 - (b) act as the central point of contact in the Municipality for event organisers;
 - (c) act as liaison and intermediary between event organisers and municipal directorates;
 - (d) facilitate communication and coordination between event organisers, municipal directorates and other events sector stakeholders;
 - (e) act as chairperson and coordinate the activities of the Municipal Event Committee;
 - (f) coordinate the submission, review, consideration, and approval, rejection or refusal of permit applications;

- (g) consider and decide on permit applications as contemplated in section 13(3)(i);
 - (h) act as central point of contact, liaison, intermediary and repository for event organisers for any additional municipal permissions, approvals and processes that are required by municipal directorates;
 - (i) assist event organisers with regard to additional third-party permissions, approvals and processes that may be required;
 - (j) coordinate the Municipality's operational requirements with regard to events;
 - (k) coordinate and facilitate the execution of events in line with permits issued in terms of this By-law;
 - (l) ensure compliance with the provisions of a permit and any conditions attached to a permit, any additional municipal and third-party permissions, approvals and processes, the Code of Conduct, the implementation arrangements, this By-law, any other applicable By-law, and relevant national and provincial legislation;
 - (m) coordinate responses to non-compliance by event organisers;
 - (n) coordinate reporting, monitoring and evaluation of events;
 - (o) pursue standardisation of permitting, planning and monitoring procedures within the Municipality, the District Municipality, the Province and the broader event industry;
 - (p) coordinate, develop and manage the Event Permitting Policy and this By-law; and
 - (q) perform such other functions as may be provided for in this By-law.
- (2) (a) The Municipal Event Officer must establish and maintain—
- (i) an event permit application register;
 - (ii) an event calendar;
 - (iii) an event location portfolio;
 - (iv) a directory of local suppliers, goods and services; (v) an event restrictions schedule;
 - (vi) a non-compliance register as contemplated in section 32; and
 - (vi) a Code of Conduct for event organisers as contemplated in section 22.
- (b) The Municipality may publish in the Event Permitting Policy specific requirements in respect of the items listed in paragraph (a).

7. Appointment of Municipal Event Committee

- (1) The Municipal Manager must, in consultation with the Municipal Event Officer and within 40 business days of the commencement of this By-law—
- (a) establish a Municipal Event Committee chaired by the Municipal Event Officer; and
 - (b) designate municipal employees to be members of such committee.

- (2) The persons contemplated in subsection (1)(b)—
 - (a) must include a representative of the following municipal directorates:
 - (i) community services;
 - (ii) community safety;
 - (iii) planning, building control and economic development; and
 - (iv) infrastructure services; and
 - (b) may include representatives from such other municipal directorates as may be deemed necessary.

8. Functions of Municipal Event Committee

- (1) The functions of the Municipal Event Committee are to—
 - (a) consider and decide on permit applications as contemplated in section 13(3)(ii);
 - (b) determine legislative requirements for events;
 - (c) determine operational requirements for events;
 - (d) support the Municipal Event Officer in the coordination, operational aspects, management and monitoring of events;
 - (e) assist the Municipal Event Officer and event organisers with regard to additional municipal and third-party permissions, approvals and processes that may be required; (f) assist the Municipal Event Officer in ensuring compliance with the provisions of a permit and any conditions attached to a permit, any additional municipal and third-party permissions, approvals and processes, the Code of Conduct, the implementation arrangements, this By-law, any other applicable By-law, and relevant national and provincial legislation;
 - (g) report, monitor and evaluate events in line with this By-law; and
 - (h) perform such other functions as may be provided for in this By-law.
- (2)
 - (a) The Municipal Event Committee must meet as and when necessary to discuss—
 - (i) forthcoming events as indicated in the Event Calendar; and
 - (ii) other matters of importance.
 - (b) The Municipal Event Officer must provide administrative support to, and keep proper minutes of, meetings of the Municipal Event Committee.
 - (c) The Municipal Event Officer may invite representatives of other municipal directorates, national, provincial and municipal organs of state and other events sector stakeholders to attend meetings of the Municipal Event Committee in an advisory capacity as and when needed.

9. Permission for events

- (1) A person may only organise an event in the area of jurisdiction of the Municipality with a valid permit issued by the Municipality as contemplated in section 16, unless such event is—
 - (a) specifically excluded from the definition of events in section 1; or
 - (b) exempted from permit requirements as contemplated in section 37.
- (2) Notwithstanding the provisions of subsection (1), the Municipality may require a person to apply for a permit where the potential impact or risk attached to such events is, in the opinion of the Municipal Event Officer, of such a nature to necessitate a permit.

10. Designation of event organiser

- (1) A person, entity, organisation, body or group who intends to apply for a permit must identify and designate a key individual as the event organiser.
- (2) An event organiser must—
 - (a) be 18 years of age or older; and
 - (b) possess the necessary capacity, resourcing skills and experience to organise the proposed events.
- (3) An event organiser is the designated person that—
 - (a) applies for a permit;
 - (b) is in charge of, plans, manages and supervises events;
 - (c) is responsible for events; and
 - (d) is accountable to the Municipal Event Officer and the Municipality for events.

11. Categories, classification criteria and internal processing times of permit applications

- (1) The-
 - (a) permit application categories;
 - (b) classification criteria for the permit application categories; and
 - (c) internal processing time for each permit application category, are provided for in Schedule 2.
- (2) The Municipality may, by notice in the Gazette, amend the categories, classification criteria and internal processing times contemplated in subsection (1).

12. Application for permits

- (1) (a) An event organiser who intends to organise an event within the area of jurisdiction of Stellenbosch Municipality as contemplated in section 9 must apply for a permit from the Municipal Event Officer.

- (b) A permit application must be submitted timeously, taking into account the permit application categories and related internal processing times contemplated in Schedule 2.
- (2) The permit application must include, but not be limited to, the submission of-
 - (a) a completed permit application form with the following information:
 - (i) full name, identity number, address, contact number and email address of the event organiser;
 - (ii) full name, identity number, address, contact number and email address of the individual shooting the event if different from the event organiser or, in the case of an entity, organisation, body or group, the registered name, registration number and full name, identity number, address, contact number and email address of each member, director or trustee; and
 - (iii) such other information as the Municipal Event Officer may prescribe; and
 - (b) the following prescribed documents:
 - (i) an event plan providing a detailed description of the proposed events;
 - (ii) a completed checklist providing further information on the proposed events;
 - (iii) a signed resolution authorising the individual to act as event organiser;
 - (iv) a signed Code of Conduct as contemplated in section 22;
 - (v) a signed indemnity form indemnifying the Municipality as contemplated in section 42;
 - (vi) proof of payment of the prescribed fess as contemplated in section 24, if applicable; and
 - (vii) such additional documents as the Municipal Event Officer may prescribe.
- (3) The event organiser must submit the completed permit application form and prescribed documents to the Municipal Event Officer online, by email or physically.
- (4) The Municipal Event Officer must provide the event organiser with the-
 - (a) permit application form contemplated in subsection (2)(a); and
 - (b) prescribed documents as contemplated in subsection 2(b)(i) to (v), that must be completed and signed by such event organiser.

13. Review of permit applications

- (1) On receipt of the permit application, the Municipal Event Officer must-
 - (a) review the completed permit application form and prescribed documents; and

- (b) confirm the permit application category
- (2) (a) If the Municipal Event Organiser determines that-
- (i) the proposed date or location for the event is not available;
 - (ii) the event organiser has not complied with the permit application requirements; or
 - (iii) additional information is required,
- that must, within 5 business days from receiving the permit, issue a written notice to such event organiser.
- (b) The event organiser must, within 5 business days from receipt of the notice-
- (i) indicate an alternative date or location for the event;
 - (ii) comply with all permit application requirements; or
 - (iii) provide the required additional information to the Municipal Event Officer,
- as the case may be.
- (c) If the event organiser fails to comply with the request in the notice, the Municipal Event Officer may reject the permit application as contemplated in section 17.
- (3) If the Municipal Event Officer is satisfied that-
- (a) the event organiser has complied with the permit application requirements; and
 - (b) no additional information is required;
- they must—
- (i) in the case of a micro event or small event category, consider the permit application;
- or
- (ii) in the case of a medium, large, major or special event category, refer the permit application to the Municipal Event Committee for consideration together with their recommendation that the permit application be approved or refused.

14. Considering of permit applications

- (1) The Municipal Event Officer or Municipal Event Committee, as the case may be, must consider each permit application on its own merit in an objective, rational and reasonable manner, having regard to the internal processing times contemplated in Schedule 2.
- (2) The following factors must be considered:
 - (a) the Municipality's strategic objectives, policies, by-laws, guidelines and procedures;
 - (b) the District Municipality's policies, by-laws, guidelines and procedures;

- (c) national and provincial policies, legislation, regulations and guidelines;
 - (d) the recommendation of the Municipal Event Officer, if applicable;
 - (e) the permit application category of the proposed events;
 - (f) the scale and nature of the impact on public health and safety, the environment and the surrounding community;
 - (g) security, traffic, noise, lighting and other nuisance considerations;
 - (h) the availability of sufficient municipal and emergency services;
 - (i) the potential contribution to economic development;
 - (j) recording of the event organiser or their event party in the non-compliance register as contemplated in section 32;
 - (k) any additional municipal permissions, approvals and processes that may be required;
 - (l) any additional third-party permissions, approvals and processes that may be required;
 - (m) whether any concerns that the Municipal Event Officer or Municipal Event Committee may have, can be satisfactorily addressed; and
 - (n) any other relevant factors.
- (3) The Municipal Event Officer may request the event organiser to—
- (a) clarify or amend submitted information; and
 - (b) submit such additional information as may be necessary to consider the permit application.
- (4)(a) In the case of a permit application for a medium, large, major or special event, the Municipal Event Officer must obtain comments from all members of the Municipal Event Committee.
- (b) Each member of the Municipal Event Committee must ensure that the requirements of their municipal directorate are factored in before a decision is made.

15. Decision on permit applications

After considering a permit application as contemplated in section 14, the—

- (a) Municipal Event Officer, in the case of a micro or small event; or
- (b) Municipal Event Committee, in the case of a medium, large, major or special event, must decide to approve or refuse the permit application.

16. Approval of permit applications

- (1) If the Municipal Event Officer or the Municipal Event Committee, as the case may be, decides to approve a permit application, the Municipal Event Officer must determine if any-
 - (a) conditions must be attached to the permit to minimise any potential adverse implications for public health and safety, the environment and the surrounding community;

- (b) additional municipal permissions, approvals or processes are required by the municipal directorates or in terms of the Municipality's bylaws; and
 - (c) additional third-party permissions, approvals and processes may, in the opinion of the Municipal Event Officer, be required by other organs of state or public or private entities or in terms of national or provincial legislation: Provided that the event organiser is responsible for identifying, applying for and obtaining all required third party permissions, approvals and processes.
- (2) (a) The Municipal Event Officer must then-
- (i) issue the permit;
 - (ii) attach the necessary conditions to the permit;
 - (iii) inform the event organiser of any additional municipal permissions, approvals or processes that are required; and
 - (iv) advise the event organiser on any additional third-party permissions, approvals and processes that may be required.
- (b) An electronic version of the-
- (i) permit;
 - (ii) conditions; and
 - (iii) letter detailing the additional municipal and third-party permissions, approvals or processes that are or may be required, must be forwarded to the event organiser.
- (3) The approval of a permit application and issuance of a permit is subject to the event organiser having obtained or finalised the required additional municipal and third-party permissions, approvals and processes as contemplated in sections 18, 19 and 20.
- (4) An event organiser must, on request by an authorised municipal official, present the permit electronically or by means of a printout.

17. Rejection or refusal of permit applications

- (1) The Municipal Event Officer or Municipal Event Committee, as the case may be, may reject or refuse a permit application based on objective, rational and reasonable grounds.
- (2) If the Municipal Event Officer or Municipal Event Committee, as the case may be, decides to reject or refuse a permit application, the Municipal Event Officer must, in writing, inform the event organiser and provide reasons for such decision.
- (3) An event organiser may appeal a rejection or refusal as contemplated in section 40.

CHAPTER 4

ADDITIONAL MUNICIPAL AND THIRD-PARTY PERMISSIONS, APPROVALS AND PROCESSES

18. Commencement of events prohibited

An event organiser may not commence an event before the required additional municipal and third-party permissions, approvals and processes as contemplated in sections 19 and 20 have been obtained or finalised, as the case may be.

19. Additional municipal permissions, approvals and processes

- (1) The Municipal Event Officer must act as the central point of contact, liaison, intermediary and repository for an event organiser for any additional municipal permissions, approvals and processes that are required.
- (2) Additional municipal permissions, approvals and processes that may be required may, depending on the nature of the events, relate to, amongst others, the-
 - (a) need to obtain indemnity or risk insurance;
 - (b) submission of a contingency plan;
 - (c) need to notify the public of the event;
 - (d) land use planning and zoning arrangements;
 - (e) erection or construction of temporary structures; (f) construction of buildings or permanent structures;
 - (g) utilisation of municipal services;
 - (h) impact on municipal electricity supply infrastructure and systems;
 - (i) utilisation of municipal properties, venues or facilities;
 - (j) utilisation of municipal parks, reserves and coastal areas;
 - (k) utilisation of municipal dams and other water infrastructure;
 - (l) utilisation of or impact on municipal roads and provincial and national roads in the Municipality;
 - (m) generation of excessive noise;
 - (n) impact of lighting;
 - (o) utilisation of fireworks, special effects, smoke machines, stunts and other potentially dangerous acts;
 - (p) utilisation of explosives, flammable liquids or materials, incendiary devices and fire caused by explosions;
 - (q) utilisation of firearms and ammunition;
 - (r) utilisation of fixed wing aircraft and helicopters;
 - (s) utilisation of remotely piloted aircraft systems ("RPAS");
 - (t) utilisation of motorised watercraft;
 - (u) involvement of children;
 - (v) involvement of animals;
 - (w) utilisation of outdoor advertising and other municipal advertising channels; and

- (x) utilisation of heritage sites, protected areas, places in a heritage register and heritage areas under the ownership or control of the Municipality
- (3) The Municipality may publish in the Event Permitting Policy specific requirements in respect of the additional third-party permissions, approvals and processes contemplated in this section.

CHAPTER 5 CONTROL OF EVENTS

21. General prohibitions

No person may organise an event in the jurisdiction of the Municipality other than-

- (a) an event organiser to whom a permit was issued as contemplated in section 16 and their event party;
- (b) in the venues and on the locations specified in a permit;
- (c) on the dates and during the hours specified in a permit;
- (d) in accordance with the provisions of a permit and any conditions attached to a permit;
- (e) in accordance with any additional municipal and third-party permissions, approvals and processes as contemplated in sections 18, 19 and 20;
- (f) in compliance with the Code of Conduct contemplated in section 22;
- (g) in compliance with the implementation arrangements contemplated in section 23;
- (h) this By-law;
- (i) any other applicable By-law; and
- (j) relevant national and provincial legislation.

22. Code of Conduct

- (1) The Municipality must, within 60 business days of the commencement of this Bylaw, develop a Code of Conduct to ensure that event organisers and event parties conduct themselves in a manner that-
 - (a) promotes friendly relations and cooperation with the Municipality, business owners and the public;
 - (b) does not cause harm to public health and safety, the environment and the surrounding community; and
 - (c) promotes the integrity of the events sector in the Municipality.
- (2) An event organiser must-
 - (a) adhere to the Code of Conduct; and
 - (b) inform the event party of the contents of the Code of Conduct and ensure compliance therewith.

23. Implementation arrangements

- (1) The Municipality must, within 60 business days of the commencement of this By-law, publish in the Event Permitting Policy implementation arrangements to regulate events and event-related activities before, during and after events.

- (2) Implementation arrangements may, depending on the nature of the events, relate to, amongst others-
 - (a) marketing of events;
 - (b) the impact of weather and other factors on scheduled events and the provisions of a permit;
 - (c) the erection and removal of signboards;
 - (d) the impact on public roads and supervision by traffic officers;
 - (e) the utilisation of storm water systems;
 - (f) the impact on municipal electricity supply infrastructure and systems;
 - (g) the impact on Eskom electricity supply infrastructure and systems;
 - (h) the utilisation of generators, lighting and cabling;
 - (i) the utilisation or involvement of explosives, flammable liquids or materials, incendiary devices, fire, fireworks, special effects, smoke machines, stunts and other potentially dangerous acts;
 - (j) the utilisation of firearms and ammunition;
 - (k) the utilisation of fixed wing aircraft and helicopters;
 - (l) the utilisation of remotely piloted aircraft systems (RPAS);
 - (m) the utilisation of motorised watercraft;
 - (n) the availability of first aid kits and medical rescue equipment;
 - (o) the availability of emergency care practitioners and lifeguards;
 - (p) the dismantling, clearing and cleaning of event locations or venues;
 - (q) the handling, storage and disposal of hazardous and medical waste;
 - (r) minimising disruptions to residents and businesses;
 - (s) compensation for residents and businesses for inconvenience or disruptions;
 - (t) the procurement of local goods and services; and
 - (u) community involvement in events and event-related activities

- (3) An event organiser must-
 - (a) adhere to the implementation arrangements; and
 - (b) inform their event party of the implementation arrangements and ensure compliance therewith.

CHAPTER 6 FEES, TARIFFS AND DEPOSITS

24. Fees, tariffs and deposits

- (1) (a) The Municipality may impose—
 - (i) permit application fees; and
 - (ii) permit amendment application fees.
 (b) If the Municipality decides to impose application fees, it may provide for the exemption of payment of application fees in certain circumstances.
- (2) The Municipality must levy the approved municipal fee or tariff for—
 - (a) the provision of a municipal service to an event organiser; and
 - (b) the utilisation of a municipal property, venue or facility by an event organiser.
- (3)(a) The Municipality may require an event organiser to pay a deposit—
 - (i) to cover the provision of a municipal service;
 - (ii) for the utilisation of a municipal property, venue or facility;
 - (iii) to cover any contingencies; and
 - (iv) to recover any damages that may arise from events or the utilisation of a municipal property, venue or facility.
 (b) An event organiser must, if applicable, pay—
 - (i) such deposit on receipt of the permit; and
 - (ii) any shortfall that may arise after conclusion of events.
 (c) The Municipality must refund the remainder of a deposit, if applicable, to the event organiser after conclusion of events.
- (4) The fees and tariffs contemplated in this section—
 - (a) are subject to change; and
 - (b) must be published in the Fees and Tariffs By-law, as amended from time to time.

CHAPTER 7 COMPLAINTS AND ENFORCEMENT

25. Obligation to comply

An event organiser and their event party must comply with-

- (a) the provisions of a permit and any conditions attached to a permit;
- (b) any additional municipal and third-party permissions, approvals and processes as contemplated in sections 18, 19 and 20;
- (c) the Code of Conduct contemplated in section 22;
- (d) the implementation arrangements contemplated in section 23;
- (e) any lawful request by an authorised municipal official;
- (f) his Bylaw;

- (g) any other applicable By-law; and
- (h) relevant national and provincial legislation.

26. Right of entry, inspection and monitoring

- (1) An authorised municipal official may, at any reasonable time and without prior notice, enter any public or private place—
 - (a) where events or event-related activities are being conducted; and
 - (b) where they have reasonable grounds to suspect that events or event-related activities are being conducted, to carry out such inspection and monitoring as they may deem necessary to determine compliance with this By-law as contemplated in section 25.
- (2) No person may—
 - (a) interfere with, hinder, obstruct or prevent; or
 - (b) attempt to interfere with, hinder, obstruct or prevent, an authorised municipal official from entering, inspecting and monitoring as contemplated in subsection (1).

27. Management of non-compliance

- (1) In the case of non-compliance of a non-serious nature, the Municipal Event Officer must—
 - (a) attempt to manage and resolve such non-compliance in an informal manner; and
 - (b) if such non-compliance cannot be resolved informally, issue a compliance notice as contemplated in section 28.
- (2) (a) In the case of non-compliance of a serious nature, the Municipal Event Officer must—
 - (i) issue a compliance notice as contemplated in section 28; or
 - (ii) where it is necessary, reasonable and justifiable to do so to protect public health and safety, the environment or the surrounding community, suspend or revoke the permit with immediate effect.
- (b) If a permit has been suspended or revoked as contemplated in paragraph (a)(ii), the provisions of section 29(2) or 30(2), as the case may be, apply.

28. Compliance notices

- (1) The Municipal Event Officer may serve a compliance notice on an event organiser instructing him or her to comply with section 25.
- (2) A compliance notice must be writing and specify-
 - (a) reasons for the compliance notice being issued;
 - (b) the provisions of a permit or conditions attached to a permit, any additional municipal and third-party permissions, approvals and processes, the Code of Conduct, the implementation

arrangements, this By-law, any other applicable By-law, and relevant national and provincial legislation not being complied with;

- (c) remedial actions to be taken;
- (d) time and date on which the remedial actions must have been implemented;
- (e) consequences of continued non-compliance; and
- (f) the right of the event organiser to respond to the compliance notice.

29. Suspension of permits pending compliance

- (1) The Municipal Event Officer may suspend a permit pending compliance with the remedial actions specified in a compliance notice contemplated in section 28: Provided that the event organiser is given reasonable notice of such suspension and an opportunity to be respond.
- (2) An event organiser whose permit has been suspended must immediately cease all event-related activities.

30. Revocation of permits and shutting down of events due to continued non-compliance

- (1) (a) If an event organiser fails to comply with the remedial actions by the time and date specified in a compliance notice, the Municipal Event Officer—
 - (i) must inform the event organiser in writing that they are guilty of an offence as contemplated in section 39; and
 - (ii) may revoke the permit: Provided that the event organiser must be given reasonable notice and an opportunity to respond.
- (b) The Municipality may undertake the necessary remedial actions itself and hold the event organiser liable for any resultant costs associated with such actions.
- (2) (a) An event organiser whose permit has been revoked must immediately shut down such event and cease all event-related activities.
- (b) If the event organiser fails to shut down the event and cease all event-related activities, the Municipality may take the necessary action to shut down the event and hold the event organiser liable for any resultant costs associated with such action(s).

31. Suspension or revocation of permits due to emergencies

- (1) The Municipal Manager or Municipal Event Officer may suspend or revoke a permit in the event of an emergency.
- (2) If a permit has been suspended or revoked as contemplated in subsection (1), the provisions of section 29(2) or 30(2), as the case may be, apply.

32. Recording of particulars in non-compliance register

- (1) Whenever an—
 - (a) event organiser has been issued with a compliance notice as contemplated in section 28;
 - (b) event organiser has their permit suspended or revoked due to a non-compliance or continued non-compliance as contemplated in section 27(2)(a)(ii), 29 or 30, as the case may be; or
 - (c) event organiser or an event party has been convicted of an offence as contemplated in section 39, the Municipal Event Officer must record the details of such person and the particulars of the non-compliance or offence, as the case may be, in the non-compliance register.
- (2)(a) The Municipal Event Officer must, in writing, inform the event organiser or event party concerned of such recording.
- (b) The event organiser or event party concerned may—
 - (i) appeal the recording in accordance with section 40; and
 - (ii) after a period of three years and on good cause shown, request the Municipal Event Committee in writing to consider their removal from the non-compliance register.
- (3) If an—
 - (a) event organiser; or
 - (b) event organiser whose event party includes a person, whose details have been recorded in the non-compliance register by reason of the issuance of a compliance notice, applies for a permit, the Municipal Event Officer or Municipal Event Committee, as the case may be, must consider the nature of the non-compliance as contemplated in section 14 before deciding to approve or refuse a permit application.
- (4) Notwithstanding the provisions of subsection (3), an
 - (a) event organiser; or
 - (b) event organiser whose event party includes a person, whose details have been recorded in the non-compliance register by reason of—
 - (i) the revocation of a permit due to non-compliance or continued non-compliance as contemplated in section 27(2)(a)(ii) or 30, as the case may be; or
 - (ii) having been convicted of an offence as contemplated in section 39, is disqualified from being issued with a permit.

CHAPTER 8
GENERAL PROVISIONS

33. Financial and non-financial support for events

- (1)(a) The Municipality may, on application and on a case-by-case basis, decide to provide support to events.
- (b) Support may include support of a financial or non-financial nature, or a combination of financial and non-financial support.
- (2) The Municipality must, before providing support as contemplated in subsection (1),
 - (a) identify priority or strategic areas for support;
 - (b) ensure that such support is in line with the Municipal Finance Management Act and municipal financial policies; and
 - (c) publish in the Event Permitting Policy guidelines to effectively manage such support.

34. Bidding and hosting by the Municipality

- (1) The Municipality may—
 - (a) on its own accord; and
 - (b) with other organs of state and private entities, bid to host events in the area of jurisdiction of the Municipality.
- (2) The hosting of any events and the procurement of any goods and services in support of such events by the Municipality—
 - (a) must be conducted in line with the Municipal Finance Management Act and Municipal Supply Chain Management Policy; and
 - (b) are subject to budget availability and budgetary approval.
- (3) The Municipality may develop guidelines to manage municipal events bidding and hosting.

35. Permit amendments

- (1) A permit issued in terms of this Bylaw is not transferrable.
- (2) in the event that an event organiser wishes to amend-
 - (a) the venues
 - (b) the dates or hours of events,
 as specified in the permit or in the conditions attached to a permit, they must submit-
 - (i) a completed permit amendment application form; and
 - (ii) proof of payment of the prescribed fees as contemplated in section 24, if applicable, to the Municipal Event Officer online, by email or physically.
- (3) If the Municipal Event Officer is of the opinion that such amendment-
 - (a) will not have a material impact on the factors contemplated in section 14(2), they must reissue the permit with the amended details; or
 - (b) will have a material impact on the factors contemplated in section 14(2) or cannot be effected due to practical or operational reasons, they must decline the permit amendment application.

- (4) The Municipal Event must provide the event organiser with the permit amendment application form contemplated in subsection (2)(i) that must be completed and signed by the event organiser.
- (5)(a) A permit amendment as contemplated in section does not derogate the event organiser from—
 - (i) the provisions, terms or conditions of any additional municipal and third-party permissions, approvals and processes that have already been applied for, obtained or finalised; and
 - (ii) any additional municipal and third-party permissions, approvals and processes that must still be applied for, obtained or finalised, as contemplated in sections 18, 19 and 20.
- (b) The event organiser is responsible for ensuring that any amendments to a permit are, where applicable, effected in such additional municipal and third-party permissions, approvals and processes.

36. Exemptions

- (1) Notwithstanding the provisions of this By-law, the Municipality may, on reasonable grounds, decide to exempt certain permit application categories from the permit requirements contemplated in section 9.
- (2) The Municipality must, before granting an exemption as contemplated in subsection (1)—
 - (a) take reasonable measures to ensure that any person whose rights may be adversely affected by the granting of such exemption is notified of the envisaged exemption;
 - (b) provide any such person with a reasonable opportunity to object to the envisaged exemption; and
 - (c) duly consider any objections received.
- (3) The Municipality may impose any such conditions to an exemption as it may deem necessary.

37. Prescribed forms

The Municipality must publish such prescribed or standard forms and other documents—

- (a) as specified in this By-law; and
- (b) as may be needed to further contribute to effective, efficient and streamlined permitting processes.

38. Offences and penalties

- (1) A person who—

- (a) commences an event without a valid permit;
 - (b) contravenes a provision of a permit or a condition attached to a permit;
 - (c) fails to obtain, finalise or adhere to, as the case may be, any additional municipal and third-party permissions, approvals and processes as contemplated in sections 18, 19 and 20;
 - (d) fails to comply with the Code of Conduct contemplated in section 22;
 - (e) fails to comply with the implementation arrangements contemplated in section 23;
 - (f) fails to comply with a lawful request by an authorised municipal official;
 - (g) deliberately furnishes false or misleading information to an authorised municipal official;
 - (h) threatens, resists, interferes with, hinders or obstructs an authorised municipal official in the performance of their duties as contemplated in this Bylaw;
 - (i) fails to comply with the terms of a compliance notice as contemplated in section 28;
 - (j) fails to immediately cease all event-related activities when a permit has been suspended as contemplated in sections 27(2)(a)(ii) and 29;
 - (k) fails to immediately cease all event-related activities and shut down such event-related activities when a permit has been revoked as contemplated in sections 27(2)(a)(ii) and 30;
 - (l) fails to pay any shortfall that may arise after conclusion of the events as contemplated in section 24(3)(b)(ii);
 - (m) contravenes a provision of this Bylaw;
 - (n) contravenes a provision of any other applicable Bylaw; or
 - (o) contravenes a provision of relevant national or provincial legislation, is guilty of an offence and may, on conviction, be liable to the payment of a fine or imprisonment, or both a fine and imprisonment.
- (2) An offence provided for in another applicable By-law or in national or provincial legislation must be dealt with by the relevant authority as contemplated in the legislation concerned.

39. Appeals

Any person whose rights are affected by a decision taken in terms of this By-law, may appeal such a decision as contemplated in section 62 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000).

40. Delegations

- (1) The Municipal Manager—
 - (a) must delegate overall responsibility for events in the area of jurisdiction of the Municipality to the Municipal Event Officer as contemplated in section 5; and
 - (b) may delegate such other powers, functions and duties to the Municipal Event Officer, another authorised municipal official or municipal staff member as may be necessary to ensure the effective and efficient implementation of this By-law and the Event Permitting Policy.
- (2) Any delegation contemplated in subsection (1)—
 - (a) may be made subject to such conditions as the Municipal Manager may determine; and
 - (b) must be in writing.
- (3)(a) The Municipal Manager may, at any time, withdraw a delegation contemplated in subsection (1).
- (b) A withdrawal of a delegation must be in writing.

41. Exemption liability

The Municipality is not liable for any damage, loss or compensation-

- (a) resulting from any lawful actions performed in good faith in terms of this Bylaw by the Municipality, an authorised municipal official or any municipal staff member; and
- (b) arising from any events conducted by an event organiser, an event party or any other person in the area of jurisdiction of the Municipality.

42. Transitional Arrangements

- (1) Notwithstanding the provisions of this Bylaw, an existing permit remains valid—
 - (a) until such permit expires;
 - (b) until such permit is revoked; or
 - (c) for 60 business days of the commencement of this Bylaw, whichever occurs first, whereafter the existing permit holder must apply for a new permit as contemplated in section 12.
- (2) An existing permit holder must comply with—
 - (a) the provisions of such permit and any conditions attached to such permit;
 - (b) any additional municipal and third-party permissions, approvals and processes that have been obtained or finalised, as the case may be;
 - (c) the Code of Conduct contemplated in section 22;
 - (d) the implementation arrangements contemplated in section 23;

- (e) any other applicable By-law; and
- (f) relevant national and provincial legislation.

43. Monitoring, evaluation and review

- (1) The Municipal Event Committee must—
 - (a) monitor and evaluate the implementation of this Bylaw and the Event Permitting Policy on an ongoing basis; and
 - (b) review this Bylaw and the Event Permitting Policy at least every three years.
- (2) The Municipality may develop a monitoring, evaluation and review framework for the Bylaw and the Event Permitting Policy.

44. Impact on existing bylaws, processes and procedures

The Municipality must align existing bylaws, policies, processes and procedures to ensure—

- (a) the realisation of the objectives; and
- (b) the full and effective implementation, of this Bylaw.

45. Amendment and repeat of bylaws

The bylaws mentioned in Schedule 1 are hereby amended or repealed to the extent indicated in the third column of the Schedule.

46. Short Title

This Bylaw is called the Stellenbosch Municipality Event Permitting Bylaw, 2023.

SCHEDULE 1
AMENDMENT AND REPEAL OF LAW
(Section 45)

No. and Year of Bylaw or Repeal	Short Title	Extent of Amendment

SCHEDULE 2 EVENTS APPLICATION REQUIREMENTS GUIDELINE

The following information and documentation are required from ALL organisers of events wishing to host events in the Stellenbosch Municipality.

The timeous provision of the complete information will support and assist with the processing of the application, the approval processes by the range of Municipality Departments and compliance with legislative requirements.

SIZE	CATEGORY ATTENDEE / PARTICIPATION SIZE	MINIMUM TIME BEFORE AN EVENT TO SUBMIT A COMPLETE APPLICATION TO THE MUNICIPALITY
Small	200 – 2000	A minimum 15 working days (3 weeks)
Medium	2001 – 5000	A minimum of 20 working days (4 weeks)
Large	5001 – 10 000	A minimum of 25 working days (5 weeks)
Very large	10 0001-above	60 working days (3 months minimum – preferably 6 months)

NOTE:

- Events of fewer than 200 persons where there is no amplified sound or no temporary structures to be used need not submit an application. However, the Municipality may determine whether the impact and risk attached to an event of fewer than 200 persons would require the submission of an application.
- Note this excludes any specific or special application directives which the Municipality may issue from time to time, which may vary by event type, risk, size, the time of the year, duration, venue or location (for example over the festive season or public holiday or related to a type of event or specific venue/location) or impact on the transport network or any other Municipality activity.
- These timeframes do not include events applications where a land use application approval is required i.e. where an event is to be held on land which is not appropriately zoned. In such instances, the time frames for a very large event will apply.

REQUIREMENTS:

- A formal Application detailing the name and contact numbers of the organizer, date/s, venue, nature of event and as much information as possible, and
- An Event Plan including at least the following information:

1. Description of Event:

Type of event: International, National, Local, Linear or Place-bound

- Date/s
 - Duration (daily)
 - Locality/Area
 - Venue
 - Anticipated number of participants and spectators
 - Details of VIPS attending event (including artist/s)
 - Details of nearby Key Point/s or Restricted Areas
2. **Event Programme** (full details and times, plus contact details for person responsible for each aspect of event)
3. **Layout Plan** for event, indicating:
- Stages, Marquees & Other Temporary Structures
 - Access and Evacuation Flows
 - Fencing and Crowd Barriers
 - Catering Facilities and Vendor Areas
 - Restricted/VIP Areas
 - VOC Location
 - Ticket Selling Booths
4. **Event Safety Plan:**
- Medical Plan – including details of private medical service provider/s
 - Security Plan – including details of private security service provider/s
 - Departmental Emergency Response Plan
 - Emergency Procedure/Evacuation Plan
 - LP Gas Plan (if applicable)
 - Accreditation Plan
 - Facility Emergency Plan (if applicable)
 - Civil Aviation Application/Approval (if applicable)
5. **Transport Management Plan**
- Detailed Transportation Plan, incl. transportation modes, routes for event
 - Details of Road Closures (and times)
 - Emergency Vehicle Access Routes
 - Detailed Parking Plan, incl. secured/identified Parking Areas
 - Detailed Event Signage/Communication Plan (warning signage, alternative routes, parking, etc.)
6. **Traffic Management Plan**
- Detailed plan of event venue/location and surrounds;
 - Details of event specific Road Signage (if applicable)
 - Marshalling Plan (if applicable)
7. **Health Requirements:**
- Ablution Facilities and/or Mobile Toilets
 - Details of Vendors / Caterers, including licences
 - Certificate/s of Acceptability – food vendors

Community Participation/Consultation Plan, including:

- Communication with Councillor/s
- Consultation with Community/Residents Organisations/Associations
- Communication with Affected Residents/Businesses/Business Associations.

8. Application Forms /Approvals, incl.

- Noise Exemption (including public participation/consultation)
- Erection of Stages/Marquees/Temporary Structures
- Confirmation of Venue
- Liquor Licence/s (if applicable)

9. Municipal Services Requirements:

- Waste Management Plan, incl.
 - Details of Service Provider/s
 - Arrangements for venue cleansing (prior to and post event)
 - Receipt slip from landfill site (post event)
- Electricity – including wayleaves
- Water

10. Event Communications Plan

- Ticket Selling Strategy
- Emergency Communications Plan
- Approval or application for Municipal Outdoor Advertising and Signage
- Any specific requirements

11. Environmental Protection Plan (if applicable)

12. Indemnity Forms, incl.

- Completed Indemnity Form
- Confirmation of Public Liability insurance

13. Confirmation of Appointment of Safety Officer/s

SCHEDULE 3

EVENTS OVERLAY ZONE

1. Zone name and designation on map

- (1) The Events Overlay zone may be referred to by the code (EO) and shall cover the entire area of the Stellenbosch Municipality's zoning map.

2. Purpose of the zone

- (1) The purpose of the Events Overlay zone is to facilitate the hosting of events on public streets in certain circumstances, with the aim of promoting the tourism and leisure sector as a key driver of local economic development, as well as to enhance the cultural and social cohesion of communities, while protecting the amenity on which these activities rely.
- (2) Provide for a clear distinction between "events" and "occasional use" events.
- (3) Notwithstanding the intention for the overlay zone to be less restrictive with regards to the hosting of events, the overlay zone gives the Municipality a mechanism whereby additional measures and conditions can be imposed which can assist to avoid potential adverse impact of events on the receiving environment, and mitigate such impacts where they cannot be avoided.

3. Definitions in this chapter

The following words shall have the meaning assigned to them below:

"calendar year" means a period of twelve months from January 1 to December 31;

"event" means sporting, entertainment, recreational, educational, religious, cultural, exhibitional or similar activity, that is accessible to the general public and is hosted either at a specific place (i.e. on a single property) or along a specified route, and which is of a temporary nature, and which can occur on a specific day or on consecutive days for a limited period, and excludes functions such as weddings;

"event organizer" has the same meaning contemplated in the Stellenbosch Municipality Events By-law;

"linear event" means an event along a route taken from a starting point to a destination during which the event takes the form of either a recreational activity or a procession, and which may traverse a single property or a number of properties, and includes marathon, trail running, cycling and mountain biking (including E-bikes) events, but excludes the use of motorized vehicles;

"outdoor dining" means dining outdoors on a portion of public street with tables, chairs, and other furnishings for the purpose of selling, offering for sale, and serving

food and beverages in an area set up directly outside the confines of a property with land use rights for a business premises (or equivalent);

“place-bound event” means an event that takes place at an existing venue, or on a specific property;

“temporary structure” means a non-permanent structure constructed purely on a temporary basis for a specific period, which shall require building plan approval (if applicable) and which shall be demolished on completion of the event for which it was erected.

4. General provisions

- (1) The primary, additional and consent uses, and development parameters set out in the applicable base zone remain applicable to any land unit subject to this overlay zone, unless varied in the provisions provided in this chapter.
- (2) Events contemplated in this chapter are exempt from the provisions of section 30(1) (relating to occasional use events).
- (3) A maximum of 12 events per calendar year can be hosted on an individual property, irrespective of the event being a linear event or place-bound event (as contemplated in this chapter), unless otherwise stipulated in this chapter.
- (4) Any event occurring on a property that takes direct access from a proclaimed road shall provide effective traffic control for safe access off such road to the on-site parking area, to the satisfaction of the Municipality.
- (5) Any event contemplated in this chapter:
 - (a) May involve the construction of temporary structures to facilitate the hosting of such event.
 - (b) That involves the provision of temporary commercial services that are not directly associated with the event shall require prior approval for such land use.
 - (c) That involves amplified sound, whether it be for music, entertainment, public announcements or otherwise, shall require the event organizer to provide written confirmation to the Municipality's relevant department that the noise to be generated at the event will be compliant with the Western Cape Noise Control Regulations.
- (6) The Municipality may order that an event be ceased if, in the sole opinion of the Municipality, the event:
 - (a) is not compliant with the provisions stipulated in this schedule; or
 - (b) causes a public nuisance; or
 - (c) impacts on the health, welfare or safety of other properties in the surrounding area (particularly with regard to noise or traffic); or
 - (d) causes damage or poses a potential risk to existing environmental, agricultural or heritage resources.
- (7) Notwithstanding the wording used in the definitions contained in section 3, no event can be both a “linear event” and a “place-bound event”, and the Municipality's Development Management Department has the sole discretion to determine the specific category of an event as contemplated in this schedule.

- (8) Notwithstanding the specific provisions contained in sections 5, 6 and 7 of this schedule, all events must still comply with the provisions of applicable legislation and policy, including, but not limited to, the Municipality's:
- (a) Events By-law; and
 - (b) Roads and Streets By-law; and
 - (c) Policy on Outdoor Dining, Trading and the use of Public Places for Commercial Ventures and Display.

5. Specific provisions: linear events

- (1) Unlimited linear events shall be permitted in the following zones:
 - (a) Transport Facilities zone;
 - (b) Public Road and Parking zone; and
 - (c) Public Open Space zone.
- (2) Unlimited linear events shall be permitted in the following zones, provided that such events do not exceed 300 persons (including any support staff or spectators associated with such event):
 - (a) Education zone;
 - (b) Community zone;
 - (c) Private Open Space zone;
 - (d) Agriculture and Rural zone; and
 - (e) Natural Environment zone.
- (3) For a linear event involving more than 300 persons, including any support staff or spectators associated with such event, a maximum number of 12 events per calendar year shall be permitted on a property with a zoning stipulated in subsection (2), subject to section 4(3).
- (4) A linear event occurring on a property with a zoning stipulated in subsection (2) may not exceed:
 - (a) a maximum of 3 consecutive days;
 - (b) a cumulative number of 12 days in a calendar year.
- (5) A linear event occurring on a property with a zoning stipulated in subsection (2)(d) and 2(e):
 - (a) must make use of existing routes and/or farm tracks approved by the relevant authority;
 - (b) must include the provision of sufficient on-site parking for all vehicles associated with the event, or to the satisfaction of the Municipality; and
 - (c) may not involve any motorized vehicles.
- (6) This section only applies in instances where the Municipality has not already granted approval for such land use or activity on a property.

6. Specific provisions: place-bound events

- (1) Unlimited place-bound events shall be permitted in the following zones:
 - (a) Public Road and Parking zone; and
 - (b) Public Open Space zone.

- (2) A maximum of 12 place-bound events per calendar year shall be permitted on a property in the following zones, subject to section 4(3):
 - (a) Education zone;
 - (b) Community zone;
 - (c) Private Open Space zone; and
 - (d) Agriculture and Rural zone.
- (3) Notwithstanding subsection (2), a place-bound event that involves any amplified music such as an outdoor concert, rave or festival, shall not be permitted to extend beyond 18h00 without the prior written consent of the owners of the surrounding properties, as directed by the Municipality.
- (4) A place-bound event occurring on a property with a zoning stipulated in subsection (2)(a) and 2(b) does not include ancillary events typically associated with the primary uses thereon.
- (5) A place-bound event occurring on a property with a zoning stipulated in subsection (2)(c) and 2(d):
 - (a) will only be permitted if the event makes use of existing facilities and/or infrastructure, including approved structures and landscaped areas, subject to 5(a); and
 - (b) must include the provision of sufficient on-site parking for all vehicles associated with the event, or to the satisfaction of the Municipality.
- (6) A place-bound event occurring on a property with a zoning stipulated in subsection (2) may not exceed:
 - (a) a maximum of 4 consecutive days; and
 - (b) a cumulative number of 12 days in a calendar year.
- (7) All place bound events, regardless of the base zoning of the property on which such event takes place, shall not continue past 22h00 without prior written permission from the Municipality's Development Management Department.
- (8) This Section only applies in instances where the Municipality has not already granted approval for such land use or activity on a property.

AGENDA**14TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY****2023-05-24**

11.10	RURAL MANAGEMENT: (PC: CLLR J WILLIAMS)
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NONE

11.11	MUNICIPAL MANAGER
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NONE

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

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

Collaborator No:

File 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 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 (2nd 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.

5. RECOMMENDATION

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

6. DISCUSSION / CONTENTS

6.1 Background

In terms of Section 166 (2) (a) the Audit and Performance Audit Committee must provide advice on matters relating to:

-
- internal financial control and internal audit;
 - risk management;
 - accounting policies;
 - the adequacy, reliability and accuracy of financial reporting and information;
 - performance management;
 - effective governance;
 - performance evaluation;
 - compliance with the MFMA; and
 - any issues referred to it by the Council.

The Audit and Performance Audit Committee will also review the annual financial statements in order to advise Council whether its finances are being managed efficiently and effectively. Furthermore, the Audit and Performance Audit Committee may respond to Council on issues raised by the Auditor-General in the audit report and carry out investigations into the financial affairs of the municipality if requested to do so by Council.

In order to execute its responsibilities effectively, the Audit and Performance Audit Committee will have access to the financial records and all other relevant information of the municipality.

6.2 **Discussion**

During this period the committee, amongst other matters, considered the following and would like to report the following in conjunction with the minutes of the meetings attached:

In respect of the external auditors and the external audit:

- Reviewed the Draft Management Report and noted the concerns raised by the AGSA relating to matters that could impact the municipality in future.
- Highlights the PPE and Asset Register concerns which directly impact AFS compilation raised by the AGSA.
- Congratulates the Municipality on SCM practices as no findings by the AGSA.
- Notes the compilation of comprehensive Audit Action Plan.
- Congratulates the Municipality for achieving another consecutive clean audit.

In respect of financial statements:

- Considered the quarterly budget monitoring report
- Requested that the CFO submit realistic cash flows to the next meeting for the capital budget.
- Raised concerns around non-achievement of targets as reported in the Quarterly Performance Report.

In respect of internal control and internal audit:

- Reviewed critical and significant issues raised by the internal audit processes and the adequacy of corrective action in response to such findings as detailed in the reports and follow-up reports.
- Reviewed the progress made by Internal Audit in the execution of its operational plan.
- Reviewed the reports from Internal Audit relating to Performance (PDO's).

In respect of Pre-determined Objectives

- Noted the reports in relation to Quarter 1 PDO's as reviewed by Internal Audit.
- Noted that there were no critical or significant issues raised by Internal Audit in the reporting the achievement of KPI's to Council

In respect of risk management:

- None

In respect of Fraud, Investigations and Consequence management:

- None

6.3 Financial Implications

As per the approved budget.

6.4 Legal Implications

The recommendations comply with legislation.

6.5 Staff Implications

N/A.

6.6 Previous / Relevant Council Resolutions

N/A

6.7 Risk Implications

N/A

6.8 Comments from Senior Management

The Municipal Manager and Senior Managers are in support of this item.

APPENDICES

Appendix 1 Minutes of the Audit and Performance Audit Committee Meeting dated 29 November 2022

FOR FURTHER DETAILS CONTACT:

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

APPENDIX 1

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2022-11-29

MINUTES

AUDIT AND PERFORMANCE AUDIT COMMITTEE MEETING [IN-COMMITTEE]

2022-11-29

PRESENT: Mr L Nene (Chairperson)
Mr V Botto
Mr T Lesihla
Ms J Williams

Office of the A-G: Ms L Klue-Knipe
Ms J April

Also Present: Cllr WF Pietersen (MPAC Chairperson)

Officials: Municipal Manager (Ms G Mettler)
Chief Financial Officer (Mr K Carolus)
Director: Corporate Services (Ms A De Beer)
Director: Community & Protection Services (Mr G Boshoff)
Director: Planning and Economic Development (Mr A Barnes)
Chief Audit Executive (Mr F Hoosain)
Senior Manager: Financial Management (Ms M Steyl)
Manager: PMS, IDP & PP (Mr G Cain)
Chief Risk Officer (Ms H Priem)
Senior Internal Auditor (Ms H Krige)
SAO (Ms T Samuels)

1.	OPENING AND WELCOME
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The Chairperson, Mr L Nene welcomed everyone present at the APAC meeting.

1.1	COMMUNICATION BY THE CHAIRPERSON
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NONE

1.2	COMMUNICATION BY THE MUNICIPAL MANAGER
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NONE

1.3	DISCLOSURE OF INTERESTS
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NONE

It was noted that the APAC members verbally confirmed that there was no interest to declare.

2.	APPLICATIONS FOR LEAVE OF ABSENCE
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The following apologies were tendered:

The Executive Mayor, Ald G Van Deventer

3.	CONFIRMATION OF MINUTES AND MATTERS ARISING
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3.1	Confirmation of minutes The minutes of the Audit & Performance Audit Committee held on 2022-08-29. (APPENDIX 1) FOR CONFIRMATION
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The minutes of the Audit and Performance Audit Committee held on 2022-08-29 were **confirmed as correct, subject to the following amendments:**

- On page 5, Item 6.2, change the word “*included*” to “*include*.”
- On page 6, Item 7.1, the last sentence before RESOLVED:

remove the 2nd word “will” in the sentence to read as below:

“A report will serve on progress at the January 2023 APAC meeting for APAC to provide oversight”

- On page 7 refer e, i.e. change Helena change the name Helena to her title

3.2	MATTERS ARISING FROM PREVIOUS MINUTES / ACTION POINTS FOR CONSIDERATION
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NONE

4.	AUDITOR-GENERAL
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4.1	Draft Management Report for the year ending 30 June 2022 (APPENDIX 2) FOR CONSIDERATION
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The Senior Manager of the Auditor-General, Ms L Klue, presented the Final Management Report to the Committee and everyone present. She firstly congratulated Management and the Audit Committee for achieving a 3rd consecutive clean audit. She however raised concerns relating to material misstatements, PPE and reconciliation of the asset register. She recommended that Management should implement better controls relating to the compilation of annual financial statements.

Ms Klue also commended the Municipality for having no findings in Supply Chain Management and no material non-compliances. Improvement was also noted in the IT governance and controls.

Management responded to the concerns raised and would implement a comprehensive audit action plan to eliminate recurring findings.

The Audit and Performance Audit Committee noted the report and highlighted areas for improvement to Management. The Audit and Performance Audit Committee also congratulated the Municipal Manager and everyone present for achieving a clean audit.

RESOLVED

that the Final Management Report for the period to 30 June 2022, be noted.

4.2	Draft Audit Report for the period ending 30 June 2022 (APPENDIX 3) FOR CONSIDERATION
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The Audit Committee Chairperson confirmed with the Senior Manager of the Auditor-General that the Draft Audit Report was a reflection of what was discussed and the item dealing with the final management report. The Senior Manager of the Auditor-General confirmed same.

RESOLVED

that the Draft Audit Report for the period ending 30 June 2022, be noted.

5.	FINANCIAL STATEMENTS
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5.1	Quarterly Budget Monitoring Report Quarter 1 2022/2023 FOR CONSIDERATION	(APPENDIX 4)
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The Chief Financial Officer provided a brief summary of this report to the Audit and Performance Audit Committee. Concerns were raised in relation to slow capital expenditure and the return on investments. The Committee also raised concerns around the Quarterly Performance Report and the reasons given for non-achievement of targets.

The Chief Financial Officer and the Municipal Manager provided responses for the concerns raised which the members noted.

RESOLVED

that the Quarterly Budget Monitoring report be noted.

6.	INTERNAL AUDIT AND INTERNAL CONTROL
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6.1	Internal Audit Report: PDO's Quarter 1 FOR CONSIDERATION	(APPENDIX 5)
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The Chief Audit Executive presented this report to the Committee and indicated that Internal Audit were satisfied with the Management Comments and implementation dates provided on the findings raised by Internal Audit for the implementation by the end user departments.

RESOLVED

that the Internal Audit Report: PDO's Quarter 1, be noted.

6.2	Internal Audit Progress Report FOR CONSIDERATION	(APPENDIX 6)
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The Chief Audit Executive provided the Committee with a summary of the progress made by Internal Audit in the execution of its annual internal audit plan. The Chief Audit Executive indicated that a substantial amount of hours were spent on Barnowl (ERM and internal audit software) training and also indicated an overspending of hours allocated on the recruitment and selection review as the scope was changed to include concerns raised by the Municipal Manager.

The Chief Audit Executive also requested that a re-prioritisation of allocated hours be looked at the next Audit and Performance Audit Committee meeting.

RESOLVED

that the Internal Audit Progress Report, be noted.

7.	QUALITY ASSURANCE AND IMPROVEMENT
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NONE

8.	RISK MANAGEMENT AND ICT
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NONE

9.	FRAUD RESPONSE COMMITTEE: INVESTIGATIONS AND FRAUD
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NONE

10.	DATE OF NEXT MEETING
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The date of the next meeting will be confirmed.

The meeting adjourned at 17:50.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments**

13.2	QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 JANUARY 2023 TILL 31 MARCH 2023
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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 (3rd 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.

5. RECOMMENDATION

- 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.

6. DISCUSSION / CONTENTS

6.1 Background

In terms of Section 166 (2) (a) the Audit and Performance Audit Committee must provide advice on matters relating to:

- internal financial control and internal audit;
- risk management;
- accounting policies;
- the adequacy, reliability and accuracy of financial reporting and information;
- performance management;
- effective governance;

- performance evaluation;
- compliance with the MFMA; and
- any issues referred to it by the Council.

The Audit and Performance Audit Committee will also review the annual financial statements in order to advise Council whether its finances are being managed efficiently and effectively. Furthermore, the Audit and Performance Audit Committee may respond to Council on issues raised by the Auditor-General in the audit report and carry out investigations into the financial affairs of the municipality if requested to do so by Council.

In order to execute its responsibilities effectively, the Audit and Performance Audit Committee will have access to the financial records and all other relevant information of the municipality.

6.2 **Discussion**

During this period the committee, amongst other matters, considered the following and would like to report the following in conjunction with the minutes of the meetings attached:

In respect of the external auditors and the external audit:

- Monitored the progress made with AG action plan and noted the detailed feedback of the CFO in relation to the overview of audit findings follow-up.

In respect of financial statements:

- Enquired about the interim AFS compilation and the controls implemented improved AFS compilation,
- Requested that all matters relating to Unauthorised, irregular, fruitless and wasteful expenditure be reported quarterly to the APAC for information.

In respect of internal control and internal audit:

- Reviewed critical and significant issues raised by the internal audit processes and the adequacy of corrective action in response to such findings as detailed in the reports and follow-up reports;
- Reviewed the progress made by Internal Audit in the execution of its operational plan.
- Reviewed the report from Internal Audit relating to performance (PDO's) for Quarter 2 for the year ending 30 June 2023.
- Reviewed Internal Audit report on Human Resources.
- Reviewed under Quality Assurance and Improvement Plan the assessment of the APAC.

In respect of Pre-determined Objectives

- Noted the reports in relation to Quarter 2 PDO's as reviewed by Internal Audit.
- Noted that there were no critical or significant issues raised by Internal Audit in the reporting the achievement of KPI's for the quarter under review to Council.

In respect of risk management:

- Reviewed the Revised Strategic and Operational Risk Register for the 2022-23 financial year.
- Noted the verbal feedback by the Chief Risk Officer and the MM on Risk Management and ICT.

In respect of Fraud, Investigations and Consequence management:

- Reviewed the Fraud Register as at 29 March 2023
- Expressed appreciation for the improved control environment around fraud and corruption.

6.3 Financial Implications

As per the approved budget.

6.4 Legal Implications

The recommendations comply with legislation.

6.5 Staff Implications

N/A.

6.6 Previous / Relevant Council Resolutions

N/A

6.7 Risk Implications

N/A

6.8 Comments from Senior Management

N/A

APPENDICES

Appendix 1: Minutes of the Audit and Performance Audit Committee Meeting dated 29 March 2023

Appendix 2: Report of the Audit and Performance Audit Committee on the Annual Report of the Municipality ending 30 June 2022.

FOR FURTHER DETAILS CONTACT:

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

APPENDIX 1

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2023-03-29

MINUTES

AUDIT AND PERFORMANCE AUDIT COMMITTEE MEETING [IN-COMMITTEE]

2023-03-29

PRESENT: Mr L Nene (Chairperson)
Mr V Botto
Mr T Lesihla
Ms J Williams

Office of the A-G: Ms L Klue-Knipe

Also Present: Cllr WF Pietersen (MPAC Chairperson)

Officials: Municipal Manager (Ms G Mettler)
Chief Financial Officer (Mr K Carolus)
Director: Corporate Services (Ms A De Beer)
Director: Community & Protection Services (Mr G Boshoff)
Director: Planning and Economic Development (Mr A Barnes)
Chief Audit Executive (Mr F Hoosain)
Senior Manager: Financial Management (Ms M Steyl)
Manager: PMS, IDP & PP (Mr G Cain)
Chief Risk Officer (Ms H Priem)
Senior Internal Auditor (Ms H Krige)

1.	OPENING AND WELCOME
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The Chairperson, Mr L Nene welcomed everyone present at the APAC meeting.

1.1	COMMUNICATION BY THE CHAIRPERSON
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NONE

1.2	COMMUNICATION BY THE MUNICIPAL MANAGER
------------	---

NONE

1.3	DISCLOSURE OF INTERESTS
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NONE

It was noted that the APAC members verbally confirmed that there was no interest to declare.

2.	APPLICATIONS FOR LEAVE OF ABSENCE
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NONE

3.	CONFIRMATION OF MINUTES AND MATTERS ARISING
----	--

3.1	Confirmation of minutes The minutes of the Audit & Performance Audit Committee held on 2022-11-29. (APPENDIX 1) FOR CONFIRMATION
-----	--

AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 3.1

The minutes of the Audit and Performance Audit Committee held on 2022-08-29 were **confirmed as correct, subject to the following amendments:**

- On page 2 of the minutes under 3.1, rectify the typo to read as follows:
 - “On page 7, change the name of the person to her title”.
- On page 3 of the minutes, under 4.2, bullet point nr 3: change the wording to read:
 Management agrees to implement.....

3.2	MATTERS ARISING FROM PREVIOUS MINUTES / ACTION POINTS FOR CONSIDERATION
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NONE

4.	AUDITOR-GENERAL
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4.1	A-G Action Plan for the year ending 30 June 2022 FOR CONSIDERATION	(APPENDIX 2)
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AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 6.1

The Chief Financial Officer provided a synopsis of the actions taken and the status of the findings as alluded to in the Action Plan.

RESOLVED

that the A-G Action Plan for the year ending 30 June 2022, **be noted.**

5.	FINANCIAL STATEMENTS
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5.1	Feedback on unauthorised irregular fruitless and wasteful expenditure
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AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 5.1

The Municipal Manager reported that there is currently no unauthorised irregular fruitless and wasteful expenditure to report on.

RESOLVED

that there is no unauthorised irregular fruitless and wasteful expenditure to report on.

6.	INTERNAL AUDIT AND INTERNAL CONTROL
6.1	Internal Audit Report: PDO's Quarter 2 FOR CONSIDERATION (APPENDIX 3)

AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 6.1

The Chief Audit Executive presented this report to the Committee and indicated that Internal Audit were satisfied with the Management Comments and implementation dates provided on the findings raised by Internal Audit for the implementation by the end user departments.

RESOLVED

that the Internal Audit Report: PDO's – Quarter 2, **be noted.**

6.2	Internal Audit Report: Human Resources – Recruitment and Selection, Personnel files, Archive process and Housing Allowance FOR CONSIDERATION (APPENDIX 4)
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AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 6.2

Member T Lesihla praised the Internal Audit Section for the work conducted on this report.

The following concerns were raised by members T Lesihla and V Botto:

- The termination of employees where their access to collaborator was not revoked;
- the concern of ghost workers that could be a risk;
- no representative from a user department indicated on the shortlisting attendance register;
- complaints may be received that the process was unfair;
- reference checking and background checks must be performed at all levels and evidence be kept;
- verification personal credentials are not undertaken;
- Is there something in place when the unions do not pitch even though they only have observer status; do you document it? Do you have proof that they were invited?

- From an oversight perspective, the Municipal Manager responded as follows and gave the Audit Committee the following assurance on some of the issues raised:
 - Regarding ghost workers – oversight and controls are in place to make sure that that doesn't happen in terms of the various levels of people that actually needs to approve some people going on to the system and the control systems that goes with that.
 - We keep record of all invites that is sent out to the unions and it is also recorded as such in our reports that is in the Recruitment and Selection Reports that is drafted in terms of post shortlisting as well as the interview stage.
 - the findings that have been raised is an action plan in place to make sure that we actually look at our controls and just tighten them when necessary. But and it is monitored very closely by my office.

The Director: Corporate Services concluded as follows:

- The Regulations came into place from the 1st of July and should be adhered to which ensures that the process is a lot tighter than in the past;
- The Recruitment and Selection Policy was amended and the Policy covers all the items that was indicated in the report as findings.
- The Director of a department must provide the panel for that recruitment and selection process. The references of all the people that is on the shortlist are checked and the documentation are kept. A report is drawn up after each recruitment and selection process and signed off by the Director of that department as well as by the Director: Corporate Services.
- All the items indicated in the recruitment process are covered and whether the people have the necessary qualifications and experience, what the results are and the signing of the of the Declaration of interest.
- There are no ghost workers. There is a separation of powers between the creation of a worker and the payment of that worker with documentation that must be provided.
- The unions have no right to question the candidate. They have no voting rights in terms of how the candidate fares. They have only observer status, but we do ask their opinion. It doesn't mean that their opinion sways anybody. I don't sit in all the recruitment processes, but where there are issues we try and resolve the issues.

RESOLVED

that the Internal Audit Report: Human Resources – Recruitment and Selection, Personnel files, Archive process and Housing Allowance, **be noted**.

6.3	Internal Audit Progress Report FOR CONSIDERATION	(APPENDIX 5)
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AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 6.3

RESOLVED

that the Internal Audit Progress Report, **be noted.**

6.4	Internal Audit Follow-up Report: 2021/2022 FOR CONSIDERATION	(APPENDIX 6)
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AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 6.4

The CAE provided feedback on the Internal Audit Follow-up Report: 2021/2022.

The Chairperson confirmed that 10 findings relating to development contributions are a concern and questioned the CAE if this will be resolved. The CAE responded that he is satisfied with the Director's feedback to address the finding.

The Chairperson also noted 1 risk management finding. The CAE responded that the risk management policy will be submitted to Council in due course.

Member J Williams raised a concern that the management comments provided, highlighted large vacancies within the department as a cause of the finding.

The Municipal Manager responded that this department in question, is the development planning unit who lost 4 Project Managers in a short amount of time to bigger institutions. This is a critical unit within our municipality therefore the positions will be filled as soon as possible. The municipality is in the process of revisiting the Planning By-law to enhance the synergy and for easier implementation regarding the Development Policy.

RESOLVED

that the Internal Audit Follow-up Report: 2021/2022, **be noted.**

7.	QUALITY ASSURANCE AND IMPROVEMENT
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7.1	Audit and Performance Audit Committee Assessment (APPENDIX 7)
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AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 7.1

RESOLVED

that the Audit and Performance Audit Committee Assessment Report, **be noted.**

8.	RISK MANAGEMENT AND ICT
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8.1	Strategic and Operational Risk Register – 2022/23	(APPENDIX 8)
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AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 8.1

The Chief Risk Officer informed the meeting that the attached register was approved by Council on 23 January 2023 to reflect the relevant and highest rating strategic risks in the municipality. The committee was informed that the Barn Owl system implementation has continued and that the Directorate Corporate Services was the first proper assessment as per the system. The assessments will continue and reflect in future reporting.

RESOLVED

that the Strategic and Operational Risk Register for 2022/23, **be noted**.

9.	FRAUD RESPONSE COMMITTEE: INVESTIGATIONS AND FRAUD
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9.1	Fraud Register – March 2023	(APPENDIX 9)
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AUDIT & PERFORMANCE AUDIT COMMITTEE MEETING: 2023-03-29: ITEM 9.1

Mr Lesihla commented that the discussions at the Risk and Fraud Management Committee are robust and value adding. Meetings are informative, risks are managed continuously and as a member of the committee he wanted to convey his appreciation.

RESOLVED

that the Fraud Register – March 2023, **be noted**.

10.	DATE OF NEXT MEETING
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The date of the next meeting will be confirmed.

The meeting adjourned at 17:30.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments.**

APPENDIX 2



STELLENBOSCH

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Report of the Audit and Performance Audit Committee

This report of the Audit and Performance Audit Committee of Stellenbosch Municipality is in respect of the 2021/2022 financial year. The Audit and Performance Audit Committee has complied with its responsibilities in terms of Section 166 of the MFMA and applicable Treasury Regulations. The Committee has also regulated its affairs and discharged its responsibilities concordant to the approved Audit Committee Charter. The Committee's operation is guided by the MFMA, the King IV report on Corporate Governance and International Institute of Internal Auditor's Standards.

The Committee consists of four independent members, elected by the Council: Linda Nene (Chairperson), Tsepo Lesihla, Vincent Botto and June Williams. The Council appointed the Chairperson of the Committee, an independent member. The Municipal Manager, Chief Financial Officer, Directors, Chief Audit Executive, Senior Manager Governance, Chief Risk Officer, MPAC Chairperson, and External Auditors are permanent invitees to the Committee meetings.

Execution of Functions

The Audit and Performance Audit Committee has executed its duties and responsibilities during the financial year in accordance with its terms of reference as they relate to the Council's accounting, external and internal auditing processes, internal control, governance, predetermined objectives and performance monitoring, compliance with laws and regulations, risk management, combined assurance and information technology governance and financial reporting practices.

During the year under review, the Committee, amongst other matters,

1.1 In respect of the External Auditors and the External Audit

- i. Approved the External Auditors' (Auditor-General of RSA) terms of engagement and strategy, the audit plan and budgeted audit fees payable;
- ii. Engaged and interrogated extensively the Audit report and management report of the Auditor General at the Audit and Performance Audit Committee meeting dated 29th November 2022;
- iii. Considered the audit outcome of the Municipality extensively and communicated the Audit and Performance Audit Committee's satisfaction and congratulated the Accounting Officer and Management on the Clean Audit Outcome;
- iv. Based on the audit outcome recommendations were made by the Audit and Performance Audit Committee on the other important matters as well as control deficiencies identified in the Auditor-Generals' management report;

- v. Management have been requested by the Audit and Performance Audit Committee to improve business processes impacting the annual financial statements compilation and reconciliations of transactions, more specially to limit repeat findings of which there were 2 findings relating to errors on the AFS;
- vi. Management are urged to strengthen controls to adequately monitor non-compliance with laws and regulations on a timely basis;
- vii. Management were requested to concentrate on accurate presentation and review of the annual financial statements submitted to the Auditor General for audit;
- viii. The supervision and review process needs to be interrogated to prevent, detect and correct misstatements on a timely basis and the controls designed to monitor compliance with regulations that are not always able to prevent or report the instances of non-compliance in a timely manner to allow for corrective action; and
- ix. The quality of submitted financial statements can still be improved on; thus, management is encouraged to develop action plans early to allow for the improvement in the next reporting cycle.

1.2 In respect of the Annual Financial Statements (AFS)

- i. Confirmed the going concern as the basis of preparation of the annual financial statements;
- ii. Examined, reviewed and interrogated the annual financial statements, performance report as well as financial information disclosed to the public prior to submission and approval by Council;
- iii. Reviewed reports on the adequacy of the portfolio and specific impairments and impairment of other assets;
- iv. Ensured that the annual financial statements fairly represented the financial position of the Stellenbosch Municipality as at the end of the financial year in accordance with South African Standards of GRAP and in the manner required by the MFMA and DORA;
- v. Considered the appropriateness of accounting treatments, significant unusual transactions and management accounting judgements;
- vi. Considered the appropriateness of the accounting policies adopted by Management and changes thereto;
- vii. Through the Chairperson, met separately over the course of the year with the Chief Audit Executive, the Municipal Manager and the External Auditors (Auditor-General of RSA);
- viii. Reviewed any significant legal and tax matters that could have a material impact on the financial statements; and
- ix. Noted that there were no material reports or complaints received concerning accounting practices, internal financial controls, content of annual financial statements, internal controls and related matters.

1.3 In respect of Internal Control and Internal Audit

- i. Reviewed and approved the internal audit mandate, annual and three-year rolling audit plans and evaluated the independence, effectiveness and performance of the Internal Audit Department and compliance with its mandate;
- ii. Considered reports of the Internal and external auditors on Council's system of internal control, including internal financial controls and maintenance of effective internal control systems;
- iii. Reviewed significant issues raised by the internal audit process and the adequacy of corrective action in response to such findings;
- iv. Reviewed significant differences of opinion between the internal audit function and Management and noted that there were no material issues of difference raised and all matters were addressed and resolved;
- v. Assessed the adequacy of the performance of the internal audit function and found it to be effective in providing assurance;

- vi. Reviewed and monitored the quality assurance and improvement plan submitted by internal audit as required by the IIA Standards;
- vii. Assessed the adequacy and sufficiency of available internal audit resources and found these to be limited, as more resources would be required to evaluate the control weaknesses and high-risk areas identified in both the corporate strategic risk, external audit and the audit universe;
- viii. Received limited assurance that proper and adequate accounting records were maintained and that systems safeguarded the assets against unauthorised use or the disposal thereof;
- ix. Based on the above, the Committee's opinion at the date of this report is that there were some breakdowns in internal control, including internal financial controls, for the year under review in the following areas (it is noted that management are in the process of addressing these concerns):
 - Performance management system (PMS)
 - Allowances (Overtime, Standby and Scarce Skills)
 - Development Contributions (Infrastructure Services)
 - Key Controls (Asset Management)
 - Pre-determined objectives
 - Monthly or regular reconciliations of assets, debtors, and creditors
 - Compilation of mid-year or interim AFS
- x. In addition, the Committee noted Management's improved responses to conclude on internal findings from the prior and current year as reported in the internal audit follow up reports.

1.4 In respect of Legal and Compliance with Laws and Regulations

- i. Reviewed with management matters that could have a material impact on Council;
- ii. Monitored compliance with the MFMA and other key legislation applicable to the Municipality, requirements of National and Provincial Treasury, Council's policies, and all other applicable legislation and codes of good governance;
- iii. Reviewed reports from the internal and external auditors detailing the extent of compliance.

1.5 In respect of Risk Management, Combined Assurance and Information Technology

During the period under review, Management presented Strategic and Operational Risk profiles for the Municipality to the Audit and Performance Audit Committee who :

- i. Considered and reviewed reports from Management on risk management, including fraud risks and information technology risks as they pertain to financial reporting and the going concern assessment;
- ii. In respect of the coordination of assurance activities, the Committee reviewed the plans and work outcomes of the external and internal auditors and concluded that these were adequate to address all significant financial, operational and compliance risks facing the Municipality;
- iii. Noted the progress made in terms of Combined Assurance and the co-ordination between assurance providers to mitigate the top 10 strategic risks facing the Municipality as well as the emerging risks;
- iv. The Audit and Performance Audit Committee took cognisance that Information Technology and IT systems controls needing some improvement in the Auditor General's Management report. Member Tsepo Lesihla, ICT expert, has been appointed to the ICT committee to support management in this respect.

1.6 In respect of Pre-Determined Objectives (PDO's)

The Audit and Performance Audit Committee:

- i. The quality of submitted performance information in the Management report is indicated as satisfactory. There were no material findings reported on performance information by the Auditor General and Internal Audit, respectively.
- ii. Internal audit has also provided the Audit and Performance Audit Committee with reports on performance on a quarterly basis and no critical findings have been raised.

1.7 In respect of the Finance Function

The Audit and Performance Audit Committee:

- i. Considered the existing expertise, resources and experience of the organisation-wide finance functional capacity and has noted that the improvement year on year on the quality of the annual financial statements submitted to the Committee and the AGSA. The number of misstatements corrected on the annual financial statements are noted and impact of external factors recognised. Management intend to report on an action plan in this respect.
- ii. The Chief Financial Officer should continue to ensure appropriate measures are in place for the accurate and timeous submission of information to the Office of the Auditor-General.
- iii. Noted that there were no findings on Supply Chain Management (SCM) and commends the CFO and his team for this.

1.8 Independence of the External Auditors

The Audit and Performance Audit Committee is satisfied that the Audit General of RSA (AGSA) were independent of the Council. This conclusion was arrived at, inter alia, after taking into account the following factors:

- i. The presentations made by the Auditor-General to the Audit and Performance Audit Committee;
- ii. The Auditors' independence was not impaired by any consultancy, advisory or other work undertaken by the auditors; and

1.9 General

- i. The Audit and Performance Audit Committee has monitored quarterly the Municipality's implementation plan for audit issues raised in the prior year and are satisfied that the matters have been adequately addressed and resolved. Of all the matters raised in the 2021/2022 audit outcome, two (2) have been repeat findings. The Audit and Performance Committee has raised its concern around the repeat findings and the other important matters raised in the Auditor-General's Management Report. The Municipal Manager has given assurance that all of these will be addressed as urgent and tracked for the 2022/2023 financial year.
- ii. The Audit and Performance Audit Committee concurs and accepts the conclusions of the External Auditor on the annual financial statements and is of the opinion that the audited annual financial statements be accepted and read together with the report of the Auditor-General.

Stellenbosch Municipality has increasingly been stable in the areas of second and third levels of assurance and governance over a three-year period. There has also been stability in the leadership over the past five financial years. The areas for concern, and where attention is required are highlighted above. The Audit and Performance Committee has made recommendations in these areas which management have committed to.

1.10 Conclusion

I am extremely grateful to the members of the Committee for their dedication and high levels of professionalism and diligence in their duties, as well as their flexibility in accommodating last-minute calls to duty. We are fortunate to have the diversity of skills and expertise available to the Municipality. It would be amiss not to convey on behalf of the Committee our appreciation to the Mayor, the entire Council and its Committees for the leadership, support and oversight they have provided during the year.

Finally, the Audit and Performance Audit Committee would like to express its appreciation to Management, Internal Audit, Risk Management and the Auditor General for the support and co-operation extended during the financial year and for providing the relevant information to enable the Audit and Performance Audit Committee to compile this report. This past year was again challenging and Stellenbosch Municipality should be proud of its elected and appointed leaders for taking control and driving an agenda of sustainability and service delivery and improving its audit results in the process, during a time of great fluidity.

On behalf of the Audit and Performance Audit Committee.

A handwritten signature in black ink, appearing to read 'Linda C. Nene', with a long, sweeping underline.

Mr Linda C. Nene FIIA (SA), CCSA, CRMA, CPrac (SA)
Chairperson Audit and Performance Audit Committee
17 January 2023

13.3	AUDIT AND PERFORMANCE AUDIT COMMITTEE EFFECTIVENESS ASSESSMENT REPORT 2022-23
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Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

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.**)

5. RECOMMENDATIONS

- (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.

6. DISCUSSION AND BACKGROUND

6.1 Background

The Audit and Performance Audit Committee of Stellenbosch Municipality for the year under review consist of four (4) members as per the requirements of legislation and the approved Audit and Performance Audit Committee Charter of Council. The members of the committee currently are Mr. LC Nene, Ms. J Williams, Mr. T Lesihla and Mr. VJ Botto.

The Audit and Performance Audit Committee report to Council on several areas as per the requirements of Section 166 of the MFMA and is provides assurance to Council and Management in terms of its mandate.

The efficiency and effectiveness of the committee is assessed annually by the Executive Mayor, the MM and the CAE. The Audit and Performance Audit Committee also assesses itself against the required legislation, industry standards and best practice. This report serves to inform Council of the outcomes of assessments.

6.2 The Local Government: Municipal Finance Management Act

In terms of Section 166 (2) (a) the Audit and Performance Audit Committee must provide advice on matters relating to:

- internal financial control and internal audit;
- risk management;

- accounting policies;
- the adequacy, reliability and accuracy of financial reporting and information;
- performance management;
- effective governance;
- performance evaluation;
- compliance with the MFMA; and
- any issues referred to it by the Council.

The Audit and Performance Audit Committee will also review the annual financial statements to advise Council whether its finances are being managed efficiently and effectively. Furthermore, the Audit and Performance Audit Committee may respond to Council on issues raised by the Auditor-General in the audit report and carry out investigations into the financial affairs of the municipality if requested to do so by Council.

6.3 Financial Implications

As per the approved budget.

6.4 Legal Implications

The recommendations are in line with the legislation

6.5 Staff Implications

N/A

6.6 Previous / Relevant Council Resolutions

None

6.7 Risk Implications

None

6.8 Comments from Senior Management

N/A

APPENDICES

Appendix 1 - Executive Mayor Assessment

Appendix 2 – Municipal Manager Assessment

Appendix 3 - Chief Audit Executive Assessment

Appendix 4 – Audit and Performance Audit Committee Self-Assessment

FOR FURTHER DETAILS CONTACT:

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

APPENDIX 1



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**AUDIT AND
PERFORMANCE AUDIT
COMMITTEE
PERFORMANCE
ASSESSMENT BY THE
EXECUTIVE MAYOR
2022/23**

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY THE EXECUTIVE MAYOR

For each of the following statements, indicate a number between 1 and 3, with 1 indicating that you strongly disagree and 3 indicating that you strongly agree with the statement. Indicate 0 if you do not have enough knowledge or information to rank the Audit and Performance Audit Committees performance on a particular statement.

Indicate one number for each statement.

Leading Practice	Effectiveness Rating (1-3)	Comments
Composition and Quality		
1. members have the appropriate qualifications to meet the objectives of the Audit and Performance Audit Committee's charter, including appropriate financial literacy.	3	The Audit and Performance Audit Committee (APAC) have the required qualifications and executes its mandate effectively.
2. Audit and Performance Audit Committee members have differing perspectives due to a diversity of experience and backgrounds.	3	The APAC have a very balanced skill set which provides effective assurance to Council and management.
3. The Audit and Performance Audit Committee demonstrates integrity, credibility, trustworthiness, willingness to actively participate, ability to constructively handle conflict, interpersonal skills, and pro-activeness.	3	The APAC actively participates and deals with conflict if any pro-actively.
4. The Audit and Performance Audit Committee demonstrates appropriate knowledge of the municipality.	3	The APAC have a very balanced skill set which provides effective assurance to Council and management. They are well versed in local government and leading practice.
5. Members of the Audit and Performance Audit Committee meet all applicable independence requirements.	3	All members of the APAC are independent.
6. The leadership of the Audit and Performance Audit Committee chair is effective.	3	The Chair provides very good leadership.

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY THE EXECUTIVE MAYOR

7. The Audit and Performance Audit Committee considers the significant risks faced by the Stellenbosch Municipality. Examples of risks include (but are not limited to): <ul style="list-style-type: none"> • Regulatory and legal • Political • Economic • Strategic • Finance • Technology • Human Resources 	3	An independent member of the APAC has been seconded to the Risk and Fraud a Management Committee who advises the APAC on all risk management matters. This committee also submits quarterly reports to the APAC.
Process & Procedures		
8. The Audit and Performance Audit Committee reports its proceedings and recommendations to Council after each committee meeting.	3	The APAC submits reports to Council quarterly
9. The Audit and Performance Audit Committee dedicates appropriate time and resources to execute its responsibilities.	3	Yes
10. Audit and Performance Audit Committee meetings are conducted in an effective manner, with time being spent primarily on significant issues.	3	Yes
11. The Audit and Performance Audit Committee respects the line between oversight and management of the financial reporting process.	3	Yes. The APAC understand and execute their functions very well.
12. Audit and Performance Audit Committee members come to meetings well prepared.	3	Yes
Communication & Information		
13. The level of openness between the Audit and Performance Audit Committee and relevant parties (management, Internal Audit, and the Auditor General) is appropriate.	3	Yes. There is good constructive engagement between all parties regularly. The Accounting officer provides regular feedback to me in this regard.

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY THE EXECUTIVE MAYOR

Oversight of the Financial Reporting Process, Including Internal Controls		
14. The Audit and Performance Audit Committee understands and gives appropriate consideration to the internal control testing conducted by management, Internal Audit, and the Auditor General to assess the process of detecting internal control issues or fraud.	3	
15. If management's assessment of internal controls resulted in the identification of significant deficiencies or material weaknesses, plans to address these issues are reviewed, evaluated and monitored by the Audit and Performance Audit Committee.	3	Yes. The Chief Audit Executive reports quarterly to the APAC on the execution of Internal Audit's risk-based audit plan. All findings of deficiencies and weaknesses if any are reported and followed up.
16. The Audit and Performance Audit Committee reviews the management recommendation letters written by the auditors (external and internal) and monitors the process to determine that all significant matters raised are addressed.	3	Yes
17. The Audit and Performance Audit Committee ensures that management takes action to achieve resolution when there are instances of repeat comments from auditors, particularly for those related to internal controls.	3	Yes. This is monitored quarterly via Internal Audit reports and the AG action plan.
18. The Audit and Performance Audit Committee's understanding of the Financial Accounting and reporting process is adequate.	3	Yes
19. The Audit and Performance Audit Committee adequately considers the Annual Financial Statements, significant policies, significant issues affecting the financial statements.	3	Yes
Oversight of Audit Function		
20. The Audit and Performance Audit Committee understands the co-ordination of work between the auditors (Internal and Auditor General).	3	Yes. Combined Assurance framework is in place.

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY THE EXECUTIVE MAYOR

21. The Audit and Performance Audit Committee regularly reviews the adequacy of the internal audit function (eg. The charter, audit plan, budget, compliance, and number, quality and continuity of staff).	3	Yes
22. The internal audit reporting lines established with the Audit and Performance Audit Committee promote an atmosphere where significant issues that might involve management will be brought to the attention of the Audit and Performance Audit Committee.	3	Yes
23. The Audit and Performance Audit Committee appropriately considers internal audit reports, management's responses, and improvement actions.	3	Yes
24. The Audit and Performance Audit Committee considers the Auditor General's audit plan and provides recommendations as appropriate.	3	Yes
25. The Audit and Performance Audit Committee comprehensively reviews management's representation letters to the Auditor General, (including making enquiries about any difficulties obtaining the responses).	3	Yes. The AG's engagement letter and reports are submitted to the APAC for discussion where all assurance providers are present.
26. The Audit and Performance Audit Committee has private sessions with executive management, Internal Audit and Auditor General, which result in candid discussion of pertinent issues.	3	Yes. This happen if and when needed.
Overall Ethics and Compliance Culture		
27. The Audit and Performance Audit Committee oversees management's procedures for enforcing the municipality's Code of Conduct.	3	Yes

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY THE EXECUTIVE MAYOR

28. The Audit and Performance Audit Committee oversees the process in place to address: <ul style="list-style-type: none">• The risks of non-compliance with applicable regulations;• Conflict of Interest; and• Violations of the code of ethical conduct	3	Yes. All matters are reported to the APAC.
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**AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY THE
EXECUTIVE MAYOR**

What is your overall evaluation of the Audit and Performance Audit Committee's performance (Scale of 1 to 4, 1 being poor, 2 being fair, 3 being good and 4 being excellent)

1	2	3	4
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General Comments:

Please note other significant matters of interest with regard to the performance of the Audit and Performance Audit Committee and specifically issues that the Committee should address in future.



Executive Mayor:

Date: 22/03/2023

APPENDIX 2



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**AUDIT AND
PERFORMANCE AUDIT
COMMITTEE
PERFORMANCE
ASSESSMENT BY THE
MUNICIPAL MANAGER
2022/23**

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY THE MUNICIPAL MANAGER

6. The leadership of the Audit and Performance Audit Committee chair is effective.	3	Effective leadership in place.
Understanding the Business, Including Risks		
7. The Audit and Performance Audit Committee considers the significant risks faced by the Stellenbosch Municipality. Examples of risks include (but are not limited to): <ul style="list-style-type: none"> • Regulatory and legal; • Political; • Economic; • Strategic; • Finance; • Technology; and • Human Resources 	3	Yes. Risk register served and was discussed at the Audit and Performance Audit Committee.
Process and Procedures		
8. The Audit and Performance Audit Committee reports its proceedings and recommendations to Council after each committee meeting.	3	Quarterly reports go to Council.
9. The Audit and Performance Audit Committee dedicates appropriate time and resources to execute its responsibilities.	3	Yes
10. Audit and Performance Audit Committee meetings are conducted in an effective manner, with time being spent primarily on significant issues.	3	Yes
11. The Audit and Performance Audit Committee respects the line between oversight and management of the financial reporting process.	3	Yes
12. Audit and Performance Audit Committee members come to meetings well prepared.	3	Yes

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY THE MUNICIPAL MANAGER

19. The Audit and Performance Audit Committee adequately considers the Annual Financial Statements, significant policies, significant issues affecting the financial statements.	3	Yes
Oversight of Audit Function		
20. The Audit and Performance Audit Committee understands the co-ordination of work between the auditors (Internal and Auditor General).	3	Yes
21. The Audit and Performance Audit Committee regularly reviews the adequacy of the internal audit function (e.g. the charter, audit plan, budget, compliance, and number, quality and continuity of staff).	3	Yes
22. The internal audit reporting lines established with the Audit and Performance Audit Committee promote an atmosphere where significant issues that might involve management will be brought to the attention of the Audit and Performance Audit Committee.	3	Yes
23. The Audit and Performance Audit Committee appropriately considers internal audit reports, management's responses, and improvement actions.	3	Yes
24. The Audit and Performance Audit Committee considers the Auditor General's audit plan and provides recommendations as appropriate.	3	Yes
25. The Audit and Performance Audit Committee comprehensively reviews management's representation letters to the Auditor General, (including making enquiries about any difficulties obtaining the responses).	3	Yes
26. The Audit and Performance Audit Committee has private sessions with executive management, Internal Audit and	3	Yes, issues that may arise are thoroughly interrogated.

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY THE MUNICIPAL MANAGER

What is your overall evaluation of the Audit and Performance Audit Committee's performance (Scale of 1 to 4, 1 being poor, 2 being fair, 3 being good and 4 being excellent)

1	2	3	4
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General Comments:

Please note other significant matters of interest with regard to the performance of the Audit and Performance Audit Committee and specifically issues that the Committee should address in future.



Municipal Manager:

Date: 22 March 2023.

APPENDIX 3



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**AUDIT AND
PERFORMANCE AUDIT
COMMITTEE
PERFORMANCE
ASSESSMENT BY
INTERNAL AUDIT
2022/23**

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY INTERNAL AUDIT

Leading Practice	Effectiveness Rating (1-3)	Comments
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For each of the following statements, select a number between 1 and 3, with 1 indicating that you strongly disagree and 3 indicating that you strongly agree with the statement. Select 0 if you do not have enough knowledge or information to rank the Audit and Performance Audit Committees performance on a particular statement.

Circle one number for each statement.

Composition and Quality		
1. Audit and Performance Audit Committee members have the appropriate qualifications to meet the objectives of the Audit and Performance Audit Committee's charter, including appropriate financial literacy.	3	Qualifications and skills of the members is very good and oversight on all areas including but not limited to internal audit, financial statement, performance management, ICT and legislation is very effective.
2. The Audit and Performance Audit Committee demonstrates integrity, credibility, trustworthiness, willingness to actively participate, ability to constructively handle conflict, interpersonal skills, and pro-activeness.	3	Yes
3. The Audit and Performance Audit Committee demonstrates appropriate knowledge of the municipality.	3	Very well versed within the public sector space.
4. Members of the Audit and Performance Audit Committee meet all applicable independence requirements.	3	All requirements met.
5. The leadership of the Audit and Performance Audit Committee chair is effective.	3	Effective leadership is in place.

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY INTERNAL AUDIT

Leading Practice	Effectiveness Rating (1-3)	Comments
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<i>Understanding the Business, Including Risks</i>		
<p>6. The Audit and Performance Audit Committee considers the significant risks faced by the Stellenbosch Municipality. Examples of risks include (but are not limited to):</p> <ul style="list-style-type: none"> • Regulatory and legal • Political • Economic • Strategic • Finance • Technology • Human Resources 	3	Strategic and operational risk registers are regularly interrogated by the Committee and also considered when approving the IA strategic and operational plans.
7. The Audit and Performance Audit Committee understands and approves the process implemented by management to effectively identify, assess, and respond to the municipality's key risks.	3	Yes. APAC member Mr Lesihla advises and sit on the Risk Management Committee has also facilitated this.
8. The Audit and Performance Audit Committee understands and approves management's fraud risk assessment and has an understanding of identified fraud risks.	3	Yes. APAC member Mr Lesihla advises and sits on the Risk Management Committee has also facilitated this.
<i>Process & Procedures</i>		
9. The Audit and Performance Audit Committee dedicates appropriate time and resources to execute its responsibilities.	3	Yes

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY INTERNAL AUDIT

Leading Practice	Effectiveness Rating (1-3)	Comments
10. Audit and Performance Audit Committee meetings are conducted in an effective manner, with time being spent primarily on significant issues.	3	Yes.
11. The Audit and Performance Audit Committee respects the line between oversight and management of the financial reporting process.	3	Yes. There is a clear understanding of their roles and functions.
12. Audit and Performance Audit Committee members come to meetings well prepared.	3	Yes
Communication and Information		
13. The level of openness between the Audit and Performance Audit Committee and relevant parties (management, Internal Audit, and the Auditor General) is appropriate.	3	There is unrestricted and open communication between all parties.
Oversight of the Financial Reporting Process, Including Internal Controls		
14. The Audit and Performance Audit Committee receives sufficient information to assess and understand management's process to evaluate the municipality's system of internal controls (eg. Financial reporting and disclosure controls, operation controls, and compliance controls).	3	Yes. Detailed reports from Internal Audit and Management on a quarterly basis ensures that the APAC receives sufficient information to advise and provide assurance on the control environment.
15. The Audit and Performance Audit Committee understands and gives appropriate consideration to the internal control testing conducted by management, Internal Audit, and the Auditor General to assess the process of detecting internal control issues or fraud.	3	The APAC a very good understanding of the types of assurance provided by management, Internal Audit and the Auditor General respectively on internal controls.

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY INTERNAL AUDIT

Leading Practice	Effectiveness Rating (1-3)	Comments
16. If management's assessment of internal controls resulted in the identification of significant deficiencies or material weaknesses, plans to address these issues are reviewed, evaluated and monitored by the Audit and Performance Audit Committee, responsibility of Fraud and Risk Management Committee (FARMCO).	3	Regular reporting to the APAC ensures oversight. All material, critical and significant weaknesses, if any, are reported to the APAC quarterly.
17. The Audit and Performance Audit Committee makes enquiries of the appropriate parties (Auditor General, Internal Audit and Management) on the depth of experience and sufficiency of the Stellenbosch Municipality's accounting and finance staff.	3	Yes. The APAC reports annually on the efficiency and effectiveness of the Finance function.
18. The Audit and Performance Audit Committee reviews the management recommendation letters written by the auditors (external and internal) and monitors the process to determine that all significant matters raised are addressed.	3	Yes. All recommendations by Internal Audit and the Auditor General are reviewed and followed up. The AG action plan is updated and reported on a quarterly basis to the APAC. Internal Audit follow up reports are also submitted to the Committee annually.
19. The Audit and Performance Audit Committee ensures that management takes action to achieve resolution when there are instances of repeat comments from auditors, particularly for those related to internal controls.	3	Yes. The AG action plan is updated and reported on a quarterly basis to the APAC. Internal Audit follow up reports are also submitted to the Committee annually. Repeat findings, if any, are highlighted and corrective action is reported.
20. The Audit and Performance Audit Committee's understanding of the Financial Accounting and reporting process is adequate.	3	Yes
21. The Audit and Performance Audit Committee adequately considers the Annual Financial Statements, significant policies, significant issues affecting the financial statements.	3	Yes. The draft AFS are submitted to the APAC for review annually prior to the final submission to the Auditor General. Quarterly Budget Monitoring Reports (Section 52) are also submitted to APAC for consideration.

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY INTERNAL AUDIT

Leading Practice	Effectiveness Rating (1-3)	Comments
------------------	----------------------------	----------

<i>Oversight of Audit Function</i>		
22. The Audit and Performance Audit Committee understands the co-ordination of work between the auditors (Internal and Auditor General).	3	Very proficient. Combined Assurance Policy is in place.
23. The Audit and Performance Audit Committee regularly reviews the adequacy of the internal audit function (eg. The charter, audit plan, budget, compliance, and number, quality and continuity of staff).	3	This gets reviewed annually as part of Internal Audit's Quality Assurance and Improvement Plan (QAIP).
24. The Audit and Performance Audit Committee provides feedback to the CAE on his/her performance at least annually.	3	Yes. This gets reviewed annually as part of Internal Audit's Quality Assurance and Improvement Plan (QAIP). The APAC Chairperson has also been requested to sit in on the Performance review of the CAE.
25. The internal audit reporting lines established with the Audit and Performance Audit Committee promote an atmosphere where significant issues that might involve management will be brought to the attention of the Audit and Performance Audit Committee.	3	Reporting lines are effective and the CAE has unrestricted access to the APAC.
26. The Audit and Performance Audit Committee appropriately considers internal audit reports, management's responses, and improvement actions.	3	Yes
27. The Audit and Performance Audit Committee has private sessions with executive management, Internal Audit and Auditor General, which result in candid discussion of pertinent issues	3	The Chairperson regularly meets one on one with the CAE and the MM. The Chairperson also has unrestricted access to the Auditor General.

AUDIT AND PERFORMANCE AUDIT COMMITTEE PERFORMANCE ASSESSMENT BY INTERNAL AUDIT

Leading Practice	Effectiveness Rating (1-3)	Comments
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What is your overall evaluation of the Audit and Performance Audit Committee's performance (Scale of 1 to 4, 1 being poor, 2 being fair, 3 being good and 4 being excellent)

1	2	3	4
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General Comments:

Please note other significant matters of interest with regard to the performance of the Audit and Performance Audit Committee and specifically issues that the Committee should address in future.



Faiz Hoosain (CAE)

Date: 20/03/2023

APPENDIX 4

Annual Self performance Assessment of The APAC for 2022/2023

	PERFORMANCE AREA	Score
A.	Composition and Quality	4,9
B.	Understanding Business and Risks	4,8
C.	Oversight of Internal and External auditors	4,8
D.	Process and Procedure	4,5
E.	Communication	4,6
F.	Oversight of Internal Controls, Risk Management, Governance, and Financial Reporting	4,5
G.	Overall Performance	4,8

Assessment rating

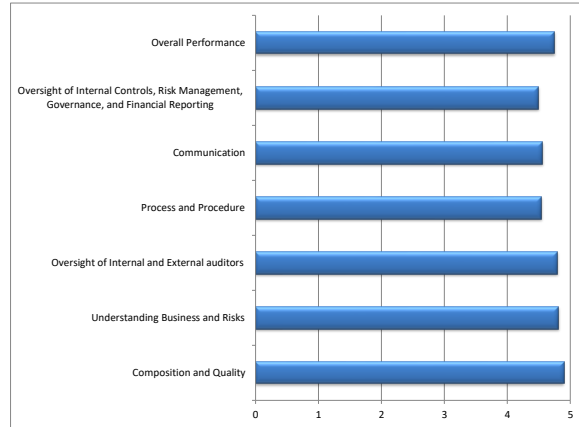
Strongly Disagree = 1

Disagree = 2

Average = 3

Agree = 4

Strongly Agree = 5



NO	CRITERIA	Nene	Williams	Leahla	Gato	COMMENTS
A. Composition and Quality						
1	Members understands their duties and responsibilities.	5	5	5	5	
2	The committee is independent and objective in performing its duties.	5	4	5	5	
3	The committee discharges its duties and responsibilities in line with its formally adopted charter.	5	4	5	5	
4	Members have signed a declaration of interest.	5	4	5	5	
5	The committee consists of at least three persons.	5	5	5	5	
6	At least one member of the committee is from outside the public service.	5	5	5	5	
7	The majority of the members are not in the employ of the Municipality (except with the relevant treasury's approval)	5	5	5	5	
8	The chairperson is not a political office-bearer.	5	5	5	5	
9	The committee reviews its charter annually to determine whether it still adequately addresses its mandate.	5	5	5	5	
10	Members's self-evaluation process is in place and effective.	5	4	5	5	
B. Understanding Business and Risks						
1	Members understands the Municipality's environment.	5	5	5	5	
2	Members understands the risks faced by the Municipality.	5	4	5	5	
3	Members reviews risk assessment results.	5	4	5	5	
4	Members advises management on risk exposure.	5	4	5	5	
C. Oversight of Internal and External auditors						
1	The extent and appropriateness of the coordination of the activities of the internal and external auditors is reviewed so as to avoid unnecessary duplication of efforts.	5	4	4	5	
2	Members reviews both the findings and recommendations by internal and external auditors to ensure that recommendations are implemented.	5	5	5	5	
3	The committee regularly reviews the internal audit tools (e.g. the IA charter, audit plan, budget, structure, staff quality).	5	5	5	5	
4	The reporting lines of the CAE are administratively to the AO and functionally to the committee.	5	5	5	5	
5	The committee reviews the appropriateness of the external audit fee.	5	4	4	5	
D. Process and Procedure						
1	The committee thoroughly prepares for the meetings.	5	5	4	5	
2	The agenda and prior meeting minutes are circulated in advance of meetings to allow members sufficient time to thoroughly prepare for the meeting.	5	5	4	5	
3	The committee meets at least four times per annum.	5	5	5	5	
4	Members has private meetings with the AO.	5	1	4	5	
5	Members has private meetings with the IAA.	5	1	4	5	
6	Members has private meetings with the AG.	5	1	4	5	
7	Members charter deals with the committee's purpose, authority and responsibilities.	5	5	5	5	
8	Members annual report discloses the committee's membership, number of meetings held and attendance thereof.	5	5	5	5	
9	For matters that require specialised expertise the committee lacks, an expert opinion is sought.	5	5	4	5	
10	Members challenges management, the internal auditors, and the independent auditors with its own view on issues.	5	5	4	4	
11	Members is cognizant of the line between oversight and management, and it endeavours to respect it.	5	4	5	5	
12	Meetings are of the appropriate length to discuss relevant issues consistent with committee's responsibilities.	5	4	5	5	
E. Communication						
1	Members regularly reports to the Executive Committee.	5	3	5	5	
2	There is an acceptable level of openness between the committee and management (including the AO).	5	4	5	5	
3	There is an acceptable level of openness between the committee and external auditors.	5	4	4	5	
4	There is an acceptable level of openness between the committee and internal auditors.	5	4	5	4	
F. Oversight of Internal Controls, Risk Management, Governance, and Financial Reporting						
1	The committee receives sufficient information to evaluate the Municipality's internal control, risk management, and governance systems.	5	5	4	4	
2	The committee has achieved the right balance of proactive oversight and has neither infringed on management's responsibility nor provided less than effective oversight.	5	5	5	4	
3	There is appropriate consideration of the municipality's financial reporting risks and the related internal controls, which are reflected in the committee's agenda items and discussions.	4	4	5	4	
G. Overall Performance						
1	Members is adding value to the Municipality.	5	4	5	5	
2	The overall performance of Members is satisfactory.	5	4	5	5	

		4,9
4	20	5
4	19	4,75
4	19	4,75
4	19	4,75
4	20	5
4	20	5
4	20	5
4	20	5
4	19	4,75
		4,8125
4	20	5
4	19	4,75
4	19	4,75
4	19	4,75
		4,8
4	18	4,5
4	20	5
4	20	5
4	20	5
4	18	4,5
		4,541667
4	19	4,75
4	19	4,75
4	20	5
4	15	3,75
4	15	3,75
4	15	3,75
4	20	5
4	20	5
4	19	4,75
4	18	4,5
4	19	4,75
4	19	4,75
		4,5625
4	18	4,5
4	19	4,75
4	18	4,5
4	18	4,5
		4,5
4	18	4,5
4	19	4,75
4	17	4,25
		4,75
4	19	4,75
4	19	4,75

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
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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.

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.

5. RECOMMENDATIONS

- (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.

6. DISCUSSION / CONTENTS

6.1 Background

On the 23 August 2022 Zutari (Pty) Ltd (consulting engineers) was appointed by means of B/SM 13/21: ESH.3, to undertake: Professional electrical engineering services for the procurement and installation of two new 20 MVA 66/11kV transformers and associated works. The scope of Zutari (Pty) Ltd appointment is limited to the construction and project management of the construction works on site to be done by the contractor, Leafy Space (Pty) Ltd. Zutari (Pty) Ltd scope does not include the reviewing and amendment of the specifications, reviewing and revising designs and specifications in order to prepare tender documentation which is in line with Stellenbosch Municipality's SCM policies to procure a competent contractor to finalise the construction phase of the project.

Leafy Space (Pty) Ltd was appointed on 28 February 2022 as the contractor under bid B/SM 111/21 Jan Marais Substation Upgrade (Civil, Electrical and Structural works) to do the construction works. Leafy Space (Pty) Ltd services were terminated on 24 November 2022. Termination letter Annexure A is attached for ease of reference. There is currently no contractor appointed to execute the construction work on site.

The intention of this item is to obtain approval from Council to amend the scope of works of Zutari (Pty) Ltd to include the review of scope of works for the contractor, including evaluation and amendment of tender documents and drawings that was compiled by RHDHV to initially procure Leafy Space (Pty) Ltd. Zutari (Pty) Ltd must do a due diligence and amend 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 (contractor) to execute the construction works on site at Jan Marais substation.

6.3 Discussion

Objective

The objective of Stellenbosch Municipality is extend the scope of works of Zutari (Pty) Ltd to include the reviewing and amendment of the specifications and then used these revised designs and specifications to prepare tender documentation which is in line with Stellenbosch Municipality's SCM policies to procure a competent contractor to finalise the construction phase of the project .

The scope of the project can be summarized as follows:

Package A

Familiarized themselves with the detailed design and specifications that is used to manufacture the two new 20MVA transformers at ACTOM. Use these specification to draw up construction specifications to complete Package B.

Package B

Review and amend the current specifications that was compiled by RHDHV. Zutari must familiarise themselves with the Jan Marais Substation electrical layout and plant and draw up specifications and tender documents that will be used to procure and appoint a contractor that will be responsible to install the Transformers and complete all electrical and civil construction works associated with the installation of the 20 MVA transformers and associated plant up to completion and handover. 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 or handover.

6.4 Financial Implications

The original approved rates as per B/SM 13/21: ESH.3 will be applicable for the duration of the extension. Funding is available on the approved 2022/23 and 2023/24 budget. A cost estimate Annexure B detailing the additional professional fees is attached. Zutari (Pty) Ltd is currently appointed by means of purchase order no 000000900002544 to the value of R 637 500.00 exc. VAT. Their current appointment amounts to R 750 000.00 incl. VAT. The amended scope of works will increase the total costs to R 2 243 428.00 exc. VAT

6.5 Legal Implications

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

6.6 Staff Implications

This report has no staff implications to the Municipality.

6.7 Previous / Relevant Council Resolutions

Not applicable

6.8 Risk Implications

In order for the Municipality to operate the electrical high and medium voltage network effectively and to ensure the overall safety of the network, it is necessary to upgrade the Jan Marais Substation which is in line with the approved Electricity Master plan as SDF.

The non-extension of B/SM 13/21 ESH.3 will result in no future developments being executed as there is no surplus capacity available at Jan Marias Substation that is located in the central Stellenbosch Area.

6.9 Comments from Senior Management:**6.9.1 Director: Infrastructure Services**

Author of this report

6.9.2 Chief Financial Officer**6.9.3 Municipal Manager:****ANNEXURES**

Annexure A: Leafy Space termination letter.

Annexure B: Detailing the additional professional fees is attached. Zutari (Pty) Ltd

Annexure C: Advertisement for S116

Annexure D: Proof - No Objections received

Annexure E : Confirmation of Zutari (Pty) Ltd of appointment

FOR FURTHER DETAILS CONTACT:

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

ANNEXURE A

Leafy Space (Pty) Ltd termination letter



STELLENBOSCH
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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Our Ref: Contract No B/SM111/21
Your Ref: Contract No B/SM111/21

Date: 24 November 2022

Leafy Space (Pty) Ltd
Unit 7
Airport Business Park
Airport City
CAPE TOWN
7490

Attention: Mr Rodney Mbenyane

CONTRACT B/SM111/21: JAN MARAIS SUBSTATION UPGRADE (CIVIL, ELECTRICAL AND STRUCTURAL WORKS)

The above-mentioned contract between Leafy Space (PTY) LTD and Stellenbosch Local Municipality (SBM) refers.

The following documents are attached to this letter for ease of reference:

Annex A	Letter from SBM supply chain management dated 28 February 2022 for the acceptance of your tender.
Annex B	MBD 7.2 Contract Form - Rendering of Services dated 31 March 2022
Annex C	SBM Purchas Order no. 900001989 in favour of Leafy Space
Annex D	Minutes of Kick-off Meeting dated 25 May 2022 – [Acceptance during site hand-over meeting dated 19 Oct 2022]
Annex E	Minutes of Site Hand-over meeting dated 19 Oct 2022
Annex F	Email from Zutari to Leafy Space dated 26 Oct 2022 - Breach of contract notification
Annex G	Schedule of documentation needed before Site Hand Over can occur.

Leafy Space was notified during the site hand over meeting dated 19th Oct 2022 that a last chance will be given to them to submit the outstanding documentation (see Annex G). Leafy Space agrees to the last chance and has self-set the deadline time and date of 16:00, Monday 24th Oct 2022. Leafy Space missed the opportunity to the deliver the documentation. SBM agent has notify Leafy Space per email 26th Oct 2022 (see Annex F) that they have breach the contract conditions.



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Stellenbosch Municipality has decided to cancel Contract B/SM111/21 with Leafy Space in terms of the General Conditions of Contract clause 9.2.1.3.2 due to outstanding or unacceptable documentation as detailed in the Contract Data clause 5.3.1 of the Contract. (see Annex G)

The background information and detail reasons for cancel the contract are as follows:

- i. Leafy Space has missed several opportunities including the deadline date to deliver all the outstanding documentation as listed in Annex G to enable SBM to hand over the site. The opportunities are:
 - 14 April 2022, 14 days (clause 5.3.2) after contract was signed to deliver the documents as listed in clause 5.3.1 (see also Annex G)
 - Minutes of kick-off meeting dated 25th May 2022 and follow-up emails from SBM request the documentation as listed in Annex G
 - Site hand-over meeting dated 19th Oct 2022. [Zutari email dated 7th Oct 2022: Meeting agenda / invite and requesting that the outstanding documentation be presented at the site handover meeting to ensure site haver can take place]
 - Deadline date of 16:00 on Monday 24th Oct 2022 as set by Leafy Space themselves during the site hand over meeting.
- ii. The contract between SBM and Leafy Space stretch over a contract period of 9 months, starting 31st March 2022 with estimated contract ending date the 9th of December 2022. To date Leafy Space did not request for extension of time and has submit a program with estimate end date April 2023.
- iii. Leafy Space fail to proof their competency and know how to execute the project safely and to the technical requirements as stated in the Contract. A project specific (i) risk assessment with mitigation actions, (ii) method statements, and (iii) Quality Assurance plan matched to a construction program with holding points is critical to be in place before a project of this nature to upgrade and refurbish a live outdoor substation can start. The proof of competency of the personnel to execute the project was also outstanding

SHANE CHANDAKA

DIRECTOR: INFRASTRUCTURE SERVICE

DATE: 25/01/2022

ANNEXURE B

**Detailing the additional professional fees
of Zutari (Pty) Ltd**

Project Name: Stellenbosch Municipality: Jan Marais Substation: Replace 2 x Transformers
Project Number: A89130
Phase Description: Drawings & Procurement & Construction & Close-out
SBM Contract No BSM 13/21 ESH.3
PQ Number 900002544 (dated 27/9/2022)
PQ Value R 637,500 (vat excluded)

DATE	18 Nov 2022
REV #	1

#	DESCRIPTION / STAGE	Total Cost (VAT Excluded)	ESTIMATE CASHFLOW (VAT Excluded)																	
			Month #1 Nov-22	Month #2 Dec-22	Month #3 Jan-23	Month #4 Feb-23	Month #5 Mar-23	Month #6 Apr-23	Month #7 May-23	Month #8 Jun-23	Month #9 Jul-23	Month #10 Aug-23	Month #11 Sep-23	Month #12 Oct-23	Month #13 Nov-23	Month #14 Dec-23	Month #15 Jan-24	Month #16 Feb-24	Month #17 Mar-24	Month #18 Mar-25
1	STAGE 1 - INCEPTION																			
	Total Cost	R 144,971	R 144,971							R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R
2	STAGE 3- DETAIL DESIGN																			
	Total Cost Stage 3	R 225,000			R 112,500	R 112,500														
3	STAGE 4 - DOCUMENT PROCUREMENT																			
	Total Cost Stage 4	R 467,654			R 143,000	R 143,000	R 48,796	R 48,796	R 64,544	R 19,518										
2	STAGE 5B - CONSTRUCTION																			
	Total Cost Stage 5B	R 578,525	R -								R 64,281	R 64,281	R 64,281	R 64,281	R 64,281	R 64,281	R 64,281	R 64,281	R 64,281	R -
3	STAGE 5C- QUALITY ASSURANCE																			
	Total Cost Stage 5C	R 637,779	R -								R 70,864	R 70,864	R 70,864	R 70,864	R 70,864	R 70,864	R 70,864	R 70,864	R 70,864	R -
4	STAGE 6- CLOSE-OUT																			
	Total Cost Stage 5D	R 137,702	R -								R -	R -	R -	R -	R -	R -	R -	R -	R 110,161	R 27,540
5	Travelling Cost- km	R 43,154	R 918								R 4,900	R 4,900	R 4,900	R 4,900	R 4,900	R 4,900	R 4,900	R 4,900	R 740	R 459
6	Office expenditure	R 8,644	R 1,000																R 600	R 7,044
	TOTAL PER MONTH	R 2,243,428	R 146,889	R -	R 255,500	R 255,500	R 48,796	R 48,796	R 64,544	R 19,518	R 140,045	R 140,045	R 140,045	R 140,045	R 140,045	R 140,045	R 240,045	R 140,045	R 246,646	R 33,043

[illegible]

JAN MARAIS SUBSTATION TRANSFORMER UPGRADE**Travelling cost to site**

DATE	18 Nov 2022
REV #	1

#	Date	Eng Discipline	Visit Reason	No of Visist	Return km	Total km	Rate/km see note 1	Cost R/c	Notes
1	Sep-22	PM	Zutari SoW Clarification	0	92	0	4.99	0	Not Claimable
2	Oct-22	Elect	Site Handover	1	92	92	4.99	R 459	
3	Oct-22	Civil	Site Handover	1	92	92	4.99	R 459	
4	Nov-April 23	PM & Elect	Monthly Site Meetings	5	92	460	4.99	R 2,295	
5	Nov-April 23	Civil	Monthly Site Meetings	5	92	460	4.99	R 2,295	
6	Nov-April 23	Elect	Bi-weekly Meetings	5	92	460	4.99	R 2,295	
7	Nov-April 23	Civil	Bi-weekly Meetings	5	92	460	4.99	R 2,295	
8	Nov-April 23	Elect	QA Inspections	33	92	3036	4.99	R 15,150	
9	Nov-April 23	Civil	QA Inspections	33	92	3036	4.99	R 15,150	
10	Jun-24	PM / Elect	End of Retension Inspection	1	92	92	4.99	R 459	
11	Jun-24	Civil	End of Retension Inspection	1	92	92	4.99	R 459	
12	Nov22 to Jun2	PM	Procurement & Site Inspection	4	92	368	4.99	R 1,836	
Total Estimate travelling cost for Site Visits								R 43,154	

Notes

1 The rate is based on 2501cc and over diesel vehicle @ R5.88 - 15% = R4.99

JAN MARAIS SUBSTATION TRANSFORMER UPGRADE

Rates as per Contract B/SM 13/21 ESH.3

DATE	18 Nov 2022
REV #	1

Estimate Quantities & Cost for project Duration

#	DESCRIPTION	RATE	
	TYPING AND DUPLICATION	A4	A3
1	Typing of original / master	R28.00	n/a
2	Duplicate on white paper	R0.85	R2.10
3	Duplicate on colour paper	R1.20	R2.40
4	Binding of document	R26.00	R34.00
5	Duplicating in colour	R8.50	R14.00
	DRAWING DUPLICATION		RATE
6	A3 size - black & white		R2.10
7	A3 size in colour		R14.00
8	A2 size		R18.00
9	A1 size		R26.00
10	A0 size		R40.00

For Zutari Own Use			Issue to the Contractor			Issue to SBM			Total Cost
Qty Original	Qty Copy	Cost	Qty Original	Qty Copy	Cost	Qty Original	Qty Copy	Cost	
0	0	R -	0	0	R -	0	0	0	R -
350	1	R 297.50	350	15	R 4,462.50	20	10	170	R 4,930.00
0	0	R -	0	0	R -			0	R -
3	1	R 78.00	2	15	R 780.00	4	1	104	R 962.00
0	0	R -	0	0	R -	10	2	170	R 170.00
									R -
									R -
5	20	R 210.00	5	2	R -	5	3	31.5	R 241.50
5	1	R 70.00	5	2	R -	5	3	210	R 280.00
5	20	R 1,800.00			R -			0	R 1,800.00
		R -	5	4	R -	5	2	260	R 260.00
		R -	2	4	R -			0	R -

Total Estimate Office Expenditure	R 8,643.50
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ANNEXURE C

Advertisement for S116

Annisgewing

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BID NOTICE

STELLENBOSCH MUNICIPALITY HEREBY INVITES YOU TO TENDER FOR BSM 82/23: TECHNICAL REVIEW AND ASSISTANCE WITH THE FINANCIAL STATEMENTS FOR A PERIOD 01 JULY 2023 UNTIL 30 JUNE 2026

TENDER NUMBER: BSM 82/23
DESCRIPTION: TECHNICAL REVIEW AND ASSISTANCE WITH THE FINANCIAL STATEMENTS FOR A PERIOD 01 JULY 2023 UNTIL 30 JUNE 2026

CLOSING DATE: 22 May 2023
CLOSING TIME: 12h00. Bids will be opened in the Council Chambers or Supply Chain Management Boardroom

INFORMATION:
Tender Specifications: Monique Steyt, 021 808 8516; email: Monique.Steyt@stellenbosch.gov.za
SCM Requirements: Gerald Kraukamp 021 808 8518; email: Gerald.Kraukamp@stellenbosch.gov.za

Office hours for collection: 08h00-15h30

Tenders may only be submitted on the Tender documentation issued by Stellenbosch Municipality and must be valid for 180 days after tender closing. Late, electronic format, telephonic or faxed Tenders will not be considered and Stellenbosch Municipality does not bind itself to accept the lowest, part of or any Tender.

Sealed Tenders, with "BSM 82/23: TECHNICAL REVIEW AND ASSISTANCE WITH THE FINANCIAL STATEMENTS FOR A PERIOD 01 JULY 2023 UNTIL 30 JUNE 2026," clearly endorsed on the envelope, must be deposited in the Tender box at the offices of the Stellenbosch Municipality, Town House Complex, Plein Street, Stellenbosch. The Tender box is accessible 24 hours a day and Tenders must be accompanied by the completed Tender documents. Tenders not accompanied by a complete Tender document, will not be considered.

NOTE: This tender will be evaluated in terms of the General Conditions of Contract, Supply Chain Management Policy and relevant specification as depicted in the document and also the Stellenbosch Preferential Procurement Policy effective from 16 January 2023 in accordance with the Preferential Procurement Regulations that was promulgated by the Minister of Finance on 04 November 2022 in Government Gazette No 47452.

The preferential points system applied is as follows: 80/20 in terms of the approved policy.

Price	80
B-BBEE status level of contribution	10
Locality	10
Total points for Price, B-BBEE and locality	100

The following conditions to Tender exist (failure to comply may result in your Tender being disqualified):

1. This Tender is subject to the general conditions of contract (GCC) and special conditions for Tendering.
2. Relevant terms of reference.
3. Tenderers must be registered on the Central supplier database (CSD) if they wish to conduct business with the municipality.
4. No award will be made to tenderers whose tax status is non-compliant.
5. Tenders submitted must be in a sealed envelope clearly marked with the Tender number, placed in the tender box before closing time. Failure will result in the tender being invalid.

Tender documents, in English, are available free of charge on the website: www.stellenbosch.gov.za. Alternatively, hard copies of the document are obtainable from the offices of the Supply Chain Management Unit, Stellenbosch Municipality, Town House Complex, 1st Floor, Plein Street, Stellenbosch, upon payment of a non-refundable fee of R156.00 per document.

Note: The municipality will never contact you to pay money in exchange for the award of a tender.

Geraldine Mettler
Municipal Manager

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NOTICE 56/2023

NOTICE IN TERMS OF SECTION 116(3) OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 (ACT 56 OF 2003) FOR THE PROPOSED AMENDMENTS TO THE TENDER AWARDED TO RESOURCE INNOVATIONS AFRICA (PTY) LTD B/S/M 12/21: RECYCLABLE WASTE COLLECTION AND PROCESSING OF THE RECYCLABLE MATERIAL AT A LICENSED MRF UP UNTIL JUNE 2023

Notice is hereby given in terms of Section 116 (3) (a) and (b) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) that it is the intention of the Stellenbosch Municipality to amend the existing contract:

Number: B/S/M 12/21:

Description: RECYCLABLE WASTE COLLECTION AND PROCESSING OF THE RECYCLABLE MATERIAL AT A LICENSED MRF UP UNTIL JUNE 2023

Contractor: RESOURCE INNOVATIONS AFRICA (PTY) LTD

Reasons for the proposed amendment: To extend the current contract period to beyond 30 June 2023, to allow the Municipality to conclude the procurement process for a new service provider. This extension is to ensure continued service delivery in the WC024 areas.

The original approved rates will be charged for the duration of the extension.

Notice is hereby further given in terms of Section 21 and 21A of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that the local community and interested / affected parties are invited to submit comments or representations to the Municipality in respect of the above, such comments or representations must be received within 21 days of advertisement via electronic mail to the e-mail address provided below, or be delivered to the undersigned to the mailing address provided hereunder. Persons who are physically disabled or who cannot read or write but wish to participate in the process, may come during office hours to the Municipal Offices, Supply Chain Department, Plein Street, Stellenbosch where a staff member will assist that person to transcribe that person's comments or representations.

Comments and/or representations must be submitted to the following email address: engineering.services@stellenbosch.gov.za with the subject line entitled "B/S/M 12/21: COMMENTS ON NOTICE OF AMENDMENT TO EXTEND THE TENDER PERIOD"

The closing date/time for the submission of representations and/or comments is 12:00 on 12 May 2023. Any comments or representations received after this time and date will not be considered.

All enquiries regarding this intent can be directed to the following official:

Name & Surname: Mr Clayton Hendricks
Telephone Number: E-mail enquiries only
E-mail address: engineering.services@stellenbosch.gov.za
Physical address: 1st Floor
Ecclesia Building
71 Plein Street
Stellenbosch
7600

Geraldine Mettler
Municipal Manager

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BID NOTICE

STELLENBOSCH MUNICIPALITY HEREBY INVITES YOU TO TENDER FOR B/S/M 77/23: SUPPLY, DELIVERY AND INSTALLATION OF GENERATORS FOR THE PERIOD ENDING 30 JUNE 2024

TENDER NUMBER: B/S/M 77/23
DESCRIPTION: SUPPLY, DELIVERY AND INSTALLATION OF GENERATORS FOR THE PERIOD ENDING 30 JUNE 2024

CLOSING DATE: 22 May 2023
CLOSING TIME: 12h00. Bids will be opened in the Council Chambers or Supply Chain Management Boardroom.

CIDS: The following CIDS class of construction works will be applicable to the Tender, in accordance with the sum tendered or value determined in accordance with regulation 25(7A) of the Construction Industry Development Regulations, 2004 (as amended) - As at 23 May 2019 - Class of Construction Works: 1 EB or higher.

INFORMATION:
Tender Specifications: Mark Benson at 021 808 8770; e-mail: Mark.Benson@stellenbosch.gov.za
SCM Requirements: Jaanette Williams at 021 808 8524; e-mail: Jaanette.Williams@stellenbosch.gov.za

Office hours for collection: 08h00-15h30

A Computerized Clarification Meeting will be held on 08 May 2023 at 10:00 at Stellenbosch Municipality Council chambers. The addresses are given below:
Location: Stellenbosch Municipality
Plein Street
Stellenbosch 7599

Tenderers who fail to attend the compulsory Information session will be regarded as non-compliant. In the event of a Joint Venture, one of each company must attend the site meeting.

Tenders may only be submitted on the Tender document issued by Stellenbosch Municipality and must be valid for 180 days after tender closing. Late, electronic format, telephonic or faxed Tenders will not be considered and Stellenbosch Municipality does not bind itself to accept the lowest bid or any of the tenders that has been submitted.

Sealed Tenders, with "B/S/M SUPPLY, DELIVERY AND INSTALLATION OF GENERATORS FOR THE PERIOD ENDING 30 JUNE 2024," clearly endorsed on the envelope, must be deposited in the Tender box at the offices of the Stellenbosch Municipality, Town House Complex, Plein Street, Stellenbosch. The Tender box is accessible 24 hours a day and Tenders must be accompanied by the completed Tender documents. Tenders not accompanied by a complete Tender document, will not be considered.

NOTE: This tender will be evaluated in terms of the General Conditions of Contract, Supply Chain Management Policy and relevant specification as depicted in the document and also the Stellenbosch Preferential Procurement Policy effective from 16 January 2023 in accordance with the Preferential Procurement Regulations that was promulgated by the Minister of Finance on 04 November 2022 in Government Gazette No 47452.

The preferential points system applied is as follows: 80/20 in terms of the approved policy.

Price	80
B-BBEE status level of contribution	20
Total points for Price and B-BBEE	100

The following conditions to Tender exist (failure to comply may result in your Tender being disqualified):

1. This Tender is subject to the general conditions of contract (GCC) and special conditions for Tendering.
2. Relevant terms of reference.
3. Tenderers must be registered on the Central supplier database (CSD) if they wish to conduct business with the municipality.
4. No award will be made to tenderers whose tax status is non-compliant.
5. Tenders submitted must be in a sealed envelope clearly marked with the Tender number, placed in the tender box before closing time. Failure will result in the tender being invalid.

Tender documents, in English, are available free of charge on the website: www.stellenbosch.gov.za. Alternatively, hard copies of the document are obtainable from the offices of the Supply Chain Management Unit, Stellenbosch Municipality, Town House Complex, 1st Floor, Plein Street, Stellenbosch, upon payment of a non-refundable fee of R 907.50 per document.

Note: The municipality will never contact you to pay money in exchange for the award of a tender.

G Mettler (Ms)
Municipal Manager

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NOTICE KN53/2023

NOTICE IN TERMS OF SECTION 116(3) OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 (ACT 56 OF 2003) B/S/M 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

Notice is hereby given in terms of Section 116 (3) (a) and (b) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) that it is the intention of the Stellenbosch Municipality to amend the existing contract:

Number: B/S/M 13/21 ESH.3

Description: B/S/M 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

Contractor: ZUTARI (PTY) LTD

Reasons for the proposed amendment: On 23 August 2022 Zutari (Pty) Ltd (consulting engineers) was appointed by mean of B/S/M 13/21 ESH.3, to undertake Professional electrical engineering services for the procurement and installation of two new 20 MVA 66/11KV transformers and associated works. The scope of Zutari (Pty) Ltd appointment is limited to the construction and project management.

Leafy Space (Pty) Ltd was appointed on 28 February 2022 as the contractor under bid B/S/M 11/21 Jan Marais Substation Upgrade (Civil, Electrical and Structural works) to do the construction works. Leafy Space (Pty) Ltd's services was terminated on 24 November 2022 due to poor performance.

The scope of services of Zutari (Pty) Ltd under B/S/M 13/21 ESH.3 does not include the appointment of a contractor to execute the construction works on site. In order for Zutari (Pty) Ltd to appoint a suitably qualified contractor, their appointment needs to be amended to include the reviewing, revising designs and specifications in order to prepare tender documentation which is in line with Stellenbosch Municipality's SCM policies to procure a competent contractor to finalise the construction phase of the project.

The original approved rates will be charged for the duration of the extension.

Notice is hereby further given in terms of Section 21 and 21A of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that the local community and interested / affected parties are invited to submit comments or representations to the Municipality in respect of the above, such comments or representations must be received within 21 days of advertisement via electronic mail to the e-mail address provided below or be delivered to the undersigned to the mailing address provided hereunder. Persons who are physically disabled or who cannot read or write but wish to participate in the process, may come during office hours to the Municipal Offices, Supply Chain Department, Plein Street, Stellenbosch where a staff member will assist that person to transcribe that person's comments or representations.

Comments and/or representations must be submitted to the following email address: s116.contracts@stellenbosch.gov.za, with the subject line entitled "B/S/M 13/21 ESH.3: COMMENTS ON NOTICE OF AMENDMENT TO THE TENDER AWARDED TO ZUTARI (PTY) LTD".

The closing date/time for the submission of representations and/or comments is 12:00 on 12 May 2023. Any comments or representations received after this time and date will not be considered.

All enquiries regarding this intent can be directed to the following official:

Name & Surname: Mr Mark Benson
Telephone Number: E-mail enquiries only
E-mail address: engineering.services@stellenbosch.gov.za
Physical address: 1st Floor
Ecclesia Building
71 Plein Street
Stellenbosch
7600

Geraldine Mettler
Municipal Manager

ANNEXURE D

Proof - No Objections received

Silvia Pretorius

From: Silvia Pretorius
Sent: Friday, 12 May 2023 17:51
To: Mark Benson
Cc: Bernine Kwago
Subject: S116(3) -

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

Good day Mark

No comments for the above S116 (3) process was traced on the Engineering.Services@stellenbosch.gov.za email account

Kind regards/ Groete



Silvia Pretorius

Manager: Support Services
(Infrastructure Services)

*Please copy me in your reply / Sluit my asseblief in by u
kommunikasie*

PLEASE SAVE WATER – EVERY  COUNTS

T: +27 21 808 8261 | C: +27 829403061 Whatsapp 0769510768
Plein Street, Stellenbosch, 7600
www.stellenbosch.gov.za

ANNEXURE E

Confirmation of Zutari (Pty) Ltd appointment



STELLENBOSCH MUNICIPALITY

STELLENBOSCH · PNIEL · FRANSCHHOEK

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☎ 021-808 8770

Department: Electricity

epos/email: Mark.Benson@ Stellenbosch.gov.za

(Doc C Bid 13/21 – Aug 2022)

Date: 23 August 2022

Zutari (Pty) Ltd
264 Main Street, Paarl
South Africa

LETTER OF APPOINTMENT

It is our pleasure to inform you that you have been appointed in terms Tender B/SM 13/21: ESH.3, to undertake: **Professional electrical engineering services for the procurement and installation of two new 20 MVA 66/11kV transformers and associated works.**

This document consists of the following sections:

A SCOPE OF WORK

1. Background
2. Scope and Objective
3. Consultant Fees
4. Project Timeframe
5. Skill Transfer
6. Performance
7. Submission of Technical Proposal
8. Evaluation of Technical Proposal
9. Scoring of functionality
10. Flow Chart indicating evaluation and appointment process

B PERFORMANCE

C PROFESSIONAL INDEMNITY INSURANCE

D REMUNERATION

E CASH FLOW

F PROGRAMME

G DATA

H COMMUNICATION

I CONFIRMATION OF ACCEPTANCE OF THIS LETTER OF APPOINTMENT

A. SCOPE OF WORK

1. BACKGROUND

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 Marius 66/11kV substation with two 20MVA units. Due to poor performance the services of that service provider have been terminated; this bid is to procure the services of a new service provider that would 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 the current service provider.

Once a contractor has been appointed the newly appointed service provider 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.

2. OBJECTIVE

The objective of Stellenbosch Municipality is to procure the services of a suitable qualified professional service provider review and then used these preliminary design reports as the basis of the project.

The scope of the project can be summarized as follows:

Package A

Familiarized themselves with the detailed design and specifications that is used to manufacture the two new 20MVA transformers at ACTOM. Draw up a schedule with holding points for quality checks and draft a project programme based on the manufacturers programme.

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 allowed and ensuring that the manufacturer (ACTOM) does not deviate from the specifications or budgets.

Package B

Familiarized themselves with the tender documentation and conditions of appointment that is applicable to the newly appointed contractor. Initiate and chair the Site kickoff meeting and compilation of a detailed project programme. The newly appointed service provider 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 or handover.

3. DESCRIPTION OF THE SERVICES REQUIRED

The services required from a consultant, will be to meet the objectives as described above, including undertaking the necessary planning, assessments investigations, studies, and reporting.

The implementation of the above mentioned are subject to availability of pre-approved funding.

4. PROGRAMME AND TIME FRAME

Implementation of subsequent stages will be subject to availability of pre-approved funding, but it is anticipated that the time frames will be as follow:

- | | |
|---|--------------|
| 1. Stage 1 | |
| • Planning, Studies, Investigations & Assessments | 01 June 2022 |
| 2. Stage 2 | |
| • Inception | 06 June 2022 |
| • Concept and Viability (Preliminary Design) | 06 June 2022 |
| • Design Development (Detail Design Review) | 06 June 2022 |
| • Documentation and Procurement | 15 June 2022 |
| • Contract Administration and Inspection | 23 June 2022 |
| • Close out | 24 June 2022 |
| 3. Additional Services | |
| • Construction Monitoring | 8 Months |

B. PERFORMANCE

Consultants and their work must abide to the Code of Conduct, Board Notice 41 of 2017, by the Engineering Council of South Africa, as per the Engineering Profession Act, Act 46 of 2000.

As such the actions and work performed by consultants will result in projects that will work (and perform its function) as required originally (per scope of tender), or as altered thereafter with the approval of the Municipality. Consultants will ensure that all designs, materials, and measures chosen will perform as expected by the Municipality. The completed project will perform as required within the prevailing South African conditions, including known political conditions, within and around the Municipality. The Consultants will take responsibility that such project will perform as is required within such conditions.

Consultants will take full responsibility for any design faults or misperceptions resulting in a project not performing as specified and will be held liable if such requested specification and operations are not achieved. The Tender Document, Document A as well as this document will form contract with the Consultant, the following Performance Criteria are also applicable:

PERFORMANCE CRITERIA

The following performance criteria apply:

- B.1) Consultants are required to keep to programme dates
- B.2) Personal involvement with the project and the team as and when needed
- B.3) Consultants must liaise with the Local Authority to address any possible issue(s)
- B.4) Consultants to provide good administrative support in responding to correspondence timeously
- B.5) Your regular attendance at requested meetings
- B.6) Consultants are to ensure adequate record keeping
- B.7) Timely response to requested information
- B.8) Consultants to provide good administrative support in responding to correspondence timeously
- B.9) Your regular attendance at requested meetings
- B.10) Consultants are to ensure adequate record keeping
- B.11) Timely response to requested information
- B.12) Consultants to perform the Asset Unbundling of construction projects implemented, as per Stellenbosch Municipal Standards
- B.13) Consultants to provide a professional service on time and within budget

C. PROFESSIONAL INDEMNITY INSURANCE

Clause 5.4.1 of Part C1.2: Contract Data of Tender B/SM 13/21 states: "The Service provider shall insure against professional negligence, errors, and omissions under a Professional Indemnity policy for at least twice the fee amount provided for each assignment in respect of a claim, without limit to number of claims. The Bidder must provide proof of such insurance to the Employers Representative within 14 (fourteen) days after the notification of acceptance of the Assignment. For projects that have significant impacts, the Municipality may request additional Professional Indemnity. Such projects may therefore have additional Professional Indemnity requirement that will be determined by the Municipality when the scope of works is compiled."

The project value is defined as professional fees plus construction value; therefore, your insurance policy must provide cover to Stellenbosch Municipality to a minimum value of at least twice the fee amount provided for each assignment in respect of a claim, against liability for:

- C.1) the loss or damage suffered by Stellenbosch Municipality by reason of error, omission, neglect, or breach of professional duty by yourself, your employees or independent contractors appointed by yourselves in providing the services as described above,
- C.2) death, injury, loss, or damage to property of any third Party arising from any error, omission, neglect, or breach of professional duty by yourself, your employees or independent contractors appointed by yourselves in providing the services as described above.

Please provide the following:

- C.3) A copy of your insurance policy
- C.4) Limit of public liability per claim
- C.4) Expiry date of the applicable policy

D. REMUNERATION

- D.1) Payment in respect of the services to be provided by the consultant as appointed by means of this letter of appointment, will be remunerated by Stellenbosch Municipality will be time and cost based.
- D.2) The Estimated fees for various stages will be as agreed with Municipal Project Manager and in line with the technical proposal fee estimates and fee structures submitted.
- D.3) The implementation of all further Stages is subject to availability of pre-approved funding.
- D.4) Any invoices must be addressed to Stellenbosch Municipality and must indicate the VAT number of the municipality as well as your own VAT number.

Handwritten signature and initials, possibly 'fe' and 'E', with a large flourish.

D.5) A hard copy must be delivered to Stellenbosch Municipality and an electronic copy must be forwarded to the municipal project manager for this project.

E. CASHFLOW

Updated cash flow projections must accompany all requests for payments. Please also include a cashflow that is in line with your envisaged programme and milestones with your acceptance of this letter of appointment.

F. PROGRAMME

An envisaged programme must be forwarded with acceptance of this letter of appointment, and it is expected that this programme be adhered to.

G. DATA

All designs, plans, documentation, and the like prepared by yourself for this project, become the property of the Stellenbosch Municipality upon payment thereof.

H. COMMUNICATION

All formal communication between yourself and other role players must be copied to the relevant project / line and senior manager. Minutes and/or notes of all meetings must be confirmed in writing and copied to the rest of the team.

We trust that you are willing to accept the appointment and conditions and request you to acknowledge your acceptance of this appointment letter by signing the section below and returning a copy to Stellenbosch Municipality.

Yours faithfully



Mark Benson
Project / Line Manager

Date: 23/08/2022

Nombulelo Zwane
Relevant Senior Manager

Date: _____



Shane Chandaka
Relevant Director

Date: 25/08/2022



Cc: Municipal Supply Chain Management: donray.beerwinkel@ Stellenbosch.gov.za

**CONFIRMATION OF ACCEPTANCE OF THIS LETTER OF APPOINTMENT,
BY THE CONSULTANT WITH RESPECT TO STELLENBOSCH MUNICIPALITY'S:**

B/SM 13/21: ESH.3: Professional electrical engineering services for the procurement and installation of two new 20 MVA 66/11kV transformers and associated works.

Signature:



Printed Name:

ALBERTUS PETRUS ZEEMAN

Position:

OFFICE MANAGER

Dated:

26 AUGUST 2022

ZUTARI (PTY) LTD

for and on behalf of the Consultant



13.5	ESTABLISHMENT OF SECTION 80 COMMITTEES (PORTFOLIO COMMITTEES)
------	---

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**).

5. RECOMMENDATIONS

(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 appoint the members of the Section 80 Committees.

6. DISCUSSION / CONTENTS

6.1 Background

Composition of Committees

In terms of Section 160(8) of the Constitution of the Republic of South Africa, members of a municipal Council are entitled to participate in its proceedings and those of its Committees in a manner that, *inter alia*:-

- (a) allows parties and interests reflected within the Council to be fairly represented; and
- (b) is consistent with democracy.

The chairpersons of the section 80 Committees are appointed by the Executive Mayor and makes up the Mayoral Committee.

6.2 Discussion

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. Council approved the following 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

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

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 Centers

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) – (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) – unchanged (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).

6.3 Financial Implications

Councillors are not remunerated additionally for attending the section 80 committee meetings. The intention is that the meetings mostly be on the electronic Teams platform. Councillors will only be allowed to claim for out of pocket expenses not already covered in their all-inclusive remuneration package. The chairpersons to the committees are full time councillors.

6.4 Legal Implications

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

6.5 Staff Implications

3 support staff support the Mayco Councillors and Chief Whip

6.6 Previous / Relevant Council Resolutions:

ADJOURNED 1ST COUNCIL MEETING: 2021-11-23: ITEM 6.7

RESOLVED

(a) *that the establishment of the following Section 80 Portfolio Committees be approved:*

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

(b) *that the representation on the committees be finalised at the first council meeting in 2022; and*

(c) *that the Executive Mayor, in terms of Section 80(3) of the Municipal Structures Act, appoints the following Chairpersons for each of the Section 80 committees:*

- *Community Services (Parks, Open Spaces and Environment)*
Cllr J Joon
- *Corporate Services*
Cllr L Nkamisa
- *Financial Services*
Cllr P Johnson
- *Human Settlements*
Cllr JS Fasser
- *Infrastructure Services*
Cllr ZJ Dalling (Ms)

-
- *Local Economic Development and Tourism*
Cllr R du Toit (Ms)
 - *Planning*
Cllr C Van Wyk (Ms)
 - *Protection Services*
Cllr FJ Badenhorst
 - *Rural Management*
Cllr J Williams
 - *Youth, Sport and Culture*
Cllr RA Adams

Council resolution 23 February 2022 – Appendix 2**3RD COUNCIL MEETING: 2022-03-30: ITEM 11.11.2****RESOLVED** (nem con)

- (a) that the council resolution to appoint councillor Mdemka to serve on the Rural Management Committee be amended and to appoint Councillor Mdemka to the Human Settlements Committee;
- (b) that the council resolution to appoint councillor Serdyn to serve on the Human Settlements Committee be amended and to appoint Councillor Serdyn to the Rural Management Committee;
- (c) that council notes that due to the changes the membership of the Human Settlements Committee and Rural Development Committee is now as follows:

Human Settlements, total 5 members:

DA – 3
Opposition – 2

J Fasser (DA) – Deputy Executive Mayor – Chairperson
E Vermeulen (DA)
X Mdemka (DA)
N Ntsunguzi (ANC)
M van Stade (GOOD)

Rural Management, total 4 members:

DA - 3
Opposition - 1

J Williams (DA) – Chairperson
J Serdyn (DA)
C Manuel (DA)
E Masimini (ANC)

6.7 Risk Implications

Risks has been addressed through the item.

6.8 Comments from Senior Management:

The Senior managers takes note of the appointments

ANNEXURES

Appendix 1 – Memo from the Municipal Manager

Appendix 2 – Council resolution 23.2.23

FOR FURTHER DETAILS CONTACT:

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

APPENDIX 1

OFFICE OF THE EXECUTIVE MAYOR

MEMORANDUM TO : MS G METTLER (MUNICIPAL MANAGER)
MEMORANDUM FROM : CLLR GMM VAN DEVENTER – EXECUTIVE MAYOR
REFERENCE NUMBER : 3/9/R
DATE : 16 MAY 2023

RECONSIDERATION OF THE MAYORAL COMMITTEE – STELLENBOSCH MUNICIPALITY

PURPOSE

To inform the Municipal Manager of the reconsideration of the Mayoral Committee of the Stellenbosch Municipality.

BACKGROUND

There are presently 2 vacancies in Stellenbosch Mayoral Committee. (MAYCO). The first vacancy in the Portfolio Community protection was created due to the resignation of Rikus Badenhorst to take up a position as member of the NCOP. He also then resigned as the ward councillor of ward 21. After that, Cllr Zelda Dalling, Portfolio Chair for Infrastructure, indicated that she would like to exit as (MAYCO) member to rather focus on mediation in her spare time. Thus 2 vacancies exist in two very important portfolios.

The untimely death of the late Cllr Ansaaf Crombie also left a space in the PR councillor list, and this means that all the Section 80 committees and other committees will also have to be reviewed. The councillor representatives on the external bodies will also have to be reviewed.

Cllr Siegfried Schafer was appointed as successor for Cllr Crombie, and Cllr Maynard Slabbert was recently elected during a by-election to fill the ward vacancy of ward 21.

Having considered all these changes, the Executive Mayor realised that it will be prudent to re-assess and reconsider all the Mayco portfolios and Mayco positions. The following Portfolios and Portfolio Chairs have been approved, and new incumbents will take up the allocated portfolios on 1 June 2023.

NEW MAYORAL COMMITTEE	
Executive Mayor	Cllr GMM van Deventer
Deputy Mayor, incl Finance	Cllr Jeremy Fasser
Infrastructure	Cllr Peter Johnson
Planning, LED and Tourism	Cllr Carli van Wyk
Corporate Services	Cllr Lwando Nkamisa

Community Services	Cllr Xolile Kalipa
Human Settlements	Cllr Rozette du Toit
Rural management	Cllr Joseph Joon
Protection services	Cllr Reginald Pheiffer
Sport, Youth and Culture	Cllr John Cornelius Anthony
Parks, Open spaces and Environment	Cllr James Williams

Please ensure the relevant information is compiled in terms of the changing of the section 80 Portfolio Chairpersons, as well as the configuration of MPAC.

My office will ensure the incumbents receive their letter of appointment, and this will be provided to HR and your office for record purposes.

Your co-operation will be appreciated.

Kind regards,



Cllr GMM van Deventer
EXECUTIVE MAYOR

Date: 2023-05-16

APPENDIX 2

8.6	LOCAL ECONOMIC DEVELOPMENT & TOURISM: [PC: CLLR R DU TOIT (MS)]
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NONE

8.7	PLANNING, LOCAL ECONOMIC DEVELOPMENT AND TOURISM: [PC: CLLR C VAN WYK (MS)]
-----	--

NONE

8.8	PROTECTION SERVICES: [PC: CLLR FJ BADENHORST]
-----	---

NONE

8.9	RURAL MANAGEMENT: [PC: CLLR J WILLIAMS]
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NONE

8.10	YOUTH, SPORT AND CULTURE: [CLLR RA ADAMS]
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NONE

8.11	MUNICIPAL MANAGER: [MS G METTLER]
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8.11.1	ESTABLISHMENT OF SECTION 80 COMMITTEES (PORTFOLIO COMMITTEES)
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

16 February 2022

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

2. PURPOSES

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 number of members allocated to each committee.

The previous council accepted terms of references for each committee which are now outdated and needs to be revised.

SPECIAL COUNCIL: 2022-02-16: ITEM 8.11.1

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 the following members be appointed to the section 80 Committees

Corporate Services, total 4 members:

DA – 3
Opposition – 1

L Nkamisa (DA) - Chairperson
J C Anthony (DA)
J Serdyn (DA)
M Rataza (ANC)

Planning total 5 members:

DA – 3
Opposition – 2

C van Wyk (DA) – Chairperson
A Hanekom (DA)
J C Anthony (DA)
M Danana (ANC)
R Hendrickse (GOOD)

Financial Services, total 5 members:

DA – 3
Opposition – 2

P Johnson (DA) – Chairperson
W Petersen (DA)
E Groenewald (DA)
A Tomose (ANC)
R Hendrickse (GOOD)

Human Settlements, total 5 members:

DA – 3
Opposition – 2

J Fasser (DA) – Deputy Executive Mayor – Chairperson
E Vermeulen (DA)
J Serdyn (DA)
N Ntsunguzi (ANC)
M van Stade (GOOD)

Infrastructure Services, total 5 members:

DA – 3
Opposition – 2

Z Dalling (DA) – Chairperson
R van Rooyen (DA)
N Mcombring (DA)
R Nalumangu (ANC)
Z Ndalasi (EFF)

Protection Services, total 5 members:

DA – 3
Opposition – 2

R Badenhorst (DA) – chairperson
C Manuel (DA)
A Hanekom (DA)
M Nkopane (ANC)
N Mkhontwana (EFF)

Local Economic Development and Tourism, total 4 members:

DA - 3 members
Opposition – 1 member

R Du Toit (DA) – Chairperson
N Mcombring (DA)
R Pheiffer (DA)
I De Taillerfer (VF)

MINUTES

SPECIAL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2022-02-23

Rural Management, total 4 members:

DA - 3
Opposition - 1

J Williams (DA) – Chairperson
X Mdemka (DA)
C Manuel (DA)
E Masimini (ANC)

Youth, Sport and Culture, total 5 members of which:

DA – 3
Opposition – 2

R Adams (DA) – Chairperson
R Pheiffer (DA)
R van Rooyen (DA)
C Noble (Good)
J Andrews (PA)

Parks, Open Spaces and Environment total 4 members –

DA –3
Opposition –1

J Joon (DA) – Chairperson
E Vermeueln (DA)
A Hanekom (DA)
M Nkopane (ANC)

- (c) that it be noted that the Executive Mayor have appointed the chairpersons to the committees on 23 November 2021;
- (d) that the current terms of reference for all section 80 committees be adopted; and
- (e) that the various terms of references be referred to the relevant section 80 committees for revision after which said items must be re-submitted to Mayco and subsequent to Council for final adoption.

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	<i>Director</i>
DIRECTORATE	<i>Corporate Services</i>
CONTACT NUMBERS	021 808 8018
E-MAIL ADDRESS	Annalene.deBeer@ Stellenbosch.gov.za
REPORT DATE	8/2/2022

13.6	FILLING OF VACANCY ON MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) AND OVERSIGHT COMMITTEE
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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.

5. RECOMMENDATIONS

For consideration.

6. DISCUSSION / CONTENTS

6.1 Background

In terms of Section 79 of the Structures Act, a municipal council may establish one or more Committees necessary for the effective and efficient performance of any

of its functions or the exercise of any of its powers and appoint the members of such Committee(s) from among its members.

The Municipal Public Accounts Committee also acts as an oversight committee to exercise oversight over the executive obligations of council.

6.2 Discussion

On 10 December 2021, a Municipal Public Accounts Committee (MPAC) was established by Council 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.

Councillor Ansaaf Crombie, who served on the Municipal Public Accounts Committee, was replaced with Councillor Schäffer on 24 April 2023 after her passing.

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.

6.3 Financial Implications

Councillors are not remunerated additionally for attending the Municipal Public Accounts Committee (MPAC).

Councillors will only be allowed to claim for out-of-pocket expenses not already covered in their all-inclusive remuneration package.

6.4 Legal Implications

The recommendation in this report complies with Council’s policies and all applicable legislation.

6.5 Staff Implications

The administration assists when needed with the administrative tasks around a sitting of the committee.

6.6 Previous / Relevant Council Resolutions:**SPECIAL COUNCIL MEETING: 2021-12-10: ITEM 8.1**

Nominations were called for the Chairperson of the MPAC. The ANC nominated Cllr N Mananga-Gugushe (Ms) and the DA nominated Cllr WF Pietersen. **(duly nominated forms attached)**. The Speaker RULED that voting be done by the raising of hands, resulting in 8 in favour of Cllr N Mananga-Gugushe (Ms) and 28 voting in favour of Cllr WF Pietersen.

RESOLVED (nem con)

- (a) that Council establishes 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;
- (b) that the function of an oversight committee in relation to the Annual Report be incorporated into the roles and responsibilities of MPAC;
- (c) that Council determines the amount of Councillors and their secundi to serve on the Municipal Public Accounts Committee (MPAC), based on the following principles:

- (i) that the composition of the Municipal Public Accounts Committee (MPAC) be a total of 7 members of which the DA has 4 members, and the Opposition has 2 members, namely:

DA: Cllr Crombie (Ms)
Cllr Ferns (Ms)
Cllr Kalipa
Cllr N Olayi

ANC: Cllr N Mananga-Gugushe (Ms)

PDM: Cllr WF Pietersen

ACDP: Cllr O Jooste

- (ii) MPAC must be represented by a wide range of experience and expertise available in Council and should reflect the various political parties represented in Council;
 - (iii) The Executive Mayor, Deputy Executive Mayor, Speaker, Whip or a member of the Mayoral Committee be excluded from membership of MPAC;
- (d) that Council elects Councillor WF Pietersen as Chairperson for the Municipal Public Accounts Committee (MPAC); and
- (e) that the Chairperson of this Committee be designated as a full-time Councillor.

13TH CONCIL MEETING: 2023-04-26: ITEM 13.1**RESOLVED** (majority vote with abstentions)

that Councillor Siegfried Schäfer be appointed to fill the vacancy of the MPAC and Oversight Committee.

6.7 Risk Implications

Risks are addressed in the content of the item.

6.8 Comments from Senior Management:

The item was not circulated for comment.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	municipal.manager@ Stellenbosch.gov.za
REPORT DATE	17 May 2023

14.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER
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NONE

15.	CONSIDERATION OF URGENT MOTIONS
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16.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
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17.	REPORTS SUBMITTED BY THE SPEAKER
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17.1	QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING 3rd QUARTER
------	---

Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

Council: 24 May 2023

**1. SUBJECT: QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING
3rd 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.

5. **RECOMMENDATIONS**

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

6. **DISCUSSION / CONTENTS**

6.1 **Background**

In terms of the Policy and Procedures for Ward Committees amended and adopted by Council on 23 November 2021, the Speaker of Council is the custodian of Ward Committees. The Speaker must, in collaboration with Ward Councillors, regulate and monitor the frequency of ward committee and community report back meetings and must through his/her office ensure functionality of ward committees, as outlined in paragraphs 15(1) and 15(3 and 4) of Council's Policy and Procedures for Ward Committees.

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.

6.2 **Discussion**

At the 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 the 3rd quarter of 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, including dates and number of Ward Committee meetings for the period January – March 2023.

6.5. **Financial Implications**

As per the approved budget.

6.4 **Legal Implications**

The recommendations in this report comply with approved delegations, legislation and Council policies.

6.5 Staff Implications

Ward Administrators have been appointed to assist with the functioning of Ward Committees. Where vacancies exist, there are processes in place to fill the vacancies.

6.6 Previous / Relevant Council Resolutions:

6TH COUNCIL MEETING: 2022-07-27: ITEM 13.2

- (a) that Council notes the final report on the establishment of the ward committees and the current vacancies on ward committees;
- (b) that Council notes the filling of vacancies during the 2nd round of elections for wards 15 and 19;
- (c) that it be noted that Ward Committees may co-opt members where vacancies exists and inform council accordingly.

6.7 Risk Implications

This report addresses the risk implications for the Municipality.

6.8 Comments from Senior Management:

The report was not circulated for comment

ANNEXURES

Annexure A: Summary of Ward Committee and Public Meetings held: January – March 2023

FOR FURTHER DETAILS CONTACT:

NAME	Jacqueline Beerwinkel
POSITION	<i>EXECUTIVE SUPPORT OFFICER</i>
DIRECTORATE	<i>CORPORATE SERVICES</i>
CONTACT NUMBERS	<i>021808 8618</i>
E-MAIL ADDRESS	<i><u>Jacqueline.Beerwinkel@ Stellenbosch.gov.za</u></i>
REPORT DATE	<i>24 May 2023</i>

ANNEXURE A

ANNEXURE A: SUMMARY OF WARD COMMITTEE AND PUBLIC MEETINGS HELD: JANUARY TO MARCH 2023.

WARD COMMITTEE MEETINGS: JANUARY – MARCH 2023					
Wards	No of WC Members	No of WC Meetings	Meeting dates (wc)	Public / Report back meetings	IDP attendance of w comm
1	10	2	26/02/2023; 22/02/2023	28/03/2023	
2	10	2	07/02/2023; 23/03/2023	none	
3	8	2	24/01/2023; 23/03/2023	16/02/2023 16/03/2023	
4	7	1	24/01/2023	none	
5	10	2	07/02/2023; 14/03/2023	none	
6	8	2	02/02/2023; 15/03/2023	15/03/2023	
7	10	2	08/02/2023; 08/03/2023	none	
8	5	1	23/02/2023	16/03/2023	
9	10	1	07/02/2023	16/03/2023	
10	10	2	07/02/2023; 15/03/2023	none	

Wards	No of WC Members	No of WC Meetings	Meeting dates (wc)	Public / Report back meetings	IDP attendance of w comm
11	10	2	14/02/2023; 14/03/2023	none	
12	10	3	23/01/2023; 15/02/2023; 07/03/2023	28/02/2023	
13	10	3	30/01/2023; 27/02/2023; 29/03/2023	none	
14	10	3	26/01/2023; 28/02/2023; 28/03/2023		
15	10	3	23/02/2023; 07/02/2023; 07/03/2023	none	
16	10	3	24/01/2023; 07/02/2023; 23/03/2023	none	
17	6	1	01/02/2023	07/03/2023	
18	10	3	09/01/2023; 06/02/2023; 06/03/2023	none	
19	8	3	25/01/2023; 06/02/2023; 23/03/2023	07/03/2023; 09/03/2023; 23/03/2023	

Wards	No of WC Members	No of WC Meetings	Meeting dates (wc)	Public / Report back meetings	IDP attendance of w comm
20	9	2	07/02/2023; 14/03/2023	none	
21	8	0		none	
22	10	2	08/02/2023; 08/03/2023	None	
23	9	2	07/02/2023; 07/03/2023	none	

18.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

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

***THE AGENDA HAS BEEN DISCUSSED WITH THE SPEAKER,
CLLR Q SMIT AND HE AGREES WITH THE CONTENT.***
