



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

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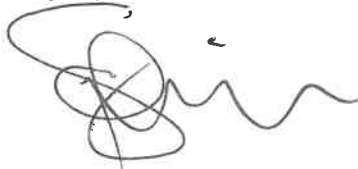
2025-02-21

NOTICE OF THE 29TH MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY WEDNESDAY, 2025-02-26 AT 10:00

TO The Speaker, Cllr Q Smit [Chairperson]
The Executive Mayor, Ald JS Fasser
The Deputy Executive Mayor, Cllr M Slabbert
The Council Whip, Cllr P Crawley

COUNCILLORS	RA Adams	NE Mcombring
	J Andrews	XL Mdemka
	Ald JC Anthony	NM Mkhontwana
	R Cupido	NR Ndalasi
	MM Danana	L Nkamisa
	JA Davids	M Nkopane
	I De Taillerfer	N Ntsunguzi
	R Du Toit	N Olayi
	A Ferns	GA Petersen
	E Groenewald	WC Petersen
	AJ Hanekom	RO Pheiffer
	RB Hendrikse	WF Pietersen
	SC Heneke	MG Rataza
	J Joon	Ald JP Serdyn
	O Jooste	SR Schäfer
	X Kalipa	A Tomose
	TO Kumm	RB Van Rooyen
	N Mananga-Gugushe	M Van Stade
	C Manuel	E Vermeulen
	EP Masimini	J Williams

Notice is hereby given in terms of Section 29, read with Section 18(2) of the *Local Government: Municipal Structures Act, 117 of 1998*, as amended, that the **29TH MEETING** of the **COUNCIL** of **STELLENBOSCH MUNICIPALITY** will be held in the **COUNCIL CHAMBER, PLEIN STREET, STELLENBOSCH** on **WEDNESDAY, 26 FEBRUARY 2025** at **10:00** to consider the items on the Agenda.



**SPEAKER
CLLR Q SMIT**

**29TH MEETING OF COUNCIL
OF STELLENBOSCH MUNICIPALITY
2025-02-26**

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1.	OPENING AND WELCOME
2.	MAYORAL ADDRESS
3.	COMMUNICATIONS BY THE SPEAKER
4.	COMMUNICATIONS BY THE MUNICIPAL MANAGER
5.	DISCLOSURE OF INTERESTS
6.	APPLICATION FOR LEAVE OF ABSENCE
7.	CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING/S
7.1	28 TH COUNCIL MEETING: 2025-01-29

The minutes of the 28th Council meeting: 2025-01-29 is attached as **APPENDIX 1**.

FOR CONFIRMATION

APPENDIX 1



STELLENBOSCH
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Ref no.3/4/2/5

2025-01-29

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MINUTES

28TH MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

2025-01-29 AT 10:00

MINUTES
28TH MEETING OF COUNCIL
OF STELLENBOSCH MUNICIPALITY
2025-01-29

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18.	MATTERS TO BE CONSIDERED IN-COMMITTEE	
	SEE PINK DOCUMENTATION (previous minutes only)	

MINUTES

28TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2025-01-29

TO

The Speaker, Cllr Q Smit [Chairperson]
 The Executive Mayor, Ald JS Fasser
 The Deputy Executive Mayor, Cllr M Slabbert
 The Council Whip, Cllr P Crawley

COUNCILLORS

RA Adams	XL Mdemka
J Andrews	NM Mkhontwana
Ald JC Anthony	L Nkamisa
R Cupido	M Nkopane
MM Danana	N Ntsunguzi
JA Davids	N Olayi
I De Taillerfer	GA Petersen
R Du Toit	WC Petersen
A Ferns	RO Pheiffer
E Groenewald	WF Pietersen
SC Heneke	MG Rataza
J Joon	Ald JP Serdyn
O Jooste	SR Schäfer
X Kalipa	A Tomose
TO Kumm	RB Van Rooyen
N Mananga-Gugushe	M Van Stade
C Manuel	E Vermeulen
EP Masimini	J Williams (until 12:45)
NE Mcombring	

OFFICIALS

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

1. OPENING AND WELCOME

The Chairperson, Cllr Q Smit, welcomed all present at the first Open Council meeting for 2025. He extended a special word of welcome to the newly appointed Deputy Executive Mayor, Cllr M Slabbert, and the newly appointed Executive Mayor, Ald J Fasser who will deliver his maiden budget speech today.

The Speaker afforded Mr Van Reenen of the Fire Department an opportunity to brief Council on the evacuation procedure in case of an emergency, as this is of vital importance to everyone present.

2. MAYORAL ADDRESS [ALD J FASSER]

“- Welcome back to all Councillors, Officials and residents of the greater Stellenbosch. This new year, 2025 will be a year of challenges but also successes.

Also want to extend a warm welcome to our newest councillor, Cllr Rashaad Cupido. Cllr Cupido was sworn in this morning, and I trust that Cllr Cupido will bring fresh perspectives and ideas. I ask our Councillors to be supportive of all our new councillors.

- Ek verwelkom ook alle nuwe leerders aan skole in die groter Stellenbosch, sowel as alle studente, beide eerstejaars en terugkerende studente. Stellenbosch is ook julle dorp en ek vra dat julle jul tyd hier moet geniet en vol uit leef, maar dit met agting en versigtig doen. Wees waaksaam en moenie waardevolle artikels oonbeman laat nie. wees te alle tye paraat.
- The Municipality's support contract with the Stellenbosch Citizen App service provider expired at the end of 2024, and we have made the decision not to renew the support contract. This means the app will no longer be available. The app was launched during the COVID-19 lockdown as an additional platform for public engagement, particularly for inputs on the Integrated Development Plan (IDP). It was highly effective initially, but as conditions normalised and more communication platforms became widely accessible, the need for the app started to diminish. After a detailed cost-benefit analysis, we found that the value of engagement through the app did not justify its expense. The municipality has several other online platforms that have proven to reach far more residents and stakeholders at a fraction of the cost.
- The following channels are still available:
 - 1. Dedicated IDP Communication Channels:
 - 2. Stellenbosch Customer Care Portal:
 - 3. Let's Fix It Lines:
 - 4. 24-Hour Control Room:
 - The municipal website, Facebook page, Twitter/X page, Instagram page, LinkedIn page and WhatsApp channel are also available.
- Ek het vroeg verlede Maandagoggend saam met Mayco-lid vir Korporatiewe Dienste, rdl. Lwando Nkamisa, 'n spesiale besoek aan die munisipale depot by Beltana gebring. Ons het ontmoet met die ongelooflike amptenare en werkers wat die hartklop van ons munisipaliteit vorm — die spanne aan die voorpunt van dienslewering. Van vullis bymekaarmaak en strate uitvee tot storms trotseer om elektrisiteit te herstel en gebarste pype regmaak, hul onvermoeide pogings hou ons dorp aan die gang. Ek het hierdie onbesonge helde persoonlik bedank vir hul toewyding, harde werk en opofferings, en hulle herinner hoeveel hul pogings vir ons inwoners beteken.

- The deadline to complete spaza shop registrations has been extended to 28 February 2025 across South Africa. If you operate a spaza shop, tuckshop, home shop, or any other informal food handling outlet in the Greater Stellenbosch Municipal Area (WC024), ensure you are properly registered with the municipality before the deadline. I urge all ward councillors to assist and support the registration drive to ensure absolute compliance and that the stigma surrounding spaza shops the last few months become a thing of the past.
- Ek nooi alle raadslede en inwoners uit om op 1 Februarie 2025 by my en die Mayco aan te sluit vir die Oesparade en Seën van die 2025 Oes! Vier die begin van hierdie spesiale seisoen saam met ons terwyl ons ons ryk landbou-erfenis en die harde werk van ons boeregemeenskap eer.
- On 24 January 2025 hosted a meeting with a small group of religious and community leaders at his office today, emphasising the value of open communication and ensuring direct access to the mayor for stronger collaboration and shared solutions. More of these types of interactions and meetings with more leaders and stakeholders will follow.
- Ons moet almal Stellenbosch FC gelukwens met hul massiewe oorwinning teen AmaZulu. Baie geluk, Stellies! Ons is agter jou elke tree van die pad! Maak ons trots.
- Thank you to everyone who came out and engaged with us at the Housing Demand Database Outreach in Jamestown. In preparation for the upcoming Jamestown Housing Project, this was to ensure that our Housing Demand Database (Housing List) is accurate and up to date. The residents were on the ground in Jamestown, giving residents the opportunity to:

Verify their details

Update their information

Receive valuable feedback from our officials.

Thank you."

3.	COMMUNICATIONS BY THE SPEAKER
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- The Speaker announced that the sequence of the items under Agenda point 8. Statutory Matters, will change as follows:
 - 8.1 Tabling of the Draft Annual Report 2023/24
 - 8.2 MFMA Section 52 Reporting up to December 2024
 - 8.3 S72 Mid-Year Budget and Performance Assessment for 2024/2025
 - 8.4 Mid-Year Adjustments Budget 2024/2025
 - 8.5 Revised Top Layer Service Delivery Implementation Plan 2024/2025
 - 8.6 Oversight Role of Council: Supply Chain Management Policy-Report on the Implementation of the Supply Chain Management Policy Of Stellenbosch Municipality: Quarter 2 (01 October 2024 – 31 December 2024)
 - 8.7 Management of Contracts or Agreements and Contractor Performance for the period 01 July 2024 – 31 December 2024 MFMA S116(2)(D) Report
 - 8.8 Monthly financial statutory reporting: deviations for november & december 2024
- Item 12.1 of this Agenda contains confidential APAC minutes and Speaker, **RULED** that in future any item that is confidential or contains confidential minutes **MUST** be dealt with In-Committee and not in the open Agenda, as stipulated under

3.3.8 in the Rules and Order for the Meetings of the Council and its Committees. Speaker requested that the APAC In-Committee minutes under 12.1 on the Open Agenda, be treated confidentially even though it is already in the public domain.

- Amendments (duly signed) were received for Items 12.2 and 12.3 on the Agenda.
- The Speaker congratulated the following Councillors who celebrated their birthdays during December and January:

December

12 December – Cllr JC Anthony
 19 December – Cllr E Masimini
 25 December – Cllr C Manuel
 27 December – Cllr Wilfred Pietersen
 28 December – Cllr S Schaffer
 31 December – Cllr R Du Toit

January

5 January -Cllr N Gugushe
 9 January – Cllr A Ferns
 21 January – Cllr J Joon
 23 January – Cllr R Van Rooyen
 30 January – Cllr M Slabbert

4.	COMMUNICATIONS BY THE MUNICIPAL MANAGER
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The Acting Municipal Manager, Ms A De Beer wished the Executive Mayor, Ald J Fasser well on his first Council meeting as Executive Mayor.

5.	DISCLOSURE OF INTERESTS
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Cllr S Schafer declared his interest in Item 12.8 and requested to be recused from the meeting when Item 12.8 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 ZJ Dalling	- 29 January 2025
AJ Hanekom	- 29 January 2025
RB Hendrikse	- 29 January 2025
NR Ndalasi	- 29 January 2025
G Mettler (MM)	- 29 January 2025

- 6.2 Permission was granted to Councillor J Williams to leave the meeting earlier (12:45).

7.	CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING/S
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7.1	27TH COUNCIL MEETING: 2024-11-27
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The minutes of the 27th Council meeting: 2024-11-27 **were confirmed as correct without any changes.**

7.2	SPECIAL COUNCIL MEETING: 2024-11-29
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The minutes of a Special Council meeting: 2024-11-29 were confirmed as correct without any changes.

8.	STATUTORY MATTERS
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8.1	TABLING OF THE DRAFT ANNUAL REPORT 2023/24
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 January 2025 and 29 January 2025

1. SUBJECT: TABLING OF THE DRAFT ANNUAL REPORT 2023/24

2. PURPOSE

To table to the Council the draft Annual Report 2023/24 for consideration and approval to be released for public comment.

Furthermore, it is also the purpose of this submission, after the approval of the draft Annual Report 2023/24 by the Council to be released for public comment, to refer the draft Annual Report 2023/24 to the Municipal Public Accounts Committee (MPAC) to fulfil the role of an Oversight Committee and to make a recommendation to the Council as contemplated in terms of Section 129(1) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA).

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The draft Annual Report must be tabled by the executive mayor within seven months after the end of the financial year and be made available for public inspection. The Accounting Officer must invite the public to provide input into the draft annual report. It has become a practice for the MPAC to also invite the public to make verbal representations at meetings where the report is being discussed.

A schedule with proposed dates for the MPAC meetings is also attached hereto as **Annexure A**. The Council resolved that MPAC has, as part of its terms of reference, the role of sitting as the Oversight Committee to consider the draft Annual Report 2023/24.

At the time of this submission to the Council, the socio-economic profile 2024 was not yet made available by the Western Cape Provincial Treasury. It is anticipated that the profile will be released towards the beginning of February 2025. As a result, the socio-economic profile in the draft Annual Report 2023/24 contains information based on the 2023 profile. This information will be updated with the socio-economic profile 2024 in the draft Annual Report 2023/24 during the public participation process.

28TH COUNCIL MEETING: 2025-01-29: ITEM 8.1**RESOLVED** (nem con)

- (a) that the Council takes note of the draft Annual Report 2023/24;
- (b) that the Council takes note that the Municipal Manager will make the draft Annual Report 2023/24 public for comment on the official website of the Stellenbosch Municipality, the local print media, and at the offices of the municipality for 21 days;
- (c) that the commencement of the public participation process will be the date the draft Annual Report 2023/24 is published on the municipal website;
- (d) that the Council refers the draft Annual Report 2023/24 (**ANNEXURE B**) to the MPAC to consider the draft Annual Report 2023/24 and to make a recommendation to the Council as contemplated in terms of Section 129(1) of the MFMA;
- (e) that the Council takes note of the proposed dates for the MPAC meetings where the draft Annual Report 2023/24 will be discussed, as detailed in **ANNEXURE A**. These dates are subject to change. The final dates will be published on the municipality's website and in the local media;
- (f) that the Council approves the MPAC's mandate to co-opt two members of the public with expertise in specific fields to assist and advise the MPAC; and
- (g) that the Council approves that the co-opted members can be remunerated in line with the recommendations of the National Treasury Regulation in this regard.

Rates for additional nominated community members as per Treasury Regulation 20.2.2. The once-off preparation tariff was used as a guide since the National Treasury does not have guidance in that regard. Consultation must take place to decide if the rate will remain the same.

Tariff	Number of co-opted Members	Not exceeding no. of hours	Remuneration
Per-hour tariff for attendance of meeting as a member	2	45 hours	R 337.00 per hour
Once-off Tariff for duties performed in preparation	2	6 hours	R 2 698 (for six hours)

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	Municipal.Manager@ Stellenbosch.gov.za
REPORT DATE	13 January 2025

8.2	MFMA SECTION 52 REPORTING UP TO DECEMBER 2024
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

22 January 2025

1. SUBJECT: MFMA SECTION 52 REPORTING UP TO DECEMBER 2024**2. PURPOSE**

To comply with Section 52(d) of the Municipal Finance Management Act and report to Council on the implementation of the budget; and service delivery budget plan of the Municipality for the 2nd quarter of the 2024/25 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 and the financial affairs 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 commitments 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 October 2024 to 31 December 2024.

28TH COUNCIL MEETING: 2025-01-29: ITEM 8.2**NOTED**

the Section 52 Report (including Quarterly Performance Report) for Second Quarter of the financial year.

FOR FURTHER DETAILS CONTACT:

NAME	Monique Steyl
POSITION	Senior Manager Financial Management Services
DIRECTORATE	Financial Services
CONTACT NUMBER	021 – 808 8512
E-MAIL ADDRESS	Monique.Steyl@ Stellenbosch.gov.za
REPORT DATE	22 January 2024

8.3	S72 MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT FOR 2024/2025
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 January 2025

1. SUBJECT: MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT FOR 2024/2025**2. PURPOSE**

To submit the Section 72 report (Mid-year Budget and Performance Assessment Report) to Council.

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

In terms of Section 54 of the Municipal Finance Management Act (MFMA), 56 of 2003.

4. EXECUTIVE SUMMARY

This report provides the progress made by the Municipality in terms of the Service Delivery Budget and Implementation Plan (SDBIP) for the period 1 July 2024 to 31 December 2024.

28TH COUNCIL MEETING: 2025-01-29: ITEM 8.3**RESOLVED** (nem con)

- (a) that Council take note of the report and more specifically the assessment and forecasts contained in the report,
- (b) that Council take note that an Adjustments Budget will be tabled to Council as a result of the following:
 - the appropriation of additional allocations received and increased realistically anticipated revenue during the financial year;
 - the reprioritization of projects in line with being completed by the communicated cut-off dates to facilitate year- end preparation;
- (c) that Council note the performance of the Municipality against the set objectives contained in **APPENDIX 1** - Section 2; and
- (d) that the Accounting Officer attend to ensuring that Directors put the necessary corrective measures in place to ensure that projects are managed proactively in a bid to ensure that Council meet its strategic objectives contained in the Service Delivery and Budget Implementation Plan and to report on same at the end of quarter

NAME	Kevin Carolus
POSITION	<i>Chief Financial Officer</i>
DIRECTORATE	<i>Financial Services</i>
CONTACT NUMBERS	<i>021 – 808 8528</i>
E-MAIL ADDRESS	<i>CFO@ Stellenbosch.gov.za</i>
REPORT DATE	<i>22 January 2025</i>

8.4	MID-YEAR ADJUSTMENTS BUDGET FOR 2024/2025
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 January 2025

1. SUBJECT: MID-YEAR ADJUSTMENTS BUDGET FOR 2024/2025**2. PURPOSE**

To table the adjustments budget as envisaged by section 28 of the Municipal Finance Management Act (Act No.56 of 2003), for the 2024/2025 financial year, for approval. The Western Cape Adjustments Appropriation Act, 2024, was enacted and arising from this, grant allocations were amended for Stellenbosch Municipality, for the 2024/25 financial year.

3. DELEGATED AUTHORITY

Approval is required by the Municipal Council.

4. EXECUTIVE SUMMARY

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

28TH COUNCIL MEETING: 2025-01-29: ITEM 8.4

The Speaker afforded the Executive Mayor, Ald J Fasser an opportunity to deliver his Budget Speech (annexed hereto).

RESOLVED (majority vote)

- (a) that the Adjustments Budget for 2024/2025 as set out in **APPENDIX 1**, be approved;
- (b) that the list of capital projects be adjusted over the MTREF (2024/2025), as set out in **APPENDIX 1**;
- (c) that the Adjustments Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 2**, be approved; and
- (d) that the Service Delivery and Budget Implementation Plan be adjusted accordingly inclusive of the non-financial information (performance measurement).

FOR FURTHER DETAILS CONTACT:

NAME	MONIQUE STEYL
POSITION	SENIOR MANAGER: FINANCIAL MANAGEMENT SERVICES
DIRECTORATE	FINANCIAL SERVICES
CONTACT NUMBERS	021 808 8512
E-MAIL ADDRESS	Monique.Steyl@ Stellenbosch.gov.za
REPORT DATE	17 January 2025

**EXECUTIVE MAYOR
ALD J FASSER'S
BUDGET SPEECH**

2024/2025

MID-YEAR ADJUSTMENTS BUDGET

TABLED BY EXECUTIVE MAYOR
JEREMY FASSER

29 JANUARY 2025



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY



MID-YEAR		ADJUSTMENTS		BUDGET	2024/25
Tabled	by	Executive	Mayor	Jeremy	Fasser
29 January 2025					

- Honourable Speaker;
- Deputy Mayor;
- Council Whip;
- Members of the Mayoral Committee;
- Members of Council;
- Municipal Manager and senior management;
- Members of the public and all special guests in attendance;
- Members of the media present;
- All protocol observed

Good morning ladies and gentlemen, hartlike goeiemore, molweni, As-salamu Alaykum.

Introduction

Speaker, it is both an honour and a privilege to present the Adjustments Budget for the 2024/2025 financial year to Council today.

This is my first Adjustments Budget as Executive Mayor, and I want to take a moment to express my heartfelt gratitude to the Municipal Manager, Chief Financial Officer and their respective teams. Your guidance, support and sound advice throughout this process have been invaluable, ensuring that we remain true to our commitment to prudent financial management and service excellence.

This Adjustments Budget process is a crucial opportunity for us to reflect on our performance and refine our financial planning to ensure that we are delivering on our promises to the communities of Stellenbosch. It allows us to continually review income, expenditure, capital projects and operational budgets to ensure that every rand is used effectively and that we continue to serve our residents with excellence.

Honourable Speaker, as the Executive Mayor of Stellenbosch Municipality, it is my responsibility to submit the Adjustments Budget for the ongoing fiscal year of 2024/25, as mandated by section 28(4) of the Municipal Finance Management Act. As outlined in section 28(2) of the same Act, an adjustments budget:

1. must adjust the revenue and expenditure estimates downwards if there is material under collection of revenue during the current year;
2. may appropriate additional revenue that has become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for;
3. may authorize the utilization of projected savings in one vote towards spending in another vote; and
4. may correct any errors in the annual budget. In terms of section 23(1) of the Municipal Budget and Reporting Regulations, the above-mentioned adjustments can only be done after the mid-year budget and performance assessment has been tabled to Council, but not later than 28 February.

We are therefore very early this year and will be one of the first councils that I know of that will be tabling the Adjustments Budget long before the legislated deadline.

Councillors, as we consider this budget, let us remember the difficult circumstances faced by many municipalities across the country. News headlines are filled with stories of municipalities struggling under crushing debt, misappropriated funds, corruption and the collapse of basic services such as water, electricity and roads. In stark contrast, Stellenbosch Municipality stands as a beacon of hope and progress, grounded in fiscal discipline, good governance, clean audits and transparency.

When we look at Stellenbosch as A Model Municipality

Honourable Speaker, I am immensely proud to report that our municipality continues to uphold the highest standards of governance. Our clean audits

are a testament to our unwavering commitment to financial integrity and accountability. While many other municipalities are trapped in cycles of wasteful expenditure and poor management, Stellenbosch continues to make clear and measurable progress.

This resilience and success are not accidental. It is the result of years of careful planning, strategic decision-making and a culture of accountability. We understand that we are stewards of public funds, and we are committed to ensuring that every decision we make reflects our dedication to serving the best interests of our residents. *Daar moet 'n rede wees vir elke rand wat spandeer word - inwoners wil weet en moet weet waar hul geld bestee word en hoe dit 'n impak op hulle lewens sal hê.* Let me rephrase that, Honourable Speaker: As councillors, we understand that we are stewards of public funds, and we are committed to ensuring that every decision we make reflects our dedication to serving the best interests of our residents.

Which brings us to what are the Key Adjustments and Budget Priorities:

This Adjustments Budget reflects the dynamism of our municipality, ensuring that resources are allocated where they are most needed. Allow me to highlight a few critical adjustments and priorities:

In terms of our Operational Income Adjustments:

Honourable Speaker,

- **Electricity Service Charges:** Increased by R50 million due to higher-than-anticipated consumption, reflecting both historical trends and effective revenue collection mechanisms.
- **Our Interest Earned from Investments:** Increased by R10 million, a result of favourable interest rates and strategic investment of additional funds.
- **On Transfers and Subsidies:** Increased by R492 000, including a notable provincial contribution of R6.4 million toward the acceleration of housing delivery, which I am certain all councillors will be very excited to hear

because we must be innovative when addressing the housing needs of our communities.

Under our Operational Expenditure Adjustments:

- **Security Services:** Increased by R6.65 million to safeguard critical municipal infrastructure from vandalism and theft.
- **Maintenance of Buildings and Facilities:** Increased by R6.1 million to repair damages caused by disasters in 2023/24 and to address additional maintenance needs.
- **Finance Charges:** Adjusted upward by R12.2 million, reflecting historical costs and updated cash flow projections.

Capital Budget Adjustments:

Honourable Speaker, when we look at our Capital Adjustments Budget for 2024/2025:

We approved a Capital Budget for the 2024 / 2025 financial year of:

Directorate	Budget 2024/2025	Budget 2025/2026	Budget 2026/2027	Total Capital Budget
Municipal Manager	40 000	40 000	50 000	130 000
Planning & Economic Development	21 923 845	54 770 000	61 345 000	138 038 845
Infrastructure Services	494 711 555	413 130 975	465 435 146	1 373 277 675
Corporate Services	60 688 523	50 970 000	12 550 000	124 208 523
Community and Protection Services	77 179 590	66 130 550	21 300 000	164 610 140
Financial Services	1 400 000	1 400 000	1 400 000	4 200 000
Total	655 943 513	586 441 525	562 080 146	1 804 465 183

Capital Adjustment Budget:

Directorate	Budget 2024/2025	Budget 2025/2026	Budget 2026/2027	Total Capital Budget
Municipal Manager	40 000	40 000	50 000	130 000
Planning & Economic Development	35 083 324	54 770 000	61 345 000	151 198 324
Infrastructure Services	359 015 692	545 723 908	466 435 146	1 371 174 745
Corporate Services	51 356 523	66 802 000	12 550 000	130 708 523
Community and Protection Services	67 117 020	82 641 890	21 300 000	171 058 910
Financial Services	1 400 000	1 400 000	1 400 000	4 200 000
Total	514 012 559	751 377 798	563 080 146	1 828 470 502

And the adjustment, Honourable Speaker, is due to the fact that over the three-year Medium-Term Revenue and Expenditure Framework (MTREF) period, the municipality has allocated R1.37 billion toward infrastructure services capital projects. Speaker, it should be noted that in the capital adjustments budget funds are not taken away but rather shifted to critical projects or moved to the outer financial years in line with more realistic cashflows and responsible financial planning. It is important to highlight that this is a three-year budget cycle and that the budget does not decrease over

the three years but rather increases to make provision for projects that will improve service delivery and the creation of job opportunities through economic growth, and I hope that all councillors will support this initiative. We all know that nothing beats poverty than assisting our residents to get employed.

Honourable Speaker, The Human Settlements Development Grant (Beneficiaries) and the Informal Settlements Upgrading Partnership Grant: Provinces (Beneficiaries) gazetted allocation was adjusted in line with the signed funding agreements (resolutions) between the municipality and the Department of Human Settlements. The adjustments to the project values considered the internal processes as well as the cash flow projections till 30 June 2025.

While some funds have been rolled over to align with realistic cash flow projections, our capital investment remains robust, ensuring that critical infrastructure projects continue uninterrupted.

2024/2025 Capital Budget per Department

Departments	Adjusted Budget 2024/2025
Office of the Municipal Manager	40,000
Municipal Manager	40,000
Economic Development & Tourism	3,904,886
Housing Development	17,955,606
IHS: Informal Settlements	5,500,000
Housing Administration	7,502,718
Development Planning	45,114
Building Control	100,000
Town Planning	75,000

Planning and Development Services	35,083,324
Infrastructure Services General	85,000
Waste Management: Solid Waste Management	28,141,022
Electrical Services	71,967,537
Project Management Unit (PMU)	28,897,329
Water and Wastewater Services: Water	73,307,702
Water and Wastewater Services: Sanitation	70,555,438
Roads and Stormwater	62,350,468
Traffic Engineering	8,600,000
Transport Planning	15,111,196
Infrastructure Services	359,015,692
Information and Communications Technology (ICT)	16,220,099
Properties and Municipal Building Maintenance	35,136,424
Corporate Services	51,356,523
Community Development	6,187,403
Community Services: Library Services	6,415,094
Halls	2,241,195
Sports Grounds and Picnic Sites	10,883,141
Environmental Management: Implementation	5,681,834
Cemeteries	20,500,000
Parks and Cemeteries	3,400,000
Fire Services	4,781,986

Law Enforcement and Security	6,141,367
Traffic Services	885,000
Community & Protection Services	67,117,020
Financial Services General	1,400,000
Financial Services	1,400,000
Total Capital Expenditure	514,012,559

Councillors, you will note that under Housing Development we have adjusted an amount close to R18 million. This is testament to our municipality's continuous commitment to addressing the housing needs within our communities. Councillors, I hope that I can count on all of your support moving forward.

Strength in our Financial Discipline
 Speaker, our ability to make these adjustments and remain financially resilient during challenging times is no small feat. It reflects our disciplined approach to governance and our refusal to tolerate waste, inefficiency or corruption. This commitment ensures that we can continue to deliver reliable services, maintain our infrastructure and foster economic growth. And again, colleagues:

Looking Ahead

While the challenges faced by municipalities nationwide remain daunting, Stellenbosch stands firm. Our resilience is a beacon of hope, showing what is possible when financial discipline, good governance and a commitment to service delivery are at the core of municipal operations. And I want to implore all serving councillors, no, I want to thank all councillors who always reach out to me and for providing assistance in identifying the needs in their communities. I look forward to visiting your communities.

Honourable Speaker, let us remember that our work today is not just for ourselves but for future generations. In the words of Abraham Lincoln, *“The best way to predict your future is to create it.”* Through thoughtful planning, strategic investment and unwavering commitment, we are laying the foundation for a brighter future for Stellenbosch and its people.

I table this Adjustments Budget, with pride and responsibility, for the consideration and approval of Council. All the recommendations are outlined clearly in the Council Item, and I move that these be approved by Council. Together, we will continue to make progress a reality for everyone in our beautiful valley.

I thank you,
Baie dankie,
Enkosi kakhulu.

EXECUTIVE MAYOR

CLLR JEREMY FASSER

8.5	REVISED TOP LAYER SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2024/25
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Collaborator No:

IDP KPA Ref No: Financial Sustainability

Meeting Date: 22 January 2025 & 29 January 2025

1. SUBJECT: REVISED TOP LAYER SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2024/25

2. PURPOSE

To obtain the Council's approval for the revisions made to the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) 2024/25.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The TL SDBIP 2024/25 was approved by the Executive Mayor on 25 June 2024. It is common practice for a municipality, as provided for in the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), to review its performance indicators and targets after approving the adjustments budget.

All the necessary changes, which must be deleted or amended, are indicated with a strikethrough and an underline, respectively (for ease of reference). It should be noted that the TL SDBIP 2024/25 is the in-year plan of the municipality, and amendments made to the TL SDBIP 2024/25 must be read in conjunction with the Integrated Development Plan (IDP). Therefore, changes made in the Revised TL SDBIP 2024/25 are considered to be made in the IDP as well.

The reasons for the amendments to the following KPIs are as follows:

- (a) KPI002 - The target date of the deliverable was revised from 31 March to 30 June. The target date was revised in line with available resources to realistically achieve the planned target.
- (b) KPI010 - The indicator was removed as the target was achieved in the previous financial year.
- (c) KPI063 – This is a new indicator to compliment the phased in approach of KPI010 which was achieved in the previous financial year.
- (d) KPI055 - The indicator wording was revised to indicate the specific name of the plan.
- (e) KPI060 - The indicator wording and target date from 28 February to 31 May were revised. The target date was revised in line with available resources to realistically achieve the planned target.

Any detected spelling, grammatical, and / or alignment errors in the document were also corrected where needed.

28TH COUNCIL MEETING: 2025-01-29: ITEM 8.5**RESOLVED** (majority vote with 4 abstentions)

- (a) that the Revised TL SDBIP 2024/25 be approved;
- (b) that The Revised TL SDBIP 2024/25 be published on the Municipal Website; and
- (c) that the Revised TL SDBIP 2024/25 be submitted to:
 - (i) Internal Audit Unit (for notification);
 - (ii) Department of Local Government: Western Cape;
 - (iii) Provincial Treasury: Western Cape;
 - (iv) Auditor General of South Africa; and
 - (v) National Treasury.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Geraldine Mettler</i>
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	<i>021 – 808 8025</i>
E-MAIL ADDRESS	municipal.manager@ Stellenbosch.gov.za
REPORT DATE	<i>16 January 2025</i>

8.6	OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 2 (01 OCTOBER 2024 – 31 DECEMBER 2024)
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Collaborator No:

IDP KPA Ref No: Financial Sustainability

Meeting Date: 22 January 2025

1. **SUBJECT: OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 2 (01 OCTOBER 2024 – 31 DECEMBER 2024)**

2. **PURPOSE**

To submit to Council a report for the period 01 October 2024 – 31 December 2024 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. **DELEGATED AUTHORITY**

(FOR DECISION BY MUNICIPAL COUNCIL, EXECUTIVE MAYOR AND MAYORAL COMMITTEE, PORTFOLIO COMMITTEE, EXECUTIVE MANAGEMENT, ETCETERA)

Council

Section 6 (3) & 4 of the SCM Policy 2024/2025 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.

28TH COUNCIL MEETING: 2025-01-29: ITEM 8.6

NOTED

- (a) that Council notes the 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.

FOR FURTHER DETAILS CONTACT:

NAME	Dalleel Jacobs
POSITION	Senior Manager: SCM
DIRECTORATE	Financial services
CONTACT NUMBERS	021 808 8137
E-MAIL ADDRESS	Dalleel.Jacobs@ Stellenbosch.gov.za
REPORT DATE	03 January 2025

8.7	MANAGEMENT OF CONTRACTS OR AGREEMENTS AND CONTRACTOR PERFORMANCE FOR THE PERIOD 01 JULY 2024 – 31 DECEMBER 2024 MFMA S116(2)(d) REPORT
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

22 January 2025

1. **SUBJECT: MANAGEMENT OF CONTRACTS OR AGREEMENTS AND CONTRACTOR PERFORMANCE FOR THE PERIOD 01 JULY 2024 – 31 DECEMBER 2024 MFMA S116(2)(d) REPORT**

2. **PURPOSE**

To report in accordance with MFMA, Section 116(2)(d) on the management of contracts or agreements and the performance of contractors.

3. **DELEGATED AUTHORITY**

(FOR DECISION BY MUNICIPAL COUNCIL, EXECUTIVE MAYOR AND MAYORAL COMMITTEE, PORTFOLIO COMMITTEE, EXECUTIVE MANAGEMENT, ETCETERA)

None

4. **EXECUTIVE SUMMARY**

The report indicates the performance of service providers who were active on contracts secured by means of a competitive bidding process for the period 01 July 2024 to 31 December 2024.

28TH COUNCIL MEETING: 2025-01-29: ITEM 8.7

NOTED

the MFMA S116(2)(d) report for the Management of contracts or agreements and contractor performance from 01 July 2024 to 31 December 2024.

FOR FURTHER DETAILS CONTACT:

NAME	Dalleel Jacobs
POSITION	<i>Senior Manager: SCM</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	<i>03 January 2025</i>

8.8	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR NOVEMBER & DECEMBER 2024
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

22 January 2025

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR NOVEMBER & DECEMBER 2024

2. PURPOSE

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2024/2025 to report the deviations to the 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 (2024/2025) stipulate that SCM deviations be reported to Council. In compliance thereto, this report presents to the Council the SCM deviations that occurred during November & December 2024.

28TH COUNCIL MEETING: 2025-01-29: ITEM 8.8

NOTED

the deviations approved for the month of November & December 2024.

FOR FURTHER DETAILS CONTACT:

NAME	Dalleel Jacobs
POSITION	Senior Manager SCM
DIRECTORATE	Finance
CONTACT NUMBERS	021 808 8137
E-MAIL ADDRESS	Dalleel.Jacobs@ Stellenbosch.gov.za
REPORT DATE	24 December 2024

9.	ITEMS FOR NOTING
9.1	REPORT/S BY THE EXECUTIVE MAYOR
9.1.1	REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: OCTOBER - DECEMBER 2024

Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 29 January 2025

1. SUBJECT: REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: OCTOBER - DECEMBER 2024

2. PURPOSE

To inform Council of the decisions taken by the Executive Mayor from October 2024 to December 2024 (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."

28TH COUNCIL MEETING: 2025-01-29: ITEM 9.1.1

NOTED

the report on the decisions taken by the Executive Mayor for the Quarter: October - December 2024

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	06 January 2025

MINUTES

28TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2025-01-29

9.1.2	REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 8 NOVEMBER 2024
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

29 January 2025

1. SUBJECT: REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 8 NOVEMBER 2024

2. PURPOSE

To inform Council of the matters under discussion at the Mayor – Rector Forum meeting held on 8 November 2024.

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 8 November 2024. The minutes is attached as **Annexure A**. The University of Stellenbosch caused the delay with the circulation of the minutes.

28TH COUNCIL MEETING: 2025-01-29: ITEM 9.1.2

NOTED

the report by the Executive Mayor on the Mayor – Rector Forum Meeting: 8 November 2024.

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	14 January 2025

9.1.3	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 [OCTOBER – DECEMBER 2024]
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

29 January 2025

- 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 [OCTOBER - DECEMBER 2024]**

- 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 October to December 2024 (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.”

28TH COUNCIL MEETING: 2025-01-29: ITEM 9.1.3

NOTED

the decisions by the Executive Mayor taken in consultation with the Mayoral Committee meeting from October until December 2024.

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	15 January 2025

9.2	REPORT/S BY THE SPEAKER
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NONE

9.3	REPORT/S BY THE MUNICIPAL MANAGER [MS G METTLER]
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NONE

10.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD J FASSER]
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10.1	PROTECTION SERVICES: [PC: CLLR J WILLIAMS]
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NONE

10.2	SPORTS, YOUTH AND CULTURE: [PC: CLLR TO KUMM]
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NONE

10.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
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10.3.1	REVIEW OF STELLENBOSCH MUNICIPAL HONOURS BY-LAW
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 21 and 27 November 2024

1. SUBJECT: REVIEW OF STELLENBOSCH MUNICIPAL HONOURS BY-LAW

2. PURPOSE

To review the Stellenbosch Municipal Honours By-Law of 2002 and make a recommendation to Council.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Stellenbosch Municipal Council in 2002 promulgated The Municipal Honours and Medals By-Law in terms of which Council can recognise and consider persons for exceptional achievements or rendering of exceptional; meritorious service on the interest of the municipality attached as **APPENDIX 1**. The bylaw is twenty years old and needs to be revised. A draft bylaw was placed on the agenda of the Corporate Services section 80 committee on 1 August 2023 on request of the Executive Mayor. The draft revised bylaw was discussed by the Committee and the Speaker who was invited to the meeting. The committee requested the Chairperson and the Director Corporate Services to discuss some aspects with the Speaker. The discussion took place, and the final draft served before the Mayoral committee in September 2023. It was referred back for more inputs. The new draft is attached as **APPENDIX 2**.

28TH COUNCIL MEETING: 2025-01-29: ITEM 10.3.1

The Speaker **RULED** that this matter be referred back to the Administration for refinement whereafter the item be submitted at the next Council meeting.

NAME	Annalene de Beer
POSITION	Director
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 808 8018
E-MAIL ADDRESS	Annalene.deBeer@ Stellenbosch.gov.za
REPORT DATE	15 November 2024

10.3.2	RETURN ITEM: DISPOSAL OF ERF 4810 (3 SWAWEL LAAN) STELLENBOSCH
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Collaborator No: 779038
IDP KPA Ref No: Good Governance
Meeting Date: 22 January 2025 and 29 January 2025

1. **SUBJECT: RETURN ITEM: DISPOSAL OF ERF 4810 (3 SWAWEL LAAN) STELLENBOSCH**

2. **PURPOSE**

To provide feedback and obtain Council's final approval for the sale of erf 4810, Stellenbosch also known as Swawel laan 3, Onder Pappegaaiberg.

3. **DELEGATED AUTHORITY**

For decision by Municipal Council.

4. **EXECUTIVE SUMMARY**

In May 2021 three properties being erven 4810, 4811 and 4812 Stellenbosch were sold on auction as per a resolution made by the Municipal Council. The sale for Erf 4810 was finalised as the purchaser failed to pay the deposit for the property to the auctioneer and after much debate the sale at the auction was cancelled and Council resolved that the erf must go on auction again in February for a price not less than the price reached at the previous auction, being R2.15 million.

On 5 December 2024 an auction was held at the property by Ikapa Auctioneers and the highest bid received on the day was R2.45 million. The purchaser was able to pay the deposit on the day to secure the purchase. Council needs to approve the sale of the property at the offer received from the purchaser and that the sale can continue. The previous resolution already indicates that the Municipal Manager is authorised to sign the sales agreement should the offer be higher than the previous offer received, so there is no need to redelegate that authorisation. As is the Municipal Manager having the authorisation to sign all agreements on Council's behalf.

28TH COUNCIL MEETING: 2025-01-29: ITEM 10.3.2

RESOLVED (majority vote with 4 abstentions)

- (a) that Council takes note of the auction of Erf 4810 Stellenbosch which was held on 5 December 2024; and
- (b) that Council accepts the offer received from Christian Jurgens Hanekom which is attached to the item as **APPENDIX 1** and approves the sale of Erf 4810.

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	13/01/2025

10.4	FINANCIAL SERVICES: (PC: ALD JC ANTHONY)
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NONE

10.5	HUMAN SETTLEMENTS: (PC: CLLR R DU TOIT)
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NONE

10.6	INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)
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10.6.1	THE INTEGRATED WASTE MANAGEMENT PLAN FOR STELLENBOSCH MUNICIPALITY
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Collaborator No: 778764
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 22 January 2025 and 29 January 2025

1. SUBJECT: THE INTEGRATED WASTE MANAGEMENT PLAN FOR STELLENBOSCH MUNICIPALITY

2. PURPOSE

Is for Council to adopt the Integrated Waste Management plan (IWMP).

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

In terms of Section 25 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) each council must, within a prescribed period after the start of its elected term, adopt a single, inclusive and strategic plan (IDP) for the development of the municipality. In relation to waste management, the IDP is required to include sectoral environmental plans which would be an IWMP for waste management. The development of an IWMP is a statutory requirement of the National Environmental Management: Waste Act, 2008 (Act 59 of 2008) (NEM:WA).

Stellenbosch Municipality currently has a 3rd Generation IWMP and had appointed an environmental specialist firm to assist to review and finalize our draft 4th Generation IWMP. This revised 4th Generation IWMP was internally reviewed, circulated for public comment from 14 March 2024 until 15 April 2024. A notice was published on 14 March 2024 in the Eikestad Nuus newspaper and on the Municipal website requesting comments.

Comments were received from the Department of Environmental Affairs and Development Planning and the Franschhoek Heritage and Ratepayers Association. All comments received were incorporated into the final document.

The 4th Generation IWMP has also been successfully endorsed by the Member of the Provincial Executive Council (MEC) of the Department of Environmental Affairs and Development Planning on 12 November 2024 (Copy Attached as **APPENDIX A**).

28TH COUNCIL MEETING: 2025-01-29: ITEM 10.6.1

RESOLVED (nem con)

- (a) that Council adopts the 4th Generation IWMP with all comments being included; and
- (b) that Council adopts the 4th generation IWMP as a sectoral plan of the Integrated Development Plan.

FOR FURTHER DETAILS CONTACT:

NAME	Preshane Chandaka
POSITION	DIRECTOR: INFRASTRUCTURE SERVICES
DIRECTORATE	INFRASTRUCTURE SERVICES
CONTACT NUMBERS	021 -808 8213
E-MAIL ADDRESS	Shane.Chandaka@ Stellenbosch.gov.za
REPORT DATE	05 December 2024

10.6.2	STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – DECEMBER 2024
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Collaborator No: 778763

IDP KPA Ref No: Green & Sustainable Valley

Meeting Date: 22 January 2025 and 29 January 2025

1. SUBJECT: STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – DECEMBER 2024

2. PURPOSE

For Council to note the progress of the Municipality's as well as Provincial Government initiatives regarding the Alternative Energy Programme projects which are underway at present.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

4.1 The draft application for load curtailment was submitted to Eskom on 07 March 2024 and is due to serve at the Eskom Loadshedding Committee. Though the indication from Eskom was that this application would serve at the April 2024 Loadshedding Committee, confirmation has been received from Eskom that the application has not yet served. At the meeting held on 31 July 2024, further proposals were provided by Eskom for the Municipality to amend the current application so that Eskom's Loadshedding Committee can take it into consideration. A revised application was submitted to Eskom on 22 August 2024. The Stellenbosch Load Curtailment Application Finalization meeting with Eskom was held on 15 October 2024 to finalize the load curtailment application. Eskom will respond in writing to the Municipal request submitted previously. The load curtailment application negotiations with Eskom are going nowhere after two years negotiations, despite WCG interventions. Proposal to suspend the Stellenbosch Municipality load curtailment application negotiations at this stage.

4.2 A tender for the purchase of 20MW of electricity from an Independent Power Producer (IPP), was conditionally approved by the BAC on 16th September 2024. A kick-off meeting was held with Energy Partners on 25 October 2024. The draft program and PPA have been received. Consultations to conclude the Power Purchase Agreement have commenced.

4.3 The Supervisory Control and Data Acquisition (SCADA) project is on track with the implementation of remote viewing at six of the seven main substations completed under Phase 1 of the project in the 2023/2024 financial year. Phase 2 of the project commenced in October 2024 and will include the complete plant to master station verification/testing and implementation of remote switching at Gholf-, Jan Marais-, Markotter, Suidwal- and Cloetesville substations as well as the installation of the SCADA system and implementation of remote viewing and remote switching at Franschoek substation, which could not be completed in Phase 1.

The two remaining main substations (Main and University) can only be completed once the project to replace the 66kV switchgear at the two substations are completed. According to the project programme for implementing the 66kV switchgear at Main- and University substations, the project is planned to be completed in March 2025.

MINUTES

28TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2025-01-29

28TH COUNCIL MEETING: 2025-01-29: ITEM 10.6.2**NOTED**

the Alternative Energy Generation project updates identified by the AEG Committee and the latest progress with the Alternative Energy Generation projects in implementation at present.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Nombulelo Zwane / Rendani Makungo</i>
POSITION	<i>Senior Manager: Electrical Services</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	<i>021 808 8770/ 021 808 8333</i>
E-MAIL ADDRESS	nombulelo.zwane@ Stellenbosch.gov.za / rendani.makungo@ Stellenbosch.gov.za
REPORT DATE	<i>7 November 2024</i>

10.6.3	ANNUAL WATER SERVICES DEVELOPMENT PLAN PERFORMANCE- AND WATER SERVICES AUDIT REPORT: FINANCIAL YEAR 2023/2024
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Collaborator No: 778762
 IDP KPA Ref No: Green & Sustainable Valley
 Meeting Date: 22 January 2025 and 29 January 2025

1. SUBJECT: ANNUAL WATER SERVICES DEVELOPMENT PLAN PERFORMANCE- AND WATER SERVICES AUDIT REPORT: FINANCIAL YEAR 2023/2024

2. PURPOSE

For Council to note the Annual Water Services Development Plan Performance and Water Services Audit report for the Financial Year 2023/2024.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality is required in terms of Section 18 of the Water Services Act, 1997 (Act No.108 of 1997), as well as the "Regulations relating to compulsory national standards and measures to conserve water", as issued in terms of sections 9(1) and 73(1)(j) of the Water Services Act, to report on the implementation of its Water Services Development Plan (WSDP) during each financial year and to include a water services audit in such an annual report.

The WSDP Performance- and Water Services Audit is designed to monitor the compliance of Stellenbosch Municipality with these regulations. It also assists the communities within Stellenbosch Municipality's Management area and the Department Water and Sanitation to assess how well the Municipality is performing relative to their stated intentions and their capacity. The Water Services Audit Report can be seen as an annexure to the Municipality's Annual Report. The Annual Report is compiled as required by the Local Government Municipal Systems Act, Act no 32 of 2000 (Section 46) and the Local Government: Municipal Finance Management Act, Act no 56 of 2003 (Section 121).

The water and wastewater services of Stellenbosch Municipality is managed in a financially sustainable manner, with the operation and maintenance expenditure less than the income for the last four financial years. The operation and maintenance expenditure for sanitation services was less than the income for the last four financial years except for the 2022/2023 financial year. The Operation and Maintenance budget allocated towards the rehabilitation and maintenance of the existing water and sewerage infrastructure however needs to be increased. An annual budget of approximately 2% of the Current Replacement Cost (CRC) of the infrastructure should be allocated towards the replacement of existing infrastructure (Best Practice). In the case of the operations and maintenance of the systems, a budget of approximately 1% to 2% of the CRC of the infrastructure is typically required to ensure that the infrastructure remain in good condition.

28TH COUNCIL MEETING: 2025-01-29: ITEM 10.6.3**NOTED**

the Water Services Development Plan Performance- and Water Services Audit Report for 2023/2024.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Shane Chandaka</i>
POSITION	<i>Director Infrastructure Services</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	<i>021 808 8213</i>
E-MAIL ADDRESS	<i>shane.chandaka@ Stellenbosch.gov.za</i>
REPORT DATE	<i>03 December 2024</i>

10.7	PARKS AND OPEN SPACES: [PC: CLLR N OLAYI]
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NONE

10.8	PLANNING, LOCAL ECONOMIC DEVELOPMENT AND TOURISM: [PC: CLLR M SLABBERT]
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10.8.1	APPROVAL TO ADVERTISE THE DRAFT STELLENBOSCH MUNICIPALITY OUTDOOR ADVERTISING & SIGNAGE BY-LAW, 2024 FOR PUBLIC PARTICIPATION
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Collaborator No: 776709

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 21 November 2024 & 29 January 2025

1. SUBJECT: APPROVAL TO ADVERTISE THE DRAFT STELLENBOSCH MUNICIPALITY OUTDOOR ADVERTISING & SIGNAGE BY-LAW, 2024 FOR PUBLIC PARTICIPATION

2. PURPOSE

To request approval from the Council to advertise the Draft Stellenbosch Municipality Outdoor Advertising and Signage By-law 2024 for public participation.

3. DELEGATED AUTHORITY

MAYCO & Council.

4. EXECUTIVE SUMMARY

Council adopted the Outdoor Advertising and Signage Bylaw on 24 May 2023, promulgated in Provincial Gazette No. 8785 dated 30 June 2023. A high court application was launched against the bylaw by Out of Home Media South Africa NPC based on the previous public participation process in 2018 and 2021. Although the process was correctly followed the advertisement referred to the bylaw as the Draft Poster Bylaw. Although the subject line was rectified during the final decision-making process, which is reflected in the Council decision of 2023 regarding the intention of the by-law, the applicants state that due to the incorrect reference in the advertisement they did not comment on the bylaw.

The legal advice received was that the bylaw must be re-advertised through a new public participation process and Council approved this decision. The draft Outdoor Advertising and Signage Bylaw 2023 (**APPENDIX 1**). was advertised on 2 November 2023 in the Paarl Post and the Eikestadnuus. The closing date was the 4th of December 2023 (**APPENDIX 2**). Six comments were received and were summarized (**APPENDIX 3**) and discussed with the Municipal Legal Department who appointed a legal firm to assist the Municipality with the responses to the comments received. After much email discussion, and a request that the revised Outdoor and Advertising By-law be read in accordance with the latest Zoning Scheme. The Outdoor Advertising By-law 2024 (**APPENDIX 4**) was finalized.

28TH COUNCIL MEETING: 2025-01-29: ITEM 10.8.1**RESOLVED** (nem con)

that Council **approves** the request to re-advertise the Draft Stellenbosch Municipality Outdoor Advertising By-law, 2024.

FOR FURTHER DETAILS CONTACT:

NAME	Katherine Robinson
POSITION	<i>Senior Heritage Planner</i>
DIRECTORATE	<i>Planning and Economic Development</i>
CONTACT NUMBERS	<i>021 808 8608</i>
E-MAIL ADDRESS	<i>Katherine.Robinson@ Stellenbosch.gov.za</i>
REPORT DATE	<i>30 October 2024</i>

10.8.2	REQUEST TO UNDERTAKE PUBLIC PARTICIPATION PROCESS ("PPP") IN RESPECT TO AMEND THE STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2024
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 21 November 2024 & 29 January 2025

1. **SUBJECT: REQUEST TO UNDERTAKE PUBLIC PARTICIPATION PROCESS ("PPP") IN RESPECT TO AMEND THE STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2024**

2. **PURPOSE**

To provide Council with the pertinent facts in order to approve that the Amended Stellenbosch Municipality Events By-Law, 2024 be advertised for a period of thirty (30) days to obtain public comments in respect of the subject By-Law.

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

Stellenbosch Municipality updated the 2016 Events By-Law due to a number of concerns that were raised by Local Tourism Organisations and stakeholders within the tourism fraternity regarding the outdated bylaw and the tedious land use application processes. The aim of the Stellenbosch Municipality Events By-Law is to create a framework that facilitates the organisation of events whilst contributing in a sustainable manner toward growth in job creation, investments, and social inclusivity.

The 2024 Stellenbosch Municipality Events By-Law was approved by Council on 24 April 2024 and has been promulgated for implementation.

28TH COUNCIL MEETING: 2025-01-29: ITEM 10.8.2

RESOLVED (majority vote with 1 abstention)

- (a) that Council take note of the amendments to the Stellenbosch Municipality Events By-Law promulgated on 24 June 2024, attached as APPENDIX 1 to this report;
- (b) that Council approves that the Amended Stellenbosch Municipality Events By-Law, be advertised for public comment for a period of thirty (30) days; and
- (c) that the Item return to Council after the public participation process for consideration.

FOR FURTHER DETAILS CONTACT:

NAME	Joh-ne Jansen
POSITION	<i>Senior Economic Development Officer</i>
DIRECTORATE	<i>Planning and Economic Development</i>
CONTACT NUMBERS	021 808 8144
E-MAIL ADDRESS	joh-ne.jansen@stellenbosch.gov.za
REPORT DATE	11 November 2024

10.8.3	TO PROVIDE FEEDBACK ON THE PUBLIC PARTICIPATION PROCESS FOR THE OUTSOURCING OF THE MANAGEMENT OF THE INFORMAL TRADING HUBS (CLOETESVILLE, IDA'S VALLEY AND KLAPMUTS)
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Collaborator No:

IDP KPA Ref No: Valley of Opportunity

Meeting Date: 22 January 2025 & 29 January 2025

1. SUBJECT: TO PROVIDE FEEDBACK ON THE PUBLIC PARTICIPATION PROCESS FOR THE OUTSOURCING OF THE MANAGEMENT OF THE INFORMAL TRADING HUBS (CLOETESVILLE, IDA'S VALLEY AND KLAPMUTS)

2. PURPOSE

To provide feedback on the proposals received for the outsourcing of the management of the Informal Trading Business Hubs (Cloetesville, Ida's Valley and Klapmuts).

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The item deals with the outcomes of the 'Call for Proposals' process that was followed in terms of chapter 4 of the Asset Transfer Regulations with the intention of following an appropriate process for the outsourcing of the management and operations of the following Informal Trading Hubs:

a) Cloetesville, Ida's Valley and Klapmuts Informal Trading Hubs:

Ida's Valley:

- Two (2) proposals were received for Ida's Valley, of which one met the qualifying criteria and the other not;

Cloetesville:

- One (1) proposal was received for Cloetesville in two parts.
- Part A for Informal Trading Hub, met the qualifying criteria.
- Part B for Education/After Care does not meet the Occupancy Classification in terms of the National Building Regulations as qualifying criteria with regards to the purpose of Informal Trading Hubs who's objective is civic and economic growth in a community.
- Part B is not supported.

Klapmuts:

- no proposals were received

The three Informal Trading Hubs listed above continues to be underutilised. It is of critical importance that the Municipality adopts the correct strategy and operational model for the Informal Trading Hubs in order to bring benefit to the community.

28TH COUNCIL MEETING: 2025-01-29: ITEM 10.8.3**RESOLVED** (majority vote with 3 abstentions)

- (a) that Council approves the Ida's Valley Community Trails NPC proposal for the use of the Idas Valley Informal Trading Hub for a period of 6 months with an option of renewal;
- (b) that Council approves the Transform Cloetesville Together NPC (TCT) proposal with regards to Part A as specified, for the use of the Cloetesville Informal Trading Hub for a period of 6 months with an option of renewal;
- (c) that the Municipality continues to issue trading permits for the Klapmuts and manage the facility with prospective vendors whilst also considering alternative uses of vacant trading spaces for purposes such as Early Childhood Development (ECD) uses; and
- (d) that Council mandates the Municipal Manager to conclude the contracts or agreements on any alternative proposals such as ECD uses should such proposals be submitted and be found to be feasible.

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

Cllr J Andrews; MM Danana; JA Davids; N Mananga-Gugushe; EP Masimini; N Ntsunguzi; M Nkopane; N Ntsunguzi; G Petersen; MG Rataza; A Tomose and M Van Stade.

FOR FURTHER DETAILS CONTACT:

NAME	Lesley van Gensen
POSITION	Local Economic Development Officer
DIRECTORATE	Planning and Economic Division
CONTACT NUMBERS	021 808 8179
E-MAIL ADDRESS	Lesley.vangensen@Stellenbosch.gov.za
REPORT DATE	17 January 2025

10.8.4	CONSIDERATION FOR THE SOUTH AFRICAN MOBILE DEVICES DISTRIBUTORS AND REPAIRERS' ASSOCIATION (SAMDDRA) TO USE THE KAYAMANDI CORRIDOR CONFERENCE FACILITY AS A TRAINING SITE
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Collaborator No:

IDP KPA Ref No: Valley of Opportunity

Meeting Date: 22 January 2025 & 29 January 2025

1. **SUBJECT: CONSIDERATION FOR THE SOUTH AFRICAN MOBILE DEVICES DISTRIBUTORS AND REPAIRERS' ASSOCIATION (SAMDDRA) TO USE THE KAYAMANDI CORRIDOR CONFERENCE FACILITY AS A TRAINING SITE**

2. **PURPOSE**

To request Council's approval for the South African Mobile Devices Distributors and Repairers Association (SAMDDRA) to use the Kayamandi Corridor Conference Facility as a training site from 7 February 2025 until 10 March 2025 at no cost.

3. **DELEGATED AUTHORITY**

Municipal Council.

4. **EXECUTIVE SUMMARY**

The presentation outlines the South African Mobile Devices Distributors and Repairers Association (SAMDDRA), which was established to support small, medium, and micro enterprises (SMMEs) in the mobile devices sector, covering areas from manufacturing to repair. Key outcomes and benefits highlighted in SAMDDRA's initiatives include:

- b. **Enhanced Accountability and Quality:** SAMDDRA aims to set standards for accountability and service quality in the mobile devices repair industry. This includes a reference and trust system to improve public trust in services.
- c. **Job Creation and Economic Impact:** By empowering cell phone repair SMMEs, SAMDDRA projects up to 125,000 jobs if 100 SMMEs are developed across 257 municipalities. This could generate significant income for local communities, potentially reaching R20 billion over five years.
- d. **SMME Support and Certification:** SAMDDRA offers professional certifications and designations for various roles in mobile device sales, repair, warehouse operations, and electronic waste management. It also promotes accredited training and certification pathways through partnerships with TVET colleges and industry bodies, enhancing the employability and revenue potential for SMMEs and individuals.
- e. **Transformation and Localisation:** The organization's efforts aim to reduce financial outflows and promote economic localization by prioritizing South African ownership and participation in the industry.
- f. **Alignment with National Goals:** SAMDDRA's work contributes to South Africa's Economic Reconstruction and Recovery Plan (ERRP) by promoting sustainable jobs, reducing remittances out of the country, and supporting a localized skills base.

The council item could thus emphasize SAMDDRA's potential for economic growth, job creation, local economic development, and its support for economic transformation goals. (See **APPENDIX 1**)

28TH COUNCIL MEETING: 2025-01-29: ITEM 10.8.4**RESOLVED** (majority vote with 2 abstentions)

that Council approves the request to allow SAMDDRA to use the Kayamandi Corridor as a training facility from 7 February 2025 until 10 March 2025 at no cost.

Name	Lesley van Gensen
Position	<i>Manager: Economic Development and Tourism</i>
Directorate	<i>Planning and Economic Development</i>
Contact Numbers	021 808 8179
E-mail Address	Lesley.vangensen@ Stellenbosch.gov.za
Report Date	20.12.2024

10.9	COMMUNITY SERVICES: [PC: CLLR X KALIPA]
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NONE

10.10	RURAL MANAGEMENT AND ENVIRONMENT: [PC: CLLR J WILLIAMS]
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NONE

10.11	MUNICIPAL MANAGER (MS G METTLER)
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NONE

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

12.	REPORTS BY THE MUNICIPAL MANAGER
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12.1	QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 JULY 2024 TILL 30 SEPTEMBER 2024 AND APAC ANNUAL REPORT 2023/2024
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Collaborator No:

File No:

IDP KPA Ref No: Good Governance

Meeting Date: 29 January 2025

1. SUBJECT: QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 JULY 2024 TILL 30 SEPTEMBER 2024 AND APAC ANNUAL REPORT 2023/ 2024

2. PURPOSE

To inform Council of the activities of the Audit and Performance Audit Committee for the period 01 July 2024 till 30 September 2024 (1st 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 the Municipality for the year ending 30 June 2024, 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 and Performance 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.

28TH COUNCIL MEETING: 2025-01-29: ITEM 12.1

Speaker **RULED** that in future, these items be dealt with In-Committee and not in the Open Agenda, as stipulated under 3.3.8 in the Rules and Order for the Meetings of the Council and its Committees.

NOTED

- (a) the report of the Audit and Performance Committee for the period 01 July 2024 till 30 September 2024; and
- (b) the report of the Audit and Performance Audit Committee on the Annual Report of the Municipality ending 30 June 2024.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Mari-Lise Krige</i>
POSITION	<i>Acting Chief Audit Executive</i>
DIRECTORATE	<i>Municipal Manager's Office</i>
CONTACT NUMBERS	<i>021 808 8296</i>
E-MAIL ADDRESS	mari-lise.krige@ Stellenbosch.gov.za
REPORT DATE	<i>29 January 2025</i>

12.2	APPOINTMENT OF COUNCILLORS ON THE DISCIPLINARY COMMITTEE, APPOINTING A CHAIRPERSON FOR THE DISCIPLINARY COMMITTEE AND APPOINTING SECONDI WHERE NECESSARY
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 29 January 2025

1. SUBJECT: APPOINTMENT OF COUNCILLORS ON THE DISCIPLINARY COMMITTEE, APPOINTING A CHAIRPERSON FOR THE DISCIPLINARY COMMITTEE AND APPOINTING SECONDI WHERE NECESSARY

2. PURPOSE

For Council to appoint Councillors in the vacant seats on the Disciplinary Committee for councillors, appoint a chairperson for this and appoint secondi for the Councillors that is appointed on the Disciplinary Committee for Councillors.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Council established a disciplinary committee for councillors for Stellenbosch Municipality during the February 2022 round of meetings and resolved on 23 February 2022 to appoint the Councillors as indicated under 6.6 below.

Changes to the appointments that was made in February 2022 due to Councillors resigning. The item served before council also after the provincial and national elections when there were vacant seats again. On 29 November 2024 Council elected a new Executive Mayor, who then appointed a new mayoral committee. Councillor Fasser, who was then the Deputy Mayor, is now the Executive Mayor and will not serve on the Disciplinary committee. Some of the other councillors has indicated that they do not have time to serve on this committee and have requested to be replaced.

The current composition of the disciplinary committee is:

3 DA members

2 members of the opposition parties

It is necessary to appoint Councillors as well as a chairperson and secondi where necessary for the Councillors as they may be implicated/needed to testify or not present due to illness or some other unforeseen reason and then the committee cannot properly function.

28TH COUNCIL MEETING: 2025-01-29: ITEM 12.2**RESOLVED** (majority vote with 3 abstentions)**Amended recommendations:**

- (a) that Council nominates the following Councillors as members of the Disciplinary Committee:

Cllr S. Schafer (DA) : Chairperson
 Cllr T. Kumm – (DA : DA Member
 Cllr R. Van Rooyen : DA Member
 Cllr I. De Taillerfer : FF+ Member
 Cllr MG. Rataza : ANC Member

- (b) that the following members to be nominated as secondi to the Disciplinary Committee:
 Cllr S. Heneke - Cllr J Serdyn - Cllr R. Cupido.

FOR FURTHER DETAILS CONTACT:

NAME	Donovan Muller
POSITION	<i>Manager: Council Support</i>
DIRECTORATE	<i>Corporate Services</i>
CONTACT NUMBERS	<i>021 808 8314</i>
E-MAIL ADDRESS	<i>Donovan.Muller@Stellenbosch.gov.za</i>
REPORT DATE	<i>24.01.2025</i>

12.3	REQUEST TO NOMINATE COUNCILLORS TO SERVE ON THE HOSPITAL FACILITY BOARD AND CLINIC COMMITTEES: AAN-HET-PAD CLINIC; CLOETESVILLE COMMUNITY DAY CENTRE; DON AND PAT BILTON CLINIC (JAMESTOWN); GROENDAL CLINIC; DIRKIE UYS STREET SATELLITE CLINIC; IDAS VALLEY CLINIC; KAYAMANDI CLINIC; KLAPMUTS CLINIC; KYLEMORE CLINIC
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

29 January 2025

1. **SUBJECT: REQUEST TO NOMINATE COUNCILLORS TO SERVE ON THE HOSPITAL FACILITY BOARD AND CLINIC COMMITTEES: AAN-HET-PAD CLINIC; CLOETESVILLE COMMUNITY DAY CENTRE; DON AND PAT BILTON CLINIC (JAMESTOWN); GROENDAL CLINIC; DIRKIE UYS STREET SATELLITE CLINIC; IDAS VALLEY CLINIC; KAYAMANDI CLINIC; KLAPMUTS CLINIC; KYLEMORE CLINIC**

2. **PURPOSE**

To inform Council of the nomination of a councillor to serve on the Hospital Facility Board and councillors to serve on the respective Clinic Committees.

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

Nominations from councillors were requested to serve on the Hospital Facility Board and councillors to serve on the following clinic committees, namely Aan-Het-pad Clinic (Cloetesville), Cloetesville Community Day Centre (Tennantville), Don And Pat Bilton Clinic (Jamestown), Groendal Clinic (Groendal, Franschhoek), Dirkie Uys Street satellite Clinic (Franschhoek), Idas Valley Clinic (Idas Valley), Kayamandi Clinic (Kayamandi), Klappmuts Clinic (Klappmuts) and Kylesmore Clinic (Kylesmore).

With the Local Government elections on 1 November 2021, new ward councillors were elected. The new ward councillors had to replace the non-returning ward councillors on the clinic committees for the clinic situated in the respective wards. A request is also made for the nomination of a councillor to serve on the Hospital facility Board. The nominations was duly done on 28 January 2022.

A clinic committee is usually appointed for a period of 3 years. The last appointments were made on 28 January 2022 and the three years are about to expire and new Hospital Facility Boards and clinic committees must be appointed. There has also been changes in ward councillors after by-elections in this period. The letter of request from the Community Outreach Officer, Ministry of Health, Western Cape Government is attached as **Appendix A**.

28TH COUNCIL MEETING: 2025-01-29: ITEM 12.3**RESOLVED** (majority vote with 4 abstentions)**Amended recommendations:**

- (a) that Council nominates Councillors to serve on the below clinic committees & hospital Board:

STELLENBOSCH		
Facility	Physical address	Application received from
Aan-het-Pad Clinic	6851 Long Street, Cloetesville, 7600	E. VERMEULEN
Koelenhof Mobile 1	6852 Long Street, Cloetesville, 7600	J. WILLIAMS
Cloetesville CDC	c/o Bell and Tennant Street, Cloetsville, 7600	R. DU TOIT
Don and Pat Bilton Clinic	5 Pajora Way, Jamestown, 7600	A FERNS
Strand Road Mobile 1	5 Pajora Way, Jamestown, 7600	A FERNS
Groendal Clinic	1 Stiebeuel Straat, Franschoek, 7690	W. PETERSEN
Dirkie Uys Street Satellite Clinic	Dirkie Uys Street, Franschoek, 7690	R. PHEIFFER
Franschhoek Mobile 1	Dirkie Uys Street, Franschoek, 7690	R. PHEIFFER
Idas Valley Clinic	Helshoogte Road, Idas Valley, 7600	S. HENEKE
Devon Valley Mobile 1	Helshoogte Road, Idas Valley, 7600	J. SERDYN
Kayamandi Clinic	56 Bassi Street, Kayamandi, Stellenbosch, 7600	X. KALIPA
Klapmuts Clinic	342 Merchant Street, Klapmuts, 7600	JC ANTHONY
Kylemore Clinic	19 Skoolstraat, Kylemore, 7680	R. ADAMS
Groot Drakenstein Mobile 1	19 Skoolstraat, Kylemore, 7680	C. MANUEL
Stellenbosch Hospital	80 Merriman Street, Stellenbosch, 7600	T. KUMM

- (b) that the office of Western Cape Provincial Minister of Health and respective clinic committees be informed of the respective ward councillors that will serve on the respective clinic committees and the Hospital Facility Board, as per the request from the letter of the Community Liaison Officer, Cape Winelands District Office, Department of Health and Wellness.

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	24 January 2025

12.4	REPLACEMENT OF REPRESENTATIVES TO CAPE WINELANDS DISTRICT COUNCIL
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Collaborator No:

IDP KPA Ref No: Good Governance and compliance

Meeting Date: 29 January 2025

1. **SUBJECT: REPLACEMENT OF REPRESENTATIVES TO CAPE WINELANDS DISTRICT COUNCIL**

2. **PURPOSE**

To inform Council of the replacement of the Councillors that represent Stellenbosch Municipality on the Cape Winelands District Council.

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

Councillor Charles Manuel was elected as a Mayoral Committee member on 29 November 2024 and ceased to hold office as representative to the Cape Winelands District Municipality. Councillor RONALDA NALUMANGO was elected to serve at the National Assembly and ceased to hold office at Stellenbosch Municipality, following her resignation.

As the councillors gets elected on lists during the inauguration meeting with the IEC chairing those elections those lists are used to fill vacancies at the District Council. The two Councillors were replaced respectively by the ICE and the notifications are attached as **Appendix 1**. Councillor Alwyn Hanekom, councillor for the DA relaces councillor Manuel and Councillor Ayanda Tomose, councillor for the ANC replaces Councillor Nalumango to represent the Stellenbosch Municipality on the Cape Winelands District Council, as per the allocated seats.

28TH COUNCIL MEETING: 2025-01-29: ITEM 12.4

NOTED

the replacement of the representatives of Stellenbosch Municipality to the Cape Winelands District Council.

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	Acting Municipal Manager
DIRECTORATE	Municipal Manager
CONTACT NUMBERS	021 8088025
E-MAIL ADDRESS	Municipal.manager@ Stellenbosch.gov.za
REPORT DATE	23 January 2025

12.5	ESTABLISHMENT OF SECTION 80 COMMITTEES (PORTFOLIO COMMITTEES)
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

29 January 2025

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. This item serves to amend the Committees, and the members as appointed in September 2024.

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.

Council established the Section 80 Committees on 30 October 2024 as indicated in 6 below.

Due to a new Executive Mayor elected by Council on 29 November 2024, and the appointment of a new mayoral committee, the Section 80 committees must be amended.

The speech from the Executive Mayor as delivered on 20 November 2024 regarding the appointment of a new Mayoral Committee, and thus new Portfolio Chairpersons is attached as **APPENDIX 1**.

28TH COUNCIL MEETING: 2025-01-29: ITEM 12.5

RESOLVED (majority vote with 1 abstention)

- that it be noted that the Executive Mayor has amended the appointment of the Chairpersons of Committees as from 29 November 2024 as per **APPENDIX 1**;
- that Council appoints the members of the Section 80 Committees as per **APPENDIX 2** below.

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

Approved by Executive Mayor:

Date: 16 January 2025

Received by the office of the Speaker:

Date: 16 January 2025

12.6	APPOINTMENT OF REPRESENTATIVES TO SALGA PROVINCIAL WORKING GROUPS – WESTERN CAPE
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Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

29 January 2025

1. SUBJECT: APPOINTMENT OF REPRESENTATIVES TO SALGA PROVINCIAL WORKING GROUPS – WESTERN CAPE

2. PURPOSE

For Council to appoint representatives and secondi to serve on the various SALGA Provincial Working Groups.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Following the appointment of a new Mayoral Committee on 29 November 2024, as well new councillors appointed to Council, it is imperative that Council must review the nominated representatives to serve on the various SALGA provincial working groups.

The following are the SALGA Working Groups on which a nominated councillor from Stellenbosch Municipality must serve:

SALGA Provincial Working Groups	
1	Municipal Capability and Institutional Resilience
2	Community Development and Security
3	Governance and Intergovernmental Relations
4	Economic Development and Job Creation
5	Electricity and Energy, and Public Works
6	Water and Sanitation
7	Human Settlements and Urban Agenda
8	Health
9	Emergency Services and Disaster Management
10	Municipal Finance and Fiscal policy
11	Municipal Digital Solutions
12	Public transport and Roads
13	Environmental Management and Climate Resilience
14	Development Planning and Rural Development

MINUTES

28TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2025-01-29

28TH COUNCIL MEETING: 2025-01-29: ITEM 12.6**RESOLVED** (majority vote with 2 abstentions)

that Council approves the appointment of the following councillors and secundi to serve on the respective SALGA Provincial Working groups:

SALGA Provincial Working Groups		Councillor and Secundi (in brackets)
1	Municipal Capability and Institutional Resilience	Cllr L Nkamisa (Cllr N Olayi)
2	Community Development and Security	Cllr J Williams (Cllr X Kalipa)
3	Governance and Intergovernmental Relations	Cllr Q Smit (Cllr L Nkamisa)
4	Economic Development and Job Creation	Cllr M Slabbert (Cllr A Hanekom)
5	Electricity and Energy, and Public Works	Cllr R Pheiffer (Cllr R van Rooyen)
6	Water and Sanitation	Cllr R Pheiffer (Cllr R van Rooyen)
7	Human Settlements and Urban Agenda	Cllr R du Toit (Cllr E Vermeulen)
8	Health	Cllr X Mdemka (Cllr J Serdyn)
9	Emergency Services and Disaster Management	Cllr J Williams (Cllr S Heneke)
10	Municipal Finance and Fiscal policy	Ald JC Anthony (Cllr W Petersen)
11	Municipal Digital Solutions	Cllr L Nkamisa (Cllr T Kumm)
12	Public transport and Roads	Cllr R Pheiffer (Cllr R van Rooyen)
13	Environmental Management and Climate Resilience	Cllr C Manuel (Cllr J Serdyn)
14	Development Planning and Rural Development	Cllr M Slabbert (Cllr C Manuel)

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	<i>Director</i>
DIRECTORATE	<i>Corporate Services</i>
CONTACT NUMBERS	<i>021 8088018</i>
E-MAIL ADDRESS	<i>Annalene.deBeer@ Stellenbosch.gov.za</i>
REPORT DATE	<i>23 January 2025</i>

12.7	CONSIDERATION ON APPLICATIONS RECEIVED: 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 2024/2025
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 29 January 2025

1. **SUBJECT: CONSIDERATION ON APPLICATIONS RECEIVED: 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 2024/2025: STELLENBOSCH ANIMAL WELFARE SOCIETY**

2. **PURPOSE OF MEETING**

To discuss and consider the funding applications for the 2024 / 2025 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.

3. **EXECUTIVE SUMMARY**

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.

The notices of the applications for the funding of bodies performing a municipal function was advertised in the Eikestadnuus dated 19 September 2024, attached as **APPENDIX 1** of which the closing date to submit such applications was at 12:00 midday on 30 September 2024.

Stellenbosch Municipality invited external bodies performing a municipal function in accordance with the policy, for funding facilities for the accommodation and burial of animals.

The closing date for the applications was advertised as 30 September 2024. Thus, sufficient time was awarded for organizations to provide the requested information.

Submission was received from the body below (**APPENDIX 3** Stellenbosch Animal Welfare Society) and to perform accommodation and burial of animals' function for Council for the 2024/2025 financial year. A comparison was made with the funding granted for 2023/2024 financial year.

Safe Hands Animal Rescue Franschhoek and Franschhoek SPCA did not submit in time. These two organizations submitted motivations for request for re-advertisement of the funding as the dates of Grant in Aid attached to Community Development for 22nd of November 2024 created confusion.

MINUTES

28TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2025-01-29

28TH COUNCIL MEETING: 2025-01-29: ITEM 12.7**RESOLVED** (majority vote with 1 abstention)

- (a) that the amount of R1 365 525.00 be allocated to Stellenbosch Animal Welfare Society for the 2024 / 2025 financial year; and
- (b) that the request for re advertising be considered and the balance amount of R 289 797.00 allocated for readvertisement in the Franschhoek Area.

FOR FURTHER DETAILS, CONTACT:

NAME	Mrs Joan Felix
POSITION	Manager: Law Enforcement & Traffic Service
DIRECTORATE	Community and Protection
CONTACT NUMBERS	021 808 8441
E-MAIL ADDRESS	Joan.felix@ Stellenbosch.gov.za
REPORT DATE	18 December 2024

12.8	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 2024 2025: (Local Tourism Organisations)
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Collaborator No:

IDP KPA Ref No: Valley of opportunity

Meeting Date: 29 January 2025

- 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 2024 2025: (Local Tourism Organisations)**

- PURPOSE**

To discuss and consider the amendment to the funding application for the 2024 / 2025 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 30 July 2024.

- DELEGATED AUTHORITY**

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 bodies submitted an additional application to perform the local tourism function for Council for the 2024 / 2025 financial year:

Applicant	2024 / 2025 Approved budget	2024 / 2025 Additional Funding Requested	2024 / 2025 Total additional funding to be considered for approval
Visit Stellenbosch	R4 652 000	R 750 000	R 470 000
Franschhoek Wine Valley	R2 525 300	R 2 116 120	R 280 000

Currently, Council allocated the amount of R7 177 330.00 to the Local Tourism Organisations (LTO's) for the 2024/25 financial year.

28TH COUNCIL MEETING: 2025-01-29: ITEM 12.8

Cllr Schafer recused himself from the Chamber before this item was dealt with.

RESOLVED (majority vote with 3 abstentions)

- (a) that an additional amount of R 470 000 be allocated to Visit Stellenbosch for the 2024/2025 financial year as per **APPENDIX 1**.
- (b) that the Grants committee only supports an additional amount of R208 400 to be allocated to Franschhoek Wine Valley Tourism Association for the 2024 / 2025 financial year as per **APPENDIX 2**.

The Grants Committee does not recommend the request by Franschhoek Wine Valley on behalf of Klein Goederust for an Ambassador's visit on 7 February as this funding is requested on behalf of a third party.

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	Lesley.vangensen@ Stellenbosch.gov.za
REPORT DATE	<i>22 January 2025</i>

13.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER
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NONE

14.	CONSIDERATION OF URGENT MOTIONS
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NONE

15.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

16.	REPORTS SUBMITTED BY THE SPEAKER
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16.1	QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING 2 ND QUARTER OF 2024/2025 FINANCIAL YEAR
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

29 January 2025

1. **SUBJECT: QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING 2ND QUARTER OF 2024/2025 FINANCIAL YEAR**

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.

MINUTES

28TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY

2025-01-29

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. 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 October to December 2024, including dates and number of Ward Committee meetings held to date.

28TH COUNCIL MEETING: 2025-01-29: ITEM 12.8**NOTED**

- (a) the functioning of Ward Committees in all 23 Wards;
- (b) the number of Ward Committee and Sector meetings held to date in all 23 Wards from October to December 2024; and
- (c) that Council considered the reasons submitted by the Ward Councillor for Ward 3 for non-compliance of the Ward Committee for the 4th quarter of 2024.

FOR FURTHER DETAILS CONTACT:

NAME	Jacqueline Beerwinkel
POSITION	EXECUTIVE SUPPORT OFFICER
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	0218088618
E-MAIL ADDRESS	Jacqueline.Beerwinkel@ Stellenbosch.gov.za
REPORT DATE	29 January 2025

MINUTES

**28TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY**

2025-01-29

17.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

18.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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SEE PINK DOCUMENTATION (previous minutes only)

The meeting adjourned at 15:00.

CHAIRPERSON:

DATE:

Confirmed onwithout amendments.

8.1.	STATUTORY MATTERS
8.1	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JANUARY 2025

Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 February 2025 and 26 February 2025

1. **SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JANUARY 2025**
2. **PURPOSE**
To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2024/2025 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 (2024/2025) stipulate that SCM deviations be reported to the Council. In compliance thereto, this report presents to the Council the SCM deviations that occurred during January 2025.
5. **RECOMMENDATION**
that the Council notes that there were no deviations approved for the month of January 2025.
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 January 2025:

No deviations were approved as indicated below:

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

6.7.1 Municipal Manager

Supports the recommendations.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 6.1

that the Council notes that there were no deviations approved for the month of January 2025.

FOR FURTHER DETAILS CONTACT:

NAME	Dalleel Jacobs
POSITION	Senior Manager SCM
DIRECTORATE	Finance
CONTACT NUMBERS	021 808 8137
E-MAIL ADDRESS	Dalleel.Jacobs@ Stellenbosch.gov.za
REPORT DATE	03 February 2025

8.2	GRANTS ADJUSTMENTS BUDGET 2024/2025
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Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 February 2025 and 26 February 2025

1. SUBJECT: GRANTS ADJUSTMENTS BUDGET 2024/2025**2. PURPOSE**

To table the adjustments budget for the 2024/2025 financial year to Council for approval. The adjustments budget arises from the additional allocation, as per the letter received from the Department of Cooperative Governance for the Municipal Disaster Response Grant (MDRG), dated 12 February 2025.

3. DELEGATED AUTHORITY**FOR APPROVAL BY MUNICIPAL COUNCIL****4. EXECUTIVE SUMMARY**

Approval was granted for additional funding for the Municipal Disaster Response Grant (MDRG) for infrastructure damages due to the impact of floods that occurred in 2024. Attached as **APPENDIX 1** is an executive summary by the Accounting Officer.

5. RECOMMENDATIONS

- (a) that the Adjustments Budget for 2024/2025 as set out in **APPENDIX 1-5**, be approved;
- (b) that the Adjustments Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 3**, be approved; and
- (c) that the Service Delivery and Budget Implementation Plan be adjusted accordingly inclusive of the non-financial information (performance measurement).

6. DISCUSSION / CONTENTS**6.1 Background/ Legislative Framework****In terms of section 28 (2) of the Municipal Finance Management Act:**

“(2) An adjustments budget—

- (b) may appropriate additional revenues that have become available over and above those anticipated in the annual budget; and*

According to regulation 23 (3) of the Municipal Budget and Reporting Regulations:

“23. (3) If a national or provincial adjustments budget allocates or transfers additional revenues to a municipality, the mayor of the municipality must, at the next available council meeting, but within 60 days of the approval of the relevant national or provincial adjustments budget, table an adjustments budget referred to in section 25(2)(b) of the Act in the municipal council to appropriate these additional revenues”

6.2 Discussion

This adjustments budget addresses the additional allocation received for the Municipal Disaster Response Grant (MDRG) for the 2024/2025 financial year. The approved amount to be transferred to the municipality is R6 000 000 (R6million) during the 2024/2025 financial year from the Municipal Disaster Response Grant within the Department of Cooperative Governance (DCOG) through the National Disaster Management Centre (NDMC).

Capital Adjustments Budget

Council approved an amended Capital Budget (grants) for the 2024/2025 financial year amounting to R 514 012 559 in January 2025. This adjustment budget effectively changes the approved grants adjustments budget by means of the increase in the capital budget which emanates from the additional allocation received for the Municipal Disaster Response Grant (MDRG) for the 2024/2025 financial year.

Details of the proposed adjustments are reflected in **APPENDIX 2**.

Operating Revenue Adjustments Budget

Council approved an amended Operating Revenue Budget for the 2024/2025 financial year amounting to R2 710 663 315 in January 2025. This adjustment budget effectively changes the approved amended revenue budget by means of an increase in grant revenue (transfer and subsidies: capital) for the 2024/2025 financial year, which arises from the additional allocation received for the Municipal Disaster Response Grant (MDRG) for the 2024/2025 financial year.

Details of the proposed adjustments are reflected in **APPENDIX 2**.

Operating Expenditure Adjustments Budget

Council approved an amended Operating Expenditure Budget for the 2024/2025 financial year amounted to R2 522 842 931 in January 2025. No adjustments were made regarding the Operational Expenditure Budget.

Details of the proposed adjustments are reflected in **APPENDIX 2**.

6.2 Financial Implications

Financial impact is reflected in the appendices.

6.4 External Loans

None.

6.5 Legal Implications

The item is compliant with the relevant legislative framework.

6.6 Staff Implications

None

6.7 Previous / Relevant Council Resolutions:

28th Council Meeting on 29th January 2025 - Item 8.4

6.8 Risk Implications

None.

6.9 Comments from Senior Management:

The item was not circulated for comment except to the Municipal Manager.

6.9.1 Municipal Manager:

Supports the recommendations.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.11.2

- (a) that the Adjustments Budget for 2024/2025 as set out in **APPENDIX 1-5**, be approved;
- (b) that the Adjustments Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 3**, be approved; and
- (c) that the Service Delivery and Budget Implementation Plan be adjusted accordingly inclusive of the non-financial information (performance measurement).

ANNEXURES

Appendix 1: Executive Summary

Appendix 2: Adjustments Budget: Detail Projects

Appendix 3: Adjustments Budget Tables (Schedule B)

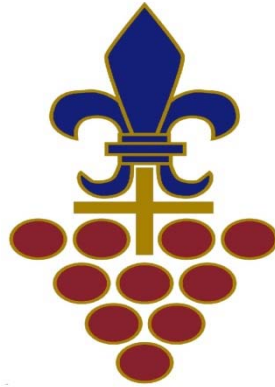
Appendix 4: Adjustments Budget Supporting Schedules

Appendix 5: Municipal Manager's Quality Certification

FOR FURTHER DETAILS CONTACT:

NAME	MONIQUE STEYL
POSITION	SENIOR MANAGER: FINANCIAL MANGEMENT SERVICES
DIRECTORATE	FINANCIAL SERVICES
CONTACT NUMBERS	021 808 8512
E-MAIL ADDRESS	Monique.Steyl@ Stellenbosch.gov.za
REPORT DATE	17 February 2025

APPENDICES 1-5



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STELLENBOSCH MUNICIPALITY

GRANTS ADJUSTMENTS BUDGET DOCUMENTATION

FEBRUARY 2025

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2. Appendix 2: Adjustments Budget: Detail Projects.....	7
3. Appendix 3: Adjustments Budget Tables (Schedule B).....	11
4. Appendix 4: Adjustments Budget Supporting Schedules.....	34
5. Appendix 5: Municipal Manager’s Quality Certification.....	73

APPENDIX 1**Executive Summary****Overview**

This adjustments budget emanates from the additional conditional grant funding received from the Department of Corporate Governance through the National Disaster Management Centre (NDMC).

The department of Corporate Governance issued an official letter of approval dated 12 February 2025. The MDRG is a conditional grant, and the municipality is urged to comply with the provision of the Division of Revenue Act (DORA), the Municipal Disaster Response Grant Framework, the Municipal Financial Management Act, 2003 (MFMA) (Act No. 56 of 2003), the Disaster Management Act, 2002 (DMA) (Act No. 57 of 2002) including other related legislative prescripts.

The amendments in funds have been adjusted in terms of section 28 of the Municipal Finance Management Act (Act 56 of 2003) and regulation 23 (1) of the Municipal Budget & Reporting Regulations (Government gazette No. 32141 dated 17 April 2009).

The breakdown in the additional conditional grant is as follow:

Grants	Type	Approved Budget	Grant adjustments	Adjustments Budget
Municipal Disaster Response Grant	Capital	19 413 122	6 000 000	25 413 122
		19 413 122	6 000 000	25 413 122

Capital Adjustments Budget for 2024/2025

	2024/2025 Approved Budget	2024/2025 Adjustments Budget	%
Capital Budget	514 012 559	520 012 559	0.012 %

Adjustments to Funding

The funding sources to the capital budget are as follows:

<u>Funding</u>	2024/2025 Approved Budget	%	2024/2025 Adjustments Budget	%
Own Funding				
Capital Replacement Reserve	234 652 040	46%	234 652 040	45%
Development Contribution	35 799 541	7%	35 799 541	7%
External Funding				
External Loans	118 845 659	23%	118 845 659	23%
National Grants	89 715 522	17%	95 715 522	18%
Provincial Grants	34 999 797	7%	34 999 797	7%
	<u>514 012 559</u>		<u>520 012 559</u>	

Adjustments to Capital Expenditure

The capital budget per directorate is as follows:

Directorate	Total Approved Budget (R)	%	Total Adjustments Budget (R)	%
Municipal Manager	40 000	0%	40 000	0%
Planning and Economic Development	35 083 324	7%	35 083 324	7%
Infrastructure Services	359 015 692	70%	365 015 692	70%
Corporate Services	51 356 523	10%	51 356 523	10%
Community and Protection Services	67 117 020	13%	67 117 020	13%
Financial Services	1 400 000	0%	1 400 000	0%
TOTALS	<u>514 012 559</u>		<u>520 012 559</u>	

Adjustments to Operating Revenue

The operating revenue budget per directorate is as follows:

Directorate	Total Approved Budget (R)	%	Total Adjustments Budget (R)	%
Municipal Manager	-	0%	-	0%
Planning and Economic Development	40 244 102	1%	40 244 102	1%
Infrastructure Services	1 806 848 964	67%	1 812 848 964	67%
Corporate Services	12 792 310	0%	12 792 310	0%
Community and Protection Services	204 053 158	8%	204 053 158	8%
Financial Services	646 724 781	24%	646 724 781	24%
TOTALS	2 710 663 315		2 716 663 315	

Adjustments to Operating Expenditure

The operating expenditure budget per directorate is as follows:

Directorate	Total Approved Budget (R)	%	Total Adjustments Budget (R)	%
Municipal Manager	17 694 235	1%	17 694 235	1%
Planning and Economic Development	113 805 055	5%	113 805 055	5%
Infrastructure Services	1 505 711 817	60%	1 505 711 817	60%
Corporate Services	219 329 450	9%	219 329 450	9%
Community and Protection Services	528 743 415	21%	528 743 415	21%
Financial Services	137 558 959	5%	137 558 959	5%
TOTALS	2 522 842 931		2 522 842 931	

High Level Adjustments Budget Summary for 2024/2025

The total budget is summarized as follows:

Directorate	Operating Revenue Budget	Operating Expenditure Budget	Capital Budget	Total Budget
Municipal Manager	-	17 694 235	40 000	17 734 235
Planning & Economic Development	40 244 102	113 805 055	35 083 324	148 888 379
Infrastructure Services	1 812 848 964	1 505 711 817	365 015 692	1 870 727 509
Corporate Services	12 792 310	219 329 450	51 356 523	270 685 973
Community and Protection Services	204 053 158	528 743 415	67 117 020	595 860 435
Financial Services	646 724 781	137 558 959	1 400 000	138 958 959
Total Budget	2 716 663 315	2 522 842 931	520 012 559	3 042 855 490

APPENDIX 2**Capital Adjustments Budget for 2024/2025**

The following funds per directorate are to be adjusted:

Directorate	Approved Budget	Grant adjustments	Adjustments Budget
Municipal Manager	40 000	-	40 000
Planning and Economic Development	35 083 324	-	35 083 324
Infrastructure Services	359 015 692	6 000 000	365 015 692
Corporate Services	51 356 523	-	51 356 523
Community and Protection Services	67 117 020	-	67 117 020
Financial Services	1 400 000	-	1 400 000
TOTALS	514 012 559	6 000 000	520 012 559

GRANTS ADJUSTMENTS BUDGET FOR THE FINANCIAL PERIOD 2024 – 2025
FEBRUARY 2025

The Capital projects to be adjusted are as follows:

Projects	Fund	Approved Budget	Grant adjustments	Adjustments Budget	Motivation
Infrastructure Services		-	6 000 000	6 000 000	
Water and Wastewater Services: Water		-	6 000 000	6 000 000	
Dwarsriver Bulk Supply Augmentation and Network Upgrades	MDRG	-	6 000 000	6 000 000	Adjust the budget in line with Municipal Disaster Response Grant (MDRG) allocation.
TOTAL - Capital		-	6 000 000	6 000 000	

Adjustments to Operational Expenditure

The revised operating expenditure budget per Directorate is as follows:

Directorate	Approved Budget	Grant adjustments	Adjustments Budget
Municipal Manager	17 694 235	-	17 694 235
Planning and Economic Development	113 805 055	-	113 805 055
Infrastructure Services	1 505 711 817	-	1 505 711 817
Corporate Services	219 329 450	-	219 329 450
Community and Protection Services	528 743 415	-	528 743 415
Financial Services	137 558 959	-	137 558 959
Total Expenditure	2 522 842 931	-	2 522 842 931

No adjustments were made to the operating expenditure budget.

Adjustments to Operational Revenue

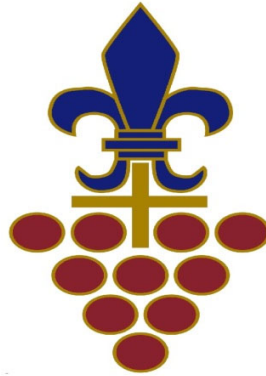
The revised operating income budget per Directorate is as follows:

Directorate	Approved Budget	Grant adjustments	Adjustments Budget
Municipal Manager	-	-	-
Planning and Economic Development	40 244 102	-	40 244 102
Infrastructure Services	1 806 848 964	6 000 000	1 812 848 964
Corporate Services	12 792 310	-	12 792 310
Community and Protection Services	204 053 158	-	204 053 158
Financial Services	646 724 781	-	646 724 781
Total Revenue	2 710 663 315	6 000 000	2 716 663 315

The detailed list of the adjustments made is as follows:

Department	Description	Fund	Approved Budget	Grant Adjustments	Adjusted Budget	Motivation
Infrastructure Services						
Water and Wastewater Services: Water	Revenue:Non-exchange Revenue:Transfers and Subsidies:Capital: Monetary Allocations:National Government:Municipal Disaster Response Grant	MDRG	-	6 000 000	6 000 000	Adjust the budget in line with the Municipal Disaster Response Grant (MDRG) allocation.
Sub Total: Water and Wastewater Services: Water			-	6 000 000	6 000 000	
TOTAL - Operational Revenue			-	6 000 000	6 000 000	

MID-YEAR ADJUSTMENTS BUDGET FOR THE FINANCIAL PERIOD 2024 – 2025
JANUARY 2025



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ADJUSTMENTS BUDGET TABLES

APPENDIX 3**Adjustments Budget Tables**

In accordance with the Budget and Reporting Regulations, the following compulsory schedules are attached (Appendix 3) reflecting the composition and detail of the adjustments budget:

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

Supporting schedules (SB1 – SB20) are attached on Appendix 4.

WC024 Stellenbosch - Table B1 Adjustments Budget Summary - 19/02/2025

Description	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
	Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands	A	1 A1	2 B	3 C	4 D	5 E	6 F	7 G	8 H		
Financial Performance											
Property rates	509 116	509 116	–	–	–	–	–	–	509 116	539 663	572 043
Service charges	1 450 081	1 495 081	–	–	–	–	–	–	1 495 081	1 592 062	1 748 493
Investment revenue	44 232	54 232	–	–	–	–	–	–	54 232	44 674	45 121
Transfers recognised - operational	245 638	244 433	–	–	–	–	–	–	244 433	283 230	340 093
Other own revenue	283 086	283 086	–	–	–	–	–	–	283 086	292 692	305 860
contributions)	2 532 153	2 585 948	–	–	–	–	–	–	2 585 948	2 752 322	3 011 611
Employee costs	656 455	655 857	–	–	–	–	–	–	655 857	671 808	713 731
Remuneration of councillors	23 422	23 422	–	–	–	–	–	–	23 422	24 828	26 317
Depreciation & asset impairment	249 408	219 703	–	–	–	–	–	–	219 703	259 395	269 782
Interest	71 259	83 481	–	–	–	–	–	–	83 481	84 773	97 687
Inventory consumed and bulk purchases	827 038	828 667	–	–	–	–	–	–	828 667	924 476	1 033 896
Transfers and subsidies	20 739	21 639	–	–	–	–	–	–	21 639	21 493	22 276
Other expenditure	663 413	690 073	–	–	–	–	–	–	690 073	688 064	753 368
Total Expenditure	2 511 734	2 522 843	–	–	–	–	–	–	2 522 843	2 674 837	2 917 058
Surplus/(Deficit)	20 419	63 105	–	–	–	–	–	–	63 105	77 484	94 553
Transfers and subsidies - capital (monetary allocations)	99 123	124 715	–	–	–	–	6 000	6 000	130 715	113 777	122 172
Transfers and subsidies - capital (in-kind - all)	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & Share of surplus/ (deficit) of associate	119 542	187 820	–	–	–	–	6 000	6 000	193 820	191 261	216 725
Surplus/ (Deficit) for the year	119 542	187 820	–	–	–	–	6 000	6 000	193 820	191 261	216 725
Capital expenditure & funds sources											
Capital expenditure	599 345	514 013	–	–	–	–	6 000	6 000	520 013	751 378	563 080
Transfers recognised - capital	137 551	160 515	–	–	–	–	6 000	6 000	166 515	152 634	134 372
Borrowing	200 000	118 846	–	–	–	–	–	–	118 846	282 987	200 000
Internally generated funds	261 795	234 652	–	–	–	–	–	–	234 652	315 757	228 708
Total sources of capital funds	599 345	514 013	–	–	–	–	6 000	6 000	520 013	751 378	563 080
Financial position											
Total current assets	894 865	945 075	–	–	–	–	–	–	945 075	910 604	969 862
Total non current assets	6 680 375	6 624 747	–	–	–	–	6 000	6 000	6 630 747	7 172 358	7 300 719
Total current liabilities	486 366	493 824	–	–	–	–	–	–	493 824	645 336	475 394
Total non current liabilities	1 076 572	995 417	–	–	–	–	–	–	995 417	1 234 062	1 374 900
Community wealth/Equity	6 012 302	6 080 581	–	–	–	–	6 000	6 000	6 086 581	6 203 563	6 420 288
Cash flows											
Net cash from (used) operating	461 634	594 422	–	–	–	–	6 000	6 000	600 422	543 947	572 235
Net cash from (used) investing	(689 247)	(591 114)	–	–	–	–	(6 900)	(6 900)	(598 014)	(674 408)	(646 392)
Net cash from (used) financing	136 080	54 926	–	–	–	–	–	–	54 926	122 388	104 095
Cash/cash equivalents at the year end	529 941	679 707	–	–	–	–	(900)	(900)	678 807	521 868	669 827
Cash backing/surplus reconciliation											
Cash and investments available	529 941	679 707	–	–	–	–	(900)	(900)	678 807	521 868	669 827
Application of cash and investments	103 493	203 352	–	–	–	–	(485)	(485)	202 867	10 299	159 301
Balance - surplus (shortfall)	426 447	476 354	–	–	–	–	(415)	(415)	475 939	511 569	510 526
Asset Management											
Asset register summary (WDV)	6 675 776	6 620 148	–	–	–	–	6 000	6 000	6 626 148	7 167 759	7 296 121
Depreciation	249 408	219 703	–	–	–	–	–	–	219 703	259 395	269 782
Renewal and Upgrading of Existing Assets	344 932	273 144	–	–	–	–	6 000	6 000	279 144	442 359	254 518
Repairs and Maintenance	120 048	127 205	–	–	–	–	–	–	127 205	128 918	143 108
Free services											
Cost of Free Basic Services provided	124 007	124 007	–	–	–	–	–	–	124 007	135 908	148 998
Revenue cost of free services provided	48 315	48 315	–	–	–	–	–	–	48 315	51 214	54 287
Households below minimum service level											
Water:	1	1	–	–	–	–	–	–	1	1	1
Sanitation/sewerage:	1	1	–	–	–	–	–	–	1	1	1
Energy:	2	2	–	–	–	–	–	–	2	1	1
Refuse:	4	4	–	–	–	–	–	–	4	4	3

WC024 Stellenbosch - Table B2 Adjustments Budget Financial Performance (functional classification) - 19/02/2025

Standard Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		5 A	6 A1	7 B	8 C	9 D	10 E	11 F	12 G	13 H	14 I	15 J
R thousands	1, 4	A	A1	B	C	D	E	F	G	H	I	J
Revenue - Functional												
Governance and administration		649 367	659 517	-	-	-	-	-	-	659 517	686 241	726 452
Executive and council		987	987	-	-	-	-	-	-	987	692	725
Finance and administration		648 380	658 530	-	-	-	-	-	-	658 530	685 549	725 727
Internal audit		-	-	-	-	-	-	-	-	-	-	-
Community and public safety		220 431	230 908	-	-	-	-	-	-	230 908	248 111	263 415
Community and social services		17 872	22 008	-	-	-	-	-	-	22 008	18 150	18 968
Sport and recreation		257	257	-	-	-	-	-	-	257	269	281
Public safety		180 261	180 261	-	-	-	-	-	-	180 261	188 337	196 776
Housing		22 041	28 382	-	-	-	-	-	-	28 382	41 354	47 389
Health		-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		120 984	129 444	-	-	-	-	-	-	129 444	127 290	169 860
Planning and development		106 067	100 379	-	-	-	-	-	-	100 379	112 141	154 044
Road transport		13 422	27 570	-	-	-	-	-	-	27 570	13 586	14 180
Environmental protection		1 494	1 494	-	-	-	-	-	-	1 494	1 563	1 635
Trading services		1 640 495	1 690 795	-	-	-	-	6 000	6 000	1 696 795	1 804 456	1 974 056
Energy sources		1 122 237	1 172 237	-	-	-	-	-	-	1 172 237	1 251 119	1 382 988
Water management		215 225	215 225	-	-	-	-	6 000	6 000	221 225	228 114	241 800
Waste water management		159 519	164 819	-	-	-	-	-	-	164 819	171 841	185 157
Waste management		143 514	138 514	-	-	-	-	-	-	138 514	153 383	164 112
Other		-	-	-	-	-	-	-	-	-	-	-
Total Revenue - Functional	2	2 631 276	2 710 663	-	-	-	-	6 000	6 000	2 716 663	2 866 098	3 133 783
Expenditure - Functional												
Governance and administration		353 721	362 751	-	-	-	-	-	-	362 751	367 549	385 614
Executive and council		33 196	33 164	-	-	-	-	-	-	33 164	34 627	36 494
Finance and administration		314 934	324 083	-	-	-	-	-	-	324 083	327 145	343 018
Internal audit		5 591	5 504	-	-	-	-	-	-	5 504	5 777	6 102
Community and public safety		518 969	556 687	-	-	-	-	-	-	556 687	536 170	563 678
Community and social services		55 692	56 408	-	-	-	-	-	-	56 408	56 001	58 708
Sport and recreation		75 133	77 363	-	-	-	-	-	-	77 363	79 247	83 596
Public safety		345 534	368 564	-	-	-	-	-	-	368 564	355 555	366 387
Housing		42 611	54 352	-	-	-	-	-	-	54 352	45 367	54 988
Health		-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		228 743	194 552	-	-	-	-	-	-	194 552	252 418	302 158
Planning and development		84 954	81 073	-	-	-	-	-	-	81 073	111 506	154 424
Road transport		124 698	93 704	-	-	-	-	-	-	93 704	120 857	126 643
Environmental protection		19 092	19 775	-	-	-	-	-	-	19 775	20 056	21 090
Trading services		1 410 302	1 408 853	-	-	-	-	-	-	1 408 853	1 518 700	1 665 607
Energy sources		839 839	833 222	-	-	-	-	-	-	833 222	945 869	1 064 003
Water management		178 797	205 411	-	-	-	-	-	-	205 411	191 890	202 608
Waste water management		230 551	202 584	-	-	-	-	-	-	202 584	243 910	256 276
Waste management		161 114	167 636	-	-	-	-	-	-	167 636	137 031	142 720
Other		-	-	-	-	-	-	-	-	-	-	-
Total Expenditure - Functional	3	2 511 734	2 522 843	-	-	-	-	-	-	2 522 843	2 674 837	2 917 058
Surplus/ (Deficit) for the year		119 542	187 820	-	-	-	-	6 000	6 000	193 820	191 261	216 725

WC024 Stellenbosch - Table B2 Adjustments Budget Financial Performance (functional classification) - B - 19/02/2025

Standard Classification Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousand	1	A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H		
Revenue - Functional												
Municipal governance and administration		649 367	659 517	-	-	-	-	-	-	659 517	686 241	726 452
Executive and council		987	987	-	-	-	-	-	-	987	692	725
Mayor and Council		987	987	-	-	-	-	-	-	987	692	725
Municipal Manager, Town Secretary and Chief Executive		-	-	-	-	-	-	-	-	-	-	-
Finance and administration		648 380	658 530	-	-	-	-	-	-	658 530	685 549	725 727
Administrative and Corporate Support		29	29	-	-	-	-	-	-	29	30	32
Asset Management		-	-	-	-	-	-	-	-	-	-	-
Finance		636 404	646 404	-	-	-	-	-	-	646 404	673 009	712 599
Fleet Management		152	152	-	-	-	-	-	-	152	159	167
Human Resources		1 041	1 191	-	-	-	-	-	-	1 191	1 090	1 141
Information Technology		-	-	-	-	-	-	-	-	-	-	-
Legal Services		30	30	-	-	-	-	-	-	30	31	33
Marketing, Customer Relations, Publicity and Media Co-		-	-	-	-	-	-	-	-	-	-	-
Property Services		10 556	10 556	-	-	-	-	-	-	10 556	11 052	11 572
Risk Management		-	-	-	-	-	-	-	-	-	-	-
Security Services		-	-	-	-	-	-	-	-	-	-	-
Supply Chain Management		168	168	-	-	-	-	-	-	168	176	185
Valuation Service		-	-	-	-	-	-	-	-	-	-	-
Internal audit		-	-	-	-	-	-	-	-	-	-	-
Governance Function		-	-	-	-	-	-	-	-	-	-	-
Community and public safety		220 431	230 908	-	-	-	-	-	-	230 908	248 111	263 415
Community and social services		17 872	22 008	-	-	-	-	-	-	22 008	18 150	18 968
Aged Care		-	-	-	-	-	-	-	-	-	-	-
Agricultural		-	-	-	-	-	-	-	-	-	-	-
Animal Care and Diseases		-	-	-	-	-	-	-	-	-	-	-
Cemeteries, Funeral Parlours and Crematoriums		1 220	1 220	-	-	-	-	-	-	1 220	1 274	1 332
Child Care Facilities		-	-	-	-	-	-	-	-	-	-	-
Community Halls and Facilities		5 132	5 132	-	-	-	-	-	-	5 132	5 368	5 614
Consumer Protection		-	-	-	-	-	-	-	-	-	-	-
Cultural Matters		-	-	-	-	-	-	-	-	-	-	-
Disaster Management		-	-	-	-	-	-	-	-	-	-	-
Education		-	-	-	-	-	-	-	-	-	-	-
Indigenous and Customary Law		-	-	-	-	-	-	-	-	-	-	-
Industrial Promotion		-	-	-	-	-	-	-	-	-	-	-
Language Policy		-	-	-	-	-	-	-	-	-	-	-
Libraries and Archives		11 439	15 575	-	-	-	-	-	-	15 575	11 470	11 984
Literacy Programmes		-	-	-	-	-	-	-	-	-	-	-
Media Services		-	-	-	-	-	-	-	-	-	-	-
Museums and Art Galleries		-	-	-	-	-	-	-	-	-	-	-
Population Development		81	81	-	-	-	-	-	-	81	38	38
Provincial Cultural Matters		-	-	-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-	-	-
Zoo's		-	-	-	-	-	-	-	-	-	-	-
Sport and recreation		257	257	-	-	-	-	-	-	257	269	281
Beaches and Jetties		-	-	-	-	-	-	-	-	-	-	-
Casinos, Racing, Gambling, Wagering		-	-	-	-	-	-	-	-	-	-	-
Community Parks (including Nurseries)		147	147	-	-	-	-	-	-	147	154	161
Recreational Facilities		110	110	-	-	-	-	-	-	110	115	121
Sports Grounds and Stadiums		-	-	-	-	-	-	-	-	-	-	-
Public safety		180 261	180 261	-	-	-	-	-	-	180 261	188 337	196 776
Civil Defence		35	35	-	-	-	-	-	-	35	36	37
Cleansing		-	-	-	-	-	-	-	-	-	-	-
Control of Public Nuisances		-	-	-	-	-	-	-	-	-	-	-
Fencing and Fences		-	-	-	-	-	-	-	-	-	-	-
Fire Fighting and Protection		201	201	-	-	-	-	-	-	201	210	220
Licensing and Control of Animals		-	-	-	-	-	-	-	-	-	-	-
Police Forces, Traffic and Street Parking Control		180 024	180 024	-	-	-	-	-	-	180 024	188 091	196 519
Pounds		-	-	-	-	-	-	-	-	-	-	-
Housing		22 041	28 382	-	-	-	-	-	-	28 382	41 354	47 389
Housing		22 041	28 382	-	-	-	-	-	-	28 382	41 354	47 389
Informal Settlements		-	-	-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-	-	-
Ambulance		-	-	-	-	-	-	-	-	-	-	-
Health Services		-	-	-	-	-	-	-	-	-	-	-
Laboratory Services		-	-	-	-	-	-	-	-	-	-	-
Food Control		-	-	-	-	-	-	-	-	-	-	-
Health Surveillance and Prevention of Communicable		-	-	-	-	-	-	-	-	-	-	-
Vector Control		-	-	-	-	-	-	-	-	-	-	-
Chemical Safety		-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		120 984	129 444	-	-	-	-	-	-	129 444	127 290	169 860
Planning and development		106 067	100 379	-	-	-	-	-	-	100 379	112 141	154 044
Billboards		-	-	-	-	-	-	-	-	-	-	-
Corporate Wide Strategic Planning (IDPs, LEDS)		2 687	2 687	-	-	-	-	-	-	2 687	185	194
Central City Improvement District		-	-	-	-	-	-	-	-	-	-	-
Development Facilitation		-	-	-	-	-	-	-	-	-	-	-
Economic Development/Planning		-	-	-	-	-	-	-	-	-	-	-
Regional Planning and Development		-	-	-	-	-	-	-	-	-	-	-
Town Planning, Building Regulations and Enforcement,		9 175	9 175	-	-	-	-	-	-	9 175	9 583	10 012
Project Management Unit		94 205	88 516	-	-	-	-	-	-	88 516	102 373	143 836
Provincial Planning		-	-	-	-	-	-	-	-	-	-	-
Support to Local Municipalities		-	-	-	-	-	-	-	-	-	-	-
Road transport		13 422	27 570	-	-	-	-	-	-	27 570	13 586	14 180
Public Transport		-	-	-	-	-	-	-	-	-	-	-
Road and Traffic Regulation		33	33	-	-	-	-	-	-	33	34	36
Roads		13 390	27 538	-	-	-	-	-	-	27 538	13 551	14 144
Taxi Ranks		-	-	-	-	-	-	-	-	-	-	-
Environmental protection		1 494	1 494	-	-	-	-	-	-	1 494	1 563	1 635
Biodiversity and Landscape		1 439	1 439	-	-	-	-	-	-	1 439	1 506	1 575
Coastal Protection		-	-	-	-	-	-	-	-	-	-	-
Indigenous Forests		-	-	-	-	-	-	-	-	-	-	-
Nature Conservation		55	55	-	-	-	-	-	-	55	58	60
Pollution Control		-	-	-	-	-	-	-	-	-	-	-
Soil Conservation		-	-	-	-	-	-	-	-	-	-	-
Trading services		1 640 495	1 690 795	-	-	-	-	6 000	6 000	1 696 795	1 804 456	1 974 056
Energy sources		1 122 237	1 172 237	-	-	-	-	-	-	1 172 237	1 251 119	1 382 988
Electricity		1 122 237	1 172 237	-	-	-	-	-	-	1 172 237	1 251 119	1 382 988
Street Lighting and Signal Systems		-	-	-	-	-	-	-	-	-	-	-
Nonelectric Energy		-	-	-	-	-	-	-	-	-	-	-
Water management		215 225	215 225	-	-	-	-	6 000	6 000	221 225	228 114	241 800
Water Treatment		-	-	-	-	-	-	-	-	-	-	-
Water Distribution		215 225	215 225	-	-	-	-	6 000	6 000	221 225	228 114	241 800
Water Storage		-	-	-	-	-	-	-	-	-	-	-
Waste water management		159 519	164 819	-	-	-	-	-	-	164 819	171 841	185 157
Public Toilets		9 207	9 207	-	-	-	-	-	-	9 207	9 934	10 728
Sewerage		67 861	73 161	-	-	-	-	-	-	73 161	73 024	78 587
Storm Water Management		1 782	1 782	-	-	-	-	-	-	1 782	1 864	1 950
Waste Water Treatment		80 669	80 669	-	-	-	-	-	-	80 669	87 019	93 891

Standard Classification Description	Ref	Budget Year 2024/25										Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	
		5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H				
R thousand	1	A	A1	B	C	D	E	F	G	H			
Waste management		143 514	138 514	-	-	-	-	-	-	138 514	153 383	164 112	
Recycling		-	-	-	-	-	-	-	-	-	-	-	
Solid Waste Disposal (Landfill Sites)		3 400	3 400	-	-	-	-	-	-	3 400	3 634	3 885	
Solid Waste Removal		140 115	135 115	-	-	-	-	-	-	135 115	149 749	160 227	
Street Cleaning		-	-	-	-	-	-	-	-	-	-	-	
Other		-	-	-	-	-	-	-	-	-	-	-	
Abattoirs		-	-	-	-	-	-	-	-	-	-	-	
Air Transport		-	-	-	-	-	-	-	-	-	-	-	
Forestry		-	-	-	-	-	-	-	-	-	-	-	
Licensing and Regulation		-	-	-	-	-	-	-	-	-	-	-	
Markets		-	-	-	-	-	-	-	-	-	-	-	
Tourism		-	-	-	-	-	-	-	-	-	-	-	
Total Revenue - Functional	2	2 631 276	2 710 663	-	-	-	-	6 000	6 000	2 716 663	2 866 098	3 133 783	
Expenditure - Functional													
Municipal governance and administration		353 721	362 751	-	-	-	-	-	-	362 751	367 549	385 614	
Executive and council		33 196	33 164	-	-	-	-	-	-	33 164	34 627	36 494	
Mayor and Council		28 693	28 763	-	-	-	-	-	-	28 763	29 861	31 446	
Municipal Manager, Town Secretary and Chief Executive		4 504	4 401	-	-	-	-	-	-	4 401	4 766	5 048	
Finance and administration		314 934	324 083	-	-	-	-	-	-	324 083	327 145	343 018	
Administrative and Corporate Support		20 416	20 703	-	-	-	-	-	-	20 703	21 626	22 910	
Asset Management		-	-	-	-	-	-	-	-	-	-	-	
Finance		114 750	118 866	-	-	-	-	-	-	118 866	117 693	123 780	
Fleet Management		2 633	5 473	-	-	-	-	-	-	5 473	2 726	2 823	
Human Resources		73 272	74 827	-	-	-	-	-	-	74 827	76 917	80 771	
Information Technology		50 360	50 360	-	-	-	-	-	-	50 360	52 009	53 726	
Legal Services		7 344	7 344	-	-	-	-	-	-	7 344	7 709	8 092	
Marketing, Customer Relations, Publicity and Media Co-		3 169	3 189	-	-	-	-	-	-	3 189	3 335	3 526	
Property Services		29 613	29 944	-	-	-	-	-	-	29 944	30 937	32 329	
Risk Management		-	-	-	-	-	-	-	-	-	-	-	
Security Services		-	-	-	-	-	-	-	-	-	-	-	
Supply Chain Management		13 376	13 376	-	-	-	-	-	-	13 376	14 194	15 061	
Valuation Service		-	-	-	-	-	-	-	-	-	-	-	
Internal audit		5 591	5 504	-	-	-	-	-	-	5 504	5 777	6 102	
Governance Function		5 591	5 504	-	-	-	-	-	-	5 504	5 777	6 102	
Community and public safety		518 969	556 687	-	-	-	-	-	-	556 687	536 170	563 678	
Community and social services		55 692	56 408	-	-	-	-	-	-	56 408	56 001	58 708	
Aged Care		-	-	-	-	-	-	-	-	-	-	-	
Agricultural		-	-	-	-	-	-	-	-	-	-	-	
Animal Care and Diseases		-	-	-	-	-	-	-	-	-	-	-	
Cemeteries, Funeral Parlours and Crematoriums		6 264	6 186	-	-	-	-	-	-	6 186	6 608	6 973	
Child Care Facilities		-	-	-	-	-	-	-	-	-	-	-	
Community Halls and Facilities		7 290	7 876	-	-	-	-	-	-	7 876	7 779	8 291	
Consumer Protection		-	-	-	-	-	-	-	-	-	-	-	
Cultural Matters		-	-	-	-	-	-	-	-	-	-	-	
Disaster Management		7 606	7 606	-	-	-	-	-	-	7 606	7 995	8 404	
Education		-	-	-	-	-	-	-	-	-	-	-	
Indigenous and Customary Law		-	-	-	-	-	-	-	-	-	-	-	
Industrial Promotion		-	-	-	-	-	-	-	-	-	-	-	
Language Policy		-	-	-	-	-	-	-	-	-	-	-	
Libraries and Archives		13 520	13 393	-	-	-	-	-	-	13 393	13 688	14 349	
Literacy Programmes		-	-	-	-	-	-	-	-	-	-	-	
Media Services		-	-	-	-	-	-	-	-	-	-	-	
Museums and Art Galleries		-	-	-	-	-	-	-	-	-	-	-	
Population Development		21 011	21 347	-	-	-	-	-	-	21 347	19 931	20 691	
Provincial Cultural Matters		-	-	-	-	-	-	-	-	-	-	-	
Theatres		-	-	-	-	-	-	-	-	-	-	-	
Zoo's		-	-	-	-	-	-	-	-	-	-	-	
Sport and recreation		75 133	77 363	-	-	-	-	-	-	77 363	79 247	83 596	
Beaches and Jetties		-	-	-	-	-	-	-	-	-	-	-	
Casinos, Racing, Gambling, Wagering		-	-	-	-	-	-	-	-	-	-	-	
Community Parks (including Nurseries)		52 195	52 645	-	-	-	-	-	-	52 645	54 775	57 712	
Recreational Facilities		2 882	2 853	-	-	-	-	-	-	2 853	3 260	3 454	
Sports Grounds and Stadiums		20 055	21 865	-	-	-	-	-	-	21 865	21 213	22 430	
Public safety		345 534	368 564	-	-	-	-	-	-	368 564	355 555	366 387	
Civil Defence		104 266	109 488	-	-	-	-	-	-	109 488	102 391	100 708	
Cleansing		-	-	-	-	-	-	-	-	-	-	-	
Control of Public Nuisances		-	-	-	-	-	-	-	-	-	-	-	
Fencing and Fences		-	-	-	-	-	-	-	-	-	-	-	
Fire Fighting and Protection		43 825	45 319	-	-	-	-	-	-	45 319	46 465	49 271	
Licensing and Control of Animals		-	-	-	-	-	-	-	-	-	-	-	
Police Forces, Traffic and Street Parking Control		197 443	213 757	-	-	-	-	-	-	213 757	206 699	216 408	
Pounds		-	-	-	-	-	-	-	-	-	-	-	
Housing		42 611	54 352	-	-	-	-	-	-	54 352	45 367	54 988	
Housing		26 686	37 924	-	-	-	-	-	-	37 924	27 545	28 686	
Informal Settlements		15 925	16 428	-	-	-	-	-	-	16 428	17 822	26 302	
Health		-	-	-	-	-	-	-	-	-	-	-	
Ambulance		-	-	-	-	-	-	-	-	-	-	-	
Health Services		-	-	-	-	-	-	-	-	-	-	-	
Laboratory Services		-	-	-	-	-	-	-	-	-	-	-	
Food Control		-	-	-	-	-	-	-	-	-	-	-	
Health Surveillance and Prevention of Communicable		-	-	-	-	-	-	-	-	-	-	-	
Vector Control		-	-	-	-	-	-	-	-	-	-	-	
Chemical Safety		-	-	-	-	-	-	-	-	-	-	-	
Economic and environmental services		228 743	194 552	-	-	-	-	-	-	194 552	252 418	302 158	
Planning and development		84 954	81 073	-	-	-	-	-	-	81 073	111 506	154 424	
Billboards		-	-	-	-	-	-	-	-	-	-	-	
Corporate Wide Strategic Planning (IDPs, LEDS)		20 771	22 761	-	-	-	-	-	-	22 761	20 570	21 417	
Central City Improvement District		-	-	-	-	-	-	-	-	-	-	-	
Development Facilitation		-	-	-	-	-	-	-	-	-	-	-	
Economic Development/Planning		-	2 069	-	-	-	-	-	-	2 069	-	-	
Regional Planning and Development		-	-	-	-	-	-	-	-	-	-	-	
Town Planning, Building Regulations and Enforcement,		40 432	40 989	-	-	-	-	-	-	40 989	43 293	46 754	
Project Management Unit		23 750	15 254	-	-	-	-	-	-	15 254	47 643	86 253	
Provincial Planning		-	-	-	-	-	-	-	-	-	-	-	
Support to Local Municipalities		-	-	-	-	-	-	-	-	-	-	-	
Road transport		124 698	93 704	-	-	-	-	-	-	93 704	120 857	126 643	
Public Transport		-	-	-	-	-	-	-	-	-	-	-	
Road and Traffic Regulation		15 615	15 585	-	-	-	-	-	-	15 585	7 117	7 552	
Roads		109 083	78 119	-	-	-	-	-	-	78 119	113 740	119 091	
Taxi Ranks		-	-	-	-	-	-	-	-	-	-	-	
Environmental protection		19 092	19 775	-	-	-	-	-	-	19 775	20 056	21 090	
Biodiversity and Landscape		17 391	18 315	-	-	-	-	-	-	18 315	18 267	19 208	
Coastal Protection		-	-	-	-	-	-	-	-	-	-	-	
Indigenous Forests		-	-	-	-	-	-	-	-	-	-	-	
Nature Conservation		1 701	1 460	-	-	-	-	-	-	1 460	1 789	1 882	
Pollution Control		-	-	-	-	-	-	-	-	-	-	-	
Soil Conservation		-	-	-	-	-	-	-	-	-	-	-	
Trading services		1 410 302	1 408 853	-	-	-	-	-	-	1 408 853	1 518 700	1 665 607	
Energy sources		839 839	833 222	-	-	-	-	-	-	833 222	945 869	1 064 003	
Electricity		839 839	833 222	-	-	-	-	-	-	833 222	945 869	1 064 003	
Street Lighting and Signal Systems		-	-	-	-	-	-	-	-	-	-	-	

Standard Classification Description	Ref	Budget Year 2024/25										Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget		
		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H			
R thousand	1												
Nonelectric Energy		-	-	-	-	-	-	-	-	-	-	-	-
Water management		178 797	205 411	-	-	-	-	-	-	205 411	191 890	202 608	
Water Treatment		18 922	27 834	-	-	-	-	-	-	27 834	19 916	20 968	
Water Distribution		150 207	160 709	-	-	-	-	-	-	160 709	161 783	170 898	
Water Storage		9 668	16 868	-	-	-	-	-	-	16 868	10 191	10 743	
Waste water management		230 551	202 584	-	-	-	-	-	-	202 584	243 910	256 276	
Public Toilets		10 065	8 646	-	-	-	-	-	-	8 646	12 386	12 984	
Sewerage		109 601	71 692	-	-	-	-	-	-	71 692	114 117	118 829	
Storm Water Management		22 387	31 074	-	-	-	-	-	-	31 074	23 389	24 445	
Waste Water Treatment		88 498	91 173	-	-	-	-	-	-	91 173	94 018	100 017	
Waste management		161 114	167 636	-	-	-	-	-	-	167 636	137 031	142 720	
Recycling		-	-	-	-	-	-	-	-	-	-	-	
Solid Waste Disposal (Landfill Sites)		79 013	79 130	-	-	-	-	-	-	79 130	62 655	64 451	
Solid Waste Removal		61 099	67 585	-	-	-	-	-	-	67 585	64 318	67 869	
Street Cleaning		21 002	20 921	-	-	-	-	-	-	20 921	10 057	10 400	
Other		-	-	-	-	-	-	-	-	-	-	-	
Abattoirs		-	-	-	-	-	-	-	-	-	-	-	
Air Transport		-	-	-	-	-	-	-	-	-	-	-	
Forestry		-	-	-	-	-	-	-	-	-	-	-	
Licensing and Regulation		-	-	-	-	-	-	-	-	-	-	-	
Markets		-	-	-	-	-	-	-	-	-	-	-	
Tourism		-	-	-	-	-	-	-	-	-	-	-	
Total Expenditure - Functional		3	2 511 734	2 522 843	-	-	-	-	-	2 522 843	2 674 837	2 917 058	
Surplus/ (Deficit) for the year			119 542	187 820	-	-	-	-	6 000	6 000	193 820	191 261	216 725

WC024 Stellenbosch - Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote) - 19/02/2025

Vote Description <i>[Insert departmental structure etc]</i>	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
Revenue by Vote												
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	1	–	–	–	–	–	–	–	–	–	–	–
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		33 903	40 244	–	–	–	–	–	–	40 244	51 123	57 595
Vote 3 - INFRASTRUCTURE SERVICES		1 748 089	1 806 849	–	–	–	–	6 000	6 000	1 812 849	1 920 380	2 132 039
Vote 4 - COMMUNITY AND PROTECTION SERVICES		199 917	204 053	–	–	–	–	–	–	204 053	208 354	217 696
Vote 5 - CORPORATE SERVICES		12 642	12 792	–	–	–	–	–	–	12 792	12 896	13 502
Vote 6 - FINANCIAL SERVICES		636 725	646 725	–	–	–	–	–	–	646 725	673 345	712 950
Total Revenue by Vote	2	2 631 276	2 710 663	–	–	–	–	6 000	6 000	2 716 663	2 866 098	3 133 783
Expenditure by Vote												
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	1	17 203	17 694	–	–	–	–	–	–	17 694	18 018	19 029
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		98 091	113 805	–	–	–	–	–	–	113 805	103 225	116 856
Vote 3 - INFRASTRUCTURE SERVICES		1 541 782	1 505 712	–	–	–	–	–	–	1 505 712	1 678 709	1 869 557
Vote 4 - COMMUNITY AND PROTECTION SERVICES		510 981	528 743	–	–	–	–	–	–	528 743	517 885	537 233
Vote 5 - CORPORATE SERVICES		216 624	219 329	–	–	–	–	–	–	219 329	226 265	236 773
Vote 6 - FINANCIAL SERVICES		127 053	137 559	–	–	–	–	–	–	137 559	130 736	137 609
Total Expenditure by Vote	2	2 511 734	2 522 843	–	–	–	–	–	–	2 522 843	2 674 837	2 917 058
Surplus/ (Deficit) for the year	2	119 542	187 820	–	–	–	–	6 000	6 000	193 820	191 261	216 725

WC024 Stellenbosch - Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote) - B - 19/02/2025

Vote Description [Insert departmental structure etc]	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
Revenue by Vote	1											
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		-	-	-	-	-	-	-	-	-	-	-
1.1 - 1100 MUNICIPAL MANAGER 1		-	-	-	-	-	-	-	-	-	-	-
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		33 903	40 244	-	-	-	-	-	-	40 244	51 123	57 595
2.1 - 2200 PLANNING AND DEVELOPMENT: GENERAL 3		9 077	9 077	-	-	-	-	-	-	9 077	9 486	9 913
2.2 - 2205 BUILDING CONTROL 4		96	96	-	-	-	-	-	-	96	97	99
2.3 - 2210 TOWN PLANNING 4 - 5		-	-	-	-	-	-	-	-	-	-	-
2.4 - 2230 TOWN DEVELOPMENT 5		2	2	-	-	-	-	-	-	2	-	-
2.5 - 8120 LOCAL ECONOMIC DEVELOPMENT 6 - 7		2 687	2 687	-	-	-	-	-	-	2 687	185	194
2.6 - 3780 HUMAN SETTLEMENTS: GENERAL 8		-	-	-	-	-	-	-	-	-	-	-
2.7 - 3781 HOUSING ADMINISTRATION 9-10		9 652	16 052	-	-	-	-	-	-	16 052	9 354	9 389
2.8 - 3783 NEW HOUSING 10		12 389	12 330	-	-	-	-	-	-	12 330	32 000	38 000
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
Vote 3 - INFRASTRUCTURE SERVICES		1 748 089	1 806 849	-	-	-	-	6 000	6 000	1 812 849	1 920 380	2 132 039
3.1 - 6600 ENGINEERING SERVICES GENERAL		-	-	-	-	-	-	-	-	-	-	-
3.2 - 4400 ELECTRICAL ENGINEERING SERVICES 56-58		1 122 237	1 172 237	-	-	-	-	-	-	1 172 237	1 251 119	1 382 988
3.3 - 6530 REFUSE REMOVAL 60-61		152 721	147 721	-	-	-	-	-	-	147 721	163 317	174 841
3.4 - 6620 ROADS		15 172	29 320	-	-	-	-	-	-	29 320	15 415	16 094
3.5 - 6606 SEWERAGE NETWORK		148 530	153 830	-	-	-	-	6 000	6 000	159 830	160 043	172 478
3.6 - 6650 WATER NETWORK		215 225	215 225	-	-	-	-	-	-	215 225	228 114	241 800
3.7 - 4410 ELECTRICAL ENG. CLIENT SERVICES		-	-	-	-	-	-	-	-	-	-	-
3.8 - 4420 ELECTRICAL ENG. SYSTEM OPERATIONS		-	-	-	-	-	-	-	-	-	-	-
3.9 - 2245 DEVELOP SERVICES & PROJECT MANAGEMENT		94 205	88 516	-	-	-	-	-	-	88 516	102 373	143 838
3.10 - 6540 CLEANING OF STREETS		-	-	-	-	-	-	-	-	-	-	-
Vote 4 - COMMUNITY AND PROTECTION SERVICES		199 917	204 053	-	-	-	-	-	-	204 053	208 354	217 696
4.1 - 5111 COMMUNITY AND PROTECTION: GENERAL 20		5 250	5 250	-	-	-	-	-	-	5 250	5 490	5 742
4.2 - 5120 FIRE SERVICES 20-22		201	201	-	-	-	-	-	-	201	210	220
4.3 - 5140 TRAFFIC SERVICES: LICENCING 22-23		180 057	180 057	-	-	-	-	-	-	180 057	188 125	196 555
4.4 - 5705 DISASTER MANAGEMENT 25-26		-	-	-	-	-	-	-	-	-	-	-
4.5 - 5710 LAW ENFORCEMENT 26-27		35	35	-	-	-	-	-	-	35	36	37
4.6 - 3300 FORESTRY		1 635	1 635	-	-	-	-	-	-	1 635	1 710	1 788
4.7 - 3340 SPORTS GROUNDS: VAN DER STEL 35-36		-	-	-	-	-	-	-	-	-	-	-
4.8 - 3545 CEMETRY: STELLENBOSCH 43-44		1 220	1 220	-	-	-	-	-	-	1 220	1 274	1 332
4.9 - 3750 LIBRARY: PLEIN STREET 46-47		11 439	15 575	-	-	-	-	-	-	15 575	11 470	11 984
4.10 - 3113 COMMUNITY DEVELOPMENT 5 - 6		81	81	-	-	-	-	-	-	81	38	38
Vote 5 - CORPORATE SERVICES		12 642	12 792	-	-	-	-	-	-	12 792	12 896	13 502
5.1 - 7111 CORPORATE SERVICES: GENERAL 80-81		29	29	-	-	-	-	-	-	29	30	32

Vote Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27	
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	
[Insert departmental structure etc]													
R thousands		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H			
5.2 - 7180 HUMAN RESOURCES SERVICES 81-82		1 041	1 191	-	-	-	-	-	-	1 191	1 090	1 141	
5.3 - 5715 OCCUPATIONAL SAFETY 82		-	-	-	-	-	-	-	-	-	-	-	
5.4 - 7700 DOCUMENTATION AND ARCHIVES 82-83		-	-	-	-	-	-	-	-	-	-	-	
5.5 - 7720 LEGAL SERVICES 84		30	30	-	-	-	-	-	-	30	31	33	
5.6 - 7800 COUNCIL: GENERAL EXPENSES 85-86		987	987	-	-	-	-	-	-	987	692	725	
5.7 - 9910 INFORMATION TECHNOLOGY 90-91		-	-	-	-	-	-	-	-	-	-	-	
5.8 - 2235 PROPERTY MANAGEMENT 11-12		10 556	10 556	-	-	-	-	-	-	10 556	11 052	11 572	
5.9 - 6220 MUNICIPAL BUILDINGS AND STRUCTURES 12-13		-	-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	-	
Vote 6 - FINANCIAL SERVICES		636 725	646 725	-	-	-	-	-	-	646 725	673 345	712 950	
6.1 - 9900 FINANCIAL SERVICES: GENERAL 92-93		636 404	646 404	-	-	-	-	-	-	646 404	673 009	712 599	
6.2 - 9920 FINANCIAL SERVICES: STORES 94		168	168	-	-	-	-	-	-	168	176	185	
6.3 - 9921 FINANCIAL SERVICES: SCM 94		-	-	-	-	-	-	-	-	-	-	-	
6.4 - 5130 LOGISTICS AND FLEET MANAGEMENT 22		152	152	-	-	-	-	-	-	152	159	167	
		-	-	-	-	-	-	-	-	-	-	-	
Total Revenue by Vote		2	2 631 276	2 710 663	-	-	-	-	6 000	6 000	2 716 663	2 866 098	3 133 783
Expenditure by Vote		1											
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		17 203	17 694	-	-	-	-	-	-	17 694	18 018	19 029	
1.1 - 1100 MUNICIPAL MANAGER 1		6 010	5 824	-	-	-	-	-	-	5 824	6 355	6 726	
1.2 - 1105 INTERNAL AUDIT 2		4 068	4 082	-	-	-	-	-	-	4 082	4 170	4 406	
1.3 - 1106 AUDIT COMMITTEE 2		-	-	-	-	-	-	-	-	-	-	-	
1.4 - 1111 LIAISON EXECUTIVE 2		-	-	-	-	-	-	-	-	-	-	-	
1.5 - 7770 COMMUNICATION SERVICES		3 169	3 189	-	-	-	-	-	-	3 189	3 335	3 526	
1.6 - 8110 IDP AND STRATEGIC PROGRAMS 88-89		3 794	4 416	-	-	-	-	-	-	4 416	3 991	4 199	
1.7 - 8116 PUBLIC PARTICIPATION		162	184	-	-	-	-	-	-	184	167	172	
		-	-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	-	
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		98 091	113 805	-	-	-	-	-	-	113 805	103 225	116 856	
2.1 - 2200 PLANNING AND DEVELOPMENT: GENERAL 3		10 825	10 921	-	-	-	-	-	-	10 921	11 898	13 466	
2.2 - 2205 BUILDING CONTROL 4		10 745	10 760	-	-	-	-	-	-	10 760	11 401	12 097	
2.3 - 2210 TOWN PLANNING 4 - 5		11 160	11 608	-	-	-	-	-	-	11 608	11 826	12 529	
2.4 - 2230 TOWN DEVELOPMENT 5		7 702	9 769	-	-	-	-	-	-	9 769	8 168	8 662	
2.5 - 8120 LOCAL ECONOMIC DEVELOPMENT 6 - 7		16 815	18 161	-	-	-	-	-	-	18 161	16 413	17 047	
2.6 - 3780 HUMAN SETTLEMENTS: GENERAL 8		43	213	-	-	-	-	-	-	213	45	46	
2.7 - 3781 HOUSING ADMINISTRATION 9-10		24 170	35 067	-	-	-	-	-	-	35 067	24 800	25 818	
2.8 - 3783 NEW HOUSING 10		16 632	17 305	-	-	-	-	-	-	17 305	18 675	27 191	
		-	-	-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	-	-	
Vote 3 - INFRASTRUCTURE SERVICES		1 541 782	1 505 712	-	-	-	-	-	-	1 505 712	1 678 709	1 869 557	
3.1 - 6600 ENGINEERING SERVICES GENERAL		9 555	18 792	-	-	-	-	-	-	18 792	10 089	10 654	
3.2 - 4400 ELECTRICAL ENGINEERING SERVICES 56-58		809 166	790 858	-	-	-	-	-	-	790 858	913 693	1 030 176	
3.3 - 6530 REFUSE REMOVAL 60-61		143 359	146 281	-	-	-	-	-	-	146 281	132 268	137 929	
3.4 - 6620 ROADS		131 470	118 044	-	-	-	-	-	-	118 044	137 129	143 536	
3.5 - 6606 SEWERAGE NETWORK	198 100	161 498	-	-	-	-	-	-	161 498	208 135	218 847		
3.6 - 6650 WATER NETWORK	178 797	205 411	-	-	-	-	-	-	205 411	191 890	202 608		
3.7 - 4410 ELECTRICAL ENG. CLIENT SERVICES	7 175	10 406	-	-	-	-	-	-	10 406	7 476	7 793		
3.8 - 4420 ELECTRICAL ENG. SYSTEM OPERATIONS	13 935	12 775	-	-	-	-	-	-	12 775	14 603	15 372		

Vote Description <i>[Insert departmental structure etc]</i>	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
3.9 - 2245 DEVELOP SERVICES & PROJECT MANAGEMENT		23 750	15 254	-	-	-	-	-	-	15 254	47 643	86 253
3.10 - 6540 CLEANING OF STREETS		26 475	26 395	-	-	-	-	-	-	26 395	15 782	16 389
Vote 4 - COMMUNITY AND PROTECTION SERVICES		510 981	528 743	-	-	-	-	-	-	528 743	517 885	537 233
4.1 - 5111 COMMUNITY AND PROTECTION: GENERAL 20		17 569	18 803	-	-	-	-	-	-	18 803	18 654	19 799
4.2 - 5120 FIRE SERVICES 20-22		43 825	45 319	-	-	-	-	-	-	45 319	46 465	49 271
4.3 - 5140 TRAFFIC SERVICES: LICENCING 22-23		212 958	220 390	-	-	-	-	-	-	220 390	213 707	223 843
4.4 - 5705 DISASTER MANAGEMENT 25-26		7 606	7 606	-	-	-	-	-	-	7 606	7 995	8 404
4.5 - 5710 LAW ENFORCEMENT 26-27		104 266	109 488	-	-	-	-	-	-	109 488	102 391	100 708
4.6 - 3300 FORESTRY		63 890	64 496	-	-	-	-	-	-	64 496	67 215	70 749
4.7 - 3340 SPORTS GROUNDS: VAN DER STEL 35-36		20 055	21 715	-	-	-	-	-	-	21 715	21 213	22 430
4.8 - 3545 CEMETRY: STELLENBOSCH 43-44		6 264	6 186	-	-	-	-	-	-	6 186	6 608	6 973
4.9 - 3750 LIBRARY: PLEIN STREET 46-47		13 520	13 393	-	-	-	-	-	-	13 393	13 688	14 349
4.10 - 3113 COMMUNITY DEVELOPMENT 5 - 6		21 028	21 347	-	-	-	-	-	-	21 347	19 948	20 709
Vote 5 - CORPORATE SERVICES		216 624	219 329	-	-	-	-	-	-	219 329	226 265	236 773
5.1 - 7111 CORPORATE SERVICES: GENERAL 80-81		4 035	4 730	-	-	-	-	-	-	4 730	4 254	4 485
5.2 - 7180 HUMAN RESOURCES SERVICES 81-82		67 565	69 237	-	-	-	-	-	-	69 237	70 847	74 314
5.3 - 5715 OCCUPATIONAL SAFETY 82		5 719	5 594	-	-	-	-	-	-	5 594	6 082	6 469
5.4 - 7700 DOCUMENTATION AND ARCHIVES 82-83		16 370	15 970	-	-	-	-	-	-	15 970	17 360	18 413
5.5 - 7720 LEGAL SERVICES 84		7 444	7 444	-	-	-	-	-	-	7 444	7 817	8 209
5.6 - 7800 COUNCIL: GENERAL EXPENSES 85-86		28 693	28 763	-	-	-	-	-	-	28 763	29 861	31 446
5.7 - 9910 INFORMATION TECHNOLOGY 90-91		50 360	50 360	-	-	-	-	-	-	50 360	52 009	53 726
5.8 - 2235 PROPERTY MANAGEMENT 11-12		16 412	16 412	-	-	-	-	-	-	16 412	17 067	17 754
5.9 - 6220 MUNICIPAL BUILDINGS AND STRUCTURES 12-13		20 027	20 820	-	-	-	-	-	-	20 820	20 968	21 957
		-	-	-	-	-	-	-	-	-	-	-
Vote 6 - FINANCIAL SERVICES		127 053	137 559	-	-	-	-	-	-	137 559	130 736	137 609
6.1 - 9900 FINANCIAL SERVICES: GENERAL 92-93		111 043	117 160	-	-	-	-	-	-	117 160	113 816	119 725
6.2 - 9920 FINANCIAL SERVICES: STORES 94		1 946	3 496	-	-	-	-	-	-	3 496	2 063	2 186
6.3 - 9921 FINANCIAL SERVICES: SCM 94		11 430	11 430	-	-	-	-	-	-	11 430	12 131	12 875
6.4 - 5130 LOGISTICS AND FLEET MANAGEMENT 22		2 633	5 473	-	-	-	-	-	-	5 473	2 726	2 823
		-	-	-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	2 511 734	2 522 843	-	-	-	-	-	-	2 522 843	2 674 837	2 917 058
Surplus/ (Deficit) for the year	2	119 542	187 820	-	-	-	-	6 000	6 000	193 820	191 261	216 725

WC024 Stellenbosch - Table B4 Adjustments Budget Financial Performance (revenue and expenditure) - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted 3 A1	Accum. Funds 4 B	Multi-year capital 5 C	Unfore. Unavoid. 6 D	Nat. or Prov. Govt 7 E	Other Adjusts. 8 F	Total Adjusts. 9 G	Adjusted Budget 10 H	Adjusted Budget	Adjusted Budget
		A	A1	B	C	D	E	F	G	H		
R thousands	1	A	A1	B	C	D	E	F	G	H		
Revenue												
Exchange Revenue												
Service charges - Electricity	2	1 029 705	1 079 705	-	-	-	-	-	-	1 079 705	1 142 973	1 268 700
Service charges - Water	2	182 522	182 522	-	-	-	-	-	-	182 522	193 474	205 082
Service charges - Waste Water Management	2	122 772	122 772	-	-	-	-	-	-	122 772	132 593	143 201
Service charges - Waste Management	2	115 082	110 082	-	-	-	-	-	-	110 082	123 022	131 511
Sale of Goods and Rendering of Services		24 654	24 654	-	-	-	-	-	-	24 654	25 775	26 953
Agency services		3 794	3 794	-	-	-	-	-	-	3 794	3 965	4 144
Interest		-	-	-	-	-	-	-	-	-	-	-
Interest earned from Receivables		18 173	18 173	-	-	-	-	-	-	18 173	18 990	19 845
Interest earned from Current and Non Current Assets		44 232	54 232	-	-	-	-	-	-	54 232	44 674	45 121
Dividends		-	-	-	-	-	-	-	-	-	-	-
Rent on Land		-	-	-	-	-	-	-	-	-	-	-
Rental from Fixed Assets		13 649	13 649	-	-	-	-	-	-	13 649	14 272	14 924
Licence and permits		8 386	8 386	-	-	-	-	-	-	8 386	8 763	9 157
Operational Revenue		47 692	47 692	-	-	-	-	-	-	47 692	46 806	48 914
Non-Exchange Revenue												
Property rates		509 116	509 116	-	-	-	-	-	-	509 116	539 663	572 043
Surcharges and Taxes		-	-	-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		163 380	163 380	-	-	-	-	-	-	163 380	170 694	178 337
Licences or permits		-	-	-	-	-	-	-	-	-	-	-
Transfer and subsidies - Operational		245 638	244 433	-	-	-	-	-	-	244 433	283 230	340 093
Interest		3 359	3 359	-	-	-	-	-	-	3 359	3 426	3 587
Fuel Levy		-	-	-	-	-	-	-	-	-	-	-
Operational Revenue		-	-	-	-	-	-	-	-	-	-	-
Gains on disposal of Assets		-	-	-	-	-	-	-	-	-	-	-
Other Gains		-	-	-	-	-	-	-	-	-	-	-
Discontinued Operations		-	-	-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and		2 532 153	2 585 948	-	-	-	-	-	-	2 585 948	2 752 322	3 011 611
Expenditure By Type												
Employee related costs		656 455	655 857	-	-	-	-	-	-	655 857	671 808	713 731
Remuneration of councillors		23 422	23 422	-	-	-	-	-	-	23 422	24 828	26 317
Bulk purchases - electricity		714 397	714 397	-	-	-	-	-	-	714 397	805 126	907 377
Inventory consumed		112 641	114 270	-	-	-	-	-	-	114 270	119 350	126 520
Debt impairment		74 031	74 031	-	-	-	-	-	-	74 031	77 629	81 395
Depreciation and amortisation		249 408	219 703	-	-	-	-	-	-	219 703	259 395	269 782
Interest		71 259	83 481	-	-	-	-	-	-	83 481	84 773	97 687
Contracted services		297 434	317 468	-	-	-	-	-	-	317 468	306 001	366 515
Transfers and subsidies		20 739	21 639	-	-	-	-	-	-	21 639	21 493	22 276
Irrecoverable debts written off		121 383	121 383	-	-	-	-	-	-	121 383	126 845	132 553
Operational costs		169 885	176 510	-	-	-	-	-	-	176 510	176 959	182 325
Losses on disposal of Assets		-	-	-	-	-	-	-	-	-	-	-
Other Losses		680	680	-	-	-	-	-	-	680	630	580
Total Expenditure		2 511 734	2 522 843	-	-	-	-	-	-	2 522 843	2 674 837	2 917 058
Surplus/(Deficit)		20 419	63 105	-	-	-	-	-	-	63 105	77 484	94 553
Transfers and subsidies - capital (monetary allocations)		99 123	124 715	-	-	-	-	6 000	6 000	130 715	113 777	122 172
Transfers and subsidies - capital (in-kind)		-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		119 542	187 820	-	-	-	-	6 000	6 000	193 820	191 261	216 725
Income Tax		-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after income tax		119 542	187 820	-	-	-	-	6 000	6 000	193 820	191 261	216 725
Share of Surplus/Deficit attributable to Joint Venture		-	-	-	-	-	-	-	-	-	-	-
Share of Surplus/Deficit attributable to Minorities		-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) attributable to municipality		119 542	187 820	-	-	-	-	6 000	6 000	193 820	191 261	216 725
Share of Surplus/Deficit attributable to Associate		-	-	-	-	-	-	-	-	-	-	-
Intercompany/Parent subsidiary transactions		-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) for the year		119 542	187 820	-	-	-	-	6 000	6 000	193 820	191 261	216 725

WC024 Stellenbosch - Table B5 Adjustments Capital Expenditure Budget by vote and funding - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H		
R thousands												
Capital expenditure - Vote												
Multi-year expenditure to be adjusted												
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	2	40	40	-	-	-	-	-	-	40	40	50
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		18 294	31 758	-	-	-	-	-	-	31 758	53 470	60 015
Vote 3 - INFRASTRUCTURE SERVICES		444 684	350 472	-	-	-	-	6 000	6 000	356 472	541 524	459 035
Vote 4 - COMMUNITY AND PROTECTION SERVICES		54 148	48 106	-	-	-	-	-	-	48 106	71 532	11 250
Vote 5 - CORPORATE SERVICES		56 420	51 277	-	-	-	-	-	-	51 277	66 802	12 550
Vote 6 - FINANCIAL SERVICES		100	100	-	-	-	-	-	-	100	100	100
Capital multi-year expenditure sub-total	3	573 686	481 752	-	-	-	-	6 000	6 000	487 752	733 468	543 000
Single-year expenditure to be adjusted	2											
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		-	-	-	-	-	-	-	-	-	-	-
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		1 950	3 326	-	-	-	-	-	-	3 326	1 300	1 330
Vote 3 - INFRASTRUCTURE SERVICES		4 800	8 544	-	-	-	-	-	-	8 544	4 200	7 400
Vote 4 - COMMUNITY AND PROTECTION SERVICES		17 609	19 011	-	-	-	-	-	-	19 011	11 110	10 050
Vote 5 - CORPORATE SERVICES		-	80	-	-	-	-	-	-	80	-	-
Vote 6 - FINANCIAL SERVICES		1 300	1 300	-	-	-	-	-	-	1 300	1 300	1 300
Capital single-year expenditure sub-total		25 659	32 261	-	-	-	-	-	-	32 261	17 910	20 080
Total Capital Expenditure - Vote		599 345	514 013	-	-	-	-	6 000	6 000	520 013	751 378	563 080
Capital Expenditure - Functional												
Governance and administration		57 860	52 797	-	-	-	-	-	-	52 797	68 242	14 000
Executive and council		40	40	-	-	-	-	-	-	40	40	50
Finance and administration		57 820	52 757	-	-	-	-	-	-	52 757	68 202	13 950
Internal audit		-	-	-	-	-	-	-	-	-	-	-
Community and public safety		82 931	94 504	-	-	-	-	-	-	94 504	131 052	81 040
Community and social services		39 069	35 344	-	-	-	-	-	-	35 344	54 481	8 750
Sport and recreation		13 800	17 279	-	-	-	-	-	-	17 279	7 900	7 350
Public safety		11 943	10 923	-	-	-	-	-	-	10 923	15 261	5 000
Housing		18 119	30 958	-	-	-	-	-	-	30 958	53 410	59 940
Health		-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		106 734	122 655	-	-	-	-	-	-	122 655	108 835	76 221
Planning and development		18 131	33 022	-	-	-	-	-	-	33 022	9 785	9 915
Road transport		85 953	86 947	-	-	-	-	-	-	86 947	98 800	66 106
Environmental protection		2 650	2 686	-	-	-	-	-	-	2 686	250	200
Trading services		351 820	244 057	-	-	-	-	6 000	6 000	250 057	443 249	391 819
Energy sources		87 035	72 053	-	-	-	-	-	-	72 053	140 603	196 219
Water management		156 882	73 308	-	-	-	-	6 000	6 000	79 308	185 944	73 950
Waste water management		77 504	70 555	-	-	-	-	-	-	70 555	84 200	94 900
Waste management		30 400	28 141	-	-	-	-	-	-	28 141	32 502	26 750
Other		-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional	3	599 345	514 013	-	-	-	-	6 000	6 000	520 013	751 378	563 080
Funded by:												
National Government		72 056	89 716	-	-	-	-	6 000	6 000	95 716	56 821	59 216
Provincial Government		27 067	35 000	-	-	-	-	-	-	35 000	56 956	62 956
District Municipality		-	-	-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		38 428	35 800	-	-	-	-	-	-	35 800	38 857	12 200
Transfers recognised - capital	4	137 551	160 515	-	-	-	-	6 000	6 000	166 515	152 634	134 372
Borrowing		200 000	118 846	-	-	-	-	-	-	118 846	282 987	200 000
Internally generated funds		261 795	234 652	-	-	-	-	-	-	234 652	315 757	228 708
Total Capital Funding		599 345	514 013	-	-	-	-	6 000	6 000	520 013	751 378	563 080

WC024 Stellenbosch - Table B5 Adjustments Capital Expenditure Budget by vote and funding - B - 19/02/2025

Vote Description	Ref	Budget Year 2024/25										Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H			
R thousands													
Capital expenditure - Municipal Vote													
Multi-year expenditure appropriation	2												
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		40	40	-	-	-	-	-	-	40	40	50	
1.1 - 1100 MUNICIPAL MANAGER 1		40	40	-	-	-	-	-	-	40	40	50	
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		18 294	31 758	-	-	-	-	-	-	31 758	53 470	60 015	
2.1 - 2200 PLANNING AND DEVELOPMENT: GENERAL		-	-	-	-	-	-	-	-	-	-	-	
2.2 - 2205 BUILDING CONTROL 4		100	100	-	-	-	-	-	-	100	125	150	
2.3 - 2210 TOWN PLANNING 4 - 5		75	75	-	-	-	-	-	-	75	85	95	
2.4 - 2230 TOWN DEVELOPMENT 5		-	-	-	-	-	-	-	-	-	-	-	
2.5 - 8120 LOCAL ECONOMIC DEVELOPMENT 6 - 7		1 800	3 787	-	-	-	-	-	-	3 787	1 000	1 000	
2.6 - 3780 HUMAN SETTLEMENTS: GENERAL 8		-	-	-	-	-	-	-	-	-	-	-	
2.7 - 3781 HOUSING ADMINISTRATION 9-10		1 000	4 340	-	-	-	-	-	-	4 340	1 000	1 000	
2.8 - 3783 NEW HOUSING 10		15 319	23 456	-	-	-	-	-	-	23 456	51 260	57 770	
Vote 3 - INFRASTRUCTURE SERVICES		444 684	350 472	-	-	-	-	6 000	6 000	356 472	541 524	459 035	
3.1 - 6600 ENGINEERING SERVICES GENERAL		85	85	-	-	-	-	-	-	85	80	65	
3.2 - 4400 ELECTRICAL ENGINEERING SERVICES 56-5		85 950	70 968	-	-	-	-	-	-	70 968	139 023	190 154	
3.3 - 6530 REFUSE REMOVAL 60-61		30 400	28 141	-	-	-	-	-	-	28 141	32 202	26 750	
3.4 - 6620 ROADS		78 158	78 818	-	-	-	-	-	-	78 818	92 050	65 106	
3.5 - 6606 SEWERAGE NETWORK		77 204	70 255	-	-	-	-	-	-	70 255	83 800	94 500	
3.6 - 6650 WATER NETWORK		156 682	73 308	-	-	-	-	6 000	6 000	79 308	185 944	73 950	
3.7 - 4410 ELECTRICAL ENG. CLIENT SERVICES		-	-	-	-	-	-	-	-	-	-	-	
3.8 - 4420 ELECTRICAL ENG. SYSTEM OPERATIONS		-	-	-	-	-	-	-	-	-	-	-	
3.9 - 2245 DEVELOP SERVICES & PROJECT MANAGE		16 006	28 897	-	-	-	-	-	-	28 897	8 425	8 510	
3.10 - 6540 CLEANING OF STREETS		-	-	-	-	-	-	-	-	-	-	-	
Vote 4 - COMMUNITY AND PROTECTION SERVICES		54 148	48 106	-	-	-	-	-	-	48 106	71 532	11 250	
4.1 - 5111 COMMUNITY AND PROTECTION: GENERAL		250	2 241	-	-	-	-	-	-	2 241	500	500	
4.2 - 5120 FIRE SERVICES 20-22		4 700	3 782	-	-	-	-	-	-	3 782	8 918	500	
4.3 - 5140 TRAFFIC SERVICES: LICENCING 22-23		45	45	-	-	-	-	-	-	45	-	-	
4.4 - 5705 DISASTER MANAGEMENT 25-26		-	-	-	-	-	-	-	-	-	-	-	
4.5 - 5710 LAW ENFORCEMENT 26-27		6 243	6 141	-	-	-	-	-	-	6 141	5 343	3 500	
4.6 - 3300 FORESTRY		8 850	7 363	-	-	-	-	-	-	7 363	4 000	2 200	
4.7 - 3340 SPORTS GROUNDS: VAN DER STEL 35-36		2 800	6 832	-	-	-	-	-	-	6 832	3 000	1 000	
4.8 - 3545 CEMETRY: STELLENBOSCH 43-44		30 000	20 000	-	-	-	-	-	-	20 000	48 821	3 500	
4.9 - 3750 LIBRARY: PLEIN STREET 46-47		850	1 090	-	-	-	-	-	-	1 090	400	-	
4.10 - 3113 COMMUNITY DEVELOPMENT 5 - 6		410	612	-	-	-	-	-	-	612	550	50	
Vote 5 - CORPORATE SERVICES		56 420	51 277	-	-	-	-	-	-	51 277	66 802	12 550	
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		9 270	16 220	-	-	-	-	-	-	16 220	10 270	9 250	
5.8 - 2235 PROPERTY MANAGEMENT 11-12		-	-	-	-	-	-	-	-	-	-	-	
5.9 - 6220 MUNICIPAL BUILDINGS AND STRUCTURES		47 150	35 056	-	-	-	-	-	-	35 056	56 532	3 300	
Vote 6 - FINANCIAL SERVICES		100	100	-	-	-	-	-	-	100	100	100	
6.1 - 9900 FINANCIAL SERVICES: GENERAL 92-93		-	-	-	-	-	-	-	-	-	-	-	
6.2 - 9920 FINANCIAL SERVICES: STORES 94		-	-	-	-	-	-	-	-	-	-	-	
6.3 - 9921 FINANCIAL SERVICES: SCM 94		-	-	-	-	-	-	-	-	-	-	-	
6.4 - 5130 LOGISTICS AND FLEET MANAGEMENT 22		100	100	-	-	-	-	-	-	100	100	100	
Capital multi-year expenditure sub-total		573 686	481 752	-	-	-	-	6 000	6 000	487 752	733 468	543 000	
Capital expenditure - Municipal Vote	2												
Single-year expenditure appropriation													
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		-	-	-	-	-	-	-	-	-	-	-	
1.1 - 1100 MUNICIPAL MANAGER 1		-	-	-	-	-	-	-	-	-	-	-	
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		1 950	3 326	-	-	-	-	-	-	3 326	1 300	1 330	
2.1 - 2200 PLANNING AND DEVELOPMENT: GENERAL		-	-	-	-	-	-	-	-	-	-	-	
2.2 - 2205 BUILDING CONTROL 4		-	-	-	-	-	-	-	-	-	-	-	
2.3 - 2210 TOWN PLANNING 4 - 5		-	-	-	-	-	-	-	-	-	-	-	
2.4 - 2230 TOWN DEVELOPMENT 5		75	47	-	-	-	-	-	-	47	75	80	
2.5 - 8120 LOCAL ECONOMIC DEVELOPMENT 6 - 7		75	116	-	-	-	-	-	-	116	75	80	
2.6 - 3780 HUMAN SETTLEMENTS: GENERAL 8		-	-	-	-	-	-	-	-	-	-	-	
2.7 - 3781 HOUSING ADMINISTRATION 9-10		1 800	3 163	-	-	-	-	-	-	3 163	1 150	1 170	
2.8 - 3783 NEW HOUSING 10		-	-	-	-	-	-	-	-	-	-	-	
Vote 3 - INFRASTRUCTURE SERVICES		4 800	8 544	-	-	-	-	-	-	8 544	4 200	7 400	
3.1 - 6600 ENGINEERING SERVICES GENERAL		-	-	-	-	-	-	-	-	-	-	-	
3.2 - 4400 ELECTRICAL ENGINEERING SERVICES 56-5		1 000	1 000	-	-	-	-	-	-	1 000	1 500	6 000	
3.3 - 6530 REFUSE REMOVAL 60-61		-	-	-	-	-	-	-	-	-	300	-	
3.4 - 6620 ROADS		3 500	7 244	-	-	-	-	-	-	7 244	2 000	1 000	
3.5 - 6606 SEWERAGE NETWORK		300	300	-	-	-	-	-	-	300	400	400	
3.6 - 6650 WATER NETWORK		-	-	-	-	-	-	-	-	-	-	-	
3.7 - 4410 ELECTRICAL ENG. CLIENT SERVICES		-	-	-	-	-	-	-	-	-	-	-	
3.8 - 4420 ELECTRICAL ENG. SYSTEM OPERATIONS		-	-	-	-	-	-	-	-	-	-	-	
3.9 - 2245 DEVELOP SERVICES & PROJECT MANAGE		-	-	-	-	-	-	-	-	-	-	-	
3.10 - 6540 CLEANING OF STREETS		-	-	-	-	-	-	-	-	-	-	-	
Vote 4 - COMMUNITY AND PROTECTION SERVICES		17 609	19 011	-	-	-	-	-	-	19 011	11 110	10 050	
4.1 - 5111 COMMUNITY AND PROTECTION: GENERAL		-	-	-	-	-	-	-	-	-	-	-	
4.2 - 5120 FIRE SERVICES 20-22		1 000	1 000	-	-	-	-	-	-	1 000	1 000	1 000	
4.3 - 5140 TRAFFIC SERVICES: LICENCING 22-23		4 250	840	-	-	-	-	-	-	840	4 750	-	
4.4 - 5705 DISASTER MANAGEMENT 25-26		-	-	-	-	-	-	-	-	-	600	1 000	
4.5 - 5710 LAW ENFORCEMENT 26-27		-	-	-	-	-	-	-	-	-	-	-	

Vote Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
4.6 - 3300 FORESTRY		1 100	1 718	-	-	-	-	-	-	1 718	350	4 100
4.7 - 3340 SPORTS GROUNDS: VAN DER STEL 35-36		3 700	4 052	-	-	-	-	-	-	4 052	200	250
4.8 - 3545 CEMETRY: STELLENBOSCH 43-44		500	500	-	-	-	-	-	-	500	-	1 000
4.9 - 3750 LIBRARY: PLEIN STREET 46-47		730	5 326	-	-	-	-	-	-	5 326	710	200
4.10 - 3113 COMMUNITY DEVELOPMENT 5 - 6		6 329	5 575	-	-	-	-	-	-	5 575	3 500	2 500
Vote 5 - CORPORATE SERVICES		-	80	-	-	-	-	-	-	80	-	-
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		-	-	-	-	-	-	-	-	-	-	-
5.8 - 2235 PROPERTY MANAGEMENT 11-12		-	-	-	-	-	-	-	-	-	-	-
5.9 - 6220 MUNICIPAL BUILDINGS AND STRUCTURES		-	80	-	-	-	-	-	-	80	-	-
		-	-	-	-	-	-	-	-	-	-	-
Vote 6 - FINANCIAL SERVICES		1 300	1 300	-	-	-	-	-	-	1 300	1 300	1 300
6.1 - 9900 FINANCIAL SERVICES: GENERAL 92-93		1 150	1 150	-	-	-	-	-	-	1 150	1 150	1 150
6.2 - 9920 FINANCIAL SERVICES: STORES 94		-	-	-	-	-	-	-	-	-	-	-
6.3 - 9921 FINANCIAL SERVICES: SCM 94		150	150	-	-	-	-	-	-	150	150	150
6.4 - 5130 LOGISTICS AND FLEET MANAGEMENT 22		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
Capital single-year expenditure sub-total		25 659	32 261	-	-	-	-	-	-	32 261	17 910	20 080
Total Capital Expenditure		599 345	514 013	-	-	-	-	6 000	6 000	520 013	751 378	563 080

WC024 Stellenbosch - Table B6 Adjustments Budget Financial Position - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
ASSETS												
Current assets												
Cash and cash equivalents		529 941	679 707	-	-	-	-	(900)	(900)	678 807	521 868	669 827
Trade and other receivables from exchange transactions	1	283 068	193 737	-	-	-	-	-	-	193 737	317 772	240 204
Receivables from non-exchange transactions	1	27 565	27 565	-	-	-	-	-	-	27 565	16 927	5 955
Current portion of non-current receivables		-	-	-	-	-	-	-	-	-	-	-
Inventory		36 429	34 950	-	-	-	-	-	-	34 950	35 799	35 219
VAT		11 901	3 155	-	-	-	-	900	900	4 055	12 276	12 696
Other current assets		5 961	5 961	-	-	-	-	-	-	5 961	5 961	5 961
Total current assets		894 865	945 075	-	-	-	-	-	-	945 075	910 604	969 862
Non current assets												
Investments		-	-	-	-	-	-	-	-	-	-	-
Investment property		426 452	426 240	-	-	-	-	-	-	426 240	425 994	425 518
Property, plant and equipment		6 238 418	6 182 477	-	-	-	-	6 000	6 000	6 188 477	6 732 051	6 862 130
Biological assets		5 743	5 877	-	-	-	-	-	-	5 877	5 743	5 743
Living and non-living resources	1	-	-	-	-	-	-	-	-	-	-	-
Heritage assets		1 313	1 313	-	-	-	-	-	-	1 313	1 312	1 312
Intangible assets		3 850	4 241	-	-	-	-	-	-	4 241	2 658	1 418
Trade and other receivables from exchange transactions		4 582	4 582	-	-	-	-	-	-	4 582	4 582	4 582
Non-current receivables from non-exchange transactions		17	17	-	-	-	-	-	-	17	17	17
Other non-current assets		-	-	-	-	-	-	-	-	-	-	-
Total non current assets		6 680 375	6 624 747	-	-	-	-	6 000	6 000	6 630 747	7 172 358	7 300 719
TOTAL ASSETS		7 575 239	7 569 822	-	-	-	-	6 000	6 000	7 575 822	8 082 962	8 270 582
LIABILITIES												
Current liabilities												
Bank overdraft		-	-	-	-	-	-	-	-	-	-	-
Financial liabilities		62 457	62 457	-	-	-	-	-	-	62 457	62 457	62 457
Consumer deposits		23 689	23 689	-	-	-	-	-	-	23 689	23 689	23 689
Trade and other payables from exchange transactions		308 387	336 155	-	-	-	-	-	-	336 155	458 850	271 141
Trade and other payables from non-exchange transactions		21 235	(4 638)	-	-	-	-	-	-	(4 638)	21 235	20 726
Provisions		59 899	59 899	-	-	-	-	-	-	59 899	61 635	72 415
VAT		10 699	16 263	-	-	-	-	-	-	16 263	17 471	24 966
Other current liabilities		-	-	-	-	-	-	-	-	-	-	-
Total current liabilities		486 366	493 824	-	-	-	-	-	-	493 824	645 336	475 394

Non current liabilities													
Financial Liabilities	1	720 635	639 481	-	-	-	-	-	-	-	639 481	843 023	947 118
Provisions	1	355 936	355 936	-	-	-	-	-	-	-	355 936	391 039	427 782
Long term portion of trade payables		-	-	-	-	-	-	-	-	-	-	-	-
Other non-current liabilities		-	-	-	-	-	-	-	-	-	-	-	-
Total non current liabilities		1 076 572	995 417	-	-	-	-	-	-	-	995 417	1 234 062	1 374 900
TOTAL LIABILITIES		1 562 937	1 489 242	-	-	-	-	-	-	-	1 489 242	1 879 398	1 850 293
NET ASSETS	2	6 012 302	6 080 581	-	-	-	-	6 000	6 000	6 086 581	6 203 563	6 420 288	
COMMUNITY WEALTH/EQUITY													
Accumulated Surplus/(Deficit)		5 967 595	6 035 873	-	-	-	-	6 000	6 000	6 041 873	6 385 565	6 375 581	
Funds and Reserves		44 707	44 707	-	-	-	-	-	-	44 707	(182 001)	44 707	
Other		-	-	-	-	-	-	-	-	-	-	-	
TOTAL COMMUNITY WEALTH/EQUITY		6 012 302	6 080 581	-	-	-	-	6 000	6 000	6 086 581	6 203 563	6 420 288	

WC024 Stellenbosch - Table B7 Adjustments Budget Cash Flows - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
CASH FLOW FROM OPERATING ACTIVITIES												
Receipts												
Property rates	1 1	488 755	488 755	–	–	–	–	–	–	488 755	518 080	549 165
Service charges		1 608 400	1 748 295	–	–	–	–	–	–	1 748 295	1 770 737	1 943 635
Other revenue		210 077	210 077	–	–	–	–	–	–	210 077	207 372	211 831
Transfers and Subsidies - Operational		245 638	244 433	–	–	–	–	–	–	244 433	283 230	339 584
Transfers and Subsidies - Capital		99 123	98 692	–	–	–	–	6 000	6 000	104 692	113 777	122 172
Interest		44 232	54 232	–	–	–	–	–	–	54 232	44 674	45 121
Dividends		–	–	–	–	–	–	–	–	–	–	–
Payments												
Suppliers and employees	1	(2 156 820)	(2 159 319)	–	–	–	–	–	–	(2 159 319)	(2 302 169)	(2 534 113)
Finance charges		(57 032)	(69 254)	–	–	–	–	–	–	(69 254)	(70 261)	(82 885)
Transfers and Grants		(20 739)	(21 489)	–	–	–	–	–	–	(21 489)	(21 493)	(22 276)
NET CASH FROM/(USED) OPERATING ACTIVITIES		461 634	594 422	–	–	–	–	6 000	6 000	600 422	543 947	572 235
CASH FLOWS FROM INVESTING ACTIVITIES												
Receipts												
Proceeds on disposal of PPE		–	–	–	–	–	–	–	–	–	–	–
Decrease (Increase) in non-current debtors		–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current receivables		–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–	–	–	–	–
Payments												
Capital assets		(689 247)	(591 114)	–	–	–	–	(6 900)	(6 900)	(598 014)	(674 408)	(646 392)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(689 247)	(591 114)	–	–	–	–	(6 900)	(6 900)	(598 014)	(674 408)	(646 392)
CASH FLOWS FROM FINANCING ACTIVITIES												
Receipts												
Short term loans		–	–	–	–	–	–	–	–	–	–	–
Borrowing long term/refinancing		200 000	118 846	–	–	–	–	–	–	118 846	200 000	200 000
Increase (decrease) in consumer deposits		–	–	–	–	–	–	–	–	–	–	–
Payments												
Repayment of borrowing		(63 920)	(63 920)	–	–	–	–	–	–	(63 920)	(77 612)	(95 905)
NET CASH FROM/(USED) FINANCING ACTIVITIES		136 080	54 926	–	–	–	–	–	–	54 926	122 388	104 095
NET INCREASE/ (DECREASE) IN CASH HELD												
	2 2	(91 533)	58 233	–	–	–	–	(900)	(900)	57 333	(8 073)	29 938
Cash/cash equivalents at the year begin:		621 473	621 473	–	–	–	–	–	–	621 473	529 941	639 889
Cash/cash equivalents at the year end:		529 941	679 707	–	–	–	–	(900)	(900)	678 807	521 868	669 827

WC024 Stellenbosch - Table B8 Cash backed reserves/accumulated surplus reconciliation - 19/02/2025

Table 20: Cash-backed Post-Resolution Accumulated Surplus Reconciliation: 10/02/2025												
Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
Cash and investments available												
Cash/cash equivalents at the year end	1	529 941	679 707	–	–	–	–	(900)	(900)	678 807	521 868	669 827
Other current investments > 90 days		–	–	–	–	–	–	–	–	–	–	–
Non current assets - Investments	1	–	–	–	–	–	–	–	–	–	–	–
Cash and investments available:		529 941	679 707	–	–	–	–	(900)	(900)	678 807	521 868	669 827
Applications of cash and investments												
Unspent conditional transfers		21 332	(4 691)	–	–	–	–	–	–	(4 691)	21 332	20 823
Unspent borrowing		–	–	–	–	–	–	–	–	–	–	–
Statutory requirements		(1 202)	13 108	–	–	–	–	(900)	(900)	12 208	5 195	12 270
Other working capital requirements	2	(21 243)	90 329	–	–	–	–	415	415	90 744	104 139	9 086
Other provisions		59 899	59 899	–	–	–	–	–	–	59 899	61 635	72 415
Long term investments committed		–	–	–	–	–	–	–	–	–	–	–
Reserves to be backed by cash/investments		44 707	44 707	–	–	–	–	–	–	44 707	(182 001)	44 707
Total Application of cash and investments:		103 493	203 352	–	–	–	–	(485)	(485)	202 867	10 299	159 301
Surplus(shortfall)		426 447	476 354	–	–	–	–	(415)	(415)	475 939	511 569	510 526
References												
1. Must reconcile with the Adjustments Budget Cash Flow and Adjustements Budget Financial Position												
2. Council approval for policy required - include sufficient working capital (e.g. allowing for a % of current debtors > 90 days as uncollectable)												
3. Only complete if a previous adjusted budget has been approved in the same financial year. Reflect most recent adjusted budget.												
4. Additional cash-backed accumulated funds/unspent funds (MFMA section 18(1)(b) and section 28(2)(e)) identified after the Original Budget approved and after annual financial statements audited (note: only where underspending could not												
5. Increases of funds approved under MFMA section 31												
6. Adjustments approved in accordance with MFMA section 29												
7. Adjustments to transfers from National or Provincial Government												
8. Adjusts = 'Other Adjustments proposed to be approved; including revenue under-collection (MFMA section 28(2)(a)); additional revenue appropriation on existing programmes (section 28(2)(b)); projected savings (section 28(2)(d)); error												
9. G = B + C + D + E + F												
10. Adjusted Budget H = (A or A1/2 etc) + G												
Other working capital requirements												
Debtors		329 533	245 463							245 463	354 711	262 055
Creditors due		308 290	335 793							336 208	458 850	271 141
Total Other working capital requirements		21 243	(90 329)							(90 744)	(104 139)	(9 086)
Debtors collection assumptions:												
Balance outstanding - debtors		315 232	225 901							225 901	339 298	250 758
Estimate of debtors collection rate		104.54%	108.66%							108.66%	104.54%	104.50%
Long term investments committed												
<i>Balance (Insert description; eg sinking fund)</i>												
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		–	–							–	–	–
Total Long term investments committed		–	–							–	–	–
Reserves to be backed by cash/investments												
Housing Development Fund		9 396	9 396							9 396	9 396	9 396
Capital replacement		(185 760)	(185 760)							(185 760)	(412 468)	(185 760)
Self-insurance		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		211 185	211 185							211 185	211 185	211 185
Total Reserves to be backed by cash/investments		44 707	44 707							44 707	(182 001)	44 707

WC024 Stellenbosch - Table B9 Asset Management - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted 7 A1	Accum. Funds 8 B	Multi-year capital 9 C	Unfore. Unavoid. 10 D	Nat. or Prov. Govt 11 E	Other Adjusts. 12 F	Total Adjusts. 13 G	Adjusted Budget 14 H	Adjusted Budget	Adjusted Budget
		A	A1	B	C	D	E	F	G	H		
R thousands												
CAPITAL EXPENDITURE												
Total New Assets to be adjusted	1	254 413	240 868	-	-	-	-	-	-	240 868	309 019	308 562
Roads Infrastructure		35 050	45 230	-	-	-	-	-	-	45 230	28 550	25 600
Storm water Infrastructure		4 000	7 449	-	-	-	-	-	-	7 449	3 100	-
Electrical Infrastructure		53 170	44 247	-	-	-	-	-	-	44 247	99 340	130 291
Water Supply Infrastructure		77 833	60 646	-	-	-	-	-	-	60 646	85 700	99 520
Sanitation Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		27 600	26 322	-	-	-	-	-	-	26 322	30 652	26 500
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		4 000	4 000	-	-	-	-	-	-	4 000	4 000	2 000
Infrastructure		201 653	187 894	-	-	-	-	-	-	187 894	251 342	283 911
Community Facilities		1 500	1 500	-	-	-	-	-	-	1 500	-	-
Sport and Recreation Facilities		200	200	-	-	-	-	-	-	200	2 000	-
Community Assets		1 700	1 700	-	-	-	-	-	-	1 700	2 000	-
Heritage Assets		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Operational Buildings		2 150	1 000	-	-	-	-	-	-	1 000	9 650	500
Housing		-	-	-	-	-	-	-	-	-	-	-
Other Assets	6	2 150	1 000	-	-	-	-	-	-	1 000	9 650	500
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		4 270	11 220	-	-	-	-	-	-	11 220	5 270	3 500
Furniture and Office Equipment		1 910	2 089	-	-	-	-	-	-	2 089	1 825	1 365
Machinery and Equipment		22 730	22 008	-	-	-	-	-	-	22 008	21 613	7 686
Transport Assets		20 000	14 958	-	-	-	-	-	-	14 958	17 318	11 600
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-	-	-
Living Resources		-	-	-	-	-	-	-	-	-	-	-
Total Renewal of Existing Assets to be adjusted	2	40 520	46 030	-	-	-	-	-	-	46 030	54 460	78 812
Roads Infrastructure		8 000	10 471	-	-	-	-	-	-	10 471	11 800	8 000
Storm water Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Electrical Infrastructure		20 670	18 828	-	-	-	-	-	-	18 828	30 660	56 562
Water Supply Infrastructure		6 000	6 000	-	-	-	-	-	-	6 000	6 000	8 000
Sanitation Infrastructure		5 750	8 250	-	-	-	-	-	-	8 250	6 000	6 000
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Infrastructure		40 420	43 550	-	-	-	-	-	-	43 550	54 460	78 562
Community Facilities		50	2 158	-	-	-	-	-	-	2 158	-	-
Sport and Recreation Facilities		50	322	-	-	-	-	-	-	322	-	250
Community Assets		100	2 480	-	-	-	-	-	-	2 480	-	250
Heritage Assets		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Operational Buildings		-	-	-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-
Other Assets	6	-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-	-	-
Living Resources		-	-	-	-	-	-	-	-	-	-	-
Total Upgrading of Existing Assets to be adjusted	2a	304 412	227 115	-	-	-	-	6 000	6 000	233 115	387 899	175 706
Roads Infrastructure		30 808	17 939	-	-	-	-	-	-	17 939	48 850	32 656
Storm water Infrastructure		50	50	-	-	-	-	-	-	50	200	300
Electrical Infrastructure		9 953	7 870	-	-	-	-	-	-	7 870	8 093	6 250
Water Supply Infrastructure		101 368	52 461	-	-	-	-	6 000	6 000	58 461	146 004	30 250
Sanitation Infrastructure		62 354	59 905	-	-	-	-	-	-	59 905	65 800	87 500
Solid Waste Infrastructure		2 500	1 369	-	-	-	-	-	-	1 369	1 000	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		2 500	2 500	-	-	-	-	-	-	2 500	2 500	2 750
Infrastructure		209 533	142 094	-	-	-	-	6 000	6 000	148 094	272 447	159 706
Community Facilities		47 679	38 862	-	-	-	-	-	-	38 862	60 096	8 400
Sport and Recreation Facilities		4 650	8 682	-	-	-	-	-	-	8 682	1 200	1 000
Community Assets		52 329	47 544	-	-	-	-	-	-	47 544	61 296	9 400
Heritage Assets		-	2 472	-	-	-	-	-	-	2 472	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Operational Buildings		38 150	26 028	-	-	-	-	-	-	26 028	50 657	2 600
Housing		3 650	8 093	-	-	-	-	-	-	8 093	3 000	3 000
Other Assets	6	41 800	34 121	-	-	-	-	-	-	34 121	53 657	5 600
Biological or Cultivated Assets		250	384	-	-	-	-	-	-	384	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		500	500	-	-	-	-	-	-	500	500	1 000
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-	-	-
Living Resources		-	-	-	-	-	-	-	-	-	-	-

Description	Ref	Budget Year 2024/25										Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H			
R thousands													
Total Capital Expenditure to be adjusted	4												
Roads Infrastructure		73 858	73 640	-	-	-	-	-	-	73 640	89 200	66 256	
Storm water Infrastructure		4 050	7 499	-	-	-	-	-	-	7 499	3 300	300	
Electrical Infrastructure		83 793	70 946	-	-	-	-	-	-	70 946	138 093	193 104	
Water Supply Infrastructure		185 202	119 107	-	-	-	-	6 000	6 000	125 107	237 704	137 770	
Sanitation Infrastructure		68 104	68 155	-	-	-	-	-	-	68 155	71 800	93 500	
Solid Waste Infrastructure		30 100	27 691	-	-	-	-	-	-	27 691	31 652	26 500	
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-	
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-	
Information and Communication Infrastructure		6 500	6 500	-	-	-	-	-	-	6 500	6 500	4 750	
Infrastructure		451 606	373 537	-	-	-	-	6 000	6 000	379 537	578 249	522 180	
Community Facilities		49 229	42 521	-	-	-	-	-	-	42 521	60 096	8 400	
Sport and Recreation Facilities		4 900	9 203	-	-	-	-	-	-	9 203	3 200	1 250	
Community Assets		54 129	51 724	-	-	-	-	-	-	51 724	63 296	9 650	
Heritage Assets		-	2 472	-	-	-	-	-	-	2 472	-	-	
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-	
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-	
Investment properties		-	-	-	-	-	-	-	-	-	-	-	
Operational Buildings		40 300	27 028	-	-	-	-	-	-	27 028	60 307	3 100	
Housing		3 650	8 093	-	-	-	-	-	-	8 093	3 000	3 000	
Other Assets		43 950	35 121	-	-	-	-	-	-	35 121	63 307	6 100	
Biological or Cultivated Assets		250	384	-	-	-	-	-	-	384	-	-	
Servitudes		-	-	-	-	-	-	-	-	-	-	-	
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-	
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-	
Computer Equipment		4 770	11 720	-	-	-	-	-	-	11 720	5 770	4 500	
Furniture and Office Equipment		1 910	2 089	-	-	-	-	-	-	2 089	1 825	1 365	
Machinery and Equipment		22 730	22 008	-	-	-	-	-	-	22 008	21 613	7 686	
Transport Assets		20 000	14 958	-	-	-	-	-	-	14 958	17 318	11 600	
Land		-	-	-	-	-	-	-	-	-	-	-	
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-	
Mature		-	-	-	-	-	-	-	-	-	-	-	
Immature		-	-	-	-	-	-	-	-	-	-	-	
Living Resources		-	-	-	-	-	-	-	-	-	-	-	
TOTAL CAPITAL EXPENDITURE to be adjusted	4	599 345	514 013	-	-	-	-	6 000	6 000	520 013	751 378	563 080	
ASSET REGISTER SUMMARY - PPE (WDV)	5												
Roads Infrastructure		908 343	934 406	-	-	-	-	-	-	934 406	939 750	946 229	
Storm water Infrastructure		44 270	47 572	-	-	-	-	-	-	47 572	46 421	45 025	
Electrical Infrastructure		1 109 561	1 114 188	-	-	-	-	-	-	1 114 188	1 211 735	1 359 791	
Water Supply Infrastructure		1 586 721	1 549 088	-	-	-	-	6 000	6 000	1 555 088	1 768 911	1 749 452	
Sanitation Infrastructure		1 076 465	1 093 644	-	-	-	-	-	-	1 093 644	1 110 049	1 152 905	
Solid Waste Infrastructure		170 689	169 688	-	-	-	-	-	-	169 688	199 802	217 709	
Rail Infrastructure		6 251	6 251	-	-	-	-	-	-	6 251	6 251	6 251	
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-	
Information and Communication Infrastructure		20 662	18 834	-	-	-	-	-	-	18 834	28 540	34 643	
Infrastructure		4 922 963	4 933 671	-	-	-	-	6 000	6 000	4 939 671	5 311 459	5 512 006	
Community Assets		206 076	197 504	-	-	-	-	-	-	197 504	263 140	250 675	
Heritage Assets		1 313	1 313	-	-	-	-	-	-	1 313	1 312	1 312	
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-	
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-	
Investment properties		426 452	426 240	-	-	-	-	-	-	426 240	425 994	425 518	
Operational Buildings		-	-	-	-	-	-	-	-	-	-	-	
Housing		-	-	-	-	-	-	-	-	-	-	-	
Other Assets		500 601	491 043	-	-	-	-	-	-	491 043	543 376	525 650	
Biological or Cultivated Assets		5 743	5 877	-	-	-	-	-	-	5 877	5 743	5 743	
Servitudes		-	-	-	-	-	-	-	-	-	-	-	
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-	
Intangible Assets		3 850	4 241	-	-	-	-	-	-	4 241	2 658	1 418	
Computer Equipment		12 624	(9 484)	-	-	-	-	-	-	(9 484)	3 758	(4 803)	
Furniture and Office Equipment		9 634	(2 560)	-	-	-	-	-	-	(2 560)	4 651	(1 066)	
Machinery and Equipment		35 130	37 534	-	-	-	-	-	-	37 534	52 708	38 084	
Transport Assets		89 819	73 198	-	-	-	-	-	-	73 198	91 388	80 012	
Land		461 571	461 571	-	-	-	-	-	-	461 571	461 571	461 571	
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-	
Living Resources		-	-	-	-	-	-	-	-	-	-	-	
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	5	6 675 776	6 620 148	-	-	-	-	6 000	6 000	6 626 148	7 167 759	7 296 121	
EXPENDITURE OTHER ITEMS													
Depreciation & asset impairment		249 408	219 703	-	-	-	-	-	-	219 703	259 395	269 782	
Repairs and Maintenance by asset class	3	120 048	127 205	-	-	-	-	-	-	127 205	128 918	143 108	
Roads Infrastructure		25 042	25 057	-	-	-	-	-	-	25 057	25 859	26 725	
Storm water Infrastructure		968	968	-	-	-	-	-	-	968	1 026	1 088	
Electrical Infrastructure		12 624	11 148	-	-	-	-	-	-	11 148	13 145	13 693	
Water Supply Infrastructure		15 171	15 021	-	-	-	-	-	-	15 021	15 925	16 721	
Sanitation Infrastructure		22 316	22 316	-	-	-	-	-	-	22 316	24 007	25 938	
Solid Waste Infrastructure		6 800	6 800	-	-	-	-	-	-	6 800	7 128	7 474	
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-	
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-	
Information and Communication Infrastructure		2 756	2 756	-	-	-	-	-	-	2 756	2 920	3 094	
Infrastructure		85 677	84 066	-	-	-	-	-	-	84 066	90 010	94 734	
Community Facilities		6 289	6 251	-	-	-	-	-	-	6 251	8 404	8 783	
Sport and Recreation Facilities		15	15	-	-	-	-	-	-	15	15	16	
Community Assets		6 304	6 266	-	-	-	-	-	-	6 266	8 419	8 799	
Heritage Assets		-	-	-	-	-	-	-	-	-	-	-	
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-	
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-	
Investment properties		-	-	-	-	-	-	-	-	-	-	-	
Operational Buildings		14 292	21 760	-	-	-	-	-	-	21 760	16 075	24 495	
Housing		226	326	-	-	-	-	-	-	326	232	240	
Other Assets		14 518	22 086	-	-	-	-	-	-	22 086	16 308	24 735	
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-	
Servitudes		-	-	-	-	-	-	-	-	-	-	-	
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-	
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-	
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-	
Furniture and Office Equipment		2 473	2 212	-	-	-	-	-	-	2 212	2 627	2 783	
Machinery and Equipment		834	834	-	-	-	-	-	-	834	885	938	
Transport Assets		10 241	11 741	-	-	-	-	-	-	11 741	10 670	11 121	
Land		-	-	-	-	-	-	-	-	-	-	-	
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-	
Mature		-	-	-	-	-	-	-	-	-	-	-	
Immature		-	-	-	-	-	-	-	-	-	-	-	
Living Resources		-	-	-	-	-	-	-	-	-	-	-	
TOTAL EXPENDITURE OTHER ITEMS to be adjusted	6	369 455	346 909	-	-	-	-	-	-	346 909	388 313	412 891	

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
<i>Renewal and upgrading of Existing Assets as % of total capex</i>		57.6%	53.1%							53.7%	58.9%	45.2%
<i>Renewal and upgrading of Existing Assets as % of deprecn*</i>		138.3%	124.3%							127.1%	170.5%	94.3%
<i>R&M as a % of PPE</i>		1.8%	1.9%							1.9%	1.8%	2.0%
<i>Renewal and upgrading and R&M as a % of PPE</i>		7.0%	6.0%							6.1%	8.0%	5.4%

WC024 Stellenbosch - Table B10 Basic service delivery measurement - 19/02/2025

Description	Ref	Budget Year 2024/25										Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H			
Household service targets	1												
Water:													
Piped water inside dwelling		40 626	40 626	-	-	-	-	-	-	41	40 776	40 826	
Piped water inside yard (but not in dwelling)		4 461	4 461	-	-	-	-	-	-	4	4 769	4 876	
Using public tap (at least min.service level)	2	4 778	4 778	-	-	-	-	-	-	5	5 084	5 191	
Other water supply (at least min.service level)		684	684	-	-	-	-	-	-	1	1 240	1 512	
<i>Minimum Service Level and Above sub-total</i>		51	51	-	-	-	-	-	-	51	52	52	
Using public tap (< min.service level)	3	1 170	1 170	-	-	-	-	-	-	1	896	820	
Other water supply (< min.service level)	3.4	-	-	-	-	-	-	-	-	-	-	-	
No water supply		207	207	-	-	-	-	-	-	0	90	68	
<i>Below Minimum Service Level sub-total</i>		1	1	-	-	-	-	-	-	1	1	1	
Total number of households	5	52	52	-	-	-	-	-	-	52	53	53	
Sanitation/sewerage:													
Flush toilet (connected to sewerage)		46 256	46 256	-	-	-	-	-	-	46 256	46 406	46 456	
Flush toilet (with septic tank)		2 165	2 165	-	-	-	-	-	-	2 165	2 480	2 595	
Chemical toilet		407	407	-	-	-	-	-	-	407	446	460	
Pit toilet (ventilated)		50	50	-	-	-	-	-	-	50	-	-	
Other toilet provisions (> min.service level)		1 898	1 898	-	-	-	-	-	-	1 898	3 101	3 652	
<i>Minimum Service Level and Above sub-total</i>		50 777	50 777	-	-	-	-	-	-	50 777	52 433	53 163	
Bucket toilet		800	800	-	-	-	-	-	-	800	537	470	
Other toilet provisions (< min.service level)		50	50	-	-	-	-	-	-	50	-	-	
No toilet provisions		300	300	-	-	-	-	-	-	300	173	144	
<i>Below Minimum Service Level sub-total</i>		1 150	1 150	-	-	-	-	-	-	1 150	710	614	
Total number of households	5	51 927	51 927	-	-	-	-	-	-	51 927	53 143	53 777	
Energy:													
Electricity (at least min. service level)		14 821	14 821	-	-	-	-	-	-	14 821	15 583	15 846	
Electricity - prepaid (> min.service level)		35 003	35 003	-	-	-	-	-	-	35 003	35 759	36 014	
<i>Minimum Service Level and Above sub-total</i>		49 824	49 824	-	-	-	-	-	-	49 824	51 342	51 860	
Electricity (< min.service level)		150	150	-	-	-	-	-	-	150	150	150	
Electricity - prepaid (< min. service level)		-	-	-	-	-	-	-	-	-	-	-	
Other energy sources		1 953	1 953	-	-	-	-	-	-	1 953	1 295	1 129	
<i>Below Minimum Service Level sub-total</i>		2 103	2 103	-	-	-	-	-	-	2 103	1 445	1 279	
Total number of households	5	51 927	51 927	-	-	-	-	-	-	51 927	52 787	53 140	
Refuse:													
Removed at least once a week (min.service)		47 649	47 649	-	-	-	-	-	-	47 649	49 164	49 680	
<i>Minimum Service Level and Above sub-total</i>		47 649	47 649	-	-	-	-	-	-	47 649	49 164	49 680	
Removed less frequently than once a week		-	-	-	-	-	-	-	-	-	-	-	
Using communal refuse dump		1 028	1 028	-	-	-	-	-	-	1 028	885	841	
Using own refuse dump		2 100	2 100	-	-	-	-	-	-	2 100	1 815	1 728	
Other rubbish disposal		750	750	-	-	-	-	-	-	750	609	568	
No rubbish disposal		400	400	-	-	-	-	-	-	400	268	234	
<i>Below Minimum Service Level sub-total</i>		4 278	4 278	-	-	-	-	-	-	4 278	3 576	3 372	
Total number of households	5	51 927	51 927	-	-	-	-	-	-	51 927	52 740	53 052	
Households receiving Free Basic Service	15												
Water (6 kilolitres per household per month)		9 439 487	9 439 487	-	-	-	-	-	-	9 439 487	10 005 856	10 606 208	
Sanitation (free minimum level service)		10 851 278	10 851 278	-	-	-	-	-	-	10 851 278	11 719 380	12 656 930	
Electricity/other energy (50kwh per household per month)		80 732 020	80 732 020	-	-	-	-	-	-	80 732 020	89 612 542	99 469 922	
Refuse (removed at least once a week)		22 983 923	22 983 923	-	-	-	-	-	-	22 983 923	24 569 814	26 265 131	
Informal Settlements		-	-	-	-	-	-	-	-	-	-	-	
Cost of Free Basic Services provided (R'000)	16												
Water (6 kilolitres per indigent household per month)		9 439	9 439	-	-	-	-	-	-	9 439	10 006	10 606	
Sanitation (free sanitation service to indigent households)		10 851	10 851	-	-	-	-	-	-	10 851	11 719	12 657	
Electricity/other energy (50kwh per indigent household per month)		80 732	80 732	-	-	-	-	-	-	80 732	89 613	99 470	
Refuse (removed once a week for indigent households)		22 984	22 984	-	-	-	-	-	-	22 984	24 570	26 265	
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)		-	-	-	-	-	-	-	-	-	-	-	
Total cost of FBS provided		124 007	124 007	-	-	-	-	-	-	124 007	135 908	148 998	
Highest level of free service provided													
Property rates (R'000 value threshold)		-	-	-	-	-	-	-	-	-	-	-	
Water (kilolitres per household per month)		-	-	-	-	-	-	-	-	-	-	-	
Sanitation (kilolitres per household per month)		-	-	-	-	-	-	-	-	-	-	-	
Sanitation (Rand per household per month)		-	-	-	-	-	-	-	-	-	-	-	
Electricity (kw per household per month)		-	-	-	-	-	-	-	-	-	-	-	
Refuse (average litres per week)		-	-	-	-	-	-	-	-	-	-	-	
Revenue cost of free services provided (R'000)	17												
Property rates (tariff adjustment) (impermissible values per section 17 of MPRA)		-	-	-	-	-	-	-	-	-	-	-	
Property rates exemptions, reductions and rebates and impermissible values (in accordance with section 17 of MPRA)		48 315	48 315	-	-	-	-	-	-	48 315	51 214	54 287	
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		-	-	-	-	-	-	-	-	-	-	-	
Other		-	-	-	-	-	-	-	-	-	-	-	
Total revenue cost of subsidised services provided	6	48 315	48 315	-	-	-	-	-	-	48 315	51 214	54 287	

APPENDIX 4

Other supporting documentation (Supporting Schedules)

GRANTS ADJUSTMENTS BUDGET FOR THE FINANCIAL PERIOD 2024 – 2025
FEBRUARY 2025

The following other supporting schedules (SB1 – SB19) are attached on Appendix 4. In accordance with the Budget and Reporting Regulations.

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

WC024 Stellenbosch - Supporting Table SB1 Supporting detail to 'Budgeted Financial Performance' - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget A	Prior Adjusted 6 A1	Accum. Funds 7 B	Multi-year capital 8 C	Unfore. Unavoid. 9 D	Nat. or Prov. Govt 10 E	Other Adjusts. 11 F	Total Adjusts. 12 G	Adjusted Budget 13 H	Adjusted Budget	Adjusted Budget
R thousands												
REVENUE ITEMS:												
Non-exchange revenue by source												
Property rates												
Total Property Rates		557 432	557 432	–	–	–	–	–	–	557 432	590 877	626 330
less Revenue Foregone (exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA)		48 315	48 315	–	–	–	–	–	–	48 315	51 214	54 287
Net Property Rates		509 116	509 116	–	–	–	–	–	–	509 116	539 663	572 043
Exchange revenue service charges												
Service charges - Electricity												
Total Service charges - Electricity		1 110 437	1 160 437	–	–	–	–	–	–	1 160 437	1 232 585	1 368 170
less Revenue Foregone (in excess of 50 kwh per indigent household per month)		–	–	–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (50 kwh per indigent household per month)		80 732	80 732	–	–	–	–	–	–	80 732	89 613	99 470
Net Service charges - Electricity		1 029 705	1 079 705	–	–	–	–	–	–	1 079 705	1 142 973	1 268 700
Service charges - Water												
Total Service charges - Water		191 962	191 962	–	–	–	–	–	–	191 962	203 479	215 688
less Revenue Foregone (in excess of 6 kilolitres per indigent household per month)		–	–	–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (6 kilolitres per indigent household per month)		9 439	9 439	–	–	–	–	–	–	9 439	10 006	10 606
Net Service charges - Water		182 522	182 522	–	–	–	–	–	–	182 522	193 474	205 082
Service charges - Waste Water Management												
Total Service charges - Waste Water Management		133 623	133 623	–	–	–	–	–	–	133 623	144 313	155 858
less Revenue Foregone (in excess of free sanitation service to indigent households)		–	–	–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (free sanitation service to indigent households)		10 851	10 851	–	–	–	–	–	–	10 851	11 719	12 657
Net Service charges - Waste Water Management		122 772	122 772	–	–	–	–	–	–	122 772	132 593	143 201
Service charges - Waste Management												
Total refuse removal revenue		132 659	127 659	–	–	–	–	–	–	127 659	141 813	151 598
Total landfill revenue		5 406	5 406	–	–	–	–	–	–	5 406	5 779	6 178
less Revenue Foregone (in excess of one removal a week to indigent households)		–	–	–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (removed once a week to indigent households)		22 984	22 984	–	–	–	–	–	–	22 984	24 570	26 265
Net Service charges - Waste Management		115 082	110 082	–	–	–	–	–	–	110 082	123 022	131 511
EXPENDITURE ITEMS												
Employee related costs												
Basic Salaries and Wages		380 411	379 813	–	–	–	–	–	–	379 813	378 650	402 396
Pension and UIF Contributions		72 236	72 236	–	–	–	–	–	–	72 236	76 722	81 485
Medical Aid Contributions		32 421	32 421	–	–	–	–	–	–	32 421	34 430	36 565
Overtime		50 904	50 904	–	–	–	–	–	–	50 904	54 060	57 411
Performance Bonus		33 176	33 176	–	–	–	–	–	–	33 176	35 229	37 410
Motor Vehicle Allowance		13 636	13 636	–	–	–	–	–	–	13 636	14 479	15 375
Cellphone Allowance		3 175	3 175	–	–	–	–	–	–	3 175	3 371	3 580
Housing Allowances		3 433	3 433	–	–	–	–	–	–	3 433	3 645	3 871
Other benefits and allowances		26 549	26 549	–	–	–	–	–	–	26 549	28 194	29 942
Payments in lieu of leave		–	–	–	–	–	–	–	–	–	–	–
Long service awards		2 551	2 551	–	–	–	–	–	–	2 551	2 709	2 877
Post-retirement benefit obligations		35 448	35 448	–	–	–	–	–	–	35 448	37 646	39 980
Entertainment		–	–	–	–	–	–	–	–	–	–	–
Scarcity		1 612	1 612	–	–	–	–	–	–	1 612	1 712	1 818
Acting and post related allowance		905	905	–	–	–	–	–	–	905	961	1 021
In kind benefits		–	–	–	–	–	–	–	–	–	–	–
sub-total	4	656 455	655 857	–	–	–	–	–	–	655 857	671 808	713 731
Less: Employees costs capitalised to PPE		–	–	–	–	–	–	–	–	–	–	–
Total Employee related costs	1	656 455	655 857	–	–	–	–	–	–	655 857	671 808	713 731
Depreciation & asset impairment												
Depreciation of Property, Plant & Equipment		246 369	217 427	–	–	–	–	–	–	217 427	256 224	266 472
Lease amortisation		1 222	2 276	–	–	–	–	–	–	2 276	1 271	1 322
Capital asset impairment		1 816	–	–	–	–	–	–	–	–	1 900	1 987
Total Depreciation & asset impairment	1	249 408	219 703	–	–	–	–	–	–	219 703	259 395	269 782
Bulk purchases												
Electricity Bulk Purchases		714 397	714 397	–	–	–	–	–	–	714 397	805 126	907 377
Total bulk purchases	1	714 397	714 397	–	–	–	–	–	–	714 397	805 126	907 377
Transfers and grants												
Cash transfers and grants		15 833	16 733	–	–	–	–	–	–	16 733	16 370	16 928
Non-cash transfers and grants		4 906	4 906	–	–	–	–	–	–	4 906	5 123	5 347
Total transfers and grants		20 739	21 639	–	–	–	–	–	–	21 639	21 493	22 276
Contracted services												
Outsourced Services		138 318	153 371	–	–	–	–	–	–	153 371	116 704	114 258
Consultants and Professional Services		35 930	32 800	–	–	–	–	–	–	32 800	57 414	96 210
Contractors		123 185	131 297	–	–	–	–	–	–	131 297	131 882	146 047
Total contracted services		297 434	317 468	–	–	–	–	–	–	317 468	306 001	356 515
Operational Costs												
Collection costs		3 857	3 857	–	–	–	–	–	–	3 857	4 050	4 252
Contributions to 'other' provisions		2 845	2 845	–	–	–	–	–	–	2 845	2 845	2 845
Audit fees		9 439	9 669	–	–	–	–	–	–	9 669	9 628	9 820
Other Operational Costs												
Operating Leases		11 447	11 824	–	–	–	–	–	–	11 824	12 084	12 774
Operational Cost		142 297	148 316	–	–	–	–	–	–	148 316	148 352	152 634
Statutory Payments other than Income Taxes		–	–	–	–	–	–	–	–	–	–	–
Discontinued Operations		–	–	–	–	–	–	–	–	–	–	–
Total Operational Costs	1	169 885	176 510	–	–	–	–	–	–	176 510	176 959	182 325
Repairs and Maintenance by Expenditure Item												
Employee related costs	14	–	–	–	–	–	–	–	–	–	–	–
Inventory Consumed (Project Maintenance)		31 035	30 928	–	–	–	–	–	–	30 928	32 094	33 195
Contracted Services		89 013	96 278	–	–	–	–	–	–	96 278	96 824	109 913
Other Expenditure		–	–	–	–	–	–	–	–	–	–	–
Total Repairs and Maintenance Expenditure	15	120 048	127 205	–	–	–	–	–	–	127 205	128 918	143 108
Inventory Consumed												
Inventory Consumed - Water		42 054	42 054	–	–	–	–	–	–	42 054	44 577	47 251
Inventory Consumed - Other		70 588	72 216	–	–	–	–	–	–	72 216	74 774	79 268
Total Inventory Consumed & Other Material		112 641	114 270	–	–	–	–	–	–	114 270	119 350	126 520

WC024 Stellenbosch - Supporting Table SB2 Supporting detail to 'Financial Position Budget' - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	4 A1	5 B	6 C	7 D	8 E	9 F	10 G	11 H		
R thousands												
ASSETS												
Trade and other receivables from exchange transactions												
Electricity		249 649	163 586	-	-	-	-	-	-	163 586	307 507	260 466
Water		160 164	160 164	-	-	-	-	-	-	160 164	165 485	171 209
Waste		51 946	48 678	-	-	-	-	-	-	48 678	57 135	55 964
Waste Water		54 116	54 116	-	-	-	-	-	-	54 116	59 193	64 710
Other trade receivables from exchange transactions		68 358	68 358	-	-	-	-	-	-	68 358	62 691	56 761
Gross: Trade and other receivables from exchange transactions		584 233	494 902	-	-	-	-	-	-	494 902	652 013	609 109
Less: Impairment for debt	1	(301 165)	(301 165)	-	-	-	-	-	-	(301 165)	(334 241)	(368 905)
Impairment for Electricity		(15 636)	(15 636)	-	-	-	-	-	-	(15 636)	(16 690)	(17 793)
Impairment for Water		(129 987)	(129 987)	-	-	-	-	-	-	(129 987)	(139 446)	(149 407)
Impairment for Waste		(60 094)	(60 094)	-	-	-	-	-	-	(60 094)	(71 252)	(82 924)
Impairment for Waste Water		(46 126)	(46 126)	-	-	-	-	-	-	(46 126)	(54 335)	(62 921)
Impairment for other trade receivables from exchange transactions		(49 321)	(49 321)	-	-	-	-	-	-	(49 321)	(52 517)	(55 860)
Total net Trade and other receivables from Exchange Transactions		283 068	193 737	-	-	-	-	-	-	193 737	317 772	240 204
Receivables from non-exchange transactions												
Property rates		71 149	71 149	-	-	-	-	-	-	71 149	93 359	116 898
Less: Impairment of Property rates		(36 176)	(36 176)	-	-	-	-	-	-	(36 176)	(37 246)	(38 365)
Net Property rates		34 973	34 973	-	-	-	-	-	-	34 973	56 113	78 534
Other receivables from non-exchange transactions		270 065	270 065	-	-	-	-	-	-	270 065	282 082	294 613
Impairment for other receivables from non-exchange transactions		(277 473)	(277 473)	-	-	-	-	-	-	(277 473)	(321 267)	(367 192)
Net other receivables from non-exchange transactions		(7 407)	(7 407)	-	-	-	-	-	-	(7 407)	(39 155)	(72 579)
Total net Receivables from non-exchange transactions	1	27 565	27 565	-	-	-	-	-	-	27 565	16 927	5 955
Inventory												
Water												
Opening Balance		4 138	4 138	-	-	-	-	-	-	4 138	3 458	2 828
System Input Volume		42 054	42 054	-	-	-	-	-	-	42 054	44 577	47 251
Water Treatment Works		-	-	-	-	-	-	-	-	-	-	-
Bulk Purchases		42 054	42 054	-	-	-	-	-	-	42 054	44 577	47 251
Natural Sources		-	-	-	-	-	-	-	-	-	-	-
Authorised Consumption	12	(42 054)	(42 054)	-	-	-	-	-	-	(42 054)	(44 577)	(47 251)
Billed Authorised Consumption		(42 054)	(42 054)	-	-	-	-	-	-	(42 054)	(44 577)	(47 251)
Billed Metered Consumption		(42 054)	(42 054)	-	-	-	-	-	-	(42 054)	(44 577)	(47 251)
Free Basic Water		-	-	-	-	-	-	-	-	-	-	-
Subsidised Water		-	-	-	-	-	-	-	-	-	-	-
Revenue Water		(42 054)	(42 054)	-	-	-	-	-	-	(42 054)	(44 577)	(47 251)
Billed Unmetered Consumption		-	-	-	-	-	-	-	-	-	-	-
Free Basic Water		-	-	-	-	-	-	-	-	-	-	-
Subsidised Water		-	-	-	-	-	-	-	-	-	-	-
Revenue Water		-	-	-	-	-	-	-	-	-	-	-
Unbilled Authorised Consumption		-	-	-	-	-	-	-	-	-	-	-
Unbilled Metered Consumption		-	-	-	-	-	-	-	-	-	-	-
Unbilled Unmetered Consumption		-	-	-	-	-	-	-	-	-	-	-
Water Losses		(680)	(680)	-	-	-	-	-	-	(680)	(630)	(580)
Apparent losses		-	-	-	-	-	-	-	-	-	-	-
Unauthorised Consumption		-	-	-	-	-	-	-	-	-	-	-
Customer Meter Inaccuracies		-	-	-	-	-	-	-	-	-	-	-
Real losses		(680)	(680)	-	-	-	-	-	-	(680)	(630)	(580)
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		(680)	(680)	-	-	-	-	-	-	(680)	(630)	(580)
Non-revenue Water		(680)	(680)	-	-	-	-	-	-	(680)	(630)	(580)
Closing Balance Water		3 458	3 458	-	-	-	-	-	-	3 458	2 828	2 248
Agricultural												
Opening Balance		-	-	-	-	-	-	-	-	-	-	-
Acquisitions		-	-	-	-	-	-	-	-	-	-	-
Issues		-	-	-	-	-	-	-	-	-	-	-
Adjustments	13	-	-	-	-	-	-	-	-	-	-	-
Write-offs	14	-	-	-	-	-	-	-	-	-	-	-
Closing balance - Agricultural	15	-	-	-	-	-	-	-	-	-	-	-
Consumables												
Standard Rated												
Opening Balance		978	978	-	-	-	-	-	-	978	978	978
Acquisitions		5 382	5 382	-	-	-	-	-	-	5 382	5 530	5 683
Issues		(5 382)	(5 820)	-	-	-	-	-	-	(5 820)	(5 530)	(5 683)
Adjustments	13	-	-	-	-	-	-	-	-	-	-	-
Write-offs	14	-	-	-	-	-	-	-	-	-	-	-
Closing balance - Consumables Standard Rated	15	978	541	-	-	-	-	-	-	541	978	978
Zero Rated												
Opening Balance		(12)	(12)	-	-	-	-	-	-	(12)	(12)	(12)
Acquisitions		31 560	31 560	-	-	-	-	-	-	31 560	34 432	37 565
Issues		(31 560)	(32 738)	-	-	-	-	-	-	(32 738)	(34 432)	(37 565)
Adjustments	13	-	-	-	-	-	-	-	-	-	-	-
Write-offs	14	-	-	-	-	-	-	-	-	-	-	-
Closing balance - Consumables Zero Rated	15	(12)	(1 190)	-	-	-	-	-	-	(1 190)	(12)	(12)
Finished Goods												
Opening Balance		-	-	-	-	-	-	-	-	-	-	-
Acquisitions		-	-	-	-	-	-	-	-	-	-	-
Issues		-	-	-	-	-	-	-	-	-	-	-
Adjustments	13	-	-	-	-	-	-	-	-	-	-	-
Write-offs	14	-	-	-	-	-	-	-	-	-	-	-
Closing balance - Finished Goods	15	-	-	-	-	-	-	-	-	-	-	-
Materials and Supplies												
Opening Balance		8 758	8 758	-	-	-	-	-	-	8 758	8 758	8 758
Acquisitions		33 645	33 645	-	-	-	-	-	-	33 645	34 812	36 020
Issues		(33 645)	(33 508)	-	-	-	-	-	-	(33 508)	(34 812)	(36 020)
Adjustments	13	-	-	-	-	-	-	-	-	-	-	-
Write-offs	14	-	-	-	-	-	-	-	-	-	-	-
Closing balance - Materials and Supplies	15	8 758	8 895	-	-	-	-	-	-	8 895	8 758	8 758
Work-in-progress												

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	4 A1	5 B	6 C	7 D	8 E	9 F	10 G	11 H		
R thousands												
Opening Balance		-	-	-	-	-	-	-	-	-	-	-
Materials		-	-	-	-	-	-	-	-	-	-	-
Transfers		-	-	-	-	-	-	-	-	-	-	-
Closing balance - Work-in-progress		-	-	-	-	-	-	-	-	-	-	-
Housing Stock												
Opening Balance		9 100	9 100	-	-	-	-	-	-	9 100	9 100	9 100
Acquisitions		-	-	-	-	-	-	-	-	-	-	-
Transfers		-	-	-	-	-	-	-	-	-	-	-
Sales		-	-	-	-	-	-	-	-	-	-	-
Closing Balance - Housing Stock		9 100	9 100	-	-	-	-	-	-	9 100	9 100	9 100
Land												
Opening Balance		14 147	14 147	-	-	-	-	-	-	14 147	14 147	14 147
Acquisitions		-	-	-	-	-	-	-	-	-	-	-
Sales		-	-	-	-	-	-	-	-	-	-	-
Adjustments		-	-	-	-	-	-	-	-	-	-	-
Correction of Prior period errors		-	-	-	-	-	-	-	-	-	-	-
Closing Balance - Land		14 147	14 147	-	-	-	-	-	-	14 147	14 147	14 147
Closing Balance - Inventory & Consumables		36 429	34 950	-	-	-	-	-	-	34 950	35 799	35 219
Property, plant & equipment												
PPE at cost/valuation (excl. finance leases)		8 977 860	8 894 210	-	-	-	-	6 000	6 000	8 900 210	9 727 338	10 123 495
Leases recognised as PPE		-	-	-	-	-	-	-	-	-	-	-
Less: Accumulated depreciation		(2 739 442)	(2 711 733)	-	-	-	-	-	-	(2 711 733)	(2 995 287)	(3 261 365)
Total Property, plant & equipment	1	6 238 418	6 182 477	-	-	-	-	6 000	6 000	6 188 477	6 732 051	6 862 130
LIABILITIES												
Current liabilities - Borrowing												
Short term loans (other than bank overdraft)		-	-	-	-	-	-	-	-	-	-	-
Current portion of long-term liabilities		62 457	62 457	-	-	-	-	-	-	62 457	62 457	62 457
Total Current liabilities - Borrowing		62 457	62 457	-	-	-	-	-	-	62 457	62 457	62 457
Trade and other payables												
Trade and other payables from exchange transactions		306 387	336 155	-	-	-	-	-	-	336 155	458 850	271 141
Other trade payables from exchange transactions		-	-	-	-	-	-	-	-	-	-	-
Trade payables from Non-exchange transactions: Unspent conditions		21 332	(4 691)	-	-	-	-	-	-	(4 691)	21 332	20 823
Trade payables from Non-exchange transactions: Other		(97)	53	-	-	-	-	-	-	53	(97)	(97)
VAT		10 699	16 263	-	-	-	-	-	-	16 263	17 471	24 966
Total Trade and other payables	1	340 320	347 779	-	-	-	-	-	-	347 779	497 556	316 833
Non current liabilities - Financial liabilities												
Borrowing		719 941	638 786	-	-	-	-	-	-	638 786	842 328	946 423
Other financial liabilities		695	695	-	-	-	-	-	-	695	695	695
Total Non current liabilities - Financial liabilities	3	720 635	639 481	-	-	-	-	-	-	639 481	843 023	947 118
Non current liabilities - Long Term portion of trade payables												
Electricity Bulk Purchases		-	-	-	-	-	-	-	-	-	-	-
Payables and Accruals - General		-	-	-	-	-	-	-	-	-	-	-
Water Bulk Purchases		-	-	-	-	-	-	-	-	-	-	-
Municipal Debt Relief		-	-	-	-	-	-	-	-	-	-	-
Total Non current liabilities - Long Term portion of trade payable		-	-	-	-	-	-	-	-	-	-	-
Provisions - non current												
Retirement benefits		207 202	207 202	-	-	-	-	-	-	207 202	229 528	253 238
List other major items		-	-	-	-	-	-	-	-	-	-	-
Refuse landfill site rehabilitation		123 918	123 918	-	-	-	-	-	-	123 918	136 695	149 728
Other		24 816	24 816	-	-	-	-	-	-	24 816	24 816	24 816
Total Provisions - non current		355 936	355 936	-	-	-	-	-	-	355 936	391 039	427 782
CHANGES IN NET ASSETS												
Accumulated surplus/(Deficit)												
Accumulated surplus/(Deficit) - opening balance		5 573 258	5 573 258	-	-	-	-	-	-	5 573 258	5 967 595	6 385 565
GRAP adjustments		-	-	-	-	-	-	-	-	-	-	-
Restated balance		5 573 258	5 573 258	-	-	-	-	-	-	5 573 258	5 967 595	6 385 565
Surplus/(Deficit)		119 542	187 820	-	-	-	-	6 000	6 000	193 820	191 261	216 725
Transfers to/from Reserves		274 795	274 795	-	-	-	-	-	-	274 795	226 708	(226 708)
Depreciation offsets		-	-	-	-	-	-	-	-	-	-	-
Other adjustments		-	-	-	-	-	-	-	-	-	-	-
Accumulated Surplus/(Deficit)	1	5 967 595	6 035 873	-	-	-	-	6 000	6 000	6 041 873	6 385 565	6 375 581
Reserves												
Housing Development Fund		9 396	9 396	-	-	-	-	-	-	9 396	9 396	9 396
Capital replacement		(185 760)	(185 760)	-	-	-	-	-	-	(185 760)	(412 468)	(185 760)
Self-insurance		9 885	9 885	-	-	-	-	-	-	9 885	9 885	9 885
Other reserves		211 185	211 185	-	-	-	-	-	-	211 185	211 185	211 185
Revaluation		-	-	-	-	-	-	-	-	-	-	-
Total Reserves	2	44 707	44 707	-	-	-	-	-	-	44 707	(182 001)	44 707
TOTAL COMMUNITY WEALTH/EQUITY	2	6 012 302	6 080 581	-	-	-	-	6 000	6 000	6 086 581	6 203 563	6 420 288

WC024 Stellenbosch - Supporting Table SB3 Adjustments to the SDBIP - performance objectives - 19/02/2025

Description	Unit of measurement	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget A	Prior Adjusted A1	Accum. Funds B	Multi-year capital C	Unfore. Unavoid. D	Nat. or Prov. Govt E	Other Adjusts. F	Total Adjusts. G	Adjusted Budget H	Adjusted Budget	Adjusted Budget
Vote 1 - Municipal Manager												
Function 1 - Budget Performance												
Sub-function 1 - Capital Expenditure		40	40							40	80	80
Insert measure/s description												
Sub-function 2 - Operational Expenditure		17 203	17 694	-	-	-	-	-	-	17 694	35 388	35 388
Insert measure/s description												
Sub-function 3 - Operational Revenue		-	-	-	-	-	-	-	-	-	-	-
Insert measure/s description												
Vote 2 - Planning and Economic Development												
Function 1 - Budget Performance		20 244	13 159	-	-	-	-	-	-	13 159	26 319	26 319
Sub-function 1 - Capital Expenditure												
Sub-function 2 - Operational Expenditure		98 091	15 714	-	-	-	-	-	-	15 714	31 428	31 428
Insert measure/s description												
Sub-function 3 - Operational Revenue		33 903	40 244	-	-	-	-	-	-	40 244	80 488	80 488
Insert measure/s description												
Vote 3 - Community & Protection												
Function 1 - Budget Performance												
Sub-function 1 - Capital Expenditure		71 757	67 117	-	-	-	-	-	-	67 117	134 234	134 234
Insert measure/s description												
Sub-function 2 - Operational Expenditure		510 981	528 743	-	-	-	-	-	-	528 743	1 057 487	1 057 487
Insert measure/s description												
Sub-function 3 - Operational Revenue		199 917	204 053	-	-	-	-	-	-	204 053	408 106	408 106
Insert measure/s description												
Vote 4 - Infrastructure services												
Function 1 - Budget Performance												
Sub-function 1 - Capital Expenditure		449 484	359 016	-	-	-	6 000		6 000	365 016	724 031	724 031
Insert measure/s description												
Sub-function 2 - Operational Expenditure		1 541 782	1 505 712	-	-	-	-	-	-	1 505 712	3 011 424	3 011 424
Insert measure/s description												
Sub-function 3 - Operational Revenue		1 748 089	1 806 849	-	-	-	6 000	-	6 000	1 812 849	3 619 698	3 619 698
Insert measure/s description												
Vote 5 - Corporate Services												
Function 1 - Budget Performance												
Sub-function 1 - Capital Expenditure		56 420	51 357	-	-	-	-	-	-	51 357	102 713	102 713
Insert measure/s description												
Sub-function 2 - Operational Expenditure		216 624	219 329	-	-	-	-	-	-	219 329	438 659	438 659
Insert measure/s description												
Sub-function 3 - Operational Revenue		12 642	12 792	-	-	-	-	-	-	12 792	25 585	25 585
Insert measure/s description												
Vote 6 - Financial services												
Function 1 - Budget Performance												
Sub-function 1 - Capital Expenditure		1 400	1 400	-	-	-	-	-	-	1 400	2 800	2 800
Insert measure/s description												
Sub-function 2 - Operational Expenditure		127 053	137 559	-	-	-	-	-	-	137 559	275 118	275 118
Insert measure/s description												
Sub-function 3 - Operational Revenue		636 725	646 725	-	-	-	-	-	-	646 725	1 293 450	1 293 450
Insert measure/s description												
And so on for the rest of the Votes												

WC024 Stellenbosch - Supporting Table SB4 Adjustments to budgeted performance indicators and benchmarks - 19/02/2025

Description of financial indicator	Basis of calculation	2021/22	2022/23	2023/24	Budget Year 2024/25			Budget Year +1 2025/26	Budget Year +2 2026/27
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Prior Adjusted	Adjusted Budget	Adjusted Budget	Adjusted Budget
<u>Borrowing Management</u>									
Credit Rating	Short term/long term rating								
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	13.2%	11.9%	12.5%	5.4%	5.8%	5.8%	6.1%	6.6%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	16.7%	14.1%	16.0%	5.3%	5.7%	5.7%	5.9%	6.4%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants	58.7%	0.0%	59.5%	43.3%	33.6%	32.3%	45.9%	35.5%
<u>Safety of Capital</u>									
Gearing	Long Term Borrowing/ Funds & Reserves	249.6%	260.4%	183.0%	1611.9%	1430.4%	1430.4%	-463.2%	2118.5%
<u>Liquidity</u>									
Current Ratio	Current assets/current liabilities	174.2%	191.6%	195.2%	184.0%	191.4%	191.4%	141.1%	204.0%
Current Ratio adjusted for aged debtors	Current assets/current liabilities less debtors > 90 days/current liabilities	174.2%	191.6%	195.2%	184.0%	191.4%	0.0%	0.0%	0.0%
Liquidity Ratio	Monetary Assets/Current Liabilities	146.2%	167.6%	176.3%	1.7	1.8	1.8	1.3	1.9
<u>Revenue Management</u>					114.6%	143.2%	143.0%	83.5%	142.2%
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%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)		196.5%	187.0%	147.7%	142.2%	142.2%	142.2%	141.5%	140.4%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	5.0%	4.8%	3.2%	13.9%	10.1%	10.1%	13.6%	9.5%
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%
<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%
Creditors to Cash and Investments					64.2%	51.2%	51.2%	95.3%	47.3%
<u>Other Indicators</u>									
Electricity Distribution Losses (2)	Total Volume Losses (kW)	383146654	386978121	390847902	390847902	390847902	390847902	390847902	390847902
	Total Volume Losses (kW) non technical								
	Total Cost of Losses (Rand '000)	27	27	27	27	27	27	27	28
	% Volume (units purchased and generated less units sold)/units purchased and generated	-	-	-	-	-	-	-	-
Water Distribution Losses (2)	Bulk Purchase								
	Water treatment works								
	Natural sources								
	Total Volume Losses (kℓ)	923300.0%	932500.0%	941800.0%	941800.0%	941800.0%	941800.0%	941800.0%	951200.0%
	Total Cost of Losses (Rand '000)	2 031	2 051	2 072	2 072	2 072	2 072	2 072	2 093
	% Volume (units purchased and generated less units sold)/units purchased and generated	-	-	-	-	-	-	-	-
Employee costs	Employee costs/(Total Revenue - capital revenue)	28.2%	25.8%	26.9%	25.9%	25.4%	25.4%	24.4%	23.7%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	29.2%	26.9%	27.8%					
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	3.3%	4.0%	5.6%	4.7%	4.9%	4.9%	4.7%	4.8%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	11.4%	14.5%	13.4%	7.3%	7.6%	7.6%	7.4%	7.4%
<u>IDP regulation financial viability indicators</u>									
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	0.0%	1704.1%	1815.0%	0.0%	0.0%	0.0%	0.0%	0.0%
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	8.7%	8.6%	5.6%	1.1%	1.1%	1.1%	0.6%	0.2%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	1100.0%	1910.0%	380.0%	3.0	3.9	3.9	2.8	3.3

WC024 Stellenbosch - Supporting Table SB5 Adjustments Budget - social, economic and demographic statistics and assumptions - 19/02/2025

2024 Estimates - Supporting Table GDP Adjustments - Budget - Social, Economic and demographic Statistics and assumptions - 19/02/2024										
Description of economic indicator	Ref.	Basis of calculation	2001 Census	2007 Survey	2011 Census	2021/22	2022/23	2023/24	Budget Year 2024/25	Budget Year 2024/25
						Outcome	Outcome	Outcome	Original Budget	Actual
Demographics										
Population		Statistics South Africa	200 524	155 718	170 654	195	207	207	207	-
Females aged 5 - 14		Statistics South Africa	17 865	11 020	12 077	14	15	15	15	-
Males aged 5 - 14		Statistics South Africa	16 352	11 092	12 157	14	15	15	15	-
Females aged 15 - 34		Statistics South Africa	38 791	33 191	36 374	42	45	45	45	-
Males aged 15 - 34		Statistics South Africa	41 919	32 718	35 856	42	44	44	44	-
Unemployment		Statistics South Africa	16	10	11	13	14	14	14	-
Monthly household income (no. of households)										
No income	1, 12	Statistics South Africa, regional economic growth	3 557	8 961	9 820	11 375	12 058	12 299	12 545	-
R1 - R1 600		Statistics South Africa, regional economic growth	245	914	2 065	2 352	2 493	2 543	2 594	-
R1 601 - R3 200		Statistics South Africa, regional economic growth	1 126	1 517	1 614	1 872	1 984	2 024	2 065	-
R3 201 - R6 400		Statistics South Africa, regional economic growth	3 728	4 415	4 699	5 448	5 775	5 891	6 009	-
R6 401 - R12 800		Statistics South Africa, regional economic growth	4 484	7 160	7 620	8 836	9 366	9 553	9 744	-
R12 801 - R25 600		Statistics South Africa, regional economic growth	6 463	6 742	7 176	8 321	8 821	8 997	9 177	-
R25 601 - R51 200		Statistics South Africa, regional economic growth	4 144	4 994	5 316	6 164	6 534	6 665	6 799	-
R52 201 - R102 400		Statistics South Africa, regional economic growth	2 578	3 671	3 907	4 530	4 802	4 898	4 996	-
R102 401 - R204 800		Statistics South Africa, regional economic growth	1 680	2 874	3 058	3 546	3 759	3 834	3 911	-
R204 801 - R409 600		Statistics South Africa, regional economic growth	69	1 432	1 523	1 766	1 872	1 910	1 948	-
R409 601 - R819 200		Statistics South Africa, regional economic growth	242	430	458	531	563	575	587	-
> R819 200		Statistics South Africa, regional economic growth	245	305	325	376	399	407	415	-
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	-
	2	0	-	-	<R1600	<R1600	<R1600	<R1600	<R1600	-
Household/demographics (000)										
Number of people in municipal area		Statistics South Africa, regional population growth rate	200 524	155 718	170 654	198	210	210	210	-
Number of poor people in municipal area		Statistics South Africa, regional population growth rate	-	-	-	-	-	-	-	-
Number of households in municipal area		Statistics South Africa, regional population growth rate	36 413	43 417	47 582	55	58	58	58	-
Number of poor households in municipal area		Statistics South Africa, regional population growth rate	8 656	15 807	17 323	20	21	21	21	-
Definition of poor household (R per month)		0	-	-	<R1600	<R1600	<R1600	<R1600	<R1600	-
Housing statistics										
Formal	3	0	32 918	32 620	35 749	41 413	43 897	46 531	49 323	-
Informal		0	3	11	12	13 707	14 529	15 401	16 325	-
Total number of households			36 413	43 417	47 581	55 119	58 426	61 932	65 648	-
Dwellings provided by municipality	4	0	-	-	-	-	-	-	-	-
Dwellings provided by province/s		0	-	-	-	-	-	-	-	-
Dwellings provided by private sector	5	0	-	-	-	-	-	-	-	-
Total new housing dwellings			-	-	-	-	-	-	-	-
Economic										
Inflation/inflation outlook (CPIX)	6					4.6%	4.0%	4.4%	4.9%	0.0%
Interest rate - borrowing						10.5%	0.0%	0.0%	0.0%	0.0%
Interest rate - investment						8.5%	0.0%	0.0%	0.0%	0.0%
Remuneration increases						7.0%	7.3%	6.9%	7.0%	0.0%
Consumption growth (electricity)						1.0%	1.0%	1.0%	1.0%	0.0%
Consumption growth (water)						1.0%	1.0%	1.0%	1.0%	0.0%

Collection rates	7									
Property tax/service charges					96.0%	96.0%	96.0%	96.0%	0.0%	
Rental of facilities & equipment					97.0%	97.0%	97.0%	97.0%	0.0%	
Interest - external investments					100.0%	100.0%	100.0%	100.0%	0.0%	
Interest - debtors					96.0%	96.0%	96.0%	96.0%	0.0%	
Revenue from agency services					100.0%	100.0%	100.0%	100.0%	0.0%	

Detail on the provision of municipal services for A10

Total municipal services	Ref.		2021/22	2022/23	2023/24	Budget Year 2024/25			2020/21 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
		Household service targets (000)									
		Water:									
		Piped water inside dwelling	40 626	40 626	–	–	–	–	–	40 776	40 826
		Piped water inside yard (but not in dwelling)	4 461	4 461	–	–	–	–	–	4 769	4 876
	8	Using public tap (at least min.service level)	4 778	4 778	–	–	–	–	–	5 084	5 191
	10	Other water supply (at least min.service level)	684	684	–	–	–	–	–	1 240	1 512
		<i>Minimum Service Level and Above sub-total</i>	50 550	50 550	–	–	–	–	–	51 869	52 404
	9	Using public tap (< min.service level)	1 170	1 170	–	–	–	–	–	896	820
	10	Other water supply (< min.service level)	–	–	–	–	–	–	–	–	–
		No water supply	207	207	–	–	–	–	–	90	68
		<i>Below Minimum Service Level sub-total</i>	1 377	1 377	–	–	–	–	–	986	888
		Total number of households	51 927	51 927	–	–	–	–	–	52 855	53 292
		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)	46 256	46 256	–	–	–	–	–	46 406	46 456
		Flush toilet (with septic tank)	2 165	2 165	–	–	–	–	–	2 480	2 595
		Chemical toilet	407	407	–	–	–	–	–	446	460
		Pit toilet (ventilated)	50	50	–	–	–	–	–	–	–
		Other toilet provisions (> min.service level)	1 898	1 898	–	–	–	–	–	3 101	3 652
		<i>Minimum Service Level and Above sub-total</i>	50 777	50 777	–	–	–	–	–	52 433	53 163
		Bucket toilet	800	800	–	–	–	–	–	537	470
		Other toilet provisions (< min.service level)	50	50	–	–	–	–	–	–	–
		No toilet provisions	300	300	–	–	–	–	–	173	144
		<i>Below Minimum Service Level sub-total</i>	1 150	1 150	–	–	–	–	–	710	614
		Total number of households	51 927	51 927	–	–	–	–	–	53 143	53 777
		Energy:									
		Electricity (at least min.service level)	14 821	14 821	–	–	–	–	–	15 583	15 846
		Electricity - prepaid (min.service level)	35 003	35 003	–	–	–	–	–	35 759	36 014
		<i>Minimum Service Level and Above sub-total</i>	49 824	49 824	–	–	–	–	–	51 342	51 860
		Electricity (< min.service level)	150	150	–	–	–	–	–	150	150
		Electricity - prepaid (< min. service level)	–	–	–	–	–	–	–	–	–
		Other energy sources	1 953	1 953	–	–	–	–	–	1 295	1 129
		<i>Below Minimum Service Level sub-total</i>	2 103	2 103	–	–	–	–	–	1 445	1 279
		Total number of households	51 927	51 927	–	–	–	–	–	52 787	53 140
		Refuse:									
		Removed at least once a week	47 649	47 649	–	–	–	–	–	49 164	49 680
		<i>Minimum Service Level and Above sub-total</i>	47 649	47 649	–	–	–	–	–	49 164	49 680
		Removed less frequently than once a week	–	–	–	–	–	–	–	–	–
		Using communal refuse dump	1 028	1 028	–	–	–	–	–	885	841
		Using own refuse dump	2 100	2 100	–	–	–	–	–	1 815	1 728
		Other rubbish disposal	750	750	–	–	–	–	–	609	568
		No rubbish disposal	400	400	–	–	–	–	–	268	234
		<i>Below Minimum Service Level sub-total</i>	4 278	4 278	–	–	–	–	–	3 576	3 372
		Total number of households	51 927	51 927	–	–	–	–	–	52 740	53 052

Municipal in-house services	Ref.		2021/22	2022/23	2023/24	Budget Year 2024/25			2020/21 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
		Household service targets (000)									
		Water:									
		Piped water inside dwelling	40 626	40 626	–	–	–	–	–	40 776	40 826
		Piped water inside yard (but not in dwelling)	4 461	4 461	–	–	–	–	–	4 769	4 876
		Using public tap (at least min.service level)	4 778	4 778	–	–	–	–	–	5 084	5 191
		Other water supply (at least min.service level)	684	684	–	–	–	–	–	1 240	1 512
		Minimum Service Level and Above sub-total	50 550	50 550	–	–	–	–	–	51 869	52 404
		Using public tap (< min.service level)	1 170	1 170	–	–	–	–	–	896	820
		Other water supply (< min.service level)	–	–	–	–	–	–	–	–	–
		No water supply	207	207	–	–	–	–	–	90	68
		Below Minimum Service Level sub-total	1 377	1 377	–	–	–	–	–	986	888
		Total number of households	51 927	51 927	–	–	–	–	–	52 855	53 292
		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)	46 256	46 256	–	–	–	–	–	46 406	46 456
		Flush toilet (with septic tank)	2 165	2 165	–	–	–	–	–	2 480	2 595
		Chemical toilet	407	407	–	–	–	–	–	446	460
		Pit toilet (ventilated)	50	50	–	–	–	–	–	–	–
		Other toilet provisions (> min.service level)	1 898	1 898	–	–	–	–	–	3 101	3 652
		Minimum Service Level and Above sub-total	50 777	50 777	–	–	–	–	–	52 433	53 163
		Bucket toilet	800	800	–	–	–	–	–	537	470
		Other toilet provisions (< min.service level)	50	50	–	–	–	–	–	–	–
		No toilet provisions	300	300	–	–	–	–	–	173	144
		Below Minimum Service Level sub-total	1 150	1 150	–	–	–	–	–	710	614
		Total number of households	51 927	51 927	–	–	–	–	–	53 143	53 777
		Energy:									
		Electricity (at least min.service level)	14 821	14 821	–	–	–	–	–	15 583	15 846
		Electricity - prepaid (min.service level)	35 003	35 003	–	–	–	–	–	35 759	36 014
		Minimum Service Level and Above sub-total	49 824	49 824	–	–	–	–	–	51 342	51 860
		Electricity (< min.service level)	150	150	–	–	–	–	–	150	150
		Electricity - prepaid (< min. service level)	–	–	–	–	–	–	–	–	–
		Other energy sources	1 953	1 953	–	–	–	–	–	1 295	1 129
		Below Minimum Service Level sub-total	2 103	2 103	–	–	–	–	–	1 445	1 279
		Total number of households	51 927	51 927	–	–	–	–	–	52 787	53 140
		Refuse:									
		Removed at least once a week	47 649	47 649	–	–	–	–	–	49 164	49 680
		Minimum Service Level and Above sub-total	47 649	47 649	–	–	–	–	–	49 164	49 680
		Removed less frequently than once a week	–	–	–	–	–	–	–	–	–
		Using communal refuse dump	1 028	1 028	–	–	–	–	–	885	841
		Using own refuse dump	2 100	2 100	–	–	–	–	–	1 815	1 728
		Other rubbish disposal	750	750	–	–	–	–	–	609	568
		No rubbish disposal	400	400	–	–	–	–	–	268	234
		Below Minimum Service Level sub-total	4 278	4 278	–	–	–	–	–	3 576	3 372
		Total number of households	51 927	51 927	–	–	–	–	–	52 740	53 052
Municipal entity services	Ref.		2021/22	2022/23	2023/24	Budget Year 2024/25			2020/21 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Name of municipal entity		Household service targets (000)									
		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)	–	–	–	–	–	–	–	–	–

Prepared by : **SAMRAS**

	No toilet provisions <i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-	-	-
	Total number of households	-	-	-	-	-	-	-	-	-	-	-
Names of service providers	Energy:	-	-	-	-	-	-	-	-	-	-	-
	Electricity (at least min.service level)	-	-	-	-	-	-	-	-	-	-	-
	Electricity - prepaid (min.service level)	-	-	-	-	-	-	-	-	-	-	-
	<i>Minimum Service Level and Above sub-total</i>	-	-	-	-	-	-	-	-	-	-	-
	Electricity (< min.service level)	-	-	-	-	-	-	-	-	-	-	-
	Electricity - prepaid (< min. service level)	-	-	-	-	-	-	-	-	-	-	-
	Other energy sources	-	-	-	-	-	-	-	-	-	-	-
	<i>Below Minimum Service Level sub-total</i>	-	-	-	-	-	-	-	-	-	-	-
	Total number of households	-	-	-	-	-	-	-	-	-	-	-
Names of service providers	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		Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
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)	80 732 020	80 732 020	-	-	-	-	-	-	80 732	89 612 542	99 469 922
	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)	9 439 487	9 439 487	-	-	-	-	-	-	9 439	10 005 856	10 606 208
	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. <u>Location of households for each type of FBS</u>											
List type of FBS service	Formal settlements - (free sanitation service to indigent households)	10 851 278	10 851 278	-	-	-	-	-	-	10 851	11 719 380	12 656 930

		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)	22 983 923	22 983 923	-	-	-	-	-	22 984	24 569 814	26 265 131
		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 settlements	-	-	-	-	-	-	-	-	-	-

WC024 Stellenbosch - Supporting Table SB6 Adjustments Budget - funding measurement - 19/02/2021

Description	Ref	MFMA section	2021/22	2022/23	2023/24	Medium Term Revenue and Expenditure Framework				
			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Prior Adjusted	Adjusted Budget	Budget Year +1 2025/26	Budget Year +2 2026/27
R thousands										
Funding measures										
Cash/cash equivalents at the year end - R'000	1	18(1)b	1 533 578	2 702 229	621 473	529 941	679 707	678 807	521 868	669 827
Cash + investments at the yr end less applications - R'000	2	18(1)b	238 927	380 759	631 516	426 447	476 354	475 939	511 569	510 526
Cash year end/monthly employee/supplier payments	3	18(1)b	0	0	3.8	0	0	0	0	0
Surplus/(Deficit) excluding depreciation offsets: R'000	4	18(1)	–	–	–	119 542	187 820	–	–	–
Service charge rev % change - macro CPIX target exclusive	5	18(1)a,(2)	0.079452336	-0.8%	-6.5%	0.0%	0.0%	0.0%	0.0%	0.0%
Cash receipts % of Ratepayer & Other revenue	6	18(1)a,(2)	131.2%	124.5%	108.3%	91.2%	94.8%	0.0%	0.0%	0.0%
Debt impairment expense as a % of total billable revenue	7	18(1)a,(2)	5.0%	5.5%	5.7%	3.7%	3.7%	3.7%	3.6%	3.5%
Capital payments % of capital expenditure	8	18(1)c;19	71.3%	92.5%	114.5%	115.0%	115.0%	0.0%	0.0%	0.0%
Borrowing receipts % of capital expenditure (excl. transfers)	9	18(1)c	58.7%	0.0%	59.5%	43.3%	33.6%	32.3%	45.9%	35.5%
Grants % of Govt. legislated/gazetted allocations	10	18(1)a	–	–	–	100.2%	33.9%	35.5%	28.7%	26.4%
Current consumer debtors % change - incr(decr)	11	18(1)a	-13.1%	4.1%	0.0%	-14.6%	-14.6%	-14.6%	-15.7%	-21.9%
Long term receivables % change - incr(decr)	12	18(1)a	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
R&M % of Property Plant & Equipment	13	20(1)(vi)	1.1%	1.5%	2.2%	1.8%	1.9%	1.9%	1.8%	2.0%
Asset renewal % of capital budget	14	20(1)(vi)	12.0%	6.9%	10.5%	6.8%	9.0%	8.9%	7.2%	14.0%

References

1. Positive cash balances indicative of minimum compliance - subject to 2
2. Deduct 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 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 cap 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 cap municipalities and later for other capacity classifications)
13. Indicative of a credible allowance for repairs & maintenance of assets
14. Indicative of a credible allowance for asset renewal (requires analysis of asset renewal projects as % of total capital projects - detailed capital plan)

Macro CPIX target

	6%	6%	6%	6%	6%
Total service charge revenue	2 119 777	2 174 777	—	—	—
Total service charge revenue - previous year			—	—	—
Provincial government gazetted allocations	50 335	56 945	57 503	103 721	147 688
National government DoRA allocations	293 776	310 995	310 995	293 286	314 577
Cash receipts from ratepayers	2 197 361	2 213 755	2 142 527	2 307 232	2 447 126
Ratepayer & Other revenue	1 674 761	1 778 303	1 978 068	2 447 126	2 496 189
Change in debtors	24 330	55 736	(48 843)	(170 776)	(170 776)
				122 221	(89 177)

WC024 Stellenbosch - Supporting Table SB7 Adjustments Budget - transfers and grant receipts - 19/02/2025

Description	Ref	Budget Year 2024/25							Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F		
R thousands										
RECEIPTS:	1, 2									
Operating Transfers and Grants										
National Government:		221 720	221 280	-	-	-	-	221 280	236 465	255 361
Operational Revenue/General Revenue/Equitable Share		215 604	215 604	-	-	-	-	215 604	232 617	251 231
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		2 021	2 021	-	-	-	-	2 021	-	-
Local Government Financial Management Grant [Schedule 5B]		1 600	1 600	-	-	-	-	1 600	1 700	1 800
Integrated Urban Development Grant		2 495	2 055	-	-	-	-	2 055	2 148	2 330
Provincial Government:		23 268	22 503	-	-	-	-	22 503	46 765	84 732
Library Services: Conditional Grant		11 333	11 333	-	-	-	-	11 333	11 359	11 868
Municipal Accreditation and Capacity Building Grant		249	249	-	-	-	-	249	249	260
Financial Management Capacity Building Grant		-	-	-	-	-	-	-	-	-
Title Deeds Restoration Grant		803	803	-	-	-	-	803	369	-
Community Development Workers Operational Support Grant		38	38	-	-	-	-	38	38	38
Maintenance and Construction of Transport Infrastructure		345	380	-	-	-	-	380	350	366
Western Cape Municipal Energy Resilience Grant (WC MER Grant)		-	-	-	-	-	-	-	-	-
HUMAN SETTLEMENTS DEVELOPMENT GRANT		10 500	3 150	-	-	-	-	3 150	34 400	72 200
Library Services: Replacement Funding for Most Vulnerable B3 Municipalities		-	-	-	-	-	-	-	-	-
Municipal Library Support Grant		-	-	-	-	-	-	-	-	-
WC Financial Management Support Grant		-	-	-	-	-	-	-	-	-
Local Government Public Employment Support Grant		-	-	-	-	-	-	-	-	-
Financial Management Capability Building Grant		-	150	-	-	-	-	150	-	-
Housing consumer education		-	-	-	-	-	-	-	-	-
Housing		-	6 400	-	-	-	-	6 400	-	-
District Municipality:		650	650	-	-	-	-	650	-	-
Cape Winelands District Grant		500	500	-	-	-	-	500	-	-
Safety Initiative Implementation-whole of society approach (WOSA)		-	-	-	-	-	-	-	-	-
Cape Winelands District Municipality Grant Capacity and support		150	150	-	-	-	-	150	-	-
Other grant providers:		-	-	-	-	-	-	-	-	-
LG SETA Discretionary grant		-	-	-	-	-	-	-	-	-
DBSA		-	-	-	-	-	-	-	-	-
Households		-	-	-	-	-	-	-	-	-
Non-Profit Institutions		-	-	-	-	-	-	-	-	-
Private Enterprises		-	-	-	-	-	-	-	-	-
Public Corporations		-	-	-	-	-	-	-	-	-
Higher Educational Institutions		-	-	-	-	-	-	-	-	-
Parent Municipality / Entity		-	-	-	-	-	-	-	-	-
Total Operating Transfers and Grants	6	245 638	244 433	-	-	-	-	244 433	283 230	340 093
Capital Transfers and Grants										
National Government:		72 056	70 302	-	-	6 000	6 000	76 302	56 821	59 216
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		5 056	5 056	-	-	-	-	5 056	11 000	9 943
Energy Efficiency and Demand Side Management Grant		5 000	5 000	-	-	-	-	5 000	5 000	5 000
Municipal Disaster Relief Grant		-	-	-	-	6 000	6 000	6 000	-	-
Integrated Urban Development Grant		62 000	60 246	-	-	-	-	60 246	40 821	44 273
Provincial Government:		27 067	28 390	-	-	-	-	28 390	56 956	62 956
EMERGENCY MUNICIPAL LOAD SHEDDING RELIEF GRANT		-	-	-	-	-	-	-	-	-
Integrated Transport Planning		628	628	-	-	-	-	628	656	656
HUMAN SETTLEMENTS DEVELOPMENT GRANT		6 389	-	-	-	-	-	-	40 300	46 300
Development of Sport and Recreational Facilities		-	-	-	-	-	-	-	-	-
Informal Settlements Upgrading Partnership Grant: Provinces (Beneficiaries)		18 550	26 262	-	-	-	-	26 262	16 000	16 000
Library Services: Conditional Grant		-	-	-	-	-	-	-	-	-
RSEP		1 500	1 500	-	-	-	-	1 500	-	-
Other		-	-	-	-	-	-	-	-	-
Public Transport		-	-	-	-	-	-	-	-	-
Road Infrastructure		-	-	-	-	-	-	-	-	-
Sports and Recreation		-	-	-	-	-	-	-	-	-
Waste Water Infrastructure		-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		-	-	-	-	-	-	-	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
All Grants		-	-	-	-	-	-	-	-	-
Other grant providers:		-	-	-	-	-	-	-	-	-
Departmental Agencies and Accounts		-	-	-	-	-	-	-	-	-
Foreign Government and International Organisations		-	-	-	-	-	-	-	-	-
Households		-	-	-	-	-	-	-	-	-
Non-Profit Institutions		-	-	-	-	-	-	-	-	-
Private Enterprises		-	-	-	-	-	-	-	-	-
Public Corporations		-	-	-	-	-	-	-	-	-
Higher Educational Institutions		-	-	-	-	-	-	-	-	-
Parent Municipality / Entity		-	-	-	-	-	-	-	-	-
Transfer from Operational Revenue		-	-	-	-	-	-	-	-	-
Total Capital Transfers and Grants	6	99 123	98 692	-	-	6 000	6 000	104 692	113 777	122 172
TOTAL RECEIPTS OF TRANSFERS & GRANTS		344 761	343 125	-	-	6 000	6 000	349 125	397 007	462 265

WC024 Stellenbosch - Supporting Table SB8 Adjustments Budget - expenditure on transfers and grant programme - 19/02/2025

Description	Ref	Budget Year 2024/25							Budget Year	Budget Year
		Original	Prior Adjusted	Multi-year	Nat. or Prov.	Other Adjusts.	Total Adjusts.	Adjusted	Adjusted	Adjusted
		Budget		capital	Govt			Budget	Budget	Budget
		A	2	3	4	5	6	7	+1 2025/26	+2 2026/27
			A1	B	C	D	E	F		
R thousands										
EXPENDITURE ON TRANSFERS AND GRANT PROGRAM:	1									
Operating expenditure of Transfers and Grants										
National Government:		221 720	221 280	–	–	–	–	221 280	236 465	255 361
Operational Revenue:General Revenue:Equitable Share		215 604	215 604	–	–	–	–	215 604	232 617	251 231
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		2 021	2 021	–	–	–	–	2 021	–	–
Local Government Financial Management Grant [Schedule 5B]		1 600	1 600	–	–	–	–	1 600	1 700	1 800
Integrated Urban Development Grant		2 495	2 055	–	–	–	–	2 055	2 148	2 330
Provincial Government:		23 268	22 503	–	–	–	–	22 503	46 765	84 732
Library Services: Conditional Grant		11 333	11 333	–	–	–	–	11 333	11 359	11 868
Municipal Accreditation and Capacity Building Grant		249	249	–	–	–	–	249	249	260
Financial Management Capacity Building Grant		–	–	–	–	–	–	–	–	–
Title Deeds Restoration Grant		803	803	–	–	–	–	803	369	–
Community Development Workers Operational Support Grant		38	38	–	–	–	–	38	38	38
Maintenance and Construction of Transport Infrastructure		345	380	–	–	–	–	380	350	366
Western Cape Municipal Energy Resilience Grant (WC MER Grant)		–	–	–	–	–	–	–	–	–
HUMAN SETTLEMENTS DEVELOPMENT GRANT		10 500	3 150	–	–	–	–	3 150	34 400	72 200
Library Services: Replacement Funding for Most Vulnerable B3 Municipalities		–	–	–	–	–	–	–	–	–
Municipal Library Support Grant		–	–	–	–	–	–	–	–	–
WC Financial Management Support Grant		–	–	–	–	–	–	–	–	–
Local Government Public Employment Support Grant		–	–	–	–	–	–	–	–	–
Financial Management Capability Building Grant		–	150	–	–	–	–	150	–	–
Housing		–	6 400	–	–	–	–	6 400	–	–
District Municipality:		650	650	–	–	–	–	650	–	–
Cape Winelands District Grant		500	500	–	–	–	–	500	–	–
Safety Initiative Implementation-whole of society approach (WOSA)		–	–	–	–	–	–	–	–	–
Cape Winelands District Municipality Grant Capacity and support		150	150	–	–	–	–	150	–	–
Other grant providers:		–	–	–	–	–	–	–	–	–
Departmental Agencies and Accounts		–	–	–	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–	–	–
Non-profit Institutions		–	–	–	–	–	–	–	–	–
Private Enterprises		–	–	–	–	–	–	–	–	–
Public Corporations		–	–	–	–	–	–	–	–	–
Higher Educational Institutions		–	–	–	–	–	–	–	–	–
Parent Municipality / Entity		–	–	–	–	–	–	–	–	–
Total Operating Transfers and Grants	6	245 638	244 433	–	–	–	–	244 433	283 230	340 093
Capital Transfers and Grants										
National Government:		72 056	89 716	–	–	6 000	6 000	95 716	56 821	59 216
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		5 056	5 056	–	–	–	–	5 056	11 000	9 943
Energy Efficiency and Demand Side Management Grant		5 000	5 000	–	–	–	–	5 000	5 000	5 000
Municipal Disaster Relief Grant		–	19 413	–	–	6 000	6 000	25 413	–	–
Integrated Urban Development Grant		62 000	60 246	–	–	–	–	60 246	40 821	44 273
Provincial Government:		27 067	35 000	–	–	–	–	35 000	56 956	62 956
EMERGENCY MUNICIPAL LOAD SHEDDING RELIEF GRANT		–	–	–	–	–	–	–	–	–
Integrated Transport Planning		628	628	–	–	–	–	628	656	656
HUMAN SETTLEMENTS DEVELOPMENT GRANT		6 389	1 680	–	–	–	–	1 680	40 300	46 300
Development of Sport and Recreational Facilities		–	–	–	–	–	–	–	–	–
Informal Settlements Upgrading Partnership Grant: Provinces (Beneficiaries)		18 550	27 056	–	–	–	–	27 056	16 000	16 000
Library Services: Conditional Grant		–	4 136	–	–	–	–	4 136	–	–
RSEP		1 500	1 500	–	–	–	–	1 500	–	–
Western Cape Municipal Energy Resilience Grant (WC MER Grant)		–	–	–	–	–	–	–	–	–
Public Transport		–	–	–	–	–	–	–	–	–
Road Infrastructure		–	–	–	–	–	–	–	–	–
Sports and Recreation		–	–	–	–	–	–	–	–	–
Waste Water Infrastructure		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure		–	–	–	–	–	–	–	–	–
District Municipality:		–	–	–	–	–	–	–	–	–
All Grants		–	–	–	–	–	–	–	–	–
Other grant providers:		–	–	–	–	–	–	–	–	–
LG SETA Discretionary grant		–	–	–	–	–	–	–	–	–
DBSA		–	–	–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–	–	–
Non-Profit Institutions		–	–	–	–	–	–	–	–	–
Private Enterprises		–	–	–	–	–	–	–	–	–
Public Corporations		–	–	–	–	–	–	–	–	–
Higher Educational Institutions		–	–	–	–	–	–	–	–	–
Parent Municipality / Entity		–	–	–	–	–	–	–	–	–
Total Capital Transfers and Grants	6	99 123	124 715	–	–	6 000	6 000	130 715	113 777	122 172
TOTAL EXPENDITURE OF TRANSFERS & GRANTS		344 761	369 148	–	–	6 000	6 000	375 148	397 007	462 265

WC024 Stellenbosch - Supporting Table SB9 Adjustments Budget - reconciliation of transfers, grant receipts, and unspent funds - 19/02/2021

Description	Ref	Budget Year 2024/25							Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	2	3	4	5	6	7		
R thousands			A1	B	C	D	E	F		
Operating transfers and grants:										
National Government										
Balance unspent at beginning of the year		(1 000)	(1 000)	–	–	–	–	(1 000)	(1 000)	(1 000)
Current year receipts		(6 116)	(5 676)	–	–	–	–	(5 676)	(3 848)	(4 130)
Conditions met - transferred to revenue		6 116	5 676	–	–	–	–	5 676	3 848	4 130
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(1 000)	(1 000)	–	–	–	–	(1 000)	(1 000)	(1 000)
Provincial Government:										
Balance unspent at beginning of the year		(7 608)	(7 608)	–	–	–	–	(7 608)	(7 608)	(7 608)
Current year receipts		(23 268)	(22 353)	–	–	–	–	(22 353)	(46 765)	(84 223)
Conditions met - transferred to revenue		23 268	22 503	–	–	–	–	22 503	46 765	84 732
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(7 608)	(7 458)	–	–	–	–	(7 458)	(7 608)	(7 099)
District Municipality:										
Balance unspent at beginning of the year		(200)	(200)	–	–	–	–	(200)	(200)	(200)
Current year receipts		(650)	(800)	–	–	–	–	(800)	–	–
Conditions met - transferred to revenue		650	650	–	–	–	–	650	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(200)	(350)	–	–	–	–	(350)	(200)	(200)
Other grant providers:										
Balance unspent at beginning of the year		(7 937)	(7 937)	–	–	–	–	(7 937)	(7 937)	(7 937)
Current year receipts		–	–	–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(7 937)	(7 937)	–	–	–	–	(7 937)	(7 937)	(7 937)
Total operating transfers and grants revenue		30 034	28 829	–	–	–	–	28 829	50 613	88 862
Total operating transfers and grants - CTBM	2	(16 746)	(16 746)	–	–	–	–	(16 746)	(16 746)	(16 237)
Capital transfers and grants:										
National Government										
Balance unspent at beginning of the year		(38 162)	(38 162)	–	–	–	–	(38 162)	1 184	1 184
Current year receipts		(72 056)	(70 302)	–	–	(6 000)	(6 000)	(76 302)	(56 821)	(59 216)
Conditions met - transferred to revenue		72 056	70 302	–	–	–	–	70 302	56 821	59 216
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(38 162)	(38 162)	–	–	(6 000)	(6 000)	(44 162)	1 184	1 184
Provincial Government:										
Balance unspent at beginning of the year		34 164	34 164	–	–	–	–	34 164	(5 182)	(5 182)
Current year receipts		(27 067)	(28 390)	–	–	–	–	(28 390)	(56 956)	(62 956)
Conditions met - transferred to revenue		27 067	54 413	–	–	6 000	6 000	60 413	56 956	62 956
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		34 164	60 187	–	–	6 000	6 000	66 187	(5 182)	(5 182)
District Municipality:										
Balance unspent at beginning of the year		(147)	(147)	–	–	–	–	(147)	(147)	(147)
Current year receipts		–	–	–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(147)	(147)	–	–	–	–	(147)	(147)	(147)
Other grant providers:										
Balance unspent at beginning of the year		(440)	(440)	–	–	–	–	(440)	(440)	(440)
Current year receipts		–	–	–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(440)	(440)	–	–	–	–	(440)	(440)	(440)
Total capital transfers and grants revenue		99 123	124 715	–	–	6 000	6 000	130 715	113 777	122 172
Total capital transfers and grants - CTBM		(4 586)	21 437	–	–	–	–	21 437	(4 586)	(4 586)
TOTAL TRANSFERS AND GRANTS REVENUE		129 157	153 544	–	–	6 000	6 000	159 544	164 390	211 034
TOTAL TRANSFERS AND GRANTS - CTBM		(21 332)	4 691	–	–	–	–	4 691	(21 332)	(20 823)

WC024 Stellenbosch - Supporting Table SB10 Adjustments Budget - transfers and grants made by the municipality - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget A	Prior Adjusted 6 A1	Accum. Funds 7 B	Multi-year capital 8 C	Unfore. Unavoid. 9 D	Nat. or Prov. Govt 10 E	Other Adjusts. 11 F	Total Adjusts. 12 G	Adjusted Budget 13 H	Adjusted Budget	Adjusted Budget
R thousands												
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 other Organisations												
Operational	4	8 833	9 583	-	-	-	-	-	-	9 583	9 230	9 645
Capital		-	-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Organisations		8 833	9 583	-	-	-	-	-	-	9 583	9 230	9 645
Cash Transfers to Groups of Individuals												
Operational	4	7 000	7 150	-	-	-	-	-	-	7 150	7 140	7 283
Capital		-	-	-	-	-	-	-	-	-	-	-
Total Cash Transfers To Groups Of Individuals:		7 000	7 150	-	-	-	-	-	-	7 150	7 140	7 283
TOTAL CASH TRANSFERS AND GRANTS	5	15 833	16 733	-	-	-	-	-	-	16 733	16 370	16 928
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 transfers to other Organisations												
Operational	4	-	-	-	-	-	-	-	-	-	-	-
Capital		-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-CASH TRANSFERS TO OTHER ORGANISATIONS:		-	-	-	-	-	-	-	-	-	-	-
Non-cash transfers to Groups of Individuals												
Operational	4	4 906	4 906	-	-	-	-	-	-	4 906	5 123	5 347
Capital		-	-	-	-	-	-	-	-	-	-	-
Total Non-Cash Grants To Groups Of Individuals:		4 906	4 906	-	-	-	-	-	-	4 906	5 123	5 347
TOTAL NON-CASH TRANSFERS AND GRANTS	5	4 906	4 906	-	-	-	-	-	-	4 906	5 123	5 347
TOTAL TRANSFERS AND GRANTS		20 739	21 639	-	-	-	-	-	-	21 639	21 493	22 276

WC024 Stellenbosch - Supporting Table SB11 Adjustments Budget - councillor and staff benefits - 19/02/2021

Summary of remuneration	Ref	Budget Year 2024/25										% change	
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget			
R thousands		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H			
Councillors (Political Office Bearers plus Other)													
Basic Salaries and Wages	5	19 884	19 884			-		-	-	19 884	0.0%		
Pension and UIF Contributions		525	525			-		-	-	525	0.0%		
Medical Aid Contributions		141	141			-		-	-	141	0.0%		
Motor Vehicle Allowance		809	809			-		-	-	809	0.0%		
Cellphone Allowance		2 063	2 063			-		-	-	2 063	0.0%		
Housing Allowances		-	-			-		-	-	-	0.0%		
Other benefits and allowances		-	-			-		-	-	-	0.0%		
Sub Total - Councillors			23 422	23 422			-		-	-	23 422		
% increase				0.0%								0.0%	
Senior Managers of the Municipality													
Basic Salaries and Wages		5	8 702	8 702	-		-		-	-	8 702	0.0%	
Pension and UIF Contributions			-	-	-		-		-	-	-	0.0%	
Medical Aid Contributions			-	-	-		-		-	-	-	0.0%	
Overtime			-	-	-		-		-	-	-	0.0%	
Performance Bonus			1 618	1 618	-		-		-	-	1 618	0.0%	
Motor Vehicle Allowance	-		-	-		-		-	-	-	0.0%		
Cellphone Allowance	179		179	-		-		-	-	179	0.0%		
Housing Allowances	-		-	-		-		-	-	-	0.0%		
Other benefits and allowances	2 678		2 678	-		-		-	-	2 678	0.0%		
Payments in lieu of leave	-		-	-		-		-	-	-	0.0%		
Long service awards	-		-	-		-		-	-	-	0.0%		
Post-retirement benefit obligations	-		-	-		-		-	-	-	0.0%		
Entertainment	-		-	-		-		-	-	-	0.0%		
Scarcity	-		-	-		-		-	-	-	0.0%		
Acting and post related allowance	-		-	-		-		-	-	-	0.0%		
In kind benefits	-	-	-		-		-	-	-	0.0%			
Sub Total - Senior Managers of Municipality		13 178	13 178	-		-		-	-	13 178			
% increase			0.0%								0.0%		
Other Municipal Staff													
Basic Salaries and Wages	5	371 358	370 760	-		-		-	-	370 760	-0.2%		
Pension and UIF Contributions		71 416	71 416	-		-		-	-	71 416	0.0%		
Medical Aid Contributions		32 277	32 277	-		-		-	-	32 277	0.0%		
Overtime		50 904	50 904	-		-		-	-	50 904	0.0%		
Performance Bonus		31 418	31 418	-		-		-	-	31 418	0.0%		
Motor Vehicle Allowance		12 974	12 974	-		-		-	-	12 974	0.0%		
Cellphone Allowance		2 996	2 996	-		-		-	-	2 996	0.0%		
Housing Allowances		3 411	3 411	-		-		-	-	3 411	0.0%		
Other benefits and allowances		26 433	26 433	-		-		-	-	26 433	0.0%		
Payments in lieu of leave		-	-	-		-		-	-	-	0.0%		
Long service awards		-	-	-		-		-	-	-	0.0%		
Post-retirement benefit obligations		37 999	37 999	-		-		-	-	37 999	0.0%		
Entertainment		-	-	-		-		-	-	-	0.0%		
Scarcity		1 612	1 612	-		-		-	-	1 612	0.0%		
Acting and post related allowance		905	905	-		-		-	-	905	0.0%		
In kind benefits	-	-	-		-		-	-	-	0.0%			
Sub Total - Other Municipal Staff		643 703	643 105	-		-		-	-	643 105			
% increase			-0.1%								0.0%		
Total Parent Municipality		680 304	679 706	-		-		-	-	679 706	0.0%		
Board Members of Entities													
Basic Salaries and Wages	5	-	-	-		-		-	-	-	0.0%		
Pension and UIF Contributions		-	-	-		-		-	-	-	0.0%		
Medical Aid Contributions		-	-	-		-		-	-	-	0.0%		
Overtime		-	-	-		-		-	-	-	0.0%		
Performance Bonus		-	-	-		-		-	-	-	0.0%		
Motor Vehicle Allowance		-	-	-		-		-	-	-	0.0%		
Cellphone Allowance		-	-	-		-		-	-	-	0.0%		
Housing Allowances		-	-	-		-		-	-	-	0.0%		
Other benefits and allowances		-	-	-		-		-	-	-	0.0%		
Board Fees		-	-	-		-		-	-	-	0.0%		
Payments in lieu of leave		-	-	-		-		-	-	-	0.0%		
Long service awards		-	-	-		-		-	-	-	0.0%		
Post-retirement benefit obligations		-	-	-		-		-	-	-	0.0%		
Entertainment		-	-	-		-		-	-	-	0.0%		
Scarcity		-	-	-		-		-	-	-	0.0%		
Acting and post related allowance	-	-	-		-		-	-	-	0.0%			
In kind benefits	-	-	-		-		-	-	-	0.0%			
Sub Total - Board Members of Entities		-	-	-		-		-	-	-			
% increase			0.0%								0.0%		
Senior Managers of Entities													
Basic Salaries and Wages	5	-	-	-		-		-	-	-	0.0%		
Pension and UIF Contributions		-	-	-		-		-	-	-	0.0%		
Medical Aid Contributions		-	-	-		-		-	-	-	0.0%		
Overtime		-	-	-		-		-	-	-	0.0%		
Performance Bonus		-	-	-		-		-	-	-	0.0%		
Motor Vehicle Allowance		-	-	-		-		-	-	-	0.0%		
Cellphone Allowance		-	-	-		-		-	-	-	0.0%		
Housing Allowances		-	-	-		-		-	-	-	0.0%		
Other benefits and allowances		-	-	-		-		-	-	-	0.0%		
Payments in lieu of leave		-	-	-		-		-	-	-	0.0%		
Long service awards		-	-	-		-		-	-	-	0.0%		
Post-retirement benefit obligations		-	-	-		-		-	-	-	0.0%		
Entertainment		-	-	-		-		-	-	-	0.0%		
Scarcity		-	-	-		-		-	-	-	0.0%		
Acting and post related allowance		-	-	-		-		-	-	-	0.0%		
In kind benefits	-	-	-		-		-	-	-	0.0%			
Sub Total - Senior Managers of Entities		-	-	-		-		-	-	-			
% increase			0.0%								0.0%		

Summary of remuneration	Ref	Budget Year 2024/25									
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	% change
R thousands		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H	
Other Staff of Entities											
Basic Salaries and Wages		-	-	-	-	-	-	-	-	-	0.0%
Pension and UIF Contributions		-	-	-	-	-	-	-	-	-	0.0%
Medical Aid Contributions		-	-	-	-	-	-	-	-	-	0.0%
Overtime		-	-	-	-	-	-	-	-	-	0.0%
Performance Bonus		-	-	-	-	-	-	-	-	-	0.0%
Motor Vehicle Allowance		-	-	-	-	-	-	-	-	-	0.0%
Cellphone Allowance		-	-	-	-	-	-	-	-	-	0.0%
Housing Allowances		-	-	-	-	-	-	-	-	-	0.0%
Other benefits and allowances		-	-	-	-	-	-	-	-	-	0.0%
Payments in lieu of leave		-	-	-	-	-	-	-	-	-	0.0%
Long service awards		-	-	-	-	-	-	-	-	-	0.0%
Post-retirement benefit obligations		-	-	-	-	-	-	-	-	-	0.0%
Entertainment		-	-	-	-	-	-	-	-	-	0.0%
Scarcity		-	-	-	-	-	-	-	-	-	0.0%
Acting and post related allowance		-	-	-	-	-	-	-	-	-	0.0%
In kind benefits		-	-	-	-	-	-	-	-	-	0.0%
Sub Total - Other Staff of Entities	5	-	-	-	-	-	-	-	-	-	
% increase			0.0%								0.0%
Total Municipal Entities		-	-	-	-	-	-	-	-	-	0.0%
TOTAL SALARY, ALLOWANCES & BENEFITS		680 304	679 706	-	-	-	-	-	-	679 706	
% increase			-0.1%								0.0%
TOTAL MANAGERS AND STAFF		656 881	656 284	-	-	-	-	-	-	656 284	-0.1%

WC024 Stellenbosch - Supporting Table SB12 Adjustments Budget - monthly revenue and expenditure (municipal vote) - 19/02/2025

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue by Vote																
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		1 672	1 672	1 848	1 822	2 815	1 715	1 689	3 515	4 836	5 485	6 505	6 671	40 244	51 123	57 595
Vote 3 - INFRASTRUCTURE SERVICES		165 945	123 452	128 161	107 621	120 287	140 096	109 939	127 685	148 935	143 005	107 822	389 902	1 812 849	1 920 380	2 132 039
Vote 4 - COMMUNITY AND PROTECTION SERVICES		2 236	4 612	25 343	11 477	3 526	1 774	1 602	56 875	15 027	14 982	14 371	52 230	204 053	208 354	217 696
Vote 5 - CORPORATE SERVICES		818	715	629	526	599	625	1 021	636	885	880	1 030	4 428	12 792	12 896	13 502
Vote 6 - FINANCIAL SERVICES		143 503	50 854	44 714	39 310	40 510	49 505	40 870	5 079	12 661	12 541	12 541	194 638	646 725	673 345	712 950
Total Revenue by Vote		314 174	181 304	200 694	160 755	167 736	193 716	155 119	193 790	182 343	176 894	142 269	647 868	2 716 663	2 866 098	3 133 783
Expenditure by Vote																
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		1 166	1 235	1 352	1 484	2 587	1 187	1 407	1 286	1 531	1 277	1 225	1 958	17 694	18 018	19 029
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		5 711	9 514	7 425	12 565	11 266	8 502	7 595	7 225	9 953	9 528	9 111	15 411	113 805	103 225	116 856
Vote 3 - INFRASTRUCTURE SERVICES		106 639	108 960	110 770	111 173	123 847	147 845	111 916	118 367	116 251	111 110	109 841	228 994	1 505 712	1 678 709	1 869 557
Vote 4 - COMMUNITY AND PROTECTION SERVICES		20 047	27 054	28 668	27 768	41 800	27 215	31 695	33 144	32 935	31 849	31 444	195 124	528 743	517 885	537 233
Vote 5 - CORPORATE SERVICES		12 049	14 561	21 180	17 249	17 373	17 164	15 382	18 133	12 514	12 477	12 348	48 897	219 329	226 265	236 773
Vote 6 - FINANCIAL SERVICES		14 431	10 127	9 754	10 139	15 389	11 748	9 900	9 344	9 609	9 327	9 508	18 283	137 559	130 736	137 609
Total Expenditure by Vote		160 043	171 451	179 149	180 379	212 261	213 660	177 894	187 498	182 792	175 569	173 477	508 667	2 522 843	2 674 837	2 917 058
Surplus/ (Deficit)		154 131	9 852	21 545	(19 624)	(44 525)	(19 945)	(22 775)	6 292	(449)	1 325	(31 208)	139 201	193 820	191 261	216 725

WC024 Stellenbosch - Supporting Table SB13 Adjustments Budget - monthly revenue and expenditure (functional classification) - 19/02/2025

Description - Standard classification	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue - Functional																
Governance and administration		144 321	51 568	45 343	39 836	41 109	50 130	41 890	5 715	13 545	13 422	13 572	199 066	659 517	686 241	726 452
Executive and council		54	53	84	77	32	55	33	39	104	104	104	247	987	692	725
Finance and administration		144 267	51 515	45 260	39 759	41 077	50 075	41 858	5 676	13 441	13 317	13 467	198 819	658 530	685 549	725 727
Internal audit		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Community and public safety		3 088	5 460	26 189	12 343	4 783	2 509	2 336	59 428	18 874	19 505	19 887	56 506	230 908	248 111	263 415
Community and social services		1 133	3 035	1 135	1 134	1 426	1 493	1 099	2 603	2 133	2 130	1 691	2 997	22 008	18 150	18 968
Sport and recreation		—	—	7	—	3	1	—	2	40	4	4	195	257	269	281
Public safety		1 083	1 554	24 176	10 338	2 083	276	499	54 257	12 843	12 838	12 665	47 648	180 261	188 337	196 776
Housing		871	871	871	871	1 271	738	738	2 565	3 858	4 533	5 527	5 666	28 382	41 354	47 389
Health		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Economic and environmental services		1 264	6 372	3 611	5 741	17 339	14 152	11 908	14 679	17 690	12 859	9 918	13 910	129 444	127 290	169 860
Planning and development		1 038	2 787	3 392	5 443	10 440	8 468	8 313	13 153	16 069	11 241	8 357	11 677	100 379	112 141	154 044
Road transport		207	3 561	194	293	6 886	5 680	3 591	1 515	1 610	1 608	1 550	876	27 570	13 586	14 180
Environmental protection		19	24	25	5	13	4	4	12	10	10	10	1 357	1 494	1 563	1 635
Trading services		165 500	117 904	125 551	102 835	104 505	126 924	98 986	113 968	132 233	131 108	98 893	378 386	1 696 795	1 804 456	1 974 056
Energy sources		101 361	84 171	94 437	72 020	70 303	85 659	60 708	67 454	92 365	91 240	59 398	293 119	1 172 237	1 251 119	1 382 988
Water management		11 403	14 296	13 049	14 335	14 038	18 825	19 625	27 218	18 772	18 772	18 772	32 121	221 225	228 114	241 800
Waste water management		18 372	10 594	9 525	9 123	11 904	14 190	10 221	9 830	10 810	10 810	10 643	38 798	164 819	171 841	185 157
Waste management		34 365	8 842	8 541	7 356	8 260	8 250	8 432	9 466	10 287	10 287	10 080	14 349	138 514	153 383	164 112
Other		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total Revenue - Functional		314 174	181 304	200 694	160 755	167 736	193 716	155 119	193 790	182 343	176 894	142 269	647 868	2 716 663	2 866 098	3 133 783
Expenditure - Functional																
Governance and administration		26 465	24 738	30 973	27 572	33 795	28 917	25 400	27 536	22 244	21 878	21 877	71 357	362 751	367 549	385 614
Executive and council		2 376	2 339	2 471	2 857	3 248	2 813	2 924	2 664	2 794	2 793	2 506	3 380	33 164	34 627	36 494
Finance and administration		23 701	21 940	28 096	24 249	29 853	25 717	22 010	24 476	19 049	18 684	18 971	67 337	324 083	327 145	343 018
Internal audit		388	459	406	466	694	387	466	396	401	400	400	640	5 504	5 777	6 102
Community and public safety		20 638	27 594	30 313	30 055	42 960	28 334	33 372	34 364	36 530	35 060	35 008	202 458	556 687	536 170	563 678
Community and social services		3 285	4 933	4 164	4 564	6 007	4 308	4 381	4 450	5 565	4 399	4 509	5 844	56 408	56 001	58 708
Sport and recreation		5 229	5 887	5 779	6 599	9 155	5 606	6 152	6 550	6 018	6 399	5 856	8 132	77 363	79 247	83 596
Public safety		9 887	14 503	16 871	14 836	23 280	15 244	19 223	19 720	19 286	18 988	19 038	177 688	368 564	355 555	366 387
Housing		2 237	2 270	3 499	4 056	4 518	3 177	3 616	3 644	5 661	5 275	5 605	10 795	54 352	45 367	54 988
Health		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Economic and environmental services		11 627	15 699	13 339	18 345	20 052	16 128	14 691	15 790	17 619	16 435	15 262	19 564	194 552	252 418	302 158
Planning and development		4 584	8 370	5 228	9 927	8 701	6 537	5 213	5 248	7 033	6 288	5 541	8 403	81 073	111 506	154 424
Road transport		5 920	6 119	6 781	7 172	8 835	8 058	8 061	8 660	9 043	8 607	8 203	8 244	93 704	120 857	126 643
Environmental protection		1 122	1 210	1 330	1 247	2 515	1 533	1 417	1 882	1 543	1 541	1 518	2 918	19 775	20 056	21 090
Trading services		101 313	103 420	104 525	104 407	115 454	140 280	104 431	109 808	106 398	102 196	101 331	215 289	1 408 853	1 518 700	1 665 607
Energy sources		66 352	66 743	67 250	67 586	70 157	74 159	67 546	69 573	68 425	67 872	67 539	80 020	833 222	945 869	1 064 003
Water management		13 970	13 996	14 014	14 015	16 648	23 015	14 111	14 112	13 644	13 598	13 578	40 711	205 411	191 890	202 608
Waste water management		13 157	13 908	14 597	14 801	17 661	28 871	13 832	13 161	12 666	11 451	10 938	37 543	202 584	243 910	256 276
Waste management		7 834	8 775	8 665	8 006	10 989	14 236	8 942	12 961	11 664	9 275	9 275	57 014	167 636	137 031	142 720
Other		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total Expenditure - Functional		160 043	171 451	179 149	180 379	212 261	213 660	177 894	187 498	182 792	175 569	173 477	508 667	2 522 843	2 674 837	2 917 058
Surplus/ (Deficit) 1.		154 131	9 852	21 545	(19 624)	(44 525)	(19 945)	(22 775)	6 292	(449)	1 325	(31 208)	139 201	193 820	191 261	216 725

WC024 Stellenbosch - Supporting Table SB14 Adjustments Budget - monthly revenue and expenditure - 19/02/2025

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue By Source																
Exchange Revenue																
Service charges - Electricity		84 600	83 945	93 867	71 613	69 096	74 596	60 336	65 913	87 179	87 179	54 714	246 668	1 079 705	1 142 973	1 268 700
Service charges - Water		10 523	10 762	12 120	13 414	13 015	17 453	18 631	26 036	16 242	16 242	16 242	11 842	182 522	193 474	205 082
Service charges - Waste Water Management		14 448	7 576	9 207	8 867	9 250	9 240	8 633	9 368	9 597	9 597	9 597	17 392	122 772	132 593	143 201
Service charges - Waste Management		17 357	7 886	8 197	7 012	7 783	7 788	8 072	9 051	10 008	10 008	10 008	6 912	110 082	123 022	131 511
Sale of Goods and Rendering of Services		1 706	1 814	1 746	1 480	2 346	1 315	1 453	2 272	1 858	1 821	1 821	5 021	24 654	25 775	26 953
Agency services		269	302	341	196	427	38	—	—	293	293	293	1 343	3 794	3 965	4 144
Interest		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Interest earned from Receivables		1 502	1 599	1 612	1 696	1 664	1 686	1 730	1 756	1 310	1 310	936	1 372	18 173	18 990	19 845
Interest earned from Current and Non Current Assets		4 413	4 711	4 568	4 989	4 808	456	5 048	5 048	5 048	5 048	5 048	5 048	54 232	44 674	45 121
Dividends		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Rent on Land		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Rental from Fixed Assets		827	975	845	829	807	797	822	915	954	929	929	4 021	13 649	14 272	14 924
Licence and permits		412	743	891	470	1 048	250	397	346	687	679	506	1 957	8 386	8 763	9 157
Operational Revenue		553	11 496	5 785	231	2 294	2 655	684	2 654	2 519	2 519	2 517	13 786	47 692	46 806	48 914
Non-Exchange Revenue																
Property rates		107 854	45 729	34 403	33 755	35 204	27 339	35 369	(1 032)	(6)	—	—	190 502	509 116	539 663	572 043
Surcharges and Taxes		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Fines, penalties and forfeits		84	135	22 527	9 440	225	20	9	53 908	11 464	11 462	11 462	42 644	163 380	170 694	178 337
Licences or permits		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Transfer and subsidies - Operational		69 325	1 535	1 686	1 644	1 535	34 782	1 402	1 402	15 401	15 272	15 009	85 440	244 433	283 230	340 093
Interest		301	314	318	439	367	343	366	71	280	280	280	—	3 359	3 426	3 587
Fuel Levy		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Operational Revenue		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Gains on disposal of Assets		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Other Gains		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Discontinued Operations		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total Revenue		314 174	179 520	198 113	156 075	149 870	178 758	142 950	177 708	162 833	162 639	129 363	633 945	2 585 948	2 752 322	3 011 611
Expenditure By Type																
Employee related costs		51 584	51 584	52 015	52 015	84 626	51 894	51 894	51 966	51 966	51 956	51 956	52 403	655 857	671 808	713 731
Remuneration of councillors		1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	23 422	24 828	26 317
Bulk purchases - electricity		59 533	59 533	59 533	59 533	59 533	59 533	59 533	59 533	59 533	59 533	59 533	59 533	714 397	805 126	907 377
Inventory consumed		7 528	7 594	8 711	8 409	8 714	9 308	9 753	11 627	10 411	9 487	8 680	14 048	114 270	119 350	126 520
Debt impairment		—	—	—	—	—	—	—	—	—	—	—	74 031	74 031	77 629	81 395
Depreciation and amortisation		18 309	18 309	18 309	18 309	18 309	18 309	18 309	18 309	18 309	18 309	18 309	18 309	219 703	259 395	269 782
Interest		—	—	—	—	—	35 968	—	—	103	103	103	47 205	83 481	84 773	97 687
Contracted services		8 706	16 436	21 728	21 718	24 276	20 493	25 725	28 345	32 331	26 350	26 076	65 284	317 468	306 001	356 515
Transfers and subsidies		852	4 918	852	5 504	852	852	852	852	852	1 602	1 202	2 448	21 639	21 493	22 276
Irrecoverable debts written off		—	5	—	9	2	3	11	0	17	17	17	121 302	121 383	126 845	132 553
Operational costs		11 580	11 122	16 050	12 930	13 997	15 349	9 866	14 913	7 318	6 260	5 650	51 473	176 510	176 959	182 325
Losses on disposal of Assets		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Other Losses		—	—	—	—	—	—	—	—	—	—	—	680	680	630	580
Total Expenditure		160 043	171 451	179 149	180 379	212 261	213 660	177 894	187 498	182 792	175 569	173 477	508 667	2 522 843	2 674 837	2 917 058

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Surplus/(Deficit)		154 131	8 069	18 963	(24 304)	(62 392)	(34 902)	(34 945)	(9 789)	(19 959)	(12 930)	(44 114)	125 278	63 105	77 484	94 553
Transfers and subsidies - capital (monetary allocations)		–	(1 783)	(2 582)	(4 680)	(17 867)	(14 958)	(12 170)	(16 082)	(19 510)	(14 255)	(12 907)	247 508	130 715	113 777	122 172
Transfers and subsidies - capital (in-kind)		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		154 131	6 285	16 381	(28 984)	(80 259)	(49 860)	(47 114)	(25 871)	(39 468)	(27 185)	(57 021)	372 786	193 820	191 261	216 725
Income Tax		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after income tax		154 131	6 285	16 381	(28 984)	(80 259)	(49 860)	(47 114)	(25 871)	(39 468)	(27 185)	(57 021)	372 786	193 820	191 261	216 725
Share of Surplus/Deficit attributable to Joint Venture		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Share of Surplus/Deficit attributable to Minorities		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) attributable to municipality		154 131	6 285	16 381	(28 984)	(80 259)	(49 860)	(47 114)	(25 871)	(39 468)	(27 185)	(57 021)	372 786	193 820	191 261	216 725
Share of Surplus/Deficit attributable to Associate		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		154 131	6 285	16 381	(28 984)	(80 259)	(49 860)	(47 114)	(25 871)	(39 468)	(27 185)	(57 021)	372 786	193 820	191 261	216 725

WC024 Stellenbosch - Supporting Table SB15 Adjustments Budget - monthly cash flow - 19/02/2025

Monthly cash flows	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted
R thousands																
Cash Receipts By Source	1															
Property rates		40 729	40 729	40 729	40 729	40 729	40 729	40 729	40 733	40 729	40 729	40 729	40 729	488 755	518 080	549 165
Service charges - electricity revenue		91 448	93 144	104 090	79 377	77 057	82 732	67 428	74 084	103 413	103 413	67 988	327 520	1 271 695	1 258 834	1 397 149
Service charges - water revenue		12 432	12 743	14 221	15 663	15 298	20 101	21 449	29 552	18 615	18 615	18 615	14 002	211 305	223 809	237 056
Service charges - sanitation revenue		16 208	8 628	10 429	10 070	10 495	10 485	9 822	10 630	10 784	10 784	10 599	19 404	138 337	149 308	161 154
Service charges - refuse		19 453	8 859	9 265	7 905	8 779	8 836	9 177	10 249	11 510	11 510	11 510	9 902	126 958	138 786	148 277
Service charges - other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rental of facilities and equipment		1 044	1 354	1 080	1 047	1 002	979	1 033	1 228	1 310	1 258	1 258	7 763	20 357	21 293	22 271
Interest earned - external investments		4 413	4 711	4 568	4 989	4 808	456	5 048	5 048	5 048	5 048	5 048	5 048	54 232	44 674	45 121
Interest earned - outstanding debtors		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividends received		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		3 407	3 417	3 401	3 408	3 498	3 408	3 402	3 411	3 402	3 400	3 400	3 427	40 982	42 814	44 728
Licences and permits		412	743	891	470	1 048	250	397	346	687	679	506	1 957	8 386	8 763	9 157
Agency services		269	302	341	196	427	38	-	-	293	293	293	1 343	3 794	3 965	4 144
Transfer receipts - operational		69 325	1 535	1 686	1 644	1 535	34 782	1 402	1 402	15 401	15 272	15 009	85 440	244 433	283 230	339 584
Other revenue		(465)	14 364	10 296	7 792	11 256	10 988	5 468	9 929	15 721	12 602	16 228	22 378	136 557	130 537	131 531
Cash Receipts by Source		258 674	190 530	200 997	173 291	175 934	213 785	165 356	186 612	226 913	223 603	191 184	538 913	2 745 791	2 824 094	3 089 336
Other Cash Flows by Source																
Transfers receipts - capital		-	160	933	2 789	8 143	5 198	5 640	18 687	21 188	15 258	12 916	13 783	104 692	113 777	122 172
Contributions & Contributed assets		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Short term loans		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	-	-	-	-	-	-	-	-	-	-	118 846	118 846	200 000	200 000
Increase (decrease) in consumer deposits		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
VAT Control (receipts)		(2 720)	1 058	2 769	6 086	6 622	7 018	3 334	5 024	11 353	8 270	11 898	3 590	64 302	58 052	55 764
Decrease (increase) other non-current receivables		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Receipts by Source		255 954	191 747	204 699	182 166	190 699	226 001	174 330	210 323	259 453	247 130	215 997	675 132	3 033 632	3 195 922	3 467 272
Cash Payments by Type																
Employee related costs		50 746	50 746	50 746	50 746	83 346	50 613	50 613	50 685	50 685	50 422	50 006	51 235	640 592	654 378	695 014
Remuneration of councillors		1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	1 952	23 422	24 828	26 317
Finance charges		-	-	-	-	-	35 968	-	-	-	-	-	33 286	69 254	70 261	82 885
Bulk purchases - Electricity		68 463	68 463	68 463	68 463	68 463	68 463	68 463	68 463	68 463	68 463	68 463	68 463	821 557	925 894	1 043 483
Acquisitions - water & other inventory		8 625	8 703	9 991	9 629	9 972	10 665	11 126	12 119	10 715	10 168	9 036	16 045	126 792	132 088	139 863
Contracted services		28 504	28 504	28 504	28 504	28 504	28 504	28 504	28 504	28 504	28 504	28 504	28 504	342 049	351 901	409 992
Transfers and grants - other municipalities		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and grants - other		852	4 918	852	5 504	852	852	852	1 602	852	852	852	2 648	21 489	21 493	22 276
Other expenditure		13 619	11 145	19 600	16 192	17 269	16 130	11 545	16 408	6 807	5 566	5 469	65 156	204 907	213 080	219 443
Cash Payments by Type		172 761	174 431	180 108	180 990	210 358	213 148	173 055	179 733	167 978	165 928	164 282	267 289	2 250 062	2 393 923	2 639 273
Other Cash Flows/Payments by Type																
Capital assets		49 835	49 835	49 835	49 835	49 835	49 835	49 835	49 835	49 835	49 835	49 835	49 835	598 014	674 408	646 392
Repayment of borrowing		5 327	5 327	5 327	5 327	5 327	5 327	5 327	5 327	5 327	5 327	5 327	5 327	63 920	77 612	95 905
Other Cash Flows/Payments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Payments by Type		227 923	229 592	235 269	236 152	265 519	268 309	228 216	234 895	223 139	221 089	219 443	322 450	2 911 996	3 145 943	3 381 570
NET INCREASE/(DECREASE) IN CASH HELD		28 031	(37 845)	(30 570)	(53 985)	(74 820)	(42 308)	(53 887)	(24 571)	36 313	26 041	(3 446)	352 682	121 636	49 979	85 702
Cash/cash equivalents at the month/year beginning:		621 473	649 505	611 660	581 090	527 105	452 284	409 976	356 090	331 519	367 832	393 873	390 427	621 473	743 109	793 088
Cash/cash equivalents at the month/year end:		649 505	611 660	581 090	527 105	452 284	409 976	356 090	331 519	367 832	393 873	390 427	743 109	743 109	793 088	878 790

WC024 Stellenbosch - Supporting Table SB16 Adjustments Budget - monthly capital expenditure (municipal vote) - 19/02/2025

Description - Municipal Vote	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Multi-year expenditure appropriation	1															
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	26	11	1	1	–	–	–	–	1	40	40	50
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		50	50	523	300	722	637	600	6 103	4 980	5 873	6 087	5 831	31 758	53 470	60 015
Vote 3 - INFRASTRUCTURE SERVICES		3 324	4 437	19 632	17 627	34 031	41 475	29 012	41 066	51 381	45 368	29 341	39 778	356 472	541 524	459 035
Vote 4 - COMMUNITY AND PROTECTION SERVICES		–	239	695	196	880	5 571	1 156	6 671	6 070	8 416	7 793	10 421	48 106	71 532	11 250
Vote 5 - CORPORATE SERVICES		–	26	45	970	1 248	1 762	1 225	4 313	10 903	5 128	11 221	14 436	51 277	66 802	12 550
Vote 6 - FINANCIAL SERVICES		–	–	20	–	20	–	20	–	18	18	4	–	100	100	100
Capital Multi-year expenditure sub-total	3	3 374	4 752	20 915	19 120	36 913	49 446	32 014	58 152	73 351	64 801	54 446	70 467	487 752	733 468	543 000
Single-year expenditure appropriation																
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 2 - PLANNING AND DEVELOPMENT SERVICES		–	40	38	–	–	387	20	270	560	530	543	938	3 326	1 300	1 330
Vote 3 - INFRASTRUCTURE SERVICES		–	700	735	745	1 423	498	150	286	2 748	460	210	589	8 544	4 200	7 400
Vote 4 - COMMUNITY AND PROTECTION SERVICES		–	–	400	547	2 152	2 496	200	1 077	3 675	2 262	3 280	2 921	19 011	11 110	10 050
Vote 5 - CORPORATE SERVICES		–	–	–	–	–	80	–	–	–	–	–	–	80	–	–
Vote 6 - FINANCIAL SERVICES		50	–	40	–	40	–	40	113	149	150	151	568	1 300	1 300	1 300
Capital single-year expenditure sub-total	3	50	740	1 213	1 292	3 615	3 461	410	1 745	7 132	3 402	4 184	5 017	32 261	17 910	20 080
Total Capital Expenditure	2	3 424	5 492	22 128	20 412	40 528	52 907	32 424	59 897	80 483	68 203	58 631	75 484	520 013	751 378	563 080

WC024 Stellenbosch - Supporting Table SB17 Adjustments Budget - monthly capital expenditure (functional classification) - 19/02/2025

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Capital Expenditure - Functional																
Governance and administration		50	26	105	996	1 319	1 843	1 287	4 425	11 070	5 295	11 376	15 005	52 797	68 242	14 000
Executive and council		–	–	–	26	11	1	1	–	–	–	–	1	40	40	50
Finance and administration		50	26	105	970	1 308	1 842	1 285	4 425	11 070	5 295	11 376	15 004	52 757	68 202	13 950
Internal audit		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Community and public safety		50	329	1 434	868	2 565	7 152	1 606	13 547	14 537	16 277	16 915	19 225	94 504	131 052	81 040
Community and social services		–	239	378	45	449	1 484	705	3 950	5 350	7 648	7 350	7 747	35 344	54 481	8 750
Sport and recreation		–	–	473	411	1 791	2 947	291	2 778	2 330	1 953	2 133	2 172	17 279	7 900	7 350
Public safety		–	–	233	263	20	1 943	260	713	1 517	963	1 590	3 423	10 923	15 261	5 000
Housing		50	90	351	150	305	779	350	6 106	5 340	5 713	5 842	5 882	30 958	53 410	59 940
Health		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Economic and environmental services		211	2 559	11 020	8 875	10 136	26 325	10 921	11 025	16 290	8 731	6 410	10 151	122 655	108 835	76 221
Planning and development		211	1 059	1 618	4 052	3 062	7 116	3 313	2 425	1 763	1 614	1 431	5 357	33 022	9 785	9 915
Road transport		–	1 500	9 402	4 797	6 302	17 965	7 508	8 293	14 402	7 003	4 979	4 795	86 947	98 800	66 106
Environmental protection		–	–	–	25	773	1 243	100	307	125	114	–	–	2 686	250	200
Trading services		3 112	2 578	9 568	9 672	26 508	17 587	18 611	30 900	38 586	37 901	23 930	31 103	250 057	443 249	391 819
Energy sources		2 112	843	3 667	3 894	9 902	4 818	4 457	9 782	9 266	9 388	4 332	9 591	72 053	140 603	196 219
Water management		–	131	3 425	1 854	4 561	1 698	4 806	8 437	13 975	14 909	9 935	15 577	79 308	185 944	73 950
Waste water management		–	34	931	2 329	7 358	6 849	6 804	11 471	12 176	11 031	7 821	3 751	70 555	84 200	94 900
Waste management		1 000	1 570	1 544	1 595	4 687	4 222	2 544	1 210	3 169	2 574	1 841	2 184	28 141	32 502	26 750
Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Capital Expenditure - Functional		3 424	5 492	22 128	20 412	40 528	52 907	32 424	59 897	80 483	68 203	58 631	75 484	520 013	751 378	563 080

WC024 Stellenbosch - Supporting Table SB18a Adjustments Budget - capital expenditure on new assets by asset class - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7	8	9	10	11	12	13	14		
R thousands												
Capital expenditure on new assets by Asset Class/Sub-class												
Infrastructure		201 653	187 894	-	-	-	-	-	-	187 894	251 342	283 911
Roads Infrastructure		35 050	45 230	-	-	-	-	-	-	45 230	28 550	25 600
Roads		3 000	1 800	-	-	-	-	-	-	1 800	5 000	3 000
Road Structures		31 100	42 880	-	-	-	-	-	-	42 880	22 700	21 300
Road Furniture		950	550	-	-	-	-	-	-	550	850	1 300
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Storm water Infrastructure		4 000	7 449	-	-	-	-	-	-	7 449	3 100	-
Drainage Collection		-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance		3 500	7 385	-	-	-	-	-	-	7 385	2 600	-
Attenuation		500	64	-	-	-	-	-	-	64	500	-
Electrical Infrastructure		53 170	44 247	-	-	-	-	-	-	44 247	99 340	130 291
Power Plants		20 000	14 000	-	-	-	-	-	-	14 000	24 500	26 995
HV Substations		16 347	13 300	-	-	-	-	-	-	13 300	48 418	79 992
HV Switching Station		-	-	-	-	-	-	-	-	-	400	-
HV Transmission Conductors		-	-	-	-	-	-	-	-	-	-	-
MV Substations		226	226	-	-	-	-	-	-	226	-	-
MV Switching Stations		-	-	-	-	-	-	-	-	-	-	-
MV Networks		8 347	8 347	-	-	-	-	-	-	8 347	16 772	15 265
LV Networks		8 000	8 365	-	-	-	-	-	-	8 365	9 000	7 790
Capital Spares		250	10	-	-	-	-	-	-	10	250	250
Water Supply Infrastructure		77 833	60 646	-	-	-	-	-	-	60 646	85 700	99 520
Dams and Weirs		-	-	-	-	-	-	-	-	-	-	-
Boreholes		-	-	-	-	-	-	-	-	-	-	-
Reservoirs		48 613	11 011	-	-	-	-	-	-	11 011	33 240	41 000
Pump Stations		-	-	-	-	-	-	-	-	-	-	-
Water Treatment Works		500	-	-	-	-	-	-	-	-	1 000	500
Bulk Mains		11 739	18 885	-	-	-	-	-	-	18 885	22 460	29 020
Distribution		16 981	30 750	-	-	-	-	-	-	30 750	29 000	29 000
Distribution Points		-	-	-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Pump Station		-	-	-	-	-	-	-	-	-	-	-
Retreatment		-	-	-	-	-	-	-	-	-	-	-
Waste Water Treatment Works		-	-	-	-	-	-	-	-	-	-	-
Outfall Sewers		-	-	-	-	-	-	-	-	-	-	-
Toilet Facilities		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		27 600	26 322	-	-	-	-	-	-	26 322	30 652	26 500
Landfill Sites		3 000	4 601	-	-	-	-	-	-	4 601	16 000	1 000
Waste Transfer Stations		2 500	3 410	-	-	-	-	-	-	3 410	3 500	4 000
Waste Processing Facilities		-	-	-	-	-	-	-	-	-	-	-
Waste Drop-off Points		5 300	1 296	-	-	-	-	-	-	1 296	10 152	4 500
Waste Separation Facilities		800	850	-	-	-	-	-	-	850	500	-
Electricity Generation Facilities		16 000	16 165	-	-	-	-	-	-	16 165	500	17 000
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		-	-	-	-	-	-	-	-	-	-	-
Promenades		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		4 000	4 000	-	-	-	-	-	-	4 000	4 000	2 000
Data Centres		-	-	-	-	-	-	-	-	-	-	-
Core Layers		-	-	-	-	-	-	-	-	-	-	-
Distribution Layers		4 000	4 000	-	-	-	-	-	-	4 000	4 000	2 000
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Community Assets		1 700	1 700	-	-	-	-	-	-	1 700	2 000	-
Community Facilities		1 500	1 500	-	-	-	-	-	-	1 500	-	-
Halls		-	-	-	-	-	-	-	-	-	-	-
Centres		-	-	-	-	-	-	-	-	-	-	-
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		1 500	1 500	-	-	-	-	-	-	1 500	-	-
Abattoirs		-	-	-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		200	200	-	-	-	-	-	-	200	2 000	-
Indoor Facilities		-	-	-	-	-	-	-	-	-	-	-
Outdoor Facilities		200	200	-	-	-	-	-	-	200	2 000	-
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		-	-	-	-	-	-	-	-	-	-	-

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Other assets		2 150	1 000	-	-	-	-	-	-	1 000	9 650	500
Operational Buildings		2 150	1 000	-	-	-	-	-	-	1 000	9 650	500
Municipal Offices		1 000	200	-	-	-	-	-	-	200	1 300	500
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-	-	-
Depots		1 150	800	-	-	-	-	-	-	800	8 350	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-
Staff Housing		-	-	-	-	-	-	-	-	-	-	-
Social Housing		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-	-	-
Effluent Licences		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Licences		-	-	-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-	-	-
Local Settlement Software Applications		-	-	-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		4 270	11 220	-	-	-	-	-	-	11 220	5 270	3 500
Computer Equipment		4 270	11 220	-	-	-	-	-	-	11 220	5 270	3 500
Furniture and Office Equipment		1 910	2 089	-	-	-	-	-	-	2 089	1 825	1 365
Furniture and Office Equipment		1 910	2 089	-	-	-	-	-	-	2 089	1 825	1 365
Machinery and Equipment		22 730	22 008	-	-	-	-	-	-	22 008	21 613	7 686
Machinery and Equipment		22 730	22 008	-	-	-	-	-	-	22 008	21 613	7 686
Transport Assets		20 000	14 958	-	-	-	-	-	-	14 958	17 318	11 600
Transport Assets		20 000	14 958	-	-	-	-	-	-	14 958	17 318	11 600
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 new assets to be adjusted	1	254 413	240 868	-	-	-	-	-	-	240 868	309 019	308 562

WC024 Stellenbosch - Supporting Table SB18b Adjustments Budget - capital expenditure on renewal of existing assets by asset class - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7	8	9	10	11	12	13	14		
R thousands												
Capital expenditure on renewal of existing assets by Asset Class/Sub-class												
Infrastructure		40 420	43 550	-	-	-	-	-	-	43 550	54 460	78 562
Roads Infrastructure		8 000	10 471	-	-	-	-	-	-	10 471	11 800	8 000
Roads		8 000	10 471	-	-	-	-	-	-	10 471	11 800	8 000
Road Structures		-	-	-	-	-	-	-	-	-	-	-
Road Furniture		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Storm water Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Drainage Collection		-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance		-	-	-	-	-	-	-	-	-	-	-
Attenuation		-	-	-	-	-	-	-	-	-	-	-
Electrical Infrastructure		20 670	18 828	-	-	-	-	-	-	18 828	30 660	56 562
Power Plants		-	-	-	-	-	-	-	-	-	-	-
HV Substations		2 546	2 306	-	-	-	-	-	-	2 306	5 604	6 694
HV Switching Station		-	-	-	-	-	-	-	-	-	-	-
HV Transmission Conductors		-	-	-	-	-	-	-	-	-	-	-
MV Substations		3 960	3 960	-	-	-	-	-	-	3 960	4 356	4 792
MV Switching Stations		-	-	-	-	-	-	-	-	-	-	-
MV Networks		14 164	12 562	-	-	-	-	-	-	12 562	20 700	45 077
LV Networks		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		6 000	6 000	-	-	-	-	-	-	6 000	6 000	8 000
Dams and Weirs		-	-	-	-	-	-	-	-	-	-	-
Boreholes		-	-	-	-	-	-	-	-	-	-	-
Reservoirs		-	-	-	-	-	-	-	-	-	-	-
Pump Stations		-	-	-	-	-	-	-	-	-	-	-
Water Treatment Works		-	-	-	-	-	-	-	-	-	-	-
Bulk Mains		-	-	-	-	-	-	-	-	-	-	-
Distribution		6 000	6 000	-	-	-	-	-	-	6 000	6 000	8 000
Distribution Points		-	-	-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		5 750	8 250	-	-	-	-	-	-	8 250	6 000	6 000
Pump Station		-	-	-	-	-	-	-	-	-	-	-
Reticulation		-	-	-	-	-	-	-	-	-	-	-
Waste Water Treatment Works		-	-	-	-	-	-	-	-	-	-	-
Outfall Sewers		5 750	8 250	-	-	-	-	-	-	8 250	6 000	6 000
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		-	-	-	-	-	-	-	-	-	-	-
Promenades		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Data Centres		-	-	-	-	-	-	-	-	-	-	-
Core Layers		-	-	-	-	-	-	-	-	-	-	-
Distribution Layers		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Community Assets		100	2 480	-	-	-	-	-	-	2 480	-	250
Community Facilities		50	2 158	-	-	-	-	-	-	2 158	-	-
Halls		50	2 078	-	-	-	-	-	-	2 078	-	-
Centres		-	80	-	-	-	-	-	-	80	-	-
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		50	322	-	-	-	-	-	-	322	-	250
Indoor Facilities		-	-	-	-	-	-	-	-	-	-	-
Outdoor Facilities		50	322	-	-	-	-	-	-	322	-	250
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		-	-	-	-	-	-	-	-	-	-	-

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Other assets		-	-	-	-	-	-	-	-	-	-	-
Operational Buildings		-	-	-	-	-	-	-	-	-	-	-
Municipal Offices		-	-	-	-	-	-	-	-	-	-	-
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-
Staff Housing		-	-	-	-	-	-	-	-	-	-	-
Social Housing		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-	-	-
Effluent Licences		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Licences		-	-	-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-	-	-
Local Settlement Software Applications		-	-	-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
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 to be adjusted	1	40 520	46 030	-	-	-	-	-	-	46 030	54 460	78 812

WC024 Stellenbosch - Supporting Table SB18c Adjustments Budget - expenditure on repairs and maintenance by asset class - 19/02/2025

Description		Ref	Budget Year 2024/25									Budget Year +1	Budget Year +2
			Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	
			7	8	9	10	11	12	13	14			
R thousands			A	A1	B	C	D	E	F	G	H		
Repairs and maintenance expenditure by Asset Class/Sub-class													
Infrastructure			85 677	84 066	-	-	-	-	-	-	84 066	90 010	94 734
Roads Infrastructure			25 042	25 057	-	-	-	-	-	-	25 057	25 859	26 725
Roads			20 068	19 083	-	-	-	-	-	-	19 083	20 767	21 508
Road Structures			3 000	3 000	-	-	-	-	-	-	3 000	3 000	3 000
Road Furniture			1 974	2 974	-	-	-	-	-	-	2 974	2 092	2 217
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Storm water Infrastructure			968	968	-	-	-	-	-	-	968	1 026	1 088
Drainage Collection			-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance			-	-	-	-	-	-	-	-	-	-	-
Attenuation			968	968	-	-	-	-	-	-	968	1 026	1 088
Electrical Infrastructure			12 624	11 148	-	-	-	-	-	-	11 148	13 145	13 693
Power Plants			-	-	-	-	-	-	-	-	-	-	-
HV Substations			12 624	11 148	-	-	-	-	-	-	11 148	13 145	13 693
HV Switching Station			-	-	-	-	-	-	-	-	-	-	-
HV Transmission Conductors			-	-	-	-	-	-	-	-	-	-	-
MV Substations			-	-	-	-	-	-	-	-	-	-	-
MV Switching Stations			-	-	-	-	-	-	-	-	-	-	-
MV Networks			-	-	-	-	-	-	-	-	-	-	-
LV Networks			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Water Supply Infrastructure			15 171	15 021	-	-	-	-	-	-	15 021	15 925	16 721
Dams and Weirs			-	-	-	-	-	-	-	-	-	-	-
Boreholes			-	-	-	-	-	-	-	-	-	-	-
Reservoirs			-	-	-	-	-	-	-	-	-	-	-
Pump Stations			-	-	-	-	-	-	-	-	-	-	-
Water Treatment Works			10 339	10 189	-	-	-	-	-	-	10 189	10 804	11 293
Bulk Mains			4 831	4 831	-	-	-	-	-	-	4 831	5 121	5 429
Distribution			-	-	-	-	-	-	-	-	-	-	-
Distribution Points			-	-	-	-	-	-	-	-	-	-	-
PRV Stations			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Sanitation Infrastructure			22 316	22 316	-	-	-	-	-	-	22 316	24 007	25 938
Pump Station			-	-	-	-	-	-	-	-	-	-	-
Reticulation			-	-	-	-	-	-	-	-	-	-	-
Waste Water Treatment Works			17 891	17 891	-	-	-	-	-	-	17 891	19 357	21 050
Outfall Sewers			4 425	4 425	-	-	-	-	-	-	4 425	4 650	4 888
Toilet Facilities			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure			6 800	6 800	-	-	-	-	-	-	6 800	7 128	7 474
Landfill Sites			-	-	-	-	-	-	-	-	-	-	-
Waste Transfer Stations			-	-	-	-	-	-	-	-	-	-	-
Waste Processing Facilities			-	-	-	-	-	-	-	-	-	-	-
Waste Drop-off Points			6 800	6 800	-	-	-	-	-	-	6 800	7 128	7 474
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			-	-	-	-	-	-	-	-	-	-	-
Promenades			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure			2 756	2 756	-	-	-	-	-	-	2 756	2 920	3 094
Data Centres			-	-	-	-	-	-	-	-	-	-	-
Core Layers			2 652	2 652	-	-	-	-	-	-	2 652	2 811	2 980
Distribution Layers			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			105	105	-	-	-	-	-	-	105	109	114
Community Assets			6 304	6 266	-	-	-	-	-	-	6 266	8 419	8 799
Community Facilities			6 289	6 251	-	-	-	-	-	-	6 251	8 404	8 783
Halls			-	-	-	-	-	-	-	-	-	-	-
Centres			-	-	-	-	-	-	-	-	-	-	-
Crèches			-	-	-	-	-	-	-	-	-	-	-
Clinics/Care Centres			-	-	-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations			-	-	-	-	-	-	-	-	-	-	-
Testing Stations			-	-	-	-	-	-	-	-	-	-	-
Museums			-	-	-	-	-	-	-	-	-	-	-
Galleries			-	-	-	-	-	-	-	-	-	-	-
Theatres			-	-	-	-	-	-	-	-	-	-	-
Libraries			3	3	-	-	-	-	-	-	3	3	3
Cemeteries/Crematoria			-	-	-	-	-	-	-	-	-	-	-
Police			-	-	-	-	-	-	-	-	-	-	-
Parks			270	82	-	-	-	-	-	-	82	275	281
Public Open Space			-	-	-	-	-	-	-	-	-	-	-
Nature Reserves			-	-	-	-	-	-	-	-	-	-	-
Public Ablution Facilities			6 016	6 166	-	-	-	-	-	-	6 166	8 125	8 499
Markets			-	-	-	-	-	-	-	-	-	-	-
Stalls			-	-	-	-	-	-	-	-	-	-	-
Abattoirs			-	-	-	-	-	-	-	-	-	-	-
Airports			-	-	-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities			15	15	-	-	-	-	-	-	15	15	16
Indoor Facilities			-	-	-	-	-	-	-	-	-	-	-
Outdoor Facilities			15	15	-	-	-	-	-	-	15	15	16
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			-	-	-	-	-	-	-	-	-	-	-

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Other assets		14 518	22 086	-	-	-	-	-	-	22 086	16 308	24 735
Operational Buildings		14 292	21 760	-	-	-	-	-	-	21 760	16 075	24 495
Municipal Offices		14 292	21 760	-	-	-	-	-	-	21 760	16 075	24 495
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Housing		226	326	-	-	-	-	-	-	326	232	240
Staff Housing		-	-	-	-	-	-	-	-	-	-	-
Social Housing		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		226	326	-	-	-	-	-	-	326	232	240
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-	-	-
Effluent Licences		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Licences		-	-	-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-	-	-
Local Settlement Software Applications		-	-	-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		2 473	2 212	-	-	-	-	-	-	2 212	2 627	2 783
Furniture and Office Equipment		2 473	2 212	-	-	-	-	-	-	2 212	2 627	2 783
Machinery and Equipment		834	834	-	-	-	-	-	-	834	885	938
Machinery and Equipment		834	834	-	-	-	-	-	-	834	885	938
Transport Assets		10 241	11 741	-	-	-	-	-	-	11 741	10 670	11 121
Transport Assets		10 241	11 741	-	-	-	-	-	-	11 741	10 670	11 121
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 to be adjusted	1	120 048	127 205	-	-	-	-	-	-	127 205	128 918	143 108

WC024 Stellenbosch - Supporting Table SB18d Adjustments Budget - depreciation by asset class - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7	8	9	10	11	12	13	14		
R thousands												
Depreciation by Asset Class/Sub-class												
Infrastructure		183 705	99 178	-	-	-	-	-	-	99 178	191 054	198 896
Roads Infrastructure		54 897	28 616	-	-	-	-	-	-	28 616	57 093	59 377
Roads		43 021	16 827	-	-	-	-	-	-	16 827	44 742	46 532
Road Structures		7 987	7 746	-	-	-	-	-	-	7 746	8 306	8 639
Road Furniture		3 889	4 043	-	-	-	-	-	-	4 043	4 045	4 207
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Storm water Infrastructure		1 105	1 253	-	-	-	-	-	-	1 253	1 150	1 196
Drainage Collection		1 105	1 253	-	-	-	-	-	-	1 253	1 150	1 196
Storm water Conveyance		-	-	-	-	-	-	-	-	-	-	-
Attenuation		-	-	-	-	-	-	-	-	-	-	-
Electrical Infrastructure		34 538	17 064	-	-	-	-	-	-	17 064	35 920	37 357
Power Plants		11 506	12 220	-	-	-	-	-	-	12 220	11 966	12 445
HV Substations		3 079	1 199	-	-	-	-	-	-	1 199	3 203	3 331
HV Switching Station		33	1	-	-	-	-	-	-	1	34	36
HV Transmission Conductors		-	-	-	-	-	-	-	-	-	-	-
MV Substations		57	27	-	-	-	-	-	-	27	59	62
MV Switching Stations		7 903	7	-	-	-	-	-	-	7	8 219	8 547
MV Networks		335	269	-	-	-	-	-	-	269	348	362
LV Networks		10 509	1 422	-	-	-	-	-	-	1 422	10 930	11 367
Capital Spares		1 116	1 918	-	-	-	-	-	-	1 918	1 161	1 207
Water Supply Infrastructure		53 379	24 917	-	-	-	-	-	-	24 917	55 514	57 735
Dams and Weirs		-	17	-	-	-	-	-	-	17	-	-
Boreholes		6 107	168	-	-	-	-	-	-	168	6 351	6 605
Reservoirs		4 661	6 879	-	-	-	-	-	-	6 879	4 847	5 041
Pump Stations		126	995	-	-	-	-	-	-	995	131	136
Water Treatment Works		4 489	2 463	-	-	-	-	-	-	2 463	4 668	4 855
Bulk Mains		6 164	1 750	-	-	-	-	-	-	1 750	6 411	6 667
Distribution		31 830	12 297	-	-	-	-	-	-	12 297	33 103	34 427
Distribution Points		2	348	-	-	-	-	-	-	348	3	3
PRV Stations		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		36 746	19 228	-	-	-	-	-	-	19 228	38 216	39 744
Pump Station		935	33	-	-	-	-	-	-	33	972	1 011
Reticulation		24 479	16 137	-	-	-	-	-	-	16 137	25 458	26 477
Waste Water Treatment Works		4 601	2 521	-	-	-	-	-	-	2 521	4 785	4 977
Outfall Sewers		6 688	292	-	-	-	-	-	-	292	6 955	7 233
Toilet Facilities		43	245	-	-	-	-	-	-	245	45	47
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		2 441	1 034	-	-	-	-	-	-	1 034	2 539	2 641
Landfill Sites		337	984	-	-	-	-	-	-	984	350	364
Waste Transfer Stations		13	21	-	-	-	-	-	-	21	14	14
Waste Processing Facilities		-	-	-	-	-	-	-	-	-	-	-
Waste Drop-off Points		2 091	29	-	-	-	-	-	-	29	2 175	2 262
Waste Separation Facilities		-	-	-	-	-	-	-	-	-	-	-
Electricity Generation Facilities		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	391	-	-	-	-	-	-	391	-	-
Rail Lines		-	-	-	-	-	-	-	-	-	-	-
Rail Structures		-	391	-	-	-	-	-	-	391	-	-
Rail Furniture		-	-	-	-	-	-	-	-	-	-	-
Drainage Collection		-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance		-	-	-	-	-	-	-	-	-	-	-
Attenuation		-	-	-	-	-	-	-	-	-	-	-
MV Substations		-	-	-	-	-	-	-	-	-	-	-
LV Networks		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Sand Pumps		-	-	-	-	-	-	-	-	-	-	-
Piers		-	-	-	-	-	-	-	-	-	-	-
Revetments		-	-	-	-	-	-	-	-	-	-	-
Promenades		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		598	6 676	-	-	-	-	-	-	6 676	622	647
Data Centres		0	0	-	-	-	-	-	-	0	0	0
Core Layers		-	-	-	-	-	-	-	-	-	-	-
Distribution Layers		598	6 676	-	-	-	-	-	-	6 676	622	647
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Community Assets		5 053	12 197	-	-	-	-	-	-	12 197	5 255	5 465
Community Facilities		3 855	10 239	-	-	-	-	-	-	10 239	4 009	4 169
Halls		30	526	-	-	-	-	-	-	526	32	33
Centres		767	773	-	-	-	-	-	-	773	798	830
Crèches		-	-	-	-	-	-	-	-	-	-	-
Clinics/Care Centres		12	138	-	-	-	-	-	-	138	12	13
Fire/Ambulance Stations		171	560	-	-	-	-	-	-	560	178	185
Testing Stations		3	3	-	-	-	-	-	-	3	3	3
Museums		-	-	-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-	-	-
Theatres		15	8	-	-	-	-	-	-	8	16	17
Libraries		387	389	-	-	-	-	-	-	389	403	419
Cemeteries/Crematoria		76	11	-	-	-	-	-	-	11	79	83
Police		-	-	-	-	-	-	-	-	-	-	-
Parks		27	76	-	-	-	-	-	-	76	28	29
Public Open Space		763	2 044	-	-	-	-	-	-	2 044	794	826
Nature Reserves		392	387	-	-	-	-	-	-	387	408	424
Public Ablution Facilities		821	4 166	-	-	-	-	-	-	4 166	854	888
Markets		390	731	-	-	-	-	-	-	731	405	421
Stalls		-	-	-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	429	-	-	-	-	-	-	429	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		1 198	1 958	-	-	-	-	-	-	1 958	1 246	1 296
Indoor Facilities		3	1	-	-	-	-	-	-	1	3	3
Outdoor Facilities		1 195	1 957	-	-	-	-	-	-	1 957	1 243	1 292
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Heritage assets		0	-	-	-	-	-	-	-	-	0	0
Monuments		-	-	-	-	-	-	-	-	-	-	-
Historic Buildings		0	-	-	-	-	-	-	-	-	0	0
Works of Art		0	-	-	-	-	-	-	-	-	0	0
Conservation Areas		-	-	-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-	-	-
Investment properties		441	653	-	-	-	-	-	-	653	458	476
Revenue Generating		441	653	-	-	-	-	-	-	653	458	476
Improved Property		441	653	-	-	-	-	-	-	653	458	476
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Other assets		11 690	15 264	-	-	-	-	-	-	15 264	12 158	12 644
Operational Buildings		7 640	9 987	-	-	-	-	-	-	9 987	7 946	8 264
Municipal Offices		7 640	9 987	-	-	-	-	-	-	9 987	7 946	8 264
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Housing		4 050	5 277	-	-	-	-	-	-	5 277	4 212	4 380
Staff Housing		-	-	-	-	-	-	-	-	-	-	-
Social Housing		4 050	5 277	-	-	-	-	-	-	5 277	4 212	4 380
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		1 222	2 276	-	-	-	-	-	-	2 276	1 271	1 322
Servitudes		1 146	755	-	-	-	-	-	-	755	1 192	1 240
Licences and Rights		76	1 521	-	-	-	-	-	-	1 521	79	82
Water Rights		-	-	-	-	-	-	-	-	-	-	-
Effluent Licences		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Licences		-	-	-	-	-	-	-	-	-	-	-
Computer Software and Applications		76	1 521	-	-	-	-	-	-	1 521	79	82
Local Settlement Software Applications		-	-	-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		10 151	33 514	-	-	-	-	-	-	33 514	10 557	10 979
Computer Equipment		10 151	33 514	-	-	-	-	-	-	33 514	10 557	10 979
Furniture and Office Equipment		6 566	19 338	-	-	-	-	-	-	19 338	6 828	7 102
Furniture and Office Equipment		6 566	19 338	-	-	-	-	-	-	19 338	6 828	7 102
Machinery and Equipment		13 812	9 936	-	-	-	-	-	-	9 936	14 365	14 939
Machinery and Equipment		13 812	9 936	-	-	-	-	-	-	9 936	14 365	14 939
Transport Assets		16 767	27 346	-	-	-	-	-	-	27 346	17 449	18 158
Transport Assets		16 767	27 346	-	-	-	-	-	-	27 346	17 449	18 158
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 to be adjusted	1	249 408	219 703	-	-	-	-	-	-	219 703	259 395	269 782

WC024 Stellenbosch - Adjustments Budget - capital expenditure on upgrading of existing assets by asset class - 19/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H			
R thousands												
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class												
Infrastructure		209 533	142 094	-	-	-	-	6 000	6 000	148 094	272 447	159 706
Roads Infrastructure		30 808	17 939	-	-	-	-	-	-	17 939	48 850	32 656
Roads		29 808	13 691	-	-	-	-	-	-	13 691	47 850	31 656
Road Structures		-	-	-	-	-	-	-	-	-	-	-
Road Furniture		1 000	4 248	-	-	-	-	-	-	4 248	1 000	1 000
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Storm water Infrastructure		50	50	-	-	-	-	-	-	50	200	300
Drainage Collection		-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance		50	50	-	-	-	-	-	-	50	200	300
Attenuation		-	-	-	-	-	-	-	-	-	-	-
Electrical Infrastructure		9 953	7 870	-	-	-	-	-	-	7 870	8 093	6 250
Power Plants		-	-	-	-	-	-	-	-	-	-	-
HV Substations		2 360	2 360	-	-	-	-	-	-	2 360	-	-
HV Switching Station		-	-	-	-	-	-	-	-	-	-	-
HV Transmission Conductors		-	-	-	-	-	-	-	-	-	-	-
MV Substations		-	-	-	-	-	-	-	-	-	-	-
MV Switching Stations		-	-	-	-	-	-	-	-	-	-	-
MV Networks		7 343	5 500	-	-	-	-	-	-	5 500	7 843	6 000
LV Networks		250	10	-	-	-	-	-	-	10	250	250
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		101 368	52 461	-	-	-	-	6 000	6 000	58 461	146 004	30 250
Dams and Weirs		-	-	-	-	-	-	-	-	-	-	-
Boreholes		-	-	-	-	-	-	-	-	-	-	-
Reservoirs		75 298	36 541	-	-	-	-	-	-	36 541	113 504	3 000
Pump Stations		1 500	1 250	-	-	-	-	-	-	1 250	1 750	-
Water Treatment Works		-	-	-	-	-	-	-	-	-	-	-
Bulk Mains		-	-	-	-	-	-	-	-	-	-	-
Distribution		24 570	14 670	-	-	-	-	6 000	6 000	20 670	30 750	27 250
Distribution Points		-	-	-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		62 354	59 905	-	-	-	-	-	-	59 905	65 800	87 500
Pump Station		1 500	500	-	-	-	-	-	-	500	2 500	1 500
Reticulation		300	300	-	-	-	-	-	-	300	400	400
Waste Water Treatment Works		40 500	41 552	-	-	-	-	-	-	41 552	62 400	85 000
Outfall Sewers		20 054	17 554	-	-	-	-	-	-	17 554	500	600
Toilet Facilities		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		2 500	1 369	-	-	-	-	-	-	1 369	1 000	-
Landfill Sites		-	-	-	-	-	-	-	-	-	-	-
Waste Transfer Stations		-	-	-	-	-	-	-	-	-	-	-
Waste Processing Facilities		-	-	-	-	-	-	-	-	-	-	-
Waste Drop-off Points		500	369	-	-	-	-	-	-	369	-	-
Waste Separation Facilities		2 000	1 000	-	-	-	-	-	-	1 000	1 000	-
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		-	-	-	-	-	-	-	-	-	-	-
Promenades		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		2 500	2 500	-	-	-	-	-	-	2 500	2 500	2 750
Data Centres		1 000	1 000	-	-	-	-	-	-	1 000	1 000	2 000
Core Layers		-	-	-	-	-	-	-	-	-	-	-
Distribution Layers		1 500	1 500	-	-	-	-	-	-	1 500	1 500	750
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Community Assets		52 328	47 544	-	-	-	-	-	-	47 544	61 296	9 400
Community Facilities		47 679	38 862	-	-	-	-	-	-	38 862	60 096	8 400
Halls		3 800	2 156	-	-	-	-	-	-	2 156	4 675	-
Centres		-	-	-	-	-	-	-	-	-	-	-
Crèches		6 329	5 575	-	-	-	-	-	-	5 575	3 500	2 500
Clinics/Care Centres		-	-	-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		-	-	-	-	-	-	-	-	-	-	-
Testing Stations		-	-	-	-	-	-	-	-	-	-	-
Museums		-	-	-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-	-	-
Libraries		4 350	8 581	-	-	-	-	-	-	8 581	-	-
Cemeteries/Crematoria		30 000	20 000	-	-	-	-	-	-	20 000	48 821	3 500
Police		-	-	-	-	-	-	-	-	-	-	-
Parks		2 300	650	-	-	-	-	-	-	650	2 100	1 200
Public Open Space		900	1 900	-	-	-	-	-	-	1 900	1 000	1 200
Nature Reserves		-	-	-	-	-	-	-	-	-	-	-
Public Ablution Facilities		-	-	-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-	-	-
Stalls		-	-	-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		4 650	8 682	-	-	-	-	-	-	8 682	1 200	1 000
Indoor Facilities		-	-	-	-	-	-	-	-	-	-	-
Outdoor Facilities		4 650	8 682	-	-	-	-	-	-	8 682	1 200	1 000
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Heritage assets		-	2 472	-	-	-	-	-	-	2 472	-	-
Monuments		-	-	-	-	-	-	-	-	-	-	-
Historic Buildings		-	2 472	-	-	-	-	-	-	2 472	-	-
Works of Art		-	-	-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Other assets		41 800	34 121	-	-	-	-	-	-	34 121	53 657	5 600
Operational Buildings		38 150	26 028	-	-	-	-	-	-	26 028	50 657	2 600
Municipal Offices		12 500	9 223	-	-	-	-	-	-	9 223	6 512	2 600
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-	-	-
Yards		650	650	-	-	-	-	-	-	650	-	-
Stores		25 000	16 155	-	-	-	-	-	-	16 155	43 845	-
Laboratories		-	-	-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-	300	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Housing		3 650	8 093	-	-	-	-	-	-	8 093	3 000	3 000
Staff Housing		-	-	-	-	-	-	-	-	-	-	-
Social Housing		3 650	8 093	-	-	-	-	-	-	8 093	3 000	3 000
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		250	384	-	-	-	-	-	-	384	-	-
Biological or Cultivated Assets		250	384	-	-	-	-	-	-	384	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-	-	-
Effluent Licences		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Licences		-	-	-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-	-	-
Load Settlement Software Applications		-	-	-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		500	500	-	-	-	-	-	-	500	500	1 000
Computer Equipment		500	500	-	-	-	-	-	-	500	500	1 000
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
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 to be adjusted	1	304 412	227 115	-	-	-	-	6 000	6 000	233 115	387 899	175 706

WC024 Stellenbosch - Supporting Table SB19 List of capital programmes and projects affected by Adjustments Budget - 19/02/2025

Municipal Vote/Capital project R thousand	Program/Project description	Project number	IDP Goal Code 3	Medium Term Revenue and Expenditure Framework					
				Budget Year 2024/25		Budget Year +1 2025/26		Budget Year +2 2026/27	
				Original Budget	Adjusted Budget	Original Budget	Adjusted Budget	Original Budget	Adjusted Budget
Parent municipality: Water and Wastewater Services: Water	Dwarsriver Bulk Supply Augmentation and Network Upgrades	PC_0086	Valley of Possibility	7 320	9 820	750	750	1 500	1 500
Entities: List all capital programs/projects grouped by Municipal Entity									
Entity Name Project name									

WC024 Stellenbosch - Supporting Table SB20 Not required - 19/02/2025

Description	Ref	Budget Year 2024/25										Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	8 E	9 F	10 G	11 H			
R thousands													
Revenue By Municipal Entity													
Entity 1 total revenue									-	-			
Entity 2 total revenue									-	-			
Entity 3 (etc) total revenue									-	-			
									-	-			
									-	-			
									-	-			
									-	-			
									-	-			
Total Operating Revenue	1	-	-	-	-	-	-	-	-	-	-	-	-
Expenditure By Municipal Entity													
Entity 1 total operating expenditure									-	-			
Entity 2 total operating expenditure									-	-			
Entity 3 etc. total operating expenditure									-	-			
									-	-			
									-	-			
									-	-			
									-	-			
									-	-			
Total Operating Expenditure	2	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure By Municipal Entity													
Entity 1 total capital expenditure									-	-			
Entity 2 total capital expenditure									-	-			
Entity 3 etc. total capital expenditure									-	-			
									-	-			
									-	-			
									-	-			
									-	-			
									-	-			
Total Capital Expenditure	2	-	-	-	-	-	-	-	-	-	-	-	-

APPENDIX 5**Municipal Manager's Quality Certification**

The quality certificate signed by the Accounting Officer is attached on Appendix 5.

APPENDIX 5

QUALITY CERTIFICATE

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

Name: Geraldine Mettler

Municipal Manager of Stellenbosch Municipality

Signature



Date: 18 February 2025

9.	ITEMS FOR NOTING
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9.1	REPORT/S BY THE EXECUTIVE MAYOR
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NONE

9.2	REPORT/S BY THE SPEAKER
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NONE

9.3	REPORT/S BY THE MUNICIPAL MANAGER [MS G METTLER]
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NONE

10.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD J FASSER]
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10.1	PROTECTION SERVICES: [PC: CLLR J WILLIAMS]
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NONE

10.2	SPORTS, YOUTH AND CULTURE: [PC: CLLR TO KUMM]
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NONE

10.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
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10.3.1	APPLICATION TO CEDE LEASE AGREEMENT TO IHS TOWERS SOUTH AFRICA (PTY) LTD: USE OF COUNCIL-OWNED LAND FOR EXISTING TELECOMMUNICATIONS BASE STATION ON PORTION 14 OF FARM 1674, PAARL (PNIEL SPORTS FIELD)
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Collaborator No: 770300
IDP KPA Ref No: Good Governance
Meeting Date: 24 July 2024 and 26 February 2025

1. **SUBJECT:APPLICATION TO CEDE LEASE AGREEMENT TO IHS TOWERS SOUTH AFRICA (PTY) LTD: USE OF COUNCIL-OWNED LAND FOR EXISTING TELECOMMUNICATIONS BASE STATION ON PORTION 14 OF FARM 1674, PAARL (PNIEL SPORTS FIELD)**

2. **PURPOSE**

For Council-to consider the request from IHS Towers South Africa (Pty) Ltd for the cession of the current lease agreement with MTN of portion 14 of Farm 1674, Paarl for an existing Telecommunications Base Station.

3. **DELEGATED AUTHORITY**

In terms of the approved System of Delegations the Executive Mayor, in consultation with the Executive Mayoral Committee, has the delegated authority to consider applications for Lease agreements, up to a contract value not exceeding R5M and not exceeding a period of 10 years.

The delegation to consent to the cession of a lease agreement is with Council.

4. **EXECUTIVE SUMMARY**

A lease agreement was entered into between the Municipality and MTN on 27 September 2016 with a lease commencement date of 1 July 2015 for a period of five years with the option to renew for a further five years. The option to renew was exercised and the second five year term started on 1 July 2020. The current lease

agreement does not allow for a cession of the agreement and IHS Towers South Africa (Pty) Ltd has now brought an application to lease a portion of municipal land as they have taken over the tower from MTN. There is already an existing telecommunications tower. Although the contract does not make provision for a cession the parties can agree to amend the agreement and cede the rest of the agreement to HIS towers. No public participation process was followed in 2015 or 2020. The current contract is valid until 30 June 2025. Should HIS towers want to continue with the lease beyond 30 June 2025 they will have to apply for a new lease and then the provisions of the asset transfer regulations will be followed. The amount of time left on this agreement does not trigger the provisions in the asset transfer regulations.

5. RECOMMENDATIONS

- (a) that Council confirms that the portion of Portion 14 of Farm 1674 Paarl (Pniel) on which the current telecommunication tower is situated is not needed for basic municipal Services;
- (b) that Council approves that the contract with MTN be ceded to IHS Towers for the duration of the current lease (30 June 2025);
- (c) that the Municipal Manager be authorised to sign an agreement with the parties to cede the lease agreement for the duration of the current agreement on the same terms as the current agreement; and
- (d) that a land use application to obtain land use rights for the free-standing base telecommunication station be submitted.

6. DISCUSSION / CONTENT

6.1 Background

Farm 1674, Paarl (Pniel)

This is a large property situated on the outskirts of Pniel (closer to Boschendal) and has several uses including the Pniel Sport Field as well as Millenium Hall. The ownerships of this property vests in the Municipality. No public participation process was followed in 2015 prior to the agreement entered into as the previous Manager Properties dealt with it under his then delegation.

6.2 DISCUSSION

6.2.1 Location and context

Application from IHS Towers (Pty) Ltd to lease a portion of Portion 14 of Farm 1674, Paarl Division (Pniel)

Hereto attached as **APPENDIX 1** an application received from IHS Towers South Africa (Pty) Ltd to request the ceding of the current lease of a portion of Portion 14 of Farm 1674, Paarl (Pniel) for an existing telecommunications tower to themselves from MTN. Hereto attached as **APPENDIX 2** is the lease agreement and confirmation of renewal the municipality has in place with MTN for this specific tower. Attached as **APPENDIX 3** is the letter from MTN confirming that a sale and leaseback transaction was signed with IHS Towers South Africa and that this contract is ceded to them.



Fig 1: Location and context



Fig 2: The site

6.2 Legal requirements

6.2.1 Municipal Asset Transfer Regulations

In terms of Section 36 of the Municipal Asset Transfer Regulation, when considering an application for an approval of a right to use municipal property, the following needs to be taken into account, *inter alia*:-

In terms of Section 36 of the Municipal Asset Transfer Regulation, when considering an application for an approval of a right to use municipal property, the following needs to be taken into account, *inter alia*:-

- (ee) whether the capital asset may be required for the municipality's own use during the period for which the right is to be granted;
- (ff) the extend to which any compensation to be received for the right, together with the estimated value of improvements or enhancements to the asset, will result in a significant financial benefit to the municipality;
- (gg) the (possible) risks and rewards associated with the use in relation to the municipality's interests;
- (hh) Any comments received from the local community, and
- (ii) Compliance with the legislative regime applicable to the proposed granting of the right.

6.2.2 Property Management Policy

In terms of paragraph 9.2.2 of the Policy, the Municipal Council may dispense with the prescribed, competitive process, and may enter into a private treaty agreement through any convenient process, which may include direct negotiations, but only in specific circumstances, and only after having advertised Council's intention so to act.

6.3 Financial implications

Based on the current lease agreement the monthly rental payable is R 8520.14 and the account is settled in full.

6.5 Legal Implications

The legal implications are discussed above. As this is a cession of an existing agreement which is only valid until June 2025 there are no long-term rights being granted by council.

6.6 Staff Implications

No additional staff implications.

6.7 Previous / Relevant Council Resolutions

Writer has not been able to allocate any previous Mayoral Committee or Council resolutions and the previous agreements were dealt with by the former Manager: Property Management.

6.8 Risk Implications

The risks are addressed in the item.

6.9 Comments from Senior Management

6.9.1 Director: Infrastructure Services

6.9.2 Director: Planning and Economic Development

- The zoning of the property is Public Open Space.

- According to municipal records, a temporary departure for the telecommunications base station was approved and valid for five (5) years from the date of final notification (26 January 2009), therefore, the temporary departure was only valid until 26 January 2014.
- The recommendation can be supported on condition that a land use application to obtain land use rights for the free-standing base telecommunication station be submitted.

6.9.3 Director: Community Services

Supports the recommendations.

6.9.4 CFO

Supports the recommendations.

6.9.5 Municipal Manager (Acting)

Supports the recommendations.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2024-07-24: ITEM 7.3.9

- (a) that Council confirms that the portion of Portion 14 of Farm 1674 Paarl (Pniel) on which the current telecommunication tower is situated is not needed for basic municipal Services;
- (b) that council approves that the contract with MTN be ceded to IHS Towers for the duration of the current lease (30 June 2025);
- (c) that the Municipal Manager be authorized to sign an agreement with the parties to cede the lease agreement for the duration of the current agreement on the same terms as the current agreement; and
- (d) that a land use application to obtain land use rights for the free-standing base telecommunication station be submitted.

ANNEXURES:

Appendix 1: Application
Appendix 2: Option to renew
Appendix 3: Cession letter

FOR FURTHER DETAILS CONTACT:

Name	Annalene de Beer
Position	Director: Corporate Services
Directorate	Corporate Services
Contact Numbers	021-8088073
E-mail Address	annalene.debeer@ Stellenbosch.gov.za
Report Date	11/06/2024

APPENDIX 1



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

APPLICATION FOR LEASE OF MUNICIPAL LAND APPLICATION FORM

A: APPLICANT'S DETAILS

Name : IHS Towers South Africa

Physical address: 2nd Floor, 6 Parks Boulevard
Oxford Park
199 Oxford Road
Rosebank,
Johannesburg, South Africa

Postal code: 2196

Mailing address:
.....
.....
.....
Postal code:.....

E-mail address:

Telephone:

Cell phone:

B: PROPERTY DETAILS OF APPLICANT

Erf/farm number : N/A
 Suburb: Rosebank
 Town: Johannesburg

C: PROPERTY DETAILS OF LEASE AREA APPLYING FOR

Erf/farm number : T4989 Pniel Sports Ground – Farm No 1674
 Suburb: Pniel
 Town: Cape Town
 Area applying for 60m²

* To be supplemented with a sketch-plan with dimension in m²

D: TYPE OF APPLICATION:

Please mark the appropriate block

For commercial purposes, other than for parking	☐
For commercial parking purposes	☐
For residential parking purposes	☐
For non-commercial purposes	☐
For projecting structures onto street reserves	☐
For projecting structures onto other council-owned land	☐
Other: please provide description:	☒

Brief description of application:

Application to cede current active lease between MTN and the Stellenbosch municipality over to IHS Towers South Africa.

.....

Motivation:

To pursue the cession of this lease agreement for site T779 Papegaaiberg in terms of the bulk purchase completed by IHS Towers South Africa and MTN, this falls under the Western Cape portfolio

E: LIST OF ATTACHEMENTS AND SUPPORTING DOCUMENTS

Please mark the appropriate box

- | | |
|---|--------------------------|
| Special Power of Attorney, where Applicant is not the owner | ☐ |
| Diagram of proposed area of the lease area | ☐ |
| Letters of consent (affected neighbours) | ☐ |
| Application fee (non-refundable) | ☐ |

I hereby certify that the information supplied in this application form is correct and that I am property authorized to make this application.

Applicant's signature: *Priya Ratanjee*

Date: 25 March 2024

Full name: Priya Ratanjee - Legal Manager

APPENDIX 2



MTN South Africa (Pty) Ltd.

216 14th Avenue, Fairland, Roodepoort, 2196 Private Bag 9955, Cresta 2118, South Africa
T +27 (0) 11 912 4139 F + 27 (0) 11 912 4341 mtn.co.za

12 September 2019

Stellenbosch Municipality

E-mail: Piet.Smit@stellenbosch.gov.za

To whom it may concern

**AGREEMENT OF LEASE BETWEEN MTN AND STELLENBOSCH MUNICIPALITY– MTN SITE NAME: PNIEL
SPORTS GROUND– T4989– OPTION TO RENEW**

The Lease Agreement ("the Agreement") signed on the 27th September 2016 has reference.

In terms of Clause 3.2 of the Agreement: -

"The Lessee has the option to renew the Agreement (the "Renewal Period"), which option shall be exercised in writing by the Lessee no less than 3 (three) Months prior to the expiry of the lease period. The renewal period will be subject to the same terms and conditions contained in this Agreement"

Accordingly, MTN (the Lessee) hereby notifies Stellenbosch Municipality (the Lessor), of its intention to exercise the "Option Period" as stipulated in Clause 3.2 of the Agreement.

The Agreement will therefore be renewed for a further period of 5 (Five) years. The renewal will be effective from **01 July 2020**.

All other terms of the Agreement shall remain in full force and effect.

Should you require further information, please contact the writer at the number provided below.

MTN would like to take this opportunity to thank you for your continued support and use of your premises.

Yours in communication


Nokwanda Masuku

Property Co-ordinator

MTN - South Africa

Cell: 083 212 8456

E-mail: Nokwanda.Masuku@mtn.com

Directors: MJ Harper (Chairman), MJ Bosman, SA Fakie, GB Makhaya, GN Motsa, CWN Molope, PF Nhleko, PD Norman, SS Ntsele, LW Phalatse, R Shuter.

Company Secretary: SB Mtshali

Reg. No. 1993/001436/07

APPENDIX 3

MOBILE TELEPHONE NETWORKS PROPRIETARY LIMITED
(Registration number:1993/ 001436/07)
216 14th Avenue, Fairland, 2195
Private Bag 9955, Cresta, 2118, South Africa
Tel +2711 912 3000 Fax +2711 912 4670



27 March 2024

By email: psmmit@stellenbosch.org

Dear Mr. Petrus Smit,

RE : NOTIFICATION OF SALE AND CONSENT TO TRANSFER - T4989 – PNIEL SPORTS FIELD;

MTN has concluded a sale and leaseback transaction with IHS Holding Ltd (**IHS Holding**) for the sale and leaseback by MTN of its telecommunications infrastructure i.e. cell mast towers and rooftop installations to IHS Holding, through its South African subsidiary, IHS Towers South Africa Proprietary Limited (**IHS SA**).

IHS Holding is listed on the New York Stock Exchange and is one of the largest telecommunications infrastructure providers in Africa, Latin America and the Middle East by tower count, and currently operates towers infrastructure in a number of other African countries. It has an established track record in operating infrastructure of this nature, including comparable transactions with MTN Group in Zambia and Nigeria.

The sale involves, amongst others, the transfer (cession and delegation) by MTN to IHS SA of MTN's rights and obligations under the lease agreement between us relating to the above-mentioned site (**Site Lease**).

Against the preceding background, this letter hereby serves to:

1. notify you of the sale and leaseback transaction;

Directors: MJ Harper (Chairman), CS Molapisi (Chief Executive Officer), D Molefe (Chief Financial Officer), MJ Bosman, SA Fakie, N Khan, T Leoka, TBL Molefe, FJ Moolman, RT Mupita, PD Norman, R Ramashia, J Schulte-Bockum, and SA Zinn
Company Secretary PT Sishuba-Bonoyi
Reg. No. 1993/001436/07
VAT Reg. 4630140434

2. notify you of the cession from MTN to IHS SA of the Site Lease; and
3. request, pursuant to the terms of the Site Lease, that you consent to the transfer of the Site Lease as set out in this letter by returning the completed consent form below. In this regard, we kindly draw to your attention to the fact that, in terms of the Site Lease, this consent (or declination) should be given acting reasonably and without delay.

Please note that the transfer does not change the terms and conditions of the Site Lease and merely substitutes IHS SA as lessee in MTN SA's stead. MTN will then also continue as a sub-tenant of IHS SA under the leaseback agreement.

Should consent be withheld by you, reasonable valid reasons for such will need to be furnished to MTN.

Please return the signed consent, alternatively, valid and reasonable reasons to the sender of the email containing this letter, within 7 (seven) business days of receipt of this letter.

Following such consent, the transfer of the Site Lease will occur once (and only if) the sale agreement becomes unconditional and will be affected on implementation of the sale. The sale agreement is presently expected to become unconditional and be implemented in quarter 1 (one) of 2022.

On implementation of the transfer, IHS SA will be in contact with you regarding the continued administration of the Site Lease and to provide you with their FICA documents and any further necessary details you may reasonably require. IHS SA shall also send to you a countersigned copy of this letter, for your records.

Signature:



Full Names: Ernest Furstenberg Paul

Designation: General Manager: Network Deployment

CONSENT TO TRANSFER

I, (full names) _____ in my capacity as Lessor,
alternatively, the duly authorised representative of the Lessor, hereby consent to the transfer of the
Site Lease as set out in the letter to which this consent is attached.

Signature

Capacity:

Date:

COUNTERSIGNED:

IHS TOWERS SOUTH AFRICA PROPRIETARY LIMITED

Pratanjee

Signature Priya Ratanjee

Capacity: Legal Manager

Date: 5 June 2024

10.3.2	RETURN ITEM: REQUEST TO RECONSIDER COUNCIL RESOLUTION MADE REGARDING THE LEASING AND MANAGEMENT OF STELMARK PARKING AREA TO THE OWNERS OF THE CENTRE ADJACENT TO THE PARKING AREA
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Collaborator No: 780704

IDP KPA Ref No: Good Governance

Meeting Date: 19 February 2025 and 26 February 2025

1. SUBJECT: RETURN ITEM: REQUEST TO RECONSIDER COUNCIL RESOLUTION MADE REGARDING THE LEASING AND MANAGEMENT OF STELMARK PARKING AREA TO THE OWNERS OF THE CENTRE ADJACENT TO THE PARKING AREA

2. PURPOSE

To report back to Council on the negotiations between the applicant and the Municipal Manager and for Council to consider the request from FPG Property Fund (Owners of the shopping centre) to reconsider the lease period and the lease amount as resolved by Council.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Municipality had previously investigated its parking strategy and had tabled several Council items that detailed the approach the municipality has taken to implement these strategies. Council completed a process in terms of Section 78 of the Municipal Systems Act to determine the most appropriate method of providing a parking service. The municipality had also previously embarked upon internal parking management models; however these were found to be less favourable and not suitable. As the Municipality is of the intention to improve on parking management Council approved as pilot projects the management of Checkers Parking Complex and the Stelmark Parking Centre by adjacent retail outlets or owners. This approval was done in terms of a resolution taken by Council on 27 July 2022.

As part of the resolution the leasing of the parking areas were approved for a period of three years at a rental price to be determined and the Municipal Manager was authorised to negotiate a rental with the retailers and report back to Council. No mention is made of the maintenance of the area or what the position will be in the event that the lessee invests capital expenditure in the upgrade of the area. As this area is used for parking the tariffs as approved by council per parking bay was used by the accounting officer to determine the lease amount. As this is a set amount the accounting officer cannot change the tariffs to negotiate a different amount. The leases for Checkers and The Stellenbosch Mall were determined in exactly the same manner and the lease periods kept as per the resolutions. A change in the resolution may impact on the other agreements, one which has been signed and the other one which is in finalisation stage.

FPG Property Fund is the owner of the Stelmark shopping centre since 2001. The anchor tenant being Pick 'n Pay. They have provided the municipality with a proposal on their suggestions on how to improve the parking area which will result in a large capital investment from their side. Due to this investment, they are

requesting that the lease term be extended from three years to nine years eleven months with an option to renew for a further period of nine years and eleven months. They further request that no rental will be payable as the capital spend will offset the monthly rental over the longer period as requested. All capital improvements will vest with the municipality on termination of the lease agreement. The capital investment includes fencing of the area and erecting a guard house, providing parking boom equipment, installing CCTV and electrical work. The lease amount is R46 710.00 per month amounting to R560 520.00 per annum on the current tariffs without taking any increases into account. As their capital investment is R1 000 000 according to their own submission this investment will be covered within two years lease period. The management fees cannot be attributed to the municipality as the company will be earning the fees from the parking that they are managing.

The matter was before Council on 17 April 2024 where Council resolved that the matter be referred back for the Municipal Manager for negotiations and whereafter it should be submitted to Council directly. The Municipal Manager has now finalised the negotiations with the applicant and has agreed to the following:

1. The lease agreement be approved for a period of 9 years 11 months;
2. The capital investment of the property can be set off against the monthly rent, which is determined by the approved tariffs;
3. All capital expenditure will first have to be approved by the Municipality in writing via the Property Management Department;
4. Any upgrades done on the premises or capital invested will become the property of the municipality;
5. Once the amount of the capital expenditure has been covered by the monthly rental then payment will be due per parking space as per the prescribed tariffs;
6. There will be no set-off for the annual operating expenses and same should be covered by the parking charges. The annual operating costs will be above and beyond the monthly rental after the capital investment has been set-off; and
7. The applicant can give three months' notice of termination of the agreement.

It should be noted that a Public Participation Process that was followed in terms of the earlier resolution whereby the lease term was only three years and did not deal with 9 years and 11 months as is now requested.

5. RECOMMENDATIONS

For consideration

- (a) that the Council resolution of 27 July 2022 as it relates to the Stelmark parking area, which reads as follows:
 - (i) That Council takes note that the information statement was published as part of the public participation process that was followed;
 - (ii) That Council considered the comment received;
 - (iii) That Council approves the leasing of parking areas (Stelmark) to retailers/owners adjacent to the parking areas for a period of three years at a rental price to be determined;

- (iv) That the Municipal Manager be authorised to negotiate a rental with the retailers and report back to Council; and
- (v) That the lease agreement, with the relevant parties, be compiled and concluded

be reviewed and rescinded;

- (b) That FPG Property Fund may lease the parking area for a period of 9 years and 11 months as per the terms agreed with by the Municipal Manager namely:
 - 1. The lease agreement be approved for a period of 9 years 11 months;
 - 2. The capital investment of the property can be set off against the monthly rent, which is determined by the approved tariffs;
 - 3. All capital expenditure will first have to be approved by the Municipality in writing via the Property Management Department;
 - 4. Any upgrades done on the premises or capital invested will become the property of the municipality;
 - 5. Once the amount of the capital expenditure has been covered by the monthly rental then payment will be due per parking space as per the prescribed tariffs;
 - 6. There will be no set-off for the annual operating expenses and same should be covered by the parking charges. The annual operating costs will be above and beyond the monthly rental after the capital investment has been set-off; and
 - 7. The applicant can give three months' notice of termination of the agreement.

6. DISCUSSION / CONTENT

6.1 Background

6.1.1 Council resolution

On 27 July 2022 a Council resolution was passed approving a pilot project for a period of three years for the lease of the parking lot located next to Stelmark and mandating the Municipal Manager to negotiate rental. After this Council resolution an application was received from FPG Property Fund which was brought back to Council for consideration in April 2024. The Council resolution mandated the Municipal Manager to enter into further negotiations with the applicant before the matter is brought back to Council for final consideration.

6.2 DISCUSSION

6.2.1 Application from FPG Property Fund and agreement with Municipal Manager

FPG Property Fund is the owner of the Stelmark shopping centre since 2001. The anchor tenant being Pick 'n Pay. They have provided the municipality with a proposal on their suggestions on how to improve the parking area which will result in a large capital investment from their side. Attached hereto as **APPENDIX 1** is the presentation received from the applicant. Due to this investment, they are requesting that the lease term be extended from three years to nine years eleven months with an option to renew for a further period of nine years and eleven months.

They further request that no rental will be payable as the capital spend will offset the monthly rental over the lease period, if the lease is approved for the longer period as requested. All capital improvements will vest with the municipality on termination of

the lease agreement. The suggested capital investment includes fencing off the area and erecting a guard house, providing parking boom equipment, installing CCTV and electrical work.

The lease amount is R46 710.00 per month amounting to R560 520.00 per annum on the current tariffs without taking any increases into account. As their capital investment (see attachment A) is R1 000 000 according to their own submission this investment will be covered within two years lease period. The management fees cannot be attributed to the municipality as the company will be earning the fees from the parking that they are managing.

The following agreement was reached with the Municipal Manager:

1. The lease agreement be approved for a period of 9 years 11 months;
2. The capital investment of the property can be set off against the monthly rent, which is determined by the approved tariffs;
3. All capital expenditure will first have to be approved by the Municipality in writing via the Property Management Department;
4. Any upgrades done on the premises or capital invested will become the property of the municipality;
5. Once the amount of the capital expenditure has been covered by the monthly rental then payment will be due per parking space as per the prescribed tariffs;
6. There will be no set-off for the annual operating expenses and same should be covered by the parking charges. The annual operating costs will be above and beyond the monthly rental after the capital investment has been set-off; and
7. The applicant can give three months' notice of termination of the agreement.

The correspondence between the office of the Municipal Manager and FPG Property Fund in support of the negotiations is attached hereto as **APPENDIX 2** and **APPENDIX 3**.

Council needs to consider the terms as agreed with the Municipal Manager and whether the terms are acceptable or not. Although the previous Mayoral Committee resolution states that the matter go directly to Council after negotiations with the applicant, the administration has though it best to bring it back to the Mayoral Committee for consideration given the changes.

6.2.2 Ownership and Location

The ownership of the parking lot adjacent to the Stelmark Shopping Centre vests with the Stellenbosch Municipality. The Shopping Centre is in the Stellenbosch CBD as per Fig. 1 and Fig. 2 below.

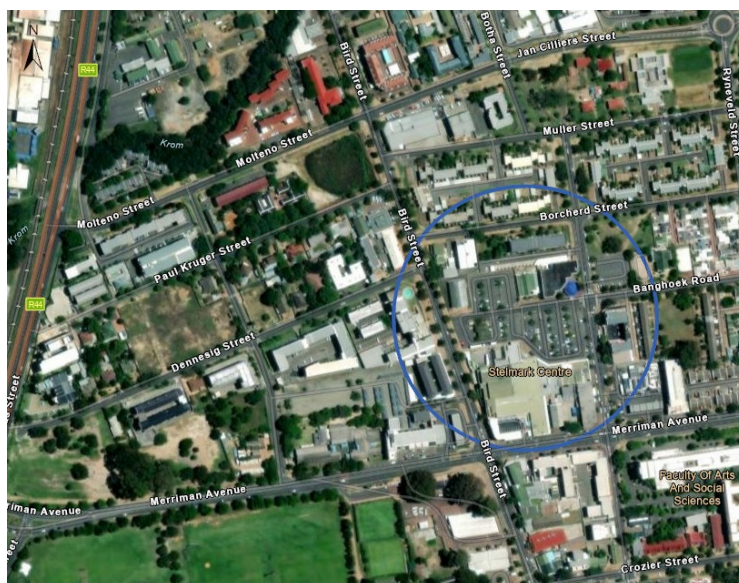


Fig 1. Location



Fig 2. Parking lot

6.3 Financial Implications

In terms of the prescribed tariff the monthly rental for the lease of a parking space in the Stellenbosch CBD is R346.00 and this area consists of 135 parking spaces. The monthly rental will therefore be R46 710.00 on the current tariff.

The lease amount is R46 710.00 per month amounting to R 560 520.00 per annum on the current tariffs without taking any increases into account. As their capital investment (see attachment) is R1 000 000 according to their own submission this investment will be covered within two years lease period. The management fees cannot be attributed to the municipality as the company will be earning the fees from the parking that they are managing.

In the event that the proposal is accepted no monthly payments will be made initially as same will be set off against the capital investment on the property. However, after the capital investment amount is surpassed, a monthly rental will be charged. This will be after two years of rent.

6.4 Legal Implications

The rights requested by the applicant are long-term rights in terms of the Asset Transfer Regulations and a public participation process should be followed if the intended lease agreement is extended beyond the three years and the property is valued at over R10 million.

In terms of paragraph 9.2.2 of the Property Management Policy, the Municipal Council may dispense with the prescribed, competitive process, and may enter into a private treaty agreement through any convenient process, which may include direct negotiations, but only in specific circumstances, and only after having advertised Council's intention so to act.

6.5 Staff Implications

There are no staff implications.

6.6 Previous / Relevant Council Resolutions**SPECIAL COUNCIL: 2022-02-16: ITEM 8.11.2****RESOLVED (nem con)**

- (a) That the content of this report is noted;
- (b) That it is noted that a MSA section 78(3) investigation was done to which Council took a section 78(4) decision on February 2020;
- (c) That council now review, rescind and replace 4.5 of the 26 February decision to read as follows:

“4.5 that Council, in terms of the MSA Act 32 of 2000 as amended, section 78(4), accepts that the method of providing parking generally be considered as follows:

 - a Provision of open one level off-street parking space needs, be performed on an external service delivery Mechanism except where the internal mechanism is clearly more viable and effective;”
- (d) that the two requests of management of the following parking spaces:
 - a Checkers Complex Parking, ANNEXURE A
 - b Stelmark Centre Parking, ANNEXURE B

be approved in principle as interim pilot projects for a period of not more than three years.
- (d) Council confirm that Eikestad multi-level parking will be done through a Public-Private Partnership as envisage in Section 78(3) report;
- (e) That given the project life cycle for PPP process the parking be leased out a short-term base until the PPP process is finalised.
- (f) That the intention to outsource the management of these areas on an interim basis be advertised for public comment; and
- (g) That after the public participation process the comments be considered by Council before a final decision is taken.

6th COUNCIL MEETING: 2022-07-27: ITEM 11.6.1**RESOLVED (majority vote)**

- (a) That Council takes note that the information statement was published as part of the public participation process that was followed;
- (b) That Council considered the comment received;
- (c) That Council approves the leasing of parking areas (Checkers/Stelmark) to retailers/owners adjacent to the parking areas for a period of three years at a rental price to be determined;
- (d) That the Municipal Manager be authorised to negotiate a rental with the retailers and report back to Council; and
- (e) That the lease agreement, with the relevant parties, be compiled and concluded.

MAYORAL COMMITTEE MEETING: 2024-04-17: ITEM 7.3.11:**RESOLVED**

That the matter be referred back for the Municipal Manager for negotiations and submitted to Council directly.

6.7 Risk Implications

The risks are addressed in the item.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.3.1

- (a) that the Council resolution of 27 July 2022 as it relates to the Stelmark parking area, which reads as follows Be reviewed and rescinded;
 - (i) That Council takes note that the information statement was published as part of the public participation process that was followed;
 - (ii) That Council considered the comment received;
 - (iii) That Council approves the leasing of parking areas (Stelmark) to retailers/owners adjacent to the parking areas for a period of three years at a rental price to be determined;
 - (iv) That the Municipal Manager be authorised to negotiate a rental with the retailers and report back to Council; and
 - (v) That the lease agreement, with the relevant parties, be compiled and concluded.
- (b) that the Council resolution of 27 July 2022 as it relates to the Stelmark parking area, be replaced with the resolution that reads as follows:
 - (i) that FPG Property Fund may lease the parking area for a period of 9 years and 11 months as per the terms agreed with by the Municipal Manager.

-
- (ii) The capital investment of the property can be offset against the monthly rent, which is determined by the approved municipal tariffs;
 - (iii) All capital expenditure for the purposes of offset will first have to be approved by the Municipality in writing via the Property Management Department;
 - (iv) Any upgrades done on the premises or capital invested will become the property of the municipality;
 - (v) Once the amount of the capital expenditure has been covered by the monthly rental, then and thereafter rental payment will be due per parking space as per the prescribed municipal tariffs;
 - (vi) There will be no offset for the annual operating expenses and same should be covered by the parking charges. The annual operating costs will be above and beyond the monthly rental after the capital investment has been offset; and
 - (vii) The applicant can give three months' notice of termination of the agreement. In the event of such a termination, all capital improvements and infrastructure erected on the property will default to the municipality;
- (c) that the resolution of 27 July 2022 as it relates to the Checkers parking area remains in place.

APPENDICES

- Appendix 1: Proposal
 Appendix 2: Correspondence from Municipal Manager to FPG Property Fund
 Appendix 3: Correspondence between Municipality and FPG Group

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Municipal Manager</i>
CONTACT NUMBERS	021-808 8025
E-MAIL ADDRESS	Municipal.manager@ Stellenbosch.gov.za
REPORT DATE	2025 – 02 – 03

APPENDIX 1

FPG HQ, 3 Kiepersol Close, Platteklouf 3, Cape Town, 7550 | PO BOX 12668, N1 City, Cape Town, 7463
T 021 595 3000 | F 021 595 3166 | E info@fpggroup.co.za | www.fpggroup.co.za

03 April 2024

BY EMAIL: mayor@stellenbosch.gov.za

CC: charlotte@stellenbosch.gov.za

Executive Mayor: Stellenbosch Municipality

Dear Mayor Gesie van Deventer

RE: STELMARK CENTRE – LEASING OF PARKING AREA

We refer to the above, previous correspondence, as well as our meeting dated 22nd February 2024 with yourself regarding the leasing of the municipal parking area at Stelmark Centre depicted in Annexure A as reference

BACKGROUND

Stelmark Centre is a well-known and conveniently located shopping centre in Stellenbosch within close proximity to Stellenbosch University on Merriman Avenue and opposite high traffic public transport nodes in Bird Street. The centre is anchored by Pick 'n Pay, with various other line shops.

We, FPG Holdings (Pty) Ltd acquired the shopping centre in 2001. We are a privately-owned, Level 1 BBBEE Property Fund with over 30 retail convenience centres situated predominantly within the Western Cape. We own and manage all these properties internally and have strict procedures in relation to security, cleaning as well as repairs and maintenance. We have a “hands-on” approach to property management.

Adjoining Stelmark Centre is a public parking area of which ownership vests with the Municipality. The parking area performs the following functions:

- Shopping centre parking for Stelmark Centre customers;
- Parking for other smaller ancillary retail shops adjacent to and across the road from Stelmark Centre;
- Informal Traders utilize the parking to carry out their trade.

Over the past few years, we have seen an increase in crime statistics in Stellenbosch, as in many towns in South Africa. Stelmark Centre has become increasingly popular for both petty and organized crime. We have witnessed armed robberies at our centre, as well as numerous smash and grab complaints from our customers. These security threats have resulted in decreased foot count to the centre, directly impacting the trade of the tenants. As indicated by yourself in our meeting, there was an incident of a robbery of a tourist which has a major negative impact not only for Stelmark but also impacts the tourism perception of the town and our country as a whole. A recent survey undertaken with the tenants and customers cited security concerns in respect of the parking area and parking tariffs as some of their major issues/concerns. Despite the above, there has not been any security measures introduced for the parking area, and we have seen numerous store closures at the centre. Given the current economic times and the exorbitantly high unemployment rates, we predict further security incidents occurring in this parking area if nothing drastically improves.

Therefore, in order to provide an effective and practical security system and promote community development, we are requesting that the Municipality enter into a lease with us for the leasing of the parking area as set out:

Turning Retail / *Inside Out*

OUR PROPOSAL

Should the Municipality enter into a lease agreement with ourselves, we would ensure the following:

- Address the safety concerns mentioned above as we will contract security guards to secure the parking area and act as a deterrent to criminal elements;
- Erect a boundary fence to further secure the site;
- Introduce CCTV monitoring to the area and link it to our 24 hour control room, with direct LPR recognition;
- Introduce remote-jamming devices to prevent vehicle theft;
- Manage parking tariffs to ensure it is appropriately priced for customers of the centre with long-stay parking being prevented;
- Repair and maintain the parking area to market standards;
- We will collaborate with the neighbouring properties (including the Mosque) on the effective use of the parking lot to reach a mutual conclusion.
- Enhance tenant and customer experience by an active management of the parking area;
- Prevent stores from closing (thus retaining jobs and protecting livelihoods); and
- Promote development of the shopping centre and surrounding areas

The above initiatives will require an initial upfront capital spend of approximately R1 million and an annual operational expenditure of approximately R660 000. This can be broken down as follows:

	<u>Capital cost</u>	<u>Annual Operating Expenses</u>
	1,000,000	
Fence & guard house	725,000	
Parking boom equipment	125,000	
CCTV	100,000	
Electrical work	50,000	
		660,000
Parking Management		360,000
Parking Equipment Rental		60,000
Repairs and Maintenance		24,000
Cleaning and Landscaping		36,000
Security		180,000

According to the information received from the Municipality, the current parking income is approximately R10 000 per month. Based on the above, this would not be sufficient to cover the monthly operating expenditure, nor recoup any of our capital outlay.

Our proposal is therefore as follows:

- The Municipality lease us the parking area depicted in Annexure A for a period of 9 years and 11 months. As from the Lease Commencement Date, we will undertake the abovementioned measures to secure the parking area.
- All capital spend on the parking area will vest with the Municipality on the Lease Termination Date.
- No rental will be payable as the capital spend will offset the monthly rental over the Lease Period. We would carry the full risk of ensuring that the parking income covers the monthly operating expenses.
- Given the capital spend, we request an option to renew the Lease Agreement for a further period of 9 years and 11 months. At a minimum, we would require a right of first refusal should the Municipality opt to lease or sell the land. We have similar arrangements with Transnet and PRASA on our Leasehold properties.

FPG HQ, 3 Kiepersol Close, Platteklouf 3, Cape Town, 7550 | PO BOX 12668, N1 City, Cape Town, 7463

T 021 595 3000 | F 021 595 3166 | E info@fpggroup.co.za | www.fpggroup.co.za

Additionally, we are currently in the planning stages of a redevelopment of the shopping center that will entail the introduction of more secure parking, additional retail tenancies and possible student accommodation, further demonstrating our commitment to the Stellenbosch area.

Lastly, we would like to highlight that we contribute more than R600,000 per annum in municipal rates and taxes to the Municipality in respect of Stelmark Centre. We are thus invested in improving the area and working together with the Municipality. This Private/Public partnership will promote development and is an uncomplicated example with a reputable property owner that has a vested interest in the Western Cape.

CONCLUSION

Shopping centres play a vital role in how communities' function. This community also includes employees of the shopping centre whose livelihoods depend on it. For the community to feel safe at Stelmark Centre, we ask for the Municipality's favorable consideration to our request.

Happy Mnisi

Yours faithfully
Happy Mnisi – Asset Manager
FPG Holdings (Pty) Ltd



APPENDIX 2



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

OFFICE OF THE MUNICIPAL MANAGER

Email: municipal.manager@stellenbosch.gov.za

Contact no.: 021 808 8025

Date: 2024-06-10

**FPG PROPERTY FUND
CAPE TOWN**

BY EMAIL: [REDACTED]

Dear Sir / Madam

STELMARK CENTRE – LEASING OF PARKING AREA

We refer to the abovementioned matter as well as your correspondence to the Executive Mayor dated 3 April 2024.

We confirm that the Property Management Department was requested by the Executive Mayor to prepare an item for the Executive Mayoral Committee for consideration of your proposal in said correspondence. The matter was before the Mayoral Committee and was referred to the Municipal Manager for negotiations whereafter it will be submitted to Council for final approval.

After careful consideration of your proposal, we wish to place the following on the table for your consideration:

1. The recommendation to Council will be to approve the lease agreement for a period of 9 years and 11 months with an option to renew;
2. The capital investment to the property can be set off against the monthly rent, which is determined by our approved tariffs;
3. All capital expenditure will first have to be approved by the Municipality in writing via the Property Management Department;
4. Once the amount of the capital expenditure has been covered by the monthly rental then payment will be due per parking space as per our prescribed tariffs;



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5. There will be no set-off for the annual operating expenses and same should be covered by the parking charges. The annual operating costs will be above and beyond the monthly rental after the capital investment has been set-off.

Please note that the current approved rental for a parking space in Stellenbosch CBD is R346.00 per parking space per month and this parking area consists of 135 parking spaces. The rental for this financial year will therefore be R46 710.00 per month. This amount will escalate on an annual basis and will not be charged until such time that the capital investment is covered.

We trust you find this to be in order and look forward to hearing from you.

Yours faithfully;

Geraldine Mettler
Municipal Manager

APPENDIX 3

Nomie Tshefu

From: Kevin Carolus
Sent: Wednesday, 06 November 2024 14:31
To: Nomie Tshefu; mm
Cc: Monique Steyl; Adele Wagenaar; Rochelle Nichols; Yolande van den Berg
Subject: RE: Stelmark - Leasing of Parking Area

Good day,

In response to the letter from FPG Holdings (Pty) Ltd dated 10 July, I acknowledge that the following conditions in the lease agreement are acceptable:

1. The recommendation to Council will be to approve the lease agreement for a period of 9 years and 11 months, with an option to renew.
2. The capital investment in the property can be set off against the monthly rent, which will be determined based on our approved tariffs.
3. All capital expenditure must first be approved in writing by the Municipality via the Property Management Department.
4. Once the capital expenditure has been fully covered by the monthly rental, payment will be due per parking space in accordance with our prescribed tariffs.

However, the request that the rental be based on a percentage of the net income is not acceptable to the Municipality. The tariffs per parking bay are in line with the Council-approved tariff listing and are implemented consistently throughout the Municipality. Please note that this is a lease agreement, and it is standard practice that operational expenses are not set off against rental amounts, in this case, parking bay tariffs.

The Municipality has already extended a concession by allowing the offset of capital expenditure. The parking areas/bays represent a municipal revenue stream, and the revenue generated is used to fund services such as mobility infrastructure and safety. It is essential that these revenue streams are protected, and there must be certainty regarding the amounts to be collected. Under-collection could adversely impact the quality and roll-out of these services.

Kind regards,
Kevin Carolus
 Chief Financial Officer
 Financial Services

T: +27 21 808 8528
Plein Street, Stellenbosch. 7600
[www.stellenbosch. ov.za](http://www.stellenbosch.ov.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. ov.za/main a es/disclaimer a e.htm](http://www.stellenbosch.ov.za/main%20a%20es/disclaimer%20a%20e.htm)

From: mm <Municipal.Manager@stellenbosch.ov.za>
Sent: Friday, 18 October 2024 10:48
To: Kevin Carolus <Kevin.Carolus@stellenbosch.ov.za>; Monique Steyl <Monique.Steyl@stellenbosch.ov.za>
Cc: Rochelle Nichols <Rochelle.Nichols@stellenbosch.ov.za>; Nomie Tshefu <Nomie.Tshefu@stellenbosch.ov.za>;

Adele Wagenaar <Adele.Wagenaar@stellenbosch.gov.za>

Subject: FW: Stelmark - Leasing of Parking Area

Good day CFO

The attached letter from Mr Mnisi refers.

The MM requested that you please advise if the attached request could be considered in the Adjustments Budget.

Looking forward to your response.

Kind regards

Nomie

From: Happy Mnisi <[REDACTED]>

Sent: Tuesday, 15 October 2024 17:23

To: mm <Municipal.Manager@stellenbosch.gov.za>

Subject: [EX] FW: Stelmark - Leasing of Parking Area

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

From: Happy Mnisi

Sent: Tuesday, 15 October 2024 17:21

To: municipal.manager@stellenbosch.gov.za

Cc: Yolande van den Berg <Yolande.vandenBerg@stellenbosch.gov.za>; Ziyaad Samsodien

<[REDACTED]>; Lincoln Mudau <[REDACTED]>; 'Tanatswa Chimanzi'

<[REDACTED]>; Venessa Roux <[REDACTED]>; Raydine Wenn

<Raydine.Wenn@stellenbosch.gov.za>

Subject: RE: Stelmark - Leasing of Parking Area

Good day,

Thank you for the call earlier. Please see attached the email trail as requested.

Regards

Happy Mnisi | Asset Manager | [REDACTED]



FPG HQ | 3 Kiepersol Close, Plattekloof 3, Cape Town, 7500 | PO BOX 12668, N1 City, Cape Town, 7463 | LEVEL 1 B-BBEE

Please note that our banking details have not and will not change, should you have any doubt please confirm the details directly with us.
Disclaimer

From: Happy Mnisi

Sent: Tuesday, 27 August 2024 13:26

To: municipal.manager@stellenbosch.gov.za

Cc: Yolande van den Berg <Yolande.vandenBerg@stellenbosch.gov.za>; Ziyaad Samsodien

<[REDACTED]>; Lincoln Mudau <[REDACTED]>; Tanatswa Chimanzi

<[REDACTED]>; Venessa Roux <[REDACTED]>; Raydine Wenn

<Raydine.Wenn@stellenbosch.gov.za>

Subject: RE: Stelmark - Leasing of Parking Area



[REDACTED] | www.fpggroup.co.za

10 July 2024

BY EMAIL: municipal.manager@stellenbosch.go.za

Municipal Manager: Stellenbosch Municipality

Dear Miss Geraldine Mettler

RE: STELMARK CENTRE – LEASING OF PARKING AREA

We refer to the above-mentioned matter as well as your correspondence dated 10 June 2024. We appreciate your consideration of our proposal and wish to accept several of the points raised in your letter as well as to place further points for your consideration.

1. We agree with the recommendation for Council to approve a 9 year and 11-month lease agreement with an option to renew the lease agreement on the same terms and conditions.
2. We agree with the capital investment offset against the monthly rental based on your rental rate per parking bay (i.e. R346.00 per parking bay amounting to an amount of R46 710) subject to annual escalation of 5.5% per annum and subject to a review after the capital expense has been offset. Once the capital investment has been repaid, we would recommend that the rental is reset based on a percentage of the actual income achieved, taking into account the operational expenditure incurred on the site and a market-related return on investment.
3. All capital expenditure and plans will be presented to the municipality for approval prior to execution.
4. Subject to clause 2 above, the rental must be a percentage of the net income achieved as the most equitable way to determine the rental.
5. We agree to carry the operating expenses without offsetting against the monthly rental.

We acknowledge the current municipal Tariffs, however based on what the municipality is currently generating monthly from the rental, it would not be sustainable for the rental to be based on the Tariff alone. We therefore propose a review of the rental determination after the capital investment has been repaid, which can be based on the actual income generated. We are comfortable to provide the Stellenbosch Municipality with supporting evidence indicating the actual income generated on site.

We appreciate your engagement with us and are determined to adopt the best approach for the municipality and for the greater Stellenbosch community.

Turning Retail Inside Out

Directors: LA Parker (Chairman), E Parker (CEO), R Parker, M Ebrahim
FPG Holdings (PTY) Ltd | Registration Number: [REDACTED]

Should you agree with the above, we are comfortable to prepare a Heads of Agreement for your review and approval prior to the issuing of a Lease Agreement.

Please do not hesitate to contact me should you have any further enquiries.

Happy Mnisi

Yours faithfully

Happy Mnisi – Asset Manager
FPG Holdings (Pty) Ltd

Turning Retail Inside Out

Directors: LA Parker (Chairman), E Parker (CEO), R Parker, M Ebrahim
FPG Holdings (PTY) Ltd | Registration Number: [REDACTED]

10.3.3	FEEDBACK REPORT: REQUEST FOR A LONGER-TERM LEASE AGREEMENT: STELLENBOSCH FLYING CLUB AFTER PUBLIC PARTICIPATION PROCESS
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Collaborator No: 780779

IDP KPA Ref No: Good Governance

Meeting Date: 19 February 2025 and 26 February 2025

1. SUBJECT: FEEDBACK REPORT: REQUEST FOR A LONGER-TERM LEASE AGREEMENT: STELLENBOSCH FLYING CLUB AFTER PUBLIC PARTICIPATION PROCESS

2. PURPOSE

To provide feedback to Council of the feedback and comments received from the public after a public participation process was followed. For Council to take an in-principle decision on the application to extend the lease agreement.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality concluded a Lease Agreement with the Stellenbosch Flying Club on 10 February 1992, which agreement expired on 21 March 2021. At that stage the club applied for a 30-year lease agreement and the matter was before Council in August 2020. Council approved a lease agreement for a further 9 years 11 months with certain other requirements. A lease agreement was entered into which is valid from 1 April 2021 until 28 February 2031.

The Stellenbosch Flying Club has filed another application for a 30-year lease agreement in August 2024. The application was before Council on 30 October 2024 where it was resolved that, *inter alia*, a Public Participation Process should be followed calling on the public to provide comments, inputs or alternative proposals before Council will consider the request to extend the lease period. The Information Statement was approved by Council. The Official Notice was published in Die Burger on 13 December 2024 and Eikestad Nuus on 12 December 2024 with a closing date of 7 February 2025 and several comments were received from the public – 6.2.4 below.

If Council approves the extension of the lease for a period longer than 10 years (current contract 9 years and 11 months from date of signature) an information statement must be approved and published to indicate Council's intention to lease it, the period of the lease and the rental amount as well as the escalation that will take place. The public then again has the opportunity to comment, and the views of National and Provincial treasury will have to be solicited. After the closure of the comment period the item will return to Council to make a final decision after considering the comments.

As the application is not clear on how the 30 years will be calculated Council must pronounce on the period (30 years or less) and whether that period runs from the date of a new lease agreement, cancelling the current agreement with the signature of the new lease agreement or the period that is determined beginning on 1 March 2031 (end of current agreement) of the determined period that runs concurrent with the existing agreement.

5. RECOMMENDATIONS

- (a) that Council takes note of the Official Notice which was published in Die Burger on 13 December 2024 in Eikestad Nuus on 12 December 2024;
- (b) that Council consider the inputs received from the members of the public during the public participation process; and
- (c) that Council consider the application to extend the lease agreement

6. DISCUSSION / CONTENT**6.1 Background****6.1.1 Existing lease agreement**

Since 1973 the Stellenbosch Flying Club is leasing a portion of land, approximately 28.2ha in extent) from Stellenbosch Municipality. The current lease agreement is valid until the last day of February 2031. A copy of the agreement is attached as **APPENDIX 1**.

6.1.2 Application for renewal of Lease Agreement

Hereto attached as **APPENDIX 2** a self-explanatory letter received from the Stellenbosch Flying Club, dated 13 August 2024 wherein they request a longer lease term. In October 2024 Council resolved that it will only consider the application after a public participation process has been followed and approved an Information Statement for publication.

6.2 Discussion**6.2.1 Locality and context**

The locality of the Stellenbosch Airfield is indicated on Fig 1 below.



Fig 1: Location and regional context

6.2.2 Services

The Stellenbosch Airfield has been operating since the early 1900's and over time the required infrastructure and services to operate an airfield of this nature has been acquired. The full complement of municipal services is available.

6.2.3 Ownership

The ownership of Farm 502 vests with Stellenbosch Municipality.

6.2.4 Public Participation Process and Comments Received:

An Official Notice was published in Die Burger on 13 December 2024 and in Eikestad Nuus on 12 December 2024 calling on the public to provide comments, inputs or alternative proposals before 7 February 2025. A copy of the advertisement is attached hereto as **APPENDIX 3 and 3.1** Several comments were received which are attached to the item and summarised hereunder. Some of the comments only reached the Municipality after the closing date, however, to ensure that Council makes an informed decision and has all of the facts it was decided to include all comments received until close of business on 12 February 2025. Comments received after this date is not included as the agenda needed to be finalised. As a rule, we would not include comments received after the closure date.

APPENDIX 4 - Jill Steenkamp:

Mrs. Steenkamp indicates that she does not have an issue with the extension of the lease agreement however she does feel that the suggested period is a long period during which many unforeseen changes may occur, and she will oppose the proposal on those grounds. She states that residents of Die Boord, Paradyskloof and De Zalze are seriously concerned about and angered by the increase in air traffic over these areas stating that it causes stress and anxiety to the residents and domestic pets. She further states that there has been a decrease in bird life in the area. She states that the noise starts extremely early, continues all day and only ceases after dark on most days. The remainder of the complaint strongly emphasises the issue the residents have with the noise caused by the aircrafts and helicopters.

Appendix 5 - Franklin Adams:

Mr. Adams starts his objection with a summary of the history of South Africa from 1652, to the NP taking over in 1948 and the 50-year lease agreements from 1991. He raises objections about several properties, including that of the Flying club – Farm 502L. Mr. Adams objects against the property going out on tender because he does not believe it will economically benefit on a sustainable basis the Previously Disadvantage Individuals. He believes that this decision will primarily protect the status quo that will not be in the interest of economic justice. He suggests that the Municipality should follow the prescribe of the Municipal Finances Management Act and follow an open, equitable and transparent process. In the alternative he suggests that the tender should secure at least a 30% BEE partnership consisting of local residence within WC024 residing here for more than 10 years.

It is important to note that there is no proposed tender for this portion of land, nor is there an intention to dispose of the property permanently. Long term rights through a long-term lease does meet the definition of disposal in terms of the MFMA and regulations, but with a long term lease the property remains the asset of the Municipality. It must also be noted that in a tender process the BEE component is 80/20 (less than R50 Million value) or 90/10 (more than R50 million value) by virtue of the Supply Chain Management Policy approved by Council.

Appendix 6 - John Andrews:

Mr. Andrews objects against several items currently out for public participation, including the proposed extension of the lease agreement of Farm 502L. He states that he is concerned that this lease may compromise the Municipality's control over this asset and potentially lead to unintended consequences. He suggests that there should be further consultation with the community. He requests that the Municipality provides more information, conducts public hearings and consider alternative options that prioritize community benefit and public interest.

Appendix 7 - United Sovereign Cape Kingdoms:

They state that they are very unhappy as they feel that the Municipality does not take the community of Stellenbosch in consideration when discussions and decisions affecting the community are taken. They object on the basis that there was a lack of public participation, no transparency, fair participation, non-disclose, proposals for leases and disclosure of information. This objection was late – received on 12 February 2025.

It is important to note that the advertisements were placed on 12 and 13 December respectively and that a longer timeframe was provided for comments and inputs due to the fact that it was over the December period.

Appendix 8 - Comments from Sylvia Bell:

Mrs. Bell is of the opinion that the public participation time frame is not efficient. She claims that she became aware of this in the Eikestad Nuus on Friday 31 January 2025 and she requests that the Municipality extend the timeframe for the comments.

It is important to note that the advertisements were placed on 12 and 13 December respectively and that a longer timeframe was provided for comments and inputs due to the fact that it was over the December period.

6.2.5 Legal requirements**6.2.5.1 Asset Transfer Regulations****6.2.5.1.1 Granting of rights to use, control or manage a capital asset**

In terms of Regulation 34, a municipality may grant a right to use, control or manage a capital asset only after:

- 1)a) The accounting officer has, in terms of Regulation 35, concluded a public participation process regarding the proposed granting of the right; and
- b) The municipal Council has approved in principle that the right may be granted.
- 2) Sub-regulation (1)(a) must be complied with only if:
 - a) the capital asset in respect of which the proposed right is to be granted has a value in excess of R10m; and
 - b) a long-term right is proposed.

*Please note that, for the purpose of this report, it will be assumed that the property falls within this category, i.e. value in excess of R10M. According to the General

Valuation of 2017 the total Municipal valuation of the property is R20,339 million including a business category portion valued at R17,519 million.

- 3)a) Only a Municipal Council may authorise the public participation process referred to in sub-regulation (a)
- b) a request to the Municipal Council for the authorisation of a public participation process must be accompanied by an Information Statement*, stating:
 - i) the reason for the proposal to grant a long term right to use, control or manage the relevant capital asset;
 - ii) any expected benefit to the municipality that may result from the granting of the right;
 - iii) any expected proceeds to be received by the municipality from the granting of the right; and
 - iv) any expected gain or loss that will be realised or incurred by the municipality arising from the granting of the right.

6.2.5.1.2 Public participation process for granting of long-term rights

In terms of Regulation 35, if a Municipal Council has in terms of Regulation 34(3)(a) authorised the Accounting Officer to conduct a public participation process ... the Accounting Officer must, at least 30 days before the meeting of the Municipal Council at which the decision referred to in Sub-regulation (1)(b) is to be considered (i.e. in principle decision)

- a) In accordance with Section 21A of the Municipal Systems Act:
 - i) Make public the proposal to grant the relevant right together with the Information Statement referred to in Reg 34(3)(b); and
 - ii) invite the local community and interested persons to submit to the municipality comments or representations in respect of the proposed granting of the right; and
- b) solicit the views and recommendations of National Treasury or the relevant Provincial Treasury on the matter

6.2.5.1.3 Consideration of proposals

In terms of Regulation 36, the Municipal Council must, when considering the approval of any such right, take into account:

- a) whether such asset may be required for the municipality's own use during the period for which such right is to be granted;
- b) the extent to which any compensation to be received will result in a significant economic or financial benefit to the municipality;
- c) the risks and rewards associated with such right to use; and
- d) the interest of the local community

6.2.5.1.4 Conditional approval of rights

In terms of Regulation 40, an approval in principle in terms of Regulation 34(1) (b) that a right to use, control or manage a capital asset may be granted, may be given subject to any conditions, including conditions specifying: -

- a) The type of right that may be granted, the period for which it is to be granted and the way in which it is to be granted;
- b) The minimum compensation to be paid for the right, and
- c) A framework within which direct negotiations *for the granting of the right must be conducted if applicable

6.2.5.1.5 Granting of rights to be in accordance with disposal management system

In terms of Regulation 41, if an approval in principle has been given in terms of regulation 34 (1)(b), the municipality may grant the right only in accordance with the disposal management system* of the municipality, irrespective of:-

- a) the value of the asset; or
- b) the period for which the right is granted; or
- c) whether the right is to be granted to a private sector party or organ of state.

*The Policy on the Management of Council-owned property is regarded as the Municipality's Disposal management System. (See paragraph 6.2.4.2, below).

6.2.5.2 Policy on the Management of Council owned property

6.2.5.2.1 Competitive process

In terms of paragraph 7.2.1, unless otherwise provided for in the policy, the disposal of viable immovable property shall be affected by means of a process of public competition.

In terms of paragraph 9.1.1 of the Policy, the type of a formal tender may vary, depending on the nature of the transaction:

- i) Outright tender may be appropriate where the Immoveable property ownership is not complex, and the Municipality is seeking obligations to be placed on the successful tenderer which are clear and capable of specification in advance.
- ii) Qualified tenders/call for proposals will be appropriate where the Immoveable property ownership position is complex or the development proposals for the Immoveable property are insufficiently identified or otherwise incapable of detailed specification at the pre-tender stage.
- iii) Call for proposals on a build-operate transfer (B.O.T) basis will be used if a developer is required to undertake the construction, including the financing, of a facility on Municipal-owned land, and the operation and maintenance thereof. The developer operates the facility over a fixed term during which it is allowed to charge facility users appropriate fees, rentals and charges not exceeding those proposed in its bid or as negotiated and incorporated in the contract, to enable the developer to recover its investment and operating and maintenance expenses in the project. The developer transfers the facility to the municipality at the end of the fixed term.

6.2.5.2.2 Deviation from competitive process

In terms of paragraph 9.2.2 of the Policy, the Municipal Council may dispense with the prescribed, competitive process, and may enter into a private treaty agreement through any convenient process, which may include direct negotiations, but only in

specific circumstances, and only after having advertised Council's intention so to act. Should any objections be received as a consequence of such a notice, such objections first be considered before a final decision is taken to dispense with the competitive process established in this policy. However, should any objections, be received from potential, competitive bidders, then a public competitive process must be followed.

The advertisement referred to above should also be served on adjoining landowners, where the Municipal Manager is of the opinion that such transaction may have a detrimental effect on such adjoining land owner(s):

- a) Due to specific circumstances peculiar to the property under consideration, it can only be utilized by the one person/organisation wishing to enter into the Property Transaction;
- (e) in exceptional cases where the Municipal Council is of the opinion the public competition would not serve a useful purpose or that it is in the interest of the community and the Municipality. In such cases reasons for preferring such out of hand sale or lease to those by public competition must be recorded".
- l) lease contracts with existing tenants of immovable properties, not exceeding ten (10) years, may be renegotiated where the Executive Mayor is of the opinion that public competition would not serve a useful purpose or that renewal is aligned with the Municipality's strategic objectives and in the interest of the Community, subject to such renewal being advertised calling for public comment. The existing tenant shall give notice of the intention to renegotiate the lease at least six months before the date of termination;

The reasons for any such deviation from the competitive disposal process must be recorded.

From the above it is clear the Council may, under the circumstances described above, decide to dispose with a competitive (tender) process.

6.2.6 Motivation for entering into a long-term lease agreement

The Stellenbosch Flying Club has leased the property from the Municipality since 1973. In the intervening period the club has grown substantially and added significant value to the property including the construction of a runway and associated taxiways, hangars, a clubhouse and flight school and installation of all associated electrical, water, sewerage and roads infrastructure. The result is that today there is an excellent, local airfield

serving the various needs of not only the local recreational flying fraternity, but the greater Stellenbosch and regional community with top class flight training centres, an

accredited aircraft maintenance facility and base for the essential services provide by Working on Fire during the Western Cape fire season.

The facility is very well managed by an extremely competent team drawn from its membership of around 600 persons which includes professionals in a variety of fields such as private, airline and emergency services pilots, medical, finance and business professionals. The combination of skills ensures that a high level of management effectiveness and good governance oversight is maintained which makes for an efficient resource which meets the high standards set by the South African Civil Aviation Authority for an airfield of this nature.

The club and its membership have made a significant investment to get the club and the airfield to where it is today, and naturally they are anxious to ensure that this facility, its availability to the Stellenbosch region and their use thereof continue for many years to come.

The continued existence of the Stellenbosch Flying Club on this site not only ensures that the facility remains for the use of aviators but is also ensures the continued employment of approximately 25 local persons from a variety of backgrounds who are employed by the Club, the Club's flight training school, the Stellenbosch Flying Academy and Stellair, the on-site, licenced aircraft maintenance facility.

Of even greater importance to the region is the essential emergency response service hosted here in the form of Working on Fire who have been instructed by the South African Civil Aviation Authority to establish a permanent maintenance facility in the Western Cape for their fleet of helicopters and fixed wing firefighting aircraft.

What is essential to the Stellenbosch Flying Club to enter into a long term lease with the Stellenbosch Municipality, is so there can be stability and security for the other entities like Working on Fire, the company that is involved in the servicing of the planes so these entities have the assurances that they need, in order to make a substantial investment to construct the facilities that they require to comply with the directive from the South African Civil Aviation Authority.

If one considers the track record the Club has as a tenant of the Municipality and as the operator of a highly efficient airfield, they believe that it is in the interest of the Municipality and the region to continue with the relationship with the Stellenbosch Flying Club through a new agreement. They acknowledge that the new agreement would be subject to review and revision as appropriate from time to time.

6.3 Financial Implications

A market related rental will have to be determined by a valuator. The current lease agreement is for R30 080.00 (including VAT) but has escalated by 6% yearly from March 2022.

6.4 Legal Implications

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

6.5 Staff Implications

This report has no additional staff implications to the Municipality.

6.6 Previous / Relevant Council Resolutions

On 30 April 2015 Council resolved as follows:

RESOLVED (majority vote)

- (a) that Council confirm in terms of Section 14 of the MFMA that the land, unregistered Portion L of Stellenbosch Farm 502, is required for the provision of essential services (the on-going operation of an airport) and that the extension of the long-term lease of the land be actively pursued for airport operational purposes;

- (b) that the Municipal Manager be authorised to conduct the required public participation and other processes for the disposal of unregistered Portion L of Stellenbosch Farm 502 for airport operational purposes through a long-term lease;
- (c) that Council confirms the market related rental value of unregistered Portion L of Stellenbosch Farm 502, is R70 988,59 (2015) per annum plus all costs incidental and annual increases; and
- (d) that the Directors: Planning and Economic Development and Settlements and Property Management be jointly tasked with the management of the project and that quarterly feedback on progress be given to Council".

The decision, however, was never implemented.

37th COUNCIL MEETING: 2020-08-24: ITEM 11.2.1

RESOLVED

- a) that Council takes note of the public participation process that was followed in terms of the Asset Transfer Regulations;
- b) that Council considered the inputs that were received during the public participation process in terms of Section 35 of the Asset Transfer Regulations;
- c) that Council confirms that the land in question, i.e. portion: of Farm 502, Stellenbosch, be identified as land note needed for the municipality's own use during the period for which the right is to be granted;
- d) that Council, in principle, approves a term Lease Agreement on the basis of a private treaty agreement as provided for in Regulation 34(1)(b) of the Asset Transfer Regulations, read with paragraph 9.2.2.1 (1) of the Policy on Management of Council owned property for a period of 9 years 11 months;
- e) that the lease agreement is subject to the Lessee reaching agreement with Working on Fire and Provincial Department of Education in regard to their needs and may enter into sub-lease agreements with both entities as well as other entities linked to providing services to the airfield;
- f) that a new market related lease amount be determined, based on an independent valuation being obtained with escalation of CPI per year for a duration of the agreement;
- g) that Council approves the option of a renewal of the lease agreement for a further period equal to the lease agreement now proposed and;
- h) that Council's in principle approval be advertised for comments/inputs/alternative proposals, and that any inputs in regard thereto be placed before council before a final decision is made.

40th COUNCIL MEETING: 2021-01-27: ITEM 11.2.3

RESOLVED

- a) that Council takes note of the inputs received by WCED;

- b) that the lease be approved to be entered into for a period of 9 years and 11 months with an option to renew the agreement after this initial period;
- c) that before the lease is signed, proof be submitted from the Western Cape Education Department on the agreement reached between the WCED and the Flying Club;
- d) that a market related monthly rental of R30 080.00 (the average of the two new evaluations) be charged from 1 April 2021;
- e) that the rental be escalated by CPI on the first day of the financial year annually, excluding 1 July 2021;
- f) that, if Flying Club wishes to enter into a sub-lease arrangement, such sub-lease must be approved by Council;
- g) that Council approves the sub-leases with the current companies operating on the field and with whom sub-leases were approved previously;
- h) that the delegation to approve any other sub-leases be delegated to the Municipal Manager;
- i) that the agreement may be terminated earlier on a 12 months' notice period if the land is needed for municipal services; and
- j) that the Flying Club pay taxes and services punctually.

26TH COUNCIL MEETING: 2024-10-30: ITEM 10.3.5**RESOLVED**

- (a) that Council approves the Information Statement attached to the item for publication;
- (b) that Council only considered the approval of an extension of the current agreement beyond 10 years after a public participation process and the input from National and Provincial treasury is obtained; and
- (c) that, following the public participation process a report be submitted to Council in order to in principle consider the request of the Flying Club for a further lease.

6.7 Risk Implications

The risks are addressed in the item.

6.8 Comments from Senior Management

The item was not circulated for comments as it is a return item.

6.8.1 Municipal Manager

Notes the comments.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.3.5

- (a) that Council takes note of the Official Notices which were published in Die Burger on 13 December 2024 and in Eikestad Nuus on 12 December 2024;
- (b) that Council considers the inputs received from the members of the public during the public participation process; and
- (c) that Council in-principle approves that a new lease agreement be concluded for a period of thirty (30) years from the signing of the new lease agreement;
- (d) that Council approves that market related rental must be paid which quantum will be determined and reflected in the new lease agreement as soon as the valuation report is received;
- (e) that Council takes note that the valuation for the rental has been requested, and is still awaited, and that the new lease agreement will be finalised and presented for signature after a final decision has been made by Council;
- (f) that an information statement (Annexure 9) be approved for a public participation process; and
- (g) that the new lease agreement shall cancel the existing lease.

ANNEXURES:

- Annexure 1: Flying Club Lease agreement
- Annexure 2: Letter from Stellenbosch Flying Club
- Annexure 3 and 3.1: Advertisement
- Annexure 4: Objection: Jill Steenkamp
- Annexure 5: Objection: Franklin Adams
- Annexure 6: Objection: Johan Andrews
- Annexure 7: Objection: United Sovereign Cape Kingdoms
- Annexure 8: Objection: Sylvia Bell
- Annexure 9: Information Statement

FOR FURTHER DETAILS CONTACT:

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REPORT DATE	2025/02/12

APPENDIX 1



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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1/4/2021

- 28/2/2031

LEASE AGREEMENT

Entered into by and between

STELLENBOSCH MUNICIPALITY

Herein represented by **GARALDINE METTLER** in her capacity as
Municipal Manager, being duly authorised (herein after called the **LESSOR**)

AND

STELLENBOSCH FLYING CLUB

Herein represented by **Dr Jurie Steyn** being duly authorised (herein after called the **LESSEE**)

For the lease of Lease area 502L, being a portion of Farm 502, Stellenbosch measuring approximately 28.2ha in extent (herein after called the **PROPERTY**).

1. PARTIES

1.1 The parties to this lease are:-

1.1.1 (Stellenbosch Municipality) ("the **LESSOR**"); and

1.1.2 (*Stellenbosch Flying Club*) ("the **LESSEE**").

2. INTERPRETATION

2.1 In this lease agreement, except in a context indicating that some other meaning is intended,

2.1.1 "*the Lease Period*" means the period for which this lease subsists,

2.1.2 "*month*" means a calendar month, and more specifically;

2.1.2.1 in reference to a number of months from a specific date, a calendar month commencing on that date or the same date of any subsequent month; and

- 2.1.2.2 In any other context, a month of the calendar, that is, one of the 12 months of the calendar, and "monthly" has the corresponding meaning;
- 2.1.3 "*the parties*" means the parties to this lease, and "party" means one of them;
- 2.1.4 "*the PROPERTY*" means Lease Area 502L, Stellenbosch,
- 2.1.5 "*the Rates*" means the assessment rates payable on the **PROPERTY** and includes but is not limited to, refuse removal charges and sanitary fees;
- 2.1.6 "*the Premises*" has the same meaning as the **PROPERTY**;
- 2.1.7 "*year*" means a period of 12 consecutive months, and "*yearly*" refers to a year commencing on the date on which the lease comes into operation or any anniversary of that date;
- 2.1.8 references to notices, statements and other communications by or from the **LESSOR** include notices by or from the **LESSOR's** agent;
- 2.1.9 expressions in the singular also denote the plural, and vice versa;
- 2.1.10 words and phrases denoting natural persons refer also to juristic persons, and vice versa; and
- 2.1.11 pronouns of any gender include the corresponding pronouns of the other genders.
- 2.2 Any provision of this lease imposing a restraint, prohibition or restriction on the **LESSEE** shall be so construed that the **LESSEE** is not only bound to comply therewith but is also obliged to procure that the same restraint, prohibition or restriction is observed by everybody occupying or entering the Premises or any other part of the **PROPERTY** through, under, by arrangement with, or at the invitation of, the **LESSEE**, including (without limiting the generality of this provision) its Associates and the directors, members, officers, employees, agents, customers and invitees of the **LESSEE** or its Associates.
- 2.3 Clause headings appear in this lease for purposes of reference only and shall not influence the proper interpretation of the subject matter.
- 2.4 This lease shall be interpreted and applied in accordance with South African law.

3. LETTING AND HIRING

- 3.1 The **LESSOR** lets and the **LESSEE** hires the Premises on the terms of this lease.

A handwritten signature in black ink, appearing to be 'A. G. X' or similar, located in the bottom right corner of the page.

4. DURATION

- 4.1 This lease has come into operation on 01 April 2021, notwithstanding date of signature and shall subsist for 9 years and 11 months with an option to renew the agreement after the initial period, subject to clause 4.2 and 4.3.
- 4.2 Notwithstanding the above, should the LESSOR require the property for any *bona fide* municipal purposes, this agreement can be terminated by giving the LESSEE 12 months written notice, in which event the LESSEE will have no claim for compensation or otherwise against the LESSOR.
- 4.3 Notwithstanding the above, should the LESSEE want to terminate the agreement for whatever reason, it can do so by giving the LESSOR 12 months written notice, in which event the LESSOR will have no claim for compensation or otherwise against the LESSEE.

5. RENT

- 5.1 The rent shall be
- 5.1.1 R30 080.00 (Inclusive of VAT) per month for the period ending 31 March 2022, and
- 5.1.2 shall thereafter, on the 1st of July of each year escalate by 6%. The first escalation to take place in 2022.

6. PAYMENTS

- 6.1 The rent payable by the LESSEE to the LESSOR in terms of this Agreement shall be payable monthly in advance on or before the 7th day of each month free of exchange at such address or by electronic funds transfer as directed by the LESSOR in writing from time to time.
- 6.2 The LESSOR shall have the right, notwithstanding any instruction given by the LESSEE, to appropriate any amount paid by the LESSEE hereunder to whatsoever indebtedness of the LESSEE as the LESSOR may decide upon in its absolute discretion.

7. RATES

- 7.1 The LESSEE will also be responsible for the payment of rates and taxes on the property, including the annual levies in relation to refuse removal and sewer connection(s), where applicable.

8. ADDITIONAL CHARGES

- 8.1 In addition to paying the rent and rates, the LESSEE shall reimburse the LESSOR, monthly in arrear, within 7 (seven) days after receiving an account from the LESSOR reflecting the amount(s) so payable.

Handwritten signature and initials, possibly "G. J. A.", in the bottom right corner of the page.

9. INSURANCE

- 9.1 The LESSEE shall not keep or do in or about the Premises anything which is liable to enhance any of the risks against which the Property is insured for the time being to the extent that such insurance is rendered void or voidable or the premiums of such insurance are, or become liable to be increased.
- 9.2 The LESSOR must insure the Property against risks for the duration of the Lease Period.
- 9.3 The LESSEE will be responsible to ensure the buildings on the Property as well as the content of the buildings, at their own cost.

10. SUB-LETTING AND RELATED MATTERS

- 10.1 The LESSEE may, without the LESSOR's prior written consent:
 - 10.1.1 sub-let any part of the PREMISES for any aviation related purpose including but not limited to aviation maintenance organisations, fire-fighting and other emergency services, aviation related training and education and the owners of hangars located at the Stellenbosch Airfield but not owned by the Stellenbosch Flying Club.
 - 10.1.2 A copy of all pre-approved sub-lease agreements shall be lodged with the Lessor;
 - 10.2.3 All other sub-lease agreements must be approved by the Lessor and a copy of the agreement submitted to the Lessor.
- 10.2 Should the LESSEE wish to sub-let the whole or any part of the PREMISES at any time during the currency of the Lease, for any other purpose than the LESSEE shall apply to the LESSOR in writing for its consent thereto given, in regard to the proposed sub-lease, the name of the sub-tenant, the guarantors if any of the sub-tenant date of commencement, the duration of the proposed sub-lease, the exact premises and the consideration payable thereunder. The LESSOR at its option may:
 - 10.2.1 consent to the sub-lease, in which case the LESSEE may on receipt of written confirmation by the LESSEE sub-let the PREMISES or part thereof as the case may be in accordance with the written application submitted to the LESSOR in terms of this Clause 10.2, or
 - 10.2.2 provided the proposed sub-tenant wishes to lease the whole of the PREMISES, give the LESSEE written notice of its intention to enter into a direct lease with the proposed sub-tenant in which event on the commencement date of the new written lease entered into between the LESSOR and the proposed sub-tenant this Lease shall be cancelled and of no further force or effect.

provided that such cancellation shall in no way detract from the LESSOR's rights to enforce performance of any obligations of the LESSEE arising, prior to the date of cancellation, or the LESSOR's rights to recover arrear payments from the LESSEE.

11. ACCESS TO THE LEASED PROPERTY

- 11.1 It is specifically recorded that all vehicular access to the leased land is currently provided from the R44 via an access road situated on municipal land. In the event that the current access road, for whatever reason, is closed, or need to be relocated, the Parties will endeavour to find alternative access over municipal land, subject thereto that the Provincial Roads Engineer is amenable to such alternative arrangements.

12. IMPROVEMENTS

- 12.1 The LESSEE shall not make any alterations or additions to the Premises without the LESSOR's prior written consent.
- 12.2 If the LESSEE does alter, add to, or improve the Premises in any way, whether in breach of clause 14.1 or not, the LESSEE shall, if so required in writing by the LESSOR, restore the Premises on the termination of this lease to their condition as it was prior to such alteration, addition or improvement having been made. The LESSOR's requirement in this regard may be communicated to the LESSEE at any time, but not later than the (30th) day after the LESSEE has delivered up the Premises pursuant to the termination of this lease; and clause 12.2 shall not be construed as excluding any other or further remedy which the LESSOR may have in consequence of a breach by the LESSEE of clause 14.1.
- 12.3 Save for any improvement which is removed from the Premises as required by the LESSOR in terms of clause 12.2, all improvements made to the Premises shall belong to the LESSOR and may not be removed from the Premises at any time. The LESSEE shall not, whatever the circumstances, have any claim against the LESSOR for compensation for any improvement to the Premises

13. EXCLUSION OF LESSOR FROM CERTAIN LIABILITY AND INDEMNITY

- 13.1 The LESSEE shall have no claim for damages against the LESSOR and may not withhold or delay any payment due to the LESSOR by reason directly or indirectly of
- 13.1.1 a breach by the LESSOR of any of its obligations under this lease;
- 13.1.2 any act or omission of the LESSOR or any agent or servant of, or contractor to, the LESSOR, whether or not negligent, wilfully wrongful, or otherwise actionable at law, and including (without limiting the generality of the foregoing) any act or omission of any

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cleaner, maintenance person, handyman, artisan, labourer, workman, watchman, guard, or caretaker;

13.1.3 the condition or state of repair at any time of the **PROPERTY**, or any part of the **PROPERTY**;

13.1.4 any failure or suspension of, or any interruption in, the supply of water, electricity, air-conditioning, heating, or any other amenity or service to the Premises or the **PROPERTY** (including, without generality being limited, any cleaning service), whatever the cause;

13.2 The **LESSOR** shall not, however, be excused from specific performance of any of its obligations under this lease, whether express or implied, and particularly (but not only) its obligations to afford the **LESSEE** occupation and enjoyment of the Premises as contemplated by this lease and to carry out such maintenance and repairs as are Incumbent upon the **LESSOR** in terms hereof; and if the **LESSOR** fails to carry out any such obligation of maintenance or repair with reasonable speed or efficiency, and persists in such default after reasonable notice in writing requiring that it be remedied, the **LESSEE** may cause the necessary maintenance or repair (including any incidental or necessary replacement) to be carried out and may then recover the reasonable cost thereof from the **LESSOR** on demand.

13.3 The **LESSOR** does not warrant that the Premises are suitable for the purposes of the **LESSEE** or any of its Associates or that the **LESSEE** or any of its Associates will be granted any licence or consent which may be necessary for the carrying on of any business or activity in the Premises.

14. **LESSOR'S RIGHTS OF ENTRY AND CARRYING OUT OF WORKS**

14.1 The **LESSOR's** representatives, agents, servants and contractors may at all reasonable times, without thereby giving rise to any claim or right of action on the part of the **LESSEE** or any other occupier of the Premises

14.1.1 enter the leased Premises in order to inspect them, to carry out any necessary repairs, replacements, or other works, or to perform any other lawful function in the *bona fide* interests of the **LESSOR** or any of the occupiers of the **PROPERTY**; or

14.1.2 carry out elsewhere on the **PROPERTY** any necessary repairs, replacements, or other works, but the **LESSOR** shall ensure that this right is exercised with due regard for, and a minimum of interference with, the beneficial enjoyment of the Premises by those in occupation thereof.

15. **DAMAGE TO OR DESTRUCTION OF PREMISES**

15.1 If the Premises are destroyed or so damaged that they can no longer be beneficially occupied, this lease shall terminate when that happens unless the parties agree in writing otherwise.

Handwritten signature and initials in the bottom right corner of the page.

- 15.2 If the Premises are significantly damaged but can still be beneficially occupied, this lease shall remain in force and the LESSOR shall repair the damage without undue delay but the rent shall be abated so as to compensate the LESSEE fairly for the effects of the damage and repair work on the enjoyment of the Premises. Failing agreement on such abatement or on the applicability of this clause to any particular circumstances, the matter shall be referred to an expert appointed by the parties jointly or, if they do not agree on such appointment, nominated by the President for the time being of The Institute of Estate Agents of South Africa, and the decision of such expert shall be final and binding. The expert's fees and disbursements, including any inspection costs, shall be borne and paid by the parties in equal shares. Pending determination of the abatement the LESSEE shall continue to pay the full rent for the Premises as if they had not been damaged and as soon as the matter has been resolved the LESSOR shall make the appropriate repayment to the LESSEE.
- 15.3 If any damage to the Premises or the destruction thereof is caused by an act or omission for which either party is responsible in terms of this lease or in law, the other party shall not be precluded by reason of any of the foregoing provisions of this clause from exercising or pursuing any alternative or additional right of action or remedy available to the latter party under the circumstances (whether in terms of this lease or in law).

16. SPECIAL REMEDY FOR BREACH

- 16.1 Should the LESSEE default in any payment due under this lease or be in breach of its terms in any other way, and fail to remedy such default or breach within 14 days after receiving a written demand that it be remedied, the LESSOR shall be entitled, without prejudice to any alternative or additional right of action or remedy available to the LESSOR under the circumstances, to cancel this lease with immediate effect, be repossessed of the Premises, and recover from the LESSEE damages for the default or breach and the cancellation of this lease.
- 16.2 In the event of the LESSOR having cancelled this lease justifiably but the LESSEE remaining in occupation of the Premises, with or without disputing the cancellation, and continuing to tender payments of rent and any other amounts which would have been payable to the LESSOR but for the cancellation, the LESSOR may accept such payments without prejudice to and without affecting the cancellation, in all respects as if they had been payments on account of the damages suffered by the LESSOR by reason of the unlawful holding over on the part of the LESSEE.

17. NEW TENANTS AND PURCHASERS

- 17.1 The LESSEE shall at all reasonable times:-

17.1.1 during the Lease Period, allow prospective purchasers of the PROPERTY or of any shares or other interests in the LESSOR; and

- 17.1.2 during the last (3) months of the Lease Period, allow prospective tenants or purchasers of the Premises, to enter and view the interior of the Premises.

18. DOMICILIA AND NOTICES

- 18.1 The parties choose as their *domicilia citandi et executandi* the addresses mentioned in clause 16.2, provided that such *domicilium* of either party may be changed by written notice from such party to the other party with effect from the date of receipt or deemed receipt by the latter of such notice.

18.2

18.2.1 The LESSOR:

The office of the Municipal Manager

Town Hall Complex
Plein Street
STELLENBOSCH

18.2.2 The LESSEE:

STELLENBOSCH FLYING CLUB
AERODROME ROAD
OFF THE R44, STELLENBOSCH

- 18.3 Any notice, acceptance, demand or other communication properly addressed by either party to the other party at the latter's *domicilium* in terms hereof for the time being and sent by prepaid registered post shall be deemed to be received by the latter on the 5th business day following the date of posting thereof. This provision shall not be construed as precluding the utilisation of other means and methods (including telefacsimile) for the transmission or delivery of notices, acceptances, demands and other communications, but no presumption of delivery shall arise if any such other means or method is used.

19. WHOLE AGREEMENT

- 19.1 This is the entire agreement between the parties.
- 19.2 Neither party relies in entering into this agreement on any warranties, representations, disclosures or expressions of opinion which have not been incorporated into this agreement as warranties or undertakings.
- 19.3 No variation or consensual cancellation of this agreement shall be of any force or effect unless reduced to writing and signed by both parties.

Handwritten signature and initials, likely representing the parties to the agreement.

20. NON-WAIVER

- 20.1 Neither party shall be regarded as having waived, or be precluded in any way from exercising, any right under or arising from this lease by reason of such party having at any time granted any extension of time for, or having shown any indulgence to, the other party with reference to any payment or performance hereunder, or having failed to enforce, or delayed in the enforcement of, any right of action against the other party.
- 20.2 The failure of either party to comply with any non-material provision of this lease shall not excuse the other party from performing the latter's obligations hereunder fully and timeously.

21. WARRANTY OF AUTHORITY

- 21.1 The person signing this lease on behalf of the LESSOR expressly warrants his/her authority to do so.

22. SALE OF PREMISES

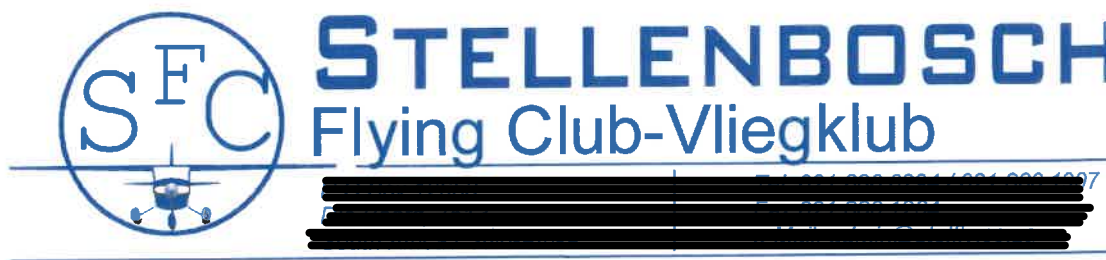
The validity of this lease shall not in any way be affected by the transfer of the Premises from the LESSOR pursuant to a sale thereof. It shall accordingly, upon registration of transfer of the Premises into the name of the purchaser, remain of full force and effect save that the purchaser shall be substituted as LESSOR and acquire all rights and be liable to fulfil all the obligations which the LESSOR, as LESSOR, enjoyed against or was liable to fulfil in favour of the LESSEE in terms of the lease.

23. BREACH

- 23.1 Should any payment of rent or any other amount due hereunder not be paid on or before due date or should the LESSEE commit or suffer or permit the commission of a breach of any of the other terms of this Lease, whether or not such breach goes to the root of this contract, and fail to remedy such breach within 7 (seven) days after having been required in writing to do so, or should the LESSEE be placed in liquidation, whether provisional or final and whether voluntary or compulsory, or under judicial management, whether provisional or final, or under sequestration, whether provisional or final, or should the LESSEE effect a general compromise with its creditors or any other arrangements with its creditors necessitated by the inability of the LESSEE to pay its debts, or should the LESSEE commit any act which is, or would if committed by a natural person be, an act of Insolvency in terms of Section 8 of the Insolvency Act, 1936, as amended, the LESSOR shall be entitled but not obliged, notwithstanding any previous waiver or anything to the contrary herein provided and without prejudice to any other rights of the LESSOR in terms of this Lease or in law, to cancel this Lease forthwith, eject the LESSEE from the PREMISES and recover from the LESSEE any damages suffered by the LESSOR as well as all amounts which became due for payment by the LESSEE hereunder prior to the date of such cancellation.

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APPENDIX 2



13 August 2024

The Executive Mayor
Stellenbosch Municipality

Attention: Councillor van Deventer

Madame Mayor

**MOTIVATION FOR THE EXTENSION OF THE LEASE OF PORTION L OF FARM 502,
THE STELLENBOSCH AIRFIELD**

Background

The Stellenbosch Flying Club first began utilising what has become the Stellenbosch airfield in 1973 when the Stellenbosch Municipality granted the use of portion L of Farm 502, Louwse Bos, which was at the time completely undeveloped with no infrastructure whatsoever.

There is however anecdotal evidence indicating the use of this location as a landing strip since before the Second World War.

Facilities and Infrastructure

Over the years, the members of the club have gradually developed the site from a completely open and undeveloped piece of land to what is now regarded as one of the best managed general aviation airfields in the country.

The airfield, our training centre and our management system are audited annually by the South African Civil Aviation Authority and the reports of these audits attest to the high standards of safety and operational excellence maintained by our employed staff, our legally appointed safety officer, and the members who contribute their time to serve in various roles to ensure the effective management of this world class facility.

The Stellenbosch Airfield comprises of an excellent paved runway of 850 metres in length, accessways and taxiways providing access to the runway from all parts of the field, a fuel bay, clubhouse and restaurant, administration complex, training centre and two hangars owned by the club which house our fleet of 7 training aircraft.

The Stellenbosch Airfield serves as an alternative, emergency airfield for aircraft in distress up to a certain size, and for this purpose the Stellenbosch Flying Club ensures that the runway lights are illuminated every night throughout the night.

A further 81 hangars are owned by members, having been built over the years by members at their own expense, all with the requisite approvals from the Stellenbosch Municipality.

The airfield is not the exclusive domain of the members of the club, but is indeed an asset not only to the greater aviation community, but also the Stellenbosch region and its inhabitants, and areas further afield than just Stellenbosch. These all benefit from the fact that such a facility exists where it does, and serves economic input and growth, job creation and emergency services by its mere existence.

Community and Region Contribution

The Stellenbosch Airfield provides an exceptional facility from which various air services organisations providing maritime patrol, search and rescue, and emergency services.

The location of these services at the Stellenbosch Airfield provides the wider Municipality of Stellenbosch and its stakeholders with a significant advantage in terms of response to incidents in the Stellenbosch area - as opposed to being based further afield at Winelands or even Cape Town International - which are the only feasible alternatives for such operations.

A further advantage to the area is in terms of opportunities to local service providers and for employment of local residents.

Among the users of the Stellenbosch Airfield both as established sub-tenants and occasional users are the following:

- **Working on Fire:** The Western Cape Government sponsored Working on Fire service provided by Kishugu Aviation is based at the Stellenbosch Airfield for the Western Cape summer fire season and has been based here for some 20 odd years. The Working on Fire program provides fire-fighting services which over the years have served the Stellenbosch area and the wider region with wilderness and mountain aerial fire-fighting services utilising their fleet of spotter aircraft, helicopters and fixed wing water bomber aircraft.

In addition to the aircraft crew and maintenance teams, Kishugu Aviation employs a large team of some 40 seasonal rapid response ground fire fighters who are deployed by helicopter and by road. This team is drawn from the local area providing employment opportunities to local young people for whom work is otherwise difficult to find. The Stellenbosch Flying Club has a longstanding relationship with the Working on Fire program and is currently in discussions with Kishugu Aviation regarding the establishment of a permanent facility for this service at the Stellenbosch Airfield.

- **Leading Edge Aviation:** Leading Edge Aviation has for some years supplemented the Working on Fire services and has recently been contracted by a consortium of insurance companies to provide a rapid response helicopter based fire fighting service to protect property and assets during the Western Cape fire season.

Their service has been of exceptional value over recent fire seasons when many millions of rands worth of property was protected during some of the most significant wildfires that have occurred in recent years. Leading Edge Aviation works in close cooperation with the Working on Fire program, providing supplementary aircraft and other resources when necessary to assist Working on Fire in situations where additional resources are required, and has also been contracted directly by the Cape Winelands District Municipality.

Leading Edge Aviation is a small, family owned and operated business and has invested significantly in a hangar at the Stellenbosch Airfield, to support the operation and maintenance of their fleet of helicopters.

It is of significant benefit to the Stellenbosch and greater Winelands area that these services are based at the Stellenbosch Airfield, since their response time to a fire emergency would be significantly increased if they had to be based further afield.

- **Orca Aero Solutions:** A member of the Stellenbosch Flying Club who is also a professional pilot recently acquired a number of retired maritime patrol aircraft from the Italian Coastguard.

These aircraft are purpose-built and equipped for maritime search and rescue and he has secured a contract with the South African Maritime Safety Authority, which is the maritime arm of the South African Department of Transport, to provide a maritime search and rescue service to supplement that which was previously provided by the South African Air Force.

This is a service that the South African government is obliged by international agreement to provide, and fleet availability and budget limitations have significantly compromised the ability of the South African Air Force to render this essential service.

In addition to maritime search and rescue, Orca Aero Solutions will provide a marine nature conservation and research support service to the South African Department of Forestry, Fisheries and the Environment (DFFE).

In order to support this service and provide aircraft maintenance and operational support facilities, Orca Aero Solutions has constructed a hangar at a cost in excess of R10 million. This is a significant investment in a service that will provide benefits to the local area and far beyond as the patrol service will cover the entire South African coastline as well as that of neighbouring Namibia and Mozambique.

- **Red Cross Air Mercy Services:** While not based at the Stellenbosch Airfield, the Red Cross Air Mercy Services make use of the airfield periodically for training exercises and are able to operate into the airfield with both their helicopters and fixed wing medical evacuation aircraft.

The Stellenbosch airfield is the designated alternative airfield if for any reason a Red Cross AMS aircraft is unable to land at or use Cape Town International Airport where they are based.

- **South African Airforce:** The South African Air Force is a regular visitor to the Stellenbosch Airfield both at our periodic airshows and also at times when they need to make use of the airfield for operational or emergency purposes. The airfield serves and is available to the SAAF for any aircraft which is able to and may need to make use of the facilities.
- **Stellenbosch Municipality Emergency Services:** The Stellenbosch Flying Club maintains a very good cooperative relationship with the disaster management services of the Stellenbosch Municipality and hosts annual training and exercises on the airfield ensuring currency both for the airfield and the various teams and units forming part of the Stellenbosch Disaster Management service.

- **Major event security:** While not a designated national key-point, the Stellenbosch Airfield is nonetheless of significant strategic value given the facilities that exist, and the very high standard of operational availability maintained by the Stellenbosch Flying Club.

During major sporting and state events in the vicinity of Cape Town, Stellenbosch Airfield is often used as a base for security services personnel and serves as a diversion airfield for aircraft diverted away from temporary air activity exclusion zones such as during the opening of parliament. Aircraft transgressing such exclusion zones would be diverted and instructed to land at Stellenbosch for processing by the security services.

Business Activities

The Stellenbosch Flying Club operates its own flight training centre which is regarded as one of the best in South Africa. This facility provides permanent employment to a chief flying instructor and administrator and some 21 freelance flight instructors. Our training centre turns out pilots of an extremely high calibre and has been a springboard for numerous pilots from diverse backgrounds entering the aviation industry as a career in a wide range of directions.

Two further independent businesses are established on the Stellenbosch Airfield as authorised sub-tenants of the Stellenbosch Flying Club and these are the Stellenbosch Flight Academy which provides specialist flight simulator training, and Stellair which provides manufacturer accredited and SA Civil Aviation Authority approved aircraft maintenance services.

Both are well established businesses which are well respected in their respective fields of expertise and together employ an additional 12 persons full time. Again, these individuals are drawn from the local area.

Employment

The Stellenbosch Flying Club directly employs a team of 25 permanent and contract employees, the majority of whom are from the Stellenbosch area. In addition around 10 to 15 casual staff are employed on an ongoing basis with some seasonal fluctuations and these are also drawn from the local area.

Financial impact on Stellenbosch

The Stellenbosch Airfield is visited on almost a daily basis by aircraft from across SADEC for purposes of tourism, commerce and leisure. These sophisticated aircraft bring a plethora of very high networth individuals directly to Stellenbosch – which hugely supports our local economy.

Current Status Quo and Beyond

The Stellenbosch Flying Club currently has a lease for 9 years and 11 months which came into effect on 01 April 2021 and which includes an option to renew.

Given the significant investment in the site by the members of the club over the years, and more recently the emergency services which have based themselves at the Stellenbosch Airfield, this is a relatively short period which does not provide much in the way of security of tenure. This short period is not conducive to further improvement of the airfield, nor the required expenditure for ongoing significant investment in the airfield and its facilities.

The investment made in particular by Orca Aero Solutions is very substantial, considering the value of the infrastructure that has been developed, all funded by the member in question at their own personal risk. Orca has therefore requested that the Club approaches the Municipality in order to request consideration of an extension of the lease as they are investing significant further capital into the contract in terms of infrastructure, aircraft and personnel, and have commitments in terms of the agreement signed to base the operation at Stellenbosch - and serve the state as agreed.

Despite the significant effort and funds applied to establishing the excellent facilities that the Stellenbosch Airfield offers, the infrastructure requires constant maintenance and improvement and the club funds all repairs and maintenance itself through funds generated from various sources with no contribution sought from or offered by the Stellenbosch Municipality.

If one looks at other airfields in the Western Cape and others around the country on land owned by various municipalities, there are numerous examples of such airfields which are poorly managed, not well maintained, represent a burden to their local municipality which is not a specialist in airfield management, and in many cases cost the local municipality a significant amount of money every month.

By contrast, the Stellenbosch Airfield operated by the Stellenbosch Flying Club represents an example of operational excellence, and rather than being a financial burden to the Stellenbosch Municipality represents a reliable revenue stream as a rent paying tenant to the tune of R33 788 per month. Needless to say – this rental amount does not factor in the significant investment and increased commerce throughout Stellenbosch on account of the visiting aircraft of business people and tourists.

The Stellenbosch Flying Club has recently been approached by another municipality within the Western Cape to assist with establishing an effective airfield management system for their own local airfield. This attests to the reputation of the Stellenbosch Flying Club in this regard.

Hessequa Municipality has recently (1 September 2023) signed a new lease with the Stilbaai Flying Club for a period of 30 years with two 20 year extensions as they have deemed the services and value of such a facility, well run by members, to be a major economic driver and asset for Stilbaai and surrounds.

What is clear is that the Stellenbosch Airfield as currently operated by the Stellenbosch Flying Club is a significant asset to the Stellenbosch Municipality, the people of Stellenbosch, and the wider Western Cape Community – in terms of safety, investment facilitation and tourism.

The current lease period and it's terms are however a restriction and risk to further investment required to continue to maintain, refine and develop the Stellenbosch Airfield so that it remains the significant asset to the area that it is.

Lease Extension Proposal

With the above in mind, the committee of the Stellenbosch Flying Club requests that the Stellenbosch Town Council considers this as a formal request to grant the Stellenbosch Flying Club an extension, (beyond the term of our current lease), of at least 30 years in order to allow us, our members, businesses and emergency services established at the Stellenbosch Airfield to continue to invest the required capital in our infrastructure and facilities as is currently indicated and anticipated.

This will provide certainty of tenure to invest the funds in infrastructure on land that the club does not own, to continue to serve all entities including the local community, local, provincial and national government, that currently benefit from the existence of this shining example of excellent general aviation airfield management which is a Stellenbosch asset.

Also, a favourable consideration of this request will dampen the approaches by Cape Town International Airport, and the new Winelands Airport that is about to begin construction to approach the abovementioned safety, search and rescue – and significantly the firefighting services to relocate to their respective airfields.

Sincerely

A handwritten signature in black ink, appearing to be 'Stuart Burgess', written over a faint rectangular box.

Stuart Burgess
Chairman

APPENDIX 3



**LOCAL AUTHORITY NOTICE
 OFFICIAL NOTICE AS CONTEMPLATED IN REGULATION 35(a)
 OF THE MUNICIPAL ASSET TRANSFER REGULATIONS
 PROPOSED AWARDING OF LONG-TERM RIGHTS:
 LEASE FARM 502L, STELLENBOSCH: STELLENBOSCH FLYING CLUB**

1. Introduction:

Notice is hereby given in terms of Regulation 35(a) of the Asset Transfer regulations (ATR) of 22 August 2008 that Council is considering the awarding of long-term rights (by way of possible 30 year lease agreement) on lease Farm 502L, Stellenbosch to the Stellenbosch Flying Club.

2. Background / Reasons for proposed Awarding of Rights

2.1 Existing Lease Agreement

On 10 February 1992 Stellenbosch Municipality and the Stellenbosch Flying Club concluded a long term Lease Agreement for the period 1 April 1991 to 31 March 2021. A further agreement was entered into for a period of 9 years 11 months from 1 April 2021 until March 2031.

2.2 Request for Extension of term of Lease Agreement

Stellenbosch Flying Club has requested that the Lease Agreement be extended for a further 30 years however Council has indicated that the total lease period will not exceed 30 years from 1 April 2021. Council will only consider this proposal after the inputs have been received regarding the request to extend the lease.

3. Discussion

3.1 Public Participation Process

In terms of Regulation 34 of the Asset Transfer Regulations, before Council makes a decision on whether to award rights in Municipal property, i.e. to enter into a long-term Lease Agreement, Council requested the Municipal Manager to first conduct a public participation process.

3.2 Information Statement

When following the public participation process to consider to grant the relevant long term right(s), an Information Statement referred to in Regulation 34 is published.

Please note that an Information Statement as contemplated in Regulation 34(3)(b) of ATR as well as the agenda item that served before Council, are available on the Stellenbosch Municipality website together with this notice. The full item is contained in the Council Agenda of 30 October 2025 that is also on the website.

The Information Statement contains the following:

- The reasons for the proposal to grant a long-term right to lease;
- Any expected benefits to the municipality that may result from the granting of the right;
- Any expected proceeds to be received by the Municipality from the granting of the rights; and
- Any expected gain or loss that will be realised or incurred by the Municipality arising from the granting of the right.

3.3 Invitation to submit comments/inputs or alternative proposals

Interested and affected parties / individuals are hereby invited / called upon to submit comments / inputs or alternative proposals in respect of the possible granting of the rights referred to above.

Any such comments/inputs or alternative proposals must be in writing and must reach the office of Property Management by no later than 07 February 2025 at close of business at the address or e-mail listed below:

Physical address: 3rd Floor, NPK building, cnr Plein and Ryneveld Streets, Stellenbosch
Landline: 021 808 8073
Email: municipal.manager@stellenbosch.gov.za

3.4 Persons with disabilities

Notice is further given in accordance with Section 21 of the Local Government: Municipal Systems Act, No 32 of 2000 that anyone with disabilities or who is unable to write, but need to participate in the process, may present him/herself during office hours at the Property Management Office, where a staff member of the Municipality will assist such person to transcribe that person's comments/inputs or alternative proposals.

GERALDINE METTLERDATE
 MUNICIPAL MANAGER:
 STELLENBOSCH MUNICIPALITY



**LOCAL AUTHORITY NOTICE
OFFICIAL NOTICE AS CONTEMPLATED IN REGULATION 35(a)
OF THE MUNICIPAL ASSET TRANSFER REGULATIONS
PROPOSED AWARDING OF LONG-TERM RIGHTS:
LEASE FARM 502L, STELLENBOSCH: STELLENBOSCH FLYING CLUB**

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Email: municipal.manager@stellenbosch.gov.za

3.4 Persons with disabilities

Notice is further given in accordance with Section 21 of the Local Government: Municipal Systems Act, No 32 of 2000 that anyone with disabilities or who is unable to write, but need to participate in the process, may present him/herself during office hours at the Property Management Office, where a staff member of the Municipality will assist such person to transcribe that person's comments/inputs or alternative proposals.

GERALDINE METTLERDATE

MUNICIPAL MANAGER: STELLENBOSCH MUNICIPALITY

APPENDIX 4

Yolande van den Berg

From: mm
Sent: Wednesday, 05 February 2025 10:03
To: Annalene De Beer
Cc: Nomie Tshefu; mm; Yolande van den Berg
Subject: FW: [EX] Extended lease : Stellenbosch Flying Club

Good day Director

Herewith, please see sub-joined comments on Stellenbosch flying club for your attention.

Kind regards,

Raydine Wenn
 Personal Assistant
 Office of the Municipal Manager

T: +27 21 808 8025 • F: +27 21 886 6749
 71 Plein Street, Stellenbosch, 7600 • PO Box 17, Stellenbosch, 7599
www.stellenbosch.gov.za

From: Jill Steenkamp [REDACTED]
Sent: Monday, 03 February 2025 22:56
To: mm <Municipal.Manager@stellenbosch.gov.za>
Subject: [EX] Extended lease : Stellenbosch Flying Club

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Madam,

I note with some concern the proposal to conclude an extended 30-year lease with the Stellenbosch Flying Club.

I have no issue with renewing the lease, although I do feel that 30 years is a long period during which many unforeseen changes may occur and I would oppose the proposal merely on those grounds. However, I accept that the club has been a part of Stellenbosch for many years and will continue to be so.

My concern, however, goes much further. Residents of Die Boord, Paradyskloof and De Zalze are seriously concerned about and angered by the increase in air traffic over these areas. The frequency and volume of flights over these areas is extremely disturbing and upsetting, causing stress and anxiety to residents and domestic pets. I have also noted a marked decrease in bird life in our area. The noise commences extremely early, continues all day and only ceases after dark on most days.

As longtime residents of Die Boord will recall, this was a serious issue some years ago. Following ongoing and very often heated debates and interaction with authorities, flight paths were amended at that time and all parties were accommodated. For many years, residents coexisted amicably with the club.

Coincidentally (or not?), subsequent to changes in ward councillors in the recent past, the increase in the volume of air traffic is astounding. Given that certain council members are known to have a particular interest in all matters aviation related, this raises questions with regard to possible concessions, changes to flight paths and promises made.

Upon complaints being addressed to the municipality, the advice was to approach the noise control officer, whose name unfortunately escapes me. I also received a very brief 'copy and paste' notice, which presumably emanated from the Stellenbosch Flying Club in response to similar complaints. The gist of the communication was to request complainants to stand outside, take a photograph of the registration number on the undercarriage of each plane and submit such photographs to the club. Upon receipt thereof, the club would thereafter investigate whether there was any transgression. Needless to say, the complainants generally do not own such sophisticated photographic equipment, nor do they have the time to pursue this

option, given the sheer numbers of small planes and helicopters currently passing overhead. Residents of De Zalze have advised that they sometimes feel like they are living adjacent to an airport runway. Various residents of affected areas have taken to social media platforms to voice their dissatisfaction.

In light of the foregoing, I strongly oppose the conclusion of a 30-year lease agreement with Stellenbosch Flying Club. I would also, once again, request the Municipality to investigate possible recent changes to the permitted flight paths used by aircraft making use of the club. Stellenbosch is inhabited by many residents and it is surely unacceptable that a large proportion of our residents are continually subjected to a level of noise created by a relatively small section of the population for their sole pleasure and entertainment. Obviously, our objections do not relate to all air traffic and specifically not to helicopters and other similar aircraft providing emergency and civil services.

Kindly, therefore, record my concerns in regard to the proposed lease, which concerns are shared by many residents of the affected areas.

Yours faithfully
Jill Steenkamp

[Redacted signature]

[Redacted signature]

APPENDIX 5

FRANKLIN ADAMS PO BOX 12445 DIE BOORD, [REDACTED]

05 February 2025

Without Prejudice:

For Attention: Stellenbosch Municipality

Re: Objection against various pieces of land for call for proposals and or extension of lease.

Background:

In 1652 when the European criminals set foot on our soils, they starting to grab and stole the land of the First Nation.

In 1948, when the NP took over, they adopted a criminal system, called Apartheid which benefited primarily white people at the expense of the inhabitants and black majority.

They adapted another piece of criminal law in 1951, The Group Areas Act. This gave them license to loot and destruct the property of primarily so-called Coloureds communities within Stellenbosch. Their livelihoods, schools, churches, business and land were destroyed and stolen by the white settlers.

Today, the Slave quarters in the Vlakte is still visible and is a living proof of the Land Grab.

Just before the first democratic elections the Apartheid leases was illegally extended for another 50 years and more Land Grap took place.

For the past 30 years during the transition little of these atrocities change because under the DA ruled Council the Land Grap just continue through the extension of lease and or Call for Proposals. All this to benefit DA connected Developers and or Funders.

The skew ownership pattern increased and the economic transformation as per the Constitution remains within the Stellenbosch a pipe dream.

For the majority of residents there is NO Sense of Place and inequality increased and the economic prosperity for Apartheid beneficiaries knows No boundaries.

In terms of Gini coefficient, Stellenbosch is the most unequal town in South Africa.

Taking this into account, why are the DA led Municipality failed in their developmental mandate?

Why can't they at least utilize the Public Land to address the skew ownership pattern and economically empower the Previously Disadvantage Communities?

Objection 1: Die Stellenbosch Vliegveld- Farm 502 L

1. I hereby object against the above-mentioned erven that's out for tender because I don't believe this will economically benefit on a sustainable basis the Previously Disadvantage Individuals.
2. I am of the view that this decision will primarily protect the status quo that will not be in the interest of economic justice.
3. Under the leadership of the previous Mayor. Conrad Sidego, the Council made a conscious decision and resolve that Farm 502 L be advertised to ensure an open, equitable and transparent tender process. This is also prescribed by the MFMA.
4. This decision was then afterwards rescinded by the infamous Mayor Van Deventer who left our town under a cloud and the objective was to protect the current beneficiaries.
5. You had more than five years to rectify the above-mentioned decision.
6. I have No faith this will be an open and transparent and equitable process but is merely a tick in the box to once again benefit the DA connected and Apartheid Beneficiaries.
- 7. I propose that you should follow the prescribe of the MFMA and follow an open, equitable and transparent Tender Process.**
- 8. Failing in doing so, you will illustrate that you are against social justice and the guidelines of the MFMA and the Assets Transfer Regulation.**
- 9. Any disposal of Municipal land should consider the needs and the ambitions of the local PDI" S and this include economic transformation.**

- 10. Alternatively, if my proposal is dismissed then the Municipality must include in the Bid process a Condition of Approval which will secure at least a 30 % BEE partnership consisting of local residence within the WCO 24 residing here for more than 10 years.**

APPENDIX 6

Yolande van den Berg

From: mm
Sent: Wednesday, 12 February 2025 08:44
To: Annalene De Beer
Cc: Yolande van den Berg; mm; Nomie Tshefu
Subject: FW: [EX] Objection to Disposal / Long term Leases of Municipal Properties

Good day Director

Herewith, please see sub-joined email for your attention.

Kind regards,

Raydine Wenn

Personal Assistant

Office of the Municipal Manager

T: +27 21 808 8025 • F: +27 21 886 6749

71 Plein Street, Stellenbosch, 7600 • PO Box 17, Stellenbosch, 7599

www.stellenbosch.gov.za

From: JOHN ANDREWS [REDACTED]
Sent: Friday, 07 February 2025 12:38
To: mm <Municipal.Manager@stellenbosch.gov.za>
Subject: [EX] Objection to Disposal / Long term Leases of Municipal Properties

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Municipal Manager,

I John Andrews writing to express my objection to the proposed disposal and long-term leases of municipal properties, as advertised in the public participation process. Specifically, I object to:

1. Disposal of Mauntian Breeze Caravan Park, Erf 528/528C*: I believe that this property has significant recreational and tourism value, and its disposal may not be in the best interest of the community.
2. Long-term Lease of Farm 5021, Stellenbosch: I am concerned that this lease may compromise the municipality's control over this valuable asset and potentially lead to unintended consequences.
3. Long-term Lease of Portion of Transvalia: I object to this lease due to concerns about the potential impact on the surrounding community and the environment.

As a concerned citizen, I believe that these proposals require further consideration and consultation with the community. I request that the municipality:

- Provides more information about the proposed disposal and leases
- Conducts public hearings and engages with the community to address concerns
- Considers alternative options that prioritize community benefit and public interest

I would appreciate the opportunity to discuss these objections further with the municipality.

According to the Municipal Finance Management Act, a public participation process is required for the disposal or long-term leasing of municipal properties¹. Additionally, leasing policies for municipally owned immovable property may require public participation for long-term leases or high-value assets.

Thank you for considering my objections

Sincerely

John Andrews



APPENDIX 7

025/425/06/00 NPET/0

UNITED SOVEREIGN CAPE KINGDOMS



Est 2024

USCK Administrators Office Kraaifontein Western Cape

LETTER OF AUTHORITY

Date 12 February 2025

Chief Leatitia Timmie (February)

Appointed Chief to represent USCK

Stellenbosch

For the Attention

The Municipality Stellenbosch

The following objections with reference to:

- 1) Longtem Lease on Transvalia Complex
- 2) Complex Erf 825, Erf 1123 , Erf 1130, Erf 1125. Erf 1133,Erf 1129,Erf 1160, Erf 1134 and Erf 1142.
- 3) Longterm lease Farm5021 Stellenbosch.

Dear Manager

We the USCK has appointed Chief Leatiria Timmie (February) as the mediator and negotiator in the Stellenbosch Region, to behalf our members in Stellenbosch.

Our Communitties are very unhappy and feel the the Municipality do not take the community of Stellenbosch in consideration, when discussions and decisions affecting our community are being taken.

We disaprove of the recent request for proposals /lease extentions of certain properties with in your purview.

Grounds of objections :

Lack of public participation and involvement.

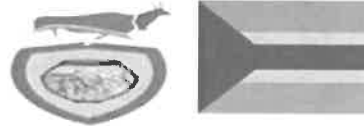
No Transparency

Fair Participation

A

2024/425786/03 NPC T/C

UNITED SOVEREIGN CAPE KINGDOMS



Non disclose

Proposals for leases

And disclosure of information

Kind regards

Administrator USCK

High Commissioner

Bradley Kruger

Please contact above Chief on Email leatimmie@gmail.com Cell 074 970 0654

A handwritten signature in black ink, appearing to read "Botha V".

SPC Gqona King Cornelius Botha V

APPENDIX 8

Yolande van den Berg

From: mm
Sent: Wednesday, 12 February 2025 14:12
To: Annalene De Beer
Cc: Yolande van den Berg
Subject: FW: [EX] Objections has Reference to :

Good day Director

FYA

From: Sylvia Bell <bell.sylvia022@gmail.com>
Sent: Friday, 07 February 2025 14:03
To: mm <Municipal.Manager@stellenbosch.gov.za>
Subject: [EX] Objections has Reference to :

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Disposal / Longterm Leases of
Mountain Breeze / Caravan Park.

Dear MM Stellenbosch Municipality.

Hope all is well with you.

I am writing to you to place my Objections about the Following

1.Disposal of Mountain Breeze / Caravan Park Erven 528 529 C

2.Long term lease of : Farm 5021 Stellenbosch

3.Long term lease : Portions of Transvalia Complex...the following ervens...825 , 1129 , 1130 , 1133 , 1123 , 1125 , 1128 , as well as 1125.

I am of the Opinion that the Public Participation time frame are not efficient for the broader Stellenbosch Communities to take in what plans are at Council to the abovementioned Properties.

I became aware of abovementioned through Eikestad Media Last Friday 31 St of January 2025.Some of these Ervens Time frames for Objections are closing today 7 th February 2025.

Please Consider an Extension of All the abovementioned ervens For the Broader Public Participation from the Stellenbosch Municipality side.

I Thank you MM

&

I wish to hear from you in this Regard.

S.Bell



Regards.

APPENDIX 9



INFORMATION STATEMENT IN RELATION TO LEASE FARM 502L, STELLENBOSCH

1. PURPOSE

The purpose of this report is 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), and commonly referred to as an Information Statement.

2. BACKGROUND

2.1 Existing Contractual arrangements

On 1 April 2021 Stellenbosch Municipality and the Stellenbosch Flying Club concluded a Lease Agreement for the period of 9 years and 11 months from 1 April 2021 until March 2031. This was a renewal after a previous lease expired.

2.2 Request for extension of term of Lease Agreement

Stellenbosch Flying Club recently requested the Lease Agreement be extended for a further term of 30 years. Council resolved onthat the 30 years will run from the date of signature of the new agreement for a period of 30 years.

Stellenbosch Municipality's Policy on the Management of Council-owned property provides for the renewal of existing agreements in certain circumstances, but subject thereto that Council's intention so to act be advertised for public inputs. Given that this a long term lease and the property is worth more than R10 million the Municipal Asset transfer regulations regard it as a form of disposal and therefore requires an information statement to be approved by Council to solicit the views of the Public on the intention of Council to lease the property for the period to the Flying Club. The Municipality is also obliged to solicit the views of Provincial and National Treasury. It must be noted that the asset will remain the property of the municipality although the municipality will not be able to act freely with the property due to the rights the flying club will have on the property through the lease.

3. DISCUSSION

3.1 Public Participation Process

In terms of the Asset Transfer Regulations, before Council can make a final decision on whether to make rights on Municipal property, **the Municipal Manager must first conduct a public participation process in terms of regulation 35.**

3.2 Information Statement

In terms of regulation 35, the Municipal Manager, when making public the proposal to grant the relevant long term right(s), must also make available the **Information Statement** referred to in regulation 34.

In terms of regulation 34 an Information Statement must consist of the following:

- i) the **reason** for the proposal to grant a long term right to use, control or manage the relevant capital asset;
- ii) any expected **benefit** to the municipality that may result from the granting of the right;
- iii) Any expected **proceeds** to be received by the municipality from the granting of right; and
- iv) 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 proposal to grant a long term right to use, control or manage the relevant capital asset

The Stellenbosch Flying Club has, in terms of a previous 30-year lease agreement and a current 9-year 11-month lease agreement with the Municipality, established a fully operational private airfield on a portion of Farm 502, Stellenbosch, at considerable costs, partly funded by the financial support of its members and also loans from the Municipality. In order to ensure the continued safe operation of the airfield certain essential work has to be carried out (e.g. subsurface drainage should be installed and taxi ways and the runway needs to be edged, curbed and slurry-sealed) at further substantial costs to be funded by the company, i.e. its members.

The lessee will only be able to raise the necessary funding / loans for the required work if it manages to conclude a long-term lease agreement with the Municipality for a sufficient length of time. For this reason they requested the renewal of the Lease Agreement.

3.2.2 Expected benefits to the municipality that may result from the granting of the right

The renewal of the lease has significant indirect financial benefits for the Stellenbosch Municipality. Economic impact assessments for similar local airports indicate that airport infrastructure is strongly linked to economic growth and plays a major role in providing greater mobility and choice, leading to an improvement in business income and welfare of citizens, e.g. special services such as air ambulances, fire protection and safety. Airports are also reported to play a critical role in generating employment within an economy, creating wealth, contributing to the tax base, stimulating tourism and contributing to high value goods trade.

3.2.3 Expected proceeds to be received by the Municipality form the granting of the right

The direct proceeds will be the rental payable to the municipality. The current annual rental amounts to over R398 000.00. A new, market related rental will be determined by two (2) independent valuers. The municipality is awaiting the valuations. A yearly rental escalation of% is proposed.

The indirect benefits, i.e benefits to the community is difficult to qualify, but is probably worth much more than the annual rental.

3.2.4 Expected gain or loss that will be realised or incurred by the municipality arising from the granting of the right.

The aim of the proposed long term lease is to continue the use of the land for the purpose of an airfield. In this context, there will be no additional gains or losses, other than the expected proceeds referred to above.

By concluding a long term lease agreement with a Lessee, it would provide the Lessee with legal certainty for the next 30 years. This, in turn, would enable the Lessee to invest in the property (capital investment in improving the infrastructure).

3.3 Location and context

Lease Farm 502L, Stellenbosch, in extent of approximately 28.2ha is situated approximately halfway between Stellenbosch and Somerset West, abutting the De Zalze Golf Estate, as shown on Fig 1, 2 and Fig 3, respectively.



Fig 1: Location and Regional context

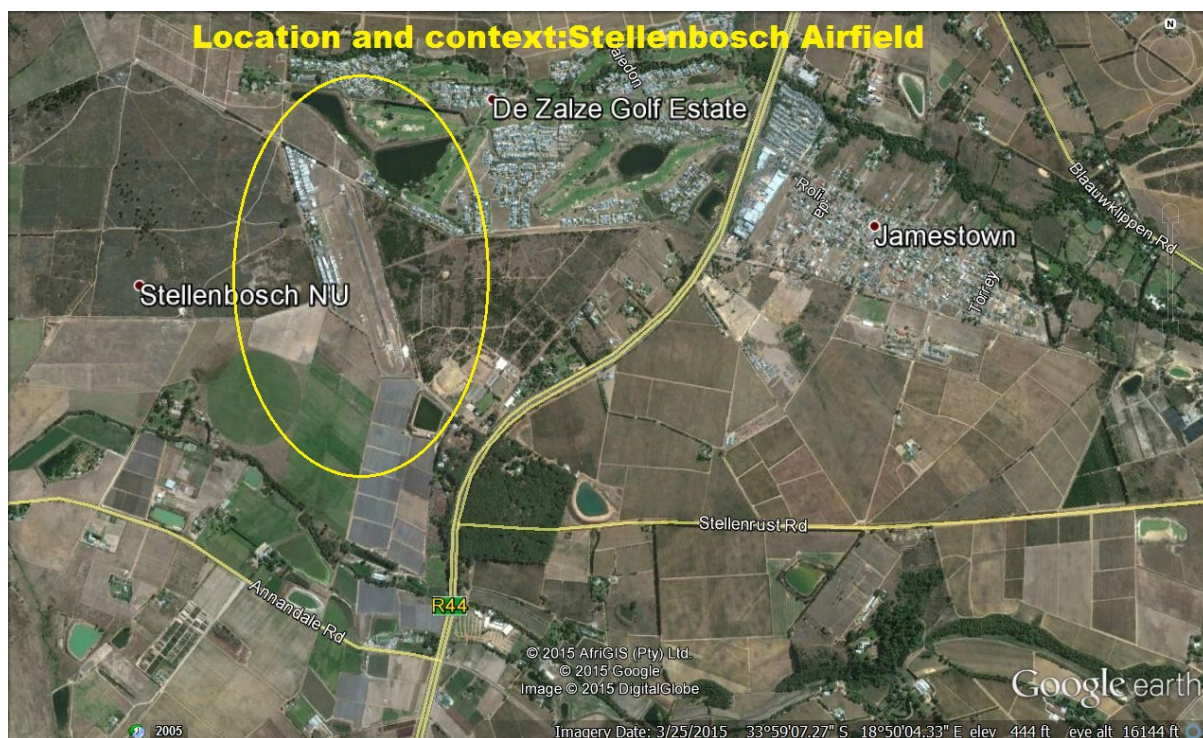


Fig 2: Location and local context



Fig 3: Extent of Lease Farm 502L

3.4 Public Comment invited:

The public are herewith invited to provide input/comment/alternative proposals to the Municipality on the proposal to enter into 30 years lease agreement with the current lessee which will come into operation when the new agreement is signed and which would cancel

the existing lease. The lessee must also accommodate current business that are providing a service to the airfield and its users. The lease will be based on market related rental that escalates annually.

Comments can be directed to:

Municipal Manager: Geraldine Mettler

Email: Municipal.manager@ Stellenbosch.gov.za

Any Questions can be directed to Yolande van Den Berg Tel: 021 808 8073

All comments to reach the Municipality on or before close of business on

Persons with disabilities

Notice is further given in accordance with Section 21 of the Local Government: Municipal Systems Act, No 32 of 2000 that anyone with disabilities or who is unable to write, but need to participate in the process, may present him/herself during office hours at the Property Management Office, where a staff member of the Municipality will assist such person to transcribe that person's comments/inputs or alternative proposals.

GERALDINE METTLER

DATE

MUNICIPAL MANAGER: STELLENBOSCH MUNICIPALITY

10.4	FINANCIAL SERVICES: (PC: CLLR JC ANTHONY)
------	--

10.4.1	WRITE-OFF OF IRRECOVERABLE AND PRESCRIBED INDIGENT DEBT OLDER THAN 90 DAYS
--------	---

Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 19 February 2025 and 26 February 2025

1. SUBJECT: WRITE-OFF OF IRRECOVERABLE AND PRESCRIBED INDIGENT DEBT OLDER THAN 90 DAYS

2. PURPOSE

Council to approve the write-off of irrecoverable and prescribed indigent debt as contained in this report.

3. DELEGATED AUTHORITY

Council to approve in terms of Paragraph 1 and 3(1)(i) of the Irrecoverable Debt Policy.

4. EXECUTIVE SUMMARY

The attached **APPENDIX 1** contains instances where:

- Outstanding indigent debt has prescribed due to various reasons and circumstances and is therefore, no longer recoverable and/or
- It will be no longer financially viable to continue with further litigation to recover these outstanding debt as it will be extremely costly, time consuming and ineffective.

To prevent the municipality from incurring further expenditure that may be regarded as wasteful, it is recommended that the outstanding balances as per **APPENDIX 1 (R 38 640 013.43)**, plus any costs/interest levied after date of this report, be written off as irrecoverable.

5. RECOMMENDATIONS

- (a) that the accounts listed in **APPENDIX 1** be regarded as irrecoverable and that the total outstanding balances of R **R 38 640 013.43**, at the time of drafting the report, plus any interest or costs levied after this report, be written off;
- (b) that the Engineering Department in conjunction with Finance will continue, where possible, with the installation of Water Management Devices as a matter of urgency for all households as per Appendix 1, that all leaks will be repaired by the Engineering Department, and that such meters be capped at a minimum of 12 kiloliters per month as per Council's Credit Control and Debt Collection Policy; and
- (c) that should for any reason the administration discovers any irregularities with the Indigent applications and such indigent status should be cancelled, the write-off of outstanding debt be invalid and immediately be recovered through the normal legal processes, including the issuing of summons against such debtor.

6. DISCUSSION / CONTENTS**6.1 Background**

Debt that is older than three years is prescribed by law in terms of the Prescription Act is no longer considered to be legally recoverable. The approved Irrecoverable Debt Policy allows for the debt in special cases where all applicable credit control and debt collection actions were impossible/impractical to implement, to motivate same for consideration for write-off.

Although the indigent consumers are subsidized for water, electricity, sanitation, refuse and rental monthly, the accumulated debt on these accounts do not decline. Instead, it increases monthly. This is mainly due to socio-economic challenges which make it impossible for the indigent consumers to settle their accounts. Another contributing factor is the high-water consumption levels of the Indigent consumers, due to leakages which they cannot afford to repair by themselves.

The Municipality is in process to repair all leaks of these Indigent consumers and replace the conventional meter with a Water Management Device, capped at 12 kilolitres per month. There are also Indigent consumers who in the past did not pay rent in respect of its Rental Agreements of which some of the consumers have been evicted and others could not be evicted due to national legislation not allowing same. Due to the non-eviction of consumers in rental properties, rental amounts accumulated to it being unaffordable.

All the indigent consumers as per the attached **APPENDIX 1** meet the criteria as set out in the Indigent Policy and they are regarded as the poorest of the poor.

These matters were submitted to the Chief Financial Officer, and it was agreed that the matters be submitted to Council for write-off.

6.2 Discussion

The attached list with balances as per Appendix 1 (**R 38 640 013.43**) at the time of this report, contains details of indigent customer accounts where normal credit control and debt collection measures and processes will not be successful in recovering the full outstanding debt. Further attempts to recover the debt will also not be cost effective. Some of these debts are also older than three years and have therefore prescribed in terms of Section 11 of the Prescription Act, 69 of 1969.

There are two main challenges faced by the municipality that hamper the efforts and processes at the credit control and debt collection section.

Firstly, there are several areas where the municipality does not provide electricity to the community. Eskom is the service provider in these areas and the blocking or restriction of the electricity supply is not possible.

Secondly, indigent consumers tend to have high water consumption, due to leakages, a high number of occupiers on the property or in some extreme cases due to wasteful behaviour. This results in high water accounts that these consumers are unable to pay. A list with a total of R38 640 013.43 arrear debt as per Appendix 1 are submitted to be written off.

The Table below gives an indication of the outstanding debt per Geographical area.

SUBURB	TOTAL OF DEBT OLDER THAN 90+ DAYS
Lanquedoc	R 8 128 827,69
Stellenbosch	R 91 835,37
Cloetesville	R 917 816,68
Idas Valley	R 440 444,91
Johannesdal	R 81 426,86
Franschhoek	R 1 220 636,34
Greenoaks	R 66 014,38
Jamestown	R 877 047,98
Kayamandi	R 4 251 147,28
Kylemore	R 3 592 665,37
Klapmuts	R 12 174 576,76
La Motte	R 4 526 451,32
Pniel	R 40 429,78
Raithby	R 213 203,32
Tenantville	R 42 695,11
Wemmershoek	R 1 974 794,28
TOTAL	R 38 640 013,43

Included in the total debt to be written off, is water debt that is older than 90+days to the amount of R27 125 517.94.

6.3 Financial Implications

Irrecoverable debt of **R 38 640 013.43** has been provided for in the Provision for Bad Debts, hence there is no real loss for the municipality.

6.4 Legal Implications

None. Write-off is done in terms of the Irrecoverable Debt Policy.

6.5 Staff Implications

None.

6.6 Previous / Relevant Council Resolutions

None.

6.7 Risk Implications

None.

6.8 Comments from Senior Management:

6.8.1 Director: Corporate Services:

Item not circulated

6.8.1 Chief Financial Officer:

Support the item.

6.8.2 Municipal Manager:

Support the item.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.4.1

- (a) that the accounts listed in **APPENDIX 1** be regarded as irrecoverable and that the total outstanding balances of R R 38 640 013.43, at the time of drafting the report, plus any interest or costs levied after this report, be written off;
- (b) that the Engineering Department in conjunction with Finance will continue, where possible, with the installation of Water Management Devices as a matter of urgency for all households as per **APPENDIX 1**, that all leaks will be repaired by the Engineering Department, and that such meters be capped at a minimum of 12 kiloliters per month as per Council's Credit Control and Debt Collection Policy; and
- (c) that should for any reason the administration discovers any irregularities with the Indigent applications and such indigent status should be cancelled, the write-off of outstanding debt be invalid and immediately be recovered through the normal legal processes, including the issuing of summons against such debtor.

APPENDIX: 1- Prescribed/Irrecoverable Debt**FOR FURTHER DETAILS CONTACT:**

NAME	JP Wagener
POSITION	Manager Revenue
DIRECTORATE	Finance
CONTACT NUMBERS	021 808 8531
E-MAIL ADDRESS	Pieter.wagener@ Stellenbosch.gov.za
REPORT DATE	05 February 2025

APPENDIX 1

Account No	Group	Acc Close	Acc Final	Total
10248061	INU24	N	N	477 781.79
10401543	INU24	N	N	299 129.35
10071043	INU24	N	N	294 552.23
10163043	INU24	N	N	252 570.95
10102718	INU24	N	N	213 594.47
109914851	INU24	N	N	197 756.63
10248384	INU24	N	N	175 133.27
10274662	INU24	N	N	168 623.42
10281905	INU24	N	N	159 863.28
10422580	INU24	N	N	159 093.01
10149632	INU24	N	N	155 215.38
10270204	INU24	N	N	144 802.55
10160095	INU24	N	N	128 351.92
10235746	INU24	N	N	121 182.64
10437216	INU24		N	118 400.18
10043907	INU24	N	N	109 300.88
10271896	INU24	N	N	98 246.42
10672888	INU24		N	93 945.77
10610617	INU24		N	92 284.16
109863494	INU24	N	N	91 835.17
10171521	INU24	N	N	90 229.11
10163445	INU24	N	N	85 976.53
10200548	INU24	N	N	85 630.08
10703890	INU24	N	N	85 001.88
10270118	INU24	N	N	83 183.60
10163658	INU24	N	N	82 856.04
10705115	INU24	N	N	78 453.50
10704712	INU24	N	N	76 984.59
10235485	INU24	N	N	76 036.39
10669422	INU24		N	75 726.18
10275223	INU24	N	N	73 382.81
22740041	INU24	N	N	72 486.03
10669721	INU24		N	71 516.19
10234776	INU24	N	N	71 412.10
10040351	INU24	N	N	71 360.92
10660739	INU24		N	70 511.66
10712623	INU24	N	N	69 156.23
10672170	INU24		N	68 658.62
10164783	INU24	N	N	68 000.37
10708376	INU24	N	N	67 614.78
10708826	INU24	N	N	67 374.19
10703539	INU24	N	N	66 629.12
10271827	INU24	N	N	66 466.65
10703591	INU24	N	N	66 437.70
461220052	INU24	N	N	66 014.38
703190907	INU24	N	N	65 866.43
10703656	INU24	N	N	64 557.30

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10619379	INU24		N	61 021.47
10235777	INU24	N	N	60 454.72
10712654	INU24	N	N	60 291.20
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10704877	INU24	N	N	59 831.89
10672479	INU24		Y	57 833.57
10270888	INU24	N	N	56 915.02
703211408	INU24	N	N	56 438.28
10106633	INU24	N	N	54 513.28
10513967	INU24		N	53 593.54
10513950	INU24		N	52 798.35
10670824	INU24		N	51 216.89
10105890	INU24	N	N	51 123.27
10270022	INU24	N	N	50 010.09
10218569	INU24	N	N	48 991.37
10016941	INU24	N	N	48 611.58
10163201	INU24	N	N	47 506.08
10251582	INU24	N	N	47 057.79
10155613	INU24	N	N	45 889.05
10241624	INU24	N	N	45 889.03
109849131	INU24		N	44 783.61
44842	INU24	N	N	42 533.07
10671636	INU24		N	41 663.94
10251544	INU24	N	N	40 733.27
10871001	INU24	N	N	40 097.33
10677993	INU23		N	334 894.41
10247716	INU23	N	N	251 513.51
10971369	INU23	N	N	237 983.03
10274679	INU23	N	N	210 713.59
10258077	INU23	N	N	207 786.00
10672857	INU23		N	192 956.61
703204158	INU23	N	N	169 327.32
620001124	INU23	N	N	167 234.76
10612183	INU23		N	153 522.36
703207209	INU23	N	N	139 421.92
10163593	INU23	N	N	134 076.74
10246973	INU23	N	N	126 708.33
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10234972	INU23	N	N	118 478.93
10670738	INU23		N	109 081.77
43384	INU23	N	N	97 689.32
10427774	INU23	N	N	96 316.30
10285411	INU23	N	N	93 587.86
10218387	INU23	N	N	82 958.98
10670570	INU23		N	81 971.87
10114458	INU23	N	N	73 506.37
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Account No	Group	Acc Close	Acc Final	Total
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10171064	INU23	N	N	68 037.32
10887312	INU23	N	N	67 962.01
10235959	INU23	N	N	61 395.41
10171600	INU23	N	N	61 154.78
10682351	INU23		N	60 872.78
10195774	INU23	N	N	58 175.60
600223009	INU23	N	N	56 406.16
10611979	INU23		N	55 478.16
10705029	INU23	N	N	55 027.11
703210304	INU23	N	N	54 896.28
10704279	INU23	N	N	54 599.29
620001801	INU23	N	N	53 222.18
10084650	INU23	N	N	51 057.41
10251489	INU23	N	N	50 769.73
10164329	INU23	N	N	49 375.23
10179220	INU23	N	N	48 205.90
10114410	INU23	N	N	47 841.52
10919239	INU23	N	N	43 325.35
442190004	INU23	N	N	42 695.11
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620000336	INU23	N	N	42 083.61
703208509	INP24	N	N	473 033.12
700738564	INP24	N	N	451 468.31
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703190859	INP24	N	N	272 213.33
10271700	INP24	N	N	244 625.38
10297869	INP24	N	N	226 117.96
10164154	INP24	N	N	199 288.67
10271195	INP24	N	N	177 078.40
10271944	INP24	N	N	168 616.05
10236149	INP24	N	N	162 717.46
703203559	INP24	N	N	162 651.00
10248243	INP24	N	N	162 524.20
10843525	INP24	N	N	146 010.41
10278628	INP24	N	N	142 555.79
10248913	INP24	N	N	134 146.87
10272172	INP24	N	N	127 635.61
707680871	INP24	N	N	125 571.41
10155943	INP24	N	N	117 417.29
703211453	INP24	N	N	117 025.14
707561633	INP24	N	N	112 769.28
620002651	INP24	N	N	111 267.40
10251111	INP24	N	N	109 428.03
703200707	INP24	N	N	108 902.78

Account No	Group	Acc Close	Acc Final	Total
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703206019	INP24	N	N	104 449.06
10271717	INP24	N	N	102 867.87
703209108	INP24	N	N	100 933.81
10278594	INP24	N	N	100 774.49
703202754	INP24	N	N	100 670.57
707671244	INP24	N	N	100 177.54
10271982	INP24	N	N	94 783.11
10843831	INP24	N	N	93 012.41
703205551	INP24	N	N	92 756.25
10257980	INP24	N	N	92 602.93
10141122	INP24	N	N	91 453.96
10250347	INP24	N	N	91 031.21
10235715	INP24	N	N	90 939.99
10247084	INP24	N	N	87 037.57
10162884	INP24	N	N	85 045.84
10277177	INP24	N	N	84 271.18
707561815	INP24	N	N	83 896.57
10661132	INP24		N	83 739.25
10671519	INP24		N	82 663.12
10248164	INP24	N	N	81 651.08
10236235	INP24	N	N	79 403.30
10258060	INP24	N	N	79 003.16
10267484	INP24	N	N	78 738.71
10248102	INP24	N	N	78 229.87
10278563	INP24	N	N	77 524.64
10705218	INP24	N	N	73 012.04
10236170	INP24	N	N	70 480.98
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707680857	INP24	N	N	65 664.73
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10248470	INP24	N	N	58 261.77
10672338	INP24		N	57 961.68

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10084179	INP24	N	N	55 968.94
703212258	INP24	N	N	55 710.40
10267154	INP24	N	N	54 446.15
703200051	INP24	N	N	54 424.48
10042975	INP24	N	N	54 356.72
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10246894	INP24	N	N	52 224.78
707561468	INP24	N	N	47 411.59
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10267305	INP24	N	N	44 806.88
707392826	INP24	N	N	44 788.70
10271683	INP24	N	N	43 352.66
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10272251	INP24	N	N	42 319.49
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10247187	INP24	N	N	41 682.05
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10235155	INP24	N	N	41 282.82
703822101	INP24	N	N	41 058.23
10247259	INP24	N	N	40 694.18
100277	INP24	N	N	40 429.78
10271669	INP24	N	N	40 321.87
10236321	INP23	N	N	516 330.61
10277225	INP23	N	N	385 316.03
10057508	INP23	N	N	265 386.35
10272268	INP23	N	N	207 447.86
700720402	INP23	N	N	174 535.43
10246825	INP23	N	N	170 257.20
10513895	INP23		N	169 331.73
703205252	INP23	N	N	141 443.14
10246722	INP23	N	N	134 768.66
10155314	INP23	N	N	126 789.17
10156229	INP23	N	N	116 979.26
703205953	INP23	N	N	115 220.49
10693351	INP23	N	N	114 776.63
10246911	INP23	N	N	107 209.90
10163184	INP23	N	N	105 028.19
10167676	INP23	N	N	99 558.67
700704192	INP23	N	N	95 828.86
10171442	INP23	N	N	90 324.45
10274404	INP23	N	N	81 532.66
703612294	INP23	N	N	81 329.84
10246980	INP23	N	N	75 173.13
10171370	INP23	N	N	73 657.57

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10084526	INP23	N	N	70 624.72
10297807	INP23	N	N	64 377.65
10236228	INP23	N	N	57 569.42
372813149	INP23	N	N	57 385.03
45434	INP23	N	N	50 544.72
10168835	INP23	N	N	48 527.25
10830815	INP23	N	N	48 471.94
10631128	INP23		N	43 565.42
10274820	INP23	N	N	43 369.40
40226	INI24	N	N	602 366.61
10084825	INI24	N	N	522 560.26
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10513929	INI24		N	132 218.58
10705469	INI24	N	N	122 922.54
10272237	INI24	N	N	111 257.31
10247761	INI24	N	N	110 606.23
10277359	INI24	N	N	107 256.04
10705177	INI24	N	N	87 733.97
10671935	INI24		N	86 535.47
10247242	INI24	N	N	81 646.10
10672754	INI24		N	78 194.36
10241222	INI24	N	N	74 684.41
10983236	INI24	N	N	74 555.58
10703632	INI24	N	N	69 330.31
10251290	INI24	N	N	66 681.68
10661125	INI24		N	64 856.94
10248528	INI24	N	N	63 584.41
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10879683	INI24	N	N	54 172.08
10630378	INI24		N	47 597.62
10619647	INI24		N	43 073.64
10042779	INI24	N	N	42 802.63
10270486	INI24	N	N	40 620.53
10267367	INI23	N	N	561 860.86
10164343	INI23	N	N	484 771.30
10312704	INI23	N	N	188 480.43
707556440	INI23	N	N	175 743.79
707561327	INI23	N	N	165 345.78
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10081750	INI23	N	N	116 093.86
10247170	INI23	N	N	103 208.39
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10043660	INI23	N	N	82 788.12
10072013	INI23	N	N	79 928.52
10271119	INI23	N	N	75 541.29
10056947	INI23	N	N	75 311.24
10235674	INI23	N	N	72 454.04
703190158	INI23	N	N	71 980.67
10672936	INI23		N	69 953.46
703205159	INI23	N	N	69 585.65
10200531	INI23	N	N	67 215.34
10714357	INI23	N	N	59 685.68
10728549	INI23	N	N	53 133.50
10270527	INI23	N	N	48 331.89
703202606	INI23	N	N	44 208.39
10236211	INI23	N	N	43 538.78
10236273	INI23	N	N	41 614.52
10235193	INI23	N	N	40 033.32
703202455	ILU24	N	N	525 211.98
10247950	ILU24	N	N	267 686.73
10270259	ILU24	N	N	156 802.23
10178470	ILU24	N	N	131 486.62
10247785	ILU24	N	N	119 656.34
10251520	ILU24	N	N	115 114.50
44110	ILU24	N	N	104 436.20
10251276	ILU24	N	N	91 740.70
44079	ILU24	N	N	90 580.17
13930	ILU24	N	N	86 633.01
10274459	ILU24	N	N	85 069.33
706010086	ILU24	N	N	81 426.86
10333758	ILU24	N	N	79 546.35
370700663	ILU24	N	N	76 756.39
10250244	ILU24	N	N	76 311.29
10678145	ILU24		N	73 851.17
10672307	ILU24		N	66 853.90
10043811	ILU24	N	N	64 244.16
703201258	ILU24	N	N	63 158.95
10251025	ILU24	N	N	61 868.58
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10171033	ILU24	N	N	56 425.42
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10407350	ILU24	N	N	49 299.92
10286412	ILU24	N	N	46 821.55
10247792	ILU24	N	N	45 936.65
703217600	ILU24	N	N	45 475.82
10705713	ILU24	N	N	43 418.25
10418484	ILU23	N	N	168 225.32

Account No	Group	Acc Close	Acc Final	Total
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703190505	ILU23	N	N	107 601.89
600336101	ILU23	N	N	107 266.98
10671423	ILU23		N	100 946.90
707561808	ILU23	N	N	88 739.56
370171658	ILU23	N	N	83 127.66
10155211	ILU23	N	N	82 078.12
10294031	ILU23	N	N	72 802.78
703612373	ILU23	N	N	70 890.44
703210854	ILU23	N	N	42 839.72
11835	ILU23	N	N	41 758.13
707561516	ILP24	N	N	323 736.25
10271786	ILP24	N	N	198 265.10
703217019	ILP24	N	N	194 221.77
10257681	ILP24	N	N	48 906.10
10250330	ILP23	N	N	122 177.68
703210751	ILP23	N	N	113 410.17
10251355	ILP23	N	N	71 627.20
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10236194	ILI24	N	N	203 196.67
10176083	ILI24	N	N	145 922.22
10278635	ILI24	N	N	100 501.99
370752677	ILI24	N	N	87 336.09
10270723	ILI24	N	N	81 704.26
10246942	ILI24	N	N	67 071.74
707680792	ILI24	N	N	64 892.49
10278556	ILI24	N	N	63 868.69
372183318	ILI24	N	N	60 632.35
10251018	ILI24	N	N	52 222.81
22870045	ILI24	N	N	51 126.53
10274686	ILI24	N	N	43 450.89
10271779	ILI24	N	N	41 259.32
600098003	ILI23	N	N	451 436.46
10140451	ILI23	N	N	121 749.36
10155163	ILI23	N	N	88 813.41
707260150	ILI23	N	N	84 490.13
				38 640 013.43

10.4.2	JONKERSHOEK SPECIAL RATING AREA: APPLICATION FOR THE EXTENSION OF THE TERM FOR A FURTHER PERIOD OF FIVE YEARS, FROM 1 JULY 2025 TO 30 JUNE 2030
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 19 February 2025 and 26 February 2025

1. SUBJECT: JONKERSHOEK SPECIAL RATING AREA: APPLICATION FOR THE EXTENSION OF THE TERM FOR A FURTHER PERIOD OF FIVE YEARS, FROM 1 JULY 2025 TO 30 JUNE 2030

2. PURPOSE

That Council approve in terms of paragraph 15(a) of the Special Rating Area By-law, the extension of the Jonkershoek Special Rating Area for a further period of five years, with effect from 1 July 2025 to 30 June 2030.

3. DELEGATED AUTHORITY

Council to approve.

4. EXECUTIVE SUMMARY

4.1 The Jonkershoek Special Rating Area (SRA) was first established in 2015 and has been successfully operating for the past ten years. The management body has now applied for the SRA to be extended for a further period of five years, ending on 30 June 2030.

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

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

5. RECOMMENDATIONS

- (a) that Council notes the Jonkershoek SRA application for the extension of the SRA for a further period of five years and exempts the management body in terms of paragraph 15(a) of the SRA By-law, from compliance with the provisions of Chapter 1 of the SRA By-Law;
- (b) that Council approves the extension of the Jonkershoek SRA for a further period of five years beginning from 1 July 2025 and ending on 30 June 2030; and
- (c) that Council approves the proposed five-year budget with a combined total of R46 205 191.57 (VAT excluded) as detailed in **ANNEXURE A** of the report.

6 DISCUSSION/ CONTENTS**6.1 Background**

Special Rating Areas (SRAs) are established by Council in terms of Section 22 of the Municipal Property Rates Act, 6 of 2004 as amended.

The Jonkershoek SRA was originally established by the Council by means of a resolution on 30 April 2015 for a five-year term beginning from 1 July 2015 and ending 30 June 2020. Further approval was granted in March 2020 for the extension of the term to 30 June 2025.

6.2 Discussion

6.2.1 Since first being established in 2015, the Jonkershoek SRA has functioned very well and has proven its viability by implementing the strategic business objectives within budget. However, the needs continue to be present and therefore it has been agreed by stakeholders that the SRA should be renewed for a further period of five years.

6.2.2 The SRA is a sustainable and established organization within the community and continues to provide a service in addition to municipal activities in the area. Management of the SRA has fulfilled its mandate as outlined in the business plan and the SRA has been well accepted by property owners of Jonkershoek. This is clearly proven by the fact that the payment levels of the SRA levies are regular and high.

6.2.3 Attached is a letter of Application received from the Jonkershoek SRA. This application:

a) Points out what the keys goals and objectives of the SRA are and that these align with the IDP.

b) Provides a summary of the documentation attached to the application.

6.2.4 Annexure A is the Business Plan itself that is compiled in line with the requirements of the SRA Policy and By-law, together with the 5-year budget.

6.2.5 Annexure B is a circular to the members of the AGM.

6.2.6 Annexure C is the Minutes of the Annual General Meeting held on 18 November 2024, where the following resolutions relevant to this application were adopted:

a) That application must be made to extend the SRA for a further period of five years.

b) That the 5-year budget is approved.

c) That the Municipal Council must be requested to be exempt from the SRA in terms of paragraph 15(A) of the SRA By-law from compliance with the provisions of Chapter 1 of the SRA By-law.

6.2.7 Application for the extension of a Special Rating Area is done in terms of paragraph 15(a) of the SRA By-law. It can only be approved by Council in accordance with the provisions of Chapter 1 of the By-law. The Council may, however, and for good reasons, on written application by the management body, exempt the management body from complying with any such provisions.

6.2.8 Chapter 1 of the By-law deals with the process to be followed when first making application for the establishment of an SRA. As this is not a new SRA being established for the first time but an extension of terms for an existing SRA, Council should find good reason to consider exempting the management body from these provisions:

- a) The concept of the SRA is well established; the management of the SRA being done effectively and all initial teething problems have been taken care of.
- b) The SRA is accepted and well supported by the community and property owners as is clear from the excellent payment of SRA levies.
- c) The SRA management body is providing a service to the community in line with the business plan and in addition to any municipal services being rendered. The need for these services is on-going and will continue to be met by the management body.
- d) The application, business plan and budget has been supported and adopted at the AGM.

6.3 Financial Implications

There are no financial implications for the municipality. The approved budget of the SRA is paid over to the management body in 12 equal monthly installments by the municipality and recovered from the residents by means of the monthly consumer accounts. Retention of 3% is withheld by the municipality to offset any possible irrecoverable debt. In the first ten years of the SRA's existence, this was not necessary.

The total five-year budget amounts to R46 205 191.57,(Vat Excluded) which is an increase of 50% from the previous five-year term budget. This amount will be levied and paid by the property owners which form part of the SRA over the five-year term.

6.4 Legal Implications

None.

6.5 Staff Implications

None.

6.6 Previous/Relevant Council Resolutions:

Establishment of the Jonkershoek SRA was first approved by the Council on 30 April 2015, Item 7.6.

A further five-year extension was granted during a Council meeting on 25 March 2020 as per Item 8.2.

6.7 Risk Implications

None.

7. Comments from Senior Management:

7.7.1 Director: Corporate Services:

Not circulated for comments

7.7.2 Chief Financial Officer:

Support the Item.

7.7.3 Municipal Manager

Support the item.

8. CONCLUSION

The application for the further extension of the Jonkershoek Special Ratings Area complies with all the requirements that is set out in the council's approved SRA policy and promulgated By-law.

If the council finds that there is merit in the legislation and that the proposed SRA will add value and is in line with the spirit of its policy, it should consider approving the extension of the Jonkershoek Special Ratings Area in terms of Section 22 of the Municipal Property Rates Act, 2004.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.4.2

- (a) that Council notes the Jonkershoek SRA application for the extension of the SRA for a further period of five years and exempts the management body in terms of paragraph 15(a) of the SRA By-law, from compliance with the provisions of Chapter 1 of the SRA By-Law;
- (b) that Council approves the extension of the Jonkershoek SRA for a further period of five years beginning from 1 July 2025 and ending on 30 June 2030; and
- (c) that Council approves the proposed five-year budget with a combined total of R46 205 191.57 (VAT excluded) as detailed in **ANNEXURE A** of the report.

ATTACHMENTS

Attached find the letter of application for the next five years, together with the following

ANNEXURES:

Annexure A- Renewal Business Plan and Budget

Annexure B- Circular to Members

Annexure C- Minutes of AGM

FOR FURTHER DETAILS CONTACT:

NAME	Henry Mitchell
POSITION	Senior Manager: Revenue & Expenditure
DIRECTORATE	Finance
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REPORT DATE	06 February 2025

ANNEXURE A

BUSINESS PLAN FOR THE JONKERSHOEK

Special Rating Area



Renewal October 2024

**Compiled in accordance with the By-Law for establishment of
Special Rating Areas, promulgated in the Provincial Gazette 7015/2012**

This Business Plan covers the period 1 July 2025 to 30 June 2030 as set out in the following parts:

Part 1: Background and Introduction

Part 2: Motivation

Part 3: Implementation Plan and Budget

JONKERSHOEK SPECIAL RATING AREA Information:

Name: Jonkershoek Special Rating Area
Contact Person: Ms Thea Jordaan
Contact Telephone No: 021 8872486
Commencement Date: 1 July 2025
Municipality: Stellenbosch

Principal Contacts Ms Thea Jordaan (administration)
thea@jpstrust.co.za
 Ms Belinda Hattingh (manager)
manager@jonkershoeksra.co.za
 Mr Willem Jacobus van Aswegen (chairman of the board of directors)
jacques839@gmail.com

Directors	Charl Daniel Cillie	Michael John Ehret
	Jannes de Wet	Michiel Wilhelm Dreijer
	Frans Krone Krige	Petrus Johannes Dirkse Bekker
	Gretha Groenwald	Willem Jacobus van Aswegen

Boundaries of the JONKERSHOEK Special Ratings Area (Map 1 and 2 below)

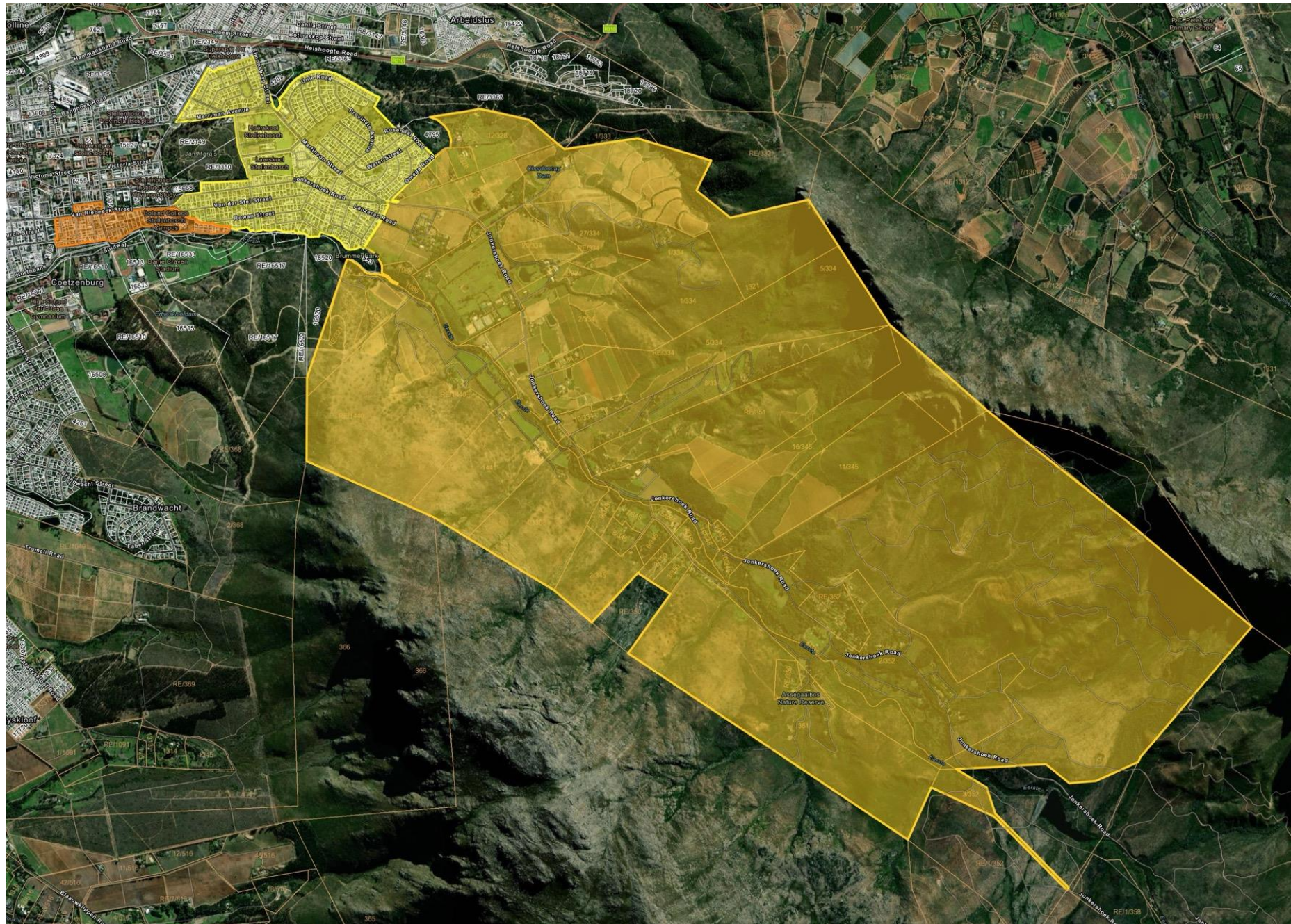
The boundaries are outlined below:

Northern Boundary – From the intersection of Merriman Avenue and Cluver Road along Cluver Road then following the northern boundary of erf 4165 and all erven facing Kommandeurs Avenue up to Simonsberg Street and then along Simonsberg Street and the northern boundary of erven bordering Unie Avenue and Rozendal Avenue up to Omega Street. Then, on the agricultural area, stretching all along farm erfs into Jonkershoek valley to the border of erf 352.

Eastern Boundary – Agricultural eastern boundaries run along erf 352. Residential eastern boundaries run from the intersection of Rozendal Avenue and Omega Street along the watershed boundary of all agricultural properties in the Jonkershoek Valley to include all residential and agricultural erven to the west until the boundary intersects with the Eerste River at the Karindal neighbourhood.

Southern Boundary – Along the agricultural area from erf 361 in Jonkershoek valley to erf 321. Residential southern boundaries stretch from Eerste River at Boschendal street to westward all along the river to Noordwal Oos and Die Laan to the intersection of Die Laan and Pastorie Street.

Western Boundary – From the intersection of Pastorie Street and Die Laan Avenue along Utopia and Minserie Street, including all residential properties in Minserie Street until the boundary intersects with the Van Riebeeck Street, then running from Neethling Street to Murray Street. Then from Van Riebeeck's Eastern border intersecting with Jonkershoek Road, along Jonkershoek Road and from erf 1540 along the northern boundary of the erven on the northern side of Jonkershoek Road to Jannasch Street and northwards up to the intersection with Merriman Avenue and along Merriman Avenue to the intersection with Cluver Road.



Map 1 Boundary of the Jonkershoek Special Rating Area including the agricultural area



Map 2 Boundary of the residential component of the Jonkershoek Special Rating Area, including the JSRA Extension in orange, included since 1st of July 2024

Executive Summary

Over a number of years the Stellenbosch area increasingly became the target of criminal elements wishing to exploit the area and its residents. Property owners adjacent to nature reserves, green belts and rivers have been hit by criminals accessing neighbourhoods from these areas.

In 2012 the Stellenbosch Municipality approved the Special Rating Area By-law for the town thereby setting the platform for property owners to establish such areas in Stellenbosch. The first Business Plan for the Jonkershoek Special Rating Area was drawn up in 2014, approved by the requisite 60%+ majority of property owners within the boundaries and its first five year term started on 1 July 2015. The JSRA has been substantially successful in addressing problems and countering any potential for further urban decay and the further increase of crime in the area. The main purpose of the JSRA is to manage and implement additional public safety and urban management operations in addition to those services provided by the Stellenbosch Municipality. The additional municipal services typically include the provision of additional public safety, cleansing services, maintenance and/or upgrading of the urban public environment and/or infrastructure and social services that addresses social issues in the area. The area of the JSRA includes the rural farming area of the Jonkershoek valley.

The Jonkershoek SRA NPC was incorporated on 6 August 2015 as a Non Profit Company in terms of the Companies Act 71 of 2008.

During 2023 the JSRA Board of Directors was approached by community members of Die Laan Area. They requested permission to apply for an SRA border Extension, to include Die Laan Area to the greater Jonkershoek Special Ratings Area. As per discussion on the 2023 Annual JSRA meeting, the Board of Director granted permission to proceed with the application to the Municipality. The new Extended Jonkershoek Special Ratings Area was approved by the requisite 60%+ majority of property owners within the extended boundaries and the Municipality approved the application. The Extended Jonkershoek Special Ratings Area was incorporated from the 1st of July 2024 to the original Jonkershoek SRA NPC.

This Business Plan is the second renewal for the third 5-year term of the Jonkershoek Special Ratings Area for the period 1 July 2025 to 30 June 2030.

The boundaries of the Jonkershoek SRA have been adjusted as per the new Extended Jonkershoek Special Ratings Area that was incorporated from the 1st of July 2024.

Vision, and Goals of the JSRA

The vision of the JSRA is to establish and maintain a safe, clean, and attractive residential area. The continued operations of the JSRA will support the vision of the Stellenbosch Integrated Development Plan (see part 3.3 below).

The JSRA has the following goals:

- Reducing crime significantly by proactive visible patrolling and cooperation with existing SAPS and Stellenbosch Municipality Law Enforcement efforts as well as other security service providers in the area.
- Creating a safe and clean public environment by addressing issues of maintenance and cleaning of streets, pavements and public spaces.
- Manage existing and new public infrastructure for the future benefit of all the users of the area.
- Protect property values.
- Support the promotion of the area as a safe and clean environment by promoting greening, energy efficiency and recycling.
- Support and promote social responsibility in the area
- The sustained and effective management of the area.

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Part 1 : BACKGROUND AND INTRODUCTION

Stellenbosch has grown to be recognised today for its wine production and it is also renowned for its academic institutions. The University of Stellenbosch has approximately 32,000 students, and the surrounding communities and agricultural industries interact with the town and its business and academic institutions on a daily basis. While the central business district and industrial nodes offer support to industry the residential neighbourhoods offer a unique lifestyle opportunity for residents linked to spectacular mountain and rural scenery, access to nature on their doorstep and supported by all the modern amenities that this town can offer.

Unfortunately, the area also became the target of criminal elements wishing to exploit the area and its residents. Most residents are aware of crime, concerned about crime or have been directly affected by crime in the area. Property owners adjacent to nature reserves, green belts and rivers have been hit by criminals accessing neighbourhoods from these areas and even the student community have experienced its fair share of criminal activity.

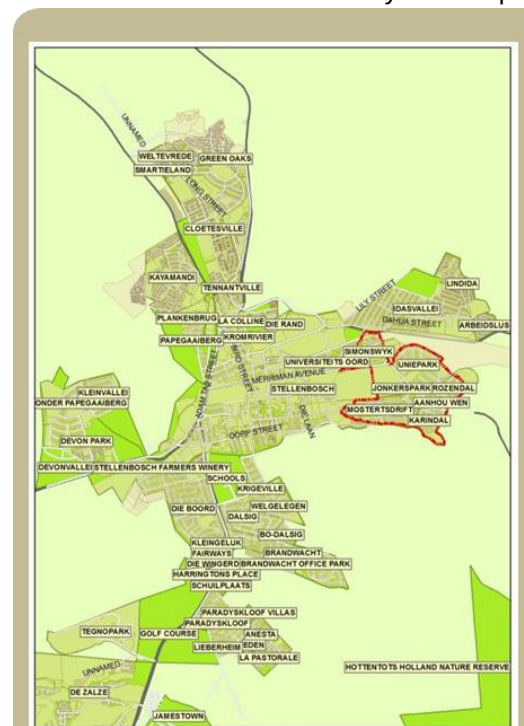


Figure 1 Locality map showing the position of the JSRA relative to the greater Stellenbosch area.

Together the residential communities of a number of Stellenbosch residential suburbs established Stellenbosch Watch with the intention to increase cooperation between neighbourhood watches and to ensure a coordinated fight against crime in Stellenbosch through improved communication between the Stellenbosch Watch, the South African Police Service (SAPS) and other law enforcement agencies.

In 2012 the Stellenbosch Municipality approved the Special Rating Area By-law for the town thereby setting the platform for property owners to establish such areas in Stellenbosch. Certain suburbs in cooperation with Stellenbosch Watch has identified the Special Rating Area (SRA) model as a basis to address problems and counter any potential for further urban decay and the further increase of crime in the area. The first Business Plan for the Jonkershoek Special Rating Area was drawn up in 2014, approved by the requisite 60%+ majority of property owners within the boundaries and its first five-year term started on 1 July 2015. The main purpose of the JSRA is to manage and implement additional public safety and urban management operations in addition to those services provided by the Stellenbosch Municipality. The property owners from the area pay an additional rate (JSRA Levy) to fund additional municipal services for that specific area as set out in this business plan. The additional municipal services typically include the provision of additional public safety, cleansing services, maintenance and/or upgrading of the urban public environment and/or infrastructure and social services that addresses social issues in the area.

The Jonkershoek SRA NPC was incorporated on 6 August 2015 as a Non Profit Company in terms of the Companies Act 71 of 2008. The first renewal for the second 5-year term of the JSRA was for the period 1 July 2020 to 30 June 2025. This Business Plan is the second renewal for the third 5-year term of the JSRA for the period 1 July 2025 to 30 June 2030.

The JSRA Levy is collected by the Municipality from property owners in the area and paid over to the JSRA Non-Profit Company (NPC). The budget is dedicated to the specific area only. The JSRA Levy paid by the property owners in the area means an equitable split based on municipal property valuation. The cost of the additional services allows individual property owners to benefit from a well-managed and safe neighbourhood including a shared sense of communal pride, safety and social responsibility.

The implementation of a properly managed SRA most often results in:

- A safer public environment to the benefit of all residents, visitors, businesses and property owners.
- Proactive and co-ordinated communication and direct consultation with the Municipal service directorates regarding service delivery to the area.
- An equitable distribution of the cost to all property owners for providing supplementary and additional services in the area in proportion to the municipal valuation of the property.
- The protection and tangible growth in property values and capital investments which encourages economic development in the area.

Part 2 : HISTORIC MOTIVATION

2.1 Urban Challenges

During 2014 and as part of the process to develop the first business plan, the Steering Committee commissioned a perception survey amongst property owners of the then proposed area. The survey focused on five general urban issues namely:

- Safety and security
- Litter and cleanliness
- Area lighting & traffic
- Urban management
- Social environment

Participants were also asked to rank the importance of the above listed issues at the end of the survey questionnaire. The survey questionnaire also provided the opportunity to express general comments and concerns in writing. The results of the perception survey along with additional research, newspaper reports and information available to the Steering Committee was used to develop an overall analysis of the urban challenges of the area.

During 2023 a second survey was done, to make sure that the JSRA is still on the right track as indicated during the 1st survey. The second perception survey results showed that the community is still satisfied with the JSRA service and focus.

Safety and Security

The survey results indicated a substantial concern amongst participants that crime was on the increase in the area. Overall reported crime showed an upward trend in Stellenbosch and property related crime such as residential burglaries and theft from motor vehicles showed significant increases. In general, crimes such as property related crime, house robberies and theft out of motor vehicles have a negative impact on the sense of safety in a neighbourhood. These are typically crimes that directly and negatively influence the attraction to and perception of safety in the area and significantly detract from the desirability of the area. Crime statistics illustrated the fact that the area experienced crime, high incidents of which could occur or originate from the public domain including assault, theft, theft from motor vehicles, robbery and house and business burglaries.

The survey also tested participant's opinion on the effectiveness of the then current policing efforts and also asked participants to provide a reason for their rating. 70% Regarded the security situation as fair to poor and noted the lack of SAPS visibility most frequently as a reason for the ineffectiveness of the SAPS.

Litter and cleanliness of the public environment

Most participants regarded the general state of cleanliness as very good. Only isolated incidents of litter were found in the area. Some participants indicated illegal dumping of mostly household and garden waste and builders' rubble was problematic.

The survey also indicated some problems with bin picking: Bin picking is mostly associated with the presence of homeless and unemployed people that frequent the area, especially on refuse collection days, to find food and recyclable materials from refuse bins. Sadly, this practice also results in additional littering when bin pickers sort the waste on sidewalks leaving the area littered and dirty. Significant numbers of homeless people and bin pickers frequent the Stellenbosch residential areas, especially on waste collection days.

Area lighting and traffic

The lighting of streets and pavements and the standards of traffic signs and road markings were regarded as mostly sufficient. Isolated incidents of poor lighting on public open spaces (parks) and overgrown street signage were mentioned.

Urban Management

Further to the issues of lighting, signage and cleaning in the public environment, some urban management problems were present in some of the public spaces in the area. Street furniture such as litter bins and benches were in a state of disrepair and some public open spaces had long grass and trees and shrubs that needed pruning and maintenance. It is clear that sidewalks were mostly maintained by the property owners themselves and the general impression of the area was of a green, attractive and well-maintained residential neighbourhood.

The social environment

50% of survey participants perceived homelessness as a problem in this part of Stellenbosch. The most frequently identified issues in the area in order of priority was begging, bin picking, theft and alcohol and drug abuse.

Bin picking creates various problems in any urban area as it supports vagrant communities through recycling of small amounts of material from bins. This in turn leads to anti-social behaviour including littering, aggressive begging and opportunistic criminal activity such as theft.

Conclusion of survey

The perception survey concluded with an opportunity for participants to rank each of the general themes of the survey in terms of its importance. 93% of the respondents ranked safety and security as the most important issue. The cleanliness of public areas was selected as the second highest priority area.

2.2 Establishment of the JSRA and the first business plan

2.2.1 What is an SRA?

The SRA model is based on international best practice aimed at preventing the degeneration of neighbourhoods and facilitating their upliftment, economic growth and sustainable development. The continuing success of this model is demonstrated by the fact that there are an increasing number of SRA's being established in Cape Town, currently numbering 43.

The Stellenbosch Municipality's first Special Rating Area By-Law was approved in 2012. It was designed to enable self-funded community initiatives within a clearly defined geographic area that aim to improve and or upgrade neighbourhoods by making use of a non profit company to manage the implementation supported by property owners in the SRA in accordance with the procedure set out in the By-Law and approved by the Town Council.

In the Stellenbosch Municipal area the JSRA and Techstel SRA (Technopark area) were both established in 2015. Other Stellenbosch residential and business areas are currently investigating the possibility of establishing SRA's.

2.2.2 JSRA established

After the survey mentioned in 2.1 above, the steering committee drew up the first 5 year business plan for the Jonkershoek Special Rating Area which was approved by the Stellenbosch Municipality. After the required public meetings and written approval from the requisite 60%+ majority, the Stellenbosch Town Council approved the business plan to commence on 1 July 2015.

Jonkershoek Special Ratings Area NPC was incorporated on 6 August 2015 as a non profit company in terms of the Companies Act 71 of 2008 of which the main purpose is to provide Community Based Private Urban Management within the public areas of the Special Ratings Area. The first board of directors was appointed and operations in accordance with the approved business plan commenced. Just prior to the final approval of the business plan the Northern boundary of the area was slightly amended by excluding the Simonsrust shopping centre and the Simonsrust cluster housing estate.

In order to vote at the members' meetings of the JSRA, property owners need to apply to become members of the JSRA. Membership ceases, inter alia, when the property is sold and hence new owners would need to apply to become members. Voting at the meetings of the JSRA occurs by show of hands, or if required, by each member having one vote per R5m of municipal valuation of their property. Owners in arrears with their municipal accounts by more than 60 days are not allowed to vote, unless a payment arrangement is in place with the Municipality. Full details of the legal requirements surrounding membership, eligibility to vote and the manner of voting are contained in the Memorandum of Incorporation which is available on request and will be on the JSRA website soon.

The JSRA manages its own finances and appoints its own auditors. The interests of members of the JSRA NPC are protected by the provisions of the Companies Act and the Special Rating Area By-Law which include the following:

- The JSRA retains control over the funds received for the implementation of the business plan, which monies may only be spent within the JSRA and only in accordance with the approved budget and business plan.
- The responsibility for the collection of rates and additional rates in terms of the JSRA business plan vests with the Municipality.
- The Municipality monitors the compliance of the Board with the provisions of the SRA By-Law and the Companies Act and the Finance agreement concluded between the Municipality and the JSRA.
- A councilor of the town council appointed by the Executive Mayor as observer is entitled to attend the board meetings (but not vote) of the JSRA.
- The JSRA is required to submit a 5-year business plan for approval by the Town Council.
- The JSRA is required to prepare audited annual financial statements and submit this to the Municipality.

2.2.3 How are the additional rates (JSRA Levy) calculated?

The current municipal valuation roll is used to determine the properties comprising the JSRA and the JSRA additional rate (levy) payable by each property owner is calculated using the current municipal valuation of that specific property.

The JSRA management prepares an annual budget taking into account the additional supplementary services required as identified in the business plan. The individual contributions by each property owner accordingly represents the value of that property owner's municipal valuation of his property, divided by the total municipal valuation of all properties within the geographic boundary of the JSRA multiplied by the total expenditure budget of the JSRA for a particular year commencing on 1 July.

The JSRA budget and proposed additional rates (levy) must be approved by the Town Council and advertised for comments and objections as part of the Council's budget process for implementation on 1 July.

2.2.4 Term renewal process

Each business plan under the SRA By-Law has a duration of 5 years. The initial business plan of the JSRA was in respect of the period 1 July 2015 to 30 June 2020. The second business plan of the JSRA was for the period 1 July 2020 to 30 June 2025. Approval by members of a new business plan for the period 1 July 2025 to 30 June 2030 is therefore required. This will work as follows:

- The JSRA management compiles a new 5-year business plan, consisting of a motivation report, implementation plan and budget.
- The new plan is approved by the Board and submitted to the Municipality for comment.
- Once reviewed by the Municipality, the renewal is advertised along with the notice of the annual general meeting in year 10 of the JSRA's term.
- At the AGM, the members can then vote to adopt the next 5-year plan and budget and approve the intention to renew.
- Formal application is lodged with the Municipality for approval by the Town Council and exemption by the Council from the compliance of certain of the provisions of Chapter 1 of the By-Law.
- The renewal plan is considered by the full Stellenbosch Town Council.
- Once the renewal plan has been approved by the Town Council, the JSRA commences with the new term on 1 July 2025.

Part 3 : IMPLEMENTATION PLAN AND BUDGET

3.1 Focus for the first 10 years.

The Jonkershoek Special Rating Area NPC ('JSRA') has been in existence since 2015 and focused on the following areas:

- The management of the JSRA operations
- The provision of extensive safety and security measures
- The cleaning, greening and maintenance of the public spaces in the area
- Monitor urban management issues related to public infrastructure in the area in co-operation with the relevant Municipal departments
- Assist with social upliftment in the area

It is proposed that these main areas of focus be retained, although the extent, content and budget allocation for the different areas will change as set out in the proposed budget.

3.2 Operational results for the past 9 years - 1 July 2015 to 30 June 2024

Management

After incorporation of the Jonkershoek SRA NPC and the appointment of the first Board of Directors, JPS Trust (Ms Thea Jordaan) was appointed to attend to the JSRA administrative functions: in particular to deal with financial matters including arrangements with the Stellenbosch Municipality regarding the levy collection, banking arrangements, payments, secretarial work etc. A manager with the specific focus on the security operations was appointed in March 2016. Ms Belinda Hattingh joined the team in this capacity and brought her extensive experience as an officer in the SAPS, supervising the security contractors with excellent results.

Safety and security

Patrol vehicles:

The contracted security company started out with 2 vehicles and 2 bicycles on patrol in the area. It was soon found that the bicycles were not very effective and the arrangement was amended to 3 vehicles. The arrangement up to December 2023 was for the security company to supply 3 dedicated vehicles with an armed officer per vehicle patrolling 24/7 in two shifts. Since the 1st of December 2023 an extra vehicle allocated to the JSRA extension area was added to the contract. All the vehicles are highly visible and have been branded with the JSRA logo and signage. Three of the vehicles (cars) mostly patrol the residential areas and the fourth (a pick-up truck) concentrate on the agricultural areas in the Jonkershoek valley. The 12 dedicated officers have undergone extensive training and operate under the supervision of the JSRA manager. The vehicles are in constant radio and mobile phone contact with the operational control room and can respond to any emergency within minutes.



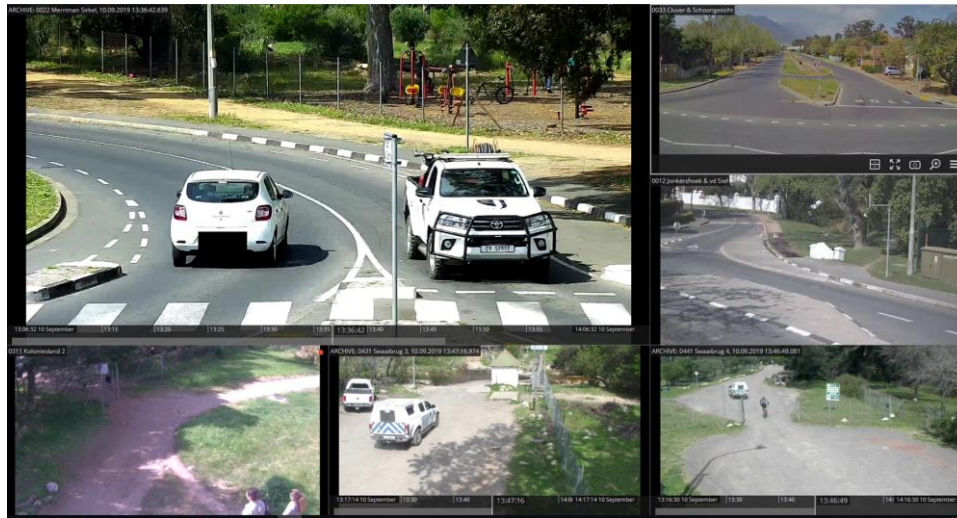
Control Room:

At first the JSRA used the services of the Stellenbosch Watch control room. When our security cameras became fully functional and online in 2018 we had to set up a dedicated control room for the JSRA. The control room is currently situated at the University of Stellenbosch Campus Security premises where we have 3 operators doing shift duty 24/7 (one operator per shift). These operators are employed and have been trained by our contracted security company under supervision of our JSRA Manager. The control room operators monitor our security cameras, monitor our WhatsApp groups and telephones and react to suspicious activities and complaints/ information received from residents. Since December 2022 JSRA also placed an extra control room operator/s on ad-hoc days to assist in the Control Room of the Municipality. These member/s assist to monitor the cameras at the open spaces and parks (for ex. Brummerspark & Koloniesland River Area) Both Control Room operators are in radio contact with each other and the 4 security patrol vehicles and dispatch them accordingly. They also monitor various other crime alert groups linked to the SAPS and Law Enforcement and react if needed. The JSRA Control Room arrange emergency units as required by incidents. All incidents and patrols are captured in an incident management system.



Security cameras:

The steering committee setting up the JSRA in 2015 realised that the JSRA operational budget would not be able to fund the capital cost of a security camera network and they approached JSRA members and residents for donations to fund the initial purchase thereof. Some R4.5 million was contributed by individuals and businesses. The first cameras were installed in 2016 with communication to the control room via wireless data links. This proved to be problematic as broadband, speed, weather, trees etc., all affected the stability and quality of the images communicated. Fiber was the only option and the JSRA initiated the installation of a fiber network by Frogfoot, one of the bigger fiber operators. Frogfoot agreed to supply camera points at a nominal fee if the number of fiber internet users justified such a business model. Although the installation of the fiber network was disruptive in the neighbourhood, residents now have access to fast and reliable fiber internet service. The same concept and contract are now been rolled out to the extended JSRA area. The security cameras had to be reconfigured for fiber and the improved communication made a big difference to the effectiveness and stability of our camera surveillance. Soon the extended JSRA area will also be on the same level as the JSRA. We are upgrading from 41 camera positions and 63 cameras to 68 camera positions and 157 cameras linked to the JSRA control room. The camera surveillance substantially improved the effectiveness of our security and crime prevention.

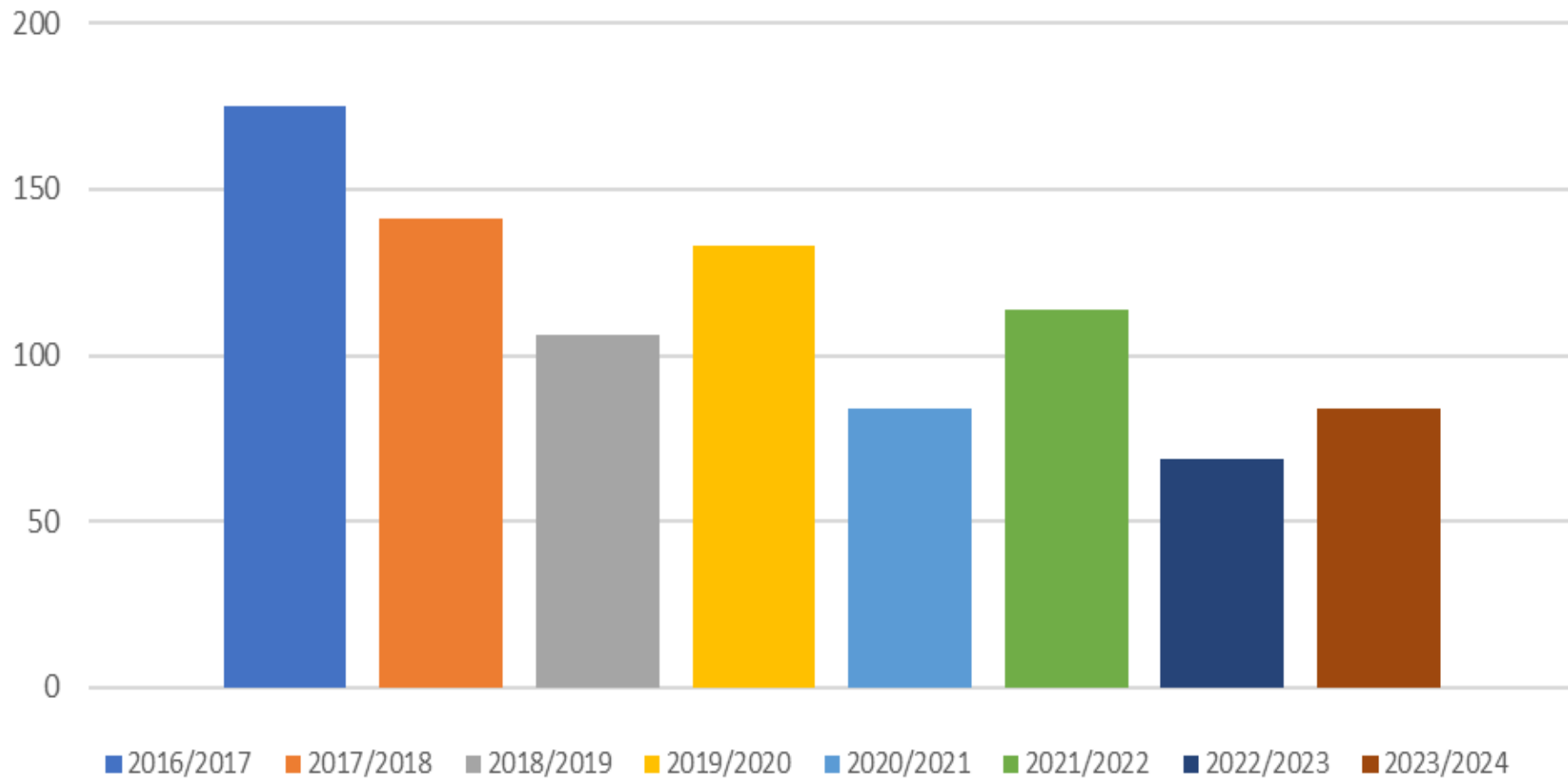


The original camera project envisaged the installation of License Plate Recognition (LPR) cameras at certain entry points to the JSRA area but it proved too expensive to acquire and maintain the software required to run a LPR system. The Stellenbosch Municipality installed a number of LPR cameras in and around the Stellenbosch area.



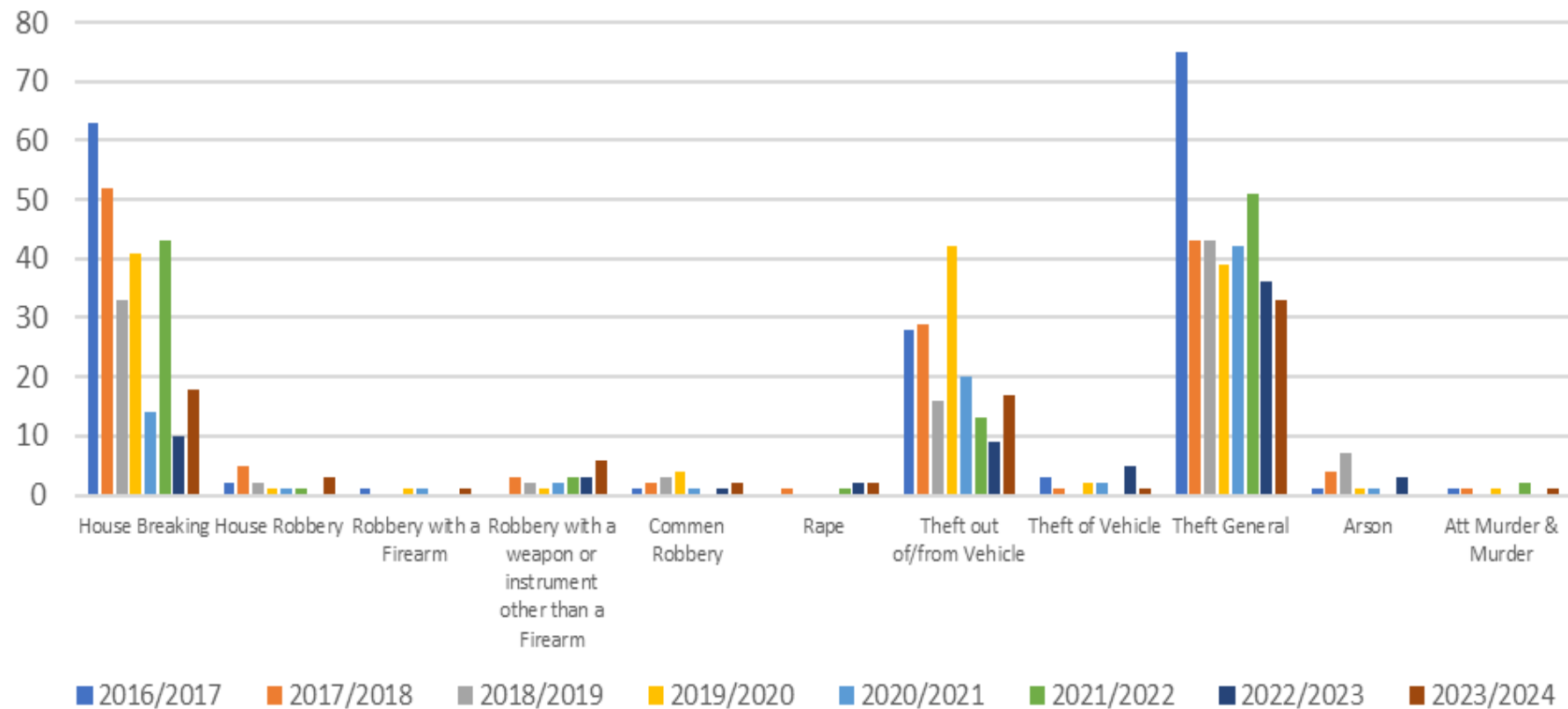
Crime for Jonkershoek SRA

(Excluding the new Extention)
(SAPS financial year April to March)



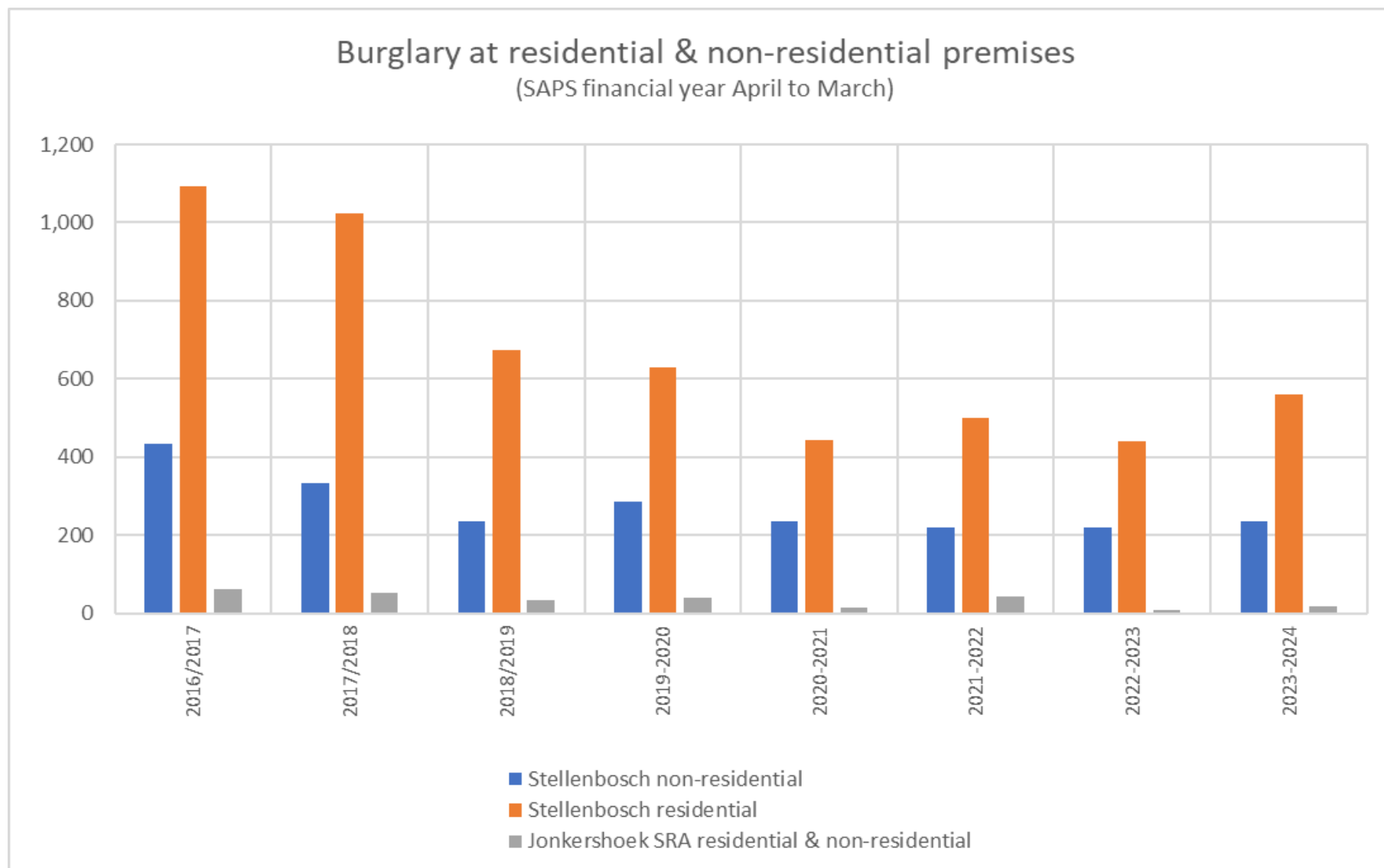
Crime for Jonkershoek SRA

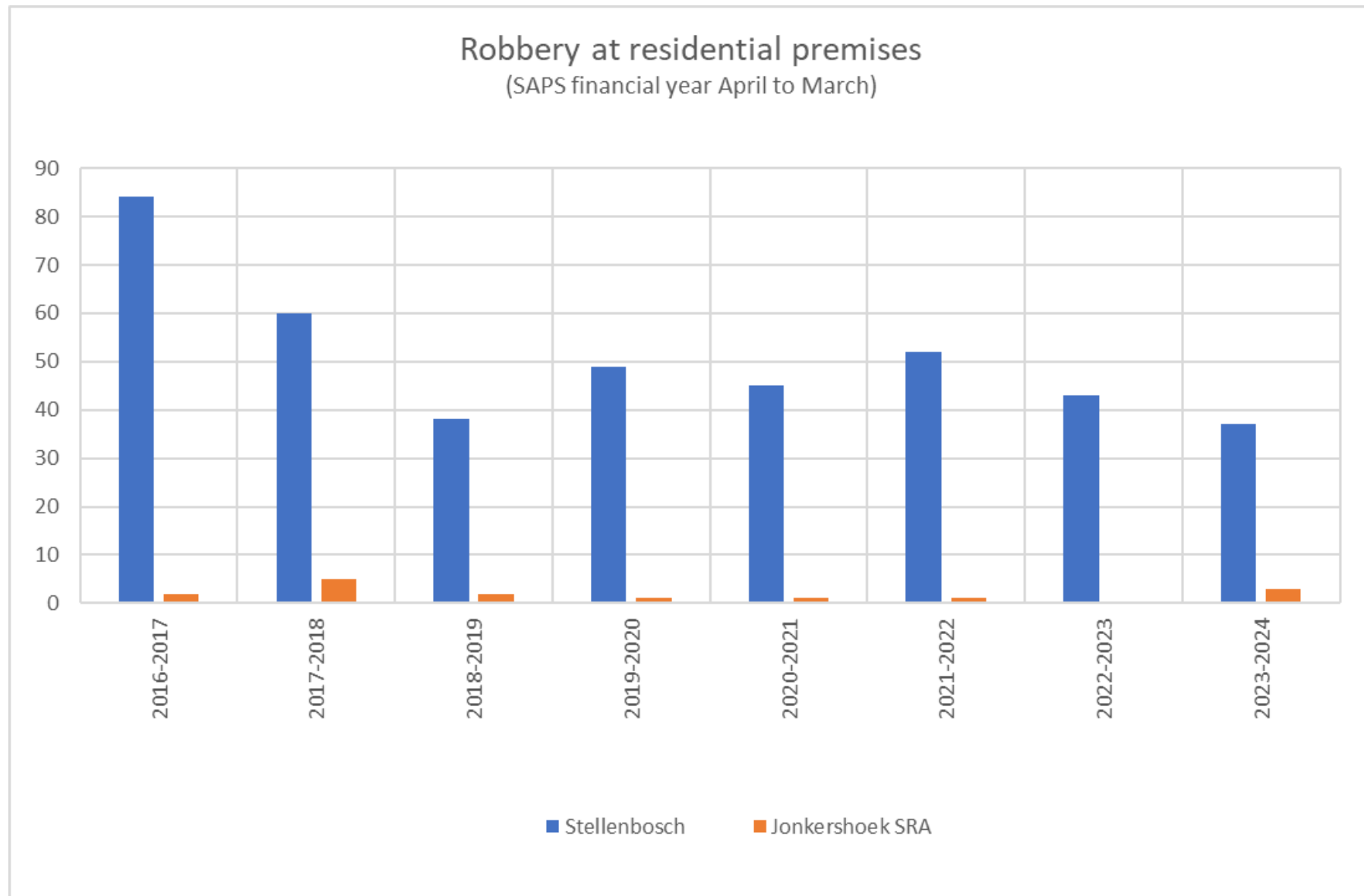
(Excluding the new Extention)
(SAPS financial year April to March)



Reduction in crime:

The success in reducing crime in the area during the 8 years of the JSRA existence can be clearly seen from the bar charts above. These figures have been compiled on the SAPS financial year basis by the JSRA staff from its own incident management system. Reliable statistics for the JSRA area for the period before the introduction of the JSRA is not available but all indications are that crime reduced considerably. In comparison to other areas in the Stellenbosch district, the JSRA seems to have significantly less crime. This can be seen from the following charts compiled from information (also on SAPS financial year basis) obtained from cimestatssa website regarding the whole of Stellenbosch with the JSRA's own information on crime in its area in the last 7 years (other crime categories show similar trends):





Another indicator of the success the establishment of the JSRA had, is insurance companies reporting significant reduction in insurance claims from our area and improvement in their loss ratio (relationship between premium and claims) since the establishment of the JSRA. The JSRA area is regarded as a “low risk” area and this should lead to a reduction in insurance premium cost to residents.

Cleaning and greening

Langverwacht Landscaping has been contracted to assist in the maintenance of the 6 parks in the JSRA area. A team of 10 staff are on duty one day a week and rotate the parks and other ad hoc areas as required. JSRA provided funding to STF to assist with the upgrade and maintenance of the foot/bicycle paths.

Urban management

The JSRA Manager is in frequent contact with the relevant municipal departments regarding infrastructure such as road sign maintenance, picking up rubbish in streets and on sidewalks etc. In 2016 a fence was erected on the North-eastern border of the JSRA area. The JSRA was also instrumental in the Stellenbosch Municipality erecting improved lighting at a number of public parks in the JSRA area. The JSRA staff participate in a number of urban management and security initiatives and committees in the Stellenbosch area.

Social upliftment

Workshops for domestic workers regarding safety and security have been held for workers in the area. Funding was provided to the Prochorus Community Development project in the Jonkershoek valley enabling them to tile their facility, upgrade ablution facilities, repair damage from riots and install new shelves in their library. The LAP Neighbourhood Watch (patrolling the areas of Lavanda, Aurora, Phyllaria Flats and the surrounding residential area) was supplied with windbreaker jackets sponsored by the JSRA. JSRA assisted the Safehouse in the JSRA area with the upgrade of their security.

Communication

The 9 Security WhatsApp groups and 1 Telegram group are well supported by residents in the area and give a quick indication of any security related problem that may arise. There are also 4 Social WhatsApp groups and 1 Social Telegram group, a Facebook page and website (<http://www.jonkershoekjsra.co.za>) . Crime bulletins are published monthly via email and WhatsApp groups.

3.3 Operational plan for the next 5 years: 1 July 2025 to 30 June 2030

Vision, and Goals of the JSRA

The vision of the JSRA is to establish and maintain a safe, clean, and attractive residential area.

The goals:

- Reducing crime significantly by proactive visible patrolling and cooperation with existing SAPS and Stellenbosch Municipality Law Enforcement efforts as well as other security service providers in the area.
- Creating a safe and clean public environment by addressing issues of maintenance and cleaning of streets, pavements and public spaces.
- Manage existing and new public infrastructure for the future benefit of all the users of the area.
- Protect property values.
- Support the promotion of the area as a safe and clean environment by promoting greening, energy efficiency and recycling.
- Support and promote social responsibility in the area
- The sustained and effective management of the area.

Intention of the JSRA

The continued operation of the JSRA will not reinforce previously existing inequalities nor be a substitute for Municipal services. The services of the JSRA will be 'over and above and on top of' services provided by the Municipality.

Consistency with Integrated Development Plan:

It is believed that the continued operation of the JSRA will support the vision of the Stellenbosch IDP as follows:

- The JSRA initiatives will enhance the security and cleanliness of the area and hence contribute to the safe and dignified living of residents and visitors.
- The JSRA initiatives will stimulate employment creation as a result of the appointment of contractors to attend to the cleaning and greening 'top up' services and safety and security patrols.
- The JSRA is subject to the Companies Act and the Stellenbosch Municipal By-Law and oversight by the Municipality and as such contribute to good governance and compliance

Operations:

Management

The management will continue to build on its successes from the past terms. Directors are elected by members for a 3 year term. Directors are not remunerated. The board will endeavor to ensure that all the required skills are contributed by directors. The appointed Manager and contractors will continue to contribute to the smooth running of operations.

Safety and security

Patrol vehicles:

It is not envisaged to change the number of patrol vehicles in the nearby future but it may be necessary to increase the km travelled by vehicles during a shift. Visibility of armed patrols are of the utmost importance and routes, standing time and patrolling time will be closely monitored by the JSRA Manager. The new extended area will also be monitored and recommendations will be made by the JSRA Manager to the Board of Directors if any changes need to be done.



Control Room:

Although the JSRA are very thankful for the University of Stellenbosch Campus Security for allowing our control room operators to share their facilities, it is envisaged that we may have to increase our operators from one per shift currently to two per shift. With the increase in the number of cameras to be monitored it is becoming difficult for one operator to monitor effectively. Limitations on space at Campus Security may result in the JSRA setting up its own control room at other premises and provision has been made in the budget for this. Since December 2022 JSRA also placed extra control room operator/s on ad-hoc days to assist in the Control Room of the Municipality. These member/s assist to monitor the cameras at the open spaces and parks (for ex. Brummerspark and Koloniesland River area) and act as necessary.

Security cameras:

The cameras and related equipment purchased with the funds raised from donations were acquired in 2016. Most of these cameras are now reaching the end of their useful lives and will require replacement. Most of the original cameras was upgraded to more up to date technology with better clarity and zoom functionality. Some of the older cameras were moved to other positions. The installed cameras also require maintenance from time to time i.e. cleaning, adjustments, focus etc.

The expected cost of the replacement, upgrading and maintenance has been included in the JSRA operational budget.

Certain high-risk areas are not sufficiently covered by the existing cameras, constant upgrading will be done and JSRA will expand the camera project until every area is covered. This is an ongoing project.

Reduction in crime:

As mentioned above, the JSRA has succeeded in its first 9 years to substantially reduce crime in our neighborhoods. We should build on this success with the objective to reduce crime ever further and aim at having a totally crime free JSRA.

Property owners and residents should note that the JSRA may only focus on the public areas within the JSRA boundaries. The work of the patrol vehicles and cameras are to keep the streets and other public areas safe and free from crime. The JSRA will never replace the alarm companies and their armed response services to individual properties and residents.

Cleaning and greening

The JSRA landscaping contractor will continue to provide services in addition to the normal services provided by the Stellenbosch Municipality.

Urban management and social upliftment

The JSRA management will continue its good relationship with the various Municipal departments and continually look at projects to improve the social environment.

Communication

The successful WhatsApp groups and email communications will be continued. The JSRA website will be upgraded and in the near future provide members and residents with access to a number of JSRA documents.

3.4 Financial**3.4.1 The first 5 years: 1 July 2015 to 30 June 2020**

The original 5 year plan and budget was compiled by the steering committee at that time with the assistance of a consultant from Cape Town who assisted a number of newly established SRA's in the Cape Town area. They had no historical data to work from and the SRA concept was also new to Stellenbosch Municipality (the JSRA was the first residential SRA established in the Stellenbosch Municipal area).

The final 5 year budget approved by the JSRA members and the Stellenbosch Town Council was (minor adjustments were made to the first 2 years after a late change in the final Northern boundary):

2015/16	2016/17	2017/18	2018/19	2019/20
R 3,105,567	R 3,392,328	R 3,668,927	R 3,965,568	R 4,237,461
	+9.2%	+8.1%	+8.1%	+6.9%

This budget was compiled without taking VAT (14% at that time) into account. A misunderstanding/mistake then resulted in the municipality deducting 14% VAT from these numbers in calculating the amounts levied on property owners and paid over to the JSRA. The reason for this was the fact that property tax rates are by law exempt from VAT and additional rates (such as SRA levies) are subject to VAT. The payments from the municipality to the JSRA was thus reduced by the VAT amount. This resulted in a shortfall in JSRA funding for the first 3 years of some R850,000. This was reduced by approx. R313,000 excess collected by the municipality in 2016/17. After discussion agreement was reached with the municipality to increase the budgets in the last two years in an attempt to recover some of this shortfall. All these mistakes and corrections resulted in the actual year on year increase property owners saw in their JSRA Levy as per their individual municipal bills not matching the gradual increase as per the above percentages.

The amended annual budget for the final year (2019/20) excluding VAT amounted to R4,418,614 (R5,081,406 VAT inclusive)

The main factor that influences individual property owner's JSRA Levy as per their municipal bills is the property valuations. As explained in 2.2.3 above the Levy is calculated with reference to individual property valuations. The Stellenbosch Municipality annually compiles the valuation roll from then current valuations. During the JSRA's first 5 year term there was a general property re-valuation, which took effect on 1 July 2017. If a particular property received an above average increase in valuation it would have noted a larger increase in property tax and in JSRA levy. If a particular property did not receive an increase in valuation its property tax and JSRA levy would have reduced.

The rate of SRA Levy paid expressed as a Rand amount per month (excluding VAT) per R1million of property valuation is usually a good indicator of how the SRA levy compares to property tax. In the first 5 years the the amounts were approximately:

2015/16	2016/17	2017/18	2018/19	2019/20
R 69	R 87	R 65	R 79	R 82

Audited annual financial statements

The Audited annual financial statements for the first 3 years have been completed and received a clean and unqualified audit report. Copies are available and will soon be on the JSRA website. The statements for year 4 (year ended 30 June 2019) is currently being finalized and will be presented at the AGM on 26 November 2019.

3.4.2 The 2nd 5 years: 1 July 2020 to 30 June 2025

The budget for the next 5 year period has been prepared on the same basis as for the first 5 years, again exclusive of VAT. Security services again make up the biggest expense item. It is estimated that there will be some R1m in cash in the bank accounts of the JSRA on 1 July 2020. This resulted from the adjustments made to the budgets of the last two years of the first 5 year period. It is proposed to utilize that cash to reduce the annual budgets in next 5 years by R200,000 per year resulting a modest 3.1% increase for the first year (2020/21) over the last year of the first term (2019/20)

2020/21	2021/22	2022/23	2023/24	2024/25
R 4,555,685	R 4,849,690	R 5,162,024	R 5,493,842	R 5,846,387
+3.1%	+6.5%	+6.4%	+6.4%	+6.4%

The rate of SRA Levy paid expressed as a Rand amount per month (excluding VAT) per R1million of property valuation. These amounts are based on the current valuation roll. Another general property re-valuation is expected in 2021 which will affect these amounts.

2020/21	2021/22	2022/23	2023/24	2024/25
R 84	R 89	R 95	R 101	R 107

Stellenbosch monthly Municipal accounts are presented on a basis of including the VAT in the amounts shown and then indicating the amount of VAT included in a column to the right. If the table above is presented on the basis of including VAT it would amount to the following:

2020/21	2021/22	2022/23	2023/24	2024/25
R 96	R 102	R 109	R 116	R 124

3.4.3 The next 5 years: 1 July 2025 to 30 June 2030

The 5 year budget for the extended JSRA is attached as annexure A

2025/26	2026/27	2027/28	2028/29	2029/30
8,131,442.06	8,651,854.36	9,205,573.03	9,794,729.71	10,421,592.41

Annexure A.

JSRA BUDGET FOR PERIOD: 2025 - 2030					
	2025/26 Total Excluding VAT	2026/27 Total Excluding VAT	2027/28 Total Excluding VAT	2028/29 Total Excluding VAT	2029/30 Total Excluding VAT
	JSRA Budget as per Business Plan	JSRA Budget as per Business Plan	JSRA Budget as per Business Plan	JSRA Budget as per Business Plan	JSRA Budget as per Business Plan
EXPENDITURE					
1. Employee Related	737,261	784,446	834,651	888,068	944,905
Salaries	680,657	724,219	770,569	819,885	872,358
Bonus Provision	56,604	60,227	64,082	68,183	72,547
2. Core Business	6,362,452	6,769,649	7,202,906	7,663,892	8,154,381
Landscaping & Environmental Upgrade	390,875	415,891	442,508	470,828	500,961
Security Services	5,944,144	6,324,570	6,729,342	7,160,020	7,618,261
- Patrols	5,061,087	5,384,997	5,729,637	6,096,334	6,486,499
- Camera Monitoring	698,454	743,155	790,717	841,323	895,167
- Camera Maintenance	184,603	196,418	208,988	222,364	236,595
Social Upliftment	27,433	29,188	31,056	33,044	35,159
3. Depreciation	40,854	43,468	46,250	49,210	52,360
4. General Expenditure	363,865	387,153	411,930	438,294	466,345
Accounting & administration Fee	118,991	126,607	134,709	143,331	152,504
Advertising, Marketing & Promotions	6,680	7,108	7,563	8,047	8,562
Auditor's remuneration	20,056	21,339	22,705	24,158	25,704
Bank charges	4,263	4,536	4,826	5,135	5,463
Computer expenses (including Website)	18,453	19,634	20,891	22,228	23,651
Insurance	31,383	33,391	35,528	37,802	40,222
Meeting expenses	5,035	5,357	5,700	6,064	6,453
Printing and stationery	6,680	7,108	7,563	8,047	8,562
Vehicle Expences	78,871	83,919	89,290	95,004	101,084
Telephone and fax	37,153	39,530	42,060	44,752	47,616
Other	36,301	38,624	41,096	43,726	46,525
5. Capital Expenditure	383,066	407,582	433,668	461,422	490,953
6. Bad Debt Provision 3%	243,944	259,556	276,168	293,842	312,648
TOTAL EXPENDITURE	8,131,442	8,651,854	9,205,573	9,794,730	10,421,592
INCOME					
	-8,131,442.06	-8,651,854.36	-9,205,573.03	-9,794,729.71	-10,421,592.41
% Increase	6.40%	6.40%	6.40%	6.40%	6.40%

ANNEXURE B

JONKERSHOEK SRA NPC
Registration number 2015/279913/08
("the Company")

CIRCULAR TO MEMBERS

1. NOTICE OF THE ANNUAL GENERAL MEETING

Notice is hereby given that an Annual General Meeting for the Members of the Company will be held at Hoërskool Stellenbosch on **Monday, 18 November 2024 at 17:30**.

2. MEMBERS

In terms of paragraph 9.2 of the MOI of the Company, Membership of the Company is limited to persons (including trustees of trusts) who are registered owners of a Property situated within the SRA. Persons who qualify for Membership in terms of paragraph 9.2 of the MOI will furthermore be required to apply for Membership in writing, which must be done by completing and submitting the Application for admission of Membership as per Annexure A.

All property owners may attend but only admitted Members will have voting rights at the Annual General Meeting. Tenants do not have Membership of the Company, nor will they have voting rights, unless appointed as a proxy by an owner (see 3 below). A list of admitted members is available at the offices of JPS Trust and will be available before the start of the AGM.

Please note: Owners who have already applied for membership in prior years do not need to apply again. Owners who still need to apply must complete Annexure A and send it to JPS Trust before the 15 November 2024 to enable them to confirm authentication and make sure that all financial obligations towards the SRA have been met.

3. VOTING RIGHTS AND PROXIES

Each Member present at a Member's Meeting, whether in person or by proxy, may exercise his / her right to vote. Voting at the meeting will be by show of hands unless voting by ballot is indicated. An appointed proxy need not be a Member of the Company.

If you are unable to attend the Annual General Meeting you should complete and return the attached Proxy Form (Annexure B) by no later than 13:00 on 15 November 2024 to JPS Trust.

4. DIRECTORS

In terms of the Company's Memorandum of Incorporation (MOI), the minimum number of directors are 3 with the maximum number of directors being 10.

The current directors registered with the CIPC are as follows:

1. JANNES DE WET
2. CHARL DANIËL CILLIÉ
3. MICHIEL WILHELM DREIJER
4. MICHAEL JOHN EHRET
5. GRETHA GROENEVELD
6. PETRUS JOHANNES DIRKSE BEKKER
7. WILLEM JACOBUS VAN ASWEGEN
8. FRANS KRONE KRIGE

The following directors retire by rotation to the MOI and will be available for re-election:

1. CHARL DANIËL CILLIÉ

The following new Directors will be appointed to represent the JSRA extension

:

1. MARINUS LOUW
 2. RENSKE MINNAAR
-

JONKERSHOEK SRA NPC

Registration number 2015/279913/08
(Non Profit Company incorporated in terms of the Companies Act 2008)
("the Company")

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that an Annual General Meeting for the Members of the Company will be held at Hoërskool Stellenbosch on Monday, 18 November 2024 at 17:30 for the purpose of considering and, if deemed fit, of passing, with or without modification, the following resolutions:

1. Ordinary Resolution Number One

"IT WAS RESOLVED THAT the Annual Financial Statements for the year ended 30 June 2024 were noted."

2. Ordinary Resolution Number Two

"IT WAS RESOLVED THAT Smith and Associates be appointed as auditors for the ensuing financial year"

3. Ordinary Resolution Number Three

"IT WAS RESOLVED THAT the following persons for whom nominations were received, be and are hereby elected and / or re-elected as directors of the Company."

(List of Nominated Directors will be made available at the Annual General Meeting. Also see Circular to members)

4. Ordinary Resolution Number Four

"IT WAS RESOLVED THAT the renewal of the Jonkershoek SRA for another 5 year term (2025 to 2030) and the Business Plan as presented for that term be approved."

5. Ordinary Resolution Number Five

"IT WAS RESOLVED THAT the Budget for the next 5 year term (2025 to 2030) as presented be approved.

6. Ordinary Resolution Number Six

"IT WAS RESOLVED THAT the submission of a written application to the Stellenbosch Town Council for the renewal of the Jonkershoek SRA for a another 5 year term and for exemption from compliance with certain of the provisions of Chapter 1 of the Stellenbosch Municipality By-Law, be approved

By order of the directors of JONKERSHOEK SRA NPC.

Chairman: Jacques van Aswegen
Date: 18 October 2024

Registered office:
JPS TRUST
Valerida Center 210
Piet Retief Street Stellenbosch

Postal address
PO Box 3075
Matieland 7602

JONKERSHOEK SRA NPC

Registration number 2015/279913/08
(Non Profit Company incorporated in terms of the Companies Act 2008)
("the Company")

AGENDA FOR ANNUAL GENERAL MEETING ON MONDAY, 18 NOVEMBER 2024 AT 17H30

- 1 Welcome and Apologies**
- 2 New members and resignations**
- 3. Confirmation of Quorum present**
- 4. Ordinary Resolution One – Noting of the Annual Financial Statements**

Please note that copies of the Annual Financial Statements are available from JPS Trust, on the website (www.jonkershoekstra.co.za) and at the meeting.
- 5. Ordinary Resolution Two - Appointment of the Auditors**
- 6. Ordinary Resolution Three – Election of Directors**
- 7. Chairman's Report**
- 8. Presentation of the renewal 5 year Business Plan**
- 9. Ordinary Resolution Four - Approval of the New Business Plan for the term 2025 – 2030**
- 10. Ordinary Resolution Five - Approval of the New 5 Year Budget**
- 11. Ordinary Resolution Six – Approval for written application to Council for the renewal term and exemption from compliance with provisions of Chapter 1 of the By-Law**
- 12. General**
- 13. Adjournment**

ANNEXURE A

JONKERSHOEK SRA NPCRegistration number 2015/279913/08

APPLICATION FOR ADMISSION OF MEMBERSHIP BY JURISTIC PERSON / OTHER BODY**To the Board of the JonkershoekSRA NPC**

_____ hereby applies for membership and to be
Insert name of Juristic Person/Other Body
 entered into the NPC's Membership Register.

General Note on Information

In terms of the Companies Act, the Members' Register must contain the following information in respect of each member: (a) name; (b) business, residential or postal address; (c) email address (*unless person has declined to provide an email address*); and (d) an identifying number unique to that person (*e.g. in the case of a company, the company registration number or representatives ID number*).

However, the JonkershoekSRA NPC will keep any email address provided confidential when any member or outside third party requests access to the Members' Register under the Companies Act, unless you give your written consent.

Details of Juristic Person / Other Body

Name of Company/ Close Corporation/ Trust/ Sectional Title Body Corporate/ Partnership/ Other Body
(circle whichever is applicable):

Insert name

Registration no. (*if any*): _____

Physical Address: _____ Postal Address: _____

NOTE: Where the body's physical address differs from its postal address, only its postal address will be recorded in the Members' Register.

Website address (*if any*): _____

Details of Representatives

Representative: _____ Designation: _____

ID number: _____

Contact Details of Representative:

Business tel.: _____ Fax: _____

Cell. No.: _____

Email address: _____

Notices and communication need to be addressed to the (tick appropriate choice):

The physical address _____

The postal address _____

The email address _____

Details of Property

The aforesaid body is the registered owner/ co-owner (*strike through whichever is not applicable*), of the following property located within the JonkershoekSRA NPC.

Erf No. _____

Physical Address _____

Warranty by Signatory

I am the authorised signatory of the abovementioned juristic person/ body (by resolution or letter of authorisation, a copy of which is attached hereto), and warrant that I have the necessary authority to apply for membership of the JonkershoekSRA NPC

Name: _____ Surname: _____

Email address: _____

ID number: _____ (Note: your identity number will be kept confidential and not disclosed to third parties, without your written consent).

Signature: _____

Signed at _____ on this the _____ day of _____ 2024

Submission of application

Completed forms and documents to be sent to JPS Trust by Friday, 15 November 2024 at thea@jpstrust.co.za or by hand at Valerida Center 210, Piet Retief Street, Stellenbosch.

Any registration or administrative queries to be addressed 30 minutes prior to the meeting at the venue.

ANNEXURE A

JONKERSHOEK SRA NPCRegistration number 2015/279913/08

APPLICATION FOR ADMISSION OF MEMBERSHIP BY A PRIVATE INDIVIDUAL**To the Board of the JonkershoekSRA NPC,**

I, _____ hereby applies for membership and to be
Insert name
 entered into the NPC's Membership Register.

General Note on Information

In terms of the Companies Act, the Members' Register must contain the following information in respect of each member: (a) name; (b) business, residential or postal address; (c) email address (*unless person has declined to provide an email address*); and (d) an identifying number unique to that person

However, the JonkershoekSRA NPC will keep any email address provided confidential when any member or outside third party requests access to the Members' Register under the Companies Act, unless you give your written consent.

Details of Owner Representing the property

Name _____ Surname _____

ID nr. _____

Physical Address: _____ Postal Address: _____

NOTE: Where the residential address differs from your postal address, only your postal address will be recorded in the Members' Register.

Contact Details of Representative:

Home tel.: _____ Work Tel.: _____

Cell. No.: _____ Fax.: _____

Email address: _____

Notices and communication need to be addressed to the (tick appropriate choice):

The physical address _____

The postal address _____

The email address _____

Details of Co-owner (s)**Owner 2 – Name (s):** _____ **Surname:** _____

ID number: _____ Email address: _____

Notices and communication to be mailed: Yes ____ No ____

Owner 3 – Name (s): _____ **Surname:** _____

ID number: _____ Email address: _____

Notices and communication to be mailed: Yes ____ No ____

Details of Property

I, _____, am the registered owner/ co-owner (*circle whichever is applicable*),
of the following property located within the JonkershoekSRA NPC.

Erf No. _____**Physical Address** _____

Signed at _____ **on this the** _____ **day of** _____ **2024****Signature:** _____**Submission of application**

Completed forms and documents to be sent to JPS Trust by Friday, 15 November 2024 at
thea@jpstrust.co.za or by hand at Valerida Center 210, Piet Retief Street, Stellenbosch.

**Any registration or administrative queries to be addressed 30 minutes prior to the meeting at
the venue.**

ANNEXURE B

PROXY APPOINTMENT FORM

"I/We _____ being a Member of JONKERSHOEK SRA

(NPC) and owners of property _____, Erf nr. _____
(Street and nr.)

do hereby appoint _____
or failing him/her _____

or failing him/her, the chairperson of the meeting as my/our proxy to vote or abstain from voting on my/our behalf at the meeting of the Company to be held at Hoërskool Stellenbosch on Monday, 18 November 2024 at 17:30 and at any adjournment thereof as follows:-

	In favour of	Against	Abstain
Ordinary Resolution 1			
Ordinary Resolution 2			
Ordinary Resolution 3			
Ordinary Resolution 4			
Ordinary Resolution 5			
Ordinary Resolution 6			

(Indicate instruction to proxy by way of a cross in space provided above). Except as instructed above or if no instructions are inserted above, my/our proxy may vote as he/she thinks fit.

SIGNED this _____ day of _____ 2024.

MEMBER'S SIGNATURE

(Note: A Member entitled to attend, speak and vote is entitled to appoint a proxy to attend, speak and vote in his/her stead, and such proxy need not be a Member of the Company.)

Proxy forms to be sent to JPS Trust by Friday, 15 November 2024 at thea@jpstrust.co.za by or by hand at Valerida Center 210, Piet Retief Street, Stellenbosch

ANNEXURE C**JONKERSHOEK SRA NPC**

Registration number 2015/279913/08

DIRECTORS NOMINATION**A. Member Declaration**

I,, registered owner of property situated within the boundaries of the special ratings area of JONKERSHOEK SRA NPC, hereby nominate the following person with details below to be appointed as a director of the Company.

Signed:
(To be signed by Member personally)

Date:2024

B. Person Nominated to act as Director

1. Surname:

2. Full forenames:

Nomination accepted:

A member may nominate more than one director, but each nomination must be on a different nomination sheet to be sent to JPS Trust before the Friday, 15 November 2024 to thea@jpstrust.co.za or by hand at Valerida Center 210, Piet Retief Street, Stellenbosch

ANNEXURE C

JONKERSHOEK SRA NPC

Registration number 2015/279913/08

(Non Profit Company incorporated in terms of the Companies Act 2008)
("the Company")

MINUTES OF THE ANNUAL GENERAL MEETING ON MONDAY 18TH NOVEMBER 2024 HELD AT STELLENBOSCH HIGH SCHOOL, STELLENBOSCH

ATTENDANCE

The required notice had been given and meeting was duly constituted in terms of the Company's MOI (10% of the Members to be present in person or by proxy)

Members Registered by Acceptance of Membership - 419

- Proxies received 73 with Membership Acceptance
- Present in person 15 with Membership Acceptance

1. INTRODUCTION AND WELCOME

Jacques van Aswegen, as chairman, welcomed everybody present.

2. CONFIRMATION OF QUORUM

It is duly established that the requirement of 10% of members for quorum is met and the meeting is duly constituted.

3. ACCEPTANCE OF MEMBERS

For the benefit all attendees, The Chairman explained the membership and company structure:

- NPC incorporated i.t.o. Companies Act 2008
- Company pays no Income Tax
- Not registered to issue Sec 18A tax certificates
- Membership limited to property owners in JSRA
- Must apply for membership in writing
- Only registered members may vote
- Members may appoint a proxy

4. FINANCIAL REPORT

4.1 ACCEPTANCE OF THE FINANCIAL STATEMENTS

Ordinary Resolution Number one: approved unanimously

"IT WAS RESOLVED THAT the Annual Financial Statements for the year ended 30 June 2024 were noted."

4.2 BUDGET 2024/25

The Chairman provided an overview of the funding of the Company since inception, including the under recovery of levy income due to problems with inclusion of VAT in the original 5 year plan.

The budget for the year 1 July 2024 to 30 June 2025 is the final year of the first 5 year Business Plan which started on 1 July 2020. A new 5 year Business Plan will start on 1 July 2025.

JSRA 5 Yr Budget 2021 to 2025					
	Year 1 Total Excluding VAT	Year 2 Total Excluding VAT	Year 3 Total Excluding VAT	Year 4 Total Excluding VAT	Year 5 Total Excluding VAT
EXPENDITURE					
1. Employee Related	420 036	453 639	489 930	529 124	571 454
Salaries	387 725	418 743	452 243	488 422	527 496
Bonus Provision	32 310	34 895	37 687	40 702	43 958
2. Core Business	3 669 570	3 889 744	4 123 129	4 370 517	4 632 748
Landscaping & Environmental Upgrade	243 461	258 068	273 553	289 966	307 364
Security Services	3 410 440	3 615 066	3 831 970	4 061 888	4 305 602
- Patrols	2 837 011	3 007 232	3 187 666	3 378 926	3 581 661
- Camera Monitoring	448 675	475 595	504 131	534 379	566 442
- Camera Maintenance	124 754	132 239	140 174	148 584	157 499
Social Upliftment	15 670	16 610	17 606	18 663	19 782
3. Depreciation	30 414	32 238	34 173	36 223	38 396
4. General Expenditure	262 562	278 316	295 015	312 716	331 479
Accounting & administration Fee	88 583	93 898	99 532	105 504	111 834
Advertising, Marketing & Promotions	4 973	5 271	5 588	5 923	6 278
Auditor's remuneration	14 930	15 826	16 776	17 782	18 849
Bank charges	3 173	3 364	3 566	3 780	4 006
Computer expenses (including Website)	13 738	14 562	15 436	16 362	17 343
Insurance	22 571	23 925	25 361	26 882	28 495
Meeting expenses	3 352	3 553	3 766	3 992	4 232
Printing and stationery	4 973	5 271	5 588	5 923	6 278
Vehicle Expenses	54 755	58 040	61 523	65 214	69 127
Telephone and fax	26 074	27 638	29 297	31 055	32 918
Other	25 440	26 966	28 584	30 299	32 117
5. Capital Expenditure	230 435	244 261	258 916	274 451	290 919
6. Bad Debt Provision 3%	142 669	151 492	160 861	170 811	181 392
TOTAL EXPENDITURE	4 755 685	5 049 690	5 362 024	5 693 842	6 046 388
INCOME					
	-4 755 685.47	-5 049 690.17	-5 362 023.83	-5 693 842.20	-6 046 387.55
Estimated surplus 01 July 2020	200 000.00	200 000.00	200 000.00	200 000.00	200 000.00
1 Nett revenue - SRA Levy	-4 555 685.47	-4 849 690.17	-5 162 023.83	-5 493 842.20	-5 846 387.55
% Increase	3.10%	6.45%	6.44%	6.43%	6.42%

5. APPOINTMENT OF AUDITORS

Ordinary Resolution Number two: approved unanimously

"IT WAS RESOLVED THAT Smith & Associate Incorporated be appointed as auditors for the ensuing financial year."

6. APPOINTMENT OF DIRECTORS

Ordinary Resolution Number three: approved unanimously

"IT WAS RESOLVED THAT the following persons for whom nominations were received, be and are hereby elected and/or re-elected as directors of the Company.

The current directors registered with the CIPC are as follows:

1. JANNES DE WET
2. FRANS KRONE KRIGE
3. MICHIEL WILHELM DREIJER
4. MICHAEL JOHN EHRET
5. GRETHA GROENEVELD
6. PETRUS JOHANNES DIRKSE BEKKER
7. WILLEM JACOBUS VAN ASWEGEN

The following directors retire by rotation to the MOI and will be available for re-election:

1. CHARL DANIËL CILLIÉ

The following new Directors will be appointed to represent the JSRA extension

1. MARINUS LOUW
2. RENSKE MINNAAR

7. CHAIRMAN'S REPORT

The vision of the JSRA is to establish and maintain a safe, clean and attractive residential area. The previous boundaries were extended and now includes Die Laan area

Die Laan extension Benefits:

- Die Laan safety – benefits from JSRA experience
- Economies of scale – combined utilization of resources
- Move boundaries and increased our security capabilities
- Now Includes river routes used by school children, recreation ext.
- Moving towards creating a safe corridor into town
- Create an extended camera network

New control room at Hoërskool Stellenbosch-2025

- Central in our area
- Increased capacity to monitor cameras
- Centralize our operations (currently share 2 control rooms, no office and shift changes at different location)
- Benefits for school
- Longer term opportunities

Patrol Vehicles:

- 4 patrol vehicles in area 24/7 on 3 shifts
- AM Security appointed contractor

Control Room:

- JSRA control room becoming too small
- New premises being investigated
- Currently 1 operator per shift on 3 shifts 24/7

- Operators contracted from AM Security

Municipal Control Room:

- Currently 1 operator per shift on 3 shifts 24/7
- Operators contracted from AM Security
- 160 Cameras monitored live
- Control Room is too small. New premises are being investigated
- All images recorded and kept for a minimum of five days
- Cameras assist patrol vehicles with surveillance
- Increasing incidents where operators identified suspicious activity on camera and dispatched patrol vehicles to investigate
- Surveillance of public areas only
- Ongoing requirement of upgrading and expansion
- Camera project in Die Laan Area – to bring the cameras up to standard
- A donation was made to Prochorus in 2023-2024 financial year to build a new class room.
- They still need funds for all the projects.

Acknowledgements & special thanks

- JSRA Directors & Manager
- SAPS and all Law Enforcement agencies
- Stellenbosch Municipality
- Stellenbosch University
- All service providers and contractors
- All Members & Residents

8. PRESENTATION OF THE RENEWAL 5 YEAR BUSINESS PLAN: 1 July 2025 to 30 June 2030

First 5 years: 1 July 2015 to 30 June 2020

Second 5 years term : 1 July 2020 to 30th June 2025

The third term : 1 July 2025 – 30th June 2030

Renewal Plan next 5 years approved by JSRA Board on 8 Oct 2024

Boundaries were extended in July 2024 to include Die Laan Extension and will remain exactly as was approved in the latest Business Plan.

9. APPROVAL OF THE NEW BUSINESS PLAN 2025 to 2030

Ordinary Resolution number four: approved unanimously

“IT WAS RESOLVED THAT the renewal of the Jonkershoek SRA for another 5 year term (2025 to 2030) and the Business Plan as presented for that term be approved.”

10. APPROVAL OF THE NEW 5 YEAR BUDGET

Budget prepared on the same basis as first 5 yr (Excl VAT) plus the extra budget to accommodate the new Die Laan Extension.

JSRA BUDGET FOR PERIOD: 2025 - 2030					
	2025/26 Total Excluding VAT	2026/27 Total Excluding VAT	2027/28 Total Excluding VAT	2028/29 Total Excluding VAT	2029/30 Total Excluding VAT
	JSRA Budget as per Business Plan	JSRA Budget as per Business Plan	JSRA Budget as per Business Plan		JSRA Budget as per Business Plan
EXPENDITURE					
1. Employee Related	737,261	784,446	834,651	888,068	944,905
Salaries	680,657	724,219	770,569	819,885	872,358
Bonus Provision	56,604	60,227	64,082	68,183	72,547
2. Core Business	6,362,452	6,769,649	7,202,906	7,663,892	8,154,381
Landscaping & Environmental Upgrade	390,875	415,891	442,508	470,828	500,961
Security Services	5,944,144	6,324,570	6,729,342	7,160,020	7,618,261
- Patrols	5,061,087	5,384,997	5,729,637	6,096,334	6,486,499
- Camera Monitoring	698,454	743,155	790,717	841,323	895,167
- Camera Maintenance	184,603	196,418	208,988	222,364	236,595
Social Upliftment	27,433	29,188	31,056	33,044	35,159
3. Depreciation	40,854	43,468	46,250	49,210	52,360
4. General Expenditure	363,865	387,153	411,930	438,294	466,345
Accounting & administration Fee	118,991	126,607	134,709	143,331	152,504
Advertising, Marketing & Promotions	6,680	7,108	7,563	8,047	8,562
Auditor's remuneration	20,056	21,339	22,705	24,158	25,704
Bank charges	4,263	4,536	4,826	5,135	5,463
Computer expenses (including Website)	18,453	19,634	20,891	22,228	23,651
Insurance	31,383	33,391	35,528	37,802	40,222
Meeting expenses	5,035	5,357	5,700	6,064	6,453
Printing and stationery	6,680	7,108	7,563	8,047	8,562
Vehicle Expenses	78,871	83,919	89,290	95,004	101,084
Telephone and fax	37,153	39,530	42,060	44,752	47,616
Other	36,301	38,624	41,096	43,726	46,525
5. Capital Expenditure	383,066	407,582	433,668	461,422	490,953
6. Bad Debt Provision 3%	243,944	259,556	276,168	293,842	312,648
TOTAL EXPENDITURE	8,131,442	8,651,854	9,205,573	9,794,730	10,421,592
INCOME					
% Increase	-8,131,442.06 6.40%	-8,651,854.36 6.40%	-9,205,573.03 6.40%	-9,794,729.71 6.40%	-10,421,592.41 6.40%

Ordinary Resolution number five: approved unanimously

"IT WAS RESOLVED THAT the Budget for the next 5 year term (2025 to 2030) as presented be approved."

11. APPROVAL OF WRITTEN APPLICATION TO COUNCIL FOR THE RENEWAL TERM AND EXEMPTION FROM COMPLIANCE WITH PROVISIONS OF CHAPTER 1 OF THE MUNICIPALITY OF STELLENBOSCH SPECIAL RATINGS AREAS BY-LAW

Ordinary Resolution number six: approved unanimously

"IT WAS RESOLVED THAT the submission of a written application to the Stellenbosch Town Council for the renewal of the Jonkershoek SRA for another 5 year term and for exemption from compliance with certain of the provisions of Chapter 1 of the Stellenbosch Municipality By-Law, be approved."

Chairman: Jacques van Aswegen
Date: 13th January 2025

Registered office:

JPS TRUST
Valerida Center 210
Piet Retief Street Stellenbosch . 7600

10.4.3	TECHSTEL SPECIAL RATING AREA: APPLICATION FOR THE EXTENSION OF THE TERM FOR A FURTHER PERIOD OF FIVE YEARS, FROM 1 JULY 2025 TO 30 JUNE 2030
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 19 February 2025 and 26 February 2025

1. SUBJECT: TECHSTEL SPECIAL RATING AREA: APPLICATION FOR THE EXTENSION OF THE TERM FOR A FURTHER PERIOD OF FIVE YEARS, FROM 1 JULY 2025 TO 30 JUNE 2030

2. PURPOSE

That Council approve in terms of paragraph 15(a) of the Special Rating Area By-law, the extension of the Techstel Special Rating Area for a further period of five years, with effect from 1 July 2025 to 30 June 2030.

3. DELEGATED AUTHORITY

Council to approve.

4. EXECUTIVE SUMMARY

4.1 Techstel Special Rating Area (SRA) was first established in 2015 and has been successfully operating for the past ten years. The management body has now applied for the SRA to be extended for a further period of five years, ending on 30 June 2030.

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

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

5. RECOMMENDATIONS

- (a) that Council approves the extension of the Techstel SRA for a further period of five years beginning from 1 July 2025 and ending 30 June 2030; and
- (b) that Council approves the proposed five-year budget with a combined total of R29 239 757.00 (VAT excluded) as detailed in **ANNEXURE A** of the report.

6. DISCUSSION/ CONTENTS**6.1 Background**

Special Rating Areas (SRAs) are established by Council in terms of Section 22 of the Municipal Property Rates Act, 6 of 2004 as amended.

The Techstel SRA in Technopark was originally established by Council by means of resolution on 30 April 2015 for a five-year term beginning 1 July 2015 and ending 30 June 2020. Further approval was granted for the extension of the term to 30 June 2025.

6.2 Discussion

6.2.1 Since first being established in 2015, Techstel SRA has functioned very well and has proven its viability by implementing the strategic business objectives within budget. However, the needs continue to be present and therefore it has been agreed by stakeholders that the SRA should be renewed for a further period of five years.

6.2.2 The SRA is a sustainable and established organization within the community and continues to provide a service in addition to municipal activities in the area. Management of the SRA has fulfilled its mandate as outlined in the business plan and the SRA has been well accepted by property owners of Technopark. This is clearly proven by the fact that the payment levels of the SRA levies are regular and high.

6.2.3 Attached is a letter of Application received from the SRA. This application:

a) Points out what the keys goals and objectives of the SRA are and that these align with the IDP and further it provides a summary of the documentation attached to the application.

6.2.4 **Annexure A** is the Business Plan itself that is compiled in line with the requirements of the SRA Policy and By-law, together with the 5-year budget.

6.2.5 **Annexure B** is a circular to the members of the Annual General Meeting.

6.2.6 **Annexure C** is the Minutes of the Annual General Meeting held on 1 November 2024, where the following resolutions relevant to this application were adopted:

a) That application must be made to extend the SRA for a further period of five years.

b) That the 5-year budget is approved.

c) That the Municipal Council consider the SRA in terms of paragraph 15(A) of the SRA By-law with exemptions from the provisions of Chapter 1 of the SRA By-law.

6.2.7 The application for the extension of a Special Rating Area is done in terms of paragraph 15(a) of the SRA By-law. It can only be approved by Council in accordance with the provisions of Chapter 1 of the By-law. The Council may, however, and for good reasons, on written application by the management body, exempt the management body from complying with any such provisions.

6.2.8 Chapter 1 of the By-law deals with the process to be followed with the first application for the establishment of an SRA. As this is not a new SRA being established for the first time but an extension of terms for an existing SRA, Council should find good reason to consider exempting the management body from these provisions:

- a) The concept of the SRA is well established; the management of the SRA being done effectively and all initial teething problems have been taken care of.
- b) The SRA is accepted and well supported by the community and property owners as is clear from the excellent payment of SRA levies.
- c) The SRA management body is providing a service to the community in line with the business plan and in addition to any municipal services being rendered. The need for these services is on-going and will continue to be met by the management body.
- d) The application, business plan and budget have been supported and adopted at the Annual General Meeting.
- e) The exemption application by the SRA does comply with the requirements as set out in Chapter 1 of the SRA-Bylaw.

6.3 Financial Implications

There are no financial implications for the municipality. The approved budget of the SRA is paid over to the management body in 12 equal monthly installments by the municipality and recovered from the residents by means of the monthly consumer accounts. Retention of 3% is withheld by the municipality to offset any possible irrecoverable debt. In the first ten years of the SRA's existence, this was not necessary.

The total five-year budget amounts to R29 239 757(Vat excluded) which is an increase of 86% from the previous five-year term budget. This amount will be levied and paid by the property owners which form part of the SRA over the five-year term.

6.4 Legal Implications

None.

6.5 Staff Implications

None.

6.6 Previous/Relevant Council Resolutions:

Establishment of the Techstel SRA was first approved by the Council on 30 April 2015, Item 7.6.

A further five-year extension was granted during a Council meeting that was held on 25 March 2020 as per Item 8.2.

6.7 Risk Implications

None.

7. Comments from Senior Management**7.1 Director: Corporate Services**

Not circulated for comments

7.2 Chief Financial Officer

Support the item.

7.3 Municipal Manager

Support the item

8. CONCLUSION

The application for the further extension of the Techstel Special Ratings Area complies with all the requirements that is set out in the council's approved SRA policy and promulgated By-law. If the council finds that there is merit in the legislation and that the proposed SRA will add value and is in line with the spirit of its policy, it should consider approving the extension of the Techstel Special Ratings Area in terms of Section 22 of the Municipal Property Rates Act, 2004.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.4.3

- (a) that Council approves the extension of the Techstel SRA for a further period of five years beginning from 1 July 2025 and ending 30 June 2030; and
- (b) that Council approves the proposed five-year budget with a combined total of R29 239 757.00 (VAT excluded) as detailed in **ANNEXURE A** of the report.

ATTACHMENTS

Attached find the letter of application for the next five years, together with the following

Annexures:

Annexure A - Renewal Business Plan and Budget

Annexure B - Circular to Members

Annexure C - Minutes of AGM

FOR FURTHER DETAILS CONTACT:

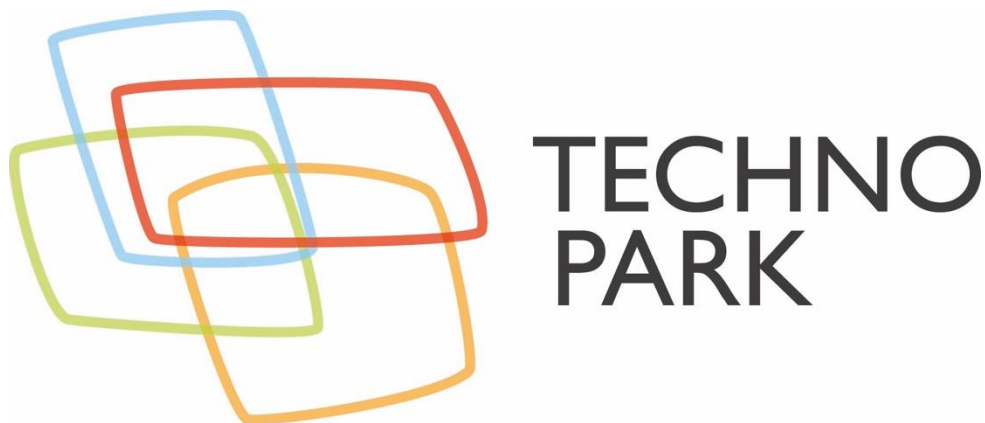
NAME	Henry Mitchell
POSITION	Senior Manager: Revenue & Expenditure
DIRECTORATE	Finance
CONTACT NUMBERS	021 808 8016
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REPORT DATE	06 February 2025

ANNEXURE A

Stellenbosch Technopark Special Ratings Area (SRA) Business Plan

[RENEWAL: 1 July 2025 - 30 June 2030]

Compiled in accordance with the By-Law for establishment of
Special Rating Areas, promulgated in the Provincial Gazette 7015/2012



September 2024

Principal Contacts:

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Directors:

1. Barbara Fassler
2. Francois Smuts
3. Jacob Jacobus Cornelis Pietersen
4. Alan Geoff Manning
5. Ernst Wolfaardt
6. Deleur Stander
7. Erik Loubser
8. Gustav Wilhelm Bester



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List of Terms & Abbreviations

AGM – Annual General Meeting
CID – City Improvement District
ICT - Internet & Communications Technology
IDC – Industrial Development Cooperation
IDP – Integrated Development Plan
NPC – Not for profit company
SID – Stellenbosch Innovation District
SRA – Special Ratings Area

Executive Summary

TechstelSRA aims to extend its Special Ratings Area (SRA) status for Technopark, Stellenbosch, from 2025 to 2030. This renewal is vital for preserving property owners' rights and continuing enhancements in safety, infrastructure, and overall value. It aligns with Stellenbosch's Integrated Development Plan (IDP), promoting a Valley of Possibility, Sustainability, Safety, Dignified Living, and Good Governance. Managed by an NPC with a dedicated CEO and directors, TechstelSRA ensures responsible spending and implementation.

1 Introduction

Founded in 1985, Technopark in Stellenbosch is a leading science and technology park. TechstelSRA has been key in partnering with the municipality to manage and improve the park. The 2025-2030 business plan details strategies to continue and expand these efforts for owners and the community.

1.1 Location & boundary of existing SRA

Technopark is located on the outskirts of Stellenbosch, about 7 kilometres from the University of Stellenbosch. It provides easy access to the R44, a key road linking the Southern Cape Metropolitan areas such as Somerset West and Strand to northern regions like Paarl and Bellville via the N1. Technopark is also roughly a 30-minute drive from Cape Town International Airport and 45 minutes from Cape Town's central business district. Surrounded by vineyards and featuring stunning views of the Stellenbosch Mountains, this business innovation park is an attractive spot for companies.





1.2 Background & Current Situation

Technopark was initially conceptualised as a science park in the late 1970s when Professor Christo Viljoen, who was then the dean of the engineering faculty at Stellenbosch University, visited Taiwan. Inspired by the successful Shinshu Science Park, he brought the idea back to Stellenbosch and garnered support from both local and national governments. Established in 1985 with the assistance of the Industrial Development Corporation (IDC), Technopark included an incubator and innovation lab. Initially overseen by a committee and the local municipality, the park experienced slow firm entry due to stringent controls and a lack of understanding of the science park concept among the business community. Economic downturns and other external influences led to a more market-oriented approach in the 1990s, resulting in eased entry criteria for firms.



Today, Technopark is a well-developed business hub, hosting a variety of companies, from satellite manufacturers and engineering firms to banks, design schools, and ICT companies. Almost three hundred businesses operate there, with many owning their properties.

Technopark remains designated as a special zone-one or science park, where municipal land is divided among properties, with open areas not yet specifically zoned but intended for parks and recreation. Although intended as a science park with designated open spaces for recreation, these areas are poorly maintained by the municipality. The creation of a Special Rating Area (SRA) over the past five years has been beneficial, and property owners want to continue using its advantages for the next five years.

1.3 Vision & Mission

Vision: To be the premier business park in the Winelands, characterised by competitiveness, innovation, and sustainability.

Mission: To promote, manage, and maintain Technopark, ensuring a prosperous, innovative, and sustainable business community.

1.4 Goals

- **Increase Security:** Enhance safety measures to provide a secure environment for businesses and employees.
- **Improve Public Areas:** Upgrade and maintain infrastructure and green spaces to boost the park's aesthetic appeal.
- **Promote Social Upliftment:** Contribute to the well-being of the surrounding community.
- **Ensure Good Governance:** Maintain transparency and accountability in all operations.



2 Motivation for renewal of Technopark SRA

Achievements of the Past Term

1. **Security Enhancements:** Installed security cameras, 2 LPR cameras, deployed armed security guards, and established a 24/7 surveillance system.
2. **Infrastructure Improvements:** Maintained roads and installed footpaths within the park.
3. **Increased Safety:** Conducted traffic studies, motivated additional parking areas, non-motorised transport studies and developed plans for additional road access.
4. **Environmental Initiatives:** Upgraded dam restoration, health and irrigation systems, beautified green areas.
5. **Marketing and Communications:** Effectively promoted Technopark, enhancing its image and attracting investment.

The establishment of TechstelSRA has brought significant benefits to Technopark. We illustrate these benefits by focusing on the problem areas and how TechstelSRA addresses them through the allocation of their budget.

2.1 Current Issues Addressed in Technopark

Safety and security: Despite efforts to patrol Technopark, there have been several break-ins and thefts, including valuable items like computers and vehicles. Also, due to the park's lack of activity after 5 pm, it creates an unsafe environment for tenants and businesspeople. This situation is not conducive to a high-quality business park. As TechstelSRA, we have taken significant measures to ensure a safe working environment, including the installation of 15 security cameras (and one license recognition camera LPR) for surveillance purposes. We have armed security guards patrolling on scooters 24/7 and on motorcycles from 6 pm to 6 am, five days a week, and full-time on weekends.

Through ongoing investment in security measures to mitigate crime and enhance safety, we aim to maintain this secure environment and request the renewal of the SRA to continue our efforts.

Infrastructure maintenance at Technopark remains problematic despite collaboration with the Municipality and funding efforts. Issues involve deteriorating roads, invisible road markings causing accidents, and loose brick edges. Stormwater drainage failures during rains erode topsoil, while leaf blockages in parking areas also contribute to erosion, requiring ongoing upkeep.

Additionally, we are collaborating with the Municipality to entirely redesign and restore the six dams that form a crucial part of the Park's green spaces. This effort is necessary due to a lack of upkeep and the severe drought from six years ago that caused cracks in the dams' bentonite lining, leading to leaks.

Moreover, we regularly clear shrubs and grass that become fire hazards during dry months and maintain the green spaces as much as our budget allows. We also contracted an outside specialist (VULA) to rehabilitate and clear the Fynbos Garden opposite the dams, which posed a significant fire risk to nearby buildings. This work will extend over three years to avoid disrupting the garden's existing ecosystem.

Parking: The issue of parking is a significant challenge in The Park, primarily due to the initial requirement of only 3 parking spaces per 100 m² of office space. The rising number of vehicles necessitates consolidated parking areas. Currently, vehicles are parked on open lots and municipal land along road edges, diminishing The Park's aesthetic appeal and creating safety hazards. Additionally, visitors often face difficulties navigating to their destinations on foot.

Establishing designated public or visitor parking zones with security personnel and a park map would greatly mitigate these problems. This initiative can be aligned with a potential parking space audit commissioned by Techstel, which has been shared with the municipality.

We are actively working in collaboration with the Municipality to enhance parking and general upkeep within The Park. A dedicated committee has been appointed to address these concerns, and an application for a designated parking area on Techno Ave has been submitted to tackle these issues.

Ongoing cooperation with the municipality via TechstelSRA is crucial to addressing road maintenance, drainage, parking challenges, and overall upkeep.

Access and Mobility in The Park: Currently, there's only one entrance for accessing The Park. Though part of the entrance road has been widened, there's a need to integrate solutions into the town's spatial development framework. Plans for additional entrances from the South or West could improve safety and provide escape routes during emergencies.

On-foot mobility is minimal, and fast-driving traffic is an issue, necessitating traffic calming measures. Creating footpaths between buildings and open spaces would enhance attractiveness, sociability, and safety by increasing visibility—a key aspect for fostering innovation and community.

So far, we have established a well-paved footpath from the R44 to the second traffic circle on Electron Road and plan to extend it throughout The Park, following a NMT plan by Techstel available to the municipality, but need more budget to continue.

Dams, Gardens and Open spaces: In 2011, a study was conducted on the state of health of the dams in Technopark, by a Stellenbosch University student (which showed a willingness to collaborate with the University). These dams were found to be unhealthy and required urgent assistance to rehabilitate not only the life in the dams, but the water quality as well. The primary reason was, due to the lack of flow of water into the dams, which at the time was connected to a pipeline from Theewaterskloof dam and since been discontinued. Furthermore, the irrigation system, and pump, that is meant to circulate water in the dams were broken.

Ensuring the dams and irrigation systems (linked to them) work on a constant basis will require continued maintenance by the municipality, which is not happening. Solving the dam issue would also solve many of The Park's problems in terms of beautification. In summer The Park becomes extremely dry and dusty, which is a nuisance for tenants, and potentially devalues the properties.

Techstel funded a study to investigate and solve the dams' leakage issues and created design drawings with a bill of quantities. Techstel views dam restoration as maintenance for the municipality, not capital expenditure, but is willing to collaborate with them. Providing irrigation to The Park will help revive struggling plants and beautify open spaces, attracting tenants and businesses. Techstel has initiated a project to reconnect Wynland Water's irrigation system, partially funding new irrigation pipes.

Lighting: Unfortunately, there are still problems in various areas with insufficient lighting and even a whole street (along Neutron Rd) with faulty street lighting. It has been reported on numerous occasions, but without ratification.

Marketing & Business Forum: A space like Technopark, requires marketing because of its unique set-up, as well as being close to the University of Stellenbosch. Currently a proper marketing and communication plan has been put into practice and is being maintained on an ongoing basis. We would like to market Technopark more aggressively and on a larger scale to make it more attractive, especially as an innovation and technology park which is aligned with the broader goals of The Municipality.

General issues: Persistent problems frequently surpass the municipality's resources, prompting the establishment of TechstelSRA to tackle them. Contributions from property owners to the SRA serve as a short-term investment that boosts long-term property values, benefiting the entire community. The future possibilities and the role of Technopark within the Stellenbosch community need to be clarified to facilitate ongoing planning and inform decision-making. A vision plan was developed by the SRA to serve as a foundation for discussions among stakeholders in the SRA.

2.2 Benefits pertaining to the renewal of the TechstelSRA

Below is a list of general benefits pertaining to SRA's which could translate into improving the current situation in Technopark:

- ✓ Improved property values,
- ✓ Improved investor confidence,
- ✓ Improved Safety,
- ✓ Improved community atmosphere,
- ✓ Stakeholder collaboration,
- ✓ Capacity to investigate, document and deal with local problems affecting the area,
- ✓ Provide authority to engage with local municipality,
- ✓ A clear and dedicated plan, as well as budget to improve the local area,
- ✓ Improved accountability of performance, and development of the area.
- ✓ The SRA programme usually creates a positive sentiment, which attracts additional support and investment into the area,
- ✓ Promote Technopark as a premium business park in the Winelands.

2.3 Tasks and Milestones

The identified problem areas have been assigned to specific portfolios. Each portfolio committee is overseen by one or multiple directors on the Board of Directors of TechstelSRA. JPS Trust, serving as the management agent, assists in the daily operations of TechstelSRA, with decisions made at a Directors' Meeting held every six weeks. Annual General Meetings (AGMs) are conducted annually in October.

The following portfolio committees have been allocated budgets to spend on the identified tasks:

2.3.1 Administration and JPS

JPS Trust was appointed in terms of the requirements of the Financial Agreement as Executive Officer to administrate and operate the affairs of the SRA. Although not limited to their main responsibility will be the financial and secretarial administration of the SRA.

Day to day management is separated from financial and administrative governance through the appointment of a General Manager.

A. Financial governance

1. JPS Trust, as Executive Officer of the SRA, and who is accountable to the Board of Directors, administer the bank account and all monthly income and payments.
2. JPS Trust calculate and pay the monthly VAT obligations and provide all contractors and consultants with a VAT registration number. They also submit a copy of the SRA's VAT 103 certificate yearly to the Municipality.
3. JPS Trust monitor that the Municipality pay all SRA income into a bank account in the name of the SRA monthly.

4. JPS Trust conduct a yearly audit after which the audited financial statements are presented to the board of directors for approval.
5. Once approved by the Board of Directors in respect of the SRA's previous financial year, JPS Trust must submit a set of financial statements to the Municipality.

B. Administration

JPS Trust as Executive Officer of the SRA is responsible for the financial management of the SRA. This responsibility includes implementing and monitoring the SRA's annual budget and ensuring-

1. that resources are used effectively;
2. full and proper financial records are kept, including the monthly reconciliation of all revenue received and accounts to be paid;
3. the development and maintenance of appropriate expenditure management systems;
4. that a monthly income and expenditure progress report is submitted to the Municipality by the 15th of the following month;
5. that audited financial statements, approved by the board of directors, are submitted to the Municipality annually;
6. that a tax clearance certificate is submitted to the Municipality annually;
7. that a reviewed property database is submitted to the Municipality by 31 December annually;
8. that appropriate control systems are maintained;
9. that unauthorised, irregular or fruitless and wasteful expenditure is prevented;
10. that disciplinary or other legal proceedings are instituted when required;
11. that the Annual General Meeting be advertised as per section 8.2.6(d) of the Special Rating Area Policy; and
12. that within two months after Annual General Meeting was held, the Executive Officer reports to the Municipality the SRA's annual financial statements and annual report.

JPS Trust is responsible for all secretarial and meeting requirements which includes:

1. Scheduling, arranging and recording the yearly Annual General Meeting.
2. Scheduling, arranging and recording the Bi-monthly Directors meetings.
3. Advising the board of directors of all procedural matters required for meetings, notices, quorum and voting.
4. JPS Trust to keep all records for minimum of 5 years and make it available on request to the Municipality.

The general manager is responsible for the day-to-day management activities such as attending to stakeholder request, engaging with stakeholder meetings, review contractor progress, facilitate meetings with the Municipality and coordinate the community projects.

2.3.2 Marketing and Business Forum

The TechstelSRA Marketing and Business Forum Committee services Technopark by:

Creating, communicating and delivering content that creates value for Technopark's target market:

- Owners
- Potential owners
- Tenants

Delivering community events and facilitating administrative coordination of tenants in The Park. We also maintain an up-to-date database of tenants and stakeholders for purposes related to:

- Marketing of events

- Security communication
- Functions for communal benefit

We coordinate the collective goals of:

- Improving the property values of Technopark
- Improving the marketing and image of Technopark (as a top business address)

This is done through managing written and visual communications of the Technopark brand by building awareness through social media, newsletters, advertising, blogs, etc. and in turn this creates value for investors by informing them on current affairs.

To achieve awareness and add value, we work on several different platforms:

- Management of Technopark's website
- Management of Technopark's mobile App
- Content creation, general website updates and maintenance
- Update new Business Directory entries
- Manage Technopark's Facebook and LinkedIn accounts
- Structure new content. Source and design curated content for Social Media platforms
- Schedule Social Media posts. Respond to messages on Facebook
- Manage Website and Social Media advertisers
- Schedule & boost posts for advertisers on Social Media
- Customer communication
- News Articles/Blog Posts
- Create supportive marketing collateral
- Compile and send email newsletters

2.3.3 Projects

All forms of project are contained herein, such as projects related to specific events: art, new footpaths, special security, restoration of the dams, secure parking spaces, etc. This section also makes provisioning for appointment of consultants for use in more professional park related activities. Projects may include major undertakings from the other portfolios

2.3.4 Parking and Roads

Our goal is to improve the access to Techno Park, and to formalise The Parking in Technopark.

Communications with the Municipality continue in respect of the Adam Tas Link Road as well as formalising of The Parking in Technopark. Approximately 1 000 vehicles are currently parking on municipal land, open space and other property owners' verges. This is due to the inadequate parking ratio set out by the Municipality in the original zoning scheme of Technopark being 1 parking bay for every 40 square meters of lettable office space.

The first step is to identify areas where we can relocate and develop formal parking pockets to accommodate the 1 000 odd and increasing, illegally parked vehicles. This can be done in accordance with a potential parking space audit, that was commissioned by Techstel, and made available to the municipality.

2.3.5 Finances

The finances of the past four years were handled meticulously. The audited annual financial statements for these four years met all requirements and received a clean audit report. Copies can be obtained from JPS Trust's Executive Officer or the Manager of the Treasury Office in the Finance Directorate at the Municipality. This same level of accuracy and precision will continue to assure the owners within the SRA about the management of the funds.

2.3.6 Security

There has been a drastic increase in break-ins and theft incidents not only in Technopark, but throughout the Western Cape, during 2024 thus far.

In an endeavour to counter, as far as possible, the negative impact of crime on property values as well as making Technopark a safer place for business operations, we have allocated additional funds for the deployment of visible security officers.

We unfortunately experienced several motor vehicle theft incidences over the last year. This is concerning and our license plate recognition system will be improved to allow for two LPR cameras on both entry and exit routes.

2.3.7 Maintenance and Garden

This budget will be spent on

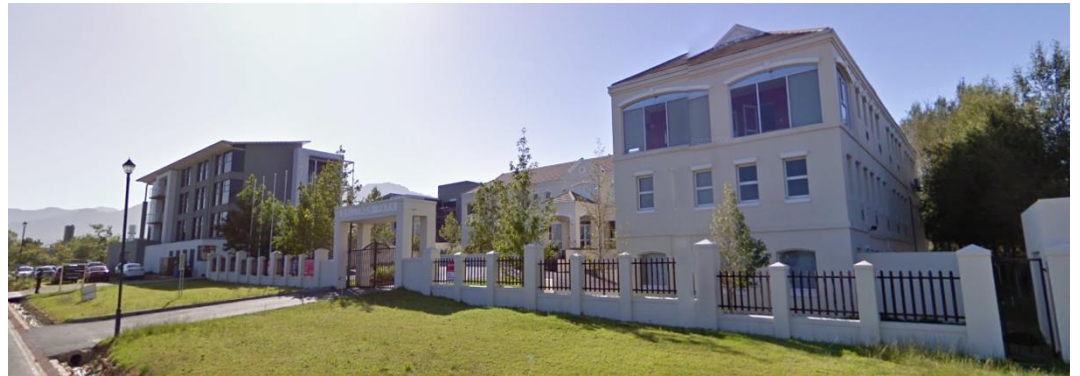
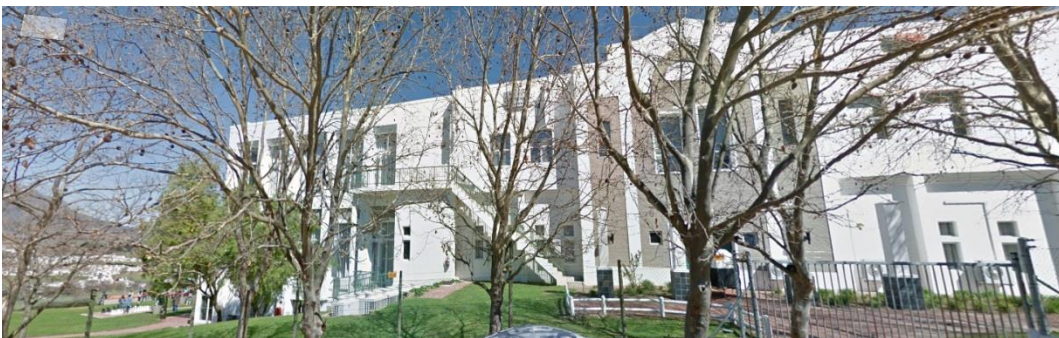
1. The continuous maintenance of the areas that fall under the jurisdiction of the SRA, eg the green areas around the dams, sidewalks, cleaning of waterways
2. Maintenance and cleaning of the dam areas, as well as the continuous planting of new plants as needed.
3. Planting trees on green areas
4. Application of irrigation so that specific points can be wetted. (Supplies (hardware) required for this to be provided by the Municipality.
5. Providing specific benches and seating areas around and on green areas for recreation
6. Improving the footpaths around the dams to be more secure.
7. Allow for a specialist landscaper (Vula) to clear vegetation in the fynbos area.

3 Budget Plan & Financial Impact

The budget line-items associated to the above goals and milestones are as per Appendix 1.

4 Conclusion

Renewing TechstelSRA for the next five years is crucial for maintaining and enhancing the value and functionality of Technopark. The achievements of the past term have demonstrated the viability and effectiveness of TechstelSRA, making a strong case for continued investment. This business plan provides a comprehensive guide for the future development and management of Technopark, ensuring it remains a premier business address in South Africa.



Appendix 1: Budget Cost

The values contained in the table below excludes VAT.

PORTFOLIO	FINANCIAL YEAR SUMMARY				
	2025/26	2026/27	2027/28	2028/29	2029/30
Marketing and Business	375,195	403,859	434,745	468,028	503,898
Admin	376,050	409,895	446,785	486,996	530,825
Special Projects	1,320,000	1,386,000	1,455,300	1,528,065	1,604,468
JPS	177,815	190,262	203,580	217,831	233,079
Parking and Roads	127,625	134,007	140,707	147,742	155,129
Maintenance and Garden	1,286,496	1,350,821	1,418,362	1,489,280	1,563,744
Security	1,456,896	1,584,132	1,722,492	1,872,996	2,036,652
	5,120,077	5,458,975	5,821,971	6,210,938	6,627,796

ANNEXURE B

TECHSTELSRA NPC

Registration number 2015/259104/08
(Non Profit Company incorporated in terms of the Companies Act 2008)

("the Company")

CIRCULAR TO MEMBERS OF THE ANNUAL GENERAL MEETING

Regarding:

- The application of Membership & Voting Rights
- The appointment and election of Directors
- The approval of the New 5 Year Budget
- The approval of the New Business plan 2025 – 2030
- Approval for written application to Council for exemption to comply to Chapter 1's provisions as per the Special Ratings Area By-Law

and Including:

- Notice of the Annual General Meeting of members
 - Agenda for Annual General Meeting of members
 - Acceptance of Membership (Annexure A)
 - Proxy Form (Annexure B)
 - Nomination of Director (Annexure C)
-

1. INTRODUCTION

The purpose of this document is to provide members of the Company with all the necessary information in order to enable them to make an informed decision at the forthcoming Annual General Meeting to be held at 13:00 Friday, 1st November 2024 at the Protea Hotel, Technopark.

2. MEMBERS

In terms of paragraph 10.2 of the MOI of the Company, Membership of the Company is limited to, persons (including trustees for the time being of trusts or sectional title bodies corporate) who are registered owners of a Property situated within the SRA, for so long as they are owners of such property. These Members will have voting rights in the Company.

Persons who qualify for Membership and subscribe to the objects of the Company as set out in paragraph 5 of the MOI, will furthermore be required to confirm their Membership in writing, which must be done by completing and submitting the Acceptance of Membership as per Annexure A. Member who have already signed up as a member in the previous year do not need to do this again.

3. VOTING RIGHTS

Each Member present at an Annual General Meeting, whether in person or by proxy, may exercise his / her right to 1 (one) vote.

For the passing of an ordinary resolution or decision, a majority (more than 50%) of votes by the Members in support of such resolution or decision will be required.

For the passing of a special resolution, at least 75% of the votes by the Members in support of such resolution will be required.

4. DIRECTORS

In terms of the Company's Memorandum of Incorporation (MOI), the minimum number of directors are 6 (six), with the maximum number of directors being 10 (ten).

The current directors registered with the CIPC are as follows:

1. BARBARA FASSLER
2. FRANCOIS SMUTS
3. JACOB JACOBUS CORNELIS PIETERSEN
4. ALAN GEOFF MANNING
5. DELEUR STANDER
6. GUSTAV WILHELM BESTER
7. ERNST WOLFAARDT
8. ERIC LOUBSHER

The following directors have tendered their resignations and will not stand for re-election:

During the year:

1. ILZEMARIE KNOETZE

The following directors have been nominated to act as directors:

- To be communicated later (J Jooste / D Jonker)

Should you wish to nominate a Member to act as director of the Company, you must complete your Nomination of Director as per attached Annexure C by no later than 13:00 on Wednesday the 30th October 2024.

THIS DOCUMENT IS IMPORTANT AND REQUIRES YOUR IMMEDIATE ATTENTION

1. **If you are uncertain as to what action to take, you are advised to consult your attorney or other professional advisors.**
2. **You must complete and submit your Acceptance of Membership (Annexure A) at the Annual General Meeting so that we have all your details for the Members Register if you had not done so in the past.**
3. **Should you wish to nominate a Member to be appointed as a director of the Company, you must complete and submit your Nomination of Director (Annexure C) by no later than 13:00 on Wednesday the 30th October 2024.**
4. **If you are unable to attend the Annual General Meeting to be held on Friday, 1st November 2024 at 13:00 at the Protea Hotel Stellenbosch, you should complete and return the attached Proxy Form (Annexure B) by no later than 13:00 on Wednesday the 30th October 2024.**
5. **All forms are to be submitted for the attention of Thea Jordaan to the office of JPS Trust, situated at Valerida Center 210, Piet Retief Street, Stellenbosch, by hand, or by email to the following email address: thea@jpstrust.co.za.**

TECHSTELSRA NPC

Registration number 2015/259104/08
(Non Profit Company incorporated in terms of the Companies Act 2008)
("the Company")

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that an Annual General Meeting of Members of the Company will be held at Protea Hotel Stellenbosch at 13:00 on Friday the 1st November 2024 for the purpose of considering and, if deemed fit, of passing, with or without modification, the following resolutions –

1. Ordinary Resolution Number One

"IT WAS CONFIRMED THAT the registered owners of Property within the boundaries of the SRA are the Members of the Company in terms of paragraph 10.2.1 of the MOI of the Company."

(The Members Register will be made available within 14 days after the Annual General Meeting in order to confirm the Members of the Company in terms of paragraph 10.5 of the MOI)

2. Ordinary Resolution Number Two

"IT WAS RESOLVED THAT the Financial Statements for the financial Year July 2023 – June 2024 were noted."

3. Ordinary Resolution Number Three

"IT WAS RESOLVED THAT the following persons for whom nominations were received, be and are hereby elected and / or re-elected as directors of the Company."

(List of Nominated Directors will be made available at the Annual General Meeting)

4. Ordinary Resolution Number Four

"IT WAS RESOLVED THAT owners approve of the renewal of the SRA for another 5 year term and accept the budget as presented."

5. Ordinary Resolution Number Five

"IT WAS RESOLVED THAT owners approve of the new proposed Business Plan for the next 5 year term .

6. Ordinary Resolution Number Six

"IT WAS RESOLVED THAT owners approve of the written application to Council for exemption to comply to Chapter 1's provisions as per the By-Law

By order of the directors of TECHSTELSRA NPC.

Chairman: Ernst Wolfaardt
Date: 1st October 2024

Registered office:
JPS TRUST
Valerida Center 210
Piet Retief Street,
Stellenbosch, 7600

Postal address
PO Box 3075
Matieland
7602

TECHSTELSRA NPC

Registration number 2015/259104/08
(Non Profit Company incorporated in terms of the Companies Act 2008)

("the Company")

AGENDA FOR ANNUAL GENERAL MEETING ON FRIDAY 1ST NOVEMBER 2024 AT 13H00 AT THE PROTEA HOTEL, TECHNOPARK

- 1 Welcome and Apologies**
- 2 Ordinary Resolution One- Acceptance of Members**
- 3. Ordinary Resolution Two – Notice of the Audited Financial Statements**
- 4. Appointment of the Auditors for the ensuing financial Year**
- 5. Acceptance of the Chairman’s Report**
- 6. Ordinary Resolution Three– Election of Directors**
- 7. Ordinary Resolution Four - Approval of the New 5 Year Budget**
- 8. Ordinary Resolution Five - Approval of the New Business Plan for the term 2025 – 2030**
- 9. Ordinary Resolution Six – Approval for written application to Council for exemption to comply to Chapter 1’s provisions as per the By-Law**
- 10. General**

ANNEXURE A

TECHSTELSRA NPC

Registration number 2015/259104/08

ACCEPTANCE MEMBERSHIP**A. Member Declaration**

I,, registered owner of property situated within the boundaries of the special ratings area of TECHSTELSRA NPC, with property details below, hereby confirm that I am a member of the Company in terms of paragraph 10.2 of the Memorandum of Incorporation (MOI) of the Company.

I further confirm that I understand the objects of the Company as set out in paragraph 5 of the MOI of the Company, and that I accept and subscribe to those objects.

Signed: Date:
(To be signed by Member personally)

B. Details of Member and Property

1. Surname:
2. Full forenames:
3. Nationality:
4. Identity number:
5. Passport number, if not South African
6. Residential address:
.....
7. Business address:
.....
8. Postal address:
9. Occupation:
10. Property owned within the SRA:
11. Email address:

C: Proof of Ownership of Property and South African ID / Passport to be attached in support of application.

ANNEXURE B - PROXY APPOINTMENT FORM

"I/We _____

being a Member of TechstelSRA (NPC) do hereby appoint

or failing him/her

or failing him/her, the chairperson of the meeting as my/our proxy to vote or abstain from voting on my/our behalf at the meeting of the Company to be held aton and at any adjournment thereof as follows:-

	<u>In favour of</u>	<u>Against</u>	<u>Abstain</u>
Ordinary Resolution 1			
Ordinary Resolution 2			
Ordinary Resolution 3			
Ordinary Resolution 4			
Ordinary Resolution 5			
Ordinary Resolution 6			

(Indicate instruction to proxy by way of a cross in space provided above). Except as instructed above or if no instructions are inserted above, my/our proxy may vote as he/she thinks fit.

SIGNED this _____ day of _____ 2024

MEMBER'S SIGNATURE

(Note: A Member entitled to attend, speak and vote is entitled to appoint a proxy to attend, speak and vote in his/her behalf, and such proxy need not be a Member of the Company)

ANNEXURE C

TECHSTELSRA NPCRegistration number 2015/259104/08

DIRECTORS NOMINATION

C. Member Declaration

I,, registered owner of property situated within the boundaries of the special ratings area of TECHSTELSRA NPC, hereby nominate the following person with details below to be appointed as a director of the Company.

Signed:
(To be signed by Member personally)

Date:2024

D. Person Nominated to act as Director

Surname:

.....

Full forenames:

.....

Property Owner Erf nr:

Nomination accepted:

Email:

Cellphone nr. :

**MINUTES OF THE ANNUAL GENERAL MEETING
OF THE MEMBERS OF TECHSTELSRA NPC WHICH WAS HELD
ON 3 NOVEMBER 2023 AT THE PROTEA HOTEL, STELLENBOSCH**

1. INTRODUCTION AND WELCOME

All necessary information was provided to the members of the Company to enable them to make an informed decision at this Annual General Meeting.

The Chairman welcomed everybody present.

2. ATTENDANCE AND ACCEPTANCE OF MEMBERSHIP

For the benefit all attendees, The Chairman explained the membership and company structure:

- NPC incorporated i.t.o. Companies Act 2008
- Company pays no Income Tax
- Membership limited to property owners in TechstelSRA
- Must apply for membership in writing
- Only registered members may vote
- Members may appoint a proxy

The required notice had been given and meeting was duly constituted in terms of the Company's MOI (10% of the Members to be present in person or by proxy)

Members Registered by Acceptance of Membership - 184

- Proxies received 175 with Membership Acceptance
- Present in person 35 with Membership Acceptance

Ordinary Resolution Number ONE - Approved unanimously

"IT WAS CONFIRMED THAT the registered owners of Property within the boundaries of the SRA are the Members of the Company in terms of paragraph 10.2.1 of the MOI of the Company."

(The Members Register will be made available within 14 days after the Annual General Meeting in order to confirm the Members of the Company in terms of paragraph 10.5 of the MOI)

3. FINANCIAL REPORT

3.1 ACCEPTANCE OF THE FINANCIAL STATEMENTS

Highlights from the Annual financial Statements were presented by the chairman, Ernst Wolfaardt. It was made clear that the main source of income is levies.

Ordinary Resolution Number TWO - Approved unanimously

"IT WAS RESOLVED THAT the Annual Financial Statements for the year ended 30 June 2022 were noted."

4. APPOINTMENT OF AUDITORS

"IT WAS RESOLVED THAT Smith & Associate Incorporated be appointed as auditors for the ensuing financial year."

5. ACCEPTANCE OF THE CHAIRMAN's REPORT

5.1 Overview of SRA role and achievements

Continue to fill the gap between SRA's expectations and Municipal Services provided

- Increase occupancy rates Promote the vision
- Planning for landscaping
- Irrigation
- Footpaths/NMT
- Security
- General infrastructure
- Promote access

5.2 Promote Technopark an asset to the town and Winelands

- Marketing/Exposure
- Engage potential new tenants/property owners
- Open to facilitate applications to Municipality
- Business events
- Web presence and App

5.3 Increase occupancy rates

Make Techno Park operationally sound and attractive for property owners and people working in the park.

5.4 Promote the vision

Short term:

- Promoting Techo Park as the premier business estate in the winelands
- Longer term.
- Improve property values
 - Sustainability
 - Safe & Secure
 - Well maintained
 - Accessible

5.5 Major Achievements

- Working with the Municipality
- Remains challenging
- Delayed work
- Activity in Technopark limited
- Requires continuous interaction
- Appointment of General Manager for SRA
- Paths/NMT
- Planning for Open Spaces
- Irrigation
- Networking events
- Occupancy ratios improving

5.6 Infrastructure and Public relations Portfolio

- Parking (To be expanded on by Gustav and/or Alan)
- Non-Motorised-Transport (NMT) (To be expanded on by Ernst)
- Irrigation water
- Landscaping plan for dams are
- Interactions with Municipality
- Western by-pass
- Eastern link road

5.7 Parking

- UDS investigation
- 8 Parking areas
- 1167 Bays
- R22m
- Presented to SMun 2021
- No response/action yet
- Area2 incorporated in Dam area landscape plan
- Boom entrance in process for Area 3
- Solar canopies will work in Area

5.8 Irrigation Water

- UDS investigation
- Wynland Water connection located
- Connection fixed & pressurized
- Could not resuscitate 1989 system, therefore:
- PS not usable for irrigation, perhaps dams recycling?
- Irrigation pipe North of dams in process (R460k – red pipe)
- Irrigation pipe link with entrance in process (R572k – blue pipe)
- SM assisting with finance of Blue/Red pipes

6. APPOINTMENT OF DIRECTORS

Ordinary Resolution Number **THREE- Approved majority**

"IT WAS RESOLVED THAT the following persons for whom nominations were received, be and are hereby elected and / or re-elected as directors of the Company.

In terms of the Company's Memorandum of Incorporation (MOI), the minimum number of directors are 6 (six), with the maximum number of directors being 10 (ten) but make provision for more, should the members so agree.

The current directors registered with the CIPC who will remain on as Directors are as follows:

1. BARBARA FASSLER
2. FRANCOIS SMUTS
3. JACOB JACOBUS CORNELIS PIETERSEN
4. ALAN GEOFF MANNING
5. DELEUR STANDER
6. ILZEMARIE KNOETZE
7. GUSTAV WILHELM BESTER
8. ERNST WOLFAARDT
9. ERIC LOUBSHER

Johan Schutte resigned as Director .

Management

It was noted that JPS Trust has been appointed as the managing agent of TechstelSRA.

7. CONCLUSION

The Chairman thanked all the members for their attendance and support.

By order of the directors of TECHSTELSRA NPC, Ernst Wolfaardt was re-appointed as Chairman and Jacques Pietersen as Vice-Chairman

ANNEXURE C

TECHSTELSRA NPC

Registration number 2015/259104/08
(Non Profit Company incorporated in terms of the Companies Act 2008)
("the Company")

MINUTES OF THE ANNUAL GENERAL MEETING OF THE MEMBERS OF TECHSTELSRA NPC WHICH WAS HELD ON 1ST NOVEMBER 2024 AT THE PROTEA HOTEL, STELLENBOSCH

1. INTRODUCTION AND WELCOME

All necessary information was provided to the members of the Company to enable them to make an informed decision at this Annual General Meeting.

The Chairman welcomed everybody present.

2. ATTENDANCE AND ACCEPTANCE OF MEMBERSHIP

For the benefit all attendees, The Chairman explained the membership and company structure:

- NPC incorporated i.t.o. Companies Act 2008
- Company pays no Income Tax
- Membership limited to property owners in TechstelSRA
- Must apply for membership in writing
- Only registered members may vote
- Members may appoint a proxy

The required notice had been given and meeting was duly constituted in terms of the Company's MOI (10% of the Members to be present in person or by proxy)

Members Registered by Acceptance of Membership - 192

- Proxies received 158 with Membership Acceptance
- Present in person 34 with Membership Acceptance

Ordinary Resolution Number ONE - Approved unanimously

"IT WAS CONFIRMED THAT the registered owners of Property within the boundaries of the SRA are the Members of the Company in terms of paragraph 10.2.1 of the MOI of the Company."

(The Members Register will be made available within 14 days after the Annual General Meeting in order to confirm the Members of the Company in terms of paragraph 10.5 of the MOI)

3. FINANCIAL REPORT

3.1 ACCEPTANCE OF THE FINANCIAL STATEMENTS

Highlights from the Annual financial Statements were presented by the Financial Director, Francois Smuts. It was made clear that the main source of income is levies.

Ordinary Resolution Number TWO - Approved unanimously

"IT WAS RESOLVED THAT the Annual Financial Statements for the year ended 30 June 2024 were noted."

3.2 BUDGET 2024/25

The Chairman provided an overview of the funding of the Company since inception.

Details of the budgets of the various years were given.

	Year1	Year2	Year3	Year4	Year5
Marketing and communication	R134 800.00	R141 540.00	R148 617.00	R156 047.85	R163 850.24
Events	R20 407.50	R21 427.88	R22 499.27	R23 624.23	R24 805.44
Admin	R 171 610.50	R180 191.03	R189 200.58	R198 660.61	R208 593.64
Business forum	R20 407.50	R21 427.88	R22 499.27	R23 624.23	R24 805.44
Future planning	R20 599.50	R21 629.48	R22 710.95	R23 846.50	R25 038.82
JPS	R156 000.00	R163 800.00	R171 990.00	R180 589.50	R189 618.98
Projects	R428 537.24	R449 964.10	R472 462.30	R496 085.42	R520 889.69
Parking and roads	R 100 000.00	R105 000.00	R110 250.00	R115 762.50	R121 550.63
Security	R 753 408.00	R828 748.80	R911 623.68	R1 002 786.05	R1 103 064.65
Maintenance & Garden	R 588 000.00	R617 400.00	R648 270.00	R680 683.50	R714 717.68
TOTAL (exVAT)	R2 393 770.24	R2 551 129.15	R2 720 123.04	R2 901 710.38	R3 096 935.20
TOTAL (incl VAT)	R2 752 835.77	R2 933 798.52	R3 128 141.50	R3 336 966.94	R3 561 475.48

4. APPOINTMENT OF AUDITORS

"IT WAS RESOLVED THAT Smith & Associate Incorporated be appointed as auditors for the ensuing financial year."

5. ACCEPTANCE OF THE CHAIRMAN's REPORT

The role of the SRA over the past year can be broken down into two main areas. Firstly, we continued with our operational activities, which include security, projects, landscaping, and handling various requests from stakeholders. This constitutes the majority of our efforts to maintain a safe and aesthetically pleasing office park, and it consumes most of our annual budget.

Secondly, it is vital that we focus on shaping our future as a hub of innovation and growing potential. Ensuring Technopark's integration within the Stellenbosch community and its immediate neighbours is crucial for our sustainability. We actively promote Technopark as a valuable asset to Stellenbosch and the premier business estate in the Winelands. Our goal remains to meet the demand for land or office space in Technopark, enhancing asset growth for our property owners. Achieving this will require fostering a vibrant community for the thousands of people working in Technopark.

As part of this report, various directors will present on each operational portfolio. We are fortunate to have directors willing to dedicate their time to support the SRA's objectives without charge, benefitting all stakeholders involved. The portfolios are:

- Public Relations – Ernst Wolfaardt
- Roads, Parking and Traffic – Gustav Bester, Erik Loubser, Alan Manning
- Irrigation and dams – Erik Loubser, Gustav Bester
- Webpage, marketing and business forum – Jacques Pietersen, Francois Smuts
- Security – Deleur Stander

- Gardens and common green spaces – Barbara Fassler and Ilsemarie Knoetze
- Finance and legal – Francois Smuts
- Corporate Social Investment – Alita Bothma

Here are some highlights from our operational activities over the past year:

Security remains a priority for the SRA. Despite experiencing vehicle thefts this year, break-ins significantly decreased. We appreciate Deleu Stander's collaboration with ABC Security in providing security services. While securing vehicles parked along the roads remains a challenge due to limited patrol coverage, we are effectively containing crime within the park.

Landscaping continues to progress despite a limited budget. We take pride in our achievements given the scarcity of water and resources. Enhancing the park's aesthetic appeal through landscaping remains pivotal for visitors and workers.

Our promotional efforts through media, web presence, and public events have solidified our recognition as a valued town asset. Last year, we secured municipal support to install two irrigation lines, aiding landscaping during dry months. The project is now complete, supporting ongoing landscaping work.

Collaboration with the Municipality to provide secure parking continues, though delays in approval remain frustrating. Professional engineers prepared these proposals at the SRA's expense, highlighting the need for timely municipal action.

Through our general manager's efforts, we've engaged in corporate social investment by supporting local schoolgirls with monthly sanitary packets, positively impacting their dignity.

As property owners in Stellenbosch, we aim to influence Technopark's future, ensuring it remains relevant and beneficial to our communities and fosters innovation. Two initiatives highlight these objectives:

We appointed a professional consultancy to develop a vision plan addressing challenges such as restrictive zoning and unclear land use. This plan explores the needs and trends of future workers, envisioning a hybrid workspace that supports living, working, and playing. Stakeholder engagement is encouraged, although the vision plan serves more as a discussion document than a legally binding framework.

A comprehensive vision plan, developed collaboratively with urban planners and municipal representatives, outlines Technopark's long-term future. This manifesto expresses commitment to beginning a conversation about shaping Technopark's future, aiming to eventually establish a legally recognized spatial framework.

The complete vision plan is available on our website.

Emphasizing landscaping's importance, we note the significant deterioration of dams over the past decade. A specialist landscaper has proposed options to repair or modify the dams and improve surrounding areas. This proposal, alongside motivation from the SRA, was submitted to the Municipality. Engagement and funding decisions are anticipated in the upcoming fiscal year.

This overview summarizes our operational activities and strategic initiatives for Technopark's future. I would like to extend my gratitude to the directors for their dedication, Alita for her operational contributions, and Thea along with the JPS Trust team for ensuring our administrative and statutory compliance.

6. APPOINTMENT OF DIRECTORS

Ordinary Resolution Number **THREE- Approved unanimously**

"IT WAS RESOLVED THAT the following persons for whom nominations were received, be and are hereby elected and / or re-elected as directors of the Company.

In terms of the Company's Memorandum of Incorporation (MOI), the minimum number of directors are 6 (six), with the maximum number of directors being 10 (ten) but make provision for more, should the members so agree.

The current directors registered with the CIPC who will remain on as Directors are as follows:

1. BARBARA FASSLER
2. FRANCOIS SMUTS
3. JACOB JACOBUS CORNELIS PIETERSEN
4. ALAN GEOFF MANNING
5. ERIC LOUBSHER
6. DELEUR STANDER
7. ERNST WOLFAARDT
- 8.. GUSTAV WILHELM BESTER

The following Directors were nominate and elected:

1. JAN JOOSTE
2. DIRK JONKER

The following directors have tendered their resignations and will not stand for re-election:

1. ILZEMARIE KNOETZE

Management

It was noted that JPS Trust has been appointed as the managing agent of TechstelSRA.

7. APPROVAL OF THE NEW 5 YEAR BUDGET 2025 - 3030

Ordinary Resolution number FOUR - Approved unanimously

"IT WAS RESOLVED THAT the Budget for the next 5 year term (2025 to 2030) as presented be approved."

PORTFOLIO	FINANCIAL YEAR SUMMARY				
	2025/26	2026/27	2027/28	2028/29	2029/30
Marketing and Business	375,195	403,859	434,745	468,028	503,898
Admin	376,050	409,895	446,785	486,996	530,825
Special Projects	1,320,000	1,386,000	1,455,300	1,528,065	1,604,468
JPS	177,815	190,262	203,580	217,831	233,079
Parking and Roads	127,625	134,007	140,707	147,742	155,129
Maintenance and Garden	1,286,496	1,350,821	1,418,362	1,489,280	1,563,744
Security	1,456,896	1,584,132	1,722,492	1,872,996	2,036,652
	5,120,077	5,458,975	5,821,971	6,210,938	6,627,796

8. PRESENTATION AND APPROVAL OF THE RENEWAL 5 YEAR BUSINESS PLAN

First 5 years was 1 July 2015 to 30 June 2020

The second 5 year term was 1 July 2020 to 30th June 2025

The renewal application is for the term 1 July 2025 until 30th June 2030

Renewal Plan next 5 years was approved by TechstelSRA Board of Directors 9th October 2024

Requirements for a SRA Business Plan prescribed by Stellenbosch Municipality Special Rating Area By-Law:

- Background and Introduction
- Motivation
- Implementation Plan and Budget

Boundaries will remain exactly as in first Business Plan

Benefits to the owners, community and environment

- Improved property values,
- Improved investor confidence,
- Improved Safety,
- Improved community atmosphere,
- Stakeholder collaboration,
- Capacity to investigate, document and deal with local problems affecting the area,
- Provide authority to engage with local municipality,
- A clear and dedicated plan, as well as budget to improve the local area,
- Improved accountability of performance, and development of the area.
- The SRA programme usually creates a positive sentiment, which attracts additional support and investment into the area,
- Promote Technopark as a premium business park in the Winelands.

APPROVAL OF THE NEW BUSINESS PLAN 2025 to 2030

Ordinary Resolution number FIVE - Approved unanimously

“IT WAS RESOLVED THAT the renewal of the Jonkershoek SRA for another 5 year term (2025 to 2030) and the Business Plan as presented for that term be approved.”

9. APPROVAL OF WRITTEN APPLICATION TO COUNCIL FOR THE RENEWAL TERM AND EXEMPTION FROM COMPLIANCE WITH PROVISIONS OF CHAPTER 1 OF THE MUNICIPALITY OF STELLENBOSCH SPECIAL RATINGS AREAS BY-LAW

Ordinary Resolution number SIX - Approved unanimously

“IT WAS RESOLVED THAT the submission of a written application to the Stellenbosch Town Council for the renewal of the TechstelSRA for another 5 year term and for exemption from compliance with certain of the provisions of Chapter 1 of the Stellenbosch Municipality By-Law, be approved.”

10. CONCLUSION

The Chairman thanked all the members for their attendance and support.

By order of the directors of TECHSTELSRAs NPC, Ernst Wolfaardt was re-appointed as Chairman and Jacques Pietersen as Vice-Chairman

Chairman: Ernst Wolfaardt
Date: 13 th January 2025

Registered office: JPS TRUST
 Valerida Center 210
 Piet Retief Street, Stellenbosch
 Stellenbosch, 7600

PO Box 3075
 Matieland, 7602

10.4.4	STELLENBOSCH IMPROVEMENT AND TRANSFORMATION INITIATIVE (SITI) SPECIAL RATINGS AREA
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 19 February 2025 and 26 February 2025

1. SUBJECT: STELLENBOSCH IMPROVEMENT AND TRANSFORMATION INITIATIVE (SITI) SPECIAL RATINGS AREA**2. PURPOSE**

Is for the Council to consider and possibly approve the establishment of a Special Ratings Area to be known as Stellenbosch Improvement and Transformation Initiative (SITI) Special Rating Area (SRA) in terms of Council policy and section 22 of the Municipal Property Rates Act (MPRA), Act 6 of 2004.

3. DELEGATED AUTHORITY**COUNCIL****4. BACKGROUND**

An application was received from the steering committee of the SITI Special Rating Area, to get formal approval from the municipality to establish an SRA. Section 22 of the Municipal Property Rates Act, Act 6 of 2004, as well as council policy and bylaw do make provision for the establishment of special rating areas within the boundaries of Stellenbosch Municipality.

Below is an extract of Section 22, MPRA, 2004.

“22. Special rating areas. ____ (1) A municipality may by resolution of its

council-

- (a) Determine an area within that municipality as a special rating area;
- (b) Levy an additional rate on property in that area for the purpose of raising funds for improving or upgrading that area; and
- (c) Differentiate between categories of properties when levying an additional rate referred to in paragraph (b).
- (2) Before determining a special rating area, a municipality must-
 - (a) Consult the local community, including on the following matters:
 - (i) The proposed boundaries of the area; and
 - (ii) The proposed improvement or upgrading of the area; and
 - (b) Obtain the consent of the majority of the members of the local community in the proposed special rating area who will be liable for paying the additional rate.
 - (3) When a municipality determines a special rating area, the municipality-
 - (a) Must determine the boundaries of the area;
 - (b) Must indicate how the area is to be improved or upgraded by funds derived from the additional rate;
 - (c) Must establish separate accounting and other record-keeping systems regarding-
 - (i) the revenue generated by the additional rate; and
 - (ii) the improvement and upgrading of the area; and

- (d) May establish a committee composed of persons representing the community in the area to act as a consultative and advisory forum for the municipality on the improvement and upgrading of the area, provided that representation, including gender representation, is taken into account when such a committee is established. Such a committee must be a subcommittee of the ward committee or committees in the area.
- (4) This section may not be used to reinforce existing inequities in the development of the municipality, and any determination of a special rating area must be consistent with the objectives of the municipality's integrated development plan.
- (5) This section must be read with section 85 of the Municipal Systems Act if this section is applied to provide funding for an internal municipal service district established in terms of that section of the Municipal Systems Act.

Further to the provisions of the MPRA, council approved a Special Ratings Area (SRA) policy and also an SRA Bylaw that was promulgated in Provincial Gazette 7015 of 20 July 2012. The policy is reviewed every year as part of the budget related policies of the municipality. The current policy was approved by council on 28 May 2014, and it is annually reviewed through the budget process.

5. RECOMMENDATIONS

- (a) that the council approves the application, and the budget received for the establishment of the SITI Special Ratings Area in, Stellenbosch with effect from 1 July 2025 until 30 June 2030; and
- (b) that the approval of the SRA will be on condition that a Financial Agreement as envisaged in Paragraph 14.3 of the SRA policy be entered into between the Municipality and the management structure of the SITI SRA before any payments are made towards the operating of the SRA.

6. DISCUSSION

WHAT IS A SPECIAL RATINGS AREA (SRA)?

A special Ratings Area is a provision within the law that allows for a specific

demarcated geographical area to collect additional rates, over and above the current rates being paid to the municipality. Each municipality writes its own by-law that governs the rules and framework of acceptance and governance. Stellenbosch Municipality has a specific policy that provides guidance for the establishment, implementation and maintenance of a SRA.

The SRA provides an opportunity for each property owner to pay an additional percentage, or rate, of what they currently pay to the municipality. The aim of this is to provide additional finance to pay for value-adding services. It is a democratic process that requires a majority of property owners in the demarcated area to support this initiative by means of a written vote, for the establishment of the SRA. If approved by the municipality this would then enforce an additional SRA rate on all the property owners of the SRA area.

Approval of the establishment of an SRA lies exclusively with the municipal council.

WHAT ARE THE BENEFITS OF A SPECIAL RATINGS AREA (SRA)?

This arrangement allows for a degree of management autonomy and self-control of urban or residential spaces that require improvement or in cases where the residents as a collective, wish to bring about improvement to their area.

This is beneficial to both the residents of the SRA as well as the municipality. Areas are improved by the residents themselves without there being any additional financial burden to the municipality.

HOW DOES A SPECIAL RATINGS AREA (SRA) WORK?

The full process is quite complex and involves a high degree of public participation, especially in the phases before the SRA is approved by council and established. The full process is set out and guided by the municipality's SRA policy, but can be summarised as follows:

- Support is gathered by property owners of a specific area for the establishment of a SRA. If a majority vote is obtained, application is made to the municipality in this regard.
- The council considers the application and approves or turns down the application.
- Assuming the application is approved, the SRA is established. A not-for-profit company (NPC) is registered. The management of this company is then responsible for implementing the business plan and achieving the goals of the SRA. All activities are performed by the NPC or employees and service providers. The municipality is not involved in the day-to-day operations of the NPC in any way.
- The approved budget of the SRA gets paid over to the NPC in equal monthly instalments while the municipality then recovers the money from property owners in the form of the SRA rates. The municipality adds the additional SRA rates to the consumer accounts of the property owners whose property fall within the boundaries of the newly established SRA. This is a legally constituted rate in terms of the Municipal Property Rates Act and all affected property owners are obliged to pay. Money is then recovered by the municipality via the normal processes. Should a property owner default on these compulsory rates, normal debt collection process will apply. There is therefore no cost to the municipality as the full cost of running the SRA is borne by the property owners themselves.

APPLICATION RECEIVED

In terms of the above-mentioned legislation and policy, an application to register a SRA in the area known as the SITI SRA was submitted to the municipality on 31 October 2024.

Attached, find the following Annexures.

Annexure A – Letter of Application

Annexure B – Business Plan

Annexure C - Budget

Annexure D- Minutes and presentation of public meeting

The broad goals of the SRA can be summarised as follows:

- Reducing crime significantly;
- Creating a safe and clean public environment;
- Managing existing and new public infra-structure for the future benefit of all users of the area;
- Protecting property values;
- Supporting the promotion of the area as a safe and clean environment by promoting greening, energy efficiency and recycling;
- Supporting and promoting social responsibility in the area; and
- The sustained and effective management of the area.

The Boundaries of the proposed SITI SRA are as follows:

The proposed geographic area of the SITI SRA runs from the corner of Bird and Merriman streets in the north to the Eerste River in the South and the SU Theology faculty and the Moederkerk in the East to the R44 in the West.

7. FACTORS TO BE CONSIDERED BY THE MUNICIPALITY

Paragraph 5 of the approved SRA policy sets out the factors that must be considered by the municipality when determining a special rating area. These are:

“ 5 FACTORS CONSIDERED WHEN DETERMINING A SPECIAL RATINGS AREA.

The council will consider instituting a special rating area where the requirements of Section 22 of the MPRA are complied with, including that –

- 7.1 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;
- 7.2 the special rating area will not be used to reinforce existing inequities in the development of the Stellenbosch Municipality's (WCO24) area of jurisdiction;
- 7.3 the determination of the special rating area is consistent with Stellenbosch Municipality's IDP;
- 7.4 residential special rating areas mean an area in which more than 40% (forty percent) of the rates based municipal valuation value consists of Residential Property as defined in the Rates policy.
- 7.5 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.
- 7.6 the majority of the members of the local community who will be liable for paying any additional rate in the special rating area have consented to its establishment.
- 7.7 the procedural requirements of Section 22 of the MPRA 5 as well as the By-Law and the Policy are complied with, including the community consultation requirements, as determined by the Municipality's Chief Financial Officer (CFO);
- 7.8 The proposed improvement or upgrade has been clearly and fully defined;
- 7.9 the proposed improvement or upgrade can be clearly and logically linked to a geographical area, the boundaries of which must be clearly determined;
- 7.10 there is evidence that it will be financially viable to use a special rating area to raise funds for the proposed improvement or upgrade;
- 7.11 Stellenbosch Municipality is satisfied with the institutional arrangements proposed in respect of the special rating area; and
- 7.12 ultimately, the decision whether to determine a special rating area rest with the Council in its sole discretion.

CONSULTATION WITH COMMUNITY

Section 22(2) of the MPRA requires that the municipality consult with the community on several issues. To this end, several meetings were held with the public where all aspects pertaining to the boundaries, the proposed areas of improvement and upgrade, the actual additional rates to be paid, based on the proposed budget were discussed in detail. Advertisements were also placed in newspapers in compliance with the SRA policy wherein the public was invited to submit any comments or objections in connection with the establishment of the SRA directly to the community.

No objections were received as to the proposed SITI SRA and the boundaries thereof. The SRA will consist of both residential and commercial property owners. More than 60% of the owners within the boundaries of the proposed SRA voted in favour of the establishment of the proposed SRA.

The Administration is satisfied that there was sufficient consultation with the community.

DETERMINATION OF ADDITIONAL RATE

Calculations were made based on the proposed budget as submitted and the properties situated within the boundaries of the proposed SRA.

The total proposed budget of the SITI SRA amounts to R58 617 449.00(VAT excluded) over the five-year period. As is the case with normal property rates, SRA rates are also based on the municipal valuation of a property.

SRA rates are payable in addition to the normal property rates, and it will be accrued and recovered from property owners via the normal billing cycle of the Municipality.

LEGAL IMPLICATION

Section 22, MPRA 2004 makes provision that a municipality may approve the establishment of a Special Ratings Area.

Further to the provisions of the MPRA, council approved a Special Ratings Area

(SRA) policy and an SRA Bylaw that was promulgated in Provincial Gazette 7015 of 20 July 2012. The policy is reviewed every year as part of the budget related policies of the municipality. The current policy was approved by council on 28 May 2014, and it is annually reviewed during the budget process.

In terms of paragraph 14.3 of the SRA policy a written financial agreement must be entered into between the municipality and the management structure of the SRA before any additional rates collected are paid over to the management structure by the municipality.

This agreement must regulate:

- The mechanisms and manner of payment.
- How the additional rate is to be held by the management structure.
- Any parameters relating to the expenditure; and
- Any obligations on the management structure to take out and maintain appropriate insurance.

The SITI SRA will follow the model as set out in paragraph 8.2 of the SRA policy. With this model, the SRA establishes a Not-for-profit company (NPC) and the management structure of this company undertakes the planning, contracting, financial control and administrative functions within the Special Ratings Area.

It is important to note that the municipality will in no way be involved in the daily operations of the SRA. No additional services will be rendered, and no additional resources will be made available to the management of the NPC of the SRA. The municipality is in no way obliged to provide or make available any of its own resources in order to cooperate with any of the SRA initiatives.

Apart from the stipulations in the financial agreement, the municipality's function will be limited to paying the annual budget over to the NPC management structure in twelve equal monthly instalments and collecting the SRA rates from property owners by means of its billing and debt collection processes.

8 FINANCIAL IMPLICATIONS

In terms of various policies and legislation, the municipality will levy an additional rate on the properties that fall within the boundaries of the proposed SRA. This levy will be in addition to normal monthly levies for rates and services and will be included in monthly accounts sent to property owners.

Collection of the additional rate will be done via the normal channels. Property owners who fail to pay their accounts will be subjected to the normal debt collection procedures as per the Credit Control and Debt Collection Policy of the municipality. In addition, provision will be made in the finance agreement as envisaged in paragraph 14.3 of the SRA policy that the municipality will not be liable to carry the burden of the irrecoverable debt.

The municipality will pay over to the NPC that has been established to manage the SRA monthly, 8.33% (1/12) of the proposed budget. The proposed budget of the SRA for the five-year period amounts to R58 617 449.00. The Financial Reporting of the levies and payments will be accounted for in a manner that is compatible with the requirements of the GRAP Accounting Framework.

9. COMMENTS FROM OTHER RELEVANT DEPARTMENTS

9.1 Legal Implications

As per Council Bylaws and Policy as well as the MPRA, Act 6 of 2004.

9.2 Staff Implications

None

9.3 Previous/Relevant Council Resolutions:

Item 12.2 of the council Meeting that was held on 23 August 2024, gave approval to extend the submission date for the application of the SRA until 31 October 2024.

9.4 Risk Implications

None

9.5 Comments from Senior Management:

9.6 Director: Corporate Services:

Not circulated for comments

9.7 Chief Financial Officer:

Support the item.

9.8 Municipal Manager

Support the item.

10. CONCLUSION

The application for the establishment of a special ratings area complies with all the requirements set out in the council's approved SRA policy and promulgated by-law.

If the council finds that there is merit in the legislation and that the proposed SRA will add value and is in line with the spirit of its policy, it should consider approving the establishment of the SITI Special Ratings Area in terms of Section 22 of the Municipal Property Rates Act, 2004.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.4.4

- (a) that the council approves the application, and the budget received for the establishment of the SITI Special Ratings Area in, Stellenbosch with effect from 1 July 2025 until 30 June 2030; and
- (b) that the approval of the SRA will be on condition that a Financial Agreement as envisaged in Paragraph 14.3 of the SRA policy be entered into between the Municipality and the management structure of the SITI SRA before any payments are made towards the operating of the SRA.

FOR FURTHER DETAILS CONTACT:

NAME	Henry Mitchell
POSITION	Senior Manager: Revenue & Expenditure
DIRECTORATE	Finance
CONTACT NUMBERS	021 808 8016
E-MAIL ADDRESS	Henry.Mitchell@ Stellenbosch.gov.za
REPORT DATE	06 February 2025

ANNEXURE A

31 October 2024

The Chief Financial Officer
Stellenbosch Municipality
Plein Street
STELLENBOSCH

Attention: Mr Kevin Carolus

Dear Sir,

APPLICATION FOR THE ESTABLISHMENT OF THE STELLENBOSCH CENTRAL SPECIAL RATING AREA (SRA), SITI.

I, Mias van der Westhuyzen, registered trustee of ERF SB2051, Plein Street, Stellenbosch, hereby wish to make application to the Stellenbosch Municipality for approval of the establishment of the Stellenbosch Central Special Rating Area (SRA), SITI.

This application is made to the Municipality in terms of the Stellenbosch Municipality Special Rating Area By-Law, 2023/2024, read together with the Stellenbosch Municipality Special Rating Area Policy, 2022/2023.

The proposed SRA is to support the functions of the Municipality through the delivery of coordinated supplemental municipal services. The key objectives are to safeguard the property owners, tenants and residents as well as to grow economic opportunities and employment for all Stellenbosch residents by:

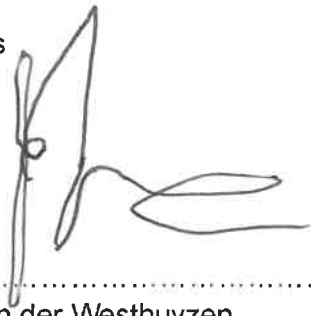
- Providing effective law enforcement to make the community safer.
- Enhancing the environment and thus economic growth through landscaping and modernized infrastructure.
- Supporting lasting social initiatives through reintegration into places of safety and, where possible, creating employment opportunities.

In support of the application, I attach the following:

1. The Business Plan consisting of a Motivation Report, Implementation Plan and 5-year Budget, marked as "A";
2. The property list indicating properties that are liable for paying the additional rate and who support the Implementation- and Business-Plan, within the SRA boundaries, marked "B";
3. Advertisements and notices of Public meeting(s), presentations and agendas/minutes thereof, marked "C";
4. The written consent forms of at least 60% + 1 properties who supported the SRA application, handed in as physical forms;

Stellenbosch Municipality's approval of this application would be greatly appreciated.

Regards

A handwritten signature in black ink, appearing to read 'Mias van der Westhuyzen'. The signature is stylized with a large 'M' and a long horizontal stroke at the end.

.....
Mias van der Westhuyzen
SITI STEERING COMMITTEE MEMBER

ANNEXURE B

BUSINESS PLAN FOR THE STELLENBOSCH IMPROVEMENT AND TRANSFORMATION INITIATIVE (SITI) SRA



September 2024

**Compiled in accordance with the
By-Law for establishment of
Special Rating Areas,
promulgated in the Provincial
Gazette 7015/2012**

This Business Plan covers the period 1 July 2025 to 30 June 2030 as set out in the following parts:

Part 1: Background and Introduction

Part 2: Motivation

Part 3: Implementation Plan and Budget

SITI Information:

Name: The Stellenbosch Improvement and Transformation Initiative (SITI)

Website: siti.org.za

Contact Person: Mr Marinus Louw

Contact Telephone No: 021 882 9872

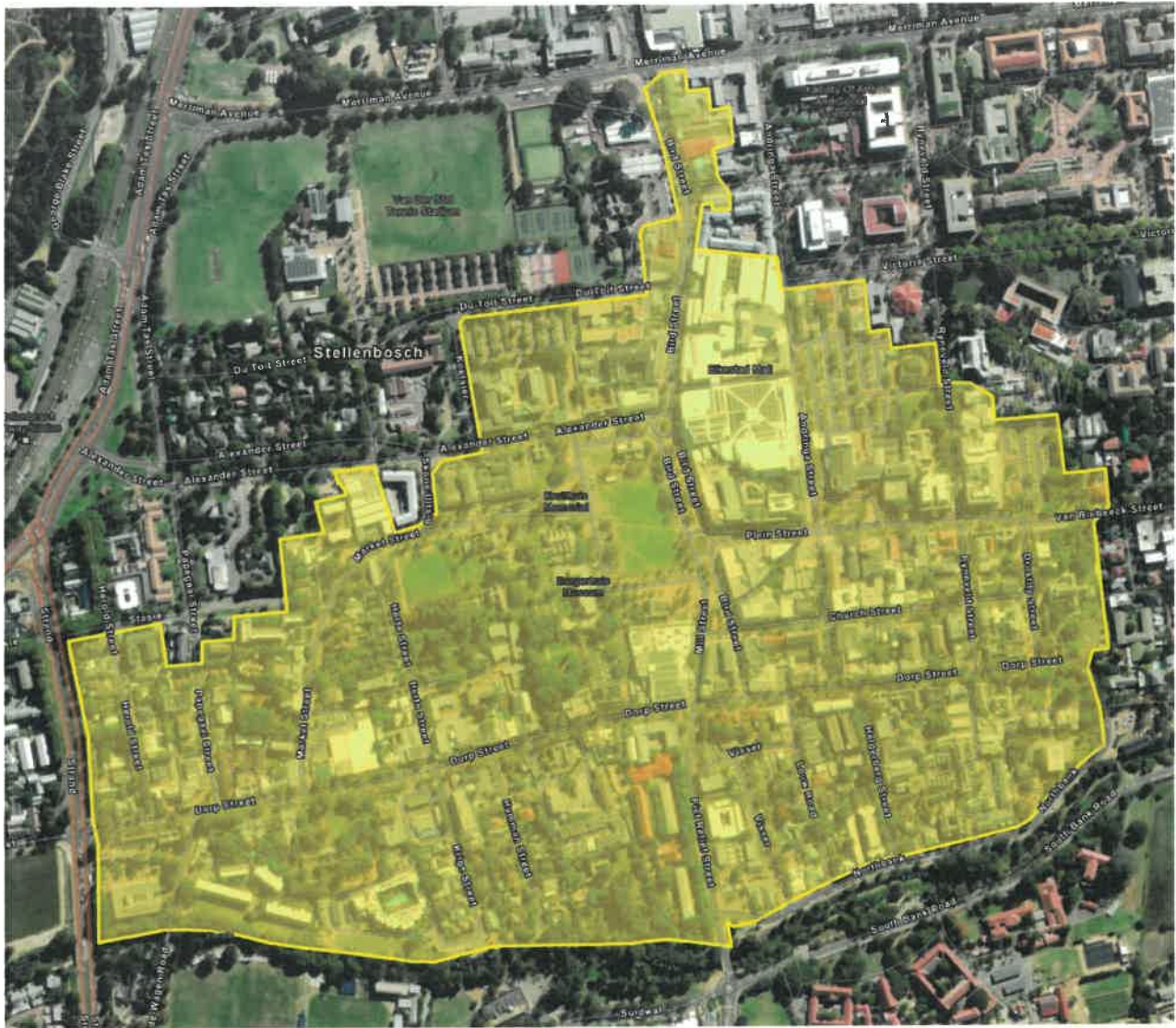
Commencement Date: 1 July 2025

Municipality: Stellenbosch

Principal Contacts Ms Thea Jordaan (administration)
thea@jpstrust.co.za

Steering Committee Ben-Carl Haveman
Daniël Lutz
Hannes van Zyl
Jeanneret Momberg
Marinus Louw
Mias van der Westuyzen

Boundaries of the proposed SITI SRA area:



Boundaries Description:

The proposed geographic area of the SRA runs from the corner of Bird and Merriman in the north to the Eerste River in the South, and the SU Theology faculty and Moederkerk in the East to the R44 in the West.

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Background and Introduction

Stellenbosch is well-known for its wine and academic institutions, particularly the University of Stellenbosch, which boasts around 20,000 students. The town's close relationship with surrounding communities and agricultural industries fosters daily interaction with its business and academic institutions. The central business district and industrial nodes provide vital support to industries, accompanied by all the modern amenities the town has to offer.

However, Stellenbosch Central, especially the Central Business District (CBD), has unfortunately become a target for criminal elements seeking to exploit the area. Crime is a concern for most property owners and CBD users, with many having either experienced or witnessed its impact firsthand. Most owners, residents and visitors making use of the business area are aware of crime or have been directly affected by crime. This hinders residents, visitors and tourists to freely support local businesses, especially during night time. These concerns can be addressed through better cooperation from the private sector, using a funding vehicle such as the SRA model. Sustainability is only possible if the triple bottom line, human well-being, environmental integrity and economic viability are balanced. One of the outcomes are thus explicitly to grow the Stellenbosch economy through its main economic source of income and activity, the central business district. Thus leading to a larger and growing flow of funds into the local Stellenbosch economy, creating the demand for more jobs, alleviating poverty and reducing inequality.

In 2012, the Stellenbosch Municipality approved the Special Rating Area By-law, which allowed property owners to establish special rating areas in Stellenbosch. Areas like Jonkershoek and Techno Park have already implemented the Special Rating Area (SRA) model to address existing problems and prevent further urban decay and crime in their respective areas, resulting in notable improvements.

Establishing an SRA in Stellenbosch Central would enable the creation of a statutory body responsible for managing and implementing additional public safety and urban management operations beyond what the Stellenbosch Municipality currently provides. Property owners within the area would pay an additional rate to fund these extra municipal services, as outlined in the business plan. These services typically include enhanced public safety measures, cleaning services, maintenance/upgrading of the urban environment and infrastructure, and social services addressing community concerns such as addictions and unemployment.

The Municipality collects the additional rates from property owners within the SRA area and channels them to a Non-Profit Company (NPC). The budget generated is dedicated solely to serving the specific area's needs. The additional rates are divided equitably among property owners based on municipal property valuations. This cost ensures that individual property owners can benefit from a well-managed and secure neighborhood, fostering a shared sense of pride, safety, and social responsibility.

Part 1: Special Rating Area Model

1. What is a SRA?

In essence, the SRA (Special Rating Area) enables the creation of a statutory body in the form of a Non-Profit Company. This body is managed by a board elected by its members and operated by a management team appointed by the board, following the guidelines outlined in the SRA By-law of the Stellenbosch Municipality. The SRA encompasses a clearly defined geographical area where property owners contribute an additional rate to finance extra municipal services aimed at improving and enhancing that specific area, as specified in the SRA's business plan.

The additional municipal services provided typically include bolstered public safety measures, cleaning services for public areas, maintenance/upgrades of the urban environment and infrastructure, as well as social services that address community issues within the area. The SRA additional rates, which are subject to VAT, are collected by the Stellenbosch Municipality from property owners in the designated area and then transferred to the SRA's Non-Profit Company (NPC). The budget generated is exclusively dedicated to the needs of the specific area.

The SRA additional rates paid by property owners are distributed equitably based on the municipal property valuations. The cost of these extra municipal services allows individual property owners to enjoy the benefits of a well-managed neighborhood, fostering a shared sense of pride, safety, and social responsibility among the community.

It's worth noting that an SRA can be dissolved in accordance with Chapter 4 of the SRA By-law of the Stellenbosch Municipality.

2. Formation and operation of a Special Rating Area

The procedure for establishing and managing a SRA is described below.

- The geographic boundaries of the SRA have to be established.
- All property owners within the defined area should be consulted and exposed to the proposed intervention.
- A perception survey measures the perception of people in the area and highlights specific needs and shortcomings.
- A comprehensive business plan must be developed to address the needs of the area.
- A consent and objection period has to occur and a pre-determined majority (50% plus 1 in the case of commercial areas and 60% plus 1 in the case of residential areas) of the properties must vote in favour of the SRA in order to apply for the establishment of an SRA.
- Additionally, the full council has the final approval of the SRA.
- Every property owner needs to be informed about the establishment of the SRA.
- Once a SRA is approved, all of the property owners within the SRA have to pay the additional rate, starting on the first day of the new financial year.
- Once legally constituted, the local authority will collect the additional rate from all property owners within the demarcated area.
- The local authority collects the additional rates from the property owners within the boundary of the SRA and pays the SRA (NPC) monthly one twelfth of its approved budget less 3% which is retained as a provision for bad debt.
- Each SRA has its own board of directors, elected by the members of the SRA.
- A Board of Directors consists of property owners within the SRA and a political representative from the Stellenbosch Municipality appointed to the Board by the municipality.
- A Non-Profit Company (NPC), which is responsible for the management of the SRA, within the framework of the approved SRA business plan will oversee the implementation thereof. The board can appoint service providers and staff to manage the day-to-day operations within the SRA.
- The supplementary services provided by the SRA should represent the actual needs of the area according to the vision of the property owners for the area. The services provided are decided by the property owners as SRAs are property-owner driven.

- The local authority must maintain its current level of service and must continue providing similar services when the SRA is in operation. This is to ensure that the SRA services remain supplementary and are not a replacement for local authority baseline services.
- The SRA is established for an initial period of five years. Annual and term renewals are required. An SRA may be dissolved after establishment in accordance with Chapter 4 of the SRA By-law of the Stellenbosch Municipality.

3. Typical services offered within a Special Rating Area

Services offered within a SRA do not replace the services of the Stellenbosch Municipality but rather complement and supplement them. Typically SRAs provide the following services:

a. Improved public safety

SRAs provide supplementary public safety services to enhance services from the national and local policing services. With the assistance of Neighbourhood Safety Ambassadors (also known as Neighbourhood Safety officers) and private security companies, SRAs effectively provide visible policing in conjunction with metro police, SAPS and existing community policing forums.

b. Cleaning and maintenance

SRAs provide cleaning and maintenance services over and above those provided by local government. This could include frequent pavement and street sweeping, daily trash and litter removal, weeding of pavements, removal of illegal posters/pamphlets in the area and graffiti from buildings and public amenities.

c. Urban monitoring

Urban monitoring aims to regularise the quality and management of the environment producing management information that contributes to increasing the urban management know-how and capacity in a given area. This is achieved through a system of breakdown and incident identification, reporting, tracking and resolution carried out by the management team.

d. Place Marketing and branding

The identity or the “DNA” of a place is what distinguishes it from another, providing people with a richly layered sense of that place and what connects them to it, giving them a stake and a sense of ownership within. The identity of a place equals its distinctiveness, and distinctiveness only occurs when the features and character of that place have been used creatively to develop and promote it. Whatever they are, these individual qualities can quite literally transform the economy of an area and the way it is promoted. Identity, and the way it is used to market a place brings opportunities for community development, with property owners and stakeholders participating in projects that not only develop that locality but the network of relationships within it.

e. Social services

SRAs form alliances and partnerships with local NGOs and institutions and help to address common social issues within the immediate and surrounding area.

Part 2: Urban Management Survey

The Steering Committee commissioned a perception survey to understand the urban challenges in the proposed area.

The survey of 2023, completed by 102 participants, focused on four key urban issues:

- Safety and security
- Litter and cleanliness
- Urban management
- Social environment

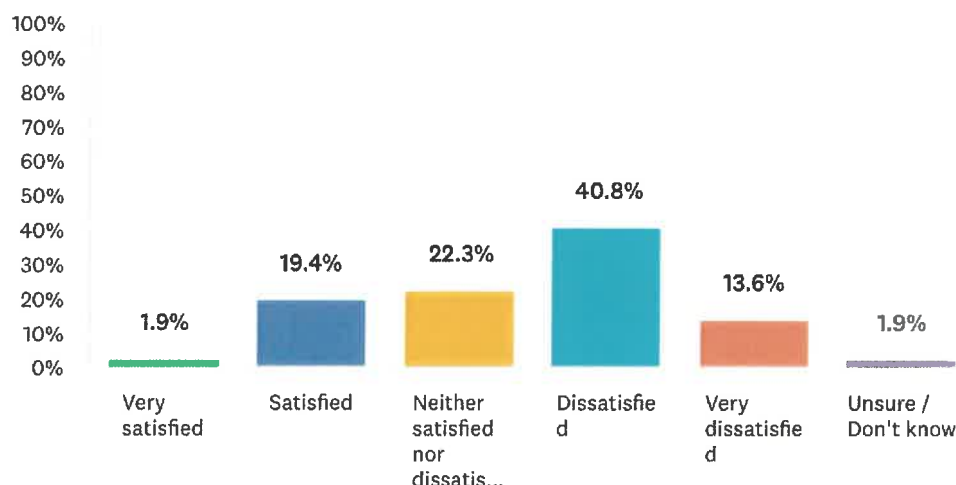
The results of the perception survey along with additional research, newspaper reports and information available to the Steering Committee was used to develop an overall analysis of the urban challenges of the area.

The survey findings revealed the following key insights for each of the four urban issues:

1. Safety and Security

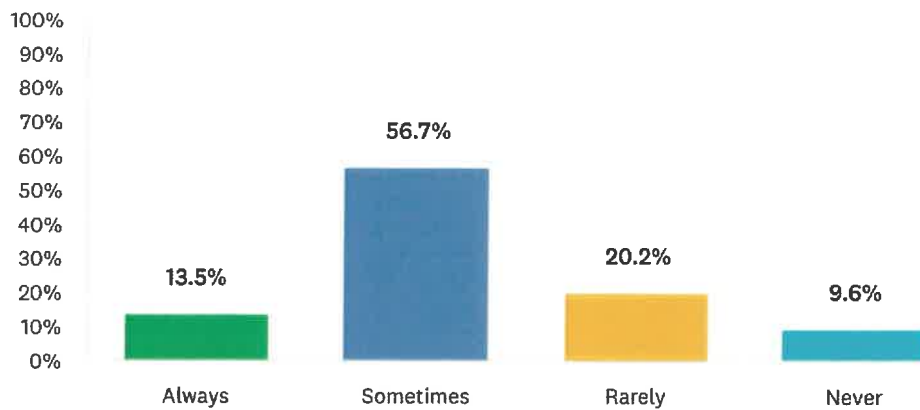
Safety and security emerged as a significant concern among the survey participants. As a point of departure, participants were asked to rate the overall security situation in the Stellenbosch Central area. The responses painted a concerning picture: only 21.3% of participants expressed satisfaction with the current security situation, while a significant 54.4% expressed dissatisfaction (figure 1). Furthermore, the survey revealed that a substantial proportion of respondents felt safe in public spaces only sometimes, with a worrying 29.8% rarely or never feeling safe (figure 2). These findings underscore the urgent need for improved safety measures in the area.

Figure 1 - Question: Please rate overall public safety in Stellenbosch Central.



The survey delved into respondents' perceptions of various public safety issues, including the use of public spaces and the efficacy of current policing efforts. A notable portion of respondents conveyed that their sense of safety in public spaces was inconsistent, with feelings of safety only occurring sometimes. Alarming, nearly a third of respondents, 29.8% to be precise, reported that they rarely or never feel safe when utilizing public spaces (refer to Figure 2 for more details).

Figure 2 - Do you feel safe using public spaces in Stellenbosch Central?



Respondents were also asked to evaluate the effectiveness of the South African Police Service (SAPS) and the Stellenbosch Municipality Law Enforcement. The feedback was less than favorable. For SAPS, a mere 3.8% of respondents rated their effectiveness as 'very good', while a significant 25% rated them as 'very poor' (refer to Figure 3 for more details). Similarly, for Law Enforcement, only 8.7% of respondents rated their effectiveness as 'very good', with 20.2% rating them as 'very poor' (see Figure 4). This feedback underscores a prevailing perception of ineffectiveness of both SAPS and Law Enforcement in the area.

Figure 3 - Question: How effective is the SAPS in Stellenbosch Central and specifically in your area?

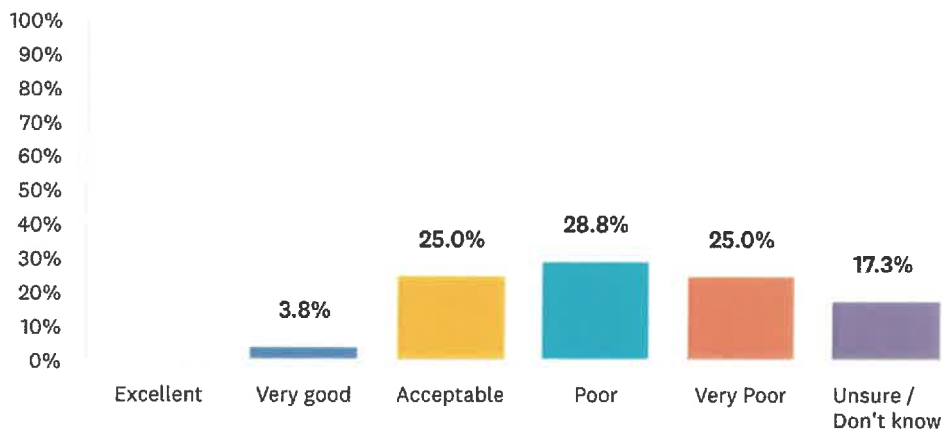
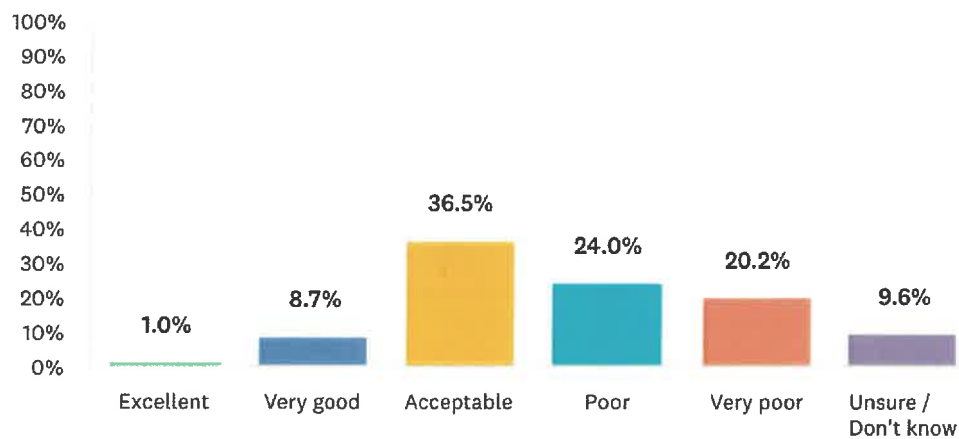
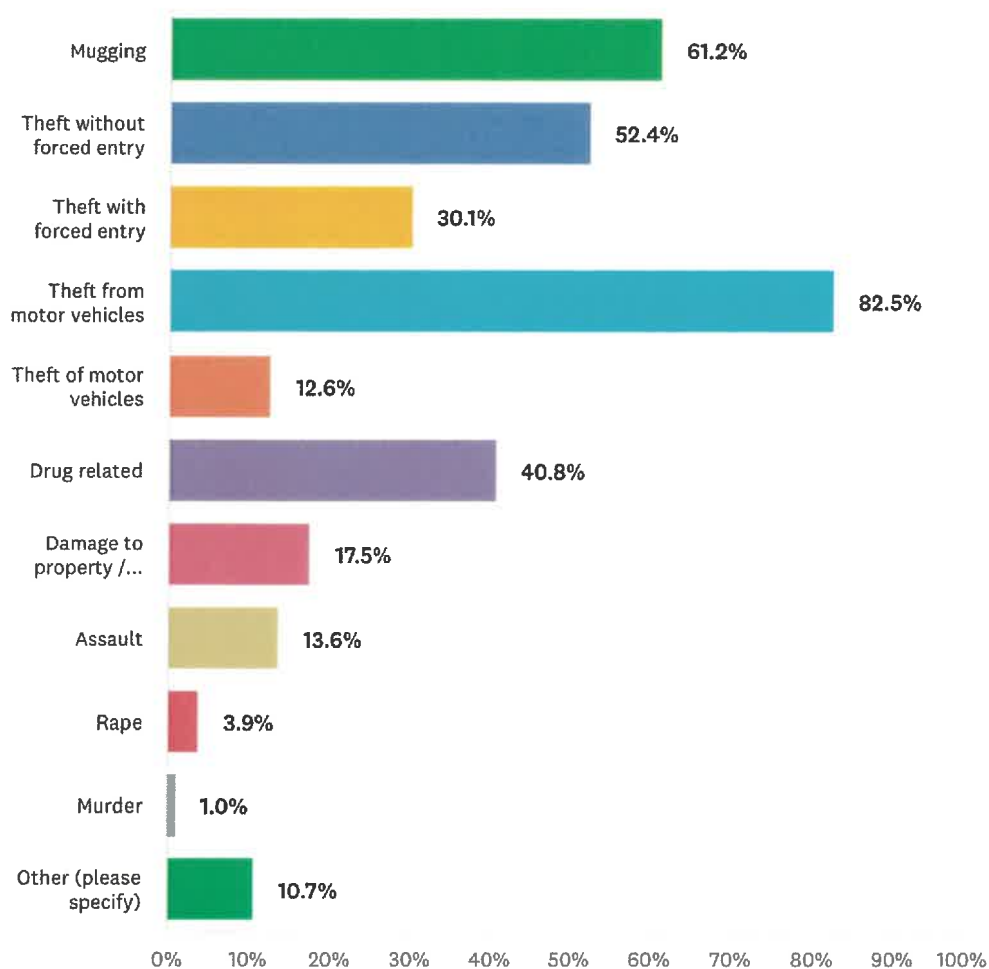


Figure 4 - Question: How effective is Municipal Law Enforcement in Stellenbosch Central and specifically in your area?



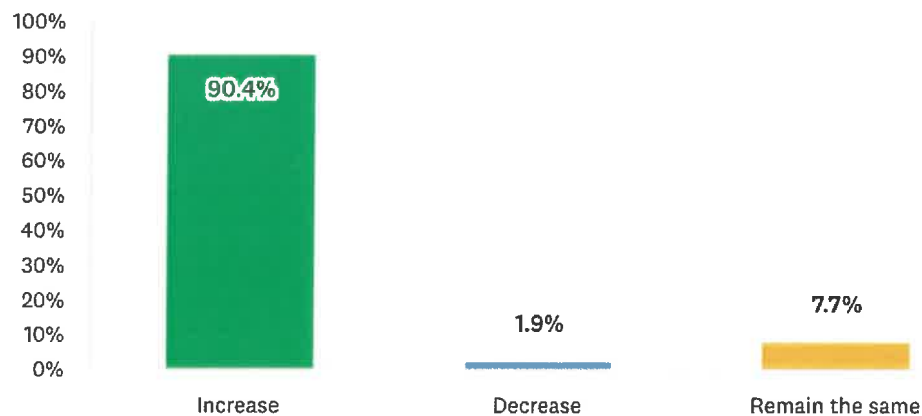
Survey participants were prompted to share if they had experienced any criminal activity and to identify the types of crime that occur most frequently in their area. The responses, depicted in Figure 5, highlight a range of criminal activities. While these figures do not serve as precise crime statistics or empirical evidence of crime, they do provide a snapshot of perceived criminal activity in the area. The data suggests that theft from motor vehicles, muggings, and theft without forced entry are perceived as the most prevalent problems in the area.

Figure 5 - Which types of crimes (or attempted crimes) are the biggest problem in Stellenbosch Central? (you can choose multiple options)



As depicted in Figure 6, a substantial majority of respondents, amounting to 90.4%, anticipate an increase in crime in Stellenbosch Central over the next five years (refer to Figure 6 for more details).

Figure 6 - Over the next 5 years, do you expect crime in Stellenbosch Central to increase or decrease from its current levels?



A thorough safety and security plan has been developed to tackle the safety and security challenges in the area. This plan places a significant emphasis on enhancing visibility and fostering public safety partnerships, all with the ultimate goal of fostering a safer environment in Stellenbosch Central.

2. Litter and cleanliness of the public environment

Figure 7 provides a summary of respondents' opinions concerning litter and cleanliness in the area. A significant portion of participants deemed the general state of cleanliness as either 'not good enough' (35.6%) or 'unacceptable' (7.7%). Conversely, 32.7% of respondents found it 'acceptable', and 21.2% rated it as 'good'. The area has numerous instances of littering, as evidenced by the examples provided in Figure 8.

Figure 7 - Please rate the overall public cleanliness of Stellenbosch Central.

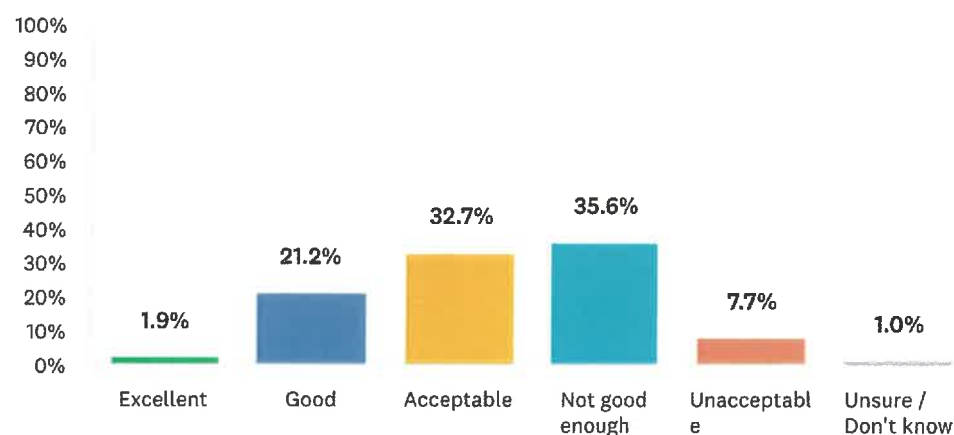


Figure 8 - Litter and man-made fire behind the Stellenbosch Town Hall.



3. The Social Environment

Homelessness is a prevalent issue in most areas, with individuals often resorting to begging for food and money. Public spaces such as parks and alleyways often serve as makeshift shelters for these individuals, who tend to congregate in areas with potential income sources, such as parking lots, traffic signals, and shopping malls. A significant 89.3% of survey participants identified loitering and vagrancy as a problem in this part of Stellenbosch. When asked to identify the most concerning municipal by-law breach, a majority of 68% pointed to loitering and vagrancy. As depicted in Figures 9 and 10, the most frequently identified issues in the area, in order of priority, are loitering and vagrancy, followed by the unlawful dumping of rubbish.

Figure 9 - Do you consider the current level of loitering, and vagrancy in Stellenbosch Central a problem?

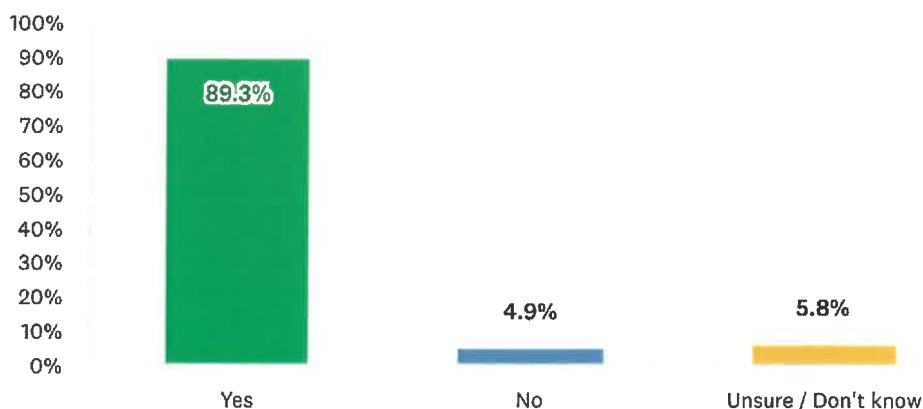


Figure 10 - Which type of municipal by-law breach is the biggest problem?

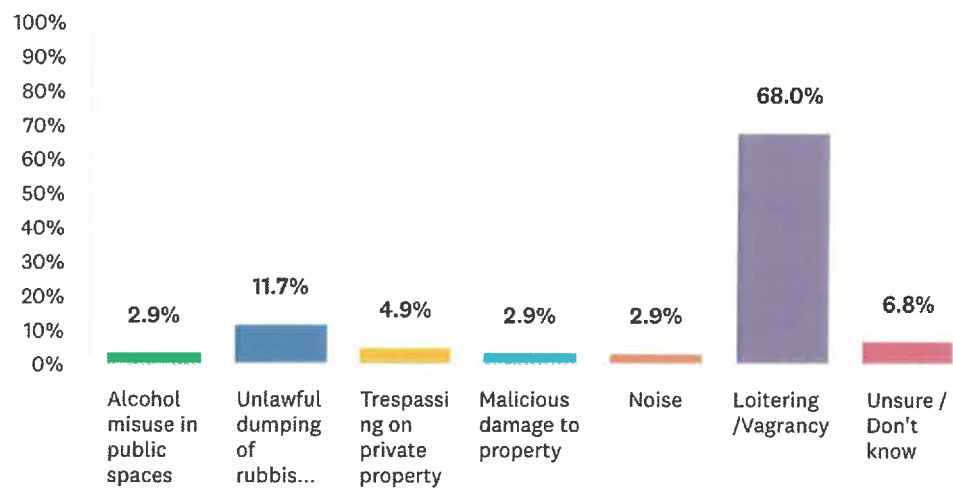


Figure 11 - Vagrants building shelters on the Stellenbosch Magistrate Offices in Alexander Street



4. Urban Management

In addition to the issues of loitering and vagrancy, respondents also highlighted several urban management problems. When asked to rate the maintenance of public parks, rivers, walkways, pavements, and public litter bins, the majority of respondents expressed a less than satisfactory view. Specifically, 55.8% of respondents rated the maintenance of these public spaces as somewhere between 'acceptable' and 'not good enough'. See figure 12.

Figure 12 - How well maintained are our public parks, rivers, walkways, pavements and public litter bins?

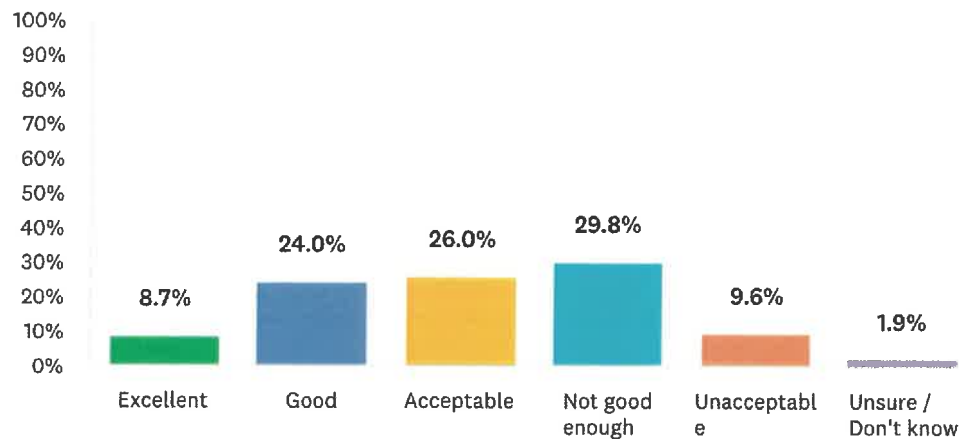


Figure 13 - Litter on Eerste River bank



Conclusion of Survey

The perception survey concluded with participants ranking the importance of each of the general themes of the survey. The results were telling: a significant 93% of respondents ranked safety and security as the most important issue, followed closely by the cleanliness of public areas. These findings have guided the focus of the SRA's efforts and will continue to shape our strategies moving forward.

Part 3 : Business & Implementation Plan

1. Vision, and Goals of the SRA

To create a vibrant, inclusive, and sustainable urban environment that enhances the quality of life for all residents, businesses, and visitors in the town of Stellenbosch.

SITI have the following goals:

- Reducing crime significantly by proactive visible patrolling and cooperation with existing SAPS and Stellenbosch Municipality Law Enforcement efforts as well as other security service providers in the area.
- Creating a safe and clean public environment by supplementing shortcomings of maintenance and cleaning of streets, pavements and public spaces.
- In close collaboration with the Stellenbosch Municipality, manage existing and new public infrastructure for the future benefit of all the users of the area.
- Protect property values and rental income.
- Support the promotion of the area as a safe and clean environment by promoting greening, energy efficiency and recycling.
- Support and promote social responsibility in the area.
- The sustained and effective management of the area.

2. Impact on existing inequities

No aspect of this plan is expected to reinforce existing inequities within Stellenbosch. Job creation, a safer environment and the social development portion of the proposed SRA's activities are expected to contribute to the reduction of inequities.

3. Operations of the SRA

Once the Stellenbosch Municipality has approved the establishment of the SRA, its operations will commence. It is envisaged that this will occur from the 1st of July 2025.

The Implementation Plan is based on the results of the perception survey compiled in June 2023 with due recognition of the specific management issues, safety, cleaning, urban management and social needs of the area. In addition, the Business and Implementation Plans incorporate service delivery standards to be provided by the Stellenbosch Municipality directorates and specific projects and capital investments for the duration of the Business Plan lifecycle.

In order to address these needs the SRA will be directed to address five main focus areas namely:

- Management of the SRA operations,
- Provision of extensive safety and security measures,
- Cleaning, greening and maintenance of the public spaces in the area,
- In co-operation with the relevant Stellenbosch Municipality departments, actions will be taken to address and monitor urban management issues related to the public infrastructure in the area,
- Through constructive partnerships with all the role-players in the area, we aim to develop an urban cleaning and maintenance service, creating employment opportunities and social upliftment in the area.

The specific actions to achieve the above operations are set out below. In addition, a detailed implementation schedule is provided in Appendix B.

3.1. Public Safety

Public safety related services consist of four integrated subservices – 24-hour patrols, dedicated Stellenbosch Municipal law enforcement officers with powers of arrest, camera infrastructure and a control room for camera monitoring and communication with security members and members of the public.

Stellenbosch SAPS have reported that most crime incidents in Stellenbosch Central occur between 09:00 and 15:00 on Tuesdays, Wednesdays and Fridays. SITIs approach to reducing crime will focus on crime statistics and patterns for the effective and the optimal use of available resources.

The public safety component of SITI will integrate with the various other initiatives within the area, including:

- Community Policing Forum (CPF) community safety plan.
- SAPS
- Municipal Law Enforcement
- Other identified safety initiatives such as that of Winelands Safety Initiative (WSI).

The total estimated cost of the Public Safety services over the initial 5-year term of the SRA is shown in figure Appendix A.

3.1.1. Patrols

Patrolling will be outsourced to a third-party PSIRA accredited service provider that would be selected via a price competitive tendering process. Patrolling of the public areas using SITI dedicated and suitably marked vehicles will be a key pro-active security measure. Patrols will have a direct link with the control room with 24/7 monitoring of public spaces. SITI patrolling vehicles will primarily focus on public safety in the designated area.

Patrols can comprise of the following:

- 3-4 dedicated SITI branded patrol vehicles
- 1-2 armed security officer per vehicle, per shift, 24/7
- 1 communication device in each vehicle
- 4-8, 12-hour shift foot/bicycle/electric-scooter/motorcycle patrollers, per day

3.1.2. Dedicated law enforcement officers

Law Enforcement officers are responsible for enforcing the municipality's by-laws and traffic laws, clamping down on offences such as loitering, illegal informal trading, general nuisances, alcohol offences, driving under the influence of alcohol, speeding, reckless driving, illegal parking and problem building. Peace Officers have the power to confiscate, arrest, issue compliance notices and fines, and shut down illegal operations where by-laws are infringed upon.

In addition to the dedicated patrols operated by private sector providers, dedicated Stellenbosch Municipal Law Enforcement officers will also be deployed. These officers will be dedicated exclusively to the area of the Stellenbosch Central SRA. The fully-loaded cost of these officers to the SRA is estimated, based on 23/24 figures, to be R250,000 per officer per year.

LE Officers can comprise of the following:

- 2-4 x dedicated LE officers per shift

3.1.3. CCTV camera infrastructure

It's envisaged that SITI will work closely with the municipality to utilise and expand the current CCTV infrastructure. Provision in the first year is made for the installation of four new camera points that will integrate with the existing network, with additional cameras points to follow each year. The budget provision for installation is R50,000 per camera site, which includes communication and electricity infrastructure.

3.1.4. Control room monitoring

We envisage a sharing agreement and partnership with the municipality to monitor the existing CCTV infrastructure within the SRA boundaries. Camera monitoring for the first year is thus envisaged to be at the Municipal Control Room by a CCTV controller.

Scope of the service can comprise the following:

- Monitoring will be undertaken in a control room by dedicated staff on a 24/7 basis
- 1x skilled surveillance officer per shift, 24/7

3.2. Maintenance and Cleansing

The objectives for Maintenance and Cleansing are to enhance and provide additional municipal services and to ensure a clean, attractive and well-maintained area we can all be proud of.

This proposal covers the following:

- Parks and playgrounds;
- Areas surrounding commercial zones;
- Public Open Spaces;
- The water canals running through town;
- All streets within the SRA

Objectives for Maintenance and Cleanliness are:

1. Parks and Playgrounds (providing quality and safe parks and recreation facilities)
 - a. Rubbish removal and cleaning on a more frequent basis
 - b. Improve current bin picking activities
 - c. Annual equipment maintenance
2. Areas surrounding commercial zones (promote recycling and cleanliness)
 - a. Removal of waste and recyclables
 - b. Upgrade existing waste bins
 - c. Enhance signage regarding littering
3. Public Open Spaces (providing a healthy and sustainable environment)
 - a. Rubbish removal and cleaning on a more frequent basis
 - b. Removal of Graffiti
4. The water canals running through town (cleaner rivers and waste removal from water sources)
 - a. Cleaning
5. Streets (safe and quality roads for vehicles, cyclists and pedestrians)
 - a. Develop and implement a robust street cleaning program for the road reserves in the SRA
 - b. Regular (weekly) street sweeping and cleaning of main roads and removal of waste
 - c. Frequent sweeping of other roads (bi-weekly or monthly) and removal of waste
 - d. Increase the frequency of cleaning storm water gullies

We aim to achieve this by collaborating with the municipality and other organizations to provide maintenance and cleaning services. Most established Special Rating Areas that have appropriate budgets available have deployed the services of a dedicated public cleaning service to provide the “top-up” or additional cleaning services required in their areas. Given that these boundaries of Stellenbosch require minimal “top-up” services, we aim to establish the most effective cleaning strategy through supporting existing waste management services by identifying specific management problems and areas. An assistance plan will then be developed to assist additional waste management and cleaning services for the area on an ad-hoc and on-demand basis.

The plan will be executed by establishing a small team to:

- Decrease waste and grime in the area through a sustainable cleaning programme.
- Provide additional street sweeping and waste picking in all the public areas as and when required.

All areas of the SRA will be served on an equal basis by all the Maintenance and Cleansing services to the extent that the services in question are relevant.

The total estimated cost of the Maintenance and Cleansing services over the initial 5-year term of the SRA is shown in Appendix A.

Urban infrastructure will be improved by:

- Developing and implementing a plan to identify and monitor the status of public infrastructure such as roads, pavements, streetlights, road markings and traffic signs.
- Coordinating actions with the relevant Stellenbosch Municipal departments to address infrastructure defects. This will be done through liaising with the necessary departments and officials in addition to the reporting and monitoring of repairs identified by the SRA Manager.
- After a base level of repair and reinstatement has been achieved the SRA team will implement local actions to correct minor issues.

In addition, the urban management team will assist with:

- Graffiti removal from non-municipal infrastructure where possible.
- Removal of illegal posters and pamphlets from public spaces and non-municipal infrastructure.

The cleaning and urban maintenance team includes:

- 2-4 urban management workers for a set time per day. The shifts will run 5-days a week and will be adjusted depending on requirements. The following equipment will be required:
 - General cleaning equipment such as spades, picks, and general grass cutting tools such as a lawn mowers and/or brush cutters.
 - General maintenance tools such as scrapers, paint brushes, spanners and materials such as paint, cement, cold asphalt and cleaning materials such as plastic bags.

3.3. Environmental Development

The objectives of the Environmental Development Plan are to enhance and provide additional municipal services with regards to upgrading the environment.

Of great importance is that we align our activities and collaborate with the various departments in the Stellenbosch Municipality and our local sub-council.

This proposal covers the following:

- Parks and playgrounds;
- Bus stops, bridges and other areas used as shelters; and
- All streets within SITIs boundaries

Objectives for Environmental Development are (with approval of/in consultation with the appropriate municipal departments):

- Parks and Playgrounds (Providing quality and safe parks and recreation facilities).
- Install appropriate safe surfaces around all park equipment.
- Install additional or appropriate lighting where required.
- Improve park and recreational space signage.
- Enhance landscaping by planting more trees.
- Ensure all walking surfaces (grassed and paved) are safe (repairs)
- Fix or provide park benches and waste bins where required.
- Enhance lighting along the river paths and parking areas.

- Ensure ongoing Tree Maintenance (pruning, removal of dead trees etc).
- Planting/replacing dead trees.

All areas of the SRA will be served on an equal basis by all the Environmental Development services to the extent that the services in question are relevant.

The total estimated cost of the Environmental Development services over the initial 5-year term of the SRA is shown in Appendix A.

The Environmental Development team includes:

- Four personnel who would be provided with the appropriate workwear and safety wear for summer and winter conditions.
- All employees must easily be identifiable as employees of the SRA.
- Tools and equipment as well as consumable items would be provided.

3.4. Promotion of Social and Economic Development

The urban management survey conducted indicates that street people, homelessness and vagrancy is a concern in Stellenbosch. In this regard there is an understanding and a willingness to assist in dealing with this problem by partnering with NPO's / NGOs and other initiatives capable of addressing the issue.

Homelessness has a devastating impact on the health of people who directly experience it including increased illness, higher use of health services and early death. While some people become homeless as a result of mental illness, it is also well known that the experience of homelessness can exacerbate existing problems and lead to new mental health problems, including addiction.

Drivers of Homelessness in South Africa include (source: un.org/development):

- Historical disadvantage
- Migration pattern
- Unemployment and low wages
- Social exclusion and cultural rights
- Loss of parents or household bread winner
- Home desertion
- Lack of Civic identification document
- Natural Disasters (Climate change related risks – flash flood, gully erosion, wind etc)

During the survey it was observed that there is a general understanding that vagrancy is a factor for which the solution is not immediately apparent. SITl aims to support the current network of NGOs and other initiatives. These include Ranyaka, Usikos, Bergzicht Training, Stellemploy, StellCARE, The Homeless Forum, Stellenbosch Nightshelter, ABBA Network, Winelands Safety Initiative (WSI), Stellenbosch Civil Advocacy Network (SCAN), etc.

SITl programmes in partnership with stakeholders will include:

- Re-uniting individuals with relatives
- Relocation back home (bus ticket)
- Registering an ID Card
- Finding employment
- Access to shelters
- Job readiness training programmes
- Life skills training programmes

SITl will form partnerships and support the local organisations. This approach removes the stigma attached to the homeless and offers them sustainable solutions. SITl will coordinate social intervention programmes and develop a comprehensive strategy for addressing social issues in conjunction with the Stellenbosch municipality, all relevant social welfare organisations and institutions. SITl management will assist to facilitate

and monitor the strategy and implement social rehabilitation. Social intervention and development can only be achieved by offering unemployed and/or homeless people an alternative.

Through the development of pro-active programmes to create work opportunities for homeless people certain NGOs have presented the opportunity to direct their work programmes to include cleaning and maintenance services to SRAs. These partnerships between SRAs and NGOs create a more cost effective approach to the provision of a "topup" service to the municipal cleaning services when large area clean-ups or specific maintenance tasks are required. It is therefore suggested that in addition to the permanent maintenance team a social work programme is used to deploy previously homeless people from NGOs for specific clean-up projects in the area.

The total estimated cost of the Social Development services over the initial 5-year term of the SRA is shown in Appendix A. This spend is subject to the following conditions:

1. Spend and benefit must be within the area of the SRA;
2. The spend must directly address identified social issues within the borders of the SRA;
3. Spend may be directed to NGOs operating in the area, or programmes directly administered by the SRA.

3.5. Other Services

In addition to the primary services relating to safety and security, cleaning and maintenance, environmental and landscaping, social and economic, the CID will also provide a number of additional services. These will include:

- **Communication.** The primary form of communication between SITI and the community will be electronic communication. A website, www.siti.org.za along with a Facebook page has already been created. These along with Whatsapp and email will be used in order to inform the members of information, news, progress and planned initiatives, etc.
- **Monitoring.** The SRA will monitor service delivery within the defined area and communicate with the Stellenbosch municipality as required.
- **Information services** via WhatsApp, social links, website links, surveys, etc.

4. Financial Impact of the SRA

Under Section 22 of the Municipal Property Rates Act (MPRA) the legislation allows a municipality to determine a defined area, within the municipal area, as a Special Rating Area (SRA) for the purpose of improving or upgrading the area. The municipality will collect additional rates as part of the approved Business Plan from the property owners within the defined area (in addition to the property rates) and direct that money back to that area.

Both residential and business properties will be subject to the additional rate, as determined by the Stellenbosch Municipality.

Costs of the SRA

1. The **amount of the additional rate** is calculated by the Stellenbosch municipality, based on the budget contained in the business plan to cover the anticipated expenditure of the SRA. Specific rates for (a) residential and (b) non-residential properties are set with a view towards ensuring that the additional rates are distributed across the community on a fair and equitable basis.
2. The **calculation of the additional rate** in respect of the first year of the SRA's term is based on the expected expenditure in that year. Additional rates per property are based on a percentage of the property value. So, e.g., a property with twice the value of another property will attract twice the additional rates.
3. There is a **possibility of year-on-year increases or decreases** in the additional rate during the second to fifth years of the SRA's term. This may result from:
 - a. variations in the municipal rates base of the area pursuant to municipal valuations;
 - b. inflation;

- c. increases expressly provided for in the term budget, as well as additional developments in the area;
4. The SRA policy explicitly caps the additional rates to a maximum of 25% of the normal rate.
5. Certain properties are **exempt** from the additional rates. The SRA policy requires that all properties except (a) municipal properties predominantly used for municipal purposes or (b) properties exempted from paying property rates or receiving partial rates relief will form part of the property database of the proposed Special Rating Area. Any property owner who resides within the defined area that receives any form of property rates relief from the municipality will be exempt from paying the additional rate. It is however incumbent on the property owner to seek such relief from the municipality under the Stellenbosch Municipality Rates Policy.

The Expenditure Budget for each year of the Business Plan:

Year 1	Year 2	Year 3	Year 4	Year 5
R9,938,510	R10,963,866	R11,731,336	R12,552,530	R13,431,207

The additional rates required to fund the annual budget escalates with an average of 7% over the 5-year term. Budget allocation per Portfolio in the first year:

- Public Safety 76.3%
- Cleansing Services 0.9%
- Environmental Upgrading & Urban Maintenance 2.2%
- Social Upliftment 1.5%
- Employee Related 6.6%
- General Expenditure 1.3%
- Capital Expenditure 3%
- Contribution to the Rolling Bad Debt Reserve 3%

The budget is funded by an additional property rate levied on the municipal valuation of all properties within the Stellenbosch Central SRA boundary. Additional rates attract VAT @ 15%.

The additional property rate is calculated by the municipality annually during the municipality's budget process. The additional rate is expressed as a Rand-in-the-rand and is calculated by dividing the Stellenbosch Central SRA budget total with the total municipal valuation of properties in the SRA.

The SRA By-law allows for differentiated additional rates between categories of rateable property and as such a residential and non-residential additional rate is applicable in the Stellenbosch Central SRA.

The Stellenbosch Central SRA budget and additional rates are approved by Council with the municipality's budget and is applicable over a financial year, which starts on 1 July.

Proposed SRA Monthly Tariffs

The proposed monthly SRA residential (RES) and business (BUS) tariffs are estimated as follows and based on the Stellenbosch Municipality 2023/2024 Tariffs

(https://stellenbosch.gov.za/download/wc024_2023_appendix-3-final-tariff-proposals-2023-2024/):

RES

- R0.001293
- $R0.001293 \times R1m / 12 \text{ months} = R107.75$ (VAT incl.) per month per R1m property valuation.

BUS

- R0.002586
- $R0.002586 \times R1m / 12 \text{ months} = R215.5$ (VAT incl.) per month per R1m property valuation.

Proposed Management Structure

For financial management and prudence, a non-profit company (NPC) is registered under the Companies Act. A twelfth (1/12) of the allocated annual budget is paid over to the SRA as per the approved business plan per month less 3% provision for bad debt to provide the additional services to improve and upgrade the area.

The non-profit company is managed by a board of directors elected by other property owners in the area. The board of directors are responsible for the implementation of the Business Plan. The activities of the NPC are strictly monitored by the municipality to ensure conformance to the legislation and the approved business plan.

Membership of the SRA NPC

Any registered property owner is eligible to be a member of the NPC, on application to the board – there are no costs involved nor risk of liability.

The entire community is allowed to participate at meetings but only contributing members of the NPC are eligible to vote at members meetings of the NPC. Proxies are allowed.

Composition and election of Directors

An inaugural board consisting of the members of the steering committee will manage the NPC for the initial period of six months, after which a Members Meeting will be held to elect Board members for SITl.

- The Board is mandated to implement the business plan.
- Each Board director will be dedicated to a specific portfolio (programme).
- Directors will not be remunerated for their services.
- Any deviation from the agreed Business Plan needs to be supported by a formal board resolution at a SITl members meeting with the agreed quorum of attendance (as defined in the MOI guidelines).

Director's portfolios will include:

1. Chairman
2. Chief Financial Officer
3. Public Safety
4. Cleaning and Maintenance
5. Environmental Development
6. Social Development

If appropriate, portfolios may be combined under a single person.

Service manager and service providers

A services manager will be appointed to take care of the day-to-day business of the NPC. The services manager will also manage the service providers appointed to implement to work defined in the business plan.

These service providers will be appointed by the Board following a competitive process. Competitive quotations will be obtained for evaluation, scoring and decision by the Board. Contractor selection decisions will be recorded in the minutes of the meetings.

Measures to ensure inclusivity

Measures to ensure inclusivity will include:

1. Local community members will be invited to members' meetings and board meetings regardless of whether or not they are
2. additional ratepayers;
3. Agendas, notices and minutes of members' meetings will be published on SITl's website;

Financial and Performance Reporting requirements vis-à-vis the municipality.

Financial reporting will occur as follows:

1. The progressive monthly income and expenditure reports will be tabled at Board meetings and forwarded to the municipality on a monthly basis.

2. The NPC is required to obtain approval for annual budgets and its implementation plan for the next financial year at the AGM. Thereafter it is submitted to the municipality for inclusion in the municipality's budget process.
3. The SRA will appoint a service provider (using a competitive process) for accounting services.
4. The SRA will be externally audited; the NPC will appoint (using a competitive process) an external IRBA registered auditor at the AGM.
5. Annual Financial Statements need to be audited and presented at the AGM to the members submitted to the municipality by 31 August each year.
6. The performance of the Board of Directors, in achieving the objectives as detailed in the Business Plan will be monitored by the members, the community and the municipality.
7. The NPC will have a memorandum of incorporation (MOI) as prescribed by the municipality and as regulated in terms of the Companies Act 71 of 2008.

Permissible Amendments to the Business Plan

The By-Law allows amendment of certain limited business plan provisions by the Council at the request of the SRA company board without the need to obtain further consent from additional ratepayers, provided that such amendment is presented to the AGM for approval.

5-Year Budget and 5-Year Implementation Plan

The 5-year budget for the implementation and operations of the SRA is set out in Appendix A. It reflects the identified needs of the operations in as cost effective a manner as possible. Income in the form of additional rates will be derived from all properties in the area and this attracts VAT. Should property owners receive partial or full relief in respect of rates they would enjoy full exemption from payment of any SRA additional rates. The 5-year implementation plan for the implementation and operations of the SRA is set out in Appendix B.

SITI SRA 5 YEAR IMPLEMENTATION PLAN 1st July 2025 to 30th June 2030									
PROGRAM 1 - SRA MANAGEMENT & OPERATIONS									
ACTION STEPS	RESPONSIBLE	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					PERFORMANCE INDICATOR	COMMENTS
			T2	T2	T3	T4	T5		
1. Appointment of staff	SRA Manager / SRA Board	Ongoing	>	>	>	>	>		Staff appointment will be done as required
2. Continued operation of the SRA Management Office	SRA Manager / SRA Board	Ongoing	>	>	>	>	>	Operation SRA Office	
3. Appointment of relevant service providers	SRA Manager / SRA Board	1	1Y		1Y			Appointment of appropriately qualified service providers	Service providers to be reappointed or new providers to be appointed at end of initial contracts (3 Years)
4. Board meetings	SRA Manager / SRA Board	12	12	12	12	12	12	Monthly Board meetings	
5. Financial reports to Stellenbosch Municipality	SRA Manager	12	12	12	12	12	12	Submit reports timeously	Refer to Financial Agreement
6. Audited Financial Statements	SRA Manager	1	1Y	1Y	1Y	1Y	1Y	Unqualified Financial Audits	
7. Communicate SRA Arrears List	SRA Manager	12	12	12	12	12	12	Observe and report concern over outstanding amounts	
8. Feedback to Members and Annual General Meeting	SRA Manager / SRA Board	1	1Y	1Y	1Y	1Y	1Y	Host successful AGM	
9. Submit Management Report and Annual Financial Statements to Stellenbosch Municipality	SRA Manager / SRA Board	1	1Y	1Y	1Y	1Y	1Y	Unqualified Financial Audits and comprehensive management reports	
10. Successful day-to-day management and operations of the SRA	SRA Manager	Ongoing	>	>	>	>	>	Monthly feedback to SRA Board at Directors present at every meeting	
11. Monthly Reports to the SRA	SRA Manager	12	12	12	12	12	12	Report back on all SRA related	Provide monthly

PROGRAM 1 - SRA MANAGEMENT & OPERATIONS

ACTION STEPS	RESPONSIBLE	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					PERFORMANCE INDICATOR	COMMENTS
			Y1	Y2	Y3	Y4	Y5		
Directors								business to be measured and signed off	reports to the SRA Directors
12. Manage and monitor defects to the Stellenbosch Municipality	SRA Manager	12	12	12	12	12	12	Complete daily reports of defects and monitor existing issues	
13. Communicate with property owners	SRA Manager	Ongoing	>	>	>	>	>	Keep property owners informed through monthly newsletter	
14. Visit SRA members	SRA Manager	Ongoing	>	>	>	>	>	Communicate and visit SRA members	
15. Promote and develop SRA NPC membership	SRA Manager / SRA Board	Ongoing	>	>	>	>	>	Have a NPC membership that represents the SRA community	
16. Build working relationships with Stellenbosch Municipality Management and relevant officials and departments that deliver services in the SRA	SRA Manager	Ongoing	>	>	>	>	>	Successful and professional relationships with sub-council management and officials resulting in enhance communication, cooperation and service delivery	
17. Compile the SRA renewal application.	SRA Manager / SRA Board	In year 4					1Y	Submit a comprehensive renewal application for approval by municipality council members.	

PROGRAM 2 - SRA SECURITY / LAW ENFORCEMENT INITIATIVES

ACTION STEPS	RESPONSIBLE	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					PERFORMANCE INDICATOR	COMMENTS
			Y1	Y2	Y3	Y4	Y5		
1. Identify the root causes of crime in conjunction with the SAPS, Local Authority and existing security service using their experience as well as available crime statistics	SRA Manager/ Security Service Provider	Ongoing	3M	>	>	>	>	Incorporate in Security Management Strategy Plan	This is done comprehensively at the beginning of term and then modified continuously
2. Determine the Crime Threat Analysis of the SRA area in conjunction with the SAPS	SRA Manager/ Security Service Provider	Ongoing	3M	>	>	>	>	Incorporate in Security Management Strategy Plan	
3. Determine strategies by means of an integrated approach to address / decrease crime	SRA Manager/ Security Service Provider	Ongoing	3M	>	>	>	>	Incorporate in Security Management Strategy Plan	
4. In liaison with other security role players and the South African Police Service, identify current security and policing shortcomings and develop and implement effective crime prevention strategy	SRA Manager/ Security Service Provider	Ongoing	>	>	>	>	>	Incorporate in Security Management Strategy Plan	
5. Develop a Security Management Strategy with clear deliverables and defined performance indicators to guide safety services by the appointed service provider and evaluate levels of service provided.	SRA Manager/ Security Service Provider	Revise as often as required but at least annually	3M	1Y	1Y	1Y	1Y	Documented Security Management Strategy with clear deliverables and defined performance indicators to guide safety services by the appointed service provider and evaluate levels of service provided.	This is done comprehensively at the implementation of the SRA and then modified continuously
6. Maintain a manned centrally located office(s) open to the members and residents of the SRA to request security assistance or report information	SRA Manager/ Security Service Provider	Ongoing	>	>	>	>	>	Appropriately manned and equipped control room with skilled staff	
7. Deploy security resources accordingly and effectively on visible patrols. Security personnel and patrol vehicles to be easily identifiable	SRA Manager/ Security Service Provider	Ongoing	>	>	>	>	>	Effective safety and security patrols in the SRA	
8. Utilise the "eyes and ears" of all security and gardening/street cleaning staff, as well as own staff, to identify any breaches	SRA Manager/ Security Service Provider	Ongoing	>	>	>	>	>	Incorporate feedback and information in security and safety initiatives of the SRA	
9. Assist the police through participation by SRA in the local Police sector crime forum	SRA Manager/ Security Service Provider	Monthly	12	12	12	12	12	Incorporate feedback and information in security and safety initiatives of the SRA Report on any security information of the SRA to the CPF	
10. Monitor and evaluate the security strategy and performance of all service delivery on a quarterly basis	SRA Manager/ Security Service Provider/ SAPS Crime Intelligence Officer	Quarterly	4	4	4	4	4	Report findings to the SRA Board with recommendations where applicable	
11. On-site inspection of Security Patrol officers	SRA Manager/ Security Service Provider	Daily	>	>	>	>	>	Report findings to the SRA Board with recommendations where applicable	
12. Weekly Security Reports from Contract Security Company	Security Service Provider	Weekly	52	52	52	52	52	Report findings to the SRA Board with recommendations where applicable Provide feedback to forum meeting	Incorporate into monthly management report to SRA Board

PROGRAM 3 - SRA CLEANSING INITIATIVES										
ACTION STEPS	RESPONSIBLE	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					PERFORMANCE INDICATOR	COMMENTS	
			Y1	Y2	Y3	Y4	Y5			
1. Develop a cleansing strategy document with clear deliverables and defined performance indicators to guide cleansing and delivery from the appointed service provider.	SRA Manager/ Cleansing Service Provider	annually	1Y	1Y	1Y	1Y	1Y	Cleansing strategy document with clear deliverables and defined performance indicators to guide cleansing and delivery. Revise as often as required but at least annually	This is done comprehensively at the term renewal and then modified continuously	
2. Monitor and evaluate the cleansing strategy and performance of all service delivery on a quarterly basis	SRA Manager/ Cleansing Service Provider	Quarterly	4	4	4	4	4	Modify Cleansing Strategy to guide cleansing and delivery		
3. Co-ordinate the provision of additional litter bins and emptying of litter bins service providers and the relevant municipal departments.	SRA Manager/ Solid Waste Department	Quarterly	4	4	4	4	4	Quarterly status reports to Local Authority regarding progress of identified shortcomings		
4. Cleansing each of the streets within the SRA Boundary according to the cleaning strategy and schedule.	SRA Manager/ Cleansing Service Provider	Bi annually	6	6	6	6	6	Provide clean streets and sidewalks in the SRA		
5. Identifying Health and safety issues within the area and reporting to Council.	SRA Manager	Ongoing	>	>	>	>	>	Monthly evaluations and inspections Provide an improved healthy urban environment in the SRA		
6. Monitor and combat Illegal Dumping	SRA Manager/ Cleansing Service Provider/ Law Enforcement Officers	Ongoing	>	>	>	>	>	Removal of illegal dumping as required and applying applicable penalties through law enforcement against transgressors		
7. Encourage property owners to act responsibly in terms of waste management and encourage recycling initiatives	SRA Manager	Ongoing	>	>	>	>	>	Monthly evaluations and inspections Report findings		

PROGRAM 4 - SRA URBAN MANAGEMENT INITIATIVES										
ACTION STEPS	RESPONSIBLE	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					PERFORMANCE INDICATOR		COMMENTS
			Y1	Y2	Y3	Y4	Y5			
1. Identify problem areas with respect to: a. street lighting; b. missing drain covers / cleaning of drains c. maintenance of road surfaces; sidewalks	SRA Manager	Ongoing	>	>	>	>	>	Urban management plan with clear deliverables and defined performance indicators to guide delivery		This is done comprehensively at the implementation of the SRA and then modified continuously
d. cutting of grass / removal of weeds e. road markings / traffic signs Use the established service levels to design the provision of supplementary services without duplication of effort										
2. Identify and report infrastructure supplementing existing Council Services: a. Street lighting b. Dumping c. Refuse Removal d. Waterworks e. Sewerage f. Roads and Storm water g. Traffic signals and line painting h. Pedestrian safety i. Road repairs	SRA Manager	Daily / weekly and monthly reports to the Stellenbosch Municipality and daily recording of references in the register						Monitor and evaluate. Report findings to the SRA Board with recommendations where applicable		
3. Greening campaigns - Arbor Day	SRA Manager	1	1Y	1Y	1Y	1Y	1Y	Report to the SRA Board with recommendations where applicable		
4. Work in conjunction with local social welfare and job creation organization and develop the delivery of the supplementary services to improve the urban environment	SRA Manager	Ongoing	>	>	>	>	>	Development of a long term sustainable work program		This is done comprehensively at the term renewal and then modified and managed continuously
5. Illegal Poster Removal Notify and monitor the removal of illegal posters by the Stellenbosch Municipality	SRA Manager	Ongoing	>	>	>	>	>	Area free from illegal posters		

PROGRAM 5 - SRA SOCIAL INTERVENTION INITIATIVES

ACTION STEPS	RESPONSIBLE	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					PERFORMANCE INDICATOR	COMMENTS
			Y1	Y2	Y3	Y4	Y5		
1. Identify and determine strategies by means of an integrated approach to address / homelessness and the relief measures available, current and future.	SRA Manager/ NGOs	Ongoing	>	>	>	>	>	Social intervention plan with clear deliverables and defined performance indicators to guide delivery	This is done comprehensively at the implementation of the SRA and then modified continuously
2. Work in conjunction with local social welfare and job creation organization and develop the delivery of the supplementary services to improve the urban environment	SRA Manager/ NGOs	Ongoing	>	>	>	>	>	Social intervention plan with clear deliverables and defined performance indicators to guide delivery	This will be a long term plan of action that will take time to develop

PROGRAM 6 - SRA MARKETING INITIATIVES

ACTION STEPS	RESPONSIBLE	FREQUENCY per year	DURATION IN WEEKS, MONTHS OR YEARS					PERFORMANCE INDICATOR	COMMENTS
			Y1	Y2	Y3	Y4	Y5		
1. Regular and monthly newsletters	SRA Manager	Monthly	12	12	12	12	12	Informative newsletters	
2. Regular Press releases in local Newspapers covering: a. Local Development b. Promoting local Projects c. Social Issues	SRA Manager	Ongoing	>	>	>	>	>	Regular media exposure	
3. Establish and maintain Website	SRA Manager	Ongoing	>	>	>	>	>	Informative website	
4. Regular Member visits and meetings	SRA Manager	Ongoing	>	>	>	>	>	Monthly feedback to SRA Board at Directors Meeting	

ANNEXURE C

STELLENBOSCH IMPROVEMENT AND TRANSFORMATION INITIATIVE

5-Year Budget

	2025/26	2026/27	2027/28	2028/29	2029/30
INCOME	R	R	R	R	R
Income from Additional Rates	-9 938 510	-10 634 206	-11 378 600	-12 175 102	-13 027 359
Other: Accumulated Surplus	0	0	0	0	0
TOTAL INCOME	-9 938 510	-10 634 206	-11 378 600	-12 175 102	-13 027 359
EXPENDITURE	R	R	R	R	R
Employee Related	657 108	703 105	752 323	804 985	861 334
Salaries and Wages	498 959	533 886	571 258	611 246	654 033
PAYE, UIF, SDL & COIDA	107 329	114 842	122 881	131 483	140 687
Bonus Provision	50 820	54 377	58 184	62 257	66 614
Core Business	8 514 963	9 111 010	9 748 781	10 431 196	11 161 379
Cleaning services	91 060	97 434	104 255	111 552	119 361
Environmental upgrading	110 880	118 641	126 946	135 832	145 341
Urban Maintenance	110 880	118 641	126 946	135 832	145 341
Law Enforcement Officers	480 479	514 112	550 100	588 607	629 810
Public Safety	7 576 782	8 107 156	8 674 657	9 281 883	9 931 615
Social upliftment	144 883	155 025	165 876	177 488	189 912
Depreciation, Repairs & Maintenance	48 306	152 482	247 150	334 447	416 188
General Expenditure	132 132	141 381	151 278	161 867	173 198
Accounting fees & Administration	18 480	19 774	21 158	22 639	24 223
Advertising costs	9 240	9 887	10 579	11 319	12 112
Auditor's remuneration	12 936	13 841	14 810	15 847	16 956
Bank charges	4 620	4 943	5 289	5 660	6 056
Insurance	13 860	14 830	15 868	16 979	18 168
Marketing and promotions	4 620	4 943	5 289	5 660	6 056
Motor vehicle expenses	11 088	11 864	12 695	13 583	14 534
Office rental	0	0	0	0	0
IT Expenses & Website	18 480	19 774	21 158	22 639	24 223
Meeting expenses	6 468	6 921	7 405	7 924	8 478
Cleaning costs	9 240	9 887	10 579	11 319	12 112
Printing / stationary / photographic	9 240	9 887	10 579	11 319	12 112
Telephone	13 860	14 830	15 868	16 979	18 168
Capital Expenditure (PPE)	296 531	526 228	479 068	442 607	415 260
CCTV / LPR Cameras	241 531	520 878	473 344	436 482	408 706
Computer Equipment	50 000	0	0	0	0
Office Equipment and Furniture	5 000	5 350	5 725	6 125	6 554
Bad Debt Provision 3%	298 155	329 660	352 737	377 428	403 848
TOTAL EXPENDITURE	9 938 510	10 963 866	11 731 336	12 552 530	13 431 207
(SURPLUS) / SHORTFALL	0	0	0	0	0
BUDGET (incl VAT)	R11,429,286				
BUDGET (Excl VAT)	R9,938,510				

ANNEXURE D

SITI Special Rating Area (SRA)

**MINUTES OF THE PUBLIC MEETING HELT AT HOFMEYERSAAL IN CHURCH STREET ON 21
NOVEMBER 2023**

OPENING AND WELCOME:

Kabous Meiring opened the meeting at 18:00 and facilitated the session.

ATTENDANCE:

Marinus Louw - SITI SRA
Jeanneret Momberg - SITI SRA
Mias van der Westhuyzen - SITI SRA
Daniel Lutz - SITI SRA
Hannes van Zyl - SITI SRA
Ben-Carl Haveman - SITI SRA
Henry Mitchell - Stellenbosch Municipality
Pieter Wagner - Stellenbosch Municipality

PROGRAMME:

- Cobus Venter discussed the economic impact and benefits of having an SRA. He then gave an overview of SITI.
- Marinus Louw presented on the boundaries, process, timelines, core business.
- Marinus Louw then outlined the budget.

Q&A's:

Kabous Meiring opened the floor for a discussion, providing the opportunity for questions and answers, aimed at the panel consisting of Cobus Venter and Marinus Louw.

CLOSING:

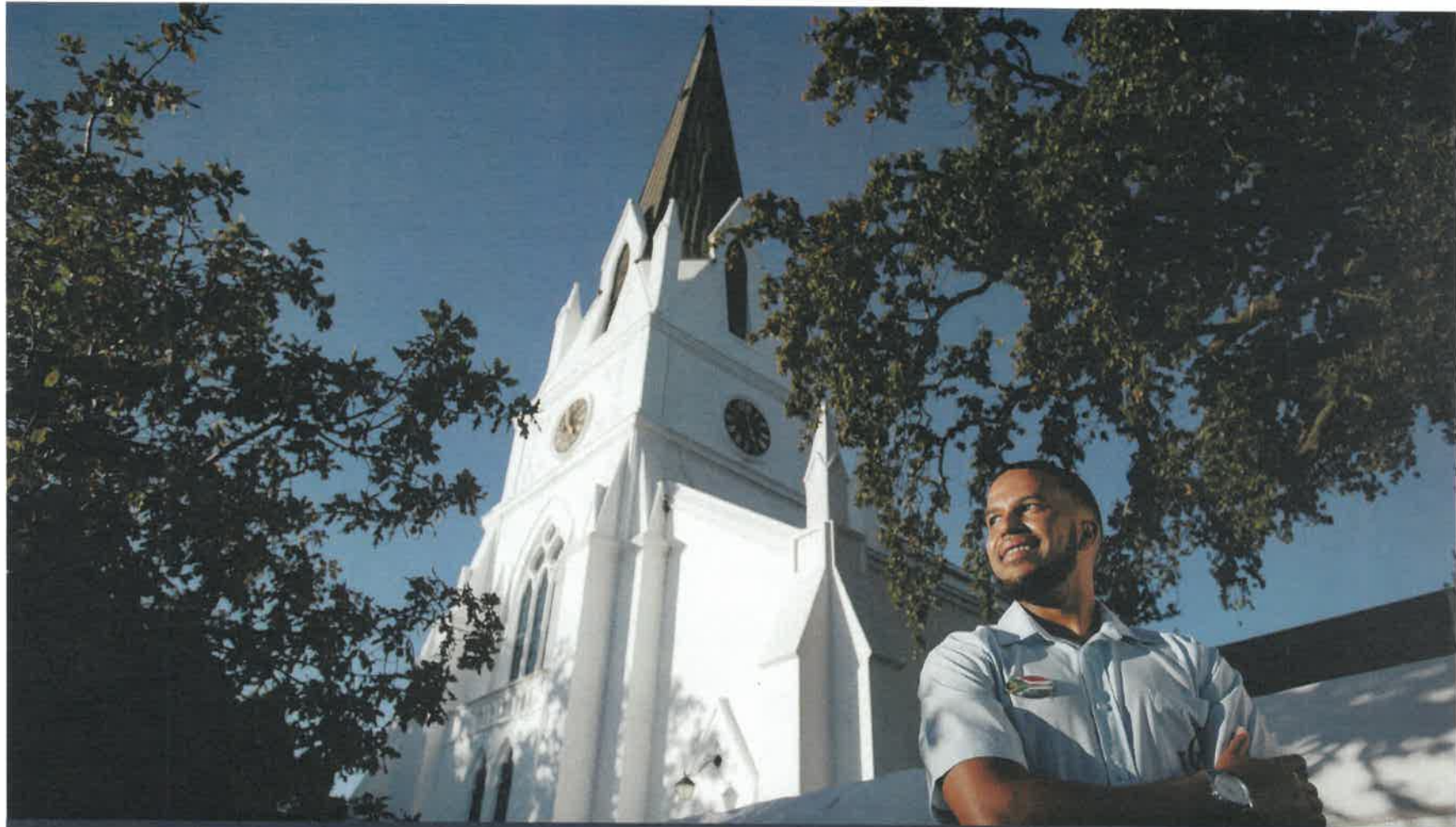
Kabous Meiring closed the meeting at 19:00.

SITI Special Rating Area (SRA)

Agenda: Public Meeting 23 November 2023

Programme

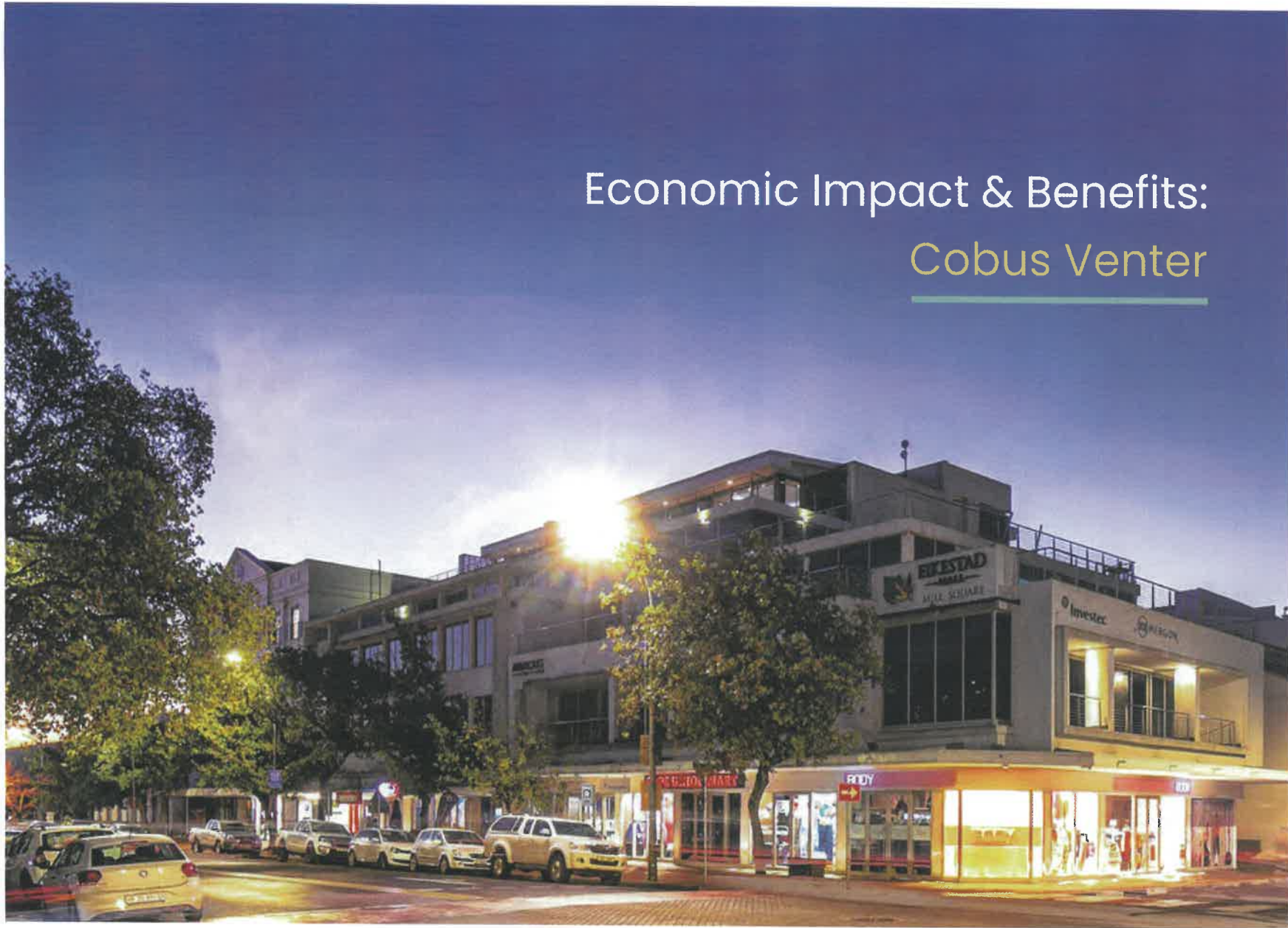
Time	Item	Presenter
18:00	Part 1: Welcome and introduction	
	Welcome and introductions	Kabous Meiring
	Introducing the Municipal officials & Steering Committee	
18:15	Part 2: Presentation	
	Economic impact & benefits	Cobus Venter
	SITI Overview	Cobus Venter
	Boundaries	Marinus Louw
	Process and timelines	Marinus Louw
	Core Business	Marinus Louw
	Budget Summary	Marinus Louw
18:40	Part 3: Discussion and Q&A's	
	Questions from the audience	Kabous Meiring
18:55	Part 4: Closing and thanks	
	Closing and thanks	Kabous Meiring





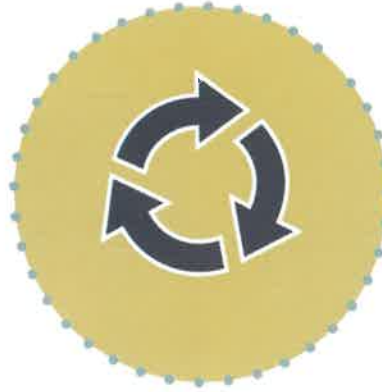
Through collaboration, creativity, and effective implementation, Siti will create a safe, clean, caring, and vibrant environment in the area known as the "middledorp" for all that work, visit, live, and study here.

Economic Impact & Benefits: Cobus Venter





One of the highest average incomes and internal Gini coefficients in SA.



The town has three main activities:
The University, Tourism and Business

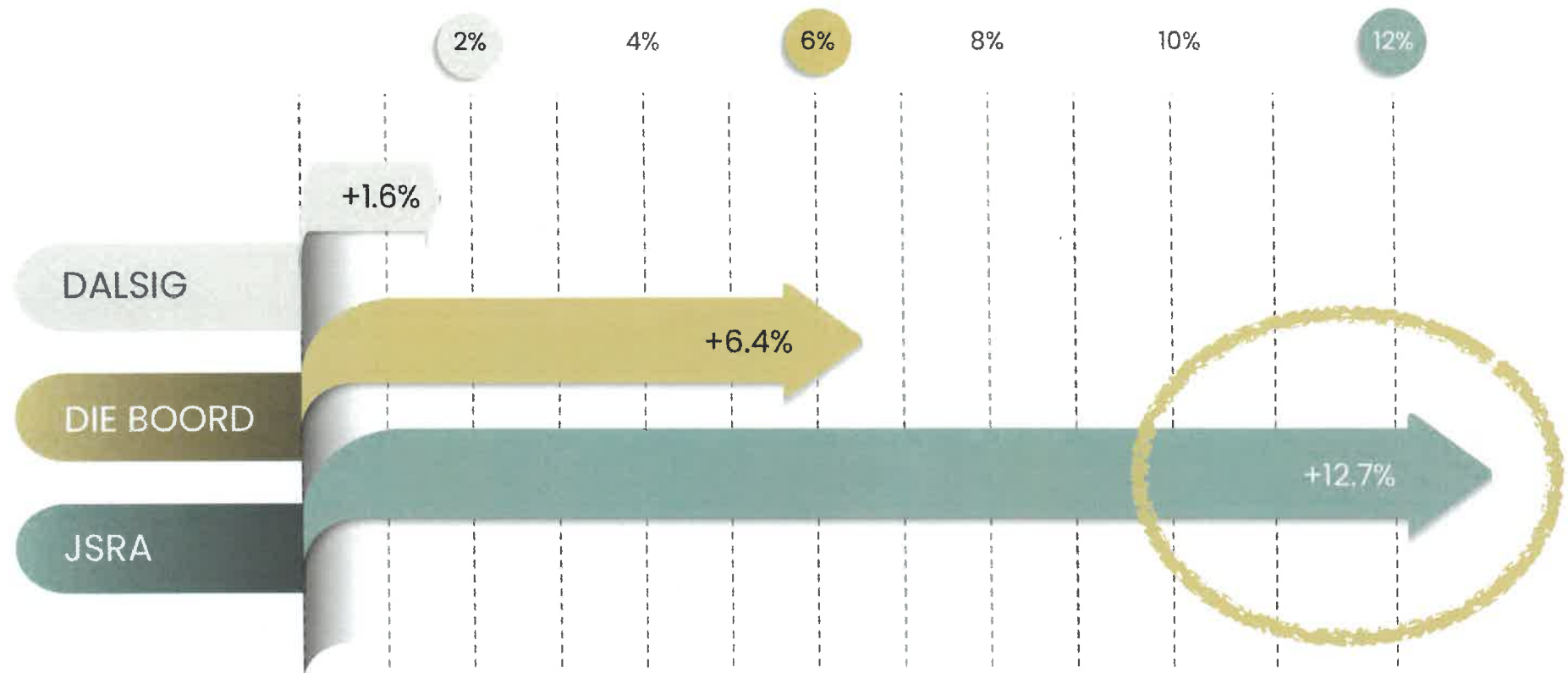


Employment Multiplier:
Every R1 million spent sustains between 7-12 job opportunities.

BASIC CONCEPTS THAT APPLY

-  The town is growing and will continue to grow.
-  Free riders will always be present.
-  The capital impact for property owners.

SRA: PROPERTY GROWTH





Siti Overview: Marinus Louw

10.5	HUMAN SETTLEMENTS: (PC: CLLR R DU TOIT)
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NONE

10.6	INFRASTRUCTURE SERVICES : (PC: CLLR R PHEIFFER)
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10.6.1	STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – FEBRUARY 2025
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Collaborator No: 78022
 IDP KPA Ref No: Green & Sustainable Valley
 Meeting Date: 19 February 2025

1. SUBJECT: STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – FEBRUARY 2025

2. PURPOSE

For Council to note the progress of the Municipality's as well as Provincial Government initiatives regarding the Alternative Energy Programme projects which are underway at present.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

4.1 The load curtailment application negotiations with Eskom are going nowhere after two years negotiations, despite WCG interventions. Proposal to suspend the Stellenbosch Municipality load curtailment application negotiations at this stage.

4.2 A tender for the purchase of 20MW of electricity from an Independent Power Producer (IPP), was conditionally approved by the BAC on 16th September 2024. A kick-off meeting was held with Energy Partners on 25 October 2024. The draft program and Power Purchase Agreement (PPA) have been received. Consultations to conclude the PPA have commenced.

4.3 The Supervisory Control and Data Acquisition (SCADA) project is on track with the implementation of remote viewing at six of the seven main substations completed under Phase 1 of the project in the 2023/2024 financial year. Phase 2 of the project commenced in October 2024 and will include the complete plant to master station verification/testing and implementation of remote switching at Gholf-, Jan Marais-, Markotter, Suidwal- and Cloetesville substations as well as the installation of the SCADA system and implementation of remote viewing and remote switching at Franschoek substation, which could not be completed in Phase 1.

The two remaining main substations (Main and University) can only be completed once the project to replace the 66kV switchgear at the two substations are completed. According to the project programme for implementing the 66kV switchgear at Main- and University substations, the project is planned to be completed in March 2025.

4.4 All municipal buildings that require alternative energy supplies are being investigated as part of the AEG initiatives. The municipality has successfully applied for grant funding of R5 million from DMRE Energy Efficiency Demand Side Management for 2024/25 financial year. This funding will be utilized for the installation of energy efficient lighting in Municipal offices and buildings, retrofitting of LED streetlights and the installation of two PV installations on critical plant buildings. These initiatives are driven by the South African National Energy Development Institute (SANEDI) & Department Mineral Resources and Energy (DMRE). This grant funding will also be utilized to ensure compliance to energy performance certificates (EPC's). The EPC have been completed and is registered on the SANEDI website.

4.5 The tender for the Stellenbosch Fire Station battery storage system has been awarded with a contractual completion date of 13 December 2024. The Main (Neethling Huis Building) and NPK buildings have been earmarked for Business Continuity Initiatives, which entails the installation of BESS, Hybrid Inverters and PV, investigations are currently underway. An assessment report including estimated costs to establish the feasibility of the implementation of the projects was prepared on the 26 August 2024.

- There were certain recommendations made by the user department which will be submitted to the AEG Committee. The revised report for the NPK building is being reviewed by the user department before submitting to the AEG committee. A meeting with the Department: Electrical Services was held on 17 October to consider the options tabled. The Department must decide which option to implement.

4.6 Municipal community buildings – Several community buildings have been identified for the installation of hybrid inverter and battery storage systems. These systems will provide backup electricity to ensure uninterrupted power supply during outages and/or load shedding.

4.7 Eskom Hot Water Load Control (HWLC) - Eskom is driving the initiative with each Municipality entering into a contract agreement with the project developer.

4.8 Provincial Initiatives

4.8.1 Provincial Initiative to Establish a 50MW Solar Plant:

- Feasibility Study for the 50 MW MIPPP item was approved by Council in August 2024.
- The Transactional Advisory (TA) Team met with Stellenbosch Municipality and Eskom to determine the next procurement steps. An Expression of Interest has been advertised on the 7th of September 2024.
- On the 24th of July 2024 the office of the Premier sent a letter to Eskom regarding the MIPPP projects in the province and the Eskom areas of concern. Eskom acknowledged the letter from the Premier's office but did not adequately address any of the issues, however agreed to an engagement with the Western Cape Government. The TA team met with the Municipality to scrutinize the Eskom response in detail and there was cause for concern regarding the response from Eskom. Very little detailed responses were provided by Eskom, and they (Eskom) suggested that the Municipality cannot be treated as a load curtailment customer. The Premier's letter request was for a clear written response from Eskom.

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- At a follow up meeting with the TA team, Provincial Government officials and the Municipality, the different steps (technical, financial and legal) were discussed and considered. A risk assessment was suggested, which includes legal and finance elements to assist in the drafting of the Request for Proposal (RFP). At this meeting the CFO recommended that the formal SCM processes and BSC will be followed. The RFP document is planned to be completed by January 2025.
 - Eskom's stance is a concern for the TA team and further engagements with Eskom are planned to unpack wheeling generation capacity. All the risks indicated in the letter from Eskom will be prepared by prepared the TA team which will be served in the next Council's Alternative Energy Generation Programme item.
 - An extreme concern is that there are no decisive answers from Eskom. The Council must be informed that the project cannot be supported without clear answers, because the Provincial Government is expending costs on the Transaction Advisor and Project Management firm consultancy fees. Updates on the project are crucial to keep Council informed. The Provincial Government colleagues were requested to intervene with Eskom on behalf of the Municipality as well.
 - The standard PPA clause states "if for any reason the Municipality cannot receive the power the IPP must still be remunerated". This is a major concern, and there is no point in continuing with the 50MW IPP without Eskom approval. The risks must be clearly defined and packaged.

There was a meeting with the General Manager of the System Operators on 20 November 2024. She stated up front that NTCSA will not provide a formal letter but will simply advise and confirmed that NTCSA have no objection to the municipality installing behind-the-meter connections, provided they do not feed back into the grid. The municipality must conduct necessary studies, adhere to grid codes, and ensure the IPP is also grid compliant. NTCSA views Eskom distribution, municipalities, and IPPs as market players, allowing purchases from any source. Western Cape Government will hold steering sessions with transactional advisors and the municipality this week, with outcomes to be presented to the AEG committee for discussion on way forward. The electrical team has offered to prepare a network study, and the transactional adviser has shared previous studies, with plans to collaborate on a joint study or expedite the process.

A resolution was presented to the Municipal Manager, proposing Option A – A Behind-The-Meter installation, which was subsequently approved. This option was favoured as it aligns with the Municipality's strategic objectives of reducing load shedding and lowering the cost of electricity supply, as demonstrated by the Feasibility Study. Furthermore, it was noted that Eskom has no regulatory authority to stop the construction of Behind-The-Meter power plant. This approval enabled the transactional advisors to proceed with the preparation of the Request for Proposal (RFP) and the Power Purchase Agreement (PPA). The RFP and PPA were issued on 13 December 2024, and collaborative review sessions involving the technical, financial, and legal departments, along with the consultants, have been scheduled to be concluded by 24 January. These sessions aim to finalize the RFP for submission to the Bid Specification Committee (BSC) by 7 February 2025.

5. RECOMMENDATION

that Council notes the Alternative Energy Generation project updates identified by the AEG Committee and the latest progress with the Alternative Energy Generation projects in implementation at present.

6. DISCUSSION / CONTENTS**6.1 Background**

The Constitution did not allow Local Government to enter into the generation of electricity and the Electricity Regulation Act did not allow municipalities to purchase electricity from any company other than Eskom. Through the promulgation of Electricity Regulation Act Regulations, on 16 October 2020, this changed, and municipalities are now allowed to generate electricity and purchase electricity from other electricity providers other than Eskom.

6.2 Discussion

Progress to date on the various initiatives are as follows:

Load curtailment application negotiations with Eskom are going nowhere without an outcome after two years despite WCG interventions. Proposal to suspend the Stellenbosch Municipality load curtailment application negotiations at this stage and focus on alternative energy generation and climate change goals.

6.2.2 Proposed Load Curtailment Strategy

Taking the above into consideration the following loadshedding mitigation strategies are being facilitated in Item 6.2.3:

6.2.3 Municipal Initiatives**6.2.3.1 Appointment of Alternative Energy Independent Power Producers (IPP's)**

A tender for the purchase of 20MW of electricity from an Independent Power Producer (IPP), was conditionally approved by the BAC on 16h September 2024. No appeals were received, and the contract is now conditionally awarded to Energy Partners. The 20MW project kick-off meeting was held with Energy Partners on 25 October.

The bidder has submitted the Power Purchase Agreement (PPA), which is currently under review by the consultant. A meeting was held on 10 December 2024 to discuss the consultant's comments. The bidder is currently updating the PPA to address these comments and plans to meet with the consultant in early February 2025 to finalize the PPA before submitting the PPA to the municipality for review by various departments, including technical, legal, and financial. The municipality lacks legal expertise in this area, as such a legal firm will be appointed to assist. Once the municipality concludes its review and the PPA is finalised, it will undergo the section 33 process.

Possible second tender: Three sites were identified by Stellenbosch Municipality with the view to establishing the IPP's. The Municipality is continuing to facilitate a possible separate tender process to procure IPP's as follows:

- Erf RE/119 Idas Valley for possible Biomass.
- Erf 181/0 Stellenbosch (below reservoir) for possible photovoltaic site.
- Erf 279/0 Stellenbosch (Droëdyke site opposite the landfill) for a possible photovoltaic site.

As a result of extensive investigations that are still required to be conducted to ensure that the tender specifications adhere to the Municipality's needs and ensure the responsiveness of bidders, this tender will be the second tender to be issued. The Municipality is continuously engaging with other Municipalities who are also following the same process to learn from their experiences, but a decision on this tender will only be taken once the conclusion of the 20 MW IPP tender appointment process has been finalized.

6.2.3.2 Implementation of Supervisory Control and Data Acquisition (SCADA)

The Supervisory Control and Data Acquisition (SCADA) project is on track with the implementation and the fitting of main substations with the additional equipment to enable remote monitoring (Phase 1). Six main substations have been brought online i.e. Main 11 kV, Golf 66 kV & 11 kV, Jan Marais 11 kV, Markotter 66 kV & 11 kV, Suidwal 66 kV & 11 kV, University 11 kV and Cloeteville 66 kV & 11 kV substations.

Franschhoek substation will only come online in 2025. Main, Markotter and University 66 kV substations' remote viewing are scheduled for completion in the 2024/2025 financial year pending the completion of the 66 kV circuit breaker replacement. The 66kV circuit breaker upgrade project is planned to be completed in March 2025. The primary purpose for the SCADA upgrade was for the safe operation of the electricity network and meeting statutory requirements.

Phase 2 of the SCADA project which entails remote viewing and switching for main substations is progressing well and completion is planned for April 2025.

The current SCADA tender is set to expire at the end of June 2025. The Bid Specification Committee (BSC) meeting for the new tender took place on 16 January 2025. The specification for the tender has been approved for advertising subject to minor updates. The new tender is for the Supply, Delivery, Off-Loading, Installation, Setup, Configuration and Commissioning/Testing of Electrical Substation Telemetry Monitoring Equipment (SCADA System) and Supervisory Communication Network Installations.

6.2.3.3 Municipal Critical Buildings and Plants

All municipal buildings that require alternative energy supplies are being investigated as part of the AEG initiatives.

The investigation for the most suitable alternative energy for the key infrastructure (water- and wastewater plants) is underway, to ensure continued service delivery. A report with proposals on four Wastewater Treatment Plants and two Water Treatment Plants which will benefit the most from batteries and PV was submitted by consultant on 30 of September for consideration.

The progress on the three municipal buildings identified for business continuity is:

- Fire Station The tender for the Stellenbosch Fire Station battery storage system as awarded and construction work will be completed by 30 June 2025.

Contractual completion date is 13 December 2024. The contractor submitted notification for a possible delay in the project completion date due to the Employer's additional fire detection and suppression safety requirements relating to the lithium-ion battery energy storage system. The revised completion date and associated cost implications of the installation of fire detection and suppression system will be provided upon receipt of the formal quotation, including the specified lead times.

- NPK Building – Investigation for the most feasible option is underway. An assessment report including estimated costs to establish the feasibility of the implementation of the projects was prepared on the 26 August 2024. There were certain recommendations made by the user department which is being added to the proposal before submission to the AEG Committee. The revised report is being reviewed by the user department before submission to the AEG committee. The AEG committee recommended the most feasible option and the memo to proceed to procurement stage was approved on 29 November 2024.
- Main Building (Neethling Huis) – Site visits have been conducted, and the Department is in the process of procuring contractors to conduct repairs as well as to ensure compliance with EPC's. Electricity compliance inspections as well as a fire compliance inspection have been completed. A report with recommendations has been submitted. The main building Phase 1 (Electrical and Mechanical Fire Compliance) project is currently in detailed design, tender document will be ready for Bid Specification Committee (BSC) submission by end of January 2025.

The municipality has successfully applied for grant funding of R5 million from DMRE Energy Efficiency Demand Side Management for 2024/25 financial year. This funding will be utilized for the installation of energy efficient lighting, retrofitting of LED streetlights and the installation of two PV installations on critical plant buildings. These initiatives are driven by the South African National Energy Development Institute (SANEDI) & Department Mineral Resources and Energy (DMRE). A site clarification meeting was held on 25 November 2024 and the tender closed on the 4th of December 2024. The consultant is currently conducting technical evaluations which are scheduled for completion by end of January 2025.

- Energy performance certification - The DMRE grant funding will also be utilized to ensure compliance with energy performance certificates (EPC's). The Energy specialist company EMVS assigned will drive the process. Building registration was done. Building information inspection documentation has been completed and registered on the SANEDI website. The EPC certificates are required to be displayed at the building entrances. Frames for mounting the certificates have been ordered, and we are currently awaiting their delivery to proceed with the installation.

6.2.3.4 Municipal Community Buildings

Tender B/SM 34/25 Turnkey – Engineering, Procurement and Construction (EPC) of Hybrid Inverter with Battery Storage Systems at Stellenbosch Municipality Community Buildings closed on 26 November 2024. The tender is for 14 identified community buildings. The technical evaluation has been completed and the report submitted to Supply Chain Management. We are now awaiting the scheduling of the Bid Evaluation Committee meeting.

6.2.3.5 Eskom Hot Water Load Control (HWLC) and RT 29-2024 Contracts for smart meters

Provincial government shared an example of a letter of intent and the Drakenstein Municipality tender as references for drafting our tender. Stellenbosch Municipality issued a tender similar to the Drakenstein one in 2023 and there was no response to the tender. A single tender, similar in scope to the original, will be issued. However, the supply of devices will be excluded, as this aspect was part of the non-responsive tender. The new tender will be prepared with the objective of becoming effective on 1 July 2025.

6.3 Financial Implications

This report has further financial implications to the municipality than what has been mentioned in this report, but the exact impact will only become known once all the investigations have been concluded. R20 million in the 2024/2025 financial year has been budgeted for the implementation of Alternative Energy initiatives to ensure that upgrades to the electrical network are conducted enabling Alternative Energy initiatives.

6.4 Legal Implications

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

6.5 Staff Implications

A minimum of 4 staff members will be required to operate a Remote Switching control room which is required to enable self loadshedding, should it be required in future.

Further to the above, specialized technical staff would be required to facilitate and implement the loadshedding initiatives. The department has identified vacancies that are required for the implementation of Alternative Energy initiatives and presented the same to Management for consideration and approval.

6.6. Previous / Relevant Council Resolutions**23RD COUNCIL MEETING: 2024-06-14: ITEM 10.6.1****NOTED**

The Alternative Energy Generation project updates identified by the AEG Committee and the latest progress with the Alternative Energy Generation projects in implementation at present.

"40TH COUNCIL MEETING: 2021-01-27: ITEM 11.5.1**RESOLVED (nem con)**

- (a) that Council approves the investigation into alternate methods of electricity generation and purchases.
- (b) that Council approves the joint investigation to be done by University of Stellenbosch, Council for Scientific and Industrial Research (CSIR), and the Western Cape Government.

-
- (c) that Council accepts the initiating of the following processes as may be required:
- i. Municipal Systems Act, Section 78(1) processes
 - ii. Municipal Finance Management Act, Section 33 investigation processes
 - iii. Electricity Regulation Act, Section 13; and
- (d) that Council considers the funding of such investigations and implementation of completed investigations within the determination of the 2021/22 budget process.

16TH COUNCIL MEETING: 2023-08-23: ITEM 11.6.3

NOTED

The progress of the Alternate Energy Generation initiatives and studies.

20TH COUNCIL MEETING: 2024-02-21: ITEM 11.6.1

NOTED

The Alternative Energy Generation strategies identified by the AEG Committee and the progress with the Alternative Energy Generation projects initiated.

6.7 Risks / Challenges: Implications and Mitigation:

- With both initiatives (Municipal 20 MW tender and Provincial 50 MW proposed tender) currently underway, Provincial Government has raised concerns about the Municipal 20 MW tender which has been conditionally awarded. The PGWC were requested to submit their concerns in writing to the Municipality.
- Various engagements were held between the Municipal specialist service provider, municipal officials, Provincial Government Transactional Advisory consortium and the Provincial Government's Project Manager to mitigate the possible conflict between the two projects.
- The implementation of the load shedding mitigation strategies is still subject to the approval of the municipality's load curtailment application by Eskom's Load Shedding Committee. Regular follow-up engagements are being held with Eskom and the Municipality's revised application is being interrogated by Eskom at present. Of concern, is Eskom's response to the Premier's letter where it was stated that the Municipality cannot be considered as a Load-Curtailment customer.
- The capital upgrades costs is being implemented by the Department in phases as the upgrades to the electrical network and has budgeted accordingly.
- The identified resources (vacancies and equipped operational control room) will be budgeted for the strategies and initiatives to be realised.
- The existing ICT network infrastructure needs to be upgraded, but it will be a phased in approach over time, so that the existing bandwidth of the ICT network is sufficient to deal with the volume of the SCADA traffic. The ICT Department is investigating solutions to enable a functioning SCADA on the ICT network.
- The preliminary simulations investigation that was conducted by the Municipality revealed that the maximum suitable size for a solar plant without

batteries that can be absorbed into the Stellenbosch network is 20MW at the Stellenbosch Main substation.

- The feasibility study revealed that the maximum capacity that the Stellenbosch Electrical network can accommodate is up to 50 MW.

6.8 Comments from Senior Management:

6.8.1 Director: Corporate Services

The ICT department is part of the planning regarding the SCADA monitoring project. Additional staff must be appointed once the project of SCADA installation is completed to monitor the equipment. The organogram will have to be amended for this process.

6.8.2 Municipal Manager

Requested item on agenda.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.6.1

that Council notes the Alternative Energy Generation project updates identified by the AEG Committee and the latest progress with the Alternative Energy Generation projects in implementation at present.

NAME	<i>Nombulelo Zwane / Rendani Makungo</i>
POSITION	<i>Senior Manager: Electrical Services</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	<i>021 808 8770/ 021 808 8333</i>
E-MAIL ADDRESS	nombulelo.zwane@ Stellenbosch.gov.za / rendani.makugo@ Stellenbosch.gov.za
REPORT DATE	<i>23 January 2025</i>

10.7	PARKS AND OPEN SPACES: [PC: CLLR N OLAYI]
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NONE

10.8	PLANNING, LOCAL ECONOMIC DEVELOPMENT AND TOURISM: [PC: DEPUTY MAYOR: CLLR M SLABBERT]
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10.8.1	PROPOSED AMENDMENT OF THE STELLENBOSCH MUNICIPAL CATEGORISATION MODEL FOR DECISION MAKING ON LAND USE AND LAND DEVELOPMENT APPLICATIONS
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Collaborator No: 780662
IDP KPA Ref No: Valley of Opportunity
Meeting Date: 19 February 2025

1. SUBJECT: PROPOSED AMENDMENT OF THE STELLENBOSCH MUNICIPAL CATEGORISATION MODEL FOR DECISION MAKING ON LAND USE AND LAND DEVELOPMENT APPLICATIONS

2. PURPOSE

Is to present to Council for consideration an amended categorisation model for the purpose of decision making on land use and land development applications in terms of Section 69(1) of the Stellenbosch Land Use Planning Bylaw, 2023 [SLUPB].

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The report proposes the amendment of the categorisation model on decision making of land use and land development applications in order to permit that applications which, due to its deemed complexity and for the sake of sound decision making in upholding the integrity of the land use planning regime of the Stellenbosch Municipal area, be submitted for decision making to the appointed Municipal Planning Tribunal which is representative of independent professional town planning experts.

5. RECOMMENDATION

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 Bylaw, 2023, attached as **ANNEXURE "A", BE APPROVED.**

6. DISCUSSION / CONTENTS

6.1 Background

The SLUPB, 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 SLUPB, appoint Authorised officials (AO) and delegate a category of applications to such AO 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 SLUPB to determine which types of applications will be considered by the AO and the MPT respectively.

6.2 Discussion

The current approved categorisation model for the Stellenbosch Municipality was adopted together with the approval of the amended Stellenbosch Municipal Land Use Planning Bylaw, 2023 and has been applied since 1 July 2023.

It has been the objective to improve service delivery through timeous decisions on land use and land development applications, and the current categorisation model made provision that applications of a non-complex nature are decided on by authorised officials without undue time delays.

Following the implementation of the current categorisation model with very generic classification on types of applications, it has become apparent that land use and land development applications are becoming increasingly complex in nature. Some types of applications are also increasingly attracting the interest of the public and decisions are also increasingly challenged in appeals and even applications for judicial reviews.

In order to protect the integrity of the municipality, sound and credible decision making is paramount, and it is therefore deemed sensible that these types of applications be considered and decided on by the MPT.

The advantages of the MPT are that this body includes independent town planning professionals whose collective expertise will contribute towards achieving responsible and accurate outcomes on land use and land development applications.

The amendments of the categorisation model that makes provision that these types of applications be submitted to the MPT for decision making are highlighted in RED text in the attached proposed amended categorisation model (**ANNEXURE "A"**).

6.3 Financial Implications

Adequate existing budgetary provision has been made for scheduled monthly MPT meetings.

6.4 Legal Implications

None.

6.5 Staff Implications

None

6.6 Previous / Relevant Council Resolutions:

Council resolution Vide Item 11.8.1 on 24 May 2023 in terms of which the existing categorisation model was approved.

6.7 Risk Implications

None

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: 2025-02-19: ITEM 7.8.2

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 Bylaw, 2023, attached as **ANNEXURE "A", BE APPROVED.**

ANNEXURES

Annexure "A" Proposed Amended Categorisation Model

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>5 February 2025</i>

ANNEXURE A



STELLENBOSCH
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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

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***

(Proposed Draft – January 2025)

EFFECTIVE: TBC

1. PURPOSE AND CONTEXT

1.1 The purpose of this Categorisation Model is:

- (a) 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
- (b) 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.

- 1.2 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.
- d) As determined by the designated authorised decision maker, subject to any special category of application type as qualified in the categorisation model and in which case the application must be decided on by the Municipal Planning Tribunal.

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.
- d) **As determined by the designated authorised decision maker, subject to any special category of application type as qualified in the categorisation model and in which case the application must be decided on by the Municipal Planning Tribunal.**

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.
- d) **As determined by the designated authorised decision maker, subject to any special category of application type as qualified in the categorisation model and in which case the application must be decided on by the Municipal Planning Tribunal.**

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 **in compliance with prevailing land use planning directives** ~~inconsistent~~ 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 **consistent or not** inconsistent **with prevailing land use planning directives** 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	
A	a	Rezoning of land (Multi unit and/ or mix use development but not requiring excluding rezoning to sub-divisional area).	SMDM DIR	SMDM DIR	DIR	MPT	MPT	
	b	Rezoning to Sub-divisional Area	SMDM DIR	MPT	MPT	MPT	MPT	
	c	<u>Special Category:</u> Rezoning of any land to a scale or to use(s) in nature that are deemed to may cause the transformation of an area, regardless of any supportive planning directives and/ or alternatively, if the application is not consistent with the purpose and intent of the prevailing zoning scheme provisions.	MPT					
	d	<u>Special Category:</u> Rezoning of any Agricultural Zoned land for any other purpose.	MPT					
B	1	Permanent departure	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria	
	2	<u>Special Category:</u> Permanent departure on a scale or to the extent that are deemed to may cause a significant change in the character of the property, streetscape or precinct, inclusive of agricultural zoned land.	MPT					

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
C	1	Temporary departure			MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
	2	<u>Special Category:</u> Temporary departure for a land use activity, and/ or to a scale, and/ or to the extent that are deemed to may cause a significant change in the character of the property, streetscape or precinct.			MPT				
	3	<u>Special Category:</u> Temporary departure for any land use activity on Agricultural Zoned land which are deemed to not support the purpose of agricultural use and/ or which may have a detrimental impact on the productive, rural or scenic landscape.			MPT				
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 subdivisional area. Inclusive of any phasing thereof.			SMDM DIR	SMDM DIR	DIR	MPT	MPT
	d	<u>Special Category:</u> Subdivision of any land that are deemed to may cause the transformation or change of character of an area, regardless of any supportive planning directives.			MPT				
	e	<u>Special Category:</u> Subdivision of any Agricultural Zoned land. that are deemed to may cause the undue fragmentation of agricultural land and associated impact on its continued viability and/ or the transformation of character of the productive, scenic or cultural landscape.			MPT				

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 3			APPLICATION CATEGORY				
APPLICATION TYPE & QUALIFICATION			1	2	3	4	5
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	a	Amendment, suspension or removal of restrictive conditions	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
	b	<u>Special Category:</u> Amendment, suspension or removal of restrictive conditions that are deemed to may cause the transformation or change of character of an area, regardless of any supportive planning directives.	MPT				
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	a	Extension of the validity period of an approval.	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria
	b	<u>Special Category:</u> Extension of the validity period of an approval in which case the planning context are deemed to have changed to the extent which may not continue to support the former approval.	MPT				
J		Approval of an overlay zone as provided for in the zoning scheme.	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

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 4			APPLICATION CATEGORY						
APPLICATION TYPE & QUALIFICATION			1	2	3	4	5		
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	a	Consent use contemplated in the zoning scheme.	MLUM SMDM	SMDM DIR	DIR	MPT	As per criteria		
	b	<u>Special Category:</u> Consent use of a specific nature and/ or to the scale or extent in the specific locational context that are deemed to may cause the transformation or change in character of a property or an area, and/ or is not consistent with the purpose and intent of the prevailing zoning scheme provisions.	MPT						
	c	<u>Special Category:</u> Consent use on agricultural zoned land that, due to the specific nature and/ or to the scale or extent in the locational context, are deemed to may impact on the agricultural viability or cause the undue transformation of the character of the productive, scenic or cultural landscape and/ or is not consistent with the purpose and intent of the prevailing zoning scheme provisions.	MPT						
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	a	Permission to reconstruct building that constitutes a non-conforming use	SMDM DIR	SMDM DIR	DIR	MPT	As per criteria		
	b	<u>Special Category:</u> Permission to reconstruct building that constitutes a non-conforming use in which case the planning context are deemed to have changed to the extent which may compromise support for the continuation of the non-conforming use.	MPT						

Legend: Manager: Land Use Management - **MLUM**
 Senior Manager: Development Management - **SMDM**
 Director for Land Use Planning functionality – **DIR**
 Stellenbosch Municipal Planning Tribunal - **MPT**

10.9	COMMUNITY SERVICES: [PC: CLLR X KALIPA]
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NONE

10.10	RURAL MANAGEMENT AND ENVIRONMENT: [PC: CLLR J WILLIAMS]
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NONE

10.11	MUNICIPAL MANAGER (MS G METTLER)
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10.11.1	DRAFT PUBLIC PARTICIPATION POLICY
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

19 February 2025

1. SUBJECT:DRAFT PUBLIC PARTICIPATION POLICY**2. PURPOSE**

To table the Council for consideration and approval:

- (a) The draft Public Participation Policy, attached as **ANNEXURE A**.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) mandates a local municipality to develop a culture of community participation by creating conditions for the local community to participate in the affairs of the municipality as stipulated in Chapter 4 of Section 16 (1)(a)(i)(v).

Stellenbosch Municipality values the community's contributions in attaining its mandates by making every effort to create invited public participation spaces and platforms. The municipality is continuously evaluating methods and strategies to enhance opportunities for public participation. On the premise of this, the municipality drafted an inclusive policy on how Stellenbosch Municipality conducts public participation in municipal matters as stated in Section 16 (1)(a)(i)(v). Therefore, the Council's approval is sought to approve the draft Public Participation Policy for the purpose of soliciting public input for a period of 21 days.

5. RECOMMENDATIONS

- (a) that the draft Public Participation Policy of Stellenbosch Municipality be considered and approved in terms of Chapter 4 of the MSA for the purpose of obtaining public input and comments, attached as **ANNEXURE A**; and

- (b) that an advertisement be placed on the official website of the municipality and in the local newspaper notifying the public that the draft Public Participation Policy is open for public input and comments for a period of 21 days.

6. DISCUSSION

6.1 Background

In developing and adopting a Public Participation Policy for the municipality, the function of public participation is formalised in mainstreaming public participation in overall municipal planning and budgeting, as well as other processes that require public participation.

Sections 16 - 22 are entirely devoted to public participation and address the following aspects:

- (a) development of a culture of community participation;
- (b) mechanisms, processes and procedures for community participation;
- (c) communication of information concerning community participation;
- (d) public notice of meetings of municipal councils;
- (e) admission to public meetings;
- (f) communications to the local community;
- (g) documents to be made public;
- (h) official website; and
- (i) regulations and guidelines.

The internal consultation process for the draft Public Participation Policy commenced in October 2024 and will continue. External consultation is thought essential to allow community members, stakeholders, and role-players to participate in the formulation of the policy by submitting written input for the Council to consider. The internal and external consultation processes will continue concurrently until the completion of the consultation period.

The table below outlines the consultation process and estimated timelines for the final approval of the Public Participation Policy.

NR.	ITEMS	TIMELINE
1.	Draft Public Participation Policy submitted to the Directors Forum for input	22 October 2024
2.	Draft Public Participation Policy distributed to Directors / Senior Managers (SM) and managers for input	07 – 26 November 2024
3.	Tabled the departmental inputs on the draft Public Participation Policy to the Directors Forum	14 January 2025
4.	Consultation Sessions: Directors, Senior Managers, and Managers	03 – 04 February 2025
5.	Draft Public Participation Policy to be submitted to MayCo and to the Council (to obtain approval for the purpose of public input)	February 2025

6.	Submit the draft Public Participation Policy to the All-Ward Councillors Meeting	February 2025
7.	Publish a notice in the local newspaper and municipal communication platforms and deliver hard copies in libraries and ward offices	March 2025
8.	Public participation period for public input on the draft Public Participation Policy	March 2025 (21 days)
9.	Electronic submission of the draft policy to DLG, Provincial Treasury, CWDM, Provincial Speaker of Parliament, and SALGA for input	March 2025
10.	Submit all input / comments to the Directors Forum for consideration	April 2025
11.	Submit a revised draft to the Directors Forum for review and final input	April 2025
12.	Submit the final Public Participation Policy to the MayCo	May 2025
13.	Submit the Public Participation Policy to the Council for final approval	May 2025

6.2 Financial Implications

There are no financial implications beyond that which was approved in the 2024/25 MTREF Budget.

6.3 Legal Implications

In accordance with section 152(1)(e) of the Constitution, one of the objects of local government are –

- (e) *to encourage the involvement of communities and community organisations in the matters of local government.*

Section 152(2) of the Constitution further stipulates that –

A municipality must strive, within its financial and administrative capacity, to achieve the objects set out in subsection (1).

Chapter 4 of the MSA further specifies that in terms of :

Section 16

- (1) *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-*

- (a) *encourage, and create conditions for, the local community to participate in the affairs of the municipality, including in—*

-
- (i) *the preparation, implementation and review of its integrated development plan in terms of Chapter 5;*
 - (ii) *the establishment, implementation and review of its performance management system in terms of Chapter 6;*
 - (iii) *the monitoring and review of its performance, including the outcomes and impact of such performance;*
 - (iv) *the preparation of its budget; and*
 - (v) *strategic decisions relating to the provision of municipal services in terms of Chapter 8;*
 - (b) *contribute to building the capacity of—*
 - (i) *the local community to enable it to participate in the affairs of the municipality; and*
 - (ii) *councillors and staff to foster community participation; and*
 - (c) *use its resources, and annually allocate funds in its budget, as may be appropriate for the purpose of implementing paragraphs (a) and (b).*
 - (2) *Subsection (1) must not be interpreted as permitting interference with a municipal council's right to govern and to exercise the executive and legislative authority of the municipality.*

Section 19 of the Local Government: Municipal Structures Act 117, 1998 (Act No. 32 of 1998) (MSA) further states that a municipal council must strive within its capacity to achieve the objectives as set in Section 152 of the Constitution and annually review the processes for involving the community. In addition, Section 19(3) of the MSA determines that –

A municipal council must develop mechanisms to consult the community and community organisations in performing its functions and exercising its powers.

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

Not applicable

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: 2025-02-19: ITEM 7.11.1

- (a) that the draft Public Participation Policy of Stellenbosch Municipality be considered and approved in terms of Chapter 4 of the MSA for the purpose of obtaining public input and comments, attached as **ANNEXURE A**; and
- (b) that an advertisement be placed on the official website of the municipality and in the local newspaper notifying the public that the draft Public Participation Policy is open for public input and comments for a period of 21 days.

ANNEXURES

Annexure A: Draft Public Participation Policy

FOR FURTHER DETAILS CONTACT:

NAME	<i>Geraldine Mettler</i>
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	<i>021 808 8025</i>
E-MAIL ADDRESS	<i>mm@ Stellenbosch.gov.za</i>
REPORT DATE	<i>03 February 2025</i>

ANNEXURE A



STELLENBOSCH

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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

DRAFT PUBLIC PARTICIPATION POLICY

2025

First draft (for consultation)



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Document Review and Approval

Previous Updates

	Reviewer	Date of Review	Council Adoption Date
1.	Gurswin Cain	2025	
2.			

PREAMBLE

- a) Stellenbosch Municipality acknowledges that it is committed to the development of a culture of municipal governance that complements formal representative government with a system of participatory governance; and
- b) Through this policy the municipality commits itself to establish appropriate mechanisms, processes and procedures to enable the local community to participate in the affairs of the municipality in terms of the provisions of the Local Government: Municipal System Act, 2000 (Act No.32 of 2000) (MSA).

VISION, MISSION AND VALUES OF THE STELLENBOSCH MUNICIPALITY

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.



List of Acronyms

CPF	: Capital Planning Forum
IDP	: Integrated Development Plan
IGR	: Inter-Governmental Relations
MFMA	: Municipal Finance Management Act
MTREF	: Medium Term Revenue and Expenditure Framework
MSA	: Municipal Systems Act
mSDF	: municipal Spatial Development Framework
SDBIP	: Service Delivery and Budget Implementation Plan
SLA	: Service Level Agreement
SMS	: Short Message Service
PMS	: Performance Management System

Glossary of terms

In this policy, unless the context indicates otherwise-

“By-law” means legislation passed by the council of a municipality binding in the municipality on the persons to whom it applies.

“Council” means the municipal council of Stellenbosch Municipality established by the Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) and Provincial Notice.

“Councillor” means a member of the municipal council.

“Community” means that body of people comprising –

- The resident of the Municipality;
- The ratepayers of the Municipality;
- Any civic organisation or non – governmental, private sector or bodies, which are involved in the local affairs of the Municipality;

“Consultation” means the action or process of formally consulting or discussing.

“Democracy” ‘rule by the people’ or the idea that all members of a community should be treated as if they were equally qualified to participate in the decision-making process for that community.

“Inform” means to give or impart knowledge of a fact or circumstance.

“Integrated Development Plan (IDP),” means a single, inclusive and strategic plan for the development of the municipality.

“Involve” means to have or include someone as a necessary or integral part or result.

“Local community” or **“community”** in relation to the municipality means the body of people comprising –

- The residents of the municipality;
- The ratepayers of the municipality;
- Any civic organisation and non-governmental, private sector or labour organisation or bodies, which are involved in local affairs in the municipality.

“Municipal Manager” means a person appointed in terms of section 54A of the Local Government: Municipal System Act, 2000 (Act No. 32 of 2000) (MSA)

“Municipality”, when referred to as “an entity” means a municipality as described in Section 2 of the Local Government: Municipal System Act, 2000 (Act No. 32 of 2000) (MSA); and when referred to as a geographic area means the municipal area determined in terms of the Local Government: Municipality Demarcation Act, 1998 (Act No. 27 of 1998).

“National Development Plan” means the plan for the country to eliminate poverty and reduce inequality by 2030 through uniting South Africans, unleashing the energies of its citizens, growing an inclusive economy, building capabilities, enhancing the capability of the state and leaders working together to solve complex problems.



“Public participation” means an open, fair and accountable process through which individuals and groups within communities can exchange views and influence decision-making. It is further defined as a democratic process of engaging people, deciding, planning and playing an active part in the development and operation of services that affect their lives.

“Stakeholder” means an individual or group with an interest in a particular issue addressed by government. E.g. ratepayers association, trade unions.

“Structures Act” means the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998), as amended.

“Systems Act” means the Local Government: Municipal System Act, 2000 (Act No. 32 of 2000), as amended.

“The Constitution” means the Constitution of the Republic of South Africa, 1996.

“Ward committee” means a committee of a municipal ward, established in terms of Part 4 of Chapter 4 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998).

1. INTRODUCTION

This policy seeks to build on the commitment of a democratic local government to deepen democracy, which is embedded in the Constitution of the Republic of South Africa (1996).

This policy, therefore, describes Stellenbosch Municipality's public participation processes for the Integrated Development Planning (IDP) and Budget as well as other municipal processes requiring public participation, how it will be conducted, the appropriate mechanisms, processes and procedures to enable the local community to participate in the affairs of the municipality in terms of the legal statutes of local government.

2. LEGISLATIVE FRAMEWORK

Legislation that forms the foundation for this policy:

- ✦ Constitution of the Republic of South Africa (1996): Chapter 7, Sections 152(1); 153(b); 160(4) and 162, Chapter 10, Section/s 195(1) and 195(1)(g);
- ✦ The White Paper on Local Government of 1998;
- ✦ Local Government: Municipal Structures Act, 1998 (Act No.117 of 1998): Chapter 4 – Establishment of ward committees; Sections 19(2)(c); 19(3) and Section 72;
- ✦ Local Government: Municipal Systems Act, 2000 (Act No.32 of 2000) (MSA) and its amendments: Chapters 4, 5 and 6; and
- ✦ Local Government: Municipal Financial Management Act, 2003 (Act No.56 of 2003) (MFMA).

3. OBJECTIVES OF THE PUBLIC PARTICIPATION POLICY

Through the implementation of this policy, Stellenbosch Municipality strives:

- 3.1 To meet the legal requirements as stipulated in the Constitution, the MSA and relevant legislation.
- 3.2 To establish a transparent and accountable municipality.
- 3.3 To promote the values of good governance in Stellenbosch Municipality.
- 3.4 To facilitate the development of mutual trust between the public and the municipality.
- 3.5 For the municipality to make development plans and services more relevant to local needs and environments.
- 3.6 Develop coherent municipal strategies for ongoing communication and participation around development planning and governance processes that require community involvement.
- 3.7 Facilitate consistent engagement with all sectors in our municipality through stakeholder engagements, ward committee structures and the community.
- 3.8 Develop and identify public participation approaches, platforms and mechanisms for local communities and stakeholders to participate in the affairs of local government.
- 3.9 Build inter-governmental mechanisms to ensure that the local, district, provincial and national government work together to enhance service delivery and address the needs of the community.
- 3.10 To outline the roles and responsibilities of the municipality and the public in deepening participatory democracy.

4. BENEFITS OF PUBLIC PARTICIPATION

- 4.1 Increases participation in statutory processes and allows for greater links between sectors and communities.
- 4.2 Encourages attitudes of openness and transparency in engaging with communities.

- 4.3 Alerts the municipality of grassroot issues from a citizen's perspective.
- 4.4 Contributes to the development of self-confidence, pride, initiative, responsibility and cooperation.
- 4.5 Encourages citizens and communities to take ownership of their own lives and be actively involved in finding solutions to their problems.
- 4.6 Builds the capacity of citizens to engage effectively with their local council.
- 4.7 When communities establish good working relationships with local authorities, it increases their level of confidence without losing perspective.
- 4.8 Participation also encourages and strengthens internal accountability structures in community organisations.
- 4.9 With increased communication between structures, negotiations become part of the participatory process.
- 4.10 Participation builds ownership of the processes of change on the part of communities and deepens their commitment to it.
- 4.11 In terms of the municipal IDP and Budget process, participation enables the formation of collaborative partnerships.

5. PUBLIC PARTICIPATION IN LOCAL GOVERNMENT

Public participation has been defined as an open, accountable process through which individuals and groups within communities can exchange views and influence decision-making. It is a democratic process of engaging people, deciding, planning, and playing an active part in the development and operation of services that affect their lives.

5.1. Developing a culture of public participation

In giving effect to section 16 of the MSA and as set out in the policy, the Municipal Manager must ensure that for this purpose:

The Municipality encourages and creates conditions for the local community to participate in the affairs of the Municipality, including in:

- 5.1.1 The drafting, implementation, review and/or amendment of its Integrated Development Plan (IDP);
- 5.1.2 The drafting of the Medium-Term Revenue Expenditure Framework (MTREF) / budget;
- 5.1.3 The establishment, implementation and review of the Municipality's performance management system;
- 5.1.4 Determination, consideration and adoption of by-laws and sector/master plans linked to the IDP and Spatial Development Framework (SDF), where applicable; and
- 5.1.5 Strategic decisions relating to the provision of municipal services.

5.2. Principles guiding public participation

The White Paper on Local Government (1998) emphasized the importance of building relationships between local communities and the municipality. It also emphasized the principle of accountability by municipal councils.

The underlying principles guiding this policy are also underscored by the Batho Pele Principles as stipulated below:

Table 1: Principles guiding public participation

Principle	Applying these principles
Accessibility	<ul style="list-style-type: none"> ✚ The Municipality to ensure that public participation processes are accessible, gender-sensitive and open to all role-players. ✚ Conducting public engagements taking into account the circumstances of the various communities and available resources.
Accountability	<ul style="list-style-type: none"> ✚ Ensuring report backs to the community forums or role-players at least twice a year through IDP and Budget processes and ward councillors report back to community meetings.
Trust, commitment and respect	<ul style="list-style-type: none"> ✚ Ensuring that the purpose of the public participation process is explained adequately, as well as how it will develop.
Consultation	<ul style="list-style-type: none"> ✚ Consulting internal and external role-players is critical when planning and/or initiating programmes and projects.
Diversity	<ul style="list-style-type: none"> ✚ Ensure that different interest groups including vulnerable groups (women, disabled persons and youth) are part of governance structures. ✚ Embracing all race, gender, religion, ethnicity, language, age, special needs, economic status and sexual orientation.
Openness and Transparency	<ul style="list-style-type: none"> ✚ Promoting openness, sincerity, and honesty among all the role-players in a public participation process.
Flexibility	<ul style="list-style-type: none"> ✚ Being flexible in terms of time, language and approaches to public participation engagements and processes.
Inclusivity	<ul style="list-style-type: none"> ✚ Identifying and recognising existing social networks, structures, organisations and institutions and use them as vehicles for public participation and communication. ✚ Embracing the views and opinions of all irrespective of gender, age, religion and economic status in the public participation processes.
Building community capacity	<ul style="list-style-type: none"> ✚ Embarking on citizen education on all aspects of local governance. ✚ Keep the public informed and knowledgeable through open communication and for the public to have a clear understanding of the purpose and the role that they are required to play.
Integration	<ul style="list-style-type: none"> ✚ The Municipality to ensure that public participation processes are integrated into the planning and decision-making processes such as the Integrated Development Plan (IDP), Budget, Performance Management System, Sectoral Planning and by-laws.

6. PUBLIC PARTICIPATION STRUCTURES AND MECHANISMS

Public participation should take place through the established structures in the Stellenbosch Municipality as the political structures, ward committees, and intergovernmental structures.

6.1. Political structures

In terms of the provisions of Section 17(1)(a) of the MSA, political structures must be used to drive the public participation processes. The Act defines 'political structures' as the council of a municipality or any committee or other collective structure of a municipality that has been elected, designed or appointed in terms of the Municipal Structures Act.

These political structures include:

- 6.1.1 The Municipal Council or its Committees:** According to Section 5 (e)(i) of the Municipal Systems Act the proceedings of the municipal council and those of its committees must be open to the public, subject to Section 20, which governs the rules of admission of the public to council meetings.
- 6.1.2 Ward Councillors:** Ward Councillors are the representatives of specific communities and are ideally placed to be the link between the public and the municipality. Therefore, they should

bring people's needs and problems to the municipality, and then consult and inform the community on municipal services and programmes.

- 6.1.3 Ward Committees:** Ward Committees represent the community and different sectors in communities. Ward Committee members can be very useful in assessing the needs, building partnerships, consulting the community and advising the ward councillor on service delivery challenges.

Any other mechanisms, processes and procedures established by the municipality in terms of Council policies.

6.2. Intergovernmental structures

Effective inter-governmental relations (IGR) structures are 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.

Structures that are active within the district of the CWDM and to ensure continued liaison and coordination throughout the municipal processes include:

1. District IDP Managers Forum (DIDPMF)
2. Provincial IDP Managers Forum (PIDPMF)
3. Joint District and Metro Approach task team (JDMA)
4. Strategic Integrated Municipal Engagements (SIME)
5. District Co-ordinating Forum (DCF)
6. Municipal Managers Forum (MMF)
7. District Communications Forum
8. Provincial IDP Indaba's
9. Provincial IDP Managers Forum and Public Participation and Communications Forum.

6.3. Stakeholder Structures

The main purpose of stakeholder structures, if and when established, will be for strategic engagement pertaining to municipal areas of service delivery or contribute to the lives of Stellenbosch communities. Structured forums for public participation in our municipal processes can include established forums, municipal sports councils, churches, businesses, agriculture and tourism, various institutions, non-governmental organisations and community-based organisations.

Structured forums may register on the IDP Stakeholder database to be invited to stakeholder engagements in public participation processes.

The objectives of these structured engagements will be to:

- 6.3.1 Elicit input for the review of draft IDP and preparation for the draft Budget.
- 6.3.2 To develop integration by balancing the economic, ecological and social pillars without compromising the institutional capacity.
- 6.3.3 Strengthen the dialogue between municipal areas of deliverables and the key sectors across the municipality.
- 6.3.4 Better target and coordinate implementation plans with partners, sectors and different spheres of government; and
- 6.3.5 Identify the gaps and means for closing gaps with our partners;
- 6.3.6 Ensure alignment between Provincial, District and Municipal strategic frameworks and implementation plans.

7. ROLES AND RESPONSIBILITIES

The roles and responsibilities of role-players during the public participation processes are summarised as follows:

Table 2: Roles and Responsibilities

Role Player	Roles and Responsibilities
Executive Mayoral Committee	<ul style="list-style-type: none"> ✚ Play a role in the monitoring of public participation by annually reporting to Council on community involvement. ✚ Ensure that public views and opinions are taken into account.
Office of the Speaker	<ul style="list-style-type: none"> ✚ The support for the participatory component of the political system resides with the Office of the Speaker. ✚ The Speaker, who chairs Council meetings, is ultimately responsible for ensuring that the Stellenbosch Municipal Council, through its elected Councillors, implements a dynamic and effective system of public participation. ✚ The co-ordination of public participation processes through the Office of the Speaker does not mean the implementation of all the aspects of public participation. ✚ The management of the public participation process into the Integrated Development Plan and Budget would be managed through the Office of the Municipal Manager and Directorate: Finance. However, the co-ordination of how this process fits into the ward committee system that deals with input to the IDP and budget will be set up through proper mechanisms within the Office of the Speaker (politically) and through the Office of the Municipal Manager (Administratively).
Council	<ul style="list-style-type: none"> ✚ Municipal Council to familiarise themselves with the content of this policy, make their constituencies aware and oversee its implementation of the policy; ✚ It is the Council's responsibility to promote and supervise the implementation of public participation initiatives. Councillors should act as enabling agents in the community.
Municipal Manager	<p>To give effect to Sections 16 and 17 of the MSA as set out in this policy the Municipal Manager must do the following:</p> <p>Encourage and ensure conducive conditions for public participation in the affairs of the municipality, including in:</p> <ul style="list-style-type: none"> ✚ Preparation, implementation and review of the Integrated Development Plan (IDP). ✚ Establishment, implementation and review of the municipal Performance Management System. ✚ Monitoring and review of the municipality's performance, including the outcome and impact of such performance. ✚ Considering draft by-laws. ✚ Preparation of the municipal budget. ✚ Strategic decisions relating to the provision of municipal services. ✚ Ensure that the municipality employs sufficient component staff members, other than councillors to assist in the public participation processes. ✚ Ensure that all staff members, including councillors, are trained in the public participation methodologies and processes. ✚ Ensure community capacity building for meaningful participation in municipal affairs.

Role Player	Roles and Responsibilities
	<ul style="list-style-type: none"> Establish and notify the public on all available participation platforms in the municipality. Ensure that the municipality uses appropriate venues and platforms for public participation. Ensure that gender-sensitive approaches are developed to make public participation platforms accessible to all community members.
Manager: Integrated Development Planning	<ul style="list-style-type: none"> Draft the IDP and Budget Process Plan / Time Schedule for the scrutiny of the Executive Management Committee, the consideration of the Mayoral Committee and adoption by the Municipal Council. Implementation of a public participation plan to encourage community and sector participation in the IDP and Budget process. Consolidate all community input and needs, including newly identified projects for channelling to the relevant departments for consideration. The role here is specifically a facilitation and administrative function of guidance, assistance and implementation of the process in itself.
Community	<ul style="list-style-type: none"> Members of the public to familiarise themselves with the content of this policy. Ensure that their participation takes place through the public participation mechanisms and platforms established by the municipality in terms of the MSA as set out in this policy and made public in municipal public notices.
Ward Committees	<ul style="list-style-type: none"> Mobilise communities to participate in IDP and Budget public participation processes or any other service delivery matter demanding public participation. Identify persons with special needs and communicate this to the ward councillors in cases where special logistical arrangements need to be made where appropriate if circumstances permit this and dependant on the availability of resources. All ward committee members must be present at the IDP and Budget public engagements and or other public engagements relating to municipal affairs requiring public participation, to represent their respective communities. Ward committee members must participate in the ward-based planning process for their respective wards. Prioritise the community needs and assist the ward councillor to determine the key priorities for the respective ward. Provide in-depth details on priority issues and problems raised in the public engagements. Monitor and evaluate IDP projects and ward priorities.

8. STATUTORY PROCESSES NECESSITATING PUBLIC PARTICIPATION

Different types and forms of decision-making necessitate varying levels of public participation. To avoid any uncertainty about whether or not participation is critical with regard to certain important municipal decisions and processes, the MSA provides a non-exhaustive list of important municipal 'events' in which public participation is particularly important, including:

8.1. Participation in the drafting, review and/or amendment of the IDP

Facilitation of public participation in the IDP process takes place as set out in the IDP and Budget Process Plan (Time Schedule), and is implemented through the following structures and methods:

8.1.1 Department: IDP / PMS / Public Participation

- 8.1.1.1 Draft the IDP and Budget Process Plan (Time Schedule) in terms of Section 21(1)(b) of the MFMA in consultation with the Departments: Spatial Planning, Budget and Disaster Management for scrutiny of the Executive Management, the consideration of the Mayoral Committee and adoption by the Council;
- 8.1.1.2 Draft and implement the IDP and Budget public participation plan to encourage community and sector participation in the IDP and Budget process;
- 8.1.1.3 Consolidate community and sector inputs received during the IDP public participation processes, including newly identified projects for channelling to the relevant departments; and
- 8.1.1.4 Ensure that departmental feedback on the IDP community and sector inputs is captured and updated before the following IDP and Budget process.

8.1.2 Ward Committees

The objective of a ward committee is to enhance participatory democracy in local government and must participate and provide assistance in the following:

- 8.1.2.1 Assist with the mobilisation of communities to attend IDP and Budget engagements in person or via online platforms made available by the municipality;
- 8.1.2.2 Participate in the needs analysis phase of the IDP;
- 8.1.2.3 Participate in the driving of the ward-based planning process in the development of ward plans;
- 8.1.2.4 In consultation with the ward councillor, prioritise the community inputs and determine the top ward priorities for the respective ward;
- 8.1.2.5 Elaborate on priority issues and problems and advise the ward councillor;
- 8.1.2.6 The ward councillor and ward committee will have the duty to explain the ward priorities to their respective wards (the administration will provide technical support to the ward councillor and ward committee during this consultative process);
- 8.1.2.7 Communicate information in both directions between the community and the municipal council;
- 8.1.2.8 Monitor and evaluate IDP projects as encapsulated in the IDP and ward plans;
- 8.1.2.9 Participate in the establishment, implementation and review of the Performance Management System (PMS);
- 8.1.2.10 Participate in the preparation of the budget; and
- 8.1.2.11 Strategic decisions of the Municipality relating to the provisions of municipal services in terms of Chapter 8 of the MSA.

The functions of Ward Committees are specified in the Ward Committee Policy of Stellenbosch Municipality.

8.1.3 Electronic and printed media

- 8.1.3.1 Community input and comment must be obtained from calls for comment as advertised in local print media, on the municipal website, social media platforms and the municipal notice boards;
- 8.1.3.2 Give notice to the public of the adoption of the IDP and Budget (within 14 days of the adoption of the IDP) and budget (within 10 working days) as prescribed by the MSA;
- 8.1.3.3 The draft IDP and Budget must be published on the municipal website for public scrutiny as prescribed by the MSA and MFMA not later than five (5) days after its tabling in Council or on the date on which it must be made public for a period of at least 21 days for public comments and written submissions;
- 8.1.3.4 The IDP and budget-related documents must be made available at municipal offices and municipal libraries.

8.1.4 Written Submissions

Members of the community and stakeholders may participate in the drafting of the municipal Integrated Development Plan (IDP) by making written submissions to the Municipal Manager on the dates as specified in the municipal notices.

8.2. Participation in the budget preparation process

The Budget preparation process commences with the adoption of the IDP and Budget Process Plan (Time Schedule) by the Council and further unfolds as follows:

- 8.2.1 The IDP department, Budget Office, ward councillor and ward committee will consult respective communities to determine the developmental needs of the community;
- 8.2.2 All community needs determined through this process, will be captured and prioritised by the ward committee during the ward-based planning process;
- 8.2.3 The Capital Planning Forum (CPF) will reflect on the strategic objectives for service delivery and proposed capital projects emanating from the ward-based planning process;
- 8.2.4 All internal municipal departments will take into consideration the priorities listed by the community;
- 8.2.5 The Department: Finance of the Stellenbosch Municipality has a duty in terms of the MFMA to compile the draft budget for the Medium-Term Revenue and Expenditure Framework (MTREF) period;
- 8.2.6 Once the draft budget is compiled, the Executive Mayor will table the draft IDP, draft budget and related policies, and Service Delivery and Budget Implementation Plan (SDBIP) to the Council;
- 8.2.7 The draft budget and its related documents will be published on the municipal website, and hardcopies placed in the municipal libraries and offices, to ensure that the public has access to the documents to make informed comments and written submissions;
- 8.2.8 In order to ensure that all stakeholders are informed about the budget consultation sessions, notices will be placed in local print media, on the municipal website, on social media platforms and on the municipal notice boards.
- 8.2.9 In addition, the municipality will also consult with stakeholders who are registered on the municipal stakeholder database;
- 8.2.10 All submissions received through the IDP and Budget public participation process, including the written submissions, will be submitted to the Budget Office and Mayoral Committee for consideration, whereafter the Executive Mayor will submit the final budget to Council for adoption.

8.3. Development, implementation and review of the performance management system (PMS), monitoring and review of organisational performance, including outcomes and impact of performance (annual report)

The MSA and applicable regulations stipulate that the public must participate in the monitoring and review of the performance of municipalities. This list below sets out the various issues in respect of which the municipality is required to engage with the community in terms of performance management:

- 8.3.1 Make public the projections, targets and indicators as set out in the SDBIP (no later than 14 days after the approval of the SDBIP by the Executive Mayor);
- 8.3.2 Make public the Quarterly Performance Assessment Reports of the municipality;
- 8.3.3 Monitoring and review of organisational performance, including outcomes and impact of performance (Annual Report).

8.4. Policy formulation and development of By-laws

All proposed by-laws must be published for public comment in a manner that allows the public an opportunity to make representations concerning the proposed by-law.

8.5. Strategic decisions relating to service delivery

Regulations and legislation guide the process to be followed in the decision-making process relating to service delivery, such as Service Level Agreements (SLAs) and the role of the public therein.

8.6. Other council processes for public participation

The Municipality may engage the community on any other aspects identified by the Municipality for public consultation. Consultation on other council processes will be the responsibility of the respective functional department.

9. PUBLIC PARTICIPATION METHODS AND TIMEFRAMES

9.1. Notices

- 9.1.1 Notices about community engagements must be placed in the local print media, municipal website, municipal notice boards, municipal-approved social media platforms and other platforms as it become available.
- 9.1.2 When the municipal administration communicates this information, it must take into account the Communication Policy of the municipality, as well as the special needs of vulnerable groups and persons who cannot read or write.
- 9.1.3 Municipal officials will assist all persons with special needs who cannot read or write.

9.2. Petitions and complaints

- 9.2.1 Petitions and complaints lodged by the public shall be addressed to the Executive Mayor or Municipal Manager and/or their delegates.
- 9.2.2 Petitions will be dealt with as per the standard operating procedure set out by the Executive Mayor and Municipal Manager.

9.3. Public input and comments on the draft IDP and draft Budget

The Municipality should consider inviting the public and interested stakeholders to submit inputs and comments on the following:

- 9.3.1 The identification of community needs and the prioritisation of those needs in the municipal area or specific ward, within the IDP and budgeting processes;
- 9.3.2 On strategies, programmes and services to address the developmental agenda based on community needs as encapsulated in the IDP;
- 9.3.3 In the development, implementation and monitoring of the municipal Performance Management System (PMS);
- 9.3.4 The inputs and written submissions of the public on the budget, proposed tariffs as well as budget-related policies;
- 9.3.5 The Municipal Manager should ensure that all input and written submissions are submitted to the Council for consideration;
- 9.3.6 The Municipal Manager should ensure that copies of the draft documents are made available to the general public in one or more of the following:
 - ✚ By publication in the official municipal newsletter;
 - ✚ Hard copy available at all municipal ward offices and libraries;
 - ✚ Publish an electronic copy of the report/ plan on the municipal website.

9.4. Public comments and input submitted on electronic platforms

- 9.4.1 The Municipality will provide the community with an E-mail address in the published notices where the public and stakeholders may submit written comments directly to the municipality on any matter referred to in this policy and or other relevant municipal policies and/or by-laws;
- 9.4.2 Comments may also be submitted through the dedicated municipal-approved electronic platforms as it appear in the public notices;
- 9.4.3 Emails and electronic platforms will be accessed regularly, and comments collated by the responsible department;
- 9.4.4 The municipal website will provide a facility for the public to provide online comments for specific public participation processes without the Municipality necessarily permitting the abuse of the facility.

9.5. Invitation to public participation engagements

- 9.5.1 Members of the community will be invited to participate in open sessions where statutory determined processes, such as the mSDF, IDP, budget, policies and by-laws.
- 9.5.2 Public engagements will be held at a place, time and venue convenient to the majority of people in a particular ward/area, depending on the availability of resources.
- 9.5.3 The size of the venue and the approximate number of people who might be attending must be taken into consideration. Physical engagements will only be done if circumstances permit it.
- 9.5.4 This policy makes provision for online or hybrid public engagements. Online public engagements will be held on MS Teams or any other platform as approved by the Municipality, on times convenient for the majority of people in a particular ward. The meeting link for these engagements will be communicated to the community in due time in order to enable the community to participate.
- 9.5.5 Notices of consultations / public engagements will be published at least seven (7) days before the date of the meeting through the following communication platforms:
 - ✚ Local newspapers that are circulated and advertised once on a weekly basis;
 - ✚ Municipal website;

- ✚ Municipal-approved social media platforms
- ✚ Public laud hailing will be done on public engagements and events, if circumstances permit this and dependant on the availability of resources; and
- ✚ When deemed necessary, and when financially viable, pamphlets may be distributed and the posting of posters to publicise municipal engagements.

- 9.5.6 Councillors will be consulted and informed of such meeting(s) before a notice is given to the community.
- 9.5.7 Where practically and economically feasible, the Municipality will endeavour to make translators available for the purpose of the public meeting.
- 9.5.8 Ward Councillors will play an official council role at public participation meetings in their respective wards.
- 9.5.9 Written submissions may be e-mailed or hand-delivered at the designated municipal electronic platforms and municipal offices as it appear in the public notices.

9.6. Special needs

In terms of Section 17(3) of the MSA, the Council must take into account the special needs of:

- 9.6.1 People who cannot read or write;
- 9.6.2 People with disabilities;
- 9.6.3 Women;
- 9.6.4 Senior Citizens; and
- 9.6.5 Other disadvantages groups

9.7. Legislative Public Participation Time Frames

The relevant legal statutes establish specific deadlines for each municipal legislative process that involves public participation.

9.7.1. IDP and Budget public participation time frames

The legislative public participation time frames in terms of the MSA and MFMA below should be adhered to at all times:

Activity	Legislative Requirements	Time Frame	Responsible
Submission of the draft IDP, budget, tariffs, budget-related policies and SDBIP	MFMA - Sec 16(2) MSA - Sec 25 (b)(c) MBRR - Part 3	At least 90 days before the start of the budget year	Manager: IDP/PMS/PP and Snr Manager: Financial Management Services
Advertise the Draft IDP and Draft Budget and other required documents	MFMA - Sec 22(a) MSA - Sec 21A, 42 MPPMR - Reg 15(3)	Provide at least 21 days for public comments and written submissions	Manager: IDP/PMS/PP and Snr Manager: Financial Management Services
Council meeting to adopt final IDP, Performance Management Measures and targets and the budget	MFMA - Sec 24	At least 30 days before the start of the budget year)	Manager: IDP/PMS/PP and Snr Manager: Financial Management Services

Activity	Legislative Requirements	Time Frame	Responsible
Place the adopted IDP, multi-year budget, all budget-related documents and all budget-related policies on the website	MFMA - Sec 22 and 75 (1)(2) MSA - Sec 21A and 21B	Within 5 days after adoption	Manager: IDP/PMS/PP and Snr Manager: Financial Management Services
Give notice to the public of the adoption of the IDP and Budget	MBRR - Reg 18 MSA - Sec 25(4)(a)(b) MFMA - Sec 75(1)	Within 14 days of the adoption of the IDP and the budget within 10 working days	Manager: IDP/PMS/PP and Snr Manager: Financial Management Services

10. GENERAL ARRANGEMENTS FOR PUBLIC PARTICIPATION PROCESSES

10.1. Admission to municipal public engagements

- 10.1.1 Section 20(1) of the MSA provides that meetings of the Council and its Committees are open to the public, including the media. The Council or its Committee may only exclude the public and media, when it is reasonable to do so having regard to the nature of the business being transacted.
- 10.1.2 A by-law or resolution of the Council must specify the circumstances in which such meetings may be closed. The Council's Standing Rules, allow for meetings to be held in - committee.
- 10.1.3 Section 20(3) of the MSA constitutes that the Mayoral Committee may close any or all of its meetings to the public and the media, when it is reasonable to do so having regard to the nature of the business being transacted.
- 10.1.4 Section 20(2) of the MSA sets out the matters, to be considered by the Council or its committees in respect of which meetings may not be closed for a draft by-law, Budget, IDP and any amendments to the IDP, a municipality's draft performance management system and amendments to the system, decision to enter into a service delivery agreement referred to in Section 76(b); and any matter prescribed by legislation.

10.2. Accessibility of information

- 10.2.1 The Promotion of Access to Information Act, 2000, sets out the procedure to be followed by members of the public to obtain access to records.
- 10.2.2 The Act further sets out grounds for refusal of access to information and makes provision for an appeal mechanism.

10.3. Language

Account is taken of national and provincial legislation on the recognition of official languages, and these will be used as a minimum framework. The diversity of Stellenbosch Municipality communities is recognised, and every effort will be made to use an appropriate language in any public participation process.

In terms of Section 18(2) of the MSA, the Council must take into account the language preferences of its community when providing information and /or interacting with such community. However, the first medium of communication will be English and will be translated into other languages where appropriate, if circumstances permit this and depending on the availability of resources.

11. CONCLUSION

This policy outlines how the municipality's public participation processes, as well as the organisation's legislative processes and issues requiring public participation, will be conducted, organised, and managed.

The policy works from the premise that public participation is not isolated and only the function of a specific directorate but an underlying value of the work of all departments in the Stellenbosch Municipal Council. The principles of public participation filter into the mainstream work of the Council and contribute towards building a transparent and participatory system of a democratic local government in the Stellenbosch municipal area. The document highlights the main areas where the Stellenbosch Municipality must find itself engaging in public participation initiatives.

It is important to note that the Public Participation Policy will be reviewed and developed over time, to reflect changing circumstances that allow or permit different approaches to conduct public participation. These improvements to the policy will always be done in accordance with legislative mandates.

10.11.2	DRAFT INTERGOVERNMENTAL RELATIONS (IGR) AND INTERNATIONAL RELATIONS (IR) POLICY
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Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 February 2025

2. SUBJECT: DRAFT INTERGOVERNMENTAL RELATIONS (IGR) AND INTERNATIONAL RELATIONS (IR) POLICY

3. PURPOSE

To table the Council for consideration and approval:

- (b) The draft Intergovernmental Relations (IGR) and International Relations (IR) Policy, attached as **ANNEXURE A**.

4. DELEGATED AUTHORITY

Council.

5. EXECUTIVE SUMMARY

The Intergovernmental Relations Framework Act, 2005 (Act No. 13 of 2005), aims to promote cooperative governance between the national and provincial governments, including other municipalities. It stipulates mechanisms for consultation, cooperation, and coordination among the three spheres of government to ensure effective service delivery and development.

Stellenbosch Municipality drafted an Intergovernmental Relations (IGR) and International Relations (IR) Policy to facilitate effective communication and collaboration among the provincial and national governments, as well as the district and other local municipalities. The policy sets the foundation for Stellenbosch Municipality to collaborate with other government departments and municipalities to facilitate challenges, coordinate resources, and enact policies that benefit the community.

In terms of international relations, the desired outcome of the IGR and IR Policy is to promote Stellenbosch Municipality as a competitive global destination for economic, social, and cultural activity, one that values international partnerships as a means to facilitate job creation through private sector-led economic growth, actively encourages inward investment, and exchanges knowledge and best practices.

The draft IGR and IR policy stipulates the criteria and procedures to be followed when establishing formal relations with international parties to enable sufficient flexibility so that the municipality is able to capitalise on opportunities when they are deemed valuable and in the interest of service delivery.

The purpose of this item is to seek the Council's approval for the draft Intergovernmental Relations (IGR) and International Relations (IR) Policy to be released for public input for a period of not less than 21 days.

6. RECOMMENDATIONS

- (a) that the draft Intergovernmental Relations (IGR) and International Relations (IR) Policy of Stellenbosch Municipality be considered and approved in terms of

Section 21 of the MSA for the purpose of obtaining public input and comments, attached as **ANNEXURE A**; and

- (b) that an advertisement be placed on the official website of the Municipality and the local newspaper notifying the public that the draft Intergovernmental Relations (IGR) and International Relations (IR) Policy is open for public input and comments for a period of 21 days.

7. DISCUSSION

6.1 Background

Chapter 3 of the Constitution, 1996, of South Africa provides that the three spheres of government are 'distinctive, interdependent, and interrelated.' The principles that underlie the relationships between the spheres are those of cooperative government and intergovernmental relations (IGR)

In terms hereof, each sphere must, among other things:

- (a) respect the constitutional status, institutions, and powers and functions of government in the other spheres;
- (b) exercise their powers and perform their functions in a manner that does not encroach on the geographical, functional, or institutional integrity of government in another sphere;
- (c) cooperate with one another in mutual trust and good faith by:
 - assisting and supporting one another;
 - consulting one another on matters of common interest;
 - co-ordinating their actions and legislation with one another; and
 - adhering to agreed procedures.

A clear understanding of each sphere of government's powers and functions is an important part of this cooperative relationship. This is to make sure that no sphere of government or organ of state interferes with the institutional, functional, or geographical integrity of another sphere of government.

The draft IGR and IR Policy outlines the principles of intergovernmental relations, such as mutual respect, cooperation, and information sharing, to facilitate collaboration and decision-making processes. It also mandates the establishment of structures and participation therein, such as intergovernmental forums. In addition, it highlights communication and coordination between municipalities and other government bodies as well as dispute resolutions.

The internal consultation process for the draft IGR and IR Policy commenced in October 2024 and will continue. External consultation is deemed important to allow community members, stakeholders, and role players to participate in the formulation of the policy by submitting written input for the Council to consider. The internal and external consultation processes will continue concurrently until the consultation period is completed.

The table below outlines the consultation process and estimated timelines for the final approval of the IGR and IR Policy.

NR.	ITEMS	TIMELINE
1.	Draft IGR and IR Policy submitted to the Directors Forum for input	22 October 2024
2.	Draft IGR and IR Policy distributed to Directors / Senior Managers (SM) and Managers for input	07 – 26 November 2024
3.	Tabled the departmental inputs on the draft IGR and IR Policy to the Directors Forum	14 January 2025
4.	Consultation Sessions: Directors, Senior Managers and Managers	03 – 04 February 2025
5.	Draft IGR and IR Policy to be submitted to MayCo and to the Council (to obtain approval for the purpose of public input)	February 2025
6.	Submit draft IGR and IR Policy to the All-Ward Councillors Meeting	February 2025
7.	Publish a notice in the local newspaper and municipal communication platforms and deliver hard copies in libraries and ward offices	March 2025
8.	Public participation period for public input on the draft IGR and IR Policy	March 2025 (21 days)
9.	Electronic submission of the draft policy to DLG, Provincial Treasury, CWDM, Provincial Speaker of Parliament and SALGA, for input	March 2025
10.	Submit all input/comments to the Directors Forum for consideration	April 2025
11.	Submit a revised draft to the Directors Forum for review and final input	April 2025
12.	Submit the final IGR and IR Policy to the MayCo	May 2025
13.	Submit the IGR and IR Policy to the Council for final approval	May 2025

6.2 Financial Implications

There are no financial implications beyond that which was approved in the 2024/25 MTREF Budget.

6.3 Legal Implications

In accordance with Chapter 3 of the Constitution the principles of co-operative and intergovernmental relations are stipulated as –

Section 41.

(1) *All spheres of government and all organs of state within each sphere must—*

- (a) *preserve the peace, national unity and the indivisibility of the Republic;*
- (b) *secure the well-being of the people of the Republic;*
- (c) *provide effective, transparent, accountable and coherent government for the Republic as a whole;*
- (d) *be loyal to the Constitution, the Republic and its people;*
- (e) *respect the constitutional status, institutions, powers and functions of government in the other spheres;*

- (f) *not assume any power or function except those conferred on them in terms of the Constitution;*
- (g) *exercise their powers and perform their functions in a manner that does not encroach on the geographical, functional or institutional integrity of government in another sphere; and*
- (h) *co-operate with one another in mutual trust and good faith by—*
 - (i) *fostering friendly relations;*
 - (ii) *assisting and supporting one another;*
 - (iii) *informing one another of, and consulting one another on, matters of common interest;*
 - (iv) *co-ordinating their actions and legislation with one another;*
 - (v) *adhering to agreed procedures; and*
 - (vi) *avoiding legal proceedings against one another.*

Section 41(3) ascribed that –

An organ of state involved in an intergovernmental dispute must make every reasonable effort to settle the dispute by means of mechanisms and procedures provided for that purpose and must exhaust all other remedies before it approaches a court to resolve the dispute.

It is further emphasized by **Section 41 (4)** that –

If a court is not satisfied that the requirements of subsection (3) have been met, it may refer a dispute back to the organs of state involved.

The Intergovernmental Relations Framework Act No. 13 of 2005 provides for –

A framework for the establishment of intergovernmental forums and mechanisms to facilitate the settlement of intergovernmental disputes.

The White Paper on Local Government, 1998 promotes the engagements with other municipalities in other countries by stipulating that –

Section 3.2

Municipalities can also engage with municipalities in other countries, through a range of mechanisms from informal linkages to formal twinning arrangements and membership of international municipal institutions.

International linkages may provide numerous benefits to South African municipalities, including facilitating the sharing of international expertise and best practice experience.

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

Not applicable

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: 2025-02-19: ITEM 7.11.2

- (a) that the draft Intergovernmental Relations (IGR) and International Relations (IR) Policy of Stellenbosch Municipality be considered and approved in terms of Section 21 of the MSA for the purpose of obtaining public input and comments, attached as **ANNEXURE A**; and
- (b) that an advertisement be placed on the official website of the Municipality and the local newspaper notifying the public that the draft Intergovernmental Relations (IGR) and International Relations (IR) Policy is open for public input and comments for a period of 21 days.

ANNEXURES

Annexure A: Draft Intergovernmental Relations (IGR) and International Relations (IR) Policy

FOR FURTHER DETAILS CONTACT:

NAME	<i>Geraldine Mettler</i>
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
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E-MAIL ADDRESS	<i>mm@ Stellenbosch.gov.za</i>
REPORT DATE	<i>03 February 2025</i>

ANNEXURE A



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DRAFT INTERGOVERNMENTAL RELATIONS (IGR) AND INTERNATIONAL RELATIONS (IR) POLICY

First draft (for consultation)

2025



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Policy	Intergovernmental (IGR) and International Relations (IRs) Policy
Directorate	Office of the Municipal Manager
Date Approved	
Date Effective	
Council Item Number	
Collab File Ref	

Version	Date Created	Status	Author	Review Date
1.0	2025	Draft		New document



List of Abbreviations and Acronyms

IDP	Integrated Development Plan
IGR	Intergovernmental Relations
IR	International Relations
SALGA	South African Local Government Association
MayCo	Mayoral Committee
MSA	Municipal Systems Act
MSA	Municipal Structures Act
MOU	Memorandum of Understanding

DRAFT



Definitions

"Agreement"	Refers to a written document wherein the goals, objectives, projects and programmes necessary for achieving benefit from Municipal International Relations, in the knowledge that it does not constitute a legally binding agreement, that is not governed by a specific legal regime and that a party cannot institute legal action on grounds of breach of the agreement.
"Council"	"Council", means the Municipal Council as specified in section 160(1)(a) of the Constitution of the Republic of South Africa which states that: "The Municipal Council makes decisions concerning the exercise of all the powers and the performance of all the functions of the municipality". Herein referred to as the Council of Stellenbosch Municipality
"Distinctive"	The Stellenbosch Municipality is a self-governing legislative body and has executive authority over and within its demarcated municipal area.
"Interrelated"	The obligation placed on national, provincial and local governments to cooperate with each other to promote the well-being of all citizens.
"Intergovernmental Relations"	means relationships that arise between different governments or between organs of state from different governments within South Africa in the conduct of their affairs.
"International Relations"	Refers to the interactions between and behaviour of several actors or stakeholders in the global system. These actors or stakeholders include governments in all spheres, international organisations, international private sector actors, and multinational enterprises.
"Municipality"	Is an organ of state within the local sphere of government exercising legislative and executive authority within its legally demarcated area, as envisaged in Section 152 of the Constitution of the Republic of South Africa.
"SALGA"	The South African Local Government Association (SALGA) is an autonomous association of municipalities with its mandate derived from the Constitution of the Republic of South Africa. This mandate defines SALGA as the voice and sole representative of local government. SALGA interfaces with parliament, the National Council of Provinces (NCOP), cabinet as well as provincial legislatures.



Part A: General Provisions

1. Preamble

- 1.1 Stellenbosch Municipality's Intergovernmental and International Relations (IGR and IR) Policy has an important role to play in determining the municipality's intergovernmental and international relations priorities and objectives, and in delineating the powers, roles, procedures and functions of the relevant role-players. It has the potential to be a powerful tool to enhance the international profile of Stellenbosch Municipality as an attractive place to visit, live, work and do business.
- 1.2 The Stellenbosch Municipality's IGR and IR Policy aims to guide decision-making pertaining to intergovernmental and international relations in an articulate manner that aligns with the strategic goals of the municipality as identified in the Integrated Development Plan (IDP).
- 1.3 The Policy is aligned with the key objectives of the Western Cape Government International Relations Strategy focusing on increasing trade, tourism, investment and skills development while promoting knowledge sharing to achieve the vision of globally positioning Stellenbosch Municipality.
- 1.4 The Policy further intends to reflect an international reality in which local governments will play an increasingly critical role both as regulators and as facilitators of economic growth and development.
- 1.5 Intergovernmental relations intend to promote relationships with a wide range of stakeholders, through multi-sphere dialogue. This includes liaison with local government, provinces, sector departments and other state and non-state actors to promote effective governance, service delivery, economic growth and social upliftment.

2. Regulatory Context

This section provides an overview of the relevant legislation and policies that have a bearing on the intergovernmental relations of the Stellenbosch Municipality:

- 2.1 Constitution of the Republic of South Africa No.18 of 1996
- 2.2 Intergovernmental Relations Framework Act, 2005 (Act No.13 of 2005)
- 2.3 Intergovernmental Fiscal Relations Framework Act (1997)
- 2.4 Local Governmental: Municipal Finance Management Act, 2003 (Act No.56 of 2003)
- 2.5 Local Government: Municipal Structures Act, 1998 (Act No.117 of 1998)
- 2.6 Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000)
- 2.7 Department of International Relations and Cooperation (DIRCO) Policy Framework
- 2.8 Western Cape Government International Relations Strategy
- 2.9 Stellenbosch Municipality's Subsistence and Travel Policy
- 2.10 Stellenbosch Municipality's Cost Containment Policy



3. Desired Outcomes

- 3.1 To administer and coordinate intergovernmental and international liaison functions.
- 3.2 To promote Stellenbosch Municipality as a competitive global opportunity for economic, social and cultural activity, one that values international connectivity as a means to facilitate job creation through private sector-led economic growth and is recognized for its open and competitive regulatory environment, which is balanced by the Municipality's values and strategic goals.
- 3.3 With regards to international relations, it is the intention of the Stellenbosch Municipality to utilise its international relations to actively encourage inward investment, particularly in the catalytic growth sectors identified in the IDP.
- 3.4 To articulate a clear set of goals and objectives that promote the interests of the municipality that are aligned with the values and strategic policy objectives of the Western Cape Government and the Department of International Relations and Cooperation.
- 3.5 To clarify the powers, functions, roles and responsibilities of role-players.
- 3.6 To set out the criteria and procedures to be followed when establishing formal relations with international parties to enable sufficient flexibility so that the municipality is able to capitalize on ad hoc opportunities when such opportunities are deemed valuable.
- 3.7 This Policy aims to ensure that appropriate controls are in place to curtail fruitless initiatives and onerous and costly commitments where these do not result in tangible benefits for Stellenbosch Municipality.
- 3.8 To integrate international relations within Stellenbosch Municipality's broader development agenda.
- 3.9 To recommend ways by which mechanisms, processes and procedures should be developed and implemented to ensure sound intergovernmental relations between Stellenbosch Municipality, Provincial and National Government, District Municipality, and municipalities with the Western Cape Province, organised local government (SALGA) and local stakeholders.
- 3.10 To ensure that interaction between Stellenbosch Municipality, Provincial and National Government, District Municipality and municipalities within the Western Cape Province and organised local government enhances effective alignment in terms of legislation, financial matters, policies, projects and programmes, integrated development planning and local government management and ultimately promotes effective and cohesive service delivery.

4. Role Players and Stakeholders

The following internal role players are identified for the purpose of implementing the IGR and IR Policy:

Stakeholders	Responsibility
Executive Mayor	<p>↓</p> The Office of the Executive Mayor is the entry point of all requests and initiatives to embark on international relations projects through the Municipal Manager. <p>↓</p> The Office of the Executive Mayor is responsible for facilitating and coordinating the international and local travel arrangements of the Executive Mayor and other assigned political office bearers.



Stakeholders	Responsibility
Municipal Manager	<ul style="list-style-type: none"> ➤ The Office of the Municipal Manager is responsible for facilitating all requests and initiatives to embark on international relations projects to the Office of the Executive Mayor. ➤ Advise the Executive Mayor prior to formal consideration of intergovernmental and international engagements and commitments. ➤ The Office of the Municipal Manager is responsible for preparing items for international visits for Council approval or may delegate this to the responsible directorate/department. ➤ The Office of the Municipal Manager is responsible for facilitating and coordinating the international and local travel arrangements of the Municipal Manager and other assigned municipal officials or may delegate this to the responsible directorate/department. ➤ Responsible to advise the Executive Mayor on IGR structures. ➤ To report, where necessary, on Stellenbosch Municipality's participation in international and local projects and commitments.
Directors / Senior Manager / Manager	<ul style="list-style-type: none"> ➤ To advise on the benefits of intended IGR and IR relationships and partnerships to enhance integrated planning and service delivery. ➤ To implement relevant programmes as agreed upon. ➤ To assign a staff member as liaison with intergovernmental and international partners at a project level. ➤ To report to the Municipal Manager on the status of agreements and partnerships, as and when required. ➤ Set key initiatives/projects/programmes with clear measurable performance targets and timeframes for the duration of the MOAs and MOUs. ➤ To participate in intergovernmental structures and to report thereon. ➤ To ensure that IGR-related community priorities are reported to the national and provincial government and reported back to the municipality. ➤ Municipal officials or departmental representatives participating in forums or engagements on behalf of the municipality must obtain an official mandate from the Municipal Manager before participating in IGR or IR decision-making processes. ➤ Submit a back-to-office report to the Municipal Manager after attending IGR and IR forums.

External stakeholders that may be consulted on matters pertaining to intergovernmental and international relations of the municipality include:

Stakeholders	Departments / Organisations / Entities
National and Provincial stakeholders	<ul style="list-style-type: none"> ➤ The National Department of International Relations and Cooperation (DIRCO); ➤ Other National Government Departments; ➤ Provincial Government; ➤ South African Missions abroad; ➤ South African Local Government Association (SALGA); ➤ Other municipalities; and ➤ Intergovernmental forums/structures.
International Stakeholders	<ul style="list-style-type: none"> ➤ Foreign diplomatic representation in South Africa; ➤ South African diplomatic representation abroad; ➤ International Organisations; ➤ Foreign city governments.
Other Stakeholders	<ul style="list-style-type: none"> ➤ Local Tourism Associations with the greater Stellenbosch area



PART B: INTERNATIONAL RELATIONS

5. International Partnerships and Agreements

- 5.1 The Office of the Municipal Manager's recommendation to the Executive Mayor together with the Mayoral Committee regarding the Municipality's membership of international organisations shall be guided by consideration of the following factors:
 - 5.1.1 The international standing of the organisation;
 - 5.1.2 The benefits to be gained from membership; and
 - 5.1.3 The cost implications of membership.
- 5.2 Unless otherwise agreed as per 5.2.2 below, the Municipality will only enter into the following types of agreements with international organisations or stakeholders:
 - 5.2.1 Partnership Agreements, Twinning Agreements, Membership Agreements, Memoranda of Understanding (MoU), Grant agreements, Development Assistance Agreements, Statements of intent, and Cooperation Protocol.
 - 5.2.2 Other types of agreements may be entered into as a result of a decision by the Council.
 - 5.2.3 Guidelines detailing the nature and scope of each type of agreement, and the implications of each for the Municipality, will be agreed upon and drafted before a formal agreement is reached.
- 5.3 All recommendations and decisions taken by Council regarding international partnerships or memberships on the part of the Municipality shall be taken:
 - 5.3.1 With due regard to costs implications;
 - 5.3.2 By weighting such costs against the anticipated benefits to the Municipality; and
 - 5.3.3 In accordance with the provisions in the MFMA and other relevant legislation and policies.
- 5.4 Where appropriate, the Municipality shall be open to coordination and cooperation with the Western Cape Government on matters relating to international relations.
- 5.5 A review of the Municipality's memberships with international organisations shall be conducted as per the stipulations contained in the membership agreement with the particular international organisation. In the Municipal Manager's recommendation, and the final decision by the Executive Mayor together with the Mayoral Committee, consideration should be given to the factors highlighted in section 5.1.
- 5.6 The Municipality will act as the overarching Implementing Agent for Partnerships and Agreements. However, it will be the responsibility of the recipient directorates to execute the actual implementation and monitoring and evaluation (M&E) of the partnership or agreements, report to the Municipal Manager and provide international partners with updated information in this regard.



PART C: INTERGOVERNMENTAL RELATIONS

6. Roles and Responsibilities of Local Government

- 6.1 Local government has a vital role to play and responsibilities with regard to intergovernmental relations. All departments within Stellenbosch Municipality should take note of the system of intergovernmental relations that have the following objectives:
- 6.1.1 To enhance effective service delivery to all residents within WCO24;
 - 6.1.2 To promote and facilitate cooperative decision-making;
 - 6.1.3 To coordinate and align priorities, budgets, policies and activities across interrelated functions and sectors;
 - 6.1.4 To ensure a smooth flow of information between the different spheres of government, between the Municipality and the communities, with a view to enhance the implementation of policies and programmes; and
 - 6.1.5 To give effect to the legal prescripts contained in various pieces of legislation relative to intergovernmental relations.
- 6.2 Horizontal cooperation and coordination of activities between departments of Stellenbosch Municipality and the relevant National and Provincial departments are vital to the integrity and effectiveness of local government. Mechanisms and processes should be identified and developed by each department within the municipality to enhance the effectiveness of intergovernmental relations between role-players mentioned in this policy.
- 6.3 In order for cooperative role-players to succeed, Stellenbosch Municipality should:
- 6.3.1 Collectively harness public resources behind the common goal and within a framework of mutual support and cooperation;
 - 6.3.2 Develop a cohesive, multi-sectoral perspective in the interest of the community as a whole and to respect the discipline of national goals, policies, and operation principles;
 - 6.3.3 Coordinate IGR activities in Stellenbosch to avoid wasteful competition and costly duplication;
 - 6.3.4 Settle disputes with other spheres of government constructively without resorting to costly and time-consuming litigation; and
 - 6.3.5 Each department within Stellenbosch Municipality must engage with their counterparts at national and provincial government, where necessary, to promote and facilitate intergovernmental relations.

7. Alignment with the National Government

Stellenbosch Municipality will maintain open, cooperative and constructive relations with national government. All departments within the municipality will therefore participate, as delegated by the Municipal Manager, in programmes and structures, established on a national level to address issues of service delivery in terms of:

- 7.1.1 Legislation;
- 7.1.2 Integrated Development Planning;
- 7.1.3 Financial Matters;
- 7.1.4 Policies, projects and programmes; and
- 7.1.5 Intergovernmental programmes (such as Imbizo's and outreaches).

8. Alignment with the Provincial Government

- 8.1 The Provincial Government has a number of roles and responsibilities with respect to local government that are "interrelated" in the sense that each sphere must exercise its autonomy to the common good of the province by cooperating with one another.
- 8.3 Stellenbosch Municipality should, inter alia, ensure that the municipal IDP forms a viable development framework across the municipality and is vertically integrated with the provincial strategies. Provincial Government is also responsible for the processing of grants to municipalities to promote strategies of local and provincial interest.
- 8.4 Stellenbosch Municipality to participate in intergovernmental structures and programmes established to promote intergovernmental relations on a provincial level, with the view to enhance effective and efficient service delivery. These are:
 - 8.5.1 Provincial Ministers Mayoral Technical Forum (MinMay Tech)
 - 8.5.2 Premiers Coordinating Forum (PCF)
 - 8.5.3 Joint District and Metro Approach (JDMA) (One Plan)
- 8.6 There are also special purpose IGR structures instituted to align provincial and municipal priorities and service delivery. These are:
 - 8.6.1 Annual "meet and greet" between Ministers and Executive Mayors.
- 8.7 Stellenbosch Municipality participates in a range of other line-specific IGR Forums and platforms that meet regularly, as agreed in the terms of references of these IGR Forums.

9. Alignment with the district and local municipalities within the Cape Winelands and Western Cape

- 9.1 The Intergovernmental Relations Framework Act, 2005 aims to foster friendly relationships within government but also to ensure that each sphere performs its functions as required by the Constitution.
- 9.2 The objective of the Act is to give effect to the constitutional requirements regarding the structures and institutions to promote IGR and mechanisms and procedures to facilitate dispute resolution.
- 9.3 The purpose of the legislation is to encourage coordination across the three spheres of government in the implementation of policy and legislation, but also to ensure proper coordination within district municipalities. The Act establishes a broad statutory framework dealing with:
 - 9.3.1 Key principles of co-operative government and IGR;
 - 9.3.2 Intergovernmental forums that form the institutional spine of IGR;
 - 9.3.3 Implementation protocols that facilitate integrated service delivery; and
 - 9.3.4 Rules for the settlement of intergovernmental disputes.
- 9.4 Section 24(1) of the MSA requires neighbouring municipalities to interact as regards to planning matters. Stellenbosch Municipality will interact and cooperate with neighbouring municipalities as required from time to time to promote service delivery.
- 9.5 Stellenbosch Municipality participates in a range of IGR Forums and platforms on the district level that meet regularly, as agreed in the terms of references of these IGR Forums.

10. Alignment with Organised Local Government (SALGA)

- 10.1 The Constitution allows municipalities to organise and form municipal associations. A National organisation, The South African Local Government Association (SALGA) and nine Provincial associations have been established.
- 10.2 Section 3(3) of the Local Government: Municipal Systems Act, 2000 provides as follows with regard to the role of organised local government:
- "3(3) For the purpose of effective cooperative government, organised local government must seek to:*
- a) develop common approaches for local government as a distinct sphere of government;*
 - b) enhance cooperation, mutual assistance and sharing of resources among municipalities;*
 - c) find solutions for problems relating to local government generally; and*
 - d) Facilitate compliance with the principles of cooperative government and intergovernmental relations."*
- 10.3 SALGA's key role is the effective representation of the local government in the legislative processes of all spheres of government and intergovernmental executive processes.
- 10.4 SALGA also represents local government interests in forums such as the National Council of Provinces, the Budget Forum dealing with intergovernmental transfers, MINMEC, and in the drafting of legislation that affects the status, institutions, powers and functions of municipalities.
- 10.5 It is imperative that SALGA should develop strong internal mandating and consultative processes with municipalities. SALGA is also an employers' organisation and constitutes the employer component of the South African Local Government Bargaining Council.
- 10.6 SALGA's role is, inter alia:
- 10.6.1 The provision of specialised services to supplement and strengthen the capacity of municipalities;
 - 10.6.2 Research and information dissemination;
 - 10.6.3 Facilitating shared learning between municipalities;
 - 10.6.4 Human resource development; and
 - 10.6.5 Councillor training.
- 10.7 The provincial SALGA establishes working groups on which the Stellenbosch Municipality Must be represented by councillors as deployed by the Stellenbosch Municipality.
- 10.8 Stellenbosch Municipality will participate in structures established by SALGA to promote service delivery and will cooperate with SALGA on matters as required from time to time.

11. Disputes

- 11.1 In terms of the Intergovernmental Relations Framework Act, all organs of state must make every reasonable effort –
- 11.1.1 To avoid intergovernmental disputes when exercising their statutory powers or performing their statutory functions; and
 - 11.1.2 To settle intergovernmental disputes without resorting to judicial proceedings.



- 11.2 The Act requires that any formal agreement between two or more organs of state in different spheres of government regulating the exercise of statutory powers or performance of statutory functions, including any implementation protocol or agency agreement, must include dispute settlement mechanisms or procedures that are appropriate to the nature of the agreement and the matters that are likely to become the subject of a dispute.
- 11.3 Stellenbosch Municipality will, as required by the Act, make every reasonable effort to settle any dispute with another organ of the state, and should such reasonable efforts fail, follow due processes as prescribed by the relevant legislation and the relevant agreement.

12. Policy Review

- 12.1 The Policy is to be reviewed if or when required aligned to changing circumstances and tabled to Council for approval.

11.	CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER			
11.1	MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): [CLLR WF PIETERSEN]			

NONE

12.	REPORTS BY THE MUNICIPAL MANAGER (G METTLER)			
12.1	SECTION 116 (3): SCOPE AMENDMENT REQUEST AS PER SECTION 116(3) RELATING TO SERVICES RENDERED BY NEIL LYNERS AND ASSOCIATES (PTY) LTD UNDER TENDER: B/SM 13/21- ESP.6: PROFESSIONAL ELECTRICAL ENGINEERING SERVICES FOR THE STELLENBOSCH MUNICIPALITY			

Collaborator No: 770300
 IDP KPA Ref No: Good Governance
 Meeting Date: 24 July 2024 and 26 February 2025

1. SUBJECT: SECTION 116 (3): SCOPE AMENDMENT REQUEST AS PER SECTION 116(3) RELATING TO SERVICES RENDERED BY NEIL LYNERS AND ASSOCIATES (PTY) LTD UNDER TENDER: B/SM 13/21- ESP.6: PROFESSIONAL ELECTRICAL ENGINEERING SERVICES FOR THE STELLENBOSCH MUNICIPALITY

2. PURPOSE

To obtain permission for the amendment of the scope of work (Annexure A), of Neil Lyners and Associates (Pty) Ltd for the above contract to incorporate the additional deliverables that have emanated from the original scope outlined in Annexure D, as per Section 116(3).

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Neil Lyners and Associates was appointed to assist the Municipality with the implementation of the Alternative Energy Generation Programme that the Municipality embarked on in 2022. The primary objective was to develop and implement a Self Loadshedding scenario for the Municipality. The challenge was the absence of a precedent or established methodology which existed in the industry, for a Municipality to follow to achieve this. It was a pioneering project and the first of its kind for a Category B Municipality.

Neil Lyners and Associates was appointed on 19 May 2023 for a three-year period ending 30 June 2026 under bid B/SM 13/21 – ESP .6. The estimated consultant fees for the bid was R 3 000 000.00, with Neil Lyners and Associates' initial estimate being R 2 932 500.00 (inclusive of VAT and a 15% discount).

The project was envisaged to be iterative, with a focus on exploring what Eskom would allow, as well as adapting and refining strategies during the process based on learnings. Some of the work initially was investigative and relied heavily on guidance from Eskom during various engagements to determine what was permissible. Some of

the work was clearly defined projects such as the project management of the Independent Power Producers project, the Supervisory Control and Data Acquisition (SCADA) project, as well as the retrofitting of solar panels, generators, inverters and batteries to critical plant, equipment and buildings.

After several engagements with Eskom, it was determined that Stellenbosch Municipality does not meet the necessary requirements for self-loadshedding. Consequently, it was then advised by Eskom that the Municipality apply for load curtailment instead. However, negotiations with Eskom regarding the load curtailment application have not progressed effectively for two years, despite interventions from the Western Cape Government to assist.

Given the above, the absence of load shedding for over 300 days, and Eskom's significant tariff increases, the Municipality proceeded with various sub-projects to address the energy crisis by reducing dependence on Eskom, ensuring business-continuity during loadshedding and creating alternative energy sources, all within the Alternative Energy Program. These projects align with the strategic focus areas of the Municipality and support net-zero and Climate Change goals.

Some sub-projects which emanated from the Alternative Energy Program, do not strictly adhere to the original scope of the consultant, as expected, and therefore this Section 116 process applies for a scope amendment as per the above. This was partially expected because this was a first time that a Category B Municipality was attempting a self-loadshedding program, as well as an Alternative Energy Program.

Therefore, an amendment is hereby requested from Council to expand the scope of work of Niel Lyners and Associates to include these critical initiatives. As per Section 116(3) protocol, a public notice was advertised to explain this and no comments or objections were received. Some of the projects which have evolved into new, separate projects, will go on a new separate tender each for the design and construction thereof and will thus fall outside the scope of this appointment.

5. RECOMMENDATIONS

- (a) that Council notes the public participation process that was followed and that no comments were received (Annexure C);
- (b) that Council notes in terms of MFMA Section 116(3) the reasons for the amendment of the scope for tender B/SM 13/21- ESP.6;
- (c) that Council notes the amount of R 3 280 855.66 for engineering, project management and design services rendered as irregular expenditure, as per Annexure D; and
- (d) that Council approves the amendment for the scope above and the estimated fee for the scope of R 5 342 527.04 (inclusive of VAT and 15% discount) for the remainder of the term of the contract.

6. DISCUSSION / CONTENTS

6.1 Background

Stellenbosch Municipality initiated the Alternative Energy Generation Programme in 2022 with the primary objective of developing and implementing Self Loadshedding at the time. Neil Lyners and Associates (Pty) Ltd were appointed to assist the municipality by providing professional electrical engineering services under bid B/SM 13/21 – ESP.6. As the programme evolved, additional critical projects were identified which evolved from the programme, necessitating an amendment to include these deliverables. This extension supports the advancement of these initiatives, ensuring their alignment with the Municipality's strategic energy objectives.

6.2 Discussion

In 2022, the Municipality embarked on the Alternative Energy Generation Programme, an innovative effort with a primary aim of developing and implementing a Load-Shedding Mitigation Strategy. The challenge was the absence of a defined scope, precedent or established methodology for a Municipality to follow to achieve this, with the exception of the City of Cape Town, which already had a Hydro-Electric plant in operation.

The Municipality recognized the need for technical support to define the scope of the project but had no previous industry experience to work on about the specific requirements for this support.

The Department sought advice and developed a broad scope for this tender, as outlined below and in Annexure D, based on available knowledge at the time.

A tender was put out and Neil Lyners and Associates were successfully awarded the bid on 19 May 2023 for a period of three years ending 30 June 2026 under bid B/SM 13/21 – ESP .6. The estimated consultant fees for the project was R 3 000 00.00 and Neil Lyners and Associates' initial bid was R 2 932 500.00 (all inclusive), incl VAT and less 15% discount.

The rationale was that the Electrical Department would require specialist skills and knowledge in order to run such a program. Key studies would be necessary to determine the feasibility; a functional SCADA system would be a requirement; critical engagements with Eskom would be required, and some Load-shedding mitigation strategies would need to be developed.

Some of the work was investigative and relied heavily on guidance from Eskom during various engagements to determine what was permissible. Therefore, the scope was left broad, allowing for investigative and exploratory approaches.

In June 2023, Neil Lyners submitted a project plan with indicative time frames. The deliverables were exploratory by nature and not as specific as those in the tender's scope of work. The deliverables included:

1. Inception and scope agreement
2. Perspectives on self-loadshedding
3. Objectives of self-loadshedding
4. Eskom engagement process

At the time the scope of work and deliverables for the tender were drafted, no municipality had a clear understanding of the specific requirements for implementing self-load shedding. As a result, there is a discrepancy between the deliverables outlined in the tender and the actual deliverables required. This variance should not be interpreted as an oversight on the municipality's part but rather as a natural progression in the learning curve, given that this project represents the first instance of a category B municipality undertaking such an innovative initiative, as previously highlighted.

As the process unfolded, it became clear to the AEG committee that the following projects took priority as the first phase of the Loadshedding mitigation strategy:

1. Service Level Agreement (SLA) with Eskom
2. Supervisory Control and Data Acquisition (SCADA)
3. Independent Power Producers (IPP'S)
4. Request For Proposals (RFP'S)

The projects listed above were necessary for the implementation of self-loadshedding implementation project.

This has proven to be a successful strategy as the programme has now evolved into clearly defined projects that are currently in progress.

Neil Lyners Milestone Timeline	
Milestone	Date
1. Neil Lyners and Associates Appointment	23-May-23
2. Neil Lyners scope agreement	Jun-23
3. Analysis of GLS Master Plan and US Battery Storage Studies	Jul-23
4. Engagements with Western Cape Government for Pool Buying	Jul-23
5. Request for Proposals for Renewable Energy Proposals	Jul-23
6. Negotiations with Eskom /loadshedding mitigation	Jul-23
7. Battery storage and PV Investigation for critical buildings	Jul-23
8. Battery storage and PV Investigation for critical plants	Jul-23

MPAC items in terms of Section 32 of MFMA

The cost incurred by the service provider for services not aligned to the original scope of work in the 2023/2024 financial year amounts to R 912 237.50. This amount is hereby requested to be deemed irregular. It will be reported to MPAC in terms of Section 32 of MFMA.

The cost incurred by the service provider for services outside of the original scope of work in the 2024/2025 financial year amounts to R 2 368 618. This amount is requested to be deemed irregular. It will be reported to MPAC in terms of Section 32 of MFMA.

The total amount for financial years 2023/2024 and 2024/2025 is R 3 280 855.66 (inclusive of VAT and a 15% discount).

Section 116 (3) deliverables and estimated fees

The cost incurred for services outside of the original scope of work in the 2024/2025 financial year up to December 2024 is R 2 368 618.16 (inclusive of VAT and a 15% discount).

The status of the sub-projects are as follows:

- 1) Installation of hybrid inverters and battery backup at community buildings – the project is at BEC, the service provider's services will cease after tender award.
- 2) Assistance to establish control room phase 1 – to be completed by June 2025.
- 3) Energy Efficient Demand Side Management (EEDSM)) – to be completed by June 2025.
- 4) Installation of PV and battery storage to ensure business continuity at NPK building – service provider is preparing the tender document; the service provider's services on this project will cease after completion of the tender document.

The estimated fees for these projects is R 624 757.88 (inclusive of VAT and a 15% discount).

The following projects will continue until the completion of Niel Lyners and Associates contract:

- 1) Main building – Phase 1 – Electrical and Mechanical Fire Compliancy which is currently in detailed design, the estimated fee for this project is R 2 081 868.00 (inclusive of VAT and a 15% discount). This project is scheduled for completion by June 2026 aligning with the conclusion of the current service provider's appointment.

- 2) 20MW IPP Project – This project is currently under PPA contract finalization stage after which it will undergo the Section 33 process, followed by official approval of the tender. The estimated fees for this project is R 1 385 750.00 (inclusive of VAT and a 15% discount). The actual construction project is scheduled for completion by June 2027 but the work of Niel Lyners and Associates will end at their contract at the end of June 2026.

A summary of the total amounts per financial year requested under Section 116(3) is provided on the table below:

Section 116 (3) amount:	
Services rendered in FY 2024/2025 not paid	R2 368 618.16
Ongoing services until end of June 2025 (FY 2024/2025)	R1 855 441.88
Ongoing services until end of June 2026 (FY 2025/2026)	R1 118 467.00
Total Section 116 requested amount Inc VAT	R5 342 527.04

For the remaining projects scheduled for 2025/26, it is proposed that separate bids be prepared and these will go out on separate open tenders.

The successful implementation of these projects will significantly lower the municipality's electricity costs, resulting in substantial operational savings. These savings can be reallocated to support other critical municipal functions and services.

6.3 **Objective**

The objective of the Municipality is to amend the scope of work for Neil Lyners and Associates (Pty) Ltd.

7. **Financial Implications**

- 7.1 Funding is available in the Directorate's 2024/25 approved budget.
7.2 Funding is available in the 2025/2026 approved budget.

8. **Legal Implications**

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

9. **Staff Implications**

This report has no staff implications to the Municipality.

10. **Previous / Relevant Council Resolutions**

Not applicable.

11. **Risk Implications**

All processes for the Section 116(3) were adhered to and no comments or objections were received from the public advertisement process. Risk of delays in some of the sub-projects such as the Independent Power Producers contract and Power Purchase Agreement conclusion.

12. Comments from Senior Management**12.1 Director: Infrastructure Services**

Supports the recommendations.

12.2 Chief Financial Officer:

Comments have been taken up into the Item.

12.3 Director: Corporate Services:

No comment.

12.4 Municipal Manager:

Municipal Manager's recommendations are incorporated into the item.

ANNEXURES

Annexure A: Original scope of works deliverables.

Annexure B: Advertisement for Section 116(3).

Annexure C: Proof - No objections received.

Annexure D: Amended scope of works

FOR FURTHER DETAILS CONTACT:

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DIRECTORATE	Infrastructure Services
CONTACT NUMBERS	021 808 8333
E-MAIL ADDRESS	Nombulelo.Zwane@ Stellenbosch.gov.za
REPORT DATE	20 February 2025

ANNEXURE A

Annexure A

Annexure A	Original tasks as per tender B/SM 13/21 ESP.6			
	Objective/Task	2023/2024 Fees	2024/2025 Fees	2024/2025 Fees
#		Claimed (Paid)	Services rendered not paid	Ongoing work until 30 June 2025
1	Daily Load profile analysis as per feeder/breaker per substation intake			
2	Determine Load Reduction requirements per stage of loadshedding			
3	Develop & Reconfigure functional feeder/breaker supply zones per substation			
4	Geospatial location of SSEG installations			
5	Assess the impact of increased SSEG penetration on reducing loadshedding stages throughout the day			
6	Assess the impact of fuel switching (i.e. Solar HWC, Gas Stoves) on demand			
7	Identify Load Curtailment for very large customers		R19 950.00	R37 050.00
8	Loadshedding Schedule			
9	Impact of Co-Generation of Diesel Plants vs Loadshedding		R60 000.00	
10	Project Management for the Implementation of the SCADA System	R412 775.00	R182 400.00	R182 400.00
11 - Item 3 under section 4 of RFP and LOA	Additional Services - Construction Monitoring /Project Management	R1 343 911.96	R370 000.00	
		Excl Vat	R632 350.00	R219 450.00
		Inc VAT	R727 202.50	R252 367.50

ANNEXURE B



STELLENBOSCH
 STELLENBOSCH • PNIEL • FRANSCHHOEK
 MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

NOTICE 1/2025

NOTICE IN TERMS OF SECTION 116(3) OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 (ACT 56 OF 2003) B/SM 13/21 - ESP.6, TO UNDERTAKE: PROFESSIONAL ELECTRICAL ENGINEERING SERVICES FOR THE STELLENBOSCH MUNICIPALITY SELF LOAD SHEDDING PROJECT

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/SM 13/21 - ESP.6

Description: B/SM 13/21 - ESP.6, TO UNDERTAKE: PROFESSIONAL ELECTRICAL ENGINEERING SERVICES FOR THE STELLENBOSCH MUNICIPALITY SELF LOAD SHEDDING PROJECT.

Contractor: NEIL LYNERS AND ASSOCIATES (PTY) LTD

Reasons for the proposed amendment:

Neil Lyners and Associates (Pty) Ltd was appointed on 19 May 2023 for a three-year period ending 30 June 2026 under bid B/SM 13/21 – ESP.6. The estimated consultant fees for the bid were R 3 000 000.00, with Neil Lyners and Associates (Pty) Ltd initial estimate being R 2 932 500.00 (inclusive of VAT and a 15% discount).

Neil Lyners and Associates (Pty) Ltd was appointed to assist the Municipality with the implementation of the Alternative Energy Generation Programme that the Municipality embarked on in 2022. The primary objective was to develop and implement Self Loadshedding for the Municipality. The challenge was the absence of a defined pathway, precedent or established methodology for a Municipality to follow to achieve this, since it has never been achieved or implemented by a Category B Municipality. The second challenge was the Municipality recognised that it would require the specialist Electrical Engineering skills to be procured in order to guide the Municipality on this path, assist with the negotiations with Eskom, and depending on the outcomes, assist with the packaging of downstream projects which may emanate from what is possible or allowable within the workable parameters for the Municipality and the regulatory framework governing energy supply and distribution.

The project therefore incorporated both aspects which were hard infrastructure in nature as well as aspects which were designed to be investigative, exploratory, iterative, incorporating trial-and-error methods, with a focus on learning from lessons learned from other Municipalities' interventions, and refining strategies accordingly. A large portion of the work was thus investigative and relied heavily on what would be permissible from Eskom, and guidance from Eskom during various engagements to determine what may be possible for the Municipality.

After several engagements with Eskom, it was determined that Stellenbosch Municipality does not meet the necessary requirements for self-loadshedding. Consequently, it was advised that the Municipality apply for load curtailment instead. However, negotiations with Eskom regarding the load curtailment application have not progressed to a successful stage over the last 12 months, despite interventions from Western Cape Government.

Given the lack of progress on self-load shedding, load curtailment, the absence of load shedding for over 9 months (285 consecutive days) and Eskom's significant tariff increases, the Municipality has focussed more on the hard infrastructure projects to address the energy crisis by reducing dependence on Eskom and creating alternative energy sources. These projects align with the strategic focus area: Safe Valley as per the IDP and support the net-zero and climate change goals. However, these projects, in their more clearly defined state, along with their packaging were not included in the tender's original deliverables since their scoping could not have been known at the initial stages. The Municipality, therefore, requests their inclusion at this stage.

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/SM 13/21 - ESP.6: COMMENTS ON NOTICE OF AMENDMENT TO THE TENDER AWARDED TO NEIL LYNERS AND ASSOCIATES (PTY) LTD"**.

The closing date/ time for the submission of representations and/or comments is 12:00 **on 03 February 2025**. 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	: Ms Rendani Makungo
Telephone Number	: E-mail enquiries only
E-mail address	: engineering.services@ Stellenbosch.gov.za
Physical address	: 1 st Floor Ecclesia Building 71 Plein Street Stellenbosch 7600

Geraldine Mettler
Municipal Manager

ANNEXURE C

Rendani Makungo

From: Levita Pool
Sent: Monday, 03 February 2025 15:18
To: Rendani Makungo
Subject: FW: NOTICE1/2025 COMMENTS
Attachments: 20250109_NOTICE SECTION 116 (3)_NEIL LYNERS AND ASSOCIATES_signed.pdf

Importance: High

Good day Rendani,

No comments received for above tender .

Kind regards,

Levita Pool

*Clerk - Supply Chain Management
Financial Services*

T: +27 21 808 8721 • F: +27 21 886 6903
Plein Street, Stellenbosch, 7600 • PO Box 17, Stellenbosch, 7599
www.stellenbosch.gov.za

From: Rendani Makungo <Rendani.Makungo@stellenbosch.gov.za>
Sent: Monday, 03 February 2025 14:54
To: Levita Pool <Levita.Pool@stellenbosch.gov.za>
Subject: NOTICE1/2025 COMMENTS
Importance: High

Hi Levita,

Please forward any comments received regarding the attached notice. The comments period closed today at 12:00.

Kind Regards,



Rendani Makungo

Project Manager : Alternative Energy Generation
Directorate: Infrastructure Services
Section: Electrical Services

T: +27 21 808 8334 |
Ecclesia Building, 2nd floor
71 Plein Street, Stellenbosch, 7600
www.stellenbosch.gov.za



ANNEXURE D

ANNEXURE D

Annexure D	Tasks which evolved from original scope (expanded scope)				
	Objective/Task	2023/2024 Fees	2024/2025 Fees	2024/2025 Fees	2025/2026 Fees
			Section 116(3)		
#		MPAC (Paid)	Services rendered, not paid (MPAC)	Ongoing services	
1	Inception and Scope Agreement	R19 000.00			
2	Perspective on loadshedding	R76 000.00			
3	Objectives of loadshedding	R50 350.00			
4	RFP for IPP's (Evolved to Owner's Engineer)	R148 200.00	R95 000.00	R165 000.00	R520 000.00
5	Western Cape Pool Buying Initiative	R54 150.00			
6	Analysis of GLS Master Plan and Stellenbosch University Battery Storage Study	R17 100.00			
	Investigate battery storage systems and rooftop PV where practically possible for critical buildings (Fire Station, NPK and Main Building)	R169 575.00	R891 861.44		
	NPK Building			R281 398.16	
	Main Building			R905 160.00	R452 580.00
8	Investigate battery storage systems and rooftop PV where practically possible for Critical Plant	R150 100.00	R57 000.00		
9	Assistance with negotiations with Eskom regarding load shedding options	R108 775.00			
10	Installation of hybrid inverters and battery backup at community buildings		R240 000.00	R40 521.74	
11	Assistance to establish a fully operational control centre including personnel requirements and development of procedures and systems -Phase 1		R30 400.00	R60 000.00	
12	Geyser Control Investigation		R30 400.00		
13	EEDSM Assistance		R226 086.96	R161 347.83	
14	Energy Performance Certification		R272 608.70		
15	General assistance and investigations		R216 310.87		
	Excl Vat	R793 250.00	R2 059 667.97	R1 613 427.73	R972 580.00
	Inc VAT	R912 237.50	R2 368 618.16	R1 855 441.88	R1 118 467.00
	Total MPAC	R3 280 855.66			
	Total required for FY 2024/2025 for services rendered and services to be rendered until end of June 2025			R4 224 060.04	

Section 116 (3) requested amount	
Services rendered in FY 2024/2025 not paid	R2 368 618.16
Ongoing services until end of June 2025 (FY 2024/2025)	R1 855 441.88
Ongoing services until end of June 2026 (FY 2025/2026)	R1 118 467.00
Total Section 116 requested amount Inc VAT	R5 342 527.04

12.2	PROVISION OF THE NEW STELLENBOSCH BIEN DONNE 66/11kV ELECTRICAL SUBSTATION
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Collaborator No: 770300
IDP KPA Ref No: Good Governance
Meeting Date: 26 February 2025

1. SUBJECT: PROVISION OF THE NEW STELLENBOSCH BIEN DONNE 66/11kV ELECTRICAL SUBSTATION

2. PURPOSE

To inform Council of the Self-Build project and its scope and to obtain approval from Council regarding specific processes required in order to successfully implement the project.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Municipality has been trying to build the Bien Donne substation since 2019.

The project is required to create a new 66kV bulk supply point for Stellenbosch Municipality to be established on a portion of the Remainder of Farm 1631/1 on the corner of the R45 and Bien Donne Road. See details of Servitude Route in Annexure A and the substation location details in Annexure B.

The existing bulk supply points from Drakenstein Municipality has run out of capacity and Stellenbosch Municipality must urgently establish the new 66kV bulk supply point to cater for the electricity growth in the Simondium area, Groot Drakenstein, Priel and Kylemore areas.

The new Stellenbosch Bien Donne substation will be supplied from Eskom's Safariland substation via a new 66kV overhead powerline that must be constructed as part of the project.

The Bien Donne substation will consist of a back-to-back 66kV Eskom metering switching station (new Eskom 66kV bulk supply point) and a 66/11kV Municipal step down substation separated by a 2.4m high fence.

Two separate substation erven must therefore be created and the erf for the 66kV metering switching station must be registered in Eskom's name and the erf for the 66/11kV step down substation must be registered in the Municipality's name.

Eskom has high voltage power lines running throughout the province. When a Municipality requires to connect to these lines, as a result of growth or major development, a Municipality would normally submit a request and Eskom would provide a quotation to the Municipality to build their (Eskom's) portion of the line and substation. A Municipality could either pay Eskom to build the line, or Eskom has a "self-build" program where they allow Municipalities to build the line and substation themselves. The latter option is preferred because Eskom would only be able to build the infrastructure according to their timing and competing with their own projects and internal planning processes etc. In each instance, it is the Municipality's funding that would be utilised for the new infrastructure.

Furthermore, if the Municipality builds the line and substation now, we pay current rates for the infrastructure and this way we can control the outcome of the project and performance manage it ourselves. If we were to allow Eskom to build it, at a future date, we could pay an escalated cost at that time, and would have no control over when Eskom would actually build it.

The infrastructure on the Eskom side of the substation would ultimately remain Eskom's infrastructure. This Item seeks approval for Council to allow the Municipality to construct the entire project, obtain all approvals for subdivisions and approvals, and obtain all development rights, even though the 66kV portion of the substation will become an Eskom asset once built, and be maintained and operated by Eskom.

The 11kV substation will remain the Municipality's asset. This means that subdivisions and approvals will be effected by the Municipality, but for portions of servitudes etc that will become Eskom assets once built (on the 66kV portion of the site).

The self-build program is an industry norm utilised by Municipalities, and we reiterate that in both instances, the Municipality would be paying for all the new infrastructure, Eskom's as well as our own new substation.

5. DISCUSSION

In 2019, when the project was initiated, the Eskom Self-Build Project was indicated in the Concept and Viability Report. The self-build option is an industry norm to ensure that cost and time frames are effectively controlled by the project owner.

If the Item is approved by Council, the following processes can be finalised (approvals obtained) to ensure that the project moves forward.

- Signing of the Department of Public Works consent letter.
- Signing of the RFG sales agreements to facilitate the subdivision of the Municipal and Eskom substation sites.
- Signing of the RFG servitude agreement.
- Signing of the Mandate to proceed with the Eskom Self-Build Process.
- Eskom will not approve the designs of the self-build works (Eskom switching station and 66kV overhead powerline) as the line route must first be accepted by all parties.
- The tender for the Eskom self-build works will be further delayed as it cannot be issued before Eskom approval of the designs.

The environment approval process is expected to take 7 months from receipt of the consent letter.

RFG Sales Agreements:

The appointed sub consultant, proceeded to submit the application for the subdivision of the erven in November 2024.

This Council Item will enable the Municipality to proceed with the signing of the sales agreements for the land and servitude areas. The public participation process will be able to proceed but the application cannot serve before the Tribunal without the signed contracts.

Further delays in signing of the sales agreements will have the following knock-on effects:

- The subdivision application will not serve before the Tribunal at the next scheduled meeting.
- The subdivision approval will be further delayed.
- Registration of the new substation erven will be delayed.
- Building plans for the 11kV switchgear building cannot be submitted.
- Construction of the municipal substation will be further delayed.
- Eskom will not approve the Eskom switching station and overhead powerline (self-build works) designs.

RFG Servitude Agreement:

The servitude agreement for the Eskom 66kV overhead powerline over the RFG land will need to be signed upon approval of the Council Item.

The servitude agreement is required to secure the right to construct the overhead powerline over the RFG land.

Note that payment to RFG is only due after registration of the servitude which will only happen after construction of the line.

The project is required to create a new 66kV bulk supply point for Stellenbosch Municipality to be established on a portion of the Remainder of Farm 1631/1 on the corner of the R45 and Bien Donne Road. See details of Servitude Route in Annexure A and the substation location details in Annexure B.

The existing bulk supply points from Drakenstein Municipality has run out of capacity and Stellenbosch Municipality must urgently establish the new 66kV bulk supply point to cater for the electricity growth in the Simondium area, Groot Drakenstein, Priel and Kylmore areas.

The new Stellenbosch Bien Donne substation will be supplied from Eskom's Safariland substation via a new 66kV overhead powerline that must be constructed as part of the project.

Bien Donne substation will consist of a back-to-back 66kV Eskom metering switching station (new Eskom 66kV bulk supply point) and a 66/11kV Municipal step down substation separated by a 2.4m high fence.

Two separate substation erven must therefore be created and the erf for the 66kV metering switching station must be registered in Eskom's name and the erf for the 66/11kV step down substation must be registered in the Municipalities name.

Stellenbosch Municipality had the option to either pay Eskom to construct the Eskom connection works (new 66kV overhead powerline and the 66kV metering switching station) or to elect a self-build scheme.

If the first option was chosen (pay Eskom for the design and construction of the connection works) the project would be subject to Eskom's timelines and available funding for execution. Eskom could not confirm a timeline for this option and

recommended that the Municipality should rather elect the self-build option to have more control over the timeline and funding of the project.

Based on the above the project will be constructed as a self-build scheme which means that the applicant (Stellenbosch Municipality) will be responsible for the design and construction of both the new Eskom and Municipal bulk infrastructure.

The project must therefore be fully funded by Stellenbosch Municipality, which includes procurement of all land and servitudes rights required for construction of both the Eskom 66kV switching station and the Municipal 66/11kV substation as well as the Eskom 66kV overhead powerline.

On completion of the project the 66kV overhead powerline and the 66kV metering switching station will be handed over to Eskom. The powerline and the 66kV metering switching station will then become the property of Eskom who will be responsible for operation and maintenance of the infrastructure.

We require the Council to endorse this process in order for the project to proceed.

6. **RECOMMENDATIONS**

- (a) that Council approves the strategy of the Municipality to implement the project in the most economical manner within the shortest possible time and endorses the Municipality's decision to undertake the Self-Build option for the project;
- (b) that Council approves the Municipality to acquire the land portions, development rights and servitudes for the 66kV overhead power line, 66kV Eskom metering switching station and a 66/11kV Municipal step-down substation; and
- (c) that Council approves that two separate substation erven will be created and the erf for the 66kV metering switching station will be registered in Eskom's name and the erf for the 66/11kV step-down substation must be registered in the Municipality's name.

7. **Objective**

The objective of Stellenbosch Municipality to create a new 66kV bulk supply point for Stellenbosch Municipality to be established on a portion of the Remainder of Farm 1631/1 on the corner of the R45 and Bien Donne Road to address the capacity constraints and to ensure compliance with the MOU signed by Drakenstein Municipality and Stellenbosch Municipality when the Electrical infrastructure was procured from Drakenstein Municipality.

8. **Financial Implications**

- 8.1 Funding is available in the 2024/25 approved budget under the following U-Keys: Ext Loan: 20220630076565 Bien Donne 66/11kV Substation New (R7 500 00,00) and DC Elect: 20220630076568 Bien Donne 66/11kV Substaion New (R847 227,00).
- 8.2 Ukey 20220630076565 (Bien donne 66/11kV substation new) External Loan and 20220630076568 (Bien donne 66/11kV substation new) DC – Electricity will be utilised for this project over the project period.

9. **Legal Implications**

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

10. Staff Implications

This report has no staff implications to the Municipality.

11. Previous / Relevant Council Resolutions:

Not applicable.

12. Risk Implications

The Municipality must continue with the implementation of the Bien Donne 66/11kV intake point at Dwarsrivier to address the electricity constraints and cater for future developments in the area. It is also a condition of the agreement between Drakenstein Municipality and Stellenbosch Municipality that Stellenbosch Municipality must have its own intake point in the Dwarsrivier area.

Our electricity master plan in the area has indicated that there are developments planned in the area and has therefore recommended that this project be initiated.

13. Comments from Senior Management:**13.1 Director: Infrastructure Services**

Author of this report

13.2 Chief Financial Officer**13.3 Director: Corporate Services****13.4 Municipal Manager****ANNEXURES**

Annexure A: Servitude Route.

Annexure B: Substation location details.

Annexure C: Mandate to proceed with Eskom Self-Build Process.

FOR FURTHER DETAILS CONTACT:

NAME	Preshane Chandaka
POSITION	Director
DIRECTORATE	Infrastructure Services
CONTACT NUMBERS	021 808 8213
E-MAIL ADDRESS	shane.chandaka@ Stellenbosch.gov.za
REPORT DATE	19 February 2025

Annexure A: Servitude Route

Annexure B: Substation location details

Legend

 Allotment Township

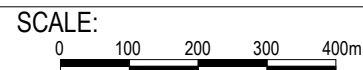


Map Center: Lon: 18°58'33.2"E
Lat: 33°51'38.4"S

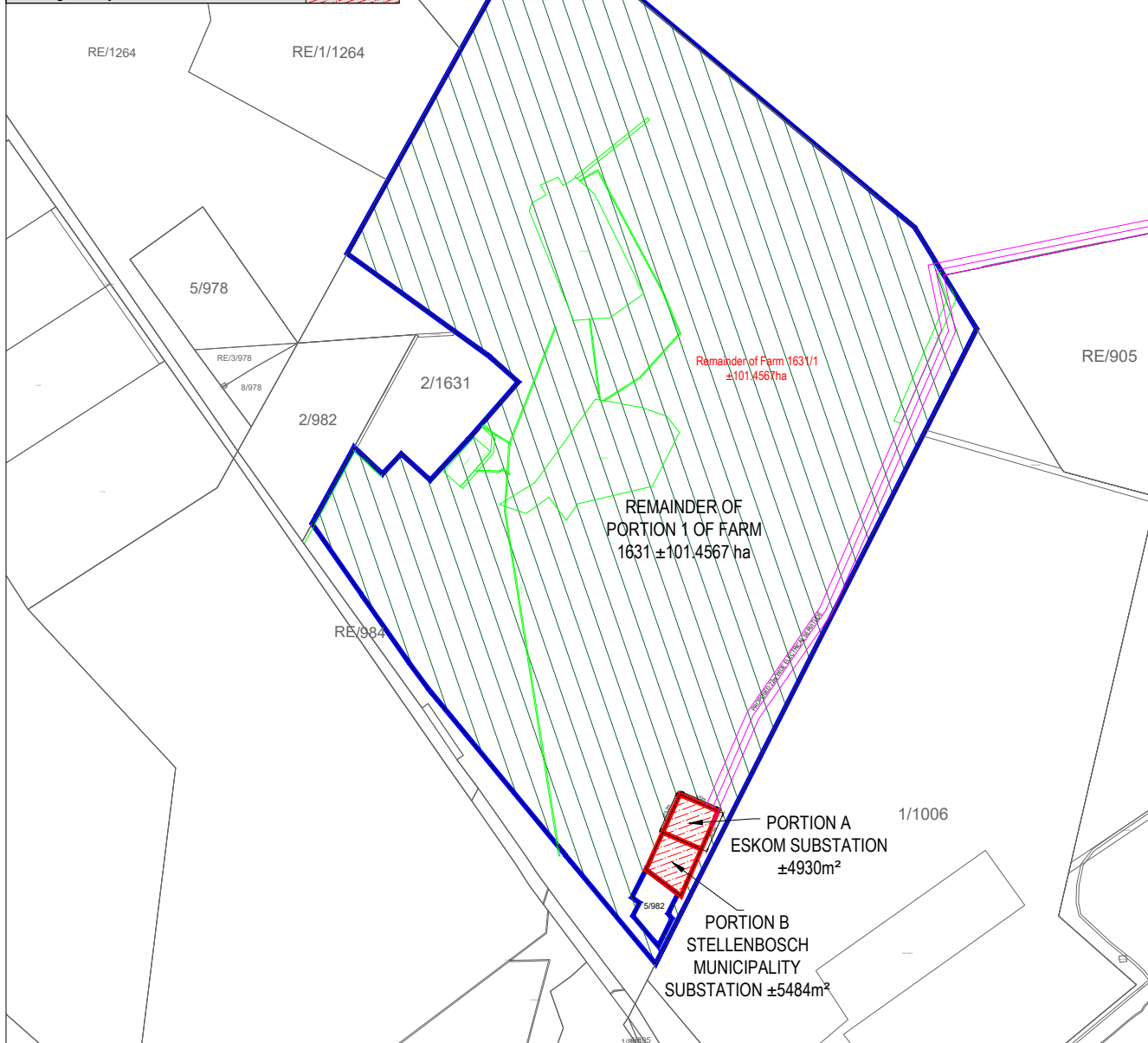
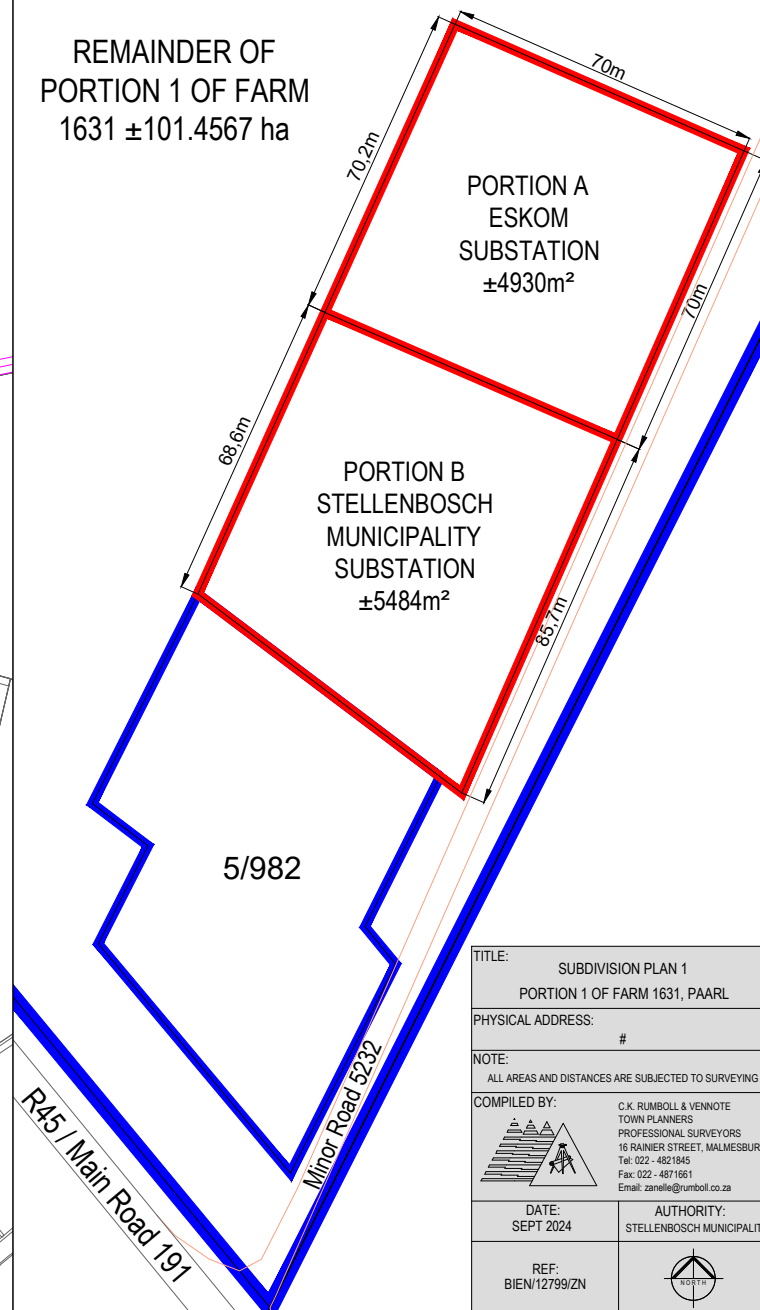
Scale: 1:36,112

Date created: September 25, 2024

KEY:	
Existing Farm Boundary	
Existing Servitude	
Proposed subdivision	
Proposed 22m electrical servitude	
Zoning: Agriculture and Rural Zone	
Zoning: Utility Service Zone	



INSET:



TITLE: SUBDIVISION PLAN 1 PORTION 1 OF FARM 1631, PAARL	
PHYSICAL ADDRESS: #	
NOTE: ALL AREAS AND DISTANCES ARE SUBJECT TO SURVEYING	
COMPILED BY: 	C.K. RUMBOLL & VENNOTE TOWN PLANNERS PROFESSIONAL SURVEYORS 16 RAINIER STREET, MALMESBURY Tel: 022 - 4821845 Fax: 022 - 4871661 Email: zanelle@rumboll.co.za
DATE: SEPT 2024	AUTHORITY: STELLENBOSCH MUNICIPALITY
REF: BIEN/12799/ZN	

Annexure C: Mandate to proceed with Eskom Self-Build process



MEMORANDUM OF AGREEMENT

entered into by and between:

STELLENBOSCH MUNICIPALITY

("the Municipality")

and

ESKOM HOLDING SOC LIMITED

Registration Number 2002/015527/30

("Eskom")

and

"the Owner" as registered owner of **"the Servient Property"**, the full particulars of which appear in the Schedule, forming an integral part of this Agreement

("the Municipality", "Eskom" and "the Owner" together hereinafter referred to as "the Parties")

A handwritten signature in black ink, consisting of a stylized, cursive 'S' followed by a horizontal stroke.

SCHEDULE		
A	<u>THE MUNICIPALITY</u>	
	Full Name	STELLENBOSCH MUNICIPALITY
	Contact Person	GERALDINE LEZETTE METTLER (in her capacity as Municipal Manager)
	Telephone No.	021 808 8025
	E-mail Address	Municipal.manager@ Stellenbosch.gov.za
B	<u>ESKOM</u>	
	Full Name	ESKOM HOLDING SOC LIMITED
	Registration Number	2002/015527/30
	Contact Person (Representative)	Owen Peters
	Telephone No.	021 980 3817
	E-mail Address	PetersOW@eskom.co.za
C	<u>OWNER</u>	
	Entity Name	RFG Foods (Pty) Ltd
	Physical Address	Pniel Road
		Groot Drakenstein
		Western Cape, 7680
	Full name of representative	Constantine Costaras
	Telephone No.	021 870 4000
	Cell phone No.	+27833847980
	E-Mail Address	Con.Costaras@RFG.com
C	<u>SERVIENT PROPERTY</u>	
	Property description	PORTION 1 OF FARM NO 1631
		PAARL REGISTRATION DIVISION
	Title Deed Number	T7807/2013
D	<u>COMPENSATION PAYABLE</u>	R1 548 680.00 (@ R70.00/m² * 2.2124ha)



1 BACKGROUND

Whereas:

- 1.1 The Municipality is in the process of planning the construction of a new 66kV bulk power supply in the Groot Drakenstein Area (corner of the R45 and the Bien Donne Road) and a 20MVA 66/11kV substation to ensure adequate capacity for the existing and future load in the Groot Drakenstein and Pniel area currently supplied with electricity by the Municipality and which overhead powerline and substation will run over and be constructed on the immovable properties, the details of the property and a draft plan indicating the proposed construction is more fully set out in **Annexure "A"** ("**Project**");
- 1.2 The Municipality as part of the Project, wishes to construct and accordingly register a overhead powerline servitude, 22 (twenty two) metres wide over the Servient Property in favour of Eskom Holding SOC Limited, 2002/015527/30 ("**Eskom**"), on whose behalf the Municipality undertakes the Project in terms of an agreement concluded or to be concluded with Eskom as at the date of signature of this agreement and which servitude will further be registered on a route as more fully set out in Annexure A on terms and conditions as more fully provided for in a draft notarial deed of servitude annexed hereto and marked **Annexure "B"** ("**the Servitude Area**");
- 1.3 The Owner has agreed to the construction of the aforesaid overhead electrical powerline and further agreed to grant Eskom the Servitude Area following construction and completion of the Project by the Municipality; and
- 1.4 the Parties wish to record their agreement in writing,

now therefore the Parties agree as follows.

2 CONSTRUCTION

- 2.1 The Owner hereby grants the Municipality and/or its authorised representatives and/or duly appointed contractors and sub-contractors:
 - 2.1.1 the right to construct an overhead powerline, together with any and all such structures (i.e, pylons), works, overhead conductors, apparatus and/or appliances necessary for the effective operation of an overhead powerline ("**the works**") on



the Servient Property in the Servitude Area and/or lead such appliances or other equipment on, under or over the Servient Property, as may at any time be necessary in exercising the construction of the works;

2.1.2 during the construction phase of the works, the right to enter and be upon the Servient Property, Monday to Friday from 7h00 to 17h30 in order to construct the works on the Servient Property by means of trucks or otherwise as may be required for purposes of construction of the works; and

2.1.3 the right to have access to and egress from the Servient Property, the right to use existing roads giving access to and egress from the Servient Property or roads running across the Servient Property, the right to use gates on the Servient Property as well as the right to erect gates in any fence as may be necessary or convenient to gain access to and egress from the works during the construction thereof.

2.2 The overhead powerline to be constructed/erected/installed by the Municipality, at its cost, will be a 66kV overhead powerline.

2.3 Notwithstanding the right of access granted to the Municipality in terms of this agreement, the Municipality nevertheless undertakes to advise the Owner in writing of the anticipated date of commencement of construction of the works and its planned construction timeline for completion of the works and will keep the Owner informed from to time regarding the timeline provided and possible amendments thereto as may be required by the Municipality.

2.4 The Municipality shall during the construction phase of the works and to the best of its knowledge advise, of:

2.4.1 the identity of the individuals and authorised vehicles that will be accessing the Servient Property and the reason for their accessing;

2.4.2 reasonable measures by its contractors to ensure that access to the Servient Property is carefully being monitored.

2.5 Following completion of the works, the Municipality undertakes to restore the surface of the Servitude Area (and the additional strip of land used during construction) to the state it was in before the commencement of such works. The Municipality shall



furthermore effect replacement of any trees and/or fence lines actually removed and/or damaged by its personnel and/or contractor/s during the construction of the works and do not indemnify the Owner against any loss and/or damages which it may have as a result of the temporary removal of the trees.

- 2.6 The Municipality undertakes to comply with all regulatory and statutory requirements in respect of the installation of the works.
- 2.7 A high security fence will be erected around the substation erven with access from Bien Donne Road (one for access to the Municipal substation and the other for access to the Eskom substation). High security motorized sliding gates will be installed at the access points to the substations. Both the security fence and the access gates will be 3 meters high with anti-clime over extensions on top to prevent unlawful access into the substation yards. A security fence can be erected along the western boundary of the Eskom servitude in the position shown on the figure below to prevent access onto the farmland. The specification of the fence can be confirmed before construction commences. A 5m wide access gate will be installed in the existing fence along Bien Donne Road to allow Eskom access to the servitude area.

3 INDEMNITY FOR DENYING ACCESS

The Owner hereby indemnifies, defends and holds the Municipality harmless from and against any and all losses, liabilities, damages and claims, and all related costs and expenses (including reasonable legal fees and disbursements and costs of investigation, litigation, settlement, judgement, interest and penalties) as a result of delay in the construction of the works caused by the Owner due to the Owner (and/or its representatives/employees/agents/relatives/visitors or any one acting on behalf of the Owner) denying access to and from the Property as provided for in this agreement.

4 SUSPENSIVE CONDITION

The whole of this agreement is subject to the Municipality obtaining, to its satisfaction, all the necessary and relevant approvals and/or consents from any relevant regulatory body whose approval may be required (including but not limited to the Minister of Agriculture's consent in terms of Section 6A of the Subdivision of Agricultural Land Act, 1970 to the extent that the property is agricultural property) for the construction of the works and registration of the Servitude Area as provided for in this agreement.



5 REGISTRATION OF A SERVITUDE

- 5.1 The Parties hereby agree that the Municipality may at its cost proceed to apply for and have the Project approved in terms of any and all statutory provisions, commence with construction in accordance with the approvals obtained and have the route of the Servitude Area measured, once the works are constructed and accordingly registered against the relevant title deed/s of the Servient Property in accordance with the draft notarial deed of servitude annexed hereto and marked **Annexure "B"**. The Municipality undertake to by no later than 30 September 2026, or such later date as agreed upon between the Parties, have the notarial deed of servitude registered against the relevant title deeds of the Servient Property.
- 5.2 The Parties agree that the terms and conditions as set out in the draft notarial deed of servitude in **Annexure "B"** will form part of this agreement as if the terms thereof are contained in this agreement. In the event of any conflict between the provisions of this agreement and the draft notarial deed of servitude, the provisions of the notarial deed of servitude will prevail.

6 PAYMENT OF COMPENSATION

An all-inclusive amount as provided for in Clause D of the Schedule is payable by the Municipality to the Owner on registration of the Servitude Area as provided for in clause 3 above against the title deed of the Servient Property.

7 CO-OPERATION AND UNDERTAKING

- 7.1 The rights granted to the Municipality and/or Eskom in terms of this agreement shall be binding on the heirs, assignees and successors in titles of the Servient Property. The Owner therefore undertakes that the terms of this agreement shall be brought in writing to the attention of any potential purchaser or transferee of the Servient Property (or of any portion of the Servient Property) by the Owner or the seller (at the time) of the Servient Property before the Servient Property (or any portion thereof) is sold and/or transferred to such purchaser or transferee.
- 7.2 The Owner further undertakes to perform all necessary actions and sign all necessary documents (including but not limited to the special power of attorneys necessary in order to obtain the necessary consent/s from any relevant authority and/or any other



regulatory body) to achieve the notarial execution and registration (in the office of the Registrar of Deeds) of a notarial deed of servitude, as envisaged in clause 3.

8 STIPULATIO ALTERI

The provisions of this agreement are intended by the Owner and the Municipality to be a contract for the benefit of Eskom (stipulation alteri) which may be enforced by Eskom, it being recorded and agreed that Eskom has accepted the benefits hereof by its signature at the foot hereof.

9 BREACH

9.1 Should either party ("**the Defaulting Party**") commit a breach of any of the provisions hereof, then the other party ("**the Aggrieved Party**") shall be obliged to give the Defaulting Party 48 (forty eighty) hours written notice to remedy the breach. If the Defaulting Party should fail to comply with such notice, the Aggrieved Party shall be entitled to cancel this Agreement against the Defaulting Party or to claim immediate payment and/or performance by the Defaulting Party of all of the Defaulting Party's obligations whether or not the due date for payment and/or performance shall have arrived; in either event without prejudice to the Aggrieved Party's rights to claim damages.

9.2 The foregoing is without prejudice to such other rights as the Aggrieved Party may have at law; provided always that, notwithstanding anything to the contrary contained in this Agreement, the Aggrieved Party shall not be entitled to cancel this Agreement for any breach by the Defaulting Party unless such breach is a material breach going to the root of this Agreement and is incapable of being remedied by a payment in money, or if it is capable of being remedied by a payment in money, the Defaulting Party should fail to pay the amount concerned within 14 (fourteen) days after such amount has been determined.

10 GENERAL

10.1 This agreement (together with its annexures) contains the entire agreement between the Parties and no party shall be bound by any discussion, undertakings, representations, warranties, promises or the like not recorded herein.



- 10.2 No party shall be bound by or have any claim or right of action arising from any express or implied term, undertaking, representation, warranty, promise or the like not included or recorded in this document whether it induced the contract and/or whether it was negligent or not.
- 10.3 No variation, amendment or consensual cancellation of this agreement or any provision or term hereof and no settlement of any disputes arising under this agreement and no extension of time, waiver or relaxation or suspension of any of the provisions or terms of this agreement shall be binding or have any force and effect unless reduced to writing and signed by or on behalf of the Parties. Any such extension, waiver or relaxation or suspension which is so given or made shall be construed as relating strictly to the matter in respect whereof it was made or given.
- 10.4 No failure by any party to enforce any provision of this agreement shall constitute a waiver of such provision or affect in any way such party's right to require the performance of such provision at any time in the future, nor shall a waiver of a subsequent breach nullify the effectiveness of the provision itself.
- 10.5 This agreement may be executed in any number of counterparts and by different Parties hereto in separate counterparts, each of which when so executed shall be deemed to be an original and all of which when taken together shall constitute one and the same agreement. The signing of counterparts shall include faxed copies of the document.
- 10.6 If any clause or term of this agreement should be invalid, unenforceable, defective or illegal for any reason whatsoever, then the remaining terms and provisions of this agreement shall be deemed to be severable therefrom and shall continue in full force and effect unless such invalidity, unenforceability, defect or illegality goes to the root of this Agreement.

Signed at

on

2024

for

THE MUNICIPALITY

*who warrants that he/she is duly
authorised hereto*

Signed at on 2024
for **ESKOM**

*who warrants that he/she is duly
authorised hereto*

Signed at Groot Drakenstein on 23 October 2024
for **THE OWNER**

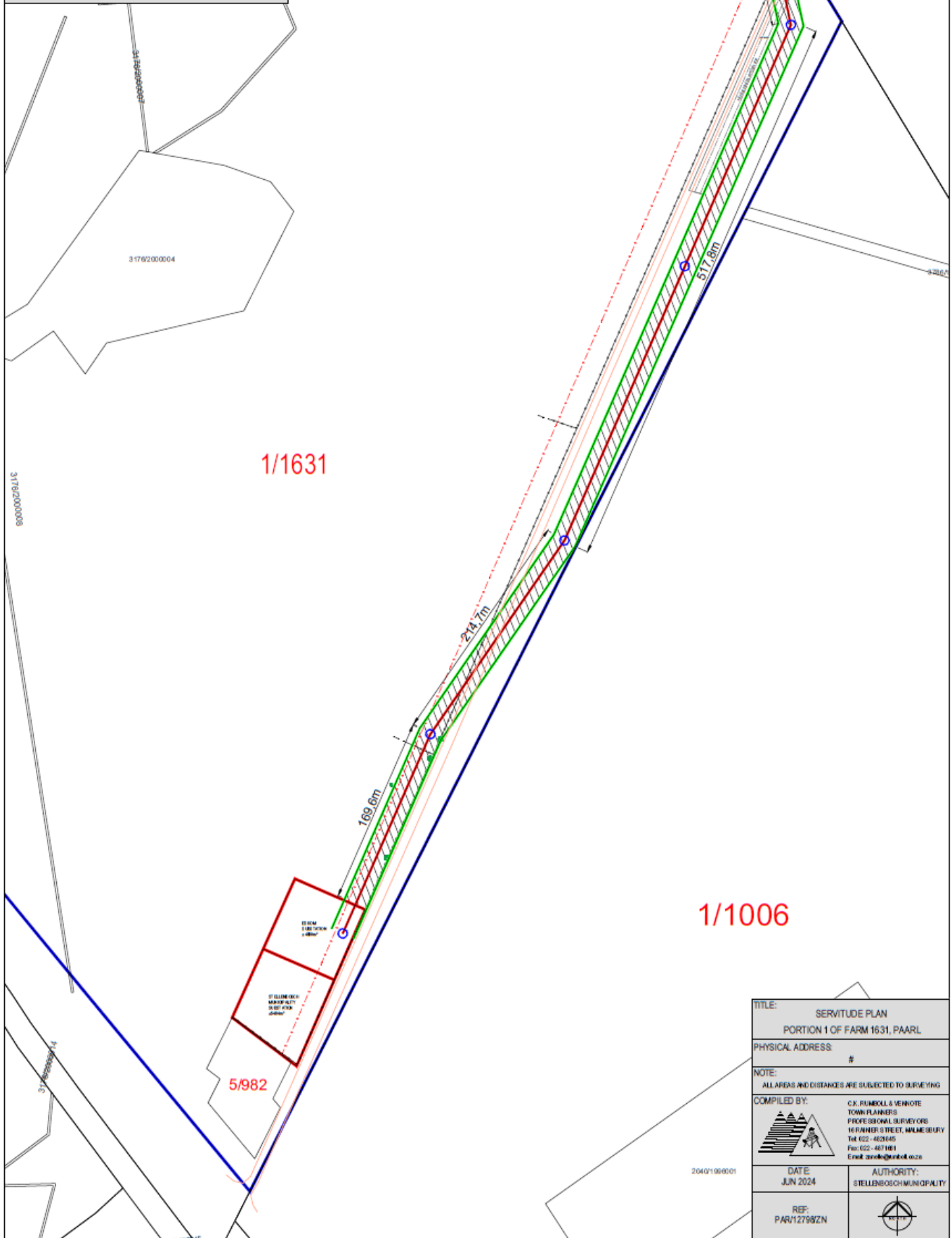


*who warrants that he/she is duly
authorised hereto*

ANNEXURE A – PROPOSED PROJECT PLAN

KEY:

	Existing power line servitudes
	Existing Erf/ farm boundaries
	Proposed power line
	Proposed 22m servitude
	Proposed Pylon location
	Servitude area = ±2.2124 ha



TITLE: SERVITUDE PLAN PORTION 1 OF FARM 1631, PAARL.	
PHYSICAL ADDRESS: #	
NOTE: ALL AREAS AND DISTANCES ARE SUBJECTED TO SURVEYING	
COMPILED BY: C.F. RUMKOLL & VENOTE TOWN PLANNERS PROFESSIONAL SURVEYORS 16 PARNER STREET, ANNEXBURY Tel: 022-462845 Fax: 022-4671081 Email: c.f.rumkoll@venote.co.za	
DATE: JUN 2024	AUTHORITY: STELLENBOSCH MUNICIPALITY
REF: PAR/12798ZN	

ANNEXURE B – DRAFT NOTARIAL DEED OF SERVITUDE

Protocol No. _____

NOTARIAL DEED OF SERVITUDE

BE IT HEREBY MADE KNOWN:

That on _____ 2024 before me, MONIQUE CHRISTINA SCHREUDER, notary public by legal authority, properly sworn and admitted and which practices as such in PAARL in the Western Cape Province and in the presence of the undersigned witnesses, personally came and appeared,

LOUISE BRITZ,

she duly authorised thereto by a Special Power of Attorney signed at _____ on _____ 2024 and granted to her by

PHILIP DE VILLIERS WAHL

duly authorised thereto by a resolution of the directors of

ESKOM HOLDINGS SOC LIMITED

Registration Number 2002/015527/30

(hereinafter referred to as “**Eskom**”)

and

she duly authorised thereto by a Special Power of Attorney signed at _____ on _____ 2024 and granted to her by

[●]

duly authorised thereto by a resolution of the Directors of

[●]

REGISTRATION NUMBER [●]

(“**the Owner**”)

(“**Eskom**” and “**the Owner**” together referred to as “**the Parties**”)

which Power of Attorneys and copies of which resolutions are now being filed in my protocol.

AND THE APPEARER DECLARED AS FOLLOWS ON BEHALF OF HER PRINCIPALS THAT:

1. **AND WHEREAS** the Owner is the registered owner of:

[●]

(“**Servient Property**”)

AND WHEREAS the Owner has agreed to grant a 22 (twenty two) (three) metre wide overhead powerline servitude over the Servient Property in favour of Eskom.

NOW THEREFORE THE APPEARER DECLARES THAT THE TERMS OF THE SERVITUDE AS AGREED UPON ARE AS FOLLOWS:

2. The Owner as registered owner of the Servient Property hereby grants to and in favour of Eskom an overhead powerline servitude, 22 (twenty two) metres wide, the centre line of which is represented by the line [●] on Servitude Diagram S.G No. [●] attached hereto.
3. The Servitude shall be binding on the Owner of the Servient Property and its successors in title and assigns and shall include the following rights in favour of Eskom (and/or its authorised contractors, agents and/or nominees):
 - 3.1 The right to construct and maintain such overhead powerline, electrical cables, conductors, apparatus and or appliances (herein referred to as the “**works**”) to transmit electricity across/over the Property, as may at any time be necessary or convenient in exercising the right of the overhead powerline servitude;
 - 3.2 The right to enter and be upon the Servient Property at any time in order to construct, operate, use, maintain, repair, remove, alter or inspect the works or in order to gain access to any adjacent property in the exercise of similar rights;
 - 3.3 The right to use existing roads and gates giving access to the Servient Property or roads running across the Servient Property and gates on the Servient Property and to erect in any fence such gates as may be necessary or convenient to gain access to or exit from the Servient Property and to gain access to the works;
 - 3.4 The right to remove any trees, bush, grass, material or structures and cut or trim any trees/vines within the servitude area or to the extent necessary where the works extends beyond the servitude area in order to comply with the restrictions referred to in clause 5 hereof; and
 - 3.5 Any ancillary right necessary or convenient for the proper exercise of the servitude to convey electricity over the Property.
4. Eskom (and/or its authorised contractors, agents and/or nominees) shall exercise its rights subject to the following terms and conditions:
 - 4.1 shall ensure that any gates used by it are kept securely closed;

- 4.2 shall pay compensation where damage or injury is caused by any of its contractors/employers/personal and/or representatives by any negligent act or omission on the part of Eskom, its contractors/employers/personal and/or representatives during the exercise of its rights in terms of this notarial deed of servitude
- 4.3 No compensation is payable for damage to natural vegetation;
5. The following special restrictions are placed on the use of the Servitude Area, namely:
- 5.1 No farming activities can continue or commence under the overhead powerline;
- 5.2 Roads and uncovered parking may be created;
- 5.3 No tree shall be planted and/or buildings constructed in the area, 11 (eleven) meters on either side of the center line of the overhead power, therefore within the servitude area;
- 5.4 No construction or excavation work may be executed closer than 6 (six) meters from any structure comprising the works or any structure-supporting mechanism.
- 5.5 No tree which will grow to a height in excess of the horizontal distance of that tree from the nearest conductor of any power line shall be planted within the vicinity of the power line.
- 5.6 No material which may in the opinion of Eskom endanger the safety of the overhead powerline shall be placed within the servitude area.
- 5.7 No mining activities or blasting operations shall be carried out within 500 metres from within the servitude area without the prior written permission of Eskom.
6. Eskom shall have the right to:
- 6.1 Let any portion of the servitude area and/or any of the installations and apparatus thereon to other electricity or telecommunications licensees on such conditions and use as Eskom may deem fit.
- 6.2 cede all or any of the rights granted in terms of this option to any third party, be it before or after exercising of the option or before or after registration of the servitude in the relevant deeds office.

7. All rights and obligations granted herein shall be perpetual and are binding on the successors in title of the Parties and therefore the Parties agree that this Notarial Deed of Servitude will be registered against the relevant title deeds in the Deeds Office, Cape Town, at Stellenbosch Municipality's cost.
8. The Parties confirm that no consideration will be payable in respect of registration of this Notarial Deed of Servitude.

9. **DISPUTES**

- 9.1 In the event of any dispute, disagreement or claim between the Parties ("**the dispute**") concerning this agreement between the Parties, the Parties shall endeavour to resolve the dispute by negotiation. This entails one of the Parties inviting the other or others in writing to meet and to attempt to resolve the dispute within 3 (three) days from date of written invitation. If the dispute has not been resolved by such negotiation within 10 (ten) days of the commencement thereof by agreement between the Parties, then the Parties shall:
 - 9.1.1 submit the dispute to mediation to be administered by the Arbitration Foundation of Southern Africa ("**AFSA**"), upon such terms as agreed between the Parties and the secretariat of AFSA; and
 - 9.1.2 failing agreement as aforesaid within 10 (ten) days of the dispute being submitted to mediation, the Parties shall refer the dispute to arbitration as provided in clause 9.2.
- 9.2 The decision of the mediator shall become final and binding within 7 (seven) days of delivery thereof to the Parties, unless one or either of the Parties disputes the mediator's decision by written notice to the other party within the aforesaid 7 (seven) day period, in which event the dispute shall be referred to arbitration in accordance with the provisions of clause 9.1.
- 9.3 Failing agreement as referred to in clause 9.1.1 above or in the event of either of the Parties furnishing its notice of dispute within 7 (seven) days of the mediator's decision as envisaged in terms of clause 9.2 above, the dispute shall be submitted to arbitration for final resolution in accordance with the rules of AFSA by an arbitrator or arbitrators appointed by AFSA.

9.4 Unless otherwise agreed in writing by all the Parties, any such negotiation, mediation or arbitration shall be held in Cape Town.

THUS DONE AND EXECUTED at _____ on the day of the month and year as first
aforewritten in the presence of the subscribing competent witnesses.

AS WITNESSES:

1. _____ q.q. ESKOM

2. _____ q.q. THE OWNER

QUOD ATTESTOR

NOTARY PUBLIC

12.3	APPOINTMENT OF ONE MEMBER TO THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY
------	--

Collaborator No:

File No:

IDP KPA Ref No: Good Governance

Meeting Date: 26 February 2025

1. APPOINTMENT OF ONE MEMBER TO THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY

2. PURPOSE

To obtain Council's approval for the appointment of one (1) member to the Audit and Performance Audit Committee.

3. DELEGATED AUTHORITY

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

4. EXECUTIVE SUMMARY

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

Audit and Performance Audit Committee members are recommended to serve only two (2) terms each of which is three (3) years in terms of the approved Audit and Performance Audit Committee Charter of Stellenbosch Municipality attached herewith as **APPENDIX 1**.

Ms Ruth Strydom has resigned from the Audit and Performance Audit Committee as per attached as **APPENDIX 2**. This has created a vacancy on the Audit and Performance Audit Committee. The vacancy was advertised and the closing date for this vacancy was 3 February 2025.

5. RECOMMENDATION

that Council appoint Mr Mervyn Burton for a term of three years as from the 01 March 2025 concluding on 29 February 2028.

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 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 on the municipality.

Stellenbosch Municipality's approved Audit and Performance Audit Committee Charter requires that there be a minimum of three (3) and a maximum of five (5) members. The Audit and Performance Audit Committee must meet as often as may be needed but not less than four times a year.

6.2 **Discussion**

The Stellenbosch Municipality's Audit and Performance Audit Committee

Ms Ruth Strydom has resigned from the Audit and Performance Audit Committee. This has created a vacancy on the Audit and Performance Audit Committee. The vacancy was advertised and the closing date for this vacancy was 3 February 2025.

Attached as **APPENDIX 3** please find the longlist of applications received for this vacancy - 15 applications were received.

The Executive Mayor and The Municipal Manager consulted the longlist and applicant's CV's and recommend to Council the following:

One candidate stood out with extensive local government, financial, enterprise risk management, audit, strategic and performance management, ethical corporate governance, ICT and Audit Committee experience namely Mr Mervyn Burton (CV attached as **APPENDIX 4**).

The Audit and Performance Audit Committee of Stellenbosch Municipality currently consists of:

- Mr Linda Nene (Chairperson)
- Dr Len Mortimer; and
- Ms Reyhana Gani

It is therefore recommended that Council appoint Mr Mervyn Burton who meets the requirements to serve on the Audit and Performance Audit Committee and comes with extensive experience in the areas of compliance, performance and risk management.

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 item was not circulated to Senior Management however the Municipal Manager and Executive Mayor are in support of this item.

APPENDICES

- Appendix 1- Approved Audit and Performance Audit Committee Charter
Appendix 2- Resignation letter Ms Ruth Strydom
Appendix 3- Longlist of applications received
Appendix 4- CV of Mr Mervyn Burton

FOR FURTHER DETAILS CONTACT:

NAME	<i>Mari-Lise Krige</i>
POSITION	<i>Acting Chief Audit Executive</i>
DIRECTORATE	<i>Municipal Manager's Office</i>
CONTACT NUMBERS	<i>021 808 8296</i>
E-MAIL ADDRESS	Mari-lise.krige@ Stellenbosch.gov.za
REPORT DATE	<i>17 February 2025</i>

APPENDIX 1



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Audit and Performance Audit Committee Charter 2024-25

(Terms of Reference)

25 June 2024

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1. Introduction

- 1.1 The charter is used to guide the activities of the Audit and Performance Audit Committee on an ongoing basis. The Audit and Performance Audit Committee charter sets out the objectives, roles and responsibilities, composition, structure and membership requirements, relationships with other stakeholders, authority for the committee to conduct enquiries and access municipality records and personnel, outlines procedures for meetings, addresses the confidentiality and independence of committee members, and provides for ethical conduct and reporting.
- 1.2 The charter should be used as a basis for:
 - 1.2.1 Preparing the Audit and Performance Audit Committee's annual work plan;
 - 1.2.2 Setting the agenda for meetings;
 - 1.2.3 Requesting skills and expertise;
 - 1.2.4 Making recommendations to the Accounting Officer and Municipal Council;
 - 1.2.5 Assessing the Audit and Performance Audit Committee's performance by its members, municipal Council, management, Auditor-General and Internal auditors;
 - 1.2.6 Contributions and participation at meetings.

2. Authority

- 2.1 The Audit and Performance Audit Committee operate as a committee of Council. The Audit and Performance Audit Committee performs the responsibilities assigned to it by the Municipal Finance Management Act, No 56 of 2003 (the MFMA), Municipal Systems Act, No 32 of 2000 (the MSA), Municipal Planning and Performance Management Regulations, and the corporate governance responsibilities delegated to it under this charter by council.
- 2.2 A charter is the written terms of reference approved by council which outlines the mandate and authority of the Audit and Performance Audit Committee. The charter becomes the policy of the Audit and Performance Audit Committee which then informs the contracts of the Audit and Performance Audit Committee members.
- 2.3 The Audit and Performance Audit Committee shall have the authority to perform functions, and to obtain any information and advice, from within or outside the municipality, in order to perform its functions as legislated. Appropriate resources will be made available to the Audit and Performance Audit Committee to perform its functions as agreed in its charter.
- 2.4 The Audit and Performance Audit Committee may:
 - 2.4.1 Communicate with the council, municipal manager or the internal and external auditors of the municipality or municipal entity;
 - 2.4.2 Have access to municipal records containing information that is needed to perform its duties or exercise its powers;
 - 2.4.3 Request any relevant person to attend any of its meetings, and, if necessary, to provide information requested by the committee;
 - 2.4.4 Conduct investigations into the financial affairs of the municipality, as may be requested by the council of the municipality.

3. Composition

- 3.1 Section 166 of the MFMA provides for a minimum requirement for the composition of an Audit and Performance Audit Committee.

- 3.2 The Audit and Performance Audit Committee shall consist of at least three (3) independent members but not more than five (5), of which at least one person has expertise in performance management. Working knowledge of business is required i.e., financial management, legal, auditing, performance management and Information Technology.
- 3.3 In terms of best practice, the number and/or size of Audit and Performance Audit Committees can be increased to address the requirements, characteristics and needs of the municipality which will also be guided by the approved charter.
- 3.4 These requirements apply to all municipalities regardless of whether the Audit and Performance Audit Committee is established in-house or through a shared service.

4. Appointment of Members

- 4.1 Section 166(5) of the MFMA requires that the members of an Audit and Performance Audit Committee must be appointed by the council of the municipality. One of the members, who is not in the employment of the municipality, must be appointed as the chairperson of the committee. Councillors are not allowed to be members of the Audit and Performance Audit Committee. The appointed members should enter into a contract with the municipality according to the approved terms of reference.
- 4.2 Except in the case of shared Audit and Performance Audit Committees, the council must ensure that Audit and Performance Audit Committee members do not serve on more than three (3) local government Audit and Performance Audit Committees simultaneously as the practice of serving on too many committees may impact negatively on performance of Audit and Performance Audit Committees contributing to their effectiveness.

5. Qualities of Members

- 5.1 The chairperson of the Audit and Performance Audit Committee should be appointed after the following factors have been considered.
- 5.2 The Chairperson should:
 - 5.2.1 Have a good standing and ability to lead discussions;
 - 5.2.2 Create vision and provides direction at meetings;
 - 5.2.3 Build municipal capabilities by guiding management based on expert knowledge and skills;
 - 5.2.4 Promote and achieve quality outcomes at meetings;
 - 5.2.5 Have the ability to speedily and effectively advise council or the board of directors of any impending non-compliance with the legislative framework;
 - 5.2.6 Have the ability to encourage other members to participate in Audit and Performance Audit Committee meetings;
 - 5.2.7 Conduct meetings in a manner that demonstrates a desire to establish effective communication with all stakeholders;
 - 5.2.8 Demonstrate ethical and effective leadership and act in the best interest of the municipality.
- 5.3 In determining suitable candidates for an Audit and Performance Audit Committee and maintaining a balanced composition, the accounting officer should seek to appoint candidates that have ability to:

- 5.3.1 Perform the role as advisor to management;
- 5.3.2 Communicate effectively with management;
- 5.3.3 Carefully review information received and obtain clarification from management as and when appropriate;
- 5.3.4 Raise relevant questions, evaluate responses and follow up on any matter that is unclear;
- 5.3.5 Conduct responsibilities in the context of the municipality's strategic objectives and overall corporate governance of the council;
- 5.3.6 Act independently and be proactive in advising the Accounting Officer regarding issues that require further management attention;
- 5.3.7 Encourage openness and transparency;
- 5.3.8 Build relations with management;
- 5.3.9 Have a professional approach to performing duties, including commitment of time and effort, and
- 5.3.10 Each committee member must be independent and appropriately skilled.

6. Skills and Experience

- 6.1 Members should be selected from different areas of expertise to enhance the Audit and Performance Audit Committee's overall knowledge of the municipality and the ability to discharge its obligations and provide appropriate recommendations to the council.
- 6.2 The roles and responsibilities of an Audit and Performance Audit Committee can be used as a baseline to obtain relevant skills that members must possess. This will ensure that appointed members are competent to carry out their responsibilities as set out in the Audit and Performance Audit Committee's charter.
- 6.3 The appointed members should collectively possess the following skills and experience:
 - 6.3.1 Private and public sector experience;
 - 6.3.2 An understanding of service delivery priorities;
 - 6.3.3 Good governance and/or financial management experience;
 - 6.3.4 An understanding of the role of council and councillors;
 - 6.3.5 An understanding of the operations of the organisation;
 - 6.3.6 Familiarity with risk management practices;
 - 6.3.7 An understanding of internal - and external audits and internal controls;
 - 6.3.8 An understanding of major accounting practices and public sector reporting requirements;
 - 6.3.9 An understanding of public sector reforms;
 - 6.3.10 Familiar with legislation applicable to municipalities;
 - 6.3.11 An understanding of the roles and responsibilities of internal and external auditors;
 - 6.3.12 An understanding of the treatment of allegations and investigations;
 - 6.3.13 An understanding of the performance management system.

7. Membership and Independence

The Audit and Performance Audit Committee must be independent and safeguarded from undue influence in exercising its responsibilities in an objective manner. To enhance the Audit and Performance Audit Committee function, the following is required:

- 7.1 The Audit and Performance Audit Committee chairperson and members should be independent of the municipality;

- 7.2 The Audit and Performance Audit Committee chairperson and members should not be biased but exhibit an independent mental attitude during deliberations;
- 7.3 All Audit and Performance Audit Committee members should declare private and business interest at every meeting;
- 7.4 Members should not conduct any business with the municipality.

8. Term of Office

- 8.1 To enhance independence of the Audit and Performance Audit Committee, the term of office for members must be strictly adhered to. The chairperson should be appointed for a minimum of three years to ensure that he/she contributes most effectively and provides stability to the Audit and Performance Audit Committee.
- 8.2 Other Audit and Performance Audit Committee members should serve at least a minimum of three years with an option to renew for another three years, based on performance. Recruitment of members should be staggered to prevent a loss of knowledge and skills in the committee. The recruitment process of new members should be concluded at least three months in advance of the expiry of existing members' term. The Chief Audit Executive and the Accounting Officer must maintain records of Audit and Performance Audit Committee member contracts and ensure recruitment is undertaken as mentioned above.
- 8.3 Rotation of members are encouraged as it enhances the independence of the Audit and Performance Audit Committee. Members of the Audit and Performance Audit Committee should not be contracted continuously for a period exceeding six years. After serving consecutively for six years, a cooling off period of two years should be provided for, before appointing the same member to the Audit and Performance Audit Committee.
- 8.4 Members should be encouraged not to terminate their contracts until they have shared their knowledge with new members. A committee member should give two months' notice prior to resignation.
- 8.5 The committee members should have the opportunity to have an exit meeting with the Council to discuss the reason for leaving and to provide feedback on their experience on the Audit and Performance Audit Committee as well as any other issues. The date of resignation should be minuted by the secretariat of the Audit and Performance Audit Committee.
- 8.6 Committee members can be dismissed by the municipal Council under certain circumstances. The Accounting Officer or municipal Council should consult the charter when dismissing members of the committee. Reasons for dismissal amongst other would normally be detailed in the letter of appointment and contract agreement, such as:
 - 8.6.1 Where an on-going conflict of interest exists;
 - 8.6.2 Where a member has not performed to expectations.
- 8.7 The official dismissal process as it relates to the municipality should be adhered to by the Accounting Officer and municipal Council when an Audit and Performance Audit Committee member is being dismissed.
- 8.8 Where appropriate, the dismissal process is linked to the charter and member's performance assessment process. The dismissal of a member should be performed by the municipal council and the outcome of the dismissal process should be in writing. The date of dismissal should be minuted by the secretariat of the Audit and Performance Audit Committee.

9. Induction of Members

- 9.1 A formal process of induction must be facilitated by the Chief Audit Executive in consultation with the Accounting Officer. During the induction of members, the roles and responsibilities of the Audit and Performance Audit Committee must be clarified. The induction process should entail sufficient briefings and information on their roles, responsibilities, accountability and management's expectations. Induction of members can also be facilitated by Provincial Treasury or National Treasury, upon request.
- 9.2 New members should meet and be briefed by the Accounting Officer, Chief Financial Officer, chairperson of the Audit and Performance Audit Committee and the Chief Audit Executive. New members should also be introduced to the external auditors. The information to be provided to new members should include:
 - 9.2.1 The municipality's governance and operational structures and how the Audit and Performance Audit Committee operate within this structure;
 - 9.2.2 Copy of the Audit and Performance Audit Committee's charter, including any policies, recent Audit and Performance Audit Committee minutes, audit management letter, audit opinion, including details of outstanding issues, council resolutions and recommendations presented to the municipal council;
 - 9.2.3 Copies of the relevant legislation;
 - 9.2.4 Copies of the latest municipality's annual report, annual financial statements, integrated development plan, budgets, service delivery and budget implementation plans, in-year reports, code of conduct, performance agreements, risk register and risk management plans;
 - 9.2.5 Information from management and the internal auditor on the risk profile, status of internal controls and system of delegation;
 - 9.2.6 A copy of the internal audit charter and annual work plans, among others.

10. Reporting

- 10.1 The chairperson of the Audit and Performance Audit Committee will report twice a year, or more frequently if required, to the municipal Council on the operations of the internal audit activity and the Audit and Performance Audit Committee. The report should include:
 - 10.1.1 A summary of the work performed by internal audit and the Audit and Performance Audit Committee against the annual work plan;
 - 10.1.2 Effectiveness of internal controls and additional measures that must be implemented to address identified risks;
 - 10.1.3 The committee's assessment of the municipality's performance management system;
 - 10.1.4 A summary of key issues dealt with, such as significant internal and external audit findings, recommendations and updated status thereof;
 - 10.1.5 Progress with any investigations and their outcomes in relation to the mandate;
 - 10.1.6 Details of meetings and the number of meetings attended by each member;
 - 10.1.7 other matters requested of the internal audit and Audit and Performance Audit Committee.
- 10.2 The Audit and Performance Audit Committee shall prepare an annual report which will be incorporated into the municipality's annual report. This includes the following:
 - 10.2.1 The functions performed by the Audit and Performance Audit Committee and meetings attended;

- 10.2.2 Resolutions taken by council and implementation status of recommendations made;
- 10.2.3 Other relevant comments that may enhance governance and accountability.

11. Remuneration of Members

- 11.1 Remuneration will be in accordance with a tariff as approved by the Council. Remuneration shall be on the basis of a fixed rate per meeting. This rate will include preparation time utilised by members for meetings. The rate per meeting for ordinary members is R5 500, 00 (five thousand five hundred rand) per meeting and R6 500, 00 (six thousand five hundred rand) per meeting for the Chairperson of the Committee. The municipality may utilize the rates provided by the National Treasury. Should the Accounting Officer deem it necessary, he or she can, in consultation with the municipal Council, determine other remuneration, provided that the Audit and Performance Audit Committee charter properly define the time and cost.
- 11.2 Remuneration of committee members are calculated on the basis of the various types of meetings attended, taking into consideration the tariff approved by Council. In calculating the remuneration due there is distinguished between two types of meetings:
- 11.3 Audit and Performance Audit Committee meetings:
 - 11.3.1 Remuneration is calculated on a full day tariff
- 11.4 Other meetings:
 - 11.4.1 One to two (1-2) hours = half a day tariff;
 - 11.4.2 More than two (2) hours = a full day tariff.
- 11.5 The reimbursement of all members for travel expenditure must be determined in accordance with the approved Council policy or the rate per kilometer as published and updated by the National Department of Transport.
- 11.6 The Accounting Officer, in consultation with the Chief Financial Officer, is required to approve the reimbursement of all travel expenditure for members of the Audit and Performance Audit Committee based on the above mentioned or make alternative arrangements to pay for modes of travel to such meetings, in terms of Council policy.
- 11.7 The chairperson and members of the Audit and Performance Audit Committee will be required to complete particulars of their respective travel to and from the venue of the Audit and Performance Audit Committee meetings.

12. Performance Assessments

- 12.1 The Audit and Performance Audit Committee should assess its performance and achievements against its charter on an annual basis. The assessment should be conducted within six months after each financial year. The assessment would cover the performance of the individual member as part of the overall Audit and Performance Audit Committee with reference to the particular skills the member has brought to the Audit and Performance Audit Committee as a whole.
- 12.2 The aim of the self-assessment is to ensure that the Audit and Performance Audit Committee is meeting its objectives efficiently and effectively. The findings of the self-assessment should be presented by the chairperson to the Accounting Officer and municipal Council.
- 12.3 Where the self-assessment highlights a need for enhancements to the role, operational processes or membership of the committee, the chairperson should take action to ensure that such enhancements are implemented. The chairperson may need to consult with the

Accounting Officer and municipal Council to obtain appropriate support to ensure all enhancements are implemented.

- 12.4 It may be beneficial for the Audit and Performance Audit Committee to use an external facilitator to provide assistance with, or to supervise the self-assessment process. It is up to the Audit and Performance Audit Committee to decide whether the services of an external facilitator are required.
- 12.5 An external facilitator can provide an impartial and objective view and can approach the evaluation process without bias or preconceived ideas. The chairperson and external facilitator should provide feedback to the Audit and Performance Audit Committee members and present the findings of the evaluation to the Accounting Officer and municipal Council.
- 12.6 Where the Audit and Performance Audit Committee is not performing in accordance with their charter and this has been observed by various stakeholders such as for example, internal audit, external audit or management, it would be appropriate for this or other issues to be brought to the attention of the Accounting Officer and municipal Council.
- 12.7 If an individual Audit and Performance Audit Committee member is not performing, then the member must be given an opportunity to address such with the municipal Council. If it is considered necessary to terminate the services of an Audit and Performance Audit Committee member prior to the end of the term of appointment, proper procedures should be followed.

13. Roles and Responsibilities

The Audit and Performance Audit Committee responsibilities in relation to other functional areas are highlighted below.

13.1 Internal Audit

- 13.1.1 The Audit and Performance Audit Committee responsibilities relating to internal audit, which evaluates and contributes to the improvement of governance, risk management and control processes, are to:
 - Ensure that the charter, independence and activities of the internal audit function are clearly understood and respond to the objectives of the municipality and the legal framework;
 - Regularly review the functional and administrative reporting lines of the Chief Audit Executive to ensure that the organisational structure is consistent with the principles of independence and accountability;
 - Review and approve the internal audit charter, annual internal audit strategic and any significant changes to the plan;
 - Confirm that the annual audit plan makes provision for critical risk areas in the municipality;
 - Advise the municipality on resources allocated to give effect to the work outputs of the internal audit activity;
 - Consider and advise on the co-operation and co-ordination between internal audit and the Auditor-General;
 - Ensure that there is sufficient support for the internal audit activity and external auditors from senior management;
 - Confirm with management that internal audit findings are submitted to the Audit and Performance Audit Committee on a quarterly basis;
 - Confirm actions taken by management in relation to the internal audit plan;

- Consider and review reports relating to difficulties encountered during the course of the audit engagement, including any scope limitation or access to information reported to the Accounting Officer that remain unresolved;
- Evaluate the performance of internal audit activity in terms of the agreed goals and objectives as captured in the internal audit plan;
- Ensure that the Chief Audit Executive has unrestricted access to the chairperson of the Audit and Performance Audit Committee;
- Conduct a high-level review of internal audit on an annual basis, to ascertain whether the internal audit activity complies with the International Standards for the Professional Practice of Internal Auditing;
- Concur with any appointment and termination of the services of the Chief Audit Executive;
- Is responsible for the performance evaluation of the Chief Audit Executive and recommends the level of appointment of the Chief Audit Executive;
- Monitoring the appropriateness of the combined assurance framework, which will include inter alia, co-ordination and co-operation between AGSA, internal audit and other assurance providers to minimise duplication of effort, promote reliance on each other's work, and to ensure all significant risk areas are addressed;
- Confirm that a combined assurance framework is applied, the implementation of which is facilitated by internal audit.

13.1.2 Internal audit activity is accountable to the Audit and Performance Audit Committee as follows:

- Maintain open and effective communication with the Audit and Performance Audit Committee;
- Develop a flexible annual audit plan using a risk-based methodology, addressing any weaknesses in risks or controls identified;
- Submit the audit plan to the Audit and Performance Audit Committee for review and approval;
- Report on the implementation and results of the annual audit plan including special tasks requested by management and the Audit and Performance Audit Committee;
- Assist in drafting the agenda and documentation, and facilitate the distribution thereof to the Audit and Performance Audit Committee in advance of meetings;
- Meet periodically with the chairperson of the Audit and Performance Audit Committee to discuss whether the material and information furnished meets the requirements of the Audit and Performance Audit Committee;
- Obtain advice from the Audit and Performance Audit Committee whether the frequency and time allocated to the committee is sufficient to attend effectively to all matters;
- Cooperate with the Audit and Performance Audit Committee as they conduct annual reviews of the performance of the internal audit function;
- Submit the internal audit charter to the Audit and Performance Audit Committee for review and approval on an annual basis and/ or as necessary.

13.2 External Audit

The Audit and Performance Audit Committee must in relation to external audit:

- Take cognizance of the scope of work undertaken by the external auditor and the extent of co-ordination with the internal audit activity;
- Review annual external audit plans, audit fees and other compensation;

- Review reports and monitor management's implementation of audit recommendations and municipal Council resolutions with a view to ensuring satisfactory responses and corrective actions, where necessary;
- Review the report on the financial statements and matters raised therein for reasonability and accuracy;
- Obtain assurance from the Auditor-General that the annual performance information is a fair reflection of the municipality's performance and that adequate records are being maintained;
- Review any interim reports issued in order to take cognizance of the issues raised in determining the follow up work of internal audit;
- Conduct a review of the extent to which previously reported findings by the external auditor have been addressed by the municipal Council;
- Provide advice to the Accounting Officer on actions taken relating to significant matters raised in external audit reports;
- Liaise with the external auditors on any matter that the Audit and Performance Audit Committee consider appropriate;
- Ensure that the external auditors have reasonable access to management and chairperson of the Audit and Performance Audit Committee;
- Address any potential restrictions or limitations with the Accounting Officer and Council;
- Address outstanding matters raised by the external auditors and ensure that findings are dealt with conclusively in an expeditious manner.

13.3 Annual Financial Statements

- 13.3.1 The Accounting Officer must prepare Annual Financial Statements (AFS) of the municipality within two months after the end of the financial year to which those statements relate, submit the statements to the Auditor-General for auditing (This should be linked to the MFMA calendar).
- 13.3.2 The Audit and Performance Audit Committee should review the AFS at least one (1) week before submission to the Auditor-General. The process and timelines for Audit and Performance Audit Committee meetings should be changed accordingly. The auditor and auditee should plan this process carefully to meet the determined timelines.
- 13.3.3 The Audit and Performance Audit Committee must review the annual financial statements to provide the municipality, the council of the municipality with an authoritative and credible view of the financial position of the municipality by:
- Confirming if the municipal audit file is prepared in line with the applicable standards and guidance contained in MFMA Circular 50, or as updated;
 - Reviewing the unaudited annual financial statements of the municipality to ensure that the quality, integrity and content is consistent with applicable standards and compliant with the legal framework;
 - Evaluating the annual financial statements of the municipality for reasonableness, completeness and accuracy, and provide comment thereon, on a timely basis;
 - Considering the Auditor-General's opinion on the quality and appropriateness of the municipality's accounting policies;
 - Reviewing efficiency and effectiveness of internal controls over AFS preparation and reporting.
- 13.3.4 Specifically, with regards to annual financial statements, the Audit and Performance Audit Committee should:

Review and challenge where necessary:

- Arithmetical accuracy and consistency;
- Consistency of, and any changes to, accounting policies, comparing to prior years;
- Methods used to account for significant or unusual transactions where different approaches are possible;
- Whether the municipality has followed appropriate accounting standards and made appropriate estimates and judgements, taking into account previous audit outcomes;
- The quality of disclosure in the municipality's financial reports and the context in which statements are made;
- All material information presented with the financial statements, such as the operating and financial review and the corporate governance statement (insofar as it relates to the audit and risk management);
- All material issues in prior reports by the AGSA have been appropriately accounted for, resulting in fair presentation;
- Conduct analysis of trends and other financial ratio calculations e.g., year-on-year comparisons and composition of primary group e.g., salaries as a component of operations, whether operations are undertaken on a sustainable basis, operations at surplus or deficit, efficiency and solvency ratios, etc.
- Able to question management rationale for judgement and estimates; and
- Review the adequacy of the skills within the finance unit.

13.4 Risk Management Activities

13.4.1 The Accounting Officer is responsible for the establishment of effective risk management within the municipality.

13.4.2 The responsibilities of the Audit and Performance Audit Committee with respect to risk management:

- Provide an independent and objective view of the effectiveness of the municipality's risk management;
- Where there is a separate risk management committee, the Audit and Performance Audit Committee is required to review recommendations made and consider these in line with the Audit and Performance Audit Committee Charter;
- The Audit and Performance Audit Committee must also provide feedback to the Accounting Officer and municipal Council on the adequacy and effectiveness of risk management in the municipality;
- In the case where there is no separate risk management committee, the oversight responsibilities of the Audit and Performance Audit Committee on risk management will be reflected in the charter of the Audit and Performance Audit Committee, approved by Council.

13.5 Compliance with laws, regulations, ethics policies and procedures

13.5.1 The Audit and Performance Audit Committee as part of its risk management and internal control responsibilities should ensure the management of the municipality has the necessary mechanisms in place to ensure compliance with pertinent laws and regulations and is conducting its affairs ethically. This must include maintaining effective controls against conflict of interest, fraud and corrupt practices.

- 13.5.2 The Audit and Performance Audit Committee must review and monitor compliance with policy documents that should incorporate compliance with laws, regulations, ethics policies and rules regarding conflict of interest.
- 13.5.3 The Audit and Performance Audit Committee must monitor the control processes and the adequacy of internal control by viewing risk committee documentation and internal and external audit reports.
- 13.5.4 The Audit and Performance Audit Committee should communicate with the risk committee, internal and external auditors on:
- Any fraudulent activities, suspected fraud or fraud investigations being conducted which they are aware of;
 - Any concerns about the nature, extent and frequency of management assessment of the accounting and control systems in place, to prevent and detect fraud.
- 13.5.5 Notify the municipal Council when the Accounting Officer has been implicated in fraud, corruption or gross negligence.
- 13.5.6 Monitor developments and changes in law relating to the responsibility and accountability of management and review the extent to which management is meeting its obligations.
- 13.5.7 Ensure legal counsel regarding compliance where necessary.

13.6 Control Environment

The Audit and Performance Audit Committee members need to have a good understanding of the control environment, in fulfilling this responsibility the committee should:

- Ensure that management follows a sound process to draw conclusions on the adequacy and effectiveness of the system of internal control;
- Establish whether management has relevant policies and procedures in place and that these are adequate, effective and regularly updated;
- Determine whether appropriate processes are followed and complied with on a regular basis;
- Consider measures applied on any required changes to the design or implementation of internal controls;
- Assess steps taken by management to encourage ethical and lawful behaviour; financial discipline and accountability for use of public resources.

13.7 Performance Management

- 13.7.1 Part of the responsibilities of the Audit and Performance Audit Committee includes the review of the performance management system. The municipality has reviewed its committees to ensure that in cases where there is an audit committee and a performance audit committee, that these are combined into one committee for effective management, oversight and reporting, as envisaged by section 166 of the MFMA.
- 13.7.2 The Audit and Performance Audit Committee members need to have a good understanding of the performance of the municipality. These include:
- Review and comment on compliance with statutory requirements, performance management best practices and standards;

- Review and comment on the alignment of the Integrated Development Plan (IDP), the budget, Service Delivery and Budget Implementation Plan (SDBIP) and performance agreements of Directors;
- Review and comment on relevance of indicators to ensure they are measurable and relate to services performed by the municipality and its entities;
- Review compliance with in-year reporting requirements;
- Advise on the effectiveness of the system for monitoring compliance with applicable laws and regulations;
- Advise on the effectiveness of corporate policies relating to performance management;
- Review the quarterly performance reports submitted by internal audit;
- Review and comment on municipality's annual financial statements and timely submission to the Auditor-General by 31 August, each year;
- Obtain assurance from management with respect to the accuracy, completeness and validity of the performance information;
- Review and comment on the municipality's annual report within the stipulated timeframes;
- Review and comment on the municipality's performance management system and make recommendations for its improvement to Council. In reviewing the municipality's performance management system the committee must focus on economy, efficiency, effectiveness and impact in so far as the key performance indicators and performance targets set by the municipality are concerned;
- Review the audited annual performance information and AG's Audit Report, prior to submission to and approval by the Council, focusing particularly on:
 - Providing an authoritative and credible view on whether the municipality's goals and objectives as per the Integrated Development Plan (IDP), by the business unit under review have been achieved;
 - The municipality's performance management system;
 - Compliance with statutory requirements.

13.8 Information Technology (IT) Governance

- 13.8.1 The Audit and Performance Audit Committee also need to provide advice on IT governance, controls, access, safeguarding of information in the municipality. Annually review the functioning of the ICT steering committee and review the its minutes.
- 13.8.2 Specific expertise may be required from within or outside the municipality from time to time, to assist the internal audit activity and Audit and Performance Audit Committee formulate recommendations on systems and controls. The committee may have to advise on the appropriateness of disaster recovery and business continuity plans supporting IT risks, regular testing and evaluation of plans, systems and processes.

13.9 Relationship with Stakeholders

The Audit and Performance Audit Committee are required to maintain good relationships with key stakeholders, such as:

- Municipal Council;
- Accounting Officer;
- Management and staff;
- Internal Auditors and External Auditors;
- Provincial Treasury;
- National Treasury.

14. Meetings

- 14.1 The Audit and Performance Audit Committee should meet as often as required to perform its functions, but at least four (4) times a year.
- 14.2 The Audit and Performance Audit Committee shall safeguard and treat as confidential, all information supplied to it within the ambit of the law.
- 14.3 The secretariat responsibilities are to be performed by Council's administration department, including providing all administrative support to the Audit and Performance Audit Committee meetings, sending invitations and documentation to members, coordinating and compiling Audit and Performance Audit Committee meeting documentation, taking minutes at Audit and Performance Audit Committee meetings. The internal audit activity is responsible for preparing all logistical arrangements relating to Audit and Performance Audit Committee meetings, including arrangement for the prompt payment of claims and fees, etc.
- 14.4 The Chief Audit Executive, in consultation with the Audit and Performance Audit Committee secretariat of the municipality, must ensure that the required preparation for the meeting of the Audit and Performance Audit Committee is finalized at least seven (7) days before the commencement of the meeting and that substantive work would be undertaken for the duration of the meeting.
- 14.5 Any person attending the meeting may add items to the agenda three (3) days before the agenda is finalized. Such items should be provided to the chairperson or the Chief Audit Executive. Special meetings of the Audit and Performance Audit Committee may be convened with the chairperson's approval. Any member of the Audit and Performance Audit Committee, the internal or external auditors may request a special meeting if they consider necessary.
- 14.6 The majority of the members will form a quorum, and if the chairperson is absent, the members that are present will elect one of the members as chairperson for that meeting. If there are no quorum the meeting will be adjourned to a new date and time not exceeding two (2) weeks.
- 14.7 The members are the only people with voting rights. Voting shall be by a show of hands unless decided by all members that it be by ballot. The chairperson shall have a casting vote. If a member wants to dissent or protest against a decision, he or she may request that it is recorded in the minutes.
- 14.8 The following people have a standing invitation to the Audit and Performance Audit Committee and attend all meetings:
 - Municipal Manager;
 - The Executive Mayor;
 - The MPAC Chairperson;

- Chief Audit Executive;
- Chief Financial Officer;
- Chief Risk Officer;
- External Auditors (AGSA);
- Any other person on invitation by the chairperson of the audit and performance audit committee.

14.9 The Chief Audit Executive, in consultation with the chairperson of the Audit and Performance Audit Committee, must determine the time frames of all meetings. In light of the financial implications, the Accounting Officer in consultation with the Chairperson of the Audit and Performance Audit Committee must agree, if meetings go beyond a one day sitting.

15. Review Period

This charter will be reviewed annually and updated to ensure relevance and consistency with the MFMA, Municipal Systems Act (Act 32 of 2000) and other related legislation, guides and best practice, and submitted to Council for approval. Following approval, the Audit and Performance Audit Committee charter will be published on the municipal website to promote awareness to all stakeholders.

Executive Mayor :

Initials and Surname :

Date: :

Chairperson APAC :

Initials and Surname :

Date :

Municipal Manager :

Initials and Surname :

Date :

APPENDIX 2

Mari-Lise Krige

From: Faiz Hoosain
Sent: Monday, 02 December 2024 08:52
To: Mari-Lise Minnie
Subject: FW: [EX] re: Resignation as member

From: Ruth Strydom [REDACTED]
Sent: Thursday, 28 November 2024 12:20
To: Faiz Hoosain <[REDACTED]>
Subject: [EX] re: Resignation as member

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

I hereby wish to tender my resignation as a member of the Audit Committee. Due to unforeseen work obligations, it is unfortunately no longer feasible to continue to serve.

I wish to extend my best wishes to the committee.

I trust you will find this in order.

Thank you.

Kind regards,
Ruth Davidse

APPENDIX 3

#	Surname	Residence	Formal Qualifications
1	Adam	Eldo Glen (Centurion)	<ul style="list-style-type: none"> • Certified Director Institute of Directors in Southern Africa - 2022 • PhD in Entrepreneurship University of Pretoria - 2021 • MBA University of Pretoria - 2000 • BSc Mathematics and Statistics University of KwaZulu-Natal - 1993
2	Alivent	Kayamandi	<ul style="list-style-type: none"> • Information Technology Computer Training Course Kuyasa Horizon Empowerment - October 2023 • Bachelor of Arts in Theology University of South Africa - 2023 • Matric Makupula Secondary School - 2018
3	Aylward	Salt River	<ul style="list-style-type: none"> • Master of Arts in Criminal Justice (NQF 9) (SAQA 96575) University of South Africa, College of Law, School of Criminal Justice, Department of Police Practice - 19 June 2020 • Baccalaureus of Technology: Forensic Investigations (NQF 7) (SAQA 62326) University of South Africa College of Law, School of Criminal Justice, Department of Police Practice - 20 June 2013 • National Diploma: Management (Industrial Relations) (NQF 6) (SAQA 35957) Institute of Administration and Commerce of South Africa - 22 July 1998 • Diploma: Criminal Justice and Forensic Auditing (NQF 5) (SAQA 3435) University of Johannesburg (Previously Rand Afrikaans University) - 2 March 2001 • Higher Certificate: Personnel Management (NQF 5) (SAQA 23615) Institute of Administration and Commerce of South Africa - August 1998 • Preliminary Certificate: Business Administration (L5) (SAQA 23614) Institute of Administration and Commerce of South Africa - 27 October 1997 • Preliminary Certificate: Business Management (L5) (SAQA 23614) Institute of Administration and Commerce of South Africa - 31 May 1996 • Preliminary Certificate: Industrial Relations (L5) (SAQA 23614) Institute of Administration and Commerce of South Africa - 23 October 1995
4	Burton	Rondebosch	<ul style="list-style-type: none"> • Financing and Valuing Commercial Property (60 hours – 93% Average for completed assignments) University of Cape Town – Faculty of Engineering - 2021 • Board exam passed Institute of Chartered Accountants (SAICA) - 1993 • Honours Bachelor of Accounting Science University of South Africa - 1991 • Bachelor of Accounting Science University of South Africa - 1990

#	Surname	Residence	Formal Qualifications
5	Gungubele	Eerste River	<ul style="list-style-type: none"> Completed IRBA APD Programme to register as the Registered Auditor (RA) 2024 Completed Public Service SMS Pre-Entry Programme 2023 Completed SAICA Evaluator / Assessor - CA2025 Upskilling 2022 SAICA ITC Marker 2021 SAICA Registered Assessor 2019 CA(SA) – SAICA Registered 2016 Assessment of Professional Competence (APC) - SAICA 2016 Initial Test of Competence (ITC) - SAICA 2015 Certificate in Theory of Accounting (CTA) – University of South Africa- Postgrad Diploma in Applied Accounting Sciences CTA 2 2015 SAICA Articles – Auditor General- South Africa 2014 Postgrad Diploma in Accounting Sciences CTA 1 2013 Bcom Accounting Degree – Walter Sisulu University 2009 Matric – SABATA SSS 2004
6	Hendricks	Caledon	<ul style="list-style-type: none"> Bachelor of Laws (LLB) degree 2014 – 2018 (University of South Africa) Emotional Intelligence 2019 (Business Development Centre of Excellence) Commercial (International) and Workplace Mediation 2015 (University of Cape Town) Disciplinary Hearings: Initiating & Chairing 2013 (SALGA) ICT – PHP and MySQL Programming 2012 IT Academy Advanced Project Management 2011 Vantage Municipal Minimum Competency (MMC) 2011 Deloitte (obo LGSETA) Expenditure Management 2010 (Business Development Centre of Excellence) Presentation Skills Course 2009 (HR Outsource Streams (Pty)Ltd) Risk Management 2009 (DBSA Vulindlela Academy) Project Management 2008 (Southern Business School) Principles of Management 2008 (Fumana) *Business Writing Skills Course: Report writing, Proposal writing and Correspondence 2008 Stellenbosch University BSC Computer Science 1997 – incomplete (University of the Western Cape) Senior Certificate (Matric/Grade 12) 1996 (Overberg High School)
7	Jacobs	George	<ul style="list-style-type: none"> Postgraduate Diploma: Leadership Development University of Stellenbosch - 2023 Masters: Public Administration University of Stellenbosch – 2018 Honours: Public Administration University of Stellenbosch - 2014 National Certificate: Municipal Financial Management Public Administration Leadership and Management Academy – 2012 Bachelor of Commerce University of the Western Cape - 2009

#	Surname	Residence	Formal Qualifications
8	Madikane	Parklands	<ul style="list-style-type: none"> Honours / Postgraduate D. Public Finance Management University of Stellenbosch January 2024 - December 2024 Honours in Public Administration Cape Peninsula University of Technology January 2023 to December 2023 Advanced Diploma / Btech in Public Administration Cape Peninsula University of Technology January 2022 to December 2022 National Diploma in Public Administration Cape Peninsula University of Technology January 2019 - December 2021 National Diploma in Public Management Buffalo City College FET - 2012
9	Magodla	Unspecified	<ul style="list-style-type: none"> Postgraduate Diploma in Risk Management MANCOSA - 2023 – InProgress Bachelor of Commerce Regent Business School - 2019 – 2021 Grade 12/Matric Chris Hani Arts and Culture High School - 2013
10	Molefi	Somerset-West	<ul style="list-style-type: none"> Postgraduate Diploma – Risk Management UNISA - 2022 B.Tech – Internal Auditing Central University of Technology - 2010
11	Qhanqisa	Brackenfell	<ul style="list-style-type: none"> Municipal Minimum Competency Course University of Stellenbosch - 2015 BComm Honours in Public and Development Management - University of Stellenbosch - 2013 BComm (Management Sciences) University of Stellenbosch - 2008 Matric Ashton CP School: Senior Certificate – 2004
12	Rasenyalo	Durban	<ul style="list-style-type: none"> University of KwaZulu-Natal Finance, Banking and Investment Management Postgraduate Diploma University of KwaZulu-Natal Maritime Studies Postgraduate Studies University of South Africa Business Management Bachelor of Commerce in Business Management Port Shepstone High School - 1996 Grade 12 (Matric)

#	Surname	Residence	Formal Qualifications
13	Raseote	Durban	<ul style="list-style-type: none"> Professional Diploma in Procurement and Supply (Level 6) Chartered Institute of Purchasing and Supply (CIPS) - In Progress Diploma in Procurement and Supply (Level 4) Chartered Institute of Purchasing and Supply (CIPS) - 2023 Postgraduate Diploma in Public Procurement Policy and Regulation Stellenbosch University – 2022 Advanced Diploma in Procurement and Supply (Level 5) Chartered Institute of Purchasing and Supply (CIPS) – 2019 Advanced Programme in Taxation University of South Africa (UNISA) – 2017 Postgraduate Diploma in Forensic Auditing University of South Africa (UNISA) – 2016 Advanced Programme in Sourcing & Supply Chain Management University of South Africa (UNISA) – 2015 Bachelor of Commerce in Accounting University of Limpopo – 2009 Senior Certificate/ Grade 12 Makhupele High School - 2004
14	Sello	Alberton	<ul style="list-style-type: none"> IoDSA (The Institute of Directors South Africa (IoDSA) – 2024 ISACA (Information Systems Audit and Control Association) Certified in Risk and Information Systems Control (CRISC) - June 2011 Certified Information System Auditor (CISA) - December 2006 IIA (Institute of Internal Auditors SA) 2003 Association of Chartered Certified Accountants (ACCA). (NQF LEVEL 08 – SAQA QUALIFICATION ID: 63550 Lesotho Institute of Accountants General Accountant - December 1999 Technician Accountant - December 1995 Matric - International General Certificate of Secondary Education (Cambridge IGCSE) - December 1991 - Mabathoana High School
15	Valley	Welgemoed	<ul style="list-style-type: none"> University of South Africa - BA Degree University of the Western Cape - BA Honours (Psychology) University of the Western Cape – M. Admin (Public Administration, Financial and Budget Management, Research Methodology, etc.) Executive Management Course: Local Government (Public Administration, Financial and Budget Management, Ethics, Research Methodology, IDP, Public Participation, etc.) Commenced research and studies towards a PhD (Public Private Partnerships)

APPENDIX 4

PRIVATE AND CONFIDENTIAL

Covering Letter

Application:

**AUDIT AND PERFORMANCE AUDIT
COMMITTEE MEMBER**

The Stellenbosch Municipality

Attention:

03 February 2025

THE MUNICIPAL MANAGER

STELLENBOSCH MUNICIPALITY

Email address: [REDACTED]

FROM: Mervyn Burton Chartered Accountant (SA)

[REDACTED]

[REDACTED]

Email [REDACTED]

Contact: [REDACTED]

- **REFERENCE: AD**

You may glean from the information provided that I am qualified to serve as an Independent Audit and Performance Audit Committee member. I further provide my Curriculum Vitae (contains recent references) to glean my current and prior governance positions held.

I believe that my qualifications, years of experience in General, Financial, Enterprise Risk Management, Audit, Strategic Management, Performance Management and my experience in Ethical Corporate Governance will enable me to be an asset to your organisation.

I have served on many Boards and Governance committees in the Public and Private Sectors. This may be gleaned from my CV attached. In addition, I have consulted on Corporate Governance matters including the implementation of governance best practice processes.

I am a member of various professional bodies, including the IOD and enjoy continuous learning especially in the Ethical Corporate Governance Environment.

I am self-employed focusing mainly on Ethical Corporate Governance matters and turnaround strategy, so availability will not be a problem.

Should you believe that I can add value to your organisation, please do not hesitate to contact me at your earliest convenience.

I trust this meets with your approval.

Yours Sincerely

A handwritten signature in black ink, appearing to be 'Mervyn Burton', with a stylized, cursive script.

Mervyn Burton Chartered Accountant (SA)

Mobile: [REDACTED]

Email: [REDACTED]

CURRICULUM VITAE: MERVYN ROBERT BURTON

Tel No. [REDACTED]

Email: [REDACTED]



RACE ITO EQUITY ACT:	COLOURED
EDUCATIONAL BACKGROUND	
LAST SCHOOL ATTENDED	Alexander Sinton High, Athlone, Cape Town
HIGHEST STANDARD PASSED	Matric (1976)
UNIVERSITY	
UNIVERSITY OF SOUTH AFRICA	Honours B. Compt (1990)
HACCP	Short Course at Swift
Institute of Chartered Accountants (SAICA)	Board exam passed 1993
UCT GRADUATE SCHOOL OF BUSINESS	Executive Management Programme (3 weeks resident) - 1999
EXECUTIVE EDUCATION	One week full time course inclusive of Exam and Project assignment - 2003
Fundamentals of Project Management	
INSEAD Business School PARIS FRANCE	Corporate Finance Strategy (2 weeks) - 2004
CAPE PROVINCE UNIVERSITY OF TECHNOLOGY	Short course in Industrial Engineering - 6 months (Assignment)
University of the Free State – Institute of Life and Pensions Association	Health Benefits Administration Certificate
University of Cape Town – Faculty of Engineering	Financing and Valuing Commercial Property (60 hours – 93% Average for completed assignments)
PROFESSIONAL QUALIFICATIONS/MEMBERSHIP	

INSTITUTE OF CHARTERED ACCOUNTANTS	CA(SA) -1993
INSTITUTE OF INTERNAL AUDITORS	Associate
INSTITUTE OF DIRECTORS	Member
INSTITUTE OF LIFE AND PENSION ADVISERS	Qualification in Medical Aid Administration
COMPUTER LITERACY	Microsoft Office Suite/ Various other ERP packages and accounting software
Other experiences and positions held:	.Current and past on various Boards and sub-committees in the Private and Public sectors inclusive of audit committees.
Reference: 1)	<u>Linda Nene – Petro SA/ also various Governing Bodies – email:</u> 
Reference: 2)	<u>Prof. Brian Figaji – Various Board Memberships - email: -</u> 

Reference 3)	<p><u>Kevin Jacoby</u></p> <p><u>CFO City of Cape Town</u></p> <p>[REDACTED]</p>
Reference 4)	<p>Lungelo Mbandanzayo</p> <p>City Manager – City of Cape Town</p> <p>Email [REDACTED]</p> <p>[REDACTED]</p> <p>Telephone no: [REDACTED]</p>

***Currently** – own Consultancy focusing mainly on Ethical Corporate Governance, Risk Management, Strategic Financial Management, Business Turnaround Management, Internal Control, Tax management and General Strategic Business advice.*

Current and past Governance portfolios held below. **EXPERIENCE AND QUALIFICATIONS:**

I have extensive experience in Ethical Corporate Governance, Financial Management, General Management, Risk Management, Finance, Performance Management, Strategy including IT strategic Management

GOVERNANCE POSITIONS CURRENT AND PAST:

Current:

Cullinan Holdings Limited – Board Member and Chair of the Audit Committee

Non-Exec Director Cape Nature – Provincial Public Entity (Audit Committee member, Risk Committee member and Chair of Marketing and Eco-Tourism Committee) (Term ends 2025).

South African Institute for Drug Free Sport – Audit Committee Member

WC Gambling and Racing Board: Board member and Chair of the Finance Committee

NATIONAL FINANCIAL OMBUD NPC – Lead Independent Board member and Audit Committee Chair

Past:

Boland College (TVET) - Council Member – End March 24

WC Department of Transport and Public Works Audit Committee – End March 24
Chair

City of Cape Town Audit and Performance Audit Committee
Chair and member of the Risk committee – End March 24

CT International Convention Centre Audit Committee
member.- End March 24

Audit Comm Chair: SA Maritime Safety Authority – National Public Entity (Audit Committee Chair and Risk Committee Chair)
(Term ended 31 August 2023)

Non-Exec Director SA Maritime Safety Authority – National Public Entity (Audit Committee Chair and member of the Finance and IT committee) –

Chair of the WC Liquor Authority Board for a period of 3 years.
Tenure ended 11 March 2015.

Chair of the Fishmed Audit Committee. A medical aid responsible for members in the fishing industry. Managed by Metropolitan health.

Secretary to the Wooltru Audit Committee and secretary to Port of Cape Town Audit Committee

City of Cape Town – Audit Committee Member - 6 years ended March 2012 (complete)

Audit Committee Member WC Department of Health (Chair)
(Term ended May 2018)

Audit Committee Member Marine Living Resources Fund (National - DAFF) – 3 year term ended October 2016

Audit Committee Member WC Social Development Cluster
(Term ended December 2017) – this cluster includes Social Development, Culture and Sport, Human Settlements and Community Safety.

Audit Committee Member WC Governance and Admin Cluster (Chair) (Term ended December 2017) – this cluster includes The Premier (houses shared services including ICT enabler for the entire province/ Broadband etc), Local Government, Provincial Treasury and WC Legislature.

Audit Committee Member WC Gambling and Racing Board (Chair) (Term ended December 2017)

Non-Exec Director of a Listed Real Estate company ASCENSION PROPERTIES – (Chair of Audit and Risk

committee and member of Social and Ethics Committee). This Company has delisted as it has now merged into Rebosis Ltd which is listed on the JSE. The need to have an external Board ended with the delisting.

Boland College (TVET) – Independent Audit Committee Member

Non- Exec Director for WC Blood Services NPC (Chair Audit committee and member of the Risk Committee).

Rebosis Property Fund – Listed JSE REIT: Board member and Chair of the Audit Committee (Resigned 31 October 2022)

CAREER/ EMPLOYMENT/ EXPERIENCE HISTORY:

Articled to Christian, Martin and Abrahamse (1979) (First Black Auditing Practice in South Africa) (which later merged with E&Y)– transferred to Josman and Seidel (Now Nexia)

Joined Gross Hendler and Frank in 1986 for a brief period

Joined Woolworths where I spent 2 years in Operations and a further 8 years with Wooltru in corporate as Group Accountant/ Share scheme administration

Left Wooltru and joined D&E in 1996. (Wholly owned subsidiary of Norwich) as CFO.

Norwich was then taken over by Fedsure – D&E became part of Fedhealth. I left in 1999 not wishing to relocate.

Joined Portnet in 1999 as Port of Cape Town Financial Manager where I managed IT AND Finance. A complement of plus/minus 100 people.

Left in 2000 to join Capespan. Highly politicised environment. Not suited to my career ambitions. Left after 7 months and joined Irvin and Johnson (I&J) where I spent 5 years as the Commercial Manager (Finance) of Fishing and Processing. Acted as CFO for the SA operations for a short period however that position was made redundant. Was retrenched as a result of restructuring of the finance functions throughout the group. I was the project manager for the restructuring process.

Joined a smaller fishing company with Equity – Komicx Fishing. However too small, very few challenges.

After 2.5 years, I joined a Manufacturing company as CFO – namely Stopak. Was very challenging. Spent three years there implementing structures, systems, internal controls, business processes, Governance etc. Business was in dire straits when I joined. Kept its nose above water for 3 years. Leadership stopped heeding my advice re Ethical Governance and Risk Management. I therefore decided to leave to start my own Corporate Governance consultancy at the end of August 2011. Was the best career decision I ever made. I thoroughly enjoy the Corporate Governance and Business consulting space.

13.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER
13.1	NOTICE OF A QUESTION BY CLLR M VAN STADE OF GOOD PARTY: CLLR M SLABBERT - STELLENBOSCH FLYING CLUB

A Notice of a Question, dated 2025-02-06, was received from Councillor M Van Stade.

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

APPENDIX 1



Stellenbosch

Stellenbosch.forgood@gmail.com

06 February 2025

Our Ref: GOOD_WC024: Notice of Question: Question regarding the disclosure of interest rules applicable to serving councillors.

Cllr Quintin Smit
The Speaker
Office of the Speaker
Stellenbosch Municipality
PO Box 17
Stellenbosch
7600

Dear Speaker



NOTICE OF QUESTION

This notice of question is submitted in terms of Rule 35.1 as contemplated in the Standing Rules and Order for the Meetings of Council and its Committees approved by Council on 27 July 2022.

At a Stellenbosch Municipal Council meeting held on 30 October 2024, the Council approved an information statement for public participation regarding the extension of a lease agreement for the Stellenbosch Flying Club (SFC) on municipal land identified as Farm 502L. By majority vote, the Council resolved that the information statement should be issued to the public for comment and participation. After the public participation process concludes, the matter will return to the Council for consideration of any feedback received.

According to page three (3) of the meeting minutes from the Stellenbosch Municipal Council meeting of 30 October 2024, it was officially recorded that none of the serving councillors declared any conflict of interest concerning agenda item 10.3.5 **(A copy of the relevant Declaration of Interest section is attached as Annexure 1).**

The Standing Rules of Order for meetings of the Council and its committees, as gazetted on 5 August 2022 and approved by the Stellenbosch Municipal Council on 27 July 2022, clearly outline the disclosure requirements applicable to serving councillors.

The Rule of Law:

Section 13: Disclosure of Interest and Removals

Subsection 13.1: A councillor or other member of a meeting must disclose any direct personal or private business interest that they themselves, or their spouse, partner or business associate or close family member, may have in any matter before the Council or the committee.

The following question have reference to the matter:

1. Is Councillor Cllr Maynard Slabbert directly or indirectly associated with the Stellenbosch Flying Club, either through personal, financial, or other vested interests?

PROPOSED BY: CLLR. MARIUS VAN STADE

A handwritten signature in black ink, appearing to read 'M. van Stade', written over a horizontal line.

SECONDED BY: CLLR. GRECHARD PETERSEN

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

**THIS NOTICE OF QUESTION TO BE SERVED AT THE NEXT COUNCIL MEETING DATED
26 FEBRUARY 2025.**

THE END.

**ANNEXURE 1: MEETING MINUTES OF STELLENBOSCH MUNICIPAL COUNCIL MEETING DATED
30 OCTOBER 2024: DECLARATION OF INTEREST.**

3

MINUTES

**26TH MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY**

2024-10-30

Consensus items

9.1.2
9.3.1
10.1.1
12.3
12.4
12.5
12.7

Thank you."

4.	COMMUNICATIONS BY THE MUNICIPAL MANAGER
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- The Municipal Manager extends heartfelt wishes to the matriculants of 2024 as they are busy writing their important examinations. "May you approach each test with confidence and resilience, knowing that your hard work and dedication will shape your future. Parents, this is a crucial time for your children; your support and encouragement can truly make a difference. Stay vigilant, provide a listening ear, and create a nurturing environment that fosters both focus and relaxation. Together, let's ensure this challenging period is a rewarding experience for everyone involved. Good luck, matriculants!"
- "As Breast Cancer Awareness Month comes to a close on 31 October, we honour the memory of those we have lost to this relentless disease, holding their strength in our hearts and continuing the fight for a cure."
- She extended a heartfelt thank you to all the staff for their incredible hard work and dedication and she recognizes that some of them are close to exhaustion, but their commitment does not go unnoticed. Their efforts are truly appreciated, and we are grateful for everything you do! A heartfelt thank you to our dedicated staff for your hard work in making last night's garden parade a success! Your efforts truly shone through. Congratulations to the winners of the most beautiful garden competition—your stunning displays have brought joy and inspiration to our community! Congratulations to all the winners of the best dressed competition and thank you to all who partake in the parade."
- "As we enter the last phase of the year, we urge all road users to remain vigilant, especially those embarking on long journeys. Please ensure that your vehicles are roadworthy and take extra precautions to keep yourself and others safe on the road. Safe travels!

Thank you."

5.	DISCLOSURE OF INTERESTS
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NONE

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 C Manuel	- 30 October 2024
Cllr NR Ndalasi	- 30 October 2024

APPENDIX 2

From: Office of the Deputy Mayor

Mynard Slabbert

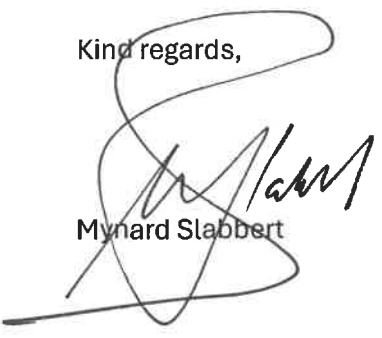
25 February 2025

Dear Mr Speaker

Re: Question regarding Stellenbosch Flying Club

I have no direct or indirect commercial or financial interest in the Stellenbosch Flying Club, in any aircraft, hangar, building, or business there. I am a paid up member of the Social club, which enables me to make use of the members area restaurant.

Kind regards,



Mynard Slabbert

13.2	NOTICE OF A QUESTION BY CLLR M VAN STADE OF GOOD PARTY: HOUSING DEVELOPMENT IN IDAS VALLEY
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A Notice of a Question, dated 2025-02-06, was received from Councillor M Van Stade.

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

APPENDIX 1



Stellenbosch

Stellenbosch.forgood@gmail.com

Page 547

MUNICIPALITY-MUNISIPALITEIT
STELLENBOSCH

14 FEB 2025

15h48

14 February 2025

Our Ref: GOOD_WC024: Notice of Question: Question regarding the public participation of housing developments in Idas Valley.

Ms Geraldine Mettler
The Municipal Manager
Office of the Municipal Manager
Stellenbosch Municipality
PO Box 17
Stellenbosch
7600

Dear Municipal Manager

NOTICE OF QUESTION

This notice of question is submitted in terms of Rule 35.1 as contemplated in the Standing Rules and Order for the Meetings of Council and its Committees approved by Council on 27 July 2022.

On 28 November 2024, GOOD Party Councillor Marius van Stade submitted a letter of inquiry to the Office of the Municipal Manager, Ms. Geraldine Mettler, regarding a proposed student housing development on Luckhoff Street, Idas Valley. However, no formal response or acknowledgment has been received from the Office of the Municipal Manager. **(See attached letter as Annexure A).**

At a public meeting held on 27 November 2024 at the Idas Valley Library, residents of Luckhoff Street raised concerns about the planned three-story student housing development. They expressed that their constitutional rights had been violated due to a lack of prior notification and an opportunity to provide input through a public participation process, which is a legislative requirement.

Furthermore, clarification is sought on whether the private developer who acquired the Rustenberg Wines property (erven 2898 and 9583) has formally submitted a land use application in accordance with the *Stellenbosch Municipal Land Use Planning Bylaw, 2023*, for the proposed student housing development.

Additionally, in another housing development on Juffenburg Street (Cul-de-Sac), residents have voiced their dissatisfaction over the demolition of a historic building. They have raised concerns that no public participation process was conducted, denying them the opportunity to comment or provide input on the project.

The Rule of Law:

The following legislation clearly outlines the responsibility of the local municipality to ensure community participation, as required:

1. The Municipal Systems Act, No. 32 of 2000 and Regulations :
 - (a) Section 16: Development of culture of community participation.
 - (b) Section 17: Mechanisms, processes and procedures for community participation.
 - (c) Section 18: Communication of information concerning community participation.
 - (d) Section 19: Public notice of meetings of municipal councils.
 - (e) Section 20: Admission to public meetings.
 - (f) Section 21: Communications to local community.

The following question have reference to the matter:

1. Was public participation facilitated by Stellenbosch Municipality, allowing residents to provide comments or input on the housing developments in Luckhoff and Juffenburg Street?

PROPOSED BY: CLLR. MARIUS VAN STADE




SECONDED BY: CLLR. GRECHARD PETERSEN

**THIS NOTICE OF QUESTION TO BE SERVED AT THE NEXT COUNCIL MEETING DATED
26 FEBRUARY 2025.**

THE END.



Stellenbosch

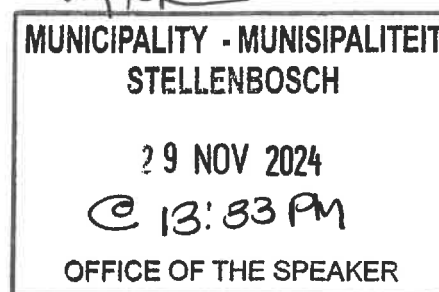
Stellenbosch.forgood@gmail.com

ANNEXURE A

28 November 2024

Our Ref: GOOD-WC024-2024/11/28_Inquiry on student housing development project in Luckhoff Street, Idas Valley.

Ms Geraldine Mettler
The Municipal Manager
Office of the Municipal Manager
PO Box 17
Stellenbosch
7600



Dear Municipal Manager

RE: INQUIRY RELATING TO A STUDENT HOUSING DEVELOPMENT PROJECT IN LUCKHOFF STREET, IDAS VALLEY IN STELLENBOSCH

I am writing to inquire about the proposed student housing development project planned for Luckhoff Street, Idas Valley. During a public meeting held on 27 November 2024 at the Idas Valley Library, residents of Luckhoff Street raised several concerns regarding the future development, which is to consist of a three-storey building. It appears that while information about the development is circulating, residents feel that they have not been adequately informed, and their concerns have not been addressed.

The residents of Idas Valley have expressed their desire for a full and transparent public participation process, ensuring that their comments, inputs, and objections are heard and taken into consideration before proceeding with the development. This process is essential not only for this project but also for any other developments within Idas Valley.

Furthermore, we would like to confirm whether the private property developer, who purchased the Rustenberg Wines property (known as erven 2898 and 9583), has formally lodged a land use application in accordance with the Stellenbosch Municipal Land Use Planning Bylaw, 2023, for the proposed development of these two properties for student housing accommodation. Transparency in this process is crucial to ensure compliance with all local regulations and to address the concerns raised by the community. See attached hereto Annexure A which describes the properties.

In conclusion, residents are deeply concerned about the potential impact of new developments in Idas Valley, especially regarding increased traffic congestion, unsafe road conditions, and pedestrian safety. We ask that these issues be carefully evaluated as part of any planning and approval process for future developments.

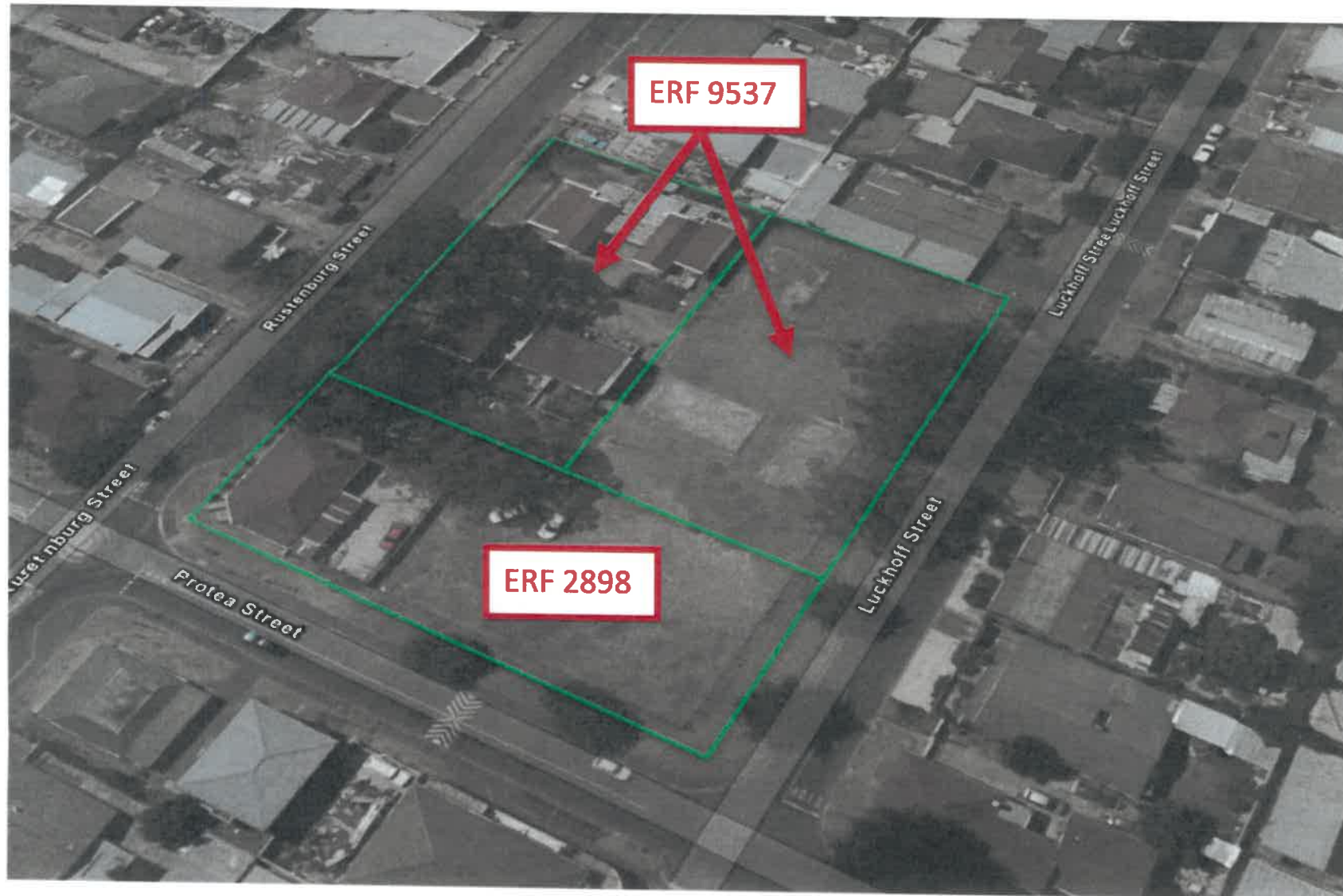
We appreciate your attention to these matters and look forward to your prompt response. We trust that the municipality will prioritise proper consultation and ensure that the voices of Idas Valley residents are duly considered in the development process.

Kind regards.



Cllr. Marius van Stade
GOOD Stellenbosch: Party Whip

Annexure A: Aerial view of the two erven/ properties



APPENDIX 2



STELLENBOSCH
 STELLENBOSCH • PNIEL • FRANSCHHOEK
 MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

TO : SPEAKER
FROM : MUNICIPAL MANAGER
DATE : 20 FEBRUARY 2025
RE : NOTICE OF QUESTION: COUNCILLOR VAN STADE DATED 14 FEBRUARY 2025

Dear Speaker

With reference to the question received from the Good Councillor M van Stade, submitted in terms of Section 21 of the Rules of Order Regulating the Conduct of Council and Council Committee Meetings, received by my office on 14 February 2025.

QUESTION:

"Was public participation facilitated by Stellenbosch Municipality, allowing residents to provide comments or input on the housing developments in Lückhoff and Juffenburg Street?"

RESPONSE

Lückhoff Street

A building plan was submitted for proposed flats. Notice of refusal was issued and no other revised applications were received in compliance to the reasons for refusal as specified in the Notice of refusal.

It should further be noted that the current proposal does not necessitate Land Use Management (LUM) applications, and as such, there is no requirement for a public participation process to be initiated. Therefore, this distinction confirms that the proposed development is within the scope of rights granted to property owners under the existing zoning and building regulations, provided that all applicable legislation and guidelines are adhered to.

Juffenburg Street

A building plan was submitted, specifying a block of flats for student housing. Notice of refusal was issued twice. Revised applications were received in compliance to the reason for refusal. The Manager: Building Development Management, who is duly appointed as the Council Decision Maker with Delegated Authority under the NBR Act, evaluated the proposed building plan following the recommendation of the Building Control Officer. The building plan was referred back for compliance with Heritage Western Cape.

In accordance with Section 7 of the NBR Act, and upon receipt of eight (8) formal written complaints, it is essential for the Manager BDM to thoroughly review and take into account the reasons specified in these complaints. This review must be completed before making the final decision, taking into consideration any comments and input from all relevant departments and/or complaints received.

Furthermore, prior receipt of the subject complaints, the application was referred back to Heritage Western Cape for consideration and approval with regards to the demolition of the existing boundary wall and depilated wall on the property, after unauthorized demolition took place by the previous owner during 2016/2017. Heritage Western Cape granted its approval on 06 May 2024.

Accordingly, approval was granted on 9 July 2024. Official letters were communicated and hand delivered to the complainants regarding the official outcomes of the complaint.

Page 554

In conclusion, it needs to be taken into account that both the subject properties are duly zoned for Mixed Use Zone, that allows for the proposed development as Primary Right, as submitted.

Kind regards;

A handwritten signature in dark ink, appearing to read 'G. Mettler', is positioned above a horizontal line.

Geraldine Mettler
Municipal Manager

13.3	NOTICE OF A MOTION BY CLLR G PETERSEN OF GOOD PARTY: RAW SEWAGE DISCHARGE AND ENVIRONMENTAL PROTECTION
------	---

A Notice of a Motion, dated 2025-02-06, was received from Councillor G Petersen regarding raw sewage discharge and environmental protection.

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

FOR CONSIDERATION

APPENDIX 1



Stellenbosch

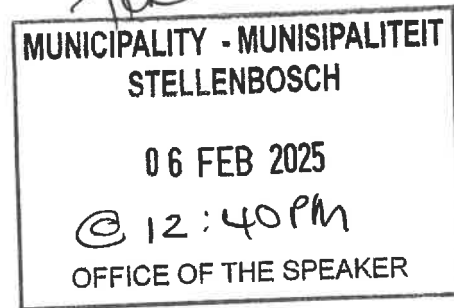
Stellenbosch.forgood@gmail.com

06 February 2025

Our Ref: GOOD-WC024: Notice of Motion: Urgent Recommendations to Address Raw Sewage Discharge and Environmental Protection.

Ms Geraldine Mettler
The Municipal Manager
Stellenbosch Municipality
PO Box 17
7600

Dear Municipal Manager



NOTICE OF MOTION

This notice of motion is hereby submitted in terms of rule 24.4 in terms of the Standing Rules and Order for the Meetings of Council and its Committees.

As articulated in Section 24 of the South African Constitution, every person has the right to an environment that is not harmful to health and well-being. This right carries a constitutional obligation for the state, businesses, and all citizens to actively prevent pollution and other forms of environmental harm.

Unfortunately, the Stellenbosch Municipality has failed to uphold this constitutional obligation. A recent incident on Friday, 31 January 2025, at the Pniel Substation highlighted the severity of the issue. A significant spill of raw human sewage from a municipal sewage line between Lanquedoc community and Pniel has affected the environment and its residents. This incident has exacerbated concerns about the municipality's ability to provide a safe and healthy environment for its citizens. **(See hereto attached Annexure A: Proof of Raw Sewage Discharge).**

Residents of Riverside Street in Pniel have consistently raised concerns with Stellenbosch Municipality about repeated sewage spillage at storm water lines, continuous sewage overflow from round manholes, and the discharge of raw sewage into the Dwarsrivier affecting both the local ecosystem and water quality. Despite numerous complaints filed with DA ward councillors, Executive Mayors, Deputy Mayors, and senior officials from Stellenbosch Municipality, the municipality has failed to commit to resolving these pressing issues. Over the past 15 years, residents have repeatedly brought these matters to the forefront at Integrated Development Plan (IDP) meetings and other public forums, yet no concrete actions have been taken to address the sewage leakage problems plaguing the community.

In conclusion, the ongoing discharge of raw sewage into our rivers poses a significant threat to public health and the environment. Immediate action is required to prevent further contamination and safeguard the rights of residents living in affected areas. The GOOD Party Caucus urges the Stellenbosch Municipality to take decisive action to address this crisis and uphold its constitutional obligations.

In light of the current situation, the GOOD Party Caucus recommends the following actions:

1. That the Municipal Council allocate necessary funding for immediate upgrades to the wastewater and sewer systems serving the Pniel substation. These upgrades are critical to ensuring the safe and reliable pumping of sewage, thereby protecting the Dwarsrivier and surrounding communities from further pollution.
2. That a deviation be instituted in accordance with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy (2024/2025). It is essential that all SCM deviations be reported to the Council to maintain transparency and accountability in the allocation of municipal resources.
3. Following the implementation of the deviation, the Municipal Council should provide regular updates to the community regarding the progress of the wastewater and sewer upgrades and any measures taken to mitigate future risks associated with the sewage system.
4. That an Environmental Impact Assessment (EIA) be conducted to determine whether the existing infrastructure is safe and reliable for pumping raw wastewater to the Pniel Waste Water Treatment Works, particularly across the river. This assessment should evaluate potential risks, including environmental degradation, public health concerns, and the impact on local ecosystems.

PROPOSED BY: CLLR. GRECHARD PETERSEN



SECONDED BY: CLLR. MARIUS VAN STADE

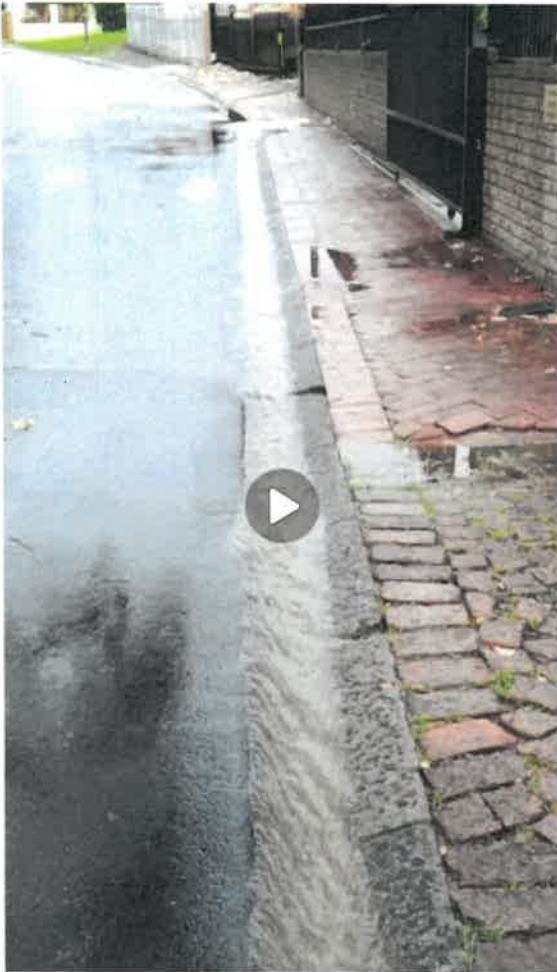
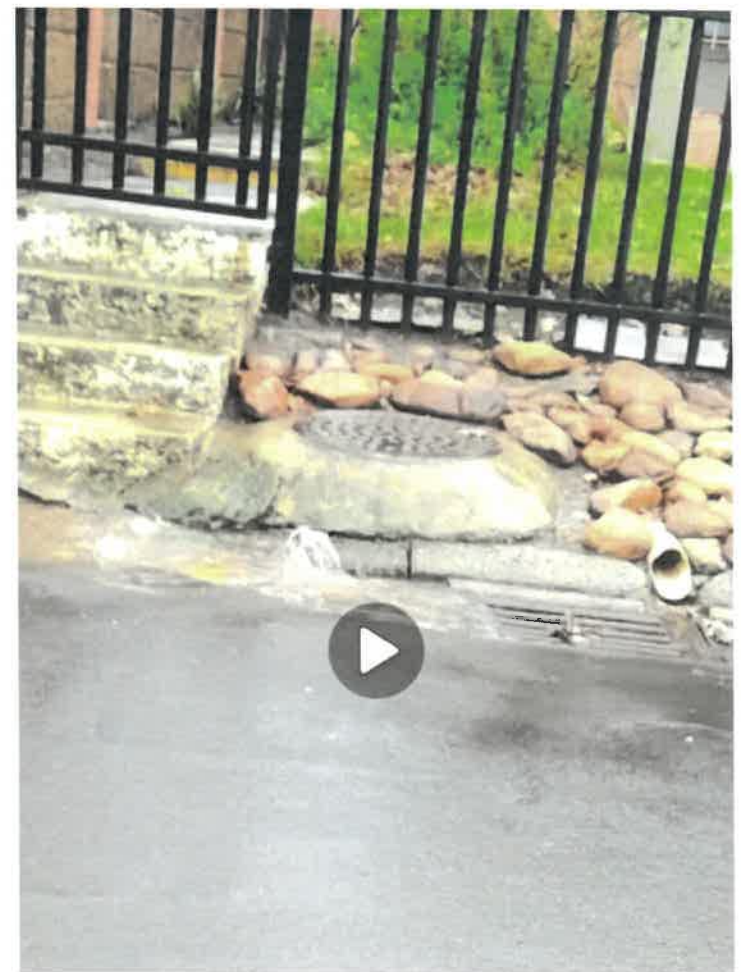


THIS NOTICE OF MOTION TO BE SERVED AT THE COUNCIL MEETING DATED 26 FEBRUARY 2025.

THE END.

ANNEXURE A: PROOF OF RAW SEWAGE DISCHARGE





16.	REPORTS SUBMITTED BY THE SPEAKER
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16.1	REPRESENTATIVE DESIGNATED BY STELLENBOSCH COUNCIL TO SERVE ON STELLENBOSCH UNIVERSITY (SU) COUNCIL
------	--

Collaborator No:

IDP KPA Ref No: Good Governance and compliance

Meeting Date: 26 February 2025

1. **SUBJECT: REPRESENTATIVE DESIGNATED BY STELLENBOSCH COUNCIL TO SERVE ON STELLENBOSCH UNIVERSITY (SU) COUNCIL**

2. **PURPOSE**

For Council to approve the representative designated by the Stellenbosch Municipal Council to serve on the Stellenbosch University Council.

3. **DELEGATED AUTHORITY**

Council.

4. **EXECUTIVE SUMMARY**

Council approved the appointment of councillors to external bodies at the Council meeting of 2022-03-30.

The previous Executive Mayor was designated by Council to serve on the SU Council. She retired on 29 November 2024 and resigned from the SU Council with immediate effect. Council must designate one person to serve on the SU Council.

The current Executive Mayor proposed that nominations for representatives be submitted for consideration by Council to be designated to the SU Council.

5. **RECOMMENDATIONS**

Council to consider.

6. **DISCUSSION / CONTENTS**

6.1 **Background**

Council elected representatives to serve on external bodies, of which the US Council is one. The retirement of the previous Executive Mayor leaves a vacancy to be filled, and a representative must be designated by Council.

6.2 **Discussion**

Council approved the appointment of councillors to external bodies at the Council meeting of 2022-03-30 (Appendix 1). The Stellenbosch University Council is one of the external bodies to which Council designates a representative. The previous Executive Mayor was designated by Council to serve on the US Council.

The previous Executive Mayor retired and resigned from the US council with immediate effect on 29 November 2024 (Appendix 2). This leaves a vacancy on the US Council for Stellenbosch Municipality.

In terms of Chapter 2 (section 6 (j)) of the Institutional Statute – Stellenbosch University (Appendix 3), Council is to designate one person to serve on the SU Council. The Statute does not state that the designated representative must be a member of Council.

The current Executive Mayor proposed that the vacancy on the SU Council be filled with a designated representative appointed by Council. The Executive Mayor circulated correspondence to all Party Whips on 12 February 2025 (Appendix 4) in which whips were requested to submit the CV of a nominee of their choice by 20 February 2025 to be considered by Council.

The only nomination received was that of Mr JN de Villiers, submitted electronically on 17 February 2025 16h07 and attached as Appendix 5.

6.3 Financial Implications

There are no financial implications.

6.4 Legal Implications

The report complies with Council's policies and all applicable legislation.

6.5 Staff Implications

The report has no staff implications.

6.6 Previous / Relevant Council Resolutions

3rd meeting of Council: 2022-03-30: item 11.2.3

6.7 Risk Implications

The risks are addressed through the content of the report.

6.8 Comments from Senior Management:

The report was not circulated for comment.

ANNEXURES

Appendix 1: Item 11.2.3 – Council meeting of 2022-03-30: Appointment of councillors to serve on external bodies.

Appendix 2: Letter of resignation from US Council: GMM van Deventer

Appendix 3: Institutional Statute – Stellenbosch University (16 August 2019)

Appendix 4: Correspondence by the Executive Mayor to all Party Whips

Appendix 5: CV of Mr JN de Villiers

FOR FURTHER DETAILS CONTACT:

NAME	Donovan Muller
POSITION	Manager: Council Support
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	Donovan.Muller@ Stellenbosch.gov.za
REPORT DATE	11 February 2025

APPENDIX 1

11.2.3 APPOINTMENT OF COUNCILLORS TO SERVE ON EXTERNAL BODIES

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

23 March 2022

1. SUBJECT: APPOINTMENT OF COUNCILLORS TO SERVE ON EXTERNAL BODIES**2. PURPOSE**

For Council to appoint Councillors to serve on External bodies

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The following external bodies have Councillors on representing Stellenbosch Municipality. Council appoints the representatives to these bodies. This item was placed on the first Council meeting and it was resolved that it will stand over to a later meeting in 2022.

External Body	Number or representatives	Name of representatives
Jan Marais Nature Reserve Advisory Committee	1	
Mont Rochelle Nature Reserve Advisory Committee	2	1. 2.
Pension and retirement Funds SALA LA Pension Fund CRF Councillor Pension fund (currently under curatorship)	1 representative dealing with all 4 funds. ¹	
Stellenbosch Tourism and Information Bureau	2	1. 2.
Stellenbosch Museum Trustee	1	
Franschhoek Museum	1	
Franschhoek Valley Tourism	2	1. 2.
Community Police Forum Stellenbosch	3	1. 2. 3.
Community Police Forum Kayamandi	3	1. 2. 3.
Community Police Forum Franschhoek	2	1. 2.

¹ Councillor Esther Groenewald currently serving on the SALA board of trustees representing Western Cape until end of 2023. Elected due to her being the representative during the previous term.

Community Police Forum Klapmuts	2	1. 2.
Community Police Forum Cloetesville	2	1. 2.
Community Police Forum Groot Drakenstein	1	
SWOKK (Stellenbosch Welsyns en Ontwikkelings- koördinerings Komitee	3	1. 2. 3.
FREMCO Trust	1	
Hospital Board	1	
University Board	1	
Winelands Water Utilisation Association	1	
District Health Committee	1	

3RD COUNCIL MEETING: 2022-03-30: ITEM 11.2.3**RESOLVED** (nem con)

That the following Councillors.

External Body	Number or representatives	Name of representatives
Jan Marais Nature Reserve Advisory Committee	1	CLLR A FERNS
Mont Rochelle Nature Reserve Advisory Committee	2	1. CLLR R PHEIFFER 2. CLLR C MANUEL
Pension and retirement Funds SALA LA Pension Fund CRF Councillor Pension fund (currently under curatorship)	1 representative dealing with all 4 funds. ²	CLLR E GROENEWALD
Stellenbosch Tourism and Information Bureau	2	1. CLLR R DU TOIT 2. CLLR A FERNS (Secundi: Cllr I De Taillefer; M Van Stade)
Stellenbosch Museum Trustee	1	CLLR R DU TOIT (Secundi: Cllr Z Dalling)
Franschhoek Museum	1	CLLR R PHEIFFER (Secundi: Cllr I De Taillefer)
Franschhoek Valley Tourism	2	1. CLLR R PHEIFFER 2. CLLR W PETERSEN (Secundi: Cllr N Ntsunguzi; Cllr I De Taillefer)

² Councillor Esther Groenewald currently serving on the SALA board of trustees representing Western Cape until end of 2023. Elected due to her being the representative during the previous term.

Community Police Forum Stellenbosch	3	1. CLLR R BADENHORST 2. CLLR L NKAMISA 3. CLLR R DU TOIT (Secundi: Cllr A Ferns; Cllr C Van Wyk; Cllr Z Dalling; Cllr J Serdyn)
Community Police Forum Kayamandi	3	1. CLLR X KALIPA 2. CLLR A TOMOSE 3. CLLR M DANANA (Secundi: Cllr E Masimini; Cllr M Nkopane)
Community Police Forum Franschhoek	2	1. CLLR R PHEIFFER 2. CLLR W PETERSEN (Secundi: Cllr C Manuel)
Community Police Forum Klapmuts	2	1. CLLR JC ANTHONY 2. CLLR J WILLIAMS
Community Police Forum Cloetesville	2	1. CLLR R VAN ROOYEN 2. CLLR E VERMEULEN (Secundi: Cllr N Mcombring; Cllr P Johnson)
Community Police Forum Groot Drakenstein	1	CLLR C MANUEL (Secundi: Cllr R Adams)
SCAN (Stellenbosch Civil Advocacy Network)	3	1: CLLR R ADAMS 2: CLLR R DU TOIT 3: CLLR Z DALLING (secondi: Cllr W Pietersen; Cllr J Andrews)
FRESCO Trust	1	CLLR W PETERSEN (secondi: Cllr R Pheiffer; Cllr C Manuel; Cllr I De Taillefer)
Hospital Board	1	CLLR A CROMBIE. (secondi: Cllr W Pietersen; Cllr C Noble)
University Board	1	MAYOR G VAN DEVENTER
Winelands Water Utilisation Association	1	CLLR Z DALLING
District Health Committee	1	CLLR J SERDYN

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>Annalene.deBeer@ Stellenbosch.gov.za</i>
REPORT DATE	<i>15 March 2022</i>

APPENDIX 2



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

**KANTOOR VAN DIE UITVOERENDE BURGEMEESTER
OFFICE OF THE EXECUTIVE MAYOR**

Dr N Newton-King
Chair: Stellenbosch University Council
Stellenbosch University
MATIELAND
7600

Per: **Email:** NickyNewton-King@outlook.com

Dear Dr Newton-King

RESIGNATION AS MEMBER OF THE STELLENBOSCH UNIVERSITY COUNCIL

I am hereby informing you that I resigned as Executive Mayor of Stellenbosch, effective 29 November 2024. As I was nominated by the Stellenbosch Council. I therefore also resign as member of the Stellenbosch University Council with immediate effect.

It was a privilege to be appointed by the Stellenbosch Municipality Council to serve on the Stellenbosch University Council, my Alma Mater. These two institutions are intrinsically linked, and the position on the University Council and the quarterly Mayor – Rector forum meetings meant valued co-operation and sharing of knowledge.

I will cherish the memories of the Dreamwalk at the start of the academic year and the graduation ceremonies at year-end. There were also many challenges, and these were not always easy to sort out. However, it is the challenges that makes both the University and the Municipality better institutions. Stellenbosch University will always have a special place in my heart as this is the institution where I started my professional training.

Thank you for the opportunity to contribute to such an incredible institution. I have truly valued the opportunity to work with such a strong and dedicated team.

I will always look back on my time here with fondness and gratitude and wish you and the Stellenbosch University Council all the best going forward.

Sincerely,

GMM v Deventer
Executive Mayor Stellenbosch

2024-11-29

APPENDIX 3



UNIVERSITEIT
iYUNIVESITHI
STELLENBOSCH
UNIVERSITY

100
1918 - 2018

*forward together
saam vorentoe
masiye phambili*

STATUTE

STELLENBOSCH UNIVERSITY

16 August 2019



STATUTE

OF

STELLENBOSCH UNIVERSITY

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DEPARTMENT OF HIGHER EDUCATION AND TRAINING

NO. 1062

16 AUGUST 2019

HIGHER EDUCATION ACT, 1997 (Act No. 101 of 1997)

**INSTITUTIONAL STATUTE
STELLENBOSCH UNIVERSITY**

I, Dr BE Nzimande, Minister of Higher Education, Science and Technology, in accordance with section 33 (1) of the Higher Education Act, 1997 (Act No. 101 of 1997, as amended), hereby publish an amended Institutional Statute of Stellenbosch University set out in the Schedule hereto.



Dr BE Nzimande, MP

Minister of Higher Education, Science and Technology

Date: 10/07/2019

INTRODUCTORY NOTE

**[This introductory note explains the context for the Statute,
but does not form part of the Statute.]**

1. The Statute is the constitution of Stellenbosch University. The Statute provides the foundational structures and processes within which the values, ideals and principles driving the University are being conducted and pursued. It binds together the various sectors comprising the University, and sets the tone for all decision-making and academic and administrative activity. The Statute describes the composition, powers, and functioning of the various bodies established by the Statute, and the election or appointment, and the powers, of the office bearers created by the Statute. In short, the Statute provides the institutional framework within which the effective governance and administration of the University are conducted.
2. The Statute is subject to the Constitution of the Republic of South Africa, 1996, and may also not be inconsistent with the Higher Education Act, 1997. Within the University, the Statute is its foundational document. All rules, policies or other instruments made by University bodies and functionaries are therefore subject to the Statute.
3. As the constitution of the University, the focus of the Statute is on the institutional architecture of the University, and it does not provide for all the particulars in respect of the governance and administration of the University. Section 32(1)(b) of the Higher Education Act, 1997, supports this approach by providing for the making of institutional rules to give effect to detail aspects of the Statute. Some institutional rules are already in place, but in due course more institutional rules will be made to flesh out the Statute.
4. Consequently, the general approach in the Statute is to confer on the University, or a particular body or functionary, the necessary *authority* to do something. Put differently, it confers the final *responsibility* for a power or duty on a particular body or functionary, but it does not necessarily indicate how that power or duty is to be executed or performed, and even by whom. Throughout,

it is assumed that through delegation powers and duties are often, if not mostly, exercised and performed by other functionaries and bodies than those carrying the final responsibility. In support of this approach, the Statute provides for the general delegation of all powers and duties, unless expressly prohibited by the Statute or the Higher Education Act, 1997. In this sense, the Statute is a flexible and common-sense document which accommodates acceptable and effective decision-making processes and procedures generally found in large entities.

5. As stated clearly in the Preamble and clause 5, the Statute is based on certain fundamental principles. The various governing structures and office bearers function in accordance with the principles of democratic representation and accountable governance. The Statute determines the framework for the exercise of decision-making powers, and ensures that powers and duties are performed lawfully and effectively, in accordance with the democratic spirit and intent of the Statute. The Statute commits the University to open, transparent, responsible and accountable governance and administration and contains various checks and balances to ensure this.
6. From a drafting point of view, it is believed that the Statute is a logical and accessible document, drafted in language and style that is simple and easy to understand, and in all essential respects accurate and legal. It is believed that the Statute is a clear, streamlined and effective document ideally suited to serve the University as it embraces the opportunities ahead. The Statute will promote good, ethical, open and accountable leadership, governance and administration, and will bind together the University community in its pursuit of academic and administrative excellence that benefits society as a whole.

PREAMBLE

WHEREAS STELLENBOSCH UNIVERSITY

- * is duly established in terms of the Higher Education Act, 1997;
- * may make an institutional statute in terms of section 32(1)(a) of the Act to give effect to matters not expressly prescribed by the Act;

AND WHEREAS STELLENBOSCH UNIVERSITY

- * is driven by the values underlying the Constitution, in particular human dignity, equality and freedom;
- * pursues academic integrity, academic freedom and freedom of scientific research, responsibility, accountability, ethical behaviour, fairness and transparency;
- * promotes unity in diversity by encouraging tolerance of and respect for different perspectives and belief systems to ensure a suitable environment for teaching and learning, innovation, research and societal engagement;

AND WHEREAS STELLENBOSCH UNIVERSITY

- * is committed to be an internationally recognised African university, distinguished for engaged scholarship, academic excellence, social responsiveness and an ethic of care among staff and students;
- * aims to benefit society through excellence in innovative learning and teaching, and pioneering research;
- * is committed to the development of a comprehensive range of academic, professional, vocational and general programmes addressing societal needs;
- * is responsive to the well-being of its staff, students and the wider community through optimal engagement, capacity building and sound management practices;

NOW, THEREFORE, THE COUNCIL OF STELLENBOSCH UNIVERSITY MAKES THIS INSTITUTIONAL STATUTE, AS FOLLOWS:

CHAPTER 1

THE INSTITUTION

Name of University

1. The name of the University is Stellenbosch University in English, "Universiteit Stellenbosch" in Afrikaans and "iYunivesithi yase Stellenbosch" in isiXhosa.

Seat of University

2. The seat of the University is the town of Stellenbosch. The University may conduct its activities at such other locations as may be determined by the Council, but the Minister must approve the conduct of any of its teaching activities beyond Stellenbosch as contemplated in section 65A(2) of the Act.

Status of University

3. The University is a juristic person as contemplated in section 20(4) of the Act.

Framework, interpretation and application

4. This Statute, together with the institutional rules, is the framework for the governance and administration of the University in terms of the Constitution and the Act, and must be interpreted and applied in conformity with the Constitution and the Act.

Principles

5. The governance and administration of the University in terms of this Statute must comply with the following principles:
 - (a) representivity, inclusivity and participation;
 - (b) a high standard of ethics;
 - (c) outcomes-orientated performance;
 - (d) the efficient, effective and sustainable use of resources;
 - (e) responsiveness to the well-being of the University community and the society which the University serves; and
 - (f) responsibility, transparency and accountability.

CHAPTER 2

GOVERNANCE

COUNCIL

Establishment and composition

6. There is a Council of the University composed of:
- (a) the rector;
 - (b) one of the vice-rectors, who must rotate every calendar year in an order determined by the rector;
 - (c) the chief operating officer;
 - (d) three persons elected from its ranks by the Senate;
 - (e) one person elected from their ranks by the permanent academic staff who are not members of the Senate;
 - (f) one person elected from their ranks by the permanent administrative and support staff;
 - (g) two persons elected from its ranks by the SRC;
 - (h) up to five persons appointed by the Minister;
 - (i) one person designated by the Premier of the Western Cape Province;
 - (j) one person designated by the Municipal Council of Stellenbosch;
 - (k) three persons elected from its ranks by the Convocation;
 - (l) three persons elected by the donors; and
 - (m) two persons appointed by the Council for their expertise.

Requirements for members

7. In addition to the requirements in section 27(5B) and (6) of the Act:
- (a) a member of the Council must be a person with knowledge and experience relevant to the objects and governance of the University;

- (b) the applicable bodies and functionaries must strive to ensure that members elected, designated and appointed to the Council are representative having regard to race, gender and disability;
- (c) no person of 70 years or older may be elected, designated or appointed as a member of the Council, but a member who reaches the age of 70 after their election, designation or appointment may serve until that member's term expires;
- (d) no person may serve on the Council in more than one capacity;
- (e) no person referred to in clause 6(h), (i), (j), (k), (l) or (m) may be an employee or student of the University; and
- (f) no member of the Council may be a member of the council of another institution of higher learning or be employed in a permanent executive managerial capacity at the level or equivalent of dean or higher by such an institution.

Terms of office of members

8. (1) The term of office of a member referred to in clause 6(a) or (c) continues for as long as that person holds office.
- (2) The term of office of a member referred to in clause 6(b) is one year.
- (3) The term of office of a member referred to in clause 6(d), (e) or (f) is two years.
- (4) The term of office of a student member referred to in clause 6(g) is one year, aligned to their SRC term.
- (5) The term of office of all other members is four years.
- (6) The term of office of a member referred to in subclauses (2), (3), (4) or (5) runs from the date on which the member assumes office until the expiry date of the term.
- (7) A person whose term of office has expired may be elected, designated or appointed again, but no person may serve for more than three consecutive terms in the same or any other capacity.

Vacancies

9. (1) Membership of the Council terminates before the expiry of the relevant term of office if a member:

- (a) resigns in writing to the registrar;
 - (b) vacates their position, in the case of a member referred to in clause 6(a), (b) or (c);
 - (c) ceases to be an employee of the University, in the case of a member referred to in clause 6(d), (e) or (f);
 - (d) ceases to be a registered student of the University, in the case of a member referred to in clause 6(g);
 - (e) ceases to be a member of the body that designated or elected the member, in the case of a member referred to in clause 6(d), (e), (f), (g) or (j);
 - (f) registers as a student of the University or becomes an employee of the University, in the case of a member referred to in clause 6(h), (i), (j), (k), (l) or (m);
 - (g) is absent from three consecutive meetings of the Council without prior apology having been made to the registrar;
 - (h) is found guilty of a contravention of the code of conduct for members in disciplinary proceedings that result in termination of membership;
 - (i) becomes permanently incapable of performing the functions of a member of the Council, as determined by the Council;
 - (j) becomes a member of the council of another institution of higher learning, or is employed in a permanent executive managerial capacity at the level or equivalent of dean or higher by such an institution;
 - (k) is declared insolvent, provisionally or finally, by a court of law; or
 - (l) is found guilty of an offence and sentenced to imprisonment without the option of a fine, but a person is not regarded as being sentenced until an appeal against the conviction or sentence has been determined, or the time for an appeal has expired.
- (2) When the membership of a member expires or is terminated for any reason before the expiry of the term of office, the registrar must in writing inform the Council and the functionary or body that elected, appointed or designated the member.

- (3) Upon receipt of the notice from the registrar the functionary or body must fill the vacancy in accordance with clause 6 and the rules.
- (4) A person who becomes a member of the Council in terms of subclause (3) serves for the applicable full term specified by clause 8, except in the case of a person referred to in clause 6(g) whose term is aligned to the term of the SRC.

Powers, responsibilities and functions

- 10.** (1) The Council governs the University in accordance with the Constitution, the Act, this Statute and the rules.
- (2) The Council has a general oversight responsibility in respect of academic and operational matters.
- (3) The Council:
- (a) may amend this Statute;
 - (b) may make or approve rules and policies for the University;
 - (c) may make or approve institutional strategies and plans for the University;
 - (d) must monitor institutional performance and management;
 - (e) must oversee risk management;
 - (f) may establish, disestablish or reconfigure academic structures, including faculties and departments, on the recommendation of the Senate;
 - (g) may establish, disestablish or reconfigure other entities and structures on the recommendation of the rector and, where they are closely connected with the academic or research functions of the University, the Senate;
 - (h) must appoint the staff of the University, subject to section 34(2) of the Act, and determine the matters concerning the staff mentioned in section 34(3) of the Act;
 - (i) subject to section 40(3) of the Act, may purchase immovable property for the University, enter into a long-term lease of immovable property for the University, and authorise the construction of a permanent building or other immovable infrastructural development;

- (j) subject to section 20(5) of the Act, may alienate immovable property of the University or grant any person any long-term lease of, real right in, or servitude over any such property;
 - (k) subject to section 40(3) of the Act, may enter into a loan or overdraft agreement for the University; and
 - (l) may exercise any other power and perform any other duty conferred on the Council by or in terms of the Act, this Statute and the rules.
- (4) The Council:
- (a) after consultation with the Senate, must determine the admissions policy of the University in accordance with section 37(1), (2) and (3) of the Act and, with the approval of the Senate, may perform the admissions-related functions specified in section 37(4) of the Act;
 - (b) with the concurrence of the Senate, must determine the language policy of the University in accordance with section 27(2) of the Act; and
 - (c) after consultation with the SRC, must provide for and establish a suitable structure to advise on a policy for student support services within the University in accordance with section 27(3) of the Act.
- (5) The Council:
- (a) may appoint committees consisting of Council members, or Council members and other persons with relevant knowledge and experience, to assist in the performance of its functions;
 - (b) must appoint any committees required by the rules or the policies of the University; and
 - (c) may appoint persons with relevant knowledge and experience to enquire into and report to it on any matter relevant to the University.
- (6) Subject to section 68(2) of the Act, subclause (7) and clause 63 of this Statute, the Council may delegate any of its powers or functions to any structure, employee or body of the University, but the Council remains responsible and accountable for the exercise of the powers and the performance of the functions so delegated.
- (7) The Council may not delegate the following powers and functions:
- (a) the amendment of this Statute;
 - (b) the making of institutional rules;

- (c) the approval of institutional strategies and plans for the University, if the making of the strategies or plans has been delegated;
- (d) the appointment of the rector, the vice-rectors and the chief operating officer, and the dismissal of the rector, a vice-rector, the chief operating officer, the registrar and a dean;
- (e) the establishment or disestablishment of faculties;
- (f) the making or amendment of the general terms of appointment or conditions of service of employees;
- (g) the approval of the annual budget and financial statements of the University;
- (h) the determination of student fees; and
- (i) the matters referred to in subclauses (2), (3)(d), (e), (i) and (k), (4) and (5).

Code of conduct and rules and procedures for declaring interests

11. (1) In accordance with section 27(7E)(a) of the Act, and after consultation with the Institutional Forum, the Council must adopt and, once adopted, may amend a code of conduct for all members of the Council or committees of the Council, all persons attending meetings of the Council or such committees, and all persons exercising powers and functions delegated by the Council.
- (2) The Council must determine and, once determined, may amend rules and procedures in accordance with section 27(7E)(b) of the Act for the annual declaration by all members of the Council or committees of the Council, and by all persons exercising powers and functions delegated by the Council, of their financial or other interests and fiduciary roles, and of the financial or other interests and fiduciary roles of the members of their immediate families.

Chairperson and deputy chairperson

12. (1) The Council must elect a chairperson and a deputy chairperson from among the members referred to in clause 6(h), (i), (j), (k), (l) and (m).
- (2) A nomination for chairperson or deputy chairperson must be in writing, must be submitted to the registrar before the meeting, must be signed by

- two members of the Council and must be accompanied by a signed declaration by the nominee accepting the nomination.
- (3) For the election of the chairperson or deputy chairperson the procedure is as follows:
- (a) if only one candidate is nominated, the chairperson of the meeting must declare that person elected;
 - (b) if more than one candidate is nominated, a secret ballot is taken and the chairperson of the meeting must declare the candidate elected who receives a majority of the votes of members present and voting, each member having one vote; and
 - (c) if no candidate receives a majority, the candidate with the lowest number of votes is eliminated, and a further vote taken on the remaining candidates. This procedure must be repeated until a candidate receives a majority. If two candidates remain and after two votes there is still an equality of votes, the chairperson of the meeting must exercise a casting vote.
- (4) Subject to the termination of their membership of the Council through the expiry of their terms of office as members or otherwise, the chairperson and deputy chairperson hold their offices for four years, and may be re-elected, but may not hold their offices for more than three consecutive terms.
- (5) When the office of chairperson or deputy chairperson becomes vacant for any reason, the registrar must notify each member of the Council in writing, and the Council must elect a chairperson or deputy chairperson at its next ordinary meeting.
- (6) The chairperson and deputy chairperson exercise the powers and perform the functions set out in this Statute and the rules, or delegated to them by the Council.

Meetings

13. (1) The Council must hold at least two ordinary meetings in each semester.
- (2) The chairperson:
- (a) may call an extraordinary meeting at any time; and

- (b) must call an extraordinary meeting at the written request of six or more members of the Council.
- (3) The purpose of an extraordinary meeting must be stated clearly in the notice of the meeting and no other business may be conducted at the meeting.
- (4) The registrar must give reasonable notice of every meeting to the members of the Council.
- (5) The chairperson or, in the absence of the chairperson, the deputy chairperson, presides at a meeting of the Council. If both are absent, the secretary must request the members present to elect from among the members referred to in clause 6(h), (i), (j), (k), (l) and (m) a chairperson for that meeting by a show of hands.
- (6) The quorum for a meeting of the Council is one half plus one of the members.
- (7) If for any reason there is no quorum within half an hour after the scheduled time for the meeting, the chairperson for that meeting must postpone it to a time, or a time and date, not more than 14 days later, at which meeting the members present form a quorum.
- (8) The Council must take a decision by a majority of votes of members present, each member having one vote. In the event of an equality of votes, the chairperson may exercise a casting vote, except in an election, where the procedure in clause 12(3) applies, until a candidate, or the prescribed number of candidates, receive a majority of votes.
- (9) The Council must determine the procedures for its meetings and the meetings of its committees in accordance with the rules.
- (10) The chairperson may invite any person to attend a meeting of the Council, but such a person may not vote on any matter.

Election of Council members to Senate

14. The Council must elect to the Senate in accordance with the rules two members from its ranks who are not employees or students of the University.

Executive committee of Council

15. (1) There is an executive committee of the Council composed of:

- (a) the chairperson of the Council, who is the chairperson of the executive committee;
 - (b) the deputy chairperson of the Council, who is the deputy chairperson of the executive committee;
 - (c) the rector, who may designate a vice-rector or the chief operating officer to attend a particular meeting in his or her stead; and
 - (d) three other members of the Council, of whom two may not be employees or students of the University, elected by the Council in accordance with the rules.
- (2) The executive committee must determine the procedures for its meetings in accordance with the rules.
- (3) The quorum for a meeting of the executive committee is three members, of whom at least two may not be employees or students of the University.
- (4) The executive committee may:
 - (a) advise the Council on any matter referred to in clause 10, including a report of a committee of the Council, except the Honorary Degrees Committee;
 - (b) deal with any urgent matter on behalf of the Council, but must report to the Council at its next meeting, and the Council, if practicable, may revoke or amend any decision on an urgent matter taken by the executive committee and take any further action in connection with such an urgent matter it considers appropriate; and
 - (c) deal with any other matter delegated to it by the Council.

SENATE

Establishment and composition

16. (1) There is a Senate composed of:
- (a) the rector;
 - (b) the vice-rectors;
 - (c) the chief operating officer;
 - (d) two persons elected from its ranks by the Council who are not employees or students of the University;
 - (e) the dean and any deputy-deans of each faculty;
 - (f) the professors of the University;
 - (g) five persons elected from their ranks by the associate professors;
 - (h) five persons elected from their ranks by the academic staff who are not professors or associate professors;
 - (i) any other person who is the head of an academic department;
 - (j) three persons elected from their ranks by the permanent administrative and support staff;
 - (k) four persons elected from its ranks by the SRC;
 - (l) one person elected from its ranks by the Academic Affairs Council;
 - and
 - (m) any additional academic or other staff members whom the Senate may appoint for their expertise.
- (2) The applicable bodies and functionaries must strive to ensure that members elected and appointed to the Senate are representative with regard to race, gender and disability.

Terms of office of members

17. (1) The term of office of a member referred to in clause 16(1)(a), (b), (c), (e), (f) or (i) continues for as long as that person holds office.
- (2) The term of office of a member referred to in clause 16(1)(d), (g), (h) or (j) is four years.
- (3) The term of office of a member referred to in clause 16(1)(k) or (l) continues for as long as that person holds office in the relevant student body.
- (4) The term of office of a member referred to in clause 16(1)(m) is

determined by the Senate at the time of their appointment.

- (5) The term of office of a member referred to in subclauses (2), (3) or (4) runs from the date on which the member assumes office until the expiry date of the term.
- (6) A person referred to in subclauses (2), (3) or (4) whose term of office has expired may be elected or appointed again, but no person may serve for more than three consecutive terms.

Vacancies

- 18.** (1) Membership of the Senate terminates before the expiry of the relevant term of office if a member:
- (a) resigns in writing to the registrar;
 - (b) vacates their post, in the case of a member referred to in clause 16(1)(a), (b), (c), (e), (f) or (i);
 - (c) ceases to be an employee of the University, in the case of a member referred to in clause 16(1)(g), (h), (i), (j) or (m);
 - (d) ceases to be a student of the University, in the case of a member referred to in clause 16(k) or (l);
 - (e) ceases to be a member of the body or category of persons that elected the member, in the case of a member referred to in clause 16(1)(d), (g), (h), (j), (k) or (l);
 - (f) is absent from three consecutive meetings of the Senate without prior apology having been made to the registrar;
 - (g) is found guilty of contravening the code of conduct contemplated in clause 11(1) or a code of conduct in the rules, or in disciplinary proceedings at the University, and the Senate determines that continued membership of the Senate is inappropriate;
 - (h) becomes permanently incapable of performing the functions of a member of the Senate, as determined by the Senate;
 - (i) is declared insolvent, provisionally or finally, by a court of law; or
 - (j) is found guilty of an offence and sentenced to imprisonment without the option of a fine, but a person is not regarded as being sentenced until an appeal against the conviction or sentence has been determined, or the time for an appeal has expired.

- (2) When the membership of a member expires or is terminated for any reason before the expiry of the term of office, the registrar must give notice in writing to the Senate and if applicable to the body which elected the member.
- (3) Upon receipt of the notice from the registrar, the body must fill the vacancy in accordance with clause 16 and the rules.
- (4) A person who becomes a member of the Senate in terms of subclause (3) serves for the applicable full term specified by clause 17, except in the case of a person referred to in clause 16(k) or (l) whose term is aligned to the term of the applicable student body.

Powers and functions

- 19.** (1) The Senate is responsible, and accountable to the Council, for the academic and research functions of the University.
- (2) The Senate regulates learning, teaching, research and academic support functions at the University, and makes recommendations to the Council in respect of policies concerning academic matters.
 - (3) The Senate exercises the powers and performs the duties and functions conferred on it by or in terms of the Act, this Statute and the rules, including any powers, duties and functions delegated to it by the Council, and in particular:
 - (a) must advise the Council on the admissions policy of the University in accordance with section 37(1) and (3) of the Act;
 - (b) must approve any admissions-related functions specified in section 37(4) of the Act, the Council wishes to perform;
 - (c) must concur with the language policy of the University in accordance with section 27(2) of the Act;
 - (d) must determine, with the approval of the Council, the conditions for the obtaining of qualifications, decide which persons have satisfied the conditions, and submit the names to the Council;
 - (e) must make rules for examinations, and control and supervise examinations;
 - (f) must make rules for academic programmes, after consultation with the applicable faculty boards; may make recommendations to the

Council on the establishment, disestablishment or reconfiguration of academic structures, including faculties and departments, and of other entities and structures that are closely connected with the academic and research functions of the University;

- (g) must approve the composition of faculty boards in accordance with clause 23(2);
- (h) must make recommendations to the Council on the appointment of the deans of the faculties;
- (i) may appoint committees consisting of Senate members, or Senate members and other persons with relevant knowledge and experience, to assist the Senate in the performance of its functions;
- (j) must appoint any committees required by the rules or the policies of the University; and
- (k) subject to clause 63 of this Statute, may delegate any of its powers or functions to a committee, structure or employee of the University, but the Senate remains responsible and accountable for the exercise of the power and the performance of the function so delegated.

Chairperson and meetings

- 20.** (1) The rector is the chairperson of the Senate.
- (2) If the rector is absent, a vice-rector nominated by the rector presides at that meeting, and if the vice-rectors are absent, the secretary must request the members present to elect a chairperson for that meeting from their ranks by a show of hands.
- (3) The Senate must hold at least two ordinary meetings in each semester.
- (4) The chairperson:
- (a) may call an extraordinary meeting at any time, and
 - (b) must do so at the written request of one quarter or more of the members of the Senate.
- (5) The purpose of an extraordinary meeting must be stated clearly and no other business may be conducted at the meeting.
- (6) The registrar must give reasonable notice of every meeting to the members of the Senate.
- (7) The quorum for a meeting of the Senate is one third of the members.

- (8) If for any reason there is no quorum within half an hour after the scheduled time for the meeting, the chairperson for that meeting must postpone it to a time, or a time and date not more than five working days later, at which meeting the members present form a quorum.
- (9) The Senate must take a decision by a majority of votes of members present and voting, each member having one vote. In the event of an equality of votes, the chairperson may exercise a casting vote, except in an election, where the procedure in clause 12(3) applies, until a candidate, or the prescribed number of candidates, receive a majority of votes.
- (10) The Senate must determine the procedures for its meetings and the meetings of its committees in accordance with the rules.
- (11) The chairperson may invite any person to attend a meeting of the Senate, but such a person may not vote on any matter.

Election of Senate members to Council

- 21. The Senate must elect three members from its ranks to the Council in accordance with the rules.

Executive committee of Senate

- 22. (1) There is an executive committee of the Senate composed of:
 - (a) the rector, who is the chairperson of the executive committee;
 - (b) the vice-rectors;
 - (c) the chief operating officer; and
 - (d) the deans of the faculties.
- (2) The executive committee must determine the procedures for its meetings in accordance with the rules.
- (3) The quorum for a meeting of the executive committee is one half plus one of its members, of which at least three must be members of the rector's management team.
- (4) The executive committee may:
 - (a) advise the Senate on any matter referred to in clause 19;

- (b) make recommendations to the Senate on the reports of Senate committees;
- (c) deal with any urgent matter on behalf of the Senate, but must report to the Senate at its next meeting, and the Senate, if practicable, may revoke or amend any decision on an urgent matter taken by the executive committee and take any further action in connection with such an urgent matter it considers appropriate; and
- (d) deal with any other matter delegated to it by the Senate.

FACULTY BOARDS

Establishment and composition

- 23.** (1) The Senate must establish for each faculty a standing committee of the Senate known as a faculty board.
- (2) A faculty board may determine its own composition, subject to approval by the Senate in terms of clause 19(3)(h), but a faculty board:
- (a) may only include permanent or full-time staff members and students;
 - (b) must include all permanent academic staff members (i.e. professors, associate professors, senior lecturers, lecturers and junior lecturers), subject to subclause (3);
 - (c) must provide for representation of administrative and support staff and students; and
 - (d) must be representative of the faculty having regard to race, gender and disability.
- (3) If compelling practical considerations make it difficult to include all permanent academic staff members as contemplated in subclause (2)(b), a faculty board may provide for any of the categories mentioned to be represented by members elected from their ranks.

Powers and functions

- 24.** A faculty board:
- (a) is accountable, and must make recommendations, to the Senate in respect of academic programmes and activities in the faculty;
 - (b) must make proposals to the Senate for the making of rules applicable to the faculty;
 - (c) must inform the Senate whether doctoral candidates have satisfied the prescribed conditions and requirements;
 - (d) must advise the Senate on any matter, and perform any function, that the Senate refers to the faculty board;
 - (e) must exercise any power or perform any function delegated to it by the Senate; and
 - (f) may advise the dean or the Senate on any matter concerning the faculty.

Meetings

- 25.** (1) A meeting of a faculty board must be held before every ordinary meeting of the Senate.
- (2) The dean:
- (a) may call an extraordinary meeting at any time, and
 - (b) must do so at the written request of one quarter or more of the members of the faculty board.
- (3) The purpose of an extraordinary meeting must be stated clearly and no other business may be conducted at the meeting.
- (4) The dean presides at a meeting of the faculty board.
- (5) If the dean is absent, the deputy dean, or if there are more than one deputy dean, one of them nominated by the dean, presides at the meeting.
- (6) If the dean and the deputy dean or all deputy deans are absent, the secretary must request the members present to elect a chairperson for that meeting from their ranks by a show of hands.
- (7) The quorum for a meeting of a faculty board is one third of the members.
- (8) If for any reason there is no quorum within half an hour after the scheduled time for the meeting, the chairperson for that meeting must

- postpone it to a time, or a time and date not more than five working days later, at which meeting the members present form a quorum.
- (9) A faculty board must take a decision by a majority of votes of members present and voting, each member having one vote. In the event of an equality of votes, the chairperson may exercise a casting vote, except in an election, where the procedure in clause 12(3) applies, until a candidate, or the prescribed number of candidates, receive a majority of votes.
- (10) A faculty board must determine the procedures for its meetings in accordance with the rules.
- (11) The chairperson may invite any person to attend a meeting of the faculty board, but such a person may not vote on any matter.

STUDENT REPRESENTATIVE COUNCIL

Establishment and composition

- 26.** (1) There is a Student Representative Council (SRC) that represents the interests of the student community and functions in terms of institutional rules for that community called the Student Constitution.
- (2) The Student Constitution must be approved by the Council, and must prescribe, subject to this Statute, the membership, composition and manner of election of the SRC, the powers, duties, functions and privileges of the SRC, as well as the procedures for the election of the office bearers of the SRC and the amendment of the Student Constitution.
- (3) An election for members of the SRC must be held each year, and a member serves from the establishment of an SRC until the establishment of the next SRC, but may be elected for more than one term as determined by the Student Constitution.
- (4) If the election of members of the SRC is not concluded at the appointed time, or the SRC is not established properly after an election, membership of the SRC expires when an interim SRC is established or another appropriate arrangement is made in terms of clause 28.

- (5) The rector may dissolve the SRC if the rector determines that the SRC is dysfunctional, but:
 - (a) before doing so the rector must give the SRC a reasonable opportunity to make written representations on why it should not be dissolved; and
 - (b) if after considering those representations the rector decides to dissolve the SRC, the rector must do so in writing, stating the reasons for the decision.

Powers and functions

27. The SRC:

- (a) elects persons to serve in the Council in terms of clause 6(g), the Senate in terms of clause 16(1)(k), the Institutional Forum in terms of clause 29(2)(c)(i), and any other university structure or forum where representation of the SRC is required in terms of the rules;
- (b) represents the student community in national and international student bodies;
- (c) exercises the powers and performs the duties and functions conferred on it by the Student Constitution; and
- (d) adheres to, and oversees compliance with, the Student Constitution.

Continuation of functions

- 28. (1)** An interim SRC must be appointed by the rector to exercise the powers and perform the functions of the SRC if:
- (a) no election for members of the SRC takes place at the appointed time;
 - (b) there is an election but it does not comply with the Student Constitution;
 - (c) the SRC is not established properly after an election;
 - (d) the SRC resigns; or
 - (e) the SRC is dissolved in terms of clause 26(5).
- (2)** The interim SRC must be replaced by a duly elected SRC as soon as practically possible.

INSTITUTIONAL FORUM

Establishment and composition

29. (1) There is an Institutional Forum of 23 members, comprised of representatives from each of the following sectors – governance and management, staff, students, and the community.
- (2) The sectors of the membership of the Institutional Forum are composed as follows:
- (a) *Governance and management sector:*
 - (i) one person elected from its ranks by the Council;
 - (ii) two persons elected from its ranks by the Senate;
 - (iii) the registrar or a person designated by the registrar;
 - (iv) the senior director responsible for community relations or a person designated by the senior director; and
 - (v) the director responsible for employment equity or a person designated by the director.
 - (b) *Staff sector:*
 - (i) two persons elected from their ranks by the permanent non-professorial academic staff;
 - (ii) two persons elected from their ranks by the professional and administrative support staff;
 - (iii) one person elected from their ranks by the technical support staff; and
 - (iv) one person elected from their ranks by the service staff on post levels 14 to 19, excluding professional and administrative support staff, and technical support staff.
 - (c) *Student sector:*
 - (i) two persons elected from its ranks by the SRC;
 - (ii) one person elected from its ranks by the Tygerberg SRC;
 - (iii) one person elected from its ranks by the Prim Committee;
 - (iv) one person elected from its ranks by the Societies Council; and

- (v) one person elected from its ranks by the Academic Affairs Council.
- (d) *Community sector:*
 - (i) one person, who may not be an employee or student of the University, elected from its ranks by the Convocation; and
 - (ii) four persons, who may not be staff members of the University, each designated by a body representative of civil society, as identified by the Institutional Forum on the recommendation of the senior director responsible for community relations.

Terms of office

- 30.** (1) The term of office of a member, except a member elected by a student body, is three years, and no member may serve for more than two consecutive terms.
- (2) Not all members may be elected or designated in the same year, except if all the members vacate their offices at the same time.
- (3) The term of office of a member elected by a student body is one year aligned to the term of the applicable student body.

Powers and functions

- 31.** (1) The Institutional Forum must:
- (a) advise the Council on:
 - (i) the implementation of the Act and the national policy on higher education;
 - (ii) race and gender equity policies;
 - (iii) the selection of candidates for senior management positions;
 - (iv) codes of conduct, mediation and dispute resolution procedures;
 - (v) the fostering of an institutional culture which promotes tolerance and respect for human rights and creates an appropriate environment for learning, teaching and research; and
 - (vi) any other matter determined by the Council; and
 - (b) perform any other function determined by the Council.

- (2) The Council may take a decision on any matter referred to in subclause (1)(a) only after considering the advice given by the Institutional Forum, and must provide written reasons if the advice is not accepted.

Chairpersons and meetings

- 32.** (1) Every three years, the Institutional Forum, at a meeting, must elect from its ranks a chairperson and deputy chairperson, but they may not serve for more than two consecutive terms.
- (2) For purposes of the election, the outgoing chairperson or, if the outgoing chairperson is not present, the outgoing deputy chairperson or another member of the Institutional Forum elected by the members present by a show of hands, acts as chairperson of the meeting until the chairperson is elected.
- (3) A nomination for chairperson or deputy chairperson must be in writing, must be submitted to the registrar before the meeting, must be signed by two members of the Institutional Forum and must be accompanied by a signed declaration by the nominee accepting the nomination.
- (4) At the election for the chairperson or deputy chairperson, the procedure in clause 12(3) applies, until a candidate receives a majority of votes.
- (5) The same procedure is followed for the election of the deputy chairperson, except that the functions of the chairperson at the meeting are performed by the newly-elected chairperson.
- (6) The Institutional Forum must meet on the dates determined in the University calendar.
- (7) The chairperson:
- (a) may call an extraordinary meeting at any time, and
 - (b) must do so on the written request of one quarter or more of the members of the Institutional Forum.
- (8) The purpose of an extraordinary meeting must be stated clearly and no other business may be conducted at the meeting.
- (9) If both the chairperson and the deputy chairperson are absent from a meeting, the secretary must call on the members present to elect a chairperson for that meeting from their ranks by a show of hands.
- (10) The quorum for a meeting is one half plus one of the members.

- (11) If for any reason there is no quorum within half an hour after the time the meeting was scheduled to start, the chairperson for that meeting must postpone it to a time, or a time and date not more than five days later, at which meeting the members present form a quorum.
- (12) The Institutional Forum must take a decision by a majority of votes of members present and voting, each member having one vote. In the event of an equality of votes, the chairperson may exercise a casting vote, except in an election where the procedure in clause 12(3) applies, until a candidate, or the prescribed number of candidates, receive a majority of votes.
- (13) The Institutional Forum must determine the procedures for its meetings in accordance with the rules.
- (14) The chairperson may invite any person to attend a meeting of the Institutional Forum, but such a person may not vote on any matter.

Executive committee of Institutional Forum

- 33.** (1) The executive committee of the Institutional Forum is composed of:
- (a) the chairperson and deputy chairperson; and
 - (b) one person elected every three years by each sector referred to in clause 29(2) in accordance with the rules, except in the case of the student sector where a person must be elected every year.
- (2) The executive committee must determine the procedures for its meetings in accordance with the rules.
- (3) The quorum for a meeting of the executive committee is one half plus one of the members.
- (4) The executive committee may:
- (a) advise the Institutional Forum on any matter referred to in clause 31(1);
 - (b) deal with any urgent matter on behalf of the Institutional Forum, but must report to the Forum at its next meeting, and the Forum, if practicable, may revoke or amend any decision on an urgent matter taken by the executive committee and take any further action in connection with such an urgent matter it considers appropriate; and
 - (c) deal with any other matter delegated to it by the Institutional Forum.

RECTOR'S MANAGEMENT TEAM

Composition and duties

- 34.** (1) The rector's management team must assist the rector in the management and administration of the University, and is composed of:
- (a) the rector;
 - (b) the vice-rectors;
 - (c) the chief operating officer;
 - (d) the registrar; and
 - (e) any persons nominated by the rector.
- (2) The rector's management team must designate the members of the general management committee referred to in clause 35(d), and may appoint other committees to support the rector's management team in the performance of its functions.

GENERAL MANAGEMENT COMMITTEE

Composition and duties

- 35.** The general management committee advises the rector's management team on matters affecting the management and administration of the University, and is composed of:
- (a) the rector's management team;
 - (b) the deans;
 - (c) the chief directors and senior directors; and
 - (d) any other persons designated by the rector's management team.

CHAPTER 3

OFFICE BEARERS

CHANCELLOR

Status

36. The chancellor is the titular head of the University.

Requirements

37. The chancellor:

- (a) must be capable and suitably qualified and experienced for the office; and
- (b) may not be an employee or student of the University, a member of the council of another institution of higher learning or be employed in a permanent executive managerial capacity at the level or equivalent of dean or higher by such an institution.

Election

38. (1) The chancellor is elected by an electoral college composed of the members of the Council and the members of the executive committee of the Senate.
- (2) The registrar must give reasonable notice in the media and elsewhere when a chancellor must be elected, specifying the date of the election, and calling on members of the Convocation for nominations of suitable candidates by a closing date.
- (3) A nomination must be in writing, submitted to the registrar at least three weeks before the election, and must be signed by at least 20 members of the Convocation and accompanied by a signed declaration by the nominee accepting the nomination.
- (4) The electoral college considers the nominations at a meeting chaired by the chairperson of the Council or, in the absence of the chairperson, the deputy chairperson. If both are absent, the remaining members of the

electoral college must elect a chairperson from their ranks by a show of hands.

- (5) The quorum for a meeting of the electoral college is half of its members plus one.
- (6) If more than one candidate is nominated, the procedure in clause 12(3) applies, until a candidate receives a majority of votes.
- (7) If only one candidate is nominated, a secret ballot is taken and the candidate must receive a majority of the votes of members present and voting, each member having one vote. If the candidate does not receive a majority of the votes, a new election must be called in accordance with this clause.

Term of office

- 39.** (1) The term of office of the chancellor is five years, and the chancellor may be elected again for one more consecutive term only.
- (2) The term of office of the chancellor begins on assuming office and ends upon a vacancy occurring or when the person next elected chancellor assumes office.
- (3) The Council may dismiss the chancellor from office by a two-thirds majority vote of all the members of the Council on the grounds of a serious violation of the law, serious misconduct or incapacity.
- (4) A vacancy in the office of chancellor must be filled in accordance with clause 38, the person being elected for a full term.

RECTOR AND VICE-CHANCELLOR

Duties and accountability

- 40.** (1) The rector is the principal of the University as contemplated in section 30 of the Act, and is also the vice-chancellor of the University.
- (2) The rector is the chief executive and accounting officer of the University, is responsible for the management and administration of the University and is accountable to the Council.

Appointment

- 41.** (1) The Council must appoint the rector, after consultation with the Senate and the Institutional Forum and in accordance with the procedures prescribed in the rules, and must determine the duties, functions, privileges and conditions of service of the rector.
- (2) The rector must be capable and suitably qualified and experienced for the office.

Term of office

- 42.** (1) The rector may hold office for a period, determined by the Council, of not more than five years, and may be reappointed for one more consecutive term without having to apply again for the position, after which the person may apply again for the position.
- (2) The office of rector becomes vacant if the rector resigns in writing to the registrar or any of the circumstances described in clauses 18(1)(f), (g), (h), (i) or (j) becomes applicable to the Rector.
- (3) The Council may dismiss the rector from office by a two thirds majority vote of all the members of the Council on the grounds of a serious violation of the law, serious misconduct, or incapacity due to poor work performance or ill health or injury.
- (4) A vacancy in the office of rector must be filled in accordance with clause 41.
- (5) When the office of rector is vacant or the rector is temporarily incapable of performing the duties of rector, the Council designates a vice-rector or the chief operating officer to act as rector.

VICE-RECTORS AND DEPUTY VICE-CHANCELLORS

Appointment, duties and terms of office

- 43.** (1) The Council must appoint one or more vice-rectors, who are the vice-principals as contemplated in sections 27(4)(b) and 28(2)(b) of the Act,

after consultation with the Senate and the Institutional Forum and in accordance with the procedures prescribed in the rules, and must determine the duties, functions, privileges and conditions of service of a vice-rector.

- (2) A vice-rector is also a deputy vice-chancellor of the University.
- (3) A vice-rector may hold office for a period, determined by the Council, of not more than five years, and may be reappointed for one more consecutive term without having to apply again for the position, after which the person may apply again for the position.
- (4) A vice-rector reports to the rector and is accountable to the Council.
- (5) The office of a vice-rector becomes vacant if the vice-rector resigns in writing to the registrar or any of the circumstances described in clauses 18(1)(f), (g), (h), (i) or (j) becomes applicable to that vice-rector.
- (6) The Council may dismiss a vice-rector from office by a two thirds majority vote of all the members of the Council on the grounds of a serious violation of the law, serious misconduct, or incapacity due to poor work performance or ill health or injury.
- (7) A vacancy in the office of vice-rector must be filled in accordance with subclause (1).
- (8) When the office of a vice-rector is vacant or a vice-rector is temporarily incapable of performing the duties of vice-rector, a person designated by the rector acts as vice-rector.

CHIEF OPERATING OFFICER

Appointment, duties and term of office

44. (1) The Council must appoint a chief operating officer after consultation with the Senate and the Institutional Forum and in accordance with the procedures prescribed in the rules, and must determine the duties, functions, privileges and conditions of service of the chief operating officer.

- (2) The chief operating officer may hold office for a period, determined by the Council, of not more than five years, and upon the expiry of that period or any successive period may be reappointed for a further period of not more than five years.
- (3) The chief operating officer reports to the rector and is accountable to Council.
- (4) The office of chief operating officer becomes vacant if the chief operating officer resigns in writing to the registrar or any of the circumstances described in clauses 18(1)(f), (g), (h), (i) or (j) becomes applicable to the COO.
- (5) The Council may dismiss the chief operating officer from office by a two thirds majority vote of all the members of the Council on the grounds of a serious violation of the law, serious misconduct, or incapacity due to poor work performance or ill health or injury.
- (6) A vacancy in the office of chief operating officer must be filled in accordance with subclause (1).
- (7) When the office of chief operating officer is vacant or the chief operating officer is temporarily incapable of performing the duties of chief operating officer, a person designated by the rector acts as chief operating officer.

REGISTRAR

Appointment, duties and term of office

- 45.** (1) The registrar is responsible for the academic administration of the University.
- (2) The registrar
- (a) is the secretary to the Council and the Senate and to the executive committees of the Council and the Senate;
 - (b) provides secretarial services to the Institutional Forum, the rector's management team, the general management committee and other institutional bodies as determined by the Council;

- (c) supports the good governance and administration of the University;
and
 - (d) ensures compliance with the Act and other applicable legislation, this Statute, and relevant policies and rules of the University.
- (3) The registrar may participate in the discussions of the Council, the Senate, the Institutional Forum, the rector's management team and the general management committee but may vote only in the Institutional Forum, the rector's management team and the general management committee.
- (4) The Council must appoint a registrar in accordance with the rules, must determine the duties, functions, privileges and conditions of service of the registrar, and must determine the term of office of the registrar, which may not be more than five years. The registrar may be reappointed upon the expiry of that period or any successive period for a further period of not more than five years.
- (5) The registrar is accountable to the rector, and with regard to the duties and functions performed in respect of a particular body, to that body.
- (6) The office of registrar becomes vacant if the registrar resigns in writing to the rector or any of the circumstances described in clauses 18(1)(g), (h), (i) or (j) becomes applicable to the registrar.
- (7) The Council may dismiss the registrar from office by a two thirds majority vote of all the members of the Council on the grounds of a serious violation of the law, serious misconduct, or incapacity due to poor work performance or ill health or injury.
- (8) When the office of registrar is vacant or the registrar is temporarily incapable of performing the duties of registrar, a person designated by the rector acts as registrar.

DEANS

Appointment, duties and terms of office

46. (1) The Council must appoint a dean for every faculty after consultation with the faculty board concerned, the Senate and the Institutional Forum, and in accordance with the rules, and must determine the functions, privileges and conditions of service of a dean.
- (2) A dean may hold office for a period, determined by the Council, of not more than five years, and may be reappointed for one more consecutive term without having to apply again for the position, after which the person may apply again for the position.
- (3) A dean is accountable to the rector or a vice-rector designated by the rector.
- (4) The office of a dean becomes vacant if the dean resigns in writing to the registrar or any of the circumstances described in clauses 18(1)(f), (g), (h), (i) or (j) becomes applicable to that dean.
- (5) The Council may dismiss a dean from office by a two thirds majority vote of all the members of the Council on the grounds of a serious violation of the law, serious misconduct, or incapacity due to poor work performance or ill health or injury.
- (6) A vacancy in the office of dean must be filled in accordance with subclause (1).
- (7) When the office of a dean is vacant or a dean is temporarily incapable of performing the duties of dean, a person designated by the rector acts as dean.
- (8) Each faculty board may elect a deputy-dean or deputy-deans, in accordance with the rules, and determine their duties and functions.

CHAPTER 4

THE CONVOCATION

Composition of Convocation

47. (1) The Convocation of the University is composed of:
- (a) all persons on whom a qualification has been conferred at a congregation of the University;
 - (b) the rector, the vice-rectors, chief operating officer and the full-time academic staff of the University; and
 - (c) former full-time academic staff of the University who have left the service of the University on account of their having reached retirement age.
- (2) The registrar must keep the list of members of the Convocation referred to in subclause (1). A member must notify the registrar of a change of address.
- (3) The members' list is conclusive evidence of membership of the Convocation, and only a person whose name appears on the members' list may vote.
- (4) A member of the Convocation may resign in writing to the registrar.
- (5) A person who has resigned may apply in writing to the registrar to be re-admitted as a member, and the registrar must refer the matter to the executive committee of the Convocation for a decision.

Objective and functions

48. (1) The objective of the Convocation is to promote the welfare of the University by maintaining a mutually beneficial relationship between the University and the members of the Convocation, and may advise the Council, and the Senate when applicable, in this respect.
- (2) The Convocation must:
- (a) elect members from its ranks to the Council and the Institutional Forum in accordance with clauses 6(k) and 29(2)(d)(i); and

- (b) nominate persons for election as chancellor of the University in accordance with clause 38(2) and (3).

Participation in meetings and elections

- 49.** (1) For the purposes of a meeting of the Convocation and the election by the Convocation of members to the Council in terms of clause 6(k), members to the Institutional Forum in terms of clause 29(2)(d)(i), or members of the executive committee of the Convocation in terms of clause 51(1), the registrar must –
- (a) provide for the participation of members of the Convocation through electronic means; and
 - (b) take reasonable steps, within available resources, to facilitate the highest possible level of participation by members.
- (2) The registrar must organise and oversee an election referred to in subclause (1) in accordance with the institutional rules.

Meetings

- 50.** (1) Subject to clause 49, meetings of the Convocation take place in accordance with this clause.
- (2) The president or, in the absence of the president, the vice-president, must call an annual meeting of the Convocation.
 - (3) The president must call an extraordinary meeting at the written request of 100 or more members of the Convocation.
 - (4) The purpose of an extraordinary meeting must be stated clearly and no other business may be conducted at the meeting.
 - (5) The secretary must give reasonable notice of a meeting, and the notice must include the agenda, in accordance with the procedures determined by the rules.
 - (6) The president or, in the absence of the president, the deputy president, presides at a meeting of the Convocation. If both are absent, the secretary must request the members present to elect a chairperson for that meeting from their ranks.
 - (7) The quorum for a meeting of the Convocation is 250 members.

- (8) If for any reason there is no quorum within half an hour after the scheduled time for the meeting, the chairperson for that meeting must postpone it to a time and date not more than 14 days later, at which meeting the members present form a quorum.
- (9) The Convocation must take a decision by a majority of votes of members present or participating, each member having one vote. In the event of an equality of votes, the chairperson may exercise a casting vote.
- (10) The Convocation must determine the procedures for its meetings in accordance with the rules.
- (11) The secretary must submit the record of a meeting to the registrar.
- (12) The registrar must submit advice received from the Convocation in terms of clause 48(1) to the Council, and the Senate when applicable.

Executive committee of Convocation

- 51.** (1) The Convocation must elect from its ranks a president, a vice-president, a secretary, and two other members, who form the executive committee of the Convocation.
- (2) A member of the executive committee holds office for three years and may be re-elected, but may not hold their offices for more than three consecutive terms.
 - (3) A member of the executive committee vacates their office before the expiry of their term of office if the member:
 - (a) resigns in writing to the registrar;
 - (b) is absent from three consecutive meetings of the executive committee without prior apology having been made to the registrar;
 - (c) becomes permanently incapable of performing the functions of a member of the executive committee, as determined by the other members of the executive committee;
 - (d) is declared insolvent, provisionally or finally, by a court of law; or
 - (e) is found guilty of an offence and sentenced to imprisonment without the option of a fine, but a person is not regarded as being sentenced until an appeal against the conviction or sentence has been determined, or the time for an appeal has expired.

- (4) When a vacancy occurs in the office of the president, the vice-president acts as president until a president is elected.
- (5) A person elected to fill a vacancy in the executive committee holds office until the expiry of the three-year term of the other members of the executive committee, and may be elected again, but may not hold the office for more than three consecutive terms.
- (6) The executive committee assists the Convocation in the achievement of its objective and the performance of its functions referred to in clause 48 and gives effect to decisions of the Convocation, and must report to the Convocation at its next meeting.

CHAPTER 5

DONORS

Recognition

- 52.** (1) The Council may recognise a person or institution as a member of the electoral college of donors for a period determined by the Council when the person or institution makes a donation to the University equal to an amount periodically determined in the rules.
- (2) The registrar must keep a list of the names and addresses of donors, and of the name of the person who will vote on behalf of an institution recognised under subclause (1).

Election by donors

- 53.** The electoral college of donors must elect members to the Council in accordance with clause 6(l) and the procedures determined in the rules.

CHAPTER 6

EMPLOYEES

Appointment and conditions of service

54. (1) The Council must appoint academic, administrative support and technical employees in accordance with the applicable legislation and the employment policies of the University, and must determine the salaries and other forms of remuneration of employees, and other terms and conditions of service, including disciplinary measures.
- (2) A permanent academic employee must be appointed after consultation with the Senate.

Representative employees' organisations

55. The Council may recognise and enter into agreements with one or more representative employees' organisations in respect of salaries, terms and conditions of service and related matters in accordance with the relevant labour and employment legislation.

CHAPTER 7

STUDENTS

Admission and registration

56. (1) In order to be a student of the University, a person must have been admitted to the University and must have been registered for a module, or for a programme leading to the attainment of a qualification.
- (2) The Council, with the concurrence of the Senate, may:
- (a) determine the maximum number of students that may be registered at the University or the maximum number of students that may be registered for a particular programme at the University; and

- (b) prescribe, in accordance with the admissions policy of the University, selection tests or a particular standard of academic competence as admission requirements for studies or a particular programme at the University.
- (3) A student who is admitted to and registered at the University continues to be a student of the University for the duration of the academic programme, or until the time the student or the University terminates the registration in accordance with the rules.
- (4) In order to continue with studies at the University, a student must reregister annually in accordance with the rules.
- (5) A student whose studies have been interrupted without permission for a year or longer must apply anew for admission in order to be reregistered.
- (6) The Council, after consultation with the Senate, may set requirements for the readmission of a student and may refuse to allow readmission unless such requirements are met.
- (7) A person who has been admitted to the University, and demonstrates the intention to be associated with the University as a student by using University facilities or participating in University activities, is subject to the rules, even if the person has not yet registered as envisaged in subclause (1).

Discipline

- 57.** (1) The Council, after consultation with the Senate and the SRC, must make rules in respect of student discipline, and the rules must be stipulated in the Disciplinary Code for Students.
- (2) The rector is responsible for student discipline and must submit an annual report on student discipline to the Council and the Senate.
- (3) A student is subject to the disciplinary rules and procedures provided in the Disciplinary Code for Students and applied by the appropriate disciplinary bodies contemplated in that Code.
- (4) The disciplinary code also applies to any person who has agreed to be bound by that code as if that person was a student.

CHAPTER 8

QUALIFICATIONS AND HONORARY DEGREES

Authority of University

58. (1) The University may confer and award the qualifications determined by the Council on the recommendation of the Senate, and which have been approved, accredited and registered in accordance with the Act and other applicable legislation, and which are contained in the rules.
- (2) Subject to clause 60, no qualification may be conferred on or awarded to a person who has not:
- (a) been registered as a student of the University for the period prescribed by the Senate in the rules; and
 - (b) completed the work and attained the standard of proficiency determined through assessment as required by the Senate and prescribed in the rules.
- (3) The Senate may exempt a person in terms of the rules from requirements for a qualification in respect of attendance and examinations in the case of a student who has graduated or obtained a qualification from, or completed a module at, another faculty at the University or another higher education institution.
- (4) Subject to section 65BA of the Act, the Council, with the concurrence of the Senate, may revoke a degree or withdraw a diploma, certificate or other qualification:
- (a) obtained through plagiarism, fraud, bribery or any other dishonest act; or
 - (b) that was conferred or awarded on the basis of a material error on the part of the University, but a revocation or withdrawal on this basis may not take place later than two years after the qualification was conferred or awarded.

Congregation

- 59.** (1) Qualifications must be conferred and awarded at a meeting of the University, called a congregation, which the registrar must call at a time, place and in a manner determined in the rules.
- (2) The chancellor or, in the absence of the chancellor, the rector or a vice-rector nominated by the rector, presides at the congregation.
- (3) A qualification may not be conferred or awarded unless the registrar has certified and the Senate has been satisfied that the requirements for the qualification have been met.
- (4) A person is not entitled to the privileges of a qualification until it has been conferred or awarded at a congregation. If a student has met the academic requirements for a degree or diploma and the degree or diploma certificate has not yet been issued, the registrar may issue a document stating that the student has met the academic requirements for the degree or diploma and that the certificate will be issued in accordance with the rules.
- (5) A qualification may be conferred or awarded in the relevant person's absence, or posthumously.

Conferral of honorary degrees and awards

- 60.** The Council may, without examination, confer honorary degrees of master and doctor and other honorary awards, and may revoke such honorary degrees and honorary awards, in accordance with the rules.

CHAPTER 9

GENERAL

Rules

- 61.** The registrar must publish rules made by the Council in terms of clause 10(3)(b), or rules made by another body in terms of a delegation under clause 10(6), after which the rules are enforceable in the University. The registrar must make known in the yearbook of the University or elsewhere the manner and form in which the rules of the University may be accessed.

Effect of vacancies

- 62.** (1) No vacancy in the membership of a body established by or under this Statute impairs the capacity of that body to exercise its powers and perform its functions in terms of and in accordance with the Act or this Statute.
- (2) Subclause (1) does not set aside a quorum requirement, or a requirement of a minimum number of votes for a decision, or the requirement that reasonable steps be taken to fill a vacancy in the membership of a body established by or under this Statute as soon as possible.

Delegations

- 63.** (1) A body or office bearer on whom a power or function is conferred by or in terms of this Statute may delegate, on such terms or conditions as such body or office bearer may determine, that power or function to another body, office bearer or staff member of the University, unless the Act or this Statute precludes the delegation.
- (2) A body or office bearer to whom a power or function is delegated in accordance with this Statute may sub-delegate such power or function only in terms of an authority contained in the delegation itself or otherwise with the prior approval of the body or office bearer on whom the power or function has originally been conferred.
- (3) A body or office bearer that has delegated any power or function remains

responsible for the exercise of the powers and the performance of the functions so delegated, and may withdraw the delegation or amend the terms and conditions of the delegation at any time.

- (4) The body or office bearer to whom a power or function is delegated in accordance with this Statute must, in the manner and form and at the intervals determined by the delegating body or office bearer, report to the delegating body or office bearer.
- (5) The registrar must keep an up-to-date register of delegations made under or in terms of this Statute. The registrar must make known in the yearbook of the University or elsewhere the manner and form in which the terms of the delegations may be accessed.

Transitional provisions

- 64.** (1) A body and office bearer provided for in this Statute that existed prior to the commencement of this Statute, continues to exist or hold office, and exercise the powers and perform the functions which they have exercised and performed prior to the commencement of this Statute, but they must comply with this Statute within 24 months after its commencement.
- (2) Anything done, commenced, instituted or in the process of being finalised under the previous Statute is deemed to have been done, commenced, instituted or in the process of being finalised under the corresponding provision of this Statute or the rules.
- (3) The rules in force at the commencement of this Statute continue to apply until they are replaced or repealed.
- (4) The Council may take any step necessary as a transitional measure to ensure the effective implementation of this Statute.

Amendment of Statute

- 65.** (1) Subject to sections 32(2) and 33(1) of the Act, the Council may amend this Statute by a two-thirds majority of all its members.
- (2) Only a member of the Council may introduce an amendment to this Statute. A proposal for an amendment may be tabled if written notice was given by the registrar to all the members of the Council at least 14 calendar days before the meeting at which the proposal is to be

introduced, unless a two-thirds majority of the members present vote in favour of disposing with the requirement of prior notice.

Repeal of Statute

66. The Statute of Stellenbosch University in Government Notice No 972 of 2016 published in Government Gazette No 40243 of 2 September 2016 is repealed from the date mentioned in the Government Gazette notice referred to in clause 69, except the provisions of clauses 54 and 59 in respect of elections by the Convocation, which continue to exist with the necessary changes until replaced by the applicable institutional rules.

Different versions of Statute

67. In the event of an inconsistency between different versions of this Statute, the English version prevails.

Definitions

68. In this Statute, unless the context indicates otherwise —

“Academic Affairs Council” means a body established by the SRC to promote academic matters on behalf of students;

“Act” means the Higher Education Act, 1997 (Act No 101 of 1997);

“appointed”, with reference to a member of a body, means appointed in accordance with the procedures of that body;

“chancellor” means the office bearer referred to in clause 36;

“chief operating officer” means the office holder referred to in clause 44;

“Constitution” means the Constitution of the Republic of South Africa, 1996;

“Convocation” means the body of persons referred to in clause 47;

“Council” means the body established by clause 6;

“dean” means an office bearer referred to in clause 46;

“designated”, with reference to a member of a body, means designated in accordance with the procedures of that body;

“donor” means a person or institution recognised in terms of clause 52;

“elected”, with reference to a member of a body, means elected by a majority of the members of the relevant body present and voting, unless otherwise indicated;

“employee” means a person referred to in clause 54;

“executive committee of Council” means the committee referred to in clause 15;

“executive committee of Senate” means the committee referred to in clause 22;

“faculty board” means a body established in terms of clause 23;

“general management committee” means the committee referred to in clause 35;

“Honorary Degrees Committee” means the committee established in terms of the institutional rules to advise the Council on the conferral of honorary degrees;

“Institutional Forum” means the body established by clause 29;

“institutional rules” means rules made by the Council to give effect to this Statute in terms of section 32(1)(b) of the Act;

“Minister” means the member of the national executive responsible for higher education and training;

“Prim Committee” means the committee of head students of the various residences and in the private student organisation of the University;

“qualification” means a formal qualification registered on the sub-framework for higher education of the National Qualification Framework contemplated in section 7(b) read with section 13(1)(h) of the National Qualifications Framework Act, 2009 (Act No 67 of 2008), and includes a degree, diploma or certificate;

“rector” means the office bearer referred to in clause 40;

“rector’s management team” means the body referred to in clause 34;

“registrar” means the office bearer referred to in clause 45;

“rules” means the rules made by the Council or another competent body in terms of this Statute, and include the institutional rules;

“Senate” means the body established by clause 16;

“SRC” means the Students’ Representative Council established by clause 26, and includes an interim SRC;

“Societies Council” means the body established by the student constitution referred to in clause 26(2) to represent the interests of all recognised student societies and their members;

“staff” means the employees referred to in clause 54;

“Tygerberg SRC” (also referred to as the TSR) means the student representative council at the Tygerberg campus as set out in the Student Constitution;

“University” means Stellenbosch University; and

“vice-rector” means an office bearer referred to in clause 43.

Commencement

- 69.** This Statute comes into effect on the date mentioned in the relevant notice in the Government Gazette published by the Minister in terms of section 33(1) of the Act.

APPENDIX 4



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

ENQUIRIES: Donovan Muller
CONTACT NUMBER: 021 808 8314
EMAIL ADDRESS: Donovan.Muller@stellenbosch.gov.za
REFERENCE: 3/6/3
DATE: 12 February 2025

Per: Patricia Crawley
Ayanda Tomose
Marius van Stade
Zola Ndalase
Isabelle de Taillefer
Johannes Andrews
Otniel Jooste
Wilfred Pietersen

Dear Party Whips

REPRESENTATIVE ON STELLENBOSCH UNIVERSITY (SU) COUNCIL

Council approved the appointment of councillors to external bodies at the Council meeting of 2022-03-30.

The previous Executive Mayor was designated by Council to serve on the Stellenbosch University (SU) Council. She retired on 29 November 2024 and resigned from the SU Council with immediate effect. Council must designate one person to serve on the SU Council.

In terms of Chapter 2 (section 6 (j)) of the Institutional Statute – Stellenbosch University, Council is to designate one person to serve on the SU Council. The Statute does not state that the designated representative must be a member of Council.

You are hereby invited to submit a nomination of a person to serve on the SU Council. Your nomination must be accompanied by a detailed Curriculum Vitae of the nominee for the position as an email attachment.

Submissions must be emailed to Donovan.Muller@stellenbosch.gov.za and must be received **before 08h00 on Thursday, 20 February 2025.**

Kind regards.



Cllr J S Fasser
EXECUTIVE MAYOR

Donovan Muller

From: Donovan Muller
Sent: Wednesday, 12 February 2025 16:56
To: Patricia Crawley; Ayanda Tomose; Marius Van Stade; Zola Ndalasi; Isabelle De Taillefer; Johannes Andrews; Otniel Jooste; Wilfred Pietersen
Cc: Mayor (Jeremy Fasser)
Subject: REPRESENTATIVE ON SU COUNCIL
Attachments: 250212 - REPRESENTATIVE ON SU COUNCIL.pdf

Tracking:	Recipient	Read
	Patricia Crawley	
	Ayanda Tomose	
	Marius Van Stade	
	Zola Ndalasi	
	Isabelle De Taillefer	
	Johannes Andrews	
	Otniel Jooste	
	Wilfred Pietersen	Read: 2025/02/14 10:39
	Mayor (Jeremy Fasser)	Read: 2025/02/13 12:47

Good day Party Whips

By the direction of the Executive mayor, find attached a letter for your attention.



Kind regards / Vriendelike groete

Donovan Muller
Manager: Councillor Support

T: +27 21 808 8314 | F: +27 886 6761
 2nd Floor, Main Building, Plein Street
 Stellenbosch, 7600
www.stellenbosch.gov.za

"Please note that all invitations and meeting requests are accepted on the basis that they could be cancelled due to emergencies which may arise and require the Mayor's attention." / "Let asseblief daarop dat alle uitnodigings en vergadering versoeke aanvaar word op die basis dat dit gekanselleer mag word as gevolg van noodgevalle wat mag ontstaan en die Burgemeester se aandag vereis."

APPENDIX 5

Donovan Muller

From: Donovan Muller
Sent: Monday, 17 February 2025 16:10
To: Patricia Crawley
Cc: Quintin Smit; Mayor (Jeremy Fasser)
Subject: RE: REPRESENTATIVE ON STELLENBOSCH UNIVERSITY (SU) COUNCIL

Good day Council Whip

I confirm receipt of the signed nomination letter and the CV of the nominee, MP J de Villiers, as per an earlier email received at 15h58 today.



Kind regards / Vriendelike groete

Donovan Muller
Manager: Councillor Support

T: +27 21 808 8314 | F: +27 886 6761
 2nd Floor, Main Building, Plein Street
 Stellenbosch, 7600
www.stellenbosch.gov.za

"Please note that all invitations and meeting requests are accepted on the basis that they could be cancelled due to emergencies which may arise and require the Mayor's attention." / "Let asseblief daarop dat alle uitnodigings en vergadering versoeke aanvaar word op die basis dat dit gekanselleer mag word as gevolg van noodgevalle wat mag ontstaan en die Burgemeester se aandag vereis."

From: Patricia Crawley <Patricia.Crawley@stellenbosch.gov.za>
Sent: Monday, 17 February 2025 16:07
To: Donovan Muller <Donovan.Muller@stellenbosch.gov.za>
Cc: Quintin Smit <Quintin.Smit@stellenbosch.gov.za>; Mayor (Jeremy Fasser) <Mayor@stellenbosch.gov.za>
Subject: REPRESENTATIVE ON STELLENBOSCH UNIVERSITY (SU) COUNCIL

Dear Mr Muller
 Herewith the signed nomination letter.
 Kindly confirm in order.



Kind regards / Vriendelike groete

Patricia Crawley
Council Chief Whip

T: +27 21 808 8009 | Cell:0834470766
 2nd Floor, Main Building, Plein Street
 Stellenbosch, 7600
www.stellenbosch.gov.za



DEMOCRATIC ALLIANCE STELLENBOSCH
Council Whip: Cllr PR Crawley

EXECUTIVE MAYOR

STELLENBOSCH MUNICIPALITY

DATE: 17TH FEBRUARY 2025

Dear Executive Mayor Fasser,

REPRESENTATIVE ON STELLENBOSCH UNIVERSITY (SU) COUNCIL

We refer to your memorandum dated 12th February 2025, and hereby confirm that the Democratic Alliance nominates MP JAN NAUDE DE VILLIERS to replace the previous Executive Mayor, who retired from the Stellenbosch Council, to serve on the SU council.

As requested, we hereby attach the latest Curriculum Vitae of our nominee.

Kind regards

A handwritten signature in black ink, appearing to read 'P. Crawley', written over the printed name.

PATRICIA CRAWLEY

WHIP OF DA

SECONDED:

A handwritten signature in black ink, appearing to read 'M. Slabbert', written over the printed name.

CLLR MYNARD SLABBERT

FREEDOM. FAIRNESS. OPPORTUNITY. DIVERSITY.



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

ENQUIRIES: Donovan Muller
CONTACT NUMBER: 021 808 8314
EMAIL ADDRESS: Donovan.Muller@ Stellenbosch.gov.za
REFERENCE: 3/6/3
DATE: 12 February 2025

Per: Patricia Crawley
Ayanda Tomose
Marius van Stade
Zola Ndalase
Isabelle de Taillefer
Johannes Andrews
Otniel Jooste
Wilfred Pietersen

Dear Party Whips

REPRESENTATIVE ON STELLENBOSCH UNIVERSITY (SU) COUNCIL

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You are hereby invited to submit a nomination of a person to serve on the SU Council. Your nomination must be accompanied by a detailed Curriculum Vitae of the nominee for the position as an email attachment.

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Kind regards.



Cllr S Fasser
EXECUTIVE MAYOR
STELLENBOSCH

Jan Naude De Villiers

83 de Beers Street, Strand 7140
083 489 8087, jan@keycapital.co.za

Academic:

2024	University of Stellenbosch Convocation Executive (Additional Member)
2022	University of Stellenbosch Master of Business Administration (MBA)
2019	University of Stellenbosch MBA Essentials (short course)
2010	University of Pretoria Advanced Certificate Programme in Shopping Centre Leadership (ACSCL)
2008	University of Pretoria Shopping Centre Management Certificate
2005	The Estate Agency Affairs Board Certificate in Estate Agency Pam Golding Training Academy Certificate in the Fundamentals of Real Estate in South Africa Financial Calculations for Investment Analysis
2004	Red and Yellow Creative School of Business Advanced Post Graduate Diploma in Marketing and Advertising Communications Management
1999 – 2003	University of Stellenbosch Bachelor of Arts (BA) degree (Humanities) Majoried in Political Science and Political Philosophy
1994 –1998	D.F. Malan High school Full Matric Exemption

Experience:

Politics:	Chairperson: Parliament Committee on Public Service & Administration 2024 to present DA Spokesperson on Public Service & Administration 2024 to present Member of the 7 th Parliament 2024 to present Member of the DA Federal Legal Commission 2022 to present Ordinary Whip in the DA National Assembly Caucus 2022 to 2024 Shadow Minister Small Business Development 2020 to 2024 Member Standing Committee on the Auditor General 2019 to 2020 Member of 6 th Parliament 2019 to 2024 DA West Region Executive committee member 2017 to 2019 Councillor & Stellenbosch Mayoral Committee member: Portfolio Infrastructure 2016 to 2018 and Portfolio Community & Protection Services 2018 to 2019 DA Stellenbosch 2016 local municipal elections campaign manager DA Stellenbosch executive committee deputy chairperson 2015 to 2017 DA ward 9 Stellenbosch branch chairman, 2013 to 2016
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Business: Director and Co-Founder of Key Capital Property Holdings 2005 to present
Registered Property Practitioner (Full FFC) REDZ 2023 to present
Founder and owner of Millstream Property Solutions (Pty) Ltd 2013 to present
General Manager of Eikestad Mall from 2008 to 2013
Registered Property Agent Sotheby's 2005 - 2006

Sport: Member Parliament Rugby Club
Member Parliament Golf Club
Member Somerset West Pistol Club
Dedicated Sport & Hunt Shooter Status
PADI Divemaster (not current)
Regular surfer & runner

References:

Leon Schreiber: Minister of Home Affairs and DA MP

Geordin Hill-Leiws: Executive Mayor of City of Cape Town

Michael Clampett: COO, Attacq listed property fund

16.2	ESTABLISHMENT OF A COMMITTEE TO REPORT TRANSGRESSIONS REGARDING STANDING RULES OF ORDER FOR MEETINGS OF THE COUNCIL AND ITS COMMITTEES IN TERMS OF THE APPROVED STANDING RULES OF ORDER BY-LAW
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 26 February 2025

1. SUBJECT: ESTABLISHMENT OF A COMMITTEE TO REPORT TRANSGRESSIONS REGARDING STANDING RULES OF ORDER FOR MEETINGS OF THE COUNCIL AND ITS COMMITTEES IN TERMS OF THE APPROVED STANDING RULES OF ORDER BY-LAW

2. PURPOSE

To compile a Committee consisting of the Speaker, the Council Whip and two other party whips chosen on a rotational basis to investigate and report to Council any transgressions, in line with Rule 40 of the Standing Rules of Order for Meetings of the Council and its Committees By-law.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Stellenbosch Municipality's Standing Rules of order for the meetings of the Council and its Committees, section 40 states that:

40.1 Should any member of the Council or Committee of Council fail to attend three or more consecutive meetings of the relevant body without leave of absence having been granted as contemplated in rule 21 above, item 4 of the Code of Conduct (Schedule 1 to the Systems Act) applies and must be removed as a councillor in terms of the Code of Conduct

40.2 Members of Council or a committee who fail to attending a meeting of the relevant body without leave of absence having been granted as contemplated in rule 21 above may incur a fine of 10% of their monthly salary for every meeting that the member was absent from.

40.3 A committee consisting of the speaker, the Council whip and two other party whips chosen on a rotational basis must investigate before a fine is imposed under rule 40.2, and report to Council on the transgression contemplated by rule 40.2 read with rule 21

The item is brought to council to determine the implementation regarding the additional two members that must be chosen on a rotational basis.

The terms of reference of this committee must be also be determined based on the provisions of the rules referred to above.

5. RECOMMENDATIONS

- (a) that council notes the establishment of a committee consisting of the speaker, the Council whip and two other party whips chosen on a rotational as per rule 40 of the Rules of Order By-law;

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- (b) that Council notes that the terms of reference for this committee is:
- (i) to investigate the transgressions of councillors in terms of rule 40.2 read with rule 21
 - (ii) report the outcome of such investigation to Council
 - (iii) report the applicable fine to be administered to Council before a fine is imposed under rule 40.2,
- (c) Council must determine how the rotational basis on which whips must be chosen to sit on this committee; The committee will therefore consist of the following Councillors:
- Cllr Quintin Smit (Speaker) - Chairperson
 - Cllr Patricia Crawley - Chief Whip of Council
 - 1 – Additional member - Rotational basis
 - 2 – Additional member - Rotational basis

6. DISCUSSION / CONTENTS

6.1 Background

A Committee consisting of the Speaker, the Council whip and two other party whips must be chosen on a rotational basis to investigate and impose fines under rule 40.2 and report any transgression to Council.

6.2 Discussion

The Stellenbosch Municipality's Standing Rules of order for the meetings of the Council and its Committees, section 40 states that:

40.1 Should any member of the Council or Committee of Council fail to attend three or more consecutive meetings of the relevant body without leave of absence having been granted as contemplated in rule 21 above, item 4 of the Code of Conduct (Schedule 1 to the Systems Act) applies and must be removed as a councillor in terms of the Code of Conduct

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The item is brought to council to determine the implementation regarding the additional two members that must be chosen on a rotational basis.

6.3 Financial Implications

There will be financial implications for the Councillor upon which the fine is imposed

6.4 Legal Implications

Recommendations comply with approved legislation and Council policies.

6.5 Staff Implications

Personal Assistant of the Speaker to assist with minutes of the committee meetings held and compilation of item thereafter and the reporting required by the committee.

6.6 Previous / Relevant Council Resolutions

Approval of Rules of Order.

6.7 Risk Implications

Risks has been addressed through the item.

6.8 Comments from Senior Management

The report was not circulated for comment.

FOR FURTHER DETAILS CONTACT:

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POSITION	MANAGER: COUNCILLOR SUPPORT
DIRECTORATE	CORPORATE SERVICES
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REPORT DATE	20 February 2025

17.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

18.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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NONE

***THE AGENDA HAS BEEN DISCUSSED WITH THE SPEAKER,
CLLR Q SMIT AND HE AGREES WITH THE CONTENT.***
