



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2025-03-18

MAYORAL COMMITTEE MEETING

MONDAY, 2025-03-24 AT 10:00

TO The Executive Mayor, Ald J Fasser
The Deputy Executive Mayor, Cllr M Slabbert

COUNCILLORS JC Anthony
R du Toit
X Kalipa
T Kumm
L Nkamisa
C Manuel
R Pheiffer
N Olayi
J Williams

Notice is hereby given that a Mayoral Committee Meeting will be held **in Council Chamber** on **Monday, 2025-03-24 at 10:00** to consider the attached agenda.

EXECUTIVE MAYOR, ALD J FASSER

CHAIRPERSON

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2025-03-24
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APPENDIX 1

Confirmation of Minutes: Mayoral Committee Meeting: 2025-02-19



STELLENBOSCH
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MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2025-02-19

MINUTES

MAYORAL COMMITTEE MEETING:

2025-02-19 AT 10:00

MINUTES
MAYORAL COMMITTEE MEETING
2025-02-19
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PRESENT: Executive Mayor, Ald J Fasser (**Chairperson**)
Deputy Executive Mayor, M Slabbert

Councillors: Ald JC Anthony
R du Toit
X Kalipa
T Kumm
C Manuel
L Nkamisa
R Pheiffer
N Olayi
J Williams

Also Present: Councillor P Crawley (Chief Whip)
Councillor Q Smit (Speaker)
Councillor A Ferns

Officials: Municipal Manager(S Chandaka)
Director: Corporate Services (A de Beer (Ms))
Director: Community & Protection Services (G Boshoff)
Director : Planning and Economic Development (A Barnes)
Director : Infrastructure Services (S Chandaka)
Chief Financial Officer (K Carolus)
Acting Chief Audit Executive (M Krige)
Senior Administration Officer (B Mgcushe (Ms))

1.	OPENING AND WELCOME
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The Chairperson, The Executive Mayor welcomed everyone present at the Mayoral Committee Meeting.

2.	COMMUNICATION BY THE EXECUTIVE MAYOR
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- Must extend a heartfelt thank you and appreciation to our Disaster management team, especially the firefighters of both Stellenbosch and Cape Winelands District Municipality, who work tirelessly to put out the fire in the Banhoek Valley, while smaller fires were also extinguished successfully. We appreciate your support, hard work and dedication to ensure the safety and protection of lives, property, pets and other valuables.
- Ons is bewus gemaak van bedrieglike boodskappe wat op WhatsApp sirkuleer van individue wat valslik beweer dat hulle munisipale amptenare is. Hulle beweer hulle besoek huise om munisipale dienste te ontkoppel. Hierdie boodskappe word NIE deur

die munisipaliteit of enige amptelike verteenwoordiger gemagtig nie. Verifieer inligting altyd direk met die munisipaliteit. Blokkeer en rapporteer onmiddellik sulke boodskappe.

- On 11 February 2025, Minister T Simmers visited SteleInbosch for a meeting with me, the Municipal Manager and various officials. The purpose of the meeting was to discuss key infrastructure projects in the area. More engagements like this must and will take place to unlock opportunities to improve the lives of all the residents.
- Op 10 Februarie 2025 is weereens bewys watter goeie samewerking kan bestaan met Nasionale Regeringsdepartemente. Die Minister van Binnelandse Sake, Min Leon Schreiber, het vining ingespring om te sorg dat inwoners die slim ID Kaart ontvang wat alle besittings in die vernioetigende brand op Nuwejaarsdag in Kayamandi verloor het. Dit is die eerste stap om te help dat die inwoners weer hulle lewens kan hervat.
- In my first Mayco speech of 2025, I welcomed all the new first year students to our beautiful town. My plea is now that all students support our "Give Responsibly" campaign. This is a longstanding initiative encouraging residents, businesses and students to make a meaningful difference by giving responsibly. Instead of giving cash to people on the streets, we urge everyone to give a Give Responsibly Coupon - a R10 coupon that guarantees a person in need a warm bed, a shower, a hot meal and access to social services at the Stellenbosch Night Shelter. Thank you to the residences who participated in the recent drive, and we challenge the other residences to also get involved.
- Die Afvalbestuurspan van die munisipaliteit het 'n inisiatief waar hulle met skole, veral graad 6 en 7 leerders saamwerk vir 'n skoolbewusmaking rondom skoonmaak en skoon omgewing. Hierdie inisiatief moedig jong persone aan om verantwoordelikheid vir hul omgewing te neem, die impak van vermorsing te verstaan en die belangrikheid van die minimalisering van afval te aanvaar. Kontak die Afvalbestuurspan indien u graag wil hê hulle moet 'n skool in u area

3.	DISCLOSURE OF INTERESTS
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NONE

4.	APPLICATIONS FOR LEAVE OF ABSENCE
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NONE

5.	CONFIRMATION OF PREVIOUS MINUTES
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5.1 The minutes of the Mayoral Committee Meeting held on 2025-01-21 were **confirmed as correct without any amendments.**

6.	STATUTORY MATTERS
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6.1	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JANUARY 2025
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

19 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.

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

7.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD J FASSER]
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7.1	PROTECTION SERVICES: (PC: CLLR J WILLIAMS)
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NONE

7.2	SPORTS, YOUTH AND CULTURE: [PC: CLLR T KUMM]
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NONE

7.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
7.3.1	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

Collaborator No: 780704
 IDP KPA Ref No: Good Governance
 Meeting Date: 19 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.

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 a 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 set off against the monthly rent, which is determined by the approved tariffs;
- (iii) All capital expenditure 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 payment will be due per parking space as per the prescribed tariffs;
- (vi) 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
- (vii) The applicant can give three months' notice of termination of the agreement.
- (c) that the resolution of 27 July 2022 as it relates to the Checkers parking area remains in place.

FOR FURTHER DETAILS CONTACT:

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

7.3.2	APPLICATION FROM HANNA CHARITY AND EMPOWERMENT FOUNDATION TO LEASE A PORTION OF ERF 11705 STELLENBOSCH (CLOETESVILLE)
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Collaborator No: 780705
 IDP KPA Ref No: Good Governance
 Meeting Date: 19 February 2025

1. SUBJECT: APPLICATION FROM HANNA CHARITY AND EMPOWERMENT FOUNDATION TO LEASE A PORTION OF ERF 11705 STELLENBOSCH (CLOETESVILLE)

2. PURPOSE

For the Executive Mayoral Committee to consider an application from Hanna Charity and Empowerment Foundation to lease a portion of Erf 11705 Stellenbosch (Cloetesville) for the purposes of erecting a Community Centre with Educare.

3. DELEGATED AUTHORITY

The Executive Mayor in consultation with the Executive Mayoral Committee has the delegated authority to consent to lease agreements for a period not exceeding 9 years 11 months.

The Municipal Manager has the delegation to enter into the lease agreements approved by the Executive Mayoral Committee on behalf of the Municipality.

4. EXECUTIVE SUMMARY

An application has been received from Hanna Charity and Empowerment Foundation to lease a portion of Erf 11705 Stellenbosch which is situated in Cloetesville, next to the open field which is used for parking for the sports grounds.

The Hanna Foundation is a registered Non-Profit Organisation and Public Benefit Organisation which has been in operation in the entire South Africa for 20 years. They have established themselves as one of the oldest and biggest foundations in the country helping thousands of people on a daily basis with food, shelter, education as well as upliftment programs and workshops specifically concentrating on the upliftment and development of women. The organisation also concentrates specifically on job creation in the specific communities they get involved in ensuring that the people in the community help their own community. All services rendered by the foundation is completely free of charge.

The Foundation initially brought an application back in 2020 to lease a different erf in Smartie Town, however this specific property has services on the property, and they would not have been able to erect any structures on the property. They have been operating in the Smartie Town area for several years. The current location they are making use of is too small and several attempts have been made by the foundation as well as the administration and councillors to find a more suitable location.

During 2024 a site visit was conducted by the property management department together with the ward councillor and portfolio councillor for Corporate Services and this specific site was identified. The site has sufficient space for the foundation to erect two containers which can be used as classrooms or community projects as well as after school facilities. The foundation not only provides for early childhood development, but

they also provide different skills training programs for residents from the area to empower them and the community. The foundation is endorsed by the South African Childcare Association.

The identified area is situated next to a municipal play park that is currently in very bad shape and can't be used by the children in the local community. It was discussed that Council look into the possibility of fencing the area and upgrading the play park. This would have to be placed as a need on the IDP to be accommodated on the budget and implemented by Community Services. Children from the local area will still be able to access the play area however there will be a form of access control to ensure the children are kept safe when attending the different activities at the foundation or if they want to play in the play park.

The applicants proposes that it will uplift the area as a whole as this specific site is currently being used for people who are busy with illegal activities such as substance abuse. It will provide a safe space for the children of the area and provide food to the needy from the soup kitchen which they are already operating in Smartie Town. The location also offers a safer route to travel via long street over the current location which is situated in the middle of Smartie Town.

The current Zoning for erf 11705 is "public open space" and is at least partly intended to be used for creational activities like a play park. A public participation process should be followed after an in-principle decision is taken in terms of the asses transfer regulations because there was no public process for rental to the entity and as the area is zoned "public open space".

EXECUTIVE MAYORAL COMMITTEE: 2025-02-19: ITEM 7.3.2

RESOLVED

- (a) that erf 11705 be identified as land not needed for the delivery of basic municipal services;
- (b) that the request from the applicant be approved in principle to lease erf 11705 for a period of 9 years 11 months;
- (c) that the intention to lease the property to the applicant be published for a period of 21 days to solicit comments/inputs/alternative suggestions during the public participation process;
- (d) that a valuator determines a market related rental before the item returns to council for a final decision;
- (e) that it be noted that the applicant undertook to the do access control for the piece of land that may still be used as a park; and
- (f) that this application be resubmitted to the Mayora Committee after the public participation process.

FOR FURTHER DETAILS CONTACT:

<i>NAME</i>	Annalene de Beer
<i>POSITION</i>	<i>Director</i>
<i>DIRECTORATE</i>	<i>Corporate Services</i>
<i>CONTACT NUMBERS</i>	<i>021-8088018</i>
<i>E-MAIL ADDRESS</i>	annalene.debeer@ Stellenbosch.gov.za
<i>REPORT DATE</i>	<i>2025-02-11</i>

7.3.3	APPLICATION TO LEASE A PORTION OF FARM 183 STELLENBOSCH: CARING AND LEARNING NPC
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Collaborator No: 780706
 IDP KPA Ref No: Good Governance
 Meeting Date: 19 February 2025

1. SUBJECT: APPLICATION TO LEASE A PORTION OF FARM 183 STELLENBOSCH: CARING AND LEARNING NPC

2. PURPOSE

For the Executive Mayoral Committee to consider an application from Caring and Learning Development NPC to lease a portion of Farm 183 Stellenbosch for an Early Childhood Development Centre.

3. DELEGATED AUTHORITY

The Executive Mayor in consultation with the Executive Mayoral Committee has the delegated authority to consent to lease agreements for a period not exceeding 9 years 11 months and which has a property value less than 5 Million Rand.

The Municipal Manager has the delegation to enter into the lease agreements approved by the Executive Mayoral Committee on behalf of the Municipality.

5. EXECUTIVE SUMMARY

Caring and Learning Development NPC has filed an application for a lease agreement on a portion of Farm 183 Stellenbosch with the intention of erecting an Early Childhood Development Centre. This is for an existing Early Childhood Development Centre known as Little Givers which is currently also situated on a different portion of Farm 183 Stellenbosch. The applicant has indicated that they have access to funding and they require a larger portion so that they can extend the school. The location where the current school is, is not adjacent to the area which they are applying for now and the school will therefore move in the event that the application for lease is granted.

The Little Givers ECD has been in operation since 2018, and they currently have 34 children from the areas of Devon Valley attending the school. Due to the limited space, they have available at the current location they are not able to take in more children and there is currently a waiting list of 20 children from the area.

Farm 183 Stellenbosch is a large property which has the Municipal Wastewater Plant, staff housing, electrical substations and lease farms on it. It also has the Animal Welfare Society and the portion that the applicant is interested in is adjacent to the Animal Welfare Society next to the Devon Valley Road. This farm is not subdivided into portions.

The applicant has already submitted a Land-Use application as well as a Site Development Plan to the Planning Department for their consideration at the beginning of 2024.

The applicant has not indicated a timeframe they are interested in. The time period will have to justify the investment that is intended. The municipality regards leases longer than 3 years a long term and a public participation process must be followed as there

was no open process through which this applicant earned the right to lease the property. We are awaiting feedback from planning department regarding the zoning of the property. There are various other uses on this undivided piece of land inter alia the animal welfare society. It is according to Infrastructure part of the road reserve of a provincial road and therefore not supported by Infrastructure.

The portion of Farm 183 Stellenbosch measuring 900 square meters be identified as land not needed to provide the minimum basic level of municipal services. The municipality must rent land at a market related price or a percentage thereof for certain entities like NGO's.

EXECUTIVE MAYORAL COMMITTEE: 2025-02-19: ITEM 7.3.3

RESOLVED

that this item be referred back for further discussions.

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	Director
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021-8088018
E-MAIL ADDRESS	<u>annalene.debeer@stellenbosch.gov.za</u>
REPORT DATE	2025 – 02- 11

7.3.4	APPLICATION FROM THE EARLY EDUCATION CENTRE (TEEC) TO LEASE A PORTION OF ERF 8915 STELLENBOSCH (CLOETESVILLE)
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Collaborator No: 780711
 IDP KPA Ref No: Good Governance
 Meeting Date: 19 February 2025

1. SUBJECT: APPLICATION FROM THE EARLY EDUCATION CENTRE (TEEC) TO LEASE A PORTION OF ERF 8915 STELLENBOSCH (CLOETESVILLE)

2. PURPOSE

For the Executive Mayoral Committee to consider an application from The Early Education Centre (TEEC) to lease a portion of Erf 8915 Stellenbosch (Cloetesville) for the erection of an enrichment centre in support of the Early Childhood Development sector in the Winelands area.

3. DELEGATED AUTHORITY

The Executive Mayor in consultation with the Executive Mayoral Committee has the delegated authority to consent to lease agreements for a period not exceeding 9 years 11months.

The Municipal Manager has the delegation to enter into the lease agreements approved by the Executive Mayoral Committee on behalf of the Municipality.

5. EXECUTIVE SUMMARY

An application has been received from The Early Education Centre (more commonly known as TEEC) to lease a portion of Erf 8915 Stellenbosch which is situated in Cloetesville and is zoned as a public open space.

TEEC has been operating in the Cloetesville area for over 16 years, and they currently have an Early Childhood Development Centre in the church building in Rhode Street. The application is to lease the portion of land next to the church in Rhode Street with the intention of erecting an enrichment centre in support of the Early Childhood Development Sector in the winelands area. They motivate their application by claiming they play a pivotal role in the registration process for other Early Childhood Development Centres and the current space that they are in does not have sufficient room for all of their operations.

The application does not state the period they are interested in however during a meeting with the Property Management Department they indicated that they would prefer a longer term (i.e 30 years). They further mentioned that they are of the intention of erecting containers on the site.

Such a long lease and also the fact that there was no open process through which they earned the right to lease the property a public participation process through the publication of an information statement that Council will have to approve will be required. In the event that the Executive Mayoral Committee is considering a longer-term lease agreement the delegated authority to approve the long-term lease will be Council.

Erf 8915 Stellenbosch is a large property, and the zoning is public open space. It should however be noted that the Rhode Street flats are also built on Erf 8915 Stellenbosch. In order for this portion of land to be leased to the applicant the portion of the erf will have to

be rezoned for educational purposes. The portion they are interested in is roughly 3000 square meters.

EXECUTIVE MAYORAL COMMITTEE: 2025-02-19: ITEM 7.3.4

RESOLVED

That the application is not supported and not approved.

FOR FURTHER DETAILS CONTACT:

<i>NAME</i>	Annalene de Beer
<i>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>	2025-01-22

7.3.5	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

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

1. 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.

2. DELEGATED AUTHORITY

Council.

3. 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.

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 consider 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.

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	Director
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021-8088189
E-MAIL ADDRESS	annalene.debeer@ Stellenbosch.gov.za
REPORT DATE	2025/02/12

7.3.6	RETURN ITEM: FEEDBACK ON PUBLIC PARTICIPATION PROCESS AFTER THE PUBLICATION OF THE INFORMATION STATEMENT OF THE INTENTION TO DISPOSE OF A PORTION OF FARM 528 AND PORTION OF FARM 529C ALSO FORMERLY KNOWN AS MOUNTAIN BREEZE CARACAN PARK
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Collaborator No: 780725
 IDP KPA Ref No: Good Governance
 Meeting Date: 19 February 2025

1. **SUBJECT: RETURN ITEM: FEEDBACK ON PUBLIC PARTICIPATION PROCESS AFTER THE PUBLICATION OF THE INFORMATION STATEMENT OF THE INTENTION TO DISPOSE OF A PORTION OF FARM 528 AND PORTION OF FARM 529C ALSO FORMERLY KNOWN AS MOUNTAIN BREEZE CARACAN PARK**

1. **PURPOSE**

To provide feedback to Council after a Public Participation Process was followed to advertise the intention of Council to dispose of portions of Farm 528 and 529C Stellenbosch, also known as Mountain Breeze Caravan Park.

2. **DELEGATED AUTHORITY**

Council.

3. **EXECUTIVE SUMMARY**

At the Council meeting held on 28 July 2021, Council decided to provide an opportunity for the public to submit written inputs on the future use of the portions of Farm 528 and 529 Stellenbosch, before deciding on a way forward. The public notice requested inputs on/before 3 September 2021. Various written submissions were received. After taking the comments received into consideration Council resolved on 30 March 2022 as follows:

- (a) that Council take note of all the proposals received;
- (b) that Council identifies Portions 528 and 529C, Stellenbosch as not currently needed for minimum municipal services;
- (c) that a call for proposal for development of the facilities for Cycling, hiking groups, an Eco-education and Adventure centre for school groups along with overnight facilities be advertised;
- (d) that the existing buildings and infrastructure be use for the above purpose;
- (e) that the facility to be leased for a period of 5 years; and
- (f) that successful lessee enters into a rental agreement with the municipality and be responsible for the security, maintenance and the payment of all services of the facility.

The administration reported to council in October 2024 that there are several challenges in implementing the Council resolution dated 30 March 2022. Council reviewed and rescinded the decision of 30 March 2022 and took a new decision:

26TH COUNCIL MEETING: 2024-10-30: ITEM 10.3.2**RESOLVED** (majority vote with 3 abstentions)

- (a) that the Council resolutions taken on 2022-07-27 be reviewed and rescinded;
- (b) that Portions 528 and 529C, Stellenbosch (also known as Mountain Breeze Caravan Park) be identified as land not needed for basic Municipal Services;
- (c) that an information statement be prepared for approval by council to indicate Council's intention to sell the property on auction to the highest bidder and that the item and information statement returns to Council for approval of the information statement;
- (d) that provision be made for a fall-back clause if the buyer wants to sell the property within 10 years;
- (e) that the property must be used as per the current zoning and will be sold voetstoots; and
- (f) that an updated property valuation report be obtained before the item be resubmitted to Council.

The combined municipal valuation for the land at the last valuation was R16,7 million and a valuation report has been requested, however has not been received by the time the item was being finalised. The current zoning is agricultural and rural and it had a consent use for a camping site – see **APPENDIX 13**. It is situated in a mainly agricultural area and opposite the airfield. It is also situated outside the urban edge and therefore in terms of current zoning and location.

An official Notice was published in Die Burger on 13 December and in Eikestad Nuus on 12 December 2025. **See APPENDIX 1 and 1.1**. Several comments were received from the public which is summarised hereunder as well as attached to the item for consideration by Council.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.3.6

- (a) that Council takes note of the Official Notices which were 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;
- (c) that Council identify Portions 528 and 529C (also known as Mountain Breeze Caravan Park) as land not needed for basic Municipal Services;
- (d) that Council in principal resolves to sell the property at an auction to the highest bidder;
- (e) that provision be made for a fallback clause if the buyer wants to sell the property within ten (10) years;
- (f) that the property must be used as per applicable zoning at the time and will be sold voetstoots; and

- (g) that the Administration obtain the valuation before the item is submitted to Council in March for the approval of these recommendations

<i>NAME</i>	Annalene de Beer
<i>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>	2025 – 2- 14

7.3.7	RETURN ITEM: CONSIDERATION OF INPUTS ON THE INFORMATION STATEMENT AND CONSIDERATION OF FINAL DECISION TO DISPOSE OF TRANSVALIA COMPLEX TO THE PREFERRED BIDDER IN THE TENDER PROCESS THROUGH A 30 YEAR LEASE AGREEMENT (ITEM WILL BE DISTRIBUTED UNDER SEPARATE COVER)
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EXECUTIVE MAYORAL COMMITTEE: 2025-01-22: ITEM 7.3.7

RESOLVED

That this item be withdrawn from the agenda.

7.4	FINANCIAL SERVICES: (PC: CLLR JC ANTHONY)
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7.4.1	WRITE-OFF OF IRRECOVERABLE AND PRESCRIBED INDIGENT DEBT OLDER THAN 90 DAYS
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

19 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.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.4.1

- 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;
- 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
- 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.

FOR FURTHER DETAILS CONTACT:

NAME	<i>JP Wagener</i>
POSITION	<i>Manager Revenue</i>
DIRECTORATE	<i>Finance</i>
CONTACT NUMBERS	<i>021 808 8531</i>
E-MAIL ADDRESS	Pieter.wagener@ Stellenbosch.gov.za
REPORT DATE	<i>05 February 2025</i>

7.4.2	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:

Meeting Date:

Good Governance and Compliance

19 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.

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.

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

7.4.3	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:

Meeting Date:

Good Governance and Compliance

19 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.

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.

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

7.4.4	STELLENBOSCH IMPROVEMENT AND TRANSFORMATION INITIATIVE (SITI) SPECIAL RATINGS AREA
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

19 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.

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	<i>Senior Manager: Revenue & Expenditure</i>
DIRECTORATE	<i>Finance</i>
CONTACT NUMBERS	021 808 8016
E-MAIL ADDRESS	Henry.Mitchell@ Stellenbosch.gov.za
REPORT DATE	06 February 2025

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

7.6	INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)
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7.6.1	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 Cloeteville 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.
- 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.

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	<i>nombulelo.zwane@ Stellenbosch.gov.za / rendani.makugo@ Stellenbosch.gov.za</i>
REPORT DATE	<i>23 January 2025</i>

7.6.2	CONSIDERATION OF EXPENDITURE INCURRED 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 SELF LOADSHEDDING IMPLEMENTATION PROJECT AND SCOPE AMENDMENT REQUEST AS PER SECTION 116(3)
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Green & Sustainable Valley

19 February 2025

1. SUBJECT: CONSIDERATION OF EXPENDITURE INCURRED 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 SELF LOADSHEDDING IMPLEMENTATION PROJECT AND SCOPE AMENDMENT REQUEST AS PER SECTION 116(3)

2. PURPOSE

2.1 To provide information regarding the expenditure incurred for investigation by MPAC and to be recommended for consideration by Council to ratify the expenditure in terms of the MFMA Section 32 (2).

2.2 To obtain permission for the extension of the scope of work (Annexure A), for Neil Lyners and Associates (Pty) Ltd for the above contract to incorporate the additional deliverables that have evolved 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 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' initial estimate being R 2 932 500.00 (inclusive of VAT and a 15% discount).

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 defined scope, precedent or established methodology which existed in the industry, for the Municipality to follow to achieve this. It was a pioneering project.

Therefore, the project was envisaged to be iterative, incorporating trial-and-error methods, with a focus on learning from failures and refining strategies accordingly, and also based on what Eskom would allow the Municipality to do. Most of the work initially was investigative and relied heavily on guidance from Eskom during various engagements to determine what was permissible.

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 for two years, despite interventions from the Western Cape Government to assist.

Given the lack of progress on self-load shedding and load curtailment, the absence of load shedding for over 300 days, and Eskom's significant tariff increases, the Municipality has initiated various projects to address the energy crisis by reducing dependence on Eskom and creating alternative energy sources, all within the Alternative Energy Program. These projects align with the strategic focus area: Safe Valley as per the IDP and support net zero and climate change goals. These evolved projects which emanated from the Alternative Energy Program, do not strictly adhere to the original scope of Niel Lyners and Associates and fall outside the original scope of the tender's deliverables, as such the expenditure incurred on these projects is regarded as irregular expenditure. This was expected because this was the 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. 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 thus fall outside the scope of Niel Lyners and Associates' appointment.

EXECUTIVE MAYORAL COMMITTEE: 2025-02-19: ITEM 7.6.2

RESOLVED

that this item be withdrawn from the agenda and submitted straight to Council with amendments.

NAME	Preshane Chandaka
POSITION	<i>Director</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	021 808 8213
E-MAIL ADDRESS	shane.chandaka@ Stellenbosch.gov.za
REPORT DATE	13 February 2025

7.7	PARKS AND OPEN SPACES: (PC: N OLAYI)
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NONE

7.8	PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM :(PC: DEPUTY MAYOR M SLABBERT)
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7.8.1	PUBLIC PARTICIPATION PROCESS FOR STELLENBOSCH MUNICIPALITY: PROPOSED DRAFT PROBLEM PROPERTY BYLAW 2025
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Collaborator No: 780663
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 19 February 2025

1. SUBJECT: PUBLIC PARTICIPATION PROCESS FOR STELLENBOSCH MUNICIPALITY: PROPOSED DRAFT PROBLEM PROPERTY BYLAW 2025

2. PURPOSE

Is to present to Council the Stellenbosch Municipality: Proposed Draft Problem Property By-law (2025) for consideration to adopt the same for the purpose of a public participation process.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Following the internal review of the Stellenbosch Municipality: Problem Property By-law (2020), the Department of Development Management proceeded to update the current problem property by-law to address difficulties that are currently being experienced in the implementation of said By-law, as well as to enhance the By-law with relevant additions.

The proposed draft Stellenbosch Municipality Problem Property By-law (2025) is now being presented to Council for consideration to be adopted for the purpose of a public participation process.

Following such public participation process and any required amendments that may result from such process, the final draft problem property by-law will be submitted to Council for consideration of approval and subsequent promulgation.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.8.1

- (a) that the proposed draft Stellenbosch Municipality Problem Property By-law 2025 **BE NOTED**; and
- (b) that the proposed draft Stellenbosch Municipality Problem Property By-law 2025 **BE ADOPTED** for the purpose of a public participation process.

NAME	Liezel Poulton
POSITION	Manager: Building Development Management
DIRECTORATE	Planning and Economic Development
CONTACT NUMBERS	021 808 8664
E-MAIL ADDRESS	Liezel.Poulton@ Stellenbosch.gov.za
REPORT DATE	5 February 2025

7.8.2	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. 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.**

NAME	Stiaan Carstens
POSITION	Senior Manager: Development Management
DIRECTORATE	Planning and Economic Development
CONTACT NUMBERS	021 808 8674
E-MAIL ADDRESS	Stiaan.carstens@ Stellenbosch.gov.za
REPORT DATE	5 February 2025

7.8.3	REQUEST TO UNDERTAKE PUBLIC PARTICIPATION PROCESS (PPP) IN RESPECT OF THE DRAFT STELLENBOSCH MUNICIPALITY SPAZA SHOP BY-LAW
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Collaborator No: 780659
 IDP KPA Ref No: Good Governance
 Meeting Date: 19 February 2025

1. SUBJECT: REQUEST TO UNDERTAKE PUBLIC PARTICIPATION PROCESS (PPP) IN RESPECT OF THE DRAFT STELLENBOSCH MUNICIPALITY SPAZA SHOP BY-LAW

2. PURPOSE

To request approval from Council to proceed with advertising of the Draft Spaza Shop By-Law, for public participation.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Municipality's Spaza Shop By-law has been drafted to regulate and support the operations of spaza shops within the Municipality. The draft by-law aligns with recent national directives while addressing the unique circumstances of the Municipality. This initiative responds to President Ramaphosa's announcement on 15 November 2024, requiring all spaza shops to register their businesses within 21 days (see **ANNEXURE 1**). The registration deadline has since been extended to 28 February 2025, as per the additional announcement by the National Government on 18 December 2024.

Spaza shops play a crucial role in the local economy by providing essential goods, fostering entrepreneurship, and creating employment opportunities, particularly in townships and rural areas. However, challenges such as lack of formal registration, regulatory non-compliance, and health and safety risks necessitate a structured approach to registration and regulation. In response to these challenges and in line with the recent national policy directives, Stellenbosch Municipality has completed a drafted a Spaza Shop By-law to regulate spaza shops specifically, distinct from other township businesses. The draft by-law:

- Facilitates formal registration of spaza shops, ensuring compliance with municipal policies, land-use regulations, and health and safety standards.
- Supports the growth and sustainability of spaza shops by providing municipal assistance and capacity-building initiatives.
- Ensures effective enforcement to address illegal trading and health and safety concerns.

This draft by-law is a revised version of the Standard Draft By-law for Township Economies published by the Department of Cooperative Governance and Traditional Affairs (COGTA) (see **ANNEXURE 2**). While the national framework by-law provides

general guidelines, the Municipality has tailored this draft by-law to its specific local context, ensuring targeted and effective regulation.

The draft by-law is to be submitted to Council for approval to allow for the commencement of the public participation process. Following public consultation and the necessary amendments which will follow, the final By-law will be resubmitted to Council for consideration of formal adoption and implementation.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2025-02-19: ITEM 7.8.3

- (a) that Council notes and approves the Draft Stellenbosch Municipality Spaza Shop By-law for public participation; and
- (b) that the final By-law be brought back to Council for formal adoption after the public participation process is concluded.

FOR FURTHER DETAILS CONTACT:

NAME	Jeremy Benjamin
POSITION	<i>Senior Manager: Development Planning</i>
DIRECTORATE	<i>Planning and Economic Division</i>
CONTACT NUMBERS	<i>021 808 8196</i>
E-MAIL ADDRESS	<i>Jeremy.benjamin@ Stellenbosch.gov.za</i>
REPORT DATE	<i>11 February 2025</i>

7.9	COMMUNITY SERVICES:(PC: CLLR X KALIPA)
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NONE

7.10	RURAL MANAGEMENT AND ENVIRONMENT: (PC: CLLR C MANUEL)
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NONE

7.11	MUNICIPAL MANAGER
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7.11.1	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.

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.

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	mm@stellenbosch.gov.za
REPORT DATE	03 February 2025

7.11.2	DRAFT INTERGOVERNMENTAL RELATIONS (IGR) AND INTERNATIONAL RELATIONS (IR) POLICY
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

19 February 2025

1. SUBJECT: DRAFT INTERGOVERNMENTAL RELATIONS (IGR) AND INTERNATIONAL RELATIONS (IR) POLICY

2. PURPOSE

To table the Council for consideration and approval:

- (b) The draft Intergovernmental Relations (IGR) and International Relations (IR) Policy, attached as **ANNEXURE A**.

3. DELEGATED AUTHORITY

Council.

4. 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.

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.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	mm@ Stellenbosch.gov.za
REPORT DATE	03 February 2025

8.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

9.	URGENT MATTERS
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9.1	GRANTS ADJUSTMENTS BUDGET 2024/2025
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Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

19 February 2025

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

2. **PURPOSE**

Is 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.

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).

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

10.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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NONE

Meeting adjourned at 11:05

CHAIRPERSON:

DATE:

Confirmed on

6.	STATUTORY MATTERS
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6.1	ANNUAL REPORT OVERSIGHT REPORT 2023/24
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Collaborator No: 781875
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 24 March 2025

1. SUBJECT: ANNUAL REPORT OVERSIGHT REPORT 2023/24

2. PURPOSE

Is to submit to the Council, the Annual Report Oversight Report 2023/24 for **Adoption**.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The draft Annual Report 2023/24 was referred by the Council on 29 January 2025, to the Municipal Public Accounts Committee (MPAC), which fulfilled the oversight function on behalf of the Council. The appointment and mandate of the MPAC were informed as per the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) Circular 32 of 2006.

Committee members, including the two co-opted members, have scrutinised the draft Annual Report 2023/24 and requested, where required, responses from the relevant Directorates. The Annual Report 2023/24 was objectively reviewed by the MPAC Members to determine whether the Annual Report 2023/24 is a true and accurate reflection of the municipality's performance for the year under review.

The public was invited to attend a public hearing and to submit any representations on the draft Annual Report 2023/24. All the councillors were also invited to attend the public hearing, which was held on 10 February 2025, to comment on the draft Annual Report 2023/24.

5. RECOMMENDATIONS

In accordance with Section 129(1) of the MFMA, it is **RECOMMENDED** to the Council:-

- (a) that the Council, having fully considered the Annual Report Oversight Report 2023/24 of the Stellenbosch Municipality, **ADOPTS** the Annual Report Oversight Report 2023/24;
- (b) that the Council, having fully considered the Annual Report 2023/24, attached as **ANNEXURE B** to the Annual Report Oversight Report 2023/24, **APPROVES** the Annual Report 2023/24 without any reservations;
- (c) that the Annual Report Oversight Report 2023/24 be made public in accordance with Section 129(3) of the MFMA, and;

- (d) that the Annual Report Oversight Report 2023/24 be submitted in accordance with Sections 129(2) and 132(2) of the MFMA to the Auditor General of South Africa (AGSA), the Provincial Treasury: Western Cape, the Department of Local Government: Western Cape, and the Provincial Legislature: Western Cape.

6. DISCUSSION

6.1 Background

The format of the Annual Report 2023/24 is guided nationally by the MFMA Circular 63 of 2012, which seeks to establish uniform reporting by all municipalities. It is envisaged with this template that national and provincial governments can better benchmark municipalities when there is a single reporting framework.

The draft Annual Report 2023/24 was completed and submitted to the Council on 29 January 2025 to be released for public comment. Subsequently, the draft Annual Report 2023/24 was released for public comment on January 30, 2025. Comments on the draft Annual Report 2023/24 closed on 27 February 2025. No written or electronic feedback from the community was received on or before 27 February 2025.

All directorates were presented with the opportunity to review their information and provide feedback at the MPAC.

The MPAC's Annual Report Oversight Report 2023/24 is attached hereto as **ANNEXURE A**.

Commentaries from the MPAC and responses from the Directorates are incorporated as **ANNEXURE A** of the MPAC's Annual Report Oversight Report 2023/24.

The Final Annual Report 2023/24 is attached to the MPAC's Annual Report Oversight Report 2023/24 as **ANNEXURE B**.

6.2 Financial Implications

There are no financial implications beyond that which has been provided for in the 2024/25 MTREF Budget.

6.3 Legal Implications

In terms of Section 129(1) of the MFMA:

"The council of a municipality must consider the annual report of the municipality and of any municipal entity under the municipality's sole or shared control, and by no later than two months from the date on which the annual report was tabled in the council in terms of section 127, adopt an oversight report containing the council's comments on the annual report, which must include a statement whether the council has -

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

6.4 Staff Implications

This report has no additional staff implications for the municipality.

6.5 Risk Implication

None

6.6 Previous / Relevant Council Resolutions:

Item 8.1 of the 28th Meeting of the Council of Stellenbosch Municipality.

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

ANNEXURES

Annexure A: Annual Report Oversight Report 2023/24

FOR FURTHER DETAILS CONTACT:

NAME	Shane Chandaka
POSITION	Acting Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 – 808 8025
E-MAIL ADDRESS	mm@ Stellenbosch.gov.za
REPORT DATE	10 March 2025

ANNEXURE A



STELLENBOSCH

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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

ANNUAL REPORT OVERSIGHT REPORT 2023/24

This Oversight Report is based on the draft Annual Report 2023/24 and is drafted and submitted in accordance with the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003)

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1. INTRODUCTION

The annual report is one of the key instruments for transparent and accountable local governance and accountability. It is a post-financial year document that provides an overview of the financial and non-financial performance concerning the previous financial year, which in this instance relates to the 2023/24 financial year. The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) stipulates that the annual report must be tabled and passed by the municipal council.

1.1 PURPOSE

The purpose of this report is to present to the Council, for adoption, the Annual Report 2023/24 as well as the Annual Report Oversight Report 2023/24, as required in terms of Section 129 of the MFMA.

2. ANNUAL REPORT 2023/24

2.1 LEGAL FRAMEWORK

Herewith is an extract from the key legislative requirements as per the MFMA relating to the annual report:-

121. Preparation and adoption of annual reports.

- (1) Every municipality and every municipal entity must for each financial year prepare an annual report in accordance with this Chapter. The council of a municipality must within nine months after the end of a financial year deal with the annual report of the municipality and of any municipal entity under the municipality's sole or shared control in accordance with section 129.
- (2) The purpose of an annual report is—
 - (a) to provide a record of the activities of the municipality or municipal entity during the financial year to which the report relates;
 - (b) to provide a report on performance against the budget of the municipality or municipal entity for that financial year; and
 - (c) to promote accountability to the local community for the decisions made throughout the year by the municipality or municipal entity.

127. Submission and tabling of annual reports

- (2) The mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control.

129. Oversight reports on annual reports.

- (1) The council of a municipality must consider the annual report of the municipality and of any municipal entity under the municipality's sole or shared control, and by no later than two months from the date on which the annual report was tabled in the council in terms of section 127, adopt an oversight report containing the council's comments on the annual report, which must include a statement whether the council—
 - (a) has approved the annual report with or without reservations;
 - (b) has rejected the annual report; or
 - (c) has referred the annual report back for revision of those components that can be revised.

2.2 COMPONENTS OF THE ANNUAL REPORT

The format of the Annual Report 2023/24 is based on the annual report template issued by the National Treasury in terms of MFMA Circular 63 of 2012, which differs significantly from the Annual Report Guidelines (MFMA Circular 11) issued by the National Treasury in 2005.

The MFMA Circular 63 of 2012 has six (6) chapters and tries to cover everything that needs to be reported based on the MFMA and the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA).

3. ANNUAL REPORT 2023/24 CONSULTATION AND ADOPTION PROCESS

3.1 MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)

A Municipal Public Accounts Committee (MPAC) was set up under Section 79 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998). This was done through a Council resolution. The Terms of Reference task the MPAC with the responsibility to perform an oversight role over the process of preparing the annual report of the Council and to produce an oversight report based on its review of the annual report.

As required by the MFMA, the Municipal Manager attended the Council Meeting on 29 January 2025 where the draft Annual Report 2023/24 was tabled to be released for public comment as well as the MPAC Meetings to answer questions posed by the MPAC Members and to respond to written and oral representations from the community. All the councillors were also invited to attend the public hearing and to deliberate on the draft Annual Report 2023/24.

Three members of the community attended the public hearing.

The attendance of the MPAC members to review the draft Annual Report 2023/24 is recorded as follows:

TABLE 1: MPAC MEETINGS

MPAC Meetings						
Name	06 February 2025 Orientation and (Review of Chapters 1, 2, 3 and 4 #continue next day)	07 February 2025 (Review of Chapters, 5, and 6)	10 February 2025 (Public Hearing)	10 February 2025 Site Visit	17 February 2025 (Feedback Session)	03 March 2025 (Signing of Oversight Report)
Cllr Wilfred Pietersen (MPAC Chairperson)	😊	😊	😊	😊	😊	😊
Cllr Sigfried Schafer (MPAC Member)	😊	😊	😊	😊	😊	* 😞
Cllr Annemarie Ferns (MPAC Member)	😊	😊	😊	😊	😊	😊
Cllr Nokuthula Gugushe (MPAC Member)	😊	😊	😊	😊	😊	😊
Cllr Ralphton Adams	😊	😊	😊	😊	😊	😊
Cllr Joseph Joon	😊	😊	😊	😊	😊	😊
Cllr Otniel Linden Jooste	😊	😊	😊	😊	😊	😊
Ms Emily Fredericks (Co- opted Member)	😊	😊	😊	😊	😊	😊
Mr S Kuni (Co-opted Member)	😊	😊	😊	😊	😊	😊

😊 - Attended 😞 - Absent with an apology 🚫 - Absent without an apology

* Submitted a medical certificate or arranged with the MPAC Chairperson

3.2 ADOPTION AND PUBLIC CONSULTATION PROCESS

The draft Annual Report 2023/24 was tabled in the Council on 29 January 2025 as required per the MFMA, which requires under Section 127(2) that:

"The Mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality."

In terms of Section 121(3) of the MFMA, the Annual Report of a municipality or municipal entity must include the following core components. These core components are formally annexed to the draft Annual Report:

- a) The Annual Financial Statements as submitted to the AGSA (Section 121(3)(a));
- b) the AGSA's audit report in terms of section 126(3) on those financial statements (Section 121(3)(b));
- c) the annual performance report of the municipality prepared by the municipality in terms of Section 46 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) (Section 121(3)(c));
- d) the AGSA's audit report in terms of section 45(b) of the MSA (Section 121(3)(d)); and
- e) particulars of any corrective action taken or to be taken in response to issues raised in the audit reports referred to in paragraphs (b) and (d) in the MFMA (Section 121(3)(g)).

The draft Annual Report 2023/24 was made public on the municipal website within five (5) days and within seven (7) days in the local newspaper after it was approved by the Council on 29 January 2025. In addition, the draft Annual Report 2023/24 was also made available at all municipal libraries and other identified offices where the public could access the report.

Members of the community and other stakeholders were invited to submit written comments / inputs on the draft Annual Report 2023/24. The councillors, the community, and other stakeholders were also invited to attend the public hearing, which was held on **10 February 2025**, to present the MPAC with any oral or written input on the draft Annual Report 2023/24.

The draft Annual Report 2023/24 was furthermore submitted in terms of Section 127(5)(b) to the Auditor General of South Africa (AGSA), Provincial Treasury (Western Cape), and the Department of Local Government (Western Cape). The Auditor General of South Africa (AGSA) was invited to present to MPAC the importance of accountability and governance. Afterwards, the directorates provide feedback on issues/remarks raised by the MPAC.

The closing date for public comments was **27 February 2025**. No written submissions from the public were received.

3.3 HIGHLIGHTS IDENTIFIED IN THE DRAFT ANNUAL REPORT 2023/24

The MPAC noted and congratulated the Stellenbosch Municipality on the announcement by the AGSA that the municipality received a **clean audit outcome for the 2023/24 financial year**. Stellenbosch Municipality is once again able to report credible and reliable financial and performance results. The *clean* audit outcome reflects that the municipality maintained a healthy financial position and that all money spent was properly accounted for. The latest audit outcomes mark the 17th consecutive year of unqualified audit outcomes for the Stellenbosch Municipality.

Further highlights and words of gratitude were noted as outlined below:

1. The Auditor General of South Africa (AGSA) commended the municipality for improving the Annual Financial Statements and Performance Reporting.
2. Great leadership was shown from the Executive Mayor, Municipal Manager, and administrative team as a result of the *clean* audit obtained for the Stellenbosch Municipality, despite the various challenges posed throughout the financial year; and
3. Given the many accomplishments made during the reviewed year, the MPAC praised the Municipal Manager for her exceptional leadership and strategic direction in ensuring that Stellenbosch Municipality is recognised as the best-functioning municipality in the Western Cape.
4. The MPAC Chairperson was also commended for the oversight role and his dedication towards the entire process.
5. The MPAC Chairperson thanked the two co-opted members for their dedication and participation towards the oversight process of 2023/24.
6. The Municipal Manager expressed her gratification towards the MPAC as well as the administration for their dedication and indicated that the entire success of the municipality was based on team effort.

3.4 MPAC SITE VISITS

The draft Annual Report 2023/24 highlighted several projects that were either completed or in various stages of completion. The MPAC identified several projects and conducted site visits on 10 February 2025. All the proposed projects and initiatives from MPAC are taken note of and will not be reflected in this report but for planning purposes.

It should be noted that the status of the projects depicted in the table below is based on the information recorded in the draft Annual Report for the 2023/24 financial year. Progress has been made after the 2023/24 financial year and will be recorded in the next Annual Report 2024/25.

The purpose of the visit was to verify the progress on the implementation of the projects against the reported information, which is outlined in the table below:

TABLE 2: MPAC SITE VISIT PROGRESS REPORT

Nr	Project name	Area verification of the project by MPAC	Status as per Annual Report	Current status of the project	Remarks by MPAC
1	Huguenot Fine Chocolates in Franschhoek	Franschhoek	100%	100%	This local business received support from the municipality and the department through its Alternative Energy Support Programme. The set-up of the factory is neat therefore the MPAC was impressed and thankful for the local business for their good and hard work.
2	Jonkershoek Picnic Site	Jonkershoek	100%	100%	MPAC take note of the damage the flood has caused. MPAC commended on the municipality and its hard work and effort to make the site accessible to the community.

Nr	Project name	Area verification of the project by MPAC	Status as per Annual Report	Current status of the project	Remarks by MPAC
3	Kylemore Cemetery	Kylemore	In progress	In progress	MPAC raised the concern of the progress of the establishment of the cemetery. The municipality indicated that the progress remains the same hence that the matter has been discussed with the legal department. There will be a follow-up with the attorney on how far the process of registering the two plots has progressed.
4	Languedoc Bridge	Languedoc	Ongoing	Ongoing	The municipality showed the MPAC the progress of the bridge. MPAC was impressed with the work presented.
5	Upgrade of the Weigh Bridge	Stellenbosch Landfill Site	100%	100%	The municipality presented the newly constructed weighbridge which is an integral component of the landfill site project, designed to accurately measure incoming and outgoing waste. A system is currently being implemented to ensure precise billing using coupons. Cllr Ferns commended the municipality for what it accomplished and was impressed with the entire upgraded set-up of a state-of-the-art weighbridge and for doing a sterling job.
6	Landfill Gas Extraction	Stellenbosch Landfill Site	100%	100%	The municipality took the MPAC on a tour of how the gas extraction works. MAPC was impressed with the process and wishes the municipality well with its future planning and implementation processes.
7	Veldt Boerdery	Farm 502 BH 9 and BH 10	100%	100%	The MPAC noted that significant advancements were achieved regarding the municipal land designated for emerging farmers to cultivate fresh produce and
8	Herbal View Hydroponics	Farm 502 BH 23 and BH 24	100%	100%	

Nr	Project name	Area verification of the project by MPAC	Status as per Annual Report	Current status of the project	Remarks by MPAC
					<p>generate employment opportunities.</p> <p>The achievements of these emerging farmers are evident, showcasing the transformation of previously unused land into a diverse array of herbs and vegetables. The challenges of storage capacity and water persist, and the farmers have indicated that they will reach out to the municipality for further assistance as necessary.</p>
9	Polkedraai Reservoir	Lanquedoc	100%	100%	<p>The PMU department presented to the MPAC the reservoir and indicated that the phase involved the demolition of the existing 200-kiloliter Skoonheid circular reservoir and the construction of a new 3-megaliter (ML) reinforced concrete rectangular reservoir, complete with concrete chambers, pipework, and specialised fittings. Additionally, a new 200-kilolitre reinforced concrete sump with a pump station and pump rooms was constructed, along with two new water mains. The project also included the removal of an existing asbestos cement pipeline along Polkadraai Road, the construction of a new 10-megalitre reinforced concrete reservoir, and the installation of renewable energy sources, electrical, and control cabling. MPAC took note of what was presented and commended the municipality on their hard work.</p>
10	Calcutta Memorial Park	Koelenhof Road	The site was not ready for oversight.	In progress	None. All comments / requests were addressed at the feedback sessions.

Nr	Project name	Area verification of the project by MPAC	Status as per Annual Report	Current status of the project	Remarks by MPAC
11	Zone O – Kayamandi - ECD	Kayamandi	MPAC received written feedback from the PMU department on the progress of the Kayamandi ECD's	In progress	None. All comments / requests were addressed at the feedback sessions.

4. GENERAL REMARKS FROM THE MPAC

The MPAC indicated that the public participatory process of the oversight of the Annual Report should be widely published on all municipal platforms. This will raise awareness and encourage the citizens to take part in the process and to take note of the work done by the municipality.

Numerous sport facilities have challenges related to inadequate lighting and insufficient irrigation systems.

The MPAC raised concerns about the vacancies, particularly in essential positions and in key service delivery directorates.

The MPAC examined the cemetery in Kylemore and suggested investigating and utilising the available land for burials. The matter was discussed at the feedback meeting with the relevant directorate. The MPAC underscores the need to expedite the finalisation of the process.

The MPAC advocated the simplification of consumer housing education to accommodate the whole community.

The completion of the street naming procedure in Longlands was emphasised, since it obstructs the transfer of title deeds to that community.

The MPAC also takes note that the Socio-economic Profile 2024 of the Stellenbosch Municipality was received late and as a result, it could not be incorporated into the main body of the Annual Report 2023/24.

5. CONCLUSION

As an MPAC, we believe that the Annual Report 2023/24 is a true and accurate reflection of the Stellenbosch Municipality's financial and non-financial performance for the 2023/24 financial year. MPAC indicated that the draft Annual Report 2023/24 was thoroughly unpacked. The final version of the Socio-Economic Profile 2024, compiled by the Provincial Treasury Departments, will be attached as an annexure to the final Annual Report 2023/24.

The oversight process for the Annual Report 2023/24 is herewith concluded, and as Chairperson of the MPAC, I would like to thank the MPAC Committee Members, the Executive Mayor and Mayoral Committee, the Municipal Manager, Directors, and Senior Managers, as well as all the officials, for their contribution to the development and finalisation of the draft Annual Report 2023/24. Their diligence and constructive commitment during this oversight period are noted and appreciated.

6. RECOMMENDED RESOLUTION TO BE ADOPTED BY THE COUNCIL

In accordance with Section 129(1) of the MFMA it is **RECOMMENDED** to the Council:-

1. That the Council, having fully considered the Annual Report Oversight Report 2023/24 of the Stellenbosch Municipality, **ADOPTS** the Annual Report Oversight Report 2023/24;
2. That the Council, having fully considered the Annual Report 2023/24, attached hereto as Annexure B, **APPROVES** the Annual Report 2023/24 without any reservations;
3. That the Annual Report Oversight Report 2023/24 be made public in accordance with Section 129(3) of the MFMA, and;
4. That the Annual Report Oversight Report 2023/24 be submitted in accordance with Sections 129(2) and 132(2) of the MFMA to the Auditor General of South Africa (AGSA), the Provincial Treasury: Western Cape, the Department of Local Government: Western Cape, and the Provincial Legislature: Western Cape.



CLLR WILFRED PIETERSEN
MPAC CHAIRPERSON

DATE: 03/03/25

MPAC Site Visits



Huguenot Fine Chocolate Factory



Farm 502 BH 9 and BH 10 and Farm 502 BH 23 and BH 24



Kylemore Cemetery



Jonkershoek Picnic Site



Langedoc Bridge



Landfill gas extraction



Stellenbosch Weighbridge



Construction of a new Reservoir and Pipeline: Vlottenburg – Phase 1 water will be provided to Polkedraai, Digtebij, Longlands and surrounding farms.

ANNEXURE A:

MPAC COMMENTS AND FEEDBACK FROM DIRECTORATES

Annexure A 1: Directorate: Office of the Municipal Manager

The municipality takes note of the remarks made by MPAC on the demographical overview and the socio-economic context. The latest data will be circulated after receiving it from the Provincial Treasury. Due to the late issuing of the LG SEP 2024 report, the information can unfortunately not be incorporated into the main body of the Annual Report. The LG SEP 2024 will be distributed to the MPAC members when received.

All style, formatting and grammatical areas identified by MPAC will be updated in the final Annual Report 2023/24.

TABLE 3: FEEDBACK: DIRECTORATE OFFICE OF THE MUNICIPAL MANAGER

OFFICE OF THE MUNICIPAL MANAGER					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
14	The last paragraph on page	Cllr S Schafer	Paraphrase the last paragraph on the page.	The municipality takes note and will update the Annual Report accordingly.	Office of the MM
18	The second last paragraph on the page	Cllrs A Ferns, Adams and Joon made a general remark	Proposed to improve the community within the wards by educating the wards on governance.	General Remark	
20	Under the heading, 1.22: Strategic Focus Area	Cllr A Ferns and S Schafer	When were the SFAs last reviewed? Indicate if it is a norm that the strategic focus areas remain the same as the previous financial year.	The newly elected Council held strategic sessions to determine its strategic outcomes. The current SFAs remained unchanged as the new Council opted for continuity and because the 5 SFAs suffice in relation to the strategic intent of the municipality.	Office of the MM
21	Figure 1: Core principles for executing the strategy	Cllr S Schafer	Change the context style to be more reader-friendly.	The municipality takes note and will update the Annual Report accordingly.	Office of the MM
22	Under heading 1.2.5: The tools of governance	Cllr S Schafer	Correct the wording of Plan Making to Planning Making.	The municipality takes note and will update the Annual Report accordingly.	Office of the MM
			Format the paragraph under "Institutional Measures."	The municipality takes note and will update the Annual Report accordingly.	Office of the MM
25	Under heading 1.2.6 State of the Greater Stellenbosch	Cllr S Schafer	Adjust the first paragraph: Move "The municipal area covers approximately 900kms" to the end of the first paragraph.	The municipality takes note and will update the Annual Report accordingly.	Office of the MM
67	The paragraph under Component B: Public Accountability	Cllr S Schafer	Remove the sentence: "The participation outlined above is required in terms of the:"	The municipality takes note and will update the Annual Report accordingly.	Office of the MM
89	Table: 67 Risk Register	Mr S Kuni	What is the reason for Risk 2—the increased risk of a land invasion? And what are the mitigation factors?	<ul style="list-style-type: none"> Close relationships with SAPS and other law enforcement agencies; Combined control room; Combined SSI; 	Office of the MM

OFFICE OF THE MUNICIPAL MANAGER					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
				<ul style="list-style-type: none"> Strategic camera placings; and Frequent meetings w.r.t. intervention and coordination of actions. 	
89	Table: 67 Risk Register	Mr S Kuni	<p>Risk 3: Economic downturn due to civil unrest, crime and continuous loadshedding.</p> <p>Explain how the strategic focus areas (Dignified Living and Safe Valley, form part of the two mentioned risks).</p>	Increase in criminal activities, civil unrest, and reputational risk due to perceived increase in the said activities. Impact of prolonged loadshedding - not sufficient light at night as streetlights, CCTV cameras, and traffic lights not functioning can lead to more criminal activities.	Office of the MM
89	Table: 67 Risk Register	Cllr S Schafer	<p>The table should be structured correctly:</p> <p>Strategic Risk and Operational Risk</p>	The municipality takes note and will update the graph accordingly.	Office of the Municipal Manager
103	Under the heading: Leading in Social Media Presence	Cllr S Schafer	Replace the word "Facebook" with "following"	The municipality takes note and will update the graph accordingly.	Office of the Municipal Manager
104	Table 89: Municipal Functional Areas...	Cllr S Schafer	Delete the duplication of the Air Pollution row.	The municipality takes note and will update the graph accordingly.	Office of the Municipal Manager
201	Graph 16: Library Statistics	Cllr S Schafer	What is PMS? This should be written in full as the community does not understand what PMS stands for.	The municipality takes note and will update the graph accordingly.	Office of the Municipal Manager
202	First paragraph above table- 151	Cllr Schafer	Change the graph title to Library Membership.	The municipality takes note and will update the Annual Report accordingly.	Office of the MM
202	Correct the name Calcutta throughout the document			The municipality takes note and will update the Annual Report accordingly.	Office of the MM
202	Table 151: Cemetery space available and Table 153: Capital Expenditure as at 30 June 2024: Cemeteries and Parks Services	Cllr Schafer	Include the correct section (Cemeteries and Parks) to ensure consistency.	The municipality takes note and will update the Annual Report accordingly.	Office of the MM
231	Figure 29: Performance Management Principles	Cllr A Ferns	What is client satisfaction – what does the community say in terms of the performance of the municipality on services rendered in terms of effectiveness, economically and efficiently	The municipality takes note and will update the Annual Report accordingly.	Office of the MM
ANNUAL PERFORMANCE REPORT					
The remarks on the APR were addressed in the committee meeting.					

Annexure A 2: Directorate: Corporate Services

MPAC raised concern throughout the document pertaining to the vacant positions in critical departments. The municipality should budget and fill the posts.

All style, formatting and grammatical areas identified will be updated in the final Annual Report 2023/24.

TABLE 4: FEEDBACK: DIRECTORATE CORPORATE SERVICES

CORPORATE SERVICES					
Page no.	Table/Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
27	Table 3: Municipal Boundaries	Cllr S Schafer	Add two areas to the ward: La Petit Provence and La Ferme Chantelle to ward 2	The two areas will be reflected in the updated Annual Report.	Council Support
		Cllr N Gugushe	Remove Watergang from Ward 12 and insert it in Ward 13.	The two areas will be reflected in the updated Annual Report.	Office of the Municipal Manager
		Ms E Fredericks	Who determines the demarcation? Can the relevant department provide a map of the boundaries for Ward 18? It is mentioned that Dalewood Farm falls under Drakenstein and not Stellenbosch.	The demarcation board determines the demarcation. This question was also addressed last year. The municipality gives our input after it is approved by the Council and the demarcation board then makes the determination.	Council Support / Development Planning (GIS0)
61	Table 30: Financial Services Committee	Ms E Fredericks	Why were there no meetings held for the year under review?	Committee services only send out agendas for meetings of the Section 80 committees when they receive items. They have not received any items to put an agenda together. Finance items go to the Mayco and the Council. Section 80 committees advise the mayor and handle outstanding resolutions.	Committee Services
66	Figure 13	Cllr A Ferns	Is it possible to make the organogram available?	The top layer is available in the annual report. It is not preferable that we put the whole structure of more than 100 pages in the annual report.	Human Resource Management
71	Composition of wards	Cllr A Ferns	Indicated that the ward committees consist of geographical areas, blocks and sectors. Further indicated that the ward committees have been constituted as a hybrid model.	Correct.	Council Support
72	Table 41 – 63	Cllr N Gugushe	Do the meetings include only ward committee meetings?	Done—A column for public meetings will be inserted.	Council Support

CORPORATE SERVICES					
Page no.	Table/Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
72	Table 41 – 63	Cllr N Gugushe	Do the meetings include only ward committee meetings?	Done—A column for public meetings will be inserted.	Council Support
79	Table 52: Ward 12 Committee Meeting	Cllr N Gugushe	Confirm if Y Makuleni is in Ward 12, block 8. Ms Makuleni stays in Skool Crescent which is in Ward 15.	The remark from Cllr Gugushe is correct. School Crescent is situated in Ward 15. Please see the attached map as confirmation.	Council Support
159-160	Heading: 3.9 Property Management	MPAC	Indicate an update regarding the progress of the NPK Building.	The service provider that is dealing with the waterproofing and the rain damage is on-site and working. The intended completion date is May 2025.	Property Management
228	Under heading 3.25 Municipal Court – additional Court – Stellenbosch	Cllr S Schafer	The correct terminology should be used in terms of by-laws.	Noted—please change IDP.	Municipal Court
229	Table 189: Financial Report of the Municipal Court 2023/24	Cllr S Schafer	The municipality should include the expenditure for the Municipal Court as well and not only the revenue generated.	It must be noted that the intention was never that the expenditure be compared to the income – this is a judicial service that the municipality provides to deal with cases as they do not get the necessary attention in the normal court due to capacity. The municipality maintains the building and pays the salaries of the staff. The latter is brought to the Council every 3 years when the contract is renewed.	Municipal Court
239	Table 198: Vacancy rate per post and functional level	Cllr A Ferns	Why do the totals of post and functional levels differ?	Not sure what is referred to.	Human Resource Management
			Were the vacant posts filled in the key departments (Directorates for Community and Protection Services and Infrastructure Services)?	The HR department advertises posts every month, and posts from all the directorates are accommodated pro rata per month.	Human Resource Management
241	Table 199: Turn-over Rate	Cllr Schafer	Confirm if the turnover rate of 62% in 2022/23 is correct.	NO – this is incorrect.	Human Resource Management
240	Table 200: Injuries per Directorate	Ms E Fredericks	Indicate what types of injuries occurred at Community and Protection Services and Infrastructure Services.	The report goes to the Central Health and Safety Committee every 3 months and is monitored there. Lifting / tripping / bee stings / burn injuries are the most common.	Human Resource Management
240	Table 201: Sick leave as at 30 June 2024	MPAC	Clarify why the sick leave totals are so high for Financial Services, Community and Protection Services, as	MPAC should please provide further clarity on the request.	Human Resource Management

CORPORATE SERVICES					
Page no.	Table/Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
			well as Infrastructure Services.		
242-243	Table 203: Number of employees that received training	Cllr N Gugushe	Why was there no training for females under plant and machine operators and assemblers if there was a budget allocated?	The people who are trained are identified by their Directorate and based on their personal development plans—the latter, who the employee and line manager complete. The training section only responds to the identification.	Human Resource Management
242	Under paragraph 4.1.12.1: Personnel Expenditure “... It is noted that the municipality is well below the national norm of between 35-40%”	Cllr A Ferns	General Remark: The municipality cannot be proud of the low personnel expenditure if most of the critical posts are vacant.	The notion that most of the critical posts in law enforcement are vacant is incorrect. The HR section endeavours to fill vacant law enforcement officer posts as soon as funding becomes available.	Human Resource Management

Annexure A 3: Directorate: Financial Services

MPAC requested that the finance department provide updated financial tables verified as calculation errors were identified. The updated Annual Report 2023/24 should recalculate and address the variances.

TABLE 5: FEEDBACK: DIRECTORATE FINANCIAL SERVICES

FINANCIAL SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
51-52	Heading 12.8: Financial Viability Highlights	Cllr S Schafer	Confirm if there is a norm for Liability Management.	The norm is between 6% to 8%. The annual report will be updated	Financial Services (Financial Management Services)
52	Heading 12.9: Financial Viability Challenges	Cllr A Ferns	Confirm whether electricity can be included as a factor of affordability.	Yes, electricity can also be included in the narration.	Financial Services (Financial Management Services)
98	Under heading: 2.8.5 Formal Quotations (Above R30 000 and Below R200 000) Procurement Processes	Cllr A Ferns	Describe the procedure for obtaining quotes below R30 000.	<p>The SCM policy sets out the process for procurement below R30 000. For procurement below R2000 one written quotation is obtained by the Buyer in the SCM unit from a service provider on the Database.</p> <p>We have a process called Procurement needs. This is a process where the needs for the quarter (below R 30 000) are collated and procured simultaneously for the entire municipality. All requests are combined and advertised on our website. The evaluation is done, and items are awarded to the highest-scoring bidders (Price and Preference). Ad hoc requests are dealt with separately where quotes are requested from 3 service providers, preferably local suppliers if available. The supplier that scores the highest points (Price and Preference) is appointed.</p>	Financial Services (SCM)
112	Table 96: Capital expenditure as at 30 June 2024 – Section Sanitation Services	Cllr S Schafer	Confirm why the CAPEX for Sanitation Services is so low.	The Municipal Disaster Response Grant was received in February 2024 and expenditure incurred from own funds could not be set off against the grant. This was part of the grant conditions.	Financial Services (Financial Management Services)
186	Table 136: Capital expenditure as at 30 June 2024 - Development Services and Project Management Development,	Cllr S Schafer	Correct the typo error next to Kayamandi: Zone O.	This will be corrected with the final Annual Report.	Financial Services (Financial Management Services)

FINANCIAL SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
	Asset, Systems and PMU				
215	Table 167: Capital Expenditure as at 30 June 2024: Section- Traffic and Law Enforcement	MPAC	Why is the variance so high for line item "Install computerised access security system and CCTV cameras at municipal buildings."	The tender was awarded for the maintenance and repairs of biometrics. There were objections to the tender, which negatively impacted the spending.	Financial Services (Financial Management Services)
244	Table 207: Financial Summary	MPAC Chairperson	What accounts for the decrease in revenue from Property rates and also investment revenue?	There was no decrease in the two items. The variance formula utilised is ((Budgeted amount- Actual) / Budgeted amount). The negative variance shows the overperformance of the actual vs the budget. The signs were changed in the previous year based on MPAC's input.	Financial Services (Financial Management Services)
245	Table 207: Financial Summary	MPAC Chairperson	Why is there nothing reflecting under households below the minimum service level?	The information is attached.	Financial Services (Financial Management Services)
246	Table 209: Revenue collection performance by vote	MPAC Chairperson	What revenue streams are collected by Financial Services and why are they down?	There is no decrease in the line item. The variance formula utilised is ((Budgeted amount- Actual) / Budgeted amount). The negative variance shows the overperformance of the actual vs the budget.	Financial Services (Financial Management Services)
246	Table 210: Revenue Collection by Source	MPAC Chairperson	Confirm the variance for Other Revenue - 152.35%.	The negative denotes an overperformance between the budgeted amount and the actual. There is an overperformance for other revenue of 152.35% compared to the original budget. The variance is correct.	Financial Services (Financial Management Services)
248	Table 21: Operational Services Performance: Expenditure	MPAC Chairperson	Confirm the variance for Financial Services - -157.99.	The negative denotes an overperformance between the budgeted amount and the actual. There is an overperformance for financial services of 157.99% compared to the original budget. The variance is correct.	Financial Services (Financial Management Services)
248-259	Tables under 5.5: Financial Performance per Municipal Function	Cllr N Gugushe	MPAC requested that the CFO verify and update all the mentioned tables.	The tables were verified.	Financial Services (Financial Management Services)
260	Table 235: Grant Performance	MPAC	Delete the duplication of the Community Development Workers	The duplication will be deleted with the final annual report.	Financial Services (Financial Management Services)

FINANCIAL SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
			Operational Support Grant.		
		Cllr A Ferns	What is the reason why there is low spending on Grants?	Table 235 must be amended to include the Municipal Disaster Response Grant that was omitted.	Financial Services (Financial Management Services)
261	Table 237: Repairs and Maintenance	MPAC Chairperson	What accounts for the big variance in Repairs and Maintenance Expenditure?	The amended budget for repairs and maintenance must be R96 143 692. The variance is there for 3.57% underspent on the amended budget. This will be corrected.	Financial Services (Financial Management Services)
263	Table 242: Capital Expenditure by Asset Programme	MPAC Chairperson	What accounts for the underspending on Water Supply Infrastructure and Sanitation Infrastructure?	The stringent conditions of the Municipal Disaster Response grant negatively impacted the capital expenditure.	Financial Services (Financial Management Services)
Annual Financial Statements					
3	General Information: Council Members	Cllr A Ferns	Correct the initials of Cllr Ferns. Replace N with A.	This will be amended with the Interim financial statements. The audited financial statements are already stamped and certified by the Auditor General.	Financial Services (Financial Management Services)
22	The fifth paragraph under biological assets that form part of an agricultural activity	Ms E Fredericks	Delete the typo error after the full stop.	This will be amended with the Interim financial statements. The audited financial statements are already stamped and certified by the Auditor General.	Financial Services (Financial Management Services)
105	Note 34.1: Executive Mayor under Allowances and service-related benefits	Cllr A Ferns	".... Determine fair value.t"	This will be amended with the Interim financial statements. The audited financial statements are already stamped and certified by the Auditor General.	Financial Services (Financial Management Services)
107	Note 34.6 under social contributions	Ms E Fredericks	Is it necessary to submit proof of travel logs?	The travel allowance is part of the councillor's package restructuring. Travel logs are not required but must be submitted to SARS if requested. Only kilometre claims require proof to be submitted to Payroll as part of the pre-approved Subsistence and Travel form.	Financial Services (Financial Management Services)
108	Note 41.1 Consultants and professional services	Cllr A Ferns	Does the Executive Mayor have an entertainment allowance?	There is no entertainment under consultants and professional services. The mayor does not have an entertainment allowance.	Director: Corporate Services and Financial Services (Financial Management Services)
110	Note 41.3: General Services	MPAC	Correct the word Medial to Medical.	This will be amended with the interim financial statements. The audited financial statements are already stamped and certified by the Auditor General.	Financial Services (Financial Management Services)

FINANCIAL SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
111	Note 43: Irrecoverable debts written off	Cllr A Ferns	Why does the municipality make use of outsourcing services? The municipality needs to capacitate the Legal Department rather than outsource the work.	It would be too expensive to capacitate legal services, as specialised advocates and attorneys are required on an ad hoc basis. These individuals are not required to work on a full-time basis.	Financial Services (Financial Management Services)
111	Note 45: Operating Leases	Cllr A Ferns	Confirm what animal care entails.	Note 41 has animal care. The municipality does not perform this function internally. It forms part of outsourced services.	Financial Services (Financial Management Services)
Public Hearing					
Provide clarity of progress on CASE NR 9140/2021 (DEON GARDEN & CONSTRUCTION CC / STELLENBOSCH MUNICIPALITY).				The AFS has been finalised. The format of the municipal report has been revised. The municipality now provides information on classes of contingent liabilities, which are categorised under contingencies related to litigation. The specific case names are no longer disclosed, and this information is maintained in a register with the Finance Department.	

Annexure A 4: Directorate: Infrastructure Services

The Directorate takes note of all cosmetic changes to be updated in the Annual Report 2023/24. All style, formatting and grammatical areas identified will be updated in the final Annual Report 2023/24.

TABLE 6: FEEDBACK: DIRECTORATE INFRASTRUCTURE SERVICES

INFRASTRUCTURE SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
112	Table 95: Sanitation Services delivery levels	Cllr A Ferns	Pit toilets have a very negative connection in South Africa. Can these pit toilets on Farm 160 be rebuilt and converted into bucket toilets? Or do they just remain the same every year?	Information is based on the 2011 census. Once the 2022 census sub-list per area data has been released, the municipality will embark on options that can be considered. Sometimes the land needs to become municipal land, development rights need to be obtained, or power of attorney needs to be granted. Then designs applicable to that site or funding need to be procured to see which toilet mix is appropriate.	Water and Wastewater Services
114	Table 98: Electrification of informal settlements	Cllr S Schafer	Under the project description is stated, 1 000 and under total number of connections, it indicates a total of 950. Confirm the current total for the Enkanini Electrification Ph4 (2023/24).	1 000 connections	Electricity Services
118	Under the heading a: Development of additional waste disposal cells project	Cllr S Schafer	Confirm if the additional waste disposal cells project was completed.	Yes, Cell 4 is divided into three phases. Phases 1 and 2 are fully constructed. Phase 1 is operational. Phase 2 will become operational once the Eskom power lines have been removed, but the landfill is fully operational now.	Waste Management
			The narrative indicated that 2 of 3 cells were completed.	Phase 2—Construction will commence once Eskom power lines have been removed.	
		Cllr A Ferns	Is the cost of transfer to a private landfill not expensive?	Yes, it is costly. Cell 3 reached its capacity; therefore, the refuse had to be transported to the Vissershok Landfill site at the time. The cost amounted to R1.5 million per month.	Waste Management

INFRASTRUCTURE SERVICES																			
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department														
			The municipality should indicate whether the municipality can create its own "Vissershok Landfill."	Yes, the project expansion has commenced. Two parts have been completed, and the rest will be in operation in the next few years.															
120	Under heading 3.7.2: Area Cleaning	Cllr R Adams	MPAC raised a concern about the EPWP database and that the same people remain on the list in different wards (*Kylemore and Ward 4).	This may be the perception, and if so, it could warrant looking into the matter. The LED Department (Planning Directorate) is the custodian of the unemployment database and ensures that the EPWP workers are rotated.	Waste Management														
		Ms E Fredericks	Most of the workers work without supervision. There should be measures in place to monitor those workers.	A new system has been implemented whereby team leaders have been appointed to improve the supervision of EPWP workers.	LED														
	Table 107: Refuse bins distributed	Cllr S Schafer	Include the previous year's statistics to make a comparison	<table><tr><th colspan="3">Table 107: Refuse bins issued</th></tr><tr><th>Bins</th><th>2022-2023</th><th>2023-2024</th></tr><tr><td>Broken bins</td><td>548</td><td>321</td></tr><tr><td>New bins</td><td>554</td><td>582</td></tr><tr><td>Total</td><td>1 102</td><td>903</td></tr></table>	Table 107: Refuse bins issued			Bins	2022-2023	2023-2024	Broken bins	548	321	New bins	554	582	Total	1 102	903
Table 107: Refuse bins issued																			
Bins	2022-2023	2023-2024																	
Broken bins	548	321																	
New bins	554	582																	
Total	1 102	903																	
122	Table 107: Refuse bins distribution	Ms E Fredericks	Can the specifications of the bins / skips be modified? Vandalism is a common occurrence.	The bin and skip designs are designed in such a way to be able to fit onto the municipal trucks. New improvements in the designs are being considered (cost-dependent).	Waste Management														
		Cllr S Schafer	Elaborate on the service such as statistics on refuse removal etc.	28 465 collection points.	Waste Management														
		Cllr S Schafer	The statistics of the previous financial year should be included. The word distribution should be replaced with "issued.	'Distribution' can be replaced with 'issued' as per the table above.	Waste Management														

INFRASTRUCTURE SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
General Remark			The MPAC chairperson indicated that the community should be educated on keeping the area neat and on reporting any vandalism or where EPWP workers do not work in the relevant wards. – This has been duly noted and agreed upon. An awareness campaign is underway at present with the councillors involved as well.		
124	Under the heading 3.7.5 Stellenbosch Landfill site	Cllr Schafer	Indicate what approval is referred to in the last sentence of the first paragraph.	The Department of Water and Sanitation issues a Record of Decision (RoD) to the municipality to use the landfill once they are satisfied with the results of the samples taken at the landfill site.	Waste Management
129	The last paragraph on the page	Cllr R Adams	Do the neighbouring areas include Kylemore and Pniël and are there any monies attached to it?	The page number 129 may be incorrect. If referring to Page 130, then yes, it is intended for the Swop Shop concept to be rolled out to further neighbourhoods. The schedule will be shared with the neighbourhoods and ward councillors.	Waste Management
130	Under the heading Education and Awareness	Ms E Fredericks	Elaborate on the frequency of the swop shops.	The municipality offers a once-per-month campaign using either a door-to-door, open day, expo, or swop-shop.	Waste Management
		Cllr A Ferns	Is it possible to conduct the door-to-door survey more frequently and also to inform the residents?	The department takes note and will investigate for possible implementation.	
162	Under heading 3.10.2.1 Park Ride Studies	Cllr A Ferns	Is there a bylaw on recycling?	Yes, the municipality's Integrated Waste Management By-Law.	Waste Management
		Cllr A Ferns	Indicate any update on the Park Ride Studies, and is it possible to get the Province on board with the process? What is the role of the University of Stellenbosch?	Initial studies have identified suitable areas. The department is currently engaging with the provincial Department of Mobility for the required assistance regarding the most appropriate type of transport service to be used to service the Park and Ride areas. Engagements with stakeholders are to commence in the next quarter. The university is also a key stakeholder.	Roads and Transport
162	Under heading 3.10.2.1: Park Ride Studies	Cllr A Ferns	Is it possible to conduct the door-to-door survey more frequently?	Door-to-door surveys are not generally used for park-and-ride studies since the target market is the travelling public. Traffic counts, appropriate transport surveys, and engagements with stakeholders such as transport service providers, large employee businesses, the university, schools, etc., will inform the Park and Ride studies.	Roads, Transport and Stormwater
165-167	Refer to street names	Cllr R Adams	Confirm the correct street name of "Skool Street."	The street is named "Skool Street," which is the Afrikaans version (original street names are generally not translated into another language).	Roads and Transport

INFRASTRUCTURE SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
167	The first paragraph on the page	Cllr J Joon	Provide a follow-up on the street names at Longlands.	The Planning Directorate concluded its processes in December 2024. The Roads Department is now in the manufacturing stage of the street names, and installation is expected by mid-May 2025.	Roads and Transport
177	Under the heading: Upgrading of municipal ECD facilities	Cllr A Ferns	Where are the ECDs located?	2 x ECDs in Kayamandi. Karlien and Kandas, Die Boord.	PMU
177	Under the heading: Upgrading of municipal ECD facilities	Cllr A Ferns	Request to paraphrase the paragraph for ease of better reading.	Noted. The department will re-word / structure the paragraph.	PMU

Annexure A 5: Directorate: Planning and Economic Development

All style, formatting and grammatical areas identified will be updated in the final Annual Report 2023/24.

TABLE 7: FEEDBACK: DIRECTORATE PLANNING AND ECONOMIC DEVELOPMENT

PLANNING AND ECONOMIC DEVELOPMENT					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
120	Under heading 3.7.2: Area Cleaning	Cllr R Adams	MPAC raised a concern about the EPWP database and that the same people remain on the list in different wards	<p>The Jobseeker database has had extensive maintenance and updates.</p> <p>Over the past one to two years, we have not encountered the same individuals on the list. To minimise biases, user departments have been given access to the Jobseeker database, allowing them to manage their own appointment processes. As a result, the selection is conducted directly by the user departments.</p> <p>Please be aware that each shortlist has a time limit during which the user may remain locked in the system. People are shortlisted, and they cannot be removed from the system if they are not available at that time. Because they will have a pending appointment status, the users are temporarily locked into the system; once they are not appointed, they return to the system.</p> <p>Please take note that the EPWP cycle lasts for five years, during which time participants may participate for up to 24 months.</p> <p>Our contracts during that time have a minimum tenure of six months for General Workers, followed by a six-month cooling-off period once individuals have been appointed.</p>	Waste Management LED
139	Map 5: Location of the proposed development of the Northern Extension	MPAC	Request a clearer map	Received. Will distribute the map to the MPAC.	Housing development

PLANNING AND ECONOMIC DEVELOPMENT					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
190	Under heading: The local strategy informs the MSDF, its review, and amendments (2023/24)	Ms E Fredericks	Clarify what is meant by the land agreement with the University of Stellenbosch to possibly establish university-related activities in this area was concluded successfully." Explain and paraphrase the last sentence.	A sales agreement was reached between the University of Stellenbosch and the Bridge development for the transfer of a substantial portion of land in Klipmuts from the Bridge to the University for the development of university-related land uses that will support and promote the principles of a Smart City.	Development Planning
193	LED achievements	Cllr R Adams	There is a need for space for informal trading in Wards 3 and 4 - Traders are getting fines.	The Economic Development and Tourism Section will be revisiting the informal trading policy to assess where new informal sites can be established. The section is aware that there is a need in some wards. We will be addressing this issue during the current and following financial years.	LED
		Mr S Kuni	Provide clarity on which land and to whom it was awarded.	Email received from the department and was part of the site visit.	LED
194	Table 144: Job Creation through EPWP Projects	Cllr Jooste	Are EPWP workers used on private land - Newinbosch?	The department collaborates with the private sector on projects within the municipal area. When such projects arise, private entities reach out to our department to recruit local labour through the Jobseeker database. The department is not involved in the recruitment process; however, we provide lists of general workers from the relevant wards where projects take place. These are recorded as external projects.	LED
194		Cllr N Gugushe	Ibhunga Cleaning Kayamandi 2023/24 – 43 jobs created. Does the municipality provide PPE clothing and equipment to the companies who got the tender?	Each department monitors their respective project. This project resides under Waste Management.	LED
195	Under heading 3.12.3 Tourism	Cllr A Ferns	The municipality should consider establishing a	The municipality takes note of the input.	Community services

PLANNING AND ECONOMIC DEVELOPMENT					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
			directorate for Business and Events		
195	Part of table 144	Cllr N Gugushe	To what river is referred to in the table: Cleaning the river (2).	This was a project requested by the councillors in Wards 2 and 3 due to dumping in the river. A full description will be provided.	LED
195	Table 145: Jobs created per area	Cllr N Gugushe	Clarify who the 732 workers are in Kayamandi. The department to confirm if it is the correct number as the area is not being cleaned as should	Each department monitors their respective project. The number listed is correct, and it is drawn from the VOiS system (Job Seekers Database System).	LED

Annexure A 6: Directorate: Community and Protection Services

All style, formatting and grammatical areas identified will be updated in the final Annual Report 2023/24.

TABLE 8: FEEDBACK: DIRECTORATE COMMUNITY AND PROTECTION SERVICES

COMMUNITY AND PROTECTION SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
201	Under the heading 3.14 Cemeteries	MPAC	There is a need for toilets at the Onder Pappegaaiberg cemetery	The municipality will investigate the possibility of renting ablution units.	Parks and Cemeteries
201	Under the heading 3.14 Cemeteries	MPAC	Why is the burial limit to 5 on a Saturday? Consider the Jamestown cemetery	The number of burials has been decided based on the actual human resources in the Cemeteries section.	
SITE VISIT	Progress on the Kylemore Cemetery			The matter has been discussed with the legal department. They will follow up with the attorney on how far the process of registering the two plots has progressed.	Parks and Cemeteries
General remark: what will the new memorial park be called? It will be called Calcutta Memorial Park					
203	Table 155: Service Statistics – Childcare, Aged Care, Social programmes	Cllr N Gugushe	What is the municipality's role in the parenting training sessions with DSD? This is a function of the department and not the municipality.	<ul style="list-style-type: none">Local Government has childcare facilities as a constitutional mandate.Fostering (children and parents) is the responsibility of DSD.DSD and the municipality have a signed MOU regarding collaborative service delivery.Some of the foster children placed with beneficiaries of the parenting training are of ECD-going age.Municipal contribution to training: Facilitated contributions by other specialist community organisations and supported the training by providing something to eat. By working in collaboration, the municipality ensured that children placed in foster care receive better care to promote child safety and health.	Community Development
204	Part of table 155: Service Statistics – Childcare, aged care, social programmes Gender: Special Events and awareness programmes	Cllr N Gugushe	Ward 2, 12 and 15: it is stated that 120 widows participated in an empowerment programme. The department should make sure that the correct people are used from	It should read: Wards 2, 12 to 15.	Community Development

COMMUNITY AND PROTECTION SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
			the wards as reported (most of the widowers are from other wards and not 12 and 15)		
	Part of table 1556: Service Statistics – Childcare, aged care, social programmes Youth Empowerment programmes Youth capacity building transversal committees / ad hoc programmes		Does the municipality follow up after training commences? Does the department follow up on the outcome of the training – did they find jobs, did the applicants pass their driver's license etc.?	The municipality knows how many passed their learner and driver's licenses. All participants in the hospitality courses were placed at local hotels / restaurants and completed the experiential learning component of the training. Those who excelled were offered contract employment.	Community Development
205	Part of table 1556: Service Statistics – Childcare, aged care, social programmes Grant in Aid	Cllr R Adams	Indicate if the application is consumer-friendly. The number of non-approved organisations is a major concern	The department takes note of the request.	Community Development
209-212	Under Heading 3.16: Pollution Control, Biodiversity, Beautification, Open Spaces and Parks	Cllr S Schafer	The narrative under the heading is vague. The department should update it and elaborate on reflecting on pollution control, biodiversity, beautification, open space, and parks.	After the third paragraph, please add the following information: A Nature Reserves Bylaw has been drafted and submitted for public comments, and the bylaw is set to serve before the Council within the 3rd quarter of this financial year.	Community Services (Environmental Management)
213	Under challenges	Cllr A Ferns	Why is the functionality of some CCTV and LPR cameras at risk? Why were the wrong cameras ordered? This is portrayed as a risk for fruitless expenditure.	There has been no situation in which the wrong cameras have been procured. The current situation is contributed not only by the age of existing cameras, servers, and equipment that is required to be replaced, which hampers CCTV operations, but also by instances of cable theft, vandalism, accident damage, etc. A tender has been readvertised as well as other measures to procure certain hardware, which will aid in bringing cameras online. The	Protection Services (Traffic and Law Enforcement)

COMMUNITY AND PROTECTION SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
				department has appointed a service provider who is doing the troubleshooting and assisting the department in this.	
213	Under the heading 3.17.1 Traffic Services	Cllr R Adams	Traffic calming measures to control traffic through Pniel.	The Department Roads and Stormwater indicated that it will be considered by the team after a proper assessment of the site.	Protection Services (Traffic and Law Enforcement) Roads and Stormwater
	Table 165: Law Enforcement highlights	Cllr S Schafer	Could you explain the relationship between notices issued and fines?	A notice issued is a fine.	Protection Services (Traffic and Law Enforcement)
			A concern was raised about the huge difference between the previous financial year and the 2023/24 financial year in the fines issued (section 56 and 341 notices): <i>Please explain to MPAC</i> 2022/23: 5 196 2023/24: 2 078	These fines were issued by Law Enforcement and were during the time the municipality was supported by POCs in 22/23 with additional staff, and those contracts were not renewed during the 23/24 financial year. A reduction in staff is the cause of the reduction in the number of fines issued.	Protection Services (Traffic and Law Enforcement)
			What is the difference between Sections 56 and 34 Notices?	A 341 notice is a fine "ticket" that informs the transgressor that a fine has been issued and the person has 30 days to pay the fine. If the person fails to pay the fine, a 1st notice will be issued with a pay date to again afford the opportunity to pay the fine. If the person still fails to pay, a 2nd notice will be issued, and if they fail to pay again, a summons is issued, which has a pay date and court date. If the person fails to pay again, they will be required to appear in court. If the person fails to pay and does not attend court, a warrant for their arrest will be issued. These types of fines are issued, for example, for parking offences or when the owner or driver of the vehicle is not present during the infringement. A sect 56 notice is a summons for an infringement that is served on the spot to the driver who committed a transgression in the presence of an official. The summons reflects a pay date and	Protection Services (Traffic and Law Enforcement)

COMMUNITY AND PROTECTION SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
				a court date, to which the driver has the option to either pay the fine before the court date or otherwise have to appear in court to contest the matter. Failure to pay or appear in court will result in a warrant of arrest being issued.	
213	Table 165: Law Enforcement highlights	Cllr S Schafer / Cllr O Jooste	What measures are in place to recover the fines issued? Can the EPWP workers be used to assist?	Traffic services have an appointed service provider who has appointed summons / warrant servers who deliver notices on behalf of the municipality to transgressors. For warrants that have been issued by the court, traffic services place admin marks on vehicles that have failed to pay their fines, and only after payment has been made on outstanding fines can the vehicle's license be renewed. The function of summons and warrant servers has legal and operational requirements that must be fulfilled to ensure it is done within the ambit of the law.	Protection Services (Traffic and Law Enforcement)
218	Table 174: Service Data for Fire and Disaster Management	Cllr S Schafer	Why is the average turnout time—in urban areas (minutes)—the same since 2016/17?	When fire services receive a call, they are measured to respond within 14 minutes of receiving a call, and when disaster management has been activated, they are required to attend to the scene within 1 hour.	Protection Services (Disaster Management and Fire Services)
220	Table 177: Service Statistics – Holiday Resorts and Campsites	MPAC	Explain the decline in revenue from 2020/21.	Jonkershoek Picnic site was closed for the duration of COVID-19 as determined by the National Government. The picnic site also closed for an entire season due to floods causing structural damage to the facility, which deemed it unsafe for use. Currently, the facility is open with good attendance and revenue-generating.	Community Services (Sport, Recreation, and Halls)
220	Under heading 3.20: Community Halls and Facilities	Cllr R Adams	The municipality should take note that the floodlights at sport fields in different wards are a major concern and need to be addressed.	Pniël and Ida's Valley sport facilities will have upgrades and replacements in the 2024/25 financial year. The budget will be requested to upgrade the other floodlights at facilities in the next financial year.	Community Services (Sport, Recreation, and Halls)
221	Table 179: Total Functions: Community Halls and Facilities	MPAC Chairperson	Concern about the total of functions at halls. Better security should be provided hence the	Facility use is dependent on the status of the area's safety. The hall usage decreases when there is a feeling of safety concern. These factors contribute to the low usage during these periods. The	Community Services (Sport, Recreation, and Halls)

COMMUNITY AND PROTECTION SERVICES					
Page no.	Table / Paragraph Graph	The member who poses question / comment	Comment/s	Response	Responsible Department
			decrease in 2023/24 (Eikestad Hall)	regular usage returns when the area is considered safe again.	
		Cllr R Adams	Need to relook at the hiring cost / rates of halls especially for rural communities and churches.	The tariffs increase by 6% annually and are approved by the Council. Discounted rates are supported by the Halls Policy with special conditions and criteria.	Community Services (Sport, Recreation, and Halls)

ANNEXURE B:
ANNUAL REPORT 2023/24



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

2023/24

ANNUAL REPORT

*Providing our residents,
stakeholders and investors, with
information about the municipality's
operations and financial performance.*





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List of Abbreviations

Abbreviation	Description	Abbreviation	Description
ABS	Access to Basic Services	MIQ	Municipal Data and Intelligence
ACDP	African Christian Democratic Party	MM	Municipal Manager
AGSA	Auditor-General of South Africa	MMC	Member of the Mayoral Committee
AH	Agri-Hub	MMF	Municipal Managers Forum
AMEU	Association of Municipal Electricity Utilities	MOBI	Municipal Benchmarking Initiative
ANC	African National Congress	MOU	Memorandum of Understanding
ANPR	Automatic Number Plate Recognition System	MPAC	Municipal Public Accounts Committee
APAC	Audit and Performance Audit Committee	MPC	Multipurpose Centre
ATC	Adam Tas Corridor	MPI	Municipal Productivity Index
BAC	Bid Adjudication Committee	MRF	Material Recovery Facility
BBBEE	Broad-Based Black Economic Empowerment	MSA	Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000)
BEC	Bid Evaluation Committee	mSCOA	Municipal Standard Chart of Accounts
BICLS	Bulk Infrastructure Development Contribution Levies	mSDF	Municipal Spatial Development Framework
BPAMS	Building Plan Approval Management System	MTAB	Metropolitan Transport Advisory Board
CAC	Civic Amenity Centre	MTECH	Medium Term Expenditure Committee
CAPEX	Capital Expenditure	MVA	Mega Volt Amp
CBD	Central Business District	NDP	National Development Plan
CBP	Community-Based Planning	NDOHS	National Department of Human Settlements
CCTV	Closed Circuit Television	NASHO	National Association of Social Housing Organisation
CDW	Community-Development Worker	NDoPW&I	National Department of Public Works and Infrastructure
CEB	Compressed Earth Block	NDPW	National Department of Public Works
CEO	Chief Executive Officer	NEMA	National Environment Management Authority
CFO	Chief Financial Officer	NPV	Net profit value
CGI	Compliance and Governance Index	NGO	Non-Governmental Organisation
CIGFARO	Chartered Institute of Government Finance, Audit and Risk Officers	NHBRC	National Housing Building Regulation Council
CITP	Comprehensive Integrated Transport Plan	NMT	Non-Motorised Transport
CoCT	City of Cape Town	NPO	Non-Profit Organisation
COGTA	Cooperative Governance and Traditional Affairs	NRTLEC	National Road Traffic Legislation Enforcement Code
COPE	Congress of the People	NT	National Treasury
CRSES	Centre for Renewable and Sustainable Energy Studies	OHS	Occupational Health and Safety
CWDM	Cape Winelands District Municipality	OPEX	Operating Expenditure
DA	Democratic Alliance	ODAs	Other Development Agency's
DAG	Development Action Group	PDO	Predetermined Objectives
DC	Development Cost	PDoHS	Provincial Department of Human Settlement
DCAS	Department of Cultural Affairs and Sport	PDoI	Provincial Department of Infrastructure
DEA and DP	Department of Environmental Affairs and Development Planning	PIE	Prevention of Illegal Evictions



Abbreviation	Description	Abbreviation	Description
DEDAT	Department of Economic Development and Tourism	PMS	Performance Management System
DEFF	Department of Environment, Forestry and Fisheries	PID	Project Initiation Document
DOE	Department of Education	PPDO	Provincial Predetermined Objectives
DORA	Division of Revenue Act	PPP	Public Private Partnership
DSD	Department of Social Development	PRASA	Passenger Rail Agency of South African
DWS	Department of Water and Sanitation	PSDF	Provincial Spatial Development Framework
ECD	Early Childhood Development	PSP	Provincial Strategic Plan
EE	Employment Equity	PT	Provincial Treasury
EHP	Emergency Housing Policy	RBIG	Regional Bulk Infrastructure Grant
EIA	Environmental Impact Assessment	REFSO	Renewable Energy Finance and Subsidy Office
EPWP	Expanded Public Works Programme	RTIA	Road Traffic Infringement Agency
ESTA	Extension of Security of Tenure Act	RFP	Request for Proposal
FBAR	Final Basic Assessment Report	RTMC	Road Traffic Management Corporation
FPSU	Farmer Production Support Unit	RTS	Refuse Transfer Station
GAMAP	Generally Accepted Municipal Accounting Practice	RUMC	Rural-Urban Market Centre
GDP-R	Gross Domestic Product - Regional	SAB	South African Breweries
GRAP	Generally Recognised Accounting Practice	SABS	South African Bureau of Standards
HCE	Housing Consumer Education	SALGA	South African Local Government Association
HDA	Housing Development Agency	SAMDI	South African Management Development Institute
HR	Human Resources	SAMRAS	South African Municipal Resource Accounting System
HSDG	Human Settlements Development Grant	SAMWU	South African Municipal Workers Union
IBR	Inverted Box Rib	SANEDI	South African National Energy Development Initiative
ICT	Information and Communication Technology	SANS	South Africa National Standards
IDP	Integrated Development Plan	SAPS	South African Police Service
IFRS	International Financial Reporting Standards	SASSA	South African Social Security Agency
iGRAP	Interpretations of Standards of Generally Recognised Accounting Practice	SCA	Stellenbosch Civic Association
IHSP	Integrated Human Settlement Plan	SCMU	Supply Chain Management Unit
IIC	Infrastructure Innovation Committee	SDBIP	Service Delivery and Budget Implementation Plan
IMATU	Independent Municipal Trade Union	SHIs	Social Housing Institutions
IMESA	Institute of Municipal Engineers of South Africa	SDF	Spatial Development Framework
IMFO	Institute for Municipal Finance Officers	SEDA	Small Enterprise Development Agency
INEP	Integrated National Electrification Programme	SITA	State Information Technology Agency
IPC	Integrated Planning Committee	SMME	Small Medium Micro Enterprises
IPPS	Independent Power Producers	SMS	Short Message Service
IRDP	Integrated Residential Development Programme	SOP	Standard Operating Procedure
ISAMAO	Institute of South African Municipal Accounting Officers	SPA	Stellenbosch People's Alliance



Abbreviation	Description	Abbreviation	Description
ISSP	Informal Settlement Support Programme	SPLUMA	Spatial Planning and Land Use Management Act
ISUPG	Informal Settlements Upgrade Partnership Grant	SPV	Special Purpose Vehicles
IUDG	Integrated Urban Development Grant	SSI	Stellenbosch Safety Initiative
IWA	International Water Association	STOD	Sustainable Transit-Oriented Development Plan
IWAA	Integrated Water Availability Assessment	SU	Stellenbosch University
IWMP	Integrated Waste Management Plan	SWWTW	Stellenbosch Wastewater Treatment Works
IZS	Integrated Zoning Scheme	TASK	Tuned Assessment of Skills and Knowledge
JPI	Joint Planning Initiative	TIATCP	Technical Innovation Agency Technical Centre Programme
JSE	Johannesburg Stock Exchange	VTs	Vehicle Testing System
KIWMF	Kraaifontein Integrated Waste Management Facility	WC	Western Cape
KPA	Key Performance Area	WCO24	Greater Stellenbosch
KPI	Key Performance Indicator	WCWDM	Water Conservation and Water Demand Management
LED	Local Economic Development	WCWSS	Western Cape Water Supply System
LETRP	Large Employer Trip Reduction Programme	WMO	Waste Management Officer
LGMTEC	Local Government Medium Term Expenditure Committee	WoF	Working on Fire
LGSETA	Local Government Sector Education and Training Authority	WRC	Water Research Commission
LM	Local Municipality	WTP	Water Treatment Plan
LR	Labour Relations	WWF	World Wildlife Fund
LUMS	Land Use Management System		
LUPA	Land Use Planning Act		
LUPO	Land Use Planning Ordinance		
MAYCO	Executive Mayoral Committee		
MERO	Municipal Economic Review Outlook		
MFMA	Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003)		
MGRO	Municipal Governance Review and Outlook		
MIG	Municipal Infrastructure Grant		
MILE	Municipal Institute of Learning		



Introduction

The Stellenbosch Municipal Annual Report 2023/24 addresses the performance of the Stellenbosch Municipality in the Western Cape, South Africa, concerning its core legislative obligations. Local government must create a participatory framework that defines and enhances the relationship between elected leaders and their communities. This requires that the municipal council provides regular and predictable reporting on programme performance and the general state of affairs in their locality.

The report reflects on the performance of the Stellenbosch Municipality for the period of 01 July 2023 to 30 June 2024. The layout of the annual report is prepared in terms of Section 121(1) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), in terms of which the municipality must prepare for each financial year.

The Annual Report comprises six chapters with the following broad overview:

-  **Chapter 1:** An overview of the municipality's overarching strategy, accountability processes, social and demographic profile, and key highlights and challenges regarding finance, institutional transformation, and key basic service delivery.
-  **Chapter 2:** Details about the governmental workings of the municipality and addressing the key aspects of good governance.
-  **Chapter 3:** Highlights the municipality's performance for the year, with a focus on service delivery and the municipality's predetermined objectives.
-  **Chapter 4:** Provides insight into the municipality's human resources and organisational management areas, focussing on organisational structure and legislation.
-  **Chapter 5:** An overview of the municipality's financial performance, reflecting on the municipality's financial position, assets, cash flow, and intergovernmental grants received by the municipality.
-  **Chapter 6:** An overview of the audit key findings as per the Auditor-General of South Africa.

The purpose is to establish a transformed and well-governed municipal environment that remains robust and will continue to stimulate the growth and well-being of the constituents of the Stellenbosch municipal area.



Vision, Mission, and Values





CHAPTER 1: EXECUTIVE MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

1.1 COMPONENT A: EXECUTIVE MAYOR'S FOREWORD



Cllr Jeremy Fasser
Executive Mayor
(and Ward Cllr, Ward 17)

Reflecting on the 2023/24 financial year, I present this annual report with immense pride. It highlights the progress we have made in striving towards our vision of Stellenbosch as a Valley of Opportunity for All. Our municipality continues to work tirelessly to create an environment where small businesses, entrepreneurs, and industries can flourish. This year, we have focused on attracting investment, driving economic growth, and creating job opportunities that will benefit every resident and visitor to our region.

At the heart of our efforts is the belief that Stellenbosch should be a place where people can thrive—where innovation and hard work are rewarded, and where the foundations for long-term prosperity are continually strengthened.

Through targeted interventions, we are laying the groundwork for a future that invites economic activity, draws visitors to our beautiful region, and enhances the quality of life for all.

Key Policy Developments

Our strategic priorities are closely aligned with the Provincial Growth and Development Strategy, as well as our own Integrated Development Plan (IDP). The focus has been on achieving impactful outcomes, especially in areas like economic development, infrastructure improvements, and sustainability. The IDP strategies have guided our actions to ensure we are making tangible progress toward building a thriving and inclusive local economy.

We have made significant strides in meeting key objectives, with our policies fostering sustainable development and laying the foundation for long-term growth. By aligning with both provincial and national priorities, we ensure that our policies are not just theoretical but result in meaningful improvements for our communities.

Key Service Delivery Improvements

One of the major successes of the year has been our investment in infrastructure maintenance and development, which remains at the core of our service delivery mandate. The largest portion of our capital budget was committed to infrastructure and engineering, with a direct focus on basic services such as water provision, electricity, roads, stormwater systems, sanitation, and refuse removal.

Our focus is clear: getting the basics right. By prioritising these essential services, we are using public funds responsibly to improve the daily lives of our residents. Notable projects include the upgrade of road networks, expansion of water and sanitation facilities, and improvements in waste management and recycling. These developments not only enhance service delivery but also ensure that we are building a resilient infrastructure for future generations.



Public Participation

Our success as a municipality is rooted in the active participation of our residents. We have worked hard to ensure that the voices of our community are heard and considered in our decision-making processes. Throughout the year, we engaged with the public through various platforms, including written submissions, public meetings, Integrated Development Plan (IDP) open days, online platforms, and direct communication via email and telephone.

By embracing these methods, we have fostered greater transparency and accountability while ensuring that the diverse views of our residents are taken into account. This ongoing dialogue strengthens the relationship between the municipality and the community, ensuring that we remain responsive to the needs and aspirations of all who live here.

Conclusion

As with every year, 2023/24 brought its own challenges, but together, we have faced them head-on, making considerable progress along the way. Our collective efforts have been rewarded with another clean audit—a significant achievement that underscores our commitment to financial responsibility and good governance. A clean audit reflects not only our sound fiscal management but also the trust that our residents place in us to deliver on our promises.

This past year has been a testament to the power of collaboration and determination. By working together, we have not only overcome obstacles but also laid the groundwork for an even more prosperous future for Stellenbosch. I am deeply grateful to our dedicated municipal staff, our partners, and, most importantly, our community members for their ongoing support and engagement.

As we look ahead, I remain optimistic about what we can achieve together. The 2023/24 financial year has been one of growth, learning, and accomplishment, and I am confident that we will continue on this positive trajectory in the years to come.

CLLR JEREMY FASSER
EXECUTIVE MAYOR



1.2 COMPONENT B: EXECUTIVE SUMMARY

1.2.1 MUNICIPAL MANAGER'S FOREWORD



Geraldine Mettler
Municipal Manager

As we reflect on the accomplishments and challenges of the 2023/24 financial year, I am proud to share that Stellenbosch Municipality has once again demonstrated commendable performance in service delivery, governance, and financial management.

Despite the continued trials posed by external factors such as loadshedding, economic pressure, and climate challenges, we have remained steadfast in our commitment to delivering high-quality services to our residents.

The resilience of our community, officials, management team, and stakeholders has been tested this year, and I am delighted to report that we have emerged stronger and more united.

This Annual Report offers detailed insights into the municipality's performance over the past 12 months, showcasing how we have navigated these challenges while maintaining essential services and operational efficiency.

Our municipality faced some delays in infrastructure projects due to factors beyond our control, such as supply chain disruptions and inflationary pressures. However, we ensured that basic service delivery—water, electricity, refuse removal, and emergency services—remained uninterrupted. Our proactive management and collaborative efforts with stakeholders have enabled us to minimise the impact on our residents.

I am especially proud to announce that Stellenbosch Municipality has once again received a clean audit opinion from the Auditor-General of South Africa (AGSA). This achievement underscores our commitment to sound financial management, robust internal controls, and adherence to audit standards. It is a reflection of the hard work, diligence, and dedication of our management team, officials, and the entire Council.

In 2023/24, we continued to make sizable investments in infrastructure development, maintenance, and upgrades, prioritising the needs of our growing population and businesses. With a focus on basic service delivery, we have committed significant resources to ensure the sustainability and efficiency of our water, electricity, sanitation, and road networks. Our values of innovation, integrity, accountability, and transformation have guided these efforts, as we work toward creating an environment that supports economic growth and dignified living conditions for all residents.

Public participation remains a key pillar of our governance. We have worked hard to engage with our communities through various platforms—public meetings, online forums, and written submissions—ensuring that the voices of our residents are heard and that they play an active role in shaping the future of our municipality.

Stellenbosch continues to thrive despite the economic challenges we face. Higher-than-normal inflation, supply chain disruptions, and energy security issues have created a difficult environment, yet through effective collaboration with stakeholders, we have built resilience. Our response to these challenges demonstrates the strength of our leadership and our capacity to adapt and overcome.

I would like to extend my heartfelt gratitude to the Executive Mayor, the Mayoral Committee, the entire Council, the Audit and Performance Audit Committee (APAC), and my management team



for their unwavering dedication and strategic vision throughout this year. It is through their leadership and collaboration that we have been able to achieve the successes outlined in this report.

Finally, I wish to thank all municipal employees for their passion, hard work, and commitment. It is an honour to serve alongside you as we work together to realise our vision of becoming a true Valley of Opportunity and Innovation for all.

May this Annual Report for 2023/24 serve not only as a record of our achievements but as a motivation for continued excellence and progress in the years to come.

MS GERALDINE METTLER
MUNICIPAL MANAGER



1.2.2 STRATEGIC FOCUS AREAS

The strategic focus areas within a municipality are the building blocks of the Council's strategy. The focus areas, as depicted in the diagram below, illustrate the expansion of the vision statement and create structure around how the municipality will achieve its strategic goals.

Table 1: Strategic focus areas

SFA 1: Valley of Possibility	Predetermined Objectives <ol style="list-style-type: none"> 1.1 Create an environment conducive to business development and job creation. 1.2 To facilitate and coordinate support for emerging entrepreneurs by utilising internal SCM processes and linking SMMs with opportunities in the market. 1.3 To provide, upgrade, and maintain an effective engineering infrastructure to support effective service delivery. 1.4 To ensure the provision of non-motorised transport routes as a functional mode of transport.
Predetermined Objectives <ol style="list-style-type: none"> 2.1 Managing human use of the biosphere and its resources. 2.2 Enhancing the integrity of the environment is imperative for long-term sustainability. 2.3 Incorporating biodiversity into the environment is an imperative for long-term sustainability 2.4 Ensuring spatial sustainability. 2.5 Facilitate the efficient use of all forms of capital available to Stellenbosch. 2.6 Building human capacity and ability. 2.7 Efficient information management. 	SFA 2: Green and Sustainable Valley
SFA 3: Safe Valley	Predetermined Objectives <ol style="list-style-type: none"> 3.1 To implement an integrated safety strategy that incorporates multi-stakeholder engagement and social crime preventions. 3.2 To develop and implement institutional crime prevention strategies, with a focus on improved law enforcement and neighbourhood watches.
Predetermined Objectives <ol style="list-style-type: none"> 4.1 To develop and maintain sustainable human settlements that will meet the diverse range of housing needs. 4.2 To develop and implement a social infrastructure master plan for the upgrading and maintenance of social facilities in all wards. 4.3 To involve and build the capacity of stakeholders in the planning and management (governance) of the areas where they live. (Promote participatory planning and integrated implementation). 4.4 To provide access to basic services for households in the WC024 area. 	SFA 4: Dignified Living
SFA 5: Good Governance and Compliance	Predetermined Objectives <ol style="list-style-type: none"> 5.1 To develop, align, and implement effective management information systems. 5.2 An effective asset management system to optimise the use of municipal assets. 5.3 To manage integrated development planning and the efficient measurement of predetermined objectives as per the regulatory framework. 5.4 To involve the community in the planning and management of programmes and projects impacting their ward(s). 5.5 To review municipal governance processes as per the Risk-Based Audit Plan 5.6 A skilled and capable workforce that supports the growth objectives of the municipal area 5.7 A responsive, accountable, effective, and efficient local government system 5.8 To implement an effective revenue management system. 5.9 To provide accurate and relevant financial information for decision-making. 5.10 To develop and implement a responsive, accountable, effective, and efficient customer care structure and system.



1.2.3 ALIGNMENT WITH INSTITUTIONAL ARRANGEMENTS AND PROCESSES

The municipality focuses on prudent arrangements that provide internal and external alignment with its organisational strategies. This best supports the execution of the long-term goals and purposes, which require all stakeholder engagements, both external and internal, to be aligned with and committed to achieving the vision of the organisation. The administration strongly focuses on action against deliverables, which in turn creates effectiveness and efficiency in decision-making and delivering services to all citizens.

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

International best practice shows that the only way to carry out sustainable urban management is to engage in meaningful partnerships with communities, where communities take full responsibility for the development of their neighbourhoods. Stellenbosch Municipality is committed to ensuring that the real social and economic development of its poorest communities is realised through extensive community input and ownership.

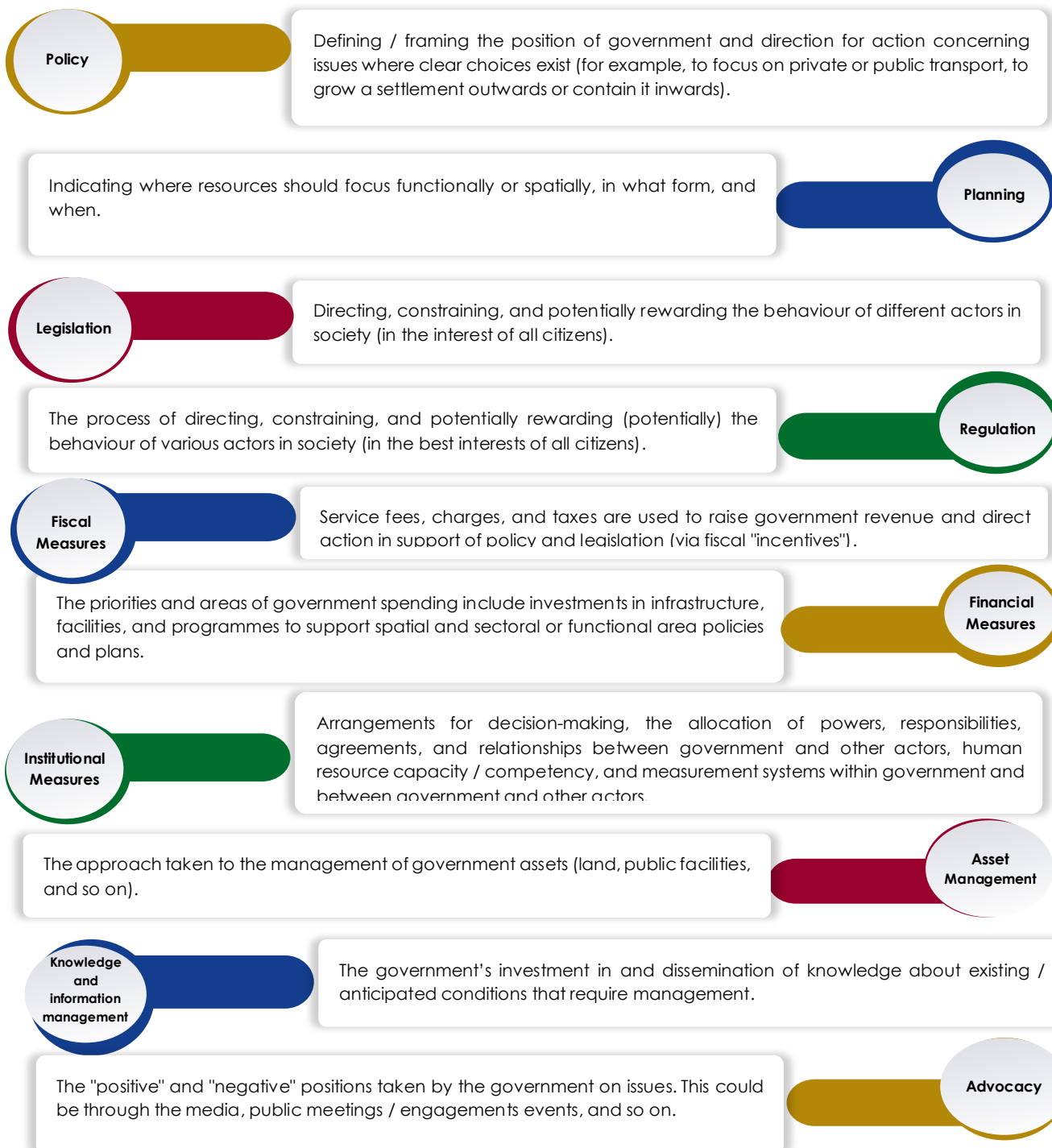
A component of community participation focuses on ward-based planning, where the desired outcome is to have a ward-based plan for each of the 23 wards. Ward-based plans are a form of participatory planning designed to promote community action with clear linkages to the IDP. These plans mobilise communities and citizens to take responsibility for their destinies and capture what communities see as their desired outcomes.

These plans also help to fast-track the implementation of the IDP. This ensures that the focus areas of the IDP become the collective responsibility of community members, ward councillors, ward committees, the business community, NGOs and CBOs, and all other stakeholders in the greater Stellenbosch.

Participatory processes present an opportunity for visionary local leaders to implement a shared agenda and show tangible and measurable results through collectively addressing the ward priorities.



1.2.4 THE TOOLS OF GOVERNANCE



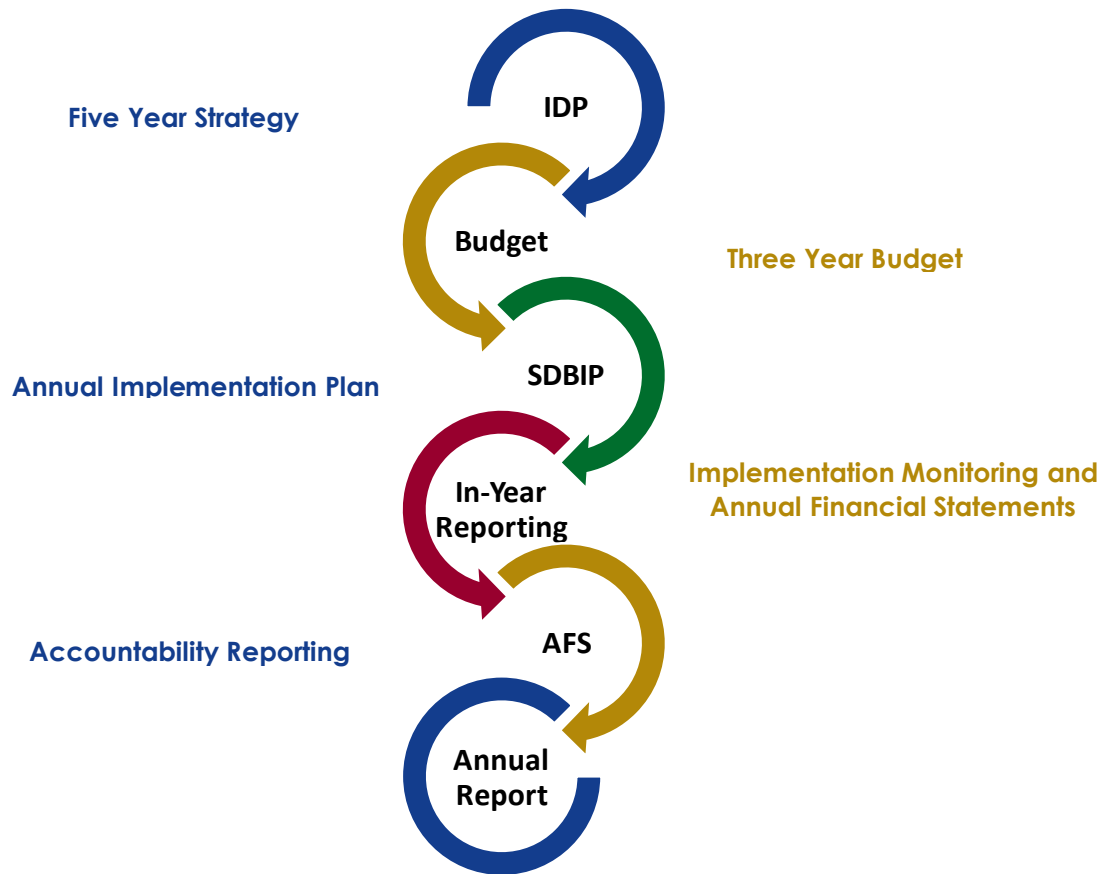
Planning techniques are used to bridge the gap between local experiential knowledge, the technical needs of strategy development, and the demand for strategic frameworks to be ready to cope with rapid decision-making to reduce the risk of unforeseen issues.

Through extensive, organised information-sharing and planning workshops, this procedure aims to establish a starting position about how to guide the development and administration of the town. The strategy becomes the overarching strategic framework, which is then built on with technical work.



To ensure that alignment between the Council's strategic processes is adhered to, the municipal accountability cycle needs to be implemented:

Figure 1: Accountability Process flow





1.2.5 State of the Greater Stellenbosch

Stellenbosch Municipality is located at the edge of the City of Cape Town but still manages to retain its distinct small-town character. This undoubtedly gives Stellenbosch a strong competitive advantage – sharply contrasting with similarly sized towns located 400 km or more from the nearest metropolitan municipality. Aside from being a mere 50 km from Cape Town's central business district (CBD) and being flanked by the N1 and N2 main routes, Stellenbosch is also just 30 km away from the sea (at Somerset West / Strand) and just a few kilometres from the breathtaking Boland mountain ranges. The municipal area covers approximately 900 km².

In addition, Stellenbosch is a mere 28 km from Cape Town International Airport, one of South Africa's top (air) links to the global economy, and not much further away from Cape Town harbour, the shipping portal to both the Atlantic and the Indian Oceans.

This convergence of environmental resources, scenic quality and business opportunities has two other mutually reinforcing spin-offs: The largest number of JSE-listed companies based in any small South African town have their headquarters in Stellenbosch and the town is home to a disproportionately high number of corporate CEOs and executives, which in turn means that it can sustain a comparatively high level of economic activity and consumer services for a town of its size. This results in other benefits throughout the value-add chain and for employment.

The municipality's area of jurisdiction includes the towns of Stellenbosch and Franschhoek, as well as several rural communities such as Wemmershoek, La Motte, De Novo, Kylemore, Pniël, Johannesdal, Lanquedoc, Groot Drakenstein, Muldersvlei, Klappmuts, Elsenburg, Raithby, Jamestown, Koelenhof and Vloffenburg (most with a population of less than 5 000). Apart from formal settlement areas, the municipal area also includes several informal settlements.

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

The area houses excellent educational institutions, including Stellenbosch University and several prestigious schools as well as Boland College. It has a strong business sector, varying from major South African businesses and corporations to smaller enterprises and home industries. The tourism industry alone is responsible for the creation of about 18 000 jobs in the area. Wine farms and cellars abound - the area is the home of the very first Wine Route in South Africa.

A variety of sports facilities are available. Coetzenburg, with its athletics and rugby stadiums, has delivered star performances over many generations. The municipal area is enriched with arts and culture landmarks, featuring facilities like the Adam Small Theatre, Oude Libertas Amphitheatre (famed for its summer performances of music, theatre, and dance), Spier Amphitheatre, Theatre on Dorp Street, and Aan de Braak Theatre.

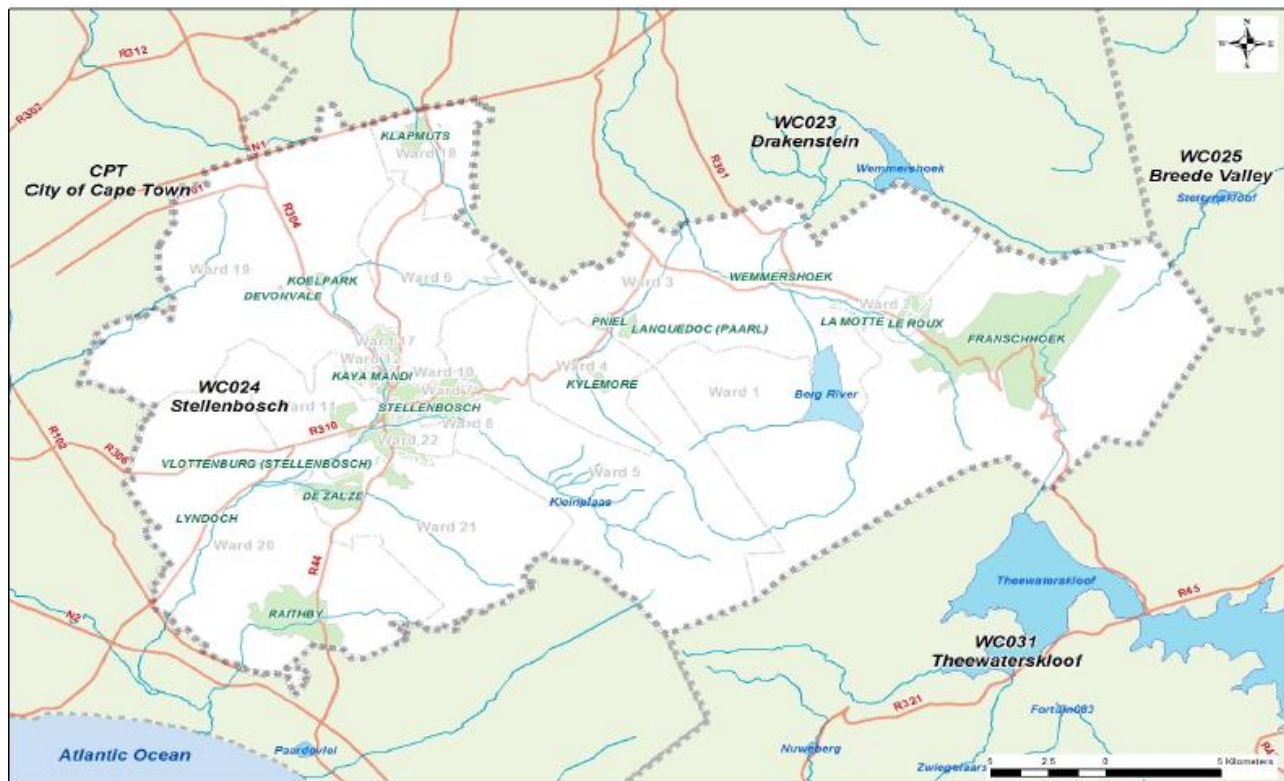


The following municipalities share their borders with Stellenbosch Municipality:

- ⚓ The City of Cape Town (South);
- ⚓ Drakenstein Municipality (North);
- ⚓ Breede Valley Municipality (North-East); and
- ⚓ The Theewaterskloof Municipality (South-West).

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

Map 1: Locality map of municipal boundaries





1.2.6 Ward Demarcation

The ward demarcation was structured according to the election outcomes on 01 November 2021 which increased from 22 to 23 wards for the year under review.

Table 2: Municipal Ward Demarcation

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

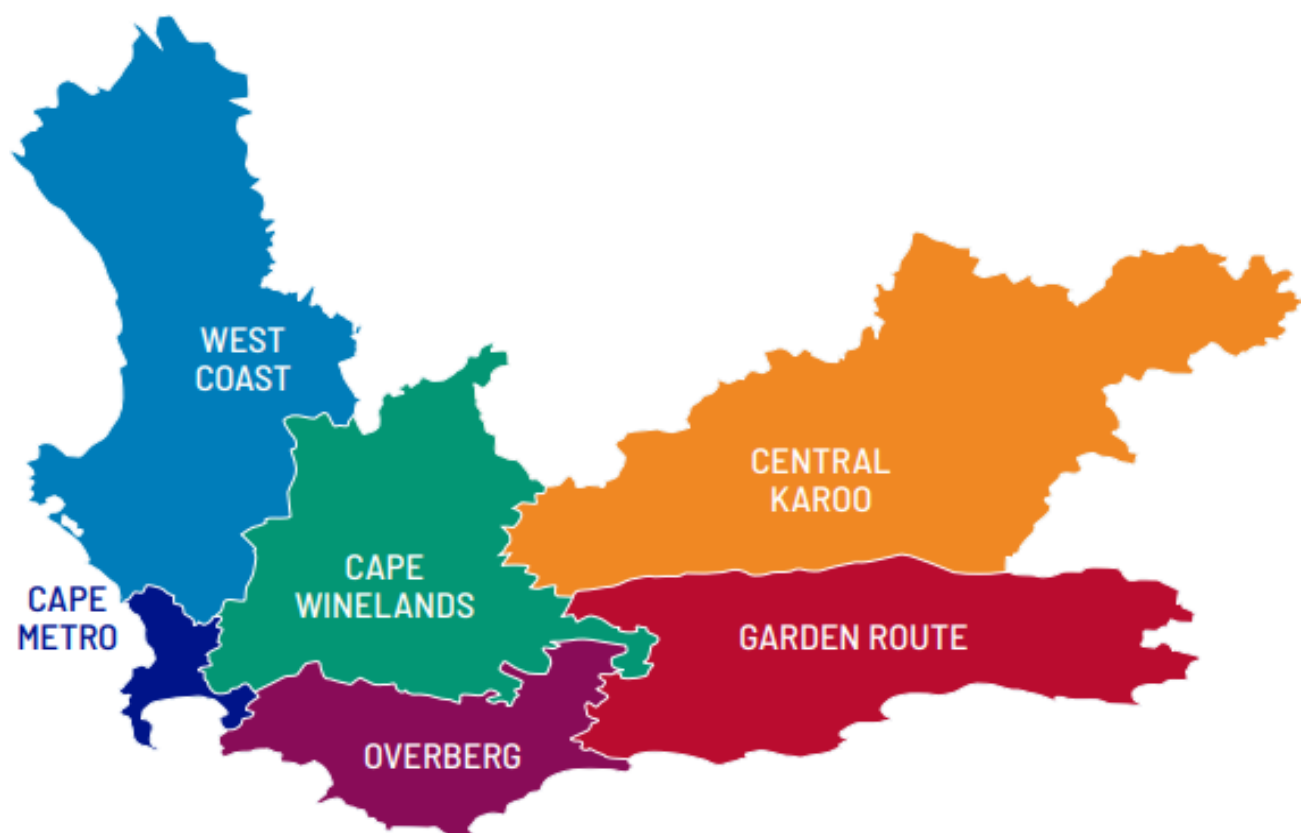


Ward	Areas
19	De Novo, Kromme Rhee, Vaaldraai, Muldersvlei, Koelenhof and surrounding Farms, Koelenhof Station, Slaley, Hunting, Koelenhof Farms, Poulter / Mariendahl, De Hoop, Nooitgedacht Village, Bottelary and Surrounding Farms, De Waalshof, Weltevrede 1, Weltevrede 2, Smartie Town.
20	Vlottenberg, Raithby, Mooiberge, Lynedoch
21	Brandwacht Aan Rivier, Paradyskloof, Stellenbosch Golf Course, Blaauwklippen / Stellenzicht Farms, De Zalze, Jamestown, Mountainview, Stellenbosch Airfield
22	Die Boord, Dalsig, Brandwacht, Krigeville, Libertas Farm
23	Dorp Street, Krige, Hamman Street, Schroder Rd, Die Braak, Bird Street from Dorp Street, Dennesig area, Muller Rd, Banghoek Road, Reyneveld Street, Plankenburg Industrial area, and Kayamandi Corridor.

Source: Statistics South Africa and IEC

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

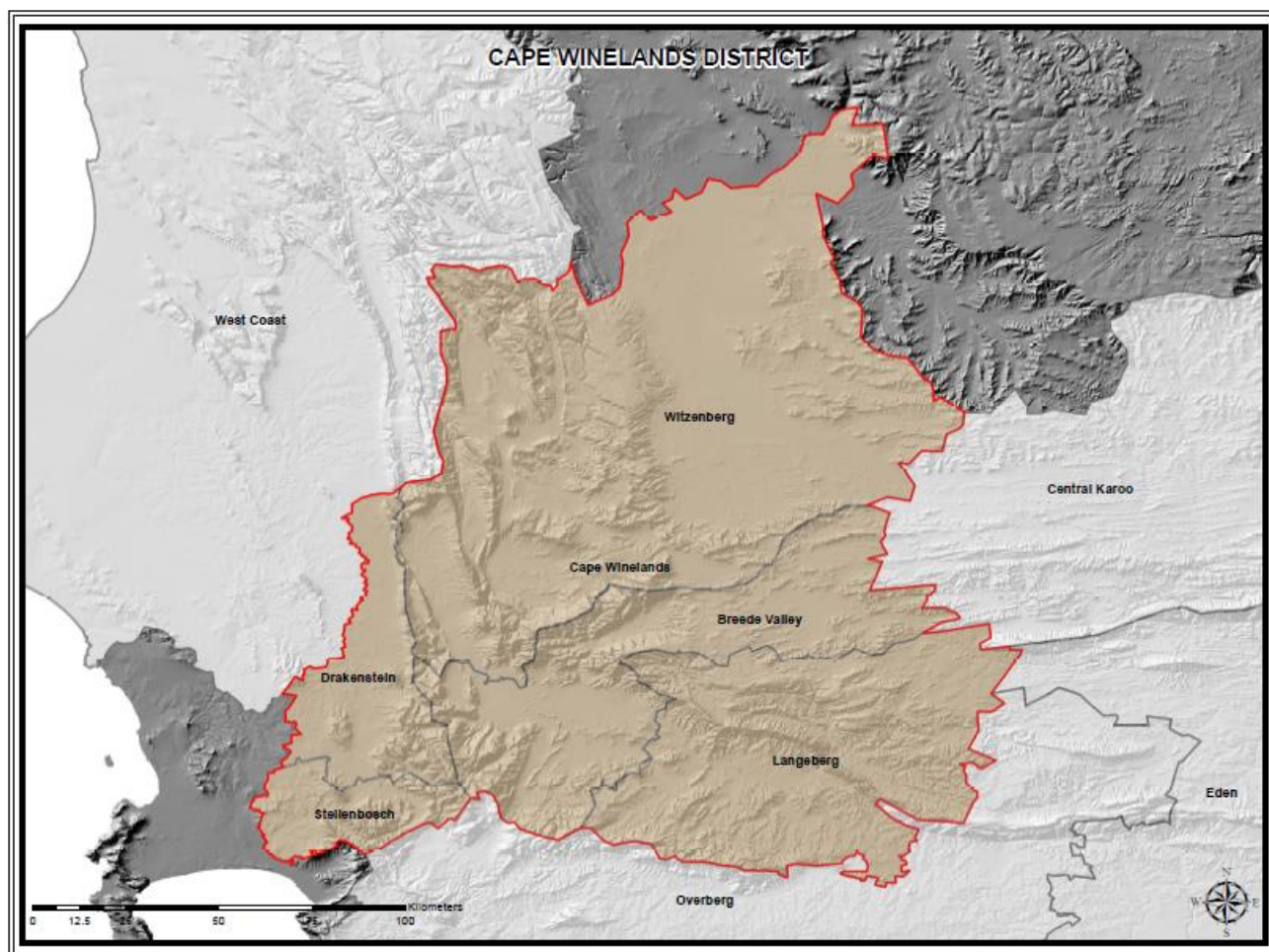
Map 2: Locality of Cape Winelands in relation to Provincial Boundaries





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

Map 3: Locality map of Stellenbosch Municipality in relation to Cape Winelands District Boundaries



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

1.2.7 Socio-Economic Context

The socio-economic information is primarily sourced from the census conducted by Statistics South Africa (Stats SA) for 2022, administrative data from sector departments, the Municipal Review and Outlook (MERO), Global Insight Regional Explorer and Quantec.

The GDPR performance, risk, and vulnerability factors can be read in detail within the Local Government Socio-economic Profile 2023 for the Stellenbosch municipal area.



1.2.8 DEMOGRAPHICAL OVERVIEW OF THE GREATER STELLENBOSCH AT A GLANCE

Table 3: Socio-economic summary

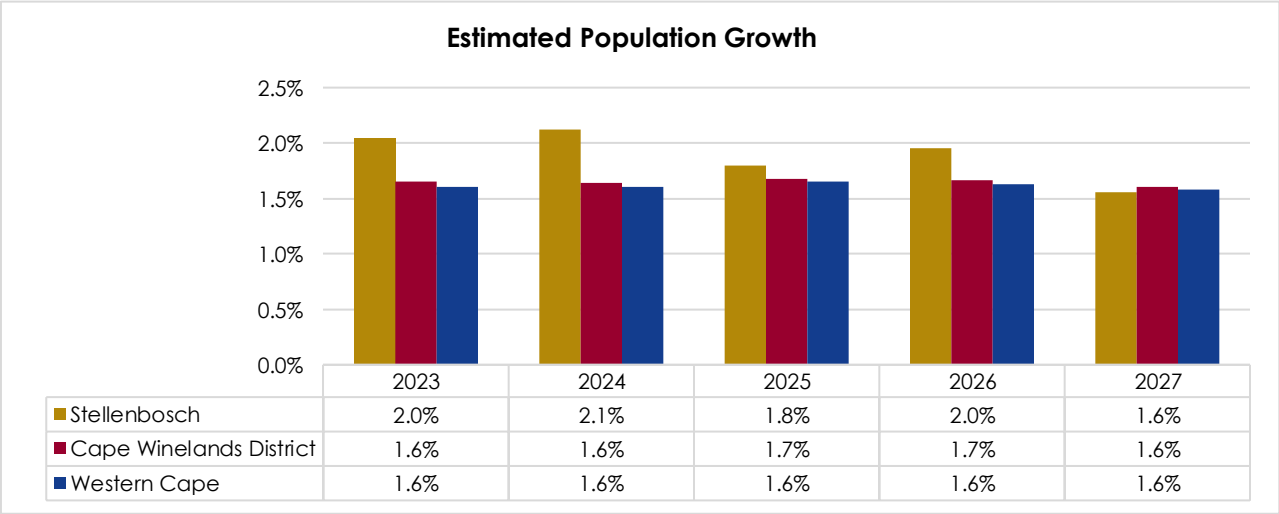
Population Estimates, 2022			Actual households, 2021			
	Population 175 411			Households 59 626		
Education		2022	Poverty		2022	
	Matric Pass Rate	84.7%		Gini-Coefficient	0.61	
	Learner Retention Rate	82.0%		Poverty Head Count Ratio (UBPL)	66.68%	
	Learner-Teacher Ratio	26.7				
Health						2021/22
	Primary Health Care Facilities 8 (excl. mobile / satellite clinics)	Immunisation Rate 64.5%	Maternal Mortality Ratio (per 100 000 live births) 60.2	Teenage Pregnancies – Delivery rate to women U/18 12.5%		
Safety and Security			The annual number of reported cases in 2022/23			
	Residential Burglaries 869	DUI 251	Drug-related Crimes 1 463	Murder 77	Sexual Offences 207	
Access to Basic Service Delivery			Percentage of households with access to basic services, 2022/23			
Water in dwelling 86.4%		Refuse Removal 87.3%		Electricity 96.9%		
				Sanitation 96.8%		
				Housing 87.3%		
Road Safety 2021/22		Labour, 2023		Socio-economic Risks		
Fatal Crashes	31	Unemployment Rate		Risk 1	Job losses	
Road User Fatalities	39	(narrow definition)		Risk 2	Low learner retention	
		15.2%		Risk 3	Low skills base (Labour)	
Largest 3 sectors			Contribution to GDP, 2020			
Finance, insurance, real estate, and business services		Wholesale and retail trade, catering and accommodation		Manufacturing		
25.7%		18.1%		17.2%		

Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)
Statistics South Africa 2022

1.2.8.1 Population Growth and Household

In 2022, the Stellenbosch municipal area, a prominent region within the Cape Winelands, accommodated 21 per cent of the area's population, totalling **175 411** individuals. Projections indicate a steady rise, estimating a population of **192 951** residents by 2027, marking an average annual population growth rate of 2.0 per cent during this period. This growth rate surpasses the Cape Winelands District's average annual population growth rate of 1.7 per cent by 0.3 percentage points. The socio-economic implications of this demographic shift are multifaceted, impacting various sectors including housing, employment, and education within the region.

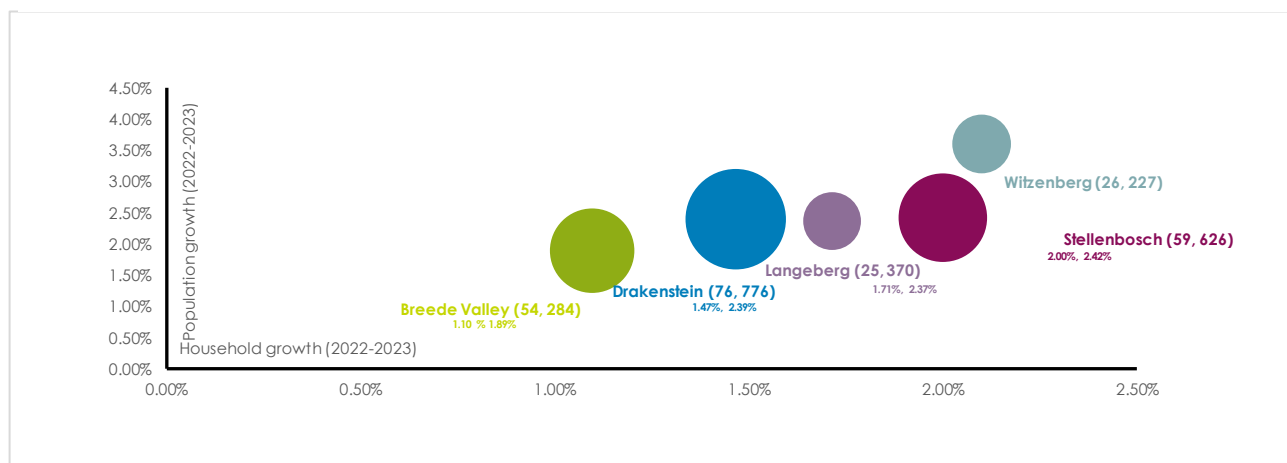
Graph 1: Estimated Population Growth



Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)
Statistics South Africa 2022

Household size refers to the number of people per household.

The average size of households is expected to remain at an average of 2.9 individuals from 2022 to 2026. The trend of average household size could be attributed to a wide range of factors, including but not limited to underlying socio-economic factors like patterns in employment opportunities, educational access, and housing market dynamics that shape this trend.

**Graph 2: Population and HH Growth**

1.2.8.2 Population and Urbanisation Density

Population density is a vital metric, quantifying the number of individuals residing in a specific area. It is influenced by various factors such as economic conditions, social dynamics, connectivity, and accessibility, shaping the concentration of people within a defined region.

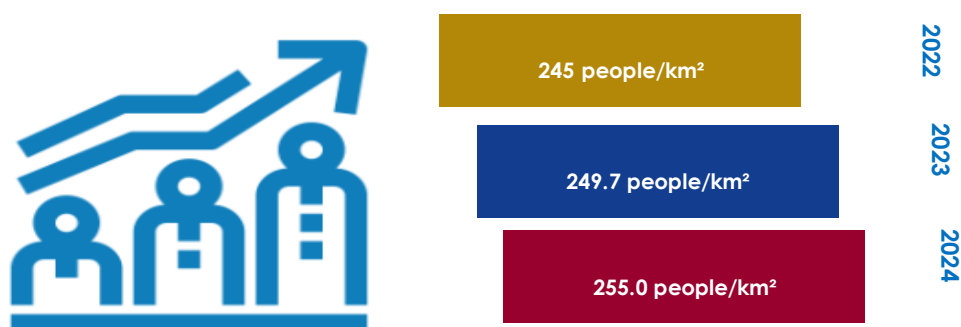
Amidst rapid urbanisation across the Western Cape, population density figures will aid public sector decision-makers in mitigating environmental, health, and service delivery risks. In 2022, the population density for WC024 was 245 recorded persons per square kilometre.

In order of highest to lowest, the table and figure depict the various local municipal areas compared as follows:

Table 4: Urbanisation Density per people/km²

Rapid Urbanisation density	Stellenbosch	Drakenstein	Breede Valley	Langeberg	Witzenberg
Population Density per people/km ²	245	194	51	27	14

Source: Western Cape Local Government Social-Economic Profile 2023 (Stellenbosch Municipality) Statistics South Africa 2022

Figure 2: Urbanisation Density within WC024

Source: Western Cape Local Government Social-Economic Profile 2023 (Stellenbosch Municipality) Statistics South Africa 2022



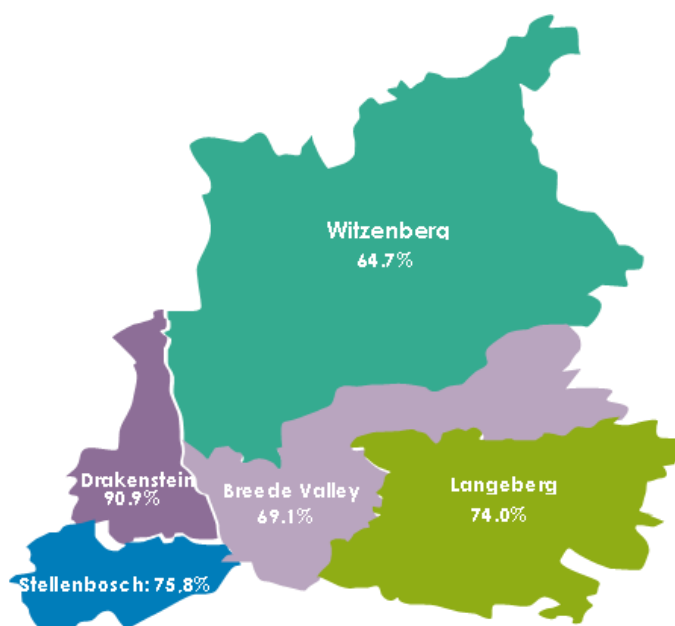
According to the above comparison, Stellenbosch has the highest density in the Cape Winelands District. This is helped a lot by the fact that the Municipal Spatial Development Framework (MSDF) says that urban development should stay within the limits of the urban edge.

The Stellenbosch Local Municipality **Map 4: Urbanisation trend**

displays a significant urbanisation trend, with approximately 75.8 per cent of its population residing in urban areas. Out of a total population of around 200 000, roughly 50 000 individuals inhabit rurally classified regions, representing a quarter of the total populace.

Within the urban landscape, the greater Stellenbosch area accommodates approximately 100 000 residents, distributed across various suburbs, including Kayamandi (40 000 inhabitants), Stellenbosch town (over 22 000 residents), Cloetesville, Ida's Valley, and others.

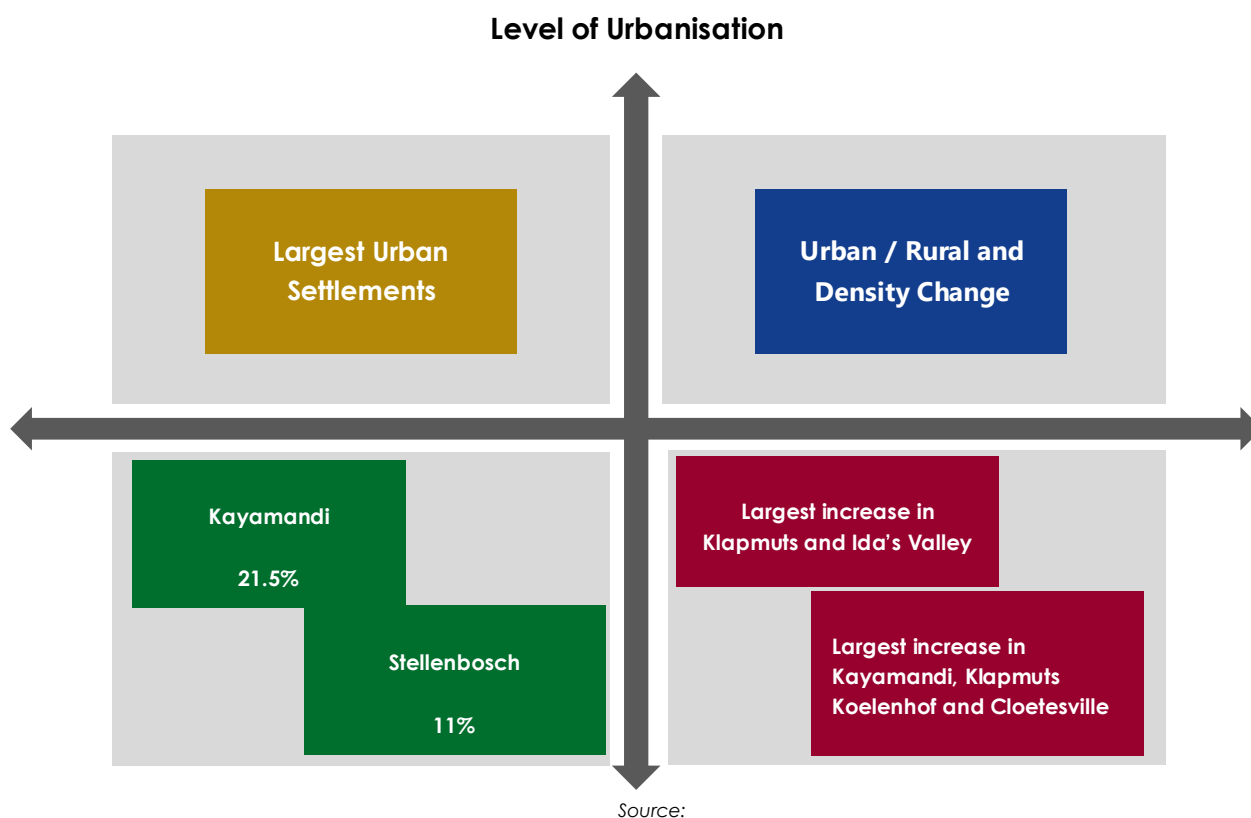
Noteworthy urbanisation growth has been observed in specific areas such as Klappmuts, Ida's Valley, Koelenhof, Cloetesville, Paradyskloof, and Franschhoek, while a population decline has been noted in Dalsig.



The relatively modest change in urbanisation percentage between 2001 and 2021 can be attributed to several factors. Despite a population increase from 30 000 to 50 000 in rural regions, the proportion it represented remained relatively stable during this period. Although Kayamandi contributes significantly to the urban population, its relative share has diminished due to the substantial growth in smaller suburbs and locations, including Klappmuts, Ida's Valley, and Paradyskloof, among others. The urban edge surrounding Kayamandi is under pressure, raising concerns about potential population overflow into rural areas and necessitating further verification and quantification. It is important to note that the demarcation of suburb boundaries in Stellenbosch complicates the comparison of urbanisation trends, requiring possible regrouping for accurate analysis. This nuanced understanding of urban and rural dynamics is crucial for informed socio-economic planning and development initiatives within the Stellenbosch municipality.



Figure 3: Level of urbanisation



Western Cape Local Government Social-Economic Profile 2023 (Stellenbosch Municipality) Statistics South Africa 2022

1.2.8.3 Racial Split

The race dynamics in the Stellenbosch municipal area present a diverse demographic landscape. The population comprises Black African individuals, accounting for 37.0 per cent of the total, and the Coloured community, constituting 37.8 per cent. White residents make up 23.3 per cent of the population, while individuals categorised as Indian / Asian represent a smaller proportion at 0.5 per cent.

This cross-analysis highlights the intricate racial composition within the Stellenbosch community, underscoring the significance of cultural diversity and its potential impact on economic and social interactions.

The table and graph below indicate the ratio split within the Cape Winelands District.

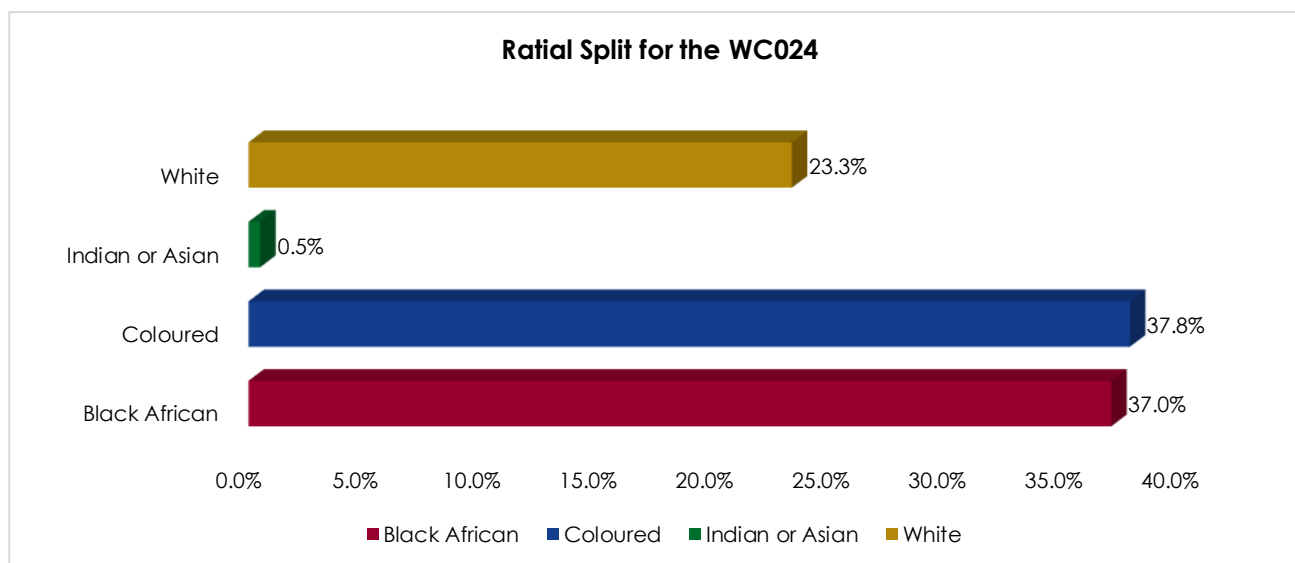
Table 5: Racial Split

Race	Cape Winelands	Witzenberg	Drakenstein	Stellenbosch	Breede Valley	Langeberg
Black African	28.2%	30.1%	27.6%	37.0%	29.1%	19.4%
Coloured	61.8%	64.1%	61.8%	37.8%	62.3%	70.6%
Indian or Asian	0.4%	0.2%	0.4%	0.5%	0.5%	0.3%
White	9.6%	5.7%	10.2%	23.3%	8.1%	9.6%

Source: Western Cape Local Government Social-Economic Profile 2023 (Stellenbosch Municipality) Statistics South Africa 2022



Graph 3: Racial split for the WC024



Source: Western Cape Local Government Social-Economic Profile 2023 and Statistics South Africa 2022

1.2.8.4 Gender Ratio

According to Stats SA, the Stellenbosch municipal area presented a gender ratio of 94.2, indicating that there are 94.2 men for every 100 women in the population. This ratio translates to 48.5 per cent males and 51.5 per cent females.

The slight increase in the ratio observed towards 2023 suggests a potential influx of working males to the area or a rise in female mortality rates. This demographic shift carries significant socio-economic implications, as it impacts workforce dynamics and social structures within the municipal area.

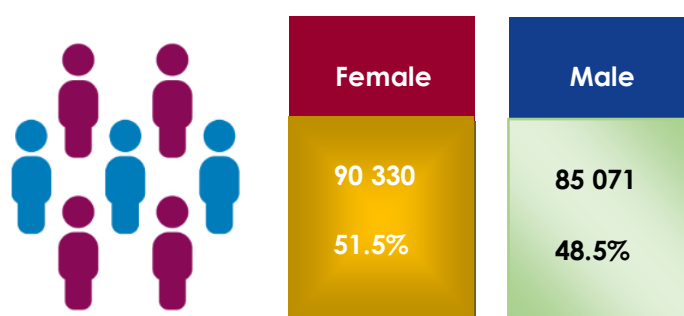
The table and figure below reflect the gender ratio within the Stellenbosch municipal area.

Table 6: Gender Ratio

Year	Cape Winelands	Witzenberg	Drakenstein	Stellenbosch	Breede Valley	Langeberg
2022	94.1	97.7	93.8	94.2	93.3	92.7
2023	98.7	110.0	98.4	96.2	94.4	96.9
2024	98.8	110.3	98.5	96.3	94.4	97.0
2025	98.9	110.6	98.6	96.3	94.3	97.1
2026	99.0	110.3	98.9	96.3	94.3	97.4

Source: Western Cape Local Government Social-Economic Profile 2023 and Statistics South Africa 2022

Figure 4: Ratio of % Females and Males

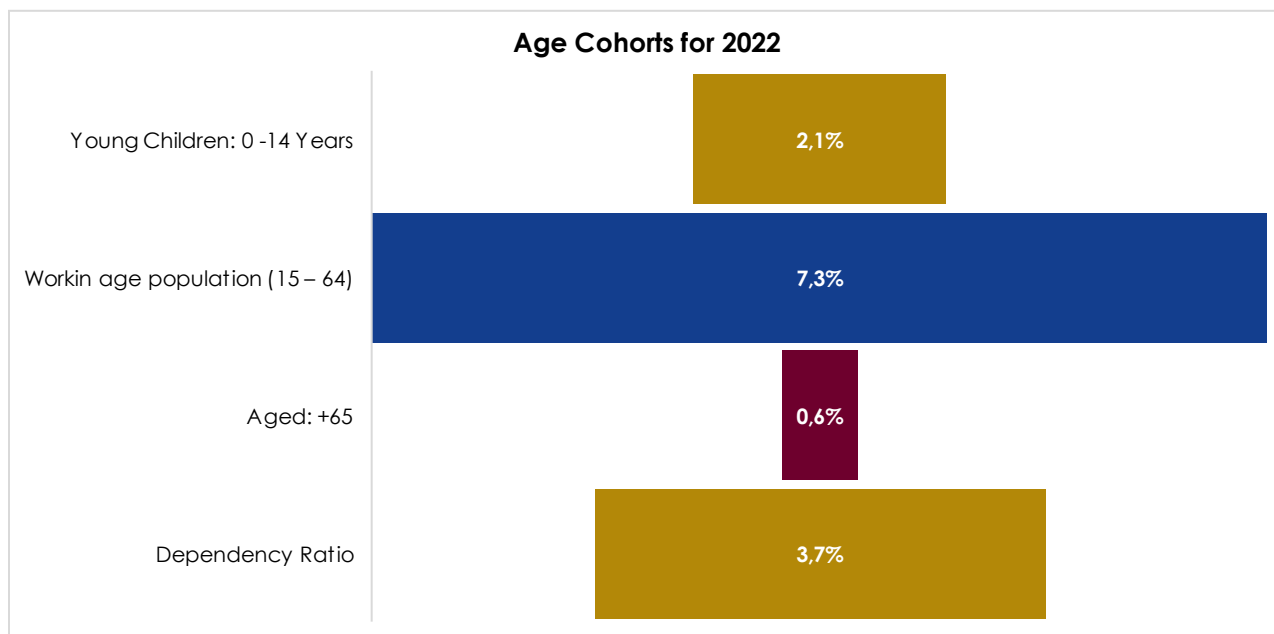




1.2.8.5 Age Cohorts

Within the Stellenbosch municipal area, a distinct age composition was apparent in 2022. The youth population was the largest, accounting for a substantial 73.1 per cent of residents.

Figure 5: Age Cohorts



Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)

Statistics South Africa 2022

1.2.8.6 Education

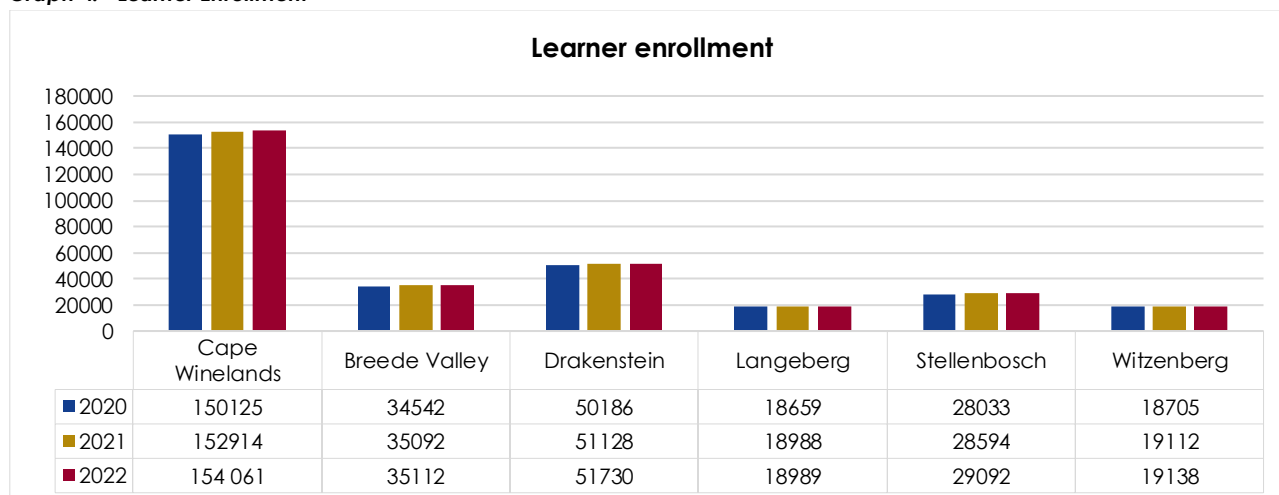
The socio-economic impact of education within municipalities is profound and complex, touching various aspects of community development and individual well-being. Quality education equips individuals with essential skills, knowledge, and critical thinking abilities, empowering them to participate meaningfully in the local economy. As the educational attainment level rises within a municipality, there is a corresponding increase in employment opportunities and higher earning potential for residents. Additionally, an educated workforce attracts investments and industries, fostering economic growth and stability. Education also plays a pivotal role in reducing poverty and promoting social equity by breaking the cycle of intergenerational poverty.

All the data below are sourced from the Local Government Socio-economic Profile 2023 for the Stellenbosch municipal area.

The learner enrollment, learner-teacher ratio, and learner retention rate

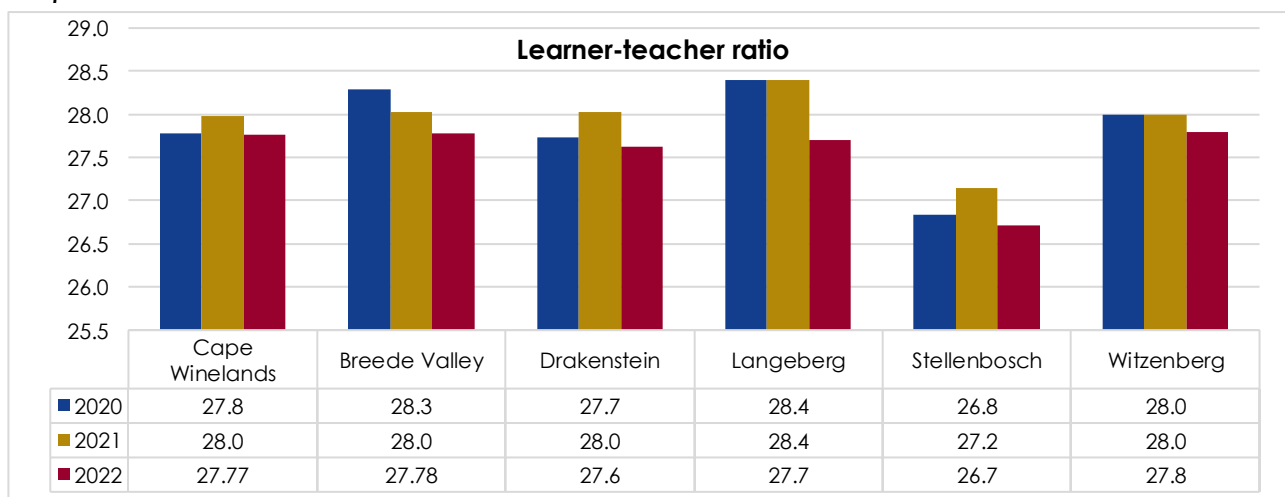
Learner enrollment in Stellenbosch experienced a notable surge from 28 033 enrolments in 2020 to 29 092 in 2022 which reflects an increase of 1 059 learners. It is evident that educational growth depicts a positive socio-economic trend within the region, presenting an enhanced emphasis on education and potentially indicating improved access to educational facilities.

The graphs below depict the learner enrollments, learner-teacher ratio, and learner retention from 2020 to 2022.

**Graph 4: Learner Enrollment**

It is crucial to establish healthy learner-teacher ratios to see the schools' capacity to accommodate the students. Lower learner-teacher ratios are associated with enhanced teacher-student interaction, fostering better-quality education. The 2022 Schools Realities Publications emphasise that government-paid teachers face high learner-teacher ratios, indicating larger class sizes. Despite a minor decrease from 26.8 students per teacher in 2020 to 26.6 in 2022, the ratio remains within the recommended range of 35:1 to 40:1.

This suggests relatively uncrowded classrooms, aligning with established standards and ensuring a conducive learning environment, ultimately impacting the socio-economic landscape positively.

Graph 5: Learner-teacher ratio

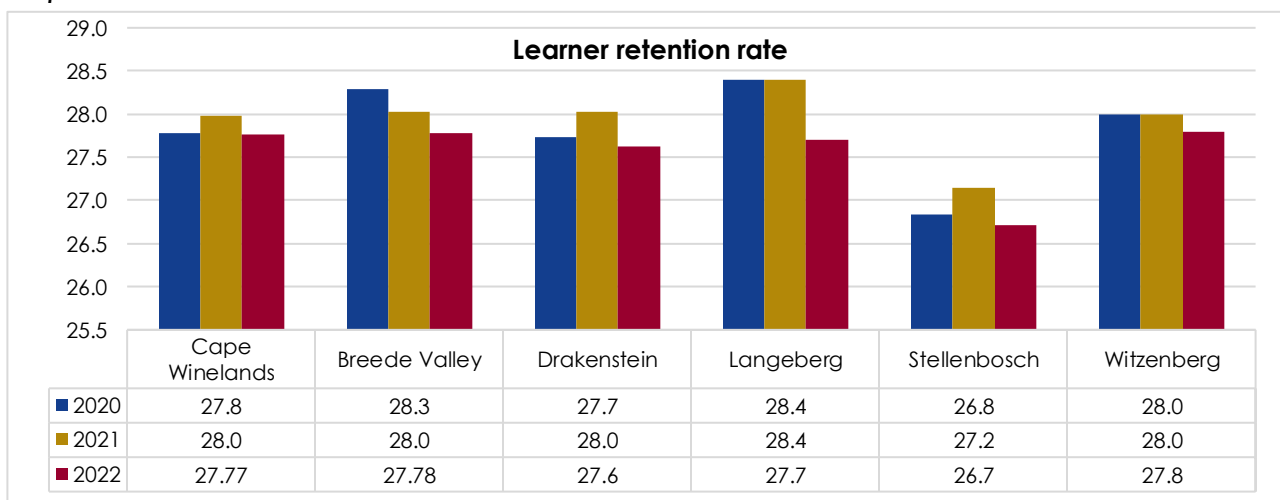
The learner retention rate measures the proportion of learners in Grade 12 who remained in Grade 10 two years prior. This can reflect essential socio-economic factors and personal circumstances that have a significant impact on education.

The inverse of the learner-retention rate is commonly referred to as the drop-out rate. The learner retention rates are influenced by a wide array of factors, including low socio-economic background, student attitudes towards education, overcrowded classrooms, critical thinking skills, study skills and other personal circumstances which can make it difficult for the learner to focus on education. Despite the learner retention rate progressing in the Stellenbosch municipal area improving from 79.1 per cent in 2021 to 82 per cent in 2022, 18 per cent of the learners did not complete their studies.



Addressing these factors is necessary for encouraging a more conducive learning environment, ensuring higher retention rates, and ultimately enhancing the region's overall socio-economic landscape.

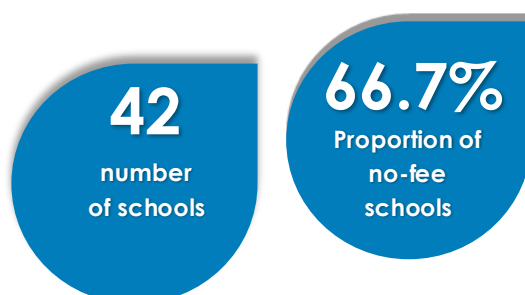
Graph 6: Learner retention rate



Education Infrastructure and Facilities

The number of schools within the Stellenbosch municipal area is recorded at 42 in 2022. Over the Medium-Term Expenditure Framework (MTEF), a substantial budget has been allocated for vital upgrades, additions, and the construction of new facilities in specific schools. This allocation is slated for use in enhancing the infrastructure of key educational institutions, including Aviation, Elsenburg Agri School, New Klipmuts Primary and High Schools, and New Stellenbosch Primary School. Such investments signify a proactive approach to bolstering the educational landscape, fostering an environment conducive to quality learning.

The proportion of no-fee schools in the Stellenbosch municipal area remains at 66.7 per cent in 2022.



The provision of library facilities within schools emerges as a crucial factor in narrowing the academic achievement gap, granting students access to valuable information and directly correlating with improved educational outcomes, whereby 71.4 per cent are equipped with libraries.

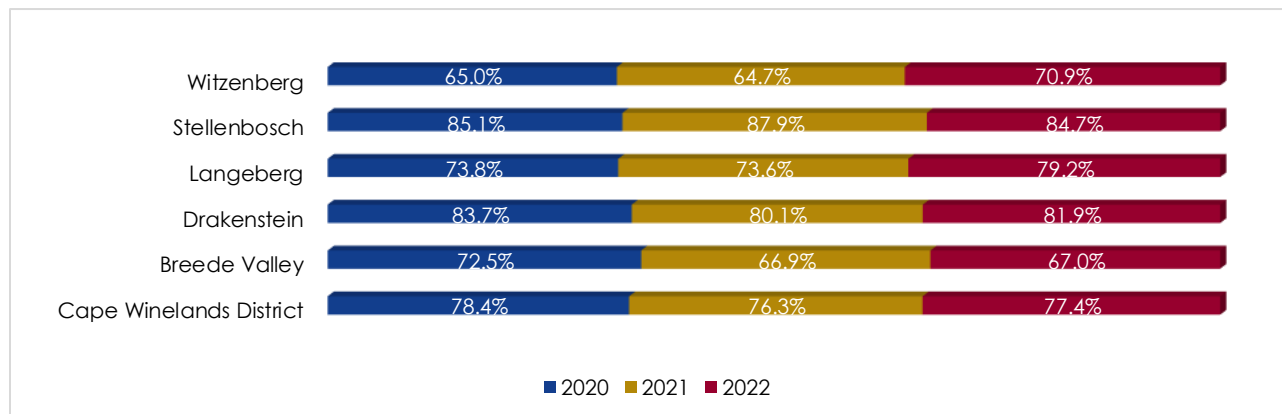
Education Outcomes

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



The graph below depicts the Matric pass rates from 2020 to 2022.

Graph 7: Education Outcomes



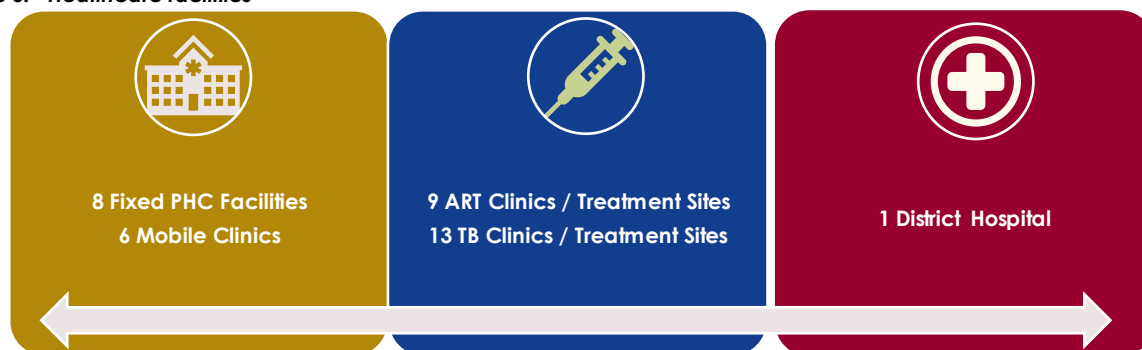
1.2.8.7 Healthcare Facilities

According to the LGSEP 2023, the Stellenbosch municipal area had 8 fixed primary healthcare facilities, comprising 7 fixed clinics, 1 community day centre as well as 6 mobile / satellite clinics. In addition to these primary healthcare facilities, there is one district hospital, 9 ART treatment sites and 13 TB clinics. The municipal area has 14 out of the 78 primary healthcare facilities within the Cape Winelands District.

All the data below are sourced from the Local Government Socio-economic Profile 2023 for the Stellenbosch Municipal area and Department of Health.

The figure depicts the total healthcare facilities.

Figure 6: Healthcare facilities

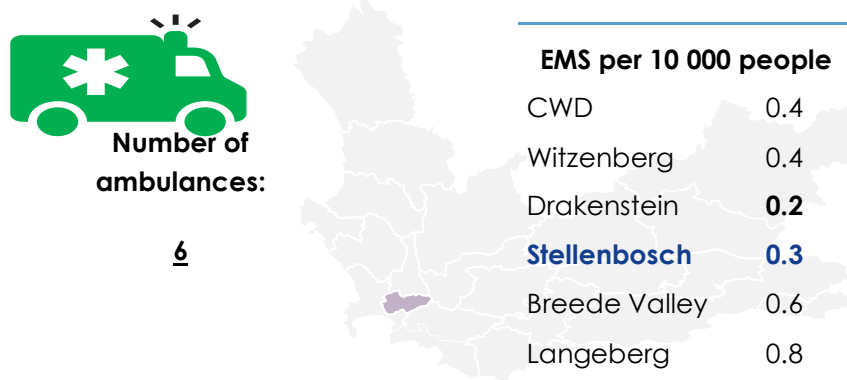


Emergency Medical Services

The provision of more operational ambulances can provide greater coverage for emergency medical services. This number below only refers to provincial ambulances and excludes all private service providers, and it remained unchanged between 2021/22 and 2022/23.



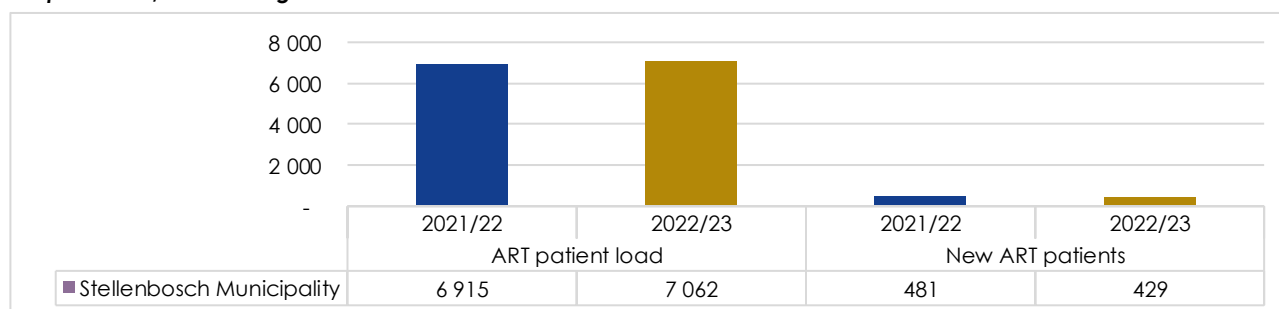
Figure 7: EMS



HIV / AIDS and TB

The number of patients adhering to their ART treatment plans in the municipal area showed a slight increase, from 6 915 registered patients in 2021/22 to 7 062 in 2022/23, while the number of new patients receiving ART declined from 481 to 429 during the same period. Similarly, the number of registered patients receiving TB treatment exhibited an average annual decrease of 9.7 per cent between 2021/22 and 2022/23.

Graph 8: HIV/AIDS Management



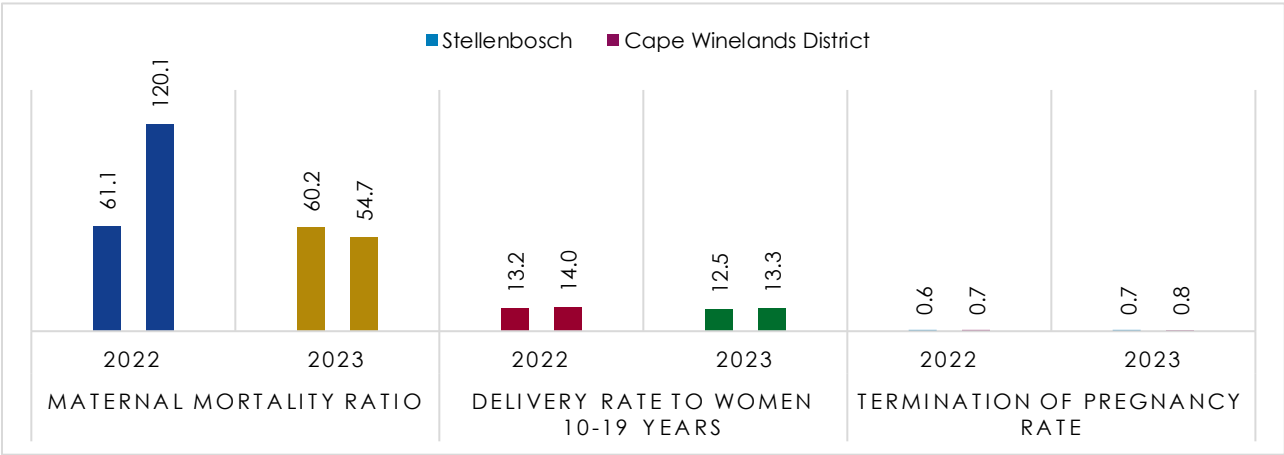
Child Health

The immunisation coverage rate for children under the age of one in the municipal area worsened from 73.3 per cent to 64.5 per cent between 2021/22 and 2022/23. The overall Child Welfare and Development (CWD) rate also showed improvement, rising from 60.6 per cent to 62.2 per cent. However, there was a notable increase in malnourished children under the age of five, with severe acute malnutrition rising from 1.5 to 1.6 per 100 000 people between 2021/22 and 2022/23.

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

Maternal Health

Graph 9: Maternal health



In 2021/22, the Stellenbosch municipal area recorded the lowest number of maternal deaths (61.1 per cent) and teenage pregnancies (13.2 per cent) in the CWD, however, this increased to 61.1 per cent (maternal deaths) and 13.2 per cent (teenage pregnancies) in 2021/22.

However, these numbers decreased to 60.2 per cent for maternal deaths and 12.5 per cent for teenage pregnancies in 2022/23. Meanwhile, the termination of pregnancy rate remained steady at 0.7 per cent during this period.



1.2.8.8 Safety and Security

All the data below are sourced from the Local Government Socio-economic Profile 2023 for the Stellenbosch Municipal area.

The dashboard below gives a snippet of the safety and security cases within the Cape Winelands Region:

Figure 8: Actual Numbers of reported crime



Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality) and Department of Health

Drug-related Offences

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

Drug-related crime within the Stellenbosch area increased from 1 224 cases in 2021/22 to 1 463 cases in 2022/23. The Cape Winelands District's drug-related offences surged from 6 047 in 2021/22 to 6 783 in 2022/23. When considering the rate per 100 000 people, with 734 drug-related offences per 100 000 people in 2022/23, the Stellenbosch area's rate is above the district's rate of 700 per 100 000 population.

Murder

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

Within the Stellenbosch area, the number of murders de-escalated from 90 cases in 2021/22, reaching 77 cases in 2022/23. The Stellenbosch municipal area's murder rate (per 100 000 people) decreased from 46 in 2021/22 to 38 in 2022/23, reflecting a similar trend in the Cape Winelands District, where the rate increased from 45 to 41 for the same period.



Sexual Offences

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

In 2022/23, there were 207 sexual offences in the Stellenbosch area, compared to 989 reported cases in the Cape Winelands District. The incidence of sexual offences (per 100 000 people) in the Stellenbosch municipal area (104) was higher than that of the district (102) in 2022/23.

Driving under the influence (DUI)

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

The number of cases of driving under the influence of alcohol or drugs in the Stellenbosch area declined from 262 in 2021/22 to 251 in 2022/23. This translates into a rate of 126 per 100 000 people in 2022/23, which is above the district's 79 per 100 000 people.

Residential Burglaries

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

Stellenbosch's rate of 436 residential burglaries per 100 000 people, which is well below the district's rate of 453 for 2022/23, indicates that the targeted strategies that were implicated to address these crime rates improved the safety and security in the community.

Common Assault

In Stellenbosch, the crime rate per 100 000 people for common assault showed a concerning upward trend with 510 reported incidents per 100 000 people, which increased from 527 in 2021/22 to 557 in 2022/23. This escalation in common assault cases per capita suggests a challenging security environment, which could potentially have socio-economic implications. Addressing this rising trend is vital to ensuring the safety and well-being of the community and fostering a secure environment for residents, businesses, and investors. Implementing effective crime prevention measures and community outreach initiatives may be essential to reversing this trend and creating a safer atmosphere conducive to economic growth and development.

Commercial Crime

In Stellenbosch, the crime rate per 100 000 people for commercial crime showed a steady upward trend over the analysed period. In 2020/21, there were 340 reported incidents per 100 000 people, which increased slightly to 443 in 2021/22 but then increased significantly to 528 in 2022/23. This fluctuation in commercial crime rates could indicate varying challenges faced by local businesses and law enforcement in combating economic offences. Addressing this issue is crucial as it directly impacts the business environment, investor confidence, and the overall economic stability of the municipality. Implementing robust measures to combat commercial crimes, such as fraud and embezzlement, is essential for fostering a secure and trustworthy business environment, supporting economic growth, and attracting investments in the Stellenbosch municipal area.



Damage to Property

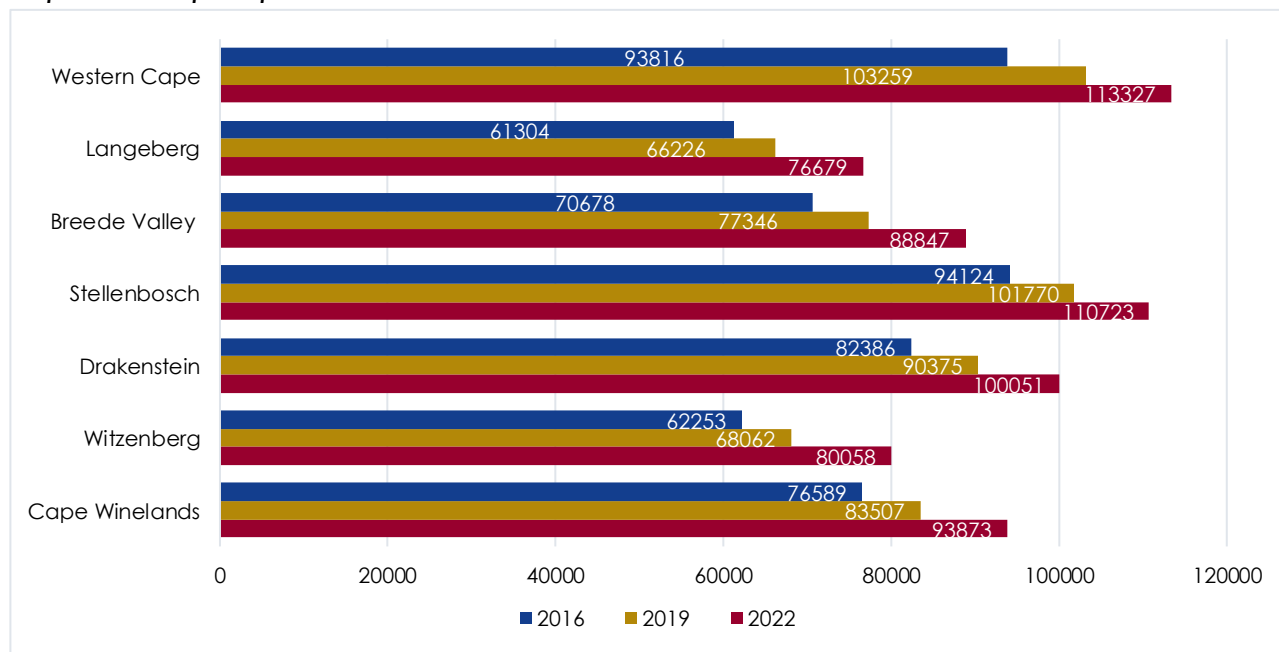
A stable atmosphere is conducive to economic growth and development in Stellenbosch. In Stellenbosch, the crime rate per 100 000 people for malicious damage to property demonstrated a consistent downward trend over the analysed period. In 2020/21, there were 434 reported incidents per 100 000 people, which decreased to 414 in 2021/22 and slightly increased to 419 in 2022/23. This fluctuation indicates a positive development in addressing property damage-related crimes in the area. Lower incidents of malicious damage to property contribute to a more secure environment, instilling confidence in residents and potential investors, which can positively impact the socio-economic landscape. This trend reflects efforts to maintain public safety, enhance security measures, and promote business confidence across the municipality.

1.2.8.9 Poverty

GDPR Per Capita

In terms of Gross Domestic Product per capita (GDPR), an increase is only witnessed when economic growth surpasses population growth. According to the LGSEP 2023, the real GDPR per capita was R93 873, indicating that the Stellenbosch municipal area has grown significantly with a per capita income of R110 7, marking the highest figure in the Cape Winelands District for 2022. All the data below are sourced from the Local Government Socio-economic Profile 2023 for the Stellenbosch Municipal area.

Graph 10: GDPR per capita



Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)

Despite a moderate regression in the period between 2016 and 2022, this highlights the municipality's robust economic potential, particularly noteworthy considering the recent economic challenges posed by the recession and the global COVID-19 pandemic, which impacted economic activities regionally and globally.

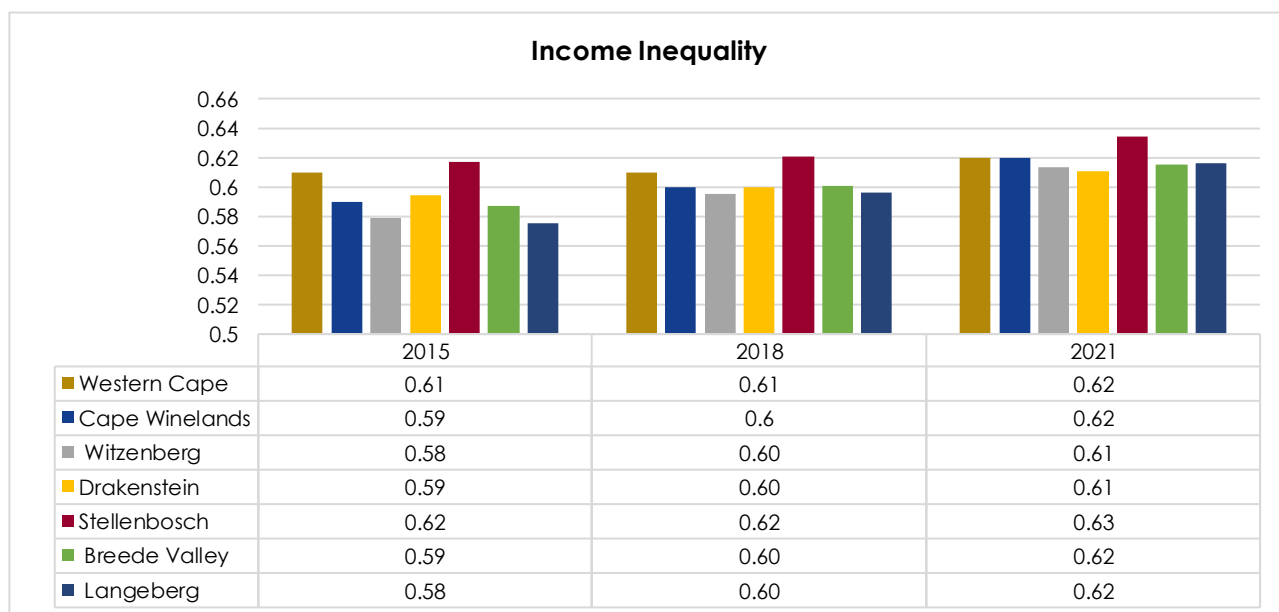


Income Inequality

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

The National Development Plan (NDP) has set a target of reducing income inequality in South Africa from a Gini coefficient of 0.7 in 2010 to 0.6 by 2030. In the Cape Winelands District, income inequality worsened to 0.69 in 2022, a trend expected to exacerbate due to the potential aftermath of the COVID-19 pandemic. Stellenbosch improved its income inequality, with inequality levels declining from 0.63 in 2021 to 0.61 in 2022, aligning below the district's trajectory.

Graph 11: Income Inequality



Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)

a) Poverty Line¹

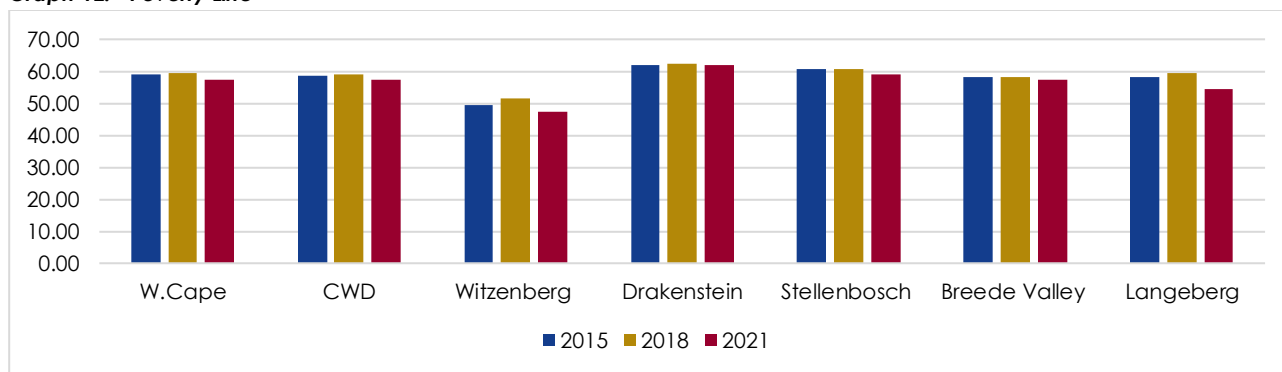
The Upper Bound Poverty Line² (UBPL) headcount ratio is the proportion of the population living below the UBPL i.e. that cannot afford to purchase adequate levels of food and non-food items.

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

In 2022, 66.7 per cent of Stellenbosch's population fell below the UBPL. In 2022, 66.7 per cent of Stellenbosch's population fell below the UBPL, a slight improvement from 2016 and 2019. Stellenbosch and Drakenstein had the highest poverty rates in the Cape Winelands District, with Stellenbosch's 66.7 per cent slightly above the district's 64.8 per cent in 2022. Addressing these socio-economic challenges is essential for ensuring sustainable growth and development within the municipality.

¹ This refers to the amount of money that an individual will need to afford the minimum required daily energy intake. This is also commonly referred to as the "extreme" poverty line. Source- STATSASA, *Statistical Release*, 2019. P0310.1

² This refers to the food poverty line plus the average amount derived from non-food items of households whose food expenditure is equal to the food poverty line. Source- STATSASA, *Statistical Release*, 2019. P0310.1

**Graph 12: Poverty Line**

Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)

1.2.8.10 Economy Labour Market Performance

In 2022, monetary intermediation emerged as the primary driver of formal employment in the Stellenbosch municipal area, employing **14 117** individuals. Beverage manufacturing, predominantly in the wine industry, followed closely, providing jobs for 7 142 people. All the data below are sourced from the Local Government Socio-economic Profile 2023.

Table 7: Top five sectors

Sectors	Number of FTE Jobs
Monetary Intermediation	14 117
Manufacturing of beverages	7 142
Higher Education	5 450
Restaurants and mobile food service activities	4 864
Growing perennial crops	4 761

5 Sectors
Jobs



The significant disparity in median monthly incomes between these sectors, with figures of R27 446 and R8 940 respectively, vividly illustrates the pervasive socioeconomic inequality within the municipality.

This inequality not only poses challenges to the well-being of residents but also carries implications for municipal revenue generation. Disparities in income levels can impact local tax revenues, potentially affecting the municipality's capacity to fund essential services and infrastructure projects.



Source: Nell, A. Visagie, J. Spatial Tax Panel 2014-

Addressing this inequality is crucial not only for social equity but also for sustaining a stable and prosperous municipal economy.

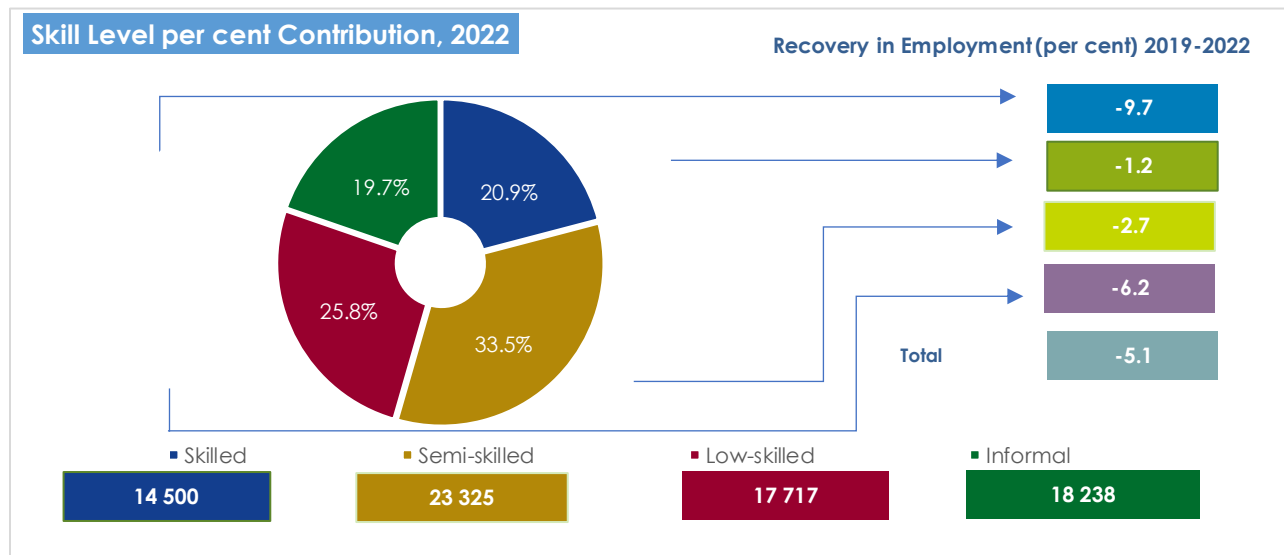
Formal and Informal Employment

The presence of Stellenbosch University and the diverse industries in the area have led to a diverse workforce composition, with 20.9 per cent classified as skilled workers and 33.5 per cent as semi-skilled workers. Informal sector activities, particularly in trade, agriculture, and personal services, contribute



significantly to employment, accounting for 19.7 per cent of the workforce in 2021. However, a notable challenge exists for low-skilled workers, constituting 25.8 per cent of the workforce, as recent job creation trends have favoured semi-skilled and skilled workers, limiting opportunities for this demographic.

Graph 13: Skill level Contribution, 2022



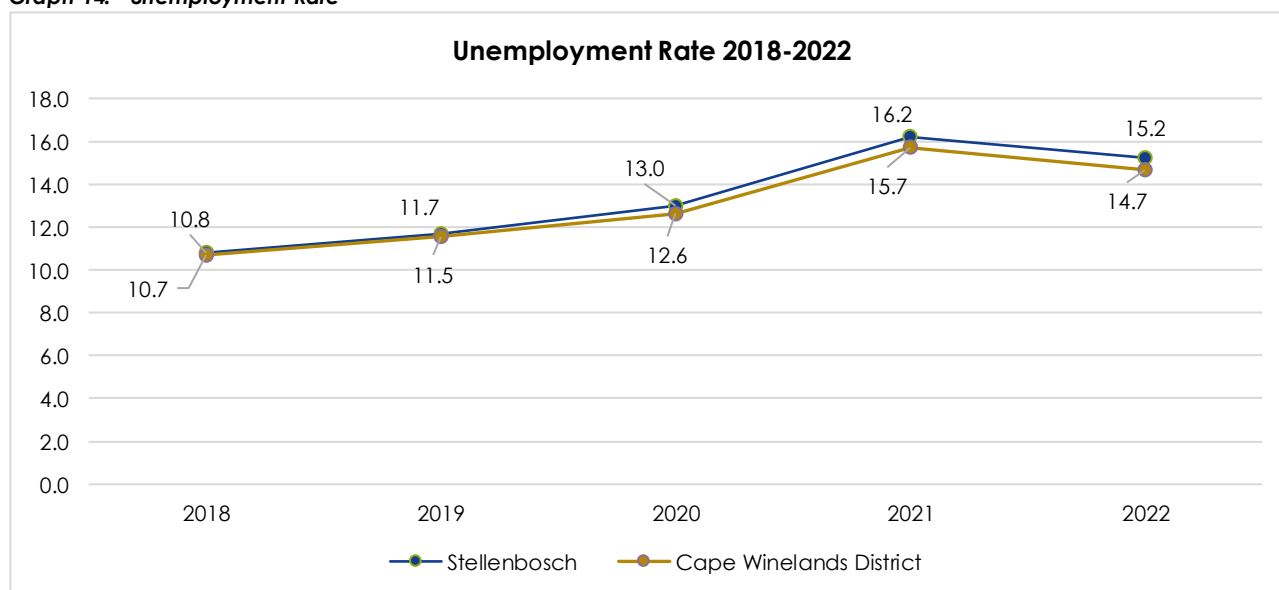
Source: Western Cape Local Government Social-Economic Profile 2023 (Stellenbosch Municipality)

Unemployment

It is crucial to facilitate access to education and skills development initiatives in communities where high unemployment rates occur. Social transformation needs to be promoted and provide enough relevant opportunities and resources for affected demographic areas.

Not only does this initiative enhance the socio-economic landscape, but it also has implications for municipal revenue. A skilled and educated workforce can contribute to a more vibrant local economy, generating higher tax revenues to support municipal projects and services.

Graph 14: Unemployment Rate



Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)



1.2.9 BASIC SERVICE DELIVERY

The Constitution of the Republic of South Africa, 1996 stipulates that every citizen has the right to adequate housing access and that the state must take reasonable legislative and other measures within its available resources to achieve the progressive realisation of this right. Access to housing also includes access to basic services such as potable water, basic sanitation, safe energy sources and refuse removal services, to ensure that households enjoy a decent standard of living.

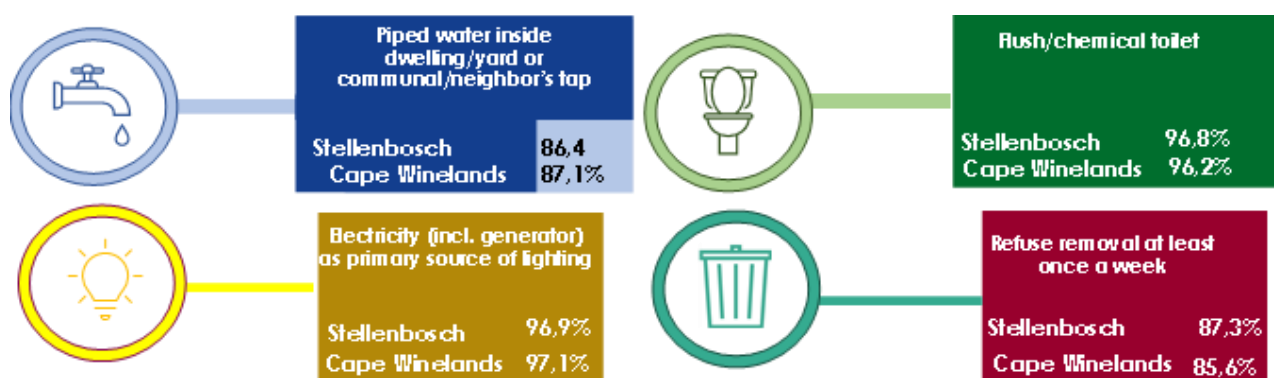
This section considers to what extent this has been achieved by reflecting on the latest available information from Quantec Research for 2021. The latest official statistics were collected by Statistics South Africa for the 2016 Community Survey; the 2021 Census will provide the updated official statistics.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

Housing and Household Services

During 2023, in the Stellenbosch municipal area, which comprises 59 626 households, 87.3 per cent had access to formal housing, lower than the Cape Winelands District average of 88.8 per cent. The area also recorded a significantly higher proportion of informal dwellings, totalling 11.8 per cent, in contrast to the District's 10.3 per cent.

Service delivery access levels within the municipal area were considerably higher than the access to formal housing, with access to piped water access (86.4 per cent), flush or chemical toilet access (96.8 per cent), electricity access (including generators) for lighting (96.9 per cent), for lighting at 96.9 per cent and the removal of refuse at least weekly by the local authority at 87.3 per cent of households. These access levels were above the District figures for electricity and refuse removal services.

Figure 9: Service delivery access levels (HH)



Source: Western Cape Local Government Social-Economic Profile 2023 and Statistics South Africa 2022



Free Basic Services

The following table indicates the percentage of average registered indigent households that have access to free basic municipal services. The total indigent households exclude all informal households and include formal households that have been registered as indigent households. The total i.t.o. free basic electricity includes only indigent households claiming 100 kWh from the Stellenbosch Municipality. It also does not include the totals where the electricity distribution is conducted by ESKOM.

Per the approved Indigent Policy of the municipality, all households earning less than R7 000 per month will receive free basic services as prescribed by national policy and in terms of approved Stellenbosch Municipality's Indigent Policy.

The table below indicates the number of households receiving free basic services.

Table 8: Access to Free Basic Services

Year	Number of Households							
	Free Basic Water		Free Basic Sanitation		Free Basic Electricity		Free Basic Refuse Removal	
	Access	%	Access	%	Access	%	Access	%
2018/19	6 813	13.01	6 813	13.01	4 833	9.23	6 813	13.01
2019/20	6 666	100%	6 666	100%	4 932	100%	6 666	100%
2020/21	7 283	100%	7 283	100%	5 189	100%	7 283	100%
2021/22	4 681	100%	4 681	100%	4 982	84.25%	4 681	100%
2022/23	5 744	100%	5 744	100%	5 744	100%	5 744	100%
2023/24	5 584	100%	5 584	100%	5 584	100%	5 584	100%

Source: Municipal Indigent Register

Free Basic Services per basic service

The provision of free basic services is further summarised in the tables below.

Table 9: Free basic electricity to indigent HH

Financial year	Electricity		
	Indigent Households		
	No. of HH	Unit per HH (kWh)	Value R'000
2017/18	6 453	100	6 216
2018/19	6 813	100	8 415
2019/20	4 932**	100	6 888
2020/21	5 198	100	7 711
2021/22	4 982	100	24 289
2022/23	5 744	100	24 822
2023/24	5 584	100	25 141

*Average for the year

**Only Indigent consumers who claimed free units

**Table 10: Free basic water services to indigent HH**

Water			
Financial year	Indigent Households		
	No. of HH	Unit per HH (kl)	Value R'000
2015/16	6 486	10	7 760
2016/17	5 686	10	7 280
2017/18	6 453	10	2 391
2018/19	6 813	6	2 634
2019/20	6 666	6	2 741
2020/21	7 283	6	3 178
2021/22	4 681	6	8 829
2022/23	5 744	6	8 385
2023/24	5 584	6	8 660
*Average for the year			

Table 11: Free basic sanitation to indigent HH

Sanitation			
Financial year	Indigent Households		
	No. of HH	Service per HH per week	Value R'000
2017/18	6 453	102.98	8 330
2018/19	6 813	112.25	9 177
2019/20	6 666	135.99	9 518
2020/21	7 283	145.73	11 075
2021/22	4 681	134.32	10 039
2022/23	5 744	143.05	9 434
2023/24	5 584	152.35	11 080
*Average for the year			

Table 12: Free basic refuse removal services to indigent

Refuse Removal			
Financial year	Indigent Households		
	No. of HH	Service per HH per week	Value R'000
2017/18	6 453	1	8 662
2018/19	6 813	1	9 543
2019/20	6 666	1	10 878
2020/21	7 283	1	17 926
2021/22	4 681	1	17 159
2022/23	5 744	1	13 889
2023/24	5 584	1	19 666
*Average for the year			



1.2.9.1 Key Basic Services Delivery Highlights

It should be noted that the detailed highlights and challenges will be discussed in Chapter 3 under each respective service.

The following key basic service areas were achieved by the municipality:

Table 13: Key Basic Service Delivery Highlights

	Highlight	Description
Roads and Stormwater	National Flood Disaster	Speedy implementation of projects in response to flood events.
Water and Wastewater	Watergang, Kayamandi (20 units)	The 20 units were completed during the financial year.
	Water and Wastewater major projects	Completion of the construction of a new Reservoir and Pipeline: Vlotenburg – Phase 1 which will provide water to the Polkadraai, Digtebij, Longlands, farms along Baden Powell- and Vlaeberg road to cater for future developments.
		The Department achieved a wastewater effluent quality average of > 70% for the first time since August 2022.
		The Department successfully procured x1 large water tanker which will be used to provide water to residents during water outages.
		To minimise the hiring of plants and machinery, the department successfully procured x2 TLBs for the department.
Electricity	Completion of a new 11kV Switching substation in Franschhoek	The construction of a new 11kV switching substation (La Terra Substation) was completed by the end of May 2024. The substation is now fully functional and contributing to the stability and reliability of the electrical supply in the Franschhoek region and is designed to handle increased load demands.
Waste Management	Appointments of additional staff	2 x Supervisors 2 x Superintendents 3 x Refuse compactor Operator/Supervisor 1 x Area Cleaning Operator 1 x Digger loader operator 2 x General workers
	Procurement of additional fleet	2 x LDV vehicles 3 x crew cab bakkies 1 x Refuse Compactor
	Skip bins	Additional skips were procured.
	Street bins	More street bins were procured.



1.2.9.2 Key Basic Services Challenges

Despite the highlights, challenges were experienced by the municipality, as outlined below; however, actions were put in place to address these challenges:

Table 14: Key Basic Service Challenges

Service Area	Challenge	Actions to address
Roads and Stormwater	Future Flood Resilience	Define, compile and approve strategies for future flood resilience in Franschhoek.
Water and Wastewater	Shortage of technical staff is preventing the Department from meeting implementation deadlines	Vacancies in terms of technical staff escalated to the Municipal Manager. The Municipal Manager agreed to assist with the appointment of Project Managers on contract.
	Consultants do not always keep to agreed deadlines which contributes to delays in projects	Project Managers to be appointed on contract to ensure constant engagements with Consultants on projects. Formal SCM notices to Consultants that perform poorly.
Electricity	Infrastructure vandalism and cable theft	While infrastructure vandalism and cable theft continue to be a major challenge, the department has sent out a communication to the public to report suspicious activity to the municipality and spread awareness about the issue amongst their neighbours.
Waste Management	Absence of a Youth Environmental Coordinator (YCOP) to assist with social engagement and awareness	The municipality must explore filling the position within the Department to do social engagement and awareness.
	Increase in illegal dumping	Appointment of Youth Environmental Coordinator (YCOP) to assist with social engagement and awareness.
	Staff Constraints	Effective and efficient recruitment and selection process.

1.2.10 FINANCIAL VIABILITY HIGHLIGHTS

Table 15: Municipal Viability Highlights

Highlight	Description
Long-Term Financial Plan	The municipality has developed a long-term financial planning tool that can be updated regularly for strategic planning.
Current Ratio	The municipality maintained a very good current ratio of 2.03:1. This compares well with the norm of 1.5 to 2:1.
Collection Rate	The municipality maintained a good collection rate for service debtors of 96%, which is above the norm of 95%. This indicates that the municipality's creditor control and debt collection processes are in place and the revenue is managed effectively.
Finance Charges	Finance charges represent 2.83% of the total operational expenditure. This compares favourably with the norm of 6% to 8%.
Liability Management	Capital costs (interest paid and redemption) represent 4.65% of total operating expenditure. This compares favourably with the norm of 6% to 8%. This indicates that the municipality can take on additional financing from borrowing to invest in infrastructure projects.
mSCOA Specimen Financial Statements	The municipality implemented the National Treasury mSCOA specimen annual financial statements preparation template, where the financial statements are compiled utilising the data strings extracted from the financial system.
Debt Management	The municipality's total debt represents 28.5% of the total operational expenditure. This compares favourably with the norm of 45% and is an indication that the municipality can take on additional financing from borrowings.



1.2.11 FINANCIAL VIABILITY CHALLENGES

Table 16: Financial Viability Challenges

Challenge	Description
Financial Viability	The traceability of all debtors poses a challenge to the debt collection process. Low economic growth, an increase in unemployment, and above-inflation increases in the cost of water and electricity impact the affordability of municipal accounts.
Revenue Leakage	An integrated revenue enhancement approach was followed to combat revenue leakages.

1.2.12 FINANCIAL OVERVIEW

Table 17: Financial Viability and Management Financial Overview (000')

Details	Original budget	Adjustment Budget	Actual
	R'000		
Income			
Grants (Operating and Capital)	344 766	360 991	342 232
Taxes, Levies and Tariffs	1 789 180	1 780 456	1 773 589
Other	254 837	314 642	348 905
Sub-Total	2 388 783	2 456 089	2 464 726
Less Expenditure	2 258 350	2 360 379	2 241 787
Net surplus / (deficit)	2 386 524	2 453 728	2 462 485

1.2.13 OPERATING RATIOS

Table 18: Operating Ratios

Detail	Expected norm	Actual	Variance
Employee Cost	35%-40%	28.18%	-(6.81%-11.82%)
Repairs and Maintenance	15%	3.99%	-11.01%
Finance Charges	15%	2.83%	-12.17%

Employee cost is below the national norm of between 35% to 40%, representing a positive outcome. Repairs and maintenance are below the norm, which indicates that expenditure on repairs and maintenance would have to be increased in future budgets to properly maintain the Council's assets. Finance charges are 12.71% lower than the norm of 15%, this can be attributed mainly to the municipality's ability to fund its capital programmes to some extent from its resources (CRR) and not external finance.

1.2.14 TOTAL CAPITAL EXPENDITURE

Table 19: Total Capital Expenditure (000')

Detail	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	R'000								
Original Budget	452 759	463 792	418 057	528 041	558 276	375 751	406 054	409 273	504 800
Adjustment Budget	437 183	482 580	499 855	563 550	577 905	453 880	403 508	378 709	491 726
Actual	348 861	410 562	433 682	493 303	405 931	392 941	347 610	321 506	427 158



1.2.15 MUNICIPAL STANDARD CHART OF ACCOUNTS

MFMA Circular No. 80: Municipal Financial Systems and Processes requirements in support of the Municipal Standard Chart of Accounts (mSCOA) issued in terms of the Local Government: Municipal Finance Management, 2003 (Act No. 56 of 2003) (MFMA). In the MFMA SCOA Circular 1, it was indicated that mSCOA is a business reform rather than a mere financial reform and requires a multi-dimensional relationship.

The mSCOA was implemented in Stellenbosch Municipality on 01 July 2017. The municipality is in continuous engagement with the service provider, National Treasury, and other municipalities through various working groups as well as online platforms to improve mSCOA compliance and functionality.

1.2.16 ORGANISATIONAL DEVELOPMENT OVERVIEW

Stellenbosch Municipality views the Human Resources Management component as the governance of the organisation's employees. More commonly, human resources per se refers to the people or human capital appointed or employed by the organisation whose skills are used to reduce risk and maximise return on investment.

The highlights for the Department: Human Resources Management in 2023/24 are the following:

- ✦ **195** employees were trained (17 different training programmes);
- ✦ **6** employees are participating in the Basic Traffic Officer training;
- ✦ **7** employees are attending the Municipal Minimum Competency training;
- ✦ **7** students were placed in various directorates to gain practical work experience to obtain their qualifications;
- ✦ **31** internal bursaries were awarded in the amount of **R 521 161.60**;
- ✦ **6** external bursaries (Provincial Treasury) were awarded in the amount of **R 240 766**;
- ✦ An amount of **R 4 988 791** was spent on seminars, conferences, and workshops (Training); and
- ✦ The total amount that was spent on training and development activities for the whole municipality was R 6 143 421 which is 0.95% of the payroll budget spent.

The challenges for the Department: Human Resources Management in 2023/24 are the following:

- ✦ Shortage of conducive training venues; and
- ✦ The implementation of the Municipal Staff Regulations as promulgated (excluding Chapters 2 and 4) was implemented, and due to many and various interpretations, it will become challenging as it is implemented.

1.2.17 MFMA COMPETENCIES

In terms of Section 83(1) of the MFMA, the accounting officer, senior managers, chief financial officer, non-financial managers, and other financial officials of a municipality must meet the prescribed financial management competency levels that are key to the successful implementation of the MFMA. The National Treasury prescribed such financial management competencies in Government Notice 493, dated 15 June 2007.

To help the above officials get the required financial skills, the National Treasury created an outcome-based NQF Level 6 qualification in municipal finance management with the help of many stakeholders and key players in local government.



In terms of Government Notice 493 of 15 June 2007, "(1) No municipality or municipal entity may, with effect as of 1 January 2013 (exempted until 30 September 2015 as per Government Notice 179 of 14 March 2014), employ a person as a financial official if that person does not meet the competency levels prescribed for the relevant position in terms of these Regulations."

The table below provides details of the financial competency development progress as required by the regulation (Government Notice 493 of 15 June 2007):

Table 20: Financial Competency Development: Progress Report

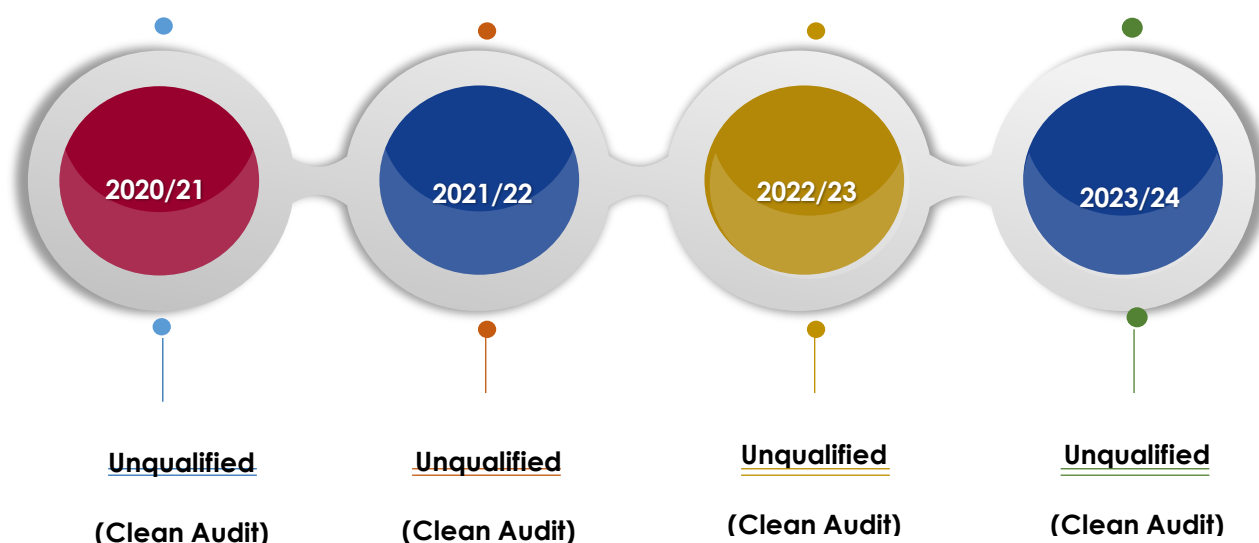
Description	A Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c))	Consolidated: Total of A and B	Consolidated: Competency assessments completed (Regulation 14(4)(b) and (d))	Consolidated: Total number of officials whose performance agreements comply with Regulation 16 (Regulation 14(4)(f))	Consolidated: Total number of officials that meet prescribed competency levels (Regulation 14(4)(e))
Financial Officials						
Accounting Officer	1	0	1	1	1	1
Chief Financial Officer	1	0	1	1	1	1
Senior Managers	4	0	4	4	4	4
Any other financial officials	2	0	2	2	2	2
Supply Chain Management Officials						
Heads of supply chain management units	1	0	1	1	1	1
Supply chain management senior managers	2	0	2	2	2	1



1.2.18 AUDITOR GENERAL OF SOUTH AFRICA'S REPORT

The Auditor-General of South Africa (AGSA) has a constitutional mandate and, as the Supreme Audit Institution (SAI) of South Africa, exists to strengthen the country's democracy by enabling oversight, accountability, and governance in the public sector through auditing, thereby building public confidence. In short, the AGSA checks the spending of public money by looking at whether it has been used for the purposes intended. This process is concluded by annually checking all government spending.

The diagram below indicates the audit outcome progress from 2020/21 to 2023/24.





CHAPTER 2: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Good governance is an approach to government that is committed to creating a system founded on strengthening democracy, promoting transparency, building public administrative capacity, responding to public needs, and respecting human rights. It is measured by eight factors: **participation, rule of law, transparency, responsiveness, consensus-orientated countability, effectiveness and efficiency, equitability, and inclusivity**. Within the context of good governance, corruption is minimised, the views of minorities are considered, and the voices of the most vulnerable in society are heard in decision-making. It is also responsive to the present and future needs of society.

2.1 NATIONAL KEY PERFORMANCE INDICATORS - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

The following table indicates the municipality's performance in terms of the National Key Performance Indicators required in terms of the Local Government: Municipal Planning and Performance Management Regulations 796 of 2001 and Section 43 of the MSA. This key performance indicator is linked to the National Key Performance Area: Good Governance and Public Participation.

Table 21: National KPI - Good Governance and Public Participation

KPA and Indicators	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
The percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan.	85.08%	86.5%	87.5%	70.25%	86.57%	84.29%	84.79%	85.88%



COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

2.2 POLITICAL GOVERNANCE STRUCTURE

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

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

2.2.1 COUNCIL – 01 JULY 2023 TO 30 JUNE 2024

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

Table 22: Council from 01 July 2023 – 30 June 2024

No.	Name of Councillor	Capacity	Political Party	Ward Councillor and Proportional (PR)
1.	G van Deventer (Ms)	Executive Mayor	DA	PR
2.	JS Fasser (Mr)	Deputy Executive Mayor including Finance Portfolio	DA	PR
3.	Q Smit (Mr)	Speaker	DA	PR
4.	A Hanekom (Mr)	Part-time	DA	PR
5.	S Schafer (Mr)	Part-time	DA	PR
6.	X Kalipa (Mr)	MayCo Member	DA	PR
7.	P Crawley (Ms)	Chief Whip	DA	PR
8.	X Mdemka (Ms)	Part - time	DA	PR
9.	N Olayi (Mr)	Part-time	DA	PR
10.	R Pheiffer (Mr)	MayCo Member	DA	Ward Councillor: Ward 1
11.	WC Petersen (Mr)	Part-time	DA	Ward Councillor: Ward 2
12.	C Manuel (Mr)	Part-time	DA	Ward Councillor: Ward 3
13.	R Adams	Part-time	DA	Ward Councillor: Ward 4
14.	RB van Rooyen (Mr)	Part-time	DA	Ward Councillor: Ward 5
15.	NE Mcombring (Ms)	Part-time	DA	Ward Councillor: Ward 6
16.	A Ferns (Ms)	Part-time	DA	Ward Councillor: Ward 7
17.	C van Wyk (Ms)	MayCo Member	DA	Ward Councillor: Ward 8
18.	Z Dalling (Ms)	Part-time	DA	Ward Councillor: Ward 9
19.	R du Toit (Ms)	MayCo Member	DA	Ward Councillor: Ward 10
20.	J Serdyn (Ms)	Part-time	DA	Ward Councillor: Ward 11
21.	E Vermeulen (Ms)	Part-time	DA	Ward Councillor: Ward 16
22.	P Johnson (Mr)	MayCo Member	DA	Ward Councillor: Ward 17
23.	J C Anthony (Ald)	MayCo Member	DA	Ward Councillor: Ward 18
24.	J Williams (Mr)	MayCo Member	DA	Ward Councillor: Ward 19
25.	J Joon (Mr)	MayCo Member	DA	Ward Councillor: Ward 20



No.	Name of Councillor	Capacity	Political Party	Ward Councillor and Proportional (PR)
26.	M J Slabbert (Mr)	Part-time	DA	Ward Councillor: Ward 21
27.	E Groenewald (Ms)	Part-time	DA	Ward Councillor: Ward 22
28.	L Nkamisa (Mr)	MayCo Member	DA	Ward Councillor: Ward 23
29.	RS Nalumango (Ms)	Part-time	ANC	PR
30.	N Ntsunguzi (Ms)	Part-time	ANC	PR
31.	MG Rataza (Mr)	Part-time	ANC	PR
32.	N Mananga – Gugushe (Ms)	Part-time	ANC	PR
33.	A Tomose (Mr)	Part-time	ANC	Ward Councillor: Ward 12
34.	M Nkopane (Ms)	Part-time	ANC	Ward Councillor: Ward 13
35.	MM Danana (Mr)	Part-time	ANC	Ward Councillor: Ward 14
36.	EP Masiminini (Mr)	Part-time	ANC	Ward Councillor: Ward 15
37.	CD Noble (Mr)	Part-time	GOOD	PR
38.	RB Hendrikse (Ms)	Part-time	GOOD	PR
39.	M van Stade (Mr)	Part-time	GOOD	PR
40.	ZR Ndalasi (Mr)	Part-time	EFF	PR
41.	NM Mkhontwana (Ms)	Part-time	EFF	PR
42.	OL Jooste (Mr)	Part-time	ACDP	PR
43.	W Pietersen (Mr)	Full-time MPAC Chairperson	PDM	PR
44.	J Andrews (Mr)	Part-time	PA	PR
45.	I De Taillefer (Ms)	Part-time	VF Plus	PR

The table below indicates the Council meetings attendance for the 2023/24 financial year.

Table 23: Council meetings held for the 2023/24 financial year

Meeting dates	Number of items (resolutions) submitted	Percentage of Attendance of Council Meetings	Percentage Apologies for non-Attendance
26 July 2023	20	67.6	2.3
23 August 2023	20	95.5	4.5
27 September 2023	6	75.5	11.2
25 October 2023	26	93.3	6.7
29 November 2023	29	93.3	6.7
24 January 2024	16	84.4	15.6
21 February 2024	17	91.1	8.9
27 March 2024	12	84.4	15.6
25 April 2024	28	77.7	11.2
31 May 2024	5	86.6	8.9
14 June 2024	16	91.1	4.5



2.2.2 EXECUTIVE MAYORAL COMMITTEE

The Mayoral Committee assists the Executive Mayor of the municipality, who oversees the municipality's political executive branch. The Executive Mayor is at the centre of the system of governance since executive powers are vested in the executive mayor to oversee the day-to-day affairs of the municipality. This encompasses an overarching strategic and political responsibility. The key element of the executive model is that executive power is vested in the Executive Mayor, in addition, delegated powers by the Council were assigned.

Although accountable for the strategic direction and performance of the municipality, the Executive Mayor operates in consultation with the Mayoral Committee.

The Executive Mayoral Committee positions were occupied as follows:

Table 24: Executive Mayoral Committee

Executive Mayoral Committee 01 July 2023 – 30 June 2024		
No.	Name of Councillor	Portfolio
1.	Aldерwoman Cllr G van Deventer	Executive Mayor
2.	Cllr J Fasser	Deputy Executive Mayor, including Financial Services
3.	Cllr JC Anthony	MayCo member: Sport, Youth and Culture
4.	Cllr R Du Toit	MayCo member: Human Settlement
5.	Cllr P Johnson	MayCo member: Infrastructure (resigned, May 2024)
6.	Cllr J Joon	MayCo member: Rural Management
7.	Cllr X Kalipa	MayCo member: Community Development
8.	Cllr L Nkamisa	MayCo member: Corporate Services
9.	Cllr R Pheiffer	MayCo member: Protection Services
10.	Cllr C Van Wyk	MayCo member: Planning, LED, and Tourism

The table below indicates the dates of the Executive Mayoral Committee meetings, and the number of reports submitted to the Council for the 2023/24 financial year.

Table 25: Executive Mayoral Committee Meetings held for the 2023/24 financial year

Meeting dates	Number of items submitted
17 July 2023	11
16 August 2023	14
13 September 2023	13
11 October 2023	20
16 November 2023	23
17 January 2024	12
14 February 2024	10
20 March 2024	18
17 April 2024	28
22 May 2024	16



2.2.3 PORTFOLIO COMMITTEES

In terms of Section 80 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998), if a council has an executive committee, it may, in terms of Section 79, appoint committees of councillors to assist the executive committee or executive mayor. Section 80 stipulates that committees are permanent committees that specialise in a specific functional area of the municipality and, in some instances, may make decisions on specific functional issues. They advise the executive committee on policy matters and make recommendations to the council.

2.2.3.1 Portfolio Committee: Planning, LED and Tourism

Table 26: Planning, LED and Tourism Committee

Period 01 July 2023 – 30 June 2024			
Planning, LED, and Tourism Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
C Van Wyk	[Chairperson]	6	8
M Danana	Committee Member		
A Hanekom	Committee Member		
R Hendrikse	Committee Member		
M Slabbert	Committee Member		

2.2.3.2 Portfolio Committee: Human Settlements

Table 27: Human Settlements Committee

Period 01 July 2023 – 30 June 2024			
Human Settlements Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
Cllr R Du Toit	[Chairperson]	6	10
Cllr E Vermeulen	Committee Member		
Cllr X Mdemka	Committee Member		
Cllr N Ntshunguzi	Committee Member		
Cllr M van Stade	Committee Member		

2.2.3.3 Portfolio Committee: Rural Management

Table 28: Rural Management Committee

Period 01 July 2023 – 30 June 2024			
Rural Management Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
Cllr J Joon	[Chairperson]	3	3
Ald J Serdyn	Committee Member		
Cllr C Manuel	Committee Member		
Cllr E Masimini	Committee Member		



2.2.3.4 Portfolio Committee: Infrastructure Services

Table 29: Infrastructure Committee

Period 01 July 2023 – 30 June 2024			
Infrastructure Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
Cllr P Johnson (end May 2024)	[Chairperson]	3	10
Cllr R van Rooyen	Committee Member		
Cllr N Mcombring	Committee Member		
Cllr R Nalumango (end May 2024)	Committee Member		
Cllr Z Ndalasi	Committee Member		

2.2.3.5 Portfolio Committee: Financial Services

Table 30: Financial Services Committee

Period 01 July 2023 – 30 June 2024			
Financial Services Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
J Fasser	[Chairperson]	None	None
W Petersen	Committee Member		
E Groenewald	Committee Member		
A Tomose	Committee Member		
R Hendrikse	Committee Member		

2.2.3.6 Portfolio Committee: Corporate Services

Table 31: Corporate Services Committee

Period 01 July 2023 – 30 June 2024			
Corporate Services Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
L Nkamisa	[Chairperson]	4	5
Z Dalling	Committee Member		
J Serdyn	Committee Member		
M Rataza	Committee Member		
I De Taillerfer	Committee Member		



2.2.3.7 Portfolio Committee: Protection Services

Table 32: Protection Services Committee

Period 01 July 2023 – 30 June 2024			
Protection Services Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
Cllr R Pheiffer	[Chairperson]	6	25
C Manuel	Committee Member		
N Mkhontwana	Committee Member		
M Nkopane	Committee Member		
M Slabbert	Committee Member		

2.2.3.8 Portfolio Committee: Community Services

Table 33: Community Services Committee

Period 01 July 2023 – 30 June 2024			
Community Services Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
X Kalipa	[Chairperson]	4	10
N Mcombring	Committee Member		
R Van Rooyen	Committee Member		
M Nkopane	Committee Member		
N Mkhontwana	Committee Member		

2.2.3.9 Portfolio Committee: Youth, Sport and Culture

Table 34: Youth, Sport, and Culture Portfolio Committee

Period 01 July 2023 – 30 June 2024			
Youth, Sport and Culture Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
JC Anthony	[Chairperson]	7	36
J Andrews	Committee Member		
NE Mcombring	Committee Member		
R van Rooyen	Committee Member		



2.2.3.10 Portfolio Committee: Parks, Open Spaces, Environment

Table 35: Parks, Open Spaces and Environment Committee

Period 01 July 2023 – 30 June 2024			
Parks, Open Spaces and Environment Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
J Williams	[Chairperson]	6	15
Z Dalling	Committee Member		
M Nkopane	Committee Member		
E Vermeulen	Committee Member		

2.2.4 SECTION 79 COMMITTEES

2.2.4.1 Municipal Public Accounts Committee (MPAC)

Table 36: MPAC Committee

Period 01 July 2023 – 30 June 2024			
Municipal Public Accounts Committee (MPAC)			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
Cllr W Pietersen	[Chairperson]	3	6
Cllr A Ferns	Committee Member		
Cllr R Adams	Committee Member		
Cllr N Olayi	Committee Member		
Cllr S Schafer	Committee Member		
Cllr N Gugushe	Committee Member		
Cllr O Jooste	Committee Member		

2.2.4.2 Local Labour Forum (LLF)

Table 37: Local Labour Forum (LLF)

Period 01 July 2023 – 30 June 2024			
Local Labour Forum (LLF)			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
Cllr L Nkamisa	[Chairperson]	12	20
Cllr R Pheiffer	Committee Member		
Cllr N Gugushe	Committee Member		
Cllr I de Taillfer	Committee Member		
Cllr C van Wyk	Committee Member		



2.2.4.3 Rules Portfolio Committee

Table 38: Rules Portfolio Committee

Period 01 July 2023 – 30 June 2024			
Rules Portfolio Committee			
Name of member	Capacity	Number of meetings held	Number of Reports submitted
Q Smit	[Chairperson]	1	10
J Andrews	Committee Member		
P Crawley	Committee Member		
I De Taillefer	Committee Member		
M Rataza	Committee Member		
M Van Stade	Committee Member		
W Pietersen	Committee Member		



2.3 STRATEGIC GOVERNANCE STRUCTURE

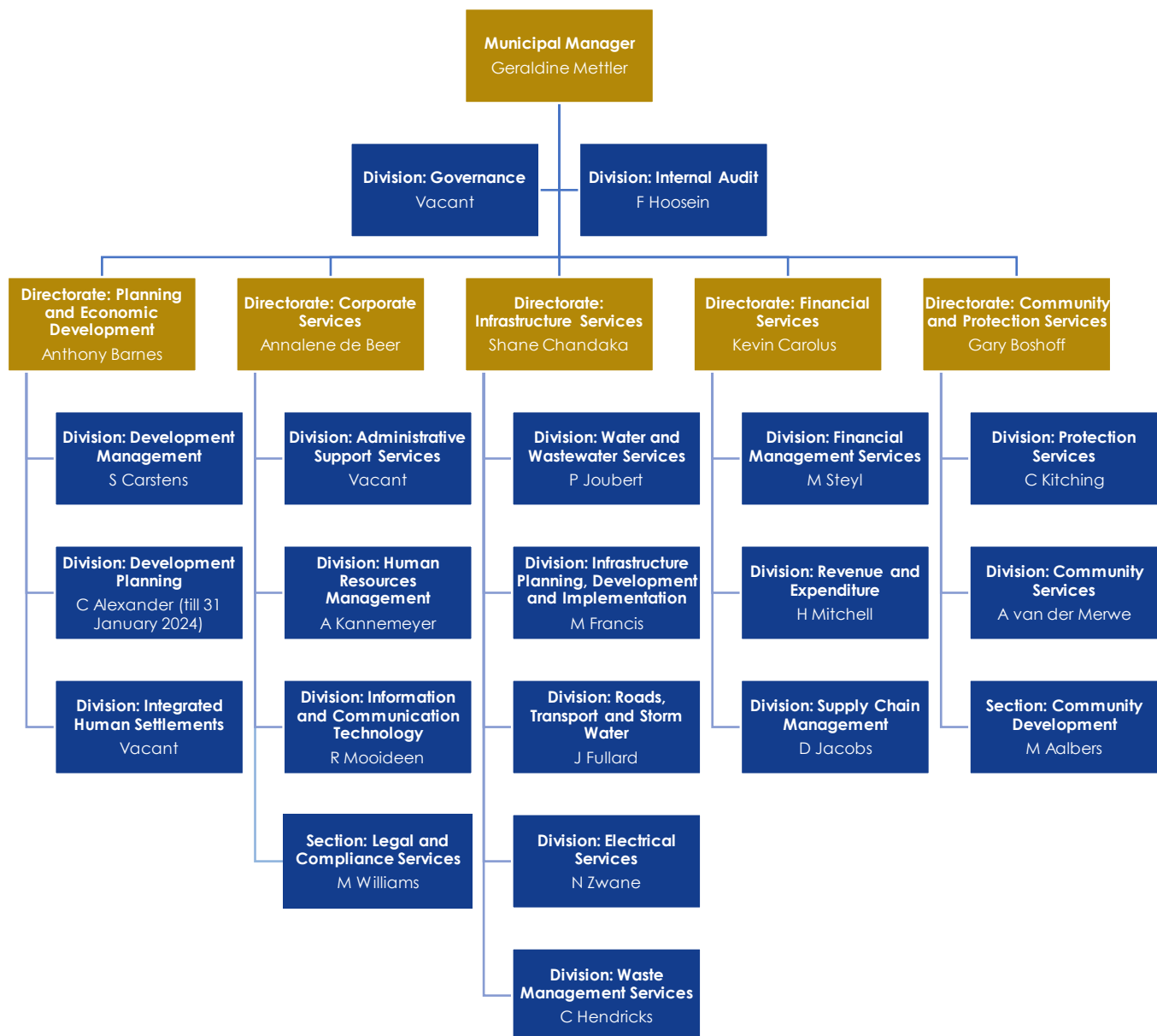
The Municipal Manager is the Chief Accounting Officer of the municipality. The Municipal Manager is the head of the administration and primarily serves as the chief custodian of service delivery. The Municipal Manager is assisted by the Management Team, which reports directly to the Municipal Manager.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

Figure 10: Top Management Structure





Figure 11: Macro Structure



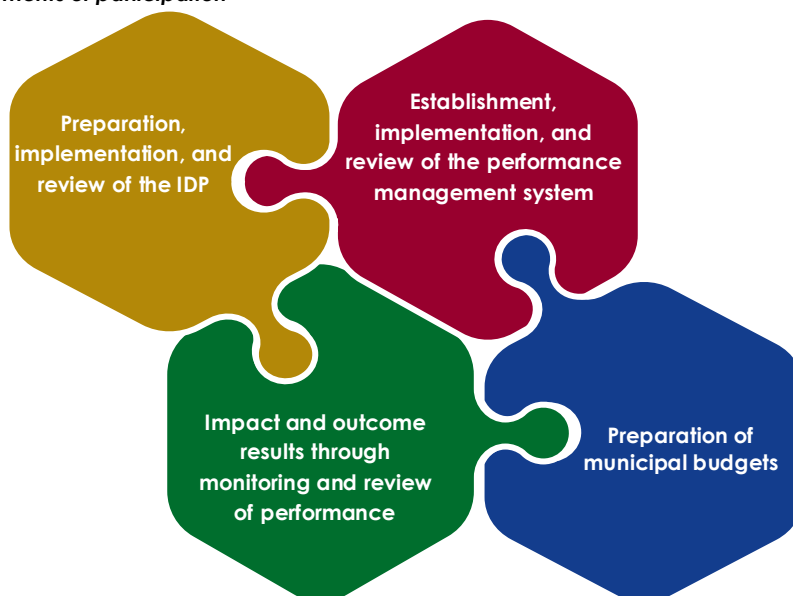


COMPONENT B: PUBLIC ACCOUNTABILITY

MSA Section 15(b) requires a municipality to establish and organise its administration to facilitate a culture of accountability amongst its staff. Section 16(i) states that a municipality must develop a system of municipal governance that complements formal representative governance with a system of participatory governance. Section 18(i)(d) requires a municipality to supply its community with information concerning municipal governance, management, and development.

The participation outlined above is required in terms of the:

Figure 12: Requirements of participation



2.4 INTERGOVERNMENTAL RELATIONS

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

Table 39: IGR Structures

Name of Partner / Partnership	Purpose
National Municipal Manager's Forum	To ensure national alignment among municipal managers.
Premier's Co-ordinating Forum	The objective of the PCF is to promote and facilitate intergovernmental relations and cooperative government between provincial government and municipalities to ensure integrated, effective, and efficient service delivery. The PCF is the primary consultative forum for the Premier of the Western Cape and municipalities within the province to discuss and consult on matters of mutual interest. Existing provincial and municipal IGR engagements and national IGR engagements feed into the PCF and vice versa. The PCF consists of the PCF <i>plenary</i> and PCF <i>cluster</i> sessions. i.e., social, economic, and governance and administration. Resolutions or referrals from the cluster sessions feed into the PCF plenary session for final resolution and adoption.
Mayor / Rector Forum	A partnership with the University of Stellenbosch to ensure aligned development planning and that the municipality draws from the university's expertise and resources.



Name of Partner / Partnership	Purpose
Memorandum of Cooperation between the Stellenbosch Municipality and Stellenbosch University (SU)	Cooperation in terms of closed-circuit television in the interest of the security of the town and the campus with a view to a crime-free university town.
Landfill Monitoring Committee	A partnership with the Devon Valley residents, whereby residents monitor the Stellenbosch landfill site.
IMESA (Institute for Municipal Engineers South Africa)	A partnership with IMESA aimed to strengthen knowledge and capacity related to municipal infrastructure and service delivery.
Integrated Development Committee (IDC)	A partnership with the university and other stakeholders aimed at exploring spatial and urban planning possibilities for Stellenbosch to meet the needs of the municipality and university.
Department of Social Development, DCAS, Cape Winelands District Municipality	Joint implementation of programmes focussing on common issues within WC024.
SALGA Municipal Benchmarking Initiative	The partnership is aimed at improving efficiency and effectiveness through comparative process benchmarking, peer-to-peer operational knowledge sharing, and iterative performance improvements.
Bergriver Improvement Programme	The partnership was formed to improve the quality of the stormwater run-off from the Langrug Informal Settlement. The project entails the implementation of biomimicry, waste recycling, and a sustainable urban drainage lab.
LTAB	The partnership was formed between political leaders to discuss land transport-related matters that affect transport in the area.
Transport Working Group	The Transport Working Group was established to discuss transport-related matters that affect Stellenbosch, including all relevant governmental institutions and other role players.
Integrated Planning Committee (IPC)	The Integrated Planning Committee is a working group between the City of Cape Town, Stellenbosch, Saldanha, Overstrand, Theewaterskloof, and Drakenstein Municipality that discusses all transport-related matters to effectively promote regional planning.
NMT Working Group	A working group that discusses all non-motorised transport matters in the Stellenbosch area. The group consists of NMT users, officials, representatives from the university, and the disabled fraternity.
Drought Steering Committee	This is a committee consisting of a panel of role players in the drought intervention plan, including consultants, to discuss, plan, manage, and act on the drought intervention strategies that culminated from various source documents, including WCWDM strategies, WSDP, audit reports, and various master plans and processes. It also oversees the SCM and construction phases of the plans.
GreenCape	The GreenCape partnership represents cooperation with the province's 110% green initiatives, focussing on alternative waste management initiatives and energy efficiency.
CSIR	The partnership is aimed at multidisciplinary research and development by supporting innovation in Stellenbosch.
Genius of Space	This initiative developed from and forms part of the Western Cape 110% Green Initiative. The Biomimicry Genius of Space project is a registered flagship project of 110% Green. This initiative combines two priorities of the Western Cape Government – the Berg River and the Green Economy – to find an innovative solution to water pollution in the Berg River.
General	Municipal Partnerships.
District IGR Structures	
District Coordinating Forum	This forum meets quarterly and seeks to promote and facilitate intergovernmental relations between the district municipality and the local municipalities in the district. The Stellenbosch Municipality participates in this forum and the Cape Winelands District Municipal Managers Forum and benefits from this involvement by being exposed to good practices in other municipalities and strengthening the relationship with the district municipality in forging joint partnerships in the interest of good governance and service delivery. The Cape Winelands District Municipality supports community development and uses indigenous sports to create social cohesion amongst communities in the district. Special focus and attention were given to communities in rural areas. The Stellenbosch, Drakenstein, and Breede Valley municipalities have participated in various indigenous games that were hosted by the Cape Winelands Municipality. The relationship between Stellenbosch Municipality and the district



Name of Partner / Partnership	Purpose
	<p>municipality has improved, and the Department: Community Services has managed to exceed all expectations. A targeted approach was followed, and sports were used as a catalyst to cement this relationship with the district.</p> <p>The areas that the Department of Community Services targeted were communication, sharing of resources, capacity building, and financial resources. The improved relationship between the district municipality and Stellenbosch Municipality enabled the communities to also participate in the provincial and national Indigenous Games.</p>

2.4.1 PARTNERSHIP WITH JÖNKÖPING MUNICIPALITY

Stellenbosch and Jönköping Municipality partnered on the issue of human rights, with a particular focus on gender-based violence (GBV). This partnership culminated in using the NormStorm concept of Jönköping Municipality and interpreting the principles and concepts of Normstorm in public space in Stellenbosch, i.e., the George Blake Avenue project (GBA) Normstorm was developed to deal with gender matters in schools in Jönköping.

The George Blake Avenue project shows how multi-national municipal partnerships, inter-departmental collaboration, and the use of the NORMSTORM principles can change things for the better in a community. The project received high-importance status at Stellenbosch Municipality and was / is accordingly run directly from the Municipal Manager's (MM) / Stadsdirektör office. The Informal Settlements Department at Stellenbosch Municipality was tasked as the programme manager for the partnership. In essence, the programme consisted of several projects that, amongst others, prioritised infrastructure upgrades, including the installation of safer pedestrian crossings, improved and enhanced street lighting, and re-configured and re-imagined drainage systems to reduce flooding risks.

Through seamless cooperation with engineering, environmental management, and community engagement teams, the municipality addressed critical safety, and accessibility needs while incorporating sustainable practices. NORMSTORM provided a structured framework to assess gaps and incorporate community feedback, ensuring durable, inclusive solutions. This initiative stands as a model for combining innovation, inclusivity, and collaboration to drive meaningful urban development.

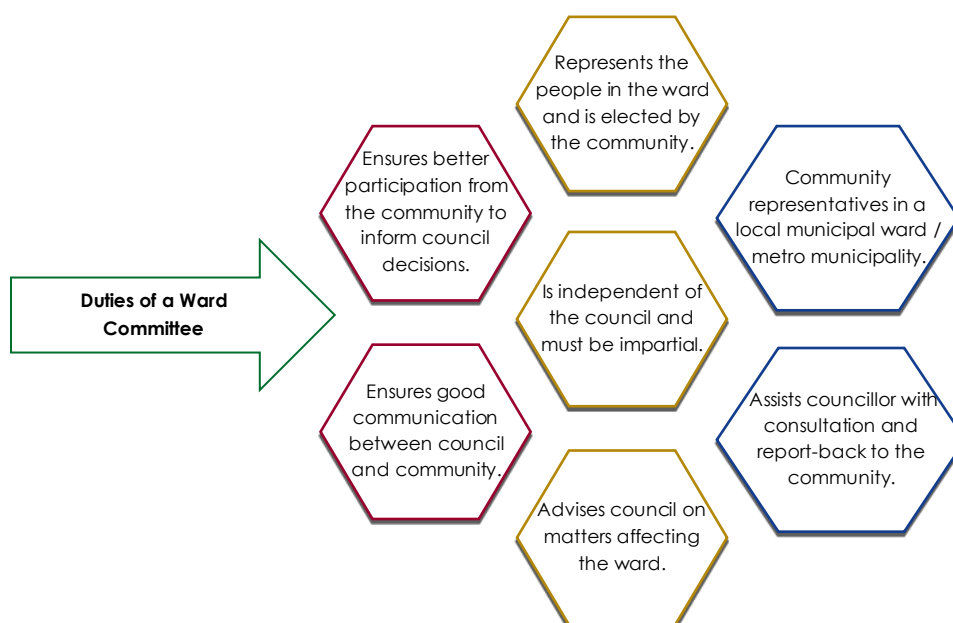


2.4.2 WARD COMMITTEES

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

The figure below illustrates the duties of ward committees.

Table 40: Duties of Ward Committees

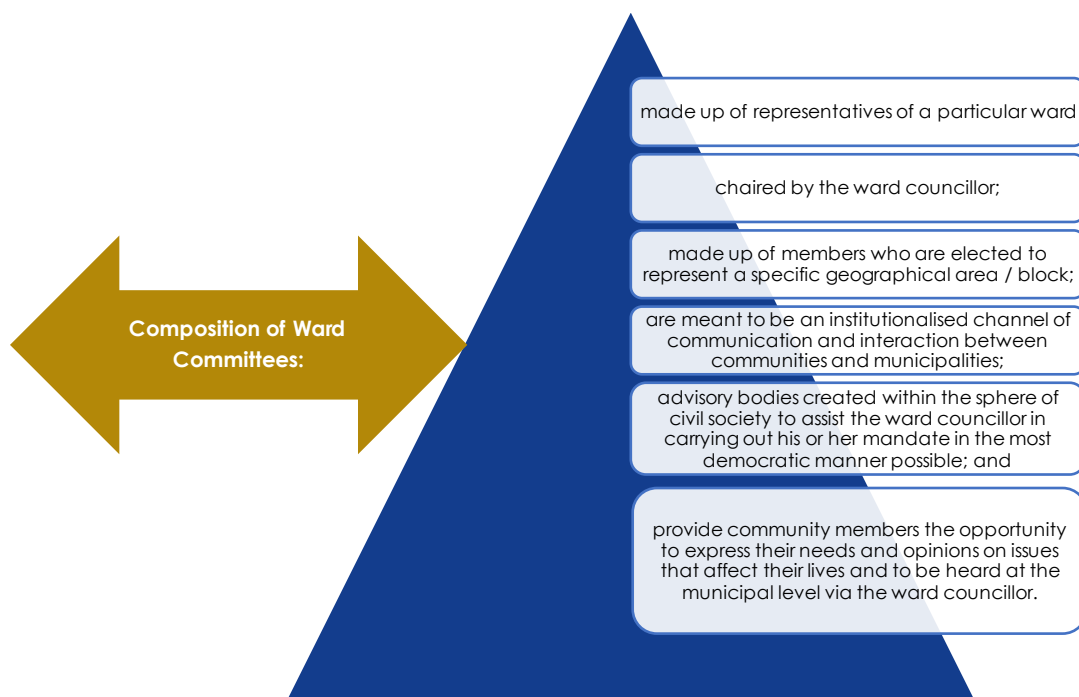


Participation remains a key pillar of good governance and constitutes an integral component in the policymaking process, development planning, and budgeting. Section 152 of the Constitution places the participation of communities at the centre of service delivery and other matters of local government. Correspondingly, the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998) and the MSA provide the legislative framework for the establishment of ward committees by municipalities.

Section 42 of the MSA stipulates that a municipality, through appropriate mechanisms, processes, and procedures established in terms of Chapter 4 of said Act, must involve the local community in the development, implementation, and review of the municipality's performance management system and allow the community to participate in the setting of appropriate key performance indicators and performance targets for the municipality.



A general understanding has emerged that a ward committee is an area-based committee whose boundaries coincide with ward boundaries.



Ward committees ought to be elected by the constituents of the ward. The maximum number of members for a ward committee is ten, and women ought to be adequately represented. The ward councillor is a member and functions as the chairman of the ward committee. While lacking formal authority, ward committees guide the ward councillor, who subsequently presents detailed recommendations to the council. The establishment and yearly revision of the IDP for the region are tasks that these committees perform with vital importance.

Ward committees are a legislative requirement and are established in terms of Local Government: Municipal Structures Act, 117 of 1998; Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) and 2005 DPLG Guidelines. This policy was adopted by the Council during the inauguration meeting of 2021.

The main objective of a ward committee is to enhance participatory democracy in local government.

A ward committee:

- is an advisory body;
- is a representative structure of the ward;
- is an independent committee of the community in a ward;
- is impartial and performs its functions without fear, favour, or prejudice;
- is not politically orientated;
- as a representative structure of the community, is accountable to the community; and
- is an integrative umbrella body responsible for the coordination of ward developmental initiatives and the promotion of accountability and social cohesion.

The minutes of meetings are compiled by the ward administrator, and the primary quality check of meeting minutes is the responsibility of the ward councillor. S/he must sign off that the meeting minutes



are correct. The minutes of the meeting are submitted monthly and form part of the monthly report of the ward administrator to the Office of the Speaker through the Executive Support Officer.

The ward committee supports the ward councillor, who receives reports on development, participates in development planning processes, and facilitates wider community participation. The municipality constantly strives to ensure that all ward committees function optimally in terms of the provision of community information, convening meetings, ward planning, service delivery, IDP input, and performance feedback to communities.

Stellenbosch Municipality successfully established 23 functional ward committees, and all wards have access to a ward administrator. During the review period of this annual report, the then-ward councillor for Ward 17, Peter Johnson, resigned as ward councillor on 6 June 2024.

The filling of vacancies remains a problem for ward committees. Vacancies occur for a variety of reasons, and ward councillors find it difficult to fill the vacancies. The ward committee policy allows for the option of co-opting ward committee members. Vacancies must be filled within 60 days of the vacancy being declared, and all vacancies on ward committees for the review period were filled.

The ward committee policy was also reviewed during the 2024/25 draft budget cycle. This is to ensure the ward committee policy is in line with the 2021 amendments to the Local Government: Municipal Structures Act, 2021 (Act No. 3 of 2021). The policy was adopted by the Council at the May 2024 Council meeting when the Council approved the budget.

The amendments to the ward committee policy include the election procedures of ward committees, which are clearly stipulated in the ward committee policy, as well as the update on the role of the Speaker in relation to the functioning of ward committees. In addition, the policy was reviewed in terms of an increase in the stipend amount for ward committee members to R 500.00 per meeting, which would include the sector meetings held, and to the maximum stipend amount of R 1 500.00 per ward committee member per quarter. The quarterly payment process is also included in the ward committee policy, as ward committee members are paid every quarter.

The tables below specify the ward committees from 1 July 2023 until 30 June 2024:

Ward 1: Franschhoek town, Bo-Hoek Farms, Mooiwater

Table 41: Ward 1 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr R Pheiffer	Chairperson	6	2	7	Yes
M Nyanga	Geographic Block 1				
W Jeffthas [Resigned 24 May 2024]	Geographic Block 2				
B Hendricks	Geographic Block 3				
A Bauer	Youth Sports, Culture and Community Safety				
A Killian [Resigned 22 May 2024]	Infrastructure and Community Services				
G Mihalopoulos	Town Planning and				



Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
	Property				
L Juries	Geographic Block 4				
K Brown	Ward Administrator				

Ward 2: Langrug, La Motte, Dennegeur, Groendal, Domaine des Anges

Table 42: Ward 2 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr W Petersen	Chairperson	10	2	6	Yes
S Peters	Geographic Block 1- Boonzaaier Rd to Jaffhas Crescent				
C Atshipara	Geographic Block 2 – La Motte Village (80 houses)				
Joseph Petersen- [Resigned May 2024]	Bosbou La Motte				
N Fata	Geographic Block 4 – Zwalitsha Sections A, B, C, R, S + t				
M Phori	Geographic Block 5- Inkanini Sections D, E, F, G, H, I, J				
J Jacobs	Geographic Block 6 – Santa Rosa Street to R 45				
J Manuel	Geographic Block 87– Skool Street to R 45				
D Malan [Resigned January 2024]	Geographic Block 8 -Le Petite and Domain des Anges				
N Joni	Geographic Block 9 – Mazaleni K, L, M, N, O, P, Q,				
E Philander	Geographic Block 10 - Dennegeur				
R Pearce	Ward Administrator				



Ward 3: Lanquedoc, Meerlust, Wemmershoek, Maasdorp and Surrounding Farms

Table 43: Ward 3 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr C Manuel	Chairperson	9	0	6	Yes
M Pieterse	Geographic Block 1				
N Mkosana	Geographic Block 2				
J Williams	Geographic Block 3				
M Adams	Geographic Block 4				
L Plaatjies	Geographic Block 5				
M Krediet	Geographic Block 5				
W Moses	Geographic Block 8				
C Stuurman	Geographic Block 2				
G Moody	Geographic Block 4				
G Viljoen	Ward Administrator				

Ward 4: Pniël, Kylemore and Johannesburg

Table 44: Ward 4 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr R Adams	Chairperson	9	1	8	Yes
Y Carolissen	Geographic Block 2				
S Jooste	Geographic Block 2				
A Lackay	Geographic Block 3				
K April	Geographic Block 3				
A Williams	Geographic Block 5				
S Phillips	Geographic Block 6				
K Petersen	Geographic Block 7				
D Dreyer (Co-Opted – 30 Nov 2023)	Geographic Block 1				
B La Wak (Co-opted -18 Oct 2023)	Geographic Block 4				
E Parks	Ward Administrator				



Ward 5: The Ridge, Lindida and Ida's Valley (Hydro in the direction of Ida's Valley and Omega Street to Jonkershoek)

Table 45: Ward 5 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr R van Rooyen	Chairperson	10	2	8	Yes
N Rhode	Geographic Block 1				
R Arends	Geographic Block 2				
C Toutie	Geographic Block 3				
D February	Geographic Block 4				
J Meyer	Geographic Block 5				
J Naude [resigned 22.04.2024] S Slingers [co-opted 06.08.2024]	Geographic Block 6				
G Louw	Geographic Block 6				
E Hendrickse	Geographic Block 6				
A Pieterse	Geographic Block 7				
L Hendricks	Geographic Blocks 4 and 8				
S Meyer [appointed 12.09.2023]	Ward Administrator				

Ward 6: Ida's Valley and farms (Nietvoorbij, Timberlea, Morgenhof, Remhoogte, Muratie, Groenhof, Delheim, Lievland, Kanonkop, Uitkyk, Glenelly, Emerie, Laundry, Packham, L'Avenir)

Table 46: Ward 6 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr N Mcombring	Chairperson	8	3	10	Yes
D Jones	Geographic Block 1				
G August	Geographic Block 2				
P Gordon	Geographic Block 4				
M Davids	Geographic Block 5				
O Bergstedt	Geographic Block 6				
M Hendricks	Geographic Block 7				
A Constable	Geographic Block 8				
P Constable	Geographic Block 8				
C Abels	Ward Administrator				



Ward 7: Mostertsdrift, Koloniesland, Karindal, Rozendal, Uniepark, Simonswyk, Universiteitsoord and De Weides

Table 47: Ward 7 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr A Ferns	Chairperson	9	1	11	Yes
B Buys	Geographic Block 1				
P Carstens	Geographic Block 2				
A Marent-Hegewisch	Geographic Block 3				
B Swanepoel	Geographic Block 4				
D Botha	Geographic Block 5				
J Wiese	Environment sector				
J Turkstra	Elderly sector				
W van Aswegen	Security sector				
A Gantz	Business sector				
D Poolman	Student sector + De Weides and Univeriteitsoord				
R Loffie-Eaton	Ward Administrator				

Ward 8: University Areas: Marais, Merriman, Victoria Street, Bosman Street, Noordwal east, Riebeck Street

Table 48: Ward 8 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr C van Wyk	Chairperson	7	2	4	Yes
M Khan	Geographic Block 1				
M Wiehman	Geographic Block 1				
S Van der Bank [resigned 19.12.2023]	Geographic Block 2				
L Erasmus [19.12.2023]	Geographic Block 1				
K Basson [co-opted 28 September 2023]	Geographic Block 2				
A van Wyk	Geographic Block 2				
H Claassen [co-opted 29.02.2024]	Geographic Block 3				
R Segers [contract]	Ward Administrator				



Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
ended 31.12.2023 - MC Swarts [appointed 01.05.2024]					

Ward 9: Eerste River, Krige Street, Merriman, Bosman, Victoria (lower part), Neethling, Plein Street, Church Street, Upper Dorp Street, Drostdy Street.

Table 49: Ward 9 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr ZJ Dalling	Chairperson	7	2	4	Yes
A Louw	Geographic Block 1				
M Slabber (co-opted 06.06.2023)	Geographic Block 1				
M Louw [co-opted 03.07.2023]	Geographic Block 2				
W Sezoe [resigned 07.11.2023]	Geographic Block 2				
J Meyer	Geographic Block 1				
M Kotze	Geographic Block 2				
G Cillie [co-opted 07.02.2023]	Geographic Block 2				
TO Kumm	Geographic Block 2				
D Hall	Geographic Block 3				
T Hall (co-opted 06.06.2023)	Geographic Block 3				
C Van der Bank [resigned 02.05.2023]	Geographic Block 2				
D Pieterse [resigned 02.05.2023]	Geographic Block 2				
L Combrink [resigned 27.03.2024]	Geographic Block 5				
T Kumm [co-opted 02.04.2024]	Geographic Block 4				
R Segers	Ward Administrator				



Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
[contract ended 31.12.2023 - MC Swarts [appointed 01.05.2024]					

Ward 10: Tennant Street, Bell Street, Lappan Street, Lackey Street, Langstraat- Suid, La Colline – Faure Street, Dr Malan Street to Irene Park, Conde Street, Mount Albert, Taylor, Voorplein to Kromriver, Municipal Flats (Lavanda, Aurora, Phyllaria), Molteno Avenue to Paul Kruger Street and Banghoek Avenue

Table 50: Ward 10 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr R du Toit	Chairperson	9	0	10	Yes
P Hough	Geographic Block 1				
G Lamberts	Geographic Block 1				
D Smit	Geographic Block 2				
S Adonis	Geographic Block 2				
R Hind	Geographic Block 3				
S Williams	Geographic Block 3				
J Blanckenberg	Geographic Block 3				
G Daniels	Geographic Block 3				
N Nketane	Geographic Block 3				
N Moffat	Ward Administrator				

Ward 11: Dorp Street to Herte Street, Mark Street, Alexander Street, the bottom of Bird Street to the Stellenbosch Train Station, all areas in Onder-Papegaaiberg and surrounding businesses.

Table 51: Ward 11 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr J Serdyn	Chairperson	7	1	5	Yes
E Schreiber	Geographic Block 2				
R Fourie	Geographic Block 3				
P Carinus	Geographic Block 4				
C Roux	Geographic Block 4				



Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
S Spangenberg	Geographic Block 5				
M Snyman	Geographic Block 5				
F Malan	Geographic Block 5				
I Fourie	Geographic Block 6				
M Claassen	Geographic Block 6				
F Liebenberg	Geographic Block 1				
R Segers [contract ended 31.12.2023 - MC Swarts [appointed 01.05.2024]	Ward Administrator				

Ward 12: Kayamandi: Zone A George Blake Street, Chris Hani Drive, 10th and 13th Street, School Crescent, Snake Valley, Enkanini, Watergang, Watergang TRA 2 and Watergang Informal Settlements

Table 52: Ward 12 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr A Tomose	Chairperson	11	0	11	Yes
T Naku	Geographic Block 1				
P Lamla	Geographic Block 2				
P Menze	Geographic Block 3				
T Qhu [resigned 23.01.24]	Nkanini				
Z Mantshi [resigned 23.01.2024]	Municipal Flats				
A Mxokozeli [resigned February 2024]	Azania				
Z Snowball [co-opted 10 April 2024]	Zone A				
P Nkosi [co-opted 10 April 2024]	Watergang, Red Roofs				
T Gugushe	Geographic Block 6				
M Manjiya-Mboma [co-opted 10 April 2024]	Municipal Flats				



Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
T Ntshinga	-				
N Ntshwanti	-				
G Zongolo	Ward Administrator				

Ward 13: Kayamandi: Zone A Masithandane Street, Zone J, Red Bricks, Zone K and L, Hostels, Dairy and University Hostels, Old Bricks Houses Red Roofs, Zwelitsha, Costaland

Table 53: Ward 13 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr M Nkopane	Chairperson	12	2	7	Yes
M Mgingqi	Geographic Block 1				
Z Ndlovu	Geographic Block 1				
M Ndlebe	Geographic Block 2				
S Maxhavulana	Geographic Block 3				
B Beni	Geographic Block 4				
S Lobi	Geographic Block 5				
S Mngwazana	Geographic Block 6				
A Maxandeka	Geographic Block 7				
N Bhayibhile	Geographic Block 8				
M Naku	Geographic Block 9				
Z Mithi	Ward Administrator				

Ward 14: Kayamandi: Zone P, I, F, D and O, Costaland, Marikana, Watergang TRA 1, Smarties (Mgabadel Street), Monde Crescent

Table 54: Ward 14 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr M Danana	Chairperson	11	2	4	Yes
L Magazi	Geographic Block 1				
A Mpanyu	Geographic Block 1				
D Mdunyelwa	Geographic Block 3				
B Mbaqa	Geographic Block 4				
A Bululu	Geographic Block 4				
N Samente	Geographic Block 5				



Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
N Madolo	Geographic Block 6				
N Boyce	Geographic Block 7				
N Mpemnyama	Geographic Block 8				
N Nojoko	Geographic Block 2				
E Mpemnyama	Ward Administrator				

Ward 15: Kayamandi: Zone M, N, O, 4th and 5th Avenue, 10th, 12th and 14th Street, Long Street, Retreat Street, Forest Drive

Table 55: Ward 15 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr E Masimini	Chairperson	11	2	8	Yes
N Sesman	Geographic Block 1				
T Lepheana	Geographic Block 3				
M Nongogo	Geographic Block 6				
N Kuni	Geographic Block 8				
M Moni	Geographic Block 6				
E Jumat	Geographic Block 5				
L Xelenga	Geographic Block 2				
L Gula	Geographic Block 4				
N Nkopane	Geographic Block 7				
S Garhane	Geographic Block 7				
P Nyakaza	Ward Administrator				
Y Makuleni	Geographic Block 8				

Ward 16: Long Street, Eike Street, Jakaranda Street, Short Street, Curry Street, Quarry Street, Primrose Street, Pine Street, Hoop Street, North End Street, Vredelust Street Noord Vredelust West Street, Laai Street, Last Street, Arnolds Street, Anthony Street, Carriem Street, Davidse Street, Cupido Street, Ismael Street, Crombi Street, Chippendale Street Bergstedt Street, Achilles Street, Africa Street, Cornelson Street Cloetesville

Table 56: Ward 16 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr E Vermeulen	Chairperson	10	0	1	Yes



Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
C Williams	Geographic Block 1				
M Bailey	Geographic Block 1				
J Williams	Geographic Block 1				
N Willemse [Resigned - 23/01/2024]	Geographic Block 1				
M Fredericks	Geographic Block 2				
A Flink	Geographic Block 2				
M Johannes	Geographic Block 4				
P Appollis	Geographic Block 4				
J Isaacs	Geographic Block 4				
Y Lamberts [finished on 31.08.2023 - T Van Graan appointed 01.05.2024]	Ward Administrator				

Ward 17: Longstreet, Kloof Street, Fir Street, Williams Street, Rhode Street, Hendrickse Street, February Street, Weltevrede 2 and Welgevonden, King Street, Hine Street, Fontein Street, Wilger Street, Raziet Street, Pool Street, Valentyn Street, Ortell Street, King Street, Isaac Street, Stellita Park, Gabriel Street, Part of Lackay Street

Table 57: Ward 17 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr P Johnson [resigned June 2024]	Chairperson	6	0	2	Yes
G Jacobs	Geographic Block 2				
L van der Rhee	Geographic Block 2				
B Louw	Geographic Block 4				
W Khan	Geographic Block 5				
M Burton	Geographic Block 4				
D Smith	Geographic Block 5				
C Olivier	Geographic Block 4				
B Klaasen	Ward Administrator				

**Ward 18:** Klapmuts and surrounding farms**Table 58: Ward 18 Committee Members**

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Ald JC Anthony	Chairperson	11	1	5	Yes
G Wentzel	Geographic Block 1				
W Johannes	Geographic Block 2				
E Mbikwana	Geographic Block 3				
S Hector	Geographic Block 4				
N Peter	Geographic Block 5				
N Chelesi	Geographic Block 6				
P Nogwaza	Geographic Block 7				
M Everts	Sport sector				
Pastor W Cloete	Religious sector				
G du Toit	Safety sector				
M Maluqua	Ward Administrator				

Ward 19: Elsenburg, Vaaldras, Slaley, Kromme Rhee, De Novo, Bottelary and surrounding Farms, De Hoop, Simonsig and surrounding Farms, Weltevrede 1 and 2, Smartie Town.**Table 59: Ward 19 Committee Members**

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr J Williams	Chairperson	10	0	5	Yes
A Afrika	Elsenburg, Vaaldras, Muldersvlei and Surrounding Farms.				
J May	De Hoop, Koelenhof Railway Houses and Surrounding Farms.				
A Kamfer	Groenland and Surrounding Farms.				
C Pedro	Koopmanskloof, Bellvue and Surrounding Farms.				
R Kinnear	De Novo and Surrounding Farms.				
A van der Westhuizen	Weltevrede 1				



Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
C Februarie	Smartie Town.				
A September	Weltevrede. 2				
C Wesso	Ward Administrator				

Ward 20: Vlottenburg, Raithby, Lynedoch, Mooiberge, Meerlust and Polkadraai

Table 60: Ward 20 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr J Joon	Chairperson	8	3	10	Yes
C Matthys	Raithby				
D Fortuin	Stellenboschkloof pad, Vlottenburg				
R Muller	Mooiberge				
I Johnson	Lynedoch				
E Jacobs	Meerlust, Lynedoch				
H Brink	Vlottenburg				
B Moses	Polkadraai, Vlaeberg				
P Taai Bosch	Religious sector				
J Casper	Health sector				
J Fortuin	Ward Administrator				

Ward 21: Jamestown, Paradyskloof, De Zalze, Techno Park, Blaauwklippen and surrounding farms

Table 61: Ward 21 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr M Slabbert	Chairperson	9	0	8	Yes
P de Wet	Geographic Block 1				
A Verwey	Geographic Block 2				
R Kriel	Geographic Block 2				
R Spies	Geographic Block 3				
S McNaughton	Geographic Block 4				



Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
W Adams	-				
S de Wet	-				
A Okkers	-				
N Williams	Ward Administrator				

Ward 22: Krigeville, Dalsig, Welgelegen, Brandwacht, Die Boord and Kleingeluk

Table 62: Ward 22 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr E Groenewald	Chairperson	10	1	0	Yes
P Schaafsma	Geographic Block 1				
A Blignaut [co-opted January 2024]	Geographic Block 2				
I Maree	Geographic Block 3				
C Neethling [resigned September 2023]	Geographic Block 2				
W Joubert	Geographic Block 4				
H Slabber	Geographic Block 5				
S Wilson	Geographic Block 6				
A Pelsner - resigned A Sarga [co-opted January 2024]	Geographic Block 7				
H Hill	Geographic Block 8				
Prof P Kruger	Geographic Block 9				
M Vlok	Geographic Block 10				
P Mogale [resigned 29.11.2023 - Zintle Olayi [Appointed 01.05.2024]	Ward Administrator				



Ward 23: From Eerste Rivier, Piet Retief street, Mill street, Bird Street, Merriman Avenue, Ryneveld Street, Jan Celliers Street, George Blake drive, Du Toit street, Bergzicht, Herte Street, Krige Street, Skone Uitsig

Table 63: Ward 23 Committee Members

Period 1 July 2023 – 30 June 2024					
Name of representative	Capacity representing	Number of ward committee meetings held	Number of Public Meetings held	Number of Monthly reports submitted to the Office of the Speaker	Committee functioning effectively (Yes / No)
Cllr L Nkamisa	Chairperson	9	0	1	Yes
J Venter	Geographic Block 1				
M Serfontein [resigned 05.04.2023]	Geographic Block 1				
A Gouws [co-opted 05.09.2023]	Geographic Block 1				
C De Ruiter [co-opted 26.06.2023]	Geographic Block 2				
A Nompume	Geographic Block 2				
T Seyisi	Geographic Block 3				
K Morake	Religious sector				
T Dube	Education and Youth sector				
M Maleka [resigned 28.03.2023]	Geographic Block 2				
M Lokhat [resigned 18.04.2023]	Religious Sector				
L van Wyk	Education and Youth sector				
L Nicolas	-				
T Theron	-				
P Mogale [resigned 29.11.2023 - Zintle Olayi [Appointed 01.05.2024]	Ward Administrator				



COMPONENT C: CORPORATE GOVERNANCE

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

2.5 RISK MANAGEMENT

Section 62 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) states that the Accounting Officer should take all reasonable steps to ensure that the municipality has and maintains effective, efficient, and transparent systems of financial and risk management and internal control, as well as the effective, efficient, and economical use of the resources of the municipality.

This responsibility was delegated to the Chief Risk Officer. During the year under review, the following was done:

- continuous awareness-raising throughout the municipality;
- the Risk and Fraud Management Committee was established to facilitate and govern the risk management process with a term of reference and has been operational since January 2013;
- the Chief Audit Executive has a seat on the Risk and Fraud Management Committee, where all risk and fraud management-related activities are reported;
- the Risk Management Committee reports to the APAC;
- risk registers have also been completed at an operational level;
- the previous year's strategic registers were revisited, and an acceptable risk appetite was determined;
- the revised risk register was adopted by the Council; and
- risks were also identified that could prevent the achievement of the predetermined objectives and were noted in the SDBIP.

Although the Chief Risk Officer is responsible for coordinating and facilitating risk management at all levels within the municipality, the municipal manager and management are the drivers of risk management and the mitigation of risk exposure in the municipality.

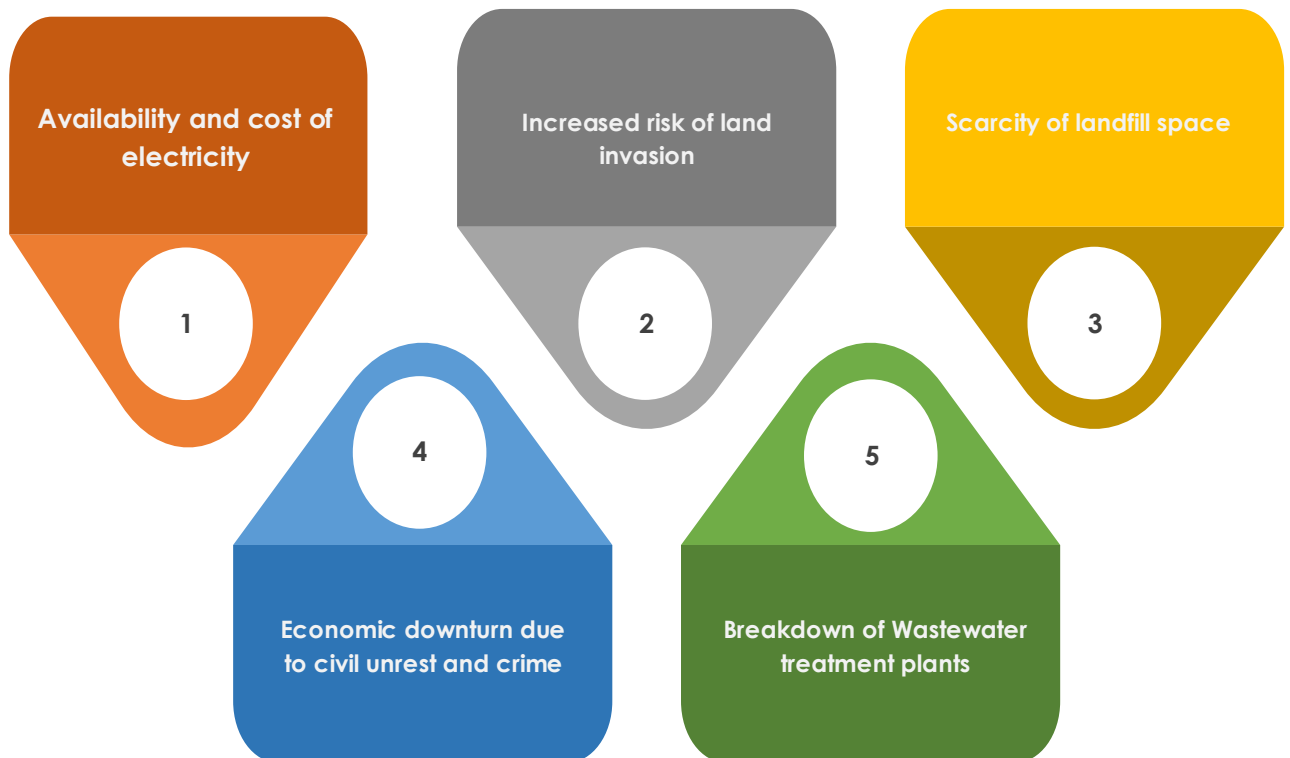
As the new financial year started, conversations and assessments turned to the impact of the ongoing electricity and energy crisis. This was necessary as the municipality started to focus on the impact of continuous and persistent loadshedding, the sustainability of the national power supply, and how to manage the availability and cost of electricity over the next decade and beyond.

All the risks, as identified as part of the bi-annual risk assessments with the Directorates, are captured on the Barn Owl system, an electronic risk management system to ensure more accuracy and detail with ratings, reporting, and assessments to assist in providing information and reports to management. This is to assist and better inform managers when using risk management in the decision-making process.



The top 5 risks identified for 2023/24 are as follows:

Table 64: The top 5 risks identified for 2023/24



a) Likelihood rating scale

Table 65: Risk likelihood rating scale

Impact and Likelihood Rating		
Likelihood Grading		
10	Certain	91% - 100% chance of occurring
9	Almost Certain	81% - 90% chance of occurring
8	Expected	71% - 80% chance of occurring
7	Probable	61% - 70% chance of occurring
6	Possible	51% - 60% chance of occurring
5	Potential	41% - 50% chance of occurring
4	Occasional	31% - 40% chance of occurring
3	Remote	21% - 30% chance of occurring
2	Improbable	11% - 20% chance of occurring
1	Rare	0% - 10% chance of occurring
Impact Grading		
10	Catastrophic	A critical event resulting in the long-term cessation of the majority or all core organisational activities. Inability to achieve the municipality's strategy and objectives. Requires external support.
9	Critical	A critical event resulting in the long-term cessation of several core organisational activities. Drastically reduced ability to achieve the municipality's strategy and inability to achieve most of the objectives. Requires intervention from the Council.
8	Major	A major event resulting in the long-term cessation of a core organisational activity.



Impact and Likelihood Rating		
Likelihood Grading		
		Severely reduced ability to achieve the municipality's strategy and inability to achieve certain objectives. The material at the organisational level. Requires intervention from the Municipal Manager and Audit Committee involvement.
7	Significant	Significant long-term disruption of services. Significantly reduced ability to achieve the municipality's strategy and objectives. Requires intervention from the Director.
6	Moderate	Short / medium-term disruption of services. Reduced ability to achieve the municipality's strategy and objectives. Requires intervention from the Head of the Department.
5	Marginal	Disruption of normal operations / services. Limited effect on the achievement of the municipality's strategy and objectives. Requires intervention from the Line Manager.
4	Immaterial	Irritation in rendering or receiving services. No material impact on the achievement of the municipality's strategy and objectives. Can be dealt with by senior staff.
3	Minor	The impact will be coped with in the short term through normal operational processes performed by staff
2	Insignificant	The impact of adverse events is minimal.
1	Negligible	The impact of the adverse event has little (if any) impact on services.

The rating determines the risk exposure. Through this management gets to understand the extent to which potential events might impact their objectives on a scale from 1 as a minimum and 100 as a maximum.

b) Inherent risk exposure

Table 66: Inherent risk exposure grid

Inherent Risk Exposure: the inherent risk exposure is determined by comparing the inherent risk rating against the risk appetite		
Inherent Risk Exposure		
Inherent Risk	Magnitude	Definition
0 -25	Low Risk	Level of inherent risk is within the risk appetite – Low level of a control intervention required if any.
26 -50	Moderate Risk	Unacceptable level of risk – Moderate level of control intervention is required to achieve an acceptable level of residual risk.
51 – 75	High Risk	Unacceptable level of risk – High level of control intervention is required to achieve an acceptable level of residual risk.
76 – 100	Extreme Risk	The extreme level of risk – Immediate level of control. Intervention is required to achieve an acceptable level of residual risk.

The strategic risk register below indicates all the focus areas, risks and mitigation measures taken to address these identified risks within the organisation.



2.5.1 STRATEGIC RISKS IDENTIFIED

Table 67: Risk register

Strategic Risks							
Risk Item	Risk Description	Risk Background	Strategic Focus Areas	Impact Rating	Likelihood Ratings	Inherent Risk Exposure/Risk Appetite (1-100)	Directorate
1	Availability and cost of electricity	Continuous and persistent loadshedding; sustainability of the national power supplier	Green and Sustainable Valley, Dignified Living	10	10	100	Directorate: Infrastructure Services
2	Increased risk of a land invasion	Legal precedents are set under the disaster management declaration, limiting the municipal scope to evict. Illegal invasions and land grabs. Compromising housing development and housing opportunities.	Dignified Living, Safe Valley, Financial Sustainability, Good Governance and Compliance	9	10	90	All Directorates
3	Economic downturn due to civil unrest, crime and continuous loadshedding.	Increase in criminal activities, civil unrest, and reputational risk due to the perceived increase in the said activities. The impact of prolonged loadshedding—not sufficient light at night as streetlights, CCTV cameras, and traffic lights are not functioning—can lead to more criminal activities.	Safe Valley, Dignified Living	10	8	80	Directorate Community and Protection Services
4	Breakdown of Wastewater Treatment Plants	Breakdown of Wastewater Treatment Plants due to electricity outages.	Green and Sustainable Valley, Dignified Living	10	8	80	Infrastructure Services
5	Scarcity of landfill space	Unavailability of suitable land; costs of SLAs and alternative waste disposal; legislative requirements, i.e., EIA applications and approvals, etc.	Green and Sustainable Valley	8	8	64	Directorate: Infrastructure Services
Operational Risks							
1	Insufficient burial space in the greater Stellenbosch	"Planning and funding; land availability. Insufficient funding. Compliance and impact of COVID-19 burials after experiencing a 2nd and 3rd wave."	Dignified Living	8	8	64	Directorate: Community and Protection Services
2	Timeous Capital Spending	A steady increase in budget allocation; growing population and demand for services; demand management.	Good Governance and Compliance	10	4	40	Directorate: Financial Services



Operational Risks							
3	Climate Change	Changing weather patterns, unpredictable rainfall, flash floods, droughts, natural disasters, and fires (seasonal and other).	Green and Sustainable Valley; Safe Valley	8	4	32	Office of the Municipal Manager
4	High Vacancy Rate	A skilled and capable workforce is necessary to support growth objectives, and quality and timeous service delivery need to be provided by all departments.	Good Governance and Compliance	8	4	32	Directorate: Corporate Services
6	Lack of integrated Information and Communication Technology	Disparate systems	Good Governance and Compliance	6	4	24	Directorate: Corporate Services

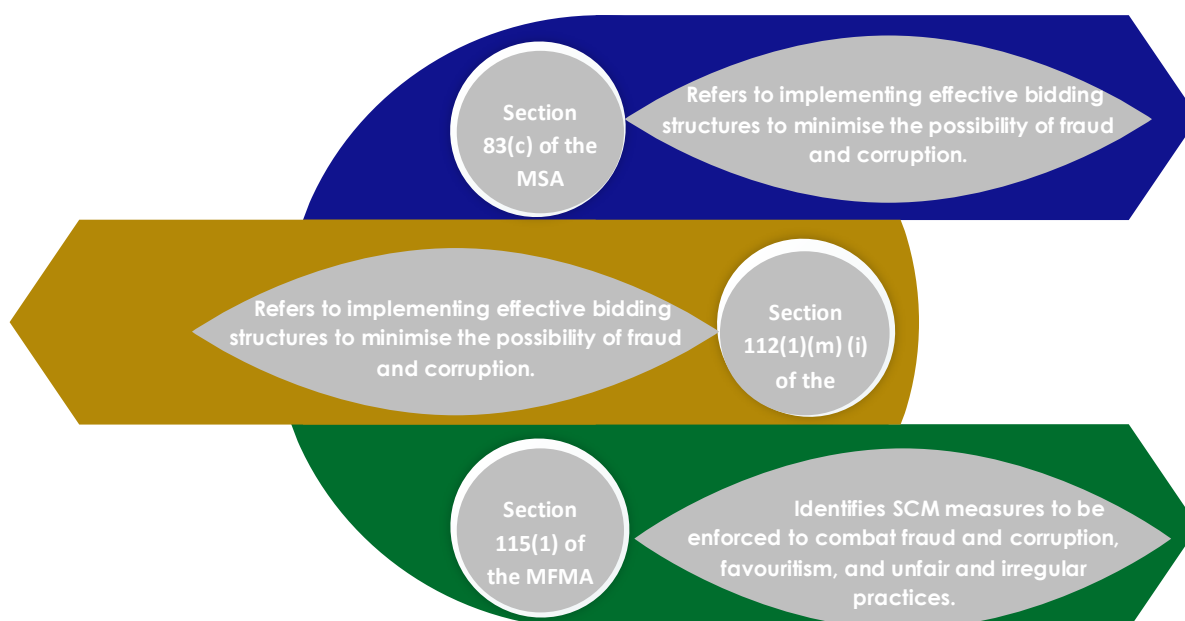
2.5.2 ANTI-CORRUPTION AND ANTI-FRAUD

Management and the Council have taken ownership of combating fraud and corruption throughout the municipality.

The Anti-Fraud and Corruption Prevention Plan intends to strengthen fraud and corruption prevention at all levels within the municipality and re-invest in managing fraud and corruption at all levels.

The fraud hotline, or tip-offline, is also fully functional and managed by an independent service provider. A toll-free number and e-mail service are available to members of the public to report any suspected fraudulent or corrupt activities.

Figure 13: Anti-Corruption and Anti-Fraud Legislation





2.6 FUNCTIONS OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE (APAC)

The Municipal Audit and Performance Audit Committee's objectives and functions are based on Section 166(2)(a-e) of the MFMA, further supplemented by the Local Government: Municipal Planning and Performance Management Regulation, as well as the approved Audit and Performance Audit Committee Charter approved on 28 March 2018 by the Council.

The objectives of the APAC of the Stellenbosch Municipality are to:

- ✦ Assist the Council in discharging its duties relating to the safeguarding of the Council's assets;
- ✦ Develop and oversee the operation of an adequate internal process and control system;
- ✦ Oversee the preparation of accurate financial reporting and statements in compliance with all applicable legal requirements, corporate governance, and accounting standards;
- ✦ Provide support to the Council on the risk profile and risk management of the Council; and
- ✦ Ensure that there is an internal audit function in place and that the roles of the internal and external audit functions are coordinated.

The APAC is responsible for the oversight of internal controls, financial reporting, and compliance with regulatory matters and mainly makes recommendations to management.

The responsibilities of the APAC are further to review the:

- ✦ Effectiveness of the Council's system of internal control and risk management;
- ✦ Financial reporting and financial statements;
- ✦ Internal audit function;
- ✦ AGSA's report;
- ✦ Council's compliance with legislation and regulation;
- ✦ Compliance with the Council's Code of Conduct and Ethics; and
- ✦ Performance Management System to make recommendations in this regard to the Council.

The APAC members are as follows:

Table 68: Members of the Audit and Performance Audit Committee

Period 01 July 2023 – 30 June 2024	
Name of representative	Capacity
LC Nene (Mr)	Chairperson
VJ Botto (Mr) (Term ended 31 September 2023)	Member
Mr TW Lesihla (Mr) (Term ended 31 September 2023)	Member
J Williams (Ms) (Resigned 07 February 2024)	Member
L Mortimer (Inception date: 29 April 2024)	Member
R Ghani (Ms) (Inception date: 27 September 2023)	Member
R Strydom (Ms) (Inception date: 27 September 2023)	Member

**Table 69: APAC meetings held from 01 July 2023 to 30 June 2024**

Period 01 July 2023 – 30 June 2024
Meeting dates
28 August 2023
28 November 2023
28 March 2024
25 June 2024

The APAC advises the Council, political office-bearers, the Accounting Officer, and management of the municipality on matters concerning duties as described in the Audit and Performance Audit Committee Charter.

The APAC is also accountable for identifying major risks to which the Council is exposed and determining the extent to which those risks have been mitigated.

2.7 INTERNAL AUDITING

Section 165(2)(a), (b), and (c) of the MFMA requires that:

The internal audit unit of a municipality must:

- a. prepare a risk-based audit plan and an internal audit programme for each financial year; and
- b. advise the accounting officer and report to the Audit Committee on the implementation of the internal audit plan and matters relating to:
 - ✦ internal audit;
 - ✦ internal controls;
 - ✦ accounting procedures and practices;
 - ✦ risk and risk management;
 - ✦ performance management;
 - ✦ loss control; and
 - ✦ compliance with this Act, the annual Division of Revenue Act, and other applicable legislation.
- c. perform such other duties as may be assigned to it by the accounting officer.

Stellenbosch Municipality's internal audit function is performed by in-house staff. The main focus areas were compliance with applicable laws, regulations, policies, and procedures, which resulted in both assurances and consulting work. During the year under review, the internal audit activity was able to effectively execute 87% of the initially adopted risk-based audit plan.

In addition, process flowcharts for all identified audit areas have been documented, highlighting the key controls and / or control gaps for process owners / line managers to consider and implement. Follow-up reviews were conducted relating to previously reported matters during the previous financial year.



2.7.1 RISK REGISTER AND THREE-YEAR STRATEGIC PLAN

Table 70: ✓ Confirms audit activity completed in the financial year

Audit Activity / Audit Universe	Year 1	Year 2	Year 3	Combined Assurance Provider
	2022/23	2023/24	2024/25	
Statutory Internal Audits				
MFMA Compliance	✓	✓	✓	AGSA
MSA Compliance	✓	✓	✓	AGSA
DORA Compliance	✓	✓	✓	AGSA
Performance Management and SDBIP (Quarterly)	✓	✓	✓	IA
Risk-based audits (Auditable Areas)				
Office of the Municipal Manager: Pre-review of MM and Directors' performance evaluations	✓	✓	✓	IA
Financial Services: Supply Chain Management	✓	✓	✓	AGSA
Financial Services: Asset Management	✓	✓		IA
Financial Services: Expenditure Management (SCM)	-	-	-	AGSA
Financial Services: Expenditure Management (Creditors)	✓		✓	IA
Financial Services: Budget Process (Included in MFMA Audit)	N/A	N/A	N/A	AGSA
Financial Services: Cash Receipts, Banking, and Investments	-	-	-	AGSA
Financial Services: Accounting and Financial Reporting	-	-	-	AGSA
Financial Services: Year-end Inventory review – stores (direct assistance for the AGSA)	✓	✓	✓	IA
Corporate Services: Recruitment and Selection	✓	-	-	IA
Corporate Services: Information and Communication Technology	✓	✓	✓	AGSA / IA
Corporate Services: Archives / Records Management (Audit Conducted by Western Cape Provincial Government)	N/A	N/A	N/A	External Assurance
Corporate Services: Staff Regulations	-	✓	✓	IA- Roll over 2024/25
Planning and Economic Development: Housing Administration	-	✓	-	IA
Community and Protection Services: Traffic Services and Administration	-	-	✓	IA
Disaster and Climate Change Readiness Assessment	-	✓	-	IA
Other				
Internal Quality Assurance review	✓	✓	✓	IA
State of Records review (direct assistance for the AGSA)	✓	✓	✓	IA
AG audit action plan	✓	✓	✓	IA
AG: Asset verification (Direct assistance)	✓	✓	✓	IA



Audit Activity / Audit Universe	Year 1	Year 2	Year 3	Combined Assurance Provider
	2022/23	2023/24	2024/25	
AG: Employee verification (Direct assistance)	✓	✓	✓	IA
Governance	✓	✓	✓	IA
Risk Management	✓	✓	✓	IA
Follow up audits	✓	✓	✓	IA
Ad hoc review(s) / Special requests	✓	✓	✓	IA

Legend:

Legend					
No coverage					
High-risk (Annual audit of a business process)					
Medium risk					
Low risk					
Compliance (Statutory requirement)					

Risk assessment updates were performed during the 2023/24 financial year, and all relevant risks were populated into an updated Risk Register for the municipality. This Risk Assessment Plan forms the basis of the **2023/24** financial year's Risk-Based Audit Plan. New updates to the Stellenbosch Municipality's risk profile were captured during **2023/24** in consultation with the Risk Management Committee. This will ensure that adequate audit coverage is obtained from Internal Audit in consultation with the AGSA and management.

2.7.2 ANNUAL RISK-BASED AUDIT PLAN

The Risk-Based Audit Plan 2023/24 was implemented with the available resources. The table below provides details on audits completed.

Table 71: Annual Risk-Based Audit Plan

Audit Activity	Status
DoRA Compliance	Combined Assurance – AGSA
MGRO 1 and 2 (MGAP)	Report submitted to PT
Statutory audits	
Pre-determined Objectives	
Quarter 4	Final Report
Quarter 1	Final Report
Quarter 2	Final Report
Quarter 3	Final Report
Performance Reviews: MM and Directors (annual assessments)	Final Report
Risk-based audits	
Office of the Municipal Manager: Pre-review of Municipal Manager and Directors performance evaluations	Finalised: Results submitted to Municipal Manager
Financial Services: Asset Management	SOP finalised
Financial Services: Year-end Inventory review – stores (direct assistance for the AGSA)	Finalised



Audit Activity	Status
Corporate Services: Staff Regulations	Roll over 2024/25
Corporate Services: Information and Communication Technology	Combined Assurance - AGSA
Planning and Economic Development: Housing Administration	Final Report
Disaster and Climate Change Readiness Assessment	Final Report
Other scheduled audits	
Internal Quality Assurance Improvement Plan	Report submitted: June 2024
State of Records review (direct assistance for the AGSA)	Ongoing
AG audit action plan (2022/23)	Q1: March 2024 Q2: June 2024 Q3: August 2024
Governance Review	Ongoing
AG: Asset Verification (direct assistance for the AGSA)	Finalised
AG: Employee Verification (direct assistance for the AGSA)	Finalised
Risk Management	Final Report
Follow-up audits: Recruitment and Selection Personnel Files Registry / Archive Process Housing Allowance Unallocated Deposits	Final report: May 2024
Ad hoc requests	
Ad hoc review(s) / Management requests / Consulting Activities: Visit Stellenbosch	Finalised

2.7.3 PERFORMANCE MANAGEMENT SYSTEM (PMS) AUDITS

The actual performance was subjected to an internal audit review, and the results of their findings were submitted to the APAC. Quarterly audits were performed and reported to the APAC.

2.8 SUPPLY CHAIN MANAGEMENT

The Supply Chain Management (SCM) Policy applicable to the 2023/24 financial year was revised and adopted by the Council on 24 May 2023 (as Appendix 17 of the budget-related policies in the Council item) in terms of sections 17(1)– (3) of the MFMA.

The changes referred to above will ensure that the Department: SCM has the required legislative mandate to further streamline procedures and processes to promote more efficient and effective service delivery to all internal and external stakeholders.

2.8.1 COMPETITIVE BIDS OVER R200 000

The following table details the number of Bid Committee meetings held for the 2023/24 financial year:

Table 72: Bid Committee Meetings

Bid Specification Committee	Bid Evaluation Committee	Bid Adjudication Committee
44	264	52

The attendance figures of members of the Bid Specification Committee are as follows:

Table 73: Attendance of Members of the Bid Specification Committee

Member	% Attendance
Supply Chain Management Representative	100%
Relevant technical expert responsible for a function	100%



The attendance figures of members of the Bid Evaluation Committee are as follows:

Table 74: Attendance of Members of the Bid Evaluation Committee

Member	% Attendance
Supply Chain Management Representative	100%
Relevant technical expert responsible for a function	100%

The attendance figures of members of the Bid Adjudication Committee are as follows:

Table 75: Attendance of Members of the Bid Adjudication Committee

Member	% Attendance
Chief Financial Officer (Chairperson)	100%
Director Planning and Economic Development	100%
Director: Infrastructure Services	100%
Director: Community and Protection Services	100%
Director: Corporate Services	100%

The percentages indicated above include the attendance of those officials acting in the position of a bid committee member and / or chairperson.

2.8.2 AWARDS MADE BY THE BID ADJUDICATION COMMITTEE

The Bid Adjudication Committee awarded 109 tenders, which include 25 tenders below R10 million and recommended for award of 10 tenders above R10 million and 74 rates tenders. The ten highest bids awarded by the bid adjudication committee are as follows:

Table 76: Ten Highest Bids Awarded by Bid Adjudication Committee

Bid Number	Title of bid	Directorate and Section	Successful Bidder	Value of bid awarded
BSM 98/23	UPGRADE OF BERGZICHT TAXI RANK, STELLENBOSCH PHASE 1	Infrastructure Services	R CONRAD TRADING CC T/A RC CIVILS	R7 976 066.62
BSM 101/23	OPERATION OF THE PNIËL WASTEWATER TREATMENT WORKS ENDING 30 JUNE 2026	Infrastructure Services	ZANA MANZI SERVICES (PTY)LTD	R7 719 007.23
BSM 86/23	COMPILATION OF AND MAINTENANCE OF THE VALUATION ROLL AND SUPPLEMENTARY ROLLS FOR WC024 IN COMPLIANCE WITH THE LOCAL GOVERNMENT: MUNICIPAL PROPERTY RATES ACT, 2004 (ACT 6/2004)	Financial Services	HCB VALUATIONS AND SERVICES (PTY)LTD	R5 681 375.00
BSM 94/23	SUPPLY AND DELIVERY OF A 1 X RG12 MK2 (NYALA) MULTI-PURPOSE ARMoured PERSONNEL CARRIER VEHICLE FOR COMMUNITY PROTECTION SERVICES	Community Services	OTT Solutions (Pty) Ltd	R4 804 168.24
BSM 27/24	EERSTE RIVER FLOOD REHABILITATION STRUCTURES - AGRICULTURAL HALL	Infrastructure Services	NKUTWALA CONSTRUCTION	R3 430 806.50
BSM 97/23	VEEAM AND VMWARE LICENSE RENEWAL FROM 1 AUGUST 2023 TO 30 JUNE 2026.	Corporate Services	DATA CENTRIX (PTY) LTD	R2 930 597.00
BSM 08/24	APPOINTMENT OF AN EVENT ORGANISER TO ORGANISE THE STELLENBOSCH FESTIVAL OF LIGHTS OVER A PERIOD OF ONE FINANCIAL YEAR 2023 /2024	Planning Services	Swey Designs	R2 208 000.00



Bid Number	Title of bid	Directorate and Section	Successful Bidder	Value of bid awarded
BSM 64/24	MOVEABLE STOCK TAKE FOR PERIOD ENDING 30 JUNE 2026	Financial Services	Akhile Management and Consulting (PTY)	R1 687 907.00
BSM 15/24	SUPPLY AND DELIVERY ONLY OF ICT INFRASTRUCTURE EQUIPMENT	Corporate Services	Innovo Networks	R1 469 256.64
BSM 104/23	REPAIRS OF THE GYMNASIICS BUILDING AT VAN DER STEL SPORTS FACILITY	Community Services	AR Projects and Developments (Pty) Ltd	R1 405 691.16

2.8.3 AWARDS MADE BY THE ACCOUNTING OFFICER

In terms of paragraph 5.2 of the Council's SCM Policy, only the accounting officer may award a bid that is over R10 million. The accounting officer may not sub-delegate the right to make such an award.

The table below indicates the bids awarded by the accounting officer:

Table 77: Awards made by the Accounting Officer

Bid Number	Title of bid	Directorate and Section	Value of bid awarded
BSM 59/24	THE UPGRADE OF THE LANQUEDOC ACCESS ROAD AND BRIDGE	Infrastructure Services	R48 607 418.81
BSM 30/23	JAMESTOWN 5ML RESERVOIR: CONSTRUCTION OF BULK WATER AND ASSOCIATED INFRASTRUCTURE	Infrastructure Services	R29 728 296.13
BSM 57/24	OPERATION, PREVENTATIVE MAINTENANCE AND OVERALL MAINTENANCE MANAGEMENT OF THE STELLENBOSCH WWTW ENDING 30 JUNE 2026	Infrastructure Services	R25 718 751.90
BSM 60/23	INSTALLATION OF LANDFILL GAS EXTRACTION AND FLARING INFRASTRUCTURE AT THE STELLENBOSCH LANDFILL	Infrastructure Services	R22 194 929.62
BSM 14/24	THE CONSTRUCTION OF BASIC SERVICES FOR THE PROPOSED DEVELOPMENT OF THE TEMPORARY RELOCATION AREA ON ERF 3229, MOOIWATER	Planning Services	R21 329 508.95
BSM 05/24	ELECTRIFICATION OF INFORMAL HOUSES IN THE ENKANINI INFORMAL SETTLEMENT OF STELLENBOSCH FOR THE PERIOD ENDING 30 JUNE 2024: PHASE 4	Planning Services	R19 178 928.41
BSM 56/24	OPERATION, PREVENTATIVE MAINTENANCE AND OVERALL MAINTENANCE MANAGEMENT OF THE WEMMERSHOEK WASTEWATER TREATMENT WORKS FOR THE PERIOD ENDING 30 JUNE 2026	Infrastructure Services	R18 083 145.48
BSM 94/24	APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF MUNICIPAL ICT NETWORK EXPANSION WITH MAINTENANCE AND SUPPORT FOR THE PERIOD 1 JULY 2024 ENDING 30 JUNE 2027	Corporate Services	R16 376 000.00
BSM 55/23	VLOTTENBURG OUTFALL SEWER: CONSTRUCTION OF BULK SEWER AND ASSOCIATED INFRASTRUCTURE	Infrastructure Services	R15 172 146.39
BSM 92/23	KLAPMUTS BULK WATER AND ASSOCIATED WORKS: PHASE 2	Infrastructure Services	R11 138 325.99



2.8.4 OBJECTIONS LODGED

The table below indicates the total objections lodged during the year under review.

Table 78: Objections Lodged

Tender Nr	Description	Date of finalisation of the appeal
B/SM 26/22	Sindele Cleaning	2022-07-15
B/SM 53/22	Uhambo	2022-10-12
B/SM 59/22	Mailtronic	2022-11-24
B/SM 11/23	Max Amp Electrical	2023-03-29
B/SM 09/23	Grand Landscaping	2023-05-09
B/SM 59/23	Klaasen Cleaning	2023-06-30

The municipality also had six (6) appeals, which were resolved, along with one (1) objection, which was also dealt with.

2.8.5 FORMAL QUOTATIONS (ABOVE R30 000 AND BELOW R200 000) PROCUREMENT PROCESSES

The number of formal quotations approved by the Snr. Manager: SCM for the year under review follows:

Table 79: Formal Quotations (above R 30 000 and below R 200 000)

Description	Financial Years						
	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Number of Awarded Formal Quotations	206	203	145	122	8	91	108
Total Formal Quotations advertised	264	249	159	139	131	124	146
Percentage awarded	78.03%	81.53%	91.19%	88%	67.94%	73.39%	74%

2.8.6 DEVIATION FROM THE NORMAL PROCUREMENT PROCESSES

Paragraph 4.36 of the Council's SCM Policy allows the Accounting Officer to dispense with the official procurement process. The following table indicates the number of certificates of emergencies and deviations approved in terms of Section 4.36 of the SCM Policy.

Table 80: Deviation from Normal Procurement Process

Description	Financial Years					
	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
<u>Certificate of Emergencies:</u> Approved by the Directors t.o. Section 4.36.4 of the SCM Policy	0	0	0	0	0	0
<u>Deviations:</u> Approved by the Accounting Officer i.t.o. Section 4.36.1 of the SCM Policy	42	32	19	12	17	19
TOTAL	42	32	19	12	17	19



Deviations from the normal procurement processes have been monitored closely to mitigate the risk associated with them.

2.8.7 DISPOSAL MANAGEMENT

The system of disposal management envisages the following:

- ✦ immovable property is sold only at market-related prices, except when the public interest or the plight of the poor demand otherwise;
- ✦ movable assets are sold either by way of written price quotations, a competitive bidding process, an auction, or at market-related prices, whichever is most advantageous;
- ✦ firearms are not sold or donated to any person or institution within or outside the Republic unless approved by the National Conventional Arms Control Committee;
- ✦ immovable property is let at market-related rates, except when the public plight of the poor demands otherwise;
- ✦ all fees, charges, rates, tariffs, scales of fees, or other charges relating to the letting of immovable property are annually reviewed;
- ✦ where assets are traded in for other assets, the highest possible trade-in price is negotiated; and
- ✦ in the case of the free disposal of computer equipment, the Provincial Department of Education is first approached to indicate within 30 days whether any of the local schools are interested in the equipment.

The municipality complies with Section 14 of the MFMA, which deals with the disposal of capital assets, as well as with the Asset Transfer Regulations.

2.8.8 SUPPLY CHAIN MANAGEMENT PERFORMANCE MANAGEMENT

The SCM Policy requires that an internal monitoring system be established and implemented to determine, based on retrospective analysis, whether the SCM processes were followed and whether the objectives of the SCM policy were achieved.

Monitoring internal processes is an ongoing process. Procedure manuals for various SCM processes have been developed, approved, and are being implemented.

2.8.9 SERVICE PROVIDERS STRATEGIC PERFORMANCE

Section 76(b) of the MSA states that KPIs should inform the indicators set for every municipal entity and service provider with whom the municipality has entered into a service delivery agreement. According to the AGSA's office:

- a) Service provider means a person or institution or any combination of persons and institutions that provide a municipal service.
- b) External service provider means an external mechanism referred to in Section 76(b) that provides a municipal service for a municipality; and
- c) A service delivery agreement means an agreement between a municipality and an institution or person mentioned in Section 76(b) in terms of which a municipal service is provided by that institution or person, either for its account or on behalf of the municipality.

Section 121(b) of the MFMA and Section 46 of the MSA further state that a municipality should include the following aspects related to service providers in its annual report:

- ✦ The performance of each service provider;



- ✦ A comparison of the performance with targets set for and performance in the previous financial year; and
- ✦ Measures are taken to improve performance.

2.8.10 B-BBEE COMPLIANCE PERFORMANCE INFORMATION

Section 121(3)(k) of the MFMA indicates that the annual report of a municipality should include any other information as may be prescribed. The Broad-Based Black Economic Empowerment (B-BBEE) Act (Act No. 53 of 2003; as amended by Act 46 of 2013) read in conjunction with the B-BEE Regulations of 2016 states in Section 13G(1) that all spheres of government, public entities, and organs of state must report on their compliance with broad-based black economic empowerment in their annual financial statements and annual reports. Under the explanatory notice (Notice 1 of 2018) issued by the B-BBEE Commission, the following table provides details on the municipality's compliance concerning broad-based black economic empowerment, which only focuses on the organisational aspect of the compliance reform: It should be noted that a consultant is currently in the process of doing an in-depth rating of BBEE compliance in terms of supply chain and socio-economic activities.

a) Management Control

Table 81: B-BBEE Compliance Performance Information - Management Control

Category	% for each category	Race Classification			Gender		Disability
		A	C	W	F	M	
Directors	4 / 6 = 66.67%	0	4	2	2	4	0
Senior Management	18 / 25 = 72%	3	15	7	4	21	0

b) Skills Development

Table 82: B-BBEE Compliance Performance Information - Skills Development

Category	% for each category	Race Classification		Gender		Disability	Total amounts spend
		Category	Total	Category	Total		
Black Employees	177	A	64	F	46	None	R3 165 300
		C	112	M	131		
		I	1				
Non-Black employees	18	W	18	F	3	None	R351 700
				M	15		
Black People on internships, apprenticeships, learnership	10	A	6	F	7	None	R367 553
		C	4	M	3		
Unemployed black people on any programme under the learning programme matrix	10	A	6	F	7	None	R367 553
		C	4	M	3		
Black people absorbed at the end of learnership, internship and apprenticeship	2	A	1	F	1	None	-
		C	1	M	1		



2.9 BYLAWS AND POLICIES

Section 11 of the MSA gives municipal councils the executive and legislative authority to pass and implement bylaws and policies.

Bylaws and policies approved in the 2023/24 financial year are listed below.

Table 83: Bylaws and Policies approved

Bylaws and Policies Revised	Date Approved	Department
Bylaws		
Filming Bylaw	03.10.2023	Planning and Economic Development
Credit Control and Debt Collection Bylaw 2024 - 2025	31.05.2024	Financial Services
Special Rating Area Bylaw 2024 - 2025	31.05.2024	Financial Services
Rates Bylaw 2024 - 2025	31.05.2024	Financial Services
Policies (*Financial policies were approved by the Council for the 2023/24 financial year)		
Work From Home Policy	26.07.2023	Corporate Services
Early Childhood Development (ECD) Policy Update	25.10.2023	Planning and Economic Development
Work From Home Policy	26.07.2023	Corporate Services
Rates Policy 2024-2025	31.05.2024	Financial Services
Indigent Policy 2024-2025	31.05.2024	Financial Services
Credit Control and Debt Collection Policy 2024-2025	31.05.2024	Financial Services
Irrecoverable Debt Policy 2024-2025	31.05.2024	Financial Services
Tariff Policy 2024-2025	31.05.2024	Financial Services
Special Ratings Area Policy 2024-2025	31.05.2024	Financial Services
Travel and Subsistence Policy 2024-2025	31.05.2024	Financial Services
Cash Management and Investment Policy 2024-2025	31.05.2024	Financial Services
Development Charges Policy 2024-2025	31.05.2024	Financial Services
Accounting Policy 2024-2025	31.05.2024	Financial Services

2.10 MUNICIPAL WEBSITE

The municipal website is an integral part of a municipality's communication infrastructure and strategy. It serves as a tool for community participation, improves stakeholder involvement, and facilitates stakeholder monitoring and evaluation of municipal performance. Section 75 of the MFMA requires that municipalities place key documents and information on their website, including the IDP, the annual budget, adjustments budgets, and budget-related documents and policies.

Below is a website checklist to indicate compliance with Section 75 of the MFMA.

Table 84: Municipal Website Checklist

Documents Published on the Stellenbosch Municipality's Website	Yes / No	Publishing Date
Current annual and adjustments budgets and all budget-related documents	Yes	Within legislated period
All current budget-related policies	Yes	Within legislated period
Current annual and adjustment budgets and all budget-related documents	Yes	Within legislated period
All current budget-related policies	Yes	Within legislated period
The Annual Report 2023/24	-	Pending
All current performance agreements required in terms of section 57(1)(b) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) for 2023/24	Yes	Within legislated period
All service delivery agreements for 2023/24	Yes	Within legislated period



Documents Published on the Stellenbosch Municipality's Website	Yes / No	Publishing Date
All long-term borrowing contracts for 2023/24	Yes	Within legislated period
All supply chain management contracts above a prescribed value for 2023/24	Yes	Within legislated period
An information statement containing a list of assets over a prescribed value that has been disposed of in terms of section 14(2) or (4) during 2023/24	Yes	Within legislated period

2.11 COMMUNICATION

As per Section 75 of the MFMA, the municipal website is essential for transparency, allowing stakeholders to access critical documents and monitor municipal activities. It also aligns with the constitutional mandate outlined in Section 152(1)(e) of the Constitution of the Republic of South Africa, which promotes community involvement in municipal governance. The MSA reinforces this by advocating for community participation.

In line with Stellenbosch Municipality's Communication Policy adopted in July 2020, the municipality remains committed to transparency, accountability, and fostering participatory democracy. During the 2023/24 financial year, the municipality's communication platforms played a significant role in ensuring timely information dissemination through multiple channels, including the website, social media, and traditional media outlets. Proactive media engagements, official statements, and news releases further enhanced the municipality's corporate identity and public presence.

The municipal website remains a hub for public engagement, offering regular updates on official notices, tenders, news, and meeting agendas. Enhancements to improve user experience and satisfaction are planned for the near future. Additionally, the municipality's social media platforms—Facebook, X (Twitter), Instagram, and LinkedIn—continue to be key tools for reaching a broad audience and providing real-time updates while driving traffic to the website. During the financial year, the municipality also launched its first WhatsApp Channel which has been growing steadily since its inception.

Embracing the Digital Age:

Stellenbosch Municipality recognises the importance of engaging with residents and stakeholders through digital platforms. The website, social media channels, WhatsApp, and handheld devices enable the dissemination of information in a timely and accessible manner, ensuring broader community reach. As the municipality continues to expand its digital presence, the municipality is leveraging technology to enhance communication and better serve the evolving needs of the community.

The municipality's growing presence on Instagram and LinkedIn, alongside other platforms, reflects the municipality's ongoing commitment to digital engagement. Additionally, monthly newsletters, providing updates and insights into municipal activities, help keep the community well-informed.

Building a Strong Stellenbosch Brand and Corporate Identity:

Beyond communication, Stellenbosch Municipality is dedicated to establishing a strong, recognisable brand and corporate identity that resonates with the community and stakeholders. This focus on branding reinforces the municipality's commitment to creating a positive and impactful presence.



Leading in Social Media Presence:

The municipality is proud to announce that it now boasts the largest following page of any municipality in the Western Cape, apart from the metro. This achievement reflects the municipality's commitment to effectively engaging with its community and keeping them informed through the most widely used social media platform.

Communication Checklist:

- ✦ Regular updates on the municipal website;
- ✦ Active engagement across social media platforms (Facebook, X (Twitter), Instagram, LinkedIn);
- ✦ Placement of advertisements in community and regional newspapers;
- ✦ Newsletters from the Executive Mayor, as well as pamphlets, posters, notice-boards, and regular IDP / ward meetings;
- ✦ An interdepartmental communication forum to enhance internal communication;
- ✦ An intranet for use by all internal staff; and
- ✦ Internal newsletters and memorandums.

This multifaceted approach ensures that Stellenbosch Municipality remains transparent, and responsive, and actively engages with both the community and stakeholders.

Below is a communication checklist for compliance with the communication requirements.

Table 85: Communication Activities

Communication activities	Yes / No
Communication Unit	Yes
Communication Strategy	Yes
Communication Policy	Yes
Customer satisfaction surveys	No
Functional complaint management systems	Yes
Newsletters distributed at least quarterly	Yes



CHAPTER 3: SERVICE DELIVERY PERFORMANCE

3.1 OVERVIEW OF PERFORMANCE WITHIN THE ORGANISATION

This section provides an overview of the key service achievements of the municipality that came to completion during the 2023/24 financial year in terms of the deliverables achieved compared to the key performance objectives and indicators in the IDP.

To improve performance planning, implementation, measurement, and reporting, the municipality implemented the following actions:

- † Departmental operational plans were developed for monitoring and reporting operational programmes. An electronic performance management system is operational within the municipality. The same system forms the basis for performance evaluations of the directors the municipal manager; and
- † The municipality endeavoured during the development of the TL SDBIP as well as the Departmental SDBIP to adhere to the "SMART" principle in the setting of indicators and objectives. The emphasis was placed on ensuring that targets were specific and time-bound, thus making them measurable.

COMPONENT A: BASIC SERVICES

This component includes the municipal functions, basic service delivery highlights and challenges, details of services provided for water, wastewater (sanitation), electricity, waste management, housing services, and a summary of free basic services.

3.2 MUNICIPAL FUNCTIONS

3.2.1 ANALYSIS OF FUNCTIONS

The municipal functional areas are indicated below.

Table 86: Municipal Functional Areas i.f.o. the Constitution

Municipal Function	Yes / No
Constitution Schedule 4, Part B functions:	
Air pollution	Yes
Building regulations	Yes
Childcare facilities	Yes
Electricity and gas reticulation	Yes
Firefighting services	Yes
Local tourism	Yes
Municipal airports	No
Air pollution	Yes
Building regulations	Yes
Municipal planning	Yes
Municipal health services	No
Municipal public transport	Yes
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law	No



Municipal Function	Yes / No
Constitution Schedule 4, Part B functions:	
Pontoons, ferries, jetties, piers, and harbours, excluding the regulation of international and national shipping and matters related thereto	No
Stormwater management systems in built-up areas	Yes
Trading regulations	Yes
Water and sanitation services are limited to potable water supply systems and domestic wastewater and sewage disposal systems	Yes
Beaches and amusement facilities	Yes
Billboards and the display of advertisements in public places	Yes
Cemeteries, funeral parlours, and crematoria	Yes
Cleansing	Yes
Control of public nuisances	Yes
Control of undertakings that sell liquor to the public	Yes from 2013
Facilities for the accommodation, care, and burial of animals	Yes
Fencing and fences	Yes
Licensing of dogs	No
Licensing and control of undertakings that sell food to the public	No
Local amenities	Yes
Local sport facilities	Yes
Markets	Yes
Municipal abattoirs	No
Municipal parks and recreation	Yes
Municipal roads	Yes
Pounds	Yes
Public places	Yes
Refuse removal, refuse dumps and solid waste disposal	Yes
Street trading	Yes
Street lighting	Yes
Traffic and parking	Yes

3.3 National Key Performance Indicators – Basic Service Delivery

The following table indicates the municipality's performance in terms of the National Key Performance Indicators required in terms of the Local Government: Municipal Planning and the Performance Management Regulations of 2001 and section 43 of the MSA. These key performance indicators are linked to the following two National Key Performance Areas: Basic Service Delivery and Local Economic Development.

Table 87: Basic Service Delivery

KPA and Indicators	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Basic Service National Indicators							
The percentage of households earning less than R6 500 per month with access to free basic services (In the case of Stellenbosch Municipality- several registered indigent households are being reported)	100%	100%	100%	100%	100%	100%	100%



KPA and Indicators	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Basic Service National Indicators							
Service for water, sanitation and refuse removal (Average)	6 453	6 813	6 666	7 283	4 681	4 744	5 584

Source: The data emanates from the Indigent Register of the Stellenbosch Municipality

3.4 WATER PROVISION

Water is the most fundamental and indispensable of all available natural resources—fundamental to life, the environment, food production, hygiene, and power generation.

Poverty reduction / alleviation and improved water management are closely linked. Schedule 4B of the Constitution lists water and sanitation services, limited to potable water supply systems and domestic wastewater and sewerage disposal systems, as a local government function.

Basic water is defined as 25 litres of potable water per day supplied within 200 meters of a household. Stellenbosch Municipality had no water restrictions in place during the year under review.

The municipality responded well to the rollout of further critical water and wastewater infrastructure, the expansion of supply for future storage and growth, as well as the upgrade and maintenance of existing systems. It was also required to successfully respond to emergency scenarios such as the flooding events in June 2023, which were the highest rainfall experienced in 43 years.

The municipality also successfully agreed with the Department of Water and Sanitation to participate in the Bergriver Voëlvele Augmentation Scheme, which would essentially secure the municipality additional water once the scheme is completed. This would be fundamental for additional water security for the future of Stellenbosch, in an increasingly water-scarce and climate-sensitive environment sensitive to climate change and “El Nina-like” possible shocks to the system.

The municipality supplies water to the consumers in their area of jurisdiction through the following six water supply systems:

- ⚙ Stellenbosch: Eerste River treated at Ida's Valley WTP (own source);
- ⚙ Stellenbosch: DWS allocation from Western Cape Water Supply Scheme (WCMSS) via the tunnel treated at Paradyskloof WTP (Theewaterskloof Dam);
- ⚙ Franschhoek: Du Toits River treated at Franschhoek WTP (own source);
- ⚙ Dwarsrivier and the rest of Franschhoek: potable water purchased from the City of Cape Town (Wemmershoek Line);
- ⚙ Raithby, Klapmuts, Koelenhof, etc.: Potable water purchased from the City of Cape Town (Blackheath WTP, Faure WTP, and Wemmershoek Line); and
- ⚙ Boreholes BH1: Die Braak, BH2: Meerlust, and BH3: Van der Stel, treated in containerised package plants. This system was only used for a short while after the June floods caused damage to the bulk water supply line from the Wemmershoek Line. The Kylemore BH and Package Plant were then used to provide water to the Dwarsriver communities. The rest of the system was not utilised in the 2022/23 financial year.

Water is also supplied to an extensive industrial area as well.

The municipality manages three water treatment works, namely Ida's Valley, Paradyskloof, and Franschhoek, which is a micro water treatment plant. The potable water supply from these works amounted to 23.76 Ml/d, and a further 10.67 Ml/d was obtained from the City of Cape Town during



The table above is the International Water Association's table to compute the water balance and is also accepted in the Department of Water and Sanitation's reporting structure. This forms the basis of the information needed and what is currently used to calculate water losses. This is combined with monitoring systems installed on all bulk water supply points to determine and ensure accurate data on the water provided. The consumption data for all water users is drawn from the financial system with a regular data download to determine the total water sold. The figure above is used as far as possible to reflect the water balance and water losses in the water systems. The water readings of all areas are also sent to the Department of Water and Sanitation quarterly to monitor and control water usage and allocations of water.

The municipality has developed a comprehensive Water Conservation and Water Demand Management (WC&WDM) strategy, which includes a 10-year financial plan. The strategy has two goals: the municipality will prioritise the implementation of WC&WDM and will ensure ongoing planning, management, monitoring, and an enabling environment. The WC&WDM initiatives include a Waterpipe Replacement Programme, an indigent domestic leak repair and meter replacement programme, Stellenbosch water meter audit, and Stellenbosch in-house water services operations and maintenance.

Stellenbosch Municipality is currently not implementing water restrictions. The current year has seen higher-than-average rainfall, and most bulk dams are full as at 30 June 2023. This, however, should not be seen as an indication that the probability of a future drought is low, and **the public should always be aware of the need to conserve water.**

The following table reflects the status of the dam levels supplying the WCWSS with water and the status of Stellenbosch's dam levels.

Table 88: Western Cape Dams

Major dams	2020	2021	2022	2023	2023/24
	(%)	(%)	(%)	(%)	(%)
Berg River	81.2	100.8	87.9	100.9	87.5
Steenbras Lower	49.9	89.9	78.6	99.8	71.5
Steenbras Upper	99.6	84.6	85.8	100.5	91.5
Theewaterskloof	55.8	101.9	76.1	100.4	63.6
Voëlvlei	54.5	88.1	63.2	95.9	59.9
Wemmershoek	43.3	97.7	65.5	100.2	100.05
Total Stored (MI)	540 023	879 173	679 794	895 018	614 677
% Storage	59.7	97.4	75.2	99.6	79.0

The table below depicts the Stellenbosch dams and overall water usage trends in the region (from the City of Cape Town Dam Levels Report, 21 August 2023):

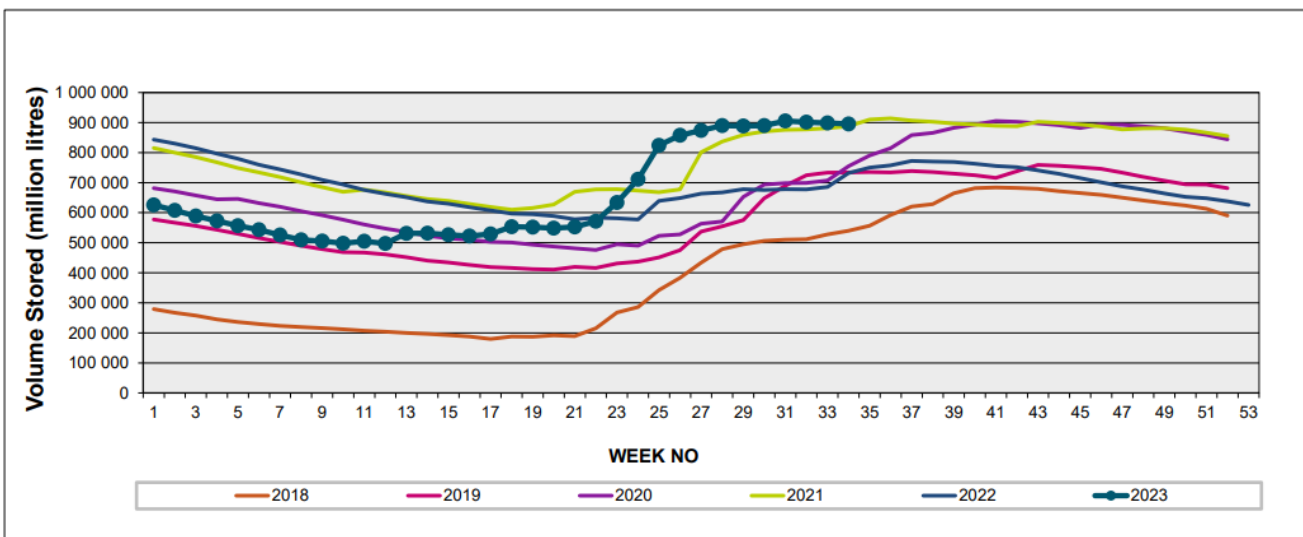
Stellenbosch's own Dams

Table 89: Stellenbosch dams

Ida's Valley 1	760 215
Ida's Valley 2	1 499 381

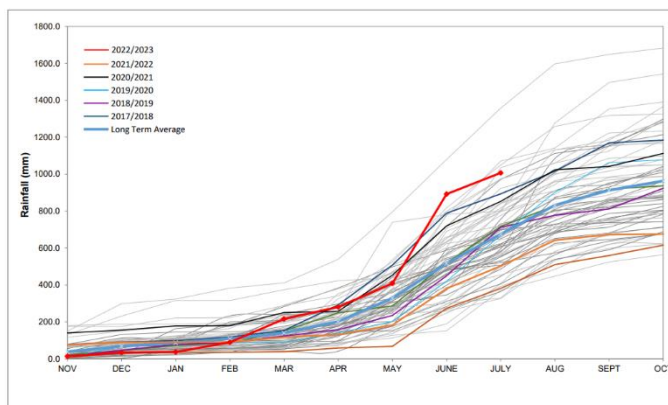


WCWSS Comparative Storage Graph

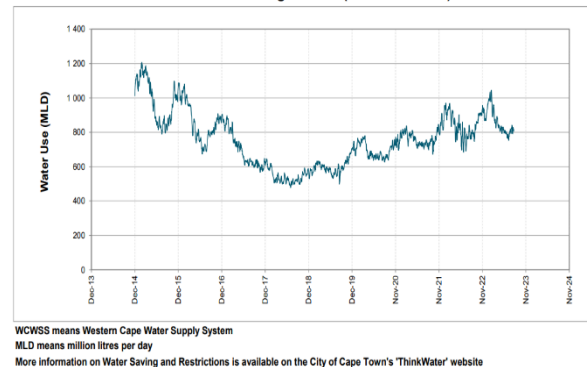


Accumulated Monthly Rainfall at Wemmershoek

Note: Wemmershoek station used due to long record and mountainous location



Overall Water Usage Trend (2010 - Present)



WCWSS means Western Cape Water Supply System
MLD means million litres per day
More information on Water Saving and Restrictions is available on the City of Cape Town's 'ThinkWater' website

3.4.1 SERVICE STATISTICS – WATER SERVICES

The table below outlines water usage totals per category:

Table 90: Total Use of Water

Total Use of Water (Mℓ)					
Year	Total Water into the System (Mℓ)	Total Water Sold (Mℓ)	Non-Revenue Water	% Non-Revenue Water	% Physical Water Loss
2020/21	10 003	7 701	1 815	18.1%	9.9%
2021/22	10 080	8 174	1 906	18.9%	9.7%
2022/23	10 827	7 858	2 968	27.4%	15%
2023/24	12 566	8 631	3 934	31.3%	17.2%

The table below reflects the total use of water by sector in cubic meters:

Table 91: Total use of water by Sector (cubic meters)

Total use of water by Sector (cubic meters)					
Year	Agriculture	Forestry	Industrial / Commercial	Domestic	Unaccountable water losses
2022/23	0	0	2 895 329	4 963 773	2 621 624
2023/24	0	0	3 134 897	5 497 066	2 600 711



3.4.2 WATER SERVICE DELIVERY LEVELS

As a priority, it is the responsibility of Stellenbosch Municipality to ensure that adequate and appropriate investments are made to ensure the progressive realisation of the rights of all people in its area of jurisdiction to receive at least a basic level of water and sanitation service. While the provision of basic water services is the most important and immediate priority, water services authorities are expected to provide intermediate and higher levels of services (for example, water on site) if it is practical and provided it is financially viable and sustainable to do so.

All water services provided by Stellenbosch Municipality to consumers within its borders are linked to the municipality's Tariff Policy and Tariff Bylaws, and poor households are incorporated through the municipality's Indigent Policy. Many residents in the lowest income groups (living in informal areas) pose a major challenge to the municipality to provide suitable housing. Stellenbosch Municipality strives towards providing all households in the towns with a water connection inside the house and connecting all households to a waterborne sanitation system. All the formal households in the urban areas of Stellenbosch Municipality's Management Area are provided with water connections and waterborne sanitation facilities inside households (higher level of service).

Communal standpipes and ablution facilities are provided in the informal areas as a temporary emergency service. The municipality is aware of the fact that communal standpipes represent, in all likelihood, the weakest part of a network's water supply services and constantly repairs and monitors the system of operation and maintenance thereof.

The table below specifies the different water service delivery levels per household:

Table 92: Water Service Delivery Levels

Description	2020/21	2021/22	2022/23	2023/24
Household				
<u>Water: (above minimum level)</u>				
Piped water inside	38 120	38 120	49 420	51 110
Piped water inside the yard (but not in a dwelling)	3 596	3 596	1 443 (479 standpipes on farms + 964-yard connections)	1 443 (479 standpipes + 964 yard connections farms)
Using a public tap (within 200m of the dwelling)	10 504	10 504	11 117 (11 242-125) informal areas with communal services,	11 382 (11 452-70) informal areas with communal services
Other water supply (within 200m)	N/A	N/A	N/A	N/A
Minimum Service Level and Above Sub-Total	52 220	52 220	61 980	63 935
Minimum Service Level and Above Percentage	98%	98%	99.5%	99.6%
<u>Water: (below the minimum level)</u>				
Using a public tap (more than 200m from the dwelling)	N/A	N/A	125 (informal with no communal services)	70 (Informal with no communal services)
Other water supply (more than 200m from dwelling)	N/A	N/A	120	120
No water supply	N/A	N/A	92	92
Below the Minimum Service Level Sub-Total	1 263	1 263	337	282



Description	2020/21	2021/22	2022/23	2023/24
Below the Minimum Service Level Percentage	2%	2%	0.5%	0.4%
Total Number of Households (formal and informal)	53 483	53 483	62 317	64 217

The table below indicates the proportion of households who have access to water as at 30 June 2024.

Table 93: Access to Water

Access to water			
Year	The proportion of households with access to water points*	The proportion of households with access to piped water	The proportion of households receiving 6 kL free
2022/23	20.16% (11 117- communal taps) + 479 (standpipe farms) + 964 (yard connection farms) = 12 560	79.30% (49 420 – formal house connections and backyard dwellers)	5 744
2023/24	19.97% (11 382 communal taps informal + 479 standpipes farms + 964 yard connections farms = 12 825)	79.59% (51 110 – formal house connections and backyard dwellers)	5 584

The table below indicates the capital expenditure for the Section: Water Services at 30 June 2024.

Table 94: Capital expenditure as at 30 June 2024: Section: Water Services

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Bulk Water Supply Klapmuts	8 553	8 965	-4.82%
Bulk Water Supply Pipeline and Reservoir - Jamestown	22 697	21 694	4%
New Reservoir and Pipeline: Vlottenburg	35 901	35 222	1.89%
Upgrade and Replace Water Meters	2 725	2 689	1%
Water Conservation and Demand Management	2 095	1 992	5%
Only the five largest capital projects are listed.			

The Section: Water Services has spent, **97%** of its capital budget for the financial year.

3.5 WASTEWATER (SANITATION) PROVISION

The main focus for the 2023/24 financial year was to implement the demands of the Stellenbosch Municipality's masterplan, fulfilling the development needs for the Stellenbosch Municipality's vision. Part of the demand was to complete the upgrade of the **Pniël Wastewater Treatment Works** and the operation and continued maintenance of the **Wemmershoek Wastewater Treatment Works**.

The table below specifies the different sanitation service delivery levels per household for the financial years 2016/17 – 2023/24.

Table 95: Sanitation service delivery levels

Description	2020/21	2021/22	2022/23	2023/24
Sanitation / sewerage: (above the minimum level)				
Household				
Flush toilet (connected to sewerage)	44 909	38 749	40 709	42 214
Flush toilet (with septic tank)	1 079	8 669	8 931	9 086
Chemical toilet	184	388	(279 farms + 322 informal households)	845 (279 farms + 566 informal households)



Description	2020/21	2021/22	2022/23	2023/24
Pit toilet (ventilated)	0	165	165 (Farms)	165 (Farms)
Other toilet provisions (above the minimum service level)	2 386	11 144	10 876 (informal communal toilets)	10 661 (informal communal toilets)
Minimum Service Level and Above Sub-Total	48 609	59 115	61 282	62 971
Minimum Service Level and Above Percentage	95.20%	98%	98.34%	98.06%
<u>Sanitation / sewerage: (below the minimum level)</u>				
Bucket toilet	N/A	278	278 (Farms)	278 (Farms)
Other toilet provisions (below the minimum service level)	N/A	210	358 (148 pit toilets) + 210 (other farms)	358 (148 pit toilets) + 210 (other farms)
No toilet provisions	N/A	471	399 (44 informal areas + 355 no toilets)	610 (225 informal areas + 355 no toilets farms)
Below the Minimum Service Level Sub-Total	1 263	1 107	1 035	1 246
Below the Minimum Service Level Percentage	2.49%	2%	1.66%	1.94%
Total Number of Households (formal and informal)	61 351	61 351	60 222	64 217

The table below indicates the capital expenditure for the Section: Sanitation Services at 30 June 2024.

Table 96: Capital expenditure as at 30 June 2024: Section: Sanitation Services

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Upgrade of WWTW: Pniël and Decommissioning Of Franschoek	1 562	1 562	0%
Upgrade of WWTW Wemmershoek	8 784	7 790	11.31%
Upgrade of WWTW: Klappmuts	2 040	519	74.54%
Sewerpipe Replacement	8 117	3 250	59.96%
Vehicles: Sanitation	4 999	4 645	7.07%
Only the five largest capital projects are listed.			

The Section: Sanitation Services has spent 72% of its capital budget for the financial year.

The table below indicates the total number of employees in the Department: Water and Wastewater Services as at 30 June 2024

Table 97: Number of employees in the Department: Water and Wastewater Services

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	46	41	5	10.9
9 – 13	42	31	11	26
4 – 8	59	55	4	6.8
3 – 0	67	64	3	4.5
Total	215	192	23	10.7



3.6 ELECTRICITY

The municipality's Electro-Technical Services Department continued to respond well to the challenges facing the electricity sector at present, with the rollout of bulk electrical infrastructure, the upgrading of informal settlements, and the upgrading and maintenance of current infrastructure.

a) Alternative Energy

Under previous circumstances, 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 the Electricity Regulation Act Regulations on 16 October 2020, this changed, and municipalities are now allowed to generate electricity and purchase electricity from electricity generators other than Eskom.

Stellenbosch Municipality is investigating several initiatives to reduce the impact of loadshedding, namely:

- ⚡ The initial application was submitted to Eskom to be considered for loadshedding mitigation;
- ⚡ The successful appointment of a lead consulting project management firm and an in-house project manager;
- ⚡ The award of the supervisory control and data acquisition (SCADA) telemetry system contract in 2023;
- ⚡ The Council's approval was obtained, and an advertisement for public participation was made for three land parcels to possibly be used for the construction of alternative energy plants;
- ⚡ Investigation of solar photovoltaic and battery storage to ensure business continuation at critical municipal buildings and critical water and wastewater treatment plants;
- ⚡ The municipality's participation in the Western Cape Government Municipal Energy Resilience projects; and
- ⚡ Preparation for the issuing of a Request for Proposals (RFP) for independent power producers (IPPs).

Thus, the municipality is taking a measured, incremental approach towards loadshedding mitigation within available budgets and simultaneously ensuring that the municipality's infrastructure is ultimately ready to absorb the future scenario of mitigation.

The Electricity department initiated the process of refreshing the SCADA system as part of the Alternative Energy programme. This initiative aimed to expand the system's capabilities and offer more precise monitoring and control options. The monitoring and control capabilities of the legacy SCADA system were restricted. The Electricity department and ICT jointly provided a shared network and communication infrastructure for this antiquated system. The Electricity department concentrated on the provision of network and communication infrastructure at the end points / substations, up to the nearest ICT infrastructure point. ICT utilises the existing ICT infrastructure to facilitate the transmission of communication to the data centre for central viewing by the various operators within the municipality. At the following locations: the main substation, the university substation, the Markotter substation, and the Jan Marais substation, a communication infrastructure enhancement was implemented and cost approximately R10 million. The SCADA, which was implemented in the following substations as Phase 1 of the programme, was valued at approximately R8 million: Main substation 11kV, university substation 11kV, and Markotter 11kV substation. The following substations were included in the SCADA: Golf substation, Cloeteville substation, Franschhoek substation, Pappegaaiberg, Highsite Matoppie, Highsite Fire Station, and Highsite. Jan Marais substation, Golf substation, Cloeteville substation, and Franschhoek substation are all 11kV.



The following substations will be the focus of Phase 2, which is scheduled to commence in the 2024/25 financial year: Franschhoek main substation, main substation 66kV, Jan Marais 66kV, University 66kV, Markotter 66kV, Tegno Park, Paradys Kloof, SS Boord, Stone, Tindal, Tennant, Curry, Watergang, La Terra, and Monument in Huguenote.

b) Electrification of Informal Settlements

Since the inception of the electrification project in **Enkanini** in 2021, the Department has implemented the project in a phased approach as indicated below:

Table 98: Electrification of Informal Settlements

Financial year	Phase	Project Description	Total number of connections	Value of connections	Value of bulk infrastructure
2021/22	Phase 2	Enkanini Ph2 and Bulk Infrastructure	800	R14 300 000	-
2022/23	Phase 3	Enkanini Electrification Ph3 and Bulk (Enkanini to Watergang)	1 300	R24 400 000	R4 300 000
2023/24	Phase 4	Enkanini Electrification Ph4	1 000	R17 600 000	-

c) Pniël take-over

The table below indicates the progress and value of the Pniël take-over project to date.

Table 99: Electricity network upgrades

Financial Year	Project Description	Actual amounts spend on Pniël upgrade
2020/21	General upgrade of Pniël / Johannesburg 11kV and 400V networks. The work included the replacement of minisubs. Constructing the first 11 kV ring in Johannesburg.	R3 231 988
2021/22	General upgrade of Pniël / Johannesburg 11kV and 400V networks. Work included the building of a new 1 km, 11 kV overhead line, the replacement of the mini-substation, and the installation of metering units.	R3 500 000
2022/23	General upgrade of Pniël / Johannesburg 11kV and 400V networks. Work included the refurbishment of an 11 kV switching substation, the procurement of switchgear, and installation.	R3 491 923.98
2023/24	General upgrade of Pniël / Johannesburg 11kV and 400V networks. Work included the installation of a new cable from Meerlust and RFG offices and to the RMU to the newly refurbished 11kV switching station. This included the supply of material and labour associated with each work. Therefore, all feeders have been re-routed to the new switching substation.	R 3 539 780

Each financial year, the municipality prioritises projects identified from the network assessment report by starting / addressing the critical infrastructure first.

The appointed electrical contractor finished the upgrading of the 11kV network at the end of June 2024.

As part of the network upgrades, an 11kV switching substation has been refurbished and commissioned as of the end of June 2024 and is fully operational. Therefore, feeder cables to Pniël / Johannesburg, Solms Delta, and RFG offices have been re-routed to the newly refurbished 11kV substation.



The table below indicates the total number of meters to be reset:

Table 100: Total electricity meters to be reset

Status of the project	Number of Meters
Stellenbosch Municipality's total number of prepaid meters	33 265
Total number of meters visited and reset	30 280
Total number of meters outstanding	2 985

d) Completion of the Construction of the New 11kV La Terra Switching Substation

The construction of a new 11kV La Terra Switching Substation in the Franschhoek area has been successfully completed. As of the end of May 2024, the substation is operational and integrated into the existing electrical network of Franschhoek.

(i) Project Overview

The La Terra Switching Substation project was initiated to enhance the reliability and capacity of the local electrical distribution network. The substation is designed to handle increased load demands and improve the overall stability of the electricity supply in the surrounding area.

(ii) Construction Details

The project involved the construction of a modern 11kV switching substation equipped with state-of-the-art technology. Key components include:

- **Brick Building:** Construction of a brick building to house all 11kV switchgears and auxiliary equipment;
- **11kV Switchgear:** Installation of high-quality switchgear to manage and distribute power efficiently;
- **Miniature Substations:** Installation of local miniature substations integrated with a transformer to step down high-voltage electricity for local distribution;
- **Auxiliary Equipment:** Implementation of advanced Supervisory Control and Data Acquisition (SCADA) control systems for monitoring and managing the substation's operations. Installation of electrical protection equipment and
- **Cables:** Termination and installation of medium voltage cables.

(iii) Completion and Commissioning

The construction phase of the project was completed at the end of May 2024. Following rigorous testing and commissioning procedures, the substation was officially declared operational. The substation is now fully functional and contributing to the stability and reliability of the electrical supply in the Franschhoek region.

The successful completion and commissioning of the La Terra Switching Substation marks a significant milestone in the municipality's ongoing efforts to modernise and strengthen the municipality's electrical infrastructure as it was outlined in the electrical masterplan. The municipality anticipates that the new substation will provide reliable service for many years to come, meeting the growing energy demands of the community.



3.6.1 THE ELECTRICITY SERVICE DELIVERY STATISTICS

Stellenbosch Municipality has four intake points, as indicated in the table below.

Table 101: Stellenbosch Municipality notified demand per intake point

Major Towns	Notified Maximum Demand (NMD in MVA)	Maximum Demand Growth (NMG in MVA)	Maximum Demand Peak (MD in MVA)
Stellenbosch	60 MVA	5.39 MVA	60.37 MVA
Franschhoek	12 MVA	-0.073 MVA	11.529 MVA
Cloetesville	16 MVA	-2.93 MVA	12.24 MVA
Pniël	9 MVA	-0.83 MVA	6.13 MVA

3.6.2 ELECTRICITY LOSSES

The electricity losses as of 30 June 2024 were 5.65%.

The table below specifies the different electricity service delivery levels per household.

Table 102: Access to basic electricity

Description	2020/21	2021/22	2022/23	2023/24
Household				
<u>Energy: (above the minimum level)</u>				
Electricity (at least the minimum service level) (No. of conventional meters)	4 429	4 326	4 701	4 111
Electricity: prepaid (minimum service level) (No. of prepaid meters)	29 279	31 076	31 717	33 265
Below the Minimum Service Level Sub-Total	33 708	35 402	36 418	37 376
Below the Minimum Service Level Percentage	86.86	87.78	87.09	89
<u>Energy: (below the minimum level)</u>				
Electricity (< minimum service level)	0	0	0	0
Electricity: prepaid (< min. service level)	4 429	0	0	0
Other energy sources	N/A	N/A	N/A	N/A
Below the Minimum Service Level Sub-Total	4 429	0	0	0
Below the Minimum Service Level Percentage	0	0	0	0
Total Number of Households	33 708	35 402	36 418	37 376



The table below indicates the capital expenditure for the Department: Electricity Services at 30 June 2024.

Table 103: Capital expenditure as at 30 June 2024: Department: Electricity Services

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Lattera Substation	22 967	22 454	2.23%
Electrification INEP	16 279	16 104	1.07%
General System Improvements -Franschhoek	7 166	7 166	0.01%
Alternative Energy	15 922	15 436	3.05%
System Control Centre and Upgrade Telemetry	4 913	4 913	0%
Only the five largest capital projects are listed.			

The Department: Electricity Services has spent 98% of its capital budget for the financial year.

The table below indicates the total number of employees in the Department: Electricity Services as at 30 June 2024.

Table 104: Total number of employees in the Department: Electricity Services

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	4	3	1	25
9 – 13	27	26	1	3.8
4 – 8	47	39	8	17
3 – 0	9	8	1	11.1
Total	88	77	11	12.7

3.7 WASTE MANAGEMENT, REFUSE COLLECTIONS, WASTE DISPOSAL AND RECYCLING

3.7.1 WASTE MANAGEMENT

The Department: Waste Management's key responsibility is to keep the municipal area waste-free by removing illegal dumping and providing a refuse collection and waste disposal service for all residents. The department also encourages waste minimisation through waste treatment, recovery, and recycling solutions.

Stellenbosch Municipality's Waste Management Department achieved second place in the municipal Recognition Programme for Waste Management hosted by the Western Cape Government's Department of Environmental Affairs and Development Planning.

The municipality experienced a few resignations and new appointments throughout the financial year. Newly funded vacancies were filled during the year, which were: 1x Superintendent: Area Cleaning, 2x Senior Technicians, and 2x Area Cleaning: Area Inspectors. The municipality established its footprint in the Franschhoek and Dwars River Area by renovating a building in La Motte that was previously leased and became vacant. Illegal dumping remains a challenge, but the municipality is busy embarking on initiatives such as a swap shop to create awareness around recycling and littering.



a) Development of additional waste disposal cells project

The Stellenbosch Landfill reached capacity in August 2019. All Stellenbosch waste is now being transferred to the private Vissershok Landfill. This represents a huge additional expense for the municipality. The project to design and construct the new cells is an important, high-priority project.

In the financial year under review, the project was completed with the construction of 2 of 3 cells (Cell 4A and 4C) and associated infrastructure (weighbridge and landfill administration offices) being completed. The completion report was submitted to the Department of Water and Sanitation to approve the commissioning of the cells. The last remaining cell (Cell 4B) will be completed once Eskom has removed the infrastructure that transverses the property.

b) Projects continued in the 2023/24 financial year but initiated in the previous financial year(s):

i) Landfill gas extraction, flaring, and electricity generation

Several investigations into the use of the landfill for harvesting and the beneficial utilisation of landfill gas have been undertaken. The most recent study document in a report recommended that an active landfill gas extraction and flaring system could still be considered for the Stellenbosch Landfill, mainly to reduce anthropogenic emissions from the landfill site. The municipality has appointed Ingerop (Pty) Ltd. to design landfill gas extraction and management infrastructure. The municipality has also appointed Fountain Greens Civil (Pty) Ltd as the contractor to install the infrastructure.

Compliance

For disposal facilities (landfills and transfer stations) to be operated in compliance with the relevant legislation, all landfills must be licensed and managed according to the conditions in the license. Internal audits form part of these legal requirements. Audits were conducted quarterly by internal staff. Audits were conducted at the Stellenbosch Landfill Site, Klappmuts Transfer Station, and the Materials Recovery Facility.

The Department of Environmental Affairs and Development Planning did a compliance audit at the Stellenbosch Landfill on 06 November 2023. The Department found that the site was compliant and scored 94.23%.

The table below indicates the compliance rating for the year under review by the Department of Environmental Affairs and Development Planning:

Table 105: Compliance Ratings

Average Previous Compliance Rating						
Environmentally Weighted Previous Compliance Rating						
Category	No. of Conditions Audited	Score	Compliance (Average)	Weight (Average)	Weight (Adjusted)	Weighted score (%)
Administration (A)	35	70	100%	27.34%	10%	10%
Operations	52	97	93.27%	40.63%	50%	46.66%
General Operations (O)	29	54	93.10%	22.66%	20%	18.62%
Special Operations (SO)	23	43	93.43%	17.97%	30%	28.04%
Monitoring (M)	41	77	93.90%	32.03%	40%	37.56%
Average Current Compliance Rating						95.31%
Environmentally Weighted Current Compliance Rating (X)						94.23%

**(ii) External audits**

Management practices at all sites must also be compliant with the norms and standards in terms of the National Environmental Management: Waste Act, 2008 (Act No. 59 of 2008) (NEMWA), as well as with certain sections of the Minimum Requirements for Waste Disposal by Landfill (DWAF, 1998) and other relevant regulations.

To be able to assess whether waste management practices are according to all stated conditions, landfill owners must regularly (at least once per annum) obtain the services of an external auditor to do an independent landfill compliance audit.

To ensure compliance, external audits have been undertaken by an independent specialist external audit at the Stellenbosch landfill, Stellenbosch Material Recovery Facility, and the Klipmuts Transfer Station. A review of the audit findings to ascertain improvements was carried out after six months.

(iii) Monitoring Committee

All landfills are established and operated in terms of a Waste Management Licence (WML) issued by either the National or Provincial Department of Environmental Affairs and Planning. In terms of the waste management license, landfills are required to establish a monitoring committee. The objective of the Monitoring Committee is to provide a forum to enable the community to effectively participate in and monitor the operation, rehabilitation, closure, and ongoing monitoring of a landfill.

The Stellenbosch landfill has an active monitoring committee. Monitoring Committee meetings are attended by Department of Environmental Affairs and Department Planning officials, as well as officials of various municipal departments as and when required. The independent external auditor also attends the meeting as and when required to report on the findings of the annual external audit and the review audit. Meetings were held in a hybrid format, which implies that attendees are present either in person or via the online platform.

c) Waste Managers Officers Forum

The Waste Management Officer (WMO) for the Stellenbosch Municipality is the Senior Manager: Waste Management. Quarterly meetings of the Provincial Waste Managers Officers Forum take place at various venues across the province. The Waste Management Officer attends the meeting and reports on activities within the municipality; this also provides a forum to receive information from provincial officials and further networking with Waste Management Officers from other municipalities within the province.

These forums are also held on a district level, where municipal representatives from the Cape Winelands discuss waste-related matters within the district.



3.7.2 AREA CLEANING

Area cleaning within the municipal area is provided using a contractor that is responsible for cleaning the Stellenbosch CBD and the use of EPWP personnel. Area cleaning is an essential service. This section employed temporary employees from local communities that were sourced from the municipal unemployment database to perform cleaning services in the streets, open spaces, and around waste removal skips.

Area cleaning service is provided using blue bags and black bags. Where the municipality faces severe illegal dumping, it provides its plant machinery (digger loaders and tipper trucks) to clean and clear such areas.

The municipality faces damage or misuse of waste infrastructure provided, which then sees the municipality removing this useful infrastructure as it no longer serves its intended use.

The area cleaning section has seen an increase in the illegal dumping of builders' rubble and green waste within the hotspot area.

The services rendered by the Section: Area Cleansing include but are not limited to street cleaning and emptying of litter bins.

Additional street and skip bins were procured and delivered in the 2023/24 financial year. The specifications of these bins were amended to render a more robust bin with a small opening on top, making it difficult for people to scratch the bin and litter / mess around.





Area Cleansing functions

The images below illustrate how operational the municipality is with street sweeping in areas.



Illegal dumping clearing

The images below illustrate how the municipality is operational in clearing up illegal dumping areas.



EPWP Employment Opportunities created in the 2023/24 financial year

The table below indicates the EPWP employment opportunities created in the 2023/24 financial year

Table 106: EPWP employment opportunities

July 23	Aug 23	Sept 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	June 24
372	394	394	418	426	431	208	250	283	282	366	406



3.7.3 REFUSE COLLECTION

Refuse collection is completed according to a weekly schedule for formal households, commercial properties, and industries. The municipality supplies 240 wheelie bins to 28 465 collection points, but that excludes informal settlements where communal skips are provided and collected. This is a service that is provided 7 days a week.

Wheelie 240-litre bins

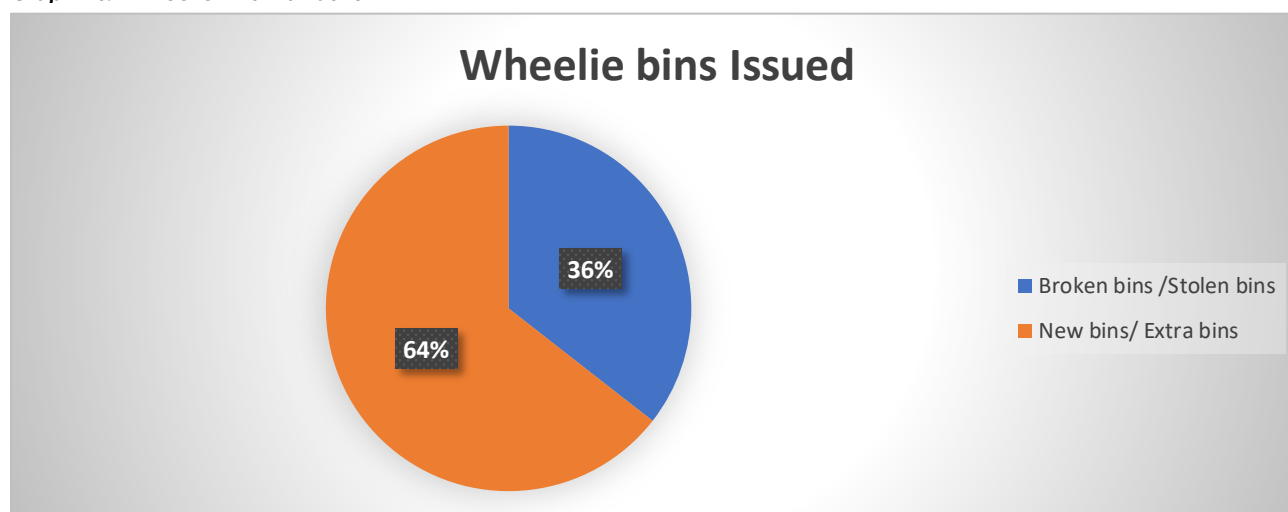
The following information is drawn from the available data regarding wheelie bin issued for the 2023/24 financial year:

Table 107: Refuse bins Issued

Bins	2022/23	2023/24
Broken bins	548	321
New bins	554	582
Total	1 102	903

The graph below illustrates the wheelie bin distribution in the 2023/24 financial year:

Graph 15: Wheelie Bins Distribution





3.7.4 WASTE DISPOSAL AND WASTE

Waste Minimisation and Disposal

Recycling: Material Recovery Facility

The Stellenbosch Municipality Integrated Waste Management Facility (IWWMF), located next to the landfill, commenced operations on the 1st of April 2021. The amount of recyclable waste managed and processed at the municipality's Material Recovery Facility (MRF) has ranged from 108 to 136 tonnes monthly. Accepted recyclable materials include paper, cardboard, glass, plastic bottles and containers, and metal packaging.

Figure 14: Material Recovery Facility (MRF)



Within the Material Recovery Facility (MRF), a variety of recyclable waste is received from residential collections, recycling drop-off locations, and commercial / industrial collections. This waste is then fed onto a conveyor belt where workers meticulously sort through the materials, separating them into different waste streams such as plastic, tins, and paper. Any remaining tailings and non-recyclable general waste will fall off the end of the conveyor belt into a skip. This waste is then disposed of in a landfill by the designated service provider.



The recyclable waste that has been successfully sorted is then compacted or baled at the MRF before being collected or transported by recycling companies for further processing.

Figure 15: Operations underway inside the MRF



The fencing and paving around the MRF have been successfully completed. A service provider has been appointed to carry out upgrades to the MRF, with work scheduled to begin in the new financial year of 2024/25.

3.7.5 DISPOSAL FACILITIES

Stellenbosch Landfill site

The Stellenbosch Landfill, located on Devon Valley Road, consists of four cells. Cells 1 and 2 have reached their maximum capacity and are no longer accepting waste but are in the process of being capped. Cell 3 is currently active and is designated to receive all incoming waste after it has been through the recycling process. The waste in Cell 3 is covered and compacted daily to ensure the site remains efficient and compliant with regulatory standards. As for Cell 4, sections A and C have been completed, and the municipality is currently awaiting approval from the Department of Water and Sanitation.



Due to the limited airspace available at the Stellenbosch Landfill, all general waste has been redirected to a private landfill located in the City of Cape Town area at Vissershok Waste Management since 2019. This transfer process is still ongoing. All waste collected by Stellenbosch municipal-owned vehicles, contractors working for Stellenbosch Municipality, and private users is now being transported from the Klapmuts Transfer Station to the Vissershok Waste Management Facility for proper disposal. Only waste from area cleaning is sent to the landfill, while all other types of waste are either recycled, stored for future use, or repurposed on-site. For example, soil is used as cover material, and builders' rubble is used to construct roads on the premises.



Green Waste

The municipality is currently implementing a waste diversion programme to reduce organic waste going to landfills. This programme involves chipping and composting garden waste collected at the Stellenbosch Landfill Site. Residents and businesses can drop off their garden waste at the landfill, while Franschhoek residents have the option to use the Franschhoek drop-off facility. The collected waste is then transported to the Stellenbosch Landfill Site for chipping and shredding. The municipality managed to divert approximately 20% of organic waste from the landfill site during the 2023/24 financial year.



Garden waste Area where chipping takes place.

Builders Rubble

The builder's rubble is crushed, stockpiled, and transported off-site once it is sold and collected by contractors. Crushing of materials is included in the contract awarded to the current contractor responsible for operating and overseeing the landfill site. Brick reclamation is closely monitored by the site supervisor, who regulates the process, maintains records, and ensures that all individuals entering the landfill wear protective gear and are registered in the site's database.



Crushing of builder's rubble



Reclaiming of bricks at the site

Drop-off Area

On-site, there are general waste storage containers that are utilised by the local community for temporary waste drop-off. Once these containers are full, they are transported to Vissershok Landfill by a private waste contractor. Additionally, there are lockable 30m³ hazardous waste containers available for the storage of household hazardous waste that is dropped off by the public. The service provider removes the waste once the container is full.



Public Drop-off Area

Completed Projects

The Waste Management Administration Offices have been successfully constructed and will be fully operational. This facility will serve as the headquarters for waste management (waste minimisation and disposal officials) and will also function as a convenient location for the sale of coupons. This initiative aims to streamline the process for landfill users by providing them with easy access to purchase coupons on-site, ultimately enhancing their overall experience.



Waste Management Administration Office

The newly constructed weighbridge is an integral component of the landfill site project, designed to accurately measure incoming and outgoing waste. A system is currently being implemented to ensure precise billing through the use of coupons.



Weigh Bridge at the Landfill Site

Klapmuts Transfer Station (KTS)

The KTS, a general waste transfer station, was established in 2000. It serves as a hub for all general waste collected in the Stellenbosch Municipal Area. The facility includes an open-sided, roofed structure where waste is deposited, transferred, and stored before disposal. The process of filling the bins is carried out using two TLB machines and a hook-lift truck, which replaces the filled bins with empty ones in the bays. Once the containers reach capacity, they are transported by the contractor to the privately owned Vissershok Landfill Site in Cape Town for disposal. Currently, the KTS is operating at full capacity, with around 120 x 30m³ containers transported to Vissershok weekly, totalling approximately 3 600 tons per month. Skips are available on-site for public waste disposal. A service provider has been appointed for the upgrade of the Klapmuts Transfer Station.

Franschhoek Drop-off Facility

The Franschhoek Drop-off Facility is dedicated to offering a complimentary service to the residents of Franschhoek and its neighbouring areas for the disposal of garden waste and bulky items. A contractor has been assigned to transport garden waste to the Stellenbosch Landfill and bulky items to Vissershok Private Landfill.

Compliance

For disposal facilities such as landfills and transfer stations to operate in accordance with relevant legislation, it is imperative that all landfills are licensed and managed in strict adherence to the conditions outlined in the license. Internal audits are a crucial component of these legal obligations.



Internal audits of the Material Recovery Facility (MRF), Klapmuts Transfer Station, and Stellenbosch Landfill Site were carried out quarterly by municipal officials in compliance with waste management legislation and industry standards. The municipality's commitment to conducting regular audits demonstrates its dedication to upholding these standards and continuously improving its waste management practices.

Landfill gas migration and air quality monitoring are conducted quarterly at the landfill site by a service provider appointed by the municipality. Surface and groundwater are sampled and analysed biannually by a service provider also appointed by Stellenbosch Municipality to prevent contamination by leachate.

External Audit

In accordance with the norms and standards outlined in the NEMWA, it is imperative that management practices at all sites are compliant with the regulations. This includes adhering to specific sections of the Minimum Requirements for Waste Disposal by Landfill (DWAF, 1998) and other relevant guidelines. To ensure that waste management practices meet the necessary conditions, landfill owners are required to engage the services of an external auditor on a regular basis, at least once per year, to conduct an independent landfill compliance audit.

To maintain compliance, independent audits have been conducted by a specialist consultant at both the Stellenbosch landfill, the MRF, and the Klapmuts Transfer Station, as stipulated in the waste management license conditions and norms and standards. A thorough review of the audit findings is conducted after six months to identify areas for improvement.

Education and Awareness

The Request for Quotation (RFQ) for the Waste Awareness Strategy has been advertised, and a service provider has been appointed to develop the strategy in the upcoming financial year, 2024/25. This strategy will play a crucial role in the development plan for future awareness campaigns.

The primary goal of these education and awareness campaigns is to educate and empower communities on the importance of waste minimisation and recycling. By doing so, the municipality aims to reduce the amount of waste sent to landfills and maintain a clean environment. Surveys are conducted to identify issues such as illegal dumping and to determine how the municipality can best support communities in improving the environment and delivering services effectively.

During the financial year, 2023/24, several awareness campaigns were planned and successfully implemented. These included the following:

- Swop shops in Klapmuts and Franschhoek;
- Klapmuts door-to-door survey; and
- George Blake door-to-door survey.



Swap shop event in Klapmuts on the 29th of February 2024

The Swap Shop event was held on 29 February 2024 at the Klapmuts Multipurpose Centre by the Waste Management Team.



Swap shop event in Groendal Sport Ground in Franschhoek on the 13th of June 2024

The Swap Shop event took place on 13 June 2024 at the Groendal Sport Ground in Mooiwater. The Waste Management team organised the event with the assistance of the Law Enforcement team. The event was successful, with a large turnout from the residents of Mooiwater, who brought their recyclables to exchange. The event also saw significant support from the youth, including school learners and children. In total, 5 400kg of recyclables were collected during the Mooiwater Swap Shop event. This demonstrates the community's commitment to recycling and sustainability. The event not only helped reduce waste but also raised awareness about the importance of recycling.



On the 20th of June 2024, the Waste Minimisation Section and The Area Cleaning Team (EPWP) conducted a door-to-door environmental awareness campaign and distributed recycling bags in Ward 18 of Mandela City at Klappmuts. The purpose of this initiative was to address community concerns and assess the extent of the issues identified by residents. During the campaign, about fifty households in the area were visited to promote waste recycling and reduce the amount of waste being disposed of in water streams. The purpose was also to raise awareness about municipal services and discourage illegal dumping practices. Recycling bags were distributed to households as part of the effort to encourage proper waste disposal. This initiative is not only aimed to improve the environment but also to empower residents to take an active role in preserving their community.



During George Blake's Survey with informal traders on 28 June 2024

On the 28th of June 2024, the Waste Management team conducted a door-to-door environmental awareness campaign in the Plankenbrug Industrial area on George Blake Road, including the shops at Kayamandi Mall and informal street vendors. A questionnaire was used during visits to fifteen shops and ten informal traders in the area. The primary goal of the campaign was to promote waste recycling to reduce the amount of waste being disposed of in the water stream. Additionally, the team aimed to inform residents about municipal services and educate them on the negative effects of illegal dumping.



The table below indicates the service levels of refuse removal as at 30 June 2024.

Table 108: Refuse removal service delivery levels

Description	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Household							
Refuse Removal: (Minimum level)							
Removed at least once a week	37 207	49 072	48 988	37 926	49 300	50 792	50 792
Minimum Service Level and Above Sub-Total	37 207	49 072	52 374	37 926	49 300	50 792	50 792
Minimum Service Level and Above Percentage	78.7	93.7	93.5	100%	100%	100%	100%
Refuse Removal: (Below the minimum level)							
Removed less frequently than once a week	1 064	1 064	1 064	1 064	N/A	N/A	N/A
Using a communal refuse collection	N/A	N/A	N/A	N/A	N/A	12 161	12 346
Using own refuse dump	5 358	6 453	2 323	N/A	N/A	N/A	N/A
Other rubbish disposal	766	N/A	N/A	N/A	N/A	N/A	N/A
No rubbish disposal	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Below the Minimum Service Level Sub-Total	7 188	7 517	3 387	N/A	N/A	N/A	N/A
Below the Minimum Service Level Percentage	8.80	11.66	6.5	N/A	N/A	N/A	N/A
Total Number of Households	44 395	56 589	5 5761	38 990	49 300	62 953	63 138

The table below indicates the capital expenditure for the Department: Waste Management Services as at 30 June 2024.

Table 109: Capital expenditure as at 30 June 2024: Department: Waste Management Services

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Expansion of the landfill site (New cells)	67 281	65 366	2.85%
Landfill Gas To Energy	9 907	3 276	66.94%
Vehicles: Solid Waste	7 713	5 040	34.66%
Upgrade Material Recovery Facility	1 022	1 022	0%
Street Refuse Bins	843	843	0%
Only the five largest capital projects are listed.			

The Department: Waste Management Services has spent 85% of its capital budget for the financial year.

The table below indicates the total number of employees in the Department: Waste Management Services.

Table 110: Total number of employees in the Department: Waste Management Services

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	3	3	0	0
9 – 13	7	6	1	14.2
4 – 8	24	23	1	4.1
3 – 0	40	39	1	2.5
Total	74	71	3	4.1



3.8 INTEGRATED HUMAN SETTLEMENTS

3.8.1 HOUSING DEVELOPMENT

The municipality has an important responsibility to plan for integrated human settlements by ensuring that all its citizens reside in developable, formalised, safe, and sustainable human settlements. This is accomplished by providing dignified living through national and provincial funding within closer proximity to employment opportunities, thereby improving the quality of life for all citizens.

The Section: Housing Development managed a capital expenditure budget of R2 579 958, which includes grant funding by the Provincial Department of Infrastructure (PDol) as well as municipal funds for future housing projects. An amount of 94.22% of the budget allocated to the Section: Housing Development was spent on projects in the financial year under review.

Communication from the PDol on 17 November 2023 indicated the adjusted targets and funding allocation of the approved 2023/24 Human Settlement Development Grant (HSDG) and Informal Settlements Upgrade Partnership (ISUP) Grant Business Plans.

The list of projects, targets, and budgets for the Stellenbosch Municipality for the 2023/24 financial year is stipulated in the tables below, as extracted from the said letter.

3.8.1.1 Housing Development Capital Budget

Table 111: Department: Housing Development capital budget

Sites	2023/24 Adjustment Budget	
	Funding Source	Budget
Erf 64, Kylemore	HSDG	1 167 000
Erf 7001 Cloeteville (380) FLISP	HSDG / CRR	340 502
Erven 81/2 and 82/9, Stellenbosch	CRR	204 431
Housing Projects (Social housing planning)	CRR	9 066
Jamestown: Housing	HSDG / CRR	579 959
Northern Extension: Feasibility	HSDG / CRR	279 000
Total		2 579 958

3.8.1.2 Human Settlement Development Grant (HSDG)

Stellenbosch received an overall allocation on the Provincial Business Plan for human settlements, which includes planned projects, upgrading of informal settlements, and implementation of projects (services and top structures) that are depicted in the tables below:

Table 112: Human Settlement Development Grant (HSDG)

Stellenbosch Municipality	2023/24 Planned		
	Sites	Units	Funding R'000
Vlottenburg Longlands (106 increased to 144) IRDP	0	0	2 400 000
Stellenbosch Jamestown Phase 2 - 4 (1016) IRDP	0	0	1 223 000
Cloeteville (380) FLISP	0	0	1 400 000
Kylemore (600)	0	0	1 167 000
Ida's Valley	0	0	350 000
Total	0	0	6 540 000



3.8.1.3 Informal Settlements Upgrade Partnership Grant (ISUPG)

Table 113: Informal Settlements Upgrade Partnership (ISUPG)

Stellenbosch Municipality	2023/24 Adjusted Budget		
	Sites	Units	Funding R'000
ISSP Kayamandi Zone O (711) UISP	178	0	13 350 000
Langrug Franschhoek Mooiwater (236)	0	0	1 000 000
Total	178	0	14 350 000

3.8.2 HOUSING MULTI-YEAR PROJECTS

The South African Constitution, of 1996, enshrines the right of everyone to have access to adequate housing and makes it incumbent upon the state to take reasonable legislative and other measures within its available resources to achieve the progressive realisation of this right. This is accomplished by providing dignified living through national and provincial funding within closer proximity to employment opportunities, thereby improving the quality of life of all citizens.

The Section: Housing Development, whose main function is to apply for funding to initiate and obtain development rights for future housing developments, resorts to the Housing Pipeline, which, amongst other things, focuses on the following multi-year projects:

a) Erven 412, 217, and 284 Groendal, Franschhoek

Erven 412, 217, and 284 Groendal are located along Santa Rose Street in Groendal, a suburb of Franschhoek, next to the R45. The site falls within an area characterised by medium- to high-density residential, non-residential, and light industrial uses.

Various studies have been undertaken over the years regarding the development of Erf 412. Most of the studies included extensive public participation processes. The outcome of these studies was that the property should be developed for high-density residential units but also include business (light industrial) opportunities. 2016 saw the rezoning of Erf 412 to a subdivisational area, allowing for general residential, local authority, and general business uses. The initial plans for Erf 284 were to develop an old age home or retirement village; due to financial constraints, this never materialised.

The Section: Housing Development undertook a process to formulate a Call for Proposals in line with the approved Council agenda item.



A service provider was appointed to draft different site development options for the Council to consider for approval, after which the procurement process will continue.

Discussions with the ward councillors have been concluded as an enquiry was raised during the discussions on Erf 284. The municipality has received comments from both PDol and Directorate: Corporate Services. After a legalities investigation, an agenda item will be referred to the Council during the first quarter of the 2024/25 financial year to select the best option to develop the said properties.

b) Farms 81/2 and 81/9, Stellenbosch

In terms of the implementation of social housing programmes, the Stellenbosch Municipality has identified Portions 2 and 9 of Farm No. 81 Stellenbosch. This site is located between the Cloetesville and Kayamandi settlements.

The R304 to the west and the railway line to the east serve as its boundaries. The Plankenburg River traverses the site along its eastern boundary. The southern boundary of the property includes portions of the Kayamandi Tourism Centre as well as a bridge over the railway line. The Mount Simon residential development frames the northern boundary.



The user section compiled a Request for Proposal (RFP) to invite delivery agents that can access SHRA Capital grants (Social Housing Institutions (SHIs) and / or Other Development Agencies (ODAs)) to submit a concept proposal to develop social housing on Farm 81/2 and Farm 81/9, Stellenbosch.

For the tender to be further evaluated, a registered and accredited service provider assisted the



Stellenbosch Municipality with the verification of the NPV, which has been appointed by the National Association of Social Housing Organisations (NASHO). NASHO to further assist the municipality to follow a procurement process and appointed a registered and accredited auditing firm on 22 May 2023. The final report was received in May 2023, and the tender was awarded subject to the approval of a Land Availability Agreement (LAA) by the Council, and no appeals were received.

The service provider received the draft LAA and submitted amendments to the municipality's attorneys on 27 May 2024 for scrutinising. The conclusion of the LAA will be finalised during the first half of the 2024/25 financial year.

c) Erf 7001, Cloetesville

The goal of this development is the delivery of medium- to upper-GAP housing, which is not aimed at BNG-housing units (free houses). There is an urgent need for the property to be developed to create an integrated urban development (Cloetesville), providing housing.

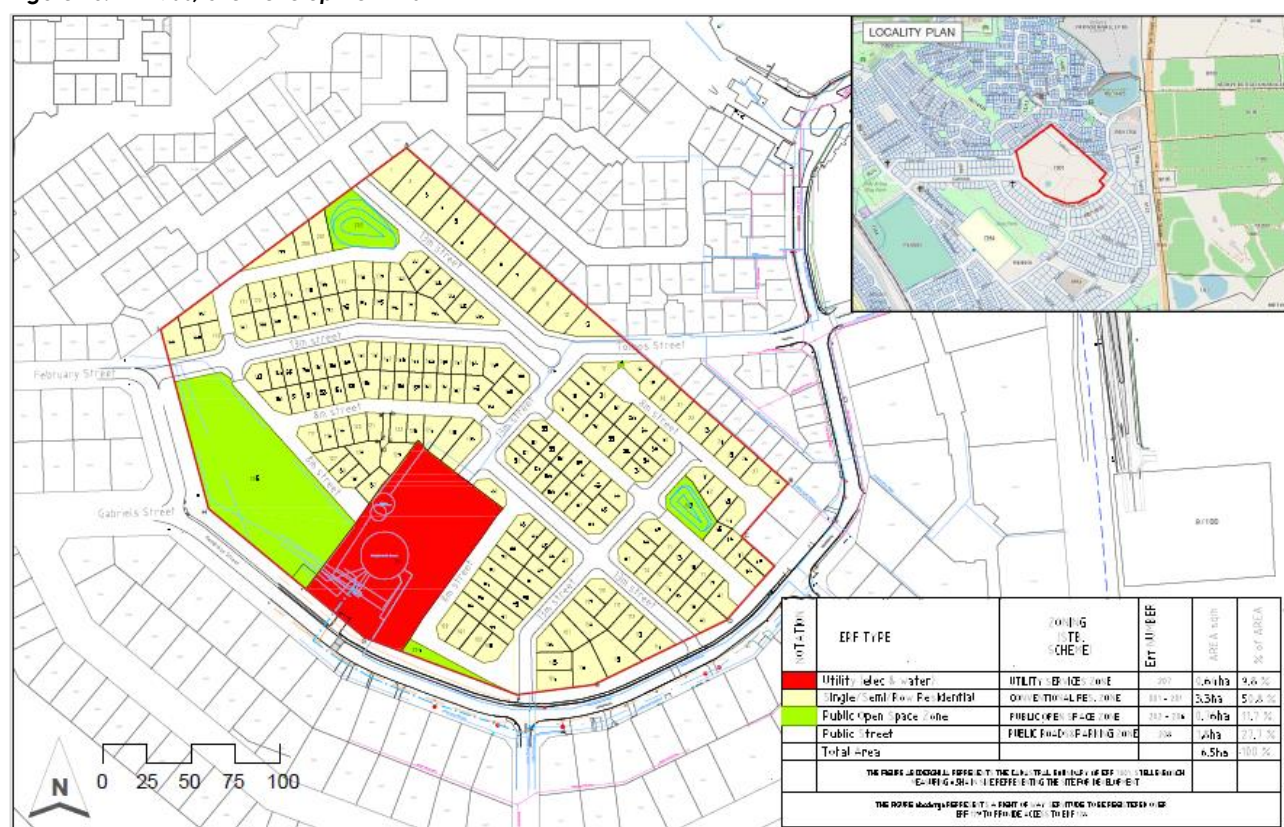
Stellenbosch Municipality is essentially making the land available (via the ATR processes) to a developer to develop housing opportunities in the GAP market.

The PDol approved the funding for the outer years after the business plan was gazetted in March 2022. Therefore, the user department could only appoint a service provider in May 2022, and the Service Level Agreement was concluded in July 2022.

The service provider finalised the different conceptual urban designs, and three layout concepts were presented in December 2022. Thereafter, the amended urban design and layout plan has been finalised and submitted to the Section: Land Use Planning to obtain development rights.

The normal planning process will continue, whereby it will be referred to the Municipal Planning Tribunal (MPT) during the next financial year.

Figure 16: Erf 700, Site Development Plan





d) Farm 527, Jamestown (Phases 2 and 3)

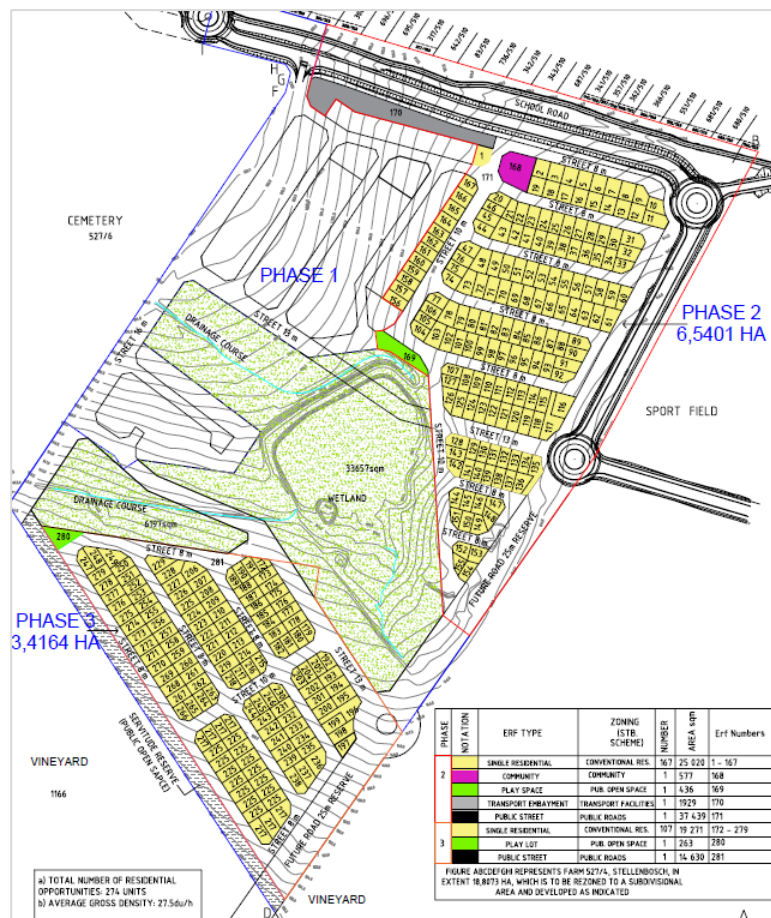
The subject property is located on the southern edge of the suburb of Jamestown, east of the R44 between Stellenbosch and Somerset West. It is flanked by an existing cemetery on its western boundary and a sports field located centrally on its northern edge.

The site falls within an area characterised by medium- to high-density residential as well as non-residential uses that serve the local community of Jamestown.

Phase 1 of the development, consisting of 162 subsidised housing opportunities, was concluded in November 2016.

It is therefore proposed that Phases 2 and 3 of Portion 7 of Farm 527 (site and service, 2-story walk-ups, GAP housing, high-income housing, and public open space) be made available simultaneously for development in the short to medium term.

Figure 17: Farm 527, Jamestown (Phases 2 and 3)



The municipality went out on a procurement process seeking the services of a multi-disciplinary team of professionals to undertake a broad conceptual urban design framework and to obtain town planning and development rights.

The PDol gazetted the business plan in March 2022 and approved the funding for the outer years. Therefore, the appointment of a service provider could only be concluded during June 2022 and the Service Level Agreement during September 2022.

The rezoning and subdivision application was submitted on 9 December 2022 to the Section: Land Use Planning, and the public participation process for the town planning application was concluded on 15 May 2023. Approval of the Land Use Planning application is anticipated in the next financial year for Phases 2 and 3.

e) Adam Tas Corridor Precinct 10 (Northern Extension), Stellenbosch

The project is situated north of Kayamandi, adjacent to Cloetesville and the Welgevonden Estate. The sites are located on the western side of the R304 (the main arterial from the north) to Stellenbosch.

The specific site has been earmarked to provide a mixed-use development that could yield $\pm 4\,000 - 4\,400$ residential opportunities to address the housing need experienced in Stellenbosch.



It should be noted that a portion of the development has been identified as a possible relocation area for the redevelopment of the Kayamandi Town Centre and other related projects.

A tender was advertised, and a service provider was appointed to undertake a Broad Conceptual Urban Design framework for the Adam Tas Corridor Precinct 10 (Northern Extension) and to obtain town planning and development rights. All specialist studies have been completed. The different conceptual design layout options were workshopped with various internal departments during June and August 2022, and Heritage Western Cape comments were received in September 2022.

A Notice of Intent was submitted to Heritage Western Cape, and the service provider was informed that two additional specialist studies are required, namely an archaeological impact assessment and a visual impact assessment on the cultural landscape.

The service provider submitted the land use application in terms of Section 15(2) of the Stellenbosch Municipality Land Use Management Bylaws, 2015, to obtain development rights; thereafter, the application will serve at the Municipal Planning Tribunal for decision-making. It is anticipated that the development rights could be obtained during the 2024/25 financial year.

Map 5: Location of the proposed development of the Northern Extension





f) Erf 64, Kylemore

The identified property is 15.5 ha, of which the municipality requires ± 8 ha for residential purposes. A special power of attorney was provided in November 2021 by the National Department of Public Works and Infrastructure (NDoPW&I) to HDA.

It should be noted that pre-feasibility studies were conducted more than 10 years ago and need to be reviewed and amended where necessary.

The Housing Development Agency (HDA) has been appointed to assist with the transfer of land from the NDoPW&I to the Stellenbosch Municipality. Furthermore, the required applications to obtain land use rights, the registration of diagrams / general plans with the Surveyor General, and the relevant funding applications to the PDol were attended to.

Figure 18: Erf 64, Kylemore



A Project Steering Committee (PSC) was elected, and a PSC Social Compact workshop was held on 16 November 2022 in Kylemore.

A site inspection took place with the PDol on January 27, 2023, to assess the property against the funding application that was submitted to the PDol.

The HDA appointed a service provider in December 2022 to assist the HDA with the township establishment application. The environmental consultant commenced with the Basic Environmental Study process in May 2023 and has erected site notices for interested and affected parties to register for any comments.

Notice was given in terms of the Environmental Impact Assessment (EIA) Regulations, 2014, published under Section 24 of the National Environmental Management Act, 1998 (Act No. 107 of 1998) (NEMA), as amended, of a public meeting held with Interested and Affected Parties (I&APs) for the proposed development of Sustainable and Integrated Human Settlements.

An open day was held on 15 August 2023 with interested parties to discuss the proposed project and give further project details. The amended draft concept layout has been completed, and the Land Use Application has been submitted to Section: Land Use Management before the end of March 2024; however, the Directorate: Infrastructure Services requested that a GLS study (a study that analyses the capacity of the bulk water and sewer services) must be undertaken. This study is required to determine whether the current bulk services can accommodate the proposed development.

These additional specialist studies have increased the scope of work that the sub-consultant was originally appointed for. Further studies are currently ongoing.



3.8.3 STRATEGIC DOCUMENT: INTEGRATED HUMAN SETTLEMENT PLAN FOR THE PERIOD 2022 – 2027 FOR STELLENBOSCH MUNICIPALITY

All municipalities are required to have an approved Integrated Human Settlements Plan (IHSP). Stellenbosch Municipality drafted an Integrated Human Settlement Plan (IHSP) in line with the Western Cape Government: Department of Human Settlements.

The guidelines require that the Housing Pipeline be informed by an IHSP aligned with the Master Spatial Development Framework (MSDF) and the Integrated Development Plan (IDP).

A service provider was appointed to compile an Integrated Human Settlement Plan for Stellenbosch Municipality.

The draft Integrated Human Settlement Plan was submitted to the Council for approval, and the draft IHSP was advertised to solicit public inputs / comments. The official notice was published in the newspaper (Eikestadnuus) on 3 August 2023 and on the municipal website on 4 August 2023. The closing date for inputs / comments was 6 October 2023.

One comment was received from a coalition that included the Stellenbosch Interest Group, Kylemore Community Development Forum, Raithby Ratepayers Association, and Jamestown Heritage. In collaboration with the service provider, feedback on the inputs / comments was submitted to the Council for approval on 27 June 2023. The IHSP was then formally approved by the Council.

3.8.4 INFORMAL SETTLEMENTS

The Section: Informal Settlements is responsible for managing twenty-nine informal settlements within the Stellenbosch Municipality district (WC024). Recent surveys conducted by the Section and independent service providers indicate that the number of informal structures stands at approximately 21 202 (Section: Informal Settlements Matrix, 2024). This number highlights the significant challenges residents face, including limited access to basic services.

As a result, the Section: Informal Settlements plays a crucial role in addressing the demand for basic services within these informal settlement areas. It collaborates with other departments and sections to implement upgrading projects and provide essential services to residents living in these areas.

One notable initiative is the Zone O relocation project, which involved relocating 55 households to a decanting site and providing beneficiaries with Temporary Relocation Accommodation (TRA) and access to basic services. This project facilitated the municipality's ability to begin the construction of civil infrastructure for the planned housing project in Zone O, Kayamandi. Additionally, the provision of 22 toilets and 8 water taps in Mandela City, Klappmuts, reflects the Stellenbosch Municipality's commitment to dignified living and adherence to national standards and norms for water and sanitation provision. These successes are attributed to the dedication and collaboration with the community.

The Section: Informal Settlements is also actively engaged in monitoring and reporting on the growth of informal settlements within Stellenbosch Municipality (WC024) and ensuring the delivery of adequate basic services.



3.8.4.1 Upgrading of Informal Settlements Project

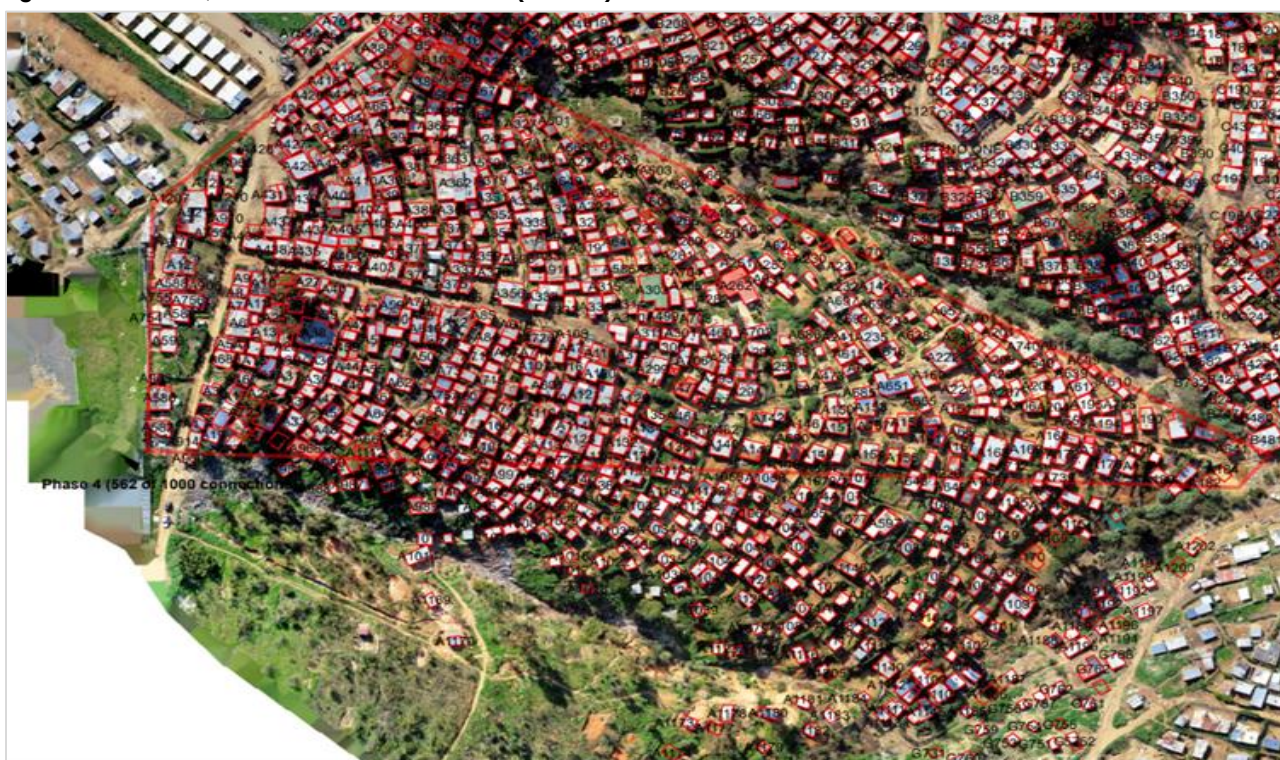
To make sure that planned brownfield projects go smoothly, this section oversees coordinating with the community and involving stakeholders in several upgrading projects in WC024.

Enkanini, Kayamandi

The beneficiary verification and administration for the electrification of 3 300 households in Enkanini, Kayamandi, have been completed, with 1 000 structures verified in the last financial year (2023/24). All households in Enkanini now have active electricity connections.



Figure 19: Enkanini, Section A 1 000 connections (Phase 4)



The tables below reflect the verification of households and subsequent electrical connection completed at Enkanini, Kayamandi, over a period of three financial years.

Table 114: Verification of households

Phase 2	Phase 3	Phase 4
2021/22	2022/23	2023/24
1 000	1 300	1 000

Zone O, Kayamandi

The relocation of 55 households from Zone O, Kayamandi, to a decanting site in Watgang TRA 2 was successfully managed and completed. This relocation enabled the Section: Project Management Unit within the Directorate: Infrastructure Services to proceed with the implementation of the housing development.



Langrug and Mooiwater, Franschhoek

Project Assistance Committees (PACs) were successfully established in Mooiwater and Langrug to assist with the management and implementation of relocations from Langrug Dam to Erf 3229, addressing the Langrug Dam emergency.



Replacements of emergency housing units (wendy houses)

As part of maintaining emergency housing units, the Section: Informal Settlements has replaced approximately 30 dilapidated wendy houses, thereby restoring dignified living conditions for the residents.

The provision of basic services

The Section: Informal Settlements is responsible for facilitating and identifying needs for basic service provision in informal settlements, working with other departments and sections to ensure project implementation and community protection of provided services, the municipality managed to provide the following:

Water and sanitation

- 30 Kyloos toilets and 12 taps that were dilapidated and vandalised were replaced with new concrete toilets and taps at Enkanini, Kayamandi.
- 15 new concrete toilets and 8 taps were constructed in Mandela City, Klapmuts.
- new toilets and 6 taps were constructed at the decanting site on Luyolo Street, Kayamandi.
- 16 new taps were installed in Mountain View, Jamestown.
- 16 new taps were installed on municipal property in Covid Camp, Lanquedoc.
- 6 new taps were installed on municipal property in Langrug, Franschhoek.



Electricity

- 1 000 households were connected to the grid and meters were activated for use in Enkanini, Kayamandi.
- 1 000 households were connected to the grid, and meters were activated for use in Enkanini, Kayamandi.
- 28 households were connected to the grid, and meters were activated at the decanting site on Luyolo Street, Kayamandi.
- Mountain View electrification: engagements are at advanced stages with Eskom to provide electricity to households.

Table 115: Provision of basic services

Item	Luyolo Street	Mandela City	Mountain View	Enkanini	Covid Camp	Langrug	Total
Water and Sanitation	5 toilets 6 taps	15 toilets 8 taps	22 taps	30 toilets 12 taps	8 taps	6 taps	50 toilets and 62 taps
Electricity	28 connections	224 connections	In process	1 000 connections	-	-	1 252 connections

3.8.4.2 Survey of Backyard Dwellers in Franschhoek

A tender will be advertised to appoint a suitably qualified service provider to undertake a demographic survey of backyard dwellers in Groendal and Mooiwater in the 2024/25 financial year.

Standard Operating Procedures (SOP)

In accordance with the Manager: Informal Settlements KPI linked to the SDBIP, Section: Informal Settlements has completed two SOPs (standard operating procedures) for effective and efficient service delivery in emergencies, such as fires, high winds, and floods:

- Verification response to backyard structures; and
- Verification for issuing flood kits.

Informal settlements matrix—basic service provision and requirement

Continues monitoring and reporting on the provision of basic services in the informal settlements that are depicted in the table below, which provides summative statistics to meet the national norms and standards for access to basic services.

Table 116: Informal Settlements matrix – basic service provision and requirement

Item	Number of ablution facilities provided by the Council	Number of taps and tanks provided by Council	Informal settlements with grid electricity	Number of informal settlements recognised by Council	Performance comment
The number of informal settlements recognised by the Council	0	0	0	29	n/a
The number of informal settlements not recognised by the Council	0	0	0	2 - Klapmuts Farm, Klapmuts and Covid Camp informal settlement, Lanquedoc	Klapmuts farm- Settlement not recognised, land initially used for live-stock farming with 32 structures.



Item	Number of ablution facilities provided by the Council	Number of taps and tanks provided by Council	Informal settlements with grid electricity	Number of informal settlements recognised by Council	Performance comment
					Over time, more households erected structures. (2018 in-house survey) Covid IS- an illegal invasion of private property (2020)
The number of structures	0	0	0	21 202	n/a
The number of households	0	0	0	24 377	n/a
The number of toilets provided	1 203	0	0	0	n/a
The number of toilets required	2 149	0	0	0	Shortfall of 946
The number of chemical toilets	119	0	0	0	n/a
The number of water taps provided	0	760	0	0	n/a
The number of water taps required	0	416	0	0	Surplus of 194
Water tanks	0	28	0	0	n/a
Electricity supplied	0		22	0	n/a
Electricity not supplied	0	0	7	0	Watergang IS, Slabtown, Ghiff Pniël, Meerlust Simondium, Covid Camp, La Rochelle, Klapmuts farm

3.8.4.3 Disaster and Emergencies

The Section: Informal Settlements assists the Section: Disaster Management in emergencies by verifying data collected from disaster victims. These emergencies often involve fire incidents in informal settlements and backyarders of formal structures, as well as flooding and intense winds that are verified, and a report is used within 24 hours for an effective and efficient response.

Additionally, the National Department of Human Settlement (NHoDS) has played an integral part in providing aid concerning emergency relief assistance (building material) to destitute households in the Stellenbosch Municipality area, notably the Zone O, Kayamandi fire incident where 241 households were left destitute.

Table 117: Total number of structures impacted by incidents in all areas. All verifications completed within 48 hours

Incidents reported during the period July 2022 – June 2023	Number of fires verified	Number of structures affected by fire	Number of people affected by fire	Number of structures affected by floods or Wind
Formal settlements (Backyard structures)	25	21	92	0
Informal settlements	39	627	1773	15



Incidents reported during the period July 2022 – June 2023	Number of fires verified	Number of structures affected by fire	Number of people affected by fire	Number of structures affected by floods or Wind
Total number of fires and structures impacted by incidents in all areas	64	648	1 865	15

3.8.4.4 Evictions

The municipality conducts weekly meaningful engagements with families facing eviction through court proceedings. This process includes meetings with the applicant, respondent(s), Chief Legal Advisor of the Municipality, Manager: Informal Settlements, and Administrative Officer of emergency housing. The goal is to find an amicable solution while considering the municipality's constitutional obligations.

The table below indicates the number of eviction matters as of 1 June 2023 to 30 July 2024.

Table 118: Number of evictions matters

Site visits conducted	Number of meaningful engagements held	Departmental reports served and filed at Court	Court orders issued	Settlement agreements	Evictions completed	Refused / Rejected alternative accommodation
71	70	30	30	8	20	2

3.8.4.5 Development Proposals / Strategy

The Section: Informal Settlements has outlined a development strategy for each informal settlement within the municipal area. These strategies are categorised into Clusters 1 to 5 of the matrix (Department: Informal Settlements Matrix, 2024) and are based on three pillars:

- ✚ A synopsis of existing basic services, including an analysis of service provision shortfalls;
- ✚ Demographic information of household heads and a desktop risk analysis of the settlement; and
- ✚ Development proposals aligned with three strategic documents: Integrated Development Plan (IDP), Spatial Development Framework (SDF), and the Stellenbosch Municipality Housing Pipeline.

These proposals are also aligned with the municipality's budget cycle as well as the provincial budget cycle.

3.8.5 HOUSING ADMINISTRATION

3.8.5.1 Transfer of housing stock

During the period under review, the municipality continued with the process of dealing with the historic backlog and transfer of properties to beneficiaries of state-subsidised houses. A process action plan was devised in terms of which administrative procedures would be streamlined. A panel of attorneys was appointed to assist with the transfer of the identified properties.



A total of 97 title deeds were transferred for the 2023/24 financial year. The transfers were completed in the following areas:

Table 119: Transfer of housing stock

Area	Total
Cloetesville	15
Kayamandi	44
Klapmuts	17
Franschhoek	4
Pniël	1
Longlands	16
Total	97

Table 120: Total properties registered at the deeds office (during 2023/24)

Total properties registered at deeds office (during 2023/24)	
Historical project title deeds registered	50
New project title deeds registered*	47
TOTAL ERVEN	97

* Funding for the title deeds was provided through the Title Deed Restoration Programme. It is only given for houses of subsidies approved.

The Section: Housing Administration is conducting continuous Housing Consumer Education (HCE) programmes with affected beneficiaries and addressing issues around title deeds. The municipality also appointed temporary field workers to assist with beneficiary administration, which includes tracing beneficiaries and conducting occupation surveys to ensure that title deeds are registered correctly.

Stellenbosch Municipality has entered into a partnership with an NGO named Khaya Lam, which assists municipalities across the country to transfer houses still in municipal ownership but originally intended for transfer to the beneficiaries. They have assisted the municipality with 2 324 transfers to date. The NGO provides funding for the temporary appointment of staff to enhance capacity and provides funding to the municipality per the title deed registered. The donation is used to appoint field workers to assist with the beneficiary's administration of the transfer processes.

Historic Township Establishment Rectifications

This backing by the NGO (Khaya Lam) has been extended with their assistance to cover the costs of the registration of the General Plans and the related transfers in respect of the Township Establishment rectifications done on the Historic Kayamandi projects (Project 4B, Project 5A, and Project 8), after obtaining the land use rights on these projects that were built between 1998 and 2008, in terms of the Municipal Planning Tribunal (MPT) approval in February 2023.

These projects are listed in the table below and contain a combined total of 280 transferrable properties. The signing of Deeds of Sales in respect of these properties commenced in April 2023, and a total of 165 Deeds of Sales had been concluded with the beneficiaries of the transferrable properties by 30 June 2024. These deeds of sale are ready for lodgement with simultaneous registration of the general plans.

**Table 121: Old Kayamandi Projects built between 1998 and 2008 for which underwent rectifications (2023/24)**

Project	Original Mother Erf	New Mother Erf	General Plan No	Land Use Right Obtained	Total Transferable Properties	Total Deeds Of Sale Signed
Project 4B Red Bricks (56 Erven)	Erf 1070, Kayamandi (GP3343/1993)	Erf 5107, Kayamandi	GP2720/23	To consolidate and subdivide into 56 erven and registration of General Plan at the Office of the Surveyor General	51	23
Project 5A Snake Valley (184 Erven)	Erf 707 and Erf 5107, Kayamandi (GP7988/1991) and Erf 1070, Erf 5107, Kayamandi (GP3343/1993)	Erf 1980, Kayamandi – (SG 48/2024)	GP50/2024	Closure of public open space, consolidate and subdivide Erf 1980 into 130 erven (124 erven and 6 PPS) and registration of General Plan at the Office of the Surveyor General	124	77
	Erf 707 and Erf 5107, Kayamandi (GP7988/1991) and Erf 1070 and Erf 5107, Kayamandi (GP3343/1993)	Erf 1981, Kayamandi – (SG 49/2024)	GP50/2024	Closure of public open space, consolidate and subdivide Erf 1981 to 54 erven (51 erven and 3 PPS) and registration of General Plan at the Office of the Surveyor General	51	29
Project 8 - Mpelazwe (55 Erven)	Remainder of Erf 288, Kayamandi(GP149/1987)	Erf 5106, Kayamandi (SG39/2024)	GP40/2024	Formal rezoning and subdivision completed, closure of public roads and registration of General Plan at the Office of the Surveyor General	54	36
TOTAL					280	165

In addition to the above township establishment rectifications, the Section: Housing Administration has identified another three housing projects of which the subdivision approvals have lapsed in terms of Section 27(7) of LUPA, as no properties were transferred within the prescribed legal period of 5 years from approval. The projects all date to the early 2000s.



These projects are:

- Unregistered Erf 2046, Klappmuts—a portion of Remainder Erf 812, Klappmuts (better known as Project 52, Klappmuts);
- Unregistered Erf 15095, Stellenbosch - Remainder Erf 6846, Stellenbosch (better known as The Steps; and
- Unregistered Erf 14599, Stellenbosch, comprising a portion of Erf 8937, Stellenbosch; Remainder Erf 6852, Stellenbosch; a portion of Erf 6851, Stellenbosch; and Erf 6667, Stellenbosch (better known as Orlean Lounge).

The aforesaid NGO has extended further assistance through the appointment of a Land Use Planner and professional team, funded by Khaya Lam, to reapply for the subdivision of these three properties. This is necessary to enable the Municipality to finalise the formal registration of these properties with the Surveyor-General and the Deeds Office so that the title deeds of the properties can be transferred to the intended beneficiaries.

Land Use Applications (LUAs) were drafted and submitted to the Section: Land Use Planning in April 2024. Exemption from advertising has already been obtained, and all three applications are being prepared for submission to the Municipal Planning Tribunal for a final decision. These 3 projects have a combined total of 211 transferrable even.

Table 122: Three projects for which new Land Use Applications have been lodged (2023/24)

Project	Original Mother Erf	New Mother Erf	General Plan No	Land Use Planning Application Submitted	Total Transferable Properties
Project 52 "red roofs" Klappmuts 52 erven)	Erf 812, Klappmuts (GP3685/1999) Farm 744 of Portion 3	Unregistered Erf 2046, Klappmuts	To be established	April 2024	49
The Steps Cloetesville (74 erven)	Unregistered Erf 5095, Stellenbosch (GP4720/2006) Remainder Erf 6846, Stellenbosch	Unregistered Erf 15095, Stellenbosch	To be established	April 2024	72
Orlean Lounge (91 erven)	Unregistered Erf 14599, Stellenbosch (GP4717/2006) comprising of a Portion of Erf 8937, Stellenbosch Remainder of Erf 6852, Stellenbosch, a portion of Erf 6851 SB and Erf 6667 SB	Unregistered Erf 14599 SB	To be established	April 2024	90
TOTAL					211



Title Deed handovers

A total of 151 title deeds were handed over in the 2023/24 financial year. The Longlands low-income housing development has been one of the developments that benefitted in the 2023/24 financial year. A total of 91 title deeds were handed over to their approved beneficiaries.

The Executive Mayor, Adv Gesie van Deventer, personally handed over 80 of the original title deeds to their respective beneficiaries in the Longlands Development during the formal handover event held on 28 September 2023 in the Methodist Church hall, Vlottenburg.

On 24 May 2024, the Executive Mayor handed over 4 title deeds in the Kylemore, Mooiwater, and Franschoek areas in a walk-about / door-to-door fashion to the most elderly beneficiaries and an additional 11 title deeds reaching their rightful beneficiaries through this event.

The transfer of these title deeds is a testament to the municipality's commitment to improving the lives of its residents and fostering a community where everyone has the opportunity to own their home and participate fully in the economy.

Figure 20: Title deed handover in Longlands on 28 September 2023





Figure 21: Title deeds handed over in Kylemore, Mooiwater and Franschhoek



3.8.5.2 Housing Demand Database (housing waiting list) Administration

The Section: Housing Administration continues with the “data-cleaning” process of applications that appear on the housing waiting list where vital information is outstanding. An area-based approach was used where staff members went out to the various areas and invited applicants to workshops during which the applicant's information was updated. The entire Stellenbosch municipal area was covered during this programme.



The agreement with the Provincial Department of Infrastructure (PDol) to assist with the data clean-up of the Stellenbosch municipal waiting list continues. The waiting list is updated and verified regularly by the PDol to ensure that the number of people deemed to be on a “waiting status” is a true reflection of those persons who still require housing assistance within the greater Stellenbosch area.

The Western Cape Housing Demand Database has undergone an upgrade allowing online applications, as well as the additional functions of adding documentary proof. Stellenbosch Municipality has aligned itself with this software in the capturing of all housing demand data applications. The Housing Demand Database System is being updated regularly to ensure that the Council has credible data for planning future housing projects to be implemented.

The Section: Housing Administration also continues with its outreach programme to update the Housing Demand Database, reaching various areas within WC024. The outreach programme aims to bring services closer to the people, mainly the elderly, disabled, and unemployed community members who have limited resources to reach municipal offices. The programme reaches the communities in their respective areas to assist them with applying or updating their application on the Housing Demand Database.

Table 146: A total of 2803 people were assisted during 2023/24 through the outreach programme

Housing Demand Database		
Areas	Dates	Nr of People Assisted
La Motte	5, 6 and 8 July 2023	194
Groendal	12, 13 and 15 July 2023	427
Total		621

3.8.5.3 Administration of Public Rental Stock

On 25 June 2014, the Council adopted a policy for the Administration of Public Rental Stock. This document was the culmination of a collaboration between stakeholder departments within the municipality. The purpose of the policy is to ensure effective management and well-maintained assets that will improve the quality of life for residents. The Section: Housing Administration is busy with the review of the Human Settlements Administration and Allocation Policy, which will include the allocation and management of the public rental stock. This policy will be referred to the Council for adoption after due public participation processes have been completed.

A caretaker programme was implemented in all public rental stock to deal with the increase in anti-social behavioural problems. This programme was implemented to ensure that communities “take” their neighbourhoods back into their own hands and to improve communication between the municipality and the tenants. The total number of caretakers appointed for all the public rental flats was eleven (11).

Anti-social behaviour and breach of contract complaints involving tenants of rental units are referred to the Section: Legal Services for action.

The Section: Housing Administration completed an audit of all its rental stock, both staff and public rental units, concerning the occupancy of the units. For the section to update its records where necessary, interviews were conducted with affected households, resulting in the conclusion of lease agreements with the next of kin of deceased tenants. The Section: Housing Administration compared the findings of the surveys with regards to the legal occupancy of the rental units with existing information obtained from the records of the Directorate: Financial Services. Interviews were conducted with occupants of flats where there appeared to be discrepancies, and detailed



questionnaires were completed for every household. This enabled the section to evaluate whether the illegal occupants qualified for legalisation in terms of the criteria set out in the approved policy on the Unlawful Occupation of Municipal Rental Stock.

3.8.5.4 Housing Consumer Education (HCE)

The Housing Consumer Education programmes were held for beneficiaries of houses that were built between 1994 and 2014. These are housing that form part of the Title Deeds Restoration Programme. These beneficiaries are advised about the security of tenure, issues of inheritance, and the drafting of a will.

A total of five (5) HCE workshops were held during the 2023/24 financial year, inclusive of those held before formal Title Deed handovers, outreaches for the signing of deeds of sale, and anti-social behaviour for tenants. This total excludes those HCE sessions held with individual recipients of Title Deeds and the day-to-day walk-ins.

Table 147: Consumer Education Events undertaken: 2023/24

Consumer Education Events Undertaken: 2023/24			
Date	Area	Type of Consumer Education	Total Attended
28 September 2023	Longlands, Vlothenburg	Housing consumer education was conducted with the Longlands beneficiaries in preparation for their title deed handover.	110 (Title Deeds)
15 May 2024	Kylemore, Mooiwater, and Franschhoek	Door-to-door Housing Consumer Education sessions were conducted in the areas of Kylemore and Franschhoek with elderly people and people with disabilities.	8 (Housing Consumer Education)
18 May 2024	Franschhoek Library (for Kylemore, Mooiwater, and Franschhoek)	Housing Consumer Education and a Title Deed Handover were conducted. Fifteen (15) beneficiaries received HCE, and 5 families received their Title Deeds.	15 (Housing Consumer Education) 5 (Title deeds)
24 May 2024	Kylemore, Mooiwater, Franschhoek	Housing consumer education and a title deed handover were conducted in the areas of Kylemore and Franschhoek. This event took place in the form of a drive-through with the Executive Mayor handing over title deeds to elderly people and people with disabilities. Housing Consumer Education was conducted with 3 beneficiaries, and 7 families received their Title Deeds.	3 (Housing Consumer Education) 7 (Title Deeds)
31 January 2024	Kloof Street Flats Block A-D	Housing consumer education was conducted with tenants of these blocks of flats around anti-social behaviour. Thirty (30) people attended this information session, and officials from the Section: Housing Administration explained the roles and responsibilities of the tenant(s) versus the municipality concerning rental stock maintenance.	30 (Housing Consumer Education)



Table 148: HCE and Public Participation

Photos Of Consumer Education Events Undertaken: 2023/24			
Date	Event	Photos	Total Attended
28 September 2023	Housing Consumer Education for the handover of title deeds to the beneficiaries of the Longlands housing development in Vlotenburg.		110 (Title Deeds)
18 May 2024	Housing consumer education for the handover of title deeds for the Kylemore, Mooiwater, and Franschoek areas was held in the Mooiwater Library.		15 (Housing Consumer Education) 5 (Title Deeds)

3.8.5.5 Maintenance of Rental Stock

The Section: Housing Administration integrated the complaints system of the Council, and all complaints about rental stock can now be monitored. The section is responsible for all maintenance of municipal rental stock, which comprises 750 rental units, 1 070 Temporary Residential Areas (TRAs), and 26 plywood hostels situated in Kayamandi that were built in 1976 for migrant labourers.

Budgetary constraints were often the main reason why maintenance issues of municipal rental stock could not be resolved. It should be noted that provision has been made for the 2024/25 financial year, which will address the backlog on maintenance work reported.

Two artisans were appointed to attend to the day-to-day plumbing and carpentry complaints as well as those on an ad-hoc and / or emergency basis.

Some of the rental stocks are very old and need major maintenance to improve the living conditions and safety of the tenants. Therefore, various service providers were appointed to address these maintenance repairs and installations at various rental stocks.

**Table 149: Projects concluded at municipal rental stocks.**

Area	Description of Project	Photos	
Lamla Street, Kayamandi	Demolishing a hostel that was affected by fire. This project involves the safe removal and disposal of asbestos. The hostel was demolished, and tenants were provided with emergency kits to build new structures.		
Lang / Kloof Street Cloetesville Flats	Erecting new fencing and gates to improve security on the boundaries and parking areas of blocks A-J. This project was conducted to protect tenants against crime that is happening in the area.		
Units 13 and 14 Monteray Flat, Rhode Street	The project involved the safe removal and disposal of the asbestos roof, followed by the installation of a new roof. The units were severely leaking when it rained, and the roof had to be removed and replaced with new roofing.		
Units 607 and 611 Lavanda Flats and units 611 and 612 Phyllaria Flats	Removal of damaged waterproofing layer and installation of a new layer. The units were leaking during rainy days.		



Area	Description of Project	Photos
Phyllaria Flats, Jan Celliers Street	Fixing blocked and damaged sewer pipe at Phyllaria flats. The pipes were broken and blocked, and the area had a bad odour due to wastewater.	 

3.8.5.6 Cleaning of Rental Stock

The rental stock was cleaned with the assistance of appointed Expanded Public Works Programme (EPWP) workers, and the rental units are in pristine condition. Grass-cutting teams are deployed in public rental areas monthly to revitalise and beautify the areas, specifically Jan Cilliers Street (Lavanda, Aurora, and Phyllaria flats), Longstreet blocks F-J, Kloof Street blocks A-D, Rhode Street (Melody, Monteray Mountview, and Monte Christo), and Maisonettes (Eike Street, Primrose Street, Pine Street, and Jakaranda Street).

Figure 22: Cleaning services rendered at Rental Stock





3.8.5.7 TRA Management

The municipality is mandated, in respect of various pieces of legislation, to administer all matters relating effectively and professionally to informal settlement areas.

The Section: Housing Administration, in conjunction with the Section: Informal Settlements, effectively manages and controls 10 TRAs in the Stellenbosch municipal area (WC024) to furnish every informal settler with a potential home. The number of households in TRAs is reflected in the table below:

The number of households in TRAs:

Table 123: TRA Statistics

Area	Number of households
Mandela City, Klipmuts	243
La Rochelle, Klipmuts	35
Devon Valley	30
Longlands, Vloottenburg	81
Mountainview, Jamestown	196
Watergang TRA 1, Kayamandi	262
Watergang TRA 2, Kayamandi	180
Meerlust Bosbou, Franschhoek	33
Curry Street TRAs, Cloeteville	5
Kloof Street TRAs, Cloeteville	3

The section facilitates evictions, surveys, all levies, and service assistance by channelling complaints to the correct user departments and all types of assistance until relocation to a project. Currently, service providers have been appointed to assist the municipality with the relocation of families and fire victims in these TRAs.

Figure 23: TRAs raised in fires



3.8.5.8 Job Creation

A job creation programme was initiated via the EPWP, and as a result, 66 job opportunities were created, listed below:

- † Twenty-one (31) EPWP workers were appointed to assist with the cleaning of municipal rental stocks, and this resulted in a decrease in complaints received from tenants as properties were in a neater state;
- † Four (9) temporary field workers were also appointed to assist with the surveys of rental stock, Temporary residential areas, and emergency housing. This was to ensure that the correct tenants occupied the flats and to identify issues like sub-letting or illegal activities;



- ✦ Eight (11) Title Deeds Restoration Programmes were also initiated to assist with the transfer of state-subsidised houses and to eradicate the historic backlog in terms of the transfer of these houses;
- ✦ Two (5) administrative assistants were appointed to deal with complaints and document management;
- ✦ Two (4) team leaders were appointed to assist with task assignments and leadership with the general workers; and
- ✦ Four (6) artisan assistants were appointed to assist the artisan carpenter and artisan plumber in the execution of their respective duties.

The table below indicates the capital expenditure for the Sections: Housing Administration and Housing Development as at 30 June 2024.

Table 124: Capital Expenditure as at 30 June 2024: Section: Housing Development

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Langrug UISP (1899) Subdivisional area	240	234	2.63%
Northern Extension: Feasibility	279	279	0.04%
Erf 64, Kylemore	1 167	1 167	0%
Erf 7001 Cloetesville (380) FLISP	341	331	2.91%
Jamestown: Housing	580	437	24.58%
Only the five largest capital projects are listed.			

The Section: Housing Development has spent 94% of its capital budget for the financial year.

The tables below indicate the total number of employees in the Department: Integrated Human Settlements (Sections: Housing Administration and Housing Development) as at 30 June 2023.

Table 125: Total employees in the Department: Integrated Human Settlements (Sections: Housing Administration and Housing Development)

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	2	2	0	0
14 – 17	2	2	0	0
9 – 13	15	11	4	26.6
4 – 8	21	18	3	14.2
3 – 0	0	0	0	0
Total	40	33	7	17.5

3.9 PROPERTY MANAGEMENT

This section is also responsible for the contract management (leasing) and maintenance of all council-owned administrative buildings and the construction / project management of all upgrading and / or new facilities.

Some of the highlights of the past financial year include the following:

- ✦ Various fencing projects were successfully implemented and completed on Tender B/SM 13/22 Supply and Erection of Fencing on an 'As and When Required' Basis: Term Tender for Period



Ending 30 June 2025. The maximum allowable project threshold was reached earlier than expected; therefore, the service providers' contracts had to be terminated, and a new tender had to be advertised in July / August 2024;

- ✦ Various installations of new air conditioners and repair and maintenance of air conditioners were done under Tender B/SM 20/22;
- ✦ Upgrading of Dorp Street Flats was successfully completed (B/SM 27/22);
- ✦ Structural maintenance / upgrade of the Stellenbosch Townhall Complex was successfully completed (B/SM 66/23);
- ✦ Installation of Handrails at Lapland Flats Ramps was successfully completed (FQ 122/24);
- ✦ The quantity surveyor for the renovation and structural maintenance of the Jamestown Ward Office and Library was successfully awarded, and a service provider was appointed (B/SM 22/24 – Professional Services);
- ✦ Professional Architect to draft building plans on Erf RE 194 Hoffman Street Stellenbosch was successfully awarded, and a service provider was appointed (B/SM 36/24 – Professional Services);
- ✦ The appointment of an architectural professional / principal agent for Millenium Hall on Farm 14/1674 Pniël–Stellenbosch was successfully awarded, and a service provider was appointed (BSM–40–24 – Professional Services);
- ✦ The renovations of the Municipal Court Strong Room were successfully completed;
- ✦ The appointment of a structural engineer for an assessment on the waterproofing and rainwater runoff at the NPK Building, Stellenbosch, was successfully awarded, and a service provider was appointed (B/SM 50.23. SE.5 – Professional Services);
- ✦ Tender for Phase 1 Structural, Electrical, Fire, Compliance, and Roof Replacement for the Upgrade of the Beltana Depot to appoint a Construction Contractor was advertised (B/SM 113/24 – Construction Work);
- ✦ As-built Building Plans for Beltana Depot were successfully completed (FQ 79/22);
- ✦ As-built Building Plans for Rhenish Complex were successfully completed (FQ 89/22);
- ✦ Remedial repairs at Klapmuts Multi-Purpose Centre Treatment Works were successfully completed (FQ 103/24); and
- ✦ Renovations of a La Motte Fire Station were successfully completed (FQ 114/24).

The planning phase of the following projects started or was finalised:

- ✦ Appointment of a Structural Engineer for the Makupula Hall Renovations (Professional Services);
- ✦ Waterproofing Remedial Construction Work to the NPK Building (Construction Work);
- ✦ Renovation and Structural Maintenance of Jamestown Ward Office and Library (Construction Work);
- ✦ Maintenance and Upgrades of the Millennium (Construction Work);
- ✦ Phase 1 and 2: Upgrade, Alterations, Extensions, and Additions on Erf RE/194, Hofman Street, Stellenbosch (Construction Work); and
- ✦ Installation of Above Counter Geysers at the NPK Building.

The following projects are in ongoing phases:

- ✦ Upgrade / Maintenance of Heritage Buildings Vorgelegen Rhenish and Bergzicht (B/SM 24/22);
- ✦ Eerste River Flood Rehabilitation Structures Agricultural Hall (Tender B/SM 27/24);
- ✦ Professional Architect Monitoring and Overseeing Heritage Building Works / Alterations / Upgrades (B/SM 31/23);
- ✦ Drafting of 'as built' building plans for the Municipal Townhall Complex (FQ 130/24);
- ✦ Lift Service for the Lift at the Klapmuts Multi-Purpose Centre (B/SM 76/23);
- ✦ Lift Service for the Plein Street Lift (B/SM 28/22);



- ✦ Hygienic Services for the Municipal Buildings (B/SM 13/24);
- ✦ Office furniture acquisitions (B/SM 91/23);
- ✦ Plumbing materials and equipment acquisitions (B/SM 51/23); and
- ✦ Installations of new air conditioners and repairs and maintenance (B/SM 20/22).

Various projects / acquisitions were processed under the following term tenders:

- ✦ Furniture, tools, and equipment; and
- ✦ Plumbing materials and equipment.

The following term tenders / quotations were awarded:

- ✦ Supply, delivery, and fitting of office furniture for Stellenbosch Municipality ending 30 June 2026 was successfully awarded and service providers were appointed (B/SM 95/23);
- ✦ The service provider for the installation of handrails at Lapland Flats Ramps was successfully appointed (FQ 122/24);
- ✦ Hygienic Services Provider for Municipal Buildings was successfully appointed (B/SM 13/24);
- ✦ Supply, delivery, and offloading of plumbing materials, plumbing tools, and irrigation items service providers were appointed (BSM 51/23); and
- ✦ Registered Air Conditioner Service Provider for Call Out and Diagnostic Services was successfully appointed (FQ 116.24).

The table below indicates the capital expenditure for the Section: Property Management and Building Maintenance as at 30 June 2024.

Table 126: Capital Expenditure as at 30 June 2024: Section: Property Management and Building Maintenance

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Langrug UISP (1899) Subdivisional area	240	234	2.63%
Northern Extension: Feasibility	279	279	0.04%
Erf 64, Kylemore	1 167	1 167	0%
Erf 7001 Cloetesville (380) FLISP	341	331	2.91%
Jamestown: Housing	580	437	24.58%
Only the five largest capital projects are listed.			

The Section: Property Management and Building Maintenance has spent 104% of its capital budget for the financial year.

The table below indicates the total number of employees in the Section: Property Management and Building Maintenance.

Table 127: Total number of employees in the Section: Property Management and Building Maintenance

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	1	0	1	0
9 – 13	9	3	6	66.6
4 – 8	11	8	3	27.2
3 – 0	0	0	0	0
Total	21	11	10	47.6



COMPONENT B: ROADS, TRANSPORT AND STORMWATER

3.10 Roads

To facilitate effective mobility throughout the municipal area, a range of interventions are undertaken to reduce congestion and improve access for residents, the underprivileged sector, tourists, students, as well as the business and industrial sectors. This component serves as a strategic level for accelerated economic growth; roads also enable safety aspects such as access to fire, emergency, and disaster services; mobility for public transport and freight; and a safe environment for those who are using non-motorised means of transport or walking. The WC024 area is going through growth shifts and projects that will make it easier for people to live there. Because of this, the municipality's transportation plans include building a sustainable road network, which means adding new roads to connect existing ones and improving intersections, among other things.

The team also responded well to the flood-hit regions and damage to transport infrastructure during the June and September 2023 floods. The following damages were incurred: riverbanks were eroded, building foundations were exposed and at risk, bridges were damaged and washed away, roads and river protection structures were undermined, and stormwater structures were damaged. The damage estimated by the flood-hit areas is more than R100 million, but the municipality moved quickly to stabilise and repair what needed to be urgently attended to, while the longer-term rehabilitation and upgrading of the stormwater systems are scheduled to follow.

3.10.1 STRATEGIC PLANNING

3.10.1.1 Comprehensive Integrated Transport Plan (CITP)

The CITP presents the municipality's long-term transport vision and objectives, as well as the annual action plans and projects that would enable the municipality to realise its transport vision. The CITP will be synchronised with the annual updating of the IDP.

A current review (2023-2028) of the CITP represents the 5-yearly overhaul of the plan and requires, inter alia, that:

- † Every aspect of the previous CITP must be re-examined to see if it is still up-to-date;
- † The previous CITP is revised and updated where necessary, and relevant new aspects are added;
- † An update of the Transport Register be prepared;
- † It reflects revisions of the municipality's SDF, Roads Master Plan, and NMT Master Plan;
- † It provides a revised Public Transport Plan dealing with the restructuring of the public transport network of services; and
- † It provides an update on progress made with previously proposed action plans and projects and proposes additional plans and projects.

The 2023-2028 review of the CITP has been finalised and has been approved by the Council in 2023.



3.10.2 Transport Studies

The municipality commissioned and recently concluded the following transport studies:

A Freight Strategy Study has also been concluded. This study assesses routes typically utilised by freight vehicles in, around, and through the Stellenbosch Municipal Area to develop a strategic freight network.

The municipality has concluded studies towards the development of a business model for an inclusive public transport service for people with disabilities in Stellenbosch.

3.10.2.1 Park Ride Studies

Concept planning studies have been undertaken for proposed park-and-ride facilities located on the outskirts of the urban area; the following studies are earmarked for the near future:

- ✚ Confirm feasibility and further design processes;
- ✚ Determine the most appropriate transport system model that would be associated with the park and ride facilities; and
- ✚ Determine the possible long-term phased implementation programme.

ATC Transport Studies are currently underway to ascertain the required levels of accessibility within the corridor, as well as the mobility requirements surrounding main roads. The ATC Transport Studies align with the approved ATC MSDF and guidelines by, among other things, promoting public transport and non-motorised transport (NMT) within the corridor; the compilation of a Public Transport Plan that sets out the incremental measures required to improve public transport services within the municipal area is currently underway. In line with the municipality's Transport Strategy and council resolution previously taken.

3.10.3 PLANNING

The municipality has approved its Non-Motorised Transport (NMT) Master Plan and Policy in 2022. The NMT Master Plan and Policy is a review, consolidation, and update of the NMT policy and NMT network and cycle plans, which were compiled in 2015.

The NMT Master Plan and Policy strive to promote and encourage alternative modes of transport, such as walking and cycling. They also aim to analyse the capacity of the current network, identify current and future NMT needs, and recommend improvements that will ensure an effective NMT network.

The NMT Master Plan and Policy further strives to position NMT as a consistent long-term municipal priority. The strategic objective of the NMT Master Plan is the implementation of a coherent, logical, and integrated NMT network for Stellenbosch.

The municipality has approved its Sidewalk Accessibility Policy (2023), which aims to improve sidewalk management and strive towards a safe environment for all users. The policy puts procedures in place that would improve safety and make sidewalks more accessible and user-friendly for pedestrians.

The main road networks through Stellenbosch currently operate at capacity and at times beyond capacity, resulting in traffic congestion. Analysis of the road networks and assessments of the public transport operations and facilities are periodically carried out to identify shortcomings and opportunities for improvements. The municipality has approved its Road Master Plan (RMP) in 2022,



which analyses the capacity of the current network and current and future needs and recommends infrastructure improvements that will aid in establishing an effective road network.

The municipality has compiled its Road Transport Safety Master Plan (RTSMP). The Road Transport Safety Master Plan is a review, consolidation, and update of the Transport Safety Master Plan (TSMP), which was compiled in 2015. The TSMP includes an audit of traffic safety interventions and identifies priority projects with low- to medium-cost engineering measures such as traffic calming, speed monitoring, roundabouts, etc. for implementation.

Extensive investigations, assessments, and analyses are undertaken when compiling master plans. The outputs of master planning are used to inform strategic plans, such as the CIP. Outputs from master plans also aid other municipal decision-making processes.

3.10.4 ROAD CONSTRUCTION AND INTERSECTION UPGRADES

To reduce the effects of congestion, improve traffic flow, and increase traffic safety at intersections within Stellenbosch, various intersections were upgraded by the municipality through the Intersection Improvement Programme that commenced about 10 years ago.

The following has been completed in the 2023/24 financial year:

† Construction of R304 / Newinbosch Intersection.

The following intersection and road upgrades are currently in various stages of planning and design:

† Lower Dorp Street and its intersection with Strand Road (R44) and Adam Tas (R310);
 † Adam Tas and R44 / Alexander;
 † Adam Tas and R44 / Merriman;
 † Phase 2: R44 / Helshoogte;
 † Dualling Bird Street between R44 and Kayamandi;
 † R45 / Le Roux Street Intersection;
 † Extension of Wildebosch Road to Trumali;
 † Techno-Park and Adam Tas Link Road;
 † Minor Road Improvement Klappmuts; and
 † Road development at the Jamestown Schools precinct.

3.10.4.1 Road Reseal

During the 2023/24 financial year, the municipality resealed portions of the following roads in WC024:

Table 128: Road Rehabilitation

	Name	Length (m)	Width (m)	Area (m2)
Franschhoek	R45 Main Road	1 450	6.5	9 425
	Heide Street	248	5.5	1 364
	Freesia Street	90	5.5	495
	Erika-Disa Street	500	6	3 000
	Lillie Street	67	5	335
	De Wet Street	106	5.6	593.6
	Oaklodge Street	79	5.6	442.4
		2 540		15 655
Stellenbosch	Van Riebeeck	400	6.1	2 440



	Name	Length (m)	Width (m)	Area (m2)
	Merriman Ave	355	8.2	2 911
	Herold Street	222	5.6	12 43.2
	Mark Street	96	14.5	1 392
		73	9	657
		73	9	657
	Soeteweide	277	6.8	1 883.6
	Vereweide Road	52.8	6.8	359.04
	Unie Road	952.6	7.8	7 430.28
	Rattray Avenue	210	5.2	1 092
	Ryneveld Street	52	6.9	358.8
		27	2.6	70.2
		2 790.4		20 494.12
Groendal	Arend	161	5.5	885.5
	Davids	220	5.5	1210
		381		2 095.5
Klapmuts	Merchant Street	550	6.8	3740
		550		3 740
Ida's Valley	Juffernbruch Street	244	6.8	1 659.2
	Talana Road	47	6.2	291.4
	Talana Link	50	5	250
		341		2 200.6
Total L(m)=		6 602.4m	Total Area(m2)=	44 185.22

3.10.5 NON-MOTORISED TRANSPORT (NMT)

In line with the municipality's NMT Master Plan, NMT infrastructure was rolled out and implemented to ensure continuous expansion of the NMT network.

During the 2023/24 financial year, sidewalks were constructed along portions of the following roads:

Stellenbosch CBD and Surrounding:

- ✚ Ryneveld Street;
- ✚ Bosman Street;
- ✚ Van Riebeeck Street; and
- ✚ Stellenbosch – Strand (R44).

Cloetesville:

- ✚ Tennant Street;
- ✚ Ortell Street;
- ✚ Toefy Street;
- ✚ Lang Road; and
- ✚ Asalea Road.

Ida's Valley:

- ✚ Hahn Street;



- ⚡ Moffat Street; and
- ⚡ Oak Tree Village.

Pniël:

- ⚡ Panorama Street;
- ⚡ Simonsberg Street;
- ⚡ Jamboes Street; and
- ⚡ Kastaiing Street.

Paradyskloof:

- ⚡ Rhodes-Noord Road.

Klapmuts:

- ⚡ Skool Street.

La Motte:

- ⚡ Stinkhout Street;
- ⚡ Ysterhout Street;
- ⚡ Geelhout Street;
- ⚡ Akkerhout Street;
- ⚡ Kershout Street;
- ⚡ Olienhout Street; and
- ⚡ Bergendal Street.

3.10.5.1 Parking

The municipality embarked upon several interventions to improve the provision of parking in Stellenbosch CBD and Franschhoek. These interventions comprise the following:

- ⚡ Reviewing and improving the parking management model and the leasing of parking areas for improved management of these facilities;
- ⚡ The upgrading of identified parking areas in Franschhoek; and
- ⚡ Feasibility studies and associated works for the establishment of a possible public-private partnership (PPP) project to implement and manage a bulk parking facility in Stellenbosch.

3.10.5.2 Traffic Signals

Stellenbosch Municipality, in collaboration with Stellenbosch University, continues with research and development to establish a real-time traffic signal control system for Stellenbosch. This research project will assist in addressing everyday congestion through the application of Smart Transportation Technology namely Traffic-Adaptive-Signal-Control (TASC). TASC refers to the real-time control of signalised intersections and enables the real-time adjustment of traffic signal timing to increase vehicle flows through the intersection, thereby reducing congestion.

During the 2023/24 financial year, traffic signal systems were upgraded, and devices were installed that would improve vehicle detection at the following intersections:

- ⚡ R310 and Alexander;



- ✦ R44, R304, and Bird Street;
- ✦ R44 and Welgevonden;
- ✦ R304 and Newinbosch (new installation); and
- ✦ R304 and Sokuqala (new installation).

During the 2023/24 financial year, the maintenance traffic signals at the following listed sites have been transferred from the Western Cape Government, Department of Infrastructure, to Stellenbosch Municipality:

- ✦ R44 and R101 (Klapmuts);
- ✦ R304 and Bottellary Road;
- ✦ R310 and M12 Polkadraai;
- ✦ R310 and Annandale;
- ✦ R310 and Vlottenburg; and
- ✦ R44 and Annandale Road.

3.10.5.3 Pedestrian Crossing

During the 2023/24 financial year, pedestrian crossings were implemented.

- | | |
|----------------------|--|
| ✦ Akademie Street | 1x raised pedestrian crossing |
| ✦ Mark Street | 1x raised pedestrian crossing |
| ✦ Curry Road | 1x convert speedhump to raised pedestrian crossing |
| ✦ Groenefontein Road | 3x raised pedestrian crossing |

3.10.5.4 Traffic Calming Implementation

During the 2023/24 financial year, traffic calming interventions were implemented along the following roads:

Franschhoek

- | | |
|-------------------------|--------------|
| ✦ Reservoir-East | 1x speedhump |
| ✦ Akademie and Oaklodge | 1x 4way Stop |

Wemmershoek

- | | |
|----------------------|--------------|
| ✦ Prins Africa Drive | 1x speedhump |
|----------------------|--------------|

Pniël

- | | |
|---------------------|---|
| ✦ Protea Street | 1x speedhump |
| ✦ Silwermyl | 1x speedhump rebuild and 1x speedhump removed |
| ✦ Simonsberg Street | 1x speedhump |
| ✦ Panorama Street | 1x speedhump |

Johannesdal

- | | |
|---------------------|--------------|
| ✦ Morgenster Street | 1x speedhump |
| ✦ Sonstraal Street | 2x speedhump |
| ✦ Lumley Avenue | 2x speedhump |
| ✦ Greenway Street | 1x speedhump |

Kylemore

- | | |
|------------------|--------------|
| ✦ Skool Street | 1x speedhump |
| ✦ Blarney Street | 2x speedhump |



Ida's Valley

	Merton Street	2x speedhump
	Helderberg Street	1x speedhump
	Oaktree Village	4x speedhump

Kayamandi

	Tata Mandela Drive	2x speedhump
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Stellenbosch

	Papegaai Street	2x speedhump
	Hofmeyr Street	2x speedhump and 2x painted pedestrian crossing

Cloetesville

	Kloof Street	2x speedhump
	Hoek Street	1x speedhump
	Essenhout Street	1x speedhump
	Waaierpalm Street	1x speedhump rebuild

Jamestown

	Mountain View Rd	3x speedhump
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Longlands

	Roos Crescent	6x speedhump
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3.10.5.5 Bridges

The Distillery Road Bridge crosses the Plankenbrug River and is located on the western edge of Stellenbosch, near the point where Adam Tas Road / R310 crosses the railway line that was completed in 2023.

The construction of a new bridge on the Lanquedoc Access Road over the Dwars River would better serve the needs of the Lanquedoc community; included as part of the project is the upgrading of the bridge and access road and the implementation of improved NMT facilities.

Two culvert bridges over the La Cotte River on Akademie and Dirkie Uys Streets, Franschhoek, that incurred damages during the September 2023 flood, are currently being reinstated. Planning and designs are underway for the construction of three pedestrian bridges over the Stiebeuel River in Mooiwater, Langrug, and Groendal that incurred damages during the September 2023 flood.



3.10.6 ROADS STATISTICS

The following graphs provide an overview of the total kilometres of road infrastructure and non-motorised transport from 2018/19 until 2023/24.

Figure 36: Asphalt Road Infrastructure

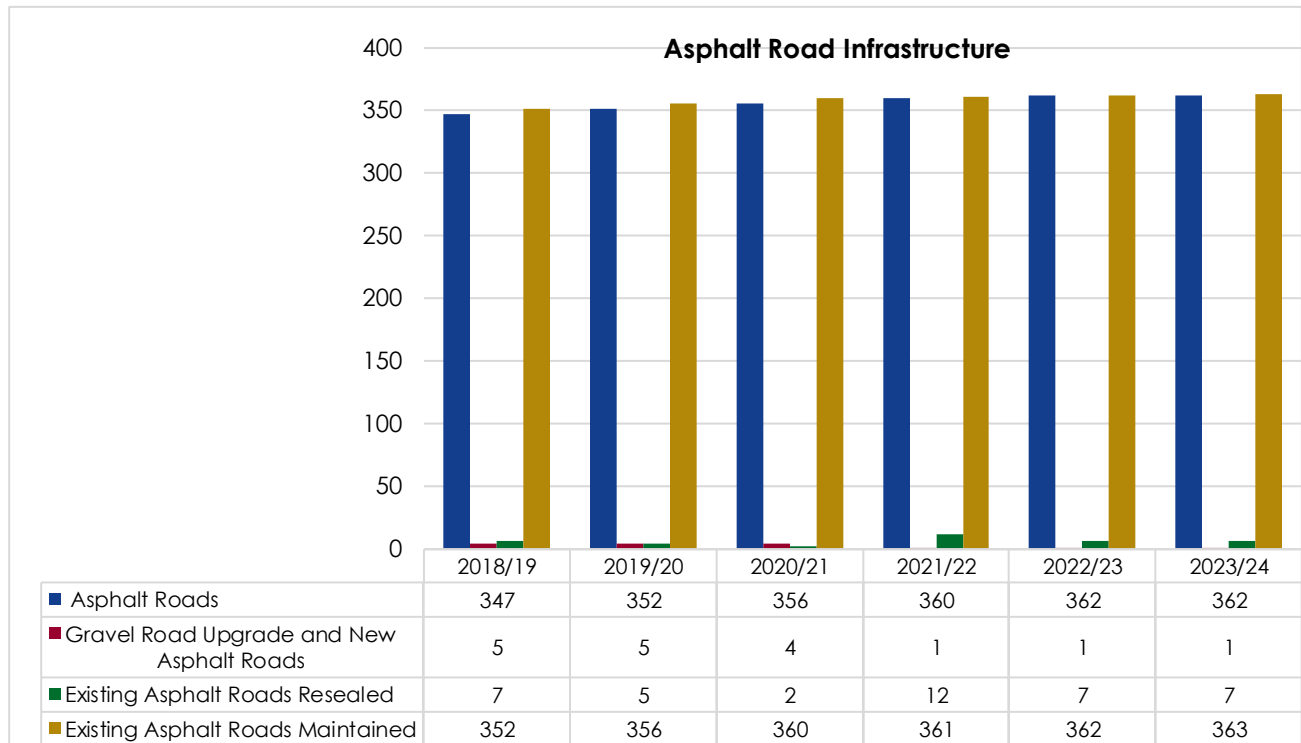
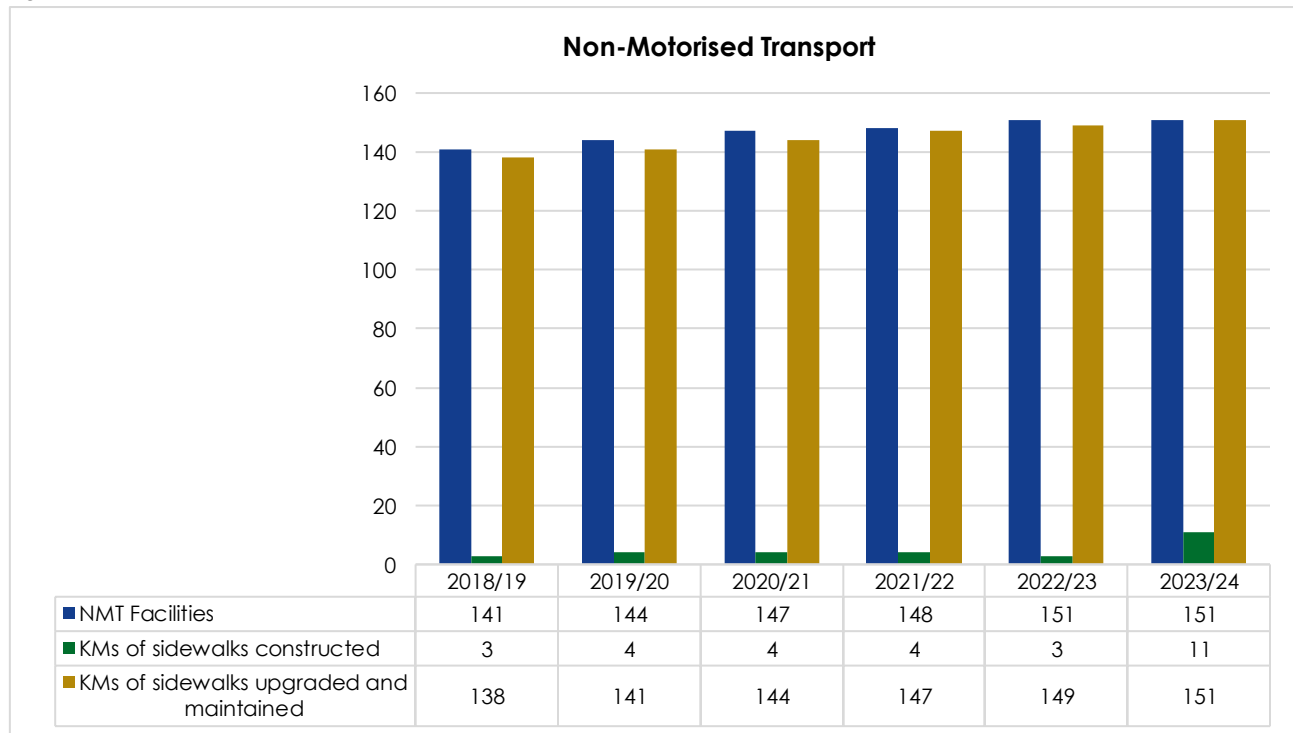




Figure 37: Non-Motorised Transport



Stellenbosch and Franschhoek were severely impacted by the June and September floods of 2023. A national disaster was declared for the September 2023 floods in the Franschhoek area, where the banks of the Steibeuel River were washed away, and the Lacotte River burst its banks, causing significant flooding and damage to roads, bridges, and private property in the central area.

The municipality had submitted applications and successfully received funding for twelve (12) short- and medium-term projects where municipal infrastructure had incurred flood damage. Extensive hydrological studies and assessments were carried out to investigate and propose interventions required to respond to flood damages and propose interventions that would increase future flood resilience. The short- and medium-term flood response projects comprise the reconstruction of damaged bridges, riverbanks, and roadways. Most short- and medium-term repair and rehabilitation projects are complete or currently under construction. To date, projects that are at the construction stage are progressing well.

The National Flood Disaster declared in September 2023 led to the commissioning of an extensive hydrological study and assessment. These assessments also proposed interventions that would increase future flood resilience in the Franschhoek area. Strategies for future flood resilience for the Franschhoek area are in the process of being defined and compiled and may comprise the following:

- ⚙️ Upgrading infrastructure to increase the capacity of the river system running through the centre of town; and
- ⚙️ Widening portions of the river, formalising berms to prevent overtopping / breaches.

The table below indicates the capital expenditure for the Section: Roads, Transport, and Stormwater Services as at 30 June 2024.

**Table 129: Capital Expenditure as at 30 June 2024: Roads, Transport and Stormwater Services**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Bridge Construction	10 470	6 356	39.30%
Adhoc Reconstruction Of Roads (WC024)	21 105	11 055	47.62%
Non-Motorised Transport Implementation	6 748	6 747	0.01%
River Rehabilitation Implementation	5 723	2 373	58.53%
Provision of Bulk Parking Planning and Development	7 239	7 085	2.12%
Only the five largest capital projects are listed.			

The Section: Roads and Stormwater has spent 75% of its capital budget for the financial year.

The table below indicates the total number of employees in the Department: Roads, Stormwater, Transport, and Traffic Engineering as at 30 June 2024.

Table 130: Total number of employees in the Department: Roads, Stormwater, Transport and Traffic Engineering

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	2	1	1	50
9 – 13	19	18	1	5.2
4 – 8	35	31	4	11.4
3 – 0	53	44	9	16.9
Total	110	95	15	13.6

3.11 DEVELOPMENT SERVICES AND PROJECT MANAGEMENT DEVELOPMENT SERVICES, ASSET MANAGEMENT AND SYSTEMS AND PROJECT MANAGEMENT UNIT (PMU)

The Department: Asset Management and Systems, Development Services and Project Management Unit (PMU) are responsible for technical information management, asset management, wayleave management, development services, and project / programme management in the Directorate: Infrastructure Services. The department continued to provide operational services in terms of wayleave applications, building plan assessments, land use applications, and project management.

The PMU Section spent over R13.4 million of its capital budget in the 2023/24 financial year on various ongoing projects aimed at providing basic services to informal settlement areas and serviced sites to qualifying beneficiaries.

During the 2023/24 financial year, the Section: Development Services facilitated the approval of land use applications and building plans, which led to a development contribution revenue of R28 million excl. VAT (cash payments). This revenue can be used on bulk infrastructure engineering projects to create capacity to accommodate further development and broaden the municipal income base in terms of property rates and taxes. The section also managed over and above the DCs generated in terms of cash payments; infrastructure upgrades in lieu of DCs to the value of R14 million excl. VAT has been completed in 2023/24, and infrastructure upgrades in lieu of DCs to the value of R197 million excl. VAT is currently ongoing.



In the same financial year, the Wayleave Management Sub-section of the Asset Management and Systems Section generated a total revenue of R529 244.30 through the facilitation and management of over 100 wayleave applications from external clients. The sub-section continues to monitor safety and ensure the protection of municipal infrastructure services.

3.11.1 PROJECT MANAGEMENT UNIT (PMU)

The Project Management Unit (PMU) is a unit within the municipality that is dedicated to managing capital infrastructure projects. The unit is responsible for providing support to municipal departments to manage capital projects throughout the various stages of the project's life cycle, namely, initiation, planning, execution, monitoring, and closure. These projects included the construction of new services and houses, the provision of basic services to informal settlements, bulk infrastructure projects, and municipal facilities projects.

In addition to the management of the above-mentioned function, the PMU is also responsible for functions that include:

- ✦ Development, maintenance, and improvement of project management systems, procedures, and processes for the life cycle of implementing infrastructure projects;
- ✦ Rendering specialised lifecycle project management services for all types of infrastructure projects;
- ✦ Management of cross-functional projects in conjunction with relevant departments;
- ✦ Engagement with departments in the medium- to long-term planning and budgeting of capital projects;
- ✦ Assisting with the compilation of the long-term budget for the Directorate;
- ✦ Management and reporting on infrastructure implementation projects; and
- ✦ Management of Grant Funding programmes (CAPEX / RSEP / IUDG).

During the 2023/24 financial year, the Project Management Unit managed a capital expenditure budget of R21 801 117. 71% of the budget came from the ISUP grant, 3% from the IUDG, and 26% from the CRR funds. The Project Management Unit achieved a capital expenditure of R 13 439 518 (61.65%) at the end of this 2023/24 financial year.

In addition to the Project Management Section's projects of the capital budget and expenditure discussed above, the section also managed various project stages of other major projects from the Infrastructure Directorate and other Directorates within the Municipality.

The PMU managed the following major projects for external directorates during the 2023/24 financial year:

- ✦ Rehabilitation of Erf 3229, Franschhoek;
- ✦ Kayamandi: Zone O, Housing Development;
- ✦ Vloottenburg New Reservoir and Pipeline;
- ✦ Construction of the Stellenbosch 10ml Reservoir, Bulk Water Supply, and Associated Works;
- ✦ Vloottenburg Outfall Sewer: Construction of Bulk Sewer and Associated Infrastructure;
- ✦ Construction of The La Terra 11kv Switching Station, Franschhoek (Directorate: Electrical Services);
- ✦ Construction of New Cells and Associated Infrastructure at Stellenbosch Landfill;
- ✦ Installation of Landfill Gas Extraction and Flaring Infrastructure at the Stellenbosch Landfill;
- ✦ Upgrading of Municipal ECD Facilities;
- ✦ Calcutta Memorial Park (Directorate: Community and Protection Services);



- ✦ Ida's Valley Housing Project, Erf 9445 Oak Tree Village (Gap Housing Project); and
- ✦ Upgrading of 146 Municipal Rental Flats in Kayamandi.

Herewith is a brief overview of the highlights of major multi-year projects that were managed by PMU during the 2023/24 financial year:

Rehabilitation of Erf 3229, Franschhoek

The project aims to establish a temporary relocation site for families affected by the planned rehabilitation of the dam at Langrug Informal Settlement. The selected location, Erf 3229, currently used for illegal dumping, has been deemed feasible by recent municipal studies for the development of a decanting site. The project involves servicing approximately 236 sites with essential utilities, including water, sanitation, and electrification. Currently, in the construction phase, the project was awarded and is valued at R21 million.



711 Service sites in Zone 0 Kayamandi

This project is designed to provide 711 Service sites in Zone 0 Kayamandi. The project is split into 3 phases of construction. The first phase has commenced construction, and a contractor is nearly complete with the construction engineering services to 178 sites which will service the future affordable double-storey row housing units.



The work carried out includes bulk earthworks for preparation of the top structures, construction of urban roads and stormwater management, water and wastewater reticulation services, electrical services ducts and related ancillary services. The next phase of the project is for the construction of the top structures (house units) with procurement of the contractor scheduled to commence in November 2024, for 170 structures.

Infrastructure Directorate's Major Projects

Vlottenburg New Reservoir and Pipeline

Phase one of this project is now 100% complete. This phase involved the demolition of the existing 200-kiloliter Skoonheid circular reservoir and the construction of a new 3-megaliter (ML) reinforced concrete rectangular reservoir, complete with concrete chambers, pipework, and specialised fittings. Additionally, a new 200-kilolitre reinforced concrete sump with a pump station and pump rooms was constructed, along with two new water mains. The project also included the removal of an existing asbestos cement pipeline along Polkadraai Road, the construction of a new 10-megalitre reinforced concrete reservoir, and the installation of renewable energy sources, electrical, and control cabling. Further works included the installation of stormwater management systems, as well as the construction of new access roads, parking areas, and high-security perimeter fences around the reservoirs.



Vlottenburg New Reservoir, Pipeline and Associated Works

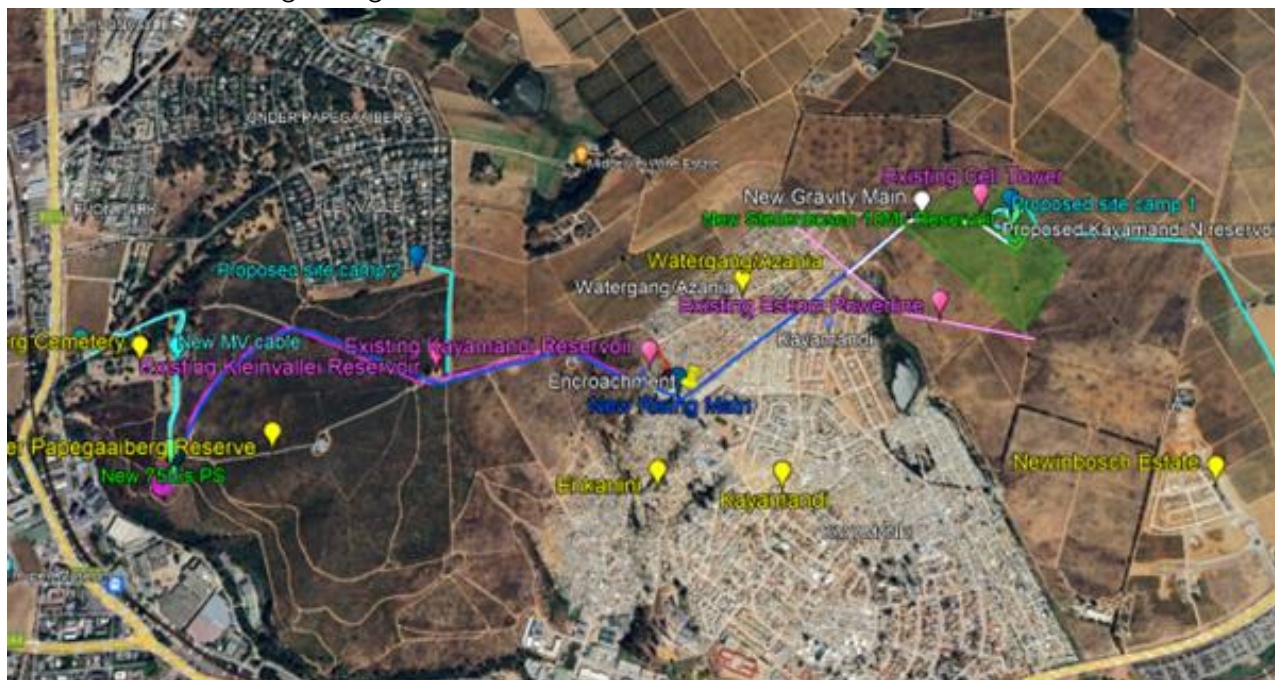
Phase two of the project is currently in the design stage. This phase will involve connecting a new water main to the Phase 1 infrastructure and extending the network to a new pump station that will be built at Onder-Papegaaiberg, adjacent to the existing reservoir. The construction tender for Phase 2 is expected to be advertised within the current financial year.

Construction of the Stellenbosch 10ml Reservoir, Bulk Water Supply, and Associated Works

The project was initiated through a masterplan study that considered the observed considerable growth of the northern suburb of Stellenbosch town. With this project, the municipality is allowing for further expansion of this area towards the north, and to accommodate this growing population, the municipality needs to upgrade its bulk water supply network. The 10 Ml Stellenbosch Reservoir and Bulk Water Supply project will provide infrastructure to convey water from the Papegaaiberg Reservoir



to the new Stellenbosch Reservoir that will be constructed above the Kayamandi area to supply water services to this growing area.



Stellenbosch 10ml Reservoir and Associated Works Project Overview Image

The project is currently in the procurement stage of the contractor who will carry out construction works. The project's estimated duration is eighteen (18) and it is a multi-year project planned to commence in the 2024/25 financial year. The figure below provides the locality and overview extent of the project crossing the Baden Powell Rd from the Vlotenburg Rd site towards the east.

Vlotenburg Outfall Sewer: Construction of Bulk Sewer and Associated Infrastructure

The municipality's objective for this project is to provide bulk sewer services to augment the capacity of the existing municipal infrastructure and meet the needs of current and future development in the Vlotenburg area.

The masterplan studies of the municipality identified a need for new bulk sewer infrastructure to support the growing Digtebij / Vlotenburg area. The project involves the construction of a 1.2 km, 315 mm diameter bulk sewer main, along with related ancillary works. The scope includes civil works, mainly new bulk sewer pipelines, micro tunnelling, and connecting the new infrastructure to the existing sewer system.



Vloffenburg Outfall Sewer Project Overview Image

The project is currently in the procurement stage of the contractor who will carry out construction works. The estimated duration of the project is eighteen (18) months, with a multi-year plan to commence in the 2024/25 financial year. The figure below provides the locality and overview extent of the project crossing the Baden Powell Rd from the Vloffenburg Rd site towards the east.

Construction of the La Terra 11kV Switching Station, Franschhoek

The Franschhoek distribution network has been identified for expansion and strengthening to meet growing demand, enhance reliability, and alleviate the load on the existing electrical infrastructure. The network, fed by the Franschhoek 66/11 kV substation, serves the Franschhoek area. A new switching substation has been constructed to establish a new bulk supply point in the area, reducing the load on existing substations, increasing network capacity, and providing a redundant supply for feeders during outages. The construction of the new La Terra 11kV switching station was completed and handed over to the Electrical Department in May 2024.



La Terra 11kv Switching Station



Construction of new cells and associated infrastructure at Stellenbosch Landfill

The Waste Management Department's objective was to deliver a new landfill cell along with all related civil works and containment systems for Stellenbosch Municipality. The scope of work included constructing a shared office facility for monitoring meetings, access roads, a container staging area, and a new landfill cell.



Stellenbosch Landfill New Cells and Associated Infrastructure

Additionally, the project involved the installation of a leachate management system, a contaminated water management system, a contaminated water dam, stormwater drainage, water reticulation, sewer systems, and the relocation of the existing weighbridge. An additional weighbridge with a weighbridge office was also installed. The project was completed in July 2024 and has since been handed over to the Waste Management Department.

Installation of Landfill Gas Extraction and Flaring Infrastructure at the Stellenbosch Landfill

As part of the closure of the existing landfill cells and the operation of the new cell, the municipality intends to implement a gas extraction system. The primary objective of this project is to recover and utilise landfill gas. In the initial phase, the gas will be flared, with plans to potentially generate power in a subsequent phase, depending on viability.



Landfill Gas Extraction and Flaring Infrastructure

The scope of this contract includes the civil, mechanical, and electrical works required for the installation of the landfill gas collection and flaring system. This encompasses the installation of landfill gas wells, a network of buried HDPE gas collection pipes, condensate traps, condensate pumping chambers, and a flaring compound.

Upgrading of municipal ECD facilities

The Municipal Manager has identified the upgrading of municipal facilities used by private Early Childhood Development (ECD) centres as a priority project, with funding allocated accordingly.



Upgrading of Municipal ECD facilities.

The project is financed through the Capital Replacement Reserve (CRR) and the Integrated Urban Development Grant (IUDG). Initially estimated at R22 million for the improvement of five facilities, the scope of work was later reduced due to funding constraints. This adjustment was made to focus on addressing high-priority risks identified during the condition assessment stage.



Calcutta Memorial Park

The project is in the tender and implementation stage. The project output will be 40 000 grave sites. The cost to implement the project is estimated at R196 million.

The consultants are busy with detailed designs and statutory approvals. The project below is funded through the IUDG funding.



Ida's Valley Housing Project, Erf 9445 Oak Tree Village (Gap Housing Project)



Before the project, no development in Ida's Valley had occurred, which led to a massive need in the community for housing opportunities.

The Stellenbosch Council made the land available for the development of a turnkey developer.

The housing project was approved by the Department of Human Settlements as a second phase of the Ida's Valley housing project in terms of the Integrated Residential Development Programme (IRDP) for the installation of civil

engineering services for the development of 166 sites.

The final completion of the second access road was accomplished. The construction of 166 GAP houses was completed, with the last phase ending in February 2024.



Upgrading of 146 Municipal Rental Flats on Kayamandi

The purpose of this project is to upgrade the 146 municipal rental flats located in Kayamandi. The condition assessment was undertaken. The project cost was estimated to be R5 million. The project is currently at the procurement stage.



Despite only having three (3) project managers in the department, the PMU department has received numerous requests to assist directorates in managing various CAPEX projects. The current structure makes provision for assistant project managers, and the request was submitted to fill these vacancies in the new financial year. It is evident from the new CAPEX budget that the positions must be filled to spend the CAPEX budget, especially the IUDG allocated to the municipality.

Despite all the highlights, some of the challenges were identified in the department.

Table 131: PMU Challenges

Service Area	Challenge	Actions to address
PMU	Dependence on other departments to meet the CAPEX budget allocated to PMU.	Planning of projects to be aligned to meet final project objectives – community and external stakeholder engagement.
PMU	Criteria of Grant reporting to Provincial and National departments.	Appointment of additional staff to assist with grant reporting.
PMU	Response time of internal departments to meet project outputs that cause delays on active projects.	Internal departments to remain project owners of CAPEX projects.



3.11.2 ASSET MANAGEMENT AND SYSTEMS

The Asset Management and Systems Unit is a dual-function unit within the Infrastructure Directorate, and its functions are concerned with the financial and physical accountability of all infrastructure assets (Asset Management). The other function (Wayleave Management) seeks to ensure protection (from damage, loss, etc.) of all existing infrastructure assets / services through regular inspections and monitoring of all works conducted on and around the municipality's assets. Additionally, this function aids in the documentation of internal (municipal-owned) and external services or assets that are located within the road reserve of the municipal land.

This unit seeks to maximise municipal infrastructure management to support the current Strategic Focus Area 5: Good Governance and Compliance. As one of the largest economies nationally, the greater Stellenbosch area and municipality are significant providers of services. Deciding what to do, when, where, and for whose benefit is the difficult task that Infrastructure Asset Management addresses. Enhanced infrastructure capabilities also augment the achievement of the other four Strategic Focus Areas, i.e., 1: Valley of Possibility, 2: Green and Sustainable Valley, 3: Safe Valley, and 4: Dignified Living.

Municipalities are not only responsible for the provision of essential engineering services that include potable water supply, sanitation, electricity reticulation, the provision of roads and stormwater, and solid waste collection and disposal but also for housing and shared community assets like cemeteries, parks, sports grounds, libraries, etc. While municipalities also have obligations towards governance, community safety and health, and development services, the success or failure of a municipality is substantially measured by the availability and quality of infrastructure services. As such, a municipality is an asset-intensive business.

The unit strives to comply with the recently introduced Generally Recognised Accounting Practice (GRAP) standard for local governments, which focuses attention on asset management. Additionally, this unit ensures compliance with the issued National Treasury asset management practices and reporting requirements. These requirements include identifying, componentising, valuing, and tracking the health of the municipal-owned assets; establishing programmes; providing resources to care for those assets; and reporting the status of existing and new assets for sustainable development.

The collective value of the municipality's infrastructure assets, installed mainly in the public road reserve and on other municipal land, amounts to a considerable value. Without the collective support and coordination by the Asset Management and Systems' (Asset and Wayleaves Management) Unit, the financial and physical accountability and protection of the existing municipal infrastructure assets would be difficult, if not practically impossible, to manage by the individual infrastructure department.

This unit strives to continuously improve its functions and systems to provide better and more efficient support to the internal departments and the public. Through these continuous improvement goals, this unit has improved its overall efficiency in Wayleave Management to over 90% in the financial year 2023/24.



The table below provides a summary of the functional statistics of the Wayleave applications.

Table 132: Wayleave Applications

Wayleave (WL) Activity	2023/24												FY Totals and Rates (%)	Average per month
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		
Number of Standard WL Applications Received	21	49	26	22	35	1	18	27	27	38	19	22	305	25
Number of Emergency WL Applications Received	6	16	8	24	16	5	14	25	9	1	9	6	139	12
Number of Standard Wayleave Applications Finalised (Approved / Refused / Cancelled)	21	49	26	22	33	1	17	25	26	36	19	19	294	25
Number of Wayleave Finalised Within 30 Days from Date of Application	19	34	16	15	29	1	16	22	23	29	18	14	236	20
Number of Wayleave Finalised Beyond 30 Days from Date of Application	2	15	10	7	4	0	1	3	3	7	1	5	58	5
Number of Standard Wayleave Not Finalised Yet	0	0	0	0	2	0	1	2	1	2	0	3	11	1
% Finalised Standard Wayleaves	100%	100%	100%	100%	94%	100%	94%	93%	96%	95%	100%	86%	96%	96%
% Cancelled and Refused Wayleaves	0%	4%	12%	0%	0%	0%	0%	0%	0%	0%	0%	0%	2%	2%
% Standard Wayleave Not Finalised (Target = 00%)	0%	0%	0%	0%	6%	0%	6%	7%	4%	5%	0%	14%	4%	4%
% Standard Wayleave Finalised Within 30 Days of Application (Target = 80%)	90%	69%	62%	68%	83%	100%	89%	81%	85%	76%	95%	64%	77%	77%

3.11.3 DEVELOPMENT SERVICES

The Section: Development Services is a section within the municipality that is responsible for managing the approval of engineering services and the implementation stages of all new developments in the municipality to ensure that the impact on municipal services and the environment is adequately and responsibly mitigated. Additionally, this section is required to facilitate development to promote economic growth, stimulate job creation, expand the municipal revenue stream (Development Contributions (DCs) and new property rates), and ensure development contributes to the achievement of the strategic goals of the municipality, using the following activities:

- ✦ The approval of new developments and monitoring and control of engineering projects implemented by developers;
- ✦ Provides ongoing technical support and guidance to ensure responsible and successful development;
- ✦ Plan, organise, coordinate, and control the activities, procedures, and outcomes associated with the evaluation and approval of land use and building plan applications, as well as the calculation and coordination of bulk infrastructure development charges;



- ✦ Plan, organise, coordinate, and control the activities, procedures, and outcomes associated with the engineering side of the rate clearance applications;
- ✦ Manages the implementation of specific developments and development contribution-linked infrastructure projects to ensure capacity for new developments; and
- ✦ Develops and provides input into strategic documents, policies, and guidelines related to the engineering aspects of development.

During the 2023/24 financial year, the Section: Development facilitated the approval of land-use applications and building plans, which led to a DC revenue of R28 million excl. VAT (cash payments). This revenue can be used on bulk infrastructure engineering projects to create capacity to accommodate further development and broaden the municipal income base in terms of property rates and taxes.

Over and above the DCs generated in terms of cash payments, infrastructure upgrades in lieu of DCs to the value of R14 million excl. VAT has been completed in 2023/24, and infrastructure upgrades in lieu of DCs to the value of R197 million excl. VAT is currently ongoing.

The images below depict some of the projects for the 2023/24 financial year, some of which are still ongoing. All amounts stated are excluding VAT.

Upgrading of R44 / Hendrickse Street with Voiliere's DCs





Klapmuts R44 NMT and intersection upgrade – with Mount Vernon's DCs



Klapmuts Bulk Infrastructure – with Stellenbosch Bridge's DCs





Schuilplaats Road Extension and Traffic Calming; With Welgegend's DCs



R44 / Paradyskloof Road Butterfly intersection With Welgegend's DCs



Dennesig NMT and Transport upgrades – with Dennesig's DCs





Botmanskop Reservoir - with Botmanskop Village's DCs



To provide more perspective on the above, the monthly and annual applications are summarised in the table below:

Table 133: Building Plans and Land Use Applications

Activity	2023/24												Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Building Plans: Received	123	106	130	110	135	55	50	109	126	96	121	104	1 265
Building Plans: Commented on within 14 days	57	41	67	26	76	28	33	69	100	72	94	87	750
% within the deadline (target = 50%)	46%	39%	52%	24%	56%	51%	66%	63%	79%	75%	78%	84%	59%
Land-use Applications: Received	23	15	17	21	19	22	3	12	20	21	13	16	202
Land-use Applications: Commented on within 30 days	8	13	11	12	11	14	2	5	16	13	7	15	127
% within the deadline (target = 35%)	35%	87%	65%	57%	58%	64%	67%	42%	80%	62%	54%	94%	63%

All the previously vacant posts have been filled from December 2023. It is evident from the statistics above the positive impact that this has had on productivity and service delivery.

Despite all the highlights some of the challenges were identified in the department:

Table 134: DC Challenges

Service Area	Challenge	Actions to address
Development	Dependence on other service departments to meet service delivery targets.	Vacancies in other service departments have a negative effect on response times to development.



Service Area	Challenge	Actions to address
Development	Developers often face challenges in DC calculations, particularly when it comes to the use of DC on Provincial Roads.	Problematic areas in the DC Policy need to be addressed. The consultant's tender expires in June 2023, and a new tender needs to be awarded. Collaboration with the Section: Land Use Planning is required. Inconsistencies regarding DCs between the DC Policy and the Land Use Planning Bylaw must also be addressed.
Development	Shortfalls on DC projects funded by developers.	The mechanism of dealing with this scenario must be thoroughly investigated and formulated to ensure compliance with all relevant legislation. Newly appointed DC consultants to assist with this project in 2024/25.
Development	DCs payable by schools, ECDs, churches, and other social institutions are problematic for the developers of these facilities, frequently stating that they render the school, etc., unfeasible. This has a domino effect if the school / social facility is not built because the underlying social issue cannot be addressed.	The Council considers if an automatic DC exemption will apply to these types of land uses. This can be addressed in the next revision of the DC Policy (2025/26).
Development	Opportunity: Compare road upgrades vs. NMT upgrades in terms of impact and return on investment.	The outcomes of the Dennesig NMT upgrade project need to be scientifically measured once the project is completed to ascertain the value created by spending DCs on NMT upgrades vs. traditional road upgrades.

The table below indicates the capital expenditure for the Section: IPDI as at 30 June 2024.

Table 135: Capital Expenditure as at 30 June 2024: Development Services and Project Management Development Services, Asset Management and Systems and Project Management Unit (PMU)

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Upgrading Ad hoc Housing Projects	2 603	2 603	0%
Franschhoek Mooiwater 236	1 000	206	79.39%
Franschhoek Mooiwater 236	3 015	–	100%
Kayamandi: Zone O	13 350	8 798	34.09%
Franschhoek Mooiwater Basic Services	1 233	1 233	0%
Only the five largest capital projects are listed.			

The Section: IPDI has spent 62% of its capital budget for the financial year.



The table below indicates the total number of employees in the Department: Development Services and Project Management Development Services, Asset Management and Systems, and Project Management Unit (PMU) as at 30 June 2024.

Table 136: Total number of employees in the Department: Development Services and Project Management Development Services, Asset Management and Systems and Project Management Unit (PMU)

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	5	5	0	0
9 – 13	6	5	1	16.7
4 – 8	2	2	0	0
3 – 0	0	0	0	0
Total	14	13	1	7.1



COMPONENT C: PLANNING AND ECONOMIC DEVELOPMENT

3.12 SPATIAL AND INFRASTRUCTURE PLANNING

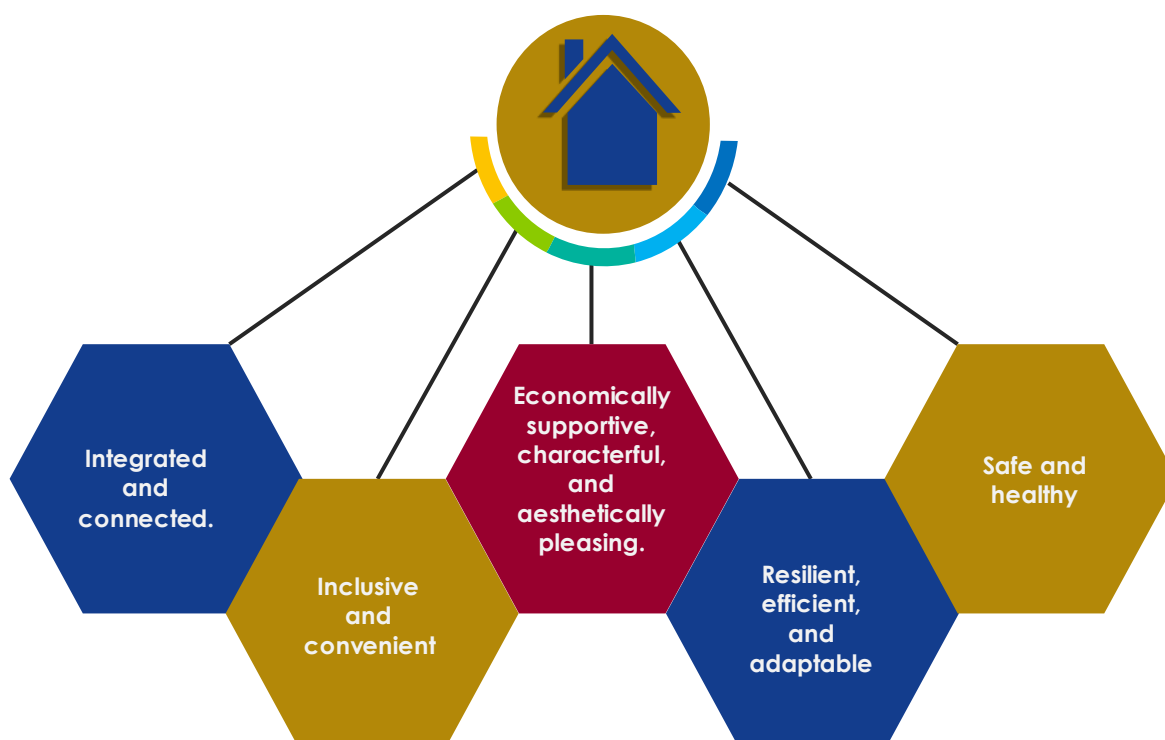
a) Integrative Spatial Planning Approach

Spatial planning is critical for delivering economic, social, and environmental benefits by creating more stable and predictable conditions for investment and development, securing community benefits from development, and promoting prudent use of land and natural resources for development. Spatial planning is therefore an important lever for promoting sustainable development and improving the quality of life.

Integrative spatial planning is informed by universal planning approaches and concepts, normative and developmental planning principles, norms, and standards. These informants provide clarity on the scope and focus for achieving spatial planning outcomes / benefits for creating positively performing areas that are generally regarded as successful and liveable settlements.

The characteristics of a desirable and successful settlement are illustrated in the figure below:

Figure 24: Characteristics of a settlement





To achieve these positively performing, successful, liveable settlements the following requirements are required of the planning system, namely:

- ✦ To achieve a greater mix of land uses and densities in the urban structure that provides a full range of urban functions—housing, employment, and services—in a pattern that minimises the need to travel great distances to work, shop, or conduct business. The efficient use of land needs to be compatible with social well-being and healthy environmental objectives;
- ✦ to initiate urban regeneration in inner-city areas and main streets with high-density concentrations of mixed employment, residential, and other uses. These areas, with adequate investment in modernisation and renovation of the existing stock and infrastructure, can provide housing closer to services and a wider range of lifestyle opportunities;
- ✦ to enhance and support the regeneration of housing estates through innovative financing, technological and regulatory initiatives, and demonstration projects. Focusing on the elimination of barriers to investment will facilitate small-scale urban renewal through cooperative efforts and self-help;
- ✦ to enhance broad participation, improve community involvement, and build support for sustainable planning policies and programmes; to promote community identity through the creation of meeting places, public spaces, pedestrian networks, and the preservation of historic buildings and attractive streetscapes;
- ✦ to provide a range of cultural and recreational opportunities that correspond to diverse needs through efficient use of natural areas for passive recreation and cultural purposes; to maintain a system of integrated and interconnected open spaces, parks, and river valleys; and to protect the natural habitat and resources in the areas;
- ✦ to provide water and sewerage infrastructure that accommodates the needs of the local community while meeting the objectives of a healthy environment; to undertake considerable improvement of existing infrastructure to reduce the amount of untreated urban runoff wastewater discharge; and to increase the capacity of the existing infrastructure to accommodate urban growth and intensification; and
- ✦ to improve and expand the transport system to meet the challenges of readjustment in the urban economy and to sustain the competitiveness of public transport. To maximise efficiency, supplement conventional public transit with specialised services directed at specific market segments and promote energy efficiency and alternative modes of transport.

b) The system of Integrative Spatial Planning

One of the legislated spatial planning system tools available to urban and regional planners is Spatial Development Frameworks (SDFs), a strategic and integrated spatial planning policy that must outline specific arrangements for prioritising, mobilising, sequencing, and implementing public and private infrastructural and land development investment in the priority spatial structuring areas as identified in these SDFs to give effect to the vision, goals, and objectives of the municipal IDP or related business plans of the government.

The Master Spatial Development Framework (MSDF) covers the jurisdictional area of the municipality. In the case of the Stellenbosch Municipality, the MSDF must answer the following questions: “How is Stellenbosch going to develop over the next ten to thirty years? What kind of development will take place, where will it take place, and who will be responsible for what aspect of the development? What are the non-negotiables and fixes necessary to achieve the proposed development path, and



which areas require more detailed studies / precinct plans?" all while maintaining the best and most sustainable use of resources.

With the reform in planning law, a shift in focus to an integrative spatial planning approach was facilitated. This shift results in:

- ✦ More effective coordination of sectoral actions that have a cross-sectional spatial dimension;
- ✦ Greater responsibility for operating the system for authorities at regional and local levels, while ensuring conformity and adequate support;
- ✦ More effective participation by local communities and other stakeholders;
- ✦ The ability of planning authorities to recoup a proportion of the financial gain from the allocation of development rights to private developers to provide or pay for externality effects and provide local community benefits; and
- ✦ The responsible consideration of environmental impacts of development so that any adverse impacts are mitigated and / or compensated for.

c) The local spatial strategy informs the MSDF, its review, and amendments (2023/24)

The MSDF was amended and approved in June 2023. The approved MSDF for 2023 was informed by various specialists and spatial strategies, namely:

- ✦ The development of scenarios of land demand to inform the development of a preferred 20-year growth strategy, development path, and nodal development concepts for Stellenbosch Municipality. This work culminated in the status quo and Urban Development Strategy (UDS) documents in 2017;
- ✦ A request for a development proposal was received from external parties;
- ✦ Area-based planning investigations for parts of the municipality, notably Stellenbosch town, Klipmuts, and the area north of Kayamandi;
- ✦ The Capital Expenditure Framework (CEF), 2023. An updated CEF was commissioned in 2023 due to the approval of the Adam Tas Corridor Local Area Spatial Development Framework (ATC LASDF), 2022, and the ATC Development Guidelines. The updated CEF for 2023 has been adopted simultaneously with the amended MSDF process for 2023/24;
- ✦ The completion and approval of the Adam Tas Corridor Local Area Spatial Development Framework, which was done in partnership with the Western Cape Government (WCG): Department of Environmental Affairs and Development Planning (DEA&DP);
- ✦ In parallel, the Adam Tas Corridor Overlay Zone was developed, finalised, and adopted in May 2023;
- ✦ The Inclusionary Zoning Policy identified in the MSDF implementation framework was completed and approved by the Council in 2023. This was done in partnership with the WCG, DEA&DP, Development Action Group (DAG), City of Cape Town, and other metropolitan municipalities considering the development of the policy;
- ✦ The local area plan for the redevelopment of the Rhenish complex for economic development opportunities has been concluded and approved by the Council in 2023. This is linked to the proposed urban revitalisation of Mill Square and its surrounds, as initiated by the Council in 2022. The latter plan is prepared by Checkers and is currently being peer-reviewed by an external urban designer;
- ✦ The Comprehensive Integrated Transport Plan was approved in 2023;
- ✦ The "Innovation Precinct" or "Smart City District," directly west of and adjacent to Klipmuts South, was approved in 2023; and



- ✦ A sales agreement was reached between the University of Stellenbosch and the Bridge development for the transfer of a substantial portion of land in Klapmuts from the Bridge to the University for the development of university-related land uses that will support and promote the principles of a Smart City.

Since the approval of the MSDF (2019), related work has focused on:

- ✦ To assist with the implementation of the ATC LASDF, SM and the ATC's collective landowners signed a Memorandum of Understanding (MoU) in 2022. The Council approved the MoU in August 2022 and appointed the Economic Development Partnership (EDP) to draft the terms of reference for the project manager to appoint a person in the municipality temporarily to facilitate the development of the ATC. The EDP was also tasked to facilitate and assist the municipality in appointing the Steering Committee for the ATC, consisting of senior municipal officials and an equal number of representatives of the landowners collective;
- ✦ The CEF was updated to align with the municipal spatial vision, functional areas (FAs), and Priority Development Areas (PDAs) for the municipality. Following this, a socio-economic and developmental profile was prepared for the municipality as well as for each of the FAs and PDAs. This input enabled extensive spatial demand quantification, and the setting of programmatic long-term infrastructure investment targets required to realise the spatial vision of the municipality; and
- ✦ Continuous support was given for the creation of an intergovernmental initiative for the development of Klapmuts by the Greater Cape Metropolitan Regional Spatial Implementation Framework (GCMRSIF) Intergovernmental Steering Committee. The National Department of Rural Development and Land Reform, Stellenbosch, City of Cape Town and Drakenstein Municipalities, and the Provincial Department of Environmental Affairs and Development Planning agreed to conduct a study to better understand current regional infrastructure systems. Following this analysis, three spatial scenarios will be developed to accommodate growth within a specified area along the N1 between the City of Cape Town and Paarl, considering factors such as population growth, household demographics, and land use.

The table below indicates the capital expenditure for the Department: Planning and Development Services as at 30 June 2023.

Table 137: Capital Expenditure as at 30 June 2024: Department: Planning and Development

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Furniture, Tools, and Equipment: Spatial Planning	16 318	16 318	0%

The Departments: Planning and Development have spent 100% of their capital budget for the financial year.



The table below indicates the total number of employees in the Department: Development Planning as at 30 June 2023.

Table 138: Total number of employees in the Department: Development Planning

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	2	2	0	0
9 – 13	6	6	0	0
4 – 8	5	5	0	0
3 – 0	0	0	0	0
Total	14	14	0	0

The table below indicates the highlights experienced within the department as at 30 June 2023.

Table 139: Performance Highlights- Department: Development Planning

Highlight	Description
Local Spatial Development Framework for the Adam Tas Corridor	The local spatial development and development guidelines for the Adam Tas Corridor (ATC LSDF), which is a catalytic project listed in the MSDF, have been finalised and adopted by the Council in 2022.
Adam Tas Overlay Zone	The preparation of the ATC LSDF included drafting a concept overlay zone. The Council approved the overlay zone, and its promulgation is currently underway.
Review and amendments to the MSDF and CEF	The department embarked on a process to ensure a better alignment of the strategic and higher-order plans of the municipality with the approved MSDF, which required the review and amendment of the MSDF (including the Capital Expenditure Framework CEF). The Council approved the final amended MSDF and CEF on 27 June 2023.
Inclusionary Zoning (Housing) Policy	The MSDF proposed that an Inclusionary Zoning (Housing) policy be drafted through which the delivery of more affordable housing within new developments and / or targeted areas can be achieved. The Inclusionary Zoning Policy was adopted by the Council on 27 June 2023. Stellenbosch Municipality is the first intermediate city to adopt a policy of this nature.
Feasibility studies for land / building acquisition	Four studies for properties that could potentially be obtained by the Council, three of which are in the Adam Tas Corridor, were completed and submitted to management for consideration.
A precinct plan for the Rhenish complex	An urban design study and precinct plan for the Rhenish Complex in Stellenbosch, setting out the potential measures to preserve, develop, and activate the Rhenish Complex, was drafted, and published for public participation. The comments are currently being reviewed, and the amended policy will be transmitted to the Council for approval during the latter part of 2023.
Intergovernmental relations	DEA&DP took the initiative to arrange for quarterly intergovernmental relations meetings for municipalities falling within the Greater Cape Metropole. The meetings are mandated to discuss common issues and cross-boundary matters. All the department's senior staff attend the meetings.

The table below indicates the challenges experienced within the department as at 30 June 2023.

Table 140: Performance Challenges- Department: Development Planning

Challenge	Actions to address
Approval of the Inclusionary Housing Zoning Policy	Stellenbosch is the first municipality (except the City of Johannesburg) to approve an Inclusionary Zoning Policy. The policy will require that developers contribute a certain percentage of the housing delivery to a specific income band (affordable) in exchange for offset incentives (i.e., up-zoning, density bonuses, etc.). There is a real risk that developers will view this requirement as a penalty, and considerable opposition can be expected from some developments. The process of implementing the policy will be challenging and may be challenged in a court of law.
Capacity	The total staff component of the Section: Spatial Planning amounts to four (4) officials, consisting of a manager, a senior planner, and a spatial and administrative officer. With the increase in projects undertaken in-house, as well as the need to develop LSDFs for each smaller town, as well as for the "Bosdorpe," and to facilitate and lead the implementation of the MSDF. Catalytic projects and the LSDF are currently placing the department under severe pressure.



Challenge	Actions to address
	The Department: Development Planning notes that the organogram approved in 2017 does not meet the requirements to successfully fulfil the functions and mandate required by the Section and must be urgently reviewed and amended.

3.12.1 LOCAL ECONOMIC DEVELOPMENT (LED)

The table below indicates the highlights within the Section: LED and Tourism.

Table 141: LED Achievements

Achievement / Highlight	Description	Financial years					
		2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Business Interventions	Business registrations	37	37	29	n/a	n/a	n/a
	Municipal Jobseekers Database Registrations	27	n/a	181	1 767	7 903	11 244
	Advice to walk-ins	1 795	n/a	334	19	24	48
	Workshops	12	15	1	0	n/a	n/a
	Business Licences	13	2	22	19	24	14
Informal Trading	<p>The Section: Economic Development and Tourism has several informal trading sites:</p> <ul style="list-style-type: none"> • Cloeteville; • Kayamandi; • Klapmuts; and • Ida's Valley. <p>The only site not operational yet is Groendal, but this will be operational within the 2024/25 financial year.</p>	n/a	n/a	n/a	3	4	4
Enterprise Development and Support	<p>Training for Stellenbosch-based entrepreneurs did exceptionally well in the 2023/24 financial year.</p> <p>The types of training and mentoring workshops delivered during the financial year were as follows:</p> <ul style="list-style-type: none"> • SEDA Co-operative training. • SEDA Networking Event for Women's Day; • "The Art of Pitching for Funding" Masterclass; • Entrepreneur Awareness: Emerging Farmers; • Co-operative Training; and • Start-up Tribe (22 training courses with over 200 	n/a	n/a	3	11	22	27



Achievement / Highlight	Description	Financial years					
		2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	participants in total). The unit has also been very active with the processing of informal trading permits, ensuring active microbusiness trading in Stellenbosch.						
Vacant Agricultural Property	Four portions of land were awarded in the 2023/24 financial year.	n/a	n/a	2	n/a	n/a	4

The table below gives a brief description of all the challenges within the Section: Economic Development and Tourism during 2023/24.

Table 142: LED Challenges

Description	Actions to address
Human resources are insufficient to drive an effective economic development and tourism programme.	The Directorate: Planning and Economic Development has since filled two critical positions within the unit, namely the Senior Economic Development Officer: Rural Development and Agricultural Support position and the Senior Economic Development Officer: Business Development position. The only concern now is that the current salary offering does not retain the required experienced, qualified, and well-trained staff to enable the section to perform its functions for a substantial period.

3.12.2 EPWP JOB CREATION 2023/24

The Expanded Public Works Programme (EPWP) met the expected target of **1 100** as planned for the year 2023/24 with an actual of **1 695** job opportunities created.

The table below illustrates job creation through the EPWP for the 2023/24 financial year.

Table 143: Job Creation through EPWP Projects

EPWP Projects	Number of jobs created
External EPWP Projects	
Projects: 4	
Newinbosch 2023/24	12
Ibhunga Cleaning Franschoek 2023/24	17
Ibhunga Cleaning Kayamandi 2023/24	43
MRF	4
IG-funded EPWP Projects	
Projects: 14	
EDT	27
IPDI Support Warriors	5
Supply Chain Management	5
Cleaning of Libraries	1
Complaints and Documents Administration	6
Artisan Assistants	8
EPWP Fire Assistants	16



EPWP Projects	Number of jobs created
EPWP Disaster Assistant	13
EPWP Sport Facility Assistants	5
Community Dev Office Assistant	3
Cleaning of Rental Stock	55
Ward Office Management	24
Stellenbosch Park Wardens	22
Roads and Stormwater	26
Municipal Funded Projects: Total Projects: 17	
Parking / Que Marshall and Scholar Safety	331
Stepping Stone-Violence and Crime Project	8
EPWP Sport Admin	1
Firebreak Maintenance	21
Rental Stock and Tra Survey	15
Title Deeds Restoration Programme	13
Area Cleaning WC024	833
Waste Water Treatment and Network Sites	52
Parks FHK Maintenance and Cleaning	14
Maintenance and Cleaning Of Alien Species (Cemetries)	11
Ornamental Horticulture	21
Jonkershoek Picnic Site	13
Visible Policing Operations	30
Cleaning Services	5
Service Patrol	19
Cleaning The River	14
Area Cleaning WC024 / Waste Recycling Project	2
Total Jobs	1 695

Table 144: Jobs created per area

Jobs created per area					
Stellenbosch and Surrounds	Kayamandi	Franschhoek and surrounds	Dwarsriver Valley	Klapmuts	Rural areas
548	732	178	99	130	8

3.12.3 TOURISM

The strategic goal of tourism promotion should be contextualised to support sustainable growth. This includes regularising the operational functioning of external bodies appointed or supported by the municipality to fulfil its constitutional mandate towards tourism and economic development.

It is essential to ensure coordination of activities among funded entities and maintain efficient oversight of both funding and outcomes. Acknowledging and leveraging the private sector and independent initiatives will strengthen tourism efforts, while developing sustainable tourism events and brands will help create long-term value. Sponsorship opportunities should be enabled for the commercialisation of events and brands, while cyclical tourism numbers can be smoothed by establishing and implementing off-peak tourism products and initiatives.

Additionally, opportunities and venues for business tourism should be developed and packaged to attract a broader range of visitors. Enabling local businesses to participate in the market, alongside creating training, mentorship, and employment opportunities for local citizens, will further stimulate



economic growth.

Finally, it is crucial to quantify the return on investment in events and funded entities to ensure resources are being utilised effectively.

Agricultural Support and Rural Development

Executive Mayor, Adv Gesie van Deventer, joined by Western Cape Minister of Agriculture Mr Ivan Meyer, once again handed over contracts to four additional emerging farmers, signalling the municipality's continued commitment to sustainable agricultural practices, economic growth, and job creation in its region.

The ongoing effort to lease municipal agricultural land to local farmers underscores the municipality's dedication to creating lasting opportunities and fostering inclusivity within the community. This multi-round approach demonstrates a forward-looking strategy, ensuring the ongoing empowerment of emerging farmers and the fruitful utilisation of previously underutilised land.

The contracts, ranging between 9 to 11 years leases with the option of renewal based on productive land use, were handed over with a commitment to optimise every available patch of agricultural land in the Stellenbosch municipal area.

The Executive Mayor emphasised the Municipality's strategic objective to create a business-friendly environment and promote job creation. The administration's dedication to providing opportunities for emerging farmers is evident in the selection process, considering farming experience, business plans, and financial readiness. The municipality will also ensure essential infrastructure like electricity and water supply, facilitating connections with agricultural groups and government departments.

Its municipal policy for the Management of Agricultural Land creates the framework for openness, transparency, accountability, and predictability. More importantly, it provides the basis for small-scale farmers who possess the required knowledge, expertise, passion, and commitment to lease parcels of municipal agricultural land and develop their farming businesses into sound commercial enterprises. Doing so brings hope to these farmers and the role they play in securing food security and jobs in the sector.

This initiative aligns with the Stellenbosch Municipal Council's 2016 Policy on the Management of Municipal Agricultural Land, allowing effective utilisation of previously unused land to empower emerging and historically disadvantaged farmers. As a caring and responsible government, Stellenbosch Municipality continues to pioneer practices that boost the local agricultural sector, demonstrating the crucial role local governments play in creating opportunities and supporting residents' economic empowerment.

StartUp Tribe

The Stellenbosch Entrepreneurship Academy is an initiative to bring know-how to thousands of people to empower them with tools and skills to achieve what they want to achieve in business. Partnership between Stellenbosch Municipality and the StartUp Tribe to contribute positively towards Small Medium Micro Enterprise Development ("SMME") in the Stellenbosch Municipality.

The StartUp Tribe is an online entrepreneurship academy that focuses on providing learning material such as short practical courses to help people start and grow their local businesses. The courses are all free and designed to be used on a mobile phone in low-bandwidth environments.



The StartUp Tribe is a valuable resource for small business owners based in Stellenbosch Municipality as it provides them with the knowledge, skills, and support needed to navigate the challenges of entrepreneurship and increase their chances of building a successful business. The courses are designed to help you in a practical, hands-on way to start and grow your business, whether you are a student, start-up, small business, or a professional (lawyer, doctor, accountant, engineer, artisan, farmer, etc.).

Alternative Energy Support Programme

On 2 February 2024, Executive Mayor Adv Gesie van Deventer, accompanied by the Municipal Manager and colleagues from the Western Cape Department of Economic Opportunities, visited Huguenot Fine Chocolates in Franschhoek. This local business received support from the municipality and the department through its Alternative Energy Support Programme.

The Alternative Energy Support Programme was established to assist small, medium, and micro enterprises (SMMEs) in adopting alternative energy solutions, ensuring their operational continuity during instances of load shedding. The department initiated a pilot project, installing 12 solar backup systems at municipal SMME trading hubs across seven municipalities, of which two SMMEs in Stellenbosch have benefitted from the project.

Small businesses play a pivotal role in fostering job creation and driving local economic development. These enterprises serve as the backbone of communities, contributing significantly to employment opportunities and economic vitality. Unlike large corporations, small businesses are often deeply rooted in their local environments, generating a sense of community and providing personalised goods and services. Job creation within small businesses not only addresses unemployment but also nurtures a diverse and resilient local economy. As these enterprises grow, they stimulate additional economic activities, creating a ripple effect that benefits suppliers, service providers, and the overall community. Furthermore, small businesses often prioritise local hiring, contributing to the development of a skilled and engaged workforce.

Job Seekers Database Outreach Programme

Several Job Seekers Outreach Programmes were run during the financial year. The Economic Development and Tourism Unit conducted 27 outreach sessions to register more members of the community on the database between 28 February and 26 April 2023.

The table below indicates the capital expenditure for the Section: Economic Development Tourism as at 30 June 2024.

Table 145: Capital Expenditure as at 30 June 2024: Section: Economic Development and Tourism

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Establishment of the Kayamandi Informal Trading Area	1 000	866	13.36%
Furniture, Tools and Equipment: LED	88	85	2 384%
Only the five largest capital projects are listed.			

The Section: Local Economic Development and Tourism has spent 87% of its capital budget for the financial year.



3.12.4 HERITAGE AND RESOURCE MANAGEMENT

The Section: Heritage Resources Management is mandated to enable, facilitate, and manage cultural heritage development within the Stellenbosch municipal area through the formulation and implementation of long-term cultural heritage plans, strategies, policies, and guidelines that are appropriately integrated with the applicable sectoral plans of the municipality and aligned with the requirements of the National Heritage Resources Act, 1999 (Act No. 25 of 1999).

Part of this work was updating the Stellenbosch Municipality Heritage Inventory, which was done in partnership with the Stellenbosch Heritage Foundation. The municipality intends to expand on this partnership to ensure that the heritage inventory is continually updated.

The municipality has also undertaken a process to review and amend the Stellenbosch Municipality Outdoor Advertising and Signage Bylaw, and this bylaw is currently being advertised for public participation with the intention that it will be adopted and promulgated during the 2024/25 financial year.

3.12.5 GEOGRAPHIC INFORMATION SYSTEMS (GIS)

The GIS Section is responsible for managing, coordinating, and controlling the professional and technical processes associated with Geographic Information Systems (GIS) in respect of the municipality, Management of Information Systems (MIS) through research and evaluation of best practices and cost-effective approaches, and providing guidance and advice on the functionalities to internal departments to ensure that broader goals and service delivery objectives are accomplished and quality and professional standards maintained per agreed timeframes, budgets, and appropriate legislation.

The Section has assisted the Directorate: Planning and Economic Development with the development of electronic and online submissions of building plans and land use applications. Through this process, the Section has developed the Building Plan Application Management System ("BPAMS") and the Town Planning Application Management System ("TPAMS"). These systems will allow residents and potential developers to submit their development applications online and monitor the progress of their respective applications.

Currently, BPAMS is fully operational and will be launched with TPAMS during the next financial year.

The table below indicates the total number of employees in the Department: Development Planning as at 30 June 2024.

Table 146: Total number of employees in the Department: Development Planning (Entire department)

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	2	2	0	0
14 – 17	5	5	0	0
9 – 13	8	8	0	0
4 – 8	2	2	0	0
3 – 0	0	0	0	0
Total	17	17	0	0



COMPONENT D: COMMUNITY AND SOCIAL SERVICES

3.13 LIBRARIES

Renowned author Eric Klinenberg, in one of his speeches at a library in the United States, referred to libraries as:

"...an irreplaceable part of our "social infrastructure." Libraries make democracy possible by bringing people together, ensuring open access to information, and fostering strong communities".

The Stellenbosch Municipality Public Libraries Section is proud to support and strengthen the communities, bring people together, and create spaces where everyone feels welcome. The year under review was full of remarkable accomplishments and meaningful impact on the communities. The municipality focused on the following service areas:

Empowering Individuals

Providing individuals with free access to information and opportunities is one of the greatest ways to empower and engage them. The Public Libraries Section's core function is to provide education and access to information for all it serves, irrespective of whether they are career-ready, teaching them computer skills, language, literacy, and numeracy skills, or just connecting them to other critical skills. The municipality has introduced visits to the homebound patrons and welcomed and assisted many homeless citizens to find employment and parents needing assistance with filling in online school application forms. The Public Library connects individuals of all backgrounds to important resources and services such as wellness lectures, career expos for scholars, and SARS visits for those needing assistance with filing tax forms, bursaries, and university applications.

Building Community

Throughout the year, the municipality works to inspire members of the community to become civically engaged.

Voter Awareness Displays were put up in libraries, a vital step in supporting democracy. Municipal libraries are vital for connecting their patrons with the important resources and information they need to support and strengthen their local communities.

Literacy

Since its inception, the Stellenbosch Public Libraries Section has been a leader in the promotion of reading and literacy. The municipality dedicates itself to fostering a love of reading throughout the municipality, whether it is assisting its youngest learners or older adults in discovering the transformative power of books. The public library has focused its efforts on reintroducing patrons to the library following the devastating effects of the COVID-19 pandemic. Additionally, the municipality is resolute in its dedication to the communities it supports. The municipality is aware that libraries and literacy are essential for achieving equality. Consequently, the municipality has dedicated a significant portion of its efforts to the promotion and dissemination of the benefits of reading and the numerous services that libraries can provide to communities during the year under review.

Engaging new patrons also means strengthening connections with local communities through expanded outreach and increased awareness. Therefore, librarians have developed and delivered school outreach programmes to kids and teens to ensure all students have access to the library's resources.



Another new initiative designed to attract new users to the library is the “ADOPT A SCHOOL” programme which brings together young children and their caregivers to learn how the library can support children's early learning and development. Lastly, adult patrons can be part of the regular library book launches and events of renowned authors.

Despite the various challenges this year, which included severe budget cuts and staff shortages, Stellenbosch Public Libraries have proved to be a section full of innovative thinkers who are steadfast in their dedication to breaking down barriers and serving those most in need. Despite these challenges and with the municipality's response to the pandemic and 4IR, the municipality was encouraged to adapt and expand its services. The municipality's library champions jumped into action quickly to reinvent traditional library services in creative ways. The municipality's aim continues to be that of strengthening the community by creating an inclusive sense of place and environment for learning.

Libraries have over the last year endeavoured to strengthen the existing public and private partnerships with the communities within the WCO24 Area.

Table 147: Libraries services

Type of service	Annual statistics 2023/24
Book circulation	14 0469
Exhibitions held adults	136
Exhibitions held children	157
Internet access points	103
Internet sessions granted to the library users	22 655
children's programmes	265
Number of children attending programmes	12 130
Visits by school groups	145
Book group meetings for adults- old age home	135
Patron's visits to the library	56 366
Library hall usage	188 480
Total number of project and pamphlet files developed	283
Total number of books reviewed	139
In-house usage	244
Book group meeting for adults-old age home	1 045
Primary and secondary book education sessions	38

Table 148: Libraries partnerships

Organisation	Type of partnership	Current Activities
Khula Development Group	Informal	Facilitated talk on Father's Day Programme
Right to Care	Informal	LGBTQIA awareness programme
Usiko	Informal	Yeboneers assist with the holiday programme
Right to Care	Informal	Weekly health awareness programmes and testing – every Monday
Rietenbosch Primary School	Informal	Africa Day programme
SAPS (Klapmuts)	Informal	Road Safety
Ebrahim Samsodien	Informal	Author's launch
SARS	Informal	SARS pop-up office

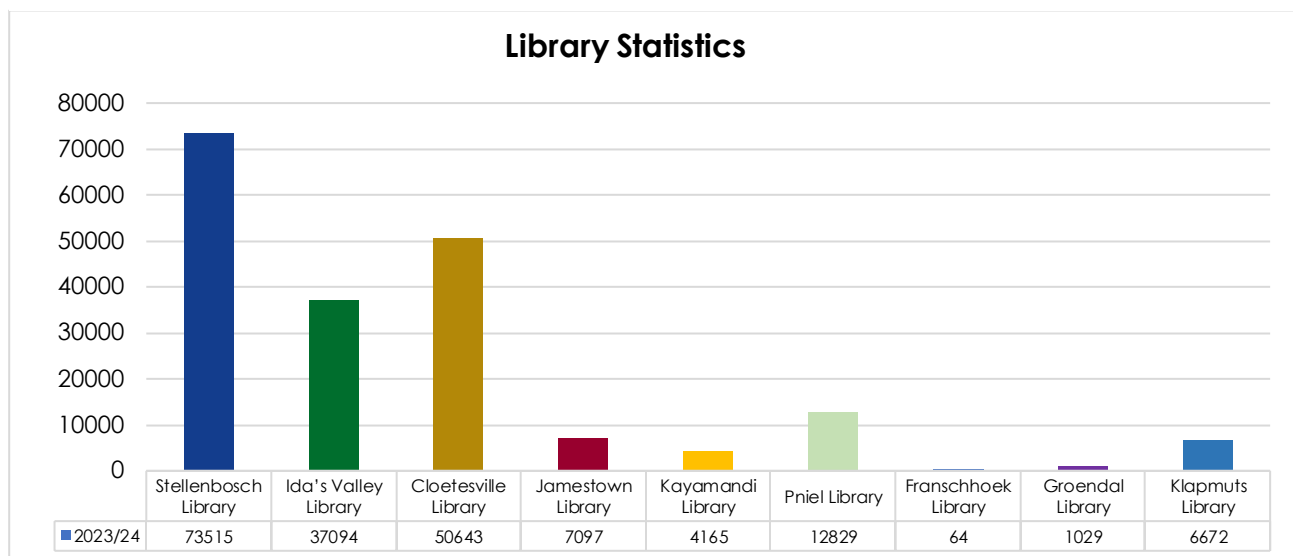


Table 149: General Information

Item	Description	Total number
Libraries in the WCO24 Area	Public Libraries: Kayamandi, Cloetesville, Ida's Valley, Jamestown, Stellenbosch, Pniël, Groendal, and Franschhoek,	8
Right to Care	School / public libraries Koelenhof and Klapmuts	2
Library staff (permanent)	Library Manager	1
	Senior Librarians	4
	Senior Library Assistant	1
	Library Assistants	
	Library Aid / Cleaner	5
	IT Cadet	0
	Admin Assistant	0
	Library Attendant	1
Vacancies (including conditional grant-funded vacancies)	Senior Librarians	3
	Senior Library Assistant	3
	Library Assistants	5
	Library Aid / Cleaner	3
	IT Cadet	1
	Admin Assistant	1

Table 150: Personnel

Item	Description	Total number
Libraries in the WCO24 Area	Public Libraries: Kayamandi, Cloetesville, Ida's Valley, Jamestown, Stellenbosch, Pniël, Groendal, and Franschhoek	8
	School / public libraries Koelenhof and Klapmuts	2
Library staff (permanent)	Library Manager	1
	Senior Librarians	4
	Senior Library Assistant	1
	Library Assistants	19
	Library Aid / Cleaner	5
	IT Cadet	0
	Admin Assistant	0
	Library Attendant	1
Vacancies (including conditional grant-funded vacancies)	Senior Librarians	3
	Senior Library Assistant	3
	Library Assistants	5
	Library Aid / Cleaner	3
	IT Cadet	1
	Admin Assistant	1

**Graph 16: Library Membership**

The table below indicates the capital expenditure for the Section: Library Services as at 30 June 2024.

Table 151: Capital Expenditure as at 30 June 2024: Section: Library Services

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Upgrade Stellenbosch Library	4 339	203	95.31%
Upgrading: Cloetesville Library	200	105	47.26%
Library Books	217	51	76.46%
Cloetesville: Furniture, Tools and Equipment	555	260	53.19%
Only the five largest capital projects are listed.			

The Section: Libraries has spent 12% of its capital budget for the financial year.

3.14 CEMETERIES AND PARKS

Stellenbosch Municipality is responsible for the maintenance and management of six cemeteries in greater Stellenbosch. Pniël and Groendal have reached their capacity, while Franschhoek South and North are fully operational. Space has been created at Onder Pappegaai cemetery. A new cemetery in Kylemore is currently being established. The Jamestown cemetery suffered harm because of high underground water levels during this year's storms. It became practically impossible for new graves to be dug in the area. Simultaneously, the municipality could not do any reopening of graves due to the underlying high-water levels. The municipality is in the process of investigating possibilities to reduce the amount of water after rains.

Consultants were appointed (3 years + project) to assist Stellenbosch Municipality with the plan and construction of a new cemetery. This will address the critical need for burial space within the municipality. This project is at an advanced stage of acquiring the required environmental, water, and land use approvals. All licenses have been received for the commencement of the new Stellenbosch Memorial Park, situated alongside the R304, planned at the site known as the Calcutta.

The objective of the Section: Cemeteries and Parks is to provide adequate burial space and ensure a dignified burial.



The table below indicates the availability of burial space within the WC024 as at 30 June 2024:

Table 152: Cemetery space availability

Cemetery	Airspace	Status		
		Open	Full	Closed
Jamestown	Open	✓		
Onderpapegaaiberg	Open	✓		
Pniël	Reopening		✓	
Groendal	Reopening		✓	
Franschhoek South	Open	✓		
Kylemore	Not open yet			✓
Calcutta	Not open yet			✓

3.14.1 INCOME – CEMETERIES

The table below indicates the income generated from the financial years of 2018/19 – 2023/24.

Table 153: Cemeteries Income

Gravesite locations	2022/23		2023/24	
	Number of Burials	Income	Number of Burials	Income
Onder-Papegaaiberg	65	R612 431.84	452	R1 292 061.44
Jamestown	554	R1 355 202.05	1	R2 139.90
Pniël	22	R12 993.95	10	R4 972.94
Wemmershoek	5	R7 728.48	0	R0
Franschhoek North Groendal	71	R44 597.62	9	R0
Franschhoek South	41	R78 505.95	65	R77 171.31

The table below indicates the capital expenditure for the Section: Cemetery and Parks as at 30 June 2024.

Table 154: Capital Expenditure as at 30 June 2024: Cemetery and Parks

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Calcutta Memorial Park	9 500	9 386	1.20%
Only the five largest capital projects are listed.			

The Section: Cemeteries has spent 99% of its capital budget for the financial year.

The table below indicates the total number of employees in the Department: Community Services as at 30 June 2024.

**Table 155: Total number of employees in the Department: Community Services (Entire Department)**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	10	10	0	0
9 – 13	37	36	1	2,7
4 – 8	94	87	7	7,4
3 – 0	60	59	1	1,6
Total	201	192	9	4,4

3.15 CHILD CARE; AGED CARE; SOCIAL PROGRAMMES–COMMUNITY DEVELOPMENT

The Department: Community Development is thankful to the municipal council for not cutting the departmental budget, which makes serving vulnerable communities still possible. The impact of the economic situation in the country is visible in local households and on the local streets. This is evident in the increased expectations from local government to deliver services not received from other spheres of government and the number of people trying to make a living being homeless.

Table 156: Service Statistics – Childcare, Aged Care, Social Programmes

Focus area	Description	Ward	Activity
Children	<ul style="list-style-type: none"> Capacity building of ECD practitioners; Initiatives in awareness programmes (ECD children); ECD Registration Compliance; Strengthening and establishing ECD forums; Transversal committees / ad hoc committees; and Awareness Programmes. 	All	154 ECD practitioners attended the annual appreciation event.
		All	130 ECD practitioners were assisted with information and access to officials relating to the registration of ECD facilities.
		1-4, 12-15, 18-19	First Aid training was provided to 38 ECD practitioners.
		ALL	The registration status of 120 ECD facilities was plotted on the GIS system.
		All	Holiday programmes reached 2 000 children.
		4, 12-15, 20	Back to School programme reaching 5 000 children.
		All	100 foster parents and children participated in the parenting training session with DSD.
		All	3 000 children participated in the Child Protection Week activities.
People with Disabilities	Awareness and Wellness programmes Universal Access	All	90 people with disabilities participated in the disability sports day.
		All	The municipality updated the published link to the local Disability Organisations Information Portal on the municipal website.
		All	355 people and various organisations participated in the Walk with Disability Awareness programme on World Disability Day.
		All	181 people attended general prevention and awareness sessions.
		All	Nine training sessions have been completed with the internal UA Champions, two information sessions were done with internal



Focus area	Description	Ward	Activity
			departments, and the process of policy alignment started.
Older Persons	Special Events, Awareness programmes and Capacity Building	1-6, 10, 12-17, 20	400 elderly people participated in the Golden Games programme.
		2-4, 6, 13, 20	7 elderly received technical official training for Golden Games.
		18	10 elderly received capacity-building training to form a club.
		19	17 elderly were introduced to issues affecting them and the availability of services through an awareness programme.
		3-6, 12-15, 18, 20	130 members of elderly clubs benefitted from the CWDM Adult Diaper Relief Programme.
		1-6, 13, 16-18, 20	37 elderly people participated in the Elderly Month programme
		1-6, 13, 16-18, 20	63 elderly people participated in the Elderly Abuse Awareness Day.
Gender	Special Events and Awareness programmes	2	Women's Day with 100 women.
		4, 12-15	Fatherhood Programme with 70 men
		2, 12 to 15	120 widows participated in an empowerment programme.
		All	The local VEP Forum was launched by DSD and was attended by 50 persons.
		12-15, 18	1 000 girls were reached through the Help a Girl campaign.
		All	2 000 persons were reached through the 16 Days of Activism campaign, where all service providers in the sector developed a key ring with service information on it to be introduced to the communities.
		All	Officials attended Roses on the River, the World AIDS Day commemoration of @heart.
		All	100 women participated in general GBV and SUD awareness programmes.
		12-15, 16	22 unemployed youth were trained in the SSCF programme
Youth	Youth Empowerment programmes Youth Capacity Building Transversal committees / Ad hoc programmes	3-6, 16-18, 20, 21	98 youth were reached through a career expo.
		12-15, 20	39 youths received business development training over two days.
		19	9 youth were trained at the e-Centre in basic MS applications.
		12-15, 20	25 youth participated in an entrepreneurship training.
		1, 2, 12-15, 20	41 youth participated in the DCAS Cape Winelands Drama Festival.



Focus area	Description	Ward	Activity
		2-4, 10, 12-20	Accredited skills training was completed in the following fields: ↳ Learner Licence: 10; ↳ Assistant Cheff: 13; ↳ Table Attendant: 25; ↳ General Building Maintenance: 13; and ↳ Lifeguard Training: 8
		18	↳ 33 youth participated in the Community Capacity Enhancement Programme of DSD.
		1-2, 16-20	↳ 129 youth participated in the job-readiness programme in partnership with DSD.
		6, 12, 13, 16-18	↳ 20 youth were trained as Emergency First Aid Responders.
		12-16	↳ 30 youth participated in the general awareness programme.
		2	↳ 33 youth were trained in substance abuse prevention.
		12-16	↳ 30 youth participated in the Chrysalis and IEC awareness programme.
Grant in Aid	Donations to community organisations serving among others: youth, gender, ECDs, Old Age Homes, Health Organisations, and sports clubs	All	↳ 1 financial management workshop with 17 organisations. ↳ 3 compulsory clarification workshops with 157 organisations. ↳ 97 GiA applications were assessed. ↳ 29 organisations attended the MOA signing workshop. ↳ See the table below regarding the approved donations. ↳ GiA Policy and SOP reviewed. ↳ 720 persons were trained through a GiA Food Garden Project, and 602 gardens were established.
People on the Street	Development, awareness raising through collaboration and services rendered	All	↳ 285 homeless persons were reached with general prevention and awareness information.
		All	↳ 460 persons were reached through the Winter Readiness Street Store.
		All	↳ The Homelessness Forum continued with the conversations around homelessness and developed a service directory. ↳ SU recognised the work of the forum and awarded the interim chairperson with the Award for Social Impact.
		All	↳ Give Responsibly marketing via Facebook and during the festive season safety campaign. ↳ The campaign was extended to include 2 000 license disc stickers and posters distributed. ↳ 427 first-year students were reached with the Give Responsibly Campaign during orientation week. ↳ 18 shops participate in the programmes through the sale of coupons. ↳ One mini-site on Give Responsibly was updated on the Visit Stellenbosch website to make the information on Give Responsibly available to tourists through a QR code. ↳ Give Responsibly Coupons sold: 5 240. ↳ Give Responsibly Coupons redeemed: 4 957.



Focus area	Description	Ward	Activity
		All	<ul style="list-style-type: none"> 585 work opportunities were provided to people on the street through the Animal Welfare Walk a Dog project and the Stellenbosch Night Shelter Cleaning project.
		All	<ul style="list-style-type: none"> 9 439 beds were taken up by homeless persons at the Stellenbosch Night Shelter through the GiA Donation.
		All	<ul style="list-style-type: none"> 74 homeless persons participated in the celebration of World Homeless Day.
Social Relief of Distress	Provision of food parcels, blankets, mattresses, vanity packs and warm food according to the need due to disaster incidences	All	<ul style="list-style-type: none"> 1 512 individuals were assisted.
Stellenbosch Local Drug Action Committee	Networking, Development of Service Directory, Collective programme implementation	All	<ul style="list-style-type: none"> The executive committee continued to meet monthly with quarterly, bigger engagements and was attended in total by 121 persons. 64 people participated in the International Day Against Drug Abuse and Illicit Trafficking. General Awareness programmes were implemented reaching 240 persons. Collaboration between role-players led to the establishment of an AA group in Kayamandi.
Mobile Thusong Centre	Inter-governmental Cooperation, taking services to the communities	1, 2	<ul style="list-style-type: none"> The event served 612 persons over the two days.



Pictorial view of the focus areas:





The table below indicates the number of Grant in Aid applications recommended and approved for the year under review:

Table 157: Number of Grant in Aid applications recommended and approved

Subcategory	Applications Recommended and approved	Recommended Amount R
2023/24		
General Soc Dev	4	160 000
Partial Care	12	470 000
Disability	3	120 000
Youth	2	80 000
Substance Abuse	1	40 000
Food Security	1	2 979 890.40
People who are homeless	2	2 568 331.78
Skills Development	1	40 000
Physical and Psychological Health	2	80 000
Sport Clubs	1	40 000
Art and Culture	2	80 000
Total	31	6 698 222.18

The table below indicates the total number of employees in the Section: Community Development as at 30 June 2024.

Table 158: Total number of employees in the Section: Community Development

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	1	1	0	0
9 – 13	4	4	0	0
4 – 8	6	5	1	16.6
3 – 0	0	0	0	0
Total	11	10	1	9.1



COMPONENT E: ENVIRONMENTAL PROTECTION

3.16 POLLUTION CONTROL, BIO-DIVERSITY, BEAUTIFICATION, OPEN SPACES AND PARKS

Stellenbosch Municipality is continuously developing its capacity to protect the environment within its boundaries and to strive towards a municipality and communities that recognise the vital importance of their rich natural capital and manage these in a manner that ensures sustainability and fulfils the needs of all concerned. To this effect, Stellenbosch Municipality developed the Stellenbosch Environmental Management Framework in 2018, administered by the Department: Community Services.

Stellenbosch Municipality is compiling dedicated Environmental Management Plans (EMPs) for all its declared nature reserves as well as nature areas. In this regard Council has adopted the Ida's Valley Dam / Botmaskop EMP in 2023 and the Mont Rochelle Nature Reserve EMP in 2022. Papegaaiberg Nature Reserve and Paradyskloof Nature Area have approved EMPs, both currently under review. Stellenbosch Municipality has also completed an Invasive Alien Plant Management Plan, as required in terms of the National Environmental Management: Biodiversity Act, 2004 (10 of 2004), and an Integrated Fire Management Plan to assist in the management of large vacant nature areas under the management of the Council.

An Air Quality Control Bylaw as well as a Noise Control Policy have been developed and adopted by the Council. The latter is implemented by a dedicated Air Quality / Noise Control Officer appointed within the Department: Community Services.

A Nature Reserves Bylaw has been drafted and submitted for public comments, and the bylaw is set to serve before the Council within the 3rd quarter of this financial year.

Air quality and noise complaints are captured in a central database and dealt with within the required timeframes. The following statistics included both air quality-related matters and noise complaints. All noise complaints are investigated in terms of the Western Cape Noise Control Regulations PN200/2013.

Table 159: Air Quality Complaints 2022 to 2024

Complaints	2022				2023				2024			
	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Fumes	15	15	7	29	8	11	21	19	20	11	17	12
Smoke	5	3	0	5	3	4	3	4	2	1	5	4
Dust	4	3	0	6	5	5	4	6	6	5	2	3
Burning of waste / tyres	2	0	0	2	1	2	3	2	1	2	3	2
Farmland burning	3	0	0	0	2	2	3	3	0	1	2	2
Crop spraying	6	2	2	0	1	0	2	4	1	1	1	3
Offensive odors	5	0	1	3	3	3	5	2	3	3	4	2
Unlicensed facilities	0	0	0	0	0	0	1	0	0	2	0	2
Noise	35	31	6	41	66	53	38	40	66	56	51	49
Other	2	0	0	0	0	0	0	1	1	1	2	1



Total noise complaints for 2022 = **122**

Total noise complaints for 2023 = **197**

Total noise complaints for 2024 = **222**

3.16.1 ENVIRONMENTAL IMPLEMENTATION

Stellenbosch Municipality works closely with the Department of Environmental Affairs and Development Planning concerning local government compliance and adherence to legislation. Implementation of operational plans concerning management plans is executed within the area of responsibility.

3.16.2 URBAN FORESTRY

Maintenance of the Urban Forestry within the CBD is guided by the Tree Management Policy and applicable Standard Operating Procedures that facilitate the planting, protection, felling, maintenance, and long-term management of all trees located on municipal property through tree management (arboricultural) practices, thus promoting a sustainable development approach. This approach is geared towards making the areas within Stellenbosch Municipality green through advancing sustainable urban forestry practices, aiming to guide investors towards eco-development.

Below are the highlights and challenges:

Table 160: Environmental Management Highlights

Highlight	Description
Phase 2 completed of the Tree Application Management System	This is a three-year capital project that is focused on managing the maintenance of trees on a computerised application system.

Table 161: Environmental Management Challenges

Challenge	Actions to address
Load shedding	Noise nuisance and an increase in air pollution were also encountered as many businesses and households switched to backup generators, which run on fossil fuels such as diesel or petrol. The increased use of these generators leads to higher emissions of greenhouse gases such as carbon dioxide and nitrous oxide, as well as particulate matter. These pollutants can contribute to climate change, harm human health, and need to be managed in accordance with relevant legislation. The Noise Control officer is mandated to investigate complaints and implement the necessary corrective measures, and at the same time try to increase awareness and education among the public and help develop an environment that takes cognisance of everyone's rights.
Severe weather Conditions	The adverse weather conditions caused destructive damage in nature reserves and areas that affected infrastructure and flora. These conditions have resulted in negative effects on both the natural and built environment. Repair work to the affected environments is gradually underway.



COMPONENT E: SECURITY AND SAFETY

3.17 Law Enforcement

The primary role of Law Enforcement is bylaw enforcement and the protection of municipal assets and staff. The function includes the monitoring and prevention of invasions of municipal land, for which the responsibility is shared between Community and Protection Services and the Section: Informal Settlements.

A 24/7 control room is in place, as is the monitoring of crime hotspot areas through CCTV cameras. License Plate Recognition Cameras (LPR) have been installed at all entrances / exits to Stellenbosch and Franschhoek towns, with several LPR cameras installed on minor roads that are used regularly by thoroughfare traffic to avoid congested areas during peak times. This has proven to be successful in the combatting of crime and crime prevention initiatives.

Highlights:

- ✦ Weekly operational planning with key stakeholders (SAPS and other safety partners);
- ✦ 24/7 operational control room to ensure more efficient service delivery and open to other role-players; and
- ✦ Procurement of a multi-purpose armoured vehicle to effectively deal with land invasions and assist SAPS in crime prevention initiatives.

Challenges:

- ✦ To render a 24/7 law enforcement patrol service;
- ✦ Increase and maintain surveillance of key places;
- ✦ Functionality of some CCTV and LPR cameras;
- ✦ Prevention of land invasions;
- ✦ Increase of homeless people, which results in an increase in criminal and bylaw offences;
- ✦ There is insufficient staff to fulfil operational requirements;
- ✦ There is insufficient office space to accommodate departmental staff; and
- ✦ The reduction of temporary law enforcement officers for the last financial year, evidence can be seen in the number of fines issued between the two financial years.

Law Enforcement attended to the following from 2022/23 until 2023/24:

Table 162: Law Enforcement highlights

Type of activity	2022/23	2023/24
Fines issued Section 56's and 341's	5 196	2 078
Liquor Compliance Inspections	51	95
Scrap metal / Bucket Shop Inspections	67	83
Law Enforcement Awareness sessions	33	64

3.17.1 TRAFFIC SERVICES

Traffic Services is performing its functions as guided by the National Road Safety Strategy, with its main objective being to achieve traffic safety on municipal roads, including the functions as defined in the municipality's IDP.

The National Road Safety Strategy provides all-year-round road safety initiatives. The municipality has increased its enforcement strategy in collaboration with stakeholders and affected parties.



Operations like automatic number-plate recognition are conducted to improve compliance with and payment of traffic fines.

Ongoing objectives are to improve road user behaviour; reduce the incidence of traffic offences; speeding; drunk driving and driving under the influence of narcotics; dangerous overtaking; remove unfit road users from traffic; roadworthiness of vehicles; public transport compliance concerning vehicles and drivers; provide sufficient and coordinated regulation of traffic on strategic roads; provide pedestrian education and compliance; eradicate corruption; ensure administrative compliance; and overall improve enforcement systems. This includes additional hours and Saturday operations at the Admin Section and a new approach to law enforcement strategies.

Highlights:

Traffic Service strategies have managed to yield favourable results.

In the 2023/24 financial year, Traffic Service continued with the delivery of its Traffic and Pedestrian Safety Programme, which entails a team of two traffic officers who focus on the education of learners and farm workers regarding road safety issues. Lectures were presented at schools, and training was provided in respect of correct bicycle etiquette and the registration, training, and monitoring of scholar patrols throughout the municipality. Eighty-two (82) awareness initiatives on public safety were held at targeted schools in the municipal area.

The special operations unit with Traffic Law Enforcement has yielded great results in the enforcement of public transport infringements as well as focussing on drag racing, driving under the influence, and moving violations, which include reckless and negligent driving.

The temporary traffic parking project is continuing successfully within limits and is beneficial to both the contractual staff who are earning an income (job creation) and the municipality, which is managing parking within the municipal area internally.

The OUTsurance Points Man project is another intervention that supports traffic operations by assisting in peak hour traffic, both early and late peaks. This project allows operational staff to focus on transgressions during peak hours, while the OUTsurance pointsmen are focussing on problematic intersections controlling traffic.

The appointment of six internally trained traffic wardens as officers has yielded positive results and boosted the operational efficiency of the enforcement teams.

Challenges:

- ✦ Inadequate Human Resources: Limited Staff;
- ✦ To render a 24/7 traffic service;
- ✦ The capacity of the Drivers Licence Testing Centre limits the number of tests that can be performed in a day; and
- ✦ Vehicle Testing Station infrastructure challenges and staff shortages.

Stellenbosch is continuing to be a preferred business and employment hub. The resources required to provide a quality service to the residents and business sector are inadequate and pose a significant challenge for the future. This limitation has a negative impact on service delivery.



Service Statistics – Traffic Services

Table 163: Service Data for Traffic Services

Details	2021/22	2022/23	2023/24
Drivers License Tests	2 211	2 095	1 189
Learner Driver License Tests	3 118	4 471	3 363
Number of Section 56 Notices Issued	34 400	43 504	55 506
Number of Section 341 Notices Issued	28 062	29 867	35 823
Traffic Awareness Sessions	86	54	82
Number of camera speeding fines issued	357 144	372 420	353 279
Number of ANPR interventions	97	100	118
Number of public transport operations	258	261	320
Number of drunken driving operations	275	223	208

The tables below indicate the capital expenditure for the Section: Law Enforcement and Traffic Services as at 30 June 2024:

Table 164: Capital Expenditure as at 30 June 2024: Section: Traffic and Law Enforcement

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Vehicle Fleet: Law Enforcement	7 094	7 064	0.42%
Furniture, Tools and Equipment: Traffic Services	93	91	1.66%
Vehicle Fleet: Traffic	1 099	1 099	0%
Install Computerised Access Security Systems and CCTV Cameras At Municipal Buildings	261	25	90.53%
Furniture, Tools and Equipment: Law Enforcement	153	147	4.13%
Only the five largest capital projects are listed.			

The Section: Traffic and Law Enforcement has spent 100% of its capital budget for the financial year.

The tables below indicate the total number of employees in the Department: Protection Services as at 30 June 2024.

Table 165: Total number of employees in the office of the Senior Manager: Protection Services

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	0	0	0	0
9 – 13	0	0	0	0
4 – 8	2	1	1	50
3 – 0	0	0	0	0
Total	3	2	1	33.3

**Table 166: Total number of employees in the office of the Manager: Traffic Law Enforcement**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	1	1	0	0
9 – 13	0	0	0	0
4 – 8	0	0	0	0
3 – 0	0	0	0	0
Total	1	1	0	0

Table 167: Total number of employees in the office of the Chief Traffic Services

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	1	1	0	0
9 – 13	1	1	0	0
4 – 8	1	1	0	0
3 – 0	1	1	0	0
Total	4	4	4	100

Table 168: Total number of employees in Traffic Law Enforcement Services

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	3	1	2	66.6
9 – 13	39	33	6	15.3
4 – 8	13	4	9	69.2
3 – 0	0	0	0	0
Total	55	38	17	31

Table 169: Total number of employees in Traffic Admin Services

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	1	1	0	0
9 – 13	7	7	0	0
4 – 8	13	10	3	23.1
3 – 0	0	0	0	0
Total	21	18	3	14.2

**Table 170: Total number of employees in Law Enforcement Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	3	2	1	33.3
9 – 13	30	27	3	10
4 – 8	34	30	4	11.7
3 – 0	0	0	0	0
Total	67	59	8	11.9

3.18 FIRE AND DISASTER MANAGEMENT

The Republic of South Africa's 1996 Constitution imposes legal obligations on the government to protect the health and safety of its citizens. Section 41(1)(b) determines that all spheres of government are required to "secure the well-being of the people of the Republic," while Section 152(1)(d) requires that local government "ensures a safe and healthy environment."

Fire service strives to be proactive in preventing fires and other risks rather than simply reacting to fires through –

- Acting in support of the wider developmental agenda as outlined in the NDP;
- Establishing sound institutional and administrative capabilities that support its roles and purpose;
- Demonstrating good governance and administration;
- Adopting community-based approaches;
- Putting people and their concerns first; and
- Professionalisation of the function.

Schedule 4, Part A of the Constitution, determines that disaster management is a functional area of concurrent national and provincial legislative competence, meaning that both national and provincial governments have a legal imperative to implement disaster management according to the requirements of the Constitution and the Disaster Management Act. This does not mean that municipalities (the local sphere of government) are exempt from disaster management responsibilities. Section 156 (4) of the Constitution determines that national and provincial governments must assign to a municipality, by agreement and subject to any conditions, the administration of a matter listed in Part A, Schedule 4 (e.g., disaster management), which necessarily relates to local government, if that matter would most effectively be administered locally and if the municipality has the capacity to administer it.

The impact of disasters has been part of human history. Disasters have influenced, shaped, and modified human behaviour and the way humans live and respond to the environment. Despite the municipality's best efforts in rolling out risk reduction programmes, disasters still result in enormous tangible and intangible losses. Disaster risk is intimately connected to human development. Disasters can put this development at risk while, at the same time, development choices made by people, communities, and nations can generate new risks. This, however, is not inevitable, as human development can also contribute to a reduction in disaster risk.



Highlights:

- Conversion of the panel van into a mobile incident command vehicle.



Challenges:

- The manifestation of climate change – seen in excessive rains and flooding, as well as in more frequent and ferocious veld fires.

a) Service Statistics – Fire and Disaster Management

Table 171: Service Data for Fire and Disaster Management

Details	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total fires attended in the year	647	1 011	1 043	947	944	1 022	893	1 209
Total of other incidents attended in the year	1 952	1 655	1 511	1 740	3416	2 515	1 948	1 615
Average turnout time - urban areas (minutes)	8.25	8.25	8.25	8.25	8.25	8.25	8.25	8.25
Average turnout time - rural areas (minutes)	22.75	20.5	20	15	15	15	15	15
Firefighters in post at year-end	52	57	57	58	61	61	64	64
Total fire appliances at year-end	10	11	13	15	17	17	17	17
The average number of appliances off the road during the year	3	2	2	2	2	2	2	2
Total operational callouts	2 704	2 666	2 556	2 687	4 360	3 537	2 841	2 824
Immediate relief to victims	831	849	437	573	555	775	1 478	1 986
Emergency flood kits	300	184	118	372	37	0	82	1
Emergency housing kits	277	190	149	262	156	208	568	307
Meals (food parcels)	327	180	158	138	155	213	8 651 Meals / 328 Food Parcels	36 360 Meals / 534 Food Parcels
Blankets	315	526	473	479	497	601	984	1 512



The table below indicates the capital expenditure for the Section: Fire and Disaster Management as at 30 June 2024.

Table 172: Capital Expenditure as at 30 June 2024: Section: Fire and Disaster Management Services

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from Adjustment Budget
	R'000		
Furniture, Tools and Equipment: Fire	350	349	0.38%
Specialised Vehicles: Disaster Management	1 115	1 115	0%
Only the 5 largest capital projects are listed			

The Section: Fire and Disaster Management has spent 100% of its capital budget for the financial year.

The table below indicates the number of employees in the Section: Fire and Disaster Management as at 30 June 2024.

Table 173: Total number of employees in the Section: Fire and Disaster Management

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	5	5	0	0
9 – 13	37	37	0	0
4 – 8	27	27	0	0
3 – 0	0	0	0	0
Total	70	70	0	0



COMPONENT F: SPORT AND RECREATION

3.19 HOLIDAY RESORTS AND CAMPSITES

The Stellenbosch Municipality is responsible for the management and maintenance of one picnic site, the Jonkershoek Picnic Site. This site is situated in the Jonkershoek Valley on the banks of the Eerste River. The picnic site attracts up to 15 840 visitors per annum due to its natural beauty and tranquillity, set at the foothills of the Jonkershoek mountains, and provides outdoor leisure for visitors, catering for braai and picnics along the river course.

3.19.1 SPORTS FACILITIES AND SWIMMING POOLS

Table 174: Service Statistics – Holiday Resorts and Campsites

Type of service	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Number of resorts	1	1	1	1	1	1	1	1
% Occupation for the year for Jonkershoek picnic site (open from 1 September to 30 April)	PAX:15840 CARS:3372 Income: R448 701	PAX:13636 CARS:2434 Income: R403 579.74	PAX:20690 CARS:5246 Income: R648 115	PAX:12993 CARS:2063 Income: R462 832.73	PAX:0 CARS:0 Income: R0	PAX:10 585 CARS: 1757 Income: R380 269	PAX:5710 CARS: 1309 Income: R205 134.50	PAX:0 CARS:0 Income: R0 Flood damage

The Stellenbosch Municipality is responsible for the management and maintenance of seventeen (17) sports grounds in its municipal area. The picturesque beauty of the Stellenbosch Mountains surrounds these grounds. Ten (10) are in urban areas, and seven are in rural areas.

It is the municipality's goal to create active, healthy communities and to provide a sporting hub for all its residents and visitors by offering a wide range of well-maintained and well-managed sporting facilities.

Stellenbosch Municipality manages and maintains one swimming pool in the greater Stellenbosch area. The swimming pool is situated in Cloetesville and can accommodate two hundred and seventy-five (275) people at any time per day. The existing facility can host swimming galas and aims to further sports development and recreation.

3.19.2 SERVICE STATISTICS SPORT - GROUNDS AND SWIMMING POOLS

Table 175: Service Statistics Sports Grounds and Swimming Pool

Type of service	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Number of sport grounds / fields	17	17	17	17	17	14	15	15
Number of swimming pools	1	1	1	1	1	1	1	1
Number of stadiums	10	10	10	10	10	14	10	10

3.20 COMMUNITY HALLS AND FACILITIES

Stellenbosch Municipality is the proud owner of two top-class town halls and nine community facilities that cater to residents and both national and international visitors.

The facilities are available throughout the year (365 days per annum) and can be booked for events such as meetings, weddings, training sessions, conferences, and community and social events.

**Table 176: Total functions: Community Halls and Facilities**

Type of service	2019/20	2020/21	2021/22	2022/23	2023/24
Total functions at municipal halls					
Stellenbosch Town Hall	65	0	10	40	40
Klapmuts Centre	59	28	80	81	80
Eikestad Hall	142	17	74	80	68
Wemmershoek Hall	31	7	37	27	29
La Motte Community Hall	12	14	59	47	52
Franschhoek Town Hall	11	1	2	2	9
Groendal Community Hall	76	18	69	66	21
Kylemore Community Hall	20	19	36	35	38
Pniël Banquet Hall	44	15	34	50	50
Kayamandi Community Hall	N/A	N/A	27	152	147
Cloetesville Banquet Hall	N/A	N/A	5	65	51
Total	460	119	433	645	585

The table below indicates the total revenue for Community Halls and Facilities.

Table 177: Total Revenue / Income: Community Halls and Facilities

Type of service	2020/21	2021/22	2022/23	2023/24
Stellenbosch Town Hall	R0	R 100 935.38	R 384 455.10	R492 919.30
Klapmuts Centre	R23 475.60	R 62 892.64	R 50 824	R73 125.70
Eikestad Hall	R9 407.60	R 51 675.42	R 50 362.60	R108 729.30
Wemmershoek Hall	R3 662.63	R 18 385.53	R 10 926	R13 924.90
La Motte Community Hall	R7 068.61	R 30 293.54	R 18 379	R21 298.60
Franschhoek Town Hall	R9 403	R10 565.22	R 16 120	R74 706.50
Groendal Community Hall	R13 488.50	R 42 818.74	R 39 732	R26 898.00
Kylemore Community Hall	R10 855.72	R 25 718.23	R 23 001.48	R25 869.50
Pniël Banquet Hall	R8 522.12	R 30 556.39	R 30 347	R52 978.00
Kayamandi Community Hall	-	R 5 214.69	R 24 996	R33 369.00
Cloetesville Banquet Hall	-	R 815	R 17 130	R27 405.00
Total	R 85 883.78	R 379 870.78	R 666 273.18	R951 223.80



The table below indicates the capital expenditure for the Section: Sport, Recreation and Halls as at 20 June 2024.

Table 178: Capital Expenditure: Section: Sport, Recreation and Halls

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from Adjustment Budget (%)
	R'000		
Upgrade of Sport Facilities	4 239	3 307	21.98%
Upgrading of Parks	2 296	1 881	18.06%
Fencing: Parks and Gardens	700	678	3.14%
Furniture, Tools and Equipment: Environmental Management	958	755	21.18%
Jonkershoek Picnic Site upgrades	569	569	0%
Only the 5 largest capital projects are listed			

The Section: Sport, Recreation and Halls has spent 72% of its capital budget for the financial year.



COMPONENT G: CORPORATE POLICY OFFICES AND OTHER SERVICES

This component includes corporate policy offices, financial services, human resource services, ICT services, and property services.

3.21 FINANCIAL SERVICES

3.21.1 SERVICE STATISTICS

Table 179: Financial service statistics

Details of the types of accounts raised and recovered	2023/24		
	Billed in Year	Actual for accounts billed in a year	The proportion of value of accounts billed that were collected
	R		%
Property Rates	484 454 441	476 145 135	98.28%
Electricity	874 585 643	849 400 451	97.12%
Water	203 270 709	156 034 673	76.76%
Sanitation	114 951 742	104 456 373	90.87%
Refuse	96 326 521	84 249 108	87.46%

3.22 HUMAN RESOURCES SERVICES

The vision of the Department: Human Resources Management is undoubtedly to build partnerships with management at all levels of the organisation, to create a culture or working environment where employees are valued or appreciated, and to ensure a diverse, qualified, healthy, and highly motivated workforce focused on achieving critical outcomes through the development and administration of cost-effective and results-oriented human resources.

Accordingly, the mission of the Department: Human Resources Management is to address and achieve the goals and challenges of Stellenbosch Municipality by **providing services that promote a work environment that is characterised by fair treatment of staff, open communications, personal accountability, trust, and mutual respect**. The municipality will seek and provide solutions to workplace issues that support and optimise the operating principles of the organisation.

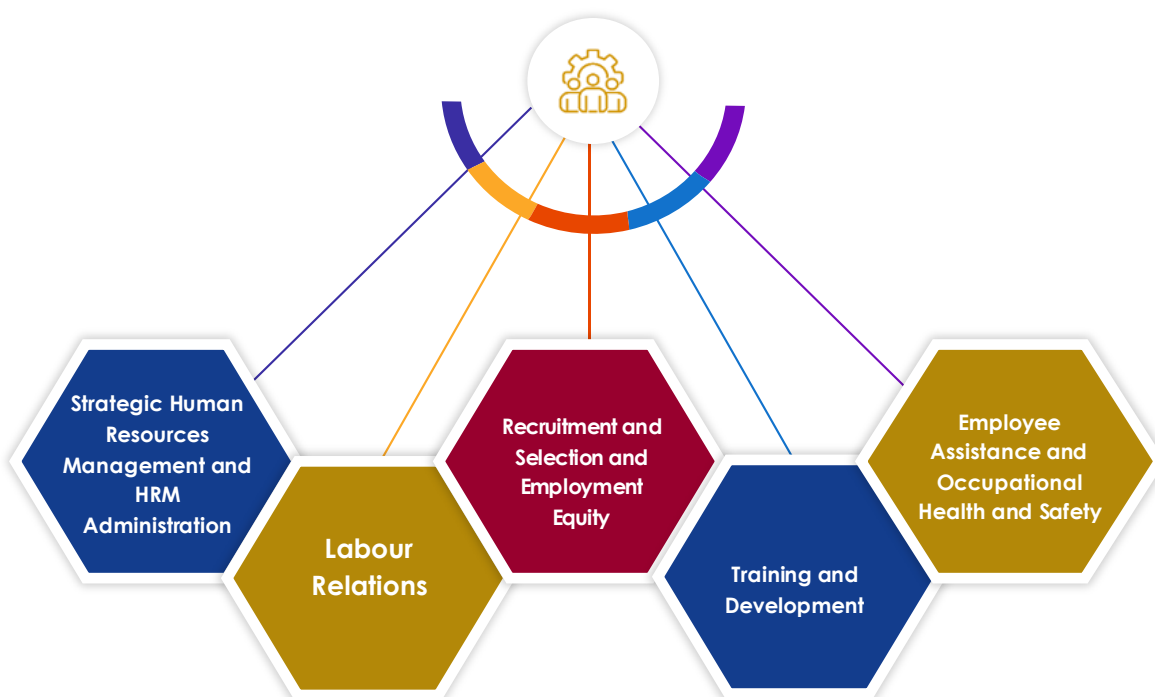


The Department: Human Resources Management objectives for Stellenbosch Municipality include, but are not limited to:

- ✦ Helping the organisation achieve its goals;
- ✦ Ensuring effective utilisation and maximum development of human resources;
- ✦ Ensuring respect for human beings;
- ✦ Identifying and satisfying the needs of individuals;
- ✦ Ensuring reconciliation of individual goals with those of the organisation;
- ✦ Achieving and maintaining high morale among employees;
- ✦ Providing the organisation with well-trained and well-motivated employees;
- ✦ Increasing employees' job satisfaction and self-actualisation;
- ✦ Developing and maintaining the quality of work-life;
- ✦ Being ethically and socially responsive to the needs of the community;
- ✦ Developing the overall personality of each employee in its multidimensional aspect;
- ✦ Enhancing employees' capabilities to perform the present job; and
- ✦ Ensuring service excellence for the Stellenbosch municipal area.

The figure below illustrates the services rendered by the Human Resource Management Department.

Figure 25: HRM elements



Each director, manager, departmental head, superintendent, assistant superintendent, and foreman is responsible for setting objectives, delegating responsibilities and tasks, motivating staff, disciplining staff, developing skills and career paths, measuring performance, and generally guiding their staff. In these endeavours, management and line management are assisted by the Department: Human Resources Management, which provides policies, guidelines, support, systems, and specialised inputs.



The table below indicates the total number of employees in the Department: Human Resource Management as at 20 June 2024:

Table 180: Total number of employees in the Department: Human Resources Management

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	2	2	0	0
9 – 13	11	11	0	0
4 – 8	4	3	1	25
3 – 0	0	0	0	0
Total	18	17	1	5.5

3.23 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

The Department of ICT committed its time in the 2023/24 financial year to reviewing ICT contracts and the purchase and replacement of computer software and hardware to further enable the various municipal business units.

a) Highlights

- High-site wireless hardware links were procured and delivered during this time, with the plan to upgrade the municipal network to the outer-lying areas under the WC024 area. A rate tender for WAN infrastructure was approved to assist in shortening the municipality's turnaround time in commissioning new sites and improving current location services.
- Successfully drafted and awarded a tender for the upgrade of the Council Chambers' audio and conferencing electronic system.
- Enhanced security levels against malware attacks and the like by implementing and successfully commissioning the supply and installation of next-generation firewalls with unified threat management and licensing.
- Successfully rolled out fibre connectivity to office buildings to ensure solid / stable connectivity and increased capacity for needed communications to service ICT, CCTV, and electricity specialised services.
- Implemented and successfully commissioned the network and communication network across all 4 floors of the newly acquired NPK building. This required that all data and voice communications be configured to be available and secured at all times and further enable communications from the building to the data centre for needed system / server access.
- Successfully extended the services of the municipality's e-mail protection and injection system, Mimecast, by introducing DMARC (Domain-based Message Authentication, Reporting, and Conformance), which is a standard that prevents spammers from using the municipality's domain to send email without its permission—also known as spoofing.
- Introduced and successfully rolled out security awareness training using Mimecast for all computer-enabled staff by way of guided security video clips to help harden the municipality's security posture against malware attacks.
- The Global Information System ESRI GIS, in its 2nd year, developed a customer care module and revived the **Tree Application Management System** (TRAMS). ESRI GIS continued with the upgrade of the BPAMS and TPAMS and began the development of incorporating the SAMRAS electronic signature to improve turnaround times in approval across all stages with the submission of plans.



- ✦ ICT continued streamlining and securing the Microsoft Office 365 and Windows 10 migration to improve collaboration within and between directorates by introducing added functionality within Teams and OneDrive.
- ✦ Went out to the market to procure storage, which consisted of two hosts and one Tintri vmstore storage. This has been successfully installed and is currently online and will be the replacement for multiple hosts and Tintri vmstore storage that will reach End of Service Life (EOSL) in 2025.
- ✦ Procured an additional HP core switch, which was installed in the DC room and will be used to connect various devices that require network access in the server room. This will drastically reduce the strain on the current HP core.
- ✦ ICT, in conjunction with the Collaborator service provider, successfully upgraded Collaborator to the latest version.
- ✦ Replaced faulty UPS in ICT offices that had multiple battery failures with new upgraded UPS.
- ✦ Assisted the Electrical Engineering Department and service provider with the SCADA project, which included the installation and implementation of 2 SCADA servers at the ITC DC server room on the ground floor.
- ✦ Successfully relocated the DR site from Teraco Rondebosch to Teraco Brackenfell with the new service provider.

3.23.1 SERVICE STATISTICS – INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

Table 181: Service Statistics – ICT

Details	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	%						
Ensure the availability of the network to ensure effective ICT systems for municipal processes.	99.9	99	99	99	99	99	99
Provide ICT support to all municipal departments by attending to requests within 4 working days.	98	98	98	98	98	98	98
Connecting all municipal sites to the ICT network.	100	100	100	100	100	100	100

The table below indicates the capital expenditure for the Department: ICT as at 30 June 2024.

Table 182: Capital expenditure - ICT services as at 30 June 2024

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget %
	R'000		
Purchase and Replacement of Computer / software and Peripheral devices	1 286	1 286	0%
Upgrading Communication Network	1 300	1 300	0%
Upgrade and Expansion of IT Infrastructure Platforms	5 714	5 264	7.88%
Server Storage expansion and upgrades	4 645	4 645	0%
Fibre Optic Implementation	1 909	1 908	0.05%

The Department: ICT has spent 97% of its capital budget for the financial year.



The table below indicates the number of employees in the Department: ICT as at 30 June 2024.

Table 183: Total number of employees in the Department: ICT

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	2	1	1	50
9 – 13	8	7	1	12.5
4 – 8	0	0	0	0
3 – 0	0	0	0	0
Total	11	9	2	18.2

3.24 LEGAL SERVICES

The Section: Legal Services, in conjunction with user departments, ensures and manages the implementation, monitoring, evaluation, and reporting of key service delivery objectives concerning Legal Services. During the year under review, 45 cases were registered at the High Court, Labour Court, and Magistrate's Court.

a) The main objectives are the following:

- ✦ Advise and manage litigations instituted by the municipality and against it;
- ✦ Provide legal advice, opinions, and input on policies, contracts, agreements, memorandums, legislation, bylaws, and regulations;
- ✦ Advising the Municipal Council, Mayco, and Portfolio Committees on items submitted to meetings;
- ✦ Ensuring bylaws are promulgated after consultation with user departments and approved by the Council; and
- ✦ Attend to new legislation and proclamations for comment as and when required.

b) Challenges:

- ✦ To deal with urgent requests for legal input to the Sections 79 and 80 committees;
- ✦ Lack of skilled administrative support for the Chief Legal Advisor; and
- ✦ Availability of a well-maintained legal library and reference resources.

The table below indicates the total number of employees in the Section: Legal Services as at 30 June 2024.

Table 184: Total number of employees in the Section: Legal Services

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	0	0	0	0
9 – 13	0	0	0	0
4 – 8	1	0	1	100
3 – 0	0	0	0	0
Total	2	1	1	50



3.25 MUNICIPAL COURT – ADDITIONAL COURT - STELLENBOSCH

The Municipal Court is responsible for the following prosecutions:

- ✦ Traffic bylaws;
- ✦ Provincial traffic bylaws;
- ✦ SAPS bylaws;
- ✦ Law enforcement bylaws;
- ✦ Fire bylaws;
- ✦ Building and Land Use Regulations, and all other bylaw contraventions;
- ✦ Electrical Bylaws; and
- ✦ Noise pollution.

a) **Mission Statement of the Municipal Court**

The Municipal Court aims to: -

- ✦ promote justice and service delivery;
- ✦ enhance revenue to invest in the community;
- ✦ “*Let Justice be seen to be done*”; and
- ✦ minimise crime and have a safer Stellenbosch.

The Municipal Court was established to:

- ✦ Support and secure good governance;
- ✦ Ease the burden on regular courts;
- ✦ Increase the speed of services;
- ✦ Allow for more successful prosecutions by applying specialist knowledge;
- ✦ Improve communications between the bylaw prosecutors and enforcers;
- ✦ Support bylaw enforcement;
- ✦ Ensure a user-friendly court; and
- ✦ Keeps members of the public who committed a minor crime (such as a traffic offence) away from hardened criminals.

The municipality is also looking into having an ad hoc court in Franschhoek / Klapmuts in the near future. This could be another boost for the Municipal Court's service to the community. Prosecuting some of the cases in the Paarl Magistrate's Court is also currently being considered.

The introduction of the Municipal Court has been an essential, strategic implementation that will benefit the whole community of Stellenbosch.



3.25.1 STATISTICAL REPORT – CASE LOAD

Table 185: Statistical Report Caseload 2023/24

Months:	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Cases on the roll	1 018	1 698	1 312	1 946	1 470	725	1 171	2 046	1 921	2 863	2 699	1 985
Withdrawn	9	3	1	1	0	2	2	2	3	1	31	0
Struck off the role	187	266	198	320	257	82	137	290	269	577	262	198
Warrants authorised	835	1 414	1 084	1 581	1 188	725	982	2 030	1 424	1 679	2 356	1 738
Deferment	0	0	0	0	0	0	0	0	0	0	0	0
Payments	5	17	13	30	15	11	29	22	46	31	225	39
Postponed	8	14	13	23	10	18	27	60	102	61	9	28
Mediations	0	0	0	0	0	0	0	0	0	0	0	0

3.25.2 FINANCIAL REPORT OF THE MUNICIPAL COURT 2023/24

Table 186: Financial Report of the Municipal Court 2023/24

Month	Traffic Fines	SAPS Fines	Law Enforcement Fines	Contempt of Court Fines	Provincial Fines	Electricity	Building	Total Amount
Jul	R413 900	R0	R3 950	R70 500	R900	R0	R12 000	R501 250
Aug	R560 610	R0	R1 800	R110 100	R6 550	R0	R13 000	R692 060
Sep	R545 260	R180	R1 000	R101 700	R750	R900	R4 000	R653 790
Oct	R656 930	R400	R1 400	R137 000	R500	R0	R2 500	R798 730
Nov	R746 480	R250	R1 150	R130 800	R1 300	R0	R4 500	R884 480
Dec	R714 110	R0	R3 000	R121 800	R4 850	R0	R2 500	R846 260
Jan	R559 950	R500	R950	R111 250	R4 500	R0	R3 000	R680 150
Feb	R758 800	R1 850	R1 450	R162 700	R5 600	R3 500	R7 500	R929 800
Mar	R939 800	R1 250	R1 750	R150 300	R1 000	R0	R4 000	R1 098 100
Apr	R641 560	R0	R650	R95 800	R3 350	R0	R16 500	R757 860
May	R782 960	R0	R970	R119 100	R5 800	R0	R9 200	R918 030
June	R682 430	R0	R850	R120 150	R2 000	R1 000	R10 500	R816 930
Total	R8 002 970	R4 430	R18920	R1 431 200	R37 100	R5 400	R89 200	R9 577 440

The table below indicates the total number of employees in the Section: Municipal Court as at 30 June 2024.

Table 187: Total number of employees in the Section: Municipal Court

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	0	0	0	0
9 – 13	0	0	0	0
4 – 8	5	3	2	40
3 – 0	0	0	0	0
Total	6	4	2	33.3



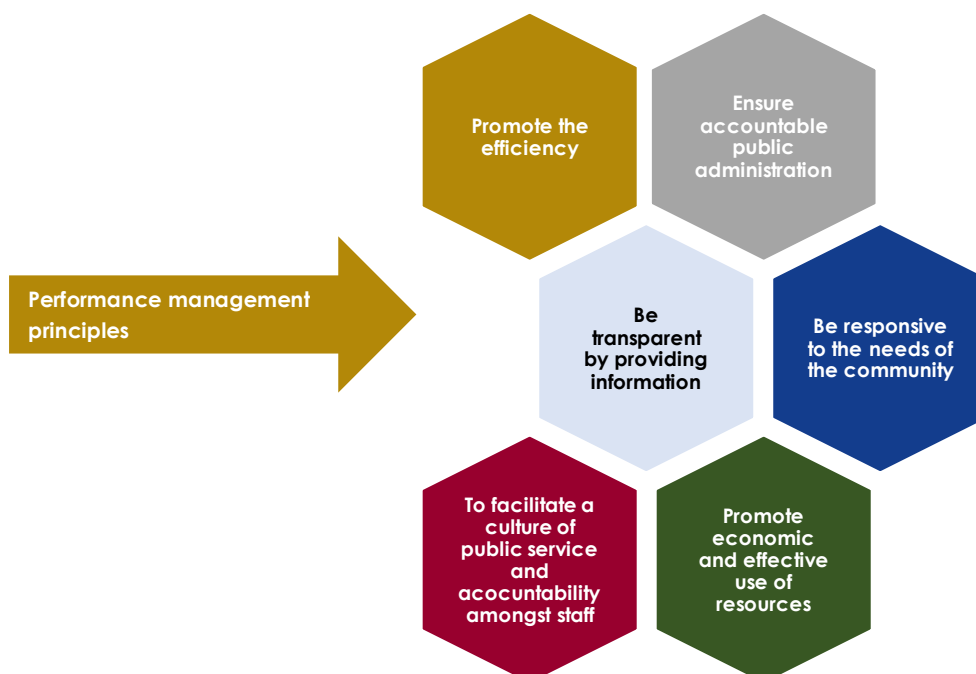
COMPONENT H: ORGANISATIONAL PERFORMANCE SCORECARD

3.26 PERFORMANCE MANAGEMENT

Performance management is defined as a management mechanism through which a municipality can plan, manage, monitor, and review the performance of the municipality and its employees to measure the progress made in achieving the objectives set out in the Integrated Development Plans (IDPs) and further measure the efficiency, effectiveness, and impact of its service delivery.

Section 152 of the Constitution of the Republic of South Africa, 1996, deals with the objectives of local government and paves the way for performance management. The idea of an accountable government is important to meet the needs of Stellenbosch. The democratic values and principles in terms of Section 195(1) of the Constitution are also linked with the concept of performance management, concerning the principles of the following, among others:

Figure 26: Performance Management Principles



It is a statutory requirement, according to the MSA, to establish a performance management system and an IDP that must be aligned with the municipal budget. The monitoring of the organisational performance of the budget must be done against the IDP every quarter via the Service Delivery and Budget Implementation Plan (SDBIP). The report is made public after the council has been informed of the quarterly progress against set targets.

In addition, Regulation 7(1) of the Local Government: Municipal Planning and Performance Management Regulations of 2001 states that "A Municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting, and improvement will be conducted, organised, and managed, including determining the roles of the different role players." Performance management is not only relevant to the organisation but also to the individuals employed in the organisation, as well as the external service providers and municipal entities. This framework, inter alia, reflects the linkage between the IDP, the Budget, and the SDBIP.



3.26.1 LEGISLATIVE REQUIREMENTS

In terms of Section 46(1)(a) of the MSA, a municipality must prepare a performance report for each financial year that reflects the municipality's and any service provider's performance during the financial year. The report must furthermore indicate the development and service delivery priorities, the performance targets set by the municipality for the following financial year, and measures that were or are to be taken to improve performance.

3.26.2 ORGANISATIONAL PERFORMANCE

A strategic performance assessment indicates how well the municipality is meeting its objectives and which policies and processes are working. All government institutions must report on strategic performance to ensure that service delivery is efficient, effective, and economical. Municipalities must develop strategic plans and allocate resources for their implementation. The implementation must be monitored on an ongoing basis, and the results must be reported to various role players during the financial year to enable them to implement corrective measures when and where required.

This report highlights the strategic performance in terms of the municipality's Top-layer Service Delivery and Budget Implementation Plan (SDBIP), high-level performance in terms of the strategic objectives of the municipality, and performance on the National Key Performance Indicators prescribed in terms of Section 43 of the MSA.

3.26.3 GOVERNANCE FRAMEWORK FOR THE IDP, BUDGET, AND PERFORMANCE MANAGEMENT

The draft review of the 5th Generation IDP was tabled in March 2023 and advertised for public comment thereafter. Stellenbosch Municipal Council adopted the 5th Generation IDP (2022 / 2027) together with the 2023/24 MTREF Budget on 31 May 2023.

The IDP is the principal planning instrument that guides and informs the municipal budget. The MSA requires each municipality in South Africa to prepare a strategic plan to guide all development and management within the municipal area. The IDP sets out the development priorities of Stellenbosch Municipality over the next five years. The IDP must guide and determine municipal planning and project implementation. The 2023/24 budget was based on the IDP and other spheres of government and service providers.

The IDP is a strategic tool that guides all the activities of local government in consultation with residents and stakeholders. In keeping with the more evolved and strategic approach to this IDP, the implementation plan focuses on only the key strategic programmes, projects, and initiatives that will support the achievement of the priorities during the five-year term of office. Its focus is on development in a broader sense, and it is a structured plan that informs budget priorities, decision-making, and the allocation of resources.

The focus of the IDP is varied and includes the provision of basic municipal services, measures for building and transforming municipal capacity, measures to assist in expanded livelihood opportunities for citizens, enterprise development, building dignified and safe living environments, and, crucially, exploring new ways of working and living together. It directs and is informed by different aspects of the municipality's work, including how the municipality is structured politically and administratively, the municipal budget, the sector plans and service delivery and budget implementation plans of different municipal services, and how the municipality manages its performance.



The three-year budget sets out the revenue-raising and expenditure plan of the municipality for approval by the Council under the MFMA. The allocation of funds needs to be aligned with the priorities in the IDP.

The IDP must be reflected in the performance agreements of the relevant staff and, through the budget, in the service delivery and budget implementation plan (SDBIP). The key performance management instrument of the municipality is the SDBIP. Linked to the IDP, the SDBIP forms the basis of the performance contracts of directors and quarterly, mid-year, and annual performance reviews of senior management, directorates, and the municipality.

3.26.4 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

The organisational performance is evaluated using a municipal scorecard (Top-layer SDBIP). Performance objectives, as reflected in the municipal scorecard, are required to be practical, measurable, and based on the key performance indicators.

It also allocates responsibility to directorates to deliver the services in terms of the IDP and the budget.

The purpose of performance reporting is to report specifically on the implementation and achievement of IDP outcomes. This section should provide an overview of the achievements of a municipality in terms of the strategic intent and deliverables achieved as stated in the IDP. The Top-layer (strategic) SDBIP is the municipality's strategic plan and shows the strategic alignment between the different documents (IDP, budget, and performance agreements).

The organisational performance is evaluated using a Municipal Scorecard (TL SDBIP) at an organisational level and through the Service Delivery and Budget Implementation Plan (SDBIP) at departmental levels.

The SDBIP is a plan that converts the IDP and Budget into measurable indicators of how, where, and when the strategies, objectives, and normal business processes of the municipality are implemented. It also allocates responsibilities to directorates to deliver the services in terms of the IDP and Budget.

MFMA Circular No. 13 is a clarification of the Municipal Budget and Reporting Regulations, Schedule A 1, GenN 393 in GG32141 of 2009, and prescribes that the:

- ✦ IDP and Budget must be aligned;
- ✦ The Budget must address the strategic priorities;
- ✦ SDBIP should indicate what the municipality is going to do during the next 12 months; and
- ✦ SDBIP should form the basis for measuring the performance against goals set during the budget / IDP processes.

3.26.4.1 The Municipal Scorecard (Top-layer SDBIP)

The municipal scorecard (Top-layer SDBIP) consolidates service delivery targets set by the Council as advised by senior management and provides an overall picture of the performance of the municipality, reflecting performance in its strategic priorities for the 2023/24 financial year. The scorecard is the performance evaluation tool and is used during informal and formal performance reviews.

A one-year detailed plan with the following components:

- ✦ Monthly projections of revenue to be collected from each source;
- ✦ Monthly projections of expenditure (operating and capital) and revenue for each vote;



- ✦ Quarterly projections of service delivery targets and performance indicators for each vote;
- ✦ Ward information for expenditure and service delivery; and
- ✦ A detailed capital works plan broken down by ward over three years.

Top-layer KPIs were prepared based on the following:

- ✦ Key performance indicators (KPIs) for the programmes / activities identified to address the strategic objectives as documented in the IDP in cooperation with the community, which identify developmental priorities;
- ✦ KPIs identified during the IDP and KPIs that need to be reported to key municipal stakeholders; and
- ✦ KPIs to address the required national minimum reporting requirements.

3.26.4.2 Amendment of the Top-layer SDBIP

The TL SDBIP 2023/24 was reviewed once during the financial year under review and submitted to the Council for approval on 20 June 2023 and revised on 25 January 2024.

The municipality utilises a web-based, real-time, performance-based system on which KPI owners update actual performance monthly. KPI owners report on the results of the KPI by documenting the following information on the performance system:

- ✦ The actual result in terms of the target set;
- ✦ A performance comment; and
- ✦ Actions to improve performance include the submission of corrective measures to meet the set target for the reporting interval in question if the target is not achieved.

It is the responsibility of every KPI owner to maintain a portfolio of evidence to support actual performance results that are updated and provided to the internal auditor and AGSA upon request during the quarterly and annual audit testing.

3.26.4.3 Monitoring of the Service Delivery and Budget Implementation Plan (SDBIP)

Municipal performance is measured as follows:

In terms of section 72(1)(a) of the MFMA:

- ✦ The accounting officer must, by 25 January of each year, assess the performance of the municipality during the first half of the financial year;
- ✦ A report on such an assessment must, in terms of Section 72(1)(b) of the MFMA, be submitted to the Mayor, Provincial, and National Treasury; and
- ✦ Once the Mayor has considered the report, it must be submitted to the Council by 31 January in terms of Section 54 of the MFMA.

Quarterly assessment in terms of Section 52(d) of the MFMA:

- ✦ Assess the performance of the municipality during the first half of the financial year.

The Executive Mayor, who must provide general political guidance over the fiscal and financial affairs of the municipality, is required by Section 52(d) of the MFMA to submit a report on the implementation of the budget and the financial situation of the municipality to the Council within 30 days after the end of each quarter.



The actual performance was audited by the Department: Internal Audit (IA), and the results of their findings were submitted to the APAC:

- ✦ Quarter 1 (July to September);
- ✦ Quarter 2 (October to December);
- ✦ Quarter 3 (January to March); and
- ✦ Quarter 4 (April to June).

Other municipal personnel

The municipality has implemented individual performance management for employees at the three highest levels of management.

Municipal Manager and Managers Directly Accountable to the Municipal Manager

The MSA prescribes that the municipality must enter into performance-based agreements with the municipal manager and managers directly reporting to the municipal manager, i.e., MSA Section 56 managers. Performance agreements must be reviewed annually and published in the public interest. This process and the format are further regulated by Regulation 805 (August 2006), MSA.

The revised (latest) performance plans for the municipal manager and MSA Section 56 appointments for the 2023/24 financial year were signed on 26 February 2024 as prescribed. They include performance agreements for the:

- ✦ Municipal Manager;
- ✦ Chief Financial Officer;
- ✦ Director: Corporate Services;
- ✦ Director: Planning and Local Economic Development;
- ✦ Director: Community and Protection Services; and
- ✦ Director: Infrastructure Services.

Table 188: Performance Management Governance

	Performance Management Policy	All MSA s57/56 Performance contracts signed	Audit Committee	Municipal Public Accounts Committee (MPAC)	Quarterly Performance Reporting to the Council	Annual Performance Reporting to the Council
In place?	√	√	√	√	√	√

In the paragraphs below, the performance achieved is illustrated against the Top-layer SDBIP according to the IDP strategic objectives. The following table explains the method by which the overall assessment of actual performance against targets set for the key performance indicators (KPIs) of the SDBIP is measured:

Table 189: Performance Assessment Criteria

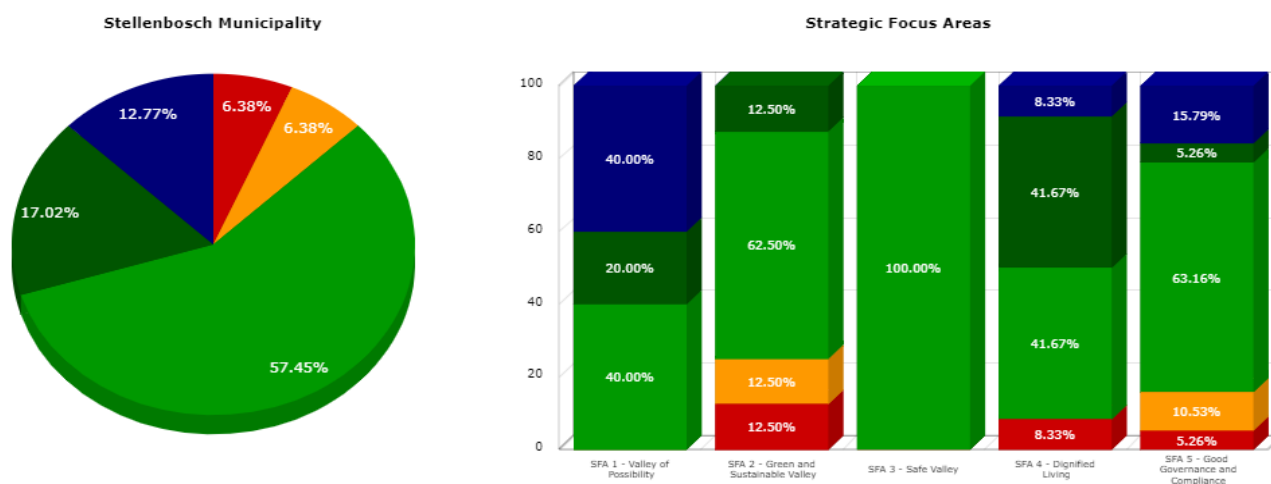
Colour	Category	Explanation
	KPI Not Yet Measured	KPIs with no targets or actual results for the selected period
	KPI Not Met	Actual vs. target less than 75%
	KPI Almost Met	Actual vs. target between 75% and 100%
	KPI Met	Actual vs. target 100% achieved
	KPI Well Met	Actual vs. target more than 100% and less than 150% achieved
	KPI Extremely Well Met	Actual vs. target of more than 150% achieved



The TL SDBIP (the Municipal Scorecard) consolidates service delivery targets set by the Council / Senior Management and provides an overall picture of performance for the municipality, reflecting performance on its strategic priorities.

3.26.4.4 Overall Performance per Municipal Strategic Focus Area

The following graph and table illustrate the municipality's overall performance per Municipal Strategic Focus Area (SFA).



Stellenbosch Municipality		Municipal Strategic Focus Areas (SFAs)				
		SFA 1 - Valley of Possibility	SFA 2 - Green and Sustainable Valley	SFA 3 - Safe Valley	SFA 4 - Dignified Living	SFA 5 - Good Governance and Compliance
KPI Not Yet Measured	-	-	-	-	-	-
KPI Not Met	3 (6.38%)	-	1 (12.50%)	-	1 (8.33%)	1 (5.26%)
KPI Almost Met	3 (6.38%)	-	1 (12.50%)	-	-	2 (10.53%)
KPI Met	27 (57.45%)	2 (40%)	5 (62.50%)	3 (100%)	5 (41.67%)	12 (63.16%)
KPI Well Met	8 (17.02%)	1 (20%)	1 (12.50%)	-	5 (41.67%)	1 (5.26%)
KPI Extremely Well Met	6 (12.77%)	2 (40%)	-	-	1 (8.33%)	3 (15.79%)
Total:	47	5	8	3	12	19
	100%	10.64%	17.02%	6.38%	25.53%	40.43%

Table and Graph 190: Overall performance per SFA - 01 July 2023 – 30 June 2024



CHAPTER 4: ORGANISATIONAL DEVELOPMENT PERFORMANCE

4.1 INTRODUCTION TO THE MUNICIPAL WORKFORCE

Stellenbosch Municipality, as of 30 June 2024, employed **1 151** officials (excluding councillors and non-permanent positions) who individually and collectively contributed to the achievement of the municipality's objectives. The primary objective of Human Resource Management is to render an innovative HR service that addresses both skills development and an administrative function.

4.1.1 EMPLOYMENT EQUITY

The Employment Equity Act, 1998 (Act No. 55 of 1998), Chapter 3, Section 15(1), states that affirmative action measures are measures designed to ensure that suitably qualified people from designated groups have equal employment opportunities and are equitably represented in all occupational categories and levels in the workforce of a designated employer. The national performance indicator also refers to the "number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan." The following table provides clarity on the employment equity status.

Table 191: EE Targets / Actual by Racial Classification

Financial Year	African			Coloured			Indian			White		
	Target June	Actual June	Target reached	Target June	Actual June	Target reached	Target June	Actual June	Target reached	Target June	Actual June	Target reached
2018/19	334	372	111.4%	497	651	131%	23	4	17%	75	94	125.3%
2019/20	334	383	111.4%	497	680	137%	23	4	17%	75	96	128%
2020/21	334	395	118.3%	497	660	132.8%	23	4	17%	75	83	110.67%
2021/22	334	387	115.9%	497	671	135.01%	23	4	17%	75	79	105.3%
2022/23	334	391	117%	497	674	135.6%	23	4	17.4%	75	78	104%
2023/24	334	409	122%	497	665	133%	23	5	21.7%	75	72	96%

Table 192: Targets / Actual by Gender Classification

Financial Year	Male			Female			Disability		
	Target June	Actual June	Target reached	Target June	Actual June	Target reached	Target June	Actual June	Target reached
2018/19	681	750	110.1%	670	371	55.3%	10	10	100%
2019/20	681	760	111.6%	670	398	59.4%	10	10	100%
2020/21	681	737	108.22%	670	405	60.45%	10	10	100%
2021/22	681	735	107.9%	670	406	60.6%	10	10	100%
2022/23	681	727	106.7%	670	420	62.5%	10	6	60%
2023/24	681	715	104.9%	670	437	65.2%	10	4	40%



4.1.2 OCCUPATIONAL CATEGORIES - RACE

The table below categorises the number of employees by race within the occupational levels.

Table 193: Occupational Categories – Race

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top Management and Councillors	12	14	1	3	6	2	0	11	49
Senior management	0	6	0	4	1	2	0	0	13
Professionally qualified and experienced specialists and mid-management	8	26	1	10	11	14	1	10	81
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	53	11	2	26	64	93	0	15	368
Semi-skilled and discretionary decision-making	79	158	0	4	66	94	0	2	403
Unskilled and defined decision-making	98	121	0	0	29	32	0	0	280
Total permanent	250	440	4	54	170	237	1	38	1 194
Non-permanent employees (incl. EPWP, conditional grants, and provincial grants)	18	9	0	2	31	44	0	2	106
Grand total	268	449	4	56	201	281	1	40	1 300

4.1.3 DIRECTORATES BY RACE

The table below categorises the number of employees by race within the different Directorates:

Table 194: Directorates by Race

Directorate	Male				Female				Total
	A	C	I	W	A	C	I	W	
Office of the Mayor	12	11	0	3	6	1	0	10	43
Office of the Municipal Manager	0	2	0	1	4	5	0	2	14
Financial Services	10	36	1	2	23	49	0	4	124
Planning and Economic Development	7	21	0	7	20	27	0	8	90
Corporate Services	6	21	0	1	14	21	0	5	68
Community and Protection Services	73	132	1	20	65	95	1	6	393
Infrastructure Services	142	217	2	20	44	40	0	3	462
Total permanent	250	440	4	54	170	237	1	38	1 194
Non-permanent employees (incl. EPWP, conditional grants, and provincial grants)	18	9	0	2	31	44	0	2	106
Grand total	268	449	4	56	201	281	1	40	1 300



4.1.4 VACANCY RATE

The approved organogram (2017/2019) has a total of **1996** posts. The actual positions filled in the 2023/24 financial year are indicated in the tables below by post-level and functional level.

A total of **115** posts were vacant and funded at the end of 2023/24, resulting in a vacancy rate of **9.16%**.

The table below indicates the vacancies within the municipality:

Table 195: Vacancy rate per post and functional level

Per Post Level		
Post Level	Filled	Vacant
Top Management (MM and MSA section 57 Managers)	6	0
Senior Management	13	0
Middle management	81	12
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	368	44
Semi-skilled	403	46
Unskilled and defined decision-making	280	13
Total	1 151	115
Per Functional Level		
Functional area	Filled	Vacant
Office of the Mayor	43	0
Office of the Municipal Manager	14	2
Financial Services	124	14
Planning and Economic Development	90	10
Corporate	68	20
Community and Protection Services	393	29
Infrastructure Services	462	40
Total	1 194	115



4.1.5 TURNOVER RATE

A high turnover rate may be costly to a municipality and might negatively affect productivity, service delivery, and institutional memory / organisational knowledge. Below is a table that shows the turnover rate in the municipality.

The table below indicates the turnover rate over the last four financial years.

Table 196: Turn-over Rate

Financial year	Total no appointments at the end of each Financial Year	New appointments	Number of terminations during the year	Turn-over Rate
2018/19	1 121	55	39	3.47%
2019/20	1 158	60	51	4.40%
2020/21	1 142	48	61	5.34%
2021/22	1 140	82	82	7.19%
2022/23	1 137	96 (incl promotion)	71	6.2%
2023/24	1 148	72 (New) 39 (Promotions)	70	6.1%

4.1.6 MANAGING THE MUNICIPAL WORKFORCE

Managing the municipal workforce refers to analysing and coordinating employee behaviour.

An occupational injury is a personal injury, disease, or death resulting from an occupational accident. Compensation claims for such occupational injuries are calculated according to the seriousness of the injury / disease and can be costly to a municipality. An occupational injury will influence the loss of man-hours and, therefore, financial and productivity performance.

Table 197: Injuries per Directorate

Directorates	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Office of the Municipal Manager	1	0	0	0	0	0	1
Financial Services	0	0	2	4	0	0	6
Planning and Economic Development Services	3	3	2	10	12	10	2
Corporate Services	1	1	7	9	5	7	5
Community and Protection Services	73	49	36	21	35	64	59
Infrastructure Services	42	32	42	77	57	69	56
Total	125	86	92	121	109	150	129

Injuries in operational services are normally higher due to the nature of work and the constant handling of equipment and machinery.



4.1.7 SICK LEAVE

The number of sick days taken by employees has an impact on costs and service delivery. The monitoring of sick leave identifies certain patterns or trends. Once patterns of concern are identified, corrective actions are taken.

The total number of employees that have taken sick leave during the **2023/24** financial year shows a decrease of **733.43** working days when compared to the **2022/23** financial year.

The table below indicates the total number of sick leave days taken within the different directorates.

Table 198: Table 185: Sick Leave as at 30 June 2024

Directorate	2022/23	2022/23 (%)	2023/24	2023/24 (%)
Office of the Municipal Manager	83	19.45	106	28.39
Financial Services	667	21.75	660.62	19.98
Planning and Economic Development	449	21.59	391.22	16.30
Corporate Services	480.79	25.76	391.5	21.59
Community and Protection Services	1 915.93	19.21	1 792.28	17.10
Infrastructure Services	2 181.51	19.20	2 093.68	16.99
Total	5 777.23	21.16	5 043.80	20.06

4.1.8 HUMAN RESOURCES POLICIES AND PLANS

Policies and plans guide fair and consistent staff treatment and a consistent approach to the management of staff.

The table below shows the status of the Human Resources policies and plans:

Table 199: Approved Policies for the year under review

Name of policy	Date approved / revised
Leave Policy	16 February 2024
Acting Policy	16 February 2024
Cellphone Policy	16 February 2024
Attendance and Punctuality	16 February 2024
Motor Vehicle Allowance	April 2024
Housing Policy	May 2024
Incapacity	16 February 2024
Work-related functions	16 February 2024
Sexual Harassment	April 2024
Internal Bursaries	16 February 2024
External Bursaries	16 February 2024
Student Assistance	April 2024
Occupational Health and Safety	16 February 2024
Employee Assistance	16 February 2024
Substance Abuse	April 2024
Smoking Policy	May 2024
Diversity	April 2024
Performance Management	November 2023



The Department: Human Resources Management submits policies to the Local Labour Forum regularly for review purposes.

4.1.9 CAPACITY BUILDING OF THE MUNICIPAL WORKFORCE

The Skills Development Act, 1998 (Act No. 97 of 1998) and the MSA require that employers supply employees with the necessary training to develop their human resource capacity. Section 55(1)(f) states that, as head of administration, the Municipal Manager is responsible for the management, utilisation, and training of staff.

4.1.10 SKILLS MATRIX

The table below indicates the number of employees who received training in the year under review.

Table 200: Number of employees that received training

Management level	Gender	Number of employees identified for training at the start of the year	Number of employees that received training
MM and S57	Female	0	0
	Male	1	1
Legislators, senior officials, and managers	Female	12	1
	Male	10	6
Professionals	Female	4	6
	Male	2	2
Associate professionals and Technicians	Female	16	8
	Male	36	10
Community and Personal Services	Female	0	0
	Male	0	0
Clerks	Female	31	9
	Male	19	11
Service and sales workers	Female	50	16
	Male	84	44
Skilled, Agricultural, Fishery, Craft, and Related Trades Workers	Female	3	3
	Male	39	22
Plant and machine operators and assemblers	Female	0	0
	Male	29	12
Elementary occupations	Female	19	6
	Male	176	38
Sub-total	Female	135	49
	Male	396	146
Total		531	195



4.1.11 SKILLS DEVELOPMENT – TRAINING PROVIDED AND BUDGET ALLOCATION

The table below indicates that a total of **R 6 143 421** was spent on the workplace skills plan. This represents **95%** when compared to the total salary budget of the municipality in the 2023/24 financial year.

Table 201: Budget allocated and spent for skills development

Year	Total personnel budget	Total Allocated	Total Spend	% Spent
	R	R	R	
2020/21	R 532 497 021	R 532 497 021	R 3 300 217	0.62%
2021/22	R 598 305 199	R 5 838 508	R 3 267 622	0.55%
2022/23	R 588 075 877	R 4 500 000	R 4 805 444	0.82%
2023/24	R 622 332 797	R 4 590 000	R 5 186 870	1.13%

4.1.12 MANAGING THE MUNICIPAL WORKFORCE EXPENDITURE

4.1.12.1 Personnel Expenditure

The percentage of personnel expenditure is essential in the budgeting process as it reflects current and future efficiency. The table below indicates the percentage of the municipal budget that was spent on salaries and allowances for the past five financial years, and the municipality is well below the national norm of between 35 to 40%.

Table 202: Personnel Expenditure as % of Total Operating Expenditure

Financial year	Total expenditure salary and allowances	Total operating expenditure	Percentage
	R		%
2017/18	407 801	1 307 335	31%
2018/19	444 711	1 508 629	29%
2019/20	481 583	1 661 441	29%
2020/21	544 391	1 809 977	30%
2021/22	550 719	1 925 898	29%
2022/23	542 779	1 947 880	28%
2023/24	631 802	2 241 787	28%

Below is a summary of councillor and staff benefits for the year under review.

Table 203: Councillor and staff benefits

Financial year	2022/23	2023/24		2023/24
Description	Actual	Original Budget	Adjusted Budget	Actual
	R'000			
Councillors (Political Office Bearers Plus Other)				
Salary	19 152	18 759	18 759	18 816
Pension Contributions	511	495	495	518
Medical Aid Contributions	115	133	133	102
Motor Vehicle Allowance	985	763	763	961
Cell Phone and Other Allowances	2 002	1 946	1 946	2 223
Sub-Total - Councillors	22 765	22 096	22 096	22 620



Financial year	2022/23	2023/24		2023/24
Description	Actual	Original Budget	Adjusted Budget	Actual
	R'000			
% Increase / (Decrease) on Actual	12.96%	10.32%	10.32%	12.40%
Other Municipal Staff				
Basic Salaries and Wages	347 682	371 655	362 287	369 228
Pension and UIF Contributions	59 000	63 933	68 013	63 117
Medical Aid Contributions	27 108	28 434	30 528	29 853
Overtime	40 403	38 107	40 740	44 954
Performance Bonus	1 249	1 472	1 658	1 088
Motor Vehicle Allowance	8 857	12 006	12 959	9 837
Cellphone Allowance	2 172	2 746	2 990	2 274
Housing Allowances	2 716	3 057	3 232	2 744
Other benefits and allowances	46 349	60 903	63 977	71 958
Payments instead of leave	-42	7 523	7 523	5 751
Other Municipal staff				
Long service awards	5 150	2 402	2 402	5 375
Post-retirement benefit obligations	2 136	25 456	26 022	25 623
Sub-Total - Other Municipal Staff	542 779	617 694	622 331	631 802
% Increase / (Decrease)	-1.46%	10.84%	11.51%	12.83%
Total municipality	565 544	639 790	644 427	654 422
% Increase / (Decrease)	-088%	10.82%	11.47%	12.82%



CHAPTER 5: FINANCIAL PERFORMANCE

COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

The Statement of Financial Performance provides an overview of the financial performance of the municipality and focuses on the financial health of the municipality.

5.1 FINANCIAL SUMMARY

The table below indicates a summary of the financial performance for the 2023/24 financial year.

Table 204: Financial Performance

Description	2022/23	2023/24			2023/24 Variance	
	Actual	Original Budget	Adjustment Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
Financial Performance						
Property rates	444 035	473 589	473 589	484 454	-2.29%	-2.29%
Service charges	1 138 698	1 315 591	1 306 867	1 289 135	2.01%	1.36%
Investment revenue	42 250	41 193	44 168	57 312	-39.13%	-29.76%
Transfers recognised - operational	211 107	240 911	225 163	230 231	4.43%	-2.25%
Other own revenue	264698	213 644	270 474	291 594	-36.49%	-7.81%
Total revenue (excluding capital transfers and contributions)	2 100 788	2 284 928	2 320 261	2 352 726	-2.97%	-1.40%
Employee costs	542 779	617 694	623 836	631 802	-2.28%	-1.28%
Remuneration of councillors	22 765	22 097	22 097	22 620	-2.37%	-2.37%
Depreciation and asset impairment	231 679	220 283	239 799	204 290	7.26%	14.81%
Finance charges	59 928	59 688	68 935	63 411	-6.24%	8.01%
Materials and bulk purchases	544 002	636 393	636 393	658 227	-3.43%	-3.43%
Transfers and grants	17 758	20 636	20 199	21 324	-3.33%	-5.57%
Other expenditure	528 968	681 559	749 120	640 112	6.08%	14.55%
Total Expenditure	1 947 880	2 258 350	2 360 379	2 241 786	0.73%	5.02%
Surplus / (Deficit)	152 908					
Transfers recognised - capital	100 335	103 856	135 828	106 864	-2.9%	21.3%
Contributions recognised - capital and contributed assets	0	—	—	5 136	-	0%
Surplus / (Deficit) after capital transfers and contributions	253 243	130 434	95 710	222 939	-71%	-133%
Capital expenditure and funds sources						
Capital expenditure						
Transfers recognised - capital	8 3467	103 856	135 828	106 533	-2.58%	21.57%
Public contributions and donations	0				0%	0%
Borrowing	100 335	200 000	146 884	137 739	31.13%	6.23%
Internally generated funds	137 704	200 944	209 014	182 886	8.99%	12.50%
Total sources of capital funds	321 506	504 800	491 726	427 158	15.38%	13.13%
Financial position						
Total current assets	955 338	812 698	962 448	1 053 537	-29.63%	-9.46%
Total non-current assets	6 076 313	6 443 332	6 330 437	6 291 559	2.36%	0.61%
Total current liabilities	498 795	448 318	493 183	517 751	-15.49%	-4.98%



Description	2022/23	2023/24			2023/24 Variance	
	Actual	Original Budget	Adjustment Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
Total non-current liabilities	733 525	1 059 662	906 942	827 907	21.87%	8.71%
Community wealth / equity	5 799 331	5 748 050	5 892 760	5 999 439	-4.37%	-1.81%
Net cash from (used) operating	433 938	428 518	459 629	368 809	13.93%	19.76%
Net cash from (used) investing	-346 495	-576 970	-562 824	-547 475	5.11%	2.73%
Net cash from (used) financing	23 213	144 368	144 368	82 399	42.92%	42.92%
Cash / cash equivalents at the year-end	248 533					
Cash backing / surplus reconciliation						
Cash and investments available	580 301	428 557	621 473	606 395	-41%	2%
Application of cash and investments	361 775	284 588	284 588	358 511	-26%	-26%
Balance - surplus (shortfall)	218 526	143 969	336 886	247 884	-72%	26%
Asset management						
Asset register summary (WDV)	5 634 083	6 004 827	5 887 144	5 853 785	2.52%	0.57%
Depreciation	231 679	220 283	239 799	204 290	7.26%	14.81%
Renewal of Existing Assets	20 533	33 634	52 027	31 809	5.43%	38.86%
Repairs and Maintenance	55 115	76 789	96 144	92713	18.57%	24.59%
Free Services						
Cost of Free Basic Services provided	4 519	3 608	3 608	3 466	3.92%	3.92%
The revenue cost of free services provided	52 011	111 495	112 071	64 549	42.11%	42.40%
Households below the minimum service level						
Water:	1	1	1	-	71%	71%
Sanitation / sewerage:	1	1	1	1	-76%	-76%
Energy:	2	2	2	-	100%	100%
Refuse:	4	4	4	12	-245%	-245%
Although Households receiving refuse removal below the minimum service level may seem high, it is important to note that households below the minimum service level still receive communal refuse collection. Variances are calculated by dividing the difference between the actual and original / adjustments budget by the budget. This table is aligned.						

The table below shows a summary of performance against budgets.

Table 205: Performance against Budgets

Financial Year	Revenue				Operating expenditure			
	Budget	Actual	Diff.	%	Budget	Actual	Diff.	%
	R'000				R'000			
2016/17	1 490 495	1 534 354	43 859	2.94%	1 450 845	1 316 387	134 458	9.27%
2017/18	1 778 647	1 609 729	-168 918	-9.50%	1 575 255	1 363 953	211 302	13.41%
2018/19	1 738 394	1 629 667	-108 727	-6.25%	1 719 105	1 508 629	210 476	12.24%
2019/20	1 834 539	1 742 596	-91 943	-5.01%	1 778 284	1 661 441	116 843	6.57%
2020/21	1 930 252	1 805 680	-124 572	-6.45%	1 830 891	1 812 392	18 499	1.01%
2021/22	2 116 591	2 042 353	-74 238	-3.51%	1 977 679	1 925 898	51 781	2.62%
2022/23	2 209 698	2 201 123	8 575	0.39%	2 119 665	1 947 880	171 785	8.10%
2023/24	2 456 089	2 464 726	-8.637	-0.35%	2 359 977	2 241 787	118 190	5.01%



5.2 REVENUE COLLECTION BY VOTE

The table below indicates the Revenue collection performance by vote for the 2023/24 financial year.

Table 206: Revenue collection performance by vote

Vote Description	2022/23	2023/24			2023/24 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
Municipal Manager	550	–	–	–	0%	0%
Planning and Development	20 807	26 357	24 009	23 002	12.73%	4.19%
Infrastructure Services	1 405 955	1 589 956	1 626 185	1 593 728	-0.24%	2%
Community and Protection Services	188 870	164 777	196 160	184 153	-11.76%	6.12%
Corporate Services	11 557	10 179	12 553	12 196	-19.82%	2.84%
Financial Services	573 384	597 514	597 183	651 647	-9.06%	-9.12%

5.3 REVENUE COLLECTION BY SOURCE

The table below indicates the Revenue collection performance by source for the 2023/24 financial year.

Table 207: Revenue Collection by Source

Description	2022/23	2023/24			2023/24 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
Property rates	444 035	473 589	473 589	484 454	-2.29%	-2.29%
Service Charges	1 138 698	1 315 591	1 306 867	1 289 135	2.01%	1%
Rentals of facilities and equipment	12 373	10 604	13 014	11 056	-4.26%	15%
Interest earned - external investments	42 250	41 193	44 168	57 312	-39.13%	-30%
Interest earned - outstanding debtors	19 886	15 413	17 324	23 505	-52.50%	-36%
Interest	0	3 293	3 293	4 239	0%	0%
Sale of Goods and Rendering of Services	21 698	22 190	22 124	25 260	-13.84%	-14%
Fines	146 658	131 570	155 565	166 868	-26.83%	-7%
Licences and permits	8 408	7 872	7 994	8 149	-3.53%	-2%
Agency services	3 438	3 358	3 617	3 697	-10.11%	-2%
Transfers recognised - operational	211 107	240 911	225 163	230 231	4.43%	-2%
Transfers recognised - capital	100 335	103 856	135 828	112 001	-7.84%	18%
Other revenue	44 608	19 346	47 544	48 819	-152.35%	-3%
Gains on the disposal of PPE	0	–	–	–	0%	0%
Total Revenue (excluding capital transfers and contributions)	2 201 123	2 388 783	2 456 089	2 464 726	-3.18%	-0.35%



5.4 OPERATIONAL SERVICES PERFORMANCE

The table below indicates the operational services performance for the 2023/24 financial year.

Table 208: Operational Services Performance: Expenditure

Description	2022/23	2023/24			2023/24 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustment Budget
	R'000					%
Operating Cost						
Water	159 960	148 236	156 544	184 225	-24.28%	-17.68%
Wastewater (Sanitation)	143 425	153 124	204 058	162 910	-6.39%	20.17%
Electricity	851 029	758 726	737 990	958 343	-26.31%	-29.86%
Waste Management	117 588	147 466	167 006	123 558	16.21%	26.02%
Housing	18 389	31 614	35 757	17 358	45.09%	51.46%
Component A: sub-total	1 290 390	1 239 166	1 301 355	1 446 394	-16.72%	-11.15%
Roads and Stormwater	8 728	114 164	123 652	22 530	80.26%	81.78%
Component B: sub-total	8 728	114 164	123 652	22 530	80.26%	81.78%
Town Planning and Spatial Planning	-	12 784	10 596	58	99.54%	99.45%
Local Economic Development	1 928	16 428	14 441	2 563	84.40%	82.25%
Component C: sub-total	1 928	29 212	25 037	2 621	91.03%	89.53%
Libraries	10 798	14 026	13 536	10 277	26.73%	24.08%
Cemeteries	4 979	6 306	6 126	1 271	79.85%	79.25%
Community development	179	17 271	17 882	800	95.37%	95.53%
Component D: sub-total	15 956	37 603	37 544	12 348	67.16%	67.11%
Environmental Protection	-	-	-	-	0%	0%
Component E: sub-total	0	0	0	0	0%	0%
Traffic services	121 920	214 927	259 639	175 649	18.28%	32.35%
Fire Services and Disaster Management	941	58 878	51 237	1 132	98.08%	97.79%
Component F: sub-total	122 861	273 805	310 876	194 266	29.05%	37.51%
Holiday Resorts and Campsites	427	602	616	12	97.97%	98.02%
Sports grounds, parks, swimming pools	1 249	86 056	78 848	1 819	97.89%	97.69%
Community Halls, Facilities and Thusong Centres	579	5 421	5 448	819	84.89%	84.97%
Component G: sub-total	2 256	92 080	84 913	2 650	97.12%	96.88%



Description	2022/23	2023/24			2023/24 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustment Budget
	R'000					%
Office of the MM	-0	17 089	16 787	5	99.97%	99.97%
Financial Services	572 686	251 424	214 734	648 642	-157.99%	-202.07%
Administration	100 885	117 566	82 011	95 795	18.52%	-16.81%
Property and contract management	9 406	48 010	40 740	7 136	85.14%	82.48%
HR	1 278	70 652	68 649	1 939	97.26%	97.18%
IT	-2	52 531	48 568	-	100%	100%
Internal Audit	550	4 234	4 065	-	100%	100%
Legal Services	2	8 048	6 996	23	99.71%	99.67%
Component H: sub-total	684 805	569 554	482 550	753 541	-32.30%	-35.96%
Total Expenditure	2 126 923	2 355 584	2 365 926	2 416 865	-2.60%	-2.11%

In this table, operational income is offset against operational expenditure, leaving a net operational expenditure total for each service. Variances are calculated by dividing the difference between the actual and original / adjustments budget by the budget.

5.5 FINANCIAL PERFORMANCE PER MUNICIPAL FUNCTION

The tables below indicate the financial performance per municipal function for the 2023/24 financial year.

5.5.1 WATER SERVICES

Table 209: Financial Performance: Water Services

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	(174 333)	(196 564)	(202 740)	(219 898)	-8%
Expenditure:					
Employees	30 863	35 413	37 601	41 525	-10%
Repairs and Maintenance	5 541	7 834	6 888	5 639	18%
Other	122 726	104 989	112 055	137 061	-22%
Total Operational Expenditure	159 130	148 236	156 544	184 225	-18%
Net Operational (Service)	(15 203)	(48 329)	(46 196)	(35 673)	-26%

Variances are calculated by dividing the difference between the actual and original budget by the actual.



5.5.2 SANITATION SERVICES

Table 210: Financial Performance: Sanitation Services

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	(149 486)	(159 082)	(154 425)	(169 300)	-10%
Expenditure:					
Employees	39 837	46 221	48 292	39 825	18%
Repairs and Maintenance	6 219	8 782	34 638	36 550	-6%
Other	95 114	98 122	121 128	86 535	29%
Total Operational Expenditure	141 171	153 124	204 058	162 910	20%
Net Operational (Service)	(8 315)	(5 958)	49 633	(6 390)	113%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					

5.5.3 ELECTRICITY SERVICES

Table 211: Financial Performance: Electricity Services

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	(850 173)	(979 174)	(1 022 632)	(957 392)	6%
Expenditure:					
Employees	33 196	34 399	29 707	35 288	-19%
Repairs and Maintenance	8 881	11 215	11 280	10 623	6%
Other	808 925	713 112	697 003	912 433	-31%
Total Operational Expenditure	851 001	758 726	737 990	958 343	-30%
Net Operational (Service)	828	(220 448)	(284 642)	951	100%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					



5.5.4 WASTE MANAGEMENT SERVICES (REFUSE COLLECTIONS, WASTE DISPOSAL AND RECYCLING)

Table 212: Financial Performance: Waste Management Services (Refuse Collections, Waste Disposal, and Recycling)

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	(130 737)	(151 336)	(134 130)	(142 012)	-6%
Expenditure:					
Employees	32 039	32 817	33 300	49 759	-49%
Repairs and Maintenance	4 732	4 013	5 703	5 902	-3%
Other	77 870	110 636	128 003	67 897	47%
Total Operational Expenditure	114 641	147 466	167 006	123 558	26%
Net Operational (Service)	(16 096)	(3 870)	32 877	(18 453)	156%

Variances are calculated by dividing the difference between the actual and original budget by the actual.

5.5.5 INTEGRATED HUMAN DEVELOPMENT

Table 213: Financial Performance: Integrated Human Settlement

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	(20 879)	(17 411)	(17 303)	(19 033)	-10%
Expenditure:					
Employees	18 089	22 475	21 672	18 624	14%
Repairs and Maintenance	(76)	174	1 168	1 137	3%
Other	645	8 964	12 916	(2 404)	119%
Total Operational Expenditure	18 659	31 614	35 757	17 358	51%
Net Operational (Service)	(2 221)	14 202	18 454	(1 675)	109%

Variances are calculated by dividing the difference between the actual and original budget by the actual.



5.5.6 ROADS AND STORMWATER

Table 214: Financial Performance: Roads and Stormwater

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	(9 426)	(7 966)	(33 012)	(22 466)	32%
Expenditure:					
Employees	33 109	38 011	39 134	34 909	11%
Repairs and Maintenance	16 114	16 998	17 723	17 420	2%
Other	(42 159)	59 155	66 795	(29 799)	145%
Total Operational Expenditure	7 064	114 164	123 652	22 530	82%
Net Operational (Service)	(2 361)	106 198	90 640	64	100%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					

5.5.7 TOWN AND SPATIAL PLANNING

Table 215: Financial Performance: Town and Spatial Planning

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-				
Expenditure:					
Employees	10 584	11 993	9 771	11 431	-17%
Repairs and Maintenance	-	-	15	12	22%
Other	-10 584	792	810	(11 385)	1 506%
Total Operational Expenditure	-	12 784	10 596	58	99%
Net Operational (Service)	-	12 784	10 596	58	99%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					



5.5.8 LOCAL ECONOMIC DEVELOPMENT (LED)

Table 216: Financial Performance: Local Economic Development (LED)

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	(1 928)	(2 069)	(2 238)	(2 272)	-2%
Expenditure:					
Employees	4 310	3 310	3 461	4 467	-29%
Repairs and Maintenance	–	–	–	–	0%
Other	(2 403)	13 118	10 981	(1 904)	117%
Total Operational Expenditure	1 906	16 428	14 441	2 563	82%
Net Operational (Service)	(22)	14 359	12 203	291	98%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					

5.5.9 LIBRARIES

Table 217: Financial Performance: Libraries

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-179	(81)	(281)	(81)	71%
Expenditure:					
Employees	4 894	5 362	5 742	5 395	6%
Repairs and Maintenance	20	33	52	49	6%
Other	-4 736	11 875	12 089	(4 644)	138%
Total Operational Expenditure	179	17 271	17 882	800	96%
Net Operational (Service)	-0	17 190	17 602	719	96%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					



5.5.10 COMMUNITY DEVELOPMENT

Table 218: Financial Performance: Community Development

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-179	(81)	(281)	(81)	71%
Expenditure:					
Employees	4 894	5 362	5 742	5 395	6%
Repairs and Maintenance	20	33	52	49	6%
Other	-4 736	11 875	12 089	(4 644)	138%
Total Operational Expenditure	179	17 271	17 882	800	96%
Net Operational (Service)	-0	17 190	17 602	719	96%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					

5.5.11 CEMETERIES

Table 219: Financial Performance: Cemeteries

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-1 362	(1 140)	(1 163)	(1 271)	-9%
Expenditure:					
Employees	3 344	3 979	4 514	3 737	17%
Repairs and Maintenance	273	290	387	280	27%
Other	(2 255)	2 036	1 225	(2 747)	324%
Total Operational Expenditure	1 362	6 306	6 126	1 271	79%
Net Operational (Service)	-	5 166	4 963	-	100%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					



5.5.12 TRAFFIC SERVICES AND LAW ENFORCEMENT

Table 220: Financial Performance: Traffic Services

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-163 167	(147 228)	(171 490)	(160 461)	6%
Expenditure:					
Employees	70 929	66 449	69 797	73 217	-5%
Repairs and Maintenance	1 946	4 090	2 213	1 921	13%
Other	48 934	144 388	187 629	117 997	37%
Total Operational Expenditure	121 809	214 927	259 639	193 135	26%
Net Operational (Service)	(41 357)	67 699	88 149	32 674	63%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					

5.5.13 FIRE SERVICES AND DISASTER MANAGEMENT

Table 221: Financial Performance: Fire Services and Disaster Management Personnel Expenditure

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	(931)	(983)	(1 045)	(1 100)	-5%
Expenditure:					
Employees	44 086	47 397	38 273	47 670	-25%
Repairs and Maintenance	1 779	3 199	3 059	3 732	-22%
Other	(44 925)	8 282	9 905	(50 269)	608%
Total Operational Expenditure	940	58 878	51 237	1 132	98%
Net Operational (Service)	9	57 895	50 192	32	100%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					



5.5.14 HOLIDAY RESORTS AND CAMPSITES

Table 222: Financial Performance: Holiday Resorts and Campsites

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-427	(415)	(66)	(12)	82%
Expenditure:					
Employees	124	488	517	101	80%
Repairs and Maintenance	-	-	-	-	0%
Other	303	115	98	(89)	190%
Total Operational Expenditure	427	602	616	12	98%
Net Operational (Service)	-	187	550	-	100%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					

5.5.15 SPORTS GROUNDS, PARKS, AND SWIMMING POOLS

Table 223: Financial Performance: Sport Grounds, Parks, and Swimming Pools

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	(1 759)	(1 552)	(1 337)	(1 656)	-24%
Expenditure:					
Employees	40 460	47 489	51 123	43 184	16%
Repairs and Maintenance	1 699	1 496	2 184	1 655	24%
Other	(31 872)	37 070	25 541	(43 019)	268%
Total Operational Expenditure	10 286	86 056	78 848	1 819	98%
Net Operational (Service)	8 527	84 504	77 511	163	100%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					



5.5.16 OFFICE OF THE MUNICIPAL MANAGER

Table 224: Financial Performance: Office of the Municipal Manager

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-				
Expenditure:					
Employees	15 282	12 860	13 265	9 631	27%
Repairs and Maintenance	24	81	20	-	100%
Other	-15 306	4 148	3 502	(9 626)	375%
Total Operational Expenditure	-	17 089	16 787	5	100%
Net Operational (Service)	-	17 089	16 787	5	100%

Variances are calculated by dividing the difference between the actual and original budget by the actual.

5.5.17 HUMAN RESOURCE SERVICES

Table 225: Financial Performance: Human Resource Services

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-1 278	(625)	(1 250)	(1 265)	-1%
Expenditure:					
Employees	11 008	47 510	48 320	27 108	44%
Repairs and Maintenance	-	53	-	-	0%
Other	(9 730)	23 089	20 329	(25 169)	224%
Total Operational Expenditure	1 278	70 652	68 649	1 939	97%
Net Operational (Service)	(0)	70 027	67 399	674	99%

Variances are calculated by dividing the difference between the actual and original budget by the actual.



5.5.18 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

Table 226: Financial Performance: Information and Communication Technology (ICT) Services

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	–	–	–	–	0%
Expenditure:					
Employees	8 323	9 897	10 590	9 072	14%
Repairs and Maintenance	599	1 007	679	621	9%
Other	(8 936)	41 627	37 299	(9 693)	126%
Total Operational Expenditure	(15)	52 531	48 568	–	100%
Net Operational (Service)	(15)	52 531	48 568	–	100%

Variances are calculated by dividing the difference between the actual and original budget by the actual.

5.5.19 LEGAL SERVICES

Table 227: Financial Performance: Legal Services

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-2	(1)	(2)	(23)	-9.83%
Expenditure:					
Employees	2 112	1 791	1 910	1 705	11%
Repairs and Maintenance	-	–	–	–	0%
Other	-2 110	6 257	5 086	(1 682)	133%
Total Operational Expenditure	2	8 048	6 996	23	100%
Net Operational (Service)	-0	8 046	6 994	0	100%

Variances are calculated by dividing the difference between the actual and original budget by the actual.



5.5.20 PROPERTY MANAGEMENT

Table 228: Financial Performance: Property and Contract Management

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-9 570	(8 320)	(10 238)	(10 062)	2%
Expenditure:					
Employees	7 470	9 431	10 418	6 453	38%
Repairs and Maintenance	7 146	16 273	9 274	6 830	26%
Other	(5 724)	22 306	21 048	(6 147)	129%
Total Operational Expenditure	8 892	48 010	40 740	7 136	82%
Net Operational (Service)	(678)	39 689	30 502	(2 926)	110%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					

5.5.21 FINANCIAL SERVICES

Table 229: Financial Performance: Financial Services

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-573 084	(597 514)	(597 183)	(652 046)	-9%
Expenditure:					
Employees	57 665	63 703	65 036	81 886	-26%
Repairs and Maintenance	91	381	678	196	71%
Other	517 551	187 341	149 020	566 560	-280%
Total Operational Expenditure	575 308	251 424	214 734	648 642	-202%
Net Operational (Service)	2 223	(346 090)	(382 449)	(3 404)	99%
Variances are calculated by dividing the difference between the actual and original budget by the actual.					



5.5.22 INTERNAL AUDIT

Table 230: Financial Performance: Internal Audit

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-550	–	–	–	0%
Expenditure:					
Employees	3 884	3 217	3 217	4 368	-36%
Repairs and Maintenance	-	–	–	–	0%
Other	-3 334	1 017	847	(4 368)	616%
Total Operational Expenditure	550	4 234	4 065	–	100%
Net Operational (Service)	0	4 234	4 065	–	100%

Variances are calculated by dividing the difference between the actual and original budget by the actual.

5.5.23 ADMINISTRATION

Table 231: Financial Performance: Administration

Description	2022/23	2023/24			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				%
Total Operational Revenue	-101 012	(105 538)	(88 969)	(95 490)	-7%
Expenditure:					
Employees	45 189	41 673	43 791	54 403	-24%
Repairs and Maintenance	47	631	86	46	47%
Other	56 892	75 262	38 133	41 347	-8%
Total Operational Expenditure	102 129	117 566	82 011	95 795	-17%
Net Operational (Service)	1 117	12 028	(6 958)	306	104%

Variances are calculated by dividing the difference between the actual and original budget by the actual.



5.6 GRANTS

5.6.1 GRANT PERFORMANCE

The municipality had a total amount of **R225 million** for operational expenditure available that was received in the form of grants from the national and provincial governments during the 2023/24 financial year. The performance in the spending of these grants is summarised as follows:

Table 232: Grant Performance

Description	2022/23	2023/24			2023/24 Variance	
	Actual	Budget	Adjustment Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
National Government:	188 219	210 148	240 013	221 325	-12%	45%
Equitable Share	179 634	200 841	200 841	200 488	0%	0%
Financial Management Grant	1 550	1 550	1 550	1 448	7%	7%
EPWP	3 748	4 786	4 519	5 699	-19%	-26%
Integrated Urban Development Grant	3 287	2 971	2 971	2 971	0%	0%
Municipal Disaster Response Grant	-	-	30 132	10 719	0%	64%
Provincial Government:	24 946	30 963	14 583	14 314	54%	2%
Community Development Workers Operational Support Grant	38	38	38	38	0%	0%
Library Services: Conditional Grant	10 628	11 252	11 252	12 704	-13%	-13%
Municipal Library Support Grant	3 102	-	-	-	0%	0%
Library Services: Replacement Funding for most vulnerable B3 Municipalities	550	-	180	180	0%	0%
Municipal Accreditation and Capacity Building Grant	669	245	245	245	0%	0%
Financial Management Capability Building Grant	319	200	241	241	-21%	0%
Human Settlements Development Grant	6 954	17 380	535	-	100%	100%
Maintenance and Construction of Transport Infrastructure	495	345	345	345	0%	0%
Title Deeds Restoration Grant	940	1 503	1 503	317	79%	79%
Western Cape Municipal Energy Resilience Grant (WC MER Grant)	1 184	-	244	244	0%	0%
Housing consumer education	68	-	-	-	0%	0%
Community Development Workers Operational Support Grant	38	38	38	38	0%	0%
District Municipality:	599	0	200	120	0%	40%
Cape Winelands District Grant Long-Term Financial Plan	484	0	0	0	0%	0%
Cape Winelands Disaster Grant COMMUNITY SAFETY	115	0	200	120	0%	40%
Other Grant Providers:	0					
LG SETA Discretionary	0	-	-	-	-	0%
DBSA Grant	0	-	-	-	-	0%
Total Operating Transfers and Grants	213 764	241 111	254 796	235 759	2.22%	7.47%



5.6.2 LEVEL OF RELIANCE ON GRANTS AND SUBSIDIES

Table 233: Reliance on Grants

Financial year	Total grants and subsidies received	Total Operating Revenue	Percentage
	R'000		%
2016/17	227 752	1 534 354	14.84
2017/18	211 190	1 609 728	13.12
2018/19	233 433	1 541 685	15.14
2019/20	285 026	1 742 596	16.36
2020/21	264 637	1 805 680	14.66
2021/22	289 061	2 028 289	14.25
2022/23	311 629	2 201 123	14.16
2023/24	342 323	2 464 726	13.89

Developers' contributions have been excluded from the grant item to express only allocations and not policy-related revenue, which NT allocates to capital revenue. It would distort the reliance on grant calculation if excluded from the above ratio.

5.7 ASSET MANAGEMENT

Asset management is practised within the organisation based on a comprehensive Asset Management Policy. The Asset Management Policy provides direction for the management, accounting, and control of property, plant, and equipment (assets) owned or controlled by the municipality to ensure the following:

- ✦ Implementation of the approved Asset Management Policy as required in terms of section 63 of MFMA;
- ✦ Verify assets in the possession of the Council annually, during the financial year;
- ✦ Keep a complete and balanced record of all assets in the possession of the Council;
- ✦ Report in writing all asset losses, where applicable, to the Council; and
- ✦ Those assets are valued and accounted for under a statement of GRAP.

5.8 REPAIRS AND MAINTENANCE

Table 234: Repairs and Maintenance Expenditure

Description	2022/23	2023/24			2023/24 Variance
	Actual	Original Budget	Adjustment Budget	Actual	Budget variance
	R'000				%
Repairs and Maintenance Expenditure	55 115	113 859	122 953	92 713	24.60%



5.9 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS

Table 235: Liquidity Ratio

Description	Basis of calculation	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Current Ratio	Current assets / current liabilities	2.18	2.02	2.09	1.82	1.48	1.68	1.90	2.03

5.10 IDP REGULATION FINANCIAL VIABILITY INDICATORS

Table 236: IDP Regulation Financial Viability of Indicators

Description	Basis of calculation	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Cost Coverage	(Available cash + investments) / monthly fixed operational expenditure	5.71	4.59	4.70	2.21	1.83	2.26	3.10	2.98
Total Outstanding Service Debtors to Revenue	Total outstanding service debtors / annual revenue received for services	10.22	18.09	28.05	22.02	21.64	30.47	25.95	28.51
Debt Coverage	(Total operating revenue - operating grants) / debt service payments due within the financial year	47.16	46.81	43.81	-0.64	29.27	26.86	22.65	22.64

5.11 BORROWING MANAGEMENT

Table 237: Borrowing Management

Description	Basis of calculation	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Capital Charges to Operating Expenditure	Interest and Principal Paid / Operating Expenditure	1.21%	2.31%	2.09%	3.44%	3.04%	3.37%	4.76%	4.65%

5.12 EMPLOYEE COSTS

Table 238: Employee Costs

Description	Basis of calculation	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Employee costs	Employee costs / (total revenue - capital revenue)	26.84	28.80%	29.09%	29.99%	32.45%	28.70	25.84%	27.21%



COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

5.13 CAPITAL EXPENDITURE

5.13.1 CAPITAL EXPENDITURE BY ASSETS PROGRAMME

Table 239: Capital Expenditure by Asset Programme

Description	2023/24		
	Original Budget	Adjustment Budget	Actual Expenditure
	R'000		
Capital Expenditure by Asset Class			
Infrastructure	437 507	415 609	348 574
Roads Infrastructure	70 100	92 684	60 797
Roads	41 700	57 667	44 763
Road Structures	21 200	22 726	9 169
Road Furniture	4 600	5 090	3 014
Stormwater Infrastructure	500	300	300
Stormwater Conveyance	2 100	6 900	3 550
Electrical Infrastructure	112 113	99 465	97 726
Power Plants	5 018	16 634	27 945
HV Substations	34 365	8 765	37 302
MV Switching Stations	–	–	–
MV Networks	36 572	38 353	3 175
MV Substations	29 708	29 209	20 975
LV Networks	6 200	6 253	2 500
Capital Spares	250	250	5 829
Water Supply Infrastructure	138 954	97 899	89 431
Dams and Weirs	–	–	1 992
Boreholes	500	500	–
Reservoirs	82 000	56 359	56 833
Water Treatment Works	7 000	–	3 549
Bulk Mains	12 021	17 014	13 615
Distribution	37 433	24 026	13 443
Capital Spares	–	–	–
Sanitation Infrastructure	46 340	29 868	16 032
Pump Station	500	600	–
Reticulation	1 800	300	–
Wastewater Treatment Works	37 040	15 351	28 168
Outfall Sewers	7 000	13 617	(12 136)
Toilet Facilities	–	–	–
Capital Spares	–	–	–
Solid Waste Infrastructure	62 000	87 694	70 506
Landfill Sites	46 000	69 630	65 366
Waste Transfer Stations	2 500	5 000	374
Waste Drop-off Points	2 500	2 367	470
Waste Separation Facilities		90	4 297
Capital Spares	1 000	700	–
Information and Communication Infrastructure	8 000	8 000	14 081



Description	2023/24		
	Original Budget	Adjustment Budget	Actual Expenditure
	R'000		
Data Centres	2 000	4 700	4 645
Distribution Layers	6 000	3 300	4 203
Capital Spares	–	–	5 233
Community Assets			
Community Facilities	15 380	18 656	24 780
Halls	2 400	400	115
Centres	200	249	–
Fire / Ambulance Stations	–	–	–
Markets	–	–	225
Abattoirs	–	–	95
Libraries	3 080	4 339	149
Cemeteries / Crematoria	5 500	9 000	9 389
Crèches	1 000	–	–
Police	–	–	7
Public Open Space	300	800	8 068
Nature Reserves	1 000	788	1 343
Public Ablution Facilities	–	–	143
Stalls	1 000	1 000	–
Taxi Ranks / Bus Terminals	–	–	2 324
Parks	900	2 080	2 921
Capital Spares	–	–	–
Sport and Recreation Facilities	8 211	7 002	4 831
Outdoor Facilities	8 211	7 002	4 831
Heritage assets	–	–	2 323 741
Heritage assets	5 781	7 483	–
Historic Buildings	5 781	7 483	–
Conservation Areas	–	–	–
Investment Properties			
Revenue Generating	–	–	–
Improved Property	–	–	–
Unimproved Property	–	–	–
Non-revenue Generating	–	–	–
Improved Property	–	–	–
Unimproved Property	–	–	–
Other assets	5 800	9 719	12 971
Operational Buildings	3 500	9 569	4 158
Municipal Offices	–	–	3 503
Yards	2 000	–	–
Stores	–	–	–
Training Centres	–	–	–
Manufacturing Plant	300	150	–
Depots	–	–	5 310



Description	2023/24		
	Original Budget	Adjustment Budget	Actual Expenditure
	R'000		
Capital Spares	–	–	–
Housing	1 000	1 320	1 016
Social Housing	1 000	1 320	1 016
Biological or Cultivated Assets	250	350	–
Biological or Cultivated Assets	250	350	–
Intangible Assets	–	–	–
Licences and Rights	–	–	–
Computer Software and Applications	–	–	–
Computer Equipment	6 770	8 486	2 476
Computer Equipment	6 770	8 486	2 476
Furniture and Office Equipment	770	2 838	1 624
Furniture and Office Equipment	770	2 838	1 624
Machinery and Equipment	13 165	10 416	2 533
Machinery and Equipment	13 165	10 416	2 533
Transport Assets	10 166	9 847	23 291
Transport Assets	10 166	9 847	23 291
Land	–	–	5 063
Land	–	–	5 063
Total Capital Expenditure	504 800	491 726	427 158

5.13.2 SOURCES OF FINANCE

The table below indicates the capital expenditure by funding source for the 2023/24 financial year.

Table 240: Capital Expenditure by Funding Source

Details	2023/24			
	Original Budget (OB)	Adjustment Budget	Actual	Adjustment Budget Variance
	R'000			%
Source of finance				
External Loans	200 000	146 884	137 739	6.23%
Public Contributions and Donations	–	–	–	0%
Grants and Subsidies	103 856	135 828	106 533	21.57%
Other	200 944	209 014	182 886	12.50%
Total	504 800	491 726	427 158	13.13%
External Loans	40%	30%	32.23%	-7.89%
Public Contributions and Donations	0%	0%	0%	0%
Grants and Subsidies	21%	28%	24.93%	9.76%
Own Funding	40%	43%	42.84%	-0.79%
Water and Sanitation	170 290	104 407	94 140	9.83%
Electricity	113 113	100 352	98 375	1.97%



Details	2023/24			
	Original Budget (OB)	Adjustment Budget	Actual	Adjustment Budget Variance
	R'000			%
Housing	7 894	3 457	3 262	5.65%
Roads and Stormwater	71 750	97 699	73 507	24.76%
Other	141 753	185 811	158 091	14.92%
Total	504 800	491 726	427 374	13.09%
Water and Sanitation	34%	21%	22.03%	-3.74%
Electricity	22%	20%	23.02%	-12.79%
Housing	2%	1%	0.76%	-8.56%
Roads and Stormwater	14%	20%	17.20%	13.43%
Other	28%	38%	36.99%	2.11%

5.13.3 CAPITAL SPENDING ON 5 LARGEST PROJECTS

Projects with the highest capital expenditure in 2023/24.

Table 241: Capital Expenditure on the 5 Largest Projects

Name of Project	2023/24			Variance 2023/24	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance	Adjustment Variance
				%	
Expansion of the landfill site (New cells)	46 000	67 281	65 366	-42%	2.85%
New Reservoir and Pipeline: Vlottenburg	46 000	35 901	35 222	23%	1.89%
Laterra Substation	23 108	22 967	22 454	3%	2.23%
Bulk Water Supply Pipeline and Reservoir - Jamestown	32 500	22 697	21 694	33%	4.42%
Electrification INEP	18 450	16 279	16 104	13%	1.07%

5.13.4 INTEGRATED URBAN DEVELOPMENT GRANT (IUDG)

Table 242: Integrated Urban Development Grant (IUDG)

Details	Budget	Adjustment Budget	Actual	Variance Budgets
	R'000			%
New Development Bulk Sewer Supply WC024	1 000 000	-	-	0%
Cloetesville Bulk Sewer upgrade	1 000 000	-	-	0%
Fencing: Parks and Gardens	200 000	700 000	700 000	0%
Upgrading Ad hoc Housing Projects	-	550 096	550 096	0%
Beautification of Parks and Cemeteries	300 000	300 000	300 000	0%
Calcutta Memorial Park	5 500 000	9 500 000	9 500 000	0%
Non-Motorised Transport Implementation	-	3 450 135	3 450 135	0%
Adhoc Reconstruction of Roads (WC024)	3 000 000	3 904 372	3 904 372	0%
Kayamandi Pedestrian Bridge (R304, River, and Railway Line)	11 000 000	549 865	549 865	0%
Languedoc access road and bridge	-	1 595 628	1 595 628	0%



Details	Budget	Adjustment Budget	Actual	Variance Budgets
	R'000			%
Expansion of the landfill site (New cells)	-	2 189 569	2 189 569	0%
Northern Extension: Feasibility	-	-	-	0%
New Reservoir and Pipeline: Vlottenburg	31 939 500	33 699 835	33 699 835	0%
New Developments Bulk Water Supply WC024	1 500 000	-	-	0%
Upgrading: Early Childhood Development Centres on Municipal Land	1 000 000	-	-	0%
Basic Salary and Wages	2 970 500	2 970 500	2 970 500	0%
Total	59 410	59 410	59 410	0%

5.14 CASH FLOW

Table 243: Cash flow

Description	2022/23	2023/24		
	Actual (Audited Outcome)	Original Budget	Adjusted Budget	Actual
R'000				
Cash Flow from Operating Activities				
Receipts				
Ratepayers and Other	1 630 359	2 106 841	2 142 527	1 824 843
Government Grants	314 394	344 766	348 270	333 123
Interest	42 250	41 193	44 168	57 312
Employee Costs	-579 747	-	-	-
Suppliers	-932 884	-2 000 844	-2 011 898	-1 797 283
Finance Costs	-46 712	-42 802	-42 802	-49 186
Transfers and Grants	-17 758	-20 636	-20 636	-
Net Cash from / (Used) Operating Activities	409 902	428 518	459 629	368 808
Cash Flow from Investing Activities				
Receipts				
Proceeds on Disposal of PPE	1 738	-	-	724
Proceeds on Disposal of Biological Assets	-	-	-	0
Movement in Non-Current Receivables	-	-	-	0
Payments				
Purchase of PPE	0	-	-	-
Movement in Non-Current Receivables	0	-	-	-
Movement in Investments	-26 245	-	-	-123 949
Capital assets	-297 952	-576 970	-562 824	-424 249
Net Cash from / (Used) Investing Activities	-344 219			
Cash Flow from Financing Activities				
Receipts				
Proceeds from other Financial Liabilities	69 244	200 000	200 000	137 446
Increase in consumer deposits	0	-	-	-
Payments				



Description	2022/23	2023/24		
	Actual (Audited Outcome)	Original Budget	Adjusted Budget	Actual
	R'000			
Repayment of Borrowing	-46 031	-55 632	-55 632	-55 047
Prior period error	-	-	-	-
Net Cash from / (Used) Financing Activities	23 213	144 368	144 368	82 399
Net Increase / (Decrease) in Cash Held	110 656	-4 084	41 173	-96 265
Cash / Cash Equivalents at the Year-Begin:	139 312	432 641	580 301	249 945
Cash / Cash Equivalents at the Year-End:	249 968	428 557	621 474	153 680

5.15 GROSS OUTSTANDING DEBTORS PER SERVICE

Table 244: Gross Outstanding Debtors per Service

Financial year	Rates	Trading services	Trading services	Housing rentals	Other	Total
		(Electricity and Water)	(Sanitation and Refuse)			
	(R'000)					
2021/22	49 872	262 980	69 220	29 192	216 025	627 289
2022/23	56 526	323 873	86 820	31 363	252 067	750 649
Difference	6 654	60 893	17 600	2171	36 042	123 360
% growth year on year	12%	19%	20%	7%	14%	16%
2023/24	66 235	395 050	110 550	33 114	252 711	857 660
Difference	9 709	71 177	23 730	1 751	644	107 011
% growth year on year	15%	18%	21%	5%	0%	12%

Note: Figures exclude provision for bad debt.

5.16 DEBTORS AGE ANALYSIS

Table 245: Debtors Age Analysis

Financial year	Less than 30 days	Between 30-60 days	Between 60-90 days	Between 90-120 days	More than 120 days	Total
	(R'000)					
2021/22	224 149	16 533	16 880	17 537	352 191	627 289
2022/23	278 937	14 865	16 267	13 531	427 049	750 649
Difference	54 788	-1 668	-613	-4006	74 858	123 360
% growth year on year	20%	-11%	-4%	-30%	18%	16%
2023/24	235 655	20 202	20 517	10 759	570 527	857 660
Difference	-43 282	5 337	4 250	-2 772	143 478	107 011
% growth year on year	-18%	26%	21%	-26%	25%	12%

Note: Figures exclude provision for bad debt.

5.17 BORROWING AND INVESTMENTS

The municipality's cash position is monitored daily, and any cash not required immediately to meet cash flow requirements is invested every month at approved institutions, strictly in accordance with the Council's approved Cash and Investment Policy.



5.18 ACTUAL BORROWINGS

Table 246: Actual Borrowings

Instrument	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
R'000								
Long-Term Loans	186 386	173 302	318 800	292 930	368 997	478 736	501 950	584 049

5.19 MUNICIPAL INVESTMENTS

Table 247: Municipal Investments

Investment type	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
R'000								
Deposits - Bank	575 418	505 618	398 164	306 637	222 434	305 522	331 767	455 717



CHAPTER 6: AUDITOR GENERAL OF SOUTH AFRICA AUDIT FINDINGS

6.1 INTRODUCTION

This chapter provides allowances details on the audit outcomes for the past two financial years with the corrective steps implemented.

COMPONENT A: AUDITOR-GENERAL OF SOUTH AFRICA OPINION 2022/23

6.2 AUDITOR GENERAL OF SOUTH AFRICA REPORT 2022/23

Table 248: Auditor General of South Africa Report 2022/23

2022/23	
Audit Report Status:	Finalised (unqualified with no findings)
2022/23	
Issue raised	Corrective step implemented
Emphasis of matter:	
Restatement of corresponding figures	
As disclosed in note 64 to the financial statements, the corresponding figures for 30 June 2022 were restated as a result of errors in the financial statements of the municipality, and for the year ended 30 June 2023.	None required
Material Impairments	
As disclosed in note 5 to the financial statements, the municipality provided for the impairment of trade and other receivables from exchange transactions of R238,8 million (2021/22: R204,3 million).	None required
As disclosed in note 6 to the financial statements, the municipality provided for the impairment of trade and other receivables from non-exchange transactions of R230,1 million (2021/22: R187,6 million).	None required
Material losses	
None	
Material Non-Compliance	
None	
Annual financial statements	
I have audited the financial statements of the Stellenbosch Municipality set out on pages 6 to 130, which comprise the statement of financial position as at 30 June 2023, statement of financial performance, statement of changes in net assets, cash flow statement, and statement of comparison of budget and actual amounts for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.	None required
In my opinion, the financial statements present fairly, in all material respects, the financial position of the Stellenbosch Municipality as at 30 June 2023, and its financial performance and cash flows for the year ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act 5 of 2022 (Dora).	None required



COMPONENT B: AUDITOR-GENERAL OPINION 2023/24

6.3 AUDITOR GENERAL OF SOUTH AFRICA REPORT 2023/24

Table 249: Auditor General of South Africa Report 2023/24

2023/24	
Audit Report Status:	
2023/24	
Issue raised	Corrective step implemented
Emphasis of matter:	
Restatement of corresponding figures	
As disclosed in note 62 to the financial statements, the corresponding figures for 30 June 2023 were restated as a result of errors in the financial statements of the municipality at, and for the year ended, 30 June 2024	None Required
Material Impairments	
As disclosed in note 4 to the financial statements, the municipality provided for the impairment of receivables from exchange transactions of R268,7 million (2022-23: R208 million).	None Required
As disclosed in note 5 to the financial statements, the municipality provided for the impairment of receivables from non-exchange transactions of R217,9 million (2022-23: R225,8 million).	None Required
Material losses	
None	
Material Non-Compliance	
None	
Annual financial statements	
I have audited the financial statements of the Stellenbosch Municipality set out on pages 7 to 135, which comprise the statement of financial position as at 30 June 2024, statement of financial performance, statement of changes in net assets, cash flow statement and comparison of budget and actual amounts for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.	None Required
In my opinion, the financial statements present fairly, in all material respects, the financial position of the Stellenbosch Municipality as at 30 June 2024 and its financial performance and cash flows for the year that ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act 5 of 2023 (Dora).	None Required



ANNEXURE A: ANNUAL FINANCIAL STATEMENTS 2023/24



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Annual Financial Statements

30 JUNE 2024



AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence
30 November 2024

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

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The reports and statements set out below comprise the audited annual financial statements presented to the provincial legislature:

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Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

General Information

Legal form of entity

Municipality in terms of section 1 of the Local Government: Municipal Structures Act (Act 117 of 1998) read with section 155 (1) of the Constitution of the republic of South Africa (Act 108 of 1996)

Legislation governing the municipality's operations

Constitution of the Republic of south Africa (Act 108 of 1998)
Municipal Finance Management Act (Act 56 of 2003)
Local Government: Municipal Systems Act (Act 32 of 2000)
Local Government: Municipal Structures Act (Act 117 of 1998)
Municipal Property Rates Act (act of 6 2004)
Division of Revenue Act (Act 1 of 2007)

Nature of business and principal activities

The provision of services (electricity, water, sanitation and refuse) to communities in a sustainable manner, to promote social and economic development; and to promote a safe and healthy environment

Mayoral committee

Portfolio

Executive mayor and chairperson of mayoral committee
Deputy executive mayor
Speaker
Council Whip
MMC Human settlements
MMC Youth, sport and culture
MMC Planning, Local Economic Development and Tourism
MMC Environmental Management, Parks, Open Spaces, Cemeteries
MMC Community development
MMC Corporate services
MMC Financial services
MMC Protection services
MMC Infrastructure
MMC Rural Development

Councillor

G van Deventer
J Fasser
Q Smit
P Crawley
R Du Toit
JC Anthony
C van Wyk
J Williams

X Kalipa
L Nkamisa
J Fasser
R Pheiffer
P Johnson (Resigned: 12/06/2024)
J Joon

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

General Information

Council Members

Nr	Surname	Initials	Nr	Surname	Initials
1	Jooste	O	18	Pietersen	W
2	Rataza	M	19	De Taillefer	I
3	Mananga-Gugushe	N	20	Slabbert	M
4	Ntsunguzi	N	21	Petersen	W
5	Nalumango (Resigned: 10/06/2024)	R	22	Manuel	C
6	Schafer	S	23	Van Rooyen	R
7	Adams	R	24	Mcombring	N
8	Mdemka	X	25	Ferns	N
9	Hanekom	A	26	Vermeulen	E
10	Petersen	G	27	Serdyn	J
11	Olayi	N	28	Tomose	A
12	Mkhontwana	N	29	Nkopane	M
13	Ndalasi	Z	30	Danana	M
14	Noble (Resigned: 05/04/2024)	C	31	Masimini	E
15	Van Stade	M	32	Dalling	Z
16	Hendrikse	R	33	Groenewald	E
17	Andrews	J			

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

General Information

Executive management

Position

Municipal Manager
 Chief Financial Officer (CFO)
 Director: Infrastructure
 Director: Corporate Services
 Director: Planning and Economic Development
 Director: Community and Protection Services

Name

Geraldine Mettler
 Kevin Carolus
 Preshane Chandaka
 Annalene de Beer
 Anthony Barnes
 Gary Boshoff

Members of the Audit Committee

Chairperson:

Members:

Linda Cecil Nene
 Reyhana Gani
 Ruthaleen Lucinda Colette Strydom
 Nimrod Llewellyn Mortimer

Registered head office

Plein Street
 Stellenbosch
 7600

Physical address

Plein Street
 Stellenbosch
 7600

Postal address

P O Box 17
 Stellenbosch
 7600

Bankers

First National Bank

Auditors

Auditor-General of South Africa (AGSA)

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Abbreviations

ASB	Accounting Standards Board
CIGFARO	Chartered institute of Government, Finance, Audit and Risk Officers
COID	Compensation for Occupational Injuries and Diseases
DBSA	Development Bank of South Africa
DORA	Division of Revenue Act
DSACR	Department of Sport, Arts, Culture and Recreation
GRAP	Generally Recognised Accounting Practice
HDF	Housing Development Fund
IAS	International Accounting Standards
IPSAS	International Public Sector Accounting Standards
LGSETA	Local Government Services Sector Education and Training Authority
MFMA	Municipal Finance Management Act
MIG	Municipal Infrastructure Grant
MMC	Member of Mayoral Committee
MPAC	Municipal Public Accounts Committee
MPRA	Municipal Property Rates Act
MSIG	Municipal System Improvement Grant
MSCOA	Municipal standard chart of accounts
SALGA	South African Local Government Association
SAPS	South African Police Services
SCM	Supply Chain Management
SRAC	Sports, Recreation, Arts and Culture

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Officer's Responsibilities and Approval

The Accounting Officer is required by the Municipal Finance Management Act (Act 56 of 2003), to maintain adequate accounting records and is responsible for the content and integrity of the audited annual financial statements and related financial information included in this report. It is the responsibility of the Accounting Officer to ensure that the audited annual financial statements fairly present the state of affairs of the municipality as at the end of the financial year and the results of its operations and cash flows for the period then ended. The external auditors are engaged to express an independent opinion on the audited annual financial statements and was given unrestricted access to all financial records and related data.

The audited annual financial statements were prepared in accordance with Standards of Generally Recognised Accounting Practice (GRAP) as well as relevant interpretations, guidelines and directives issued by the Accounting Standards Board.

The audited annual financial statements are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

I, as the Accounting Officer acknowledges that I am ultimately responsible for the system of internal financial control established by the municipality and place considerable importance on maintaining a strong control environment. To enable me to meet these responsibilities, I have set standards for internal control aimed at reducing the risk of error or deficit in a cost-effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the municipality and all employees are required to maintain the highest ethical standards in ensuring the municipality's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the municipality is on identifying, assessing, managing and monitoring all known forms of risk across the municipality. While operating risk cannot be fully eliminated, the municipality endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

I am of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the audited annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or deficit.

Although, I am primarily responsible for the financial affairs of the municipality, this is supported by the municipality's external auditors.

I would like to bring the following material matters to your attention:

I certify that the salaries, allowances and benefits of councillors as disclosed in note 34 to these audited annual financial statements are within the upper limits of the framework envisaged in section 219 of the Constitution of the Republic of South Africa, read with the Remuneration of Public Office Bearers Act, Act 20 of 1998 and the Minister of Provincial and Local Government's determination in accordance with the Act.

The external auditors, being the Auditor-General of South Africa (AGSA), are responsible for independently reviewing and reporting on the municipality's audited annual financial statements.

The audited annual financial statements set out in terms of Section 126(1) of the Municipal Finance Management Act (Act 56 of 2003), which have been prepared on the going concern basis, I have signed on behalf of the municipality on 31 August 2024:



Accounting Officer
Geraldine Mettler

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Statement of Financial Position as at 30 June 2024

	Note(s)	2024	2023
Assets			
Current Assets			
Cash and cash equivalents	2	150 678 869	246 945 413
Receivables from exchange transactions	4	251 987 494	217 120 693
Receivables from non-exchange transactions	5	86 667 444	70 092 489
Inventories	6	23 268 245	22 151 767
Value-added-tax	8	30 829 208	11 979 052
Other receivables from exchange transactions	7	54 389 107	38 652 229
Short term investments	3	455 716 603	331 767 247
Total Current Assets		1 053 536 970	938 708 890
Non-Current Assets			
Investment property	9	422 930 670	425 076 488
Property, plant and equipment	10	5 853 784 635	5 624 551 933
Biological assets	12	2 925 054	5 142 777
Heritage assets	13	1 312 810	1 312 810
Intangible assets	11	4 097 725	4 260 776
Trade and other receivables from exchange transactions	14	6 508 597	4 598 731
Total Non-Current Assets		6 291 559 491	6 064 943 515
Total Assets		7 345 096 461	7 003 652 405
Liabilities			
Current Liabilities			
Borrowings	18	69 853 210	55 046 811
Lease liabilities	17	-	694 514
Employee benefits	16	65 195 966	58 283 915
Consumer deposits	15	24 190 439	22 347 626
Trade and other payables from exchange transactions	19	320 683 582	324 793 769
Payables from non-exchange transactions	20	37 827 435	32 460 665
Total Current Liabilities		517 750 632	493 627 300
Non-Current Liabilities			
Borrowings	18	514 496 032	446 903 149
Employee benefits	16	206 670 001	191 200 001
Provision	21	106 740 477	95 421 976
Total Non-Current Liabilities		827 906 510	733 525 126
Total Liabilities		1 345 657 142	1 227 152 426
Net Assets		5 999 439 319	5 776 499 979
Community Wealth / Equity			
Accumulated surplus		5 727 759 087	5 589 788 223
Reserves and funds		271 680 259	186 711 771
Total Community Wealth / Equity		5 999 439 346	5 776 499 994

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Statement of Financial Performance

	Note(s)	2024	2023
Revenue			
Exchange Revenue			
Services charges – Electricity	22	874 585 643	779 983 813
Services charges – Water	22	203 270 709	162 138 204
Services charges – Waste water management	22	114 951 742	106 739 375
Services charges – Waste Management	22	96 326 521	89 836 854
Rental from fixed assets	23	11 055 806	12 373 336
Interest earned from receivables	24	23 504 654	16 467 413
Interests earned from current and non-current assets	25	57 311 807	42 250 158
Licences or permits	26	8 149 482	8 407 621
Agency services	27	3 697 082	3 438 321
Operational revenue	28	48 819 184	44 608 302
Sales of goods and rendering of services	29	25 260 049	21 697 627
Total Exchange Revenue		1 466 932 679	1 287 941 024
Non-Exchange Revenue			
Property rates	30	484 454 441	452 019 022
Fines, penalties and forfeits	31	166 867 895	146 657 768
Transfers and subsidies	32	342 231 985	311 629 905
Interest earned from receivables	24	4 239 407	3 418 263
Total Non-Exchange Revenue		997 793 728	913 724 958
Total Revenue		2 464 726 407	2 201 665 982
Expenditure			
Employee related cost	33	631 801 689	542 779 491
Remuneration of councillors	34	22 619 919	22 764 755
Bulk purchases	35	658 227 496	544 002 101
Inventory consumed	36	66 371 383	64 172 062
Debt impairment	37	49 123 660	70 722 081
Depreciation and amortisation	38	204 290 393	231 676 940
Impairment loss /(reversal) of impairment	39	2 756 436	1 572 668
Finance costs	40	63 411 228	59 928 458
Contracted services	41	278 249 405	229 356 127
Transfers and subsidies	42	21 324 136	17 758 255
Irrecoverable debts written off	43	101 629 854	91 945 701
Contribution to/(from) Landfill provision	44	583 529	(69 693 846)
Operating leases	45	6 145 742	9 292 497
Operational cost	46	132 062 028	132 292 422
Gain/(Loss) on disposals and fair value adjustments	47	3 480 147	834 920
Inventory adjustments to net realisable value	48	(290 008)	389 307
Total Expenditure		2 241 787 037	1 949 793 939
Surplus for the year		222 939 370	251 872 043

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Statement of Changes in Net Assets

	Self insurance reserve	Capital replacement reserve	Total reserves	Accumulated surplus	Total net assets
Opening balance as previously reported	9 885 492	152 605 135	162 490 627	5 383 597 051	5 546 087 678
Adjustments					
Correction of errors	-	-	-	(18 436 426)	(18 436 426)
Balance at 01 July 2022 as restated*	9 885 492	152 605 135	162 490 627	5 362 137 323	5 524 627 950
Surplus for the year	-	-	-	251 872 043	251 872 043
Transfers to / from accumulated surplus for the year	-	161 293 889	161 293 889	(161 293 889)	-
Property, plant and equipment purchased	-	(137 072 745)	(137 072 745)	137 072 745	-
Total changes	-	24 221 144	24 221 144	227 650 899	251 872 043
Balance at 01 July 2023	9 885 492	176 826 279	186 711 771	5 589 788 203	5 776 499 974
Surplus for the year	-	-	-	222 939 370	222 939 370
Transfers to / from accumulated surplus for the year	-	262 985 070	262 985 070	(262 985 070)	-
Property, plant and equipment purchased	-	(178 016 582)	(178 016 582)	178 016 584	-
Total changes	-	84 968 488	84 968 488	137 970 884	222 939 372
Balance at 30 June 2024	9 885 492	261 794 767	271 680 259	5 727 759 087	5 999 439 346

We draw to your attention amounts restated for net assets as depicted in note 62

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Cash Flow Statement

	Note(s)	2024	2023
Cash flows from operating activities			
Receipts			
Sale of goods and services		1 824 843 027	1 630 358 920
Grants received		333 123 650	314 394 297
Interest		57 311 807	42 250 158
Payments			
Cash paid to employees		(632 039 518)	(579 747 395)
Cash paid to suppliers		(1 149 677 354)	(932 883 954)
Grants paid		(15 566 458)	(17 758 255)
Finance costs		(49 186 011)	(46 712 396)
Net cash from(used) operating activities	49	368 809 143	409 901 375
Cash flows from investing activities			
Receipts			
Capital asset sales		723 740	1 738 223
Payments			
Capital assets additions		(424 249 313)	(297 952 022)
Short term investments		(123 949 356)	(26 244 801)
Net cash flows from investing activities		(547 474 929)	(322 458 600)
Cash flows from financing activities			
Receipts			
Net movement in borrowings		82 399 282	23 213 468
Net cash flows from financing activities		82 399 282	23 213 468
Net increase/(decrease) in cash		(96 266 504)	110 656 243
Cash and cash equivalents at year begin		246 945 413	136 289 170
		150 678 909	246 945 413

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Comparison of Budget and Actual Amounts for the year ended 30 June 2024

	Approved budget	*Budget adjustments	Final budget	Actual amounts on comparable basis	Difference between final budget and actual	Reason for the material variance
2024						
Financial performance						
Revenue by source						
Exchange revenue						
Service charges - Electricity	913 669 187	-	913 669 187	874 585 643	(39 083 544)	The under performance is due to consumers making use of alternative energy sources.
Service charges - Water	171 866 497	-	171 866 497	203 270 709	31 404 212	The municipality has billed more water charges than initially anticipated due to an increase in water consumption.
Service charges - Waste Water Management	113 677 435	-	113 677 435	114 951 742	1 274 307	
Service charges - Waste Management	107 653 574	-	107 653 574	96 326 521	(11 327 053)	
Sale of goods and rendering of services	22 123 608	-	22 123 608	25 260 049	3 136 441	
Agency services	3 617 114	-	3 617 114	3 697 082	79 968	
Interest earned from receivables	17 323 717	-	17 323 717	23 504 654	6 180 937	
Interest earned from current and non current assets	44 167 518	-	44 167 518	57 311 807	13 144 289	
Rental from fixed assets	13 013 749	-	13 013 749	11 055 806	(1 957 943)	
Licence and permits	7 993 809	-	7 993 809	8 149 482	155 673	
Operational revenue	47 544 383	-	47 544 383	48 819 184	1 274 801	
	1 462 650 591	-	1 462 650 591	1 466 932 679	4 282 088	

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Comparison of Budget and Actual Amounts for the year ended 30 June 2024

	Approved budget	*Budget adjustments	Final budget	Actual amounts on comparable basis	Difference between final budget and actual	Reason for the material variance
Non-exchange revenue						
Property rates	473 588 918	-	473 588 918	484 454 441	10 865 523	
Fines, penalties and forfeits	155 565 187	-	155 565 187	166 867 895	11 302 708	The municipality recognised unclaimed deposits in the current financial year.
Transfer and subsidies - Operational	225 163 265	-	225 163 265	230 231 110	5 067 845	
Interest	3 292 796	-	3 292 796	4 239 407	946 611	
	857 610 166	-	857 610 166	885 792 853	28 182 687	
Total Revenue by source (excl. capital transfers and contributions)	2 320 260 757	-	2 320 260 757	2 352 725 532	32 464 775	

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Comparison of Budget and Actual Amounts for the year ended 30 June 2024

	Approved budget	*Budget adjustments	Final budget	Actual amounts on comparable basis	Difference between final budget and actual	Reason for the material variance
Expenditure						
Employee costs	(623 835 797)	1 503 000	(622 332 797)	(631 801 689)	(9 468 892)	
Remuneration of councillors	(22 096 514)	-	(22 096 514)	(22 619 919)	(523 405)	
Bulk purchases - Electricity	(636 392 814)	9 682 987	(626 709 827)	(626 175 769)	534 058	
Inventory consumed	(97 491 474)	(4 877 555)	(102 369 029)	(98 423 110)	3 945 919	
Debt impairment	(71 053 115)	-	(71 053 115)	(49 123 660)	21 929 455	
Depreciation and amortisation	(239 798 581)	-	(239 798 581)	(204 290 393)	35 508 188	
Interest	(68 934 733)	3 771 400	(65 163 333)	(63 411 228)	1 752 105	
Contracted services	(289 033 616)	(11 367 066)	(300 400 682)	(278 249 405)	22 151 277	
Transfers and subsidies	(20 198 529)	(5 620 529)	(25 819 058)	(21 324 136)	4 494 922	
Irrecoverable debts written off	(115 712 979)	-	(115 712 979)	(101 629 854)	14 083 125	
Operational costs	(175 829 278)	6 921 963	(168 907 315)	(138 791 299)	30 116 016	
Losses on disposal of Assets	-	-	-	(3 480 147)	(3 480 147)	
Other Losses	-	-	-	(2 466 428)	(2 466 428)	
Total Expenditure	(2 360 377 430)	14 200	(2 360 363 230)	(2 241 787 037)	118 576 193	
Surplus	(40 116 673)	14 200	(40 102 473)	110 938 495	151 040 968	
Transfers and subsidies - capital (monetary allocations)	135 828 072	-	135 828 072	106 864 062	(28 964 010)	Revenue recognition of grants was not done due to non-spending of conditional grants on capital expenditure projects.
Transfers and subsidies - capital (in-kind)	-	-	-	5 136 813	5 136 813	
Surplus for the year	95 711 399	14 200	95 725 599	222 939 370	127 213 771	

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Reconciliation of total revenue

Reconciliation items

Revenue as per Budget statement - before capital transfers and subsidies

2 352 725 532

Add reconciling items:

Transfers and subsidies - Capital (Monetary allocations)

106 864 062

Transfers and subsidies - Capital (In-kind)

5 136 813

Total Revenue

2 464 726 407

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Comparison of Budget and Actual Amounts for the year ended 30 June 2024

	Approved budget	*Budget adjustments	Final budget	Actual amounts on comparable basis	Difference between final budget and actual	Reason for the material variance
Financial position						
Assets						
Current assets						
Cash and cash equivalents	621 473 443	-	621 473 443	609 418 774	(12 054 669)	
Trade and other receivables from exchange transactions	248 105 399	-	248 105 399	251 987 494	3 882 095	
Receivables from non-exchange transactions	37 785 443	-	37 785 443	86 667 444	48 882 001	The variance is mainly due to the outstanding traffic fines issued.
Inventory	37 108 629	(4 777 555)	32 331 074	23 268 245	(9 062 829)	
VAT	12 014 179	-	12 014 179	33 106 172	21 091 993	
Other current assets	5 961 272	-	5 961 272	54 389 107	48 427 835	
Total current assets	962 448 365	(4 777 555)	957 670 810	1 058 837 236	101 166 426	
Non-current assets						
Investment property	426 892 921	-	426 892 921	422 930 670	(3 962 251)	
Property, plant and equipment	5 887 143 725	-	5 887 143 725	5 853 784 635	(33 359 090)	The variance is due to capital spending targets that were not reached as well as decrease in depreciation due to targets not achieved.
Biological assets	5 492 777	-	5 492 777	2 925 054	(2 567 723)	
Heritage assets	1 312 677	-	1 312 677	1 312 810	133	
Intangible assets	4 996 551	-	4 996 551	4 097 725	(898 826)	
Trade and other receivables from exchange transactions	4 581 571	-	4 581 571	6 491 436	1 909 865	
Non-current receivables from non-exchange transactions	17 161	-	17 161	17 161	-	
Total non-current assets	6 330 437 383	-	6 330 437 383	6 291 559 491	(38 877 892)	
Total assets	7 292 885 748	(4 777 555)	7 288 108 193	7 350 396 727	62 288 534	

Comparison of Budget and Actual Amounts for the year ended 30 June 2024

	Approved budget	*Budget adjustments	Final budget	Actual amounts on comparable basis	Difference between final budget and actual	Reason for the material variance
Liabilities						
Current liabilities						
Financial liabilities	62 456 896	-	62 456 896	69 853 210	7 396 314	
Consumer deposits	23 688 825	-	23 688 825	24 190 439	501 614	
Trade and other payables from exchange transactions	322 478 941	(1 020 355)	321 458 586	320 683 582	(775 004)	
Trade and other payables from non-exchange transactions	21 331 570	-	21 331 570	37 827 435	16 495 865	The variance is due to unspent conditional grants.
Provision	58 198 189	(3 771 400)	54 426 789	65 195 966	10 769 177	
VAT	5 028 816	-	5 028 816	-	(5 028 816)	
Total current liabilities	493 183 237	(4 791 755)	488 391 482	517 750 632	29 359 150	
Non-current liabilities						
Financial liabilities	584 555 129	-	584 555 129	514 496 032	(70 059 097)	The external loan amount to be taken up was reduced due to the slow capital spending.
Provision	322 387 252	-	322 387 252	313 410 478	(8 976 774)	
Total non-current liabilities	906 942 381	-	906 942 381	827 906 510	(79 035 871)	
Total liabilities	1 400 125 618	(4 791 755)	1 395 333 863	1 345 657 142	(49 676 721)	
Net assets	5 892 760 130	14 200	5 892 774 330	6 004 739 585	111 965 255	

Comparison of Budget and Actual Amounts for the year ended 30 June 2024

	Approved budget	*Budget adjustments	Final budget	Actual amounts on comparable basis	Difference between final budget and actual	Reason for the material variance
Community wealth/ Equity						
Accumulated Surplus/(Deficit)	5 573 258 327	14 200	5 573 272 527	5 733 059 354	159 786 827	An increase in the surplus for the current financial year has contributed to this variance.
Reserves	319 501 803	-	319 501 803	271 680 259	(47 821 544)	
Total current community wealth/ equity	5 892 760 130	14 200	5 892 774 330	6 004 739 613	111 965 283	

Comparison of Budget and Actual Amounts for the year ended 30 June 2024

	Approved budget	*Budget adjustments	Final budget	Actual amounts on comparable basis	Difference between final budget and actual	Reason for the material variance
Cash flow						
Cash flow from operating activities						
Receipts						
Property rates	481 303 031	-	481 303 031	484 454 441	3 151 410	
Service charges	1 481 790 190	-	1 481 790 190	1 286 848 344	(194 941 846)	The municipality under collected in terms of the service charges
Other revenue	179 433 659	-	179 433 659	53 539 981	(125 893 678)	Over estimation during the forecasting of other revenue
Transfers and Subsidies - Operational	224 378 500	-	224 378 500	221 122 775	(3 255 725)	
Transfers and Subsidies - Capital	123 891 103	-	123 891 103	112 000 875	(11 890 228)	
Interest	44 167 518	-	44 167 518	57 311 807	13 144 289	
	2 534 964 001	-	2 534 964 001	2 215 278 223	(319 685 778)	
Payments						
Suppliers and employees	(2 011 898 374)	-	(2 011 898 374)	(1 781 716 651)	230 181 723	The municipality paid less than anticipated.
Finance charges	(42 801 802)	-	(42 801 802)	(49 186 011)	(6 384 209)	
Transfers and subsidies	(20 635 518)	-	(20 635 518)	(15 566 458)	5 069 060	
	(2 075 335 694)	-	(2 075 335 694)	(1 846 469 120)	228 866 574	
Net cash from/(used) operating activities	459 628 307	-	459 628 307	368 809 103	(90 819 204)	

Comparison of Budget and Actual Amounts for the year ended 30 June 2024

	Approved budget	*Budget adjustments	Final budget	Actual amounts on comparable basis	Difference between final budget and actual	Reason for the material variance
Cash flow from investing activities						
Receipts						
Proceeds on disposal of PPE	-	-	-	723 740	723 740	The municipality took advantage of the increased interest rates and invested excess funds
Decrease (increase) in short term investments	-	-	-	(123 949 356)	(123 949 356)	
	-	-	-	(123 225 616)	(123 225 616)	
Payments						
Capital assets	(562 823 611)	-	(562 823 611)	(424 249 313)	138 574 298	The municipality had an under spending on its capital expenditure budget.
Net cash from/(used) investing activities	(562 823 611)	-	(562 823 611)	(547 474 929)	15 348 682	
Cash flow from financing activities						
Receipts						
Borrowing long term/refinancing	200 000 000	-	200 000 000	137 446 093	(62 553 907)	The municipality required less funding from borrowings than anticipated.
Payments						
Repayment of borrowing	(55 632 448)	-	(55 632 448)	(55 046 810)	585 638	The municipality required less funding from borrowings than anticipated.
Net cash from/(used) financing activities	144 367 552	-	144 367 552	82 399 283	(61 968 269)	
Net Increase/ (Decrease) in cash held	41 172 248	-	41 172 248	(96 266 543)	(137 438 791)	
Cash/cash equivalents at the year begin:	580 301 195	-	580 301 195	246 945 413	(333 355 782)	The amount budgeted includes investments as cash and cash equivalents, however these investments are taken into account in the Investing activities for the actual amount on the comparative basis.
Cash/cash equivalents at the year end:	621 473 443	-	621 473 443	150 678 869	(470 794 574)	

Comparison of Budget and Actual Amounts for the year ended 30 June 2024

	Approved budget	*Budget adjustments	Final budget	Actual amounts on comparable basis	Difference between final budget and actual	Reason for the material variance

Commentary

Budget adjustments are done in terms of section 28 and section 31 of the MFMA.

All budget adjustments above relate to virements in terms of Council Approved Virement Policy.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

The annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP), including any interpretations, guidelines and directives, issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act (Act 56 of 2003).

These annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, unless specified otherwise. They are presented in South African Rand. All figures are rounded to the nearest Rand.

The annual financial statements have been prepared in accordance with the Finance Management Act (MFMA) and effective Standards of Generally Recognised Accounting Practice (GRAP), including any interpretations and directives issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act, (Act No 56 of 2003)

In the absence of an issued and effective Standard of GRAP, accounting policies for material transactions, events or conditions were developed in accordance with paragraphs 8, 10 and 11 of GRAP 3 as read with Directive 5.

The principal accounting policies adopted in the preparation of these annual financial statements are set out below.

1. Summary of significant accounting policies

1.1 Going concern assumption

These audited annual financial statements were prepared based on the expectation that the municipality will continue to operate as a going concern for at least the next 12 months.

1.2 Capital replacement reserve (CRR)

In order to finance the acquisition of infrastructure and other items of property, plant and equipment from internal sources, amounts are transferred from the accumulated surplus/(deficit) to the CRR in terms of the Annual Budget. The cash in the designated CRR bank account can only be utilised to finance items of property, plant and equipment. The CRR is reduced and the accumulated surplus/(deficit) is credited by a corresponding amount when the amounts in the CRR are utilised.

1.3 Self-insurance reserve

The municipality has a Self-insurance reserve to set aside amounts to offset potential losses or claims that cannot be insured externally. The balance of the self-insurance fund is invested in short-term investments. Claims are settled by transferring a corresponding amount from the self-insurance reserve to the accumulated surplus.

1.4 Accumulated surplus

The accumulated surplus/deficit represent the net difference between the total assets and the total liabilities of the municipality. Any surpluses and deficits realised during a specific financial year are credited/debited against accumulated surplus/deficit. Prior year adjustments, relating to income and expenditure, are debited/credited against accumulated surplus when retrospective adjustments are made.

1.5 Materiality

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor.

Assessing whether an omission or misstatement could influence decisions of users, and so be material, requires consideration of the characteristics of those users. The Framework for the Preparation and Presentation of Financial Statements states that users are assumed to have a reasonable knowledge of government, its activities, accounting and a willingness to study the information with reasonable diligence. Therefore, the assessment takes into account how users with such attributes could reasonably be expected to be influenced in making and evaluating decisions.

Materiality utilised for the statement of budget comparison (GRAP 24) comprises of the following components:

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.5 Materiality (continued)

Statement of financial Performance

Revenue: 1% of Total Revenue

Expenditure: 2% of Total expenditure

Statement of financial position

Assets: 1% of total assets

Liabilities: 2% of total liabilities

Net assets: 5% of accumulated surplus

Cash flow statement

The receipt items follow a revenue base as per the statement of financial performance and the payments follow an expenditure base as per the statement of financial performance.

1.6 Significant judgements and estimates

In the application of the municipality's accounting policies, which are described below, management is required to make judgement, estimates and assumption that affect the reported amounts of revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities, at the end of the reporting period. The estimates and associated assumptions are based on historical experiences and other factors that are considered too reasonable under the circumstances, the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

These estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

1.7 Biological assets that form part of an agricultural activity

The municipality recognises biological assets that form part of an agricultural activity or agricultural produce when and only when:

- the municipality controls the asset as a result of past events;
- it is probable that future economic benefits or service potential associated with the asset will flow to the municipality; and
- the fair value or cost of the asset can be measured reliably

Biological assets that form part of an agricultural activity are measured at their fair value less costs to sell.

A gain or loss arising on initial recognition of biological assets that form part of an agricultural activity or agricultural produce at fair value less costs to sell and from a change in fair value less costs to sell of a biological assets that form part of an agricultural activity, is included in surplus or deficit for the period in which it arises.

Where market determined prices or values are not available, the present value of the expected net cash inflows from the asset, discounted at a current market-determined pre-tax rate where applicable, is used to determine fair value.

Where fair value cannot be measured reliably, biological assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

The municipality classifies biological assets as consumables which consist of timber in the form of pine trees. All biological assets are held for sale.

Agricultural produce harvested from an entity's biological assets shall be measured at its fair value less costs to sell at the point of harvest. Such measurement is the cost at that date when applying GRAP 12 or another applicable Standard of GRAP.

Item	Useful life
Trees in plantation forest	Indefinite

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.8 Investment property

Investment property is property (land or a building - or part of a building - or both) held to earn rentals or for capital appreciation or both, rather than for:

- use in the production or supply of goods or services; or for
- Administrative purposes, or
- Sale in ordinary course of operations.

Investment property is recognised as an asset when, it is probable that the future economic benefits or service potential that is associated with the investment property will flow to the municipality, and the cost or fair value of the investment property can be measured reliably.

Investment property is initially recognised at cost. Transaction costs are included in the initial measurement.

Where investment property is acquired through a non-exchange transaction, its cost is its fair value as at the date of acquisition.

Costs include costs incurred initially and costs incurred subsequently to add to, or to replace a part of, or service a property. If a replacement part is recognised in the carrying amount of the investment property, the carrying amount of the replaced part is derecognised.

Subsequent measurement – cost model

Investment property is, subsequent to initial measurement, carried at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is provided to write down the cost, less estimated residual value by equal installments over the useful life of the property, which is as follows:

Item	Useful life
Property-Land	Indefinite
Property-buildings	30-99 years

Investment property is derecognised on disposal or when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its disposal.

Gains or losses arising from the retirement or disposal of investment property is the difference between the net disposal proceeds and the carrying amount of the asset and is recognised in surplus or deficit in the period of retirement or disposal.

Compensation from third parties for investment property that was impaired, lost or given up is recognised in surplus or deficit when the compensation becomes receivable.

The nature OR type of properties classified as held for strategic purposes are as follows:

The municipality separately discloses expenditure to repair and maintain investment property in the notes to the annual financial statements (see note 9).

The municipality discloses relevant information relating to assets under construction or development, in the notes to the annual financial statements (see note 9).

When classification is difficult, the criteria used to distinguish investment property from owner -occupied property and from property held for sale in the ordinary course of operations, are as follows:

All properties held to earn market-related rentals or for capital appreciation or both and that are not used for administrative purposes, and that will not be sold within the next 12 months are classified as Investment Properties

A building owned by the municipality (or held by the municipality under a finance lease) and leased out under one or more operating leases

Transfers to, or from, investment property shall be made when, and only when, there is a change in use, evidenced by:

(a) commencement of owner-occupation, for a transfer from investment property to owner-occupied property;

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Accounting Policies

1.8 Investment property (continued)

(b) commencement of development with a view to sale, for a transfer from investment property to inventories;

(c) end of owner-occupation, for a transfer from owner-occupied property to investment property; or

(d) commencement of an operating lease (on a commercial basis) to another party, for a transfer from inventories to investment property.

1.9 Property, plant and equipment

Property, plant and equipment are tangible non-current assets (including infrastructure assets) that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one period. The municipality elected the cost model for Property, plant and equipment.

The cost of an item of property, plant and equipment is recognised as an asset if, and only if

- if it is probable that future economic benefits or service potential associated with the item will flow to the municipality, and
- the cost or fair value of the item can be measured reliably.

Initial recognition and measurement

Property, plant and equipment are initially recognised at cost on its acquisition date. The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the municipality. Trade discounts and rebates are deducted in arriving at the cost. The cost also includes the necessary costs of dismantling and removing the asset and restoring the site on which it is located.

Where an asset is acquired through a non-exchange transaction, its cost is its fair value as at date of acquisition.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, its deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located is also included in the cost of property, plant and equipment, where the municipality is obligated to incur such expenditure, and where the obligation arises as a result of acquiring the asset or using it for purposes other than the production of inventories.

Recognition of costs in the carrying amount of an item of property, plant and equipment ceases when the item is in the location and condition necessary for it to be capable of operating in the manner intended by management.

Major spare parts and standby equipment which are expected to be used for more than one period are included in property, plant and equipment. In addition, spare parts and standby equipment which can only be used in connection with an item of property, plant and equipment are accounted for as property, plant and equipment.

Major inspection costs which are a condition of continuing use of an item of property, plant and equipment and which meet the recognition criteria above are included as a replacement in the cost of the item of property, plant and equipment. Any remaining inspection costs from the previous inspection are derecognised. Subsequent to initial measurement property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses.

Incomplete construction work

Incomplete construction work is stated at historical cost. Depreciation only commences when the asset is available for use.

Impairment

Stellenbosch Municipality

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Accounting Policies

1.9 Property, plant and equipment (continued)

Where the carrying amount of an item of property, plant and equipment is greater than the estimated recoverable service amount, it is written down immediately to its recoverable service amount and an impairment loss is charged to the statement of financial performance.

Depreciation

Property, plant and equipment are depreciated on the straightline basis over their expected useful lives to their estimated residual value.

The useful lives of items of property, plant and equipment have been assessed as follows:

Item	Depreciation method	Average useful life
Land	Straight-line	indefinite
Machinery and equipment	Straight-line	1-66
Furniture and office equipment	Straight-line	2-24
Transport assets	Straight-line	4-21
Computer equipment	Straight-line	5-23
Community assets	Straight-line	4-50
Other property, plant and equipment	Straight-line	6-99
Capital restoration asset	Straight-line	5-30
Electrical infrastructure	Straight-line	10-100
Water supply infrastructure	Straight-line	10-100
Solid waste infrastructure	Straight-line	10-50
Roads infrastructure	Straight-line	10-100
Information and communication infrastructure	Straight-line	3-15
Waste water network	Straight-line	10-100
Stormwater infrastructure	Straight-line	10-50

The depreciable amount of an asset is allocated on a systematic basis over its useful life.

Each part of an item of property, plant and equipment with a cost that is significant in relation to the total cost of the item is depreciated separately.

The depreciation method used reflects the pattern in which the asset's future economic benefits or service potential are expected to be consumed by the municipality. The depreciation method applied to an asset is reviewed at least at each reporting date and, if there has been a significant change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the method is changed to reflect the changed pattern. Such a change is accounted for as a change in an accounting estimate.

The municipality assesses at each reporting date whether there is any indication that the municipality expectations about the residual value and the useful life of an asset have changed since the preceding reporting date. If any such indication exists, the municipality revises the expected useful life and/or residual value accordingly. The change is accounted for as a change in an accounting estimate.

The depreciation charge for each period is recognised in surplus or deficit unless it is included in the carrying amount of another asset.

Items of property, plant and equipment are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use of the asset.

The gain or loss arising from the derecognition of an item of property, plant and equipment is included in surplus or deficit when the item is derecognised. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

The municipality separately discloses expenditure to repair and maintain property, plant and equipment in the notes to the financial statements (see note 10).

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Accounting Policies

1.10 Intangible assets

Initial recognition and measurement

An asset is identifiable if it either:

- is separable, i.e. is capable of being separated or divided from the municipality and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, identifiable assets or liability, regardless of whether the entity intends to do so; or
- arises from binding arrangements (including rights from contracts), regardless of whether those rights are transferable or separable from the municipality or from other rights and obligations. A binding arrangement describes an arrangement that confers similar rights and obligations on the parties to it as if it were in the form of a contract.

An intangible asset is recognised when:

- it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the municipality; and
- the cost or fair value of the asset can be measured reliably

The municipality assesses the probability of expected future economic benefits or service potential using reasonable and supportable assumptions that represent management's best estimate of the set of economic conditions that will exist over the useful life of the asset.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost at the date of acquisition is measured at its fair value as at that date.

If the expected useful life of the asset is different from previous estimates, the amortisation period shall be changed accordingly. If there has been a change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the amortisation method shall be changed to reflect the changed pattern. Such changes shall be accounted for as changes in accounting estimates in accordance with GRAP 3.

Subsequent measurement

Subsequent to initial measurement intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows or service potential. Amortisation is not provided for these intangible assets, but they are tested for impairment annually and whenever there is an indication that the asset may be impaired. For all other intangible assets amortisation is provided on a straight line basis over their useful life.

The amortisation period and the amortisation method for intangible assets are reviewed at each reporting date.

Reassessing the useful life of an intangible asset with a finite useful life after it was classified as indefinite is an indicator that the asset may be impaired. As a result the asset is tested for impairment and the remaining carrying amount is amortised over its useful life.

Internally generated goodwill, brands, mastheads, publishing titles, customer lists and items similar in substance are not recognised as intangible assets.

If the expected useful life of the asset is different from previous estimates, the amortisation period shall be changed accordingly. If there has been a change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the amortisation method shall be changed to reflect the changed pattern. Such changes shall be accounted for as changes in accounting estimates in accordance with GRAP 3.

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

Item	Depreciation method	Average useful life
Internally generated: Capital development	Straight-line	5 - 7 years
Computer software	Straight-line	3 - 30 years
Service operating and land rights	Straight-line	5 - 30 years

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Accounting Policies

1.10 Intangible assets (continued)

Derecognition

Intangible assets are derecognised:

- on disposal; or
- when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of an intangible asset shall be included in surplus or deficit when the asset is derecognised.

1.11 Heritage assets

Heritage assets are assets that have a cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

Initial recognition and measurement

The municipality recognises a heritage asset as an asset if it is probable that future economic benefits or service potential associated with the asset will flow to the municipality, and the cost or fair value of the asset can be measured reliably.

Where the municipality holds a heritage asset, but on initial recognition it does not meet the recognition criteria because it cannot be reliably measured, information on such a heritage asset is disclosed in note 13 Heritage assets.

Initial measurement

Heritage assets are measured at cost.

Where a heritage asset is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

Subsequent measurement

Subsequent to initial measurement classes of heritage assets are carried at cost less any accumulated impairment losses.

Impairment

The municipality assesses at each reporting date whether there is an indication that it may be impaired. If any such indication exists, the municipality estimates the recoverable amount or the recoverable service amount of the heritage asset.

Reference to impairment paragraphs can be made to note 1.16, 1.17 and 1.18.

Compensation from third parties for heritage assets that have been impaired, lost or given up, shall be included in surplus or deficit when the compensation becomes receivable.

Dererecognition

The municipality derecognises heritage asset on disposal, or when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of a heritage asset is included in surplus or deficit when the item is derecognised (unless the Standard of GRAP on leases requires otherwise on a sale and leaseback).

Transfers

Transfers from heritage assets are only made when the particular asset no longer meets the definition of a heritage asset.

Transfers to heritage assets are only made when the asset meets the definition of a heritage asset.

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Accounting Policies

1.12 Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or a residual interest of another entity. Financial instruments are classified into three categories namely, financial instruments at fair value, financial instruments at amortised cost or financial instruments at cost. The municipality determines the classification of its financial instruments at initial recognition.

1.12.1 Classification of financial instruments

Financial assets

A financial asset is any asset that is a cash or contractual right to receive cash. In accordance with GRAP 104 the Financial Assets of the municipality are classified as follows into the three categories allowed by this standard:

Financial asset at amortised cost being a non-derivative financial asset with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for maturities greater than 12 months, which are classified as non-current assets.

Financial assets measured at fair value being financial assets that meet either of the following conditions:

- Derivatives;
- Combined instruments that are designated at fair value;
- Instruments held for trading;
- Non-derivative financial assets or financial liabilities with fixed or determinable payments that are designated at fair value at initial recognition; or
- Financial instruments that do not meet the definition of financial instruments at amortised cost or financial instruments at cost.

Financial assets measured at cost being investments in residual interests that do not have a quoted market price in an active market, and whose fair value cannot be reliably measured.

The municipality has the following types of financial assets as reflected on the face of the Statement of financial position or in the notes thereto:

Type of financial asset

Long-term receivables
Consumer debtors
Other debtors
Short-term investment deposit - Call
Bank balances and cash

Classification in terms of GRAP 104

Financial assets at amortised cost
Financial assets at amortised cost
Financial assets at amortised cost
Financial assets at amortised cost
Financial assets at amortised cost

Cash includes cash on hand (including petty cash) and cash with banks (including call deposits). Cash equivalents are short-term highly liquid investments, readily convertible into known amounts of cash that are held with registered banking institutions with maturities of three months or less and are subject to an insignificant risk of change in value. For the purposes of the Cash flow statement, cash and cash equivalents comprise cash on hand, deposits held on call with banks, net of bank overdrafts. The municipality categorises cash and cash equivalents as financial assets at amortised cost.

Financial liabilities

A financial liability is a contractual obligation to deliver cash or another financial asset to another entity.

The following main categories of financial liabilities and the classification determining how they are measured exist:

- Financial liabilities measured at amortised cost; or
- Financial liabilities measured at fair value.

The municipality has the following types of financial liabilities as reflected on the face of the Statement of financial position or in the notes thereto:

Type of financial liability

Long-term liabilities
Current portion of long-term liabilities
Other creditors

Classification in terms of GRAP 104

Financial liability at amortised cost
Financial liability at amortised cost
Financial liability at amortised cost

Stellenbosch Municipality

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Accounting Policies

1.12 Financial instruments (continued)

1.12.2 Initial and subsequent measurement

Initial recognition and measurement

A financial instruments is recognised, when the municipality becomes a party to the contractual provisions of the instrument, and are initially measured at fair value. In the case of a financial instruments not subsequently measured at fair value, transaction costs that are directly attributable to the acquisition or issue of the financial instruments are added or deducted from the fair value, as appropriate on initial recognition.

Subsequent measurement – Financial assets

Financial assets consist of cash and cash equivalents, deposits, receivables and investments.

Receivables are subsequently measured at amortised cost using the effective interest rate method, less impairment. Amortised cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate.

A provision for impairment of receivables is established when there is objective evidence that the municipality will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. Changes in the carrying amount of the provision is recognised in the Statement of financial performance. When a receivable is considered uncollectible, it is written off against the provision. Any gains or losses arising from the change in fair value of investments measured at fair value are recognised in the Statement of financial performance.

Trade and other receivables (excluding Value Added Taxation, prepayments and operating lease receivables), loans to municipal entities and loans that have fixed and determinable payments that are not quoted in an active market are classified as financial assets at amortised cost.

Financial assets measured at fair value are initially measured at fair value plus directly attributable transaction costs. They are subsequently measured at fair value with unrealised gains or losses recognised directly in equity until the investment is derecognised, at which time the cumulative gain or loss recorded in equity is recognised in the Statement of financial performance, or determined to be impaired, at which time the cumulative loss recorded in equity is recognised in the Statement of financial performance.

Subsequent measurement – Financial Liabilities

Financial liabilities consist of payables, interest bearing loans and bank overdrafts. These liabilities are subsequently measured at amortised cost, using the effective interest rate method. Finance costs are expensed in the Statement of financial performance in the period in which they are incurred except where stated otherwise (see accounting policy on borrowing costs).

Bank borrowings, consisting of interest-bearing short-term bank loans, repayable on demand and overdrafts are recorded at the proceeds received. Finance costs are accounted for using the accrual basis and are added to the carrying amount of the bank borrowing to the extent that they are not settled in the period that they arise.

Prepayments are carried at cost less any accumulated impairment losses.

Stellenbosch Municipality

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Accounting Policies

1.12 Financial instruments (continued)

1.12.3 Derecognition

Financial assets

The municipality derecognises financial assets only when the contractual rights to the cash flows from the asset expires or it transfers the financial assets and substantially all the risks and rewards of ownership of the asset to another entity, except when Council approves the write-off of financial assets due to non-recoverability.

If the municipality neither transfers nor retains substantially all the risks and rewards of ownership and continues to control the transferred asset, the municipality recognises its retained interest in the asset and an associated liability for amounts it may have to pay. If the municipality retains substantially all the risks and rewards of ownership of a transferred financial assets, the municipality continues to recognise the financial assets and also recognises a collateralised borrowing for the proceeds received.

Financial liabilities

The municipality derecognises financial liabilities when, and only when, the municipality's obligations are discharged, cancelled or they expire.

An exchange between an existing borrower and lender of debt instruments with substantially different terms shall be accounted for as having extinguished the original financial liability, and a new financial liability recognised. Similarly, a substantial modification of the terms of an existing financial liability or a part of it (whether or not attributable to the financial difficulty of the debtor) shall be accounted for as having extinguished the original financial liability and having recognised a new financial liability.

The difference between the carrying amount of a financial liability (or part of a financial liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, shall be recognised in surplus or deficit. Any liabilities that are waived, forgiven or assumed by another entity by way of a nonexchange transaction, are accounted for in accordance with GRAP 23.

1.12.4 Fair value measurement considerations

The best evidence of fair value is quoted prices in an active market. If the market for a financial instruments is not active, the municipality establishes fair value using a valuation technique. The chosen valuation technique makes maximum use of market inputs and relies as little as possible on municipality-specific inputs.

1.13 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

When a lease includes both land and buildings elements, the municipality assesses the classification of each element separately

Entity as lessee - operating leases

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability.

The aggregate benefit of incentives is recognised as a reduction of rental expense over the lease term on a straight- line basis.

Any contingent rent is expensed in the period in which they are incurred.

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Accounting Policies

1.14 Inventory

Initial measurement:

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, then their costs are their fair value as at the date of acquisition.

Inventories shall be recognised as an asset if, and only if:

- (a) it is probable that future economic benefits or service potential associated with the item will flow to the entity;
- (b) and the cost of the inventories can be measured reliably.

Subsequently inventories are measured at the lower of cost and net realisable value.

Inventories are measured at the lower of cost and current replacement cost where they are held for:

- distribution at no charge or for a nominal charge; or
- consumption in the production process of goods to be distributed at no charge or for a nominal charge.

Net realisable value is the estimated selling price in the ordinary course of operations less the estimated costs of completion and the estimated costs necessary to make the sale, exchange or distribution.

Current replacement cost is the cost the municipality incurs to acquire the asset on the reporting date.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition. The cost of inventories of items that are not ordinarily interchangeable and goods or services produced and segregated for specific projects is assigned using specific identification of the individual costs. The cost of inventories is assigned using the weighted average cost formula. The same cost formula is used for all inventories having a similar nature and use to the municipality.

When inventories are sold, the carrying amounts of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expenses are recognised when the goods are distributed, or related services are rendered. The amount of any write-down of inventories to net realisable value or current replacement cost and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

1.15 Landfill site

Site restoration and dismantling cost - The municipality has an obligation to dismantle, remove and restore items of property, plant and equipment. Such obligations are referred to as 'decommissioning, restoration and similar liabilities'. The cost of an item of property, plant and equipment includes:

- the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located;
- changes in the measurement of an existing decommissioning, restoration and similar liability that result from change in the estimated timing or amount of the outflow of resources embodying economic benefits or service potential required to settle the obligation, or a change in discount rate; and
- the obligation the municipality incurs for having used the items during a particular period for purposes other than to produce inventories during that period.

If the related asset is measured using the cost model:

- (a) subject to (b), changes in the liability are added to, or deducted from, the cost of the related asset in the current period;
- (b) if a decrease in the liability exceeds the carrying amount of the asset, the excess is recognised immediately in surplus or deficit; and
- (c) if the adjustment results in an addition to the cost of an asset, the municipality considers whether this is an indication that the new carrying amount of the asset may not be fully recoverable. If it is such an indication, the asset is tested for impairment by estimating its recoverable amount or recoverable service amount, and any impairment loss is recognised in accordance with the accounting policy on impairment of cash-generating assets and/or impairment of non-cash-generating assets

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Accounting Policies

1.16 Impairment of property, plant and equipment, investment property, intangible assets and heritage assets

The municipality classifies all assets held with the primary objective of generating a commercial return as cash-generating assets. A commercial return means that the return charged by the entity is commensurate with the risk associated with holding the asset and the asset is intended to generate positive cash inflows. All other assets are classified as non-cash-generating assets.

1.17 Impairment of cash-generating assets

Cash-generating assets are assets managed with the objective of generating a commercial return. An asset generates a commercial return when it is deployed in a manner consistent with that adopted by a profit-oriented entity

Cash generating assets are assets used with the objective of generating a commercial return. Commercial return means that positive cash flows are expected to be significantly higher than the cost of the asset.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

A cash generating unit is the smallest identifiable group of assets used with the objective of generating a commercial return that generates cash inflows from continuing use that are largely independent of the cash inflows from other assets or groups of assets.

Costs of disposal are incremental costs directly attributable to the disposal of an asset, excluding finance costs and income tax expense.

Depreciation (Amortisation) is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Recoverable amount of an asset or a cash generating unit is the higher its fair value less costs to sell and its value in use.

Useful life is either:

- the period of time over which an asset is expected to be used by the municipality; or
- the number of production or similar units expected to be obtained from the asset by the municipality.

Management has judged all assets as non cash generating assets.

Identification

When the carrying amount of a cash-generating asset exceeds its recoverable amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a cash-generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable amount of the asset.

Value in use

Value in use of a cash-generating asset is the present value of the estimated future cash flows expected to be derived from the continuing use of an asset and from its disposal at the end of its useful life.

When estimating the value in use of an asset, the municipality estimates the future cash inflows and outflows to be derived from continuing use of the asset and from its ultimate disposal and the municipality applies the appropriate discount rate to those future cash flows.

Discount rate

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money, represented by the current risk-free rate of interest and the risks specific to the asset for which the future cash flow estimates have not been adjusted.

Stellenbosch Municipality

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Accounting Policies

1.17 Impairment of cash-generating assets (continued)

Recognition and measurement (individual asset)

If the recoverable amount of a cash-generating asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. This reduction is an impairment loss.

An impairment loss is recognised immediately in surplus or deficit.

After the recognition of an impairment loss, the depreciation (amortisation) charge for the cash-generating asset is adjusted in future periods to allocate the cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

Cash-generating units

If there is any indication that an asset may be impaired, the recoverable amount is estimated for the individual asset. If it is not possible to estimate the recoverable amount of the individual asset, the municipality determines the recoverable amount of the cash-generating unit to which the asset belongs (the asset's cash-generating unit).

If an active market exists for the output produced by an asset or group of assets, that asset or group of assets is identified as a cash-generating unit, even if some or all of the output is used internally. If the cash inflows generated by any asset or cash-generating unit are affected by internal transfer pricing, the municipality use management's best estimate of future price(s) that could be achieved in arm's length transactions in estimating:

- the future cash inflows used to determine the asset's or cash-generating unit's value in use; and
- the future cash outflows used to determine the value in use of any other assets or cash-generating units that are affected by the internal transfer pricing.

Cash-generating units are identified consistently from period to period for the same asset or types of assets, unless a change is justified.

The carrying amount of a cash-generating unit is determined on a basis consistent with the way the recoverable amount of the cash-generating unit is determined.

An impairment loss is recognised for a cash-generating unit if the recoverable amount of the unit is less than the carrying amount of the unit. The impairment is allocated to reduce the carrying amount of the cash-generating assets of the unit on a pro rata basis, based on the carrying amount of each asset in the unit. These reductions in carrying amounts are treated as impairment losses on individual assets.

In allocating an impairment loss, the entity does not reduce the carrying amount of an asset below the highest of:

- its fair value less costs to sell (if determinable);
- its value in use (if determinable); and
- zero.

The amount of the impairment loss that would otherwise have been allocated to the asset is allocated pro rata to the other cash-generating assets of the unit.

Where a non-cash-generating asset contributes to a cash-generating unit, a proportion of the carrying amount of that non-cash-generating asset is allocated to the carrying amount of the cash-generating unit prior to estimation of the recoverable amount of the cash-generating unit.

Stellenbosch Municipality

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Accounting Policies

1.17 Impairment of cash-generating assets (continued)

Reversal of impairment loss

The municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a cash-generating asset may no longer exist or may have decreased. If any such indication exists, the entity estimates the recoverable amount of that asset.

An impairment loss recognised in prior periods for a cash-generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a cash-generating asset is recognised immediately in surplus or deficit

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the cash-generating asset is adjusted in future periods to allocate the cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

A reversal of an impairment loss for a cash-generating unit is allocated to the cash-generating assets of the unit pro rata with the carrying amounts of those assets. These increases in carrying amounts are treated as reversals of impairment losses for individual assets. No part of the amount of such a reversal is allocated to a non-cash-generating asset contributing service potential to a cash-generating unit.

In allocating a reversal of an impairment loss for a cash-generating unit, the carrying amount of an asset is not increased above the lower of:

- its recoverable amount (if determinable); and
- the carrying amount that would have been determined (net of amortisation or depreciation) had no impairment loss been recognised for the asset in prior periods.

The amount of the reversal of the impairment loss that would otherwise have been allocated to the asset is allocated pro rata to the other assets of the unit.

In assessing whether there is any indication that an asset may be impaired, the municipality will consider, as a minimum, the following indications:

External sources:

- (a) During the period, an asset's market value has declined significantly more than would be expected as a result of the passage of time or normal use.
- (b) Significant changes with an adverse effect on the entity have taken place during the period, or will take place in the near future, in the technological, market, economic or legal environment in which the entity operates or in the market to which an asset is dedicated.
- (c) Market interest rates or other market rates of return on investments have increased during the period, and those increases are likely to affect the discount rate used in calculating an asset's value in use and decrease the asset's recoverable amount materially

Internal sources:

- (d) Evidence is available of obsolescence or physical damage of an asset.
- (e) Significant changes with an adverse effect on the entity have taken place during the period, or are expected to take place in the near future, in the extent to which, or manner in which, an asset is used or is expected to be used. These changes include the asset becoming idle, plans to discontinue or restructure the operation to which an asset belongs, plans to dispose of an asset before the previously expected date, and reassessing the useful life of an asset as finite rather than indefinite.
- (f) A decision to halt the construction of the asset before it is complete or in a usable condition.
- (g) Evidence is available from internal reporting that indicates that the economic performance of an asset is, or will be, worse than expected.

Stellenbosch Municipality

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Accounting Policies

1.18 Impairment of non-cash-generating assets

Non cash generating assets are assets other than cash generating assets

Identification

When the carrying amount of a non-cash-generating asset exceeds its recoverable service amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a non-cash-generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable service amount of the asset.

Irrespective of whether there is any indication of impairment, the entity also tests a non-cash-generating intangible asset with an indefinite useful life or a non-cash-generating intangible asset not yet available for use for impairment annually by comparing its carrying amount with its recoverable service amount. This impairment test is performed at the same time every year. If an intangible asset was initially recognised during the current reporting period, that intangible asset was tested for impairment before the end of the current reporting period.

In assessing whether there is any indication that an asset may be impaired, an entity shall consider, as a minimum, the following indications:

External sources of information

- (a) Cessation, or near cessation, of the demand or need for services provided by the asset.
- (b) Significant long-term changes with an adverse effect on the entity have taken place during the period or will take place in the near future, in the technological, legal or government policy environment in which the entity operates.

Internal sources of information

- (c) Evidence is available of obsolescence or physical damage of an asset.
- (d) Significant long-term changes with an adverse effect on the entity have taken place during the period, or are expected to take place in the near future, in the extent to which, or manner in which, an asset is used or is expected to be used. These changes include the asset becoming idle, plans to discontinue or restructure the operation to which an asset belongs, plans to dispose of an asset before the previously expected date and reassessing the useful life of an asset as finite rather than indefinite.
- (e) A decision to halt the construction of the asset before it is complete or in a usable condition.
- (f) Evidence is available from internal reporting that indicates that the service performance of an asset is, or will be, significantly worse than expected.

Value in use

Value in use of non-cash-generating assets is the present value of the non-cash-generating assets remaining service potential.

The present value of the remaining service potential of a non-cash-generating assets is determined using the following approach:

Depreciated replacement cost approach

The present value of the remaining service potential of a non-cash-generating asset is determined as the depreciated replacement cost of the asset. The replacement cost of an asset is the cost to replace the asset's gross service potential. This cost is depreciated to reflect the asset in its used condition. An asset may be replaced either through reproduction (replication) of the existing asset or through replacement of its gross service potential. The depreciated replacement cost is measured as the current reproduction or replacement cost of the asset, whichever is lower, less accumulated depreciation calculated on the basis of such cost, to reflect the already consumed or expired service potential of the asset.

The replacement cost and reproduction cost of an asset is determined on an "optimised" basis. The rationale is that the municipality would not replace or reproduce the asset with a like asset if the asset to be replaced or reproduced is an overdesigned or overcapacity asset. Overdesigned assets contain features which are unnecessary for the goods or services the asset provides. Overcapacity assets are assets that have a greater capacity than is necessary to meet the demand for goods or services the asset provides. The determination of the replacement cost or reproduction cost of an asset on an optimised basis thus reflects the service potential required of the asset.

Stellenbosch Municipality

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Accounting Policies

1.18 Impairment of non-cash-generating assets (continued)

Recognition and measurement

If the recoverable service amount of a non-cash-generating asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. This reduction is an impairment loss.

An impairment loss is recognised immediately in surplus or deficit.

After the recognition of an impairment loss, the depreciation (amortisation) charge for the non-cash-generating asset is adjusted in future periods to allocate the non-cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

Reversal of an impairment loss

The municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a non-cash-generating asset may no longer exist or may have decreased. If any such indication exists, the municipality estimates the recoverable service amount of that asset.

An impairment loss recognised in prior periods for a non-cash-generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable service amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable service amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a non-cash-generating asset is recognised immediately in surplus or deficit.

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the non-cash-generating asset is adjusted in future periods to allocate the non-cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

1.19 Employee benefits

Employee benefits are all forms of consideration given by a municipality in exchange for service rendered by employees.

A qualifying insurance policy is an insurance policy issued by an insurer that is not a related party of the reporting municipality, if the proceeds of the policy can be used only to pay or fund employee benefits under a defined benefit plan and are not available to the reporting municipality's own creditors (even in liquidation) and cannot be paid to the reporting municipality, unless either:

the proceeds represent surplus assets that are not needed for the policy to meet all the related employee benefit obligations; or

the proceeds are returned to the reporting municipality to reimburse it for employee benefits already paid.

Termination benefits are employee benefits payable as a result of either:

a municipality's decision to terminate an employee's employment before the normal retirement date; or

an employee's decision to accept voluntary redundancy in exchange for those benefits.

Other long-term employee benefits are employee benefits (other than post-employment benefits and termination benefits) that are not due to be settled within twelve months after the end of the period in which the employees render the related service.

Vested employee benefits are employee benefits that are not conditional on future employment.

Composite social security programmes are established by legislation and operate as multi-employer plans to provide postemployment benefits as well as to provide benefits that are not consideration in exchange for service rendered by employees.

Stellenbosch Municipality

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Accounting Policies

1.19 Employee benefits (continued)

A constructive obligation is an obligation that derives from a municipality's actions where by an established pattern of past practice, published policies or a sufficiently specific current statement, the municipality has indicated to other parties that it will accept certain responsibilities and as a result, the municipality has created a valid expectation on the part of those other parties that it will discharge those responsibilities.

Short-term employee benefits

Short-term employee benefits are employee benefits (other than termination benefits) that are due to be settled within twelve months after the end of the period in which the employees render the related service.

Short-term employee benefits include items such as:

wages, salaries and social security contributions;

short-term compensated absences (such as paid annual leave and paid sick leave) where the compensation for the absences is due to be settled within twelve months after the end of the reporting period in which the employees render the related employee service;

bonus, incentive and performance related payments payable within twelve months after the end of the reporting period in which the employees render the related service; and

non-monetary benefits (for example, medical care, and free or subsidised goods or services such as housing, cars and cellphones) for current employees.

When an employee has rendered service to the municipality during a reporting period, the entity recognise the undiscounted amount of short-term employee benefits expected to be paid in exchange for that service:

as a liability (accrued expense), after deducting any amount already paid. If the amount already paid exceeds the undiscounted amount of the benefits, the municipality recognise that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and

as an expense, unless another Standard requires or permits the inclusion of the benefits in the cost of an asset.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs. The municipality measure the expected cost of accumulating compensated absences as the additional amount that the entity expects to pay as a result of the unused entitlement that has accumulated at the reporting date.

The municipality recognises the expected cost of bonus, incentive and performance related payments when the municipality has a present legal or constructive obligation to make such payments as a result of past events and a reliable estimate of the obligation can be made. A present obligation exists when the entity has no realistic alternative but to make the payments.

The costs of all short-term employee benefits such as leave pay, are recognised during the period in which the employee renders the related service.

Liabilities for staff bonuses are recognised as they accrue to employees. The liability at year-end is based on the bonus accrued at year-end for each employee.

A provision, in respect of the liability relating to the anticipated costs of performance bonuses payable to Section 57 employees, is recognised as it accrues to Section 57 employees. Municipal entities' performance bonus provisions are based on the employment contract stipulations as well as previous performance bonus payment trends.

Leave pay

Liabilities for annual leave are recognised as they accrue to employees. Liability is based on the total accrued leave days owing to employees and is reviewed annually.

Stellenbosch Municipality

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Accounting Policies

1.19 Employee benefits (continued)

Post-employment benefits: Defined contribution plans

A defined contribution plan is a plan under which the municipality pays fixed contributions into a separate entity. The municipality has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employees the benefits relating to service in the current or prior periods.

When an employee has rendered service to the entity during a reporting period, the entity recognises the contribution payable to a defined contribution plan in exchange for that service:

- as a liability (accrued expense), after deducting any contribution already paid. If the contribution already paid exceeds the contribution due for service before the reporting date, an entity recognises that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- as an expense, unless another Standard requires or permits the inclusion of the contribution in the cost of an asset.

Post-employment benefits: Defined benefit plans

Defined benefit plans are post-employment benefit plans other than defined contribution plans. In this aspect defined contribution plans can be considered as the pension fund.

Current service cost is the increase in the present value of the defined benefit obligation resulting from employee service in the current period.

Interest cost is the increase during a period in the present value of a defined benefit obligation which arises because the benefits are one period closer to settlement.

Past service cost is the change in the present value of the defined benefit obligation for employee service in prior periods, resulting in the current period from the introduction of, or changes to, post-employment benefits or other long-term employee benefits. Past service cost may be either positive (when benefits are introduced or changed so that the present value of the defined benefit obligation increases) or negative (when existing benefits are changed so that the present value of the defined benefit obligation decreases). In measuring its defined benefit liability the entity recognises past service cost as an expense in the reporting period in which the plan is amended.

Plan assets comprise assets held by a long-term employee benefit fund and qualifying insurance policies.

The present value of a defined benefit obligation is the present value, without deducting any plan assets, of expected future payments required to settle the obligation resulting from employee service in the current and prior periods.

The return on plan assets is interest, dividends or similar distributions and other revenue derived from the plan assets, together with realised and unrealised gains or losses on the plan assets, less any costs of administering the plan (other than those included in the actuarial assumptions used to measure the defined benefit obligation) and less any tax payable by the plan itself.

The entity account not only for its legal obligation under the formal terms of a defined benefit plan, but also for any constructive obligation that arises from the entity's informal practices. Informal practices give rise to a constructive obligation where the entity has no realistic alternative but to pay employee benefits. An example of a constructive obligation is where a change in the entity's informal practices would cause unacceptable damage to its relationship with employees.

The amount recognised as a defined benefit liability is the net total of the following amounts:

- the present value of the defined benefit obligation at the reporting date;
- minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly;
- plus any liability that may arise as a result of a minimum funding requirement

The amount determined as a defined benefit liability may be negative (an asset). The entity measures the resulting asset at the lower of:

- the amount determined above; and
- the present value of any economic benefits available in the form of refunds from the plan or reductions in future contributions to the plan. The present value of these economic benefits is determined using a discount rate which reflects the time value of money.

Any adjustments arising from the limit above is recognised in surplus or deficit

Stellenbosch Municipality

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Accounting Policies

1.19 Employee benefits (continued)

The entity determines the present value of defined benefit obligations and the fair value of any plan assets with sufficient regularity such that the amounts recognised in the audited annual financial statements do not differ materially from the amounts that would be determined at the reporting date.

The entity recognises the net total of the following amounts in surplus or deficit, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

- current service cost;
- interest cost
- the expected return on any plan assets and on any reimbursement rights;
- actuarial gains and losses
- past service cost;
- the effect of any curtailments or settlements; and
- the effect of applying the limit on a defined benefit asset (negative defined benefit liability)

The entity uses the Projected Unit Credit Method to determine the present value of its defined benefit obligations and the related current service cost and, where applicable, past service cost. The Projected Unit Credit Method (sometimes known as the accrued benefit method pro-rated on service or as the benefit/years of service method) sees each period of service as giving rise to an additional unit of benefit entitlement and measures each unit separately to build up the final obligation.

In determining the present value of its defined benefit obligations and the related current service cost and, where applicable, past service cost, a entity shall attribute benefit to periods of service under the plan's benefit formula. However, if an employee's service in later years will lead to a materially higher level of benefit than in earlier years, a entity shall attribute benefit on a straight-line basis from:

- the date when service by the employee first leads to benefits under the plan (whether or not the benefits are conditional on further service); until
- the date when further service by the employee will lead to no material amount of further benefits under the plan, other than from further salary increases.

Actuarial valuations are conducted on an annual basis by independent actuaries separately for each plan. The results of the valuation are updated for any material transactions and other material changes in circumstances (including changes in market prices and interest rates) up to the reporting date.

The entity recognises gains or losses on the curtailment or settlement of a defined benefit plan when the curtailment or settlement occurs. The gain or loss on a curtailment or settlement comprises:

- any resulting change in the present value of the defined benefit obligation; and
- any resulting change in the fair value of the plan assets.

Before determining the effect of a curtailment or settlement, the entity re-measure the obligation (and the related plan assets, if any) using current actuarial assumptions (including current market interest rates and other current market prices).

When it is virtually certain that another party will reimburse some or all of the expenditure required to settle a defined benefit obligation, the right to reimbursement is recognised as a separate asset. The asset is measured at fair value. In all other respects, the asset is treated in the same way as plan assets. In surplus or deficit, the expense relating to a defined benefit plan is presented as the net of the amount recognised for a reimbursement.

The entity offsets an asset relating to one plan against a liability relating to another plan when the entity has a legally enforceable right to use a surplus in one plan to settle obligations under the other plan and intends either to settle the obligations on a net basis, or to realise the surplus in one plan and settle its obligation under the other plan simultaneously.

Actuarial assumptions

Actuarial assumptions are unbiased and mutually compatible.

Financial assumptions are based on market expectations, at the reporting date, for the period over which the obligations are to be settled.

The rate used to discount post-employment benefit obligations (both funded and unfunded) reflect the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the post-employment benefit obligations.

Stellenbosch Municipality

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Accounting Policies

1.19 Employee benefits (continued)

Post-employment benefit obligations are measured on a basis that reflects:

- estimated future salary increases;
- the benefits set out in the terms of the plan (or resulting from any constructive obligation that goes beyond those terms) at the reporting date; and
- estimated future changes in the level of any state benefits that affect the benefits payable under a defined benefit plan, if, and only if, either:
 - Those changes were enacted before the reporting date; or
 - past history, or other reliable evidence, indicates that those state benefits will change in some predictable manner, for example, in line with future changes in general price levels or general salary levels.

Assumptions about medical costs take account of estimated future changes in the cost of medical services, resulting from both inflation and specific changes in medical costs.

Other long term employee benefit

The municipality provides post-retirement health care benefits, housing subsidies and gratuities upon retirement to some retirees.

Long term service awards is payable after 10 years of continuous service and after every 5 years thereafter to employees. Additional to this employees shall be entitled to a 14th cheque for continuous employment on their 30th and every 5th year onward. Furthermore a retirement gift is payable on retirement to employees with 10 years or more service. The provision is an estimate of the long service award based on historical staff turnover based on historical staff turnover. No other long service benefits are provided to employees.

The entitlement to post-retirement health care benefits is based on the employee remaining in service up to retirement age and the completion of a minimum service period. The expected costs of these benefits are accrued over the period of employment. Independent qualified actuaries carry out valuations of these obligations. The municipality also provides a gratuity and housing subsidy on retirement to certain employees. An annual charge to income is made to cover both these liabilities.

Actuarial gains and losses arising from the experience adjustments and changes in actuarial assumptions are recognised in the Statement of financial performance in the period that it occurs. Interest cost on employee benefit obligation is recognised as part of employee related cost.

The amount recognised as a liability for other long-term employee benefits is the net total of the following amounts:

the present value of the defined benefit obligation at the reporting date;

minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly.

The municipality shall recognise the net total of the following amounts as expense or revenue, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

current service cost;

interest cost;

the expected return on any plan assets and on any reimbursement right recognised as an asset;

actuarial gains and losses, which shall all be recognised immediately;

past service cost; and

the effect of any curtailments or settlements.

Termination benefits

The municipality recognises termination benefits as a liability and an expense when the entity is demonstrably committed to either:

terminate the employment of an employee or group of employees before the normal retirement date; or

provide termination benefits as a result of an offer made in order to encourage voluntary redundancy.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.19 Employee benefits (continued)

The municipality is demonstrably committed to a termination when the entity has a detailed formal plan for the termination and is without realistic possibility of withdrawal. The detailed plan includes [as a minimum]:

the location, function, and approximate number of employees whose services are to be terminated;

the termination benefits for each job classification or function; and

the time at which the plan will be implemented.

Implementation begins as soon as possible and the period of time to complete implementation is such that material changes to the plan are not likely.

Where termination benefits fall due more than twelve months after the reporting date, they are discounted using an appropriate discount rate. The rate used to discount the benefit reflects the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the benefit.

In the case of an offer made to encourage voluntary redundancy, the measurement of termination benefits shall be based on the number of employees expected to accept the offer.

1.20 Provisions

Provisions are recognised when:

- the municipality has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation.

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

Where discounting is used, the carrying amount of a provision increases in each period to reflect the passage of time. This increase is recognised as an interest expense.

A provision is used only for expenditures for which the provision was originally recognised. Provisions are not recognised for future operating deficits.

If the municipality has a contract that is onerous, the present obligation (net of recoveries) under the contract is recognised and measured as a provision.

Stellenbosch Municipality

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Accounting Policies

1.20 Provisions (continued)

Environmental rehabilitation provisions

At year end a provision is raised for the rehabilitation of landfill sites. The provision is the net present value of the future cash flows to rehabilitate damaged land at year end.

As the related asset is measured using the cost model:

changes in the liability is added to, or deducted from, the cost of the related asset in the current period;

the amount deducted from the cost of the asset does not exceed its carrying amount. If a decrease in the liability exceeds the carrying amount of the asset, the excess is recognised immediately in surplus or deficit;

if the adjustments result in an addition to the cost of an asset, the municipality considers whether this is an indication that the new carrying amount of the asset may be fully recoverable. If there is such an indication, the municipality tests the asset for impairment by estimating its recoverable amount or recoverable service amount, and accounts for any impairment loss, in accordance with the accounting policy on impairment of assets as described in the accounting policy on impairment of cash-generating assets and/or impairment of non-cash generating assets.

The adjusted depreciable amount of the asset is depreciated over its useful life. Therefore, once the related asset has reached the end of its useful life, all subsequent changes in the liability are recognised in surplus or deficit as they occur.

1.21 Contingent assets and contingent liabilities

Contingent liabilities represent a possible obligation that arises from past events and whose existence will be confirmed only by an occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the municipality.

A contingent liability can also arise as a result of a present obligation that arises from past events but which is not recognised as a liability either because it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation or the amount of the obligation cannot be measured with sufficient reliability.

Contingent assets represent possible assets that arise from past events and whose existence will be confirmed only by an occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the municipality.

Contingent assets and contingent liabilities are not recognised. Contingencies are disclosed in the notes to the municipality.

Stellenbosch Municipality

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Accounting Policies

1.22 Revenue

Revenue is the gross inflow of economic benefits or service potential during the reporting period when those inflows result in an increase in net assets, other than increases relating to contributions from owners.

An exchange transaction is one in which the municipality receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services or use of assets) to the other party in exchange.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction

Recognition and measurement

Revenue is measured at the fair value of the consideration received or receivable, net of trade discounts and volume rebates.

1.22.1 Revenue from exchange transactions

Service charges

Service charges relating to electricity and water are based on consumption. Meters are read on a monthly basis and are recognised as revenue when invoiced. Provisional estimates of consumption, based on the consumption history, are made monthly when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when invoiced, except at year-end when estimates of consumption up to year-end are recorded as revenue without being invoiced. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters have been read. These adjustments are recognised as revenue in the invoicing period. In respect of estimates of consumption between the last reading date and the reporting date, an accrual is made based on the billings done during July and August. The billing and invoiced amounts done in July are recognized in total as an accrual as all billing in July pertains to services rendered prior 30 June. An estimate is then made based on August billing pertaining to services rendered up until 30 June.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has improvements. Tariffs are determined per category of property usage, and are levied monthly based on the number of refuse containers on each property, regardless of whether or not all containers are emptied during the month.

Service charges from sewerage and sanitation are based on the number of sewerage connections on each developed property using the tariffs approved from Council and are levied monthly.

The municipality accounts for availability charges as an exchange transaction.

When the outcome of a transaction involving the rendering of services can be estimated reliably, revenue associated with the transaction shall be recognised by reference to the stage of completion of the transaction at the reporting date. The outcome of a transaction can be estimated reliably when all the following conditions are satisfied:

- (a) the amount of revenue can be measured reliably;
- (b) it is probable that the economic benefits or service potential associated with the transaction will flow to the entity
- (c) the stage of completion of the transaction at the reporting date can be measured reliably; and
- (d) the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

interest is levied on outstanding debtors using the effective interest rate method.

Rentals on facilities and equipment are recognised on the straight-line basis over the term of the lease agreement

Pre-paid electricity

Revenue from the sale of electricity prepaid units is recognised when all the following conditions have been satisfied:

The municipality has transferred to the buyer the significant risks and rewards of ownership of the goods.

The municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold.

The amount of revenue can be measured reliably.

It is probable that the economic benefits or service potential associated with the transaction will flow to the municipality.

Stellenbosch Municipality

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Accounting Policies

1.22 Revenue (continued)

The costs incurred or to be incurred in respect of the transaction can be measure reliably.

Interest earned and rentals received

Interest earned on investments is recognised in the statement of financial performance on the time proportionate basis that takes into account the effective yield on the investment.

Traffic charges

Revenue arising from the application of the approved tariff of charges is recognised when the relevant service is rendered by applying the relevant authorised tariff. This includes the issuing of licences and permits.

Income from agency services

Income for agency services is recognised on a monthly basis once the income collected on behalf of agents has been quantified. The income recognised is in terms of the agency agreement.

Sale of goods

Revenue from the sale of goods is recognised when all the following conditions have been satisfied:

- the municipality has transferred to the buyer the significant risks and rewards of ownership of the goods;
- the municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the municipality; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Revenue recognition of unclaimed deposits

Unclaimed deposits older than three (3) years are recognised as revenue.

1.22.2 Revenue from non-exchange transactions

Rates and taxes

Other than services in-kind not recognised in terms of paragraph .99, an inflow of resources from a non-exchange transaction that meets the definition of an asset shall be recognised as an asset when, and only when:

- (a) it is probable that the future economic benefits or service potential associated with the asset will flow to the entity; and
- (b) the fair value of the asset can be measured reliably.

The municipality recognises an asset in respect of taxes when the taxable event occurs and the asset recognition criteria are met.

Resources arising from taxes satisfy the definition of an asset when the municipality controls the resources as a result of a past event (the taxable event) and expects to receive future economic benefits or service potential from those resources.

Resources arising from taxes satisfy the criteria for recognition as an asset when it is probable that the inflow of resources will occur and their fair value can be reliably measured.

The municipality analyses the taxation laws to determine what the taxable events are for the various taxes levied.

The taxable event for property tax is the passing of the date on which the tax is levied, or the period for which the tax is levied, if the tax is levied on a periodic basis.

Taxation revenue is determined at a gross amount. It is not reduced for expenses paid through the tax system.

Rebates and discounts are offset against the revenue. As per iGRAP 1, there is no intention to collect this revenue

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.22 Revenue (continued)

Fines

Fines constitute both spot fines and camera fines. Fines are recognised when the receivable meets the definition of an asset and satisfies the criteria for recognition as an asset. It is measured at the best estimate, based on past experience, of the amount of revenue the municipality is entitled to collect.

Subsequent to initial recognition and measurement, the municipality assess the collectability of the revenue and recognises a separate impairment loss where appropriate.

Donations and contributions

Donations and funding are recognised as revenue to the extent that the municipality has complied with any of the criteria, conditions or obligations embodied in the agreement. Where the agreement contains a stipulation to return the asset, other future economic benefits or service potential, in the event of non-compliance to these stipulations and would be enforced by the transferor, a liability is recognised to the extent that the criteria, conditions or obligations have not been met. Where such requirements are not enforceable, or where past experience has indicated that the transferor has never enforced the requirement to return the transferred asset, other future economic benefits or service potential when breaches have occurred, the stipulation will be considered a restriction and is recognised as revenue.

Transfers and subsidies

The municipality recognises an asset in respect of transfers when the transferred resources meet the definition of an asset and satisfy the criteria for recognition as an asset.

Transferred assets are measured at their fair value as at the date of acquisition.

Unconditional grants

Equitable share allocations are recognised in revenue at the start of the financial year.

Conditional grants

Conditional grants recognised as revenue to the extent that the municipality has complied with any of the criteria, conditions or obligations embodied in the agreement. Where the agreement contains a stipulation to return the asset, other future economic benefits or service potential, in the event of non-compliance to these stipulations and would be enforced by the transferor, a liability is recognised to the extent that the criteria, conditions or obligations have not been met. Where such requirements are not enforceable, or where past experience has indicated that the transferor has never enforced the requirement to return the transferred asset, other future economic benefits or service potential when breaches have occurred, the stipulation will be considered a restriction and is recognised as revenue.

Interest earned on grants received and invested is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor and if it is the municipality's interest it is recognised as interest earned in the Statement of financial performance.

Interest earned on unspent grants and receipts

Interest earned on unspent grants and receipts is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor and if it is the municipality's interest it is recognised as interest earned in the Statement of financial performance in accordance with GRAP 9.

Services received in-kind

Services in-kind that are significant to the municipality's operations and/or service delivery objectives are recognised as assets or expenditure and the related revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

Where services in-kind are not significant to the municipality's operations and/or service delivery objectives and/or do not satisfy the criteria for recognition, the municipality discloses the nature and type of services in-kind received during the reporting period.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.23 Statutory receivables

1.23.1 Identification

Statutory receivables are receivables that arise from legislation, supporting regulations, or similar means, and require settlement by another entity in cash or another financial asset.

The cost method is the method used to account for statutory receivables that requires such receivables to be measured at their transaction amount, plus any accrued interest or other charges (where applicable) and, less any accumulated impairment losses and any amounts derecognised.

Nominal interest rate is the interest rate and/or basis specified in legislation, supporting regulations or similar means.

The transaction amount for a statutory receivable means the amount specified in, or calculated, levied or charged in accordance with, legislation, supporting regulations, or similar means.

In estimating the future cash flows, an entity considers both the amount and timing of the cash flows that it will receive in future. Consequently, where the effect of the time value of money is material, an entity discounts the estimated future cash flows using a rate that reflects the current risk free rate and, if applicable, any risks specific to the statutory receivable or group of statutory receivables, for which the future cash flow estimates have not been adjusted.

1.23.2 Recognition

The municipality recognises statutory receivables as follows:

- if the transaction is an exchange transaction, using the policy on Revenue from exchange transactions;
- if the transaction is a non-exchange transaction, using the policy on Revenue from non-exchange transactions (Taxes and transfers); or
- if the transaction is not within the scope of the policies listed in the above or another Standard of GRAP, the receivable is recognised when the definition of an asset is met and, when it is probable that the future economic benefits or service potential associated with the asset will flow to the entity and the transaction amount can be measured reliably.

1.23.3 Measurement

The municipality initially measures statutory receivables at their transaction amount.

The municipality measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is changed subsequent to initial recognition to reflect any:

- interest or other charges that may have accrued on the receivable (where applicable);
- impairment losses; and
- amounts derecognised.

Where the municipality levies interest on the outstanding balance of statutory receivables, it adjusts the transaction amount after initial recognition to reflect any accrued interest. Accrued interest is calculated using the nominal interest rate.

Interest on statutory receivables is recognised as revenue in accordance with the accounting policy on Revenue from exchange transactions or the accounting policy on Revenue from non-exchange transactions (Taxes and transfers), whichever is applicable.

Other charges

Where the municipality is required or entitled to levy additional charges in terms of legislation, supporting regulations, by-laws or similar means on overdue or unpaid amounts, these charges are accounted for in terms of the municipality's accounting policy on Revenue from exchange transactions or the policy on Revenue from non-exchange transactions (taxes and transfers).

1.23.4 Impairment

The municipality assesses at each reporting date whether there is any indication that a statutory receivable, or a group of statutory receivables, may be impaired.

In assessing whether there is any indication that a statutory receivable, or group of statutory receivables, may be impaired, the municipality considers, as a minimum, the following indicators:

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.23 Statutory receivables (continued)

significant financial difficulty of the receivable, which may be evidenced by an application for debt counselling, business rescue or an equivalent.

it is probable that the receivable will enter sequestration, liquidation or other financial re-organisation.

a breach of the terms of the transaction, such as default or delinquency in principal or interest payments (where levied).

adverse changes in international, national or local economic conditions, such as a decline in growth, an increase in debt levels and unemployment, or changes in migration rates and patterns.

If there is an indication that a statutory receivable, or a group of statutory receivables, may be impaired, the municipality measures the impairment loss as the difference between the estimated future cash flows and the carrying amount. Where the carrying amount is higher than the estimated future cash flows, the carrying amount of the statutory receivable, or group of statutory receivables, is reduced through the use of an allowance account. The amount of the losses is recognised in surplus or deficit.

An impairment loss recognised in prior periods for a statutory receivable is revised if there has been a change in the estimates used since the last impairment loss was recognised, or to reflect the effect of discounting the estimated cash flows.

Any previously recognised impairment loss is adjusted by adjusting the allowance account. The adjustment does not result in the carrying amount of the statutory receivable, or group of statutory receivables exceeding what the carrying amount of the receivable(s) would have been had the impairment loss not been recognised at the date the impairment is revised. The amount of any adjustment is recognised in surplus or deficit.

1.23.5 Derecognition

The municipality derecognises a statutory receivable, or a part thereof, when:

- the rights to the cash flows from the receivable are settled, expire or are waived;
- the municipality transfers control of the statutory receivable and substantially all the risks and rewards of ownership of the asset to another entity; or
- the municipality, despite having retained some significant risks and rewards of ownership of the receivable, has transferred control of the receivable to another party and the other party has the practical ability to sell the receivable in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the entity:
 - derecognise the receivable; and
 - recognise separately any rights and obligations created or retained in the transfer.

The carrying amounts of any statutory receivables transferred are allocated between the rights or obligations retained and those transferred on the basis of their relative fair values at the transfer date. The entity considers whether any newly created rights and obligations are within the scope of the Standard of GRAP on Financial Instruments or another Standard of GRAP. Any difference between the consideration received and the amounts derecognised and, those amounts recognised, are recognised in surplus or deficit in the period of the transfer.

1.24 Principal-agent arrangements

Identification

An agent is an entity that has been directed by another entity (a principal), through a binding arrangement, to undertake transactions with third parties on behalf of the principal and for the benefit of the principal.

A principal is an entity that directs another entity (an agent), through a binding arrangement, to undertake transactions with third parties on its behalf and for its own benefit.

A principal-agent arrangement results from a binding arrangement in which one entity (an agent), undertakes transactions with third parties on behalf, and for the benefit of, another entity (the principal).

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.24 Principal-agent arrangements (continued)

Identifying whether an entity is a principal or an agent

When the municipality is party to a principal-agent arrangement, it assesses whether it is the principal or the agent in accounting for revenue, expenses, assets and/or liabilities that result from transactions with third parties undertaken in terms of the arrangement.

The assessment of whether a municipality is a principal or an agent requires the municipality to assess whether the transactions it undertakes with third parties are for the benefit of another entity or for its own benefit.

Binding arrangement

The municipality assesses whether it is an agent or a principal by assessing the rights and obligations of the various parties established in the binding arrangement.

Where the terms of a binding arrangement are modified, the parties to the arrangement re-assess whether they act as a principal or an agent.

Assessing which entity benefits from the transactions with third parties

When the municipality in a principal-agent arrangement concludes that it undertakes transactions with third parties for the benefit of another entity, then it is the agent. If the municipality concludes that it is not the agent, then it is the principal in the transactions.

The municipality is an agent when, in relation to transactions with third parties, all three of the following criteria are present:

- It does not have the power to determine the significant terms and conditions of the transaction.
- It does not have the ability to use all, or substantially all, of the resources that result from the transaction for its own benefit.
- It is not exposed to variability in the results of the transaction.

Where the municipality has been granted specific powers in terms of legislation to direct the terms and conditions of particular transactions, it is not required to consider the criteria of whether it does not have the power to determine the significant terms and conditions of the transaction, to conclude that it is an agent. The municipality applies judgement in determining whether such powers exist and whether they are relevant in assessing whether the municipality is an agent.

Recognition

The municipality, as a principal, recognises revenue and expenses that arise from transactions with third parties in a principal-agent arrangement in accordance with the requirements of the relevant Standards of GRAP.

The municipality, as an agent, recognises only that portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal in accordance with the requirements of the relevant Standards of GRAP.

The municipality recognises assets and liabilities arising from principal-agent arrangements in accordance with the requirements of the relevant Standards of GRAP.

1.25 Borrowing costs

Borrowing costs are interest and other expenses incurred by an municipality in connection with the borrowing of funds.

Borrowing costs are recognised as an expense in the Statement of financial performance in the period in which they are incurred.

Borrowing costs directly attributable to the acquisition, construction or production of a qualifying asset are capitalised to the cost of the asset. All other borrowing costs are recognised as an expense in the period in which it is incurred. The capitalisation rate used to determine the amount of borrowing costs eligible for capitalisation is disclosed in the notes below.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.26 Comparative of actual information to budgeted information

The annual budget figures have been prepared in accordance with the Municipal Budget and Reporting Regulations, 2009. A comparative of actual to budgeted amounts are reported in a separate additional financial statement, called the Statement of comparison of budget and actual amounts. Explanatory comment is provided in the notes to the statement giving motivations for over- or under spending on line items where it is found to be material. The budgeted figures are those approved by the Council at the beginning and during the year following a period of consultation with the public as part of the Integrated Development Plan. The budget is prepared and approved on an accrual basis by nature classification. The approved budget covers the period from 01 July 2023 to 30 June 2024.

In general, a difference of 10% or more is considered material, although the surrounding circumstances are taken into account if it could influence the decisions or assessments of the users of the audited annual financial statements in determining whether a difference between the budgeted and actual amount is material.

1.27 Unauthorised expenditure

Unauthorised expenditure means:

- overspending of a vote or a main division within a vote; and
- expenditure not in accordance with the purpose of a vote or, in the case of a main division, not in accordance with the purpose of the main division.

All expenditure relating to unauthorised expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

1.28 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is expenditure that was made in vain and would have been avoided had reasonable care been exercised. All expenditure relating to fruitless and wasteful expenditure is recognised as an expense in the Statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the Statement of financial performance.

1.29 Irregular expenditure

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the economic entity's supply chain management policy. Irregular expenditure excludes unauthorised expenditure.

All expenditure relating to irregular expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

1.30 Related parties and related party transactions

A related party is a person or an entity with the ability to control or jointly control the other party, or exercise significant influence over the other party, or vice versa, or an entity that is subject to common control, or joint control.

Control is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities.

Joint control is the agreed sharing of control over an activity by a binding arrangement, and exists only when the strategic financial and operating decisions relating to the activity require the unanimous consent of the parties sharing control (the venturers).

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.30 Related parties and related party transactions (continued)

An entity is related to the Municipality if any of the following conditions apply:

- the entity is a member of the same economic entity (which means that each controlling entity, controlled entity and fellow controlled entity is related to the others).
- one entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of an economic entity of which the other entity is a member).
- both entities are joint ventures of the same third party.
- one entity is a joint venture of a third entity, and the other entity is an associate of the third entity.
- the entity is a post-employment benefit plan for the benefit of employees of either the Municipality or an entity related to the Municipality. If the reporting entity is itself such a plan, the sponsoring employers are related to the entity.
- the entity is controlled or jointly controlled by a person identified in (a).
- a person identified in (a) has significant influence over that entity or is a member of the management of that entity (or its controlling entity).

A person is considered to be a close member of the family of another person if they:

- are married or live together in a relationship similar to a marriage or are separated by no more than two degrees of natural or legal consanguinity or affinity.

Management (formerly known as "Key Management") includes all persons having the authority and responsibility for planning, directing and controlling the activities of the Municipality, including:

- all members of the governing body of the Municipality;
- a member of the governing body of an economic entity who has the authority and responsibility for planning, directing and controlling the activities of the Municipality;
- any key advisors of a member, or sub-committees, of the governing body who has the authority and responsibility for planning, directing and controlling the activities of the Municipality; and
- the senior management team of the Municipality, including the chief executive officer or permanent head of the Municipality, unless already included in (a).

Management personnel include:

- All directors or members of the governing body of the Municipality, being the Executive Mayor, Deputy Mayor, Speaker and members of the Mayoral Committee. Other persons having the authority and responsibility for planning, directing and controlling the activities of the reporting Municipality being the Municipal Manager, Chief Financial Officer, and all other managers reporting directly to the Municipal Manager or as designated by the Municipal Manager.

Related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party, regardless of whether a price is charged.

Significant influence is the power to participate in the financial and operating policy decisions of an entity, but is not control over those policies.

Key management as well as their close family members, and/or entities are related parties if one party has the ability, directly or indirectly, to control or jointly control the other party or exercise significant influence over the other party in making financial and/or operating decisions.

Management are those persons responsible for planning, directing and controlling the activities of the municipality including those charged with the governance of the municipality in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are considered to be those family members who may be expected to influence, or be influenced by, that management in their dealings with the municipality.

The municipality is exempt from disclosure requirements in relation to related party transactions if that transaction occurs within normal supplier and/or client/recipient relationships on terms and conditions no more or less favourable than those which it is reasonable to expect the municipality to have adopted if dealing with that individual entity or person in the same circumstances and terms and conditions are within the normal operating parameters established by that reporting entity's legal mandate.

Where the municipality is exempt from the disclosures in accordance with the above, the municipality discloses narrative information about the nature of the transactions and the related outstanding balances, to enable users of the entity's financial statements to understand the effect of related party transactions on its annual financial statements.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.31 Change in accounting policies, estimates and errors

Changes in accounting policies that are affected by management have been applied retrospectively in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the change in policy. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Changes in accounting estimates are applied prospectively in accordance with GRAP 3 requirements.

Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Details of changes in accounting policies, changes in estimates and correction of errors are disclosed in the notes to the audited annual financial statements where applicable.

1.32 Commitments

Items are classified as commitments when an entity has committed itself to future transactions that will normally result in the outflow of cash.

Disclosures are required in respect of unrecognised contractual commitments.

Commitments are not recognised in the statement of financial position as a liability, but are included in the disclosure notes in the following cases:

- approved and contracted commitments;
- where the expenditure has been approved and the contract has been awarded at the reporting date; and
- where disclosure is required by a specific standard of GRAP.

1.33 Value Added Tax

The municipality accounts for Value Added Tax on the cash (receipt) basis.

1.34 Budget information

The approved budget is prepared on a accrual basis and presented by economic classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2022/07/01 to 2023/06/30.

The audited annual financial statements and the budget are on the same basis of accounting therefore a comparison with the budgeted amounts for the reporting period have been included in the Statement of comparison of budget and actual amounts.

Material variances are determined in accordance with the municipalities materiality framework. These material differences will be explained in the financial statements under note for budget differences referenced to the statement of budget comparison.

1.35 Events after reporting date

Events after the reporting date that are classified as adjusting events have been accounted for in the audited annual financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the audited annual financial statements.

Events after reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
- those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

The municipality will adjust the amount recognised in the financial statements to reflect adjusting events after the reporting date once the event occurred.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.35 Events after reporting date (continued)

The municipality will disclose the nature of the event and an estimate of its financial effect or a statement that such estimate cannot be made in respect of all material non-adjusting events, where non-disclosure could influence the economic decisions of users taken on the basis of the financial statements.

1.36 Presentation currency

These audited annual financial statements are presented in South African Rand, which is the functional currency of the municipality and all values are rounded to the nearest hundred.

1.37 Construction contracts and receivables

Construction contract is a contract, or a similar binding arrangement, specifically negotiated for the construction of an asset or a combination of assets that are closely interrelated or interdependent in terms of their design, technology and function or their ultimate purpose or use.

Contractor is an entity that performs construction work pursuant to a construction contract.

A contractor is an entity that enters into a contract to build structures, construct facilities, produce goods, or render services to the specifications of another entity either itself or through the use of subcontractors. The term "contractor" thus includes a general or prime contractor, a subcontractor to a general contractor, or a construction manager.

1.38 Segment information

A segment is an activity of an entity:

- that generates economic benefits or service potential (including economic benefits or service potential relating to transactions between activities of the same entity);
- whose results are regularly reviewed by management to make decisions about resources to be allocated to that activity and in assessing its performance; and
- for which separate financial information is available.

Reportable segments are the actual segments which are reported on in the segment report. They are the segments identified above or alternatively an aggregation of two or more of those segments where the aggregation criteria are met.

Segmental information was based and identified on the MFMA S71 monthly budget statement/reports that are reviewed by senior management and council to make strategic decisions and in monitoring segment performance. The disclosure of information about segments in these reports is organised around the type of service delivered, in a standardised format, namely the C2 schedule.

The municipality manages its assets and liability as a whole and is not reviewed on a segregated basis for each town. Segment reporting per geographical area is not deemed relevant.

Measurement

The amount of each segment item reported is the measure reported to management for the purposes of making decisions about allocating resources to the segment and assessing its performance. Adjustments and eliminations made in preparing the entity's financial statements and allocations of revenues and expenses are included in determining reported segment surplus or deficit only if they are included in the measure of the segment's surplus or deficit that is used by management. Similarly, only those assets and liabilities that are included in the measures of the segment's assets and segment's liabilities that are used by management are reported for that segment. If amounts are allocated to reported segment surplus or deficit, assets or liabilities, those amounts are allocated on a reasonable basis.

If management uses only one measure of a segment's surplus or deficit, the segment's assets or the segment's liabilities in assessing segment performance and deciding how to allocate resources, segment surplus or deficit, assets and liabilities are reported in terms of that measure. If management uses more than one measure of a segment's surplus or deficit, the segment's assets or the segment's liabilities, the reported measures are those that management believes are determined in accordance with the measurement principles most consistent with those used in measuring the corresponding amounts in the entity's financial statements.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.39 Offsetting

Financial assets and liabilities are offset and the net amount reported on the Statement of financial position only when there is a legally enforceable right to set off the recognised amount, and there is an intention to settle on a net basis, or to realise the asset and settle the liability simultaneously.

1.40 Current year comparatives

When the presentation or classification of items in the audited annual financial statements is amended, prior period comparative amounts are also reclassified and restated, unless such comparative reclassification and / or restatement is not required by a Standard of GRAP. The nature and reason for such reclassifications and restatements are also disclosed.

Where material accounting errors, which relate to prior periods, have been identified in the current year, the correction is made retrospectively as far as is practicable and the prior year comparatives are restated accordingly. Where there has been a change in accounting policy in the current year, the adjustment is made retrospectively as far as is practicable and the prior year comparatives are restated accordingly.

The presentation and classification of items in the current year is consistent with prior periods.

1.41 Cash and cash equivalents

Cash includes cash on hand (including petty cash) and cash with banks (including call deposits). Cash equivalents are short-term highly liquid investments, readily convertible into known amounts of cash and are subject to an insignificant risk of change in value. Cash and cash equivalents are carried at amortised cost. Bank overdrafts are recorded based on the facility utilised. Finance charges on bank overdraft are expensed as incurred. Amounts owing in respect of bank overdrafts are carried at amortised cost.

For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held on call with banks, net of bank overdrafts.

1.42 Housing arrangements

The Accounting Standards Board issued the guideline on Accounting for Arrangements Undertaken in terms of the National Housing Programme.

Where the municipality acts as a project manager in a housing arrangement, it is regarded as an agent in terms of the principles of GRAP 109 - Accounting by Principals and Agents.

Where the municipality is regarded as an agent, costs related to the construction of top structures and the related recovery thereof (revenue) is not be recognised in the Statement of financial performance of the municipality.

Where the municipality is identified as a project developer, the construction of the houses is performed by the municipality or by the appointment of a sub-contractor to undertake the construction on the municipality's behalf. The municipality applies the GRAP 11, Construction Contracts to account for these construction activities.

Where the municipality is regarded as the project developer and if the outcome of the construction contract can be estimated reliably, then contract revenue is recognised in profit or loss in proportion to the stage of completion of the contract. The stage of completion is assessed with reference to surveys of work performed. Otherwise, contract revenue is recognised only to the extent of contract costs incurred that are likely to be recoverable. Contract revenue will be in the form of a grant from the Department of Human settlements and presented and disclosed under transfers and subsidies in the Statement of financial performance.

Contract costs are recognised as an expense in the period in which they are incurred. When it is probable that total contract costs will exceed total contract revenue, the expected loss is recognised as an expense immediately.

Contract revenue shall comprise: (a) the initial amount of revenue agreed in the contract; and (b) variations in contract work, claims and incentive payments to the extent that: (i) it is probable that they will result in revenue; and (ii) they are capable of being reliably measured.

Contract costs shall comprise: (a) costs that relate directly to the specific contract; (b) costs that are attributable to contract activity in general and can be allocated to the contract on a systematic and rational basis; and (c) such other costs as are specifically chargeable to the customer under the terms of the contract.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Accounting Policies

1.42 Housing arrangements (continued)

An expected deficit on a construction contract to which paragraph .49 applies shall be recognised as an expense immediately in accordance with paragraph .49.

1.43 Grants-in-aid

The municipality transfers money to individuals, organizations and other sectors of government from time to time. When making these transfers, the municipality does not:

- Receive any goods or services directly in return, as would be expected in a purchase or sale transaction;
- Expect to be repaid in future; or
- Expect a financial return, as would be expected from an investment.

These transfers are recognised in the audited annual financial statements as expenses in the period that the events giving rise to the transfer occurred.

1.44 Consumer deposits

The municipality recognises consumer deposits as a current liability when the municipality becomes a party to the contract i.e. when the deposit is made. The consumer deposit is recognised as a liability as the municipality has an obligation to pay the money back to the consumer once the consumer account is closed. As the timing of when a consumer will close their account is unknown, the consumer deposits are classified as a current liability.

1.45 Unspent conditional grants

Revenue received from conditional grants, donations and funding are recognised as revenue to the extent that the municipality has complied with any of the criteria, conditions or obligations embodied in the agreement. To the extent where the obligations have not been met, a liability is recognised.

1.46 New standards and interpretations

1.46.1 Standards, amendments to standards and interpretations effective and adopted in the current year

In the current year, the municipality has adopted the following standards and interpretations that are effective for the current financial year and that are relevant to its operations:

Standard/ Interpretation:

	Effective date: Years beginning on or after	Expected impact:
• iGRAP 21: The Effect of Past Decisions on Materiality	01 April 2023	The impact of the interpretation is not material. The impact of the amendment is not material. The impact of the interpretation is not material. The impact of the improvements are not material. The impact of the standard is not material. The impact of the amendments are not material.
• GRAP 25 (as revised): Employee Benefits	01 April 2023	
• iGRAP 7 (as revised): Limit on defined benefit asset, minimum funding requirements and their interaction	01 April 2023	
• GRAP 2020: Improvements to the Standards of GRAP 2020	01 April 2023	
• Guideline: Guideline on Accounting for Landfill Sites	01 April 2023	
• GRAP 1 (amended): Presentation of Financial Statements (Materiality)	01 April 2023	

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
2. Cash and cash equivalents		
2.1 Cash and cash equivalents		
Cash and cash equivalents consist of the following:		
Call deposits and investments		
Deposit taking institutions (Call account)	56 294 377	97 732 060
Cash at bank		
Bank account	94 369 773	149 198 634
Cash on hand	14 719	14 719
Total cash and cash equivalents	150 678 869	246 945 413
The municipality had the following bank statement account balances		
FNB - Primary (62869253684)	85 135 796	140 578 930
FNB - Lamotte Trust (62869255169)	3 868 587	3 291 277
FNB - Charitable Trust (62869253733)	189 850	74 216
FNB - Longlands Trust (63010520062)	2 203 995	2 056 639
	91 398 228	146 001 062
Cash book reconciliation		
Grand cash book total	94 369 773	149 198 634
Less Lamotte trust cash book	(3 048 030)	(2 890 140)
Less Charitable trust cash book	(166 225)	(64 216)
Less Longlands cash book	(2 040 770)	(2 056 639)
	89 114 748	144 187 639
Reconciling the bank accounts to the cash book		
Primary Bank statement balance at the end of the year	85 135 796	140 578 930
Net movement/reconciling items	3 978 952	3 608 709
Cash book balance at the end of the year	89 114 748	144 187 639

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
3. Short term investments		
Short term investments	455 716 603	331 767 247
FNB Investments		
Opening Balance	-	-
Deposits	120 000 000	-
Interest accrued	2 663 014	-
Withdrawals	(122 663 014)	-
	-	-
Nedbank Investments		
Opening balance	209 268 026	183 783 985
Deposits	175 481 647	200 000 000
Interest accrued	21 847 389	13 160 966
Withdrawals	(218 590 000)	(187 676 925)
	188 007 062	209 268 026
Standard Bank Investments		
Opening balance	-	81 126 949
Deposits	200 000 000	210 000 000
Interest accrued	1 967 671	9 194 172
Withdrawals	(101 541 507)	(300 321 121)
	100 426 164	-
ABSA Investments		
Opening balance	122 499 219	40 611 507
Deposits	354 518 353	270 000 000
Interest accrued	15 383 731	8 511 548
Withdrawals	(325 117 928)	(196 623 836)
	167 283 375	122 499 219

AUDITOR-GENERAL
SOUTH AFRICAAuditing to build public confidence
30 November 2024

Stellenbosch Municipality

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2024 2023

4. Receivables from exchange transactions

	4.1		
Consumer receivables from exchange transactions			
Electricity		181 083 506	154 999 597
Waste management		8 849 764	8 386 476
Waste water management		12 164 769	9 518 712
Water		48 080 590	42 050 232
Service charges		1 063 430	1 381 361
		251 242 059	216 336 378
	4.2		
Other consumer receivables from exchange transactions			
Property rental debtors		745 435	784 315
Total receivables from exchange transactions		251 987 494	217 120 693

The amount disclosed in this note is net of impairment. Refer to note 4.1 & 4.2 for the amount before the provision (gross) and the actual value of the provision.

4.1 Consumer receivables

The average credit period for consumer receivables is 30 days. No interest is charged on trade receivables for the first 30 days from the date of the invoice. Thereafter interest is charged at the prime rate per annum on the outstanding balance. The municipality strictly enforces its approved credit control policy to ensure the recovery of consumer receivables.

The management of the municipality is of the opinion that the carrying value of consumer receivables approximate their fair values.

The fair value of consumer receivables was determined after considering the standard terms and conditions of agreements entered into between the municipality and consumer receivables as well as the current payment ratio's of the municipality's consumer receivables.

	2024			2023		
	Gross	Impairment	Total	Gross	Impairment	Total
Consumer receivables from exchange transactions						
Electricity	193 853 518	(12 770 012)	181 083 506	168 668 326	(13 668 729)	154 999 597
Waste management	59 730 963	(50 881 199)	8 849 764	47 653 550	(39 267 074)	8 386 476
Waste water management	50 818 824	(38 654 055)	12 164 769	40 323 455	(30 804 743)	9 518 712
Water	201 196 856	(153 116 266)	48 080 590	153 960 820	(111 910 588)	42 050 232
Service charges	14 333 531	(13 270 101)	1 063 430	13 769 316	(12 387 955)	1 381 361
Total consumer receivables from exchange transactions	519 933 692	(268 691 633)	251 242 059	424 375 467	(208 039 089)	216 336 378



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4. Receivables from exchange transactions (continued)

4.1.1 Ageing of consumer receivables

2024

Consumer receivables from exchange transactions

Total by debt type

	Not due			Past due			
	Total	Current (0-30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Electricity	193 853 518	134 687 886	3 441 006	3 105 393	3 228 342	29 343 905	20 046 986
Waste management	59 730 963	7 187 615	943 191	844 837	859 804	7 979 630	41 915 886
Waste water management	50 818 824	11 184 061	756 999	641 734	689 836	5 345 409	32 200 785
Water	201 196 856	45 399 921	3 350 002	3 798 016	5 102 933	20 818 138	122 727 846
Service charges	14 333 531	919 970	65 931	49 620	32 793	491 660	12 773 557
Total by debt type	519 933 692	199 379 453	8 557 129	8 439 600	9 913 708	63 978 742	229 665 060



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4. Receivables from exchange transactions (continued)

2023

	Not due				Past due		
	Total	Current (0-30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Consumer receivables from exchange transactions							
Total by debt type							
Electricity	168 668 326	114 529 574	402 841	322 645	276 106	42 950 590	10 186 570
Waste management	47 653 550	6 565 621	909 712	829 378	842 814	7 545 965	30 960 060
Waste water management	40 323 455	8 450 127	634 612	591 810	581 043	4 878 344	25 187 519
Water	153 960 820	31 466 117	2 685 373	2 899 798	3 297 217	15 548 336	98 063 979
Service charges	13 769 316	1 117 784	293 812	161 997	169 090	1 651 860	10 374 773
Total by debt type	424 375 467	162 129 223	4 926 350	4 805 628	5 166 270	72 575 095	174 772 901



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4. Receivables from exchange transactions (continued)

4.1.2 Impairment reconciliation of consumer receivables

	2024				2023			
	Opening balance	Impairment raised	Impairment reversed	Closing balance	Opening balance	Impairment raised	Impairment reversed	Closing balance
Consumer receivables from exchange transactions								
Electricity	13 668 729	-	(898 717)	12 770 012	14 737 421	-	(1 068 692)	13 668 729
Waste management	39 267 074	11 614 125	-	50 881 199	29 359 118	9 907 956	-	39 267 074
Waste water management	30 804 743	7 849 312	-	38 654 055	24 146 043	6 658 700	-	30 804 743
Water	111 910 588	41 205 678	-	153 116 266	96 374 437	15 536 151	-	111 910 588
Service charges	12 387 955	882 146	-	13 270 101	11 211 915	1 176 040	-	12 387 955
Total consumer receivables	208 039 089	61 551 261	(898 717)	268 691 633	175 828 934	33 278 847	(1 068 692)	208 039 089



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4. Receivables from exchange transactions (continued)

4.1.3 Consumer debt past due not impaired

2024

	Total	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Consumer receivables from exchange transactions						
Electricity	41 986 563	3 028 791	2 786 197	3 018 528	26 753 214	6 399 833
Waste management	768 667	102 162	69 752	51 212	253 488	292 053
Waste water management	702 334	96 321	73 851	86 332	175 210	270 620
Water	2 136 338	348 266	378 724	301 836	459 261	648 251
Service charges	159 359	9 943	11 728	9 448	63 438	64 802
Total consumer receivables	45 753 261	3 585 483	3 320 252	3 467 356	27 704 611	7 675 559

2023

	Total	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Consumer receivables from exchange transactions						
Electricity	42 596 126	167 806	114 382	100 460	41 614 869	598 609
Waste management	2 305 092	138 864	100 678	85 806	497 097	1 482 647
Waste water management	1 751 004	96 168	71 042	55 132	334 974	1 193 688
Water	11 748 805	436 972	404 096	332 473	1 220 927	9 354 337
Service charges	396 004	47 391	15 686	12 824	89 775	230 328
Total consumer receivables	58 797 031	887 201	705 884	586 695	43 757 642	12 859 609

The Council regards receivables from exchange transactions to be due for outstanding amounts more than 30 days to be past due.

The water and electricity accrual is in respect of consumption between the last meter reading date and the reporting date, an accrual is made based on the average monthly consumption of consumers. The estimate of the consumption are being recorded as revenue without being invoiced.

4.2 Other receivables from exchange transactions

	2024			2023		
	Gross	Impairment	Total	Gross	Impairment	Total
Property rental debtors	33 113 953	(32 368 518)	745 435	31 500 615	(30 716 300)	784 315

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Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

4. Receivables from exchange transactions (continued)

4.2.1 Ageing of other receivables from exchange transactions

2024

	Not due			Past due		
	Total	Current (0 - 30 days)	31 - 60 days	61 - 90 days	91 - 120 days	120 - 365 days 365+ days
Property rental debtors	33 113 953	587 568	179 982	398 518	183 873	1 584 409 30 179 603

2023

	Not due			Past due		
	Total	Current (0 - 30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days 365+ days
Property rental debtors	31 500 615	537 829	200 891	620 592	342 711	1 538 555 28 260 037

4.2.2 Impairment reconciliation of other receivables from exchange transactions

	2024			2023		
	Opening balance	Impairment raised	Closing balance	Opening balance	Impairment raised	Closing balance
Property rental debtors	30 716 300	1 652 218	32 368 518	28 463 410	2 252 890	30 716 300



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4. Receivables from exchange transactions (continued)

4.2.3 Other receivables from exchange transactions past due not impaired

2024

	Past due					
	Total	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Property rental debtors	158 724	7 671	55 029	4 324	29 259	62 441

2023

	Past due					
	Total	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Property rental debtors	308 358	12 717	117 523	13 791	79 166	85 161

The impairment provision calculation is calculated by assessing each individual debtor and assessing the probability of future payment using a formula considering historical trends in relation to the individual debtors payment history.

	Rates	Services	Interest	Sundry	Total
Government debt as at 30 June 2023					
Nat. dept of Public Works	135 040	919 892	6 145	15 418	1 076 495
Prov. dept of Transport and Public Works	117 379	25 485	8 757	11 250	162 871
Western Cape Education department	906	1 619 815	1 281	128	1 622 130
Department of Health	-	532 340	242	204	532 786
Dept of local government and housing	8 163	21 836	2 932	3 277	36 208
Other government departments	236	168 359	84	1 016	169 695
	261 724	3 287 727	19 441	31 293	3 600 185

	Rates	Services	Interest	Sundry	Total
Government debt as at 30 June 2024					
Nat. dept of Public Works	807 082	6 647 761	1 064 193	13 123	8 532 159
Prov. dept of Transport and Public Works	152 865	109 226	23 166	-	285 257
Western Cape Education department	1 024	2 414 221	16 529	52	2 431 826
Department of Health	-	669 869	-	-	669 869
Dept of local government and housing	157 950	453 161	61 248	3 662	676 021
Other government departments	832	170	147	1 007	2 156
	1 119 753	10 294 408	1 165 283	17 844	12 597 288

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	2024	2023
5. Receivables from non-exchange transactions		
	5.1	
Consumer receivables		
Property rates	29 072 921	28 204 232
Other receivables		
Accrued income	5 298 358	10 648 502
Fines	52 296 165	31 239 755
	57 594 523	41 888 257
Total receivables	86 667 444	70 092 489

5.1 Receivables from non-exchange transactions

	2024			2023		
	Gross	Impairment	Total	Gross	Impairment	Total
Consumer receivables						
Property rates	66 235 109	(37 162 188)	29 072 921	57 925 803	(29 721 571)	28 204 232
Other receivables						
Accrued income	5 298 358	-	5 298 358	10 648 850	-	10 648 850
Fines	233 078 454	(180 782 289)	52 296 165	227 276 286	(196 036 531)	31 239 755
	238 376 812	(180 782 289)	57 594 523	237 925 136	(196 036 531)	41 888 605
Total	304 611 921	(217 944 477)	86 667 444	295 850 939	(225 758 102)	70 092 837

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Notes to the Audited Annual Financial Statements

5. Receivables from non-exchange transactions (continued)

5.1.1 Ageing of receivables from non-exchange transactions

2024

	Not due			Past due			
	Total	Current (0-30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Consumer receivables							
Property rates	66 235 109	24 692 898	1 118 891	1 233 366	844 862	9 234 885	29 110 207
Other receivables							
Accrued income	5 298 358	912 284	-	-	-	-	4 386 074
Fines	233 078 454	10 082 954	10 345 650	10 445 974	12 562 199	67 658 106	121 983 571
	238 376 812	10 995 238	10 345 650	10 445 974	12 562 199	67 658 106	126 369 645
	304 611 921	35 688 136	11 464 541	11 679 340	13 407 061	76 892 991	155 479 852

2023

	Not due			Past due			
	Total	Current (0-30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Consumer receivables							
Property rates	57 925 803	24 203 822	990 992	1 056 224	767 734	7 219 197	23 687 834
Other receivables							
Accrued income	10 648 850	3 552 665	-	-	-	-	7 096 185
Fines	227 276 286	9 831 956	10 088 110	10 185 936	12 249 480	65 973 850	118 946 954
	237 925 136	13 384 621	10 088 110	10 185 936	12 249 480	65 973 850	126 043 139
	295 850 939	37 588 443	11 079 102	11 242 160	13 017 214	73 193 047	149 730 973

No debtors were pledged as security.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
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5. Receivables from non-exchange transactions (continued)**Statutory receivables included in receivables from non-exchange transactions above are as follows:**

Property rates	29 072 921	28 204 232
Fines	52 296 165	31 239 755
	81 369 086	59 443 987

Financial asset receivables included in receivables from non-exchange transactions above

Accrued Income	5 298 358	10 648 502
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Notes to the Audited Annual Financial Statements

5. Receivables from non-exchange transactions (continued)

5.1.2 Impairment reconciliation of receivables from non-exchange transactions

	2024			2023		
	Opening balance	Impairment movement	Closing balance	Opening balance	Impairment movement	Closing balance
Consumer receivables						
Property rates	29 697 191	7 464 997	37 162 188	32 151 675	(2 430 104)	29 721 571
Other receivables						
Fines	196 036 531	(15 254 242)	180 782 289	155 516 346	40 520 185	196 036 531
Total	225 733 722	(7 789 245)	217 944 477	187 668 021	38 090 081	225 758 102



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2024 2023

5. Receivables from non-exchange transactions (continued)

5.1.3 Ageing of impaired receivables from non-exchange transactions past due not impaired

2024

	Past due					
	Total	31-60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Consumer receivables						
Property rates	3 121 467	399 541	281 084	210 465	1 732 941	497 436
Other receivables						
Fines	42 213 208	1 873 717	1 891 887	2 275 159	12 253 667	23 918 778
	45 334 675	2 273 258	2 172 971	2 485 624	13 986 608	24 416 214

2023

	Past due					
	Total	31 - 60 days	61 - 90 days	91 - 120 days	121- 365 days	365+ days
Consumer receivables						
Property rates	3 240 103	340 214	282 168	203 168	1 250 253	1 164 300
Other receivables						
Fines	21 407 799	950 227	959 442	1 153 813	6 214 265	12 130 052
	24 647 902	1 290 441	1 241 610	1 356 981	7 464 518	13 294 352

Statutory receivables general information

Transaction(s) arising from statute

Property rates related transactions arise in terms of the Municipal Property Rates Act, 6 of 2004, Municipal Finance Management Act, 56 of 2003, as well as the Property Rates Policy of the municipality approved by Council as part of the Budget Process.

Traffic fines arise from the National Road Traffic Act 93 of 1996, National Road Traffic Regulations 2000, National Land Transport Act 5 of 2009 and Criminal Procedure Act 51 of 1971. Prosecutor performs prosecutorial functions in terms of a general delegation awarded by the National Prosecuting Authority and is subject to the control of the Control Prosecutor at the Magistrate's Court in Stellenbosch.

VAT transactions arise from the Value Added Tax Act 89 of 1991. VAT is an indirect tax on the consumption of goods and services in the economy. VAT is levied on all goods and services subject to certain exemptions, exceptions, deductions and adjustments provided for in the Value Added Tax Act 89 of 1991.

Determination of transaction amount

Property rates transaction amounts are determined in line with the Annual Tariff List of the municipality approved by Council as part of the Budget Process in terms of the Municipal Finance Management Act, 56 of 2003.

The municipality makes use of estimates to determine the amount of revenue that it is entitled to collect. Where settlement discounts or reductions in the amount payable are offered, the municipality considers past history in assessing the likelihood of these discounts or reductions being taken up by receivables.

VAT transactions amounts are determined in line with the Value Added Tax Act 89 of 1991. VAT increased from 14% to 15% from 1 April 2018.

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2024

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5. Receivables from non-exchange transactions (continued)

Interest or other charges levied/charged

Interest or other charges levied on Property rates balances are in line with the Annual Tariff List of the municipality approved by council as part of the Budget Process in terms of the Municipal Finance Management Act, 56 of 2003. "Interest" means a charge levied, on all arear accounts calculated at an interest rate which is one percent higher than the prime interest rate.

Traffic fines: Additional charges includes contempt of court fees / warrant of arrest fee determined in terms of the Criminal Procedure Act.

The rates and interest charges are determined by the Value Added Tax Act 89 of 1991.

Basis used to assess and test whether a statutory receivable is impaired

The basis used to assess Property Rates receivables is to look at the extent to which debtors on an individual basis defaulted on payments already due and an assessment of their ability to make payments based on their historical collection trend.

The basis used to assess Traffic fine receivables is to look at the extent to which debtors per group of fines (Municipal fines, Provincial fines) defaulted on payments already due and an assessment of their ability to make payments based on their historical collection trend.

No impairment on VAT Receivable, balance expected to be fully recoverable

Discount rate applied to the estimated future cash flows

Interest is calculated using the nominal interest rate as stipulated in the municipal by-laws (Prime plus 1%). This rate is also considered an appropriate discount rate.

Main events and circumstances that led to the recognition or reversal of impairment losses on statutory receivables

Significant impairment losses recognised or reversed

Traffic Fines: Impairment Recognised: Annually the outstanding receivables are assessed in terms of the value of fines issued in comparison to the receipts generated from such fines. The remaining balance is considered recoverable based on this payment percentage.

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Notes to the Audited Annual Financial Statements

	2024	2023
6. Inventories		
Consumables	2 241 649	551 893
Materials and supplies	10 110 877	9 937 091
Water	2 865 719	2 562 783
Housing stock	8 050 000	9 100 000
Total Inventories	23 268 245	22 151 767

R66 371 383 (2023: R64 172 062) of total inventory was recognised as an expense in the current year.

The amount of write-down of inventories recognised as an expense and a reduction in inventory carrying value is R(290 008) (2023: R389 807).

No inventories were pledged as securities.

7. Other receivables from exchange transactions

Deposits	13 882 018	1 895 810
Goods received/Invoice received	-	113 356
Other receivable	6 039 523	2 769 459
Licensing and registration	3 673 272	3 290 273
Prepayments and advances	30 794 294	30 583 331
Total	54 389 107	38 652 229

8. Value-added-tax

VAT Receivable / (Payable)	30 829 208	11 979 052
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The municipality is registered for VAT on the payment/ cash basis.

VAT meets the definition of a statutory receivable as per the accounting policy. For statutory receivable information regarding VAT refer to note 5. The statutory receivable amounts are as follows R8 270 605 (2023:R8 315 239)

VAT Breakdown

Net VAT control (As per VAT 201)	8 270 605	8 315 239
VAT Accrual (Payable)	(22 962 600)	(17 210 862)
VAT Accrual Receivable	45 521 203	20 874 675
	30 829 208	11 979 052

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	2024	2023
9. Investment property		
9.1 Reconciliation of carrying value		
Opening carrying value		
Cost	438 586 232	438 586 232
Accumulated depreciation and impairment losses	(13 509 744)	(13 086 177)
	425 076 488	425 500 055
Depreciation	38 (420 818)	(423 567)
Impairment loss / reversal of impairment loss	38 (1 725 000)	-
Closing carrying value	422 930 670	425 076 488
 Cost	 438 586 232	 438 586 232
Accumulated depreciation and impairment losses	(15 655 562)	(13 509 744)
A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.		
There were no restrictions placed on any investment properties.		
Maintenance of investment property		
There were no repairs and maintenance expensed on rental properties. This is mainly due to the fact that rental agreements as entered into with the lessee states maintenance of these properties will be for the lessee's expense.		
Amounts recognised in surplus or deficit		
Rental revenue from Investment Property	11 055 806	12 373 336

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Notes to the Audited Annual Financial Statements

10. Property, plant and equipment

10.1 Summary

	2024			2023		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Land	492 959 498	(27 052 477)	465 907 021	488 646 498	(27 052 477)	461 594 021
Transport Assets	199 932 779	(90 295 252)	109 637 527	177 457 548	(84 644 016)	92 813 532
Electrical Infrastructure	1 598 481 834	(539 261 554)	1 059 220 280	1 491 911 258	(498 647 037)	993 264 221
Water Supply Infrastructure	2 022 399 746	(574 086 113)	1 448 313 633	1 933 229 910	(525 367 418)	1 407 862 492
Sanitation Infrastructure	1 331 799 109	(296 860 182)	1 034 938 927	1 315 767 046	(268 037 759)	1 047 729 287
Solid Waste Infrastructure	141 404 397	(18 255 242)	123 149 155	70 897 949	(16 268 130)	54 629 819
Other Infrastructure	33 785 570	-	33 785 570	33 785 570	-	33 785 570
Machinery and Equipment	84 580 317	(64 613 352)	19 966 965	82 863 210	(61 025 913)	21 837 297
Furniture and Office Equipment	56 384 977	(43 195 187)	13 189 790	55 196 043	(39 674 267)	15 521 776
Computer Equipment	79 849 067	(55 175 873)	24 673 194	78 382 896	(49 748 173)	28 634 723
Information and Communication Infrastructure	18 791 151	(3 860 402)	14 930 749	4 710 223	(3 581 375)	1 128 848
Roads Infrastructure	1 440 095 335	(573 118 428)	866 976 907	1 383 148 215	(527 228 051)	855 920 164
Storm water Infrastructure	87 559 967	(49 644 575)	37 915 392	83 709 964	(48 596 116)	35 113 848
Community Assets	201 143 486	(36 968 466)	164 175 020	171 532 955	(31 326 030)	140 206 925
Other assets	559 180 959	(122 176 454)	437 004 505	546 051 098	(111 541 688)	434 509 410
- Operational Buildings	359 450 388	(81 983 885)	277 466 503	357 952 843	(74 653 091)	283 299 752
- Housing Selling Schemes	199 730 571	(40 192 569)	159 538 002	188 098 255	(36 888 597)	151 209 658
Total	8 348 348 192	(2 494 563 557)	5 853 784 635	7 917 290 383	(2 292 738 450)	5 624 551 933

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Notes to the Audited Annual Financial Statements

10. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment – 2024

	Opening balance	Additions	Disposals	Transfers received	Transfers made	Depreciation	Impairment loss/ reversal	Total
Land	461 594 021	5 063 000	(750 000)	-	-	-	-	465 907 021
Transport Assets	92 813 533	23 290 517	(344 380)	-	-	(6 122 142)	-	109 637 527
Electrical Infrastructure	993 264 216	97 726 158	-	-	8 844 419	(40 614 513)	-	1 059 220 280
Water Supply Infrastructure	1 407 862 484	89 431 389	-	(261 552)	-	(48 718 688)	-	1 448 313 633
Sanitation Infrastructure	1 047 729 289	16 032 063	-	-	-	(28 822 425)	-	1 034 938 927
Solid Waste Infrastructure	54 629 820	70 506 448	-	-	-	(1 987 113)	-	123 149 155
Other Infrastructure	33 785 570	-	-	-	-	-	-	33 785 570
Machinery and Equipment	21 837 301	2 506 158	(128 404)	-	-	(4 248 090)	-	19 966 965
Furniture and Office Equipment	15 521 781	1 650 402	(87 203)	-	-	(3 895 191)	-	13 189 790
Computer Equipment	28 634 713	2 475 540	(207 429)	-	-	(6 229 630)	-	24 673 194
Information and Communication Infrastructure	1 128 844	14 080 929	-	-	-	(279 024)	-	14 930 749
Roads Infrastructure	855 920 166	56 947 121	-	-	-	(45 890 380)	-	866 976 907
Storm water Infrastructure	35 113 847	3 850 003	-	-	-	(1 048 458)	-	37 915 392
Community Assets	140 206 920	29 610 536	-	-	-	(5 642 435)	-	164 175 020
Other assets	434 509 406	13 987 714	(468 753)	-	-	(9 992 426)	(1 031 436)	437 004 505
- Operational Buildings	279 135 576	7 660 930	-	-	-	(8 298 567)	(1 031 436)	277 466 503
- Housing Selling Schemes	155 373 830	6 326 784	(468 753)	-	-	(1 693 859)	-	159 538 002
Total	5 624 551 911	427 157 978	(1 986 169)	(261 552)	8 844 419	(203 490 515)	(1 031 436)	5 853 784 635

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Notes to the Audited Annual Financial Statements

10. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment – 2023

	Opening balance	Additions	Disposals	Transfers made	Depreciation	Impairment loss/ reversal	Total
Land	461 617 521	-	(23 500)	-	-	-	461 594 021
Transport Assets	100 800 738	1 785 330	(800 349)	-	(7 399 519)	(1 572 668)	92 813 532
Electrical Infrastructure	992 044 730	65 825 855	-	(19 658 509)	(44 947 855)	-	993 264 221
Water Supply Infrastructure	1 388 821 188	72 409 987	(315 773)	(399 106)	(52 653 804)	-	1 407 862 492
Sanitation Infrastructure	1 049 114 057	35 586 649	(44 321)	-	(36 927 098)	-	1 047 729 287
Solid Waste Infrastructure	58 802 151	5 459 983	(7 504 068)	-	(2 128 247)	-	54 629 819
Other Infrastructure	27 534 497	6 251 073	-	-	-	-	33 785 570
Machinery and Equipment	26 696 562	2 685 751	(14 282)	-	(7 530 735)	-	21 837 297
Furniture and Office Equipment	18 734 827	2 125 114	(6 624)	-	(5 331 541)	-	15 521 776
Computer Equipment	29 095 628	6 955 475	(4 429)	-	(7 411 951)	-	28 634 723
Information and Communication Infrastructure	1 413 468	211 635	(151)	-	(496 104)	-	1 128 848
Roads Infrastructure	834 247 304	70 470 099	(640 602)	-	(48 156 636)	-	855 920 164
Storm water Infrastructure	35 910 480	290 596	(3 170)	-	(1 084 058)	-	35 113 848
Community Assets	131 667 701	14 409 056	(509 732)	-	(5 360 100)	-	140 206 925
Other assets	411 726 217	33 598 392	(163 400)	-	(10 651 799)	-	434 509 410
- Operational Buildings	272 112 571	20 185 053	-	-	(8 997 872)	-	283 299 752
- Housing Selling Schemes	139 613 646	13 413 339	(163 400)	-	(1 653 927)	-	151 209 658
Total	5 568 227 069	318 064 995	(10 030 401)	(20 057 615)	(230 079 447)	(1 572 668)	5 624 551 933

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Notes to the Audited Annual Financial Statements

	2024	2023
10. Property, plant and equipment (continued)		
10.2 Construction work-in-progress		
Work in Progress		
The following assets were still in the process of being constructed at year end:		
Community Assets	23 568 298	8 711 629
Electrical Infrastructure	255 721 590	157 995 431
Other infrastructure	33 578 152	33 578 152
Information and Communication Infrastructure	12 780 606	-
Roads Infrastructure	114 504 564	68 286 049
Sanitation infrastructure	182 498 512	259 668 367
Solid waste infrastructure	81 437 349	11 304 522
Storm Water Infrastructure	7 217 748	3 367 743
Water Supply Infrastructure	169 366 173	159 325 356
Internally Generated Intangible Assets	1 742 452	1 526 451
Other Assets	34 300 233	20 381 396
Total	916 715 677	724 145 096

There were no projects that were significantly delayed or halted during the current financial year. Significant delays are regarded as projects which has not seen any progress for a period exceeding 12 months.

10.3 Property, plant and equipment pledged as security

No assets have been pledged as security during the current financial year.

10.4 Maintenance of property, plant and equipment

10.4.1 Maintenance of property, plant and equipment by nature and type of expenditure

Expenditure incurred to repair and maintain property, plant and equipment included in the Statement of Financial Performance

Property, plant and equipment	92 712 588	55 115 009
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Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

		2024	2023
11. Intangible assets			
11.1 Reconciliation of carrying value			
2024			
		Computer software	Total
Opening carrying value as at 01 July 2023			
Cost		16 033 795	16 033 795
Accumulated depreciation and impairment		(11 773 018)	(11 773 018)
		4 260 777	4 260 777
Additions from acquisitions		216 001	216 001
Amortisation	38	(379 053)	(379 053)
		(163 052)	(163 052)
Closing carrying value as at 30 June 2024		4 097 725	4 097 725
Cost		16 249 796	16 249 796
Accumulated amortisation and impairment		(12 152 071)	(12 152 071)
		4 097 725	4 097 725
2023			
		Computer software	Total
Opening carrying value as at 01 July 2022			
Cost		20 500 151	20 500 151
Accumulated depreciation and impairment		(15 271 026)	(15 271 026)
		5 229 125	5 229 125
Additions		207 100	207 100
Amortisation	38	(1 175 449)	(1 175 449)
		(968 349)	(968 349)
Carrying value of disposals / transfers			
Cost		(4 673 456)	(4 673 456)
Accumulated depreciation and impairment		4 673 456	4 673 456
		-	-
Closing carrying value as at 30 June 2023		4 260 776	4 260 776
Cost		16 033 795	16 033 795
Accumulated amortisation and impairment		(11 773 019)	(11 773 019)
		4 260 776	4 260 776
Pledged as security			
There were no items of intangible assets that were pledged as security in the current financial year.			
Restricted title			
There were no items of intangible assets that that a restricted title in the current financial year.			

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Notes to the Audited Annual Financial Statements

2024 2023

12. Biological assets

12.1 Reconciliation of carrying value

	2024		2023	
	Biological assets measured at fair value	Total	Biological assets measured at fair value	Total
Opening carrying value	5 142 777	5 142 777	5 142 777	5 142 777
Additions from acquisitions	-	-	-	-
Disposals through sales	-	-	-	-
Gains / Losses on disposals	-	-	-	-
Harvests	(723 740)	(723 740)	-	-
	4 419 037	4 419 037	5 142 777	5 142 777
Fair value less costs to sell adjustments				
Consumable assets	(1 493 983)	(1 493 983)	-	-
Closing carrying value	2 925 054	2 925 054	5 142 777	5 142 777



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2024 2023

12. Biological assets (continued)

2024 - Nature and quantities of each biological asset	Opening Balance	Decrease due to harvest	Fair value movement	Total
Botmanskop Plantation	293 463	(109 324)	(56 159)	127 980
Paradyskloof Plantation	4 849 313	(614 416)	(1 437 823)	2 797 074
	5 142 776	(723 740)	(1 493 982)	2 925 054

2023 - Nature and quantities of each biological asset	Opening Balance	Decrease due to harvest	Fair value movement	Total
Botmanskop plantation	293 463	-	-	293 463
Paradyskloof Plantation	4 849 313	-	-	4 849 313
	5 142 776	-	-	5 142 776

The determination of fair value was as follows:

Principle:

Price determination was done on the basis of current sale value of the tender for the current year i.e. R602.10/m³ excluding 15% VAT. This value was given to all trees as the estimated yield takes into consideration the age of the trees. The harvestable age starts from 20 years old where the minimum estimated yield would be 100m³/ha.

It must also be noted that this yield is based on optimum growing conditions and the existing microclimates, and thus the yield might vary per compartment. Refer to the Forestry Handbook p204 which can be obtained at the municipal offices.

Description of the Biological Assets

Botmanskop plantation (Block E)

Some compartments remain which can be harvested at a later stage due to the age of the trees.

Paradyskloof plantation (Block G)

Some compartments remain which can be harvested at a later stage due to the age of the trees.

Strategy to mitigate risks

The strategy to mitigate risks attached to this category of assets is to prevent the spread of runaway veld fires by maintaining fire breaks.

Pledged as security

There were no items of biological assets pledged as security in the current financial year.

Non-Financial Information

Quantities of each biological asset (In hectars)

Botmanskop Plantation	4	10
Paradyskloof Plantation	16	32
	20	42

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2024 2023

13. Heritage assets

13.1 Reconciliation of carrying value

2024

	Land and buildings	Monuments and parks	Other assets	Total
Opening carrying value as at 01 July 2023				
Cost	275 982	892 883	143 945	1 312 810
Cost	275 982	892 883	143 945	1 312 810

2023

	Land and buildings	Monuments and parks	Other assets	Total
Opening carrying value as at 01 July 2022				
Cost	-	892 883	143 945	1 036 828
Additions from acquisitions	275 982	-	-	275 982
	275 982	892 883	143 945	1 312 810
Cost	-	892 883	143 945	1 036 828
Additions from acquisitions	275 982	-	-	275 982
	275 982	892 883	143 945	1 312 810



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2024 2023

13. Heritage assets (continued)

13.2 Heritage assets pledged as security

There were no heritage assets pledged as security during the current financial year.

Heritage assets used for more than one purpose

A significant portion of the following heritage assets are used for office accommodation and is therefore included in the balance of property, plant and equipment:

The following heritage assets are used by the municipality for more than one purpose

Neethlingshuis and De Withuis	61 981 836	62 337 914
58 - 60 Andringa Street	1 848 421	1 858 476
35B Mark Street	3 112 063	3 121 213
127 Dorp Street, Transvalia, Alma & Bosmanshuis flats	12 587 685	12 618 351
116 - 118 Dorp Street, Voorgelegen - offices	5 496 842	5 516 951
4 Reservoir West, Mooiwater	2 048 737	2 056 781
34 Mark Street, Rynse Komplex; Toy Museum, Tourism	8 087 685	8 118 351
PMU Building, Alexander Street, Burger Huis	1 551 474	1 558 009
Merriman, Bergzicht Training Centre, Oude Libertas Theatre & Restaurant	61 460 908	61 652 545
Die Laan, Landbou Saal	4 322 684	4 329 471
	162 498 335	163 168 062

Expenditure incurred to repair and maintain heritage assets

The expenditure relating to repairs and maintenance of these buildings is included in the statement of financial performance and disclosed under note 10 to the financial statements.

There was no repairs and maintenance expenditure incurred on other remaining heritage assets.

14. Non-current receivables

Trading services debtors

4.1

Electricity	493 864	554 827
Waste management	847 721	534 875
Waste water management	685 293	417 415
Water	3 344 996	2 139 941
Property rental debtors	503 839	369 630
Service charges	615 723	564 882
Total	6 491 436	4 581 570

Other receivables

Public organisation	17 161	71 703
Transferred to current receivables	-	(54 542)
Total non-current other receivables	17 161	17 161

15. Consumer deposits

Electricity	13 509 055	12 362 360
Sundry	171 511	204 420
Rental properties	752 824	769 496
Water	9 198 636	8 452 937
Wayleave	558 413	558 413
Total	24 190 439	22 347 626

Deposits are released on termination of the contract or when the contractual services are delivered.

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Notes to the Audited Annual Financial Statements

		2024	2023
16. Employee benefits			
Non-current employee benefits			
Post employment health care benefits	16.1	180 536 001	166 384 001
Long-service awards benefits	16.4	26 134 000	24 816 000
		206 670 001	191 200 001
Current employee benefits			
Post employment health care benefits	16.1	11 259 000	9 772 000
Bonus	16.2	15 545 103	14 629 565
Staff leave	16.3	34 417 842	30 740 330
Long-service awards benefits	16.4	3 974 021	3 142 020
		65 195 966	58 283 915
Total		271 865 967	249 483 916

16.1 Post employment health care benefits

The municipality provides certain post-retirement health care benefits by funding the medical aid contributions of qualifying retired members of the municipality. According to the rules of the Medical Aid Funds, with which the municipality is associated, a member (who is on the current Conditions of Service) is entitled to remain a continued member of such medical aid fund on retirement, in which case the municipality is liable for a certain portion of the medical aid membership fee. The municipality operates an unfunded defined benefit plan for these qualifying employees. The plan is treated as a defined benefit plan under GRAP 25. No other post-retirement benefits are provided to these employees.

The most recent actuarial valuations of plan assets and the present value of the defined benefit obligation were carried out at 30 June 2023 by C Weiss of the Actuarial Society of South Africa. The present value of the defined benefit obligation, and the related current service cost and past service cost, were measured using the Projected Unit Credit Method.

The members of the Post-employment Health Care Benefit Plan are made up as follows:

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

2024 2023

16. Employee benefits (continued)

	Number	Number
In-service members (eligible employees on medical aid)	723	673
In-service non-members (eligible employees w/o medical aid)	427	454
Continuation members (retirees and surviving dependants)	174	175
Total members	1 324	1 302

Characteristics and risks of defined benefit plans [GRAP 25.143(a)]

The Municipality administers a defined benefit pension plan that provides retirement, disability, and death benefits to eligible employees. The plan is funded by both the entity and the employees through mandatory contributions based on a percentage of the employees' salaries.

Eligible employees appointed before 1 July 2003 will receive a post-employment subsidy of 70% of the contribution payable should they be a member of a medical scheme at retirement, and provided that they have not been promoted since then and do not receive a promotion in future. Promotions result in new employment contracts, and new contracts contain a 60% post-employment subsidy benefit. Hence, all other eligible employees will receive a 60% post-employment subsidy, should they be a member of a medical scheme at retirement.

The eligible employees' post-employment subsidy rates were provided, and it was assumed that all employees appointed before 1 July 2003 and who have not been promoted since then, will not receive a promotion in future.

Continuation members and their eligible dependants receive either a 60% or 70% subsidy, as described above. However, there are three members with special arrangements, whereby they are in receipt of a 50% subsidy.

Risks associated with the defined benefit plan [GRAP 25.143(a)]

Longevity Risk: There is a risk that eligible individuals live longer than expected, potentially increasing the liability of the plan as their benefits are payable for longer than expected.

Inflation Risk: There is a risk that future CPI inflation and medical aid contribution inflation are higher than assumed and present in an uncontrolled manner.

Volatility of open ended Defined Benefit Obligation:

The risk that the DBO may be volatile which is exacerbated by its long-term nature.

Regulatory Risk

The risk that changes in post-employment medical aid benefit may increase the defined benefit obligation for Stellenbosch Municipality.

Plan amendments, curtailments, and settlements [GRAP 25.147(c)]

During the reporting period, there were no amendments, curtailments, or settlements that had a significant effect on the plan's obligations Stellenbosch municipality.

The liability in respect of past service has been estimated as follows:

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Notes to the Audited Annual Financial Statements

	2024	2023
16. Employee benefits (continued)		
In-service members (eligible employees on medical aid)	71 149 001	67 805 000
In-service non-members (eligible employees w/o medical aid)	8 034 000	7 341 000
Continuation members (retirees and surviving dependants)	112 612 000	101 010 001
Total liability	191 795 001	176 156 001

Maturity Profile

The defined benefit obligation of the municipality's health care plan has a weighted average duration of approximately 14 years. This duration reflects the estimated time period over which the accrued benefits are expected to be settled.

Maturity profile of the defined benefit obligation [GRAP 25.154(c)]

The following table provides a maturity analysis of the present value of the defined benefit obligations, showing the undiscounted cash flows to be paid in respect of benefits to be provided under the plan:

Future year intervals	Projected Benefit Payments
Within 1 year	11 259 000
Between 1 - 2 years	12 469 000
Between 2 - 3 years	13 486 000
Between 3 - 4 years	14 837 000
Between 4 - 5 years	16 315 000
6 to 10 years	107 361 000
11 to 15 years	165 322 000
16 to 20 years	240 230 000
21 to 25 years	333 471 000
26 to 30 years	432 527 000
31 to 40 years	1 112 025 000
41 to 50 years	1 184 921 000
51 to 60 years	915 484 000
61 to 70 years	464 345 000
71 to 80 years	126 925 000
	5 150 977 000

The benefits payments are scheduled based on the expected retirement ages of current employees and the provisions of the plan that determine the timing of benefits payments. The distribution of these payments is subject to changes in demographic factors such as retirements, mortality rates, and changes in employment within the Municipality.

The estimated current service cost for the upcoming year has been determined to be R 5 603 000, while the interest cost for the same period is projected to be R 22 676 000. For comparison, in 2023/2024, the current service cost and interest cost were R 5 165 000 and R 21 118 000, respectively.

Non-current	180 536 001	166 384 001
Current	11 259 000	9 772 000
Total liability	191 795 001	176 156 001

The municipality contributes to the following medical aids:

- Bonitas
- Key Health
- LA Health
- Samwumed
- Sizwe-Hosmed

The principal assumptions used for the purposes of the actuarial valuations were as follow:

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

2024 2023

16. Employee benefits (continued)

Rates of interest

Discount rate	12.17%	11.74%
CPI inflation rate	6.17%	8.37%
Medical aid contribution inflation rate	7.67%	3.11%

General:

It is assumed that the municipality's health care arrangements and subsidy policy would remain as outlined in the accounting policy, and that the level of benefits receivable and the contributions payable would remain unchanged, with the exception of allowing for inflationary adjustments. Implicit in this approach is the assumption that current levels of cross-subsidy from in-service members to continuation members within the medical scheme are sustainable, and will continue.

Basis for determining the discount rate [GRAP 25.147(d)]

The discount rate used to calculate the defined benefit obligation was determined based on the yield curve of current market rates of appropriate term that are denominated in the currency in which the benefits will be paid and that have maturities approximating the terms of the plan's obligations. The corresponding index-linked yield at this term is 5.18%. These rates do not reflect any adjustment for taxation. These rates were deduced from the interest rate data obtained from the Johannesburg Stock Exchange after the market close on 28 June 2024.

Actuarial assumptions of defined benefit obligation [GRAP 25.151]

The following are the significant actuarial assumptions used to calculate the present value of the defined benefit obligations for the Municipality's pension plan as of 31 June 2024. The assumptions are expressed in absolute terms to provide clarity on their impact:

Mortality rate

Assumption: SA 85 - 90

This mortality table is used to estimate the life expectancy of plan participants, based on current trends and historical data within the sector.

Discount rate:

Assumption: 12.17%

The discount rate is based on the yield curve of current market rates available and expected to be available during the estimated period of the obligations.

Medical aid contribution inflation rate

Assumption: 7.67%

This assumption is required to reflect estimated future changes in the cost of medical services, resulting from both inflation and specific changes in medical costs

CPI Inflation rate:

Assumption: 6.17%

Inflation is considered in the projection of salary increases and the adjustment of retirement benefits.

Proportion of Eligible In-Service Non-Members Joining a Scheme by Retirement

It has been assumed that 15% of eligible in-service non-members will be on a medical scheme by retirement (should they not exit employment before then) and continue with the subsidy at and after retirement.

Family Profile

It has been assumed that female spouses will be five years younger than their male counterparts. Furthermore, we've assumed that 60% of eligible employees on a health care arrangement at retirement will have a subsidised spouse dependant. For current retiree members, actual subsidised spouse dependants were used and the potential for remarriage was ignored.

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2024 2023

16. Employee benefits (continued)

Continuation of Membership:

It has been assumed that 75% of in-service members will remain on the Municipality's health care arrangement should they stay until retirement.

Normal retirement age

The average retirement age for all active employees was assumed to be 62 years.

Amounts recognised in the statement of financial position

The amounts recognised in the statement of financial position is as follows:

Present value of unfunded obligations	191 795 001	176 156 001
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Amounts recognised in the statement of financial performance

The amounts recognised in the statement of financial performance is as follows:

Service cost: Current service cost	5 165 000	5 820 000
Net interest expense: Interest cost	21 118 000	21 656 000
Remeasurements: Actuarial (gains)/ losses	(660 010)	(30 656 325)
Total post-retirement benefit included in employee related costs	33 25 622 990	(3 180 325)

Movements in the present value of the defined benefit obligation

Opening balance	176 156 001	189 158 001
Current service cost	5 165 000	5 820 000
Interest cost	21 118 000	21 656 000
Actual employer benefit payments	(9 983 990)	(9 821 675)
Actuarial loss/ (gain) recognised in the year	(660 010)	(30 656 325)
Present value of fund obligation at the end of the year	191 795 001	176 156 001

Sensitivity analysis on the Accrued Liability (R Millions)

Assumption	Change	In-service	Continuation	Total	% change
Central assumptions		79.183	112.612	191.795	
Health care inflation	1%	94.299	122.556	216.855	13%
	-1%	67.047	103.909	170.956	-11%
Discount rate	1%	67.579	104.306	171.885	-10%
	-1%	93.772	122.221	215.993	13%
Post-employment mortality	1 yr	77.311	108.973	176.284	-3%
	(1)	81	106	181	3
Average retirement age	- 1 year	86.652	112.612	199.264	4%
Continuation of membership at retirement	-10%	69.304	112.612	181.916	-5%

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Notes to the Audited Annual Financial Statements

2024 2023

16. Employee benefits (continued)

Sensitivity analysis on Current-service and Interest Costs

Assumption	Change	Current-service cost	Interest cost	Total	% Change
Central assumptions		5 165 000	21 118 000	26 283 000	
Health care inflation	1%	6 309 000	23 970 000	30 279 000	15%
	-1%	4 268 000	18 750 000	23 018 000	-12%
Discount rate	1%	4 346 000	20 382 000	24 728 000	-6%
	-1%	6 214 000	21 938 000	28 152 000	7%
Post-retirement mortality	+1 yr	5 046 000	20 487 000	25 533 000	-3%
	-1 yr	5 290 000	21 746 000	27 036 000	3%
Average retirement age	-1 yr	5 586 000	21 947 000	27 533 000	5%
Membership continuation	-10%	4 539 000	19 986 000	24 525 000	-7%

Methods and assumptions used in sensitivity analysis [GRAP 25.152(b)]

The sensitivity analyses were prepared using the projected unit credit method, which is consistent with the method used to value the DBO in the financial statements. The analyses assume a parallel shift in the respective actuarial assumptions while holding all other assumptions constant. It is important to recognize that the use of this method does not imply that the impact of changes in actuarial assumptions is linear or follows any predictable pattern.

Expected contributions for the next reporting period [GRAP 25.154(b)]

For the financial year ended 30 June 2024, Stellenbosch Municipality expects to contribute approximately R 5 603 000 (2023: R 5 165 000) to the defined benefit plan. This estimated contribution takes into account current salary levels, the number of participating employees, and actuarial assumptions regarding demographic and financial factors. These contributions are designed to secure sufficient assets to meet the plan's future benefits obligations as they become due.

16.2 Bonus

Provision for bonus	16.2.1	15 545 103	14 629 565
Less: Transfer to current portion		(15 545 103)	(14 629 565)
Total non-current benefit		-	-
Current		15 545 103	14 629 565

Amounts recognised in the statement of financial position

The amounts recognised in the statement of financial position are as follow:

Present value of unfunded obligations	15 545 103	14 629 565
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Amounts recognised in the statement of financial performance

The amounts recognised in the statement of financial performance are as follow:

16.2.1 Provision for bonus

Movements in the present value of the defined benefit obligation

Opening Balance	14 629 565	13 928 763
Increases	915 538	700 802
Closing balance	15 545 103	14 629 565

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	2024	2023
16. Employee benefits (continued)		
16.3 Staff leave		
Provision for staff leave	16.3.1 34 417 842	30 740 330
Less: Transfer to current portion	(34 417 842)	(30 740 330)
Total non-current benefit	-	-
Current	34 417 842	30 740 330
Amounts recognised in the statement of financial position		
The amounts recognised in the statement of financial position are as follow:		
Present value of unfunded obligations	34 417 842	30 740 330
16.3.1 Provision for staff leave		
Movements in the present value of the defined benefit obligation		
Opening Balance	30 740 330	32 871 279
Increases/(Decreases)	5 751 360	(42 432)
Reductions (Payments, remeasurement etc.)	(2 073 848)	(2 088 517)
Closing balance	34 417 842	30 740 330
16.4 Long-service awards benefits		
Provision for long-service awards	16.4.1 30 108 021	27 958 020
Less: Transfer to current portion	(3 974 021)	(3 142 020)
Total non-current benefit	26 134 000	24 816 000
Non-current	26 134 000	24 816 000
Current	3 974 021	3 142 020
Total liability	30 108 021	27 958 020



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Notes to the Audited Annual Financial Statements

2024 2023

16. Employee benefits (continued)

Long-service awards

The municipality operates a funded defined benefit plan for all its employees. Under the plan, a Long Service Award is payable after 10 years of continuous service and every 5 years thereafter to employees. The provision is an estimate of the long-service based on historical staff turnover. No other long-service benefits are provided to employees.

The most recent actuarial valuations of plan assets and the present value of the defined benefit obligation were carried out at 30 June 2024 by Arch consulting. The present value of the defined benefit obligation, and the related current service cost and past service cost, were measured using the Projected Unit Credit Method.

At year end 1142 (2023: 1145) employees were eligible for Long Services Awards.

The principal assumptions used for the purposes of the actuarial valuations were as follows:

Discount rate	11.38%	11.12%
General Salary inflation	6.62%	7.3%
Net effective discount rate	4.47%	3.56%

Characteristics and risks of defined benefit plans

The Municipality offers employees LSA for every five years of service completed, from ten years of service to 45 years of service, inclusive. In the month that each "completed service" milestone is reached, the employee is granted an LSA. Working days are valued at 1/249th of annual earnings per day.

Risks associated with the defined benefit plan

Termination of service risk: There is a risk that fewer eligible employees terminate their service at the Municipality i.e. more long service awards vest than expected

Inflation Risk: There is a risk that future CPI inflation and earnings inflation are higher than assumed and present in an uncontrolled manner.

Regulatory Risk

There is a risk that changes to legislation with respect to long service awards may increase the defined benefit obligation for Stellenbosch Municipality.

Enforcement of eligibility criteria and rules

The risk that eligibility criteria and rules are not strictly or consistently enforced, to the detriment of the Municipality.

GRAP 25 defines the determination of the Discount Rate Assumption to be used as follows:

The discount rate that reflects the time value of money is best approximated by reference to market yields at the reporting date on government bonds. Where there is no deep market in government bonds with a sufficiently long maturity to match the estimated maturity of all the benefit payments, an entity uses current market rates of the appropriate term to discount shorter term payments, and estimates the discount rate for longer maturities by extrapolating current market rates along the yield curve.

Volatility of open ended Defined Benefit Obligation:

The risk that the long service award DBO may be volatile which is exacerbated by its long-term nature.

Amounts recognised in the statement of financial position

The amounts recognised in the statement of financial position are as follow:

Present value of unfunded obligations	30 108 021	27 958 020
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Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

2024 2023

16. Employee benefits (continued)

Amounts recognised in the statement of financial performance

The amounts recognised in the statement of financial performance are as follow:

Current service cost		2 185 000	2 224 000
Interest cost		3 008 000	2 926 000
Actuarial losses / (gains) recognised		182 442	(2 139 584)
Total expense included in employee related costs	33	5 375 442	3 010 416

16.4.1 Provision for long service awards

Movements in the present value of the defined benefit obligation

Opening Balance	27 958 020	27 729 020
Increases	5 375 443	5 150 000
Reductions (Payments, remeasurement etc.)	(3 225 442)	(4 921 000)
Closing balance	30 108 021	27 958 020

The following table provides a maturity analysis of the present value of the defined benefit obligations, showing the undiscounted cash flows to be paid in respect of benefits to be provided under the plan:

Future year intervals	Projected Benefit Payments
Within 1 year	3 974 000
Between 1 - 2 years	4 616 000
Between 2 - 3 years	4 777 000
Between 3 - 4 years	3 734 000
Between 4 - 5 years	4 467 000
6 to 10 years	28 508 000
11 to 15 years	33 429 000
16 to 20 years	30 676 000
21 to 30 years	43 911 000
31 to 40 years	5 912 000
	164 004 000

The benefits payments are scheduled based on the expected long service terms of current employees and the provisions of the plan that determine the timing of benefits payments. The distribution of these payments is subject to changes in demographic factors such as normal salary cost inflation and withdrawal rates.

The estimated current service cost for the upcoming year has been determined to be R 2 304 000, while the interest cost for the same period is projected to be R 3 158 000. For comparison, in 2023/2024, the current service cost and interest cost are R 2 185 000 and R 3 008 000, respectively.

Sensitivity Analysis

Methods and assumptions used in sensitivity analysis

The sensitivity analyses were prepared using the projected unit credit method, which is consistent with the method used to value the DBO in the financial statements. The analyses assume a parallel shift in the respective actuarial assumptions while holding all other assumptions constant. It is important to recognize that the use of this method does not imply that the impact of changes in actuarial assumptions is linear or follows any predictable pattern.



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Notes to the Audited Annual Financial Statements

2024 2023

16. Employee benefits (continued)

Expected contributions for the next reporting period

For the financial year ended 30 June 2024, Stellenbosch Municipality expects to contribute approximately R 2 304 000 (2023: R 2 185 000) to the defined benefit plan. This estimated contribution takes into account current salary levels, the number of participating employees, and actuarial assumptions regarding demographic and financial factors. These contributions are designed to secure sufficient assets to meet the plan's future benefits obligations as they become due.

Sensitivity analysis on Current-service and Interest Costs

Assumption	Change	Current service cost	Interest cost	Total	% change
Central assumptions		2185000	3008000	5193000	
General earnings inflation rate	1%	2357000	3199000	5556000	7%
	-1%	2032000	2834000	4866000	-6%
Discount rate	1%	2049000	3391000	5129000	-1%
	-1%	2340000	2469000	5264000	1%
Average retirement age	2 yr	2406000	3391000	5797000	12%
	(2)	1 888 000	2 469 000	4 357 000	(16)
Rates of termination of service	x2	1643000	2462000	4105000	-21%
	x0.5	2581000	3373000	5954000	15%

Sensitivity analysis on the defined benefit obligation

Assumption	Change	DBO	% Change
Central assumptions		30 108 000	
General earnings inflation	1%	31 852 000	6%
	-1%	28 518 000	-5%
Discount rate	1%	28 485 000	-5%
	-1%	31 915 000	6%
Average retirement age	+2 yr	33 623 000	12%
	-2 yr	24 931 000	-17%
Rates of termination of service	x2	25 145 000	-16%
	-x0.5	33 418 000	11%

Basis for determining the discount rate

The discount rate used to calculate the Long service award defined benefit obligation was determined based on the yield curve of current market rates of appropriate term that are denominated in the currency in which the benefits will be paid and that have maturities approximating the terms of the plan's obligations. The corresponding index-linked yield at this term is 5.09%. These rates do not reflect any adjustment for taxation. These rates were deduced from the interest rate data obtained from the Johannesburg Stock Exchange after the market close on 28 June 2024.

Actuarial assumptions of defined benefit obligation

The following are the significant actuarial assumptions used to calculate the present value of the long service award for the Municipality as of 31 June 2024. The assumptions are expressed in absolute terms to provide clarity on their impact:

Discount rate:

Assumption: 11.21%

The discount rate is based on the yield curve of current market rates available and expected to be available during the estimated period of the obligations.



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Notes to the Audited Annual Financial Statements

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16. Employee benefits (continued)

General earnings inflation rate

Assumption: 11.21%

The discount rate is based on the yield curve of current market rates available and expected to be available during the estimated period of the obligations.

Promotional earnings scale

As per the Valuation report for LSA, an additional promotional earnings scale is taken into account in the escalation in addition to the above General earnings inflation rate based on the age band of qualifying employees.

Mortality rate

Assumption: SA 85 - 90

This mortality table is used to estimate the life expectancy of long service award participants, based on current trends and historical data within the sector and adjusted for female lives.

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

	2024	2023
17. Lease liabilities		
Operating lease liabilities	-	694 514
Less: Transferred to current liabilities	-	(694 514)
Total non-current liabilities	-	-

18. Borrowings

Annuity loans from the Development Bank of South Africa have settlement periods of 14 to 15 years with fixed interest varying from 9.25% to 11.10% per annum.

Annuity loans from Nedbank Limited have settlement periods of 10 years with fixed interest rates varying from 10.71% to 8.8% per annum.

Annuity loan from Standard Bank has a settlement period of 10 years with fixed interest rate of 11% per annum.

Total borrowings

Annuity and bullet loans	584 349 242	501 949 960
Less: Current portion transferred to current liabilities	(69 853 210)	(55 046 811)
Total non-current borrowings	514 496 032	446 903 149

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

		2024	2023
19. Trade and other payables from exchange transactions			
Bulk purchases	19.1	91 950 423	73 788 181
Contractors	19.2	34 900 579	35 605 791
Control and clearing accounts	19.3	10 768 550	6 080 751
Other payables	19.4	183 064 027	209 319 046
Total		320 683 579	324 793 769
Current		320 683 582	324 793 769
19.1 Bulk purchases			
Bulk water		8 742 225	308 973
Bulk electricity		83 208 198	73 479 208
Total		91 950 423	73 788 181
19.2 Contractors			
Retentions		34 900 579	35 605 791
19.3 Control and clearing accounts			
Cash and bank		2 471 629	2 018 791
Goods received/invoice received		108 488	-
Group life control		807 652	899 695
Salary Control - Employee Related Costs		7 380 781	3 162 265
Total		10 768 550	6 080 751
19.4 Other payables			
Payables and accruals		140 056 109	149 092 498
Unallocated deposits		14 326 424	34 786 092
Advance payments		28 681 494	25 440 456
Total		183 064 027	209 319 046

Payables are being paid within 30 days as prescribed by the MFMA. This credit period granted is considered to be consistent with the terms used in the public sector, through established practices and legislation. Discounting of trade and other payables on initial recognition is not deemed necessary.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

20. Payables from non-exchange transactions

		2024					2023				
		Opening balance	Funds received	Transfer to revenue	Repayment unspent grants	Closing balance	Opening balance	Funds received	Transfer to revenue	Repayment unspent grants	Closing balance
Capital											
Monetary Allocations	20.1	21 186 045	120 455 201	(106 296 778)	(8 030 315)	27 314 153	18 529 953	101 704 298	(98 811 831)	(771 499)	20 650 921
Operational											
Monetary Allocations	20.2	11 874 620	22 942 167	(20 156 336)	(4 147 169)	10 513 282	11 252 018	36 125 199	(31 044 532)	(4 522 941)	11 809 744
Total		33 060 665	143 397 368	(126 453 114)	(12 177 484)	37 827 435	29 781 971	137 829 497	(129 856 363)	(5 294 440)	32 460 665

For **2024** the Department of Cultural Affairs and Sport approved a roll-over of unspent operational funds for the Library Community Library Services Grant to be transferred and be utilised for Capital purposes. This resulted in a reclassification of the opening balance from operating conditional grants to the amount of R535 124.

For **2023** The Department of Cultural Affairs and Sport approved a roll-over of unspent operational funds for the Library Community Library Services Grant to be transferred and be utilised for Capital purposes. This resulted in a reclassification of the opening balance from operating conditional grants to the amount of R1 808 460. The Department of Human Settlements (now Department of Infrastructure, due to completion of projects allowed the municipality to shift unspent operational funds from the Idas Valley project to Capital funds for the same project. This resulted in a reclassification of the opening balance from operating conditional grants to the amount of R2 319 792

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

20. Payables from non-exchange transactions (continued)

20.1 Unspent capital monetary allocations

	2024					2023				
	Opening balance	Funds received	Transfer to revenue	Repayment unspent grants	Closing balance	Opening balance	Funds received	Transfer to revenue	Repayment unspent grants	Closing balance
District Municipalities										
Western Cape	146 959	-	-	-	146 959	146 959	-	-	-	146 959
National Government										
Integrated National Electrification Programme Grant	8 030 315	20 000 000	(20 000 000)	(8 030 315)	-	8 382 170	28 350 000	(28 701 855)	-	8 030 315
Integrated Urban Development Grant	-	56 439 500	(56 439 500)	-	-	-	62 459 650	(62 459 650)	-	-
Municipal Disaster Relief Grant	-	30 132 000	(10 718 878)	-	19 413 122	-	-	-	-	-
Total	8 030 315	106 571 500	(87 158 378)	(8 030 315)	19 413 122	8 382 170	90 809 650	(91 161 505)	-	8 030 315
Private Enterprises										
Other transfers private enterprises	440 392	-	-	-	440 392	440 392	-	-	-	440 392
Provincial Government										
Western Cape	12 568 379	13 883 701	(19 138 400)	-	7 313 680	9 560 432	10 894 648	(7 650 326)	(771 499)	12 033 255
Total unspent capital monetary allocations	21 186 045	120 455 201	(106 296 778)	(8 030 315)	27 314 153	18 529 953	101 704 298	(98 811 831)	(771 499)	20 650 921

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

20. Payables from non-exchange transactions (continued)

20.2 Unspent operational monetary allocations

	2024					2023				
	Opening balance	Funds received	Transfer to revenue	Repayment unspent grants	Closing balance	Opening balance	Funds received	Transfer to revenue	Repayment unspent grants	Closing balance
District Municipalities										
Western Cape	500 000	378 000	(119 700)	-	758 300	484 000	615 000	(599 000)	-	500 000
Households										
Other transfers (cash)	340 000	-	-	-	340 000	-	340 000	-	-	340 000
National Government										
Expanded Public Works Programme Integrated Grant	1 180 159	4 519 000	(4 518 999)	(1 180 158)	2	-	4 928 000	(3 747 841)	-	1 180 159
Integrated Urban Development Grant	-	2 970 500	(2 970 500)	-	-	-	3 287 350	(3 287 350)	-	-
Local Government Financial Management Grant	-	1 550 000	(1 448 412)	-	101 588	-	1 550 000	(1 550 000)	-	-
Total	1 180 159	9 039 500	(8 937 911)	(1 180 158)	101 590	-	9 765 350	(8 585 191)	-	1 180 159
Non-profit Institutions										
National Research Foundation	102 000	258 000	-	-	360 000	102 000	-	-	-	102 000
Private Enterprises										
Other transfers private enterprises	6 264 108	990 604	(96 991)	-	7 157 721	5 334 735	2 365 413	(1 436 040)	-	6 264 108

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

20. Payables from non-exchange transactions (continued)

Provincial Government

Western Cape

3 249 778	12 276 063	(11 001 734)	(2 967 011)	1 557 096	5 092 708	23 039 436	(20 424 301)	(4 522 941)	3 184 902
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Public Corporations

Other transfers public corporations

238 575	-	-	-	238 575	238 575	-	-	-	238 575
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Total unspent operational monetary allocations

11 874 620	22 942 167	(20 156 336)	(4 147 169)	10 513 282	11 252 018	36 125 199	(31 044 532)	(4 522 941)	11 809 744
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The nature and extent of government grants recognised in the annual financial statements and an indication of other forms of government assistance from which the municipality has directly benefited and unfulfilled conditions and other contingencies attaching to government assistance that has been recognised.

These amounts are invested in a ring-fenced investment until utilised.

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

		2024	2023
21. Provision			
Landfill Sites	21.1	106 740 477	95 421 976
Non-current		106 740 477	95 421 976
21.1 Landfill Sites			
Opening Balance		95 421 976	160 533 093
Additional provisions raised/(Reversed)		583 529	(77 151 099)
Increases (Passage of Time/Discounted Rate)		10 734 972	12 039 982
Closing balance		106 740 477	95 421 976
Non-current		106 740 477	95 421 976

Landfill site provision

The municipality has a present obligation to rehabilitate the landfill site which stems from licensing agreements 19/2/5/1/B4/45/WL0182/22 issued in terms of the Environmental Conservation Act, 1989 (Act 73 of 1989)

In terms of the licensing of the landfill refuse sites, the municipality will incur licensing and rehabilitation costs of R106 740 477 (2023: R95 421 976) to restore the site at the end of its useful life.

The unwinding of the provision for landfill site for the current year was R10 734 972 (2023: R12 039 982) was included in the finance cost in the statement of financial performance.

Cells 1 and 2 have reached full capacity and must be rehabilitated. The expected future cash outflows for cells 1 and 2 should commence in the 2025/2026 financial year. Cell 3 has come into use at the end of 30 June 2013 financial year and is the current landfill site in use. The expected future cash outflows is between July 2044 and July 2048 for cell 3.

The provision has been determined based on an independent valuation performed by a firm of consulting engineers as at 30 June 2024

Key cost parameters:

- Inflation rate 5.4% (2023: 5.6%)
- Discount rate 11.75% (2023: 11.25%)

Refer to note 44 for contribution to the provision.

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

	2024	2023
22. Services charges		
Electricity		
Exchange – Consumption	874 585 643	779 983 813
Waste management		
Exchange – Consumption	96 326 521	89 836 854
Waste water management		
Exchange – Consumption	114 951 742	106 739 375
Water		
Exchange – Consumption	203 270 709	162 138 204
Total	1 289 134 615	1 138 698 246

The amounts disclosed above for service charges are in respect of services rendered which are billed to the consumers on a monthly basis according to approved tariffs.

23. Rental from fixed assets

Market related	6 359 726	7 590 891
Non-market related	4 696 080	4 782 445
Total	11 055 806	12 373 336

24. Interest earned from receivables

Exchange receivables	24.1	23 504 654	16 467 413
Non-exchange receivables	24.2	4 239 407	3 418 263
Total		27 744 061	19 885 676

24.1 Interest earned from exchange receivables

Consumer receivables

Electricity	3 776 833	1 870 939
Water	11 555 709	8 514 053
Waste water management	3 027 593	2 231 528
Waste management	3 992 025	2 806 309
Service charges	1 152 494	1 044 584
	23 504 654	16 467 413

24.2 Interest earned from non-exchange receivables

Consumer receivables

Property rates	4 239 407	3 418 263
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25. Interests earned from current and non-current assets

Bank accounts	8 848 063	5 423 264
Short-term investments and call accounts	48 463 744	36 826 894
Total	57 311 807	42 250 158

26. Licences or permits

Exchange revenue	26.1	8 149 482	8 407 621
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Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
26. Licences or permits (continued)		
26.1 Licenses and permits - Exchange revenue		
Market porters	206 910	164 642
Road and transport	7 942 115	8 240 238
Trading	457	2 741
Total	8 149 482	8 407 621
27. Agency services		
Provincial	3 697 082	3 438 321
The municipality collects license fees on behalf of the Provincial Government Western Cape and receives a 12% agency fee.		
The municipality, as an agent, recognises only the portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal in accordance with the requirements of the relevant Standards of GRAP.		
No resources are held by the municipality on behalf of the principle.		
28. Operational revenue		
Administrative Handling Fees	256 661	284 601
Breakages and Losses Recovered	3 011	2 691
Collection Charges	55 573	2 727 349
Incidental Cash Surpluses	1 982	5 657
Inspection fees	8 309	29 644
Insurance Refund	2 818 339	1 065 491
Merchandising, Jobbing and Contracts	4 917 486	4 860 840
Recovery Maintenance	534 756	614 166
Request for information	60 470	58 649
Sale of Property	1 618 109	-
Skills Development Levy Refund	931 782	864 945
Staff and Councillors Recoveries	420 158	629 244
Development Charges	37 192 548	33 465 025
Total	48 819 184	44 608 302
29. Sales of goods and rendering of services		
Application Fees for Land Usage	1 188 087	1 138 591
Building Plan Approval	8 719 636	6 783 438
Cemetery and Burial	1 270 896	1 106 042
Clearance Certificates	589 505	464 612
Computer Services	-	13 800
Encroachment Fees	6 487 688	5 533 562
Entrance Fees	261 922	1 037 941
Fire Services	246 318	182 325
Housing (Boarding Services)	-	351 907
Library Fees	678	917
Parking Fees	5 722 596	4 422 045
Photo copies, Faxes and Telephone charges	79 116	65 744
Removal of Restrictions	58 391	131 196
Sale of Goods	604 146	460 209
Scrap, Waste & Other Goods	29 970	-
Re-allocation Fees	1 100	5 298
Total	25 260 049	21 697 627

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

	2024	2023
30. Property rates		
Agricultural property	20 789 622	19 435 922
Business and commercial properties	169 353 450	160 005 178
Public benefit organisations	41 684	38 949
Public service purposes properties	10 225 108	9 564 881
Residential properties	267 044 169	248 858 631
Vacant land	17 000 408	14 115 461
Total	484 454 441	452 019 022

Assessment Rates are levied on the value of land and improvements, which valuation is performed every four years. Interim valuations are processed on an annual basis to consider any changes in individual property values, due to amendments. The current Valuation Roll came into effect on 01 July 2021. With reference to Section 78 of the Local Government: Municipal Property Rates Act, No. 6,2004, five reviews have been finalised and one supplementary valuation has been performed during the financial year and implemented accordingly.

The following assessment rates were charged for the period ending June 2024:

Residential Property – R 0.005068

Business and Commercial Property – R 0.010643

Agricultural Property – R 0.001267

Public Service Purposes – R 0.010643

Public Service Infrastructure – R 0.001267

Public Benefit Organization – R 0.001267

Vacant Residential – R 0.010136

Vacant other – R 0.020273

Property Rates are levied monthly on property owners' accounts and are payable the 7th of each month. Property owners may request to pay their Rates annually, which amount will be levied in July and must be paid by the 7th of October annually. Interest on outstanding accounts for Property Rates is levied as per Council's Credit Control and Debt Collection Policy.

Relief Measures

The relief measures on property rates are generally described in paragraph 8 of the approved Property Rates Policy of the Municipality. This includes the specific under mentioned relief measures:

Rebate and gross monthly household income for Qualifying senior citizens and Disabled persons:

Gross monthly household income %

Up to R8 000 - 100%

From R8 001 to R 11 000 - 75%

From R11 001 to R13 000 - 50%

From R13 001 to R17 000 - 25%

Municipal valuation threshold value

On qualifying residential properties, property owners will receive a rebate up to a maximum value of R250 000, which amount includes a value of R15 000 as per Section 17(1)(h) of the Local Government: Municipal Property Rates Act, No. 6, 2004, and an additional value of R235 000 reduction granted as per paragraph 8.2.1(ii) of the approved Property Rates Policy.

Paragraph 8.2.1 (ii) is only applicable on properties with valuations up to R5 000 000.

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

2024 2023

30. Property rates (continued)

Stellenbosch special rebate

A rebate of 20% may be granted as per paragraph 8.6 of the approved Rates policy of the municipality.

Other rebates

Rebates have also been granted to qualifying non-profit organizations and to organizations who qualified for any other rebate as defined in the Property Rates Policy. Any other exclusions or exemptions have been granted in accordance with the Local Government: Municipal Property Rates Act, No. 6, 2004.

31. Fines, penalties and forfeits

Fines	31.1	143 331 671	146 657 768
Forfeits		23 536 224	-
Total		166 867 895	146 657 768

31.1 Fines

Traffic fines

Municipal fines	143 096 788	146 459 602
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Other fines

Building fines	79 652	11 044
Law enforcement	22 720	126 077
Overdue books	26 028	20 021
Pound fees	106 483	41 024
	234 883	198 166
Total	143 331 671	146 657 768

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

		2024	2023
32. Transfers and subsidies - Revenue			
Operational			
Allocations in-kind	32.1	9 338 292	-
Monetary allocations	32.2	220 892 818	211 295 154
Total transfers and subsidies: Operational		230 231 110	211 295 154
Capital			
Allocations in-kind	32.3	5 136 813	22 920
Monetary allocations	32.4	106 864 062	100 311 831
Total transfers and subsidies: Capital		112 000 875	100 334 751
Total		342 231 985	311 629 905
32.1 Allocations in-kind: Operational			
Provincial government		9 338 292	-
The municipality received services in the form of consultancy fees to the value of R9 338 292 from the western cape provincial government.			
32.2 Monetary allocations: Operational			
District municipalities		119 700	599 000
National governments		8 937 911	8 585 191
National revenue fund		200 488 473	179 633 999
Provincial government		11 346 734	22 476 964
Total		220 892 818	211 295 154
32.3 Allocations in-kind: Capital			
District municipalities		5 055 000	-
Private enterprises		81 813	-
Public corporations		-	22 920
Total		5 136 813	22 920
32.4 Monetary allocations: Capital			
National government		87 158 378	91 161 505
Provincial governments		19 705 684	9 150 326
Total		106 864 062	100 311 831
Included in above are the following transfers and subsidies received:			
Conditional grants received		143 397 369	137 829 497
Unconditional grants received		200 488 473	179 634 000
		343 885 842	317 463 497

Grant revenue is recognised when all the conditions of the grant has been met.

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

33. Employee related cost

Senior management	33.1	11 246 668	10 969 702
Municipal staff	33.2	620 555 021	531 809 789
Total		631 801 689	542 779 491

33.1 Senior management costs

2024

	G Mettler (MM)	K Carolus (CFO)	G Boshoff	A De Beer	S Chandaka	A Barnes	Total
Basic salary	1 428 140	1 078 401	1 499 662	1 559 662	1 586 329	1 267 310	8 419 504
Bonuses	248 608	208 927	134 310	164 157	123 118	208 927	1 088 047
Allowances	225 904	301 543	101 925	40 800	41 485	40 800	752 457
Bargaining council	137	137	137	137	137	137	822
Group life insurance	24 471	20 471	20 471	20 471	20 471	20 471	126 826
Medical	43 973	32 810	-	-	-	54 068	130 851
Pension	272 953	197 081	-	-	-	245 377	715 411
Unemployment insurance	2 125	2 125	2 125	2 125	2 125	2 125	12 750
	2 246 311	1 841 495	1 758 630	1 787 352	1 773 665	1 839 215	11 246 668

2023

	G Mettler (MM)	K Carolus (CFO)	G Boshoff	A De Beer	S Chandaka	A Barnes	Total
Basic salary	1 358 591	1 076 049	1 495 051	1 552 174	1 312 093	1 269 894	8 063 852
Bonuses	258 074	210 323	210 732	210 453	175 215	165 211	1 230 008
Allowances	220 800	302 778	100 800	41 233	53 920	40 800	760 331
Bargaining council	130	130	130	130	119	130	769
Group life insurance	23 469	19 723	19 723	19 723	18 096	19 723	120 457
Medical	42 802	30 834	-	-	-	49 221	122 857
Pension	249 844	180 661	-	-	-	228 350	658 855
Unemployment insurance	2 125	2 125	2 125	2 125	1 948	2 125	12 573
	2 155 835	1 822 623	1 828 561	1 825 838	1 561 391	1 775 454	10 969 702

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
33. Employee related cost (continued)		
33.2 Municipal staff costs		
Basic salary	360 808 704	339 618 066
Bonuses	-	19 026
Service-related benefits	108 015 875	85 681 154
Allowances	15 108 668	14 123 027
Bargaining council	249 820	233 077
Group life insurance	7 511 641	7 034 390
Medical	29 722 149	26 984 782
Pension	59 651 027	55 643 449
Post-retirement benefit: Medical	25 622 990	(3 180 325)
Long service awards	5 375 442	3 010 416
Leave Gratuity Increases/(Reversals)	5 751 360	(42 432)
Unemployment insurance	2 737 345	2 685 159
Total	620 555 021	531 809 789

Please refer to note 16 for detailed breakdown of the employee benefit items contained with the employee related costs note as disclosed above in note 33.2. These include: Post retirement benefit: medical, long service awards, leave gratuity and bonus provision.

34. Remuneration of councillors

Executive Mayor/Mayor	34.1	1 040 254	1 069 085
Chief whip	34.2	792 276	774 160
Speaker	34.3	842 114	862 911
Deputy executive mayor	34.4	846 402	880 812
Executive committee	34.5	7 846 941	7 456 851
All other councillors	34.6	11 251 932	11 720 936
Total		22 619 919	22 764 755

34.1 Executive Mayor/Mayor

Allowances and service related benefits

Basic salary	810 646	844 285
Cell phone allowance	49 608	44 800
Travelling allowance	180 000	180 000
	1 040 254	1 069 085

34.2 Chief whip

Allowances and service related benefits

Travelling allowance	167 957	167 957
Basic salary	534 615	526 585
Cell phone allowance	49 608	42 000
	752 180	736 542

Social contributions

Pension fund contributions	40 096	37 618
Total	792 276	774 160

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

	2024	2023
34. Remuneration of councillors (continued)		
34.3 Speaker		
Allowances and service related benefits		
Basic salary	612 506	638 111
Cell phone allowance	49 608	44 800
Travelling allowance	180 000	180 000
	842 114	862 911
34.4 Deputy executive mayor		
Allowances and service related benefits		
Basic salary	792 506	833 434
Cell phone allowance	49 608	44 800
Travelling allowance	4 288	2 578
	846 402	880 812
34.5 Executive committee		
Allowances and service related benefits		
Basic salary	6 959 809	6 473 839
Cell phone allowance	493 730	422 100
Travelling allowance	151 830	296 549
	7 605 369	7 192 488
Social contributions		
Medial aid benefits	34 560	34 560
Pension fund contributions	207 012	229 803
	241 572	264 363
Total	7 846 941	7 456 851

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

		2024	2023
34. Remuneration of councillors (continued)			
34.6 All other councillors			
Allowances and service related benefits			
Basic salary		9 104 592	9 835 721
Cell phone allowance		1 532 079	1 404 050
Travelling allowance		276 660	157 456
		10 913 331	11 397 227
Social contributions			
Medial aid benefits		67 680	83 520
Pension fund contributions		270 921	240 189
		338 601	323 709
Total		11 251 932	11 720 936
35. Bulk purchases			
Electricity: Eskom		626 175 769	521 011 668
Water		32 051 727	22 990 433
Total		658 227 496	544 002 101
36. Inventory consumed			
Consumables		35 032 652	39 239 118
Housing stock		1 060 000	150 000
Materials and supplies		30 278 731	24 782 944
Total		66 371 383	64 172 062
37. Debt impairment			
Trade and other receivables from exchange transactions contribution/(reversal)	4	56 912 905	31 475 278
Property Rates contribution/(reversal)	5	7 464 997	(1 273 382)
Fines impairment contribution/(reversal)		(15 254 242)	40 520 185
Total		49 123 660	70 722 081
38. Depreciation and amortisation			
Amortisation			
Intangible assets	11.1	379 052	1 175 448
Depreciation			
Investment property	9.1	420 819	423 567
Property, plant and equipment	10	203 490 522	230 077 925
		203 911 341	230 501 492
Total		204 290 393	231 676 940

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

		2024	2023
39. Impairment loss /(reversal) of impairment			
Investment property	9.1	1 725 000	-
Property, plant and equipment		1 031 436	1 572 668
Total		2 756 436	1 572 668
40. Interest, dividends and rent on land			
Interest	40.1	63 411 228	59 928 458
40.1 Interest cost			
Financial liabilities			
• Annuity loans		49 186 011	46 712 396
Discounting of financial instruments	19	3 490 245	1 176 080
Interest costs non-current provisions	21	10 734 972	12 039 982
Total		63 411 228	59 928 458
41. Contracted services			
Consultants and professional services	41.1	23 809 802	26 705 395
Contractors	41.2	124 084 673	83 230 276
Outsourced services	41.3	130 354 930	119 420 456
Total		278 249 405	229 356 127
41.1 Consultants and professional services			
Business advisory services			
Audit committee		507 191	296 411
Business and financial management		2 864 992	3 793 067
Forensic investigators		228 993	279 541
Human resources		10 250	54 110
Organisational		33 150	-
Project management		704 822	10 472 838
Research and advisory		11 315 735	3 684 757
Valuer and assessors		2 153 994	936 051
Total business advisory services		17 819 127	19 516 775
Laboratory services			
Water		822 851	1 707 535
Legal services			
Issue of summons		73 082	78 970
Legal advice and litigation		5 094 742	5 402 115
Total legal services		5 167 824	5 481 085
Total consultants and professional services		23 809 802	26 705 395

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
41.2 Contractors		
General services		
Artists and performers	373	-
Bore waterhole drilling	7 614	7 614
Catering services	1 954 395	940 929
Employee wellness	5 706	92 875
Event promoters	1 920 000	1 638 094
Forestry	4 164 442	1 858 713
Gardening services	216 658	147 486
Gas	1 304	1 337
Graphic designers	-	146 789
Interior decorator	79 364	199 849
Management of informal settlements	6 749 988	6 899 621
Medical services	84 624	55 716
Pest control and fumigation	85 311	80 396
Plants, flowers and other decorations	824 264	708 526
Preservation/Restoration/Dismantling/Cleaning services	121 589	266 900
Sewerage services	6 789 331	6 414 822
Stage and sound crew	240 185	145 195
Tracing agents and debt collectors	2 460 755	2 206 910
Transportation	2 067 693	1 721 769
Total general services	27 773 596	23 533 541
Maintenance services		
Maintenance of buildings and facilities	7 952 663	7 106 472
Maintenance of equipment	12 015 858	3 443 803
Maintenance of unspecified assets	70 797 741	43 686 063
Total maintenance service	90 766 262	54 236 338
Trading services		
Prepaid electricity vendors	5 544 815	5 460 397
Total contractor	124 084 673	83 230 276
41.3 Outsourced services		
Business and advisory services		
Accounting and Auditing	274 828	128 530
Project Management	3 035 986	1 958 390
Total business and advisory services	3 310 814	2 086 920

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
General services		
Animal Care	700	11 650
Catering Services	-	17 884
Cleaning Services	2 060 890	1 513 186
Clearing and Grass Cutting Services	1 238 332	1 705 461
Drivers Licence Cards	929 040	721 725
Internal Auditors	1 800	172 328
Litter Picking and Street Cleaning	3 319 619	3 106 885
Medical Services	-	636
Personnel and Labour	29 400	-
Professional Staff	331 308	303 600
Refuse Removal	54 625 143	53 682 787
Traffic Fines Management	13 065 594	9 646 176
Transport Services	252 584	313 299
Total general services	75 854 410	71 195 617
Trading services		
Security Services	51 189 706	46 137 919
Total outsourced services	130 354 930	119 420 456
42. Transfers and subsidies - Expenditure		
Operational		
Allocations in-kind	42.1 5 757 678	4 264 641
Monetary allocations	42.2 15 566 458	13 493 614
Total transfers and subsidies: Operational	21 324 136	17 758 255
42.1 Allocations in-kind: Operational		
Households - Social Relief	5 757 678	4 264 641
42.2 Monetary allocations: Operational		
Households	7 146 603	962 361
Non-profit institutions	8 419 855	12 531 253
Total	15 566 458	13 493 614

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
43. Irrecoverable debts written off		
Electricity	17 146	154 306
Refuse	6 074	904 123
Sewerage	6 198	781 479
Water	54 046	4 536 770
Housing rental	9 357	582 310
Rates	272 573	2 007 210
Traffic fines	101 264 460	82 979 503
	101 629 854	91 945 701
44. Contribution to/(from) Landfill provision		
Landfill site	583 529	(69 693 846)
45. Operating leases		
Furniture and Office Equipment	1 363 775	2 033 762
Investment Properties	4 267 101	6 068 633
Machinery and Equipment	514 866	1 190 102
Total	6 145 742	9 292 497

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
46. Operational cost		
Achievements and Awards	24 559	17 754
Advertising, Publicity and Marketing	2 216 581	2 110 817
Assets less than the Capitalisation Threshold	-	163 991
Bank Charges, Facility and Card Fees	1 727 211	1 803 393
Bargaining Council	6 071 063	6 845 910
Bursaries (Employees)	546 312	527 015
Cleaning Services	4 407	2 583
Commission	2 100 418	1 832 347
Communication	10 538 542	10 328 853
Deeds	-	2 348
Drivers Licences and Permits	32 764	12 660
Entertainment	34 435	7 380
External Audit Fees	8 318 351	8 104 988
External Computer Service	21 633 340	23 831 956
Fines and Penalties	220 513	-
Full Time Union Representative	141 602	154 242
Hire Charges	9 584 861	11 816 150
Honoraria (Voluntarily Workers)	48 000	48 165
Indigent Relief	3 466 400	4 519 318
Insurance Underwriting	6 570 415	8 060 606
Learnerships and Internships	292 118	348 216
Licences	1 563 688	1 734 225
Management Fee	9 226 281	8 969 582
Municipal Services	19 736 269	15 209 418
Office Decorations	4 188	19 374
Printing, Publications and Books	408 542	324 046
Professional Bodies, Membership and Subscription	182 973	195 226
Registration Fees	5 183 881	4 373 990
Remuneration to Ward Committees	701 019	806 560
Resettlement Cost	25 877	36 945
Samples and Specimens	1 324 381	1 024 635
Search Fees	95 813	56 260
Skills Development Fund Levy	5 186 870	4 805 444
Storage of Files (Archiving)	76 657	81 361
Supplier Development Programme	-	28 125
System Access and Information Fees	44 984	55 193
Travel Agency and Visa's	6 395	23 217
Travel and Subsistence	896 822	729 760
Uniform and Protective Clothing	9 445 734	8 575 384
Vehicle Tracking	638 116	639 319
Workmen's Compensation Fund	3 741 646	4 065 666
Total	132 062 028	132 292 422

The following principle agent arrangements were in place in relation to the expenditure as contained in note 46 to the annual financial statements:

EasyPay (Agent) is a payment platform used to collect municipal service payments from third parties. These payments are accepted by EasyPay on behalf of the Municipality (Principal), from third parties. A service charge is levied by EasyPay for collection of the payments. This fee is recognised as commissions paid.

Ontec (Agent) sells and collects money from the sale of prepaid electricity on behalf of the Municipality. Ontec pays over the monies collected to the Municipality, minus the collection fee levied, determined at a rate specific in the Service Level Agreement. The municipality recognises 100% of the money's collected as revenue from exchange transactions and the collection fee paid to Ontec (which includes costs incurred on debit or credit card electricity sales and cash handling fees incurred), is recognized as an expense.

TMT (Agent) manages the collection of traffic fines (both legacy fines issue before 1 July 2017 and fines issued after this date), on behalf of the Municipality. TMT pays over the monies collected to the Municipality. The municipality recognises 100% of the money's collected as revenue from non - exchange transactions and the fee incurred to TMT is recognized as an expense.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

2024 2023

46. Operational cost (continued)

These arrangements are subject to standard terms and conditions upon termination.

None of the municipalities assets are under the custodianship of the agents.

47. Gain/(Loss) on disposals and fair value adjustments

Gains/(losses) on disposals	47.1	(1 986 164)	(834 920)
Fair value adjustment	47.2	(1 493 983)	-
Total		(3 480 147)	(834 920)

47.1 Gains/(losses) on disposals

Property, plant and equipment	(1 986 164)	(834 920)
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47.2 Fair value adjustment

Biological assets	(1 493 983)	-
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48. Inventory adjustments to net realisable value

Inventory	(290 008)	389 307
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49. Net cash from/(used) operating activities

Surplus for the year	222 939 370	251 872 043
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Adjustments for:

Depreciation and amortisation	204 290 392	231 676 940
Bad debts written off	101 629 854	91 945 701
Impairment Losses	2 756 436	1 572 668
(Gains) / Losses on disposal of assets	1 986 169	834 920
Fair value adjustment	4 984 228	1 176 080
Finance Cost	10 734 972	12 039 982
Increase / (Decrease) in provisions	583 529	(77 151 099)
Increase / (Decrease) employee benefit	22 382 051	(14 203 147)
Increase / (Decrease) operating Lease - Straight Lining	(694 514)	(1 423 508)
Inventory losses	769 992	539 307
Other changes, movements in PPE	(6 570 703)	(565 178)
Other changes, movements in surplus	-	(36 069)
Debtors impairment	49 123 660	70 722 081
Rehabilitation provision capitalised	-	7 457 254
Allocations in kind	(3 580 614)	-
Non-exchange assets received	(5 136 813)	-

Movement in working capital

(Increase) / Decrease in receivables from non-exchange transactions	(110 322 734)	(126 330 983)
(Increase) / Decrease in inventory	(1 886 470)	(7 540 104)
(Increase) / Decrease in receivables from exchange transactions	(91 872 527)	(86 170 423)
(Increase) / Decrease in other receivables from exchange	(15 736 878)	(13 688 476)
(Increase) / Decrease in VAT Receivable	(18 850 156)	6 672 381
Increase / (Decrease) in trade and other payables from exchange	(529 573)	55 256 803
Increase / (Decrease) in payables from non-exchange	5 366 770	2 764 392
Increase / (Decrease) in consumer deposits	1 842 813	1 533 990
Increase / (Decrease) in long term receivables	(5 400 111)	945 820

Net cash flows from operating activities	368 809 143	409 901 375
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Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

2024 2023

50. Financial instruments disclosure

Categories of financial instruments

2024

Financial assets

	At amortised cost	Total
Cash and cash equivalents	153 702 171	153 702 171
Receivables from exchange	251 987 494	251 987 494
Other receivables from exchange	23 594 813	23 594 813
Receivables from non-exchange	5 298 358	5 298 358
Short term investments	455 716 603	455 716 603
Trade and other receivables from exchange transactions (Non-current)	6 508 597	6 508 597
	896 808 036	896 808 036

Financial liabilities

	At amortised cost	Total
Consumer deposits	24 190 439	24 190 439
Borrowings	584 349 242	584 349 242
Payables from exchange transactions	283 813 652	283 813 652
	892 353 333	892 353 333

2023

Financial assets

	At amortised cost	Total
Cash and cash equivalents	249 968 715	249 968 715
Receivables from exchange	217 120 693	217 120 693
Other receivables from exchange	8 068 898	8 068 898
Receivables from non-exchange	10 648 502	10 648 502
Short term investments	331 767 247	331 767 247
Trade and other receivables from exchange transactions (Non-current)	4 598 731	4 598 731
	822 172 786	822 172 786

Financial liabilities

	At amortised cost	Total
Consumer deposits	22 347 626	22 347 626
Borrowings	501 949 960	501 949 960
Payables from exchange transactions	295 291 353	295 291 353
	819 588 939	819 588 939

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

2024

2023

51. Risk management

Liquidity risk

Ultimate responsibility for liquidity risk management rests with the Council, which has built an appropriate liquidity risk management framework for the management of the municipality's short, medium and long-term funding and liquidity management requirements. The municipality manages liquidity risk by maintaining adequate reserves, banking facilities and reserve borrowing facilities, by continuously monitoring forecast and actual cash flows and matching the maturity profiles of financial assets and liabilities.

The table below analyses the municipality's financial liabilities into relevant maturity groupings based on the remaining period at the statement of financial position to the contractual maturity date. The amount disclosed in the table are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances as the impact of discounting is not significant.

At 30 June 2024	Less than 1 year	Between 1 and 2 years	Between 2 and 5 years	Over 5 years
Consumer deposits	24 190 439	-	-	-
Borrowings	127 802 183	122 490 834	330 048 262	286 195 664
Payables from exchange transactions	320 683 582	-	-	-
At 30 June 2023	Less than 1 year	Between 1 and 2 years	Between 2 and 5 years	Over 5 years
Consumer deposits	22 347 626	-	-	-
Borrowings	104 080 467	104 080 467	278 469 805	244 345 506
Payables from exchange transactions	324 793 769	-	-	-

Risk from biological assets

The municipality is exposed to financial risks arising from changes in wood prices. The municipality does not anticipate that wood prices will decline significantly in the foreseeable future. The municipality has not entered into derivative contracts to manage the risk of a decline in wood prices. The municipality reviews its outlook for wood prices regularly in considering the need for active financial risk management.

Interest rate risk management

Interest Rate Risk is defined as the risk that the fair value or future cash flows associated with a financial instrument will fluctuate in amount as a result of market interest changes.

Potential concentrations of interest rate risk consist mainly of variable rate deposit investments, long-term receivables, consumer debtors, other debtors, bank and cash balances.

The municipality limits its counterparty exposures from its money market investment operations by only dealing with well established financial institutions of high credit standing. No investment with a tenure exceeding twelve months shall be made without consultation with the councillor responsible for financial matters.

In the case of receivables whose accounts become in arrears, it is endeavoured to collect such accounts by "levying of penalty charges", "demand for payment", "restriction of services" and, as a last resort, "handed over for collection", whichever procedure is applicable in terms of Council's Credit Control and Debt Collection Policy.

Long-term receivables and other debtors are individually evaluated annually at the reporting date for impairment or discounting. A report on the various categories of receivables are drafted to substantiate such evaluation and subsequent impairment / discounting, where applicable.

The municipality is not exposed to interest rate risk as the municipality borrows funds at fixed interest rates.

The municipality's exposures to interest rates on Financial Assets and Financial Liabilities are detailed in the Credit Risk Management section of this note.

Interest Rate Sensitivity Analysis

The municipality had no variable rate long-term financial instruments at year-end requiring an Interest Rate Sensitivity Analysis.

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

2024 2023

51. Risk management (continued)

Credit risk

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in financial loss to the municipality. The municipality has a sound credit control and debt collection policy and obtains sufficient collateral, where appropriate, as a means of mitigating the risk of financial loss from defaults. The municipality uses other publicly available financial information and its own trading records to assess its major customers. The municipality's exposure of its counterparties are monitored regularly.

Potential concentrations of credit rate risk consist mainly of long-term receivables, consumer debtors, other debtors, bank and cash balances.

The municipality limits its counterparty exposures from its investment operations (financial assets that are neither past due nor impaired) by only dealing with well-established financial institutions of high credit standing. The credit exposure to any single counterparty is managed by setting transaction / exposure limits, which are included in the municipality's Investment Policy. These limits are reviewed annually by the Chief Financial Officer and authorised by the Council.

Receivables from exchange transactions comprise of a large number of ratepayers, dispersed across different industries and

geographical areas within the jurisdiction of the municipality. Ongoing credit evaluations are performed on the financial condition of these receivables. Receivables from exchange transactions are presented net of the allowance for impairment.

Receivables from non-exchange transactions comprise of a large number of ratepayers, dispersed across different industries and geographical areas within the jurisdiction of the municipality. Ongoing credit evaluations are performed on the financial condition of these receivables. Receivables from non - exchange transactions are presented net of the allowance for impairment.

The municipality establishes an allowance for impairment that represents its estimate of anticipated losses in respect of receivables. Receivables are provided for based on estimated irrecoverable amounts, determined by reference to a non payment rate.

In the case of debtors whose accounts become in arrears, it is endeavoured to collect such accounts by "levying of penalty charges", "demand for payment", "restriction of services" and, as a last resort, "handed over for collection", whichever procedure is applicable in terms of Council's Credit Control and Debt Collection Policy.

Long-term Receivables and Other Debtors are individually evaluated annually at reporting date for impairment or discounting. A report on the various categories of debtors is drafted to substantiate such evaluation and subsequent impairment / discounting, where applicable.

Payment to accounts of consumer debtors who are unable to pay, are renegotiated as an ongoing customer relationship in response to an adverse change in the circumstances of the customer.

The municipality does not have any significant credit risk exposure to any single counterparty or any group of counterparties having similar characteristics. The municipality defines counterparties as having similar characteristics if they are related entities. The credit risk on liquid funds is limited because the counterparties are banks with high credit-ratings.

There is no collateral held for security in respect of consumer debtors.

The maximum credit and interest risk exposure in respect of the relevant financial instruments is as follows:	2024	2023
Cash and cash equivalents	153 702 171	249 968 715
Short term investments	455 716 603	331 767 247
Receivables from exchange transactions	251 987 494	217 120 693
Other receivables from exchange transactions	23 594 813	8 068 898
Receivables from non-exchange transactions	5 298 358	10 648 502
Trade and other receivables from exchange transactions (Non-current)	6 508 597	4 598 731

Foreign currency risk management

The municipality's activities do not expose it to the financial risks of foreign currency and therefore has no formal policy to hedge volatilities in the interest rate market.

Stellenbosch Municipality

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Notes to the Audited Annual Financial Statements

2024 2023

51. Risk management (continued)

Other price risks

The municipality is not exposed to equity price risks arising from equity investments as the municipality does not trade these investments.

52. Commitments

Authorised capital expenditure

Already contracted for but not provided for

• Property, plant and equipment - Infrastructure Assets	307 576 396	279 991 372
• Property, plant and equipment - Community Assets	4 593 068	3 483 552
• Property, plant and equipment - Computer Equipment	268 380	2 346 805
• Property, plant and equipment - Furniture and Equipment	9 635	185 519
• Property, plant and equipment - Machinery and Equipment	-	69 539
• Property, plant and equipment - Other assets	5 803 929	10 275 564
• Property, plant and equipment - Transport Assets	3 656 443	2 952 099
• Heritage Assets	40 017	272 329
	321 947 868	299 576 779

Total capital commitments

Already contracted for but not provided for	321 947 868	299 576 779
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Total commitments

Total commitments

Authorised capital expenditure	321 947 868	299 576 779
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This committed expenditure relates to property, plant and equipment and will be financed by available bank facilities, retained surpluses, existing cash resources, funds internally generated.

The amounts as disclosed are VAT inclusive.

The asset classes as stipulated is depicted as per the classes of Property, plant and equipment in note 10. The infrastructure items have been grouped together due to the fact that these items will only be unbundled once the projects are completed.

53. Related party disclosures

Loans granted to related parties

In terms of the MFMA, the municipality may not grant loans to its councillors, management, staff and public with effect from 01 July 2004. Loans, together with conditions thereof granted prior to this date are disclosed in note 18 in the annual financial statements.

Remuneration of management

Compensation of key management and personnel is set out in notes 33 and 34 respectively in the annual financial statements.

All Councillors and Employees have disclosed their interest in related parties and no one has the ability to control or exercise significant influence over Council in making financial and operating decisions.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

					2024	2023
54. Awards to close family members - SCM Regulation 45						
Awards to close family members of persons in the service of Stellenbosch Municipality						
Supplier name - Award Number	Employee name	Relationship	State Institution	Expenditure		
AECOM - B/SM 50/23	FA Lubbe	Spouse	NECSA	Rates award, no actual expenditure	-	-
	R De Kock	Spouse	City of Cape Town		-	-
	E Bekker	Spouse	Gauteng department of Education		-	-
	L Burger	Spouse	Education Department		-	-
	A Peinke	Spouse	Ethenkwini municipality		-	-
	MB Wessels	Parent	Western cape education		-	-
	R van der Walt	Spouse	Western cape education		-	-
Bergstan South Africa - B/SM 50/23	C Christians	Child	Western cape education	Rates award, no actual expenditure	-	-
Bigen Africa B/SM 50/23	R Aartsma	Child	DWS Pretoria	Rates award, no actual expenditure	-	-
JPCE - B/SM 50/23 & SWM 1	JA Minnie	Spouse	City of Cape Town	Amount approved	103 318	-
NCC Environmental service - B/SM 50/23	C Rhoda	Spouse	City of Cape Town	Rates award, no actual expenditure	-	-
Neil Lyners and associates - B/SM 50/23 & ESH 2	A Potgieter	Child	City of Cape Town	Approved amount	3 459 930	-
Royal Mndawe Holdings (Pty) Ltd - B/SM 50/23	A Xuwuka	Spouse	Coega Development Corporation	Rates award, no actual expenditure	-	-
Zutari - B/SM 50/23 & B/SM 93/23	HC Ahlschlager	Spouse	Special Investigating Unit	Rates award, no actual expenditure	-	1 498 896
	K Nadasen	Spouse	National Department of Public Works		-	-
	MR Marques	Spouse	Department of Internal Affairs		-	-
	TJ Ndaka	Spouse	Western cape education		-	-
Zana Manzi Services (Pty) Ltd - B/SM 101/23	Gloria Luthuli	Child	Desmond Tutu Child & Youth Care Centre.	Award value	7 719 007	-

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

				2024	2023
54. Awards to close family members - SCM Regulation 45 (continued)					
Alprene Plastic Products (Pty) Ltd - B/SM 61/23 & B/SM 62/23	Christopher Glazer	Spouse	Department of Forestry, Fisheries, and the Environment	Rates award, no actual expenditure	-
Red Ant Security Relocation and Eviction services (Pty) Ltd - B/SM 27/23 & B/SM 84/23	Noxolo Lesiela	Spouse	Mogale City Local Municipality	Rates, actual order amount	8 564 998
Tridentchem (Pty) Ltd - B/SM 69/23 & B/SM 71/24	George February	Spouse	Western Cape Education Department	Rates award, actual expenditure	825 298
Jvz construction (Pty) Ltd - B/SM 92/23	RE Matthee	Spouse	Correctional Services - Security	Approved amount	11 138 326
Ducharme asset management B/SM 108/23 & FQ 21/24	Lamahlubi Mbekeni	Spouse	Department of rural development and land reform	Rates, actual order amount	187 335
Resource innovations africa (Pty) Ltd - B/SM 64/23	MR Ramdeo	Spouse	Ethekweni municipality.	Rates, actual order amount	1 619 358
Kemanzi (Pty) Ltd - B/SM 11/24	JN Du Toit	Spouse	City of Cape Town	Rates, actual order amount	2 031 400
Growie property group B/SM 07/23	Amanda Growie	Spouse	Department of roads & transport	Rates, no actual spending	-
FG Transport CC B/SM 38/23 & FQ 07/24	H Pool	Spouse	WCED educator	Rates, actual order amount	933 807
Immex (Pty) Ltd - B/SM 38/23	Kaylyn Flagg	Child	Western cape education department	rates, no actual spending	-
	A Dorfling	Spouse	Department Of Education	rates, no actual spending	-
Ian Dickie and Company (Pty) Ltd - FQ/69/24 & FQ 17/23	Deon Samuels	Spouse	SA police service	Rates, actual order amount	11 213
Rhode Security and fire cc - FQ 111/24	Patricia Barbara Rhode	Spouse	Western Cape Education Department	Rates, actual order amount	247 595
Akhile Management and Consulting - B/SM 64/24	M Hadebe	Spouse	Ekhuruleni Municipality	Approved amount	527 598
Cigicell (Pty) Ltd - B/SM 52/24	Modise Nyawane	Spouse	Department of education	Estimate	5 100 000
Nedbank B/SM 78/24 & B/SM 81/23	Venisha Subramoney	Spouse	Department of Education	Total loan amount	267 180 084
Kemp & Associates - B/SM 61/24 & B/SM 54/22	M Williams	Spouse	Stellenbosch Municipality	rates, no actual spending	-
	D October	Spouse	Cape Agulhas Municipality		-

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

					2024	2023
54. Awards to close family members - SCM Regulation 45 (continued)						
Actom - D/SM 2/24	Sybrand Nel	Child	City of Cape Town	Actual deviation amount	204 028	-
TMT - D/SM 19/24	Daniel Lubbe Monique du Toit	Spouse Spouse	Department of Education City of Cape Town	Actual deviation amount	- 7 032 203	- -
Kemanzi (Pty) Ltd - B/SM 71/22 & FQ 22/23	JN Du Toit	Spouse	Department of Local Government	Approved amount	-	796 241
Conlog (Pty) Ltd - B/SM 03/23	N Moodley	Spouse	Department of Health	Approved amount	-	-
Redhills Electronics - FQ18/23	L Hartley	Spouse	Education Department	Approved amount	-	200 000
Ikapa Reticulation - B/SM 10/23	Cindy SchuylerDavids	Child	Education Department	Rates, actual order amount	-	20 472 196
Rhode Security & Fire CC T/A Rhotech FQ 59/23	RE Matthee	Spouse	Correctional Services	Rates, actual order amount	-	200 000
Cape Petroleum FQ 95/23	Lydia B. Mdyogolo	Spouse	Department of Education	Approved amount	-	151 510
Van Zyl Kruger Inc B/SM 54/22	Peter Marais	Parent	Member Of Parliament	Actual expenditure	-	48 832
Van Der Spuy (Wp) Inc BSM 54/22	Mariaan Van Zyl	Spouse	Department of Education	Rates award, no actual expenditure	-	-
Etienne Walter Vermaak B/SM 54/22	JMC Vermaak	Spouse	Phamacist @ Department of Health	Rates award, no actual expenditure	-	-
Empa structures B/SM 05/23	Gaylon Petersen	Spouse	Driver City of Cape Town	Actual award value	-	414 102
Adapt IT Holding Limited D/SM 13/23	Dudley Muziwanadoda	Spouse	Sanral	Actual award value	-	335 942
Resource Innovation Africa D/SM 14/23	Siyothozoza Mbmabo	Spouse	Ethekweni Municipality	Actual award value	-	1 187 049
Red Ant Security D/SM 17/23	Kaveesh Ramdoe	Spouse	Mogale City Local Municipality	Rates, actual order amount	-	1 670 153
Herold Gie Attorneys B/SM 54/22	Noxolo Lesiela	Spouse	Senior Clerk @ City of Cape Town	Rates award, no actual expenditure	-	-
	K Meyer	Parent				

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

					2024	2023
54. Awards to close family members - SCM Regulation 45 (continued)						
Webber & Wentzel B/SM 54/22	Jennifer Abraham	Parent	Department of Education	Rates award, no actual expenditure	-	-
	Clive Truter	Parent	Department of Education		-	-
	Anlerie Marelese	Parent	West Coast Education District		-	-
	Truter					
	Esther Watson	Parent	Department of public service		-	-
	Johannes Cornelius	Parent	Beaufort West Municipality		-	-
	Louw Smit					
	Busisiwe Thembekile	Parent	Department Of Education		-	-
	Mahlangu					
	Nicoas Dias	Spouse	City of Cape Town		-	-
	Khomotso Nonyane	Spouse	Petro SA		-	-
	Alison Smith	Parent	South African Airways		-	-
	Sizi Qolohle	Parent	National Treasury		-	-
	Hein Prinsloo	Parent	Development Bank of Southern Africa		-	-
	Jolande Botha	Parent	Department of Education		-	-
	Paul van den Brink	Spouse	Wesgro		-	-
	Barbara Watson	Parent	Independent Non-executive Director of the PIC		-	-
	Pieter Coetzee	Parent	Tshwane metro Police Department		-	-
	Sizi Solohle	Parent	National Treasury		-	-
					316 885 498	131 901 382



AUDITOR-GENERAL
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Auditing to build public confidence
30 November 2024

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

2024 2023

55. Unauthorised, irregular, fruitless and wasteful expenditure

55.1 Unauthorised expenditure

The municipality incurred no unauthorised expenditure in both the current and previous financial year.

55.2 Irregular expenditure

Opening balance as previously reported	30 129 574	26 402 075
Correction of prior period error	(2 869 426)	-
Opening balance as restated	27 260 148	26 402 075
Add: Irregular expenditure - current	12 420 386	30 992 707
Add: Irregular expenditure – prior period	-	4 796 449
Less: Amounts written-off – current	(27 248 674)	(34 931 082)
Closing balance	12 431 860	27 260 149

Incidents/cases identified in the current year include those listed below:

Irregular expenditure was identified as it breached the procurement process in terms of the Supply Chain Management Policy	12 420 386	10 113 039
	-	25 676 116

The Auditor-General, in its findings during the 2019/2020 financial year, identified that the Municipality awarded that does not comply with Preferential Procurement Regulations 2017. The Auditor-General, in its findings during the 2017/2018 financial year, identified that the Municipality did not include a specific condition that local production and content is applicable when inviting bidders to tender (advertisement). Furthermore the Municipality also did not include the local production and content in the bid documents (MBD 6.2) and the suppliers declared accordingly. The Auditor-General concluded that the tender award does not comply with Preferential Procurement Regulations 2017.

Total	12 420 386	35 789 155
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55.3 Fruitless and wasteful expenditure

The municipality incurred no fruitless and wasteful expenditure in both the current and previous financial year.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
56. Additional disclosure in terms of Municipal Finance Management Act		
Contributions to SALGA		
Opening balance	-	7 205
Current year subscription / fee	6 612 659	6 316 571
Early settlement discount	(330 633)	(315 829)
Current year expenditure	(1 570 507)	(1 500 186)
Prepaid expenditure	(4 711 519)	(4 500 556)
Amount paid - previous years	-	(7 205)
	-	-
Audit fees		
Opening balance	-	16 509
Current year subscription / fee	9 542 703	9 323 542
Amount paid - current year	(9 536 439)	(9 323 542)
Amount paid - previous years	-	(16 509)
	6 264	-
PAYE, UIF and SDL		
Current year subscription / fee	102 010 888	92 036 184
Amount paid - current year	(102 010 888)	(92 036 184)
	-	-
Pension and Medical Aid Deductions		
Current year subscription / fee	139 092 944	129 984 910
Amount paid - current year	(139 092 944)	(129 984 910)
	-	-

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
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56. Awards to close family members - SCM Regulation 45 (continued)

Councillors' arrear consumer accounts

There were no councillor arrear accounts more than 90 days as at 30 June 2024.

Distribution Losses

In terms of section 125(2)(d)(i) of the Municipal Finance Management Act, the municipality experienced the following distribution losses for the year under review.

Electrical distribution losses (KW)

System Input	357 647 395	344 236 600
Sales	(337 518 453)	(329 632 095)
	20 128 942	14 604 505

Electricity losses are calculated as 5.63% (2023: 4.24%). Electricity losses are within the industry norm.

Water distribution losses (KL)

System Input	12 563 518	10 807 188
Sales	(8 631 963)	(7 859 839)
	3 931 555	2 947 349

Water losses are calculated as 31.3% (2023: 27.27%). Water losses are above the industry norm. The increase in water losses is due to various bulk water mains damaged by the excessive rain and subsequent flood events. The repairs could only be performed once the flood water subsided.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

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57. Retirement benefit information

The municipality makes provision for post-retirement benefits to eligible Councillors and employees who belong to different pension schemes. These funds are governed by the Pension Funds Act and include both defined benefit and defined contribution schemes.

The only obligation of the municipality with respect to the retirement benefit plans is to make the specified contributions. Where councillors / employees leave the plans prior to full vesting of the contributions, the contributions payable by the municipality are reduced by the amount of forfeited contributions.

These schemes are subject to a tri-annual, bi-annual or annual actuarial valuation as set out hereunder.

SALA Pension fund

The SALA Pension Fund operates both as a defined benefit and defined contribution scheme.

The statutory valuation performed as at 1 July 2021 stated that the net assets of the fund amounted to R12 238 000 000 (30 June 2018: R14 298 600 000), with funding levels of 85.5% (30 June 2018: 96%). The actuary recommended that employers continue to contribute at the current rate of 19.18% of pensionable salary.

The actuaries are satisfied with the investment strategy of the fund. The nature of the assets is, in their opinion, suitable for the nature of the liabilities of the Fund as defined in the rules of the fund. The matching of assets with the liabilities of the Fund is adequate; and the insurance arrangements are appropriate compared to the cover provided can be regarded as financially sound at the valuation date.

LA retirement Fund (Previously Cape Joint Pension Fund)

The LA RETIREMENT FUND operates both as a defined benefit and defined contribution scheme.

Defined benefit scheme

The contribution rate of the defined benefit scheme is 27%; 9% by the members and 18% by their councils. The actuarial valuation report at 30 June 2023 disclosed an actuarial valuation amounting to R1 338 791 000 (30 June 2022: R1 391 841 000), with a surplus of R226 285 000 (2022: R144 158 000), with a funding level of 120.3% (30 June 2022: 111.6%).

Defined contribution scheme

The actuarial valuation report at 30 June 2023 indicated that the defined contribution scheme of the fund is in a sound financial position, with net assets amounting to R2 163 627 000 (30 June 2022: R1 976 184 000), net investment reserve of Rnil (30 June 2022: Rnil) and with a funding level of 100% (2022: 100%).

Cape Joint Retirement Fund (CRF)

The most recent statutory valuation performed as at 30 June 2023 revealed that the assets of the fund amounted to R42 710 035 000 (30 June 2022: R36 502 914 000), with funding levels of 120.1% and 100.2% (30 June 2022: 131.6% and 100.4%) for the Pensions Account and the Share Account respectively. The contribution rate paid by the members (7,50%/9%) and the municipalities (19,50%/18%) is sufficient to fund the benefits accruing from the fund in the future. The actuary certified that the structure of the assets is appropriate relative to the nature of the liabilities, given normal circumstances and that the Fund is in a sound financial condition as at the valuation date.

Municipal Councillors Pension Fund

The Municipal Councillors Pension Fund operates as a defined contribution scheme. The statutory valuation performed as at 30 June 2018 stated that the net assets of the fund amounted to R1 798 030 000 (30 June 2017: R1 480 549 000), with funding levels of 103.26% (30 June 2017: 101.31%). The contribution rate paid by the members (13,75 %) and council (15 %) is sufficient to fund the benefits accruing from the fund in the future. The Actuary certified that the Fund was in a sound financial condition as at 30 June 2018, in that the assets of the fund were sufficient to cover the accrued service liabilities including the recommended Contingency Reserves in full.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

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57. Retirement benefit information (continued)

The Municipal Workers Retirement Fund (Previously South African Municipal Workers Union National Provident Fund)

The Municipal Workers Retirement Fund is a defined contribution scheme. Members contribute at a rate of not less than 7.5% of salaries, as required by the Rules. The employers contribute at a total rate of not less than 18%. From 1 July 2017, members and employers that fall under other bargaining councils or forums are not bound by the above minimum contribution rates. The statutory valuation performed as at 30 June 2021 stated that the assets of the fund amounted to R10 866 257 000 (30 June 2017: R7 720 948 000), with funding levels of 100.0% (30 June 2017: 102.0%). The Fund's assets exceeded the member liabilities as at 30 June 2021, by a margin of R 130.4 million or 1.2%. In the valuation report the actuaries have chosen to allocate R 100.3 million to the Risk Reserve, to allow for projected excess salary-multiple death and disability claims in the year following the valuation date (in excess of the contributions allocated toward these risk benefits over this period), while also leaving a reasonable margin against future claims variability. Accordingly there is a small positive balance in the Investment Reserve. The value of the assets is more than sufficient to cover the accrued liabilities (Members' Shares), and the required level of risk reserve in respect of the self-insured risk benefits, and the Fund is therefore financially sound.

National Fund for Municipal Workers

The fund operates as a defined contribution fund and in terms of the rules of the fund category A and category C members contribute at a rate as agreed upon by the Local Authority and the member, subject to an absolute minimum contribution of 2% and 5% of their remuneration respectively. Category C-Members, appointed after 1 July 2012, who are not part of the Schedule shall make monthly contributions to the Fund equal to 7.5% of their pensionable salary.

The most recent statutory valuation performed as at 30 June 2019 stated that the net assets of the fund amounted to R17 107 067 000 (30 June 2018: R15 393 671 000), with funding levels of 100.40% (30 June 2018: 100.46%). The actuary certified that the assets of the fund are sufficient to cover 100.40% of the members' liabilities, also that it can be expected that the funding level of a fund of this nature will fluctuate around 100%, for example due to timing differences in investment and receipt of monies, slight mismatching of assets and liabilities and processing errors.

The Local Authority must contribute in respect of category A and category C members such an amount as agreed between the Local Authority and the fund, subject to a minimum contribution rate of 2% and 5% of their remuneration respectively. Category B members are members who belong to both category A and C and the Local Authority must, on behalf of such members, not contribute less than 7% of their remuneration. The contribution rates stipulated above include the amount payable towards the insured risk benefits policy.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

2024 2023

58. Going concern

We draw attention to the fact that at 30 June 2024, the municipality had total community wealth of R6 004 739 613.

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

59. Deviations from SCM regulations - SCM Regulation 36

In terms of section 36 of the municipality SCM regulations, any deviations from SCM policy needs to be approved by the accounting officer and noted by Council. The awards listed below have been approved by the accounting officer and noted by Council.

All deviations considered by the accounting officer are processed in terms of the SCM regulations and the municipality's SCM policy. This process entails being assessed by the SCM Bid Adjudication Committee in terms of the stipulated criteria for emergency procurements and circumstances where it is impractical or not possible to follow the official procedure.

Deviation from, and ratification of minor breaches of, the procurement processes

In terms of section 36(2) of the Supply Chain Management Policy approved by Council it is stipulated that bids where the formal procurement processes could not be followed, must be noted in the audited annual financial statements.

SCM paragraph

reference

36 (1)(a) i	Dispense with the official procurement processes in an emergency	24 771 246	6 298 623
36 (1)(a) ii	Dispense with official procurement processes if such goods or services are produced or available from a single source or sole provider.	15 680 919	335 943
36 (1)(a) v	Dispense with official procurement processes in any other exceptional case where it is impractical or impossible to follow the official procurement processes.	18 275 924	26 804 533

Total deviations

58 728 089 33 439 099

The deviations and value disclosed is representative of the award value. In the event of a rates based award, an estimate is utilised based on certain projected provisions. In the event that an award value is not present, nor an estimate due to certain conditions, the actual expenditure incurred will be disclosed.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

	2024	2023
60. Contingent liabilities		
Contingency arising out of litigation	18 869 071	42 656 699
Litigation is the process of taking a civil law suit (legal dispute) to Court. A civil case refers to a legal dispute between two or more parties seeking resolution through the civil court system. Civil litigation refers to the legal process of resolving disputes between parties seeking monetary damages, specific performance, or other remedies instead of criminal sanctions. These cases arise from a wide range of issues, including contract disputes, personal injury claims, property disputes, employment grievances, and more.		
Contingency arising out of mediation	250 000	250 000
Mediation is a process by which a mediator assists the parties in a legal dispute by facilitating discussions between the parties, assisting them in identifying issues and exploring areas of compromise.		
Contingency arising out of arbitration	1 000 000	-
Arbitration is a procedure in which a dispute is submitted, by agreement of the parties, to one or more arbitrators who make a binding decision on the dispute. In choosing arbitration, the parties opt for a private dispute resolution procedure instead of going to court.		
Municipal landfill site	-	-
The municipality has a present obligation to rehabilitate the landfill site which stems from licensing agreements 19/2/5/1/B4/45/WL0182/22 issued in terms of the Environmental Conservation Act, 1989 (Act 73 of 1989). The obligation is immediately enforceable upon closure of the landfill site. As part of these licensing obligations, the municipality is responsible for post-closure obligations namely, ground water monitoring, decommissioning, monitoring committee and gas monitoring. The duration of the time for the cost to be incurred is contingent on the decision making of the regional director as stipulated in the licence conditions. At 30 June 2024, a decision has not been made by the regional director on the post-closure obligations for the municipality as per the licence agreements, as a result thereof, a reliable estimate of the costs to be incurred cannot be reliably estimated due to the uncertainty of the key events contained within the licencing conditions.		
VAT on library grants	11 808 695	9 868 979
The municipality has approached SARS to provide a VAT ruling in relation to library grants received by the transferring department. The current contingency relates to the question as to the services rendered by the municipality in relation to libraries in the municipal area are not part of the municipalities mandate and consequently, the grant received is therefore potentially not exempt of VAT due to the benefit being for the transferring department. The contingency relates to the outcome of SARS ruling in relation to this item. The amount disclosed is an estimate of the VAT amount, potential interest and penalties which the municipality may be exposed to.		
	31 927 766	52 775 678
Prior period error		
Contingent liabilities previously reported	-	42 906 699
VAT on library grant	-	9 868 979
The municipality has sought guidance on the treatment of VAT on the library grants and has concluded that a contingency does exist and therefore gives rise to a contingent liability in the prior year as well. The amount in relation to this error is R9 868 979	-	-
	-	52 775 678

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

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61. Segment information

General information

Identification of segments

The municipality is organised and reports to management on the basis of four major functional areas. These four functional segments are governance and administration, community and public safety, economic and environmental services as well as trading services. The segments were organised around the type of service delivered and the target market.

Information reported about these segments is used by management as a basis for evaluating the segments' performances and for making decisions about the allocation of resources. The disclosure of information about these segments is also considered appropriate for external reporting purposes.

Reportable segments are identified based on activities performed of the municipality that generates economic benefits or service potential including internal services that contribute to achieving the municipality's objectives without necessarily generating net cash inflows.

Management has only identified segment information for which data is reported on and reviewed during the decision making process of the municipality. Aspects relating to GRAP 18 paragraph 21 (a) - (j) which does not form part of the review process of the management reports will not form part of the segment information.

Segmental reporting was based and identified on the MFMA S71 monthly budget statements/reports that are reviewed by senior management and council to make strategic decisions and in monitoring segment performance. The disclosure of information about segments in these reports are organised around the type of service delivered, in a standardised format namely the C2 schedule. This is considered appropriate for external reporting purposes to achieve the objectives of GRAP 18.

Types of goods and/or services by segment

These reportable segments as well as the goods and/or services for each segment are set out below:

Reportable segment	Goods and/or services
Community and public safety	Primary services providing community safety, crime prevention and law enforcement.
Governance and administration	Primary services in relation to financial management, financial and governance decision making.
Economic and environmental services	Urban and developmental planning in accordance with the relevant laws and regulations. Environmental planning and protection for long term sustainability.
Trading services	Primary basic service provision including water, electricity, sanitation and refuse.

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

2024 2023

61. Segment information (continued)

2023

	Community and public safety	Economic and environmental services	Trading services	Governance and administration	Total
Segment revenue					
External revenue from non-exchange transactions	15 720 658	230 422 659	142 183 424	521 979 955	910 306 696
External revenue from exchange transactions	20 373 230	35 755 279	1 156 596 625	16 498 315	1 229 223 449
Interest revenue	-	-	15 422 829	46 713 004	62 135 833
Total	36 093 888	266 177 938	1 314 202 878	585 191 274	2 201 665 978
Segment expenses					
Total segment expenses	(242 236 969)	(269 790 035)	(879 658 134)	(263 363 198)	(1 655 048 336)
Depreciation and amortisation	(17 231 499)	(54 739 290)	(145 591 708)	(14 114 453)	(231 676 950)
Interest expense	-	-	(58 752 378)	(1 176 080)	(59 928 458)
Impairment losses	(1 572 667)	-	-	-	(1 572 667)
Contribution to/from provisions	-	-	69 693 846	-	69 693 846
Debt impairment	(3 256 569)	(40 520 184)	(28 218 707)	1 273 381	(70 722 079)
Inventory losses/write downs	(25 000)	-	-	(364 308)	(389 308)
Cost of housing sold	(150 000)	-	-	-	(150 000)
Total	(264 472 704)	(365 049 509)	(1 042 527 081)	(277 744 658)	(1 949 793 952)
Surplus for the year	(228 378 816)	(98 871 571)	271 675 797	307 446 616	251 872 026
Other information					
Total capital expenditure	20 352 978	73 678 259	192 921 927	31 111 831	318 064 995

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

2024 2023

61. Segment information (continued)

2024

	Community and public safety	Economic and environmental services	Trading services	Governance and admin	Total
Segment revenue					
External revenue from non-exchange transactions	15 534 706	223 396 995	170 366 231	584 256 389	993 554 321
External revenue from exchange transactions	17 804 445	42 352 126	1 308 677 280	17 282 367	1 386 116 218
Interest revenue	-	-	22 352 159	62 703 708	85 055 867
Total	33 339 151	265 749 121	1 501 395 670	664 242 464	2 464 726 406
Segment expenses					
Total segment expenses	(268 621 923)	(289 952 401)	(1 073 838 402)	(288 438 701)	(1 920 851 427)
Depreciation and amortisation	(10 153 511)	(55 986 974)	(128 805 049)	(9 344 855)	(204 290 389)
Interest expense	-	-	(59 920 983)	(3 490 244)	(63 411 227)
Impairment losses	-	-	(1 031 435)	(1 725 000)	(2 756 435)
Contribution to/from provisions	-	-	(583 528)	-	(583 528)
Debt impairment	(2 571 325)	15 254 242	(54 341 579)	(7 464 997)	(49 123 659)
Inventory losses/write downs	10 000	-	302 936	(22 928)	290 008
Cost of housing sold	(1 060 000)	-	-	-	(1 060 000)
Total	(282 396 759)	(330 685 133)	(1 318 218 040)	(310 486 725)	(2 241 786 657)
Surplus for the year	(249 057 608)	(64 936 012)	183 177 630	353 755 739	222 939 749
Other information					
Total capital expenditure	30 590 468	90 290 352	268 754 904	37 522 252	427 157 976

Measurement of segment surplus or deficit, assets and liabilities

Basis of accounting for transactions between reportable segments

The accounting policies of the segments are the same as those described in the summary of significant accounting policies..

Information about geographical areas

All the municipality's operations are located in the Republic of South Africa in the Cape Winelands area. Information to report on different geographical areas is not available would be expensive and impractical to develop.:

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

62. Prior period error and reclassification

62.1 Adjustments of Statement of financial position items

2024

	Note	As previously reported	Correction of error	Re-classification	Restated
Assets					
Current assets					
Cash and cash equivalents	2	248 533 953	1 434 762	-	249 968 715
Short term investments	3	331 767 247	-	-	331 767 247
Receivables from exchange transactions	4	217 629 743	(509 050)	-	217 120 693
Other receivables from exchange transactions	7	40 746 627	(1 623 860)	(470 538)	38 652 229
Inventories	6	36 030 865	(13 879 098)	-	22 151 767
Receivables from non-exchange transactions	5	68 615 257	1 006 694	470 538	70 092 489
VAT Control		12 014 194	(35 142)	-	11 979 052
		955 337 886	(13 605 694)	-	941 732 192
Non-current assets					
Investment property	9	425 076 488	-	-	425 076 488
Property, plant and equipment	10	5 634 083 486	(9 531 553)	-	5 624 551 933
Intangible assets	11	6 098 776	(1 838 000)	-	4 260 776
Biological assets	12	5 142 777	-	-	5 142 777
Heritage assets	13	1 312 802	-	-	1 312 802
Trade and other receivables from exchange transactions	14	4 598 731	-	-	4 598 731
		6 076 313 060	(11 369 553)	-	6 064 943 507
Total assets		7 031 650 946	(24 975 247)	-	7 006 675 699
Net assets and liabilities					
Current liabilities					
Consumer deposits	15	23 688 825	(1 341 199)	-	22 347 626
Employee benefits	16	58 283 915	-	-	58 283 915
Payables from exchange transactions	19	327 287 591	(2 493 822)	-	324 793 769
Borrowings	18	55 046 811	-	-	55 046 811
Lease liabilities		694 514	-	-	694 514
Payables from non-exchange transactions	20	33 793 304	(1 332 639)	-	32 460 665
		498 794 960	(5 167 660)	-	493 627 300
Non-current liabilities					
Employee benefits	16	191 200 001	-	-	191 200 001
Borrowings		446 903 149	-	-	446 903 149
Provisions	21	95 421 976	-	-	95 421 976
		733 525 126	-	-	733 525 126
Total net assets		162 490 627	24 221 144	-	186 711 771
Reserves and funds		5 636 840 233	(44 028 708)	-	5 592 811 525
Accumulated surplus		5 799 330 860	(19 807 564)	-	5 779 523 296
Total net assets and liabilities		7 031 650 946	(24 975 224)	-	7 006 675 722

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

62. Prior period error and reclassification (continued)

62.2 Adjustments of Statement of financial performance items

2024

	Note	As previously reported	Correction of error	Re-classification	Restated
Revenue					
Non-exchange revenue					
Property rates	30	444 035 356	-	7 983 666	452 019 022
Transfers and subsidies	32	311 441 843	188 062	-	311 629 905
Fines, penalties and forfeits	31	146 657 768	-	-	146 657 768
Interest on receivables	24	3 418 263	-	-	3 418 263
		905 553 230	188 062	7 983 666	913 724 958
Exchange revenue					
Services charges - Electricity	22	779 983 813	-	-	779 983 813
Services charges - Water	22	162 138 204	-	-	162 138 204
Services charges - Waste water management	22	106 739 375	-	-	106 739 375
Services charges - Waste management	22	89 836 854	-	-	89 836 854
Rental	23	12 373 336	-	-	12 373 336
Interest on investments	25	42 250 158	-	-	42 250 158
Interest on receivables	24	16 467 413	-	-	16 467 413
Licences or permits	26	8 407 621	-	-	8 407 621
Agency services	27	3 438 321	-	-	3 438 321
Operational revenue	28	44 253 512	354 790	-	44 608 302
Sales of goods and rendering of services	29	29 681 293	-	(7 983 666)	21 697 627
		1 295 569 900	354 790	(7 983 666)	1 287 941 024
Total revenue		2 201 123 130	542 852	-	2 201 665 982
Expenditure					
Employee related cost	33	542 779 491	-	-	542 779 491
Remuneration of councillors	34	22 764 757	-	-	22 764 757
Depreciation & amortisation	38	231 679 002	(2 062)	-	231 676 940
Contribution to allowance for doubtful debt		70 722 081	-	-	70 722 081
Finance costs	40	59 928 458	-	-	59 928 458
Bulk purchases	35	544 002 101	-	-	544 002 101
Inventory consumed	36	64 172 062	-	-	64 172 062
Contracted services	41	228 438 291	917 836	-	229 356 127
Transfers and subsidies	42	17 758 255	-	-	17 758 255
Operational cost	46	131 489 785	802 637	-	132 292 422
Operating leases	45	9 292 497	-	-	9 292 497
Contribution to/from provision		(69 693 846)	-	-	(69 693 846)
Irrecoverable debt written off		91 945 701	-	-	91 945 701
Gain/(Loss) on disposals and fair value adjustments		389 307	-	-	389 307
Impairment losses		1 572 668	-	-	1 572 668
Loss on disposal of assets	47	639 332	195 588	-	834 920
Total expenditure		1 947 879 942	1 913 999	-	1 949 793 941

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

62. Prior period error and reclassification (continued)

62.3 Correction of errors

The following prior period errors adjustments occurred:

Inventory

In the prior financial year the land inventory population was reinspected as items pertaining to land inventory had already been transferred. Consequently a derecognition had occurred and corrected in the financial statements. The financial effect of this transaction is depicted below:

Nature of error

Land inventory amount previously disclosed	- 14 146 828
Correction journal processed	- (14 146 828)
	- -

Property plant and equipment

An in depth review was done on the entire Fixed Asset Register to identify food to waste project that was no longer deemed feasible by the municipality. The municipality also received donated assets of R106 147. The financial effect of removing these items from the Fixed Asset Register is shown below.

Nature of error

Property, plant and equipment previously reported	- 5 634 083 486
Correction processed	- (9 531 553)
	- 5 624 551 933

Accumulated surplus

The accumulated surplus was restated due to multiple reasons. In the prior year the municipality omitted to disclose the effect of the transfer to and from the capital replacement reserve and the accumulated surplus. The municipality also corrected multiple errors. The financial effect of these errors are displayed below. The financial effect of the transfer in relation to the capital replacement reserve of R24 221 144 is also depicted below.

Nature of error

Amount previously reported	- 5 636 840 233
Capital replacement reserve transfer correction	- (24 221 144)
Correction of error: property, plant and equipment	- (5 943 793)
Correction of error: Cash and cash equivalents	- 1 434 761
Correction of error: Receivables	- (2 131 984)
Correction of error: Inventory	- (13 879 097)
Correction of error: Liabilities: Payables	- 1 387 566
Correction of error: Liabilities: Consumer deposits	- 1 341 197
Correction of error: Intangibles	- (1 837 998)
Correction of error: Suplus adjustment	- (178 215)
	- 5 592 811 526

Stellenbosch Municipality

Audited Annual Financial Statements for the year ended 30 June 2024

Notes to the Audited Annual Financial Statements

62. Prior period error and reclassification (continued)

62.4 Reclassification

Special rating area reclassification

Special ratings area was previous classified as an exchange transaction under sales of goods and rendering of services. After investigation and analysing the relevant underlying evidence, it was concluded that special ratings area is in fact a non-exchange transaction and has been reclassified accordingly to property rates. This change is also in line with National Treasury's Municipal Standard Chart of Accounts (mSCOA).

Nature of reclassification

Special ratings area previously disclosed on the financial statements.

Amount reclassified to Property Rates

-	7 983 666
-	(7 983 666)

-	-
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63. Additional disclosure in terms of the Broad-Based Black Economic Empowerment Act

Information on compliance with the Broad-Based Black Economic Empowerment Act (B-BBEE) is included in the Annual Report under the section titled Employment Equity.

64. Change in estimate

The useful lives of all asset classes were adjusted during the 2023/2024 financial year to more accurately reflect the period of economic benefits or service potential derived from these assets. Refer to note 10. The effect of changing the remaining useful life of assets for the municipality during 2023/2024 has decreased the depreciation charge for the current year by R 2 060 848. It is impracticable to estimate the effect of these changes on future periods.



ANNEXURE B: ANNUAL PERFORMANCE REPORT 2023/24



STELLENBOSCH

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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Annual Performance Report

2023/24

(01 July 2023 – 30 June 2024)

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1. PURPOSE

The Annual Performance Report 2023/24 is hereby submitted to the Stellenbosch Municipal Council in terms of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA), Sections 46(1) and (2). The report covers the municipality's performance information from 01 July 2023 to 30 June 2024 and focuses on the implementation of the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) 2023/24, concerning the objectives as encapsulated in the municipality's Integrated Development Plan (IDP) for the year under review.

The format of the report will reflect the Stellenbosch Municipality's Key Performance Indicators (KPIs) per Strategic Focus Area (SFA).

This report will also endeavour to report to the Council on the municipality's performance in terms of the five (5) National Government's Key Performance Areas for local government, which are (1) Basic Service Delivery; (2) Local Economic Development; (3) Municipal Institutional Transformation and Development; (4) Municipal Financial Viability and Management; and (5) Good Governance and Public Participation.

2. LEGISLATIVE REQUIREMENTS

This Annual Performance Report has been compiled in compliance with the requirements of Section 46(1) of the MSA, which stipulates that:

- (1) A municipality must prepare for each financial year a performance report reflecting—
 - (a) the performance of the municipality and each external service provider during that financial year;
 - (b) a comparison of the performance referred to in paragraph (a) with targets set for performance in the previous financial year; and
 - (c) measures taken to improve performance.

In addition, regulation 7(1) of the Local Government: Municipal Planning and Performance Management Regulations, 2001 states that "a municipality's performance management system entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting, and improvement will be conducted, organised, and managed, including determining the roles of the different role players." Performance management is not only relevant to the organisation as a whole but is also applicable to the individuals employed in the organisation as well as the external service providers.

3. MUNICIPAL OVERVIEW

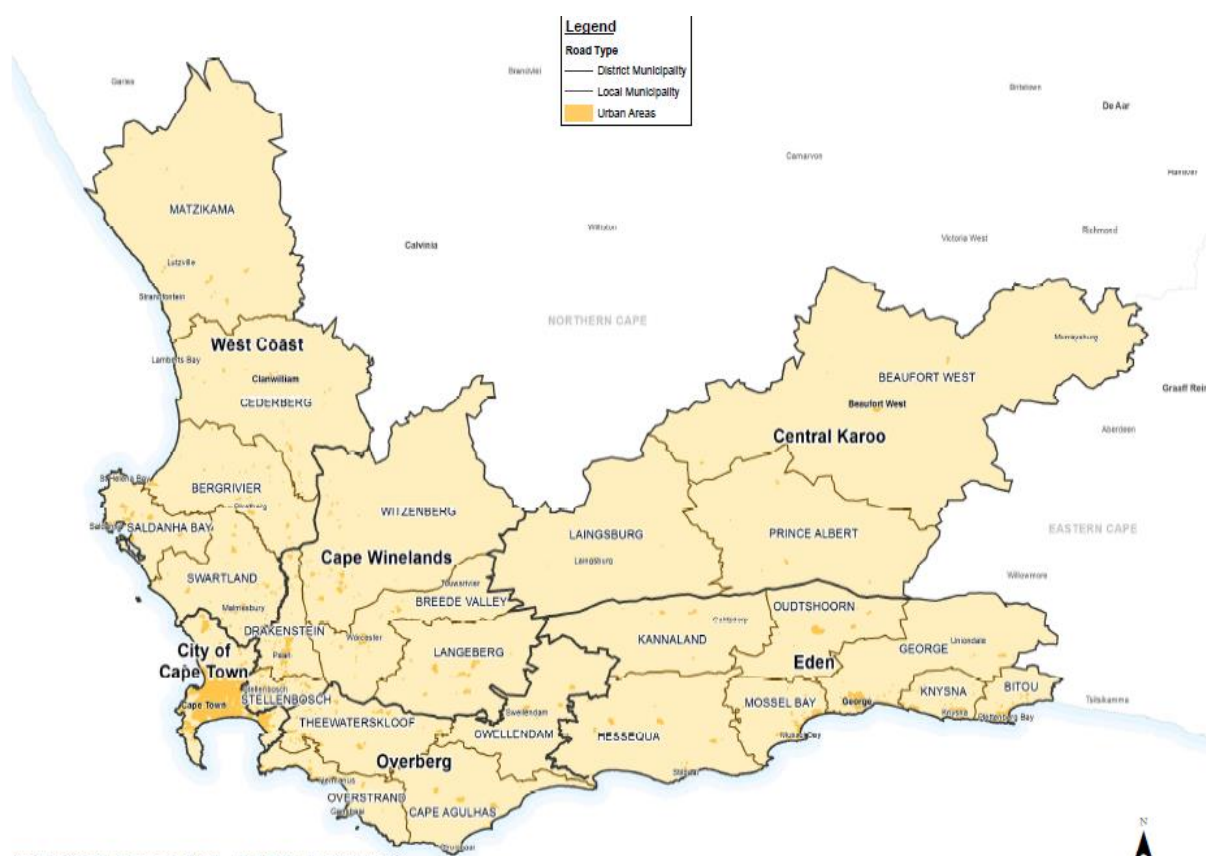
Stellenbosch is the second-oldest town in South Africa, dating back to 1679 when an island in the Eerste River was named Stellenbosch by the then Governor of the Cape, Simon van der Stel. The first farming activities in the area started that year. Today, the area has become primarily known for its extraordinary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

The area houses excellent educational institutions, including the University of Stellenbosch, Boland College, sports and culinary institutions, and several prestigious schools. It has a strong business sector, ranging from major South African businesses and corporations to smaller enterprises and home industries. The tourism industry alone is responsible for the creation of about 18 000 jobs in the area. The area's numerous wine farms and cellars are very popular, and the area is the home of the very first wine route in South Africa.

The town boasts a variety of sports facilities. Coetzenburg, with its athletics and rugby stadiums, has hosted star performances over many generations, while the Danie Craven Stadium is the home of Maties Rugby, the largest rugby club in the world. The municipal area has several theatres, which include the University's HB Thom Theatre, Spier Amphitheatre, Dorpstraat Theatre, Aan de Braak Theatre, and Oude Libertas Amphitheatre, all well-known for their summer seasons of music, theatre, and dance.

Limited municipal resources require an increase in multi-sectoral partnerships to address the broad spectrum of needs in the community. The municipality cannot address the challenges of Stellenbosch on its own, not only because of limited resources but also because it does not control all the variables impacting the growth and development of the town. Welfare and community organisations play a leading role in helping to meet the needs of previously neglected communities. The business sector also plays a key role in shaping the economic development of the municipal area.

Figure 3:1 Location of the Stellenbosch Municipality



3.1 Vision

“An Integrated Valley of Opportunity and Innovation”

3.2 Socio-economic status

Table 1: Key Socio-economic Statistics¹

Name	2011	2022
Total population	155 728	175 411
Young children (0-14 years)	22,8%	20,6%
Working age population (15-64 years)	72,3%	73,1%
Elderly (65+ years)	4,9%	6,3%
Dependency ratio	38,4	36,8
Sex ratio	95,7	94,2
No schooling (20+ years)	3,1%	2,3%
Higher education (20+ years)	17,1%	24,7%
Number of households	43 417	59 626
Average household size	3,6	2,9
Formal dwellings	75,1%	87,3%
Flush toilets connected to sewerage	91,0%	96,8%
Weekly refuse disposal service	87,0%	87,3%
Access to piped water in the dwelling	72,4%	86,4%
Electricity for lighting	92,9%	96,9%

¹ Statistics South Africa. Census 2022.

4. PERFORMANCE MANAGEMENT OVERVIEW

To improve planning, implementation, measurement, and reporting, the municipality implemented the following actions:

- Departmental operational plans were developed for monitoring and reporting operational programmes;
- An electronic performance management system is operational within the municipality. The same system forms the basis of the performance evaluations of the Directors and the Municipal Manager; and
- The municipality endeavoured during the development of the TL SDBIP as well as with the development of the Departmental SDBIP that the "SMART" principle be adhered to in the setting of indicators and targets. Emphasis was placed on ensuring that indicators and targets were specific and time-bound, thus making them measurable.

Table 2: Performance Management System Checklist

	Performance Management Policy	All MSA s57/56 Performance contracts signed	Audit Committee	Municipal Public Accounts Committee (MPAC)	Quarterly Performance Reporting to Council	Annual Performance Reporting to Council
In place?	√	√	√	√	√	√

4.1 Top Layer Service Delivery and Budget Implementation Plan

The organisational performance is evaluated using a Municipal Scorecard (the TL SDBIP) at the organisational level and through the Service Delivery and Budget Implementation Plan (SDBIP) at the directorate and departmental levels.

The SDBIP is a plan that converts the IDP and Budget into measurable indicators of how, where, and when the municipality's strategies, objectives, and normal business processes are implemented. It also allocates responsibilities to directorates to deliver the services in terms of the IDP and Budget.

The MFMA Circular No. 13 prescribes that:

- The IDP and budget must be aligned;
- The budget must address the strategic priorities;
- The SDBIP should indicate what the municipality is going to do during the next 12 months; and
- The SDBIP should form the basis for measuring performance against goals set during the budget / IDP processes.

The TL SDBIP 2023/24 was prepared as described in the paragraphs below and approved by the Executive Mayor on 20 June 2023.

The approved TL SDBIP 2023/24 was revised in February 2024. These revisions were made in line with the adjustment budget, internal audit findings, and (if any) recommendations made by the Auditor General of South Africa (AGSA).

The overall assessment of actual performance against targets set for the Key Performance Indicators as documented in the SDBIP is illustrated in terms of the following assessment methodology:

Table 3: Performance Assessment Criteria

Colour	Category	Explanation
N/A	KPI Not Yet Measured	KPIs with no targets or actual results for the selected period
R	KPI Not Met	Actual vs. target less than 75%
O	KPI Almost Met	Actual vs. target between 75% and 100%
G	KPI Met	Actual vs. target 100% achieved
G2	KPI Well Met	Actual vs. target more than 100% and less than 150% achieved
B	KPI Extremely Well Met	Actual vs. target of more than 150% achieved

The TL SDBIP (the Municipal Scorecard) consolidates service delivery targets set by Council / Senior Management and provides an overall picture of performance for the municipality as a whole, reflecting performance on its strategic priorities. The TL SDBIP is a detailed one-year plan, and the necessary components should include:

- Monthly projections of revenue to be collected for each source;
- Expected revenue to be collected, not billed;
- Monthly projections of expenditure (operating and capital) and revenue for each vote;
- Quarterly projections of service delivery targets and performance indicators for each vote;
- Non-financial, measurable performance objectives in the form of targets and indicators; and
- A detailed capital project plan broken down by ward over three years.

4.2 Departmental Service Delivery and Budget Implementation Plan

The Departmental Service Delivery and Budget Implementation Plan (the detailed SDBIP) captures each Directorate's performance. Unlike the TL SDBIP, which reflects on the strategic performance of the municipality, the Departmental SDBIP 2023/24 provides a comprehensive picture of the performance per directorate, department, and section. It was compiled by the directors and senior managers for their respective departments and sections and consists of objectives, indicators, and targets derived from the approved TL SDBIP 2023/24.

5. PLANNED TARGETS VS ACTUAL RESULTS FOR THE 2023/24 FINANCIAL YEAR

This section of the Annual Performance Report 2023/24 will report on the municipality's actual performance against the planned targets as derived from the municipality's IDP. Because the municipality has developed five (5) Strategic Focus Areas (SFAs), the performance reporting will follow these themes.

5.1 Municipal Performance per National Key Performance Indicator

5.1.1 Municipal Transformation and Institutional Development

Table 4: NKPA- Municipal Transformation and Institutional Development

INDICATOR	MUNICIPAL ACHIEVEMENT 2022/23	MUNICIPAL ACHIEVEMENT 2023/24
The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	3	4
The percentage of a municipality's budget actually spent on implementing its workplace skills plan	R 5 491 014 / R 611 731 735 = 0.89%	(R6 263 077 / R645 932 311) = 0.97%

5.1.2 Basic Service Delivery

Table 5: NKPA- Basic Service Delivery

INDICATOR	MUNICIPAL ACHIEVEMENT 2022/23*	MUNICIPAL ACHIEVEMENT 2023/24*
The percentage of households earning less than R7 000 per month with access to free basic services (In the case of Stellenbosch Municipality- the percentage of registered Indigent households is being reported)	100%	100%
The percentage of households with access to basic level of water	100%	100%
The percentage of households with access to basic level of sanitation	100%	100%
The percentage of households with access to basic level of electricity	100%	100%
The percentage of households with access to basic level of solid waste removal	100%	100%

* The percentage of households with access to a basic level of water, sanitation, electricity, and solid waste services is based on formal households only. The information on informal households and backyard dwellings was not taken into account.

5.1.3 Local Economic Development

Table 6: NKPA- Local Economic Development

INDICATOR	MUNICIPAL ACHIEVEMENT 2022/23	MUNICIPAL ACHIEVEMENT 2023/24
The number of jobs created through the municipality's local economic development initiatives including capital projects	1 449	1 695

5.1.4 Municipal Financial Viability and Management

Table 7: NKPA- Municipal Financial Viability and Management

INDICATOR	MUNICIPAL ACHIEVEMENT 2022/23	MUNICIPAL ACHIEVEMENT 2023/24
Debt coverage ((Total operating revenue - operating grants received) / Debt service payments due within the year)	33.22%	32.26%
Service debtors to revenue (Total outstanding service debtors / Annual revenue received for services)	30%	30.55%
Cost coverage ((Available cash + investments) / Monthly fixed operating expenditure)	4.04	3.66

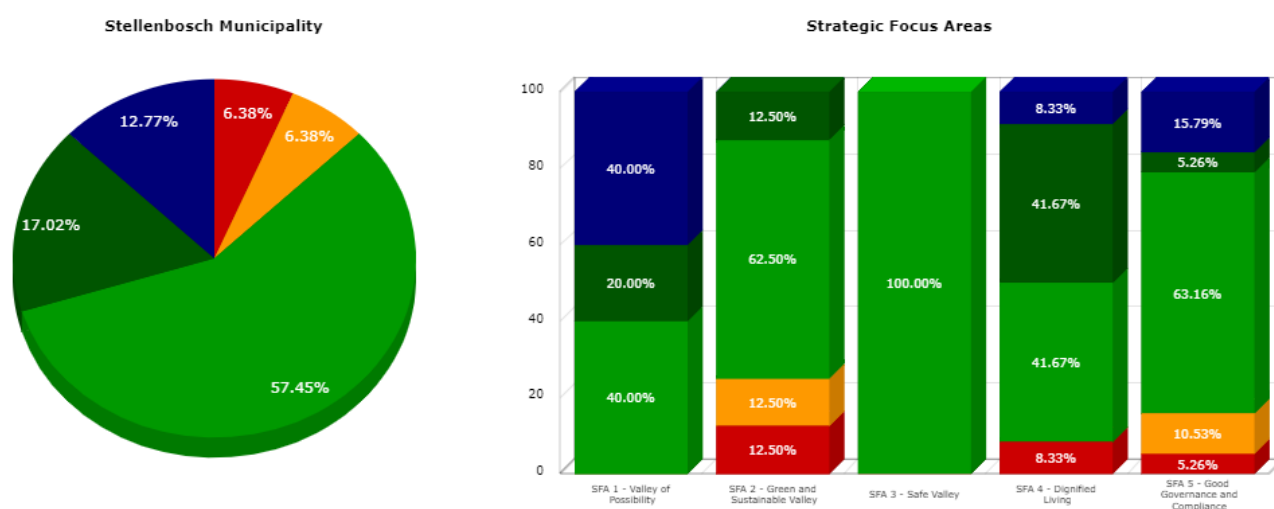
5.1.5 Good Governance and Public Participation

Table 8: NKPA- Good Governance and Public Participation

INDICATOR	MUNICIPAL ACHIEVEMENT 2022/23	MUNICIPAL ACHIEVEMENT 2023/24
The percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan	84.79%	85.88%

5.2 Overall Performance per Municipal Strategic Focus Area

The following graph and table illustrate the Municipality's overall performance per Municipal Strategic Focus Area (SFA).



Stellenbosch Municipality		Municipal Strategic Focus Areas (SFAs)				
		SFA 1 - Valley of Possibility	SFA 2 - Green and Sustainable Valley	SFA 3 - Safe Valley	SFA 4 - Dignified Living	SFA 5 - Good Governance and Compliance
KPI Not Yet Measured	-	-	-	-	-	-
KPI Not Met	3 (6.38%)	-	1 (12.50%)	-	1 (8.33%)	1 (5.26%)
KPI Almost Met	3 (6.38%)	-	1 (12.50%)	-	-	2 (10.53%)
KPI Met	27 (57.45%)	2 (40%)	5 (62.50%)	3 (100%)	5 (41.67%)	12 (63.16%)
KPI Well Met	8 (17.02%)	1 (20%)	1 (12.50%)	-	5 (41.67%)	1 (5.26%)
KPI Extremely Well Met	6 (12.77%)	2 (40%)	-	-	1 (8.33%)	3 (15.79%)
Total:	47	5	8	3	12	19
	100%	10.64%	17.02%	6.38%	25.53%	40.43%

Table and Graph 9: Overall performance per SFA- 01 July 2023 – 30 June 2024

5.2.1 SFA 1 - Valley of Possibility

SFA 1 - VALLEY OF POSSIBILITY														
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from target (under and over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)			
							Target	Actual	R					
TL53	KPI003	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Number of job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	1 449	1 100	1 100	1 100	1 695	B					
TL54	KPI004	Submission of Land-use applications to the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	Percentage of Land-use applications submitted to the MPT within 120 days from the conclusion of the administrative processing of the application		75%	75%			75%			90.90%	G2	10 / 11 x 100 = 90.90%
TL55	KPI005	Provide training opportunities to entrepreneurs and Small, Medium and Micro Enterprises (SMMEs)	Number of quarterly training opportunities provided to entrepreneurs and SMMEs		22	4			4			4	27	B
TL56	KPI006	Submission of the revised Spatial Development Framework (SDF) to the Council	Number of revised SDFs submitted to the Council by 30 June	1	1	1	1	1	G					
TL57	KPI007	Submission of the revised Housing Pipeline (document) to the MayCo	Number of revised Housing Pipelines (document) submitted to the MayCo by 31 May	1	1	1	1	1	G					

Summary of Results: SFA 1 - Valley of Possibility

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	0
O	KPI Almost Met	0
G	KPI Met	2
G2	KPI Well Met	1
B	KPI Extremely Well Met	2
Total KPIs		5

5.2.2 SFA 2 - Green and Sustainable Valley

SFA 2 - GREEN AND SUSTAINABLE VALLEY											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from target (under and over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL60	KPI020	Conduct an external audit of the Stellenbosch Municipal Waste Disposal Facilities	Number of external audits of the Stellenbosch Municipal Waste Disposal Facilities conducted by 30 June	1	1	1	1	1	G		
TL61	KPI021	Implementation of identified waste minimisation projects	Number of identified waste minimisation projects implemented by 30 June	2	2	2	2	2	G		
TL62	KPI014	Process building plan applications of <500sqm within 30 days after the date of receipt	Percentage of building plan applications of <500sqm processed within 30 days after the date of receipt	42.91%	60%	60%	60%	62.92%	G2	1 261 / 2 004 x 100 = 62.92%	
TL63	KP022	Wastewater quality measured ito the Department of Water and Sanitation's License Conditions for physical and micro parameters	Percentage of wastewater quality compliance as per the analysis certificate, measured quarterly	46.04%	70%	70%	70%	48.65%	R	(46.30% + 43.30% + 40% + 65% = 194.60% / 4 = 48.65%) Amendments to the WWTW license are necessary because some Special Limit requirements are incorrect.	Capital upgrade of Wemmerhoek WWTW: Phase 2 (construction starting in July 2024). Capital upgrade of Klapmuts WWTW: Phase 1 is currently being designed. Raithby WWTW Capital upgrade: Consultant to be appointed for Design. Operational Improvements on Stellenbosch and Wemmershoek WWTW: A service provider is appointed until 30 June 2026.

SFA 2 - GREEN AND SUSTAINABLE VALLEY

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from target (under and over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
											<p>The Stellenbosch WWTW license amendment application has already been submitted to the Department of Water and Sanitation.</p> <p>Limiting stormwater ingress into the sewer system programme started. This is a long-term programme.</p>
TL65	KPI016	Reduce organic waste	Percentage of organic waste reduced by 30 June	51.30%	20%	20%	20%	19.88%	○	9 703t / 48 814t x 100 = 19.88%	The municipality has appointed new staff to assist with processing incoming green waste.
TL94	KPI011	Construction of a new landfill cell at the Stellenbosch Landfill Facility	Number of new landfill cells constructed at the Stellenbosch Landfill Facility by 30 June	New KPI	1	1	1	1	G		
TL95	KPI019	Submission of a Service Level Charter to the Municipal Manager	Number of Service Level Charters submitted to the Municipal Manager by 30 June	New KPI	1	1	1	1	G		
TL96	KPI010	Installation of the SCADA Master Station	Number of the SCADA Master Stations installed by 30 June	New KPI	1	1	1	1	G		

Summary of Results: SFA 2 - Green and Sustainable Valley

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	1
O	KPI Almost Met	1
G	KPI Met	5
G2	KPI Well Met	1
B	KPI Extremely Well Met	0
Total KPIs		8

5.2.3 SFA 3 - Safe Valley

SFA 3 - SAFE VALLEY											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from target (under and over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL66	KPI024	Submission of the revised Disaster Management Plan to the Municipal Manager	Number of revised Disaster Management Plans submitted to the Municipal Manager by 31 March	1	1	1	1	1	G		
TL67	KPI025	Submission of the revised Safety and Security Strategy to the Municipal Manager	Number of revised Safety and Security Strategies submitted to the Municipal Manager by 30 April		1	1	1	1	1	G	
TL68	KPI026	Submission of the revised Traffic Management Plan to the Municipal Manager	Number of revised Traffic Management Plans submitted to the Municipal Manager by 31 March	1	1	1	1	1	G		

Summary of Results: SFA 3 - Safe Valley

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	0
O	KPI Almost Met	0
G	KPI Met	3
G2	KPI Well Met	0
B	KPI Extremely Well Met	0
Total KPIs		3

5.2.4 SFA 4 - Dignified Living

SFA 4 - DIGNIFIED LIVING											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from target (under and over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL70	KPI028	Provision of waterborne toilet facilities in informal settlements as identified by the Department: Integrated Human Settlements	Number of waterborne toilet facilities provided in Informal settlements as identified by the Department: Integrated Human Settlements by 30 June	56	20	20	20	20	G		
TL71	KPI032	Registered indigent formal households with access to free basic water (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic water, measured quarterly		100%	100%	100%	100%	100%	G	5 584 / 5 584 x 100 = 100%
TL72	KPI029	Limit unaccounted electricity to less than 9% annually {(Number of Electricity Units Purchased and / or Generated - Number of Electricity Units Sold (incl. Free basic electricity)) / Number of Electricity Units Purchased and/or Generated} x 100}	Percentage of average electricity losses, measured by 30 June	4.24%	<9%	<9%	9%	5.65%	B	(357 647 395 kWh - 337 447 812 kWh) / 357 647 395 kWh x 100 = 5.65%	
TL73	KPI030	Water quality measured quarterly into the SANS 241 physical and micro parameters	Percentage of water quality level as per the analysis certificate, measured quarterly	94.81%	90%	90%	90%	95.26%	G2	= (Q1 + Q2 + Q3 + Q4) / 4 = (97.40% + 95.82% + 94.61% + 93.20%) / 4 = (381.03 / 4) % = 95.26%	
TL74	KPI031	Limit unaccounted water to less than 25%	Percentage of average unaccounted water, measured by 30 June	27.42%	<25%	<25%	25%	31.29%	R	((12 563 518kL – 8 631 963kL / 12 563 518kL) x 100 = 31.29% The increase in water losses is a	The municipality has successfully awarded the pipe replacement consultant and the pipe replacement tender, which

SFA 4 - DIGNIFIED LIVING											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from target (under and over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
										result of the damage to various bulk water mains caused by the excessive rain and subsequent flood events. The municipality could only complete the restorations after the floodwater receded.	<div>involves designing and earmarking sections of high-risk pipelines for replacement in the 2024/25 financial year.</div> <div>The following additional corrective measures will also be implemented as part of the municipality's ongoing water losses minimisation programme:<ul style="list-style-type: none">• Waterpipe replacement;• Domestic leak detection and repair;• Water demand and pressure management• Upgrades to water meters.</div> <div>The municipality continually implements these measures, specifically ramping up the Waterpipe Replacement programme.</div>
TL75	KPI033	Registered indigent formal households with access to free basic electricity provided by	Percentage of registered indigent formal households with access to free basic	100%	100%	100%	100%	100%	G	5 584 / 5 584 x 100 = 100%	

SFA 4 - DIGNIFIED LIVING											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from target (under and over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
		the municipality (NKPI Proxy - MSA, Reg. S10(a), (b))	electricity provided by the municipality, measured quarterly								
TL76	KPI034	Registered indigent formal households with access to free basic refuse removal (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic refuse removal, measured quarterly	100%	100%	100%	100%	100%	G	5 584 / 5 584 x 100 = 100%	
TL77	KPI035	Registered indigent formal households with access to free basic sanitation (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic sanitation, measured quarterly		100%	100%	100%	100%	100%	G	5 584 / 5 584 x 100 = 100%
TL78	KPI036	Formal households with access to water (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to water, measured quarterly	26 895	27 000	27 000	27 000	27 310	G2		
TL79	KPI037	Formal households with access to electricity (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to electricity, measured quarterly	26 895	27 000	27 000	27 000	27 310	G2		
TL80	KPI038	Formal households with access to refuse removal (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to refuse removal, measured quarterly	26 895	27 000	27 000	27 000	27 310	G2		
TL81	KPI039	Formal households with access to sanitation (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to sanitation, measured quarterly	26 895	27 000	27 000	27 000	27 310	G2		

Summary of Results: SFA 4 - Dignified Living

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	1
O	KPI Almost Met	0
G	KPI Met	5
G2	KPI Well Met	5
B	KPI Extremely Well Met	1
Total KPIs		12

5.2.5 SFA 5 - Good Governance and Compliance

SFA 5 - GOOD GOVERNANCE AND COMPLIANCE											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from the target (under over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL47	KPI059	Submission of the revised Communication Policy to the MayCo	Number of revised Communication Policies submitted to the MayCo by 31 May	1	1	1	1	1	G		
TL48	KPI044	Employment equity appointments made within the financial year in the three highest levels of management	Percentage of employment equity appointments made within the financial year in the three highest levels of management, measured by 30 June	37.50%	50%	50%	50%	66%	G2	4 / 6 x 100 = 66.66%	
TL49	KPI049	Submission of the Auditor General of South Africa (AGSA) Audit Action Plan (AAP) to the APAC	Number of AGSA Audit Action Plans submitted to the APAC by 31 March		1	1					
TL50	KPI053	Submission of the draft Integrated Development Plan (IDP) to the Council	Number of draft IDPs submitted to the Council by 31 March	1	1	1	1	1	G		
TL51	KPI062	Submission of the draft revised Integrated Zoning Scheme to the MayCo	Number of draft revised Integrated Zoning Schemes submitted to the MayCo by 30 June	New KPI	1	1	1	1	G		
TL58	KPI055	Submission of the revised Wastewater Master Plan to the Municipal Manager	Number of revised Wastewater Master Plans submitted to the Municipal Manager by 30 June	0	1	1	1	1	G		
TL59	KPI060	Submission of the revised Comprehensive Integrated Transport Plan (CITP) 2023 - 2028 to the MayCo	Number of revised CITPs 2023 - 2028 submitted to the MayCo by 30 June	1	1	1	1	1	G		

SFA 5 - GOOD GOVERNANCE AND COMPLIANCE

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from the target (under over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL82	KPI042	Financial viability measured in terms of the available cash to cover fixed operating expenditure (NKPI Proxy - MSA, Reg. S10(g)(iii))	Cost coverage as at 30 June annually [(Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment] / Monthly Fixed Operational Expenditure excluding (Depreciation)	4.04	2	2	2	3.66	B	(R609 418 774 - R37 827 438) / (R1 875 297 387 / 12)	
TL83	KPI043	Achieve an average payment percentage of 96% by 30 June (Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	95.06%	96%	96%	96%	94.53%	○	<p>((R416 752 462 + R1 778 020 014 - R513 579 475 - R388 452) / R1 778 020 014)) x 100</p> <p>There was a dispute with a debtor that significantly increased the outstanding debt. After 30 June 2024, the municipality reached an agreement with the debtor. If there was no dispute, the payment percentage would have been 96.33%.</p>	The municipality has reached an agreement with the pertinent customer, who will satisfy the outstanding debt in accordance with the terms of the agreement. The Finance Department will supervise the agreement and ensure its compliance.
TL84	KPI040	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	Percentage of the approved Capital Budget for the municipality actually spent by 30 June	84.79%	90%	90%	90%	85.88%	○	<p>(R422 288 828 / R491 726 021) x 100 = 85.88%</p> <p>The municipality received the Municipal Disaster Response Grant from the National Treasury, but the grant conditions</p>	The Demand Management Plan will be strictly monitored and aligned with the approved capital project.

SFA 5 - GOOD GOVERNANCE AND COMPLIANCE

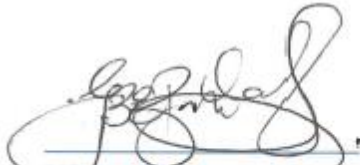
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from the target (under over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
										did not allow it to apply the funds to expenditures already incurred. This negatively impacted the performance of the actual expenditure against the approved budget.	
TL85	KPI045	The percentage of the payroll budget spent on implementing the Municipal Workplace Skills Plan (NKPI Proxy- MSA, Reg. S10(f))	Percentage of the municipality's payroll budget actually spent on implementing its Workplace Skills Plan ((Total Actual Training Expenditure / Total Annual payroll Budget) x 100), measured by 30 June	0.89%	0.20%	0.20%	0.20%	0.97%	B	(R6 263 077 / R645 932 311) = 0.97%	
TL86	KPI046	Financial viability measured in terms of the municipality's ability to meet its service debt obligations (NKPI Proxy - MSA, Reg. S10(g)(i))	Debt coverage ratio ((Total operating revenue - operating grants received) / (Debt service payments due within the year)) measured by 30 June	33.22%	15%	15%	15%	32.26%	B	(R2 484 489 180 - R230 892 818) / 69 853 210 = 32.26%	
TL87	KPI047	Financial viability measured in terms of the outstanding service debtors (NKPI Proxy - MSA, Reg. S10(g)(ii))	Service debtors to revenue ratio - (Total outstanding service debtors / revenue received for services) measured by 30 June	30%	27%	27%	27%	30.55%	R	R513 579 475 / R1 681 046 362 = 30.55%	The municipality will write off outstanding debt as per the processes followed in the Credit and Debt Collection Policy.
TL88	KPI054	Submission of the IDP / Budget / SDF time schedule (process plan) to the Council	Number of IDP / Budget / SDF time schedules (process plan) submitted to the Council by 31 August	1	1	1	1	1	G		
TL89	KPI051	Submission of the revised Information and	Number of revised ICT Backup Disaster Recovery Plans	1	1	1	1	1	G		

SFA 5 - GOOD GOVERNANCE AND COMPLIANCE

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2023 to 30 June 2024			Performance comments / Reason(s) for deviation from the target (under over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
		Communication Technology (ICT) Backup Disaster Recovery Plan to the ICT Steering Committee	submitted to the ICT Steering Committee by 31 March								
TL90	KPI052	Submission of the revised Strategic ICT Plan to the ICT Steering Committee	Number of revised Strategic ICT Plans submitted to the ICT Steering Committee by 31 March	1	1	1	1	1	G		
TL91	KPI048	Submission of the revised Risk-Based Audit Plan (RBAP) to the Audit and Performance Audit Committee (APAC)	Number of revised RBAPs submitted to the APAC by 30 June	1	1	1	1	1	G		
TL92	KPI050	Submission of the revised Strategic Risk Register (SRR) to the Risk Management Committee	Number of revised SRRs submitted to the Risk Management Committee by 30 June	1	1	1	1	1	G		
TL93	KPI056	Submission of the revised Electrical Master Plan to the Council	Number of revised Electrical Master Plans submitted to the Council by 30 June	1	1	1	1	1	G		

Summary of Results: SFA 5 - Good Governance and Compliance

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	1
O	KPI Almost Met	2
G	KPI Met	12
G2	KPI Well Met	1
B	KPI Extremely Well Met	3
Total KPIs		19


MR GARY BOSHOFF
ACTING MUNICIPAL MANAGER
 DATE: 30/08/2024



ANNEXURE C: AUDIT AND PERFORMANCE AUDIT COMMITTEE ANNUAL REPORT 2023/24



STELLENBOSCH
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Report of the Audit and Performance Audit Committee

This report of the Audit and Performance Audit Committee of Stellenbosch Municipality is in respect of the 2023/2024 financial year. The Audit and Performance Audit Committee has complied with its responsibilities in terms of Section 166 of the MFMA and applicable National Treasury Regulations. The Committee has also regulated its affairs and discharged its responsibilities concordant to the approved Audit and Performance Audit Committee Charter. The Committee's operation is guided by the MFMA, the King IV report on Corporate Governance and Global Internal Audit Standards.

The Committee consisted of four independent members, elected by the Council: Linda Nene (Chairperson), Tsepo Lesihla, Vincent Botto and June Williams. Members Lesihla and Botto's term came to an end on 31 August 2023. Council appointed Ruth Strydom and Reyhana Gani on 27 September 2023 to fill these vacancies. June Williams resigned on 28 March 2024 and Dr Len Mortimer was appointed on 1 May 2024. The Municipal Manager, Chief Financial Officer, Directors, Chief Audit Executive, Senior Manager Governance, Chief Risk Officer, MPAC Chairperson, and External Auditors are permanent invitees to the Committee meetings.

Execution of Functions

The Audit and Performance Audit Committee has executed its duties and responsibilities during the financial year in accordance with its terms of reference as they relate to the Council's accounting, external and internal auditing processes, internal control, governance, predetermined objectives and performance monitoring, compliance with laws and regulations, risk management, combined assurance and information technology governance and financial reporting practices.

During the year under review, the Committee, amongst other matters,

1.1 In respect of the External Auditors and the External Audit

- i. Approved the External Auditors' (Auditor-General of RSA) terms of engagement and strategy, the audit plan and budgeted audit fees payable.
- ii. Engaged and interrogated extensively the Audit report and management report of the Auditor General at the Audit and Performance Audit Committee meeting dated 28th November 2024.
- iii. Considered the audit outcome of the Municipality extensively and communicated the Audit and Performance Audit Committee's satisfaction and congratulated the Accounting Officer and Management on the Clean Audit Outcome.
- iv. Based on the audit outcome recommendations were made by the Audit and Performance Audit Committee on the other important matters as well as control deficiencies identified in the Auditor-Generals' management report.

- v. Management have been requested by the Audit and Performance Audit Committee to improve business processes impacting the annual financial statements compilation and reconciliations of transactions, more specially to limit repeat findings relating to errors on the AFS.
- vi. Management is urged to strengthen controls to adequately monitor non-compliance with laws and regulations on a timely basis.
- vii. Management was requested to concentrate on accurate presentation and review of the annual financial statements submitted to the Auditor General for audit.
- viii. Management held a workshop with end-user departments to address the root causes of previous reported findings.
- ix. The supervision and review process needs to be interrogated to prevent, detect and correct misstatements on a timely basis and the controls designed to monitor compliance with regulations that are not always able to prevent or report the instances of non-compliance in a timely manner to allow for corrective action.
- x. The quality of submitted financial statements can still be improved on; thus, management is encouraged to develop action plans early to allow for the improvement in the next reporting cycle.

1.2 In respect of the Annual Financial Statements (AFS)

- i. Confirmed the going concern as the basis of preparation of the annual financial statements.
- ii. Examined, reviewed and interrogated the annual financial statements, performance report as well as financial information disclosed to the public prior to submission and approval by Council.
- iii. Reviewed reports on the adequacy of the portfolio and specific impairments and impairment of other assets.
- iv. Ensured that the annual financial statements fairly represented the financial position of the Stellenbosch Municipality as at the end of the financial year in accordance with South African Standards of GRAP and in the manner required by the MFMA and DORA.
- v. Considered the appropriateness of accounting treatments, significant unusual transactions and management accounting judgements.
- vi. Considered the appropriateness of the accounting policies adopted by Management and changes thereto.
- vii. Through the Chairperson, met separately over the course of the year with the Chief Audit Executive and the Municipal Manager.
- viii. Reviewed any significant legal and tax matters that could have a material impact on the financial statements.
- ix. Noted that there were no material reports or complaints received concerning accounting practices, internal financial controls, content of annual financial statements, internal controls and related matters.

1.3 In respect of Internal Control and Internal Audit

- i. Reviewed and approved the internal audit mandate, annual and three-year rolling audit plans and evaluated the independence, effectiveness and performance of the Internal Audit Department and compliance with its mandate.
- ii. Considered reports of the Internal and external auditors on Council's system of internal control, including internal financial controls and maintenance of effective internal control systems.
- iii. Reviewed significant issues raised by the internal audit process and the adequacy of corrective action in response to such findings.
- iv. Reviewed significant differences of opinion between the internal audit function and Management and noted that there was no material issues of difference raised, and all matters were addressed and resolved.

- v. Assessed the adequacy of the performance of the internal audit function and found it to be effective in providing assurance.
- vi. Reviewed and monitored the quality assurance and improvement plan submitted by internal audit as required by the Global Internal Audit Standards.
- vii. Reviewed the standard operating procedure of Asset Management which was a consulting engagement conducted by the Internal Audit department.
- viii. Assessed the adequacy and sufficiency of available internal audit resources and found these to be limited, as more resources would be required to evaluate the control weaknesses and high-risk areas identified in both the corporate strategic risk, external audit and the audit universe.
- ix. Based on the above, the Committee's opinion at the date of this report is that there were some breakdowns in internal control, including internal financial controls, for the year under review in the following areas (it is noted that management are in the process of addressing these concerns):
 - Housing administration
 - Pre-determined objectives
 - Disaster and climate change readiness assessment
 - Monthly or regular reconciliations of assets, debtors, and creditors

1.4 In respect of Legal and Compliance with Laws and Regulations

- i. Reviewed with management matters that could have a material impact on Council.
- ii. Monitored compliance with the MFMA and other key legislation applicable to the Municipality, requirements of National and Provincial Treasury, Council's policies, and all other applicable legislation and codes of good governance.
- iii. Reviewed reports from the internal and external auditors detailing the extent of compliance.

1.5 In respect of Risk Management, Combined Assurance and Information Technology

During the period under review, Management presented Strategic and Operational Risk profiles for the Municipality to the Audit and Performance Audit Committee who:

- i. Considered and reviewed reports from Management on risk management, including fraud risks and information technology risks as they pertain to financial reporting and the going concern assessment.
- ii. In respect of the coordination of assurance activities, the Committee reviewed the plans and work outcomes of the external and internal auditors and concluded that these were adequate to address all significant financial, operational and compliance risks facing the Municipality.
- iii. Noted the progress made in terms of Combined Assurance and the co-ordination between assurance providers to mitigate the top 10 strategic risks facing the Municipality as well as the emerging risks.
- iv. The Audit and Performance Audit Committee took cognisance that Information and Communication Technology (ICT) and ICT system controls improved in the Auditor General's Management report.

1.6 In respect of Pre-Determined Objectives (PDO's)

The Audit and Performance Audit Committee:

- i. The quality of submitted performance information in the Management report is indicated as satisfactory. There was no material findings reported on performance information by the Auditor General and Internal Audit, respectively.
- ii. Internal audit has also provided the Audit and Performance Audit Committee with reports on performance on a quarterly basis and no critical findings have been raised.

1.7 In respect of the Finance Function

The Audit and Performance Audit Committee:

- i. Considered the existing expertise, resources and experience of the organisation-wide finance functional capacity and has noted that the improvement year on year on the quality of the annual financial statements submitted to the Committee and the AGSA. The number of misstatements corrected on the annual financial statements are noted and impact of external factors recognised. Management intends to report on an action plan in this respect.
- ii. The Chief Financial Officer should continue to ensure appropriate measures are in place for the accurate and timeous submission of information to the Office of the Auditor-General.

1.8 Independence of the External Auditors

The Audit and Performance Audit Committee is satisfied that the Auditor General of RSA (AGSA) were independent of the Council. This conclusion was arrived at, inter alia, after taking into account the following factors:

- i. The presentations made by the Auditor-General to the Audit and Performance Audit Committee.
- ii. The Auditors' independence was not impaired by any consultancy, advisory or other work undertaken by the auditors.

1.9 General

- i. The Audit and Performance Audit Committee has monitored quarterly the Municipality's implementation plan for audit issues raised in the prior year and are satisfied that the matters have been adequately addressed and resolved. Of all the matters raised in the 2023/2024 audit outcome, there were no repeat findings.
- ii. The Audit and Performance Audit Committee concurs and accepts the conclusions of the External Auditor on the annual financial statements and is of the opinion that the audited annual financial statements be accepted and read together with the report of the Auditor-General.

Stellenbosch Municipality has increasingly been stable in the areas of second and third levels of assurance and governance over a three-year period. There has also been stability in the leadership over the past five financial years. The areas for concern, and where attention is required are highlighted above. The Audit and Performance Committee has made recommendations in these areas which management have committed to.

1.10 Conclusion

On behalf of the Audit and Performance Audit Committee I am extremely indebted to the members of the Committee for their dedication and high levels of professionalism and diligence in their duties, as well as their flexibility in accommodating last-minute calls to duty. To the members that served their term and those who have retired, I am grateful for the time and dedication you have offered to the strengthening of Stellenbosch Municipality governance. We are fortunate to have the diversity of skills and expertise available to the Municipality. It would be amiss not to convey on behalf of the Committee our appreciation to the Mayor, the entire Council and its Committees for the leadership, support and oversight they have provided during the year.

Finally, the Audit and Performance Audit Committee would like to express its appreciation to Management of the Municipality led by the Municipal Manager, Internal Audit, Risk Management and the Auditor General of South Africa for the support and co-operation extended during the financial year and for providing the relevant information to enable the Audit and Performance Audit Committee to compile this report. This past year was again challenging, however Stellenbosch Municipality should be proud of its elected and appointed leaders for taking control and driving an agenda of sustainability and service delivery and improving its audit results in the process, during a time of great fluidity.

On behalf of the Audit and Performance Audit Committee.



Mr Linda C. Nene FIIA (SA), CPrac (SA), CCSA, CRMA
Chairperson Audit and Performance Audit Committee
11 January 2025



ANNEXURE D: REPORT OF THE AUDITOR GENERAL OF SOUTH AFRICA 2023/24

Report of the auditor-general to the Western Cape Provincial Parliament and council on the Stellenbosch Municipality

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Stellenbosch Municipality set out on pages 7 to 135, which comprise the statement of financial position as at 30 June 2024, statement of financial performance, statement of changes in net assets, cash flow statement and comparison of budget and actual amounts for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Stellenbosch Municipality as at 30 June 2024 and its financial performance and cash flows for the year then ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act 5 of 2023 (Dora).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the responsibilities of the auditor-general for the audit of the financial statements section of my report.
4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

6. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Restatement of corresponding figures

7. As disclosed in note 62 to the financial statements, the corresponding figures for 30 June 2023 were restated as a result of errors in the financial statements of the municipality at, and for the year ended, 30 June 2024.

Material impairments

8. As disclosed in note 4 to the financial statements, the municipality provided for the impairment of receivables from exchange transactions of R268,7 million (2022-23: R208 million).
9. As disclosed in note 5 to the financial statements, the municipality provided for the impairment of receivables from non-exchange transactions of R217,9 million (2022-23: R225,8 million).

Other matter

10. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited disclosure notes

11. In terms of section 125(2)(e) of the MFMA, the particulars of non-compliance with the MFMA should be disclosed in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion on it.

Responsibilities of the accounting officer for the financial statements

12. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with GRAP and the requirements of the MFMA and Dora; and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
13. In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern; disclosing, as applicable, matters relating to going concern; and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations or has no realistic alternative but to do so.

Responsibilities of the auditor-general for the audit of the financial statements

14. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
15. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report. This description, which is located at page 6, forms part of our auditor's report.

Report on the audit of the annual performance report

16. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I must audit and report on the usefulness and reliability of the reported performance against predetermined objectives for the selected strategic focus area presented in the annual performance report. The accounting officer is responsible for the preparation of the annual performance report.
17. I selected the following strategic focus area presented in the annual performance report for the year ended 30 June 2024 for auditing. I selected an objective that measures the municipality's performance on its primary mandated functions and that is of significant national, community or public interest.

Strategic focus area	Page numbers	Purpose
Dignified living	15 to 17	To provide basic services to all citizens in the greater Stellenbosch area to ensure that everyone has access to a dignified life and sustainable human settlements and to develop and implement social infrastructure.

18. I evaluated the reported performance information for the selected strategic focus area against the criteria developed from the performance management and reporting framework, as defined in the general notice. When an annual performance report is prepared using these criteria, it provides useful and reliable information and insights to users on the municipality's planning and delivery on its mandate and objectives.
19. I performed procedures to test whether:
- the indicators used for planning and reporting on performance can be linked directly to the municipality's mandate and the achievement of its planned objectives
 - all the indicators relevant for measuring the municipality's performance against its primary mandated and prioritised functions and planned objectives are included
 - the indicators are well defined to ensure that they are easy to understand and can be applied consistently, as well as verifiable so that I can confirm the methods and processes to be used for measuring achievements
 - the targets can be linked directly to the achievement of the indicators and are specific, time bound and measurable to ensure that it is easy to understand what should be delivered and by when, the required level of performance as well as how performance will be evaluated
 - the indicators and targets reported on in the annual performance report are the same as those committed to in the approved initial or revised planning documents
 - the reported performance information is presented in the annual performance report in the prescribed manner and is comparable and understandable
 - there is adequate supporting evidence for the achievements reported and for the measures taken to improve performance
20. I performed the procedures for the purpose of reporting material findings only; and not to express an assurance opinion or conclusion.
21. I did not identify any material findings on the reported performance information for the selected strategic focus area.

Other matter

22. I draw attention to the matter below.

Achievement of planned targets

23. The annual performance report includes information on reported achievements against planned targets and provides measures taken to improve performance.
24. The table that follows provides information on the achievement of planned targets and lists the key service delivery indicators that were not achieved as reported in the annual performance report. The measures taken to improve performance are included in the annual performance report on pages 15 to 17.

Dignified living

Targets achieved: 92%		
Budget spent: 87%		
Key service delivery indicator not achieved	Planned target	Reported achievement
Limit unaccounted water to less than 25%	<25%	31,29%

Report on compliance with legislation

25. In accordance with the PAA and the general notice issued in terms thereof, I must audit and report on compliance with applicable legislation relating to financial matters, financial management and other related matters. The accounting officer is responsible for the municipality's compliance with legislation.
26. I performed procedures to test compliance with selected requirements in key legislation in accordance with the findings engagement methodology of the Auditor-General of South Africa (AGSA). This engagement is not an assurance engagement. Accordingly, I do not express an assurance opinion or conclusion.
27. Through an established AGSA process, I selected requirements in key legislation for compliance testing that are relevant to the financial and performance management of the municipality, clear to allow consistent measurement and evaluation, while also sufficiently detailed and readily available to report in an understandable manner. The selected legislative requirements are included in the annexure to this auditor's report.
28. I did not identify any material non-compliance with the selected legislative requirements.

Other information in the annual report

29. The accounting officer is responsible for the other information included in the annual report. The other information referred to does not include the financial statements, the auditor's report and the selected strategic focus area presented in the annual performance report that have been specifically reported on in this auditor's report.
30. My opinion on the financial statements, the report on the audit of the annual performance report and the report on compliance with legislation do not cover the other information included in the annual report and I do not express an audit opinion or any form of assurance conclusion on it.
31. My responsibility is to read this other information and, in doing so, consider whether it is materially inconsistent with the financial statements and the selected strategic focus area presented in the annual performance report or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
32. If, based on the work I have performed, I conclude that there is a material misstatement in this other information, I am required to report that fact.
33. I have nothing to report in this regard.

Internal control deficiencies

34. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with applicable legislation; however, my objective was not to express any form of assurance on it.
35. I did not identify any significant deficiencies in internal control.

Auditor - General

Cape Town

30 November 2024



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure to the auditor's report

The annexure includes the following:

- The auditor-general's responsibility for the audit
- The selected legislative requirements for compliance testing

Auditor-general's responsibility for the audit

Professional judgement and professional scepticism

As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for the selected strategic focus area and on the municipality's compliance with selected requirements in key legislation.

Financial statements

In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made
- conclude on the appropriateness of the use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the municipality to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a municipality to cease operating as a going concern
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Communication with those charged with governance

I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence and communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

Compliance with legislation – selected legislative requirements

The selected legislative requirements are as follows:

Legislation	Sections or regulations
Municipal Finance Management Act 56 of 2003 (MFMA)	<p>Section 1</p> <p>Sections 11(1), 13(2), 14(1), 14(2)(a), 14(2)(b), 15, 24(2)(c)(iv), 28(1), 29(1)</p> <p>Sections 29(2)(b), 32(2), 32(2)(a), 32(2)(a)(i), 32(2)(a)(ii), 32(2)(b)</p> <p>Sections 32(6)(a), 32(7), 53(1)(c)(ii), 54(1)(c), 62(1)(d)</p> <p>Sections 63(2)(a), 63(2)(c), 64(2)(b)</p> <p>Sections 64(2)(c), 64(2)(e), 64(2)(f), 64(2)(g), 65(2)(a), 65(2)(b), 65(2)(e)</p> <p>Sections 72(1)(a)(iii), 112(1)(j), 116(2)(b), 116(2)(c)(ii), 117, 122(1), 122(2)</p> <p>Sections 126(1)(a), 126(1)(b), 127(2), 127(5)(a)(i), 127(5)(a)(ii)</p> <p>Sections 129(1), 129(3), 133(1)(a), 133(1)(c)(i), 133(1)(c)(ii), 170</p> <p>Sections 171(4)(a), 171(4)(b)</p>
MFMA: Municipal Budget and Reporting Regulations, 2009	Regulations 71(1)(a), 71(1)(b), 71(2)(a), 71(2)(b), 71(2)(d), 72(a), 72(b), 72(c)
MFMA: Municipal Investment Regulations, 2005	Regulations 3(1)(a), 3(3), 6, 7, 12(2), 12(3)
MFMA: Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, 2014	Regulations 5(4), 6(8)(a), 6(8)(b), 10(1)
MFMA: Municipal Supply Chain Management Regulations, 2017	<p>Regulations 5, 12(1)(c), 12(3), 13(b), 13(c), 16(a), 17(1)(a)</p> <p>Regulations 17(1)(b), 17(1)(c), 19(a), 21(b), 22(1)(b)(i), 22(2), 27(2)(a)</p> <p>Regulations 27(2)(e), 28(1)(a)(i), 29(1)(a), 29(1)(b)</p> <p>Regulations 29(5)(a)(iii), 29(5)(b)(ii), 32, 36(1), 36(1)(a), 38(1)(c)</p> <p>Regulations 38(1)(d)(iii), 38(1)(e), 38(1)(g)(i), 38(1)(g)(ii), 38(1)(g)(iii), 43</p> <p>Regulations 44, 46(2)(e), 46(2)(f)</p>
Municipal Systems Act 32 of 2000 (MSA)	<p>Sections 25(1), 26(a), 26(c), 26(h), 26(i), 29(1)(b)(ii), 34(a), 34(b)</p> <p>Sections 38(a), 41(1)(a), 41(1)(b), 41(1)(c)(ii), 42, 43(2), 54A(1)(a), 56(1)(a), 57(2)(a)</p> <p>Sections 57(6)(a), 66(1)(a), 66(1)(b), 67(1)(d), 74(1), 96(b)</p>
MSA: Municipal Planning and Performance Management Regulations, 2001	<p>Regulations 2(1)(e), 2(3)(a), 3(3), 3(4)(b), 7(1), 8, 9(1)(a), 10(a)</p> <p>Regulations 12(1), 15(1)(a)(i), 15(1)(a)(ii)</p>
MSA: Municipal Performance Regulations for Municipal Managers and Managers Directly Accountable to Municipal Managers, 2006	Regulations 2(3)(a), 4(4)(b), 8(1), 8(2), 8(3)

Legislation	Sections or regulations
MSA: Regulations on Appointment and Conditions of Employment of Senior Managers, 2014	Regulations 17(2), 36(1)(a)
MSA: Disciplinary Regulations for Senior Managers, 2011	Regulations 5(2), 5(3), 5(6), 8(4)
MSA: Municipal Staff Regulations, 2021	Regulations: 7(1),31
Division of Revenue Act 5 of 2023	Section 11(6)(b), 12(5), 16(1); 16(3)
Construction Industry Development Board Act 38 of 2000	Section 18(1)
Construction Industry Development Board Regulations	Regulations 17, 25(7A)
Municipal Property Rates Act 6 of 2004	Section 3(1)
Preferential Procurement Policy Framework Act 5 of 2000	Sections 2(1)(a), 2(1)(f)
Preferential Procurement Regulations, 2017	Regulations 4(1), 4(2), 5(1), 5(3), 5(6), 5(7), 6(1), 6(2), 6(3), 6(6), 6(8) Regulations 7(1), 7(2), 7(3), 7(6), 7(8), 8(2), 8(5) 9(1), 10(1), 10(2) Regulations 11(1), 11(2)
Preferential Procurement Regulations, 2022	Regulations 4(1), 4(2), 4(3), 4(4), 5(1), 5(2), 5(3), 5(4)
Prevention and Combating of Corrupt Activities Act 12 of 2004	Section 34(1)

6.2	DRAFT 3rd REVIEW OF THE 5th GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027
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Collaborator No: 282287
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 24 March 2025

1. SUBJECT: DRAFT 3rd REVIEW OF THE 5th GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027

2. PURPOSE

To table to the Council for consideration the draft 3rd review of the 5th Generation IDP 2022–2027, attached as **ANNEXURE A**, to be released for public comment.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

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

The draft 3rd review of the 5th Generation IDP 2022 – 2027 informs the budget of the municipality and specifies the municipality's plans to address the vision, mission, strategic objectives, and needs of the community.

The municipal IDP must be reviewed annually to:

- assess the progress made towards achieving the goals, objectives and implementation of development projects outlined in the IDP;
- for the municipality to identify any gaps or areas for improvement, allowing for revisions to be made to enhance service delivery and ensure effective and sustainable development; and
- communities are provided with an opportunity to review their community needs and to recommend changes to the ward priorities outlined in the municipality's IDP.

At the time of this item submission to the MayCo meeting, the IDP and Budget Open Days schedule has not been tabled at the all-wards councillors meeting which is scheduled for 13 March 2025. As a result, the draft schedule of meetings could not be finalised prior to the submission of this item. However, when the all-wards councillors meeting convenes and the IDP and Open Days schedule is tabled and approved at the All-Wards Meeting, it will be published in the local media, the municipal website and on the municipality's social media platforms.

The proposed public participation period will be from 07 to 29 April 2025 to allow members of the community and stakeholders sufficient time to submit written inputs and / or comments on the draft 3rd review of the 5th Generation IDP 2022 – 2027. The physical area-based public participation open days are provisionally scheduled from 08 to 14 April 2025 in the respective areas.

The public participation platforms listed below will be made available for the community and stakeholders to submit their input and comments on the draft 3rd review of the 5th Generation IDP 2022 – 2027:

- A link to an electronic submission form will be active from 07 – 29 April 2025 on the municipal website: www.stellenbosch.gov.za;
- The link to the electronic form will be broadcast via the municipal WhatsApp Channel, IDP WhatsApp line, and published on Facebook and X;
- ‘Have your Say’ boxes and hard copy forms will be placed at ward offices and libraries; and
- Electronic written submissions may also be made via:
 - Email: idp@stellenbosch.gov.za; and
 - WhatsApp: 067 427 1556.

5. RECOMMENDATIONS

- (a) that the draft 3rd review of the 5th Generation IDP 2022 – 2027 of Stellenbosch Municipality be approved in terms of Section 34 (a)(i)(ii) of the MSA for the purpose of obtaining public input and comments, attached as **ANNEXURE A**;
- (b) that an advertisement be placed on the official website of the municipality and the local newspaper notifying the public that the draft 3rd review of the 5th Generation IDP 2022 – 2027 is open for public input and comments for a period of not less than 21 days;
- (c) that the draft 3rd review of the 5th Generation IDP 2022 – 2027 be submitted to the MEC for Local Government, Environmental Affairs and Development Planning, Western Cape: Department of Local Government, Western Cape: Provincial Treasury, the Cape Winelands District Municipality, and the Office of the Provincial Speaker for their comments.

6. DISCUSSION

6.1 Background

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

The key dates and activities for the IDP review process form part of the integrated SDF / IDP / Budget Time Schedule adopted by the Council in August 2024 to guide the planning, drafting and review of the 3rd review of the 5th Generation IDP 2022 – 2027.

The key activities stipulated in the table below were followed in accordance with the adopted SDF / IDP / Budget Time Schedule:

Date	Action(s)
August 2024	<p>The Executive Mayor and Mayoral Committee recommend that SDF/IDP/Budget Time Schedule / Process Plan (at least 10 months before the start of the budget year) be approved by the Council.</p> <p>The SDF / IDP / Budget Time Schedule were adopted by the Council on 23 August 2024.</p>
September 2024 – December 2024	<p>The IDP public participation period was open from 09 - 30 September 2024.</p> <p>The area-based IDP public participation open days were held from 10 – 16 September 2024.</p> <p>The IDP stakeholder engagement was held on 25 September 2024, attended by various stakeholders and role-players.</p> <p>On the municipal website, an electronic submission form has been created for the community and stakeholders to submit feedback and input on community needs. This website link (URL) was shared on Facebook, X, WhatsApp, and through the Stellenbosch Citizen App.</p> <p>Hard copies of the “Have Your Say” submission forms were also made available at all libraries and ward offices.</p> <p>On 22 November and 02 December 2024, all-ward councillor sessions were held to reprioritise the ward priorities for 2022 - 2027, with the community input as baseline information.</p>
January 2025 - February 2025	<p>Departmental sessions were held to review the IDP deliverables and targets for the 3rd review of the 5th Generation IDP 2022 – 2027.</p> <p>MayCo and Management had a strategic session on 17 January 2025 to consider the external and internal analysis and strategies around the 5-year development priorities and operational strategies (programmes / projects / activities and actions).</p>
March 2025 - May 2025	<p>MayCo and Council to consider the draft 3rd review of the 5th Generation IDP 2022 – 2027 to obtain public input and comments.</p> <p>The IDP and Budget public participation period to be conducted in April 2025.</p> <p>Consultation and refinement of the IDP and Budget documents.</p> <p>Adoption of the final IDP, Budget, Tariffs, and budget-related policies by Council in May 2025.</p> <p>Submit the adopted IDP to the Provincial Government and other role-players.</p>

6.2 Financial Implications

There are no financial implications beyond that which was approved in the 2024/25 MTREF Budget.

6.3 Legal Implications

The recommendations in this report comply with all applicable legislation.

Section 25(1):

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

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

Section 26:

An integrated development plan must reflect—

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

Section 34:

“Annual review and amendment of the integrated development plan

A municipal council-

(a) must review its integrated development plan-

(i) annually in accordance with an assessment of its performance

measurements in terms of Section 41; and

(ii) to the extent that changing circumstances so demand; and

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

Section 35(1):

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

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

Section 36:

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

The 4th review of the 5th Generation IDP 2022 – 2027 will be consulted and drafted during the 2025/26 financial year.

6.4 Staff Implications

This report has no additional staff implications for the municipality.

6.5 Risk Implication

This report has no direct risk implications for the municipality.

6.6 Previous / Relevant Council Resolutions

None.

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

ANNEXURES

Annexure A: The draft 3rd review of the 5th Generation IDP 2022 – 2027.

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 – 808 8025
E-MAIL ADDRESS	geraldine.mettler@ Stellenbosch.gov.za
REPORT DATE	03 March 2025

ANNEXURE A



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

5th GENERATION INTEGRATED DEVELOPMENT PLAN (IDP) 2022 – 2027

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

**Draft 3rd Review
March 2025**



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY



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Contents Revisions

Section	Revisions made during the review process
List of Acronyms	Reviewed
Foreword by the Executive Mayor	The Foreword of the Executive Mayor was replaced to take into account changes in the social, political, and economic conditions.
Overview by the Municipal Manager	The Foreword of the Municipal Manager was replaced to take into account changes in the social, political, and economic conditions.
Chapter 1: Governance and Institutional Arrangements	Chapter 1 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 2: State of the Greater Stellenbosch Area	Chapter 2 was reviewed and updated with figures from the 2024 MERO, SEP reports and 2022 SA Statistics.
Chapter 3: Strategic Policy Context	Chapter 3 was reviewed and updated. The pre-determined objectives for the Strategic Focus Area (SFA) were corrected.
Chapter 4: Spatial Development Framework	Chapter 4 was reviewed and updated to encapsulate the outcome of the review of the Spatial Development Framework.
Chapter 5: Performance Summary of the 5 th Generation IDP 2022 - 2027	Chapter 5 was reviewed to reflect on the performance of the implementation plans of the 5 th Generation IDP 2022 -2027.
Chapter 6: One Plan: Service Delivery, Budget, Programmes and Projects	Chapter 6 was reviewed and updated. The agricultural interventions have been updated to indicate the progress to date.
Chapter 7: Sector Plans and Implementation	<p>Chapter 7 was reviewed and updated. The sector plans were reviewed by the departments and updated to be aligned with newly adopted sector plans. Information on the revised Safety Plan and Disaster Management Plan has been included.</p> <p>The IDP deliverables and targets on the implementation plans have been adjusted taking into account changes in the social, political, and economic conditions.</p>
Chapter 8: Council Term Projects 2022 – 2027	Chapter 8 was reviewed and updated. The IDP deliverables and targets on the Mayoral and Mayoral Portfolio implementation plans have been adjusted taking into account changes in the social, political, and economic conditions.
Chapter 9: Public Interest and Expression of Needs	Chapter 9 was reviewed and updated with the latest public participation statistics and revised ward priorities for 2022 – 2027.
Chapter 10: Financial Plan	Chapter 10 of the draft 3 rd review of the 5 th Generation IDP 2022 – 2027, is attached as an Annexure to the draft Budget 2025/26 – 2027/28, and should be read in conjunction with the draft 3 rd review of the 5 th Generation IDP 2022 – 2027.
Chapter 11: Organisational Scorecard (5-YEARS)	Chapter 11 was reviewed and updated where necessary considering the municipality's changing circumstances.
Chapter 12: Implementation, Monitoring and Review (1-YEAR)	Chapter 12 was reviewed and updated where necessary considering the municipality's changing circumstances.



List of Abbreviations and Acronyms

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



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



Integrated Development Plan for 2022 – 2027

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

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

The Integrated Development Plan –

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



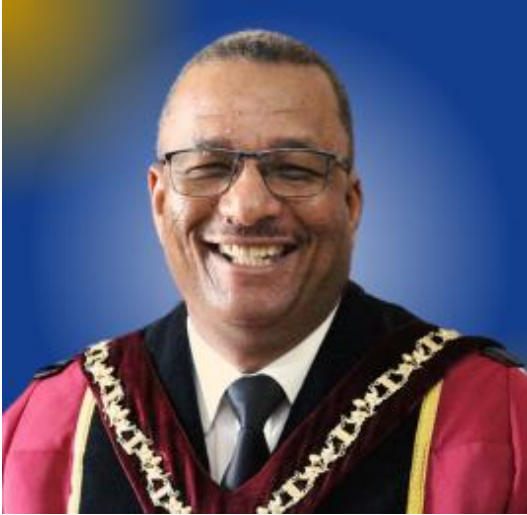
STRATEGIC OVERVIEW

Vision, Mission, and Values





FOREWORD BY THE EXECUTIVE MAYOR



Cllr Jeremy Fasser
Executive Mayor

It is an honour to serve as the Executive Mayor of Stellenbosch Municipality—an extraordinary place made beautiful not only by its stunning natural landscape but also by the people who live and work here. Our love for the community, our diversity, our ability to work together, and our will to succeed are what set us apart. As we embark on the 3rd review of the 5th Generation Integrated Development Plan (IDP), we stand at the threshold of a new era—one that builds on past achievements while forging a future of progress, inclusivity, and resilience..

The IDP remains our roadmap, a guiding document that aligns our vision with the aspirations of our residents. It is through this plan that we identify our priorities, allocate resources, and ensure that our municipality continues to grow sustainably. The needs of our residents are at the heart of this process, and public participation remains a cornerstone of our planning. I encourage all residents,

businesses, and stakeholders to engage meaningfully in this process, as your input shapes the future of Stellenbosch and its surrounding communities.

Despite the challenges of recent years, our municipality has remained steadfast in delivering high-quality services, fostering economic growth, and maintaining good governance. Our commitment to transparency, accountability, and financial prudence remains unwavering. As we navigate new challenges, we do so with a focus on innovation and opportunity—ensuring that Stellenbosch remains a beacon of excellence in local government.

Housing, infrastructure development, economic empowerment, and sustainable energy solutions continue to be top priorities. We are committed to creating an enabling environment where businesses can thrive, job opportunities can expand, and all residents can benefit from a municipality that is well-run, inclusive, and future-focused. Our plans for energy co-generation, investment in public infrastructure, and support for local enterprises reflect our proactive approach to addressing both current and future needs.

This IDP review is not just a policy document—it is a reflection of our collective aspirations and our determination to build a better tomorrow. I extend my gratitude to the Deputy Mayor, the Mayoral Committee, our councillors, the Municipal Manager, and the dedicated officials who work tirelessly to bring this vision to life. Together, we will continue to make Stellenbosch a place of opportunity and innovation.

I invite all residents to join us on this journey, to engage with the process, and to help shape the future of this municipality we proudly call home. This invitation extends to all residents, regardless of whether they operate a small shop in Cloetesville or a large company in Technopark. Whether you are retired in Franschhoek or a young entrepreneur in Dorp Street just starting out. Whether you run a business in Kayamandi or work from home in Kylemore, engage with this document and have your say.

CLLR JEREMY FASSER
EXECUTIVE MAYOR



OVERVIEW BY THE MUNICIPAL MANAGER



Geraldine Mettler
Municipal Manager

Stellenbosch Municipality remains steadfast in its commitment to sound governance, financial sustainability, and service excellence. As we embark on the third review of our 5th Generation Integrated Development Plan (IDP), we reaffirm our dedication to strategic, community-driven planning that ensures inclusive and sustainable growth for our municipality.

Our strong financial position is the result of prudent financial management, effective revenue collection, and transparent governance. We express our sincere appreciation to our ratepayers, consumers, and all stakeholders who continue to meet their financial obligations, enabling us to provide essential services and invest in critical infrastructure. However, we remain aware of the challenges that could impact revenue streams, including water losses, illegal connections, escalating

Eskom tariffs, load shedding, and broader national economic uncertainties. We are committed to mitigating these risks through robust financial controls, innovative solutions, and proactive planning.

The IDP serves as our guiding framework, aligning municipal priorities with community needs and available resources. It shapes our Medium-Term Revenue and Expenditure Framework (MTREF) and ensures that our financial and service delivery commitments remain sustainable and effective. Public participation is central to this process, and we continue to enhance avenues for community engagement. Through digital platforms, social media, email, WhatsApp, public meetings, and direct consultations, we empower residents to actively contribute to the decision-making process. Please make use of any of the available avenues to have your say.

Key strategic priorities in this IDP review include:

- ✦ Advancing e-governance and smart city initiatives;
- ✦ Upgrading bulk infrastructure to support economic development;
- ✦ Maintenance of existing bulk and road infrastructure;
- ✦ Enhancing road infrastructure for safety and accessibility;
- ✦ Promoting clean and sustainable energy solutions;
- ✦ Strengthening financial sustainability through long-term planning;
- ✦ Enforcing a zero-tolerance approach to corruption;
- ✦ Expanding social and gap housing opportunities;
- ✦ Finalising and implementing the Inclusionary Housing Policy;
- ✦ Accelerating land ownership through the title deed programme;
- ✦ Driving economic development through the Adam Tas Corridor project;
- ✦ Optimising municipal planning processes to enhance efficiency;
- ✦ Establishing a dedicated land invasion response unit; and
- ✦ Expanding surveillance networks to improve safety and security.

Our achievements are a testament to the commitment of our leadership, employees, and community stakeholders. Through disciplined fiscal management, operational efficiency, and strategic partnerships, we are well-positioned to navigate challenges and seize new opportunities for development.



I extend my gratitude to Executive Mayor Jeremy Fasser, the Mayoral Committee, Councillors, Directors, municipal officials, and all stakeholders for their dedication to building a thriving and resilient Stellenbosch Municipality. As we move forward, we remain committed to fostering a municipality that is inclusive, prosperous, and responsive to the needs of all residents.

Together, we will continue to shape Stellenbosch as a place of opportunity, growth, and excellence.

It is my honour to present the third review of our 5th Generation Integrated Development Plan for positive interrogation and valued community inputs.

GERALDINE METTLER
MUNICIPAL MANAGER



CHAPTER 1:

Governance and Institutional Arrangements

1.1 Integrated Development Planning

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

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

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



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

SECTION 35(1) OF THE MSA

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



CHAPTER 5 AND SECTION 26 OF THE MSA

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

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



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

The 3rd review of the 5th Generation IDP 2022 – 2027 outlines the following chapters:

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



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

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

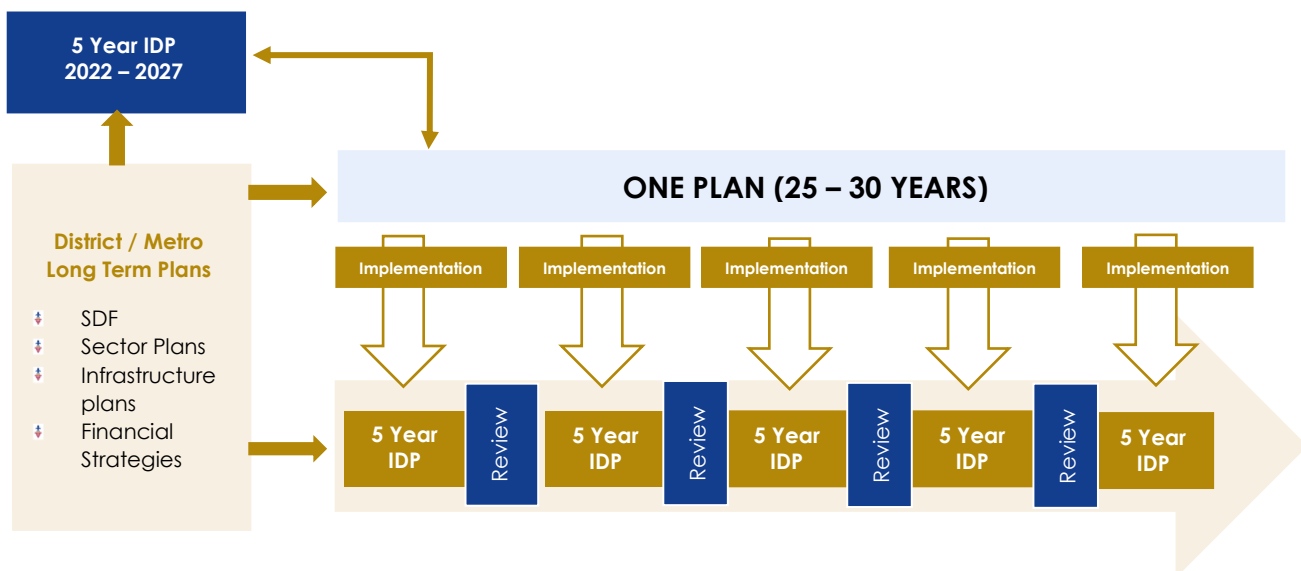
The role of the budget is to attach money to the objectives that are contained in the IDP, and the Budget gets monitored through the Service Delivery Budget Implementation Plan (SDBIP). The IDP, therefore, provides the strategic direction for the municipality, whereas the Budget should ensure the implementation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

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

1.4 Relationship between the IDP and One Plan

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

Figure 1: Relationship between One Plan and IDP





1.5 The IDP and Ward Plans

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

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

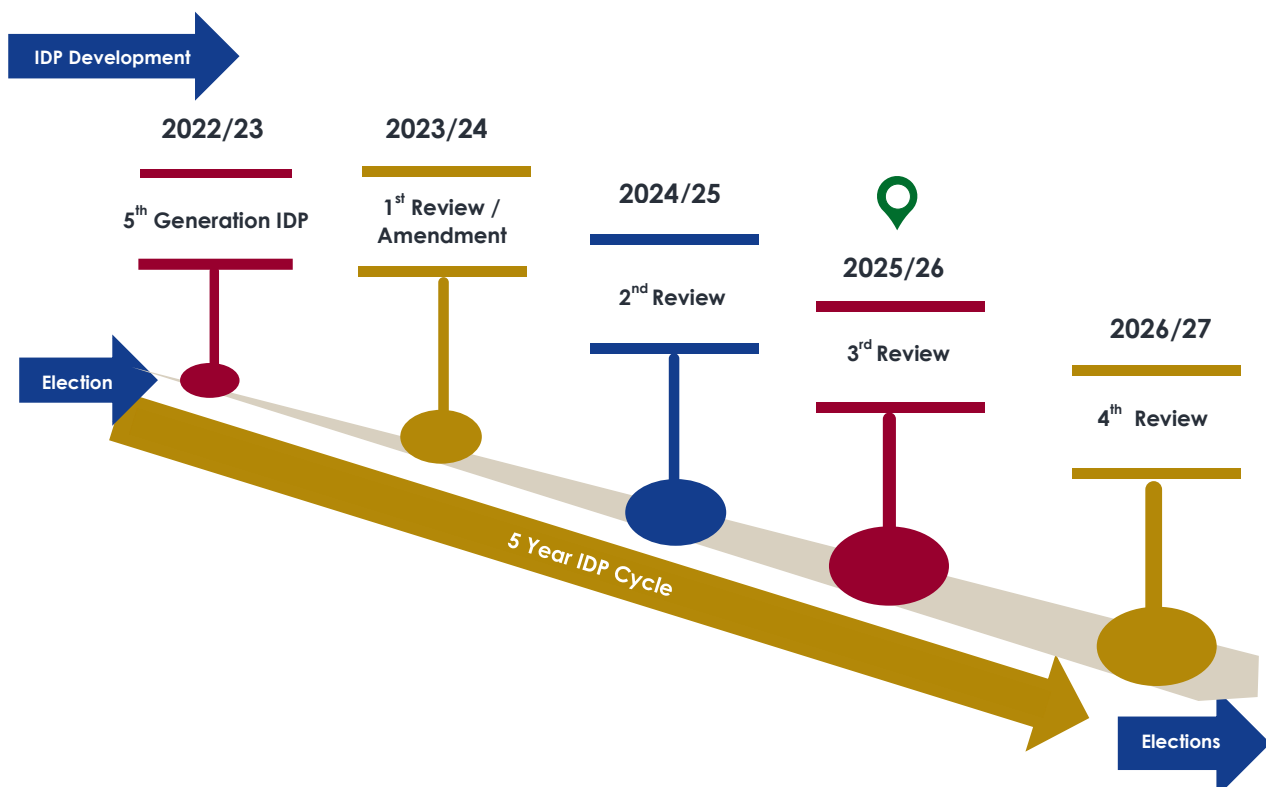
Ward plans help make sure that the IDP is more targeted and relevant to the needs of all groups, including the most vulnerable. These plans give ward committees a way to plan and carry out their roles and responsibilities in a systematic way. They are the basis for conversations between the municipality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

1.6 The IDP Planning Process (five-year cycle)

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

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

Figure 2: Five-Year IDP Development and review cycle





1.7 Review of the Integrated Development Plan

Section 34 of the MSA prescribes that a municipality -

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

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

The Stellenbosch Municipality, in collaboration with all relevant stakeholders and following the completion of the IDP public participation engagements during September and October 2024, must now review its IDP.

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

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

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

1.8 Roles and Responsibilities

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

Figure 3: Roles and Responsibilities

Executive Mayor and Municipal Council	Proportional Councillors, Ward Councillors and	Municipal Manager and Management Team
<p>In terms of the MSA and the MFMA, the Executive Mayor must:</p> <ul style="list-style-type: none"> ✦ Manage the drafting of the IDP; ✦ Assign responsibilities in this regard to the Municipal Manager; ✦ Submit the draft plan to the municipal council for adoption; and ✦ Coordinate the annual revision of the IDP and determine how the IDP is taken into account or revised for the purposes of the budget. <p>The Municipal Council</p> <ul style="list-style-type: none"> ✦ The Council is the ultimate decision-making authority. ✦ Decisions to approve or amend the municipality's IDP may not be delegated and have to be taken by the full Council. 	<ul style="list-style-type: none"> ✦ Assist with the public participation process. ✦ Assist the ward councillor (who is the chairperson) in identifying challenges and needs of residents. ✦ Provide a mechanism for discussion and negotiation between different stakeholders in the ward; ✦ Interact with other forums and organisations on matters affecting the ward; ✦ Draw up a ward plan that offers suggestions on how to improve service delivery in the particular ward; ✦ Disseminate information in the ward; and ✦ Monitor the implementation process concerning its area. 	<ul style="list-style-type: none"> ✦ Provide technical / sector expertise and information; ✦ Provide inputs related to the various planning steps; ✦ Summarise / digest / process inputs from the participation process; ✦ Discuss and comment on inputs from specialists; and ✦ Address inputs from and give feedback to the community.



1.9 Municipal Council

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

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

Table 1: Council Political Representation

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

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

Table 2: Ward Councillors and Proportional Councillors

No.	Name of Councillor	Capacity	Political Party	Ward Councillor and Proportional (PR)
1.	JS Fasser (Mr)	Executive Mayor	DA	Ward Councillor: Ward 17
2.	M Slabbert (Mr)	Deputy Executive Mayor including Planning, LED and Tourism portfolio	DA	Ward Councillor: Ward 21
3.	Q Smit (Mr)	Speaker	DA	PR
4.	A Hanekom (Mr)	Part-time	DA	PR
5.	S Schafer (Mr)	Part-time	DA	PR
6.	X Kalipa (Mr)	MayCo Member	DA	PR
7.	P Crawley (Ms)	Chief Whip	DA	PR
8.	X Mdemka (Ms)	Part - time	DA	PR
9.	N Olayi (Mr)	MayCo Member	DA	PR
10.	R Pheiffer (Mr)	MayCo Member	DA	Ward Councillor: Ward 1
11.	WC Petersen (Ms)	Part-time	DA	Ward Councillor: Ward 2
12.	C Manuel (Mr)	MayCo Member	DA	Ward Councillor: Ward 3
13.	R Adams (Mr)	Part-Time	DA	Ward Councillor: Ward 4
14.	RB van Rooyen (Mr)	Part-time	DA	Ward Councillor: Ward 5
15.	NE Mcombring (Ms)	Part-time	DA	Ward Councillor: Ward 6
16.	A Ferns (Ms)	Part-time	DA	Ward Councillor: Ward 7
17.	T Kumm (Ms)	MayCo Member	DA	Ward Councillor: Ward 8
18.	Vacant	Vacant	Vacant	Ward Councillor: Ward 9
19.	R du Toit (Ms)	MayCo Member	DA	Ward Councillor: Ward 10
20.	J Serdyn (Ms)	Part-time	DA	Ward Councillor: Ward 11
21.	E Vermeulen (Ms)	Part-time	DA	Ward Councillor: Ward 16



No.	Name of Councillor	Capacity	Political Party	Ward Councillor and Proportional (PR)
22.	J Anthony (Ald)	MayCo Member	DA	Ward Councillor: Ward 18
23.	J Williams (Mr)	MayCo Member	DA	Ward Councillor: Ward 19
24.	J Joon (Mr)	Part-time	DA	Ward Councillor: Ward 20
25.	E Groenewald (Ms)	Part-time	DA	Ward Councillor: Ward 22
26.	L Nkamisa (Mr)	MayCo Member	DA	Ward Councillor: Ward 23
27.	R Cupido (Mr)	Part-time	DA	PR
28.	S Heneke (Ms)	Part-time	DA	PR
29.	J Davids (Mr)	Part-time	ANC	PR
30.	N Ntsunguzi (Ms)	Part-time	ANC	PR
31.	MG Rataza (Mr)	Part-time	ANC	PR
32.	N Mananga – Gugushe (Ms)	Part-time	ANC	PR
33.	A Tomose (Mr)	Part-time	ANC	Ward Councillor: Ward 12
34.	M Nkopane (Ms)	Part-time	ANC	Ward Councillor: Ward 13
35.	MM Danana (Mr)	Part-time	ANC	Ward Councillor: Ward 14
36.	EP Masiminini (Mr)	Part-time	ANC	Ward Councillor: Ward 15
37.	G Petersen (Mr)	Part-time	GOOD	PR
38.	RB Hendrikse (Ms)	Part-time	GOOD	PR
39.	M van Stade (Mr)	Part-time	GOOD	PR
40.	ZR Ndalasi (Mr)	Part-time	EFF	PR
41.	NM Mkhontwana (Ms)	Part-time	EFF	PR
42.	OL Jooste (Mr)	Part-time	ACDP	PR
43.	W Pietersen (Mr)	MPAC Chairperson	PDM	PR
44.	J Andrews (Mr)	Part-time	PA	PR
45.	I De Taillefer (Ms)	Part-time	VF Plus	PR

1.10 Executive Mayor and Mayoral Committee (MayCo)

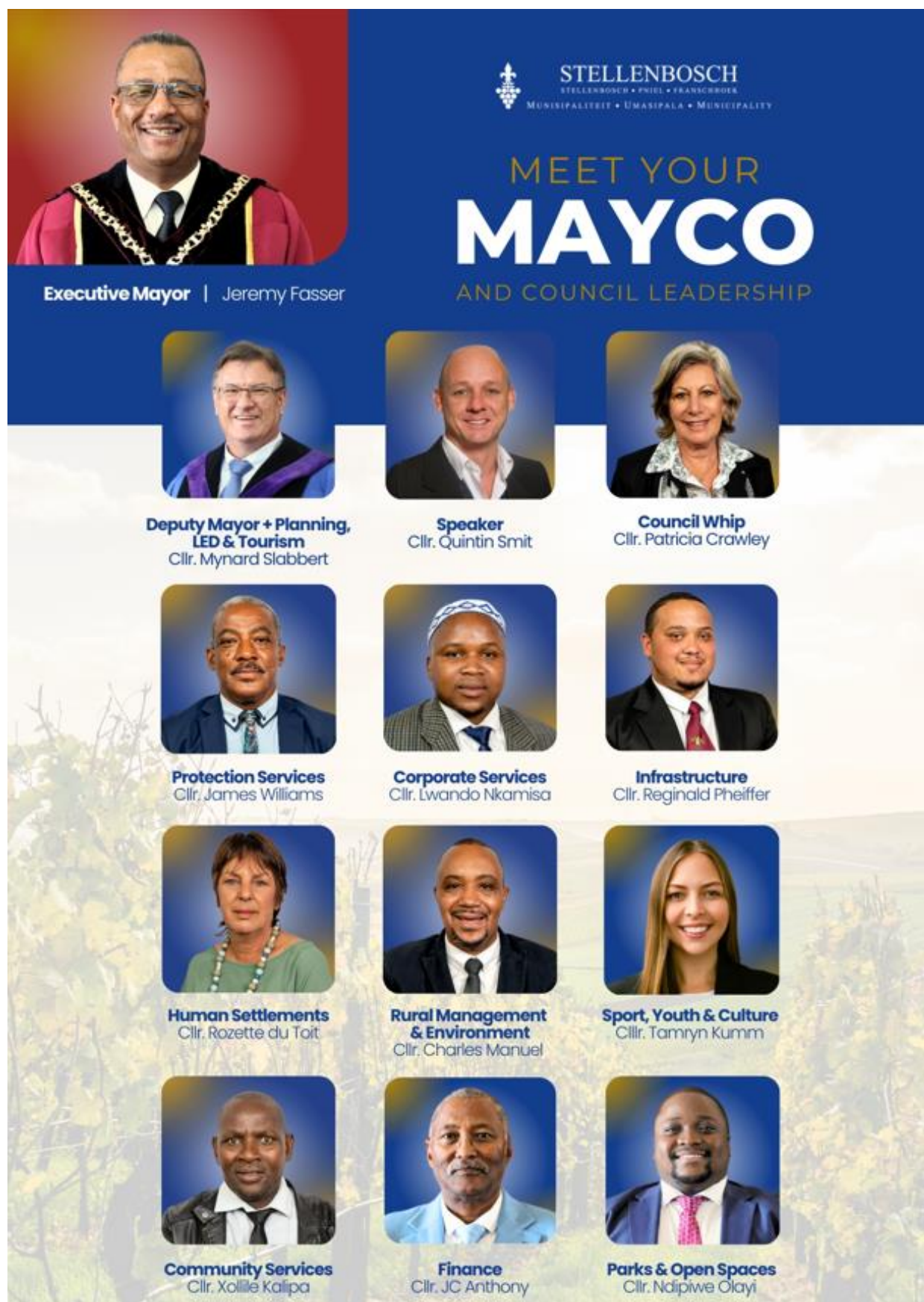
The Mayoral Committee assists the Executive Mayor of the municipality, who oversees the municipality's political executive branch. The Executive Mayor is at the centre of the system of governance since executive powers are vested in the executive mayor to oversee the day-to-day affairs. This encompasses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

Table 3: Executive Mayor and Mayoral Committee (MayCo)

Name of member	Portfolio
Cllr J Fasser	Executive Mayor
Cllr M Slabbert	Deputy Executive Mayor, including Planning, Local Economic Development and Tourism
Cllr R Pheiffer	MayCo member: Infrastructure Services
Cllr X Kalipa	MayCo member: Community Services
Cllr J Williams	MayCo member: Protection Services
Cllr L Nkamisa	MayCo member: Corporate Services
Cllr JC Anthony	MayCo member: Finance
Cllr N Olayi	MayCo member: Parks and Open Spaces
Cllr R du Toit	MayCo member: Human Settlements
Cllr C Manuel	MayCo member: Rural Management and Environment
Cllr T Kumm	MayCo member: Sport, Youth and Culture



Figure 4: Executive Mayoral Committee





1.11 The Administration

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

Figure 5: Municipal Management Team





1.12 First-Year Process Followed

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

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

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

1.13 Second-Year Process Followed

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

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

Date	Action(s)
July / August 2022	<ul style="list-style-type: none"> Approval of the Spatial Development Framework (SDF) / Integrated Development Plan (IDP) / Budget Time Schedule / Process Plan for 2023/24
September 2022 – November 2022	<ul style="list-style-type: none"> The IDP public participation period was open from 07 – 28 September 2022. The hybrid public participation meetings were held from 19 – 22 September 2022. The online stakeholder engagement was held on 27 September 2022. An electronic written submission form was created on the municipal website for the community and stakeholders to provide input into the 1st Review of the 5th Generation IDP 2022 – 2027. This website link (URL) was shared via Facebook, Twitter, WhatsApp, and the Stellenbosch Citizen App. Hard copies of the “Have Your Say” submission form were also made available at all libraries and ward offices. An all-ward councillor session was held on 7 October 2022, for the reprioritisation of ward priorities for the 2023/24 financial year taking into account the community inputs as baseline information for the reprioritisation of ward priorities.
December 2022 – February 2023	<ul style="list-style-type: none"> Departmental sessions were held to review the IDP deliverables and targets set for the period 2022 – 2027. An Indaba 2 Engagement was attended on 7 February 2023 to provide the opportunity to the municipality to engage Western Cape Government (WCG) departments on planning priorities, service delivery challenges and WCG-planned projects / programmes. Management strategic session on 15 and 16 February 2023 to consider the external and internal analysis and strategies around the 5-year development priorities and operational strategies (programmes / projects / activities and actions).
March-May 2023	<ul style="list-style-type: none"> MayCo and Council considered the draft 1st Review of the 5th Generation IDP 2022 – 2027 to obtain public input and comments. The IDP and Budget public participation period has commenced on 03 April – 25 April 2023. A virtual Stakeholder Engagement was held on 20 April 2023 to provide feedback on major projects / programmes / initiatives. The closing date for the IDP and Budget submission was 25 April 2023. Consultation and refinement of SDF, IDP and Budget documents. Adoption of final IDP, Budget, Tariffs, and budget-related policies. Submission of the adopted IDP to the Provincial Government and other role-players.

1.14 First Amendment Process Followed

The table below stipulates the key activities in preparation for the 1st Amendment of the 5th Generation IDP 2022 – 2027:

Table 6: Preparation for the 1st Amendment of the 5th Generation IDP 2022 – 2027

Date	Action(s)
August 2023 – September 2023	<ul style="list-style-type: none"> Submit the draft proposed amendments to the IDP to MayCo, taking into consideration the requirements of the Municipal Planning and Performance Management Regulations, to recommend to the Council. Submit the proposed draft IDP amendments, taking into consideration the requirements of the Municipal Planning and Performance Management Regulations, to the Council for approval for the purpose of obtaining public comment (21 days). The proposed draft IDP amendments were advertised for a period of 21 days to allow for public comment on the municipal website and local newspaper. The period for public comment on the proposed draft IDP amendments was 21 days. Submit the proposed draft IDP Amendments to the MEC, Provincial Treasury, National Treasury, and other affected organs of state within 10 working days after the Council approval. Submit the draft IDP Amendment to the District Municipality for input within 10 working days after the Council approval.
October 2023	<ul style="list-style-type: none"> Submit the final amended IDP to the Council for adoption together with the memorandum in terms of Regulation 3. The adopted IDP Amendment was published on the municipal website. An electronic and hard copy of the adopted IDP Amendment was submitted to the MEC for local government as well as Provincial Treasury, National Treasury, and District Municipality within 10 days of the adoption or amendment of the plan. A notice was published in the local newspaper to inform the public of the adoption of the amended IDP (within 14 days of the adoption of the plan) and to place hard copies in libraries and ward offices.



1.15 Third-Year Process Followed

The table below reflects the preparation for the 2nd review of the 5th Generation Integrated Development Plan 2022 – 2027 for the 2024/25 financial year.

Table 7: Preparation of the third year for the review of the 5th Generation IDP 2022 – 2027

Date	Action(s)
July / August 2023	<ul style="list-style-type: none"> Approval of the Spatial Development Framework (SDF) / Integrated Development Plan (IDP) / Budget Time Schedule / Process Plan for 2024/25
September 2023 – November 2023	<ul style="list-style-type: none"> The IDP public participation period was open from 04 September to 04 October 2023. The area-based IDP public participation open days were held from 12 September – 02 October 2023. The IDP stakeholder engagement was held on 04 October 2023. An electronic submission form was created on the municipal website for the community and stakeholders to provide their community needs and inputs. This website link (URL) was shared via Facebook, Twitter, WhatsApp, and the Stellenbosch Citizen App. Hard copies of the “Have Your Say” submission form was also made available at all libraries and ward offices. All-ward councillor sessions were facilitated from 14 to 16 November 2023, for the reprioritisation of the 2022 – 2027 ward priorities, taking into account community inputs as baseline information for the reprioritisation of ward priorities.
December 2023 – February 2024	<ul style="list-style-type: none"> Departmental sessions were held to review the IDP deliverables and targets for the 2nd Review of the 5th Generation IDP 2022 – 2027. MayCo and Management had a strategic session on 12 January 2024 to consider the external and internal analysis and strategies around the 5-year development priorities and operational strategies (programmes / projects / activities and actions).
March-May 2024	<ul style="list-style-type: none"> MayCo and Council to consider the draft 2nd Review of the 5th Generation IDP 2022 – 2027 to obtain public input and comments. The IDP and Budget public participation period was conducted from 02 April – 23 April 2024. A Stakeholder Engagement was held on 16 April 2024. The Provincial SIME Engagement took place on 03 May 2024. Consultation and refinement of the IDP and Budget documents. Adoption of the final IDP, Budget, Tariffs, and budget-related policies by the Council in May 2024. Submission of the adopted IDP to the Provincial Government and other role-players.

1.16 Fourth - Year Process Followed

The table below reflects the preparation for the draft 3rd review of the 5th Generation Integrated Development Plan 2022 – 2027 for the 2025/26 financial year.

Table 8: Preparation of the fourth year for the review of the 5th Generation IDP 2022 – 2027

Date	Action(s)
August 2024	<ul style="list-style-type: none"> The Executive Mayor and Mayoral Committee recommend that SDF/IDP/Budget Time Schedule / Process Plan (at least 10 months before the start of the budget year) be approved by the Council. The SDF / IDP / Budget Time Schedule were adopted by the Council on 23 August 2024.
September 2024 – December 2024	<ul style="list-style-type: none"> The IDP public participation period was open from 09 - 30 September 2024. The area-based IDP public participation open days were held from 10 – 16 September 2024. The IDP stakeholder engagement was held on 25 September 2024, attended by various stakeholders and role-players. On the municipal website, an electronic submission form has been created for the community and stakeholders to submit feedback and input on community needs. This website link (URL) was shared on Facebook, X, WhatsApp, and through the Stellenbosch Citizen App. Hard copies of the “Have Your Say” submission form were also made available at all libraries and ward offices. On 22 November and 02 December 2024, all-ward councillor sessions were held to reprioritise the ward priorities for 2022 - 2027, with the community input as baseline information.



Date	Action(s)
January 2025 - February 2025	<ul style="list-style-type: none"> Departmental sessions were held to review the IDP deliverables and targets for the 3rd review of the 5th Generation IDP 2022 – 2027. MayCo and Management had a strategic session on 17 January 2025 to consider the external and internal analysis and strategies around the 5-year development priorities and operational strategies (programmes / projects / activities and actions).
March 2025 - May 2025	<ul style="list-style-type: none"> MayCo and Council to consider the draft 3rd review of the 5th Generation IDP 2022 – 2027 to obtain public input and comments. The IDP and Budget public participation period to be conducted in April 2025. Consultation and refinement of the IDP and Budget documents. Adoption of the final IDP, Budget, Tariffs, and budget-related policies by the Council in May 2025. Submit the adopted IDP to the Provincial Government and other role-players.

1.17 Corporate Governance

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

1.18 Risk Management

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

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

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

- R** | **01** Availability and cost of electricity
- I** | **02** Increase risk and land invasion
- S** | **03** Economic downturn due to civil unrest and crime
- K** | **04** Climate Change
- S** | **05** Scarcity of Landfill Space



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

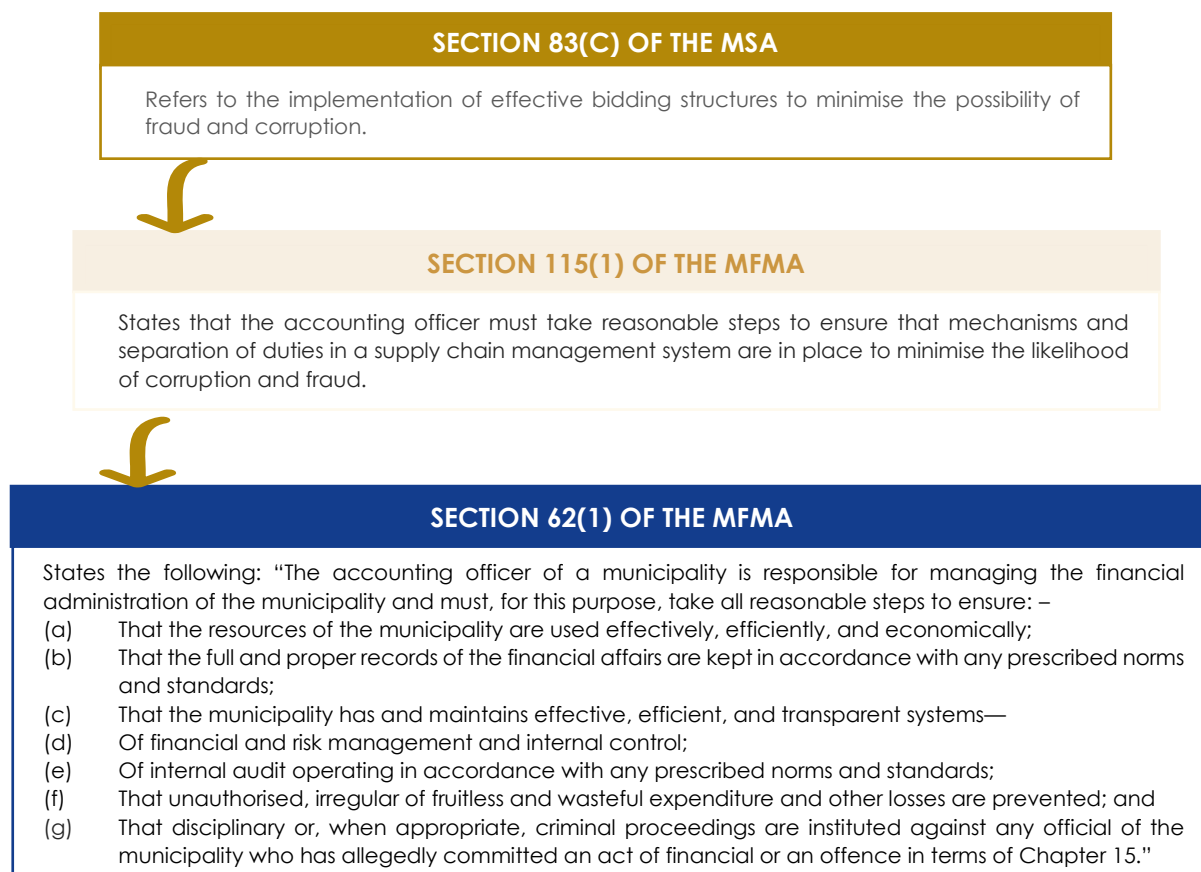
Table 9: Risk and IDP Alignment

Strategic Risks						
Risk Item	Risk Description	Risk Background	Strategic Focus Areas	Impact Rating	Likelihood Ratings	Directorate
1	Availability and cost of electricity	Continuous and persistent load shedding; sustainability of the national power supplier	Green and Sustainable Valley Dignified Living	10	10	Directorate: Infrastructure Services
2	Increased risk of land invasion	Legal precedents are set under the disaster management declaration, limiting the municipal scope to evict. Illegal invasions and land grabs. Compromising housing development and housing opportunities	Dignified Living Safe Valley Good Governance and Compliance	9	10	All Directorates
3	Economic downturn due to civil unrest, crime, and continuous load-shedding	Increase in criminal activities, civil unrest, and reputational risk due to the perceived increase in the said activities. The impact of prolonged load shedding - not sufficient light at night as streetlights, CCTV cameras, and traffic lights are not functioning—can lead to more criminal activities.	Safe Valley Dignified Living	10	8	Directorate: Community and Protection Services
4	Climate Change	Changing weather patterns, unpredictable rainfall, flash floods, drought natural disasters, fires (seasonal and other).	Green and Sustainable Valley Safe Valley	10	8	Office of the Municipal Manager
5	Scarcity of landfill space	Unavailability of suitable land; costs of SLAs and alternative waste disposal; legislative requirements, i.e., EIA applications and approvals, etc.	Green and Sustainable Valley	8	8	Directorate: Infrastructure Services
6	Increase in community unrest since the growth in demand for housing exceeds the resources available for development	Lack of bulk infrastructure, lack of identified and suitable land, unrealistic eviction judgements, housing backlogs, and migration.	Dignified Living Safe Valley	8	8	Directorate: Community and Protection Services
Operational Risks						
1	Timeous Capital Spending	A steady increase in budget allocation; growing population and demand for services; demand management.	Good Governance and Compliance	10	4	Directorate: Financial Services
2	Insufficient burial space in the greater Stellenbosch	Planning and funding; land availability. Insufficient funding.	Dignified Living	8	8	Directorate: Community and Protection Services



Strategic Risks						
Risk Item	Risk Description	Risk Background	Strategic Focus Areas	Impact Rating	Likelihood Ratings	Directorate
3	Water Security	* Lack of a sustainable source of water * Growing population - population and new development growth * Inadequate infrastructure systems * Polluted natural water sources * Dependency on external sources (CoC) * Limited water supply in region * Limited	Dignified Living	8	5	Directorate: Financial Services
4	High Vacancy Rate	A skilled and capable workforce is necessary to support growth objectives, and quality and timeous service delivery need to be provided by all departments.	Good Governance and Compliance	8	4	Directorate: Corporate Services
5	Material misstatements in the AFS that constitute noncompliance with Section 122 of the MFMA. System errors, transactions and events not recognised as they occur and accordingly nor recorded in the financial period it	Material misstatements in the AFS that constitute noncompliance with Section 122 of the MFMA. System errors, transactions, and events are not recognised as they occur and accordingly are not recorded in the financial period they occurred.	Good Governance and Compliance	6	4	Office of the Municipal Manager

1.19 Anti-Corruption and Anti-Fraud





1.20 Audit and Performance Audit Committee (APAC)

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

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

Table 10: Members of the Audit Committee

Name of representative	Capacity
Linda C Nene (Mr)	Chairperson
Len Mortimer (Mr)	Member
Reyhana Gani (Ms)	Member
Mervyn Burton (Mr)	Member

1.21 Ward Committees

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

Figure 6: Main duties of the Ward Committee

Advisory Role	Representative	Communication	Participation
<p>Advises council on matters affecting the ward</p> <p>Assists the councillor with consultation and report-back to the community</p>	<p>Represents the people in the ward and is elected by the community</p> <p>Community representatives in a local municipal ward / metro municipality</p>	<p>Ensures good communication between council and community</p> <p>Is independent of the council and must be impartial</p>	<p>Ensures better participation from the community to inform council decisions</p>

1.22 Stakeholders

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



all spheres of government in the setting of priorities, resource allocation, and development planning. The demonstration of the importance of partnerships for the municipality is illustrated in the table below.

Table 11: Key Stakeholders

Name of Partner	Purpose of MOU / MOA
@ Heart	The @heart partnership is a long-standing relationship built on experience with youth work and HCT testing from a municipal facility.
City of Cape Town and Drakenstein Municipality	Partnership through the Greater Cape Metro Regional Spatial Implementation Framework has been initiated to improve coordination around the development of the Klapmuts area.
Community structures (Forums, ECD centres, religious fraternities, etc.)	Aim to promote and implement: <ul style="list-style-type: none"> platforms to share knowledge; disaster risk reduction initiatives; community safety programmes; and campaigns to promote safe resilient sustainable communities.
CSIR (Council of Scientific and Industrial Research)	A partnership aimed at multidisciplinary research and development by supporting innovation in Stellenbosch.
Department of Education	Aims to promote a culture of prevention, preparedness, and resilience at all levels through knowledge, innovation, and education.
Department Social Development, DCAS, Cape Winelands District Municipality	Joint implementation of programmes focusing on common issues within WC024.
Disaster Management Advisory Forum	An advisory forum on all safety issues as well as remedial measures implemented to address and alleviate and / or minimise risks.
Executive Mayor and Rector Forum	A partnership with the University of Stellenbosch to ensure aligned development planning and that the municipality draws from the University's expertise and resources.
Memorandum of Cooperation between the Stellenbosch Municipality and Stellenbosch University (SU)	Cooperation in terms of closed-circuit television in the interest of the security of the town and the campus with a view to a crime-free university town.
Genius of Space	This initiative developed from and forms part of the Western Cape 110% Green Initiative. The Biomimicry Genius of Space project is a registered flagship project of 110% Green. This initiative combines two priorities of the Western Cape Government – the Berg River and the Green Economy – to find an innovative solution to water pollution in the Berg River.
Green Cape	The Green Cape partnership represents cooperation with the Province's 110% green initiatives, focusing on alternative waste management initiatives and energy efficiency.
HeartFlow	Helping people on the fringes of society. Provide paper coupons that can be exchanged for a stay-at-the-night shelter, a blanket, or a meal. The programme was extended to include an electronic app through which said coupons can be bought to benefit people who are homeless.
ICLEI (International Council for Local Environmental Initiatives)	A partnership between the City of Cape Town, ECLEI and Stellenbosch Municipality to discuss developments in Transport, Waste and Electricity Generation, towards ensuring sustainability.
IMESA (Institute for Municipal Engineers South Africa)	A partnership with IMESA aimed at strengthening knowledge and capacity related to municipal infrastructure and service delivery.
Infrastructure Innovation Committee (IIC)	A partnership with Stellenbosch University and other stakeholders aimed at exploring sustainable and innovative infrastructure provisions to meet the needs of the municipality and achieve future sustainability.
Integrated Development Committee (IDC)	A partnership with Stellenbosch University and other stakeholders aimed at exploring spatial and urban planning possibilities for Stellenbosch to meet the needs of the municipality and University.
IPC (Integrated Planning Committee)	The Integrated Planning Committee is a working group between the City of Cape Town, Stellenbosch, Saldanha Bay, Overstrand, Theewaterskloof, and Drakenstein Municipality that discusses all transport-related matters to effectively promote regional planning.
Landfill Monitoring Committee	A partnership with the Devon Valley residents, whereby residents monitor the Stellenbosch landfill site.



Name of Partner	Purpose of MOU / MOA
LTAB (Land Transport Advisory Board)	A partnership was formed between political leaders to discuss Land Transport related matters that affect transport in the area.
NMT (Non-motorised Transport) Working Group	A working group that discusses all Non-Motorised Transport matters in the Stellenbosch area. The group consists of NMT users, officials, representatives from the University and the disabled fraternity.
Provincial Disaster Management Centre, Cape Winelands District Municipal Disaster Management Centre	Aims to promote the development, implementation, and maintenance of effective services within its area of jurisdiction.
Provincial Waste Management Officer's Forum	Quarterly Meetings (All designated Waste Management Officers of Western Cape engage with the Provincial Government's Waste Management Department (DEA&DP on issues relating to policy, best practice, etc.).
Ranyaka	Sustainable and integrated solutions to the challenges facing towns, neighbourhoods, and communities.
Roads Safety Management	Assisting with schools and education, special projects, e.g. Learners' license classes.
Safety Forum	An advisory forum to the Executive Mayor on all safety issues as well as remedial measures implemented to address and alleviate threats.
SALGA Municipal Benchmarking Committee	A partnership aimed at improving efficiency and effectiveness through comparative process benchmarking, peer-to-peer operational knowledge sharing, and interactive performance improvements.
SCORE	Youth Sports Development at the Indoor Sports Centre, Franschhoek.
Stellenbosch Alternate Energy Research	A joint working relationship is being launched among the University of Stellenbosch, the Council for Scientific and Industrial Research, the Western Cape Government, and the municipality to investigate the generation of alternate electricity to combat load shedding from Eskom.
Visit Stellenbosch	A partnership with the umbrella tourism body for the Greater Stellenbosch area aimed at growing and sustaining the municipality's tourism industry and broadening tourism-related benefits.
Social Housing Regulatory Authority (SHRA)	An informal working partnership on promoting and implementing Social Housing within the Stellenbosch Municipal area.
Stellenbosch and Gotland Municipality Partnership	A partnership with Gotland municipality focusing on programmes in local economic development.
Stellenbosch Heritage Foundation	The initiative is aimed at providing support to the municipality on the interactive website of the Heritage Foundation and assisting with the compilation of the heritage inventory.
Stellenbosch Infrastructure Task Team (SITT)	A partnership with the University of Stellenbosch and other stakeholders aimed at exploring sustainable infrastructure provision to meet the needs of the municipality.
Stellenbosch Night Shelter	A partnership to enable appropriate management of the municipal night shelter.
Stellenbosch River Collaborative Steering Committee	A partnership was formed between various role-players to improve the water quality in the Eerste River catchment, with the focus being on the Plankenbrug River.
Mobility Forum and NMT Working Group	A Mobility Forum and NMT Working Group were established to discuss transport-related matters that affect Stellenbosch, including all relevant governmental institutions and other role-players.
University of Stellenbosch – Student Representative Council	A partnership with the University, whereby students provide: <ul style="list-style-type: none"> 🚶 relief aid (clothing, food); 🚶 placement of students to assist during incidents/disasters; and 🚶 awareness programmes.
University of Stellenbosch – Department of Geography and Environmental Studies	A partnership with the University and other stakeholders focusing on strengthening community-based risk assessment capabilities in disaster-prone areas.
University of Stellenbosch – Maties Sport: Community Interaction	A partnership striving for excellence in meeting the needs of the youth through innovative and sustainable programmes to disseminate information on risk avoidance, hazards and their effects, and preventative activities.
Western Cape Planning Heads Forum	A partnership with all local municipalities within the Western Cape and the Western Cape Government Department of Environmental Affairs and Development Planning is aimed at the sharing of best practices and improving coordination on matters related to the Spatial Planning and Land Use Management sector.
Western Cape Government Department of Environmental Affairs and Development Planning.	A partnership around the implementation of the Adam Tas Corridor Catalytic initiative.



Name of Partner	Purpose of MOU / MOA
Western Cape Government Department of Environmental Affairs and Development Planning.	A Partnership around the development of an Inclusionary Housing Policy Framework for Stellenbosch Municipality.
Western Cape Government Department of Environmental Affairs and Development Planning.	A partnership through the Greater Cape Metro Regional Spatial Implementation Framework has been initiated to improve coordination around the development of the Klapmuts area.
Western Cape Department of Public Works, Roads, and Transport	As part of the Provincial Sustainable Transport Programme (PSTP), the Western Cape Department of Public Works, Roads, and Transport identified Stellenbosch as a priority municipality for the development of a sustainable transport system. The emphasis will be on the development of a public transport system and the development of infrastructure to improve non-motorised transport.
Western Cape Recycling Action Group Forum	Quarterly meetings (meetings involving the private sector, industries, and government in terms of waste minimisation initiatives).
WOF (Working on Fire)	A partnership aimed at promoting capacity building through various programmes helps to develop social cohesion.



CHAPTER 2:

State of the Greater Stellenbosch Area

2.1 Introduction

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

This convergence of environmental resources, scenic quality and business opportunities has two other mutually reinforcing spin-offs: The largest number of JSE-listed companies based in any small South African town have their headquarters in Stellenbosch and the town is home to a disproportionately high number of corporate CEOs and executives, which in turn means that it can sustain a comparatively high level of economic activity and consumer services for a town of its size. This results in other benefits throughout the value-add chain and for employment. The municipal area covers approximately 900 km². The municipality's area of jurisdiction includes the towns of Stellenbosch and Franschhoek, as well as several rural hamlets such as Wemmershoek, La Motte, De Novo, Kylemore, Pniël, Johannesdal, Lanquedoc, Groot Drakenstein, Muldersvlei, Klapmuts, Elsenburg, Raithby, Jamestown, Koelenhof and Vloffenburg (most with a population of less than 5 000). Apart from formal settlement areas, the municipal area also includes several informal settlements. Franschhoek, known as the "French Corner," is celebrated for its exceptional culinary scene, offering a delectable fusion of French and South African flavours. It is a favourite among local and international tourists. Due to recent developments, Klapmuts is considered a regional growth node thanks to its regional connectivity.

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

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

2.2 Ward Demarcation

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

Table 12: Municipal ward demarcation

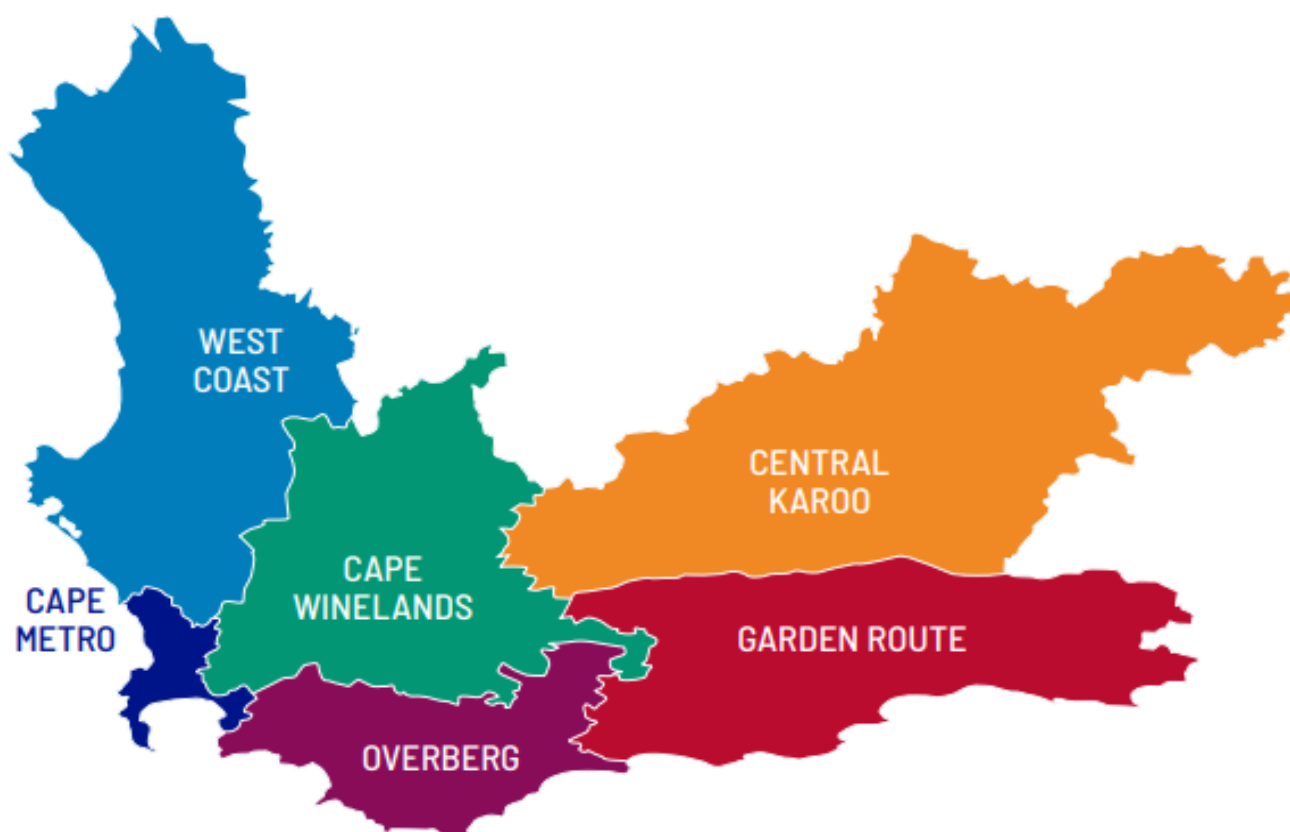
Ward	Areas
1	Mooiwater, Franschhoek Town and Surrounding Farms
2	Langrug, La Motte, Dennegeur, Groendal
3	Lanquedoc, Wemmershoek to La Motte Wine Farm and Leopards Leap Wine Farm
4	Kylemore, Johannesdal, Pniël and Surrounding Farms
5	Ida's Valley (Hillside Village, La Gratitude Park (Kreefgat), The Ridge, La Roche, Lindida, Bloekomlaan(Moses / Martin) Lindley)
6	On the corner of Moffat Street to the end of Lelie Street, the Corner of Moffat Street to Rustenburg Road, Desch Street to Rustenburg Road, Moffat Street, Hahn Street, Weber Street, Tindell Street, Juffernbruch Street, Kahler Street, Luckhoff Street, Erasmussmith Street, Baker Street, Desch Street, Lelie Street, Protea Street to Erasmus Smith Street, Botmanskop Way, Dahlia Street, Speler Street, Rustenburg road of the corner of Helshoogte Road to Lelie Street; Glenelly Estate in Lelie Street; Helderfontein in Helshoogte Road; Nietvoorbij on R44; Blue Jay/ Timberlea Trust Farm on R44; Kloofbosch on R44; Babin Farm on R44; Morgenhoff Wine Estate on R44; Remhoogte on R44; Groenhof on R44; Muratie Wine Estate on R44; Delheim Wine Estate on R44; Kanonkop on R44; Uitkyk on R44; Warrick on R44; Lievland on R44
7	Mostertsdraif, Karindal, Rozendal, Uniepark, Simonswyk and Universiteitsoord
8	Stellenbosch University campus and university residence area; Coetzenburg, (partially); Koloniesland
9	Stellenbosch CBD, Part of the US campus (residential areas within both these areas), the Southern border is the Eerste River, the Northern border is Merriman Street, the Eastern border is Die Laan and the Western border is Bird Street
10	Tennantville, Lakay Street, Titus Street, Langsuid Street up to Lakay Street, Tennant Street, Lapan Street, Bell Street, Bird Street, La Colline (Dr Malan Street, Dan Pienaar Street, Paul Roos Street, Tobruk Park, Irene Park, La Colline Road, Conde Street, Taylor Street, Mount Albert Street), Kromrivier Road, Jan Celliers Street, Hammanhand, Ds Botha Street, Voorplein Street, Bird Street, Langenhoven Street, Du Toit Station, Ryneveld Street, Karee Street, Oliehout Street, Banghoek Road, Academia, Bosman Street, Smuts Road, Joubert Street, De Beer Road, De Villiers Road from Ryneveld Street to Cluver Road on the left-hand side
11	Boundaries of the ward are: Kridge Road, Herte Street, Skone Uitsig Road onto Alexander Street onto Du Toit Street toward Merriman Avenue towards Adam Tas Road onto George Blake Street, Mark Street, Distillery Road, Santhagen Road, Swawel Avenue, Kanarie Road, Tarentaal Road, Bokmakierie Road, Fisant Road, Devon Valley Road, Kiewiet Road, Dagbreek Road, Pelikaan Street, Patrys Road, Hammerkop Road, Loerie Road, Muldersvlei Landgoed, and all areas in Onder Papegaaiberg and businesses
12	Kayamandi: Zone A George Blake Street, Chris Hani Drive, 10 th and 13 th Street, School Crescent, Snake Valley, Enkanini, Watergang, Watergang TRA 2 and Watergang Informal Settlements
13	Kayamandi: Zone A Masithandane Street, Zone J, Red Bricks, Zone K and L, Hostels, Dairy and University Hostels, Old Bricks Houses Red Roofs, Zwelitsha, Costaland
14	Kayamandi: Zone P, I, F, D and O, Costaland, Marikana, Watergang TRA 1, Smarties (Mgabadel Street), Monde Crescent
15	Kayamandi: Zone M, N, O, 4 th and 5 th Avenue, 10 th , 12 th and 14 th Street, Long Street, Retreat Street, Forest Drive
16	The borders are Tenant Road, Long Street, Crombi Road to the end of Gabriels Road. Asalea Road, 2 nd Road, Noble Road, Bailey Road, Eike Street, Curry Street, Hoop Road, Pansy Road, West Road, Laai Road, Anthony Road, Carriem Road, Archilles Road, Bergstedt Road, Davidse Road, Cupido Road, Pearce Road, Robyn Road, Gonzalves Road, Hercules Road, Chippendale Road, Afrika Road, Arnolds Road, September Road, Jakaranda Street, Short Road, Quarry Road, Middle Road, Primrose Street, Pine (Bo en Onder), North End, Vredelust, Gemsbok, Daffodil Single, Steps, Sylvia Street, Eiland Street, Last Street (White City), Frikkadel Dorp, September Street
17	A part of Cloetessville (Lakay Road towards Langstraat – Suid Road, Kloof Street, Fir Street, Fontein Road, Williams R towards Gabriels Road towards February Road, Valentyn Road, Pool Road, Raziet Road, Ortell Road, Rhode Road, King Road, Hine Road, Hendrikse Road, Rhode Road), as well as Welgevonden, Green Oaks, Stellita Park, Weltevrede, Welgevonden Estate (Red Oak Road, Belladonna Street, Wildeklawer Welgevonden Boulevard, Olive Road, Sonnedou Road, Mountain Silver Road, Silver Oak Road, Froetang Road, Katbos Road, Everlasting, Fynbos Street, Sourfig Street, Scarlet Crescent, Pin Oak Street, Evergreen, Autumn Close, Nenta, Cherrywood, Candelabra, Froetang, Candelabra, Kouter, Protea Street, Minaret, Gooseberry, Honeybush), Klein Welgevonden (La Belle Vie, Chablis) and the Municipal Flats in Rhode, Kloof and Long Streets, Bertha Wines and Weltevreden Estate, 15 Weltevreden Estate.) The borders of the ward are the R44 Klappmuts Road and Long Street.
18	Klappmuts Town Centre, Bennitsville, Weltevrede Park, Klappmuts New Houses, Mandela City and La Rochelle Informal Settlement, Klappmuts Farms (The Purple Windmill, Arra Vineyards, Hidden Gems Wines, Gravel Junction Wine and Spirits Company, Wine Estate Le Bonheur, Anura Vinyard, Dalewood Farms, Blueberry Bar, Klappmuts Transfer Station, Trophy SA, DKL Transport Pty, Welgelee Estate)



Ward	Areas
19	De Novo, Kromme Rhee, Vaaldraci, Muldersvlei, Koelenhof and surrounding Farms, Koelenhof Station, Slayley, Hunting, Koelenhof Farms, Poulter / Mariendahl, De Hoop, Nooitgedacht Village, Bottelary and Surrounding Farms, De Waalshof, Weltevrede 1, Weltevrede 2, Smartie Town.
20	Vlottenberg, Raithby, Mooiberge, Lynedoch
21	Brandwacht Aan Rivier, Paradyskloof, Stellenbosch Golf Course, Blaauwklippen / Stellenzicht Farms, De Zalze, Jamestown, Mountainview, Stellenbosch Airfield
22	Die Boord, Dalsig, Brandwacht, Krigeville, Libertas Farm
23	Dorp Street, Krige, Hamman Street, Schroder Road, Die Brak, Bird Street from Dorp Street, Dennesig area, Muller Road, Banghoek Road, Ryneveld Street, Plankenburg Industrial area and Kayamandi Corridor.

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

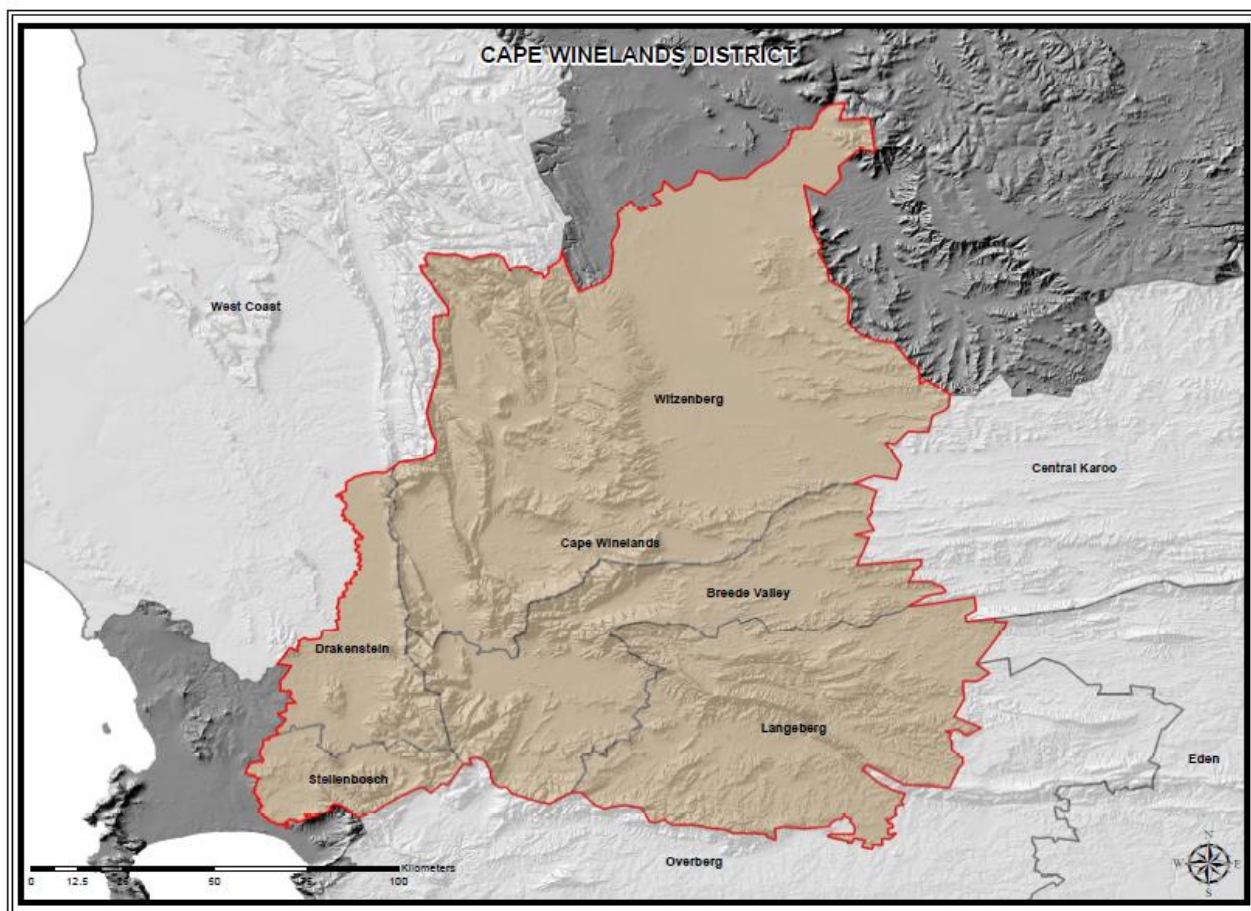
Map 1: Locality of Cape Winelands concerning Provincial Boundaries



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

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

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

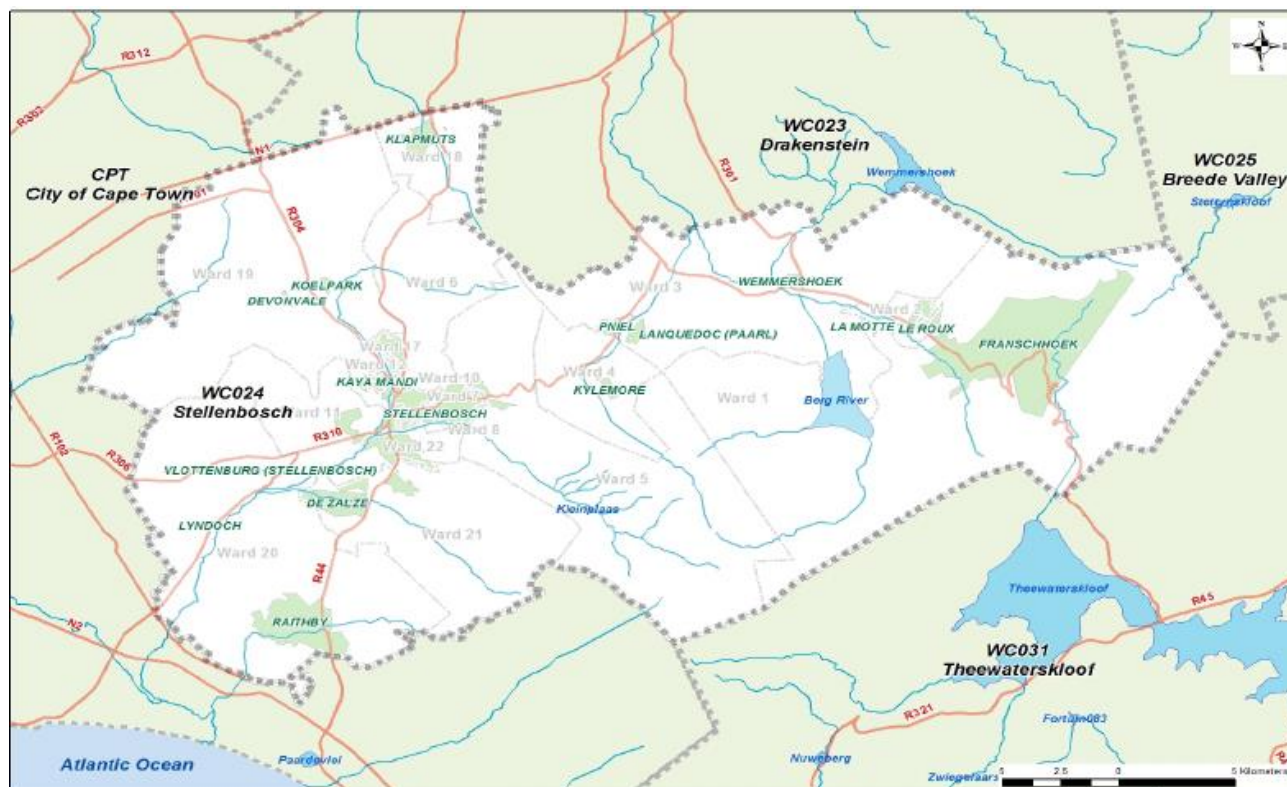


The Cape Winelands District Municipality is located within proximity of the City of Cape Town, which offers excellent access to trade opportunities, routes, and infrastructure such as expanding broadband networks, an international airport (with direct flights to international cities), the second-largest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



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

Map 3: Locality map of municipal boundaries



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

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



2.3 Stellenbosch Municipality at a Glance

Table 13: Stellenbosch Municipality - Summarised Statistics

Population Estimates, 2024				Actual households, 2024		
	Population 209 831				Households 57 520	
				(Source: MYPE)		
Education, 2023			Poverty, 2023			
	Matric Pass Rate	80.2%		Gini-Coefficient	0.60	
	Learner Retention Rate	81.5%		Poverty Head Count Ratio (UBPL)	71.4%	
	Learner-Teacher Ratio	26.3				
Health, 2023/24						
	Primary Health Care Facilities	Immunisation Rate	Maternal Mortality Ratio (per 100 000 live births)	Teenage Pregnancies – Delivery rate to women U/19		
	8 (excl. mobile / satellite)	58.1%	0.0	0.6%		
Safety and Security			The annual number of reported cases in 2023/24			
	Residential Burglaries	DUI	Drug-related Crimes	Murder	Sexual Offences	
	998	252	1470	79	255	
Access to Basic Service Delivery			Percentage of households with access to basic services, 2022/23			
Water 98.5%		Refuse removal 87.6%	Electricity 96.6%	Sanitation 96.2%	Formal Housing 96.2%	
						
Labour, 2023			Socio-economic Risks			
Unemployment Rate (narrow definition) 12.6%			Risk 1	Job Losses		
			Risk 2	Low Learner retention		
			Risk 3	Low skills base (Labour)		
Largest 3 sectors			Contribution to GDP, 2023			
Finance, insurance, real estate and business services		Wholesale and retail trade, catering and accommodation		Manufacturing		
29.0%		16.0%		16.0%		

Source: Western Cape, Draft Social-Economic Profile 2024 (Stellenbosch Municipality) and StatsSA 2022

2.4 Socio – Economic Context

All socio-economic information is sourced from the Local Government Socio-Economic Profile 2024. The statistical data are primarily sourced from Statistics South Africa, administrative data from sector departments, the Municipal Review and Outlook (MERO), Global Insight Regional Explorer, and Quantec.

The GDP performance, risk, and vulnerability factors can be read in detail within the Local Government Socio-economic Profile 2024 for the Stellenbosch municipal area.

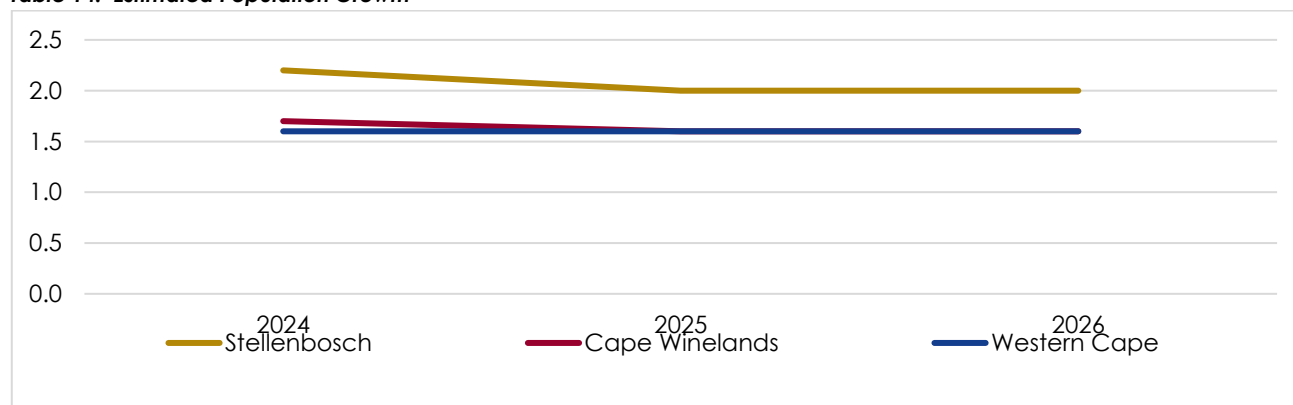
2.4.1 Population Growth

Stellenbosch's population is forecasted to increase from **209 831 in 2024** to **231 712 by 2029**, reflecting an annual growth rate of 1.7 per cent. This significant increase illustrates Stellenbosch's appeal, particularly due to its educational institutions and vibrant community atmosphere. Stellenbosch is experiencing a notable demographic influx. This growth necessitates strategic planning for infrastructure and local services to support the needs of a larger population.

In terms of households, Stellenbosch is projected to grow from **57 520 in 2024**, with an annual growth rate of approximately 2.4 per cent. This increase indicates a rising demand for housing that aligns with the growing population. Addressing this growth in households will be essential for maintaining service quality and community engagement.

The figure below depicts the estimated population growth from 2024 - 2026:

Table 14: Estimated Population Growth



Source: Western Cape, Draft Social-Economic Profile 2024 (Stellenbosch Municipality) and StatsSA 2022

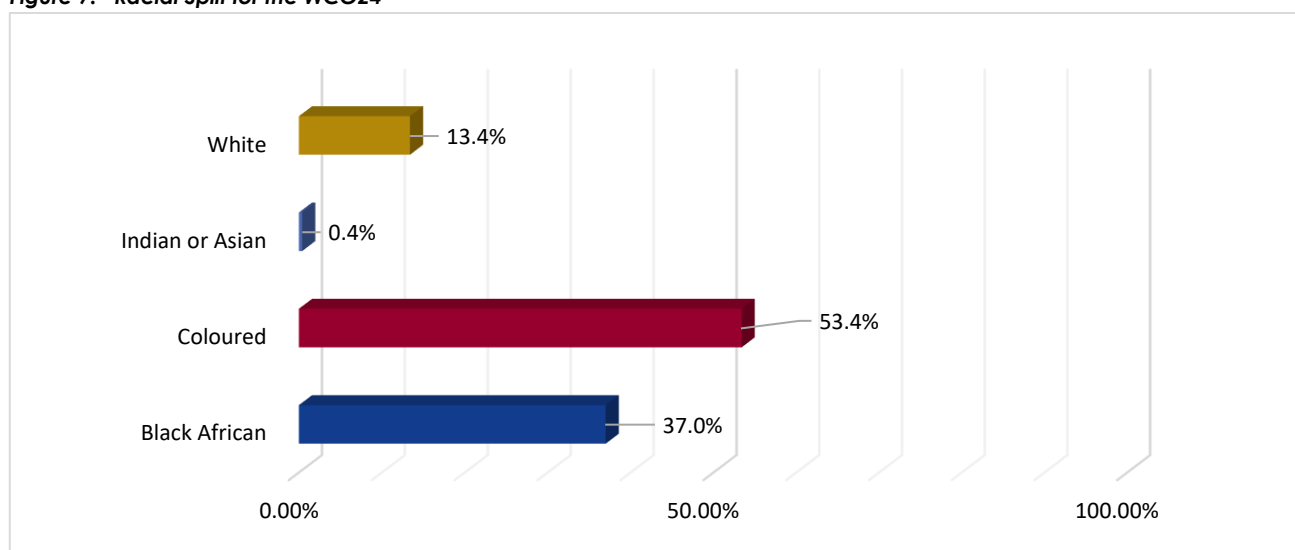
2.4.2 Racial Split

The race dynamics in the Stellenbosch municipal area present a diverse demographic landscape. Much of the population comprises Black African individuals, accounting for 32.8 per cent of the total, followed closely by the Coloured community, constituting 53.4 per cent. White residents make up 13.4 per cent of the population, while individuals categorised as Indian / Asian represent a smaller proportion at 0.4 per cent.

This cross-analysis highlights the intricate racial composition within the Stellenbosch community, underscoring the significance of cultural diversity and its potential impact on economic and social interactions.

The figure below indicates the ratio split within the Stellenbosch Municipality:

Figure 7: Racial Split for the WCO24



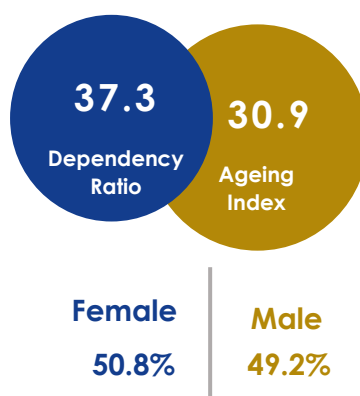
Source: Western Cape Local Government Social-Economic Profile 2024

2.4.3 Gender Ratio

Stellenbosch's sex ratio shows a balanced demographic pattern, with 49.2% males and 50.8% females. This implies that for every 100 men, there are roughly 101 women in the total population. This trend is expected to remain stable over the next few years with minimal variations anticipated through 2029. The fluctuations could be influenced by migration and employment trends, which. Understanding demographic dynamics is crucial for economic analysis and strategic planning.

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

Figure 8: Ratio of % females and males



Source: Western Cape, Draft Social-Economic Profile 2023 and StatsSA 2022

2.4.4 Age Cohorts

Stellenbosch's age cohort distribution demonstrates a diversified demographic landscape. The population aged 0 - 14 is expected to increase slightly, from 43 515 in 2024 to 46 279 in 2029, indicating a need for expanded educational resources and childcare services. The working-age population (15–64) is predicted to stabilise, indicating a strong labour force. However, the large increase in the senior population (65 and older) demands targeted programs for healthcare and social support. This demographic shift suggests potential socioeconomic issues, such as higher healthcare expenses and

a greater need for age-appropriate services, necessitating proactive planning to provide an inclusive environment for all age groups.

2.4.5 Household Size

Household size refers to the number of people per household. The average size of households is expected to remain an average of 2.9 individuals from 2022 to 2026. The trend of the average household size could be attributed to a wide range of factors, including but not limited to underlying socio-economic factors like patterns in employment opportunities, educational access, and housing market dynamics that shape this trend.

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

Figure 9: Household size



Source: Western Cape, Draft Social-Economic Profile 2024 (Stellenbosch Municipality)

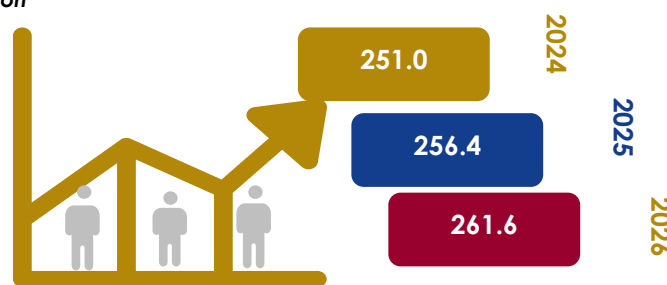
2.4.6 Population Density

Amidst rapid urbanisation across the Western Cape, population density figures will aid public sector decision-makers in mitigating environmental, health, and service delivery risks. As of 2024, Stellenbosch's density is anticipated to increase to approximately 251 people per square kilometer, reflecting its growing population. In comparison, the Cape Winelands District's overall density is lower, with figures around 117 people per square kilometer. This significant difference necessitates effective planning to address housing, infrastructure, and service demands.

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

Stellenbosch	251 people/km ²
Drakenstein	203 people/km ²
Breede Valley	53 people/km ²
Langeberg	28 people/km ²
Witzenberg	15 people/km ²

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

**Graph 1: Level of Urbanisation**

Source: Western Cape, Draft Social-Economic Profile 2024 (Stellenbosch Municipality)

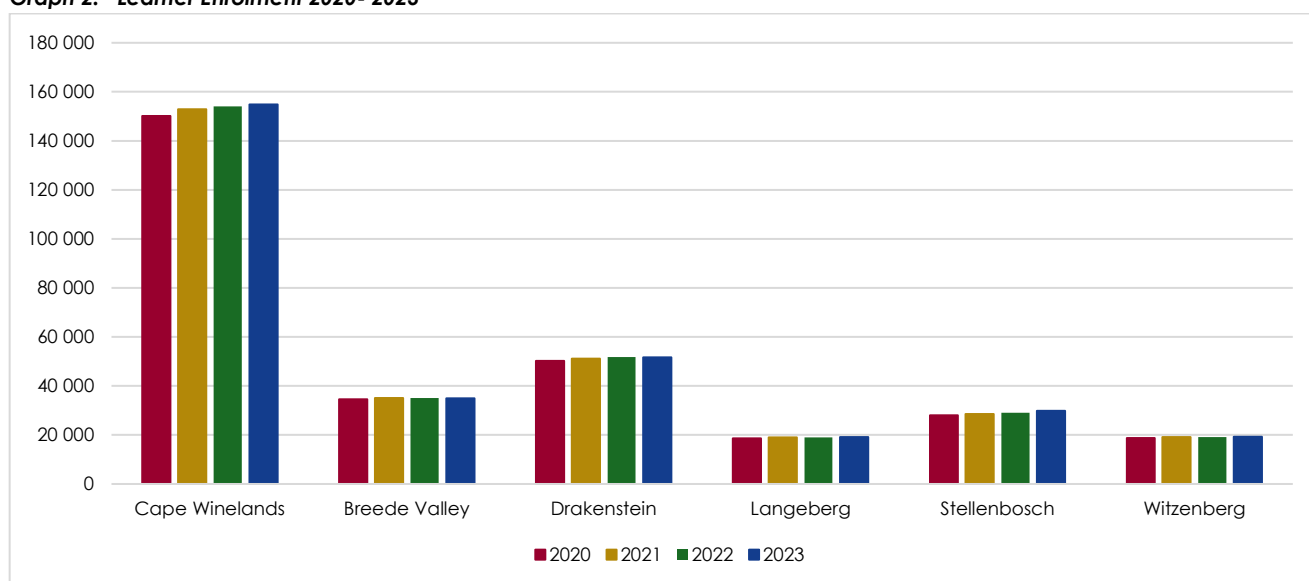
2.5 Education

The socio-economic impact of education within municipalities is profound and complex, touching on various aspects of community development and individual well-being. Quality education equips individuals with essential skills, knowledge, and critical thinking abilities, empowering them to participate meaningfully in the local economy. As the educational attainment level rises within a municipality, there is a corresponding increase in employment opportunities and higher earning potential for residents. Additionally, an educated workforce attracts investments and industries, fostering economic growth and stability. Education also plays a pivotal role in reducing poverty and promoting social equity by breaking the cycle of intergenerational poverty.

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

Learner enrolment in Stellenbosch experienced a notable surge from 28 033 enrolments in 2020 to 29 092 in 2022, with a minor increase of 29 826 learners in 2023. It is evident that the educational growth depicts a positive socio-economic trend within the region, presenting an enhanced emphasis on education and potentially indicating improved access to educational facilities. Stellenbosch is a hub for both education and agriculture, luring families to the area. Compared to other municipalities in the Cape Winelands, Stellenbosch's enrollment is impressive, particularly given its relatively limited geographic area.

The graphs below depict learner enrollments, learner-teacher ratios, and learner retention from 2020 to 2023.

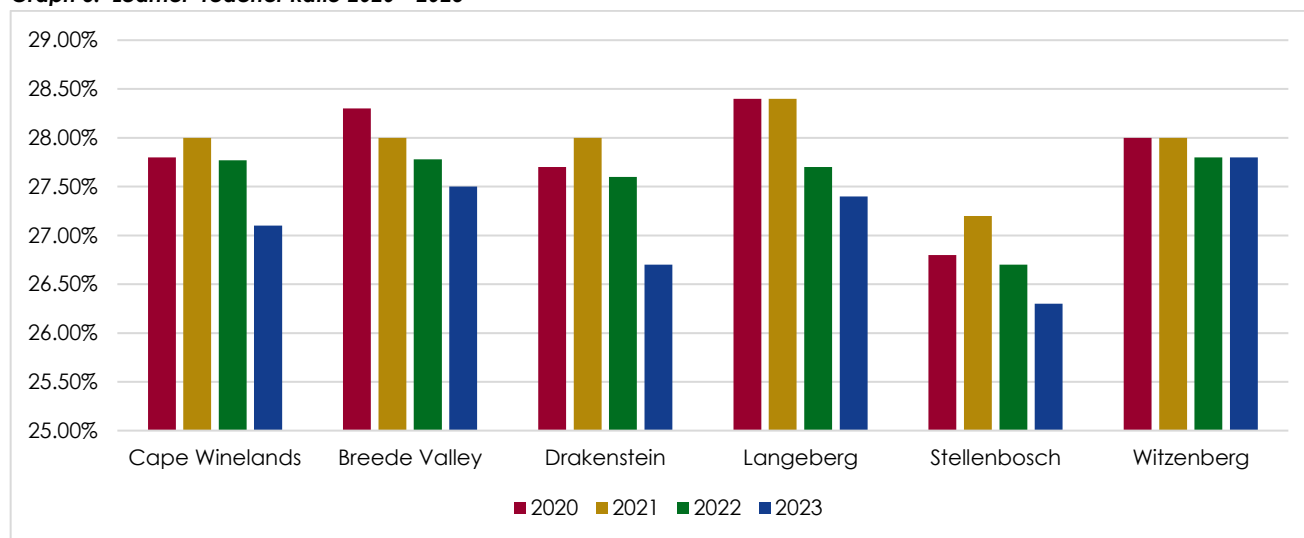
Graph 2: Learner Enrolment 2020- 2023

Source: Western Cape, Draft Social-Economic Profile 2024 (Stellenbosch Municipality)

It is crucial to establish healthy learner-teacher ratios to determine the schools' capacity to accommodate the students. Lower learner-teacher ratios are associated with enhanced teacher-student interaction, fostering better-quality education. Stellenbosch's learner-teacher ratio is 26.32, somewhat lower than the Cape Winelands regional average of 27.13. The 2022 Schools Realities Publications emphasise that government-paid teachers face high learner-teacher ratios, indicating larger class sizes. Despite a minor decrease from 26.8 students per teacher in 2020 to 26.6 in 2022 to 26.32 in 2023, the ratio remains within the recommended range of 35:1 to 40:1.

This suggests relatively uncrowded classrooms, aligning with established standards and ensuring a conducive learning environment, ultimately impacting the socio-economic landscape positively.

Graph 3: Learner-Teacher Ratio 2020 - 2023

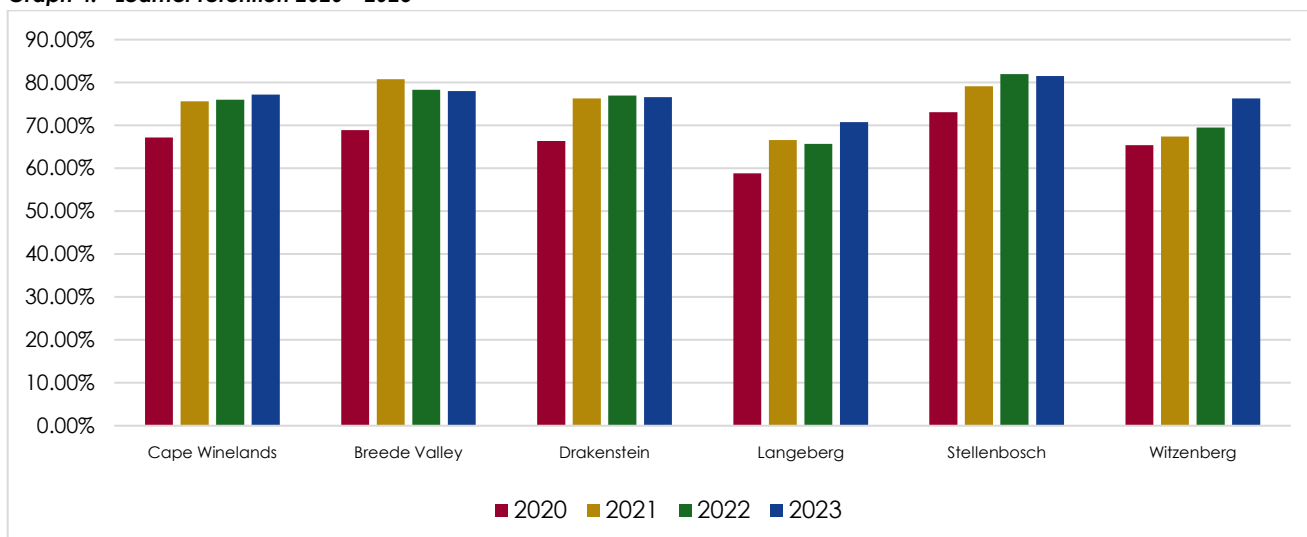


Source: Western Cape, Draft Social-Economic Profile 2024 (Stellenbosch Municipality)

The learner retention rate measures the proportion of learners in Grade 12 who were in Grade 10 two years prior. This can reflect essential socio-economic factors and personal circumstances that have a significant impact on education.

The inverse of the learner-retention rate is commonly referred to as the drop-out rate. Stellenbosch's learner retention rate in 2023 is 81.5 per cent, higher than the regional average of 77.2 per cent for the Cape Winelands. The relatively high retention rate in Stellenbosch suggests that the majority of learners are able to complete their education through to matric, which is a positive reflection on the support systems available within the Stellenbosch municipal area. Learner retention rates are influenced by a wide array of factors, including low socio-economic background, learners attitudes towards education, overcrowded classrooms, critical thinking skills, study skills, and other personal circumstances that can make it difficult for the learner to focus on education. Addressing these factors is necessary for encouraging a more conducive learning environment, ensuring higher retention rates, and ultimately enhancing the region's overall socio-economic landscape.

Graph 4: Learner retention 2020 - 2023



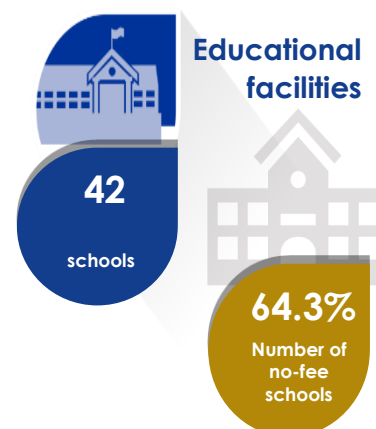
Source: Western Cape, Draft Social-Economic Profile 2024 (Stellenbosch Municipality)

2.5.2 Number of schools and no-fee schools

Figure 10: Number of schools and no-fee schools

The number of schools within the Stellenbosch municipal area was recorded at 42 in 2023. 29 of the schools are equipped with libraries, however 30 per cent of the schools remains without a libraries face challenges in providing students with the same level of academic support, which could affect overall educational outcomes.

The proportion of no-fee schools in the Stellenbosch municipal area remains at 64.5 per cent in 2023, whereby 71.4 per cent are equipped with libraries.



Source: Western Cape, Social-Economic Profile 2023

2.5.3 Schools with libraries / media centres

The Stellenbosch municipal area consists of 42 schools in 2023, of which 29 were equipped with libraries. The availability of library facilities within schools contributes towards narrowing the academic attainment gap by allowing students access to information, which is in turn directly linked to improved education outcomes.



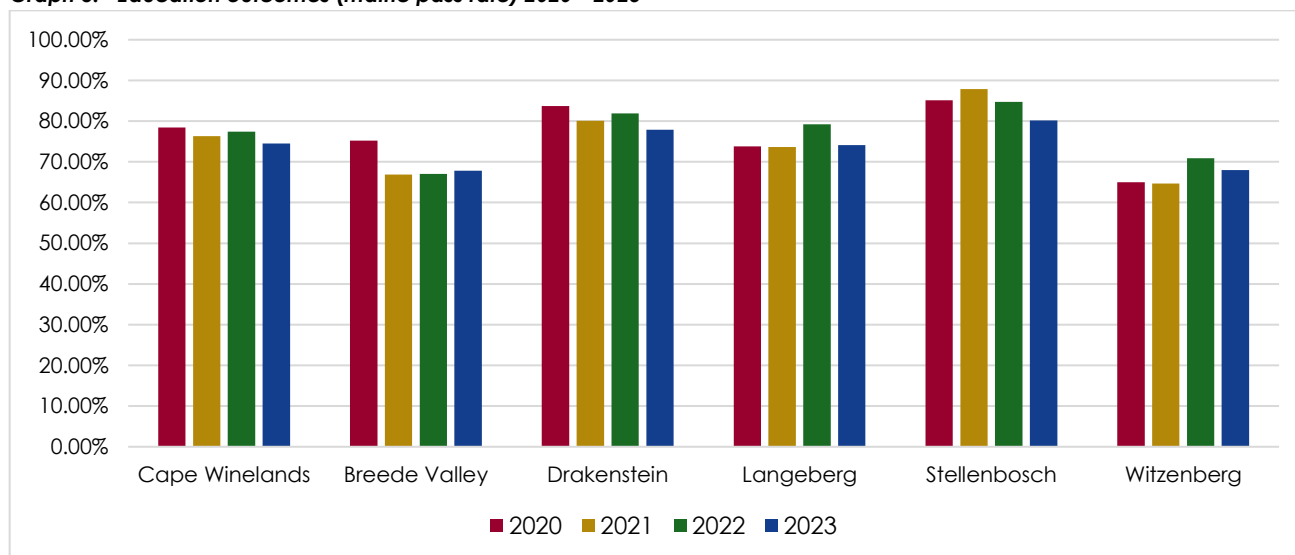
2.5.4 Education outcomes (matric pass rate)

Education remains one of the key avenues through which the state is involved in the economy. In preparing individuals for future engagement in the labour market, policy choices and decisions in the sphere of education play a critical role in determining the extent to which future economic and

poverty reduction plans can be realised. Stellenbosch has a matric pass rate of 80.2 per cent in 2023, which is higher than the regional average of 74.5 per cent for Cape Winelands. This high pass rate indicates that a significant proportion of learners in Stellenbosch are completing their schooling and performing well in the matric exams.

The graph below depicts the Matric pass rates from 2020 to 2023.

Graph 5: Education outcomes (matric pass rate) 2020 - 2023



Source: Western Cape, Draft Social-Economic Profile 2024

2.6 Health

2.6.1 Health Facilities

According to the LGSEP 2024, the Stellenbosch municipal area has 8 fixed primary healthcare facilities, comprising 7 fixed clinics, 1 community day centre, as well as 6 mobile / satellite clinics. In addition to these primary healthcare facilities, there is one district hospital, 9 ART treatment sites, and 12 TB clinics.

The table depicts the total healthcare facilities.

Table 15: Health facilities

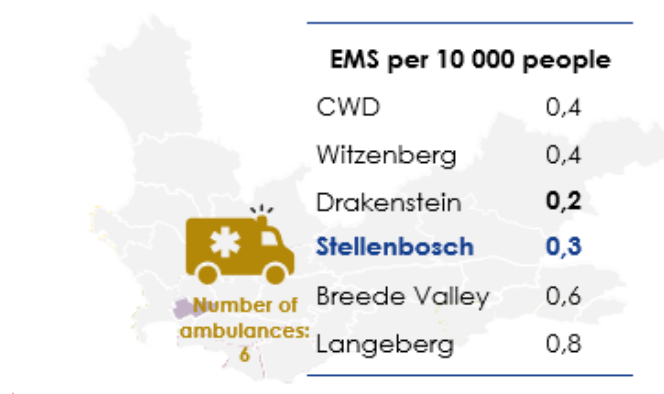


Source: Draft Western Cape, Social-Economic Profile 2024

2.6.2 Emergency Medical Services

The provision of more operational ambulances can provide greater coverage for emergency medical services. This number below only refers to provincial ambulances and excludes all private service providers, and it remained unchanged between 2021/22 and 2022/23.

Figure 11: Emergency Medical Services



2.6.3 HIV / AIDS and Tuberculosis

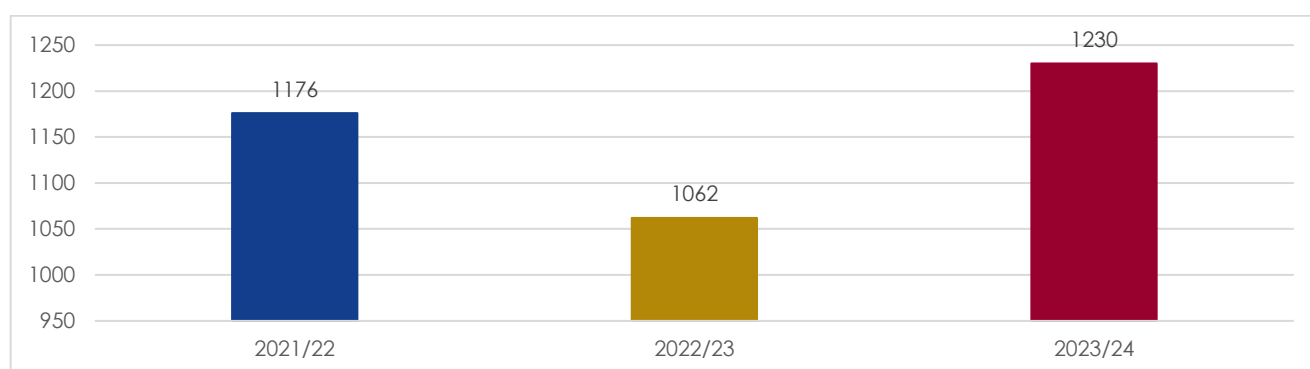
In Stellenbosch, the total number of registered patients receiving ART has increased steadily from 7 062 in 2022/23 to 7 321 in 2023/24. Similarly, the number of registered patients receiving TB treatment also slightly increased from 1062 in 2022/23 to 1230 in 2023/24.

Table 16: HIV/AIDS Management

Area	Registered patients receiving ART			Number of new ART patients		
	2021/22	2022/23	2023/24	2021/22	2022/23	2023/24
Stellenbosch	6 915	7 062	7 321	481	429	298

Source: Western Cape, Social-Economic Profile 2023

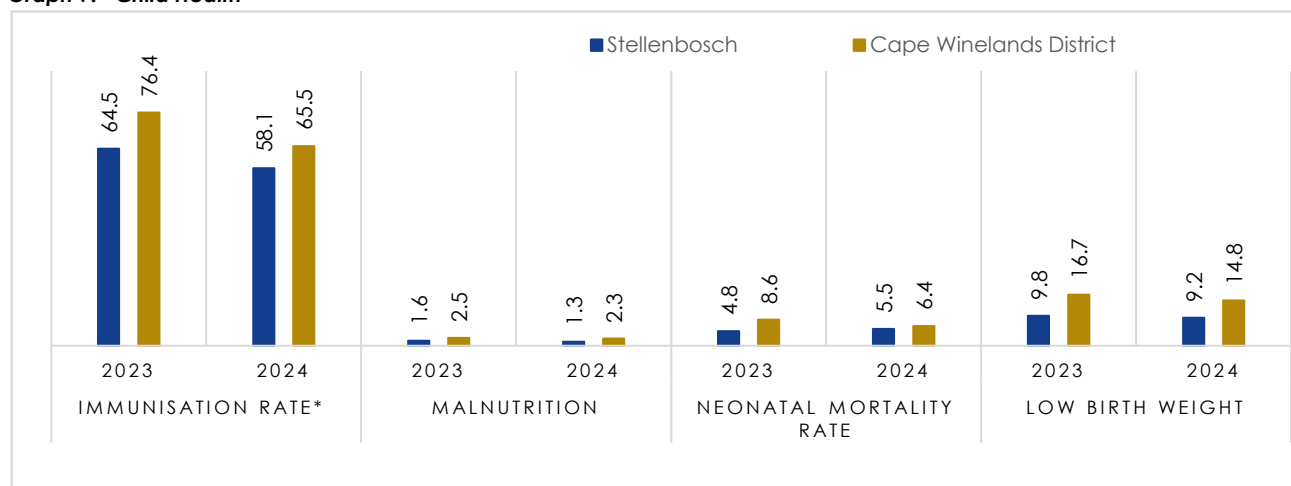
Graph 6: Number of TB patients registered on treatment



Source: Western Cape, Draft Social-Economic Profile 2024

2.6.4 Child Health

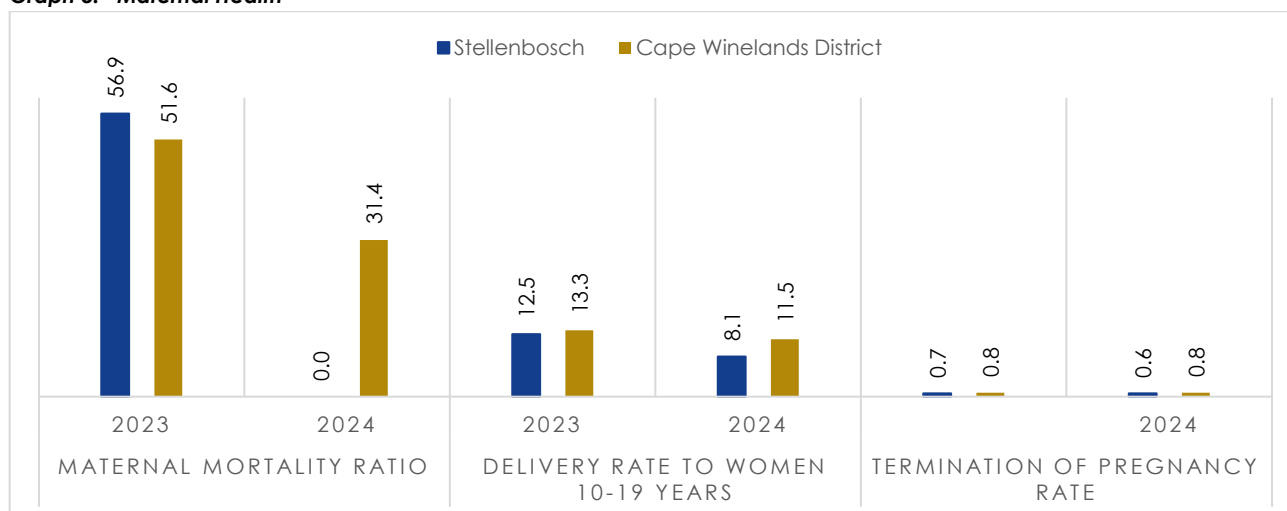
The immunisation coverage rate for children under the age of one in the municipal area worsened from 73.3 per cent to 58.1 per cent between 2021/22 and 2023/24. However, there was a notable improvement in malnourished children, with a decrease in malnutrition from 2.6 to 1.6 per cent between 2017/18 to 2023/24.

Graph 7: Child Health

Source: Western Cape, Draft Social-Economic Profile 2024

2.6.5 Maternal Health

The maternal mortality ratio in Stellenbosch has steadily declined from 62.5 in 2018/19 to 0.0 in 2023/24, which is a considerable improvement; nonetheless, the fast drop in recent years may need more verification to understand its underlying causes. However, the termination of pregnancy rate (0.7 per cent) remained unchanged across this period. In Cape Winelands, the termination of pregnancy rate has remained consistent, from 0.8 in 2022/23 to 0.8 in 2023/24, whereas in Stellenbosch it has risen from 0.5 in 2018/19 to 0.6 in 2023/24. Lower termination rates in Stellenbosch may be due to different socio-cultural contexts, access to reproductive health care, or family planning education programs compared to Cape Winelands, which could explain the observed variations.

Graph 8: Maternal Health

Source: Western Cape, Draft Social-Economic Profile 2024

2.7 Poverty

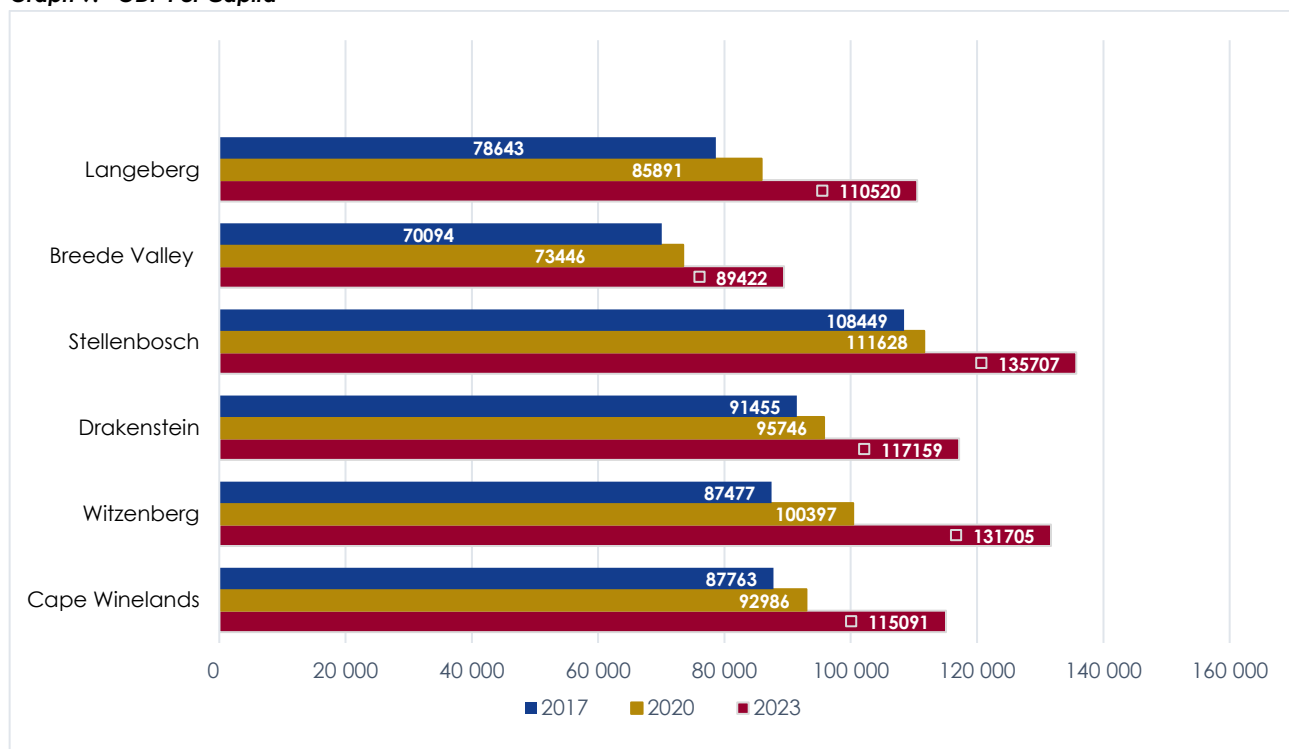
2.7.1 GDPR Per Capita

In terms of Gross Domestic Product per capita (GDPR), an increase is only witnessed when economic growth surpasses population growth. According to the LGSEP 2024, Stellenbosch's GDP per capita consistently exceeds the Cape Winelands region, indicating its economic growth. In 2017, it was R108 449, higher than the region's R87 763. By 2023, it reached R135 707, attributed to its strong sectors



like education, agriculture, and tourism. The town's proximity to Cape Town, university status, and growing business hub contribute to its economic growth.

Graph 9: GDP Per Capita



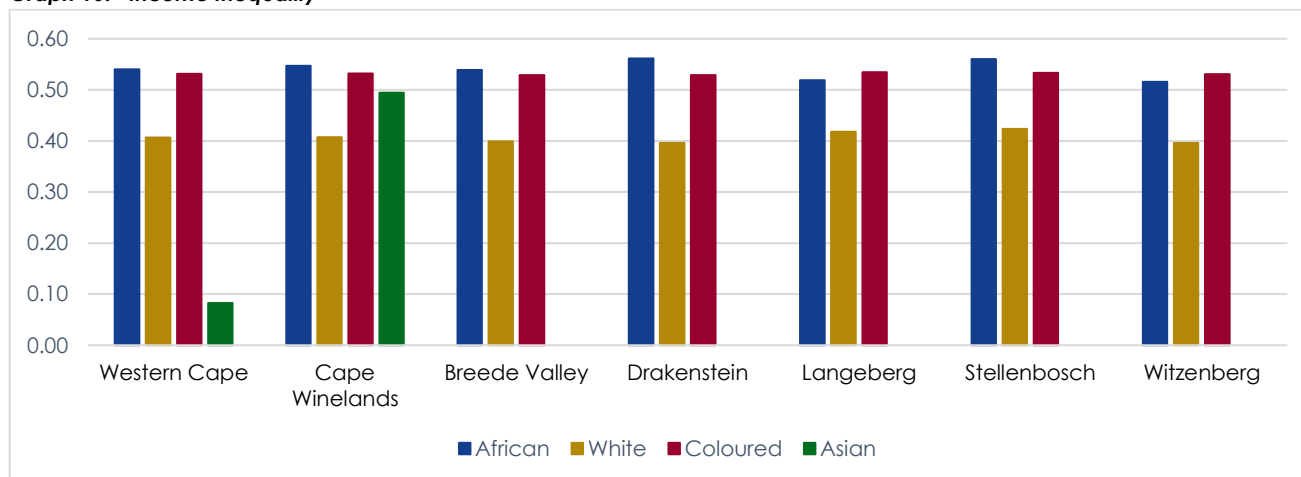
Source: Western Cap: , Draft Social-Economic Profile 2024

2.7.2 Income Inequality

According to the widely used Gini index, South Africa has one of the highest levels of inequality globally. Inequality is seen through a distorted distribution of income, unequal opportunities, and regional discrepancies.

The National Development Plan (NDP) has set a target of reducing income inequality in South Africa from a Gini coefficient of 0.7 in 2010 to 0.6 by 2030. The GDP per capita in Stellenbosch was R108 449, notably higher than the R87 763 of Cape Winelands. This trend continued over the years, with Stellenbosch showing a steady increase in GDP per capita, reaching R135 707 by 2023.

Graph 10: Income Inequality



Source: Western Cape, Draft Social-Economic Profile 2024

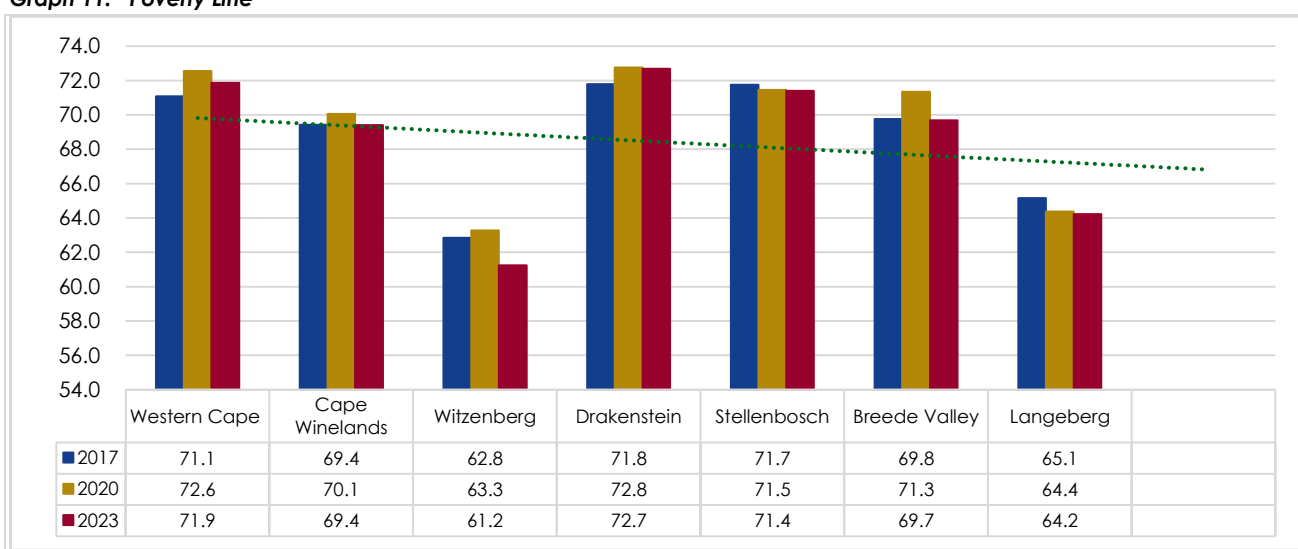
2.7.3 Poverty Line

The Upper Bound Poverty Line (UBPL) headcount ratio is the proportion of the population living below the UBPL, i.e., that cannot afford to purchase adequate levels of food and non-food items.

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

In 2022, 66.7 per cent of Stellenbosch's population fell below the UBPL. In 2022, 66.7 per cent of Stellenbosch's population fell below the UBPL, a slight improvement from 2016 and 2019. Stellenbosch and Drakenstein had the highest poverty rates in the Cape Winelands District, with Stellenbosch's 71.4 per cent above the district's 69.4 per cent in 2023. Addressing these socio-economic challenges is essential for ensuring sustainable growth and development within the municipality.

Graph 11: Poverty Line



Source: Western Cape, Social-Economic Profile 2023

2.8 Basic Service Delivery

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

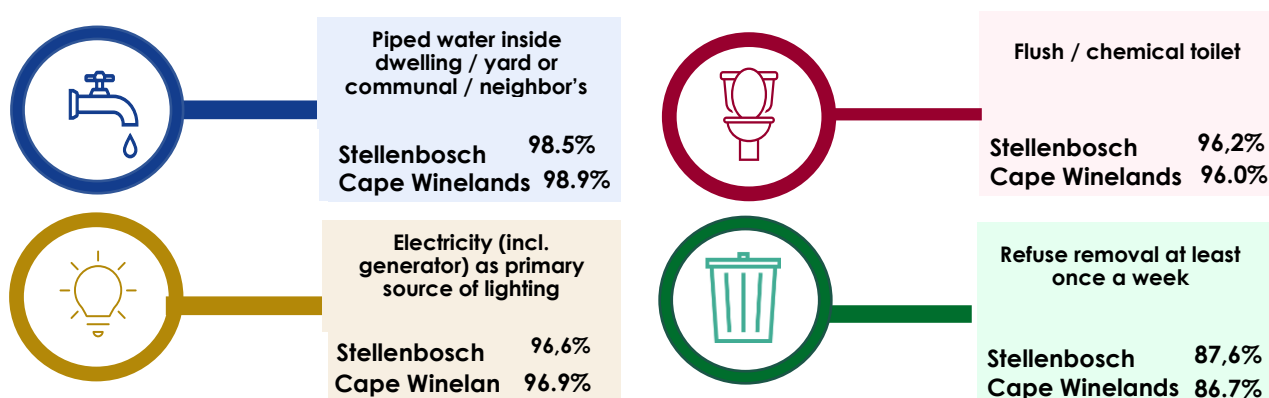
This section considers to what extent this has been achieved by reflecting on the latest available information from Quantec Research for 2022. The latest official statistics were collected by Statistics South Africa for the 2016 Community Survey; the 2022 Census will provide the updated official statistics. The information on free basic services is obtained from Statistics South Africa's Non-Financial Census of Municipalities Survey findings.

2.8.1 Housing and Household Services

During 2024, in the Stellenbosch municipal area, which comprises 42 186 households, 86.3 per cent had access to formal housing, lower than the Cape Winelands District average of 88.0 per cent. The area also recorded a significantly higher proportion of informal dwellings, totalling 13.5 per cent, in contrast to the District's 11.7 per cent.

Service delivery access levels within the municipal area were considerably higher than the access to formal housing, with access to piped water access (98.5 per cent), flush or chemical toilet access (96.2 per cent), electricity access (including generators) for lighting (96.9 per cent), for lighting at 96.9 per cent and the removal of refuse at least weekly by the local authority at 87.6 per cent of households. These access levels were above the District figures for electricity and refuse removal services.

Figure 12: Service delivery access levels (HH)



Source: Western Cape: Socio-Economic Profile 2023

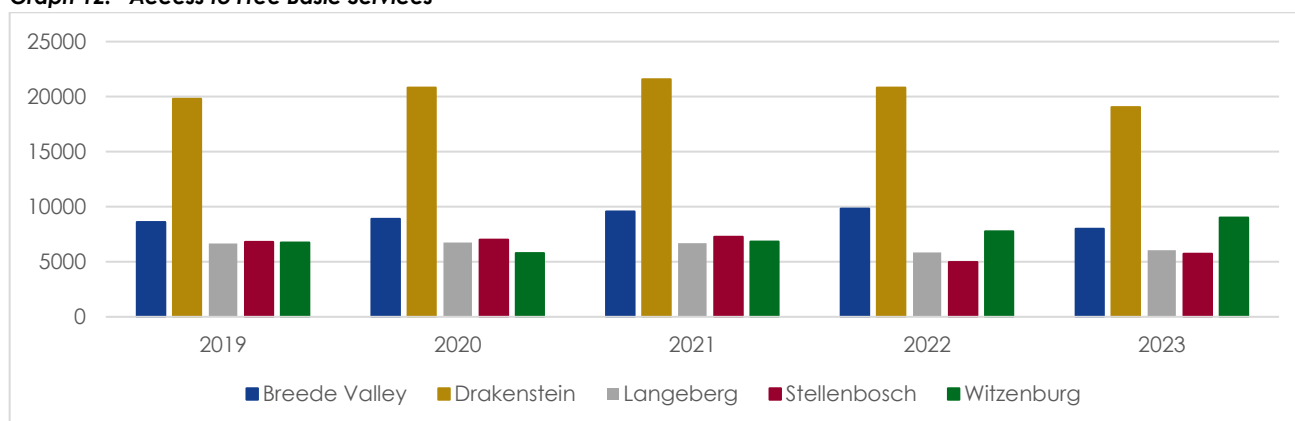
2.8.2 Free Basic Services

The following table indicates the percentage of average registered indigent households that have access to free basic municipal services. The total number of indigent households excludes all informal households and includes formal households that have been registered as indigent households. The total i.t.o. of free basic electricity includes only indigent households claiming 100 kWh from the Stellenbosch Municipality. Additionally, it excludes the totals for areas where ESKOM manages the electricity distribution.

Per the approved Indigent Policy of the municipality, all households earning less than R6 500 per month will receive free basic services as prescribed by national policy and in terms of Stellenbosch Municipality's Indigent Policy.

The table below indicates the number of households receiving free basic services.

Graph 12: Access to Free Basic Services



Source: Western Cape Local Government Draft Social-Economic Profile 2024 and Statistics South Africa 2022

Municipalities offer free basic services to financially vulnerable households, and the number of households receiving these services in the Stellenbosch municipal area sharply declined in 2020. The strained economic conditions are anticipated to increase demand for these services, leading to a rise in the number of indigent households. However, this trend is area-specific and contingent on the



qualifying criteria applied. These findings underscore the persistent challenges and socio-economic factors influencing housing and essential service access within the Stellenbosch municipal area, emphasising the need for targeted interventions to uphold citizens' constitutional rights and enhance overall living standards.

2.9 Safety and Security

All the data below are sourced from the Local Government Socio-Economic Profile for 2023 for the Stellenbosch Municipal area.

2.9.1 Murder

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

Within the Stellenbosch area, the number of murders de-escalated from 45 per 100 000 in 2021/22 to 38 in 2023/24.

2.9.2 Sexual Offences

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

Stellenbosch's sexual offences figures have fluctuated significantly, with a dramatic decrease from 123 per 100 000 in 2021/22 to 68 in 2022/23, followed by an increase to 121 in 2023/24. The sharp decline in 2022/23 may indicate improvements in victim reporting or a temporary reduction in incidents.

2.9.3 Common Assault

Stellenbosch has had significant variations in common assault rates, dropping from 518 in 2021/22 to 366 in 2022/23 before climbing again to 533 in 2023/24. This shows that frequent assault is a dynamic issue, probably influenced by social tensions, alcohol consumption, or other variables. In comparison, Cape Winelands has shown greater consistency, with a modest reduction from 660 in 2022/23 to 629 in 2023/24. The rise in assault rates in Stellenbosch shows an ongoing issue, which is most likely influenced by urbanisation, societal pressures, or a lack of conflict resolution methods in public settings. To address this issue, both municipalities must prioritise violence prevention, dispute resolution, and community engagement.

2.9.4 Commercial Crime

Stellenbosch has had a significant increase in commercial crime, from 348 in 2022/23 to 587 in 2023/24, indicating a growing worry about financial crimes in the corporate sector. This increase could indicate more sophisticated criminal behaviour targeting firms, or a shift toward financial crimes due to economic pressures. In comparison, Cape Winelands has seen a more gradual increase, rising from 236 in 2021/22 to 265 in 2023/24. Stellenbosch's high jump suggests that the municipality may be suffering commercial sector vulnerabilities, which could be worsened by urbanisation and increased company activity. Both communities must reinforce rules, boost corporate security, and increase law enforcement's ability to combat fraud, theft, and other financial crimes.

2.9.5 Drug-Related Offences

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

Stellenbosch has had a large increase in drug-related crimes, rising from 482 per 100,000 in 2022/23 to 700 in 2023/24. This significant growth indicates a serious drug problem in the region, most likely caused

by rising demand or distribution networks that target local people. The growth contrasts with the more gradual increase recorded in Cape Winelands, which increased from 624 to 729 during the same time period. The dramatic increase in Stellenbosch implies that the municipality is at a higher risk of drug usage and trafficking, highlighting the need for stronger enforcement measures, better addiction treatment programmes, and community-focused preventative initiatives.

2.9.6 Driving under the influence (DUI)

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

The number of cases of driving under the influence of alcohol or drugs in the Stellenbosch area declined from 131 in 2021/22 to 83 in 2022/23, before rising to 120 in 2023/24. In contrast, Cape Winelands has shown a more consistent decline, from 90 in 2021/22 to 75 in 2023/24.

2.9.7 Residential Burglaries

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

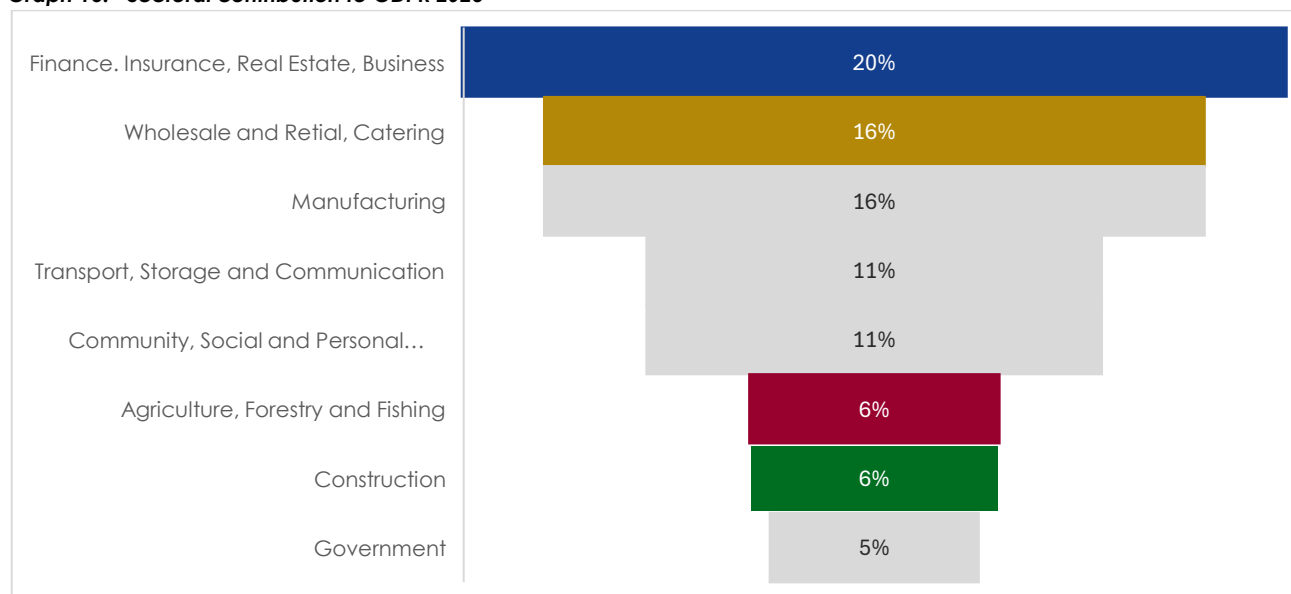
Stellenbosch's burglary rates have fluctuated dramatically, from 468 in 2021/22 to 287 in 2022/23, before rising again to 476 in 2023/24. Cape Winelands, by comparison, has seen a more gradual decrease from 440 in 2021/22 to 418 in 2023/24.

2.10 Economy and Labour Market Performance

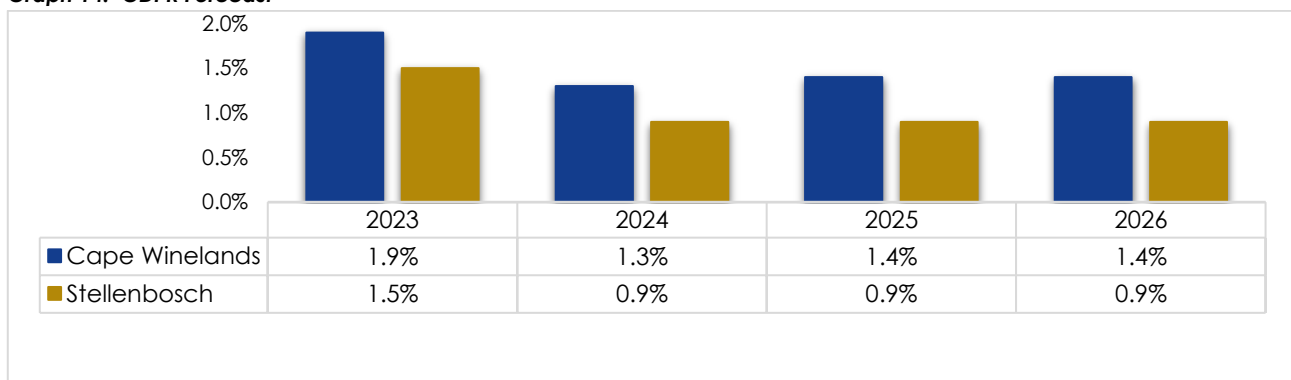
2.10.1 Sectoral Overview

In 2023, the economic landscape of the Stellenbosch municipal area boasted a Gross Domestic Product at the regional level (GDPR) totalling R16.405. The municipality's economy thrives on a robust agriculture sector, primarily specialising in grape cultivation for its globally acclaimed wineries, serving as a pivotal driver for trade and tourism. Additionally, Stellenbosch houses the corporate headquarters of influential entities such as Capitec, Remgro, and PSG, along with local branches of financial service providers including Citadel Wealth Management, Brenthurst, and Adviceworx. Notably, the finance sector emerged as the primary contributor to the local economy, constituting 29 per cent of the total GDPR, further solidifying the area's economic significance.

Moreover, the potential for overall Gross Domestic Product at the regional level (GDPR) growth was impeded by declines in the primary and secondary sectors. These contractions, driven by factors such as rising input costs, economic uncertainty, and external market challenges, hindered economic expansion. Addressing these setbacks through strategic interventions will be crucial for fostering sustainable growth and stability in the region.

Graph 13: Sectoral contribution to GDP 2023

Source: Western Cape, Social-Economic Profile 2023

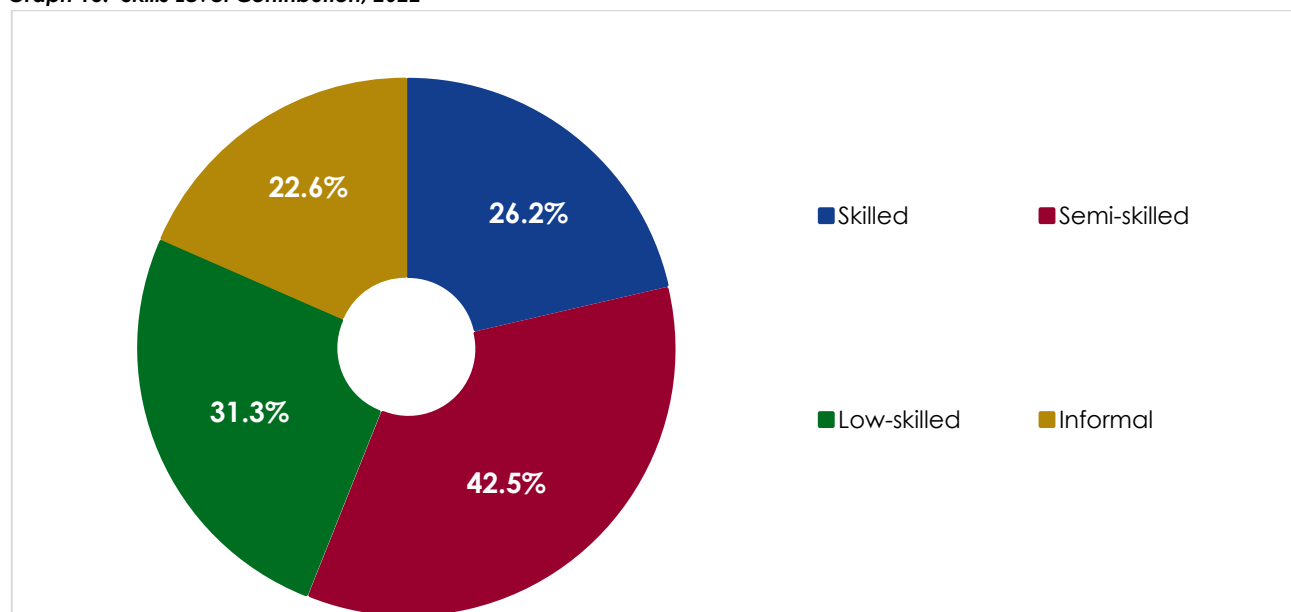
Graph 14: GDP Forecast

Source: Western Cape, Social-Economic Profile 2024

2.10.2 Formal and Informal Employment

The presence of Stellenbosch University and the diverse industries in the area have led to a significant workforce composition, with 26.2 per cent classified as skilled workers and 42.5 per cent as semi-skilled workers. Informal sector activities, particularly in trade, agriculture, and personal services, contribute significantly to employment, accounting for 22.6 per cent of the workforce in 2022. However, a notable challenge exists for low-skilled workers, constituting 32.3 per cent of the workforce, as recent job creation trends have favoured semi-skilled and skilled workers, limiting opportunities for this demographic.

Graph 15: Skills Level Contribution, 2022



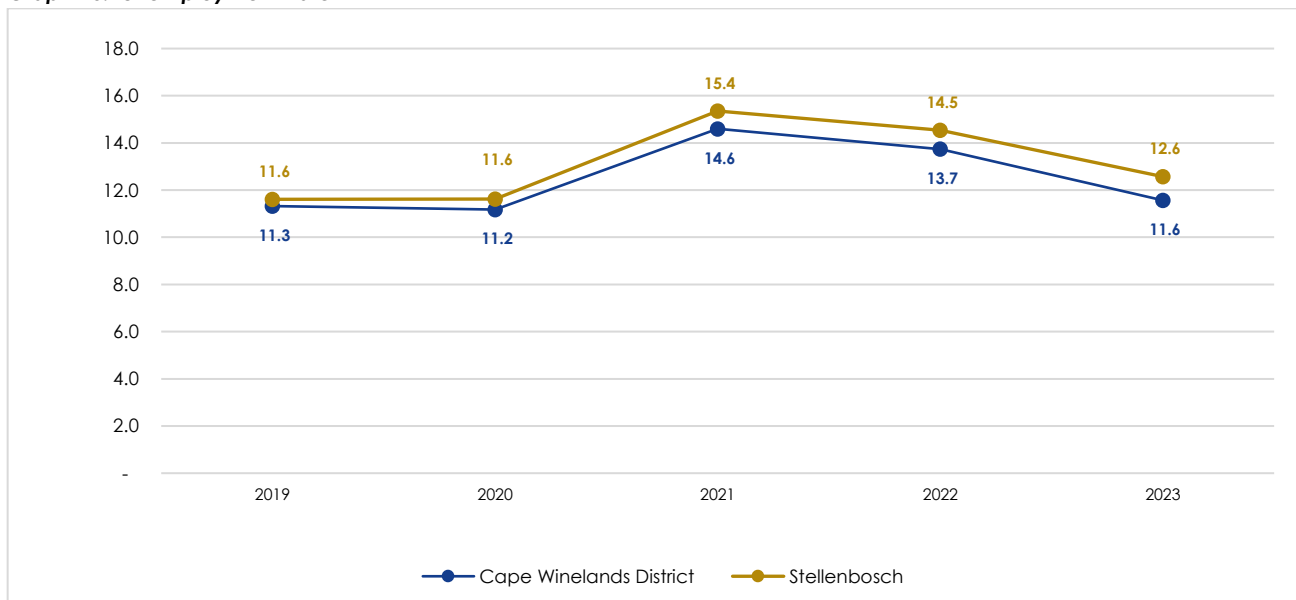
Source: Western Cape, Draft Social-Economic Profile 2024

2.10.3 Unemployment

It is crucial to facilitate access to education and skills development initiatives in communities where high unemployment rates occur. Social transformation needs to be promoted and provide enough relevant opportunities and resources for affected demographic areas.

Not only does this initiative enhance the socio-economic landscape, but it also has implications for municipal revenue. A skilled and educated workforce can contribute to a more vibrant local economy, generating higher tax revenues to support municipal projects and services.

Graph 16: Unemployment Rate



Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)



CHAPTER 3:

Strategic Policy Context

3.1 Municipal Vision and Strategy

Figure 13: Municipal Vision and Strategy



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

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

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

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

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

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

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

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

VISION

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

MISSION

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

VALUES

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

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

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

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

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

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

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

3.2 Strategic Focus Areas (SFAs)

3.2.1 Strategic Focus Area 1: Valley of Possibility

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

3.2.2 Strategic Focus Area 2: Green and Sustainable Valley

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

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

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

3.2.3 Strategic Focus Area 3: Safe Valley

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

3.2.4 Strategic Focus Area 4: Dignified Living

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

3.2.5 Strategic Focus Area 5: Good Governance and Compliance

As more people become urbanised, towns and cities have become increasingly important foci of political and economic power and service provision. As the 13th largest economy nationally, the greater Stellenbosch area and municipality is a significant seat of power and deliverer of services. Deciding what to do, when, where, and to whose benefit it is, however, is a difficult task. The range of



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

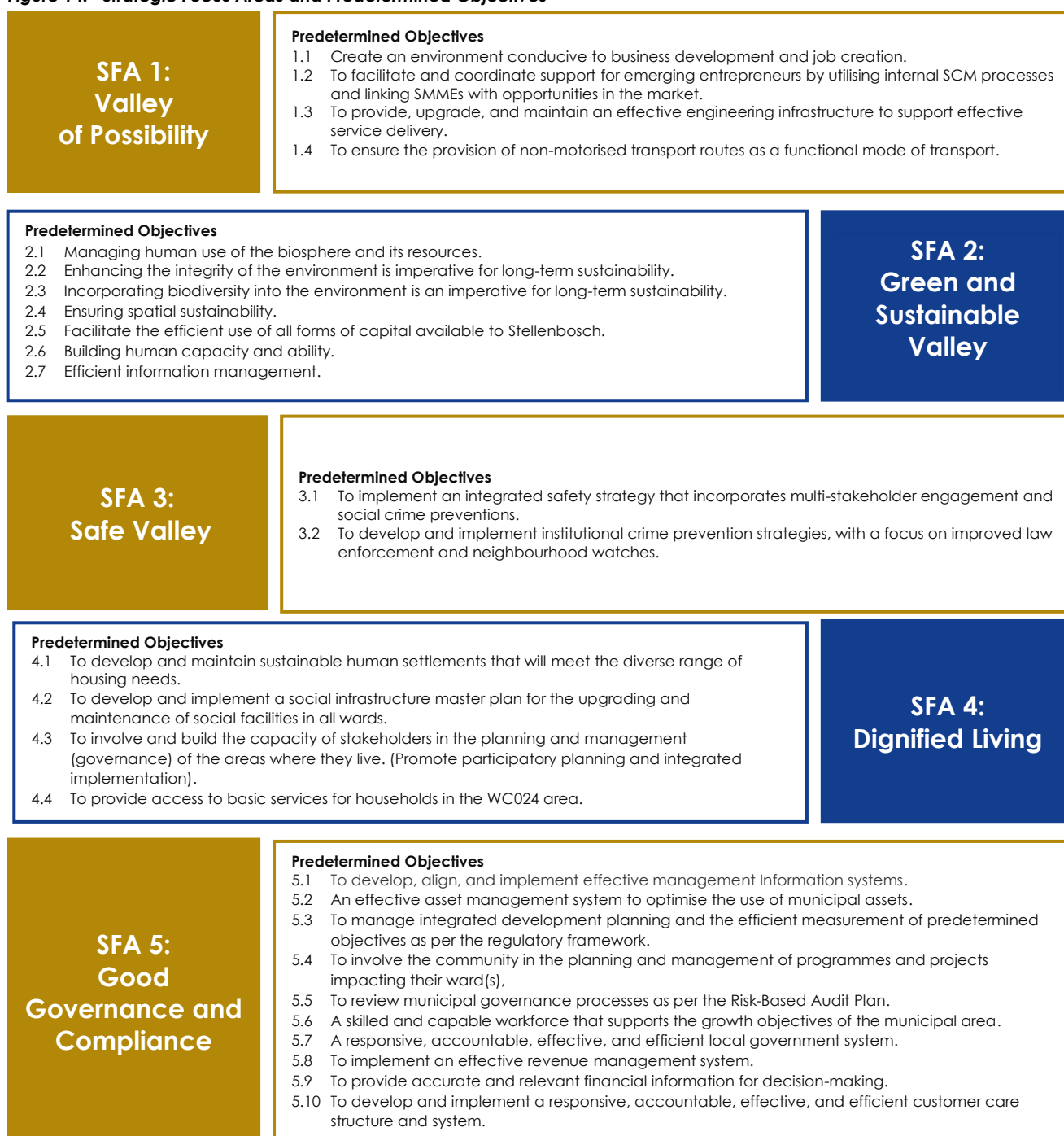
We cannot serve the needs of our citizens without a skilled and customer-focused administration in all the different functional areas and at all levels of the municipality. Given the rapid change in all facets of society, the opportunity must exist for staff to develop their skills, whether in specific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

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

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

3.3 Strategic Objectives and Predetermined Objectives

Figure 14: Strategic Focus Areas and Predetermined Objectives





3.4 Core Principles in Executing Strategy

The municipality comprises three core components:

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

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

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

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

3.4.1 Alignment with institutional structures and processes

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

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



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

3.4.2 The tools of governance

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

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

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

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

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

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

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

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

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

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

3.5 Global Policy Direction

The Stellenbosch Municipality's strategic planning does not occur in a vacuum. Various key policy directives are being employed that range from a global reach to more specific directives applicable to the municipality and its neighbouring municipalities. All these directives are considered when framing future strategic planning and resource allocation. The sections below outline key policy directives considered when framing Stellenbosch Municipality's 2nd review of the 5th Generation IDP 2022 – 2027.

3.5.1 Sustainable Development Goals (SDGs)

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

Sustainable Development Goals (SDGs) 2030

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

Figure 15: Sustainable Development Goals (SDGs)



3.6 National Policy Direction

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

National Strategic Outcomes

- 🚩 Goal 1: Improved quality of basic education.
- 🚩 Goal 2: A long, healthy life for all South Africans.
- 🚩 Goal 3: All people in SA are and feel safe.



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

3.6.1 National Development Plan (NDP) – 2030

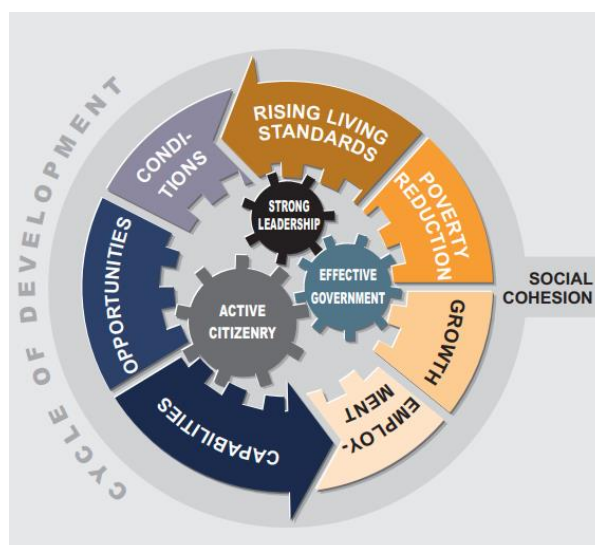
The President appointed a National Planning Commission in May 2010 to draft a vision and plan for the country. On 9 June 2011, the Commission released a diagnostic document and elements of a vision statement. On 11 November 2011, the vision statement and the plan were released for consideration. The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

An approach to change

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

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

Figure 16: National Development Plan – An approach to change



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

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

The Plan in brief

By 2030

- Eliminate income poverty – Reduce the proportion of households with a monthly income below R419 per person (in 2009 prices) from 39% to zero; and

- Reduce inequality – The Gini coefficient should fall from 0.69 to 0.6.

Enabling milestones

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

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

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

The implementation of the MTSF 2019–2024 was, however, disrupted by the outbreak of the COVID-19 pandemic and the declaration of a National State of Disaster on 15 March 2020. The government had to reprioritise its plans and budgets in response to the pandemic, which has had a devastating impact on the health, social, and economic aspects of the lives of South Africans. The President launched the Economic Reconstruction and Recovery Plan (ERRP) on 15 October 2020, which sought to restore much-needed economic growth and employment. The combination of all these factors has meant that the MTSF 2019–2024 had to be revised to include critical interventions that are part of the government's relief and recovery efforts.

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

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

Figure 17: Three NDP Pillars

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

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

3.6.3 National District Development Model and One Plan

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

The objectives of the DDM are to:

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



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

3.6.4 Integrated Urban Development Framework (IUDF)

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

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

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

Figure 18: IUDF Strategic Goals and Levers



Source: Integrated Urban Development Framework

The IUDF strategic goals listed above create nine policy levers. These policy levers can only be used if they are added to tools for planning municipal development, like the Spatial Development Framework (SDF) and Integrated Development Plan (IDP).

3.7 Provincial Policy Direction

3.7.1 The Western Cape Government Provincial Strategic Plan 2025 - 2030

The Western Cape Provincial Government (WCG), Provincial Strategic Plan (PSP) 2024 - 2030, outlines the strategic goals and priorities for the period 2025- 2030.

The overarching strategic direction for the provincial government over the features below:

Strategic:

The PSP outlines high-level priorities and goals for the provincial government to enhance residents' quality of life. PSP 2025-2030 focuses on shared, resident-centred outcomes which inform departmental and portfolio plans.

Resident-centric:

The PSP focuses on achieving meaningful changes for residents, applying the life course approach and systems theory to define impact, and theories of change to track progress.

Transversal:

The PSP promotes integration and collaboration across provincial departments, and a whole-of-society approach, to address complex challenges through transversal responses.

The PSP 2025 – 2023 builds on proven approaches from previous cycles, incorporating lessons and established strategies that guide government action. The Western Cape's Key Priorities for 2025 – 2030 are:

WCG Key Priority 1: Growth for Jobs

- ⬆ Driving growth opportunities through investment
- ⬆ Stimulating market growth through exports and domestic markets
- ⬆ Energy resilience and transition to net-zero carbon.
- ⬆ Water security and resilience
- ⬆ Technology and innovation

WCG Key Priority 2: Safety

- ⬆ Integrated Violence Prevention
- ⬆ Safe and Secure Communities and Infrastructure
- ⬆ An effective and responsive law enforcement

WCG Key Priority 3: Educated, Healthy and Caring Society

- ⬆ Integrated Violence Prevention
- ⬆ Safe and Secure Communities and Infrastructure
- ⬆ An effective and responsive law enforcement

WCG Key Priority 4: Innovation, Culture and Governance

- ⬆ Integrated Violence Prevention
- ⬆ Safe and Secure Communities and Infrastructure
- ⬆ An effective and responsive law enforcement

3.8 The Cape Winelands District Municipality (CWDM) Strategic Focus

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

Table 17: CWDM Strategic Objective 2022 – 2027

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

3.9 Local Policy Direction

3.9.1 Stellenbosch Municipality

The intent of the strategic goals for the 3rd review of the 5th Generation IDP 2022 – 2027 will remain the same as the strategic goals of the 5th Generation IDP 2017 – 2022.

The table below indicates how the municipality's Strategic Focus Areas (SFAs) are aligned with national, provincial, and district plans.

Table 18: Horizontal Alignment Matrix

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

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

3.10 Municipal Manager: Five-Year Plan

Table 19: Summary Results: Municipal Manager Priority IDP Deliverables 2022 - 2027

Period	2022 - 2027	2022/23	2023/24	2024/25
	Project completed	6	2	1
	Project in progress	0	0	3
	Not completed / No budget available / District Function / Provincial Function	1	2	0
N/A	IDP Deliverable Not Yet Measured	0	.0	2
Total IDP Deliverables		7	4	6

Table 20: Municipal Manager 5-Year Plan 2022 - 2027

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

Municipal Manager Five-Year Plan 2022 – 2027																					
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Office of the Municipal Manager	Section: Communication	NKPA 5	SFA 5	Corporate Services	Customer-Centric Approach to basic services and improve on it where needed and expand	Develop a Communication Strategy	Number of Communication Strategies developed by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	Communication Strategy to be formulated after the adoption of the Revised Communication Policy. A draft Communication Strategy was submitted to the Executive Mayor and Mayor in January 2025.
TBC	Directorate: Corporate Services	Department: Information Communications Technology (ICT)	NKPA 5	SFA 5	Corporate Services	E-governance (SMART CITY)	Drafting of a Smart City Framework	Number of Smart City Frameworks drafted by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	Draft Smart City Framework submitted to the Director: Corporate Services.

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA1	Infrastructure Services	Continues with our plan with bulk infrastructure upgrades to ensure sufficient bulk capacity – key for economic development	Establish a new cell at the Stellenbosch Landfill Site	Number of new cells established at the Stellenbosch Landfill Site by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Linked to the IWMP. Phases 1 and 2 are complete. Waste has already been diverted to the new cell at the landfill site, and a portion, phase 3, of the cell still needs to be developed.
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA1	Infrastructure Services	Continues with our plan with bulk infrastructure upgrades to ensure sufficient bulk capacity – key for economic development	Develop an Infrastructure Asset Register	Number of Infrastructure Asset Registers developed by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	To date, an Infrastructure Asset Management Framework has been developed and signed off by the Municipal Manager. Before considering a software system, the next step is to develop an Infrastructure Asset Management Policy.

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Roads, Transport and Storm Water (RTS)	NKPA 1	SFA 3	Infrastructure Services	Critical road infrastructure upgrades from a safety and development point of view – R45, Western by-pass, etc	Completion of the Adam Tas Link Road	Number of Adam Tas Link roads completed by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	Target has been adjusted to the 2026/27 financial year. The road is funding-dependent as a relatively large amount of funding is required. The department will aim to commence with the road in the 2025/26 financial year.
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 1	Infrastructure Services	Clean, green electricity generation to ensure economic sustainability	Develop a policy to allow purchasing of electricity from the public	Number of policies were developed to allow purchasing of electricity from the public by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality is purchasing electricity from its customers in the form of credits. In order to develop a policy, the regulatory environment (MFMA) does not allow for this at present.

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Financial Services	Financial viability and sustainability through long-term financial planning and prudent financial management Zero tolerance for corruption	Submission of a revised Capital Expenditure Framework (CEF) to CoGTA	Number of revised Capital Expenditure Frameworks (CEF) submitted to CoGTA by 30 June	WCO24	2	1	n/a	n/a	1	n/a		n/a	n/a	n/a	n/a	In terms of COGTA compliance, a CEF should be compiled every five (5) years. The CEF was adopted by the Council in June 2023.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Human Settlements	Focus on social housing and Gap housing to address the plight of the backyarders and to provide dignified living	Submission of the Stellenbosch Inclusionary Housing Policy to the Council	Number of Stellenbosch Inclusionary Housing Policies submitted to Council by 31 March	WCO24	1	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Target achieved. The Council adopted the Inclusionary Housing Policy on 27 June 2023.

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Human Settlements	Continuing with wealth creation through the title deed programme	Transferring title deeds to approved beneficiaries	The number of title deeds transferred to approved beneficiaries by 30 June	WCO24	750	150	150	150	150	150				n/a	n/a	<p>In the 2022/23 financial year, 190 title deeds were transferred. The 5-year target has been adjusted downwards due to the challenges experienced with resolving late estates.</p> <p>97 title deeds transferred in the 2023/24 financial year. Target not achieved.</p> <p>The target could not be met due to the registration of Historic General Plans that had lapsed or not been obtained. General Plans have now been registered and registration of</p>

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Development Planning	NKPA 3	SFA 1	Planning, LED and Tourism	Adam Tas Corridor is an excellent private-public partnership for sustainable urban development and inclusion	Development of an ATC Local Spatial Development Framework	Number of ATC Local Spatial Development Frameworks developed by 30 September	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved. Linked to Mayoral Outcome.
TBC	Directorate: Planning and Economic Development	Development Planning	NKPA 5	SFA 1	Planning, LED and Tourism	Improve business processes in the Planning department	Compilation of an annual report on the policy / guideline / SOP needs assessment for the Department: Development Management	Number of annual reports on the policy / guideline / SOP needs assessment for the Department: Development Management, compiled by 31 March	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Target achieved for the 2023/24 financial year.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Protection Services	Implementation of a land invasion unit	Appointment of Law Enforcement Officers (Tactical Reaction Unit (TRU))	Number of Law Enforcement Officers (TRU) appointed by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The establishment of a TRU needs to be finalised before appointments can be made.

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Protection Services	Continuing to improve on the safer environment, through adding to our cameras and surveillance as well as supporting and creating more neighbourhood watches	Spending of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services	Percentage of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services by 30 June	WCO24	90%	90%	90%	90%	90%	90%	🔴	🔴	🟡	n/a	n/a	Target not achieved. 0% spending. This will include UPS solar power for the batteries. Due to the tender not being concluded, the actual spending for the financial year ending December 2024 is 0.55%. The Bid Specification Committee presented and approved new tender specifications. The tender will be advertised.
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Infrastructure	Clean, green electricity generation to ensure economic sustainability	Develop an Energy Master Plan	Number of Energy Master Plans to be developed by 31 December	WCO24	1	1	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	n/a	Target achieved. The Energy Master Plan was presented to the Municipal Manager and Directors on 08 November 2022 by CSIR.

Municipal Manager Five-Year Plan 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Portfolio	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
											2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Development Services, Asset Management and Systems & Project Management Unit (PMU)	NKPA 1	SFA 2	Infrastructure	Continues with our plan with bulk infrastructure upgrades to ensure sufficient bulk capacity – key for economic development	Develop an Infrastructure Asset Management Policy	Number of Infrastructure Asset Management Policy developed by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	IDP deliverable to be reported on by 30 June 2025.

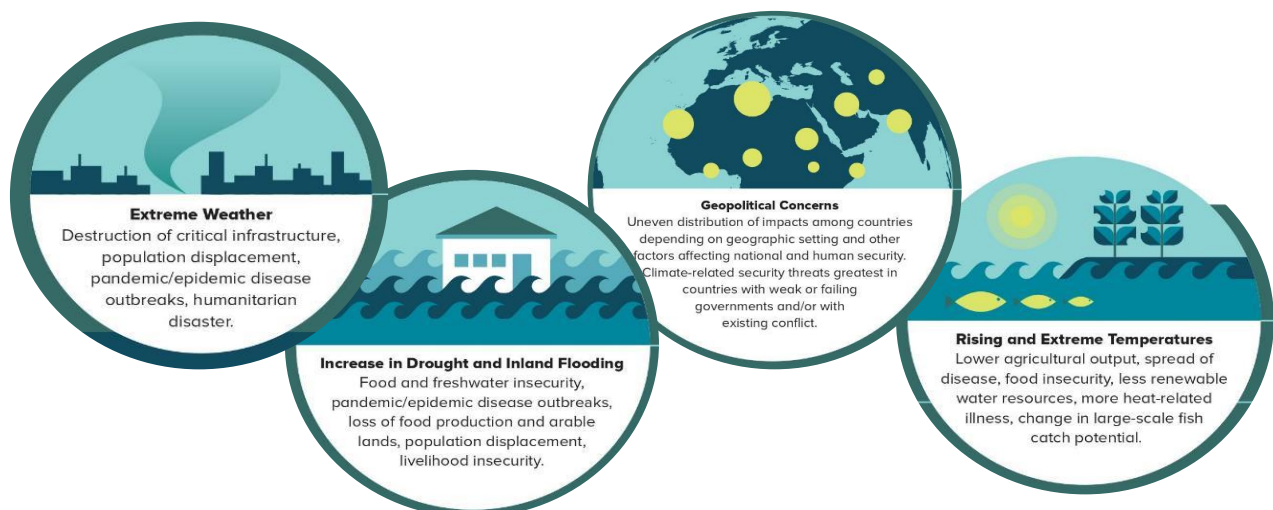


3.11 Climate Change Adaption

Climate change is described as the variation of global atmospheric weather patterns resulting from a rise in the temperature of the earth's surface. It is often referred to as 'global warming' and attributed directly or indirectly to human activity that alters the composition of the global atmosphere. This is in addition to natural climate variability observed over comparable time periods. South Africa is subject to climate variability and extreme weather, characterised by intense heatwaves, warm winters, cold and rainy summers, thunderstorms, wildfires, droughts, floods and tropical cyclones, resulting in challenges for people's livelihoods. Thus, climate change remains a development challenge of the 21st century internationally, and South Africa at a national, provincial and local government level is exploring diverse ways of adapting to and mitigating the impacts of climate change.

A status quo report on climate change in the Western Cape (June 2005) states that the future climate of the Western Cape is likely to be warmer and drier than at present, according to several current model projections. In support of these projections, recent temperature trends reveal appreciable warming in the Western Cape over the past three decades. Rainfall trends are not as clearly identifiable. A future that is warmer, and possibly drier, will encompass a range of consequences that will affect the economy, the livelihoods of people and the ecological integrity of the region. Therefore, it can be ascribed that climate is indeed a driver of instability in various ways.

Figure 19: Climate as a driver of instability



Source: <https://www.envirosecurity.org/publications/climate-change-implications-for-defenceH>

The Western Cape already experiences regular severe weather events, which will become more extreme. Despite an overall drying trend, it is likely that more storms and flooding are anticipated. Stellenbosch is characterised by a Mediterranean climate, characterised by warm, dry summers and cold, wet winters. The municipality receives approximately 80% of its annual rainfall in the winter months, typically as cyclonic rain from cold fronts, and 20% during its summer months. Summers are generally hot with temperatures averaging between 25° and 30°C. Hence for Stellenbosch Municipality to respond to the adaptation to climate change high priority is given to the formulation of a framework and plan concerning climate change adaptation and to provide support to citizens and key stakeholders in adapting to the current and future impacts of climate change (climate resilience) in the municipal area.



Legislative Framework of Climate Change

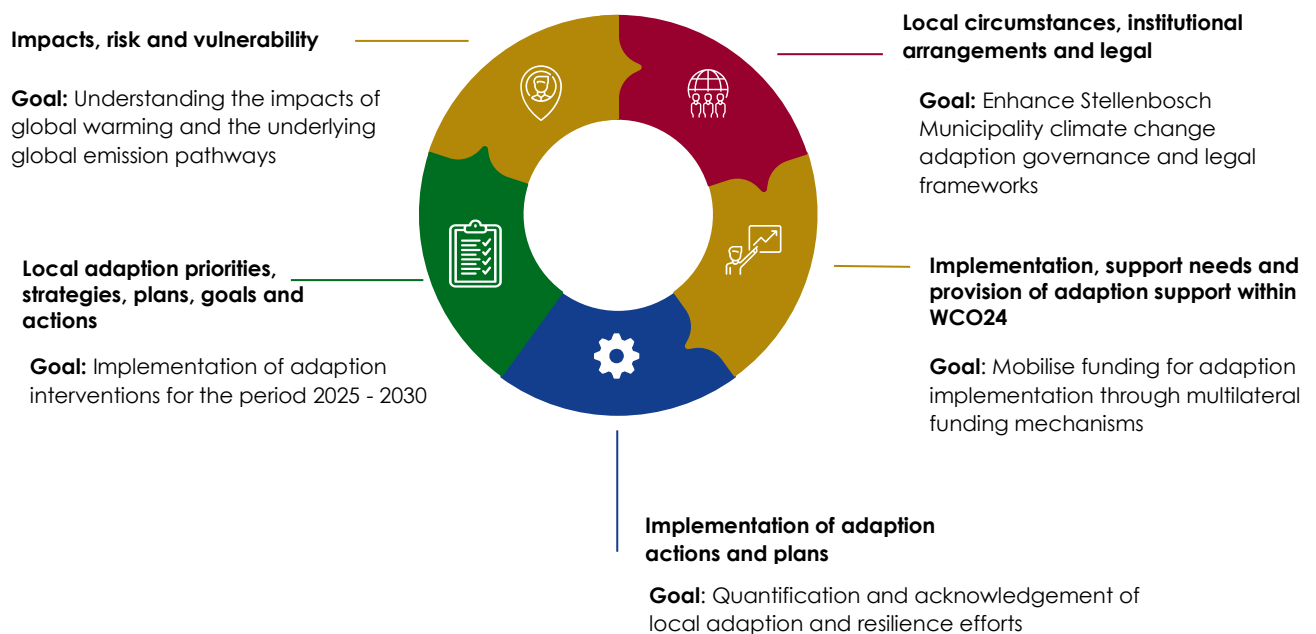
The Climate Change Act, 2024 (Act No. 22 of 2024) is a pivotal legislative measure aimed at addressing the urgent global challenge of climate change through comprehensive and impactful strategies. The objectives of the Act. The overarching goal is to support South Africa's transition to a low-carbon, climate-resilient economy and society while promoting sustainable development.

The objectives of the Climate Change Act 22 of 2024 are described as:

- ✚ Promotes the formalisation of adaptation processes through policy interventions;
- ✚ Mandates clear adaptation road maps based on scenarios to assist with planning and resourcing;
- ✚ Promotes coordination through different tiers of government;
- ✚ Allows for sectoral-specific interventions that focus on interventions, particularly for vulnerable sectors;
- ✚ Encourages mainstreaming of climate adaptation through policy and planning tools;
- ✚ Aims to facilitate effective resourcing through the establishment of financial mechanisms to support response;
- ✚ Encourages stakeholder engagement in planning to tap into local knowledge and create buy-in;
- ✚ Support South Africa's international obligations under the Paris Agreement, ensuring that national adaption efforts contribute to global climate goals;
- ✚ It establishes mechanisms for tracking progress on adaption actions; and
- ✚ To provide a feedback mechanism for future planning and decision-making.

For Stellenbosch Municipality to respond to the objectives set out in the Climate Change Act, the following areas of focus will be explored for the period 2025/26 – 2026/27 with an annual review to consider the changing circumstances and progress on the formulation and compilation of a framework and plan.

Figure 20: Climate Change Adaption Focus Areas and Goals





The success of climate change adaptation in the Stellenbosch municipal area will be evaluated based on the key IDP deliverables outlined in the table below for the period 2022 – 2027.

Table 21: Summary Results: Municipal Manager Priority IDP Deliverables 2022 - 2027

Period	2022 - 2027	2022/23	2023/24	2024/25
😊	Project completed	n/a	n/a	1
😐	Project in progress	n/a	n/a	0
😞	Not completed / No budget available / District Function / Provincial Function	n/a	n/a	0
N/A	IDP Deliverable Not Yet Measured	n/a	n/a	0
Total IDP Deliverables		n/a	n/a	1

Table 22: Municipal Manager 5-Year Plan 2022 - 2027

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

Climate Change Adaption Five-Year Plan 2022 – 2027																			
Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	IDP Deliverable	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Climate Change Readiness Assessment	Conduct an internal audit on climate change readiness assessment	Number of internal audits conducted on climate change readiness by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	🟢	n/a	n/a	Internal audit on climate change readiness completed in March 2024
Directorate: Community and Protection Services	Department: Community Services	NKPA 5	SFA 5	Climate Change Framework / Policies	Submission of a draft Climate Change Adaptation Framework to the Director: Community and Protection Services	Number of draft Climate Change Adaptation Frameworks submitted to the Director: Community and Protection Services by 30 June	WCO24	1	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	



Climate Change Adaption Five-Year Plan 2022 – 2027

Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	IDP Deliverable	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Office of the Municipal Manager	Office of the Municipal Manager	NKPA 5	SFA 5	To promote the formulation of adaption process / policy interventions	Compilation of a draft Climate Change Adaptation Plan	Number of draft Climate Change Adaptation Plans compiled by 30 June	WCO24	1	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	



CHAPTER 4:

Spatial Development Framework

4.1 The Purpose of the Spatial Development Framework

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

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

4.2 The relationship between the IDP and SDF

Figure 21: Relationship: IDP and SDF



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

- Enable a long-term spatial vision for the future of regions and places to be best developed over time that is based on evidence, local distinctiveness, and community-derived objectives;



- ✦ Translate this vision into a set of strategic municipal planning, policies, priorities, programmes, and land allocations, together with the public-sector resources (budget) to deliver them;
- ✦ Create a framework for private investment and regeneration that promotes economic, environmental, and social well-being for a specific region or area, i.e., the Adam Tas Corridor Local Areas Spatial Development Framework and Development Guidelines (October 2022); and
- ✦ Coordinate and deliver the public-sector components of this vision with other agencies and processes to ensure implementation through its CEF (medium-term) and IDP (short-term).

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

4.3 The Legislative Framework of Municipal SDFs

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

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

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

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

- Consider and, where necessary, incorporate the outcomes of substantial public engagement, including direct participation in the process through public meetings, public exhibitions, public debates and discourses in the media, and any other forum or mechanisms that promote such direct involvement.

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

Table 23: SPLUMA and Development Principles

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

At the municipal sphere of government, aligned with SPLUMA and the Western Cape Land Use Planning Act, 2014 (Act No. 3 of 2014) (LUPA), the Stellenbosch Municipal Land Use Planning By-law (dated 9 June 2023) further outlines minimum standards for SDFs, both in the preparation process and content. In support of SPLUMA, the Department of Rural Development and Land Reform (now known as the Department of Agriculture, Land Reform, and Rural Development) prepared a detailed process and content entitled "Guidelines for the Development of Provincial, Regional and Municipal Spatial Development Frameworks and Precinct Plans." The Stellenbosch Municipality follows these legislative frameworks and guidelines in its work on the municipal and local SDFs, which is subject to an extensive review every five years, with less comprehensive reviews annually.

4.4 Stellenbosch Municipality's work on its SDF, Review and Proposed Amendments

Background on the 1st Annual Review, Amendment, and Adoption of the Stellenbosch IDP / MSDF / CEF, 2023, as part of the IDP Process Plan 2023/24.

The need for all municipalities (metropolitan, local, and district) to have Spatial Development Frameworks (MSDFs) as core components of their Integrated Development Plans (IDPs) has been a legislative requirement for the past 24 years, since the implementation of the Municipal Systems Act, Act 32 of 2000 (MSA). Over the past 24 years, our understanding of the importance of MSDFs has improved. In this period, three further pieces of legislation have been introduced, namely the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013) (SPLUMA), the Western Cape Land Use Planning Act, 2014 (Act No. 3 of 2014) (LUPA), and the Stellenbosch Municipality Land Use Planning By-law (2023), which have further clarified the role and importance of MSDFs. Specifically, these legislations have provided further needed detail on the content of MSDFs and the administrative processes to be followed for review, amendment, and adoption of MSDFs.

Given that the MSA makes it clear that an MSDF (including the Capital Expenditure Framework (CEF) is a core component of an IDP, it follows that the process requirements prescribed by the MSA in respect of an IDP, must apply to an MSDF. In the Stellenbosch Municipality context, Council approved the commencement of the **proposed review and amendment process** of the Municipal Spatial Development Framework, 2019 (MSDF) and Capital Expenditure Framework, 2021 (CEF) to achieve strategic, spatial, and financial alignment and to enable the coordination of policies within the municipality. In doing so, an integrative strategic, spatial and financial planning approach was followed to avoid the duplication of efforts and to ensure maximum positive impact from the investment of resources with specific consideration to the adoption of the catalytic projects as approved in the Adam Tas Corridor Local Area Spatial Development Framework, 2022 (ATC LASDF). This resulted in a reviewed and amended MSDF and CEF which was supported and adopted at a Council Meeting dated 27 June 2023.

The final adopted IDP / MSDF / CEF were incorporated and adopted within the 2022-2027 IDP on 30 October 2023, with confirmation from the Western Cape Provincial MEC for Local Government, Environmental Affairs and Development Planning on compliance with the relevant legislative requirements received on 28 November 2023.

Legislative requirements and process for the 2nd Annual Review of the Amended IDP / MSDF / CED (2023), as part of the IDP Process Plan 2024/25.

Section 34(a)(i) and (ii) of the MSA speaks directly to the need to “review” an MSDF annually in terms of the performance of the municipality concerning the guidance provided in its MSDF, as well as at any time deemed necessary in response to changing circumstances. The annual review allows for proactive monitoring of the implementation of the MSDF while highlighting the need for actions that need to be taken to support the MSDF implementation on a sustained basis. It is also important to note that an annual review of the MSDF does not necessarily lead to or require an amendment of the MSDF.

Section 34(b) of the MSA goes on to say that this review of the Amended IDP/MSDF/CEF may result in there needing to be an amendment to the MSDF. If an amendment is required, the process prescribed in Regulation 3 of the Local Government: Municipal Planning and Performance Management Regulation, 2001, must be followed. In addition, the requirements of section 20(3) in SPLUMA, and sections 10, 11, 12, or 13, and 14 of LUPA, and sections 3, 4, or 5 and 10 of Stellenbosch Municipality Land Use Planning By-law (2023) must also be satisfied. It is important to note that when an amendment process is required due to recommendations from the review, or decision by the Council, this process should be planned for and included in the IDP process plan developed in terms of sections 28 and 29 of the MSA. Furthermore, it should be noted that the timeframe normally associated with an

amendment process for the IDP / SDF / CEF ranges between 24 to 36 months, and upon conclusion **does not give any development rights** and the necessary land development applications should still be submitted with the Division: Development Management for assessment and decision.

To support municipalities with unpacking the legislative requirements and administrative processes, the Western Cape Department of Environmental Affairs and Development Planning (DEA&DP) and the national Department of Cooperative Governance have issued a practice note and revised IDP guidelines. For the annual review of the Amended IDP/MSDF/CEF (2023), this internal review was part of the IDP process plan 2024/25 and was undertaken based on the mentioned practice note and guidelines. Accordingly, and concerning this internal desktop review of the MSDF, the following factors have been considered regarding the performance of a municipality concerning its MSDF, namely:

- ✚ Are the goals and objectives of the MSDF being reached by the municipality?
- ✚ Is the direction provided by the MSDF being brought into the compilation or amendments of relevant sector plans, e.g., the Integrated Transport Plan (ITP), Water Services Development Plan, Integrated Waste Management Plan, Air Quality Management Plan, Engineering Services master plans, the Human Settlements plan, etc.?
- ✚ Is the municipal budget spent in line with the priority development areas identified in the MSDF?
- ✚ What substantive development permissions (rezoning and subdivisions) has the municipality given in the past financial year?
- ✚ Are these development permissions aligned with the objectives, principles, and policies set out in the MSDF?
- ✚ What site-specific deviations did the Municipal Planning Tribunal (MPT) permit? What is the impact of these on the Municipal IDP/Budget/MSDF?
- ✚ Are implementation actions identified by the MSDF (including the CEF) being brought forward into the IDP, and SDBIPs and where relevant, budgeted for?
- ✚ Are implementation actions identified by the MSDF (including the Capital Investment Framework) included in the Strategic Plans and/or Annual Performance Plans and Budgets of relevant provincial and national government departments and state-owned entities?
- ✚ Do prior amendments suggest the municipality needs to commence with a compilation of a new MSDF?

The purpose of the annual review report will be to start highlighting and building up a list of what should inform the review of the amended IDP in years 4 and 5 and what should be addressed in the next generation IDP (and MSDF/CEF) to be adopted for the next 5-year term of office. Hence, the review will compile a list of issues to be dealt with when compiling the MSDF for the period 2028-2032.

Methodology and Performance Measurement Assessment for the 2nd Annual Review of the Amended IDP / MSDF / CEF (2023).

One of the contributing factors to the lack of spatial transformation is that strategic policy seldom leads the implementation agenda of municipalities. Ideally, the infrastructure and built environment programmes of municipalities should align with the spatial objectives of the MSDF, which is the 20-year plan for the management of the physical growth and development of the municipality. The MSDF, as the strategic and integrative spatial planning policy, outlines the municipality's spatial agenda to its service directorates, ensuring that their sector plans, programmes, and projects are grounded in a sound common spatial logic, while the CEF, the municipality's capital planning framework over the 10-year planning horizon, enables specific arrangements for prioritisation, mobilising, sequencing and implementing public and private infrastructural and land development investment ensuring maximum positive impact from the investment of scarce resources as agreed to by all stakeholders, while ensuring financial sustainability.



The Stellenbosch Municipality has, over the last few years, made deliberate efforts to improve municipal policy coherence and the vertical alignment in its intra-municipal planning sphere through a collaborative approach using the Capital Planning Forum (CPF) and the MSDF/CEF mechanisms. This approach enables the municipality's long-term strategic development vision to direct infrastructure implementation in the functional areas and priority development areas of the municipality (i.e., Stellenbosch, Klapmuts, and Franschhoek), whilst remaining conscious of the municipality's financial position and infrastructure planning needs.

The 2nd annual review for the 2024/25 cycle of the MSDF deals with the performance monitoring of the implementation programme of the MSDF around specific spatial imperatives and associated development themes i.e. planning, environment, local economic development, housing, mobility, infrastructure, and community development. The successful implementation of the seven (7) spatial imperatives (also referred to as principles) and guidelines are dependent on related spatial and non-spatial supportive policies, which have specific implications on intra-municipal sector planning. This implies policy alignment across municipal functional areas and services.

Each of the spatial imperatives highlights the supportive intra-municipal directorates and their implications on sector planning across the MSDF implementation programme. For this second annual review process of the implementation programme of the MSDF, which is coordinated by the Directorate: Planning and Economic Development (D: P&ED), Council resolutions adopted by the municipality from 27 September 2023 to date (05/2024) were also analysed. The MSDF 2nd Annual Review Report also evaluated inputs received during the IDP 2023/24 public participation process. One of the inputs received from a consultant requested the inclusion of the Libertas Development Proposal within the urban edge. The report from the consultant further explains the site-specific reasons for the deviation from the Council's spatial policy and the reasons for considering a very specific type of development that the Amended IDP/MSDF/CEF did not consider, and which hasn't been catered for within Stellenbosch town. The comments received by the consultant require an assessment of performance measurements (sections 34(a)(i) and 41 of the MSA), and the extent that changing circumstances demand an amendment (section 34(a)(ii)) to the Municipal Council. It is important to note that **changing circumstances generally refers to circumstances that are out of the control of the Municipality that have a substantive impact on the MSDF policies and proposals and could include e.g., changes in legislation, policy, norms or standards; disasters; trigger points being reached in terms of certain parameters; significant proposal for development in the municipal area that will result in significantly changed human settlement needs, socio-economic needs or altered natural environments; change in population growth; change in political leadership; new information etc.**

In addition, the consultant has submitted the required land development applications however, it is important to state that the motivation for the site-specific deviation forms part of the land development application, which is currently being processed by the Division: Development Management. Accordingly, the comments and recommendations expressed in the MSDF review report focus on the assessment of performance measurements as stipulated in sections 34(a)(i) and (ii) of the MSA, and it **DOES NOT** deal with the merits of the site-specific deviation application. The submissions from the consultants were assessed in terms of the performance measurements as detailed in the Implementation Programme (refer to Chapter 6) of the Amended MSDF/CEF, 2023.

The 2nd Annual Review Report of the Amended IDP/MSDF/CEF, 2023 served before Council on 30 October 2024. Council was requested to consider, support and adopt the report, and to adopt the recommendation to not commence with the amendment process in terms of Section 34(b) of the MSA to amend the MSDF/CEF (2023). Council resolved to adopt the second annual review report and to not commence with the administrative process to amend the MSDF/CEF (2023) in terms of Section 34(b) of the MSA.



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

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

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

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

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

Table 24: Spatial Challenges

Theme	Spatial Challenges
Biophysical context	<ul style="list-style-type: none"> The degradation of key ecological assets and the loss of productive agricultural land have been ongoing. The condition of the river systems within the municipality has deteriorated. Climate change is likely to have a significant impact on the natural resource base of the municipal area, which will include a reduction in water, increased temperatures, increased fire risks, and increased incidences of extreme weather events. This in turn will impact agricultural production, scenic landscapes, the liveability of urban areas, and the ability to provide basic services such as water and sewerage treatment.
Socio-economic context	<ul style="list-style-type: none"> The population in the municipality will continue to grow above the average provincial rate, and urbanisation rates will increase with settlements absorbing the bulk of growth. The ability of the economy to absorb growth, particularly concerning job creation, is concerning. The informal sector will continue to provide livelihoods to a significant proportion of residents. The growing youthful population, large student population, and seasonal influx of labour are likely to increase the municipality's dependency ratio, in addition to a smaller base from which the municipality can collect revenue to provide services and opportunities that will improve the lives of the poor. Inequality in the municipal area, and particularly in historic towns such as Stellenbosch and Franschhoek, remains significant, and current development patterns are not addressing the issue. Crime rates remain high, and the market response, i.e., private security provision for those who can afford it, is likely to exacerbate inequality. Upgrading and providing basic services and housing will remain the focus of the municipality, including other government agencies, for the foreseeable future. The focus on these priority areas can lead to foregoing investment in other areas that would likely have more socio-economic spin-offs and result in improved place-making. The municipality's inability to provide basic services (e.g., refuse removal) leads to dumping, environmental degradation, and resulting health-related problems.
Built environment context	<ul style="list-style-type: none"> Infrastructure backlogs—especially in poor areas—and essential municipal infrastructure require significant investment and maintenance. This applies to all basic services (electricity, water supply, wastewater management, and solid waste disposal). The need for housing and shelter—both for the lower-income groups and those with employment—has not been adequately met. The existing housing pipeline will not meet the needs of those requiring state assistance, and little is built that is affordable to ordinary workers. A pattern of intermittent land invasions and associated responsive basic infrastructure provision, as well as the daily inward commuting of ordinary workers and students, is likely to continue. Property and land are inordinately expensive in the municipality, locking out both the poor and lower / middle-income workers from the property market. Without significant intervention in the property market, this situation is likely to worsen.

Theme	Spatial Challenges
	<p>↑ Inequality in the municipality is particularly evident in the structure of settlements, with low-density development accommodating the wealthy, while the poor are accommodated in high-density, poor-quality peripheral areas. Significant numbers of people live in informal shelters. Many new developments reinforce a pattern of low overall densities and are located in peripheral areas, entrenching dependency on private transport, among other inefficiencies.</p> <p>↑ The new high-density development mostly focuses on the student market and target groups using private vehicles.</p> <p>↑ Numerous heritage resources located within the settlements are assets of immense value. Many of these are underutilised and have the potential to become vehicles for innovative development that can contribute to creating a more inclusive economy.</p> <p>↑ The existing industrial / manufacturing operations and land holdings in the centre of Stellenbosch town impede large-scale restructuring of the settlement.</p> <p>↑ The planned move of Distell – occupying large tracts of strategic land in Stellenbosch town – to Klapmuts presents very significant opportunities for the future development of Stellenbosch, Klapmuts, and the broader regional space economy. If not rigorously managed as a shared initiative between the public and private sectors, the opportunity may be lost. The municipality should focus maximum effort on utilising the opportunity presented to address the needs of the town.</p> <p>↑ Transport planning practice at the provincial level has maintained a regional mobility lens with the bulk of planning effort and funding allocated to road infrastructure rehabilitation and expansions that provide for and respond to demand-side growth, largely attributed to unconstrained low occupancy private vehicles at the cost of local mobility. Too little focus is placed on progressively improving the efficiency of the use of existing road space through shifting modes and altering travel patterns.</p> <p>↑ This regional mobility and growth approach's focus has very high financial, economic, social, and environmental costs, as it is unsustainable and exclusionary for most of the population. The regional focus on private vehicle growth has an adverse consequence for managing transport at the localised level where trips are generated.</p> <p>↑ The provision of public transport, non-motorised modes, and travel demand management programmes is generally considered a local municipal function and not a core responsibility or competency of the provincial government. Given the extent of transport issues in the municipality, the municipality has limited institutional capacity and funding for the management of transport issues. As a result, sustainable transport approaches have been extensively overlooked in favour of traditional engineering solutions.</p> <p>↑ The municipality continuously updates the online housing demand database and associated mobile applications to provide a valuable source for planning and delivery.</p>
Institutional context	<p>↑ The limited capital budget of the municipality, given the extent and depth of community needs.</p> <p>↑ Limited funds to address critical issues, especially those related to infrastructure augmentation and maintenance, place the municipality in a tenuous position to reverse backlogs or negative trends in shelter or infrastructure needs.</p> <p>↑ Private sector investment is not structured to contribute to the long-term maintenance of common assets or address the developmental needs of the municipal area.</p> <p>↑ The growth in rates of income will largely be used to maintain existing infrastructure and services and will likely not focus on new productive investments.</p> <p>↑ The limited professional resources of the municipality, specifically concerning the rigorous and dedicated full-time management of large-scale projects.</p> <p>↑ Sector planning remains fragmented, and most developments follow a business-as-usual pattern.</p>

4.5 The Spatial Proposals of the SDF

4.5.1 Spatial development 20 -year vision statement

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

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

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



new people, it becomes the stage for new expressions of culture, new businesses, and new ways of doing.

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

4.5.2 Strategic Focus and Spatial Alignment between the IDP and SDF

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

Table 25: IDP Strategic Focus Areas and the SDF

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

4.5.3 Spatial Proposals and Structuring Elements of the SDF

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

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

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

ability of the municipality to deliver on its mandate.

Respect, preserve, and grow our cultural heritage

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

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

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

The spatial policies are spatially targeted in priority development areas and include Baden Powell and the Adam Tas-R304 corridor for growth and new development; Stellenbosch town and Klipmuts.

- ✦ The spatial policies that relate to this principle focus on protective actions around specific spatial elements, e.g., maintaining the urban edge and following the defined settlement hierarchy. In clarifying and respecting the different roles and potentials for settlements within the municipality, the natural and cultural assets are protected while ensuring that the capacity of existing infrastructure can accommodate change and growth.
- ✦ The spatial policies that are directed at urban restructuring and spatial transformation within the hierarchy of settlements focus on new growth and development primarily in larger settlements (as referenced in principle 3 above) to:
 - a) Minimise associated impacts on the environment, agricultural land, and natural resources.
 - b) Maximise the livelihood opportunity (also referred to as quality of life) by building on the availability of existing public facilities and commercial opportunities.
 - c) Maximise the sustainability of new facilities and commercial opportunities.
 - d) Enable the provision of infrastructure most efficiently and cost-effectively.
 - e) Minimise the need for inter-settlement movement.
 - f) Maximise opportunity for and use of non-motorised and public transport.
 - g) Minimise growth in smaller settlements where opportunity is limited while improving access to local services and facilities (required daily).
 - h) Maintain and enhance the unique historic, cultural, and settlement characteristics of different settlements.



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

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

Ensure balanced, sustainable communities

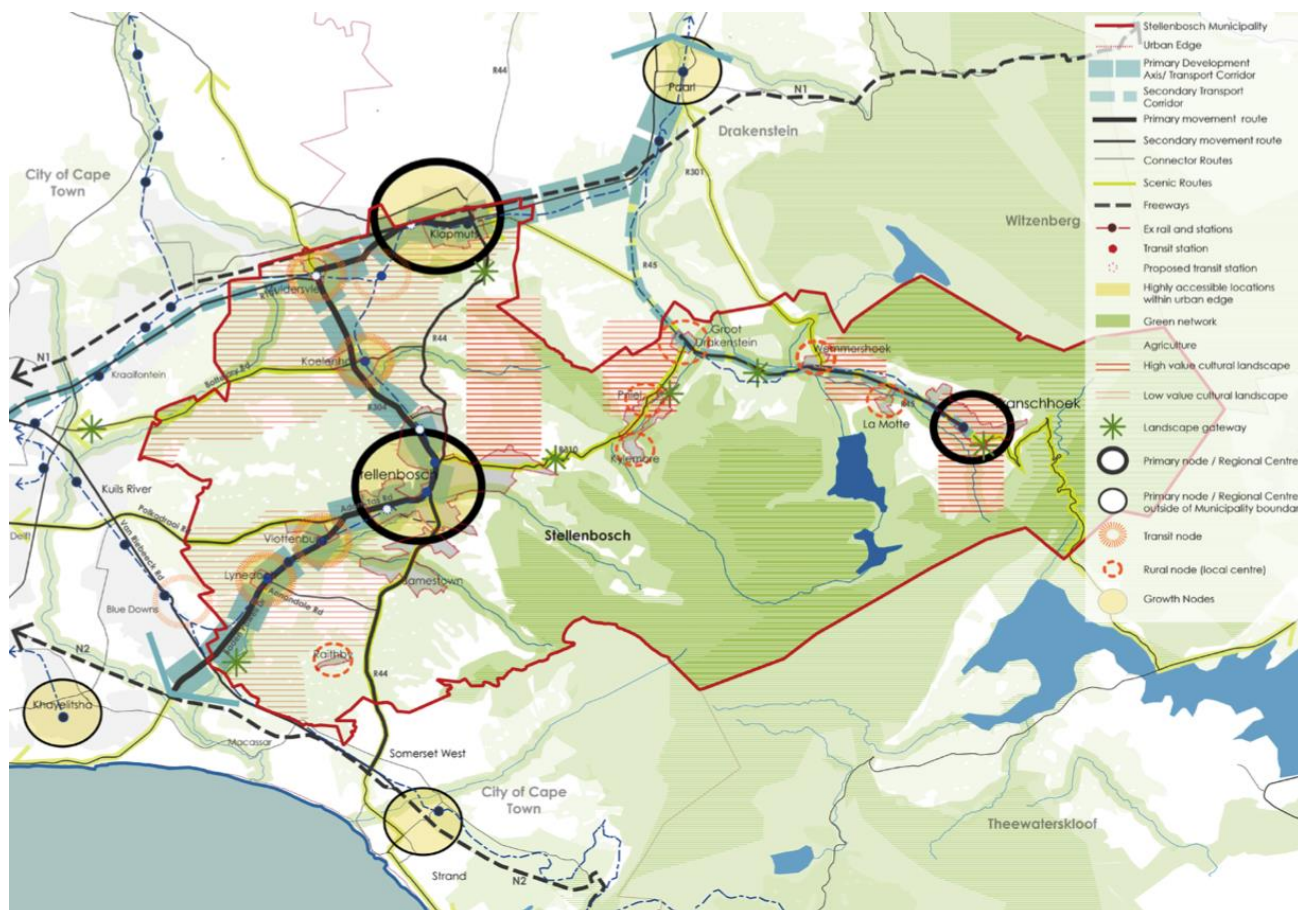
- ✚ The spatial policies that are directed at urban restructuring and spatial transformation within the hierarchy of settlements (including maintaining the urban edge) work towards and maintain, for each settlement, a compact urban form and structure to achieve better efficiency in service delivery and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

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

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



Figure 22: Consolidated Concept for the Municipal Area (Approved November 2019 and 27 June 2023)



4.6 SDF and CEF Implementation Frameworks

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

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



- Capital Expenditure Framework; and
- Monitoring and review.

4.6.1 Settlement hierarchy, priority development areas and themes

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

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

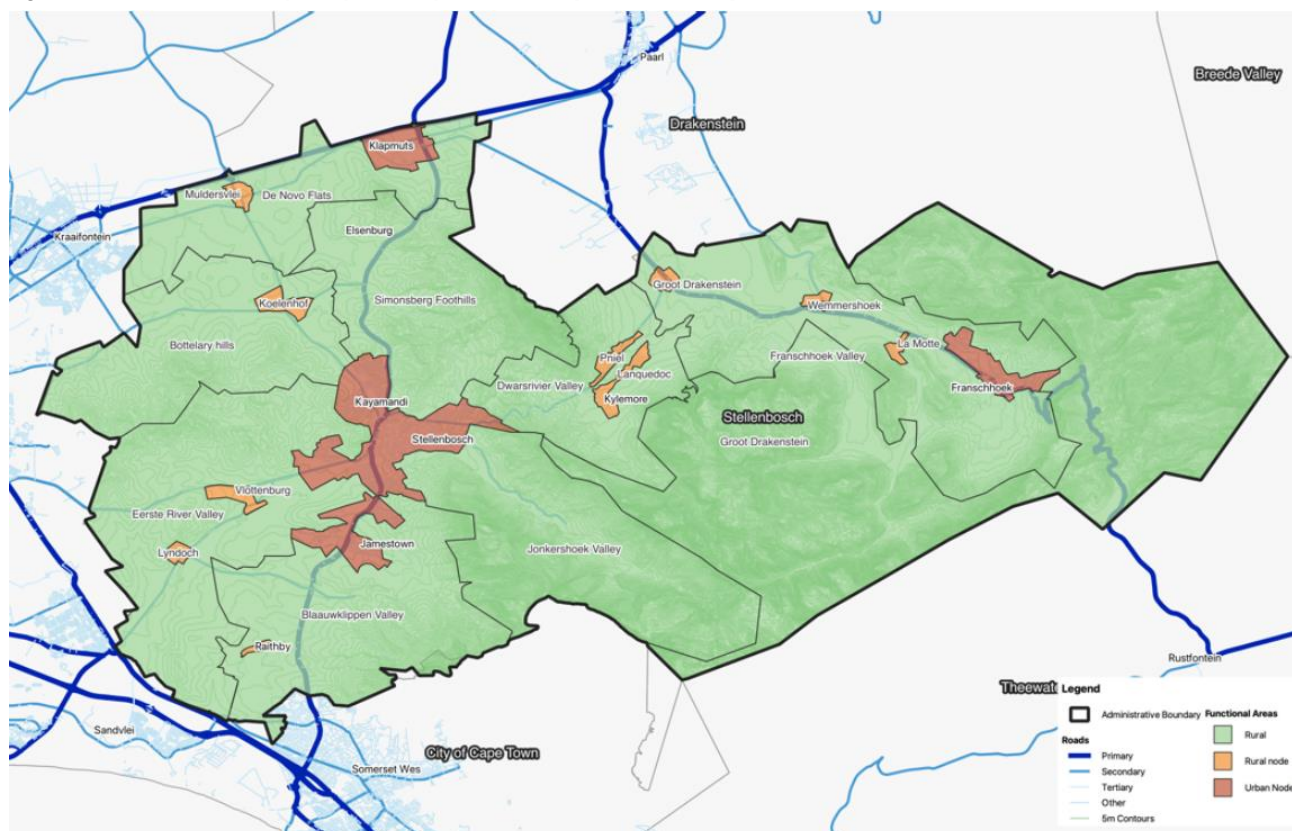
The spatial areas for priority development over the SDF planning period are:

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

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

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

Figure 23: Functional and priority development areas (CEF, June 2023)



The proposed settlement hierarchy for SM, supporting the spatial plan and proposals for the settlement, is a significant centre comprising extensive education, commercial, and government services with a reach both locally and beyond the borders of the municipality, tourism attractions, places of residence, and associated community facilities outlined in the table below.

Table 26: Proposed settlement hierarchy for the Stellenbosch Municipality

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

Over the longer term, Muldersvlei / Koelenhof and Vlottenburg / Lynedoch along the Baden Powell-Adam Tas-R304 could accommodate more growth and be established as inclusive settlements

offering a range of opportunities. However, much work needs to be done to ensure the appropriate make-up of these settlements (including each providing an opportunity for a range of income groups) and integration with the corridor in terms of public transport. They are therefore not prioritised for significant development over the SDF period. Should significant development be enabled in these areas now, it is likely to be focused on private vehicular use and higher-income groups (in gated developments) and will in all probability reduce the potential of initiatives to transform Stellenbosch town and Klapmuts.

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

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

4.6.2 Policy Framework

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

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

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

Table 27: Specific work guidelines

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



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



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



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



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



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

4.7 Catalytic Initiatives - Adam Tas Corridor (ATC) Local Areas Spatial Development Framework, Development Guidelines (October 2022) and overlay zone (March 2023)

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

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



Figure 24: Adam Tas Corridor Local Areas SDF (October 2022)



It forms the western edge of the town but is not well integrated with the rest of Stellenbosch, largely because of the barrier / severance effect of the R44 and the railway line. Much of the area was historically used for light industrial and manufacturing purposes. It includes the disused Sawmill site, the government-owned Droë Dyke area, Distell's Adam Tas facility, Oude Libertas, various Remgro property assets, Bosman's Crossing, the rail station, the Bergkelder complex, the Van der Stel sports complex, the George Blake Road area, and parts of Kayamandi and Cloeteville. Under-utilised and disused land in the area measures more than 300ha.

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

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

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

- ✚ Grow Stellenbosch town—and accommodate existing demand—in a manner that prevents sprawl and creates conditions for efficient, creative living and working;



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

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

Redevelopment, in terms of the concept, offers the opportunity to:

- Re-imagine the future use of the land encompassed in the ATC;
- Grow Stellenbosch town—and accommodate existing demand—in a manner that prevents sprawl and creates conditions for efficient, creative living and working;
- Stimulate and act as a catalyst for the development of improved public transport and NMT;
- Reconstruct infrastructure, and particularly the movement system, including the possible partial grade separation of east-west and north-south movement systems, in turn, integrating the east and west of town and releasing land for development;
- Integrate Kayamandi and Stellenbosch town seamlessly;
- Shift new development focus to the west of town, with Die Braak and Rhenish complexes forming the centre and seam between the new west and east of Stellenbosch town;
- Investigate options for alternative parking provision initiatives in and around the town while the corridor provides for and promotes a greater focus on non-motorised transport; and
- Accommodate uses that meet urgent needs, specifically higher density housing and university expansion, as well as assist in establishing a compact, less sprawling town, public transport, and NMT.

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

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

- Most appropriate land use strategy;
- Action Areas / Catalytic Projects;
- Framework for Investment; and
- Other enabling interventions.

Following the implementation framework, the overlay zone for the Adam Tas Corridor has been approved (24 May 2023) and has been included as a special zone in the Stellenbosch Municipality Zoning Scheme Bylaw, 2023 (17 November 2023). The purpose of the overlay zone is to award the

zoning rights envisaged by the Adam Tas Corridor LSDF to the individual land portions, together with the conditions applicable to each property, for the landowner to take up these rights.

Institutional arrangements are critical and include all spheres of government, private stakeholder involvement, and established partnerships. It would include a broad agreement between landowners and the municipality to pursue the corridor development concepts. The landowners collective and the municipality entered into a Memorandum of Understanding (MOU) confirming the spatial vision and implementation of the ATC LASDF. The Council approved the MOU in August 2022.

To assist Stellenbosch Municipality in coordinating the implementation of the Adam Tas Corridor LSDF and development guidelines, a project management unit (PMU) needs to be established. The purpose of the project management unit (PMU) is to coordinate, plan, and assist with the implementation of development along the corridor. The PMU will be formed on an equal basis between the municipality and the private sector involved with the Adam Tas corridor. The purpose of the PMU is to provide additional capacity and expertise to manage and implement the vision of the Adam Tas corridor. The establishment of the unit is currently being investigated and will be set up by 30 June 2024. The Council appointed the Economic Development Partnership (EDP) to help the municipality set up the PMU and Steering Committee.

Considering the capital infrastructure investment requirements for the ATC the municipality and the landowners collectively agreed on the phasing of the ATC over the next 10 years. Over the short term (1-5 years), the first phase of the ATC was agreed as being Precincts 2 – 6, including a portion of Precinct 10, whilst the planning and infrastructure demand quantification for the rest of the precincts (including the remaining extent of Precinct 10) are considered in the CEF's capital expenditure programme (2023), and the capital infrastructure investment portfolio. The amendment of the CEF as part of the MSDF, 2023 and the current review (2024) enables the municipality to strategically plan, based on an understanding of the catalytic projects that are necessary to meet the needs of the municipality, including ensuring the allocation of resources are financially sustainable whilst also achieving the goals of the municipality. Refer to Council Item 7.2 which served at the Special Meeting of Council on 31 May 2024 for the detailed reports and annexures.

4.7.1 Development of Klapmuts

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

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

There is no doubt that Klapmuts is a potentially significant centre for economic activity and residence within the metropolitan region and SM, as it is located on the N1 transport corridor, which carries 93%



of metropolitan freight traffic. To date, the settlement is characterised by residential use and limited commercial and work-related activity.

The MSDF targets significant new mixed-use development, new residential development, and the associated access and mobility infrastructure provisions to reinforce the significant new regional economic role of Klappmuts as identified by the Greater Cape Metro Regional Spatial Implementation Framework (GCMRSIF). The GCMRSIF and the MSDF reinforce Klappmuts as a potential regional logistics/warehousing/manufacturing hub – with associated residential opportunities – based on its location at the intersection of the N1 and regional north / south movement routes. From a contextual perspective, it is also important to note that to unlock the development potential of the ATC, the municipality must actively support the re-location of land for extensive manufacturing, logistics, and warehousing enterprises from Stellenbosch town towards Klappmuts.

One of the catalytic initiatives identified and supported by the MSDF is the “Innovation Precinct” or “Smart City” in Klappmuts South. The proposed urban development concept by Osmond Lange Architects and Planners has been incorporated into the MSDF since 2019, and significant progress has been made over the MSDF review process.

Figure 25: Concept Development Framework

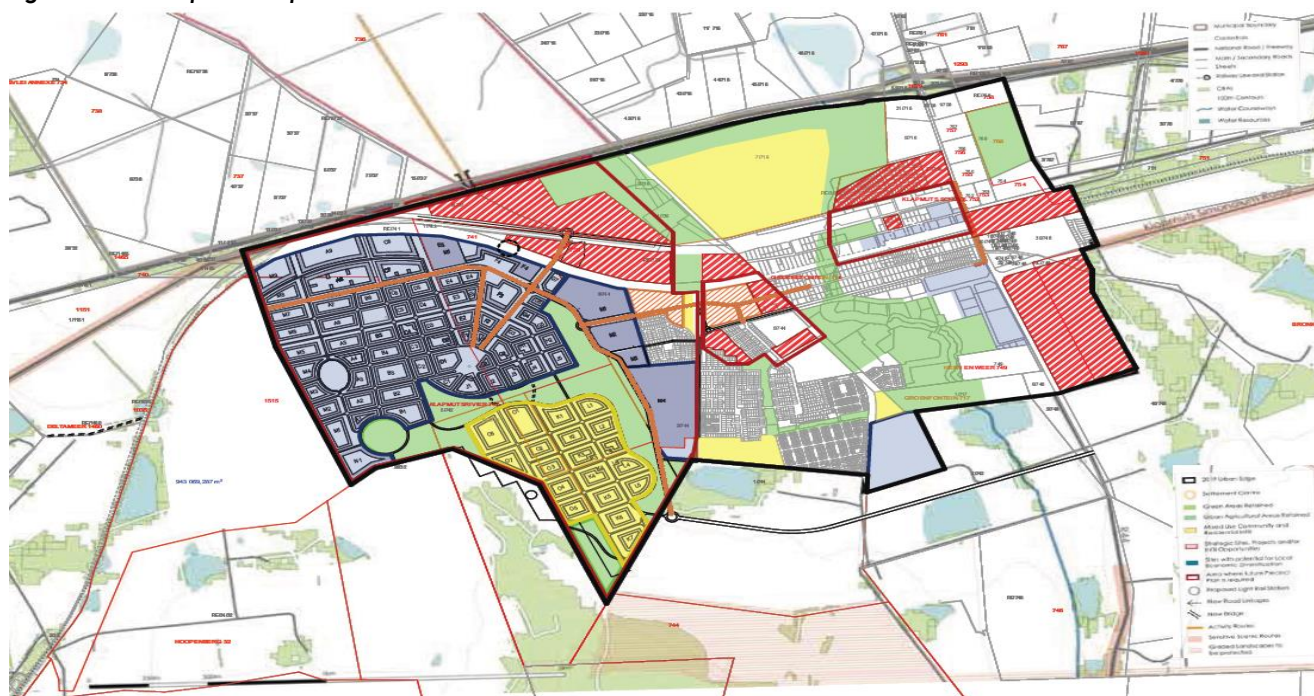
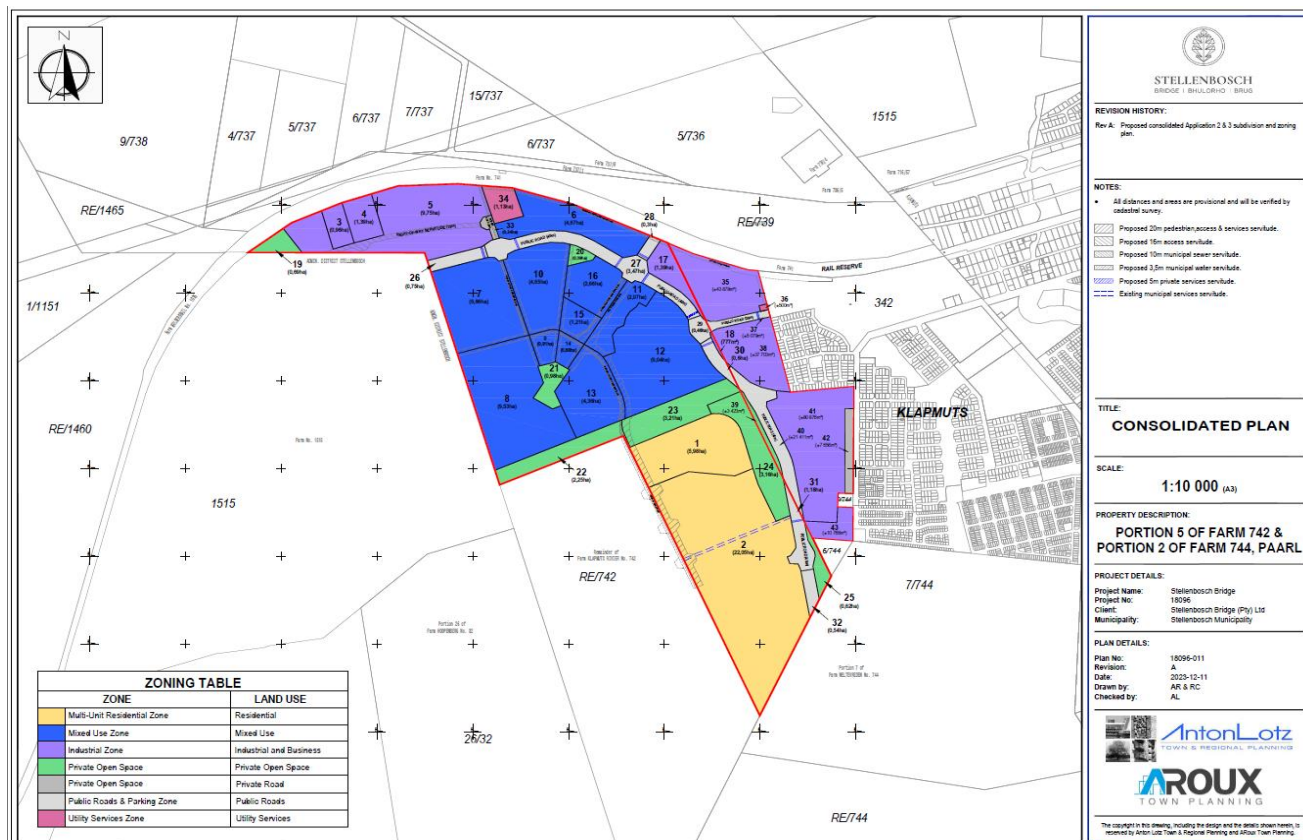


Figure 56. The proposed Klappmuts “Innovation Precinct” Concept (Osmond Lange Architects and Planners)

Based on the development framework, the following development management applications have been considered by the Directorate: Planning and Economic Development over the review period as part of the planning and implementation of the smart city catalytic initiative—now known as “Stellenbosch Bridge.” The development rights approved by the municipality are reflected in the figure below:



Figure 26: Portion of Farm 742 and Portion of Farm 744



Phase 1 of the Stellenbosch Bridge is scheduled for implementation during 2024/25, with groundwork already underway for the establishment of the Industrial Park, located next to the N1.

Through the land use planning process, it was highlighted that the urban edge does not fully align with the final approved development. The amendment of the urban edge is minor as it only encompasses the inclusion of Portion 19 (0.69 ha) as indicated on the approved consolidated plan. The phasing of the development provides for sufficient time to incorporate this as part of the future amendment MSDP process.

Several inter-municipal and inter-governmental issues require specific care in managing the development of Klapmuts over the short to medium term.

Various supporting functions across the intergovernmental spheres are required to reinforce the significant new regional economic role of Klapmuts. A critical issue related to Klapmuts is the split administration between Drakenstein Municipality (DM) and Stellenbosch Municipality (SM). One of the supporting actions considered and identified by the MSDP includes the application to the Municipal Demarcation Board (MDB) for the redetermination of the municipal boundaries in a manner where Klapmuts North (DM administration) and Klapmuts South (SM administration) fall within one municipal demarcation. In this regard, Klapmuts is functionally more related to SM; extensive investments have been made in infrastructure and social services for the community in Klapmuts by SM. Accordingly, when the municipal redetermination process commenced in 2023, the Council considered and made representations to the MDB for the inclusion of Klapmuts North into the Stellenbosch municipal area. One of the outcomes that the municipality tried to achieve with the municipal redetermination process was to ensure integrated and coordinated planning and infrastructure delivery by all relevant stakeholders. Unfortunately, the process was unsuccessful and accordingly other appropriate remedies to resolve the critical intergovernmental cross-boundary issues and conflicts need to be investigated. It is also critically important to note that the DM through the amendment of the MSDP (Drakenstein MSDP 2024/25) has further extended their urban edge adjacent to Klapmuts

with 1600 ha of greenfield development for the purpose of extensive new developments. Substantial infrastructure investments will be required as the area currently lacks bulk infrastructure services;

✚ The second is the linkages between Klapmuts north and south, specifically along Groenfontein Road, and a possible NMT crossing over the N1, linking residential areas south of the N1 directly with Farm 736/RE. Without these linkages, residents to the south of the N1 will not be able to benefit from the opportunities enabled north of the N1; and

✚ The third is a speculative higher-income residential development in the Klapmuts area, based on the area's regional vehicular accessibility. Higher-income development is not a problem in and of itself, but ideally, it should not be in the form of low-density gated communities.

In addition to the municipal cross-boundary development planning earmarked for Klapmuts, it is important to note that various intergovernmental joint planning is currently being undertaken through the Intergovernmental Steering Committee (ISC) of the GCMRSIF. Due to the increased urban development demand for the N1 from the City of Cape Town, Stellenbosch Municipality, and Drakenstein Municipality, the Western Cape Department of Environmental Affairs and Development Planning (DEA&DP)—custodian of the regional spatial implementation framework—has, in collaboration with the National Department of Agriculture, Land Reform and Rural Development (DALR&RD), initiated discussions on funding a regional spatial development framework in line with one of the key actions contained in the Greater Cape Town Region National Spatial Action Area (GCTR NSAA). The parties concerned have agreed that due to the existence of the GCMRSIF, the funding allocated should further involve technical work around an infrastructure analysis, including localised inter-municipal scenario planning exercises for the N1 corridor. The completion of this study is extremely important as the urgent need to coordinate an agreed long-term strategic vision including the coordination, prioritisation, and sequencing of investments will unlock the development potential of Klapmuts and the Cape Functional Region.

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

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

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

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

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



4.8 Institutional Arrangements

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

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

- ✚ The extent to which the main argument and strategies of the SDF are incorporated into the Capital Expenditure Framework, annual reports, annual IDP reviews, future municipal IDPs, and so on;
- ✚ The annual review of the SDF is part of the IDP review process;
- ✚ The extent to which the main argument and strategies of the SDF inform sector planning and resource allocation;
- ✚ The extent to which the main argument and strategies of the SDF inform land use management decision-making;
- ✚ Alignment with and progress in implementing the municipality's Human Settlement Plan and Comprehensive Integrated Transport Plan; and
- ✚ The mutual responsiveness of the SDF and national, provincial, and regional plans, programmes, and actions (including the extent to which SDF implementation can benefit from national and provincial programmes and funding).

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

4.8.1 Inter-municipal planning

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

4.8.2 Private Sector Joint Planning

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

- ✚ The municipal human and financial resource base are simply too small to achieve the vision of the SDF or implement associated strategies and plans;
- ✚ Many matters critical to implementing the SDF fall outside the direct control or core business of the municipality. For example, the municipality does not necessarily own the land associated with projects critical to achieving SDF objectives;



- ✦ It is increasingly evident that individual landowners are finding it difficult to develop—to make the most of what they have—individually. Specifically, the transport and movement implications of individual proposals require strong and dedicated integration;
- ✦ Individual landowners do not necessarily control the extent of land required to undertake inclusive development, focusing on opportunities for a range of income groups. Inclusive development often requires cross-subsidisation, in turn, enabled by larger land parcels and development yields; and
- ✦ The municipality's focus is often – and understandably so – on the “immediate”, or shorter-term challenges. Much of what is needed to implement the SDF or catalytic projects requires a longer-term view, a committed focus on one challenge, and cushioning from the daily and considerable demands of municipal management.

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

4.8.3 Further Planning Work

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

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

4.8.4 Other Local Planning Initiatives

Ideally, each of the settlements in SM should have an LSDF, applying the principles of the SDF in more detail. The position and function of settlements in the SM settlement hierarchy should determine the priority for LSDFs. The municipality aims to procure the services of a service provider to compile a series of local spatial development frameworks over the next three years for ten of the priority nodes (both urban and rural). The aim is to compile localised planning and development outcomes that need to address the following:

- ✦ Spatial and design frameworks, plans, and strategies;
- ✦ Social service delivery plans and interventions; and
- ✦ Innovative and interactive engagement and public participation processes.

These localised spatial planning initiatives require public and private landowners in key areas to plan and coordinate development collectively (beyond individual property boundaries and interests) to ensure appropriate infrastructure arrangements, the provision of inclusionary housing, public facilities, and so on. Based on consultations with the Division: Development Management and upon review of the land use application being submitted, the current top priority LSDF is identified for Koelenhof, followed by the Dwars River area.

In addition to the aforementioned, a number of precinct plans for specific areas as identified in the MSDF have been completed and are in the process of being finalised by initiatives driven by the municipality and private property owners. The Rhenish Complex and Surroundings Precinct Plan was initiated by the municipality and adopted by the Council on 29 November 2023. The precinct plan includes an urban design framework that aims to guide the future utilisation, preservation, and development of the study area with a specific view to unlocking the potential of the area, which plays an important role as a key site of cultural and heritage significance.

The Franschhoek Development Framework contained in the MSDF further identified an area in Groendal for “strategic sites, projects, and / or infill opportunities”, and the development of a precinct plan. A spatial and urban design framework for a specific area within the strategic site has been commissioned by the landowners of Klein La Provence. In the drafting of the proposed spatial and urban design framework, the municipality required that the precinct plan consider the relationship of the site to its broader context and setting while also being replicable across similar contexts. The precinct plan is currently being finalised and will be public participated in due course.

4.8.5 Checklists in Support of Decision-Making

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

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

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

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

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

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

4.8.6 Partnerships

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

Even if the municipal budget is increased tenfold, or its staff resources are significantly enhanced, it would still not have the control to do what is needed to drive critical projects. The municipality's focus is often—and understandably so—on the “immediate,” or the shorter-term challenges. Much of what is needed requires a longer-term view, a committed focus on one challenge, and cushioning from the daily and considerable demands of municipal management.

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

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

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

A formal Memorandum of Agreement exists between Stellenbosch municipality and the Stellenbosch Heritage Foundation to host the Heritage Inventory on the GIS system and to give free public access to the system until such a time that the municipality can do so. A tender was advertised in January 2024 for the updating of the Heritage Inventory on the GIS system and to assist Stellenbosch municipality to undertake heritage assessments in areas under severe development pressure.

To strengthen the ability of the Directorate: Planning and Economic Development to manage development taking place within the Franschhoek and Stellenbosch historical cores and along the scenic routes in the rural landscape, the Council appointed an advisory committee to evaluate, consider, and make recommendations to the directorate with respect to new developments and alterations to the existing built environment. This committee consists of registered architects and experts in the field of cultural and historic environments.

The municipality owns several significant historical properties in Stellenbosch that require proper maintenance and appropriate uses that should support and enhance the tourism sector. To assist the municipality in managing these assets, the Council is in the process of outsourcing the responsibility to maintain, manage, and lease some of the buildings to Historiese Huise of South Africa. This partnership will ensure the proper maintenance of historical landmarks and appropriate use that will ensure public access, and the support of the tourism sector will be obtained.



CHAPTER 5:

Performance Summary of the 5th Generation IDP 2022 – 2027

5.1 Introduction

The performance reporting on the IDP deliverables for the period 2022 – 2027 of the 5th Generation IDP 2022 – 2027 covers the period from 01 July 2022 to 30 June 2027.

The reporting focuses on the implementation of the Municipal Manager, Mayoral, Mayoral Portfolio, and Sector Plans priorities encapsulated throughout the various sections in the IDP document, and the format reflects the IDP deliverables per priority area. The IDP deliverables were revised in January / February 2025 to allow for adequate planning and implementation in the 2025/26 financial year and the outer financial years.

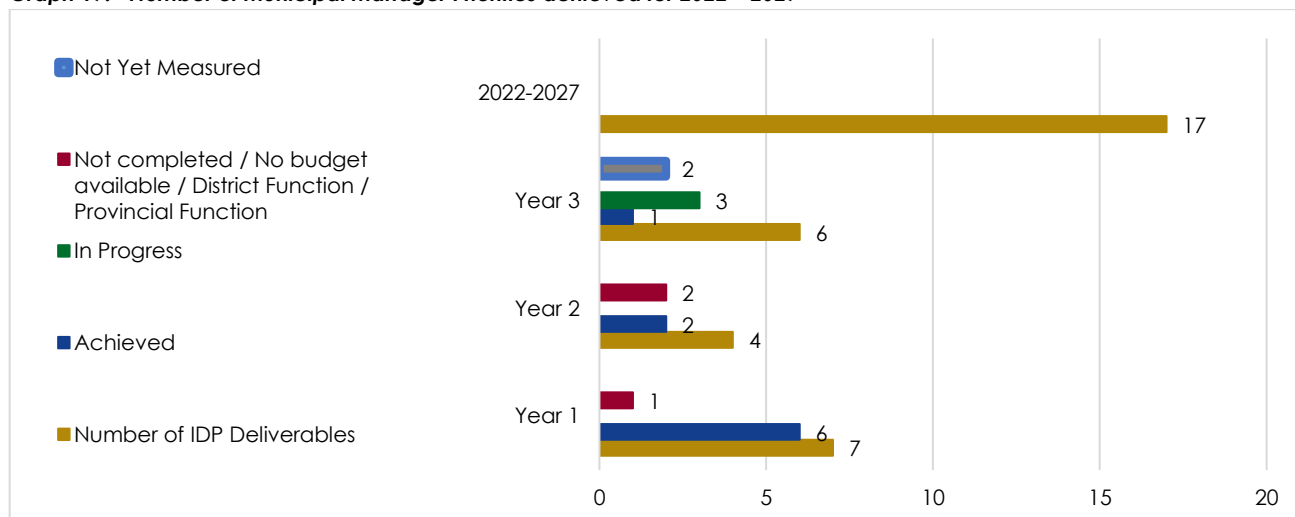
The overall assessment of actual performance against targets set for the IDP deliverables as documented in the various sections of the IDP document is illustrated below:

5.2 IDP Performance Reporting: Municipal Manager IDP Priorities for 2022 - 2027

Seventeen (17) IDP deliverables are linked to the Municipal Manager's Priorities across directorates and will be measured for the period 2022 – 2027. In Year 1 (2022/23), 6 (85.71 per cent) of the seven (7) IDP deliverables were achieved, while 1 (14.29 per cent) was not achieved. In Year 2 (2023/24), 2 (50 per cent) of the four IDP deliverables were completed and 2 (50 per cent) were not achieved.

In addition, six (6) IDP deliverables were recorded for **Year 3** (2024/25), of which 1 (16.67 per cent) has been achieved, 3 (50 per cent) in progress and 2 (33.33 per cent) to be reported on by 30 June 2025.

Graph 17: Number of Municipal Manager Priorities achieved for 2022 – 2027



5.3 IDP Performance Reporting: Executive Mayor Priorities for 2022 - 2027

The **Executive Mayoral** 5-year plan has a total of 132 IDP deliverables linked to nine (9) mayoral outcomes which are applicable for the 5th Generation IDP 2022 – 2027.

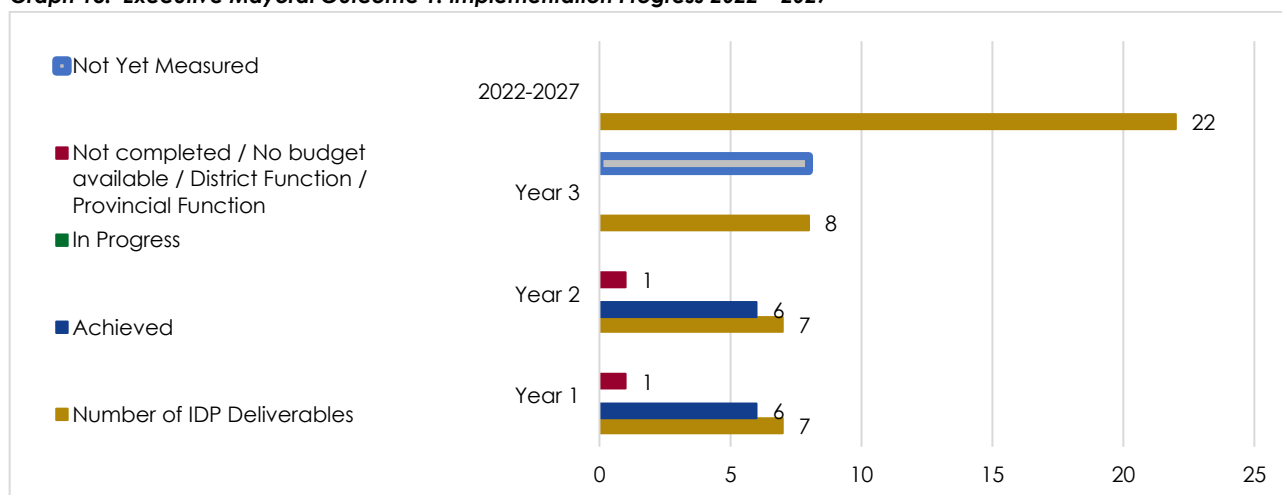


Executive Mayoral Outcome 1: Clean, accountable, and responsive local government has a total of 22 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 6 (85.71 per cent) of the seven (7) IDP deliverables were achieved, and 1 (14.29 per cent) was not met. In Year 2 (2023/24), 6 (85.71 per cent) of the seven (7) IDP deliverables were achieved, and 1 (14.29 per cent) was not achieved.

In Year 3 (2024/25), all 8 (100%) of the IDP deliverables have not yet been measured and will be reported on by 30 June 2025.

Graph 18: Executive Mayoral Outcome 1: Implementation Progress 2022 – 2027

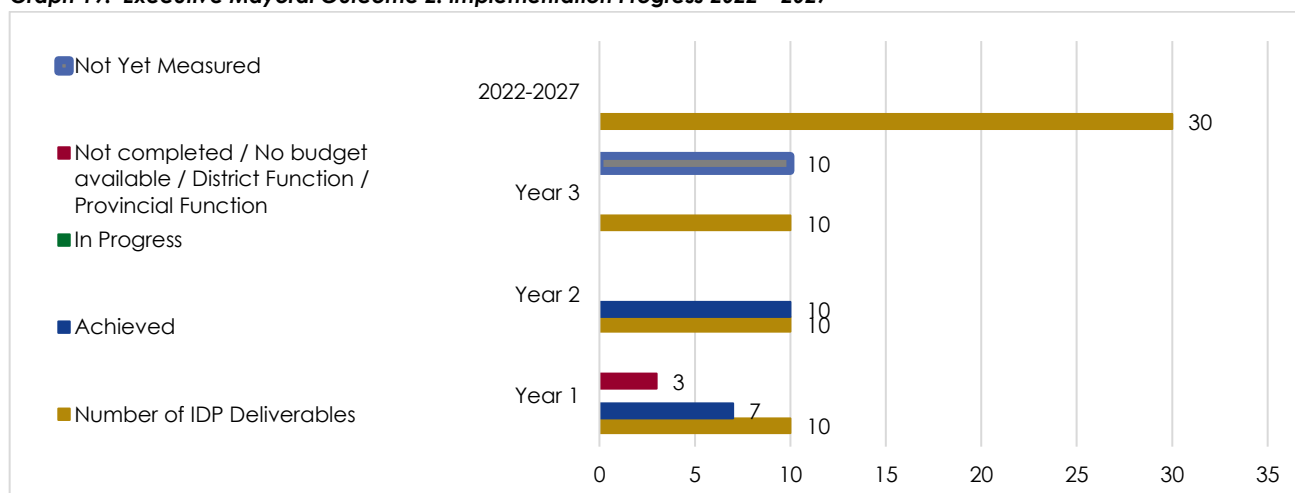


Executive Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area has a total of 30 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 7 (70 per cent) of the ten (10) IDP deliverables were achieved, and 3 (30 per cent) were not met. In Year 2 (2023/24), 100 per cent of the ten (10) IDP deliverables were achieved.

In Year 3 (2024/25), 100 per cent of the 10 IDP deliverables will be reported on by 30 June 2025.

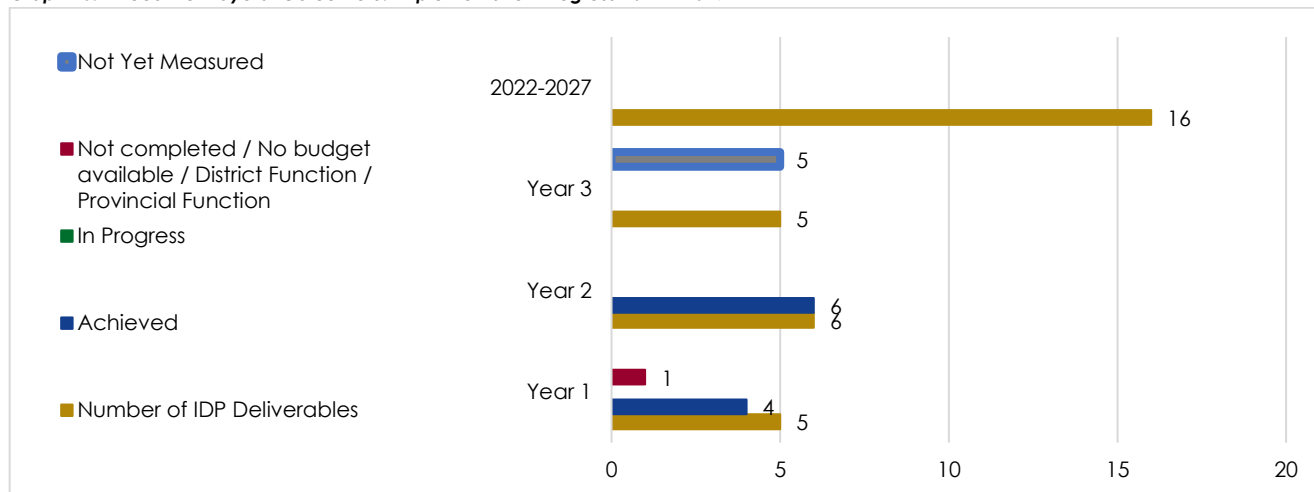
Graph 19: Executive Mayoral Outcome 2: Implementation Progress 2022 – 2027



Executive Mayoral Outcome 3: LED post the COVID-19 Pandemic and transfer of land to new farmers has a total of 16 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 4 (80 per cent) of the five (5) IDP deliverables were achieved, and 1 (20 per cent) was not met. In Year 2 (2023/24), all 6 (100 per cent) of the 6 (six) IDP deliverables were achieved.

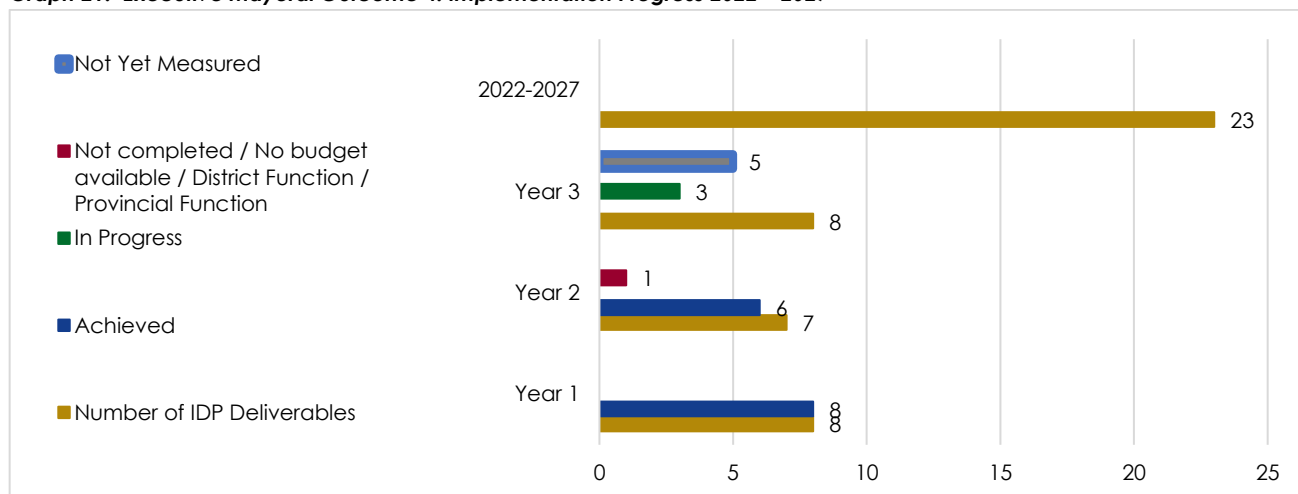
In Year 3 (2024/25), 100 per cent of the 5 (five) are in progress and will be reported on by 30 June 2025.

**Graph 20: Executive Mayoral Outcome 3: Implementation Progress 2022 – 2027**

Executive Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements, and mixed-use developments) has a total of 23 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 100 per cent of the IDP deliverables were achieved. In Year 2 (2023/24), 6 (85.71 per cent) of the seven (7) IDP deliverables were achieved, and 1 (14.29 per cent) has not been met.

In Year 3 (2024/25), 3 (37.5 per cent) of the eight (8) IDP deliverables are in progress, and 5 (62.5 per cent) will be reported by 30 June 2025.

Graph 21: Executive Mayoral Outcome 4: Implementation Progress 2022 – 2027

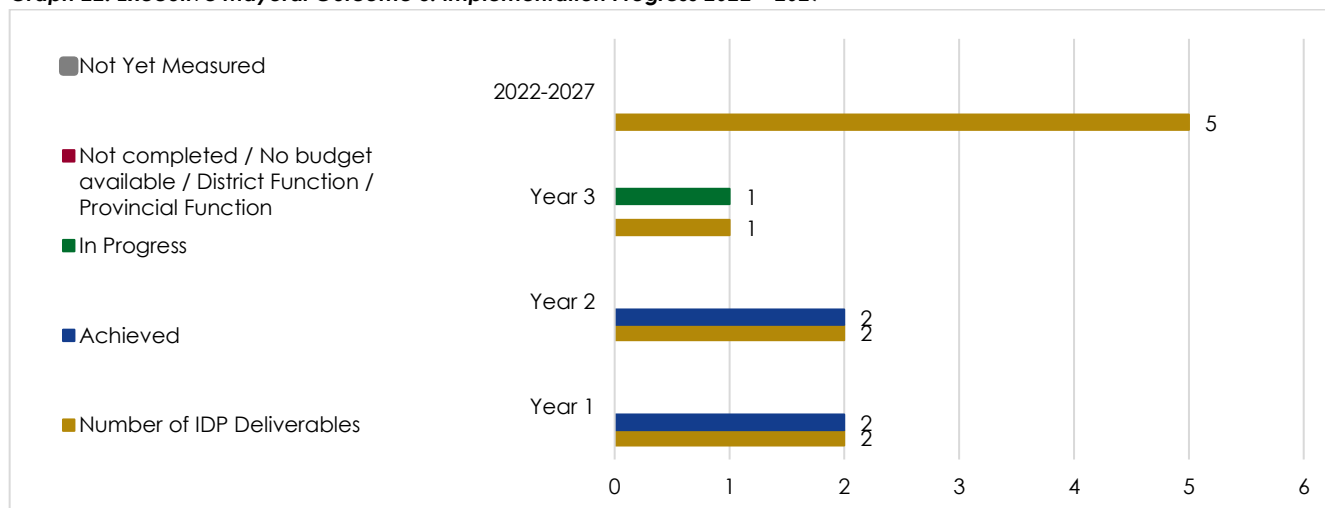
Executive Mayoral Outcome 5: The development of the Adam Tas Corridor and the town establishment of all ten dorpias across the municipality area has a total of 5 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 100 per cent of the IDP deliverables were achieved. In Year 2 (2023/24), 100 per cent of the two (2) IDP deliverables were achieved.

In Year 3 (2024/25), 100 per cent of the one (1) IDP deliverable is in progress and will be reported on by 30 June 2025.



Graph 22: Executive Mayoral Outcome 5: Implementation Progress 2022 – 2027

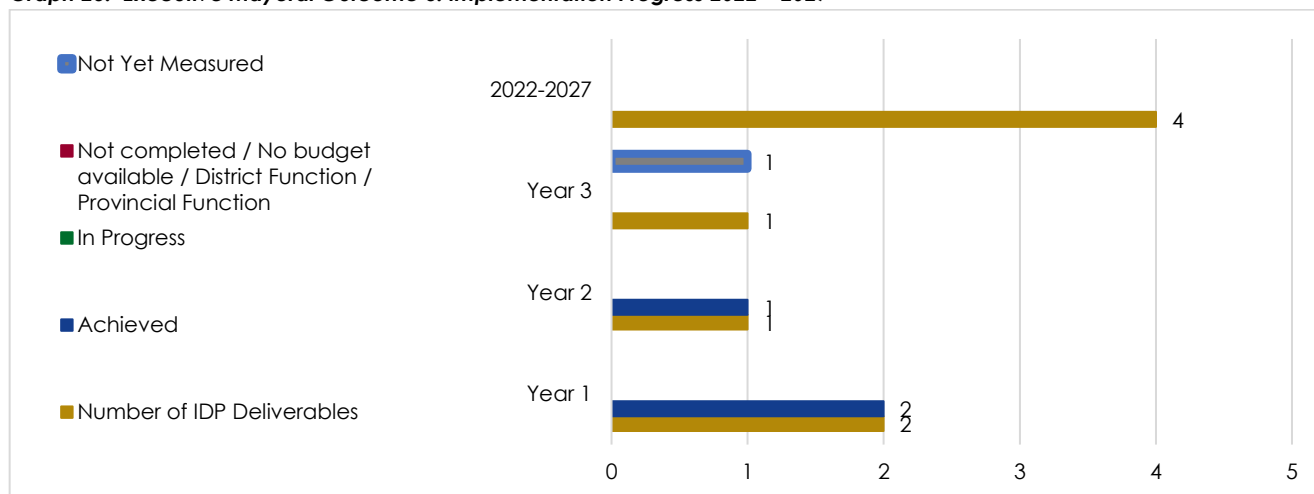


Executive Mayoral Outcome 6: Streamline planning systems and procedures to facilitate desirable growth has a total of 4 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 2 (100 per cent) IDP deliverables were achieved. In Year 2 (2023/24), 100 per cent of the IDP deliverable was achieved.

In Year 3 (2024/25) 100 per cent of the IDP deliverables have not yet been measured.

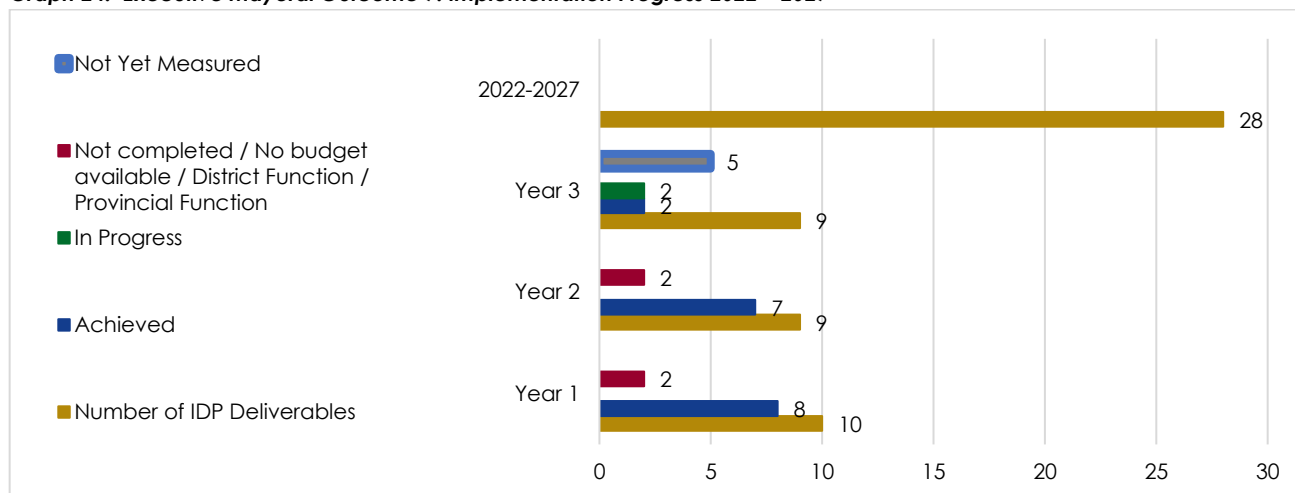
Graph 23: Executive Mayoral Outcome 6: Implementation Progress 2022 – 2027



Executive Mayoral Outcome 7: To create safer environments in our communities, there are a total of 28 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 8 (80 per cent) of the ten (10) IDP deliverables were achieved, and 2 (20 per cent) were not met. In Year 2 (2023/24), 7 (77.78 per cent) of the nine (9) IDP deliverables were achieved, and 2 (22.22 per cent) was not met.

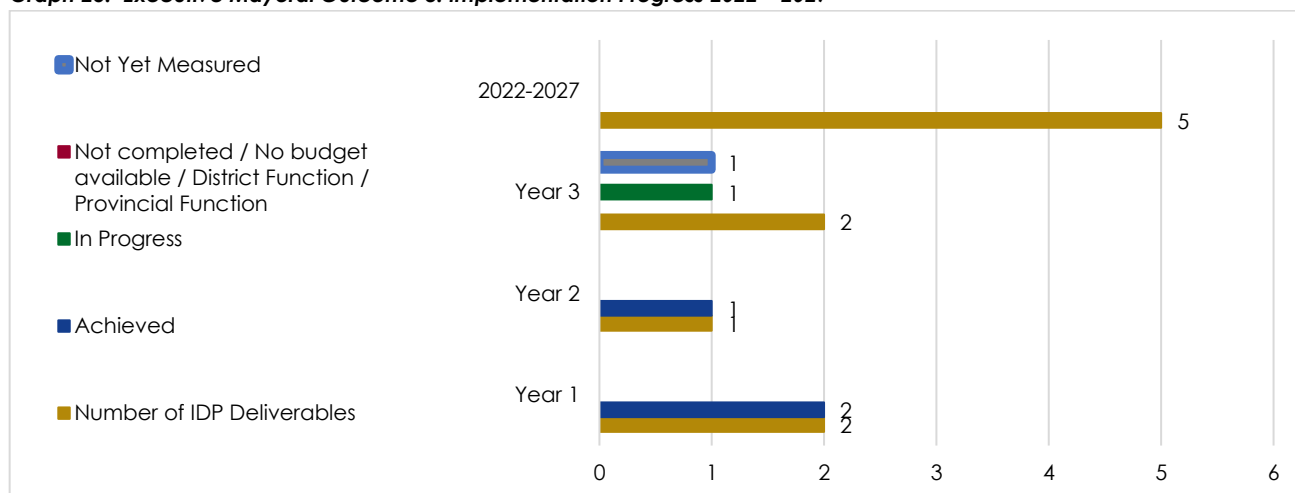
In Year 3 (2024/25), 2 (22.22 per cent) of the nine (9) IDP deliverables were achieved, 2 (22.22 per cent) are in progress, and 5 (55.56 per cent) will be reported by 30 June 2025.

**Graph 24: Executive Mayoral Outcome 7: Implementation Progress 2022 – 2027**

Executive Mayoral Outcome 8: The expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation, has a total of 5 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 2 (100 per cent) of the two (2) IDP deliverables were achieved. In Year 2 (2023/24), 1 (100 per cent) IDP deliverable was achieved.

In Year 3 (2024/25), 1 (50 per cent) of the IDP deliverables is in progress and 1 (50 per cent) has not yet been measured.

Graph 25: Executive Mayoral Outcome 8: Implementation Progress 2022 – 2027

5.4 IDP Performance Reporting: Mayoral Portfolios for 2022 - 2027

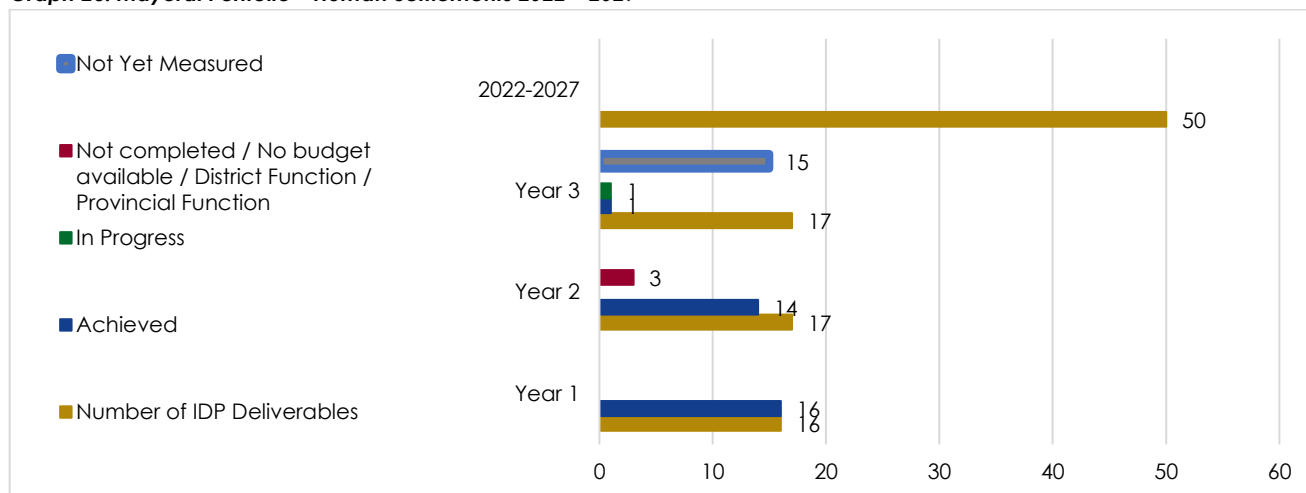
The 10 (ten) Mayoral Portfolio's each have a 5-year plan with specific IDP deliverables and targets applicable for the period 2022 - 2027.

A total of 197 IDP deliverables are linked to ten (10) mayoral portfolios for the period 2022 - 2027.

The Mayoral Portfolio Human Settlements has a total of 50 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 16 (100 per cent) of the deliverables were achieved. In Year 2 (2023/24), 14 (82.35 per cent) of the seventeen (17) IDP deliverables were met, and 3 (17.65 per cent) were not achieved.

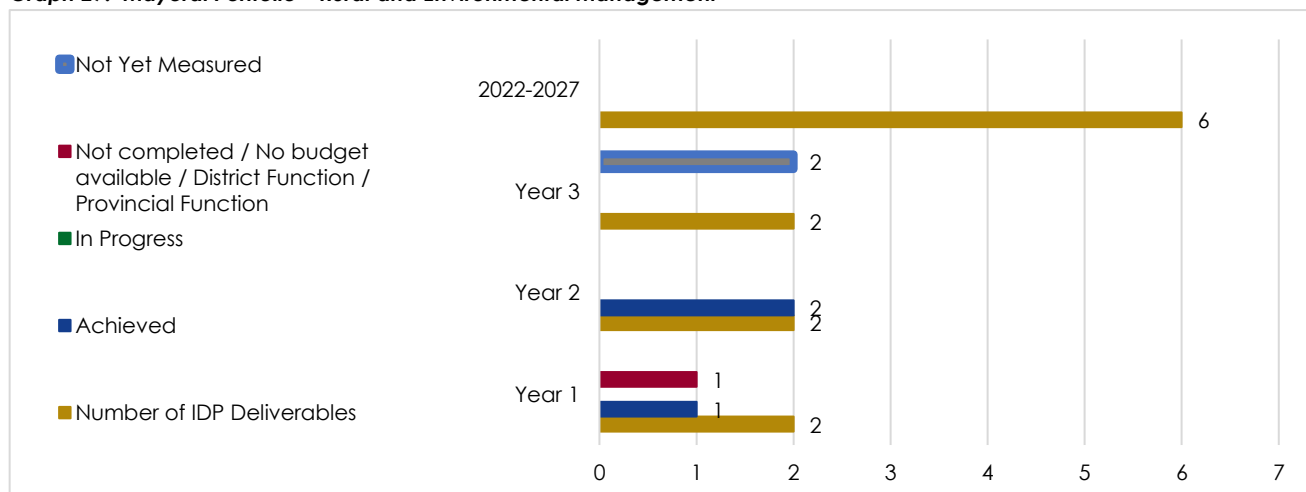
In Year 3 (2024/25), 1 (5.88 per cent) was achieved of the 17 IDP deliverables, 1 (5.88 per cent) in progress, and 15 (88.24) will be reported on by 30 June 2025.

**Graph 26: Mayoral Portfolio – Human Settlements 2022 – 2027**

The Mayoral Portfolio Rural and Environmental Management has a total of 6 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 1 (50 per cent) of the two (2) IDP deliverables were achieved, and 1 (50 per cent) was not met. In Year 2 (2023/24), 100 per cent of the IDP deliverables were achieved.

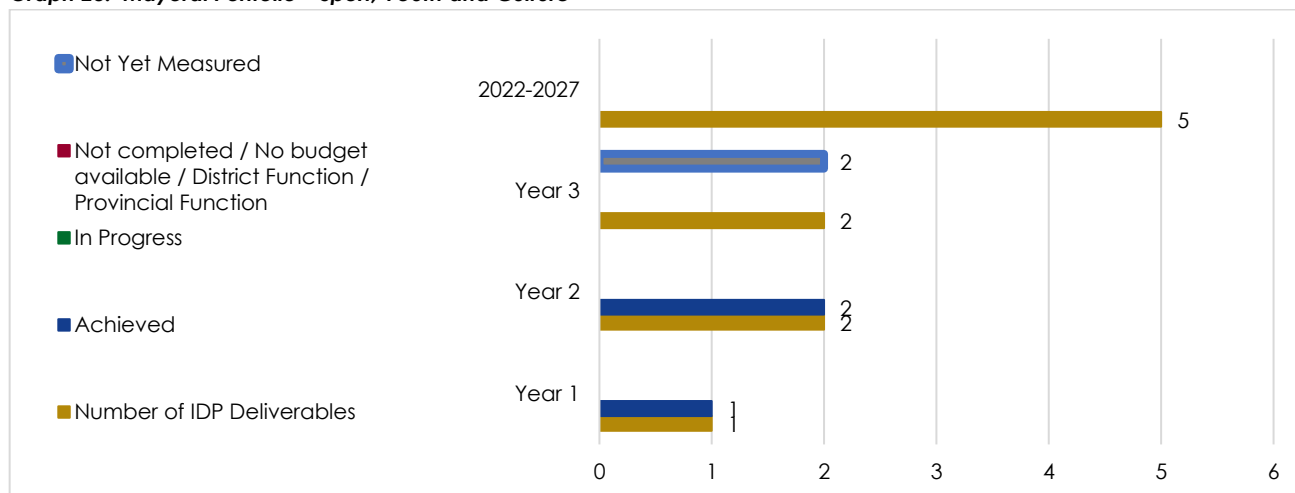
In Year 3 (2024/25), 2 (100 per cent) of the IDP deliverables have not yet been measured.

Graph 27: Mayoral Portfolio – Rural and Environmental Management

The Mayoral Portfolio Sport, Youth, and Culture has a total of 5 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 1 (100 per cent) of the IDP deliverables were achieved. In Year 2 (2023/24), 2 (100 per cent) of the two (2) IDP deliverables were achieved.

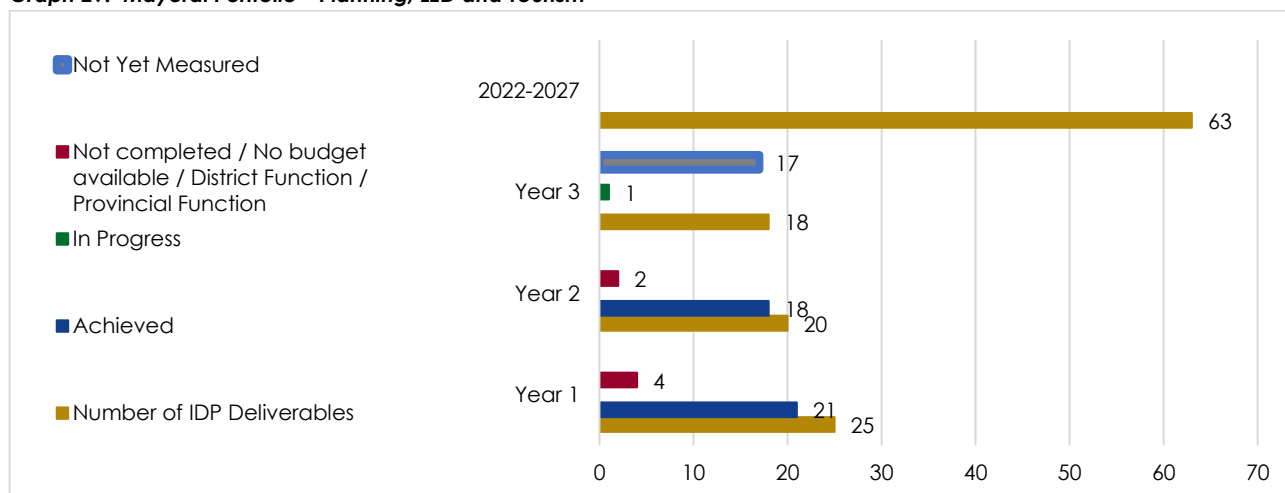
In Year 3 (2024/25), 2 (100 per cent) of the IDP deliverables have not yet been measured.

**Graph 28: Mayoral Portfolio – Sport, Youth and Culture**

The Mayoral Portfolio Planning, LED and Tourism has a total of 63 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 21 (84 per cent) of the 25 IDP deliverables were achieved, and 4 (16 per cent) were not met. In Year 2 (2023/24), 18 (90 per cent) of the 20 IDP deliverables were achieved, and 2 (10 per cent) have not been met.

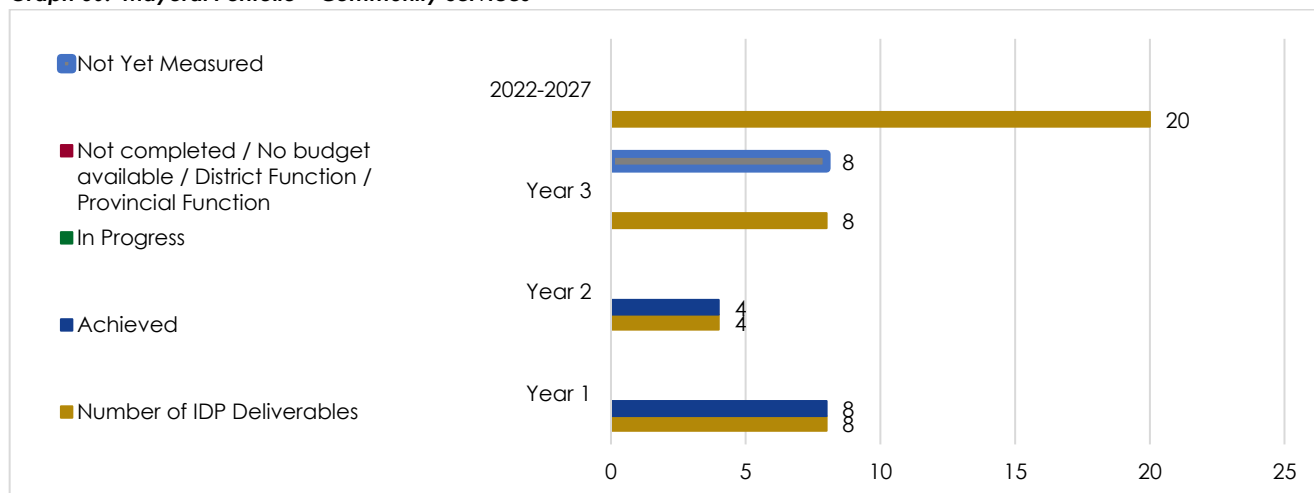
In Year 3 (2024/25), 1 (5.56 per cent) of the 18 IDP deliverables is in progress, and 17 (94.44 per cent) will be reported on 30 June 2025.

Graph 29: Mayoral Portfolio – Planning, LED and Tourism

The Mayoral Portfolio Community Services has a total of 20 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 8 (100 per cent) of the 8 IDP deliverables were achieved. In Year 2 (2023/24), 4 (100 per cent) of the IDP deliverables were achieved.

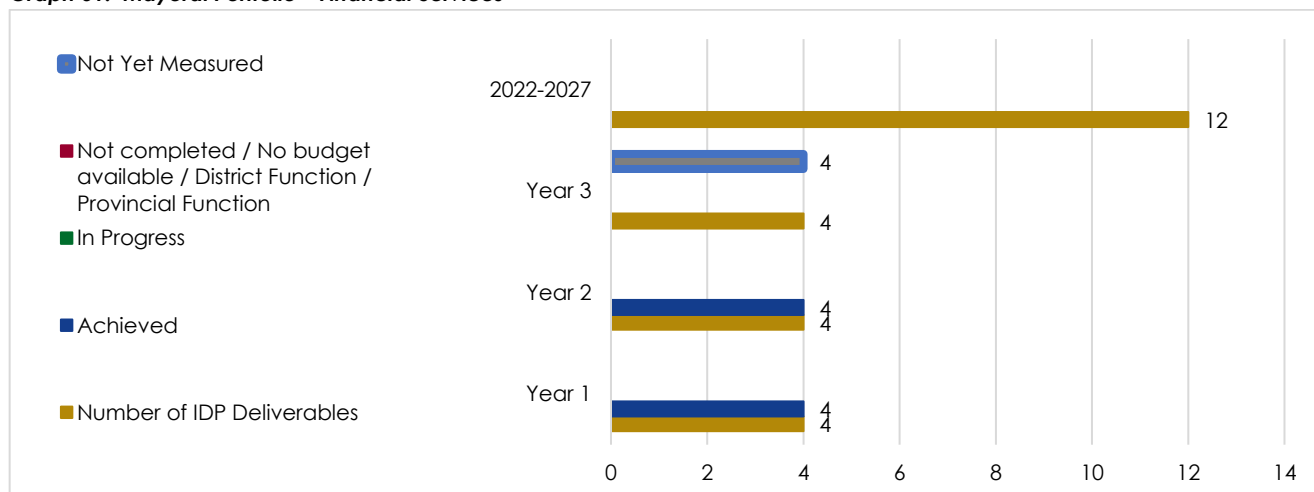
In Year 3 (2024/25), 8 (100 per cent) IDP deliverables have not yet been measured and will be reported on by 30 June 2025.

**Graph 30: Mayoral Portfolio – Community Services**

The Mayoral Portfolio Financial Services has a total of 12 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 4 (100 per cent) of the four (4) IDP deliverables were achieved. In Year 2 (2023/24), 100 per cent of the four (4) IDP deliverables were achieved.

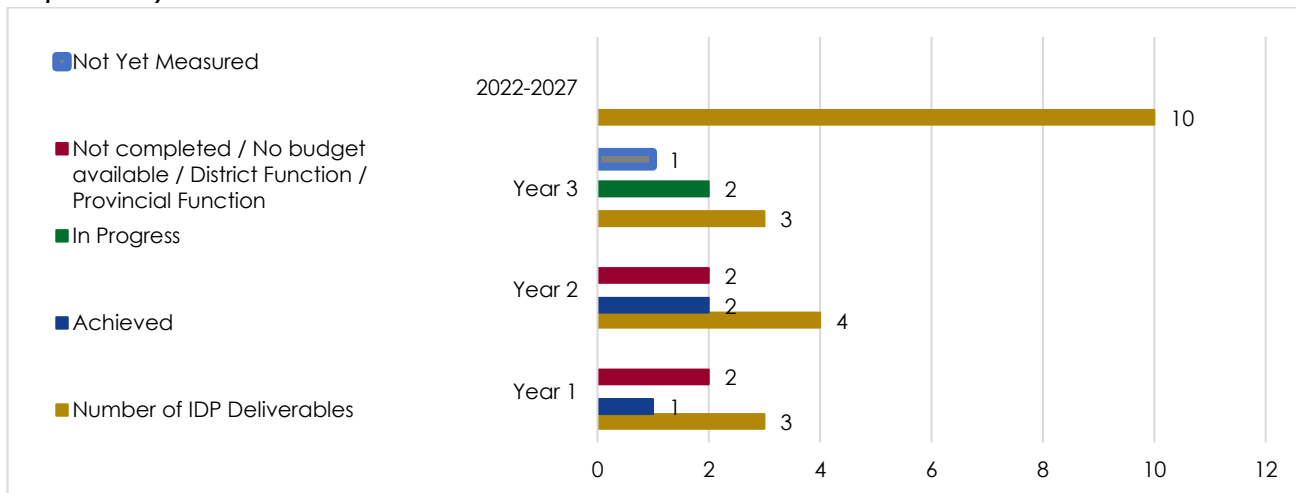
In Year 3 (2024/25), 100 per cent of the 4 IDP deliverables have not yet been measured.

Graph 31: Mayoral Portfolio – Financial Services

The Mayoral Portfolio Protection Services has a total of 10 IDP deliverables for the period 2022 – 2027.

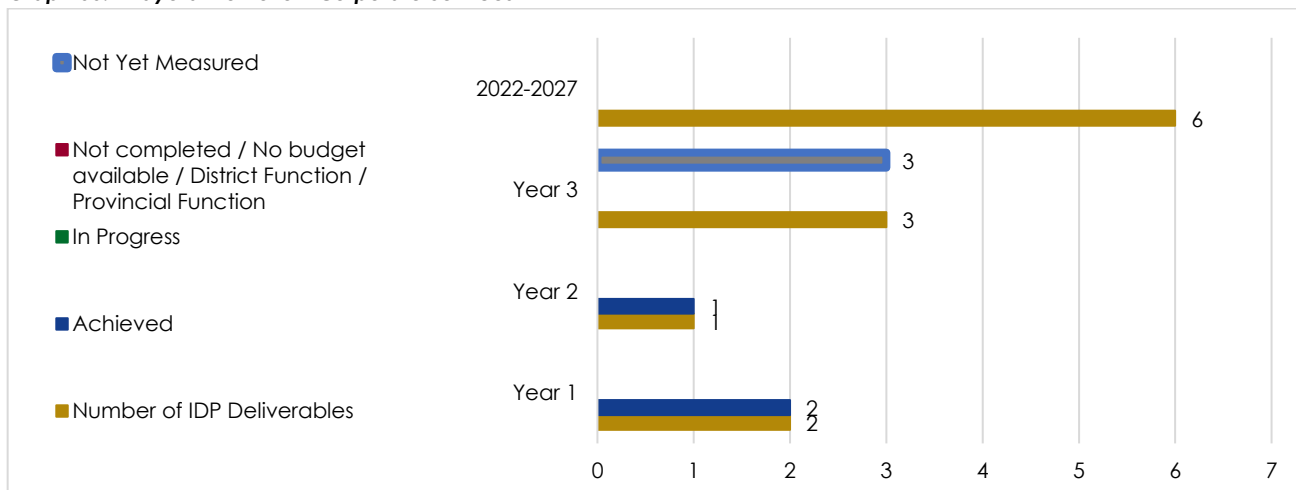
In Year 1 (2022/23), 1 (33.33 per cent) of the three (3) IDP deliverables were achieved, and 2 (66.67 per cent) were not met. In Year 2 (2023/24), 2 (50 per cent) of the four (4) IDP deliverables were achieved and 2 (50 per cent) were not achieved.

In Year 3 (2024/25, 2 (66.67 per cent) of the 3 IDP deliverables are in progress and 1 (33.33 per cent) to be reported on by 30 June 2025.

**Graph 32: Mayoral Portfolio – Protection Services**

The Mayoral Portfolio Corporate Services has a total of 6 IDP deliverables for the period 2022 – 2027.

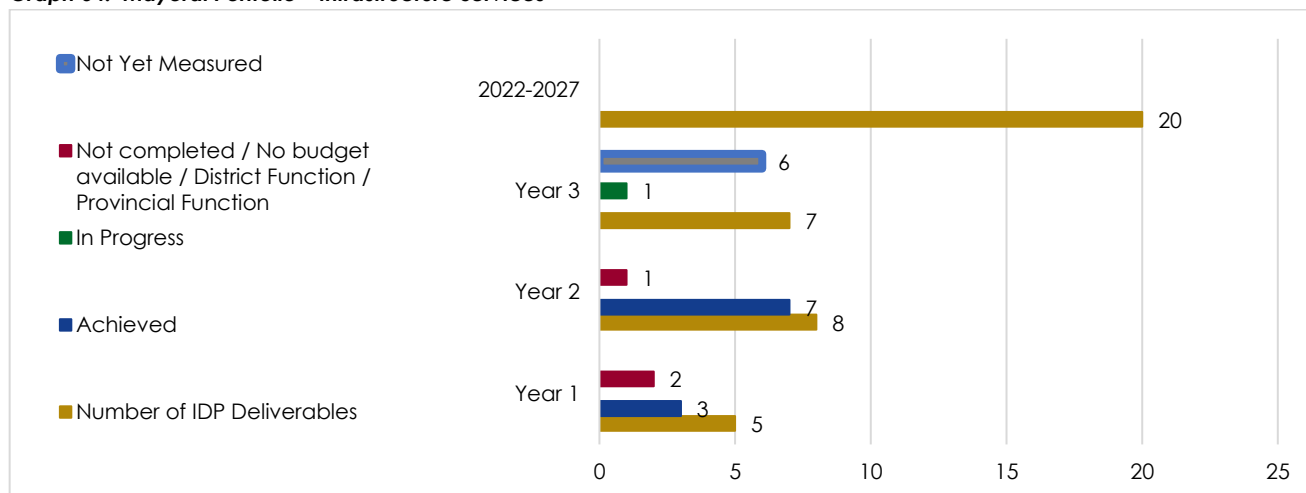
In Year 1 (2022/23) and Year 2 (2023/24), 100 per cent of the IDP deliverables were achieved. In Year 3, 100 per cent of the 3 IDP deliverables have yet to be measured.

Graph 33: Mayoral Portfolio – Corporate Services

The Mayoral Portfolio Infrastructure Services has a total of 20 IDP deliverables for the period 2022 – 2027.

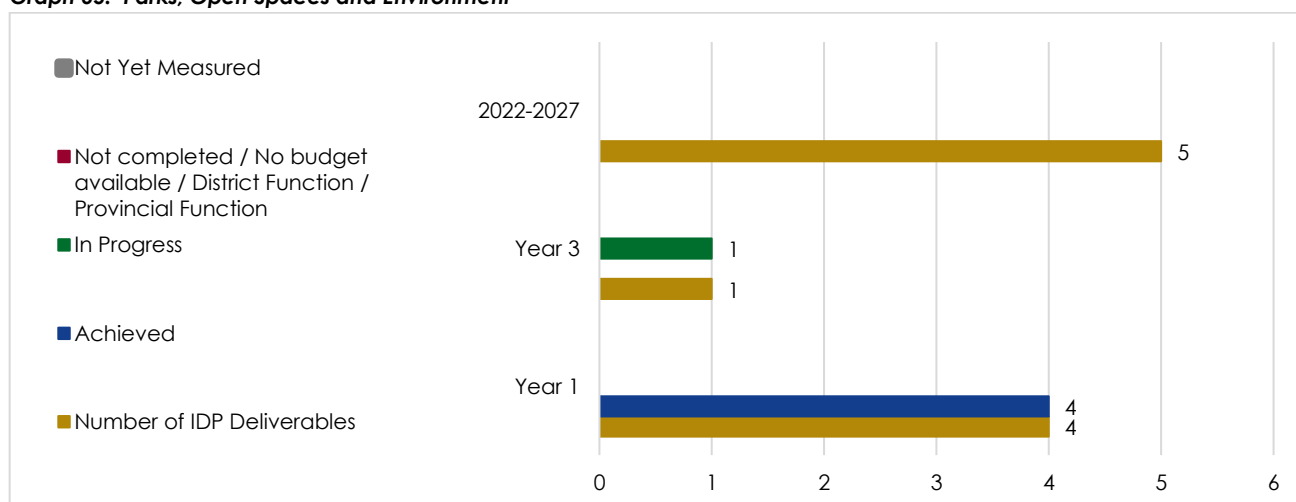
In Year 1 (2022/23), 3 (60 per cent) of the five (5) IDP deliverables were achieved, and 2 (40 per cent) were not met. In Year 2 (2023/24), 7 (87.5 per cent) of the eight (8) IDP deliverables were achieved, and 1 (12.5 per cent) not achieved.

In Year 3 (2024/25), 1 (14.29 per cent) of the 7 IDP deliverables is in progress, and 6 (85.71) have not yet been measured.

**Graph 34: Mayoral Portfolio – Infrastructure Services**

The Mayoral Portfolio Parks and Open Spaces has a total of 5 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 4 (100 per cent) of the four (4) IDP deliverables were achieved, and in Year 2 (2023/24), no IDP deliverables had to be accounted for. In Year 3 (2024/25), 1 (100 per cent) IDP deliverable is in progress.

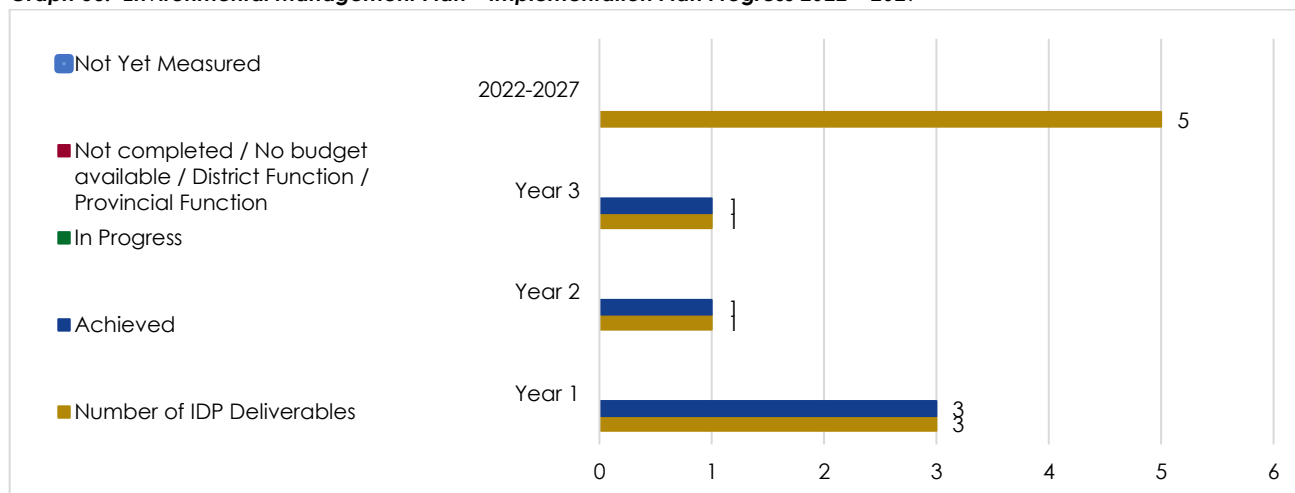
Graph 35: Parks, Open Spaces and Environment

5.5 IDP Performance Reporting: Sector Plans Implementation for 2022 - 2027

The seven (7) sector plans below each have a 5-year implementation plan with specific IDP deliverables and targets for the period 2022 - 2027.

The **Environmental Management Plan** has a total of 5 IDP deliverables for the period 2022 – 2027.

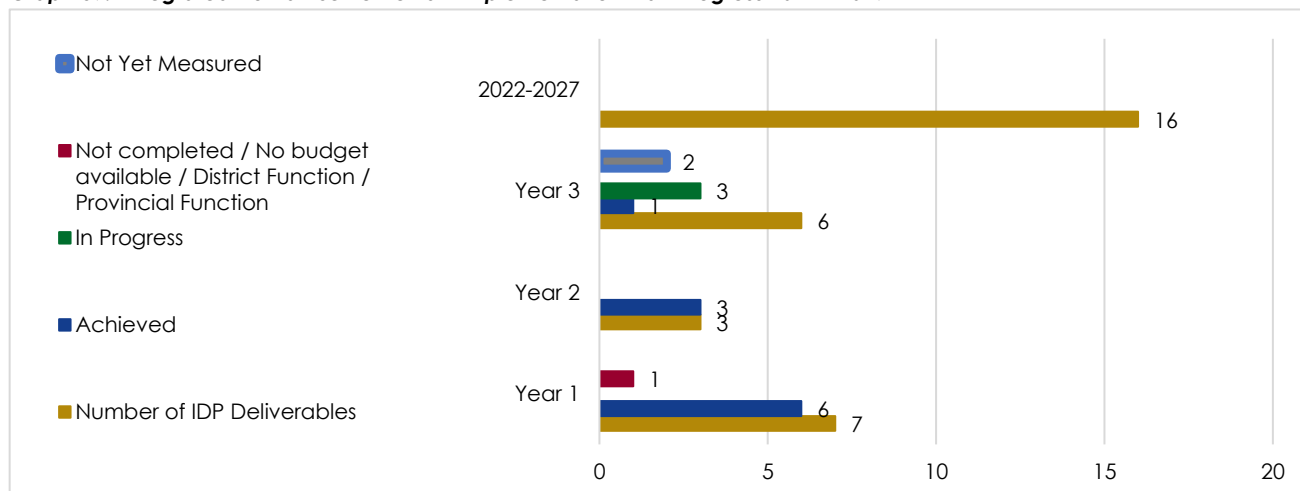
In Year 1 (2022/23), Year 2 (2023/24), and Year 3 (2024/25), 100 per cent of the IDP deliverables were achieved.

**Graph 36: Environmental Management Plan – Implementation Plan Progress 2022 – 2027**

The section on **Integrated Human Settlements** that highlights priority housing projects and upgrading of informal settlements has a total of 16 IDP deliverables for the period 2022 – 2027.

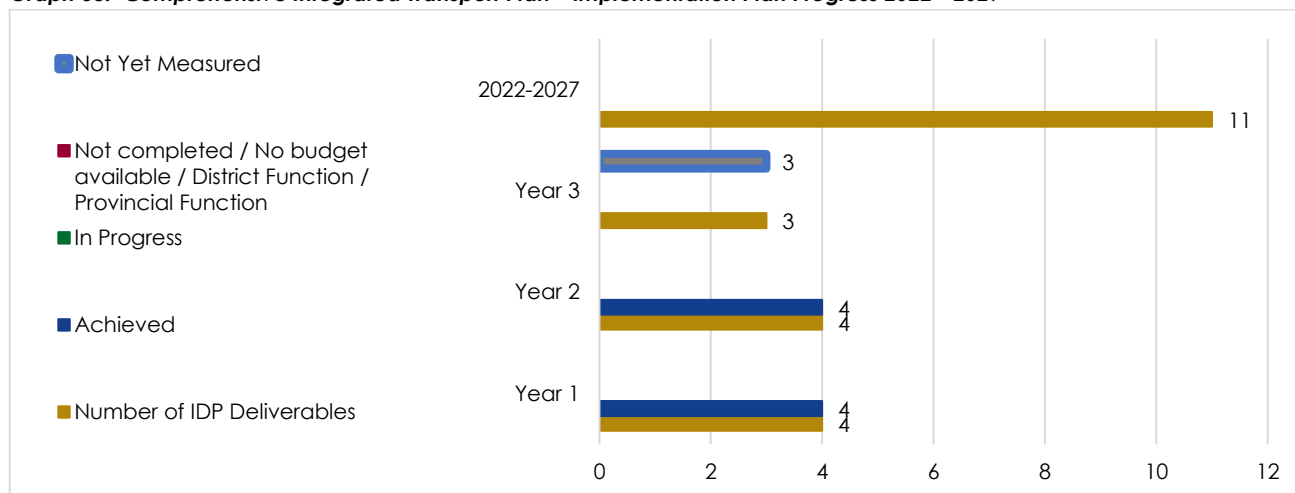
In Year 1 (2022/23), 6 (85.71 per cent) of the seven (7) IDP deliverables were achieved, and 1 (14.29 per cent) was not achieved. In Year 2 (2023/24), 100 per cent of the three (3) IDP deliverables were achieved.

In Year 3 (2024/25), 1 (16.67 per cent) of the six (6) IDP deliverables were achieved, 3 (50 per cent) are in progress and 2 (33.33 per cent) will be reported on by 30 June 2025.

Graph 37: Integrated Human Settlements – Implementation Plan Progress 2022 - 2027

The **Comprehensive Integrated Transport Plan** has a total of 11 IDP deliverables for the period 2022 – 2027.

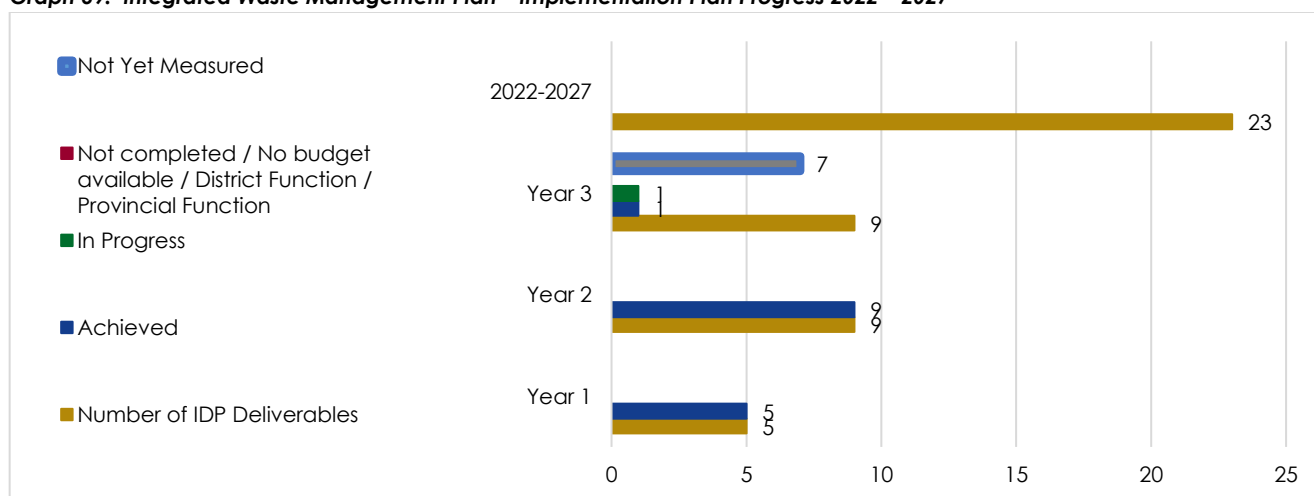
In Year 1 (2022/23) and Year 2 (2023/24), 100 per cent of the IDP deliverables were achieved. In Year 3 (2024/25), 3 (100 per cent) of the IDP deliverables have yet to be measured.

**Graph 38: Comprehensive Integrated Transport Plan – Implementation Plan Progress 2022 - 2027**

The **Integrated Waste Management Plan (IWMP)** has a total of 23 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23), 5 (100 per cent) of the IDP deliverables were achieved. In Year 2 (2023/24), 9 (100 per cent) of the ten (10) IDP deliverables were achieved.

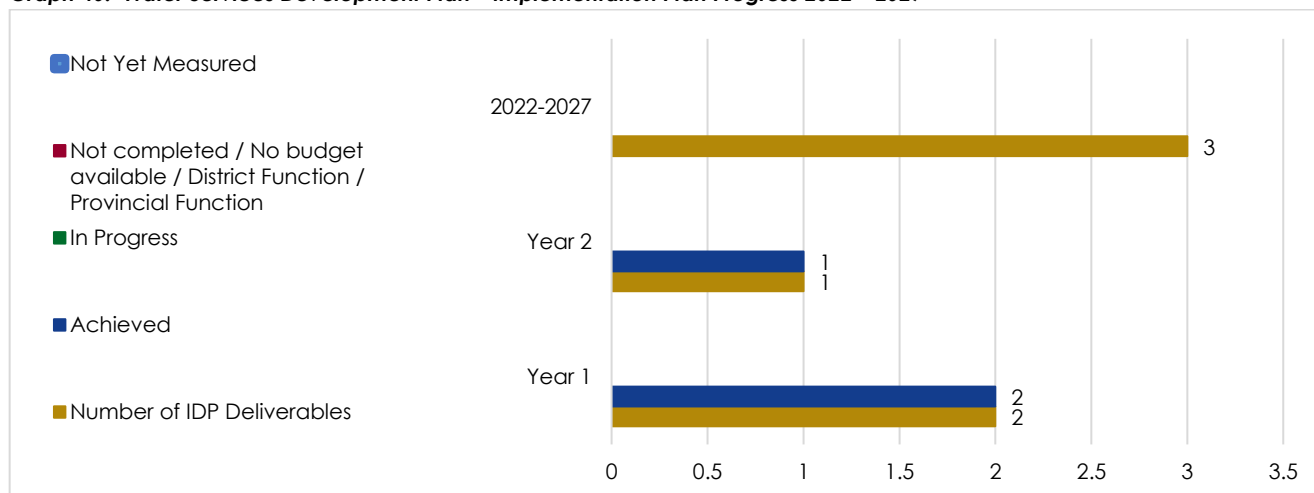
In Year 3 (2024/25), 1 (11.11 per cent) of the nine (9) IDP deliverables were achieved, 1 (11.11 per cent) is in progress, and 7 (77.78 per cent) will be reported on by 30 June 2025.

Graph 39: Integrated Waste Management Plan – Implementation Plan Progress 2022 – 2027

The **Water Services Development Plan (IWMP)** has a total of 3 IDP deliverables for the period 2022 – 2027.

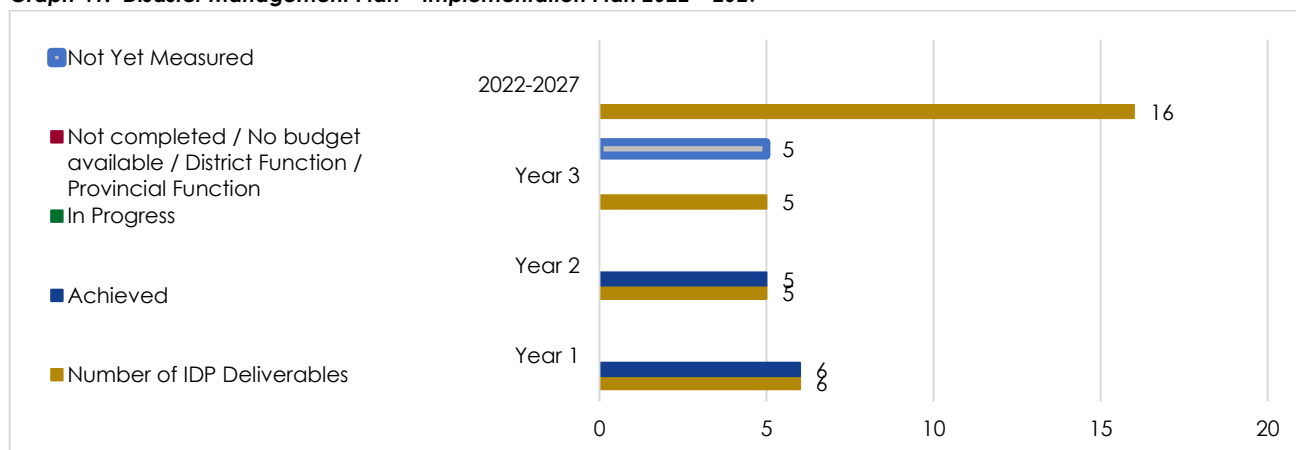
In Year 1 (2022/23) and Year 2, 100 per cent of the IDP deliverables were achieved. In Year 2 (2023/24), 1 (100 per cent) of the IDP deliverables are in progress and will be reported on by 30 June 2024.

In Year 3 (2024/25), no IDP deliverables were documented for the IWMP.

**Graph 40: Water Services Development Plan – Implementation Plan Progress 2022 – 2027**

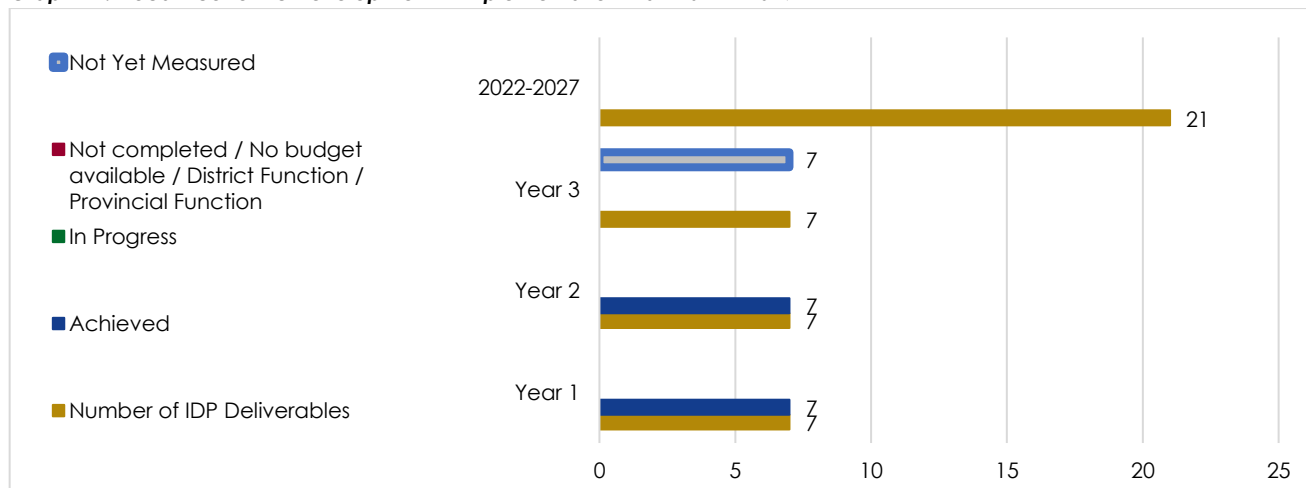
The **Disaster Management Plan (DMP)** has a total of 16 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23) and Year 2 (2023/24), 100 per cent of the IDP deliverables were achieved. In Year 3 (2024/25), 5 (100 per cent) of the IDP deliverables will be reported on by 30 June 2025.

Graph 41: Disaster Management Plan – Implementation Plan 2022 – 2027

The **Local Economic Development Strategy** has a total of 21 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23) and Year 2 (2023/24), 7 (100 per cent) of the IDP deliverables were achieved. In Year 3 (2024/25), 100 per cent of the IDP deliverables will be reported on by 30 June 2025.

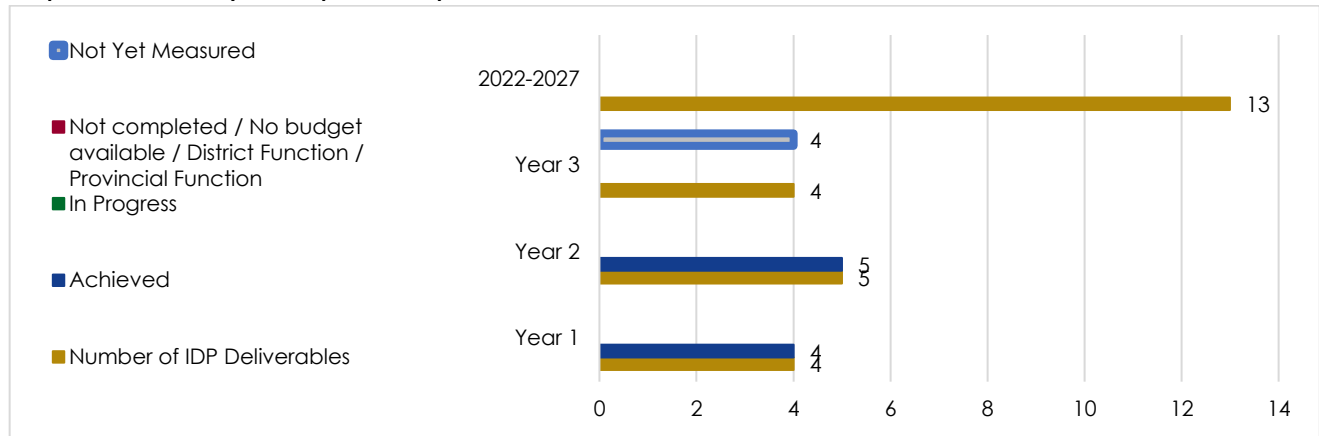
Graph 42: Local Economic Development – Implementation Plan 2022 – 2027



The **Community Development Strategy** has a total of 4 IDP deliverables for the period 2022 – 2027.

In Year 1 (2022/23) and Year 2 (2023/24), 100 per cent of the IDP deliverables were achieved. In Year 3 (2023/24), 4 (100 per cent) of the IDP deliverables will be reported on by 30 June 2025.

Graph 43: Community Development – Implementation Plan 2022 – 2027





CHAPTER 6:

One Plan: Service delivery, budget, programmes, and projects

6.1 Introduction

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

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

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

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

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

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

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

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

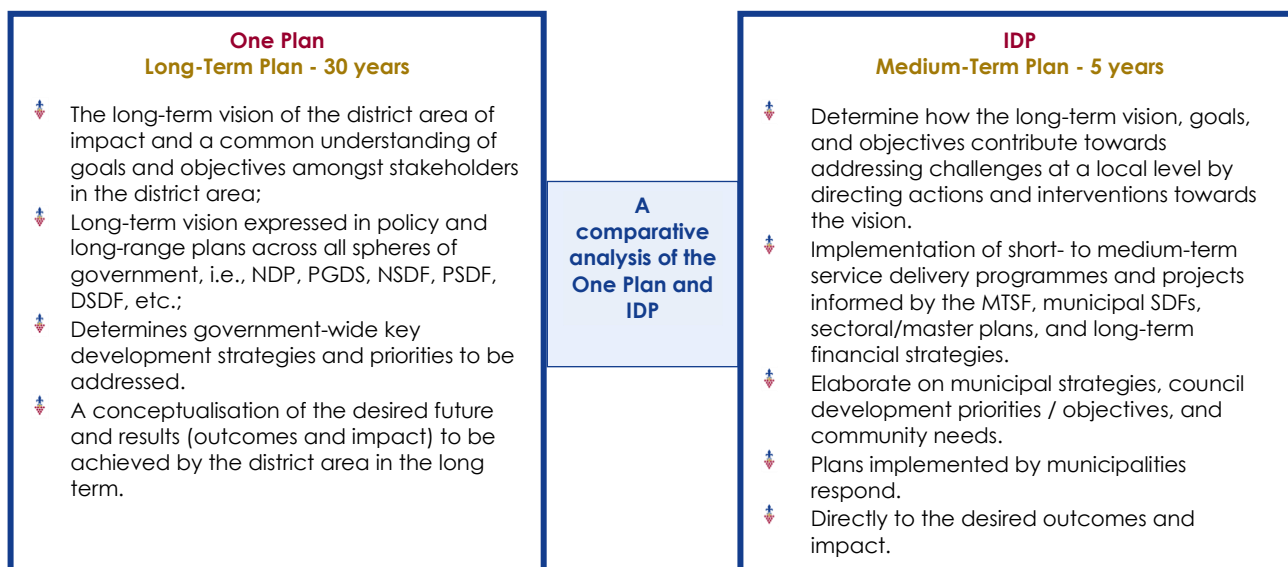
The One Plan does not replace the Integrated Development Plans of municipalities as the “single, inclusive, and strategic plan for the development of the municipality,” but is meant to strengthen and enhance the IDPs and other plans of the municipalities. It is foreseen to provide greater certainty and



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

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

Figure 27: Comparative analysis of the One Plan and IDP



6.3 National and Provincial Government Priorities

6.3.1 State of the Nation Address (SONA) 2025

President Cyril Ramaphosa presented the State of the Nation Address (SONA) on 06 February 2025 with the theme '**Harnessing Parliamentary Diplomacy for Realisation of Global Solidarity, Equality, and Sustainability.**' The theme underscores the transformational potential of parliamentary efforts in promoting inclusive, sustainable, and collaborative approaches to address global challenges, thus advancing shared prosperity.

SoNA 2025 outlined major plans to drive South Africa's economic growth, improve infrastructure, and enhance social welfare programs. The following are key highlights from the SONA:

Economic Growth and Investment

- ✦ The government aims to lift economic growth above 3%, with over R940 billion allocated for infrastructure investment over the next three years. A second wave of SOE reform will drive efficiency and attract private sector participation.

Energy and Water Infrastructure

- ✦ The Electricity Regulation Amendment Act came into effect on 1 January, marking the transition to a competitive electricity market. To tackle the water crisis, the government has secured R23 billion for seven major water infrastructure projects and will soon establish the National Water Resource Infrastructure Agency to unlock further investment in water security.

Public Sector Reform

- ✦ A graduate recruitment scheme will attract top talent to public service, while digital transformation efforts will improve government efficiency through a revamped gov.za platform and a national digital identity system.



Business and Trade

- ✦ A modernised industrial policy will focus on localisation, diversification, digitisation, and de-carbonisation. The visa system will also be streamlined with the launch of an Electronic Travel Authorisation System to boost tourism and foreign investment.

Social Development and Housing

- ✦ The Social Relief of Distress Grant will serve as a foundation for a more sustainable income support system. Housing policies will be redesigned to encourage affordable inner-city housing and the repurposing of underutilised state properties.

Justice and anti-corruption

- ✦ Reforms to South Africa's anti-corruption framework will enhance whistleblower protections and strengthen enforcement against money laundering and financial crimes.

Medium-Term Development Plan (MTDP)

- ✦ Establishing an ambitious programme for the next five years to drive inclusive growth and job creation, and build a capable, ethical state.

6.3.2 State of the Province Address (SOPA) 2025

Premier Alan Winde presented the State of the Province Address (SOPA) on 26 February 2025.

The following are key highlights from the SOPA 2025:

The Western Cape Government is committed to set-up and leading in times of uncertainty.

Challenges faced and overcome:

- ✦ The province has faced major challenges such as funding shortfalls, water crises, and pandemics.
- ✦ Through innovation and collaboration, the Western Cape has proven its ability to adapt and respond effectively.

Key Achievements:

- ✦ Partnership with municipalities and the private sector to add 5 700 MW of renewable energy by 2035.
- ✦ Expansion of law enforcement efforts to enhance community safety.
- ✦ Rapid construction of schools in less than 100 days.

Focus for the Future:

- ✦ Commitment to driving economic growth and job creation over the next five years.
- ✦ Emphasis on supporting businesses to create more job opportunities for residents.
- ✦ Continued efforts to address high unemployment rates and promote economic growth.

Building Strong Relationships:

- ✦ Strengthening international partnerships to support economic growth and development.
- ✦ Hosting key events like the G20 Summit to amplify the province's voice on global platforms.

Education and Workforce Development:

- ✦ Celebrating educational achievements, including high matric pass rates and job creation initiatives.
- ✦ Supporting skills development and job opportunities for youth through various programmes.



Infrastructure Investment:

- ✦ Significant investment in infrastructure projects to stimulate economic growth.
- ✦ Focus on road maintenance, urban development, and healthcare infrastructure upgrades.

Safety and Security:

- ✦ Collaboration with law enforcement agencies to combat crime and ensure community safety.
- ✦ Investment in disaster management and response teams to address natural disasters effectively.

Sustainable Funding and Financial Management:

- ✦ Exploring new funding approaches to support critical investments.
- ✦ Maintaining a strong record of governance to attract external partners and investments.

Building a future – fit province

- ✦ Commitment to building a future-fit province through innovation, collaboration, and responsive governance.
- ✦ Encouraging all residents to step up and work together to create a better Western Cape.

6.4 Investments

This section reflects on investment priorities within the Stellenbosch area for 2024/25.

6.4.1 Public Sector Investment

The 2024/25 capital expenditure budget in the CWD's municipalities saw a notable growth to R127.1 billion compared to the R107.0 billion in the 2023/24. The increase in expenditure is directed towards higher expenditure in the trading and services sector, particularly in Drakenstein, which has the highest expenditure for trading services equal to R590.8 million.

Furthermore, significant funds are directed towards wastewater management, driven by a major upgrade project at the Paarl Wastewater Treatment Works (WWTW). This project aims to improve wastewater treatment processes and protect the Berg River, a vital regional water source. Additionally, the initiative seeks to enable future green energy generation through biogas production at the facility. The National Treasury has provided a significant grant to support these wastewater and sanitation upgrades in the Paarl / Wellington area.

Following suit is Stellenbosch which has a total capital expenditure of R599.4 million in 2024/25. Of this, the most substantial expenditure was directed towards trading services, with a budget of R351.8 million. Water management constitutes the largest portion of this trading services expenditure, with a spend of R156.9 million. This significant investment is driven by the increasing water demand within the municipality amidst diminishing natural water sources. Projections indicate that the District will be at high risk of drought by 2040. In response to these challenges, municipal authorities have been exploring alternative water sources, including urban wastewater recycling (UWWR), as part of an integrated urban water management (IUWM) approach.

While the overall total expenditure for municipalities in the CWD has increased due to several factors, key contributors include rising costs associated with infrastructure investments, particularly in response to the need for improved service delivery and maintenance. Additionally, the increase in the import costs of essential resources, such as crude petroleum, has significantly impacted municipal budgets. Municipalities are investing heavily in infrastructure to support economic growth and improve service delivery, encompassing projects related to transportation, water supply, and sanitation.

6.5 Environmental Risk and Vulnerability for the Cape Winelands District (CWD)

The CSIR developed a vulnerability index for all 25 municipalities in the Western Cape that assesses their vulnerability in four areas—socio-economic, economic, physical, and environmental. The analysis reveals that the municipal areas in the CWD are particularly vulnerable to physical and environmental risks. These are as follows:

- ⚠ Drakenstein stands out with the lowest socio-economic vulnerability but faces significant environmental challenges;
- ⚠ Stellenbosch has a high environmental vulnerability, which could be a critical area for intervention;
- ⚠ Breede Valley and Witzenberg have higher physical vulnerabilities, indicating potential challenges in infrastructure and connectivity; and
- ⚠ Langeberg, while moderate in socio-economic and economic vulnerabilities, has a relatively lower environmental vulnerability, suggesting the need to balance development and environmental preservation.

To better understand the province's environmental vulnerabilities, the Department of Environmental Affairs and Development Planning (DEADP) initiated a project aimed at tracking the environmental vulnerabilities and risks in the Western Cape, with a particular focus on water security and the impacts of climate change.

The project is aimed at developing an environmental risk map that highlights areas in the Western Cape where compound risks threaten people, their livelihoods, and / or infrastructure. The risk maps can then be leveraged to provide insights that can support decision-making, planning, and budgeting related to sustainable economic growth and enhance human well-being.

The thematic areas contributing to the final combined environmental risk and vulnerability maps include:

- ⚠ Ecosystem Deterioration;
- ⚠ Coastal Erosion and Flooding;
- ⚠ Terrestrial Flooding;
- ⚠ Water Security;
- ⚠ Air Quality and Health;
- ⚠ Solid Waste Management; and
- ⚠ Wildfires.

The analysis by the provincial government indicates that the CWD is vulnerable to several environmental risks. Ecosystem deterioration is due to the sensitivity of the remaining natural areas and the complexity of managing these sensitivities along with diverse human activities such as waste management, air pollutants, and increased wildfires.

Water scarcity is a concern given that future drying adds to the water security risk in the Western part of the province, especially in areas like Cederberg where the vulnerability is generally high. The CWD region may also face water security challenges due to climate change projections.

Lastly, the CWD faces increased wildfire hazards, particularly in the mountainous areas. The higher population density in these areas may lead to more fire ignition events, increasing the risk of wildfires. Air quality and health are impacted by pollutants and increased wildfires. The CWD, particularly the mountainous areas, may face challenges related to air quality due to these factors.

The environmental vulnerabilities in the CWD can have far-reaching implications for both the people and the economy. These vulnerabilities can lead to health and safety risks, property damage, economic losses, and increased socio-economic disparities. Effective governance, disaster management, and targeted interventions are essential to mitigate these impacts and support the resilience of the CWD.

6.6 Intergovernmental Budgetary Allocation

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

Table 28: Provincial Infrastructure Projects and Programmes MTEF period 2025/26 – 2027/28

Provincial Department (Sector)	Value (all amounts rounded to R'000)				MTREF Totals (R'000)
	Infrastructure Transfers -Capital	Maintenance and Repairs	Rehabilitation, Renovations and Refurbishment	Upgrading and Additions	
Total					

*Subject to information to be provided by the Western Cape Provincial Government

Source: Department of Environmental Affairs and Development Planning – March 2025

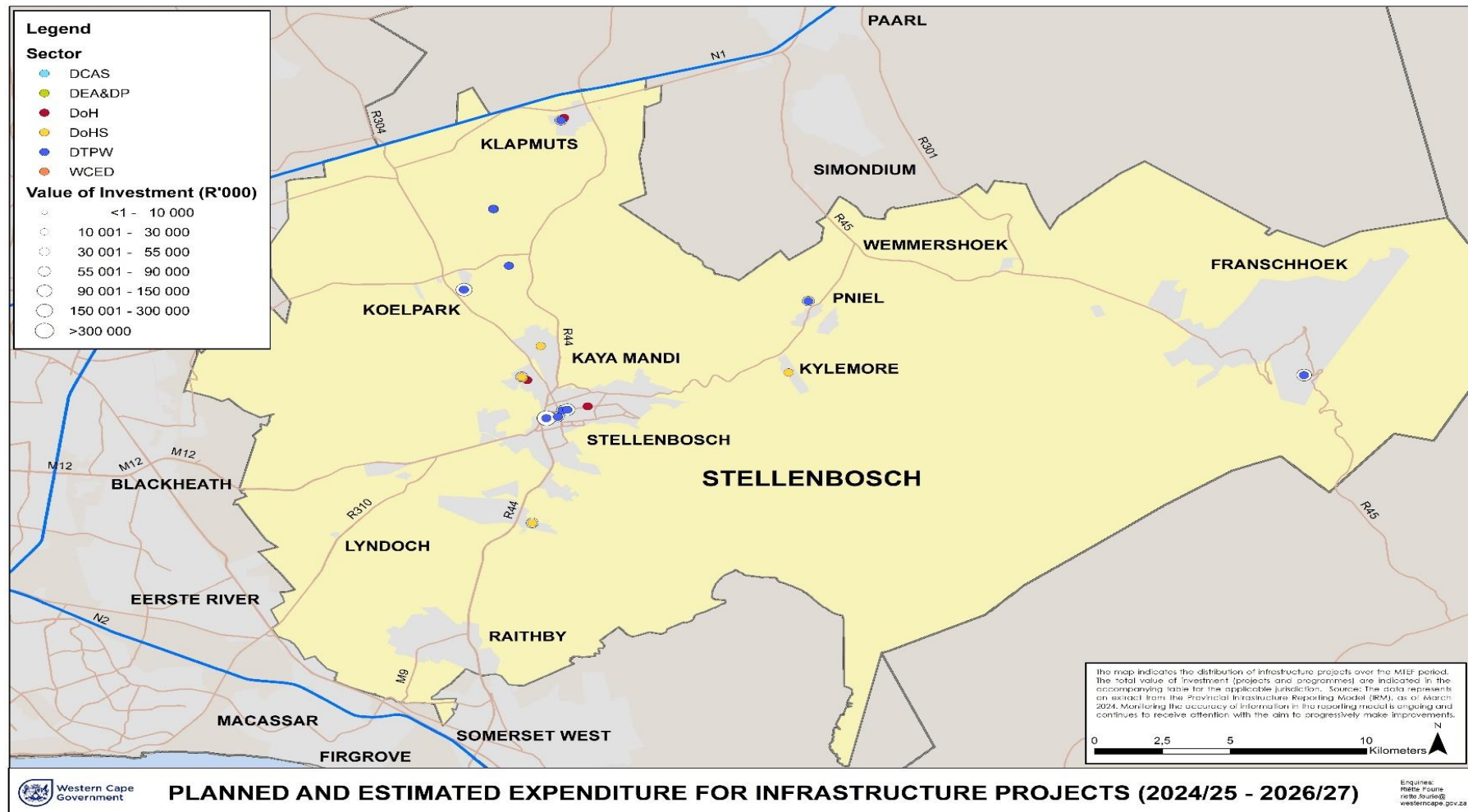
Table 29: Provincial Infrastructure Investment Projects and Programmes in the Municipality for the MTEF period 2025/26 – 2026/27

Department	Project / Programme Name	Source of Funding	Nature of investment	Project Start Date	Project End Date	Total Project Cost	Total Expenditure to date from previous years	MTEF 2025/26	MTEF 2026/27	MTEF 2027/28	Total MTEF
TOTAL											

*Subject to information to be provided by the Western Cape Provincial Government

Source: Department of Environmental Affairs and Development Planning – March 2025

Map 4: Spatial distribution of Provincial Infrastructure Investment in WCO24: 2025/26 – 2027/28



*Subject to a new Map to be provided by the Western Cape Provincial Government



6.7 Cape Winelands District (CWD) JDMA Implementation Plan

A **CWDM JDMA profile** was developed in 2020 and updated in September 2023. The Cape Winelands District Profile—2020 Perspective is a first-generation knowledge product to provide information and evidence to government stakeholders and also to:

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

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

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



- Shared Services: Development of 4 Models

- External Stakeholder involvement
- Communication and IGR
- Data governance and profile update

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

- Digital Transformation Strategy

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

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

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

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

6.7.2 Cape Winelands District Joint District Approach

The following Strategic Projects apply to the Stellenbosch municipal area:

Figure 28: Cape Winelands District Joint District Approach

IMPLEMENTATION PLAN: CAPE WINELANDS DISTRICT JOINT DISTRICT APPROACH						
Municipal Priority	Key Initiative (s)	Municipalities Involved	Project	Project lead and team ((link to existing technical structures and / or projects)	Action/s	Progress
Provincial Priority (Vision Inspired Priority 2) – Growth and Jobs						
Waste minimisation and management solutions (priority project)	Integrated Waste Management Plan	All municipalities	Review of Integrated Waste Management Plan	CWDM and DEADP	<ul style="list-style-type: none"> Update the JDMA Implementation Plan in terms of DEADP lead on waste. Western Cape Provincial Government to assist with supply chain management challenges. 	Integrated Waste Management Plan Project has commenced.
Waste minimisation and management solutions (priority project)	Establishment of a Regional Waste Management Facility	All municipalities	Regional Waste Management Facility: Conduct a section 78 investigation and implement the recommendations		<ul style="list-style-type: none"> A waste management conference will be arranged as soon as the new council is fully functional. 	The project has commenced.
Resource Resilience	Water Governance and Water Service Development Plan Joint Strategy: Bulk Storage Facilities (to provide for drought) Local Economic Development / Growth and Development Strategy (for the District to address risks associated with Climate Change / Water Security)	All municipalities	Municipal Energy Resilience Programme	DLG, DEDAT, Stellenbosch Municipality and Drakenstein Municipality	<ul style="list-style-type: none"> Specific pioneering projects for Drakenstein and Stellenbosch were identified. DEDAT did a proxy for the cost-supply studies required by NERSA. The next step is to compile a roadmap for the pioneering projects and their implementation thereof. DEDAT to establish a MER Fund to assist municipalities in preparing for the studies and enable them to look at new generation capacity specifically for renewable energy. Wheeling support for individual municipalities is in the process of being finalised. 	<ul style="list-style-type: none"> During the Municipal Energy Resilience Programme, Stellenbosch and Drakenstein progressed as per stakeholder agreements. Initial engagements were facilitated with WESGRO / Invest SA and DEDAT: ESKOM infrastructure delays (Witzenberg).

IMPLEMENTATION PLAN: CAPE WINELANDS DISTRICT JOINT DISTRICT APPROACH

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

6.8 Agricultural Interventions

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

Table 30: Agricultural Interventions for 2022 – 2027

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

Table 31: Agricultural Interventions / Projects

Proposed Municipal Actions in Support of the Strategic Focus Areas of the Western Cape Department of Agriculture					Target and Progress Rating					Performance Comment
Priority Area	Desired Municipal Deliverable	Status Quo within Municipality	Proposed Local Intervention (appropriate municipal action)	Timeframe to deliver (Short / medium / long term or ongoing)	2022/23	2023/24	2024/25	2025/26	2026/27	
Farmer Support	Lease agreement for use of commonage land (e.g. Terms of the lease, roles and responsibilities of each party, preference for individual agreements, and need for longer leases)	In 2020, two (2) land parcels were identified and advertised for emerging farmers. The process is to be finalised.	Through the Municipal Agricultural Land Policy, the municipality aims to identify and allocate an additional 10 parcels of land for emerging farmers	Medium / long term	2	2	2	2	2	In 2023/24 an item was prepared for the Council, and the four portions of land were approved and allocated to the successful applicants.
							n/a	n/a	n/a	In the first quarter of 2024, the Executive Mayor and a representative from the Office of the Minister conducted the official handover.
Market Access	Infrastructural development that supports agriculture development value chain and market access	Through the Municipal Agricultural Land Policy, the municipality aims to identify and allocate an additional 10 parcels of land for emerging farmers.	Ensuring vibrant, equitable and sustainable rural communities with food security for all	Medium / long term	2	2	2	2	2	The Section: Economic Development and Tourism will be advertising three (3) new portions of land during the 2024/25 financial year.
							n/a	n/a	n/a	

6.9 Stellenbosch Municipality Operational Support Plan

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

Table 32: Stellenbosch Municipality Operational Support Plan

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

6.10 Gender Mainstreaming

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

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

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

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

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

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

6.10.1 Gender Interventions

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



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

Table 33: Gender-Based Interventions

Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Performance Comment
Establishment of the Greater Stellenbosch GBV Forum	Number of Greater Stellenbosch GBV Forums established by 30 June 2024	The GBV Forum has been established by the Department of Social Development (DSD) in the 2023/24 financial year.
Hosting of 16 days of activism event	Number of 16 days of activism events hosted by 30 November	The 16 Days of Activism event will be hosted each financial year for the period 2022 – 2027. This programme is linked to the Mayoral Outcome to create safer environments for communities. Implementation and monitoring of the programme will be on a departmental level.

6.10.2 Gender Disaggregated Matrix¹

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

Table 34: Gender Disaggregated Matrix

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

¹ The 5-year and outer-year targets will be revised during the public participation period in April 2024.



Directorate	Department	Indicator Description		5-Year Target 2022 – 2027		Target 2022/23		Target 2023/24		Target 2024/25		Target 2025/26		Target 2026/27	
				M	F	M	F	M	F	M	F	M	F	M	F
Corporate Services	Human Resource Management	1.9	Percentage of unskilled and defined decision-making employees, disaggregated by gender	80.2%	19.8%	80.2%	19.8%	80.2%	19.8%	80.2%	19.8%	80.2%	19.8%	80.2%	19.8%
Corporate Services	Human Resource Management	1.10	Percentage of non-permanent employees (incl. EPWP, conditional grants, and provincial grants) disaggregated by gender	60%	40%	60%	40%	60%	40%	60%	40%	60%	40%	60%	40%
Municipal Manager	IDP / PMS / PP	1.11	Percentage of IDP public participation meeting attendance, disaggregated by gender	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
		2.	Access to Resources												
Corporate Services	Human Resource Management	2.1	Number of employees receiving training, disaggregated by gender	699	327	219	67	120	65	120	65	120	65	120	65
Corporate Services	Human Resource Management	2.2	Number of employees awarded municipal bursaries, disaggregated by gender	73	75	13	15	15	15	15	15	15	15	15	15
		3.	Access to Basic Services												
Planning and Economic Development	Informal Settlements	3.1	Percentage of males and females that benefit from the installation of toilets in informal settlements*	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Planning and Economic Development	Informal Settlements	3.2	Percentage of males and females that benefit from the installation of stand-alone water tapes in informal settlements*	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
		4.	Economic Growth												
Planning and Economic Development	Development Planning	4.1	Percentage of Municipal Jobseekers Database Registrations, disaggregated by gender	40%	60%	37%	63%	44%	56%	40%	60%	40%	60%	40%	60%
Planning and Economic Development	Development Planning	4.2	Percentage of business licences approved, disaggregated by gender	70%	30%	81%	19%	76%	24%	70%	30%	70%	30%	70%	30%
Planning and Economic Development	Development Planning	4.4	Percentage of lease agreements for use of commonage land signed, disaggregated by gender	60%	40%	84%	16%	75%	25%	70%	30%	70%	30%	70%	30%
Financial Services	Supply Chain Management	4.5	Number 100% male and female-owned service providers registered on the SCM database	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC



Directorate	Department	Indicator Description	5-Year Target 2022 – 2027		Target 2022/23		Target 2023/24		Target 2024/25		Target 2025/26		Target 2026/27	
			M	F	M	F	M	F	M	F	M	F	M	F
Financial Services	Supply Chain Management	4.6	Number of 100% male and women-owned service providers appointed as service providers		TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
		5.	Economic Empowerment											
Planning and Economic Development	Housing Administration	5.1	Number of registered applicants on the housing demand database, disaggregated by gender		8 378	10 011	8 378	10 011	8 378	10 011	8 378	10 011	8 378	10 011
Planning and Economic Development	Housing Administration	5.2	Number of title deeds handover to beneficiaries, disaggregated by gender		60%	40%	60%	40%	60%	40%	n/a	n/a	n/a	n/a
Planning and Economic Development	Housing Administration	5.3	Number of male and female-headed household beneficiaries in new housing developments		68	87	68	87	n/a	n/a	n/a	n/a	n/a	n/a
Planning and Economic Development	Housing Administration	5.4	Number of disabled male and female-headed household beneficiaries in new housing developments		1	4	1	0	1	1	1	1	1	1
Planning and Economic Development	Housing Administration	5.5	Number of Housing Consumer Education (HCE) attendees, disaggregated by gender		100	100	20	20	20	20	20	20	20	20
Planning and Economic Development	Development Planning	5.6	Percentage of attendees at SMME workshop, disaggregated by gender		60%	40%	60%	40%	60%	40%	60%	40%	60%	40%
Community and Protection Services	Community Development	5.7	Number of participants in accredited training programmes, disaggregated by gender		99	93	19	13	20	20	20	20	20	20
Community and Protection Services	Community Development	5.8	Number of participants in programmes for vulnerable groups (Youth, Elderly and Disability)		1 287	3 061	807	2 581	120	120	120	120	120	120

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



CHAPTER 7:

Sector Plans and Implementation

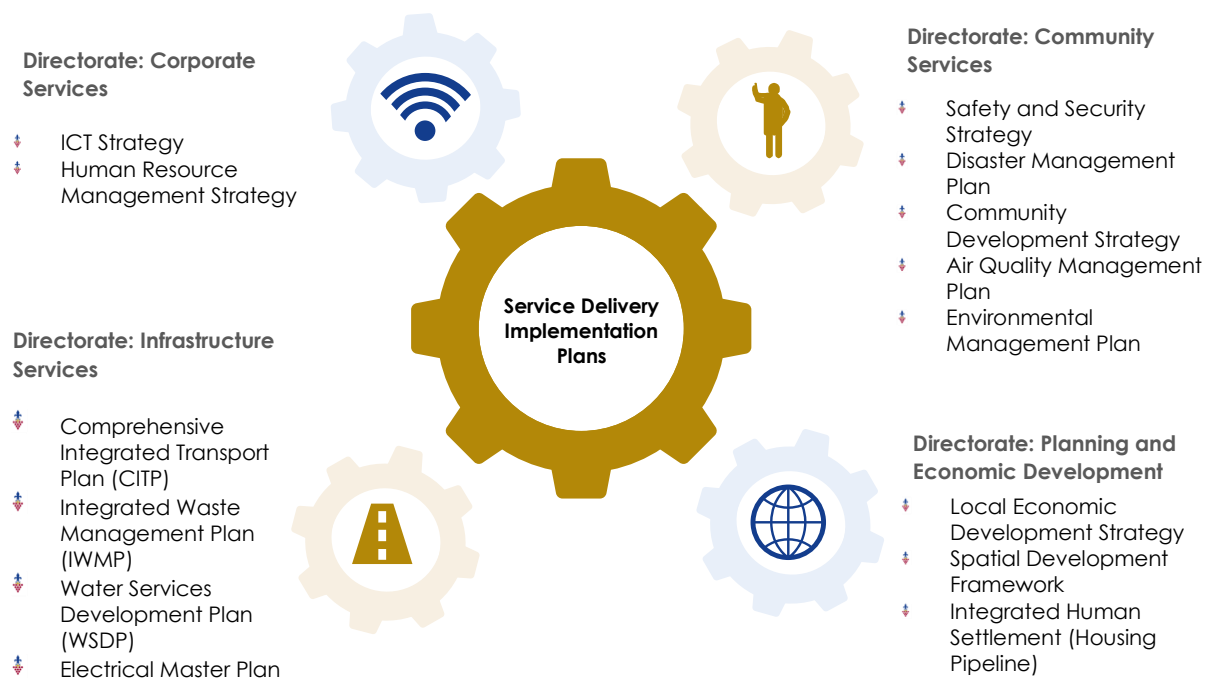
7.1 Introduction

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

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

Other service delivery implementation processes include:

Figure 29: Service Delivery Implementation Plans



7.2 The relationship between the Sector Plans and Strategies

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

Table 35: The relationship between sector plans

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

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



7.3 Sector Plans and Implementation Strategies

7.3.1 Air Quality Management Plan

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

7.3.1.1 Vision, Mission, and Goals

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

The mission statement for achieving the stated vision is:

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

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

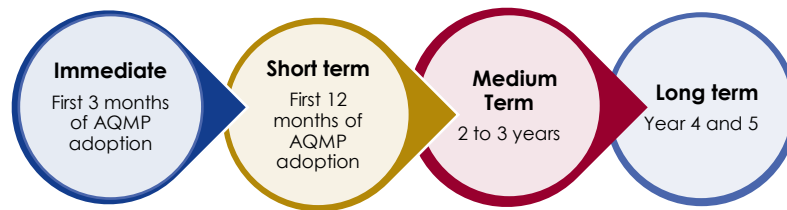
- ✦ **Goal 1:** Air quality governance meets the requirements to effectively implement the AQMP: This goal addresses the regulatory framework and the institutional capacity required in the Stellenbosch Municipality to carry out the air quality function. This links directly to the goal of the AQMP for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



7.3.1.2 Time frames

The timeframes defined for the Implementation of the AQMP are:

Figure 30: AQMP Time frames



The following immediate items were included in the AQMP:

Table 36: Items in AQMP

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

Stellenbosch Municipality developed an Air Quality by-law during 2018, which, together with the above AQMP, is implemented and enforced by the local Air Quality Control Officer.

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

7.3.2 Environmental Management Plan

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

To this effect, Stellenbosch Municipality has developed the Stellenbosch Environmental Management Framework (SEMF), approved by the Council as a sector plan for the Municipal Spatial Development



Framework. The SEMF is a municipal strategic environmental management policy that responds to and complies with the relevant statutes and directives.

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

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

- ⚡ Mont Rochelle Nature Reserve: approved by the Council in 2022;
- ⚡ Papegaaiberg Nature Reserve: An approved EMP is in place and is currently up for a 5-year review;
- ⚡ Jan Marais Nature Reserve: Final draft EMP prepared;
- ⚡ Paradyskloof Nature Area: approved by the Council in 2019 and reviewed in 2024; and
- ⚡ Ida's Valley / Botmaskop Nature Area: Approved by the Council in 2023, to be reviewed in 2027.

In 2024, Stellenbosch Municipality also drafted a Nature Reserve and Nature Area By-Law. This by-law was made public before a final draft was presented to Council in 2025.

7.3.2.1 Implementation Plan: Environmental Management Plan**Table 37: Summary Results: EMP - IDP Deliverables 2022 - 2027**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	3	1	1
	Project in progress	0	0	0
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured (outer financial years)	0	0	0
Total IDP Deliverables		3	1	1

Table 38: Implementation: Environmental Management Plan

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

IMPLEMENTATION PLAN: ENVIRONMENTAL MANAGEMENT														Performance Comment
Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
			2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
Review the Stellenbosch Invasive Alien Plant Management Plan	Number of Stellenbosch Invasive Alien Plant Management Plans reviewed by 31 March	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	Target achieved.
Submit the Mont Rochelle Nature Reserve EMP to the Municipal Manager	Number of Mont Rochelle Nature Reserve EMP submitted to the Municipal Manager by 31 March	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	Target achieved.
Review the Papegaaiberg Nature Reserve EMP	Number of Papegaaiberg Nature Reserve EMPs reviewed by 30 June	1	n/a	1	n/a	n/a	n/a	▲	n/a	😊	n/a	n/a	n/a	Target achieved. The review of the EMP has been completed by the Department: Community Services by 30 June 2024.
Submit the Jan Marais Nature Reserve EMP to the Municipal Manager	Number of Jan Marais Nature Reserve EMPs submitted to the Municipal Manager by 30 June	1	n/a	n/a	n/a	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	The existing plan remains relevant to the Nature Reserve's status. Reference documents that have not been approved yet will also be cited in the documents.

IMPLEMENTATION PLAN: ENVIRONMENTAL MANAGEMENT														Performance Comment
Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
			2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
														<div>The management authority provides input in the review and revision of the policy, and based on the priority list, Jan Marais is rated as a P2.</div> <div>Target adjusted to the 2025/26 financial year.</div>
Review the Paradyskloof Nature Area EMP	Number of Paradyskloof Nature Area EMPs reviewed by 30 June	1	n/a	n/a	1	100	n/a	▲	n/a	n/a	😊	n/a	n/a	<div>Target achieved.</div> <div>Paradyskloof Nature Area EMP submitted to Council and approved.</div>
Submit the Ida's Valley / Botmaskop Nature Area EMP to the Municipal Manager	Number of Ida's Valley / Botmaskop Nature Area EMPs submitted to the Municipal Manager by 30 June	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	<div>Target achieved.</div> <div>Submitted to the Municipal Manager on 28 February 2023.</div>
Formalising the identified initiation sites	Number of identified initiation sites formalised by 30 September	2	n/a	n/a	n/a	2	n/a	▲	n/a	n/a	n/a	n/a	n/a	



7.3.3 Integrated Human Settlement

7.3.3.1 Overview

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

The aim of the Integrated Human Settlements Plan (IHSP) is therefore to:

- ✦ To outline the municipality's implementation plan for providing for the housing needs of its steadily growing and increasing population.
- ✦ To enable the municipality to prepare funding applications for submission to the Provincial Department of Infrastructure (branch Human Settlements) (PDol) that are consistent with funding conditions and included in the municipal IDP and Housing Pipeline as per Provincial Department of Infrastructure guidelines is a requirement; and
- ✦ To inform the municipal Housing Pipeline spanning over ten years, reflected in five-year periods, the funding required in the Provincial Department of Infrastructure's Business Plan.

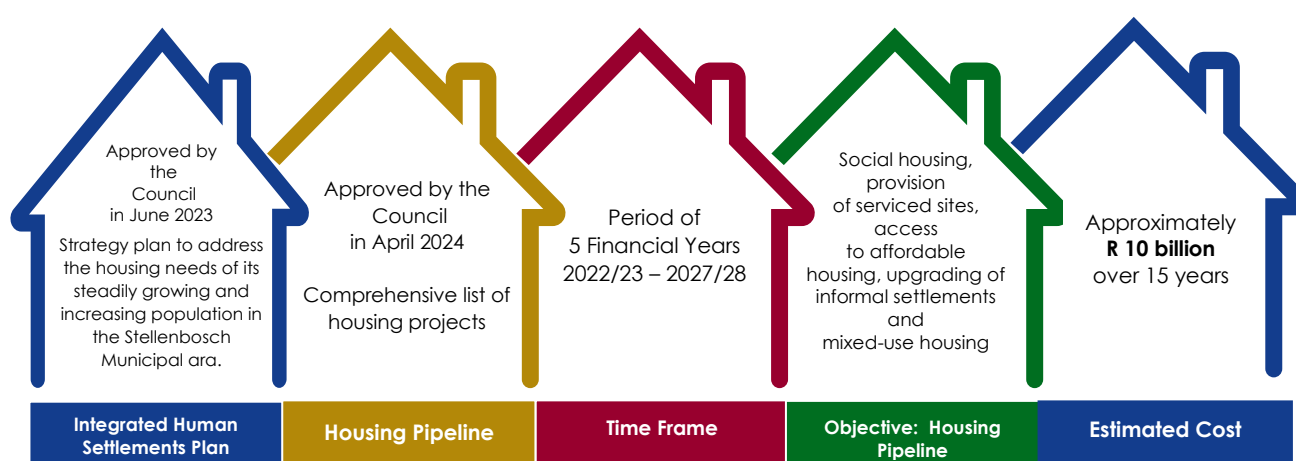
The IHSP will therefore not only comply with the requirements of the National Housing Act, whereby the municipality is obliged to facilitate the delivery of housing opportunities as part of their municipal function, but will also develop a credible Housing Pipeline and operational models for human settlement development within the WC024.

7.3.3.2 Housing Pipeline

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

It is required that the Housing Pipeline be reviewed annually. The latest review of the Housing Pipeline was approved by the Council in April 2024. This revision includes the following:

Figure 31: Housing Pipeline Time Frame, Objective and Estimate Cost





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

- Social housing (the National Minister of Human Settlements approved Stellenbosch as a restructuring town and restructuring zones in November 2016;
- Provision of serviced sites;
- Access to affordable housing (GAP housing);
- Upgrading of informal settlements; and
- Mixed-use housing (which includes formalised homeownership, especially employer housing).

The estimated cost of this programme will be approximately **R10 billion** over **15 years**.

- Upgrading of informal settlements (La Rochelle, Klapmuts, Langrug, and Franschhoek);
- Access to basic services (ABS);
- Jamestown, Farm 527 (Phases 2, 3, and 4);
- Upgrading of Zone O, Kayamandi;
- Enumeration of people on farms and backyarders;
- Erf 64, Kylemore;
- Erf 7001, Cloetesville (known as “Soek-mekaar”);
- Upgrade of the Kayamandi CBD;
- Adam Tas Corridor Precinct 10 (Northern Extension); and
- Social Housing.

7.3.3.3 Upgrading of Informal Settlements

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

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

7.3.3.4 Informal backyard dwellings

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

7.3.3.5 Social Housing

Stellenbosch Municipality was approved as a Restructuring Town in March 2017 by the National Minister of Human Settlements. This approval included the confirmation of the various Restructuring Zones within the municipality, and the latter culminated in a Council decision instructing the



administration to attract social housing institutions (SHIs) and / or other development agencies (ODAs) to effect the municipality's social housing programme.

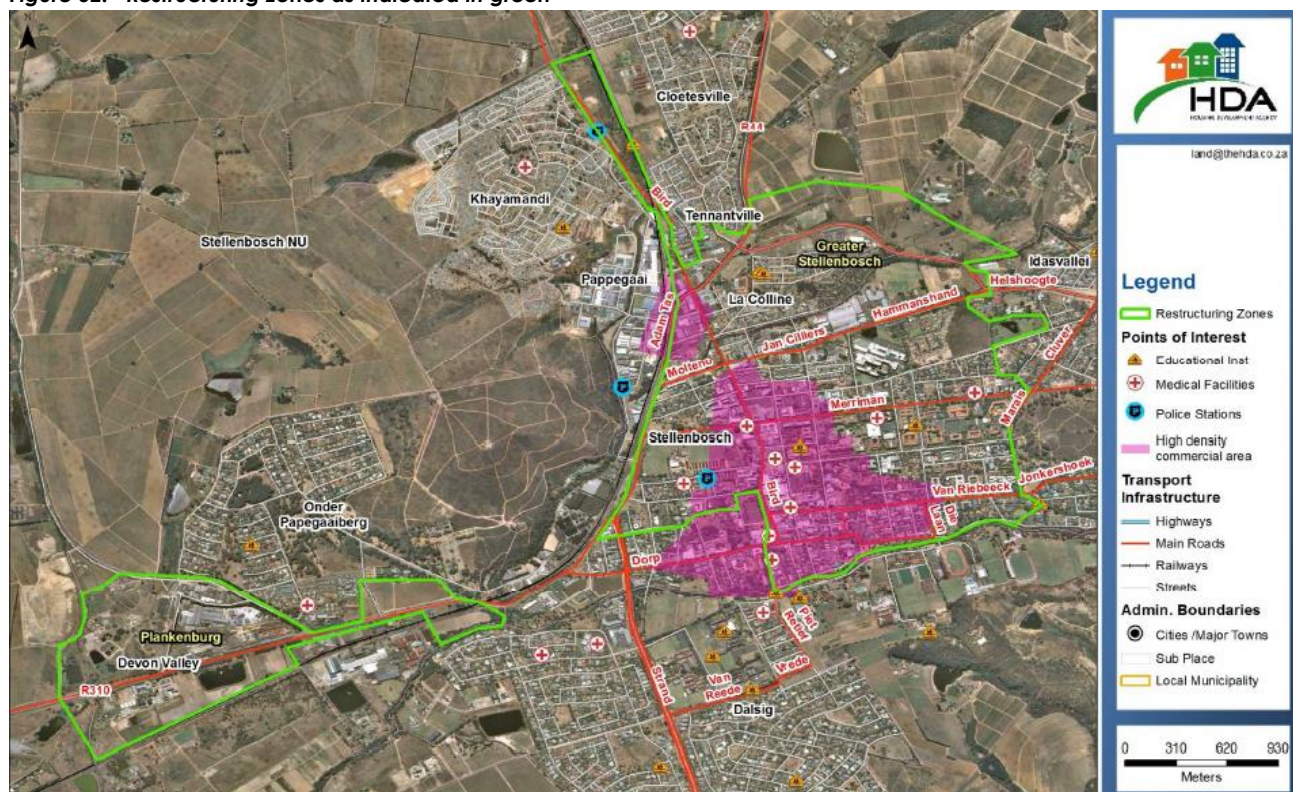
This programme aims to ensure improved quality of life for communities through a rental housing programme. This process of integration speaks to the importance of:

- Economic sustainability: affordability, access to economic opportunities, and promoting job creation via the multiplier effect associated with building medium-density housing stock, etc.;
- Social sustainability: social integration between various income groups, access to educational, recreational, and health facilities, etc.; and
- Ecological sustainability: conservation of scarce resources.

The aim and objective of Social Housing is to offer safe and affordable rental units for families with monthly incomes ranging from R1,850 to R22,000.

The figure below depicts areas that have been declared **restructuring zones** for Stellenbosch Municipality.

Figure 32: Restructuring Zones as indicated in green



7.3.3.6 Priority Human Settlements and Housing Development Areas (PDSHDA)

In 2020, the Minister of Human Settlements gazetted the declaration of Priority Human Settlements and Housing Development Areas (PHSHDAs). The PHSHDAs intend to advance Human Settlements Spatial Transformation and Consolidation by ensuring that the delivery of housing is used to restructure and revitalise towns and cities, strengthen the livelihood prospects of households, and overcome apartheid spatial patterns by fostering integrated urban forms.



The current status of the PSHDA for Stellenbosch Municipality, namely:

- ✚ The “Stellenbosch Urban Core” Priority Human Settlements and Housing Development Area (PHSHDA) was formally gazetted on **15 May 2020** (Government Gazette No. 43316) and consists of the neighbourhoods of Jamestown, Kayamandi, and Central Stellenbosch;
- ✚ To date, the Housing Development Agency (HDA), with assistance from the Provincial Department of Infrastructure (PDol), have undertaken a Status Quo Analysis in preparation for the drafting of the Stellenbosch PSHDA Development Plan. The Status Quo Analysis has been completed and will inform the Development Plan drafting going forward;
- ✚ The HDA appointed Plan Associates Development Planners to prepare a Development Plan for Stellenbosch Urban Core PSHDA (Priority Human Settlement and Housing Development Area) located within the jurisdiction of the Stellenbosch Municipality. The first inception meeting (Phase 1) took place on **15 April 2024**;
- ✚ As a first step in Phase 2 (Situational Analysis and Vision Directives) the project team will conduct a literature study and multi-sectoral situational analysis of the study area looking at the current situation within the study area. This will include the following components:
 - An assessment of the current regional development context of the study area and focus areas.
 - An assessment of historic and contextual documentation consisting of the following:
 - National Development Plan (NDP);
 - Western Cape Provincial Spatial Development Plan;
 - Spatial Planning and Land Use Management Act (SPLUMA);
 - Western Cape Multi-Year Housing Development Plan and Business Plan;
 - Municipal Housing Sector Plan;
 - Precinct Plans;
 - Strategic Integrated Projects (SIPS);
 - Key legislative requirements;
 - Approved development rights; and
 - Identified properties falling within the Priority Housing Development Area (PHSHDA) and immediate surrounds.

It should be noted that phases 1 and 2 have been completed before end June 2024.

Phase 2(b) of the project involves formulating a synthesis based on the information collected as part of the situational analysis. As part of the synthesis, the project team will formulate the identified development opportunities and constraints pertaining to the study area, highlight the factors that attract business or investments to the area, and identify the factors that drive investment away from the area.

This information will be based on the technical information collected in Phase 2 and on the input received from the public during the public liaison programme.

It is anticipated that Phase 2(b) will take about 4 weeks to complete.

The draft vision formulated in Phase 3(a) will be refined, informed by the previous phases. The objectives will strongly link to the outcome of the Situational Analysis and Synthesis and will specifically focus on the development issues, opportunities, and challenges identified to ensure that the final plan incorporates all the form-giving elements identified.

Based on the philosophy and the objectives referred to above, the project team will then design the Development Concept and the detailed Development Plan for the study area.

The Focus Area Plans (Phase 3b) will provide more detail to the specific areas within the overall PSHDA Development Plan.



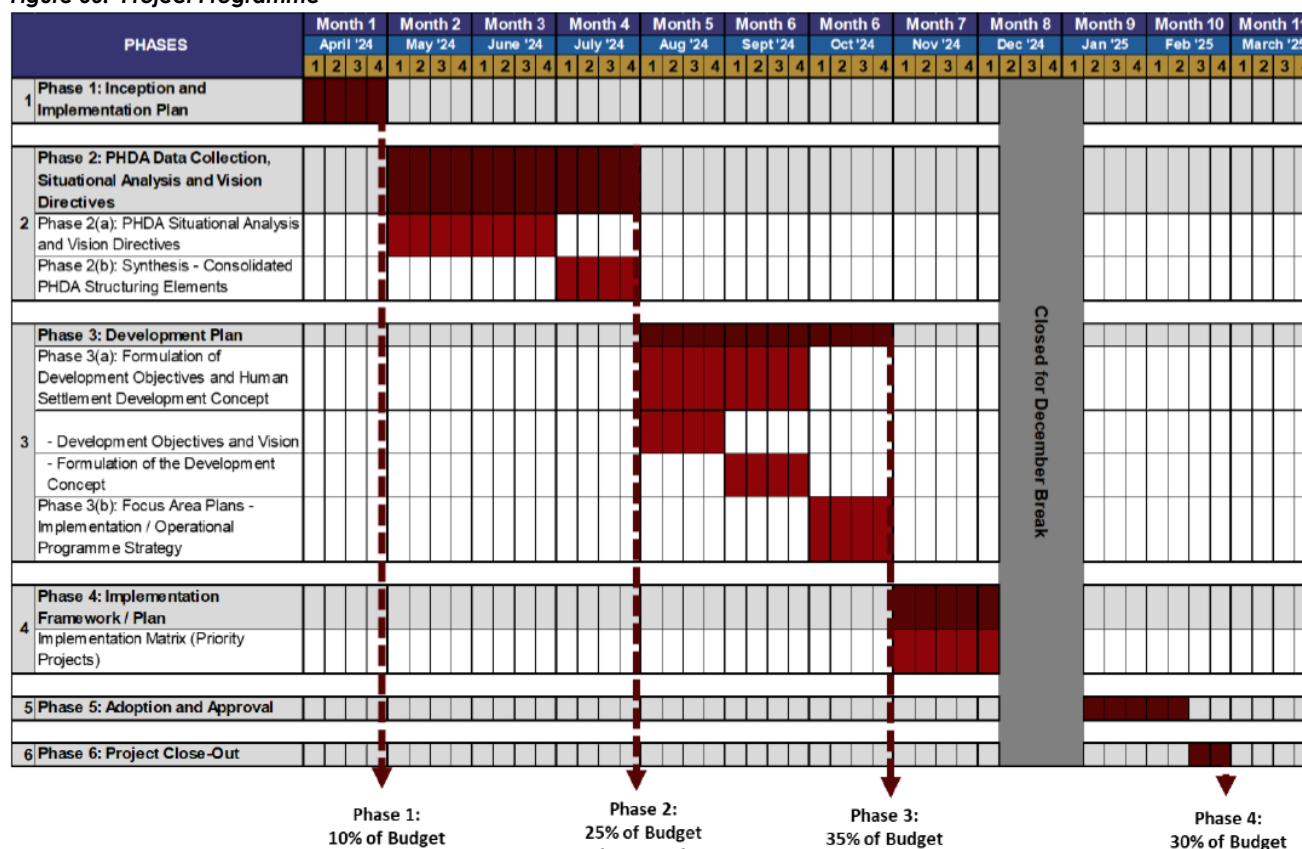
The implementation programme (Phase 4) will provide clear separate phases that can allow for multi-year phased implementation. A priority matrix will be included in the implementation plan to provide a guide to which projects need to be implemented in the short, medium, and long-term.

The final Development Plan (Phase 5) will be presented to the various decision-making bodies in preparation for the adoption of the plan by the Council. The PSHDA Plan will be advertised for public input once Council has adopted the Plan. The Stellenbosch Municipality will drive the formal public participation with the assistance of Plan Associates.

Phase 6 will consist of the submission of the close - out report.

It was agreed upon with all stakeholders that the development plan be rolled out in different phases. The project programme below illustrates the different phases in which the project will be executed and the time frames linked to each milestone.

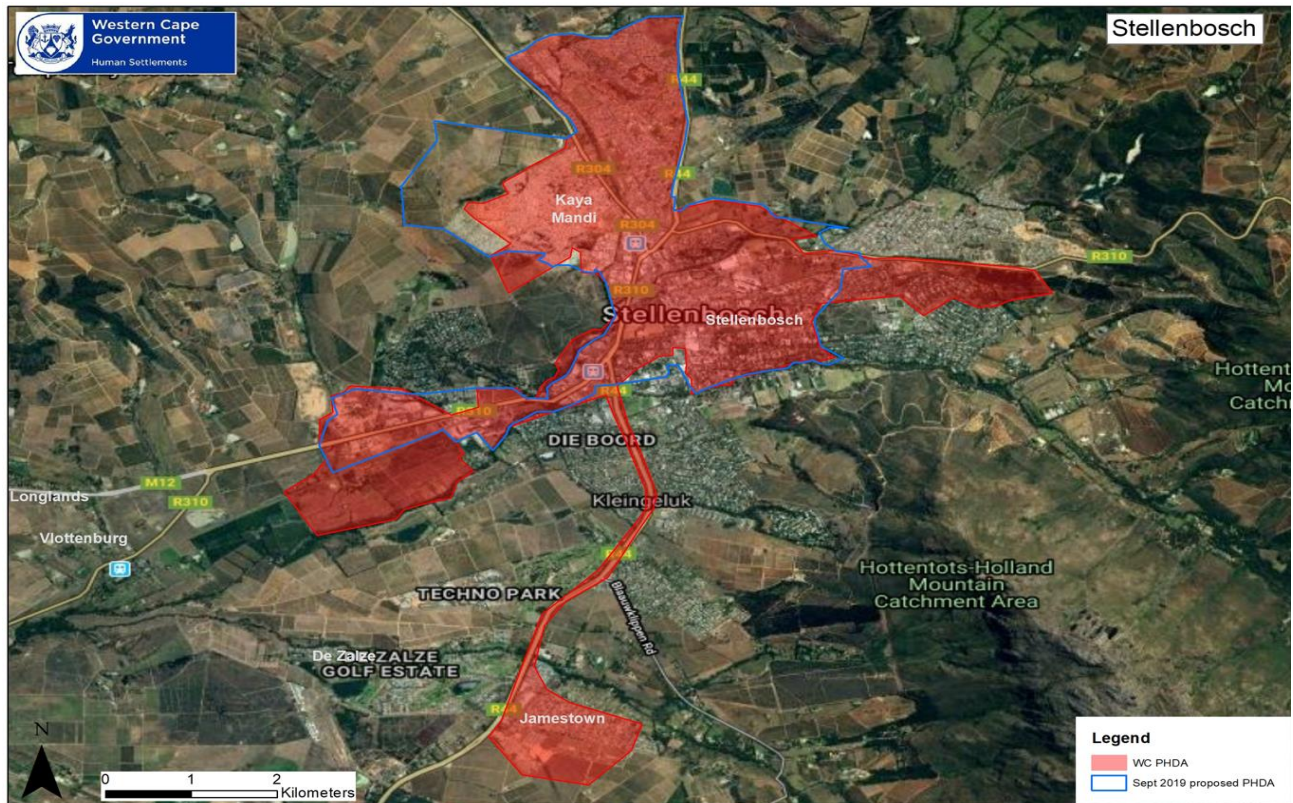
Figure 33: Project Programme



The figure below depicts areas that have been declared as Priority Human Settlements and Housing Development Areas (PDSHDA):



Figure 34: Priority Human Settlements and Housing Development Areas (PDSHDA)



The approved Housing Pipeline is available on request at the Directorate: Planning and Economic Development, on 021 808 8758 or via email at: lester.vanstavel@stellenbosch.gov.za.

7.3.3.7 Implementation Plan: Priority Housing Projects and Upgrading of Informal Settlements

Table 39: Summary Results: Housing Pipeline - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
😊	Project completed	6	3	1
😐	Project in progress.	0	0	3
😞	Not completed / No budget available / District Function / Provincial Function	1	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	2
Total IDP Deliverables		7	3	6

Table 40: Priority Housing Projects and Upgrading of Informal Settlements

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

DIRECTORATE: INFRASTRUCTURE SERVICES																		Performance Comment
IDP Ref No	Responsible Department	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1	Year 2	Year 3	Year 4	Year 5	Funding Type	Progress Rating					
							Target	Target	Target	Target	Target		2022/23	2023/24	2024/25	2025/26	2026/27	
							2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	PMU	Construction of Longlands, Vlothenburg (144 Serviced sites)	Percentage of the Longlands, Vlothenburg Capital Budget actually spent by 30 June	Construction	144	90%	90%	n/a	n/a	n/a	n/a	<div></div>	<div></div>	n/a	n/a	n/a	n/a	Target achieved.
TBC	PMU	Rectification of Cloetesville: The Steps / Orlean Lounge Houses (Temporary units with toilets erected for temporary relocation of occupants during rectification unit	Percentage of Cloetesville: The Steps / Orlean Lounge Houses rectification Capital Budget actually spent by 30 June	Construction	161	90%	90%	n/a	n/a	n/a	n/a	<div></div>	n/a	n/a	n/a	n/a	n/a	Project to be completed by 30 June 2025.

DIRECTORATE: INFRASTRUCTURE SERVICES																	Performance Comment	
IDP Ref No	Responsible Department	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1	Year 2	Year 3	Year 4	Year 5	Funding Type	Progress Rating					
							Target	Target	Target	Target	Target		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	PMU	Upgrading of Zone O in Kayamandi	Percentage of the Zone O (in Kayamandi) Capital Budget actually spent by 30 June	Construction will be dealt with in phases	711	90%	90%	n/a	90%	90%	90%			n/a		n/a	n/a	2023 /24 financial year: Installation of services has commenced. 22 families need to be relocated to enable the completion of phase 1 service sites (178 services). Installation of services has been completed for 178 sites.
TBC	PMU	Development of the Kayamandi Town Centre	Percentage of the Kayamandi Town Centre development Capital Budget actually spent by 30 June	Implementation	±1 854	90%	n/a	n/a	n/a	n/a	90%		n/a	n/a	n/a	n/a	n/a	The project is in the planning phase with the Department: Housing Development
TBC	PMU	Development of Erf 64 Kylemore	Percentage of the Erf 64 Kylemore Development Capital Budget actually spent by 30 June	Implementation	±171	90%	n/a	n/a	n/a	n/a	90%		n/a	n/a	n/a	n/a	n/a	The project is in planning phase with the Department: Housing Development

DIRECTORATE: INFRASTRUCTURE SERVICES																	Performance Comment	
IDP Ref No	Responsible Department	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	PMU	Development of Erf 2183, La Rochelle, Klapmuts	Percentage of Erf 2183, La Rochelle, Klapmuts Development Capital Budget actually spent by 30 June	Planning (service sites)	±100	n/a	n/a	n/a	n/a	n/a	n/a	<div></div>	n/a	n/a	n/a	n/a	n/a	There has been no confirmation from the Department: Housing Development with regards to the Power of Attorney from the National Department of Public Works and Infrastructure. Therefore, funding has been removed from the 2023/24 financial year.
TBC	PMU and Department: Housing Development	Development of the Stellenbosch Extension	Percentage of Stellenbosch extension, development Capital Budget actually spent by 30 June	Planning (Mix-used development)	± 5 000 - 6 000	90%	n/a	n/a	n/a	n/a	90%	<div></div>	n/a	n/a	n/a	n/a	n/a	

DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT

IDP Ref	Responsible Department	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1	Year 2	Year 3	Year 4	Year 5	Funding Type	Progress Rating					Performance Comment
							Target	Target	Target	Target	Target		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Housing Development	To obtain development rights on Erf 7001, Cloeteville to establish GAP housing	Percentage of the Erf 7001, Cloeteville annual capital budget actually spent by 30 June	Planning	360 GAP housing	90%	90%	90%	n/a*	n/a*	n/a*				n/a	n/a	n/a	100% of the capital budget was actually spent by 30 June 2023. The land use application was advertised for public comments and concluded on 25 February 2024. 2023/24: Target achieved. 99.95% of the budget was spent by 30 June 2024.
TBC	Housing Development	Finalise the sub-division plan for Jamestown (Phases 2 and 3)	Percentage of the Jamestown, Phase 2 and 3 annual capital budget actually spent by 30 June	Planning	±2 000 housing opportunities (to be determined per phase)	90%	90%	n/a*	n/a*	n/a*	n/a*			n/a	n/a	n/a	n/a	100% of the capital budget was actually spent by 30 June 2023. The land use application was submitted to MPT for a decision. 99.48% of the budget was spent by 30 June 2024.

DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT

IDP Ref	Responsible Department	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1	Year 2	Year 3	Year 4	Year 5	Funding Type	Progress Rating					Performance Comment
							Target	Target	Target	Target	Target		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Housing Development	Obtain development rights for mixed-use development for Jamestown Phase 4	Percentage of the Jamestown, Phase 4 annual capital budget actually spent by 30 June	Planning		90%	n/a	n/a	90%	n/a*	n/a*		n/a	n/a		n/a	n/a	PDol approved additional funding for the 2023/24 financial year. This was acknowledged in the mid-year adjustment budget of the municipality. The expenditure to date on said project is R795 934.
TBC	Housing Development	Submit status reports on Social Housing (affordable rental accommodation) on Farms 81/2 and 81/9, Stellenbosch to the Executive Mayor	Number of quarterly status reports on Social Housing submitted to the Executive Mayor	Planning (SHIs and / or ODAs attract)	±250	20	4	4	4	4	4				n/a	n/a	n/a	4 reports submitted by 30 June 2023. 4 reports have been submitted by 30 June 2024.
TBC	Housing Development	Submission of Land Use Rights Application for the Northern Extension to the Municipal Planning Terminal (MPT)	Number of Land Use Rights Applications for the Northern Extension submitted to MPT by 30 June	Planning (Mix-used development)	± 5 000 - 6 000	1	n/a	n/a	1	n/a	n/a		n/a	n/a		n/a	n/a	The land use application was advertised for public comments and concluded on 25 February 2024. MPT approval is expected in Q3 of the 2024/25 financial year.

DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT

IDP Ref	Responsible Department	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1	Year 2	Year 3	Year 4	Year 5	Funding Type	Progress Rating					Performance Comment
							Target	Target	Target	Target	Target		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Housing Development	Submission of Land Use Rights Application for the Kayamandi Town Centre to the MPT	Number of Land Use Rights Applications for the Kayamandi Town Centre submitted to MPT by 30 June	Planning (Mix -used development)	±1 854	1	n/a	n/a	1	n/a	n/a		n/a	n/a		n/a	n/a	The land use application has been submitted to the Department: Land Use Management for submission to MPT.
TBC	Housing Development	To obtain development rights for Erf 64 Kylemore	Percentage of the Erf 64 Kylemore annual capital budget actually spent by 30 June	Planning	±171	90%	90%	90%	90%	90%	n/a*				n/a	n/a	n/a	99.20% of the capital budget was actually spent by 30 June 2023. 100% of the capital budget was actually spent by 30 June 2024. The consultants are in the process of concluding the land use application for submission to the Section: Land Use Management. Expenditure will occur as per cashflow and programme.

DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT

IDP Ref	Responsible Department	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project Phase	Number of Housing Opportunities	5-year target	Year 1	Year 2	Year 3	Year 4	Year 5	Funding Type	Progress Rating					Performance Comment
							Target	Target	Target	Target	Target		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Housing Development	To obtain development rights La Motte: Farm 1339, Farm 1158 and Farm 1158/1	Percentage of the La Motte: Farm 1339, Farm 1158 and Farm 1158/1 annual capital budget actually spent by 30 June	Planning (Mix-used development)	±1 100	90%	n/a	n/a	n/a	90%	n/a*		n/a	n/a	n/a	n/a	n/a	An application was submitted to NDoPW&I for a PoA in favour of Stellenbosch Municipality to obtain development rights. There has been no confirmation with regard to the POA. Funding has been removed because the land has not been transferred to the municipality.
TBC	Housing Development	To obtain development rights Erf 2183, La Rochelle, Klapmuts	Percentage of the Erf 2183, La Rochelle, Klapmuts annual capital budget actually spent by 30 June	Planning (service sites)	±100	n/a	n/a	n/a*	n/a*	n/a*	n/a*		n/a	n/a	n/a	n/a	n/a	An application was submitted to NDoPW&I for a PoA in favour of Stellenbosch Municipality to obtain development rights. There has been no confirmation with regards to the PoA. Therefore, funding has been removed.

n/a* - After obtaining development rights, implementation of the project is dealt with by the Department: Project Management Unit.



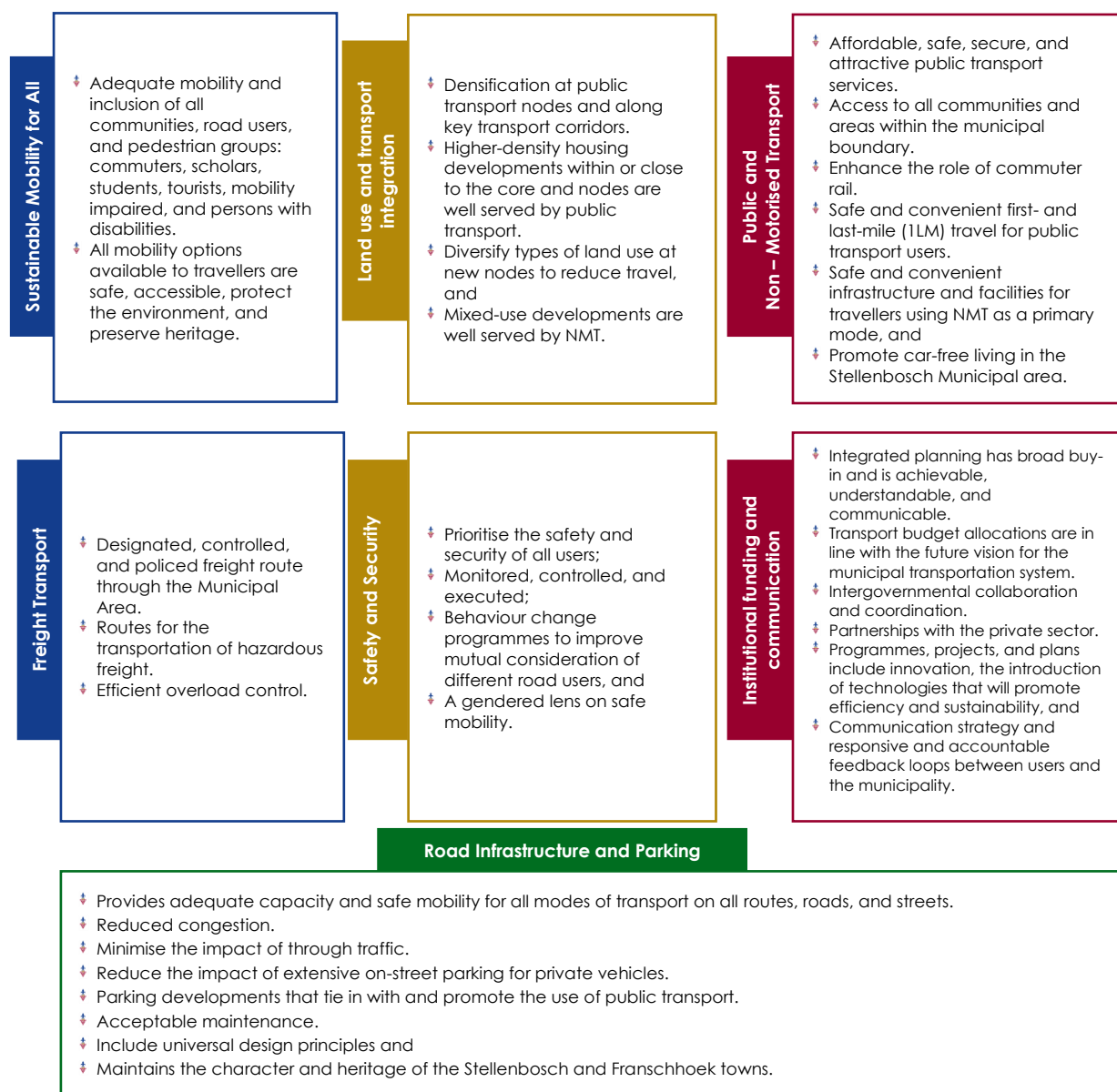
7.3.4 Comprehensive Integrated Transport Plan

The National Land Transport Act, 2009 (Act No. 5 of 2009) (NLTA) requires “Type 1” planning authorities (the country's major cities and towns (including Stellenbosch Municipality)) to prepare a Comprehensive Integrated Transport Plan (CITP). Generally, a CITP is considered a mechanism by which planning authorities can plan for, develop, manage, integrate, and provide for all modes of transport in their areas of jurisdiction.

The vision for the municipality's 2023–2028 CITP is as follows: Stellenbosch Municipality has an integrated, effective, and sustainable transport system that unlocks economic opportunities and is accessible, safe, reliable, and affordable to all communities serviced by the municipality.

Pursuant to achieving the vision and addressing user needs, issues, and gaps, the objectives for the transport system for Stellenbosch Municipality over the next 5 years and beyond are as follows (Chapters 2.3 and 2.4 of the CITP):

Figure 35: Objectives for the Stellenbosch Municipality Comprehensive Integrated Transport Plan (CITP)



7.3.4.1 Implementation Plan: Comprehensive Integrated Transport Plan (CITP)**Table 41: Summary Results: CITP - IDP Deliverables 2022- 2027**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	4	4	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	3
Total IDP Deliverables		4	4	3

Table 42: CITP Strategic Interventions

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

Implementation Plan: Comprehensive Integrated Transport Plan (CITP)																
IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Investigations and feasibility reports for a mechanism for the Internal Transport Feeder System from park and ride areas to the CDB	Number of assessment reports for the Internal Transport Feeder System completed by 30 June	Inception / Feasibility	1	n/a	n/a	n/a	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	The target has been moved to the 2025/26 financial year. Synergy has been acquired with the Provincial Government: Department of Mobility to also support and bolster the Municipality's program on the Park and Ride Study.

IMPLEMENTATION PLAN: COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)

IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Facilitating the implementation and optimisation engagements of the Public Transport System	Number of implementation and optimisation engagements of the Public Transport System facilitated by 30 June	Ongoing, forming part of the internal operational programme	5	1	1	1	1	1	▲	😊	😊	n/a	n/a	n/a	Target achieved.
TBC	Submission of assessments reports for management of park and ride facilities to the Municipal Manager	Number of assessments reports for management of park and ride facilities submitted to the Municipal Manager by 30 June	Inception / Feasibility	2	n/a	n/a	1	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	IDP deliverable to be reported on by 30 June 2025.
TBC	Develop a Congestion Charge Strategy	Number of Congestion Charge Strategies developed by 30 June	Inception / Feasibility	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	The implementation of an efficient public transportation system is the first milestone before considering a congestion charge strategy. The new CITP, approved by the Council in 2023/24, does not currently propose congestion charges.
TBC	Conduct investigations for the pedestrianisation of streets	Number of investigations for the pedestrianisation of streets conducted by 30 June	Inception / Feasibility	1	n/a	1	n/a	n/a	n/a	▲	n/a	😊	n/a	n/a	n/a	Dennesig development. Investigation completed. Target achieved.

IMPLEMENTATION PLAN: COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)

IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Completion of Tour Bus facilities in Stellenbosch and Franschhoek Towns	Number of Tour Bus facilities in Stellenbosch and Franschhoek Towns completed by 30 June	Design / Implementation (Included in CEF)	2	n/a	n/a	n/a	1	1	▲	n/a	n/a	n/a	n/a	n/a	The target has been moved to the 2025/26 financial year. The 1–100-year flood rehabilitation took precedence in 2023/24. Tour bus facilities are earmarked for the outer financial years.
TBC	Submission of an assessment report to the Provincial Department of Transport on the implementation of public transport lanes on the R44 (from both directions Stellenbosch – Somerset West)	Number of assessment reports submitted to the Provincial Department of Transport on the implementation of public transport lanes on the R44 (from both directions Stellenbosch – Somerset West) completed by 30 June	Feasibility	1	n/a	n/a	1	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	IDP deliverable to be reported on by 30 June 2025.
TBC	Engagements with the University to collaborate on the implementation and improvement of park-and-ride facilities and shuttle services for students	Number of engagements held to collaborate on the implementation and improvement of park and ride facilities by 30 June	Ongoing, forming part of the internal operational programme	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	Linked to the park and ride deliverable in the CITP.

IMPLEMENTATION PLAN: COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)

IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Completion of the Kayamandi Pedestrian Bridge	Number of Kayamandi Pedestrian Bridges completed by 30 June	Implementation (Included in CEF)	1	n/a	n/a	n/a	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	Due to budget prioritisation, only the Distillery Road bridge could be budgeted for in the 2022/23 financial year. The target has been moved to the 2025/26 financial year. The initial design was more expensive than the allocated budget. Re-design is underway.
TBC	Completion of the Lanquedoc Access Road and Bridge	Number of Lanquedoc Access Roads and Bridges completed by 30 June	Implementation (Included in CEF)	1	n/a	n/a	n/a	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	Due to budget prioritisation, only the Distillery Road bridge could be budgeted for in the 2022/23 financial year. Construction of the Lanquedoc bridge is underway. Contractors are on-site. Completion is planned for the 2025/26 financial year.

IMPLEMENTATION PLAN: COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)

IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Completion of the expansion of the NMT projects	Number of expansion of the NMT projects completed by 30 June	Implementation (Included in CEF)	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	Target achieved in the 2022/23 financial year. NMT projects are being rolled out as per the NMT Master Plan each financial year.
TBC	Spent the Traffic Signal Synchronisation programme	Percentage of the Traffic Signal Synchronisation programme capital budget actually spent by 30 June	Implementation (Included in CEF)	90%	90%	90%	90%	90%	90%	▲	😊	😊	n/a	n/a	n/a	Target achieved in the 2022/23 financial year. 100% capital expenditure for the 2023/24 financial year.
TBC	Complete the improvements on the Main Road intersections (R44, Alexander Street; R44, Merriman Lane; R45 Le Roux, Franschhoek; and R45, Helshoogte Road Realignment)	Percentage of the Main Road Intersection Improvements capital budget actually spent by 30 June	Implementation (Included in CEF)	90%	90%	90%	90%	90%	90%	▲	😊	😊	n/a	n/a	n/a	Target achieved for the 2022/23 financial year. Target achieved. 100% capital expenditure for the 2023/24 financial year on the Franschhoek and Helshoogte Road improvements and 99.68% capital expenditure on the Strand / Adam Tas / Alexander Road.

IMPLEMENTATION PLAN: COMPREHENSIVE INTEGRATED TRANSPORT PLAN (CITP)

IDP Ref	Key Activity/ Project/ Programme/ Initiative (measurable action)	Description of Unit of Measurement	Project Phase	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					Performance Comment
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Conduct Transport Studies for the Adam Tas Corridor (ATC)	Number of Transport Studies for the ATC conducted by 30 June	Designs	1	n/a	n/a	n/a	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	The ATC LSDF and Overlay Zone were approved by the Council in the 2023/24 financial year. Target moved to the 2025/26 financial year. The Department: RTS is currently busy with the Transport Plan.



7.3.5 Integrated Waste Management Plan (IWMP)

The third-generation IWMP developed in 2020 was replaced with the 4th Generation Integrated Waste Management Plan (IWMP) as approved by the Council in 2024.

The development of the IWMP is necessary, as it is an integral tool to identify current needs and act as a guide towards sustainable waste management. The IWMP must be incorporated as part of each municipality's Integrated Development Plan (IDP), although it is submitted as a separate document. The IWMP also indicates the alignment of its goals with the Western Cape IWMP, the District Municipality IWMP and the National Waste Management Strategy, 2020 (NWMS).

Stellenbosch Municipality's 4th Generation IWMP examined the 2023 state (Status Quo Analysis) of the solid waste management system of the Stellenbosch Municipality and provides an overview thereof. This overview includes the various aspects of, and the factors impacting the solid waste management system. These range from relevant legislation; the socioeconomic context of the Stellenbosch Municipality, waste types and quantities generated, waste management systems and infrastructure; education and awareness initiatives, and financing.

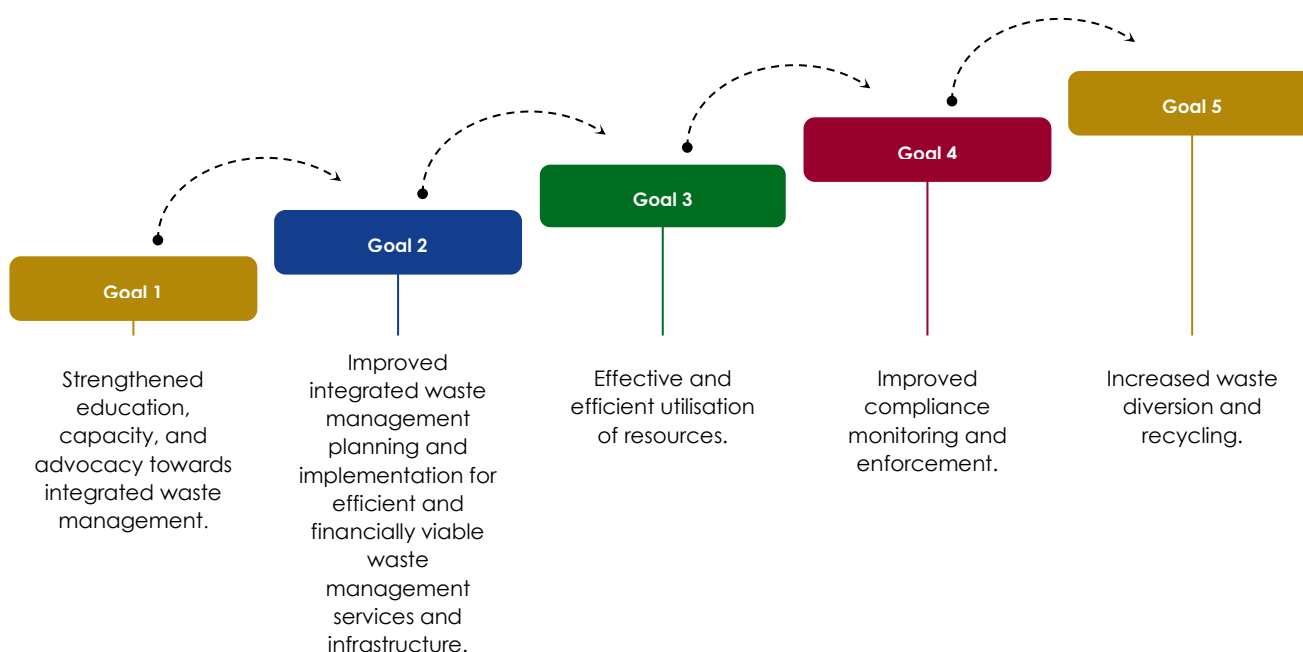
The analysis of the status quo assessment is utilised to identify the gaps and needs of Stellenbosch Municipality's waste management system. The scope also includes the formulation of goals and objectives required to address the gaps and needs. The goals and objectives are limited to implementation at the local authority level. The implementation plan to improve the waste management system and to achieve the identified goals is coupled with a monitoring and review programme to ensure successful implementation of the IWMP. The IWMP will be implemented over the period 2024 - 2029 and will be reviewed annually.

With regular updates to this document, changing needs and progress in the waste management sector can be tracked, and strategies can be adjusted as needed.

7.3.5.1 Goals and Objectives

Five goals were identified for the Stellenbosch Municipality. The development of these goals has been informed by the previous IWMP, situational analysis, and gap and needs assessment, as follows:

Figure 36: Goals and objectives of the IWMP





7.3.5.2 Waste Management Systems and Infrastructure

The waste management division within the municipality provides the following services: collections, recycling, disposal to landfill site, wheelie bins (240 L), hiring of wheelie bins (for special events), emptying of skips, and drop-offs.

The Stellenbosch Municipality serves approximately 38 500 households with solid waste management services. The 28 751 collection points are spread across the WCO24. The refuse collection breakdown is approximately 20 000 wheelie bins and 4 000 standard refuse bags as of 2019. The refuse bins are used to collect from formal areas, while the refuse bags are used to collect from informal and farm / rural areas. The Municipality utilises 11 refuse collection trucks, that are operated by more than 60 crew members in a 30-hour working week.

The Municipality renders an area cleaning service 5 days a week from Monday to Friday. The area cleaning staffing structure consists of 2 teams. The first team covers area cleaning for Stellenbosch and the second team covers area cleaning for Franschhoek, Dwarsrivier, and Klapmuts.

The Municipality provides a two-bag collection system in middle to high income areas where black bags and clear bags are collected once a week. Households are required to separate and sort waste at source into 2 streams, namely general landfill waste (black bags) and recyclable waste (clear bags).

Figure 37: Waste types and waste sources addressed in the IWMP



7.3.5.3 Monitoring and Review of the IWMP

To ensure corrective action is taken where necessary, and that long-term strategic goals are met, it is imperative that the monitoring focuses on the short-term objectives of the IWMP. The monitoring of the IWMP also makes provision for the adjustment of the IWMP.

The effectiveness of the Stellenbosch Municipality 4th Generation IWMP will be reviewed 5 years post its implementation date. Within 3 months of the end of the 5-year IWMP implementation period, a review report of the IWMP must be documented for formal submission to Stellenbosch municipal Council and to the DEA&DP.

7.3.5.4 Implementation Plan: Integrated Waste Management Plan (IWMP)

Based on the gaps and needs identified, the aligned goals of the IWMP, and planned projects by the municipality, the plan contains the objectives, timeline, and resources required for the implementation of the IWMP. The gaps and needs identified are linked to the main goals contained in the Western Cape Provincial IWMP.

Table 43: Summary Results: IWMP - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	5	9	1
	Project in progress.	0	0	1
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	7
Total IDP Deliverables		5	9	9

Table 44: Integrated Waste Management Plan Interventions

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

IMPLEMENTATION PLAN: INTEGRATED WASTE MANAGEMENT PLAN (IWMP)																Performance Comment	
IDP Ref	Goal	Objective	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Goal 1: Strengthened education, capacity, and advocacy towards Integrated Waste Management	Facilitate consumer and industry responsibility in Integrated Waste Management	Conduct follow-up visits to the special and hazardous waste generators in the Stellenbosch Municipality	Number of follow-up visits conducted at the special and hazardous waste generators in the Stellenbosch Municipality by 30 June	1	n/a	1	n/a	n/a	n/a	▲	n/a	😊	n/a	n/a	n/a	Target achieved.

Implementation Plan: Integrated Waste Management Plan (IWMP)																Performance Comment	
IDP Ref	Goal	Objective	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
		Promote and ensure awareness and education of integrated waste management	Conduct educational awareness campaigns	Number of educational awareness campaigns conducted by 30 June	34	2	2	10	10	10	▲	😊	😊	n/a	n/a	n/a	Target achieved for the 2023/24 financial year.
		Build and strengthen waste management capacity	Attend waste management seminars and / or forums	Number of waste management seminars and / or forums attended by 30 June	15	3	3	3	3	3	▲	😊	😊	n/a	n/a	n/a	Target adjusted upwards for the period 2024/25 – 2026/27.
TBC	Goal 2: Improved Integrated Waste Management Planning and implementation for efficient waste services and infrastructure	Facilitate municipal waste management planning	Review of the Integrated Waste Management Plan (IWMP)	Number of IWMP reviewed by 31 March	4	n/a	1	1	1	1	▲	n/a	😊	n/a	n/a	n/a	Five seminars / workshops were attended in the 2022/23 financial year. Target achieved in the 2023/24 financial year. 2024/25 financial year: 2 forums attended by 28 February 2025.
			Submit the 4 th Generation IWMP to MayCo	Number of 4 th Generation IWMPs submitted to MayCo by 30 June	1	n/a	n/a	1	n/a	n/a	▲	n/a	n/a	😊	n/a	n/a	Target achieved. The final 4 th Generation IWMP was approved by the Council on 29 January 2025.

Implementation Plan: Integrated Waste Management Plan (IWMP)																	Performance Comment
IDP Ref	Goal	Objective	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
		Promote industry waste management planning	Conduct engagements with industries to reduce waste generation	Number of engagements conducted with industries to reduce waste generation by 30 June	1	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	Linked to the 4 th Generation IWMP.
		Promote the establishment of Integrated Waste Management Infrastructure and Services	Carry out vehicle assessments	Number of vehicle assessments carried out by 30 June	4	n/a	1	1	1	1	▲	n/a	😊	n/a	n/a	n/a	Target achieved for the 2023/24 financial year. The vehicle fleet was assessed, and new vehicles were procured.
			Develop a mechanical biological treatment (MBT) facility	Number of MBT facilities developed by 31 March	n/a	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	A feasibility study was conducted, and the project was found to be unfeasible.
TBC	Goal 2: Improved Integrated Waste Management Planning and implementation for efficient waste services and infrastructure	Ensure effective and efficient waste information management	Conduct system improvement waste data	Number of systems improvements conducted on waste data by 30 June	4	n/a	1	1	1	1	▲	n/a	😊	n/a	n/a	n/a	Target achieved for the 2023/24 financial year. The study has been concluded. Completion of 1 system improvement on waste data.
TBC	Goal 3: Effective and efficient utilisation of resources	Minimise the consumption of natural resources	Linked to Goal 1		n/a	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a	

Implementation Plan: Integrated Waste Management Plan (IWMP)																	Performance Comment
IDP Ref	Goal	Objective	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
		Stimulate job creation within the waste economy	Create job opportunities in the waste management sector	Number of job opportunities created in the waste management sector by 30 June	1730	400	400	330	300	300	▲	😊	😊	n/a	n/a	n/a	608 jobs were created in the 2022/23 financial year. 833 jobs were created by 30 June 2024 The target has been revised and reduced for the period 2024/25 – 2026/27 from 400 to 330 and to 300 for the outer financial years.
		Increase waste diversion through reuse, recovery and recycling	Develop identified waste diversion infrastructure to increase diversion	Number of waste diversions infrastructure developed to increase diversion by 30 June	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	The IDP deliverable was replaced with developing a mini MRF (material recovery facility) in Franschhoek and Klapmuts.
TBC	New IDP deliverable linked to the 4 th Generation IWMP	MRF (material recovery facility)	Develop a mini MRF (material recovery facility) in Franschhoek	Number of mini MRFs developed (material recovery facility) in Franschhoek by 30 June	1	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	
TBC	New IDP deliverable linked to the 4 th Generation IWMP	MRF (material recovery facility)	Develop a mini MRF (material recovery facility) in Klapmuts	Number of mini MRFs developed (material recovery facility) in Klapmuts by 30 June	1	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	

Implementation Plan: Integrated Waste Management Plan (IWMP)																	Performance Comment
IDP Ref	Goal	Objective	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Goal 4: Improved compliance with the environmental regulatory framework	Strengthen compliance monitoring and enforcement	Conduct internal and external compliance audits at all waste management facilities	Number of internal and external compliance audits conducted at all waste management facilities by 30 June	25	5	5	5	5	5	▲	😊	😊	😬	n/a	n/a	Four (4) internal audits of the Stellenbosch Municipal Waste Disposal Facilities were completed in the 2022/23 financial year. 1 external audit and 4 internal audits were completed for the 2023/24 financial year. Target achieved. 2024/25: 2 audits completed by 31 January 2025.
			Attend to illegal dumping complaints	Percentage of illegal dumping complaints attended to within 48 hours	80% per annum	80%	80%	80%	80%	80%	80%	▲	😊	😊	n/a	n/a	n/a
		Remediate and rehabilitate contaminated land	Rehabilitation of the unused cell at the landfill site	Number of unused cells at the landfill site rehabilitated by 31 March	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a



7.3.6 Electrical Master Plan

With the approval of the SDF in November 2019, which was almost within the time that the Master Plan was due for an update, the review was not done. The complete update was planned for September 2020, but due to the COVID-19 pandemic, the updating of the Masterplan was delayed.

In October 2020, the Minister of DME announced that municipalities would be allowed to purchase electricity from other sources and also generate their own electricity in the future. This drastically changed the whole concept of the Stellenbosch Municipality's Masterplan. Where the municipality previously had one supplier of electricity, it would have major intake points from this one supplier. As networks flow from these points to consumers, the size of the cables will depend on the demands of these consumers for electricity. Because the municipality may now receive electricity from multiple sources, the municipal network design will no longer be compatible with this new policy. The entire Masterplan must now change, as cables in certain areas may now be too big and in a few places too small. The whole system of intake points must first be established, and once that is known, the network itself must be redesigned with the knowledge of existing and future intake points and methods of energy acquisition.

To understand what the energy sources for electricity would look like, an **Energy Masterplan** has been launched and conducted by the Council for Scientific and Industrial Research (CSIR), which forms the basis for how electricity is likely to be generated or purchased. The Energy Masterplan was finalised in December 2022 and approved by the Council in March 2023 and the Electricity Masterplan was completed in June 2023 and approved by the Council in February 2024.

The plans aim to provide the Stellenbosch Municipality with a clear view and a long-term plan for the development of the electrical infrastructure required to support the envisaged demand growth in Stellenbosch and surrounding areas. The municipality also evaluated the long-term viability of existing infrastructure and the expansion and refurbishment requirements thereof, where new infrastructure should be located, and which components, either existing or new, will be required.

Apart from spatial changes, the **Electrical Masterplan** is to contain the following main elements:

- ✦ Documented assessments of primary equipment at all 66/11 kV substations and 11 kV switching substations within the municipal area;
- ✦ Site-specific assessments to provide a systematic estimate of the life remaining in substation facilities and planning to extend the life of facilities to meet future needs;
- ✦ Development of a geographical load forecast based on regional demographic and historical load growth patterns, as informed by the SDF. (The anticipated long-term load forecast was directly used as input to the expansion plan);
- ✦ Development of network strengthening and expansion options and technical evaluations to ensure that load and performance criteria are met over the short, medium, and long term (2028);
- ✦ Preparation of cost estimates for the technically viable expansion and strengthening options; and
- ✦ The Electrical Master Plan is updated every five years and is used in medium-term project planning, prioritisation, and budgeting.



7.3.7 Water Services Development Plan

As a Water Services Authority (WSA), the Stellenbosch Municipality has a duty, in terms of sections 12 and 13 of the Water Services Act, 1997 (Act No. 108 of 1997), to prepare and maintain a Water Services Development Plan (WSDP). The municipality prepared a comprehensive WSDP in 2007, 2012, and 2019 that is valid for a period of five years. The revision and updating of the WSDP commenced in the 2022/23 financial year and will be completed in the 2024/25 financial year.

The Department of Water and Sanitation is responsible for looking after South Africa's water resources. Stellenbosch Municipality's Water Services sees itself as an extension of this caretaking. Water Services is responsible for acting in line with the Water Services Act and the implementation of municipal by-laws, policies, and procedures.

As part of the WSDP package, the municipality maintains:

- Water and Sewer Master Plans;
- Water Resources Study;
- Annual water audit;
- A Water Safety Plan;
- A drinking water quality sampling programme;
- Water and sewer pipe replacement prioritisation programme; and
- A Water Demand Management (WDM) Strategy.

The Water Master Plan, Sanitation Master Plan, Bulk Water Resources / Drought Intervention Plan, Asset Register, and Pipe Replacement Prioritised Programme were updated in 2019.

A new master plan has commenced and will be completed in the 2024/25 financial year. Since water management has drastically changed with the advent of drought, the use of greywater, and the increasing cleansing of rivers, it needed to be redone. It will also align the Water Master Plan with the latest changes to the SDF.

The Water Conservation and Water Demand Management (WC and WDM) strategy is a comprehensive study that includes a 10-year financial plan. The strategy has two goals: the municipality will prioritise the implementation of WC and WDM and will ensure ongoing planning, management, monitoring, and an enabling environment. The WC and WDM initiatives include a water pipe replacement programme, indigent domestic leak repair and meter replacement programme, Stellenbosch water meter audit, and Stellenbosch in-house water services operation and maintenance.

Poverty reduction and improved water management are closely linked. Section 4B of the Constitution lists water and sanitation services, limited to potable water supply systems and domestic wastewater and sewerage disposal systems, as a local government function.

Access to basic water is defined as 25 liters of potable water per day supplied within 200 meters of a household.

Due to the severe drought experienced recently and the very low rainfall recorded in recent years, the municipalities in the Western Cape had to enforce water restrictions that were lifted in recent years. The Western Cape has been fortunate in the last two years with above-average rainfall, and thus no water restrictions have needed to be implemented since the previous drought ended. No water restrictions are currently envisioned for the 2024/25 financial year.

Stellenbosch Municipality supplies water to its consumers through the following water supply systems:

- Stellenbosch (Jonkershoek and Theewaterskloof Tunnel);
- Franschhoek;
- Wemmershoek (treated water imported from the City of Cape Town);



- ⬇ Blackheath (treated water imported from the City of Cape Town);
- ⬇ Faure (treated water imported from the City of Cape Town); and
- ⬇ Other sources (boreholes).

The total population supplied with water in the Stellenbosch Municipal Area amounts to approximately 186 094 residents. Water is also supplied to a fairly extensive industrial area. Emergency water is supplied to farm communities that do not get water from the farms that they stay on.

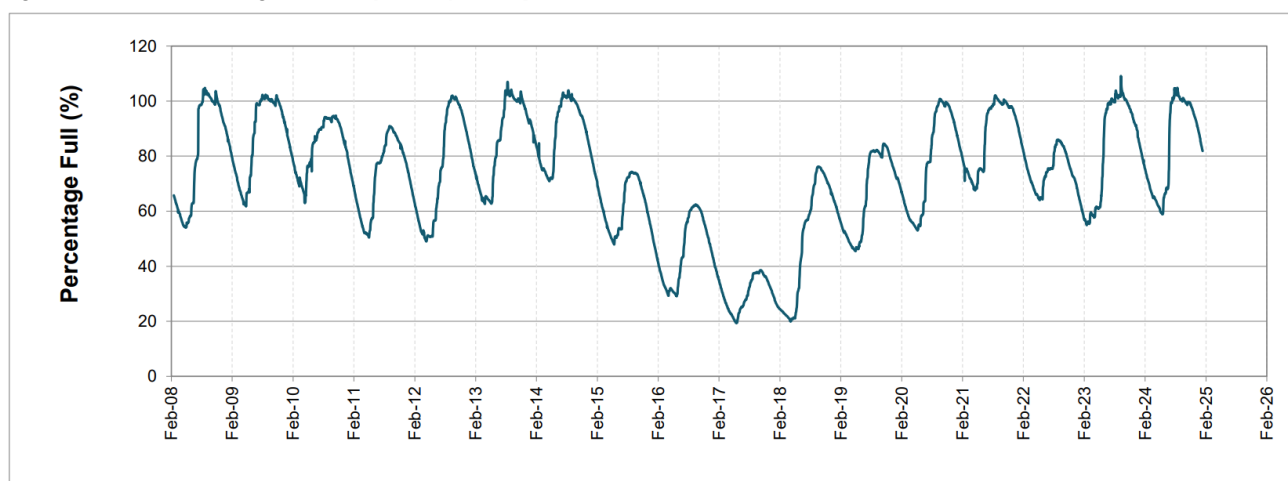
Stellenbosch Municipality manages three water treatment works, namely Ida's Valley, Paradyskloof, and Franschhoek. The potable water supply from these works amounts to 23.5 MI/d on average, and a further 11.1 MI/d was obtained from the City of Cape Town during the 2023/24 financial year, ensuring a supply of approximately 34.6 MI/d to the municipal area.

Areas supplied by the Wemmershoek Water Treatment Works include half of Franschhoek town, La Motte, Wemmershoek, Pniël, Boschendal, Johannesburg, Kylemore, Lanquedoc, Klapmuts, Koelenhof, Elsenburg, Devon Valley, and Muldersvlei. Areas supplied by Blackheath water treatment works include Polkadraai, Spier, and Vloffenburg. Areas supplied by the Faure Water Treatment Works are Faure, Jamestown, De Zalze, Raithby, and Lynedoch. Although these water treatment works fall within the sphere of responsibility of the City of Cape Town, their impact on water quality and quantity needs to be monitored and considered by Stellenbosch Municipality.

Stellenbosch Municipality supplies potable water to the entire municipal area through a network and infrastructure consisting of 48 reservoirs / holding tanks, and water towers, 36 water pump stations, 44 pressure-reducing valve installations; 734 kilometers of pipeline; and 84 water supply zones. The network is fully controlled and operated by a telemetry system. The telemetry system is outdated and is currently planned for an upgrade in the following three financial years.

The bulk water input into the water network for 2023/24 was 12 623 309 kl, with an annual average daily demand of 34.584 kl/day. About 34.3% of the water supplied is purified from its water sources at the Ida's Valley and Franschhoek water treatment plants. The balance is supplied by the City of Cape Town and the Paradyskloof Water Treatment Plant, where raw water supplied by the Department of Water and Sanitation is purified. Potable water supplied by the City of Cape Town is analysed every month by the City of Cape Town.

Figure 38: WCWSS Storage Record (2008 – present)





Ida's Valley and Paradyskloof Water Treatment Works are equipped with some analytical capabilities, and routine plant analyses are performed in-house. A full water quality monitoring programme is further performed for the municipality by an accredited external laboratory / contractor. The maintenance of equipment is performed in-house and by specialist contractors.

7.3.7.1 Basic Services and Level of Services

- There is no backlog of basic water and sanitation services in the urban areas of the municipality. A small number of households on farms are still without basic water and sanitation services.
- The clinics, hospitals, and schools in the municipal area have adequate and safe water supply and sanitation services.
- All indigent households receive free basic water (the first six kilolitres of water) and sanitation services.
- All the formal households in urban areas of the municipality are provided with water connections and waterborne sanitation facilities inside the houses (higher level of service). Communal standpipes and ablution facilities are provided in the informal areas as a temporary emergency service. Communal standpipes represent the weakest part of a network's water supply services. Standpipes are often constructed in ways that cannot withstand excessive use (and abuse) and are often neglected in terms of operation and maintenance, adversely affecting the health of their already vulnerable and poor users.
- A sustainable type of water and sanitation facility needs to be provided to the households on those farms with current services below the minimum service level standard. Stellenbosch Municipality is committed to supporting the private landowners as far as possible concerning addressing the current service backlog on farms, as identified through the Cape Winelands Rural Survey of Service Levels.
- From a water services perspective, the most significant challenges are the augmentation of the existing water sources, the replacement and upgrading of old infrastructure to accommodate development, the provision of sustainable basic services to informal settlements, and ensuring the provision of basic services to rural communities located on private farms.

7.3.7.2 Maintenance of Infrastructure

Both water infrastructure and sanitation infrastructure require serious remedial investment. About a third of the water supply infrastructure is in poor or very poor condition, and the condition backlog is more than R300 million. The bulk of the backlog is made up of the old Asbestos Cement (AC) water reticulation pipeline assets. The update to the Pipe Replacement Prioritisation study will indicate what percentage of sanitation infrastructure is in poor or very poor condition and what the condition backlog is. The bulk of the backlog consists of the old Asbestos Cement (AC) and Pic Fibre sewer reticulation assets in the Stellenbosch area.

Wastewater Treatment Works

An Infrastructure Asset Register is in place for all water and sanitation infrastructure. An Infrastructure Asset Management Plan must be developed and implemented, based on the principle of preventative maintenance to ensure that damage to assets is prevented before it occurs. Assets must be rehabilitated and / or replaced before the end of their economic life, and the necessary capital funds must be allocated for this purpose. Maintenance activities have historically been focused on reactive maintenance as opposed to preventative maintenance. The Stellenbosch Municipality has, in recent years, increased its focus on preventative maintenance, and there are early signs of a positive effect on the failure rate of equipment on treatment works.

7.3.7.3 Implementation Plan: Water Services Development Plan**Table 45: Summary Results: WSDP - IDP Deliverables 2022 - 2027**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	2	1	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	0
Total IDP Deliverables		2	1	0

Table 46: Water Services Development Interventions

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

Implementation Plan: Water Services Development Plan															Performance Comment	
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Current Infrastructure Projects	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Upgrading of the Wemmershoek WWTW	Number of Wemmershoek WWTWs upgraded by 31 March	Wemmershoek WWTW Upgrade will increase capacity and improve the quality of effluent discharged into the Berg River	1	n/a	n/a	n/a	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	Phase 1 is completed. The Phase 2 design has been finalised. The construction tender has been awarded, and the contractor is presently on site. Completion is planned for the 2025/26 financial year.

Implementation Plan: Water Services Development Plan																Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Current Infrastructure Projects	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Upgrading of the Pniël WWTW	Number of Pniël WWTWs upgraded by 31 December	Pniël WWTW upgrade will increase the capacity and the quality of effluent	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	
TBC	Complete the Vloottenburg / Polkadraai Bulk Water Supply Pipeline	Number of Vloottenburg / Polkadraai Bulk Water Supply Pipeline completed by 30 June	The upgrading of the Vloottenburg / Polkadraai Bulk Water Scheme is a 60-week construction phase	1	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	Phase 1 was completed in the 2023/24 financial year. Phase 2 is delayed due to land ownership acquisition in progress.
TBC	Upgrading of the Uniepark (Rosendal Reservoir) Bulk Water Supply Pipeline	Number of Uniepark (Rosendal Reservoir) Bulk Water Supply Pipelines upgraded by 30 June	Uniepark (Rosendal Reservoir) Bulk Water Upgrade consists of multiple phases.	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	Target achieved in 2022/23. Rosendal Reservoir is completed. Further phases are budget dependent.
TBC	Upgrading of the new Stellenbosch Reservoir and Bulk Water Supply Pipeline	Number of the new Stellenbosch Reservoir and Bulk Water Supply Pipelines upgraded by 30 June	Kayamandi and Northern Extension Bulk Water Upgrade is in the final design stage and will include a 10ML Reservoir, 4km of Bulk Supply Pipelines and a water transfer pumpstation (Onder Papagaai).	1	n/a	n/a	n/a	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	"The project name is now: ""New Stellenbosch Reservoir."" The contractor is presently commencing construction. Completion is planned for the 2025/26 financial year.
TBC	Construction of the new Jamestown Reservoir	Number of new Jamestown Reservoirs constructed by 30 June	New Jamestown 5ML Reservoir and Bulk Pipeline	1	n/a	1	n/a	n/a	n/a	▲	n/a	😊	n/a	n/a	n/a	The project has been completed by 31 December 2024.

Implementation Plan: Water Services Development Plan															Performance Comment	
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Current Infrastructure Projects	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
					2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Construction of the new Jonkershoek WTP	Number of new Jonkershoek WTPs to be constructed by 30 June	The new Jonkershoek WTP Project consists of a new 15 l/s water filtration plant, complete with disinfection and stabilisation.	1	n/a	n/a	n/a	1	n/a	▲	n/a	n/a	n/a	n/a	n/a	The project is budget dependent and earmarked for the 2025/26 financial year.
TBC	Upgrading of the Ida's Valley WTP	Number of Ida's Valley WTPs upgraded by 30 June	Ida's Valley WTP Upgrade is in the planning phase with funding to be secured in the CEF.	1	n/a	n/a	n/a	n/a	1	▲	n/a	n/a	n/a	n/a	n/a	The project is budget dependent.

7.3.8 Water Demand Management (WDM)

Stellenbosch Municipality is actively implementing their adopted WDM Strategy to reduce the current percentage of non-revenue water and to keep future water demand as low as possible. The municipality has a block-step tariff system that discourages wasteful or inefficient use of water. The restriction of water use by indigent households and non-payers was prioritised with the implementation of the Leak Repair Programme, which includes repairs to private leaks and the installation of water demand management devices. These devices restrict users to 400 litres of water per day. More than 1 753 devices have been installed, saving over 493 084 litres of water per day.

7.3.8.1 Climate Change

In terms of adapting to climate change, water systems will need to be more robust, and newer or alternative sources of supply may need to be found. Increased skills will be required from water managers, and long-term water projections are required. Although an overall decrease in rainfall is not generally forecast, increased variability in the climate and frequency of extreme events, as well as increased temperature and wind, could have an impact on water sources, particularly surface waters. It is, therefore, advisable for the municipality to maintain a conservative approach to the management of water sources, including the following actions:

- ✦ Establish assurance of the supply levels of all water sources;
- ✦ Increase assurance of the supply of water resources by ensuring that there is at least 10% additional capacity (headroom) when considering the maximum 24-hour demand in the peak month of the year;
- ✦ Do not undertake new developments unless a proper investigation of the implications for water sources and sustainability in the long term has been undertaken.
- ✦ Vigorous implementation of WDM measures, especially in terms of increased water efficiency, frequent monitoring of the water supply system from the sources to the consumers, and regular and adequate system maintenance and repairs; and
- ✦ The IRIS monitoring system, including the Blue Drop Awards system, is active in the municipality. The municipality did not receive a Blue Drop Award for the recent Blue Drop assessment period. The municipality received a No Drop score of 57% in the most recent No Drop audit per by DWS in 2023.

7.3.8.2 Level of Service

In the rural area, the responsibility lies with the landowner to manage stormwater over his land. In the urban area, the responsibility lies with the local municipality. The objective in stormwater management is to be able to accommodate a 1:5-year storm in the residential areas and 1:2 in the urban areas as contemplated in the Guideline for Human Settlements Planning and Design. The Water Act, 1998 (Act No. 36 of 1998) determines that flood lines should be indicated on development plans.

Flood line determination has been done in the past, but this information is outdated. The municipality is currently busy compiling a hydrological model to determine the latest flood lines on the rivers in Stellenbosch and Franschhoek for the urban area. It is a development condition for all future developments to do a flood-line determination.

7.3.8.3 Risk Mitigation – Drought Response Plan

Water is probably the most fundamental and indispensable of all natural resources—fundamental to life, the environment, food production, hygiene, and power generation.

Due to the threat of reoccurring droughts and the very low rainfall recorded in recent years, the municipalities in the Western Cape had to enforce water restrictions. Stellenbosch Municipality implemented water restrictions to lower water consumption. No water restrictions are currently

implemented by the Stellenbosch Municipality, and there is no indication that restrictions are needed prior to December 2025. A determination on future restrictions is normally made at the end of the rainy season.

The success of this initiative is largely dependent on the consumer's cooperation in taking ownership of the new smart meter. The use of the water demand management device (smart meter) has been implemented nationally with huge success and a reduction in water losses.

The project is currently underway and has received positive reaction from the community.

An update to the Water Services By-Laws will be undertaken in the 2024/25 financial year to be approved by the Council and promulgated. This will contribute to increasing the management and control of water and sanitation-related aspects within the municipality.

The following planning documents are continuously updated to include the latest planning: the Water Master Plan, Water Services Audit Report, and the Pipe Replacement Study and Model, and all projects and daily operations are done in line with the aforementioned studies and guidelines.

7.3.8.4 Backlogs in Water and Sanitation Services

A municipality as a Water Services Authority (WSA) has a duty to all its customers or potential customers in its area of jurisdiction to progressively ensure efficient, affordable, economical, and sustainable access to water and sanitation services to promote sustainable livelihoods and economic development. To ensure this, it is important that the backlogs within the water and sanitation infrastructure be addressed. Backlogs could be defined in three broad categories:

- ⚙️ Backlogs regarding access to basic water and sanitation services (basic water and sanitation services in terms of national norms and standards);
- ⚙️ Conditional backlogs (lack of maintenance); and
- ⚙️ Capacity backlogs (increase in consumers).

7.3.8.5 Backlogs – Access to Basic Levels of Services

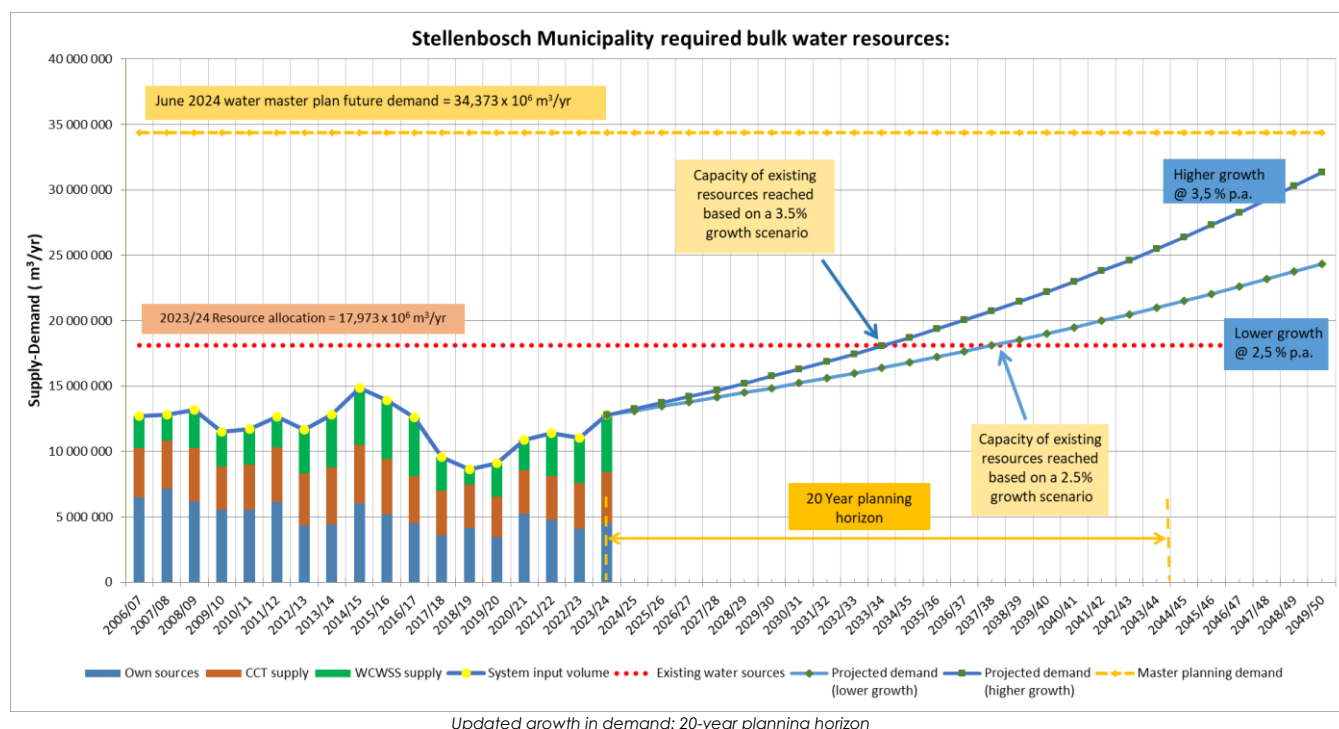
All indigent households receive free basic water (the first six kilolitres of water) and sanitation services.

All the formal households in urban areas of the municipality are provided with water connections and waterborne sanitation facilities inside the houses (higher level of service). Communal standpipes and ablution facilities are provided in the informal areas as a temporary emergency service. Communal standpipes represent the weakest part of a network's water supply services. Standpipes are often constructed in ways that cannot withstand excessive use (and abuse) and are often neglected in terms of operation and maintenance, adversely affecting the health of their already vulnerable and poor users.

A sustainable type of water and sanitation facility needs to be provided to households with current service levels below RDP standards. Stellenbosch Municipality is committed to supporting private landowners as far as possible in addressing the current service backlog on farms.



Figure 39: Water supply and accommodating growth (Total for WCO24)

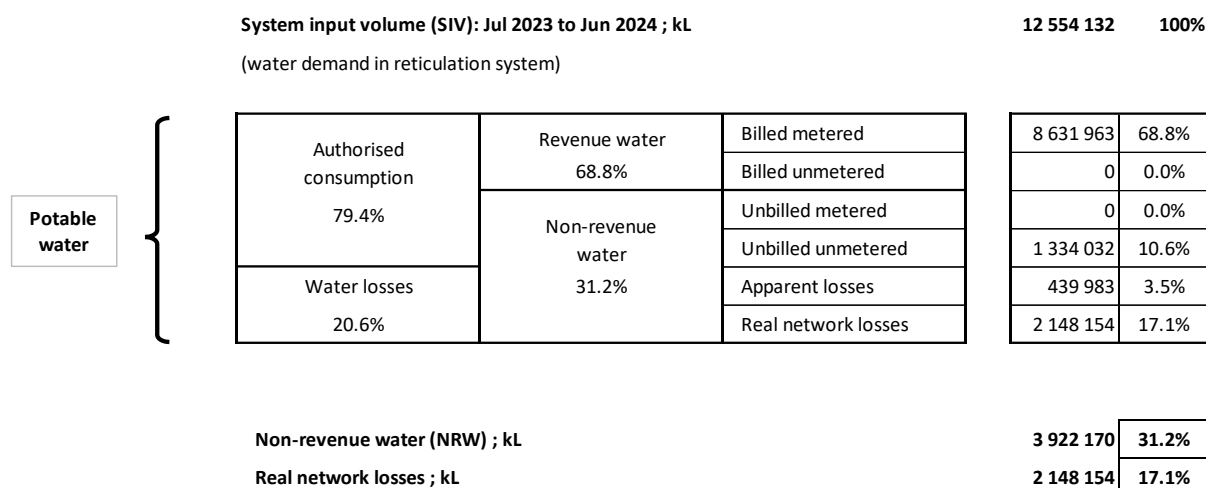


Detailed water balance and future water demand projection models were developed as part of the WSDP process to adequately plan for the augmentation of the existing water sources. Groundwater is now seen as a potential water source and will be investigated and evaluated after the new water resources study is completed.

Based on the municipality's IWA Water Balance Sheet for the 2023/24 financial year, the municipality recorded 31.2% for "non-revenue" water, which is an increase of 3.0% from the previous financial year, and 17.1% for real network losses. The non-revenue water for the 2023/24 financial year is 31.2%, which is above the target set of 25%. The real physical network losses are 17.1%, which is above the best practice value of 15%.



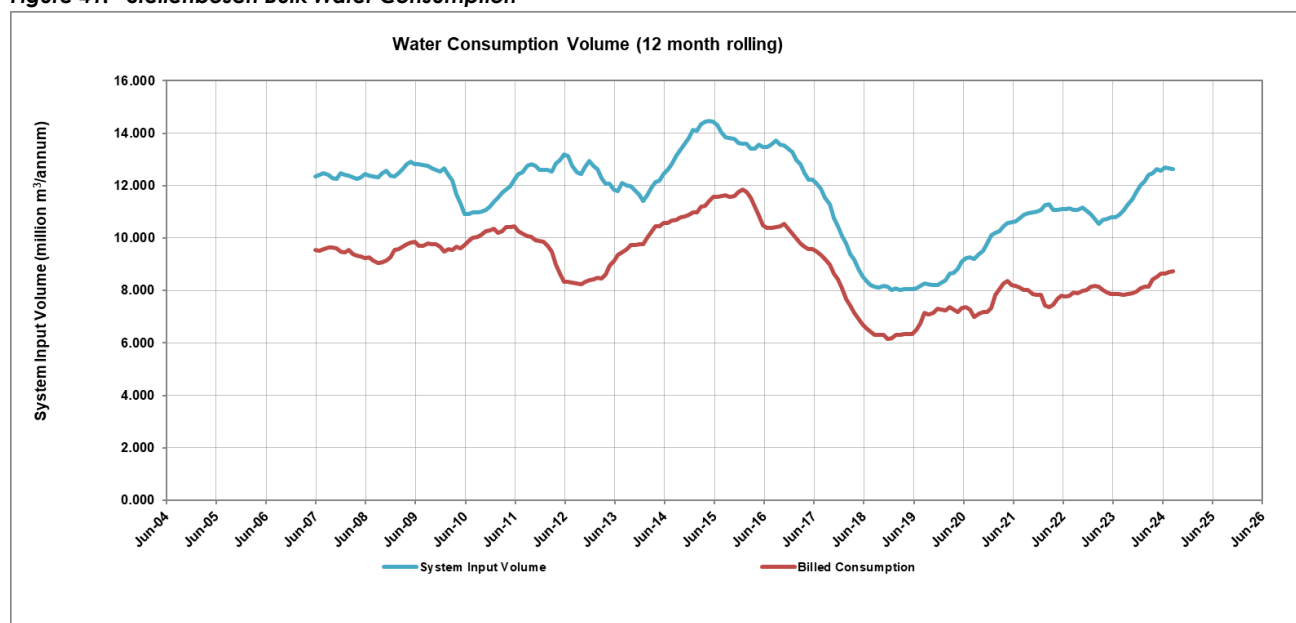
Figure 40: Water Losses from July 2022 to June 2023



7.3.8.6 Borehole Drilling in WCO24

Part of the drought mitigation plan was to manufacture and install water purification plants in the Stellenbosch Municipality water networks at strategic positions. The containerised water purification plants treat water up to SANS 241 standards before it is included in the water supply networks. This water is, however, more expensive compared to our Ida's Valley WTP supply and is not used unless necessary.

Figure 41: Stellenbosch Bulk Water Consumption



7.3.9 Long-Term Water Conservation and Water Demand Management Strategy

A comprehensive Water Conservation and Water Demand Management (WC and WDM) Strategy, which includes a 10-year financial plan, has been developed. The strategy has two goals. The municipality will:

- Prioritise the implementation of the WC and WDM Strategy; and
- Ensure ongoing planning, management, monitoring, and enabling environment.

This long-term WC and WDM Strategy was approved by the Council on Tuesday, 25 February 2014, and has since been implemented. Water Conservation and Water Demand Management (WC/WDM) are more cost-effective and have a lower environmental impact when compared with developing new sources of supply, provided there is scope for implementing WC / WDM measures. The payback period for the implementation of WC / WDM in this municipality is 3 years, which is considerably less than the 20 years that one would expect with major infrastructure projects. The updating of the long-term plan is underway.

The results of the successful implementation of the strategy are evident, with declining input volumes and lower water losses recorded since implementation started. The active Leak Repair Programme, the installation of the Water Demand Management Device, the active replacement of faulty water meters and the replacement of asbestos cement pipelines all contributed to below-average Real Network Losses and non-revenue water losses. It is, therefore, an effective way of delaying the development of infrastructure for new water resources and reducing the need to upgrade or construct new bulk water infrastructure.

WC / WDM involves measures which:

Figure 42: WC / WDM Measures

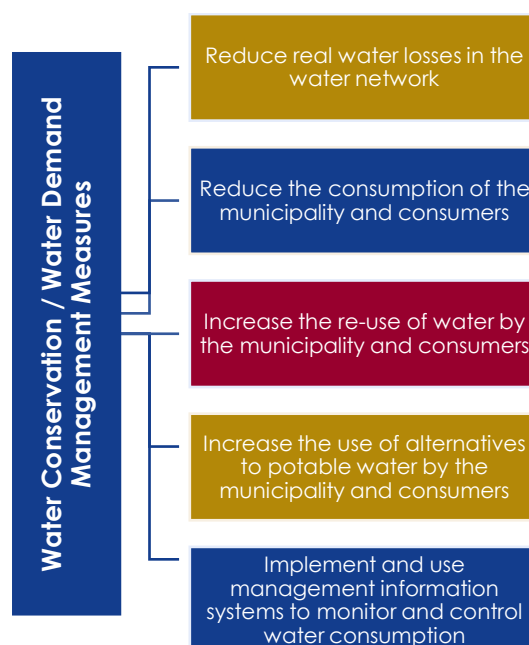


Figure 43: Stellenbosch Bulk Water input volumes

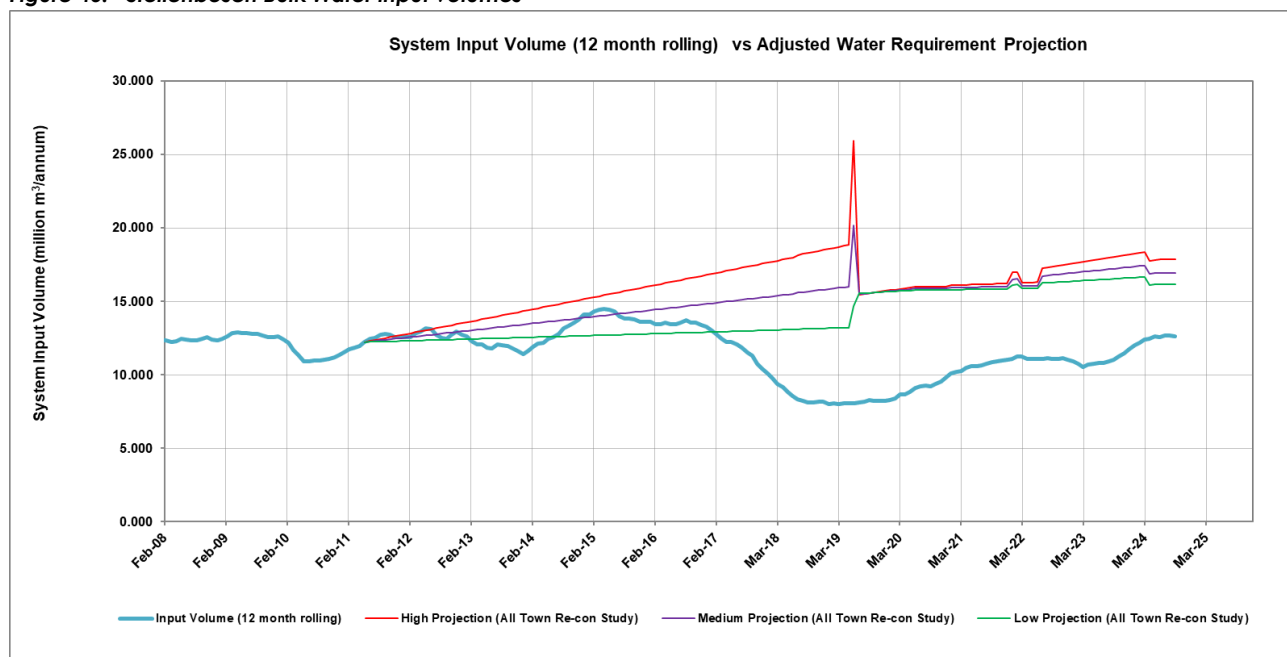


Figure 44: Stellenbosch Bulk Water Sales

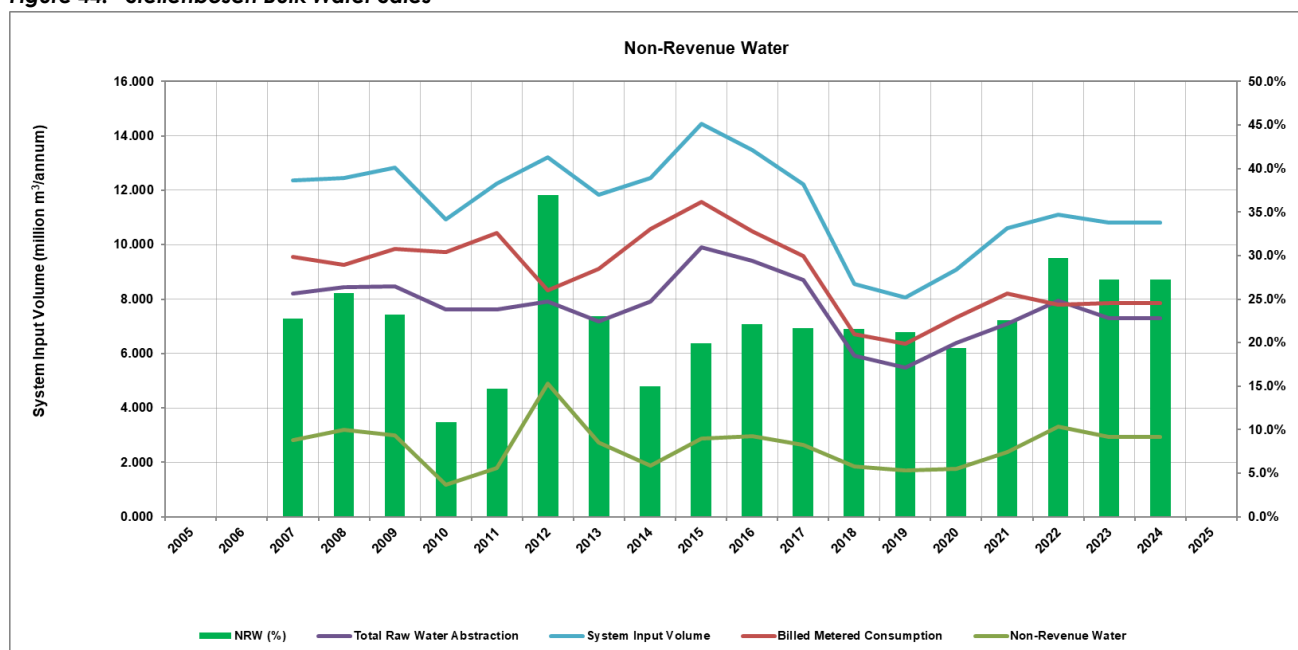
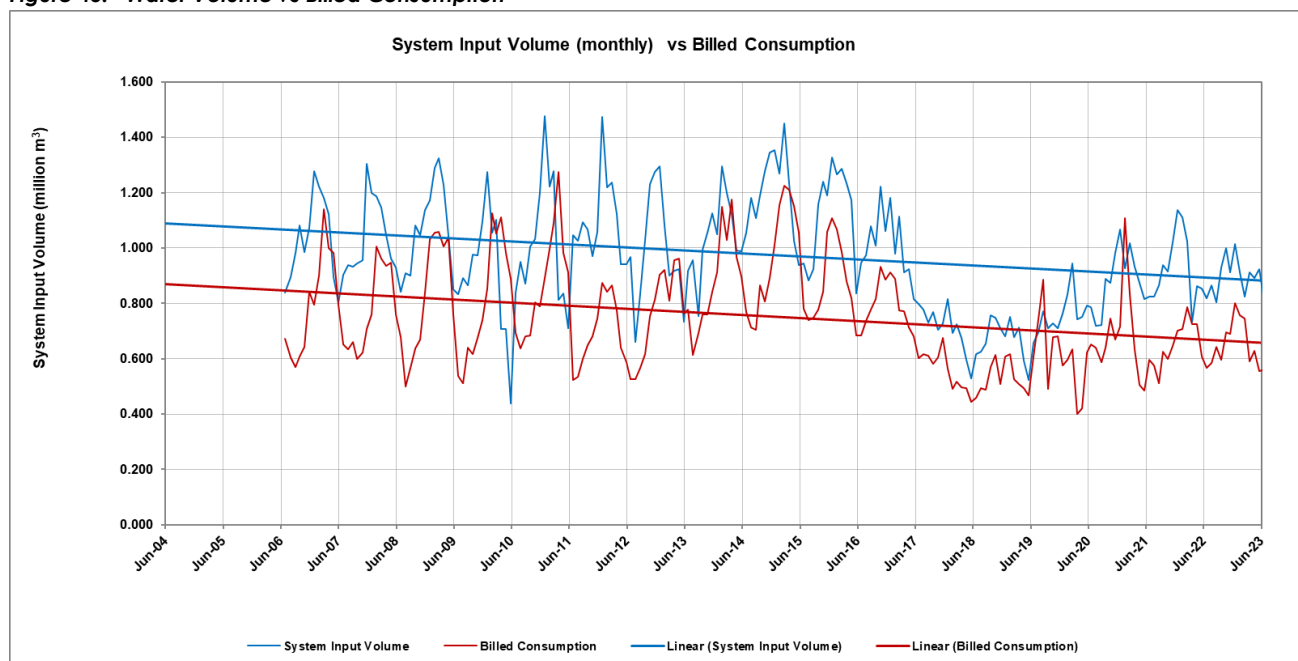
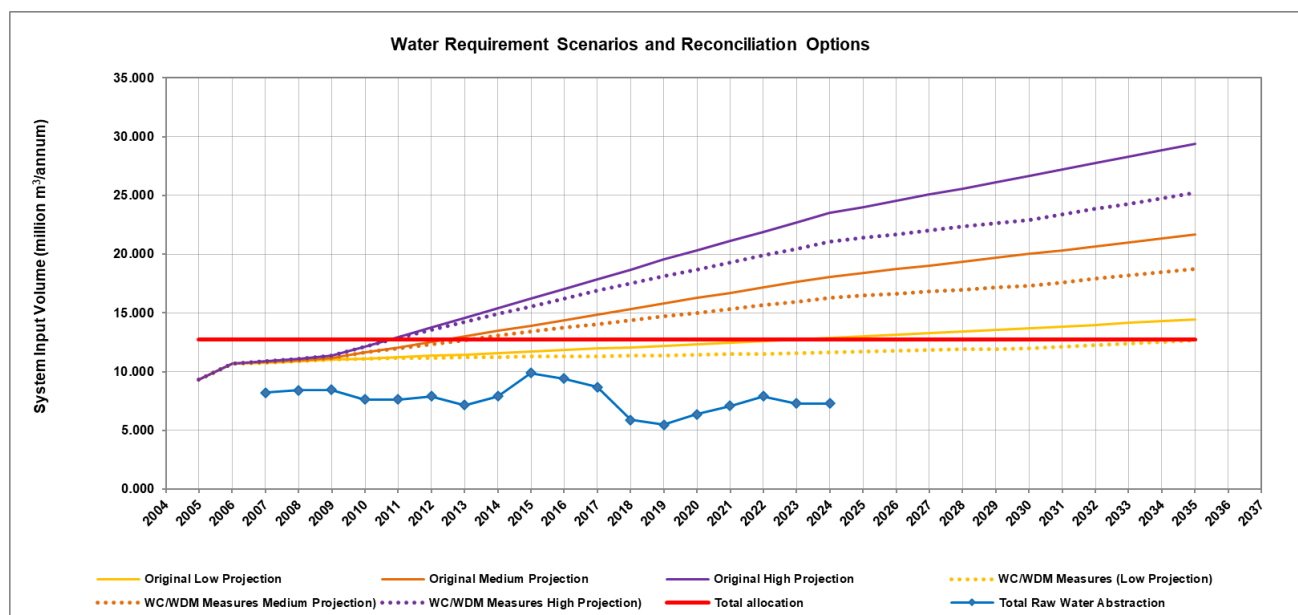


Figure 45: Water Volume vs Billed Consumption


The unrestricted growth in water demand versus the growth in water demand assuming WC and WDM are implemented as shown in the figure below.

Figure 46: Unrestricted versus WDM growth in demand


Note that each town in the municipality has water supplies independent of each other. When implementing WC / WDM in the municipality, it is critical to implement it in those towns where the existing supply will become inadequate for the demand as soon as possible. This will enable the municipality to delay the implementation of expensive infrastructure. The estimated budget required is about R80 million over 10 years.

The municipality embarked on a Drought Intervention Programme that accelerated and expanded some of the WC / WDM plans and programmes.

Figure 48: Updated growth in demand 20-year planning horizon

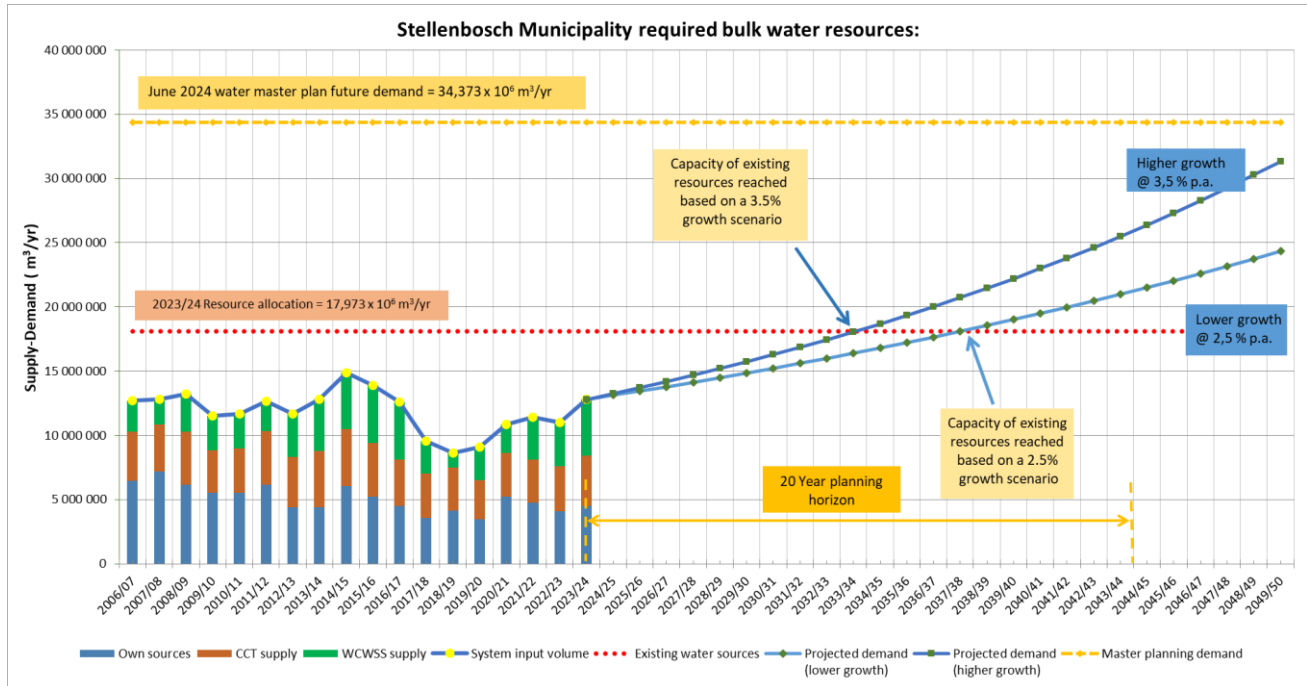
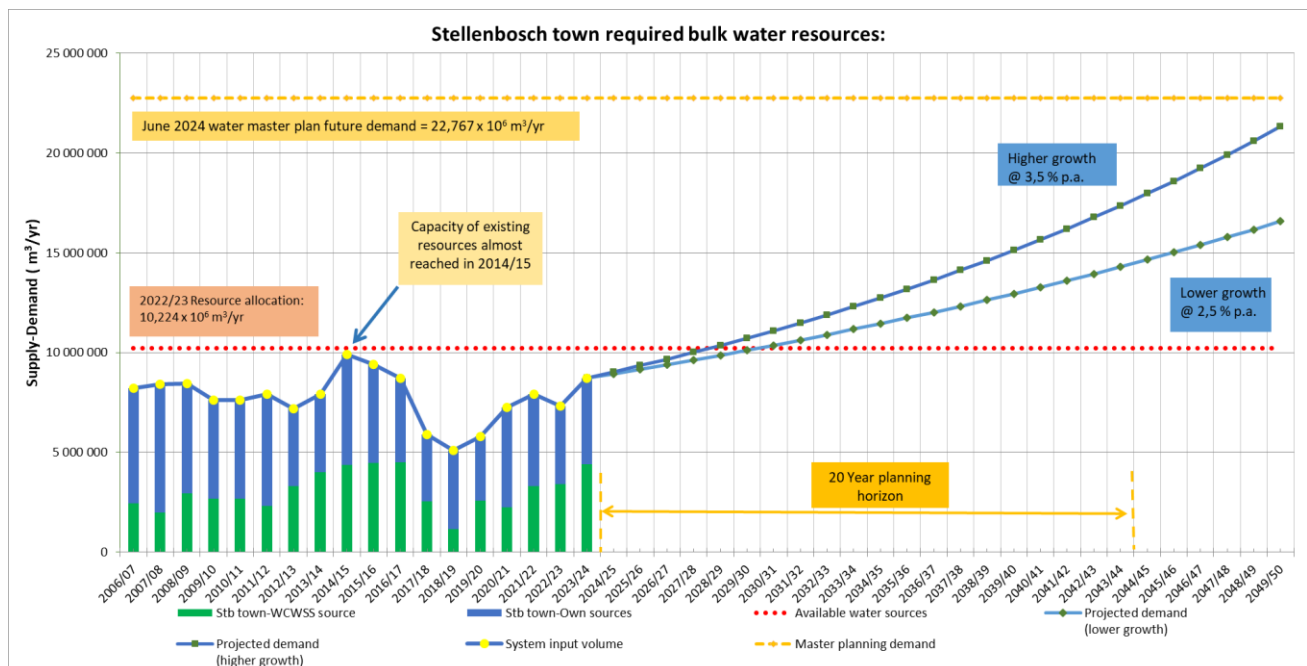


Figure 47: Bulk Water Resources



7.3.10 Safety and Security Strategy

The purpose of the Safety and Security Strategy is thus to reduce crime and increase safety through an integrated, multi-pronged approach. The strategy is revised annually to ensure that it remains relevant to the real challenges of the day. To this end, the municipality partners with a range of stakeholders, ranging from the Western Cape Government, the Cape Winelands District Municipality, SAPS, and Stellenbosch University, as well as various private, public, and community-based safety and security organisations and institutions.

The Stellenbosch Safety Partnership (SSP) serves as an operational platform for safety and security entities to plan and operationalise enforcement plans. It's very important to break down barriers between departments and private organisations that have similar goals. Without an integrated, multidisciplinary approach that includes everyone, no strategy will work. This method has been shown to work in reducing crime. The SSP is open to any registered entity that contributes towards safety and security initiatives in the Stellenbosch Municipality.

The Stellenbosch Municipality has and continues to invest in and support neighbourhood watches (NHWs) and mobilise communities to support them. This includes direct assistance to NHWs to formalise their registration with the Department of Police Oversight and Community Safety (POCS) so that they can qualify for financial support and participate in sanctioned safety projects. The NHWs form a critical part of the community-based safety focus of the municipality in that they are located in the communities and understand the particular challenges faced by those communities. In addition to the support received from POCS, the municipality continues to provide training for under-resourced neighbourhood watches and provides them with radios for swift and effective communication with the municipal control room as and when required. To achieve this, the following role players have been identified as key stakeholders and partners for success:

- South African Police Services (SAPS);
- Department of Police Oversight and Community Safety (POCS);
- Cape Winelands District Municipality (CWDM);
- Neighbourhood watches and farm watches;
- Community Policing Forums (CPFs);
- Private and corporate businesses;
- Private security companies;
- Winelands Safety Initiative (WSI);
- Department of Correctional Services (DCS);
- Department of Justice (DoJ);
- University of Stellenbosch (Campus Security); and
- Stellenbosch Municipality
 - Law Enforcement
 - Traffic Services
 - Fire and Rescue
 - Disaster Management.

Building collaborative relationships with our community stakeholders and highlighting the Council's commitment to maintaining strong partnerships with primary law enforcement agencies remains the foundation of ensuring safety throughout the Greater Stellenbosch.

The control room is fully functional and situated at the Stellenbosch Fire Department. The municipality still strives and will continue to, as part of the strategy, to provide a space where all safety and security stakeholders can jointly monitor and communicate with each other on safety and security matters. This includes the monitoring of municipal bylaw transgressions, criminal activity, emergency response in case of disasters, emergencies, and a range of other safety and security-related incidents.

One dedicated emergency number is available to residents within the municipal boundaries, which will mobilise all relevant units in response to alerts received on this number: **021 808 8999**. Additionally, the control room also monitors a dedicated WhatsApp number for general and safety complaints within the municipal boundaries of Stellenbosch. The WhatsApp number is **079 622 4722**.

All registered NHWs and security companies registered with the SSP have been and are in the process of being allocated space in the control centre.

Awareness initiatives have been and will continue to be launched as they contribute to making communities aware of crime prevention tips and other preventative tips, for example, fire safety and what to do in case of disasters. This will be a joint approach between role-players, supplemented based on crime patterns and situations experienced. Training will also be provided to enhance safety initiatives, for example, road safety (crossing of roads).

The Community Safety Forum (CSF) was approved by the Council on 30 March 2022. The CSF is a multi-stakeholder forum that will address matters of community safety and security in the WC024 area. The purpose of the CSF is to promote the development of communities in a safe environment and provide access to high-quality services at the local government level through multi-agency collaboration between the different spheres of government and communities. The CSF, as a multi-sectoral structure, would champion the coordination, integration, and implementation of crime and violence prevention and community safety initiatives. The CSF has three clusters, namely: Law Enforcement, Social Cohesion and Crime Prevention through Urban Design.

7.3.10.1 Fire Services

The Stellenbosch Municipal Fire and Rescue section is dedicated to the provision of services that seek to safeguard the public against fire and other natural and man-made disasters and emergencies.

The role of the Fire and Rescue Services is to deal proactively and reactively with the following:

- Integrated development planning towards uniform services;
- Coordination and regulation of local authority fire services, designated fire authorities, and volunteer fire associations;
- Development of specialised fire services capacity to deal with specialised fire risks prevalent in the area, such as veldfires, chemical fires, informal settlements fires, etc.;
- Development of specialised dangerous goods incident response capacity to perform incident stabilisation and perform oversight of cleaning operations;
- Development of specialised rescue services capacity focusing on the rescue disciplines prevalent in the area of jurisdiction as a priority;
- Coordination of the standardisation of infrastructure, vehicles, equipment, and operational procedures;
- Facilitation and coordination of the training and development of practitioners;
- Development and facilitation of the implementation of standardised municipal by-laws;
- Coordinate planning for the provision of fire safety and prevention;
- Development, implementation, and maintenance of mutual aid agreements amongst the local fire services, designated fire authorities, Fire Protection Associations, and volunteer fire associations;
- Development, support and implementation of community-based fire safety and prevention programmes;
- Establishment and maintenance of a District Fire Service Coordination Forum;
- Preventing the outbreak and or spread of a fire, by making arrangements amongst others for: -
 - a. the provision of information, publicity, training, education, and encouragement in respect of the steps to be taken to prevent fires and death, or injury by fire.



- the giving of advice, on request, about – how to prevent fires and restrict their spread in buildings and other property; the means of escape from buildings and other property in case of fire;
- conducting regular and random fire safety inspections at any premises where the Chief Fire Officer or his or her designate deems necessary.
- providing advice on the means of escape from buildings and other property in case of fire;
- ✦ Fighting and extinguishing a fire; by making arrangements amongst others for: -
 - having sufficient staff, equipment, and vehicles at its disposal to deal with the fire risks in its area of jurisdiction – a risk-based approach.
 - the development and implementation of standard operating procedures for use during firefighting operations; and
 - call taking and dispatching facilities training for dealing with incoming calls to report fires and summoning personnel amongst others.
- ✦ Control and stabilisation of dangerous goods incidents.
- ✦ Protection of life and or property against fire or other related danger.
- ✦ Rescue of life and or property from fire or another form of entrapment.
- ✦ Rendering of emergency medical care.
- ✦ Performance of fire safety activities.
- ✦ Participation in special events planning.
- ✦ Provision of fire resilience training to fire practitioners and civil society at large.
- ✦ Maintenance of fire service equipment, infrastructure and or materials.
- ✦ Conducting fire risk assessments.
- ✦ Provision of training to fire services practitioners.
- ✦ Procurement of equipment, materials and other supplies required to perform the functions optimally.
- ✦ Provision of support in the implementation of Disaster Management Act, 2002 (Act No. 57 of 2002).
- ✦ Performance of any other function connected with any of the matters contemplated in paragraphs (m) to (v).

7.3.10.2 Disaster Management

This unit primarily performs a coordinating function and to implement measures aimed at:

- ✦ Preventing or reducing the risk of disasters;
- ✦ Mitigating the severity or consequences of disasters;
- ✦ Emergency preparedness;
- ✦ A rapid and effective response to disasters; and
- ✦ Post-disaster recovery and rehabilitation.

7.3.10.3 Traffic Services

Stellenbosch Municipality has a legislative mandate to provide traffic services to the general public and its community and to ensure safe road usage in the municipal area. Traffic Services is committed to managing, controlling, and improving road safety in the municipal area by providing effective Traffic Administration and Traffic Law Enforcement services.

This will be achieved through the implementation of specific operational activities throughout the year, which focus on enforcement and education. The enforcement of public transport violations, speed violations, and sustained education at schools will be a specific focus for this year.



Another focus is also to improve the smart policing concept by optimally utilising technology for our officers, fine devices, and other policing techniques to provide effective and efficient services at our Motor Vehicle Registration and Licensing, Driver License Testing Centre, and the Vehicle Testing Centre.

The Traffic Management Plan contains the full spectrum of road safety programmes and projects across all functions, stakeholders, and users in WC024. The plan describes the various challenges to road safety and presents a range of action plans to address or mitigate these challenges.

Traffic Services is committed to:

- Ensure the road safety of all members of the community by providing quality traffic services in all its divisions (Traffic Administration, Traffic Law Enforcement, Licensing, Education, and Accident Statistics);
- Reducing the accident rate, which will result in fewer fatalities and injuries;
- Increase the voluntary compliance of road users with respect to the rules, legislation, and regulations of the road;
- Improve management practices throughout all traffic services divisions; and
- Provide a safe environment by integrating best practices with internal and external agencies and role players.

Traffic Services will focus on:

- Ensure the constant free flow of traffic;
- Enforcement of the National Road Traffic Act and the National Land Transport Act;
- To achieve a measurable improvement in road user behaviour, including the skill level of drivers, safer decision-making, and better regard for other road users;
- To reduce the incidence of traffic offences, including speeding, dangerous driving, drunk driving, driving under the influence of a narcotic substance, dangerous overtaking, moving violations, etc.;
- Parking enforcement / management;
- To ensure that un-roadworthy (including overloaded) vehicles are removed from the road;
- Point duty during the morning, midday, and evening peak at critical locations, during loadshedding, as well as school points;
- Special operations team to focus on driving under the influence of alcohol or drugs, illegal racing, and transportation of illegal substances;
- Road safety training and education are provided for crèches, nurseries, schools, primary / high schools, colleges, and universities, as well as for pedestrians, cyclists, farm workers, rehabilitation centres and youth groups. Training also includes learner's license programmes for youth and scholar patrol and level-crossing awareness;
- Events (road closures, escort duties);
- Public transport activities and checking of roadworthy status buses and minibuses;
- ANPR (automatic number-plate recognition) focusing on offenders with outstanding fines;
- Conducting driving and learner's license testing;
- Conducting driver's license conversions / renewals;
- Accepting and processing Professional Driving Permit (PrDP) applications;
- Vehicle registration and licensing;
- Ensure effective court section functioning with the assistance of the appointed external service provider to process all notices; and
- Sound financial management of the court section.

7.3.10.4 Law Enforcement

With the review of the Safety Strategy, the municipality has had to adapt to the changing environment of crime in its area and actively pursue closer working relationships with SAPS, private security, and neighbourhood watches active in the WC024 area to be able to make an impact. It is common knowledge that criminals become smarter and migrate from neighbourhood municipalities, which means that the municipality has to think smarter to always be one step ahead.

The municipality has completed all three phases of the action plan as identified during the previous review. This includes the installation of License Plate Recognition cameras (LPR) at all the main entrances and exits to Stellenbosch and Franschhoek towns. These LPR cameras are supplemented with additional LPR cameras within residential areas, which make it possible to track the direction of suspect vehicles linked to crimes picked up by these. The municipality continuously invests in CCTV to enhance safety. The municipality also has a CCTV Masterplan, which is a "living" document and is frequently updated based on needs identified concerning safety.

The use of neighbourhood watches to enhance public safety within the CBDs under the auspice of the "eyes and ears" project has assisted with crime prevention and is deemed to be a successful project.

7.3.10.5 The focus of Law Enforcement

- Effective monitoring and surveillance of CCTV cameras with reaction units to respond immediately;
- Establishment and implementation of the CBD Safety Project—a zero-tolerance approach;
- Weekly operational planning with SAPS and safety partners;
- Amendment of the structure of Law Enforcement to accommodate identified needs;
- Establishment of a Tactical Response Unit (TRU);
- Strengthening coordination of communication strategies between neighbouring municipalities;
- Social Crime Prevention Strategies in conjunction with the Section: Community Development in terms of the Council's Street People Policy and Social Justice SOP;
- Consult with the CWDM in terms of sharing resources and information flow;
- Use of innovative technology to improve enforcement strategies;
- Compile a Security and Safety Camera Master Plan for WC024;
- Issuing of radios to all neighbourhood watches to be able to communicate with and through the Stellenbosch Municipality control room (JOC);
- Provide training to neighbourhood watches;
- Implementation of the externally funded Law Enforcement (Rent-a-Cop) Policy; and
- Implementation of the Reservist policy.

7.3.11 Disaster Management Plan

The National Disaster Management Centre (NDMC) provided a set of guidelines, developed in terms of Section 19(a) of the Disaster Management Act, 2002 (Act No. 57 of 2002) (DMA) and Section 3.6 of the National Disaster Management Framework, 2005 (NDMF), that provide a uniform structure and checklist to organs of state to develop a Disaster Management Plan.

This plan confirms the arrangements for managing disaster risks and for preparing for and responding to disasters within the Greater Stellenbosch Municipality as required by the Disaster Management Act, 2002 (Act 57 of 2002).



SECTION 53(1) DISASTER MANAGEMENT ACT, 2002 (ACT NO. 57 OF 2002)

- a) Prepare a disaster management plan for its area according to the circumstances prevailing in the area;
- b) Coordinate and align the implementation of its plan with those of other organs of state and institutional role-players; and
- c) Regularly review and update its plan, and through appropriate mechanisms, processes, and procedures established in terms of Chapter 4 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000), consult the local community on the preparation or amendment of its plan.



7.3.11.1 The Key Outcome of the Disaster Management Plan

The Disaster Management Plan (DMP) is reviewed annually and:

- anticipates the types of disasters that are likely to occur in its area of jurisdiction and their possible effect;
- places emphasis on measures that reduce the vulnerability of disaster-prone areas, communities, and households at risk;
- promotes disaster management research;
- identifies and addresses weaknesses in capacity to deal with disasters;
- provides for appropriate prevention and mitigation strategies;
- facilitates a rapid and effective response to disaster; and
- Post-disaster recovery and rehabilitation.

7.3.11.2 Linkage to Stellenbosch Municipality's IDP

The MSA and the Disaster Management Act require the inclusion of the Disaster Management Plan into the Integrated Development Plan (IDP) of the Stellenbosch Municipality as a core component of the IDP document. However, it is not practical to include the entire Disaster Management Plan with annexures within the IDP of the Stellenbosch Municipality. Therefore, a summary of the key points is encapsulated in the IDP.

7.3.11.3 Linkage to the Disaster Management Framework of the CWDM

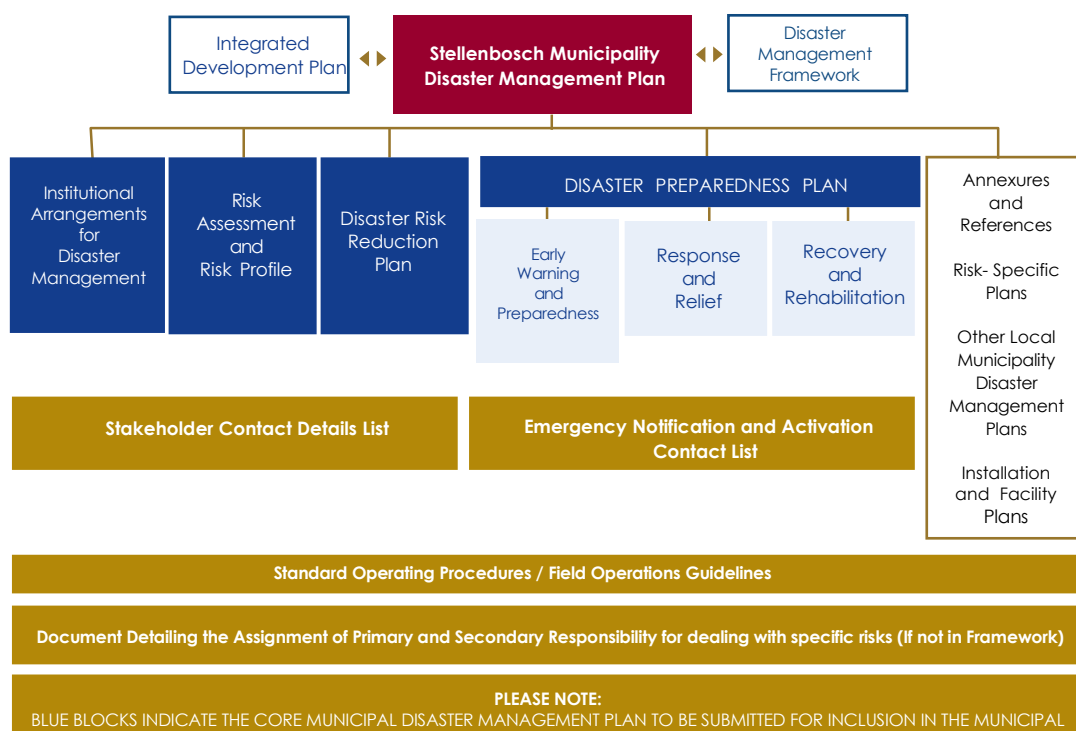
The Stellenbosch Municipality must prepare and execute its Disaster Management Plan within the Disaster Management Framework of the Cape Winelands District Municipality. The National, Western Cape Provincial, and Cape Winelands' frameworks guide the development of the municipal Disaster Management Plan and future versions of this plan.



7.3.11.4 Structure of the Disaster Management Plan

The municipal Disaster Management Plan of Stellenbosch Municipality consists of the components as indicated in the figure below:

Figure 49: Structure of Disaster Management Plan



7.3.11.5 The Purpose of the Stellenbosch Municipality Disaster Management

The purpose of Stellenbosch Municipality Disaster Management is to ensure coordination of multi-disciplinary and multi-sectorial risk reduction through the integrated institutional capacity for disaster risk management, risk assessment, response and recovery, and implementation of measures aimed at:

- ⚡ Preventing or reducing the risk of disasters;
- ⚡ Mitigating the severity or consequences of disasters;
- ⚡ Emergency preparedness;
- ⚡ Rapid and effective response to disasters; and
- ⚡ Post-disaster recovery and rehabilitation.

7.3.11.6 IDP and Disaster Management Plan Integration

Table 47: IDP and Disaster Management Plan Integration

Integrated Development Plan (IDP)	Disaster Management Integration
Phase 1: Analysis	Phase 1: Analysis
Compilation and reconciliation of the following: <ul style="list-style-type: none"> ⚡ Existing information of what is available in terms of development. ⚡ Community and stakeholder analysis—who should be consulted. ⚡ Municipal-wide analysis in terms of spatial development, gender, environment, and economic 	Compile disaster management information by means of: <ul style="list-style-type: none"> ⚡ Doing a hazard assessment (ward-based). ⚡ Communities at risk—who is at risk of a particular hazard.

Integrated Development Plan (IDP)	Disaster Management Integration
<p>and institutional analysis.</p> <p>✚ The municipality must also determine what the current prevailing trends are in relation to the aforementioned. The outcome of the analysis should result in the formulation of priorities, and it should also conduct an in-depth analysis of these priority issues.</p>	
Phase 2: Strategy	Phase 2: Strategy
<p>This involves the following:</p> <ol style="list-style-type: none"> 1. The vision and mission of the municipality. 2. Strategic objectives as set out in Phase 1. 3. Localised strategic guidelines such as: <ul style="list-style-type: none"> ✚ Spatial planning; ✚ Poverty and gender; ✚ Environmental; ✚ Economic; ✚ Institutional; and ✚ Development of strategy for each priority issue. 	<ol style="list-style-type: none"> 1. This involves the formulation of disaster strategies such as: <ul style="list-style-type: none"> ✚ Prevention and mitigation strategies; ✚ Vulnerability reduction strategies; ✚ Capacity building; ✚ Contingency building; and ✚ Emergency preparedness. 2. Operationalised disaster management in the municipality by means of identifying projects such as setting up the relevant structures <ul style="list-style-type: none"> ✚ Creating community awareness ✚ Establishing volunteer structures <p>(DM act, no 57 of 2002, section 53.1 (a-d), section 53.2 (a)) Completed by 30 October 2021</p> <p>Responsible official: Manager, Fire and Disaster</p>
Phase 3: Projects	Phase 3: Projects
<p>✚ This phase deals with processes involving project design.</p> <p>✚ The identified projects are a result of a consultative process followed and must be in terms of specifications required.</p>	<ol style="list-style-type: none"> 1. This phase deals with the design of disaster management projects. 2. Whatever projects identified by disaster management must be listed here. <p>(DM act, no 57 of 2002, section 53.1 (a-d), section 53.2 (a))</p> <p>Completed by 30 December 2022</p> <p>Responsible official: Manager, Fire and Disaster</p>
Phase 4: Integration	Phase 4: Integration
<p>This phase deals with the compilation of integrated plans and programmes developed such as:</p> <ul style="list-style-type: none"> ✚ All sector programmes / plans ✚ The five-year financial plan ✚ Five-year capital investment programmes ✚ Five-year action programmes ✚ Integrated spatial development programmes ✚ Integrated local economic development programme ✚ Integrated environmental programme ✚ Integrated poverty alleviation programme ✚ Institutional plan ✚ Integrated HIV plan ✚ Development and performance management indicators ✚ Disaster Management Plan 	<p>Compilation of Disaster Management Plan including the following:</p> <ul style="list-style-type: none"> ✚ The risk profile of the municipality ✚ The risk reduction strategy ✚ Disaster response strategy ✚ Field operation guides ✚ SOPs ✚ Emergency preparedness ✚ Electronic database ✚ Communicators <p>(DM act, no 57 of 2002, section 53.1 (a-d), section 53.2 (a)) Completed by 28 February 2022</p> <p>Responsible official: Manager, Fire and Disaster</p>



7.3.11.7 Implementation Plan: Disaster Management

Table 48: Summary Results: Disaster Management Plan - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	6	5	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	5
Total IDP Deliverables		6	5	5

Table 49: Disaster Management Interventions

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

Implementation Plan: Disaster Management																Performance Comment	
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project description	Stakeholders	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Conduct fire awareness sessions	Number of fire awareness sessions conducted by 30 June	Safer Communities Project Plan (For implementation throughout the year: Fire Resilient Communities)	Disaster Management and other internal stakeholders	240	48	48	48	48	48	▲	😊	😊	n/a	n/a	n/a	59 fire awareness sessions had been conducted by 30 June 2023. 120 fire awareness sessions will be conducted by 30 June 2024.



Implementation Plan: Disaster Management																	Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project description	Stakeholders	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Facilitate COVID-19 vaccination drives in WCO24	Number of COVID-19 vaccination drives facilitated by 30 June	COVID-19 is a respiratory illness similar to the flu (cough, fever, fatigue and aching body / muscles). More commonly than the flu, it can become severe causing viral pneumonia (difficulty breathing).	Department of Health, Disaster Management and all relevant Stakeholders	5	5	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	No COVID vaccination drives were done within the 2024/25 financial year. The COVID-19 vaccination drives were linked to a provincial initiative.
TBC	Respond to fire incidents within 14 minutes	Percentage of fire incidents responded to within 14 minutes	Flood / Fire Response	Disaster Management	85%	85%	85%	85%	85%	85%	▲	😊	😊	n/a	n/a	n/a	Target achieved with 93.92%. 15 calls were attended to within 14 minutes. The target achieved for the 2023/24 financial year by 30 June 2024 is 91%.
TBC	Installation of smoke alarms	Number of smoke alarms installed by 30 June	Fire Prevention / Safety	Disaster Management	1 500	300	300	300	300	300	▲	😊	😊	n/a	n/a	n/a	Target achieved. 777 smoke alarm detectors were installed in the 2022/23 financial year. 700 smoke detectors had been installed by 30 June 2024.



Implementation Plan: Disaster Management																	Performance Comment
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project description	Stakeholders	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Implement water safety programmes within WCO24	Number of water safety programmes implemented within WCO24 by 30 June	Water Safety Programmes	Disaster Management Santam / NSRI	10	2	2	2	2	2	▲	😊	😊	n/a	n/a	n/a	Two (2) water safety programmes were implemented by 30 June 2023. Two (2) water safety programme were implemented by 30 June 2024.
TBC	Create EPWP job opportunities within the Department: Fire and Disaster Management	Number of EPWP jobs created within the Department: Fire and Disaster Management by 30 June	EPWP – job creation initiative across all departments	EPWP Project-holders	50	10	10	10	10	10	▲	😊	😊	n/a	n/a	n/a	Target achieved. 16 jobs were created in the 2022/23 financial year. 16 appointments for the 2023/24 financial year by 30 June 2024. Appointments are dependent on the availability of EPWP grant funds.



Implementation Plan: Disaster Management																Performance Comment	
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Project description	Stakeholders	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Conduct disaster risk assessments in WCO24	Number of disaster risk assessments conducted in WCO24 by June 30	Disaster Risk Assessments conducted to determine the increase in vulnerability: 📍 Croydon 📍 Jamestown 📍 Lanquedoc 📍 Langrug 📍 Kayamandi 📍 Jonkershoek 📍 Groot Drakenstein 📍 Backsberg	Disaster Management	10	2	2	2	2	2	▲	😊	😊	n/a	n/a	n/a	Target achieved. Three (3) risk assessments were completed in the 2022/23 financial year. Three (3) risk assessments were completed by 30 June 2024.

7.3.12 Local Economic Development Strategy

Local Economic Development (LED) is not an explicit municipal function as defined in the Constitution of the Republic of South Africa, 1996. Instead, it is an obligation imposed on local government in terms of sections 152 and 153 of the Constitution that stipulates the objectives of local government are to promote social and economic development within its financial and administrative capacity.

Stellenbosch Municipality is thus legally compelled to promote social and economic development in its area of jurisdiction and should play the leading role in municipal sector planning.

The focus on individual economic sectors and spatial planning as the key focus areas, rather than on social and economic development results tends to delink economic growth benefits (increase in indicators like GDP, per capita income, etc.) into local economic development benefits (improvement in the life expectancy rate, infant mortality rate, literacy rate, and poverty rate).

Local economic development is the means of systematic identification, development, and utilisation of economic opportunity to benefit local businesses and create opportunities for local communities to improve the lives of residents.

The growth of the informal economy reduces the demand for jobs while increasing the number of entrepreneurs and potential contributors to private sector demand.

The health of the entire economy is important. The economy does not divide neatly into the 'formal sector' and the 'informal sector'. Rather, the different sectors, such as manufacturing, tourism, services, and construction, are on a continuum that has a more formal and a more informal end.

The great challenge to local government, in its support for economic development, is to enable job opportunities at different points along the continuum while ensuring health and safety, orderly planning, and management. All work, whether on the more formal or more informal ends of the continuum, has to be valued, especially when unemployment is high and when there is a highly probable link between unemployment and crime. The number of people relying on the informal economy for work can and will increase, while the formal economy struggles to grow and make meaningful progress in global markets.

Given the above, local economic development is therefore a multi-stakeholder effort in support of creating economic opportunities for both the private sector and the local community.

7.3.12.1 Strategic approach

The strategic approach to LED in general is to create economic opportunities for all citizens residing in the Stellenbosch Municipal Area. It is imperative that the municipality, in partnership with role players in society, review its strategy going forward to ensure better resilience in its economy to deal with future challenges and contribute towards better livelihoods for all.

Technology changes, especially connectivity, have become more important for businesses and the government to do business. This was highlighted by the lockdown experience that forced the municipalities to work remotely.

The following ways of doing business must be seen within the context of the "new normal":

-  To maximise prospects for sustained economic growth, stakeholders must be permitted to strengthen their competitiveness and collaboration within the local business environment.

Networking, local government responsiveness to business needs, effective service delivery, and business-oriented organisational structuring will be used to address this aspect;

✚ New business development or investment and expansion of existing businesses will be actively promoted, as the consequence of increased investment more often than not results in new jobs and local economic growth. Spatial development framework planning, the Integrated Zoning Scheme, aligned municipal infrastructure services provision, and municipal financial management tools will be used to address this aspect;

✚ It appears that the formal economy is rapidly becoming more informal, as seen in the increase in the number of occupational practices and businesses run from residential premises. The informal economy offers diverse opportunities for absorbing those who have lost their jobs and for new entrants into the economy. The integrated zoning scheme, aligned municipal infrastructure services provision, and municipal financial management tools will be used to address this aspect;

✚ Create an enabling environment. An enabling environment refers to “a set of policies, institutions, support services, and other conditions that collectively improve or create a general business setting where enterprises and business activities can start, develop, and thrive.” Spatial Development Framework planning, the integrated zoning scheme, aligned municipal infrastructure services provision, and municipal financial management tools will be used to address this aspect; and

✚ The formal and informal parts of the economy are mutually interdependent. The good health of one depends on the good health of the other. It is difficult to promote the growth of smaller enterprises if the overall rate of economic growth is slow. Dedicated networking projects to create opportunities for the informal economy to contribute to the demands of the formal economy will be used to address this aspect.



7.3.12.2 Implementation Plan: Local Economic Development (LED)

Table 50: Summary Results: Local Economic Development (LED) - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
😊	Project completed	7	7	0
😐	Project in progress.	0	0	0
😞	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	7
Total IDP Deliverables		7	7	7

Table 51: Local Economic Development Interventions

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

Implementation Plan: Local Economic Development (LED)																	Performance Comment
IDP Ref No	Strategy	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Description	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Strategy 1: Ensure effective local business networking and sector consultation to improve the municipality's responsiveness to local businesses, entrepreneurs and the economic environment	Facilitate sector meetings	Number of sector meetings facilitated by 30 June	Design and maintain institutional arrangements with all dominant sector players to ensure alignment and information sharing	10	2	2	2	2	2	▲	😊	😊	n/a	n/a	n/a	Target achieved. 3 sector meetings facilitated by 30 June 2024.
TBC	Strategy 2: Establish a networking and mentoring system to ensure SMME development	Conduct business outreach sessions	Number of business outreach sessions conducted by 30 June	Regular seminars and workshops for SMMEs facilitated by the municipality and Private Sector Partners	20	4	4	4	4	4	▲	😊	😊	n/a	n/a	n/a	Target achieved. 6 business outreach sessions were completed by 30 June 2023.



Implementation Plan: Local Economic Development (LED)																	Performance Comment
IDP Ref No	Strategy	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Description	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Strategy 3: Proactively identify opportunities for new investment and expansion	Alignment of the Red Tape Reduction Strategy to the SDF	Number of Red Tape Reduction Strategies aligned to the SDF by 31 May	Align economic development strategies with the SDF of the municipality and ensure service standards are maintained to fast-track land development approvals and authorisations to reduce turnaround time for investors.	1	1	n/a	n/a	n/a	n/a	▲	😊	n/a	n/a	n/a	n/a	The target was achieved in the 2022/23 financial year.
TBC	Strategy 3: Proactively identify opportunities for new investment and expansion	Review the Economic Development Strategy	Number of Economic Development Strategies reviewed by 30 June	Inclusion of new economic opportunities in the IDP and Economic Development Strategy identified during the municipal public engagement processes for evaluation of feasibility and implementation with stakeholders.	4	n/a	1	1	1	1	▲	😊	😊	n/a	n/a	n/a	Target achieved.
TBC	Strategy 4: Manage and develop tourism as one of the key economic sectors	Submission of quarterly LTO reports to the Municipal Manager	Number of quarterly LTO reports submitted to the Municipal Manager	Facilitate the development of tourism attractions, as contained in the Local Economic Development Strategy, in all sectors and at all levels of the local economy.	120	24	24	24	24	24	▲	😊	😊	n/a	n/a	n/a	The target was amended for the outer financial years. Target achieved for the 2022/23 and 2023/24 financial years.



Implementation Plan: Local Economic Development (LED)																Performance Comment	
IDP Ref No	Strategy	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Description	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Strategy 5: Manage and develop tourism as one of the key economic sectors	Develop a Tourism Policy	Number of Tourism Policies developed by 31 March	Ensure the implementation of strategies in partnership with local tourism bodies to ensure the sustainability of the sector and the creation of more job opportunities while transforming the tourism sector to become more inclusive.	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	The Tourism Policy forms part of the LED Strategy.
TBC	Strategy 5: Manage and develop tourism as one of the key economic sectors	Review the Tourism Policy	Number of Tourism Policies reviewed by 31 March	Ensure the implementation of strategies in partnership with local tourism bodies to ensure the sustainability of the sector and the creation of more job opportunities while transforming the tourism sector to become more inclusive.	n/a	n/a	n/a	n/a	n/a	n/a	▲	n/a	n/a	n/a	n/a	n/a	The Tourism Policy forms part of the LED Strategy. The Tourism Strategy is incorporated in the LED Strategy.



Implementation Plan: Local Economic Development (LED)																	Performance Comment
IDP Ref No	Strategy	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Description	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Strategy 6: Facilitate rural development and farmer support	Allocation of Municipal Agricultural Land to emerging farmers	Number of municipal agricultural land allocated to emerging farmers by 30 June	Facilitate the development of new farming operations for emerging farmers on municipal land and through cooperation with existing farms.	10	2	2	2	2	2	▲	😊	😊	n/a	n/a	n/a	16 farming applications have been received. An item was prepared for the Council and the four portions were approved, and the land was allocated to the successful applicants. Target achieved for the 2023/24 financial year. 2 portions of land were allocated to emerging farmers: Council Meeting: 25 October 2023 Portions 502BH: 17 and 18 Portions 502AU Council Meeting: 29 November 2023 Portions: 502BH 9 and 10, 23 and 24
TBC	Strategy 6: Facilitate rural development and farmer support	Review the Municipal Agricultural Land Policy	Number of Municipal Agricultural Land Policies reviewed by 30 June	Collaborate with the Departments of Agriculture, Rural Development and Land Affairs around land and farming matters.	5	1	1	1	1	1	▲	😊	😊	n/a	n/a	n/a	The target was achieved for the 2022/23 financial year. Target achieved for the 2023/24 financial year. No changes in policy were required.

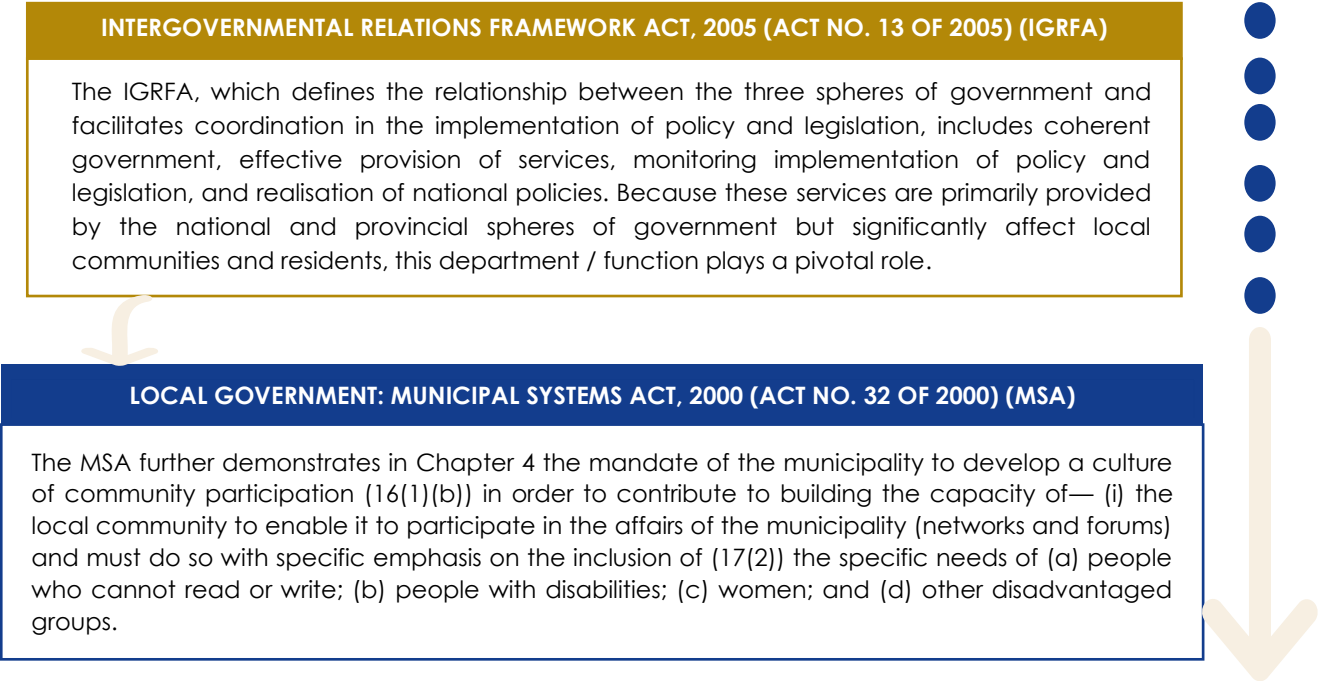


Implementation Plan: Local Economic Development (LED)																	Performance Comment
IDP Ref No	Strategy	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Description	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
						2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Strategy 7: Facilitate income-generating opportunities for the unemployed.	Create job opportunities through the EPWP	Number of job opportunities created through the EPWP by 30 June	The implementation and expansion of the EPWP programme in the municipality by providing income opportunities and skills for the unemployed in Stellenbosch fairly and transparently.	5800	1 400	1 100	1100	1100	1100	▲	😊	😊	n/a	n/a	n/a	Linked to LED Strategy, Mayoral Outcome, and Top Layer SDBIP 1 449 job opportunities were created by 30 June 2023. 1 695 job opportunities were created for the 2023/24 financial year by 30 June 2024.

7.3.13 Community Development Strategy

Moreover, Schedules 4b and 5b list the functions of local government to include the following, which have relevance to community development functions:

- Childcare facilities;
- Building regulations (concerning SANS 10400S);
- Municipal Planning (concerning ECD registration applications and provisions to be made for social infrastructure, inclusive of education and health services);
- Municipal public works (accessibility);
- Local amenities (concerning the contribution to social development);
- Local sports fields (regarding their contribution to social development);
- Municipal parks and recreation (regarding the contribution to social development); and
- Municipal roads (accessibility).



The White Paper on Local Government (1998:23–26) identifies four interrelated characteristics of the role and function of local government related to community development:

- Maximising social development and economic growth: The role and function of the local government are to promote the development of communities so that the basic needs of the poor and vulnerable are met. It involves the regulation of service delivery. This means that the local government is not directly responsible for services but rather takes steps (i.e., strategies) to encourage good service delivery that addresses the specific needs of the specific community. It could therefore be viewed as a facilitation role. Partnerships between organisations could be encouraged, training opportunities could be provided, and facilities could be developed to support existing service providers in the community;
- Integrating and coordinating: Coordination should include national and provincial departments, trade unions, community groups, and private sector institutions. “Developmental local government must provide a vision and leadership for all those who have a role to play in achieving local prosperity.” An IDP could contribute to proper coordination. To this extent, a Community Safety Forum includes a Social Cohesion committee to promote community safety.
- Democratising Development: Local Government practices should be aimed at the involvement

of "...citizens and community groups in the design and delivery of municipal programmes". Coordination should lead to democratic "...leadership, encouragement, practical support, and resources for community action." Another key aspect is that democratic development should aim to involve all community groups; and

Leading and learning: Community development should lead to networks, partnerships, and coalitions. To this extent, a Memorandum of Understanding (MOU) was signed with DSD.

It includes training opportunities and awareness programmes. The ultimate aim is to empower communities and create opportunities for sustainable change and growth. The emphasis is therefore on capacity building within communities.

The above characteristics are aimed at improving service delivery within the constraints of available resources. As mentioned before, partnerships with businesses and non-profit organisations (NGOs) become a key aspect of this developmental model (White Paper on Local Government, 1998:35). These services are aimed at specific vulnerable groups, and social issues are also highlighted in policy documents.

Further to the above, the department gives effect to the strategic goal of Dignified Living in the IDP of Stellenbosch Municipality through:

- The implementation of critical key performance areas and processes associated with the creation of a conducive environment for community / social development, forging relations with national, provincial, and local stakeholders, and the generation of current social data; and
- The development of six vulnerable groups (youth, gender, children, elderly, people who are homeless, and people living with disabilities) within the municipal area through strategy and policy development and monitoring and reporting on the intended goals of the department's key performance areas.



7.3.13.1 Implementation Plan: Community Development Strategy

Table 52: Summary Results: Community Development - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
😊	Project completed	4	5	0
😐	Project in progress.	0	0	0
😞	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	4
Total IDP Deliverables		4	5	4

Table 53: Community development projects / programmes / initiatives

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



Implementation Plan: Community Development Strategy															Performance Comment
Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Partnerships / IGR Structure / Interdepartmental	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
				2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
Training of youth through the Mayoral Youth Skills Development Programme	Number of Youth trained through the Mayoral Youth Skills Development Programme by 30 June	Approved service providers	266	60	60	26	60	60	▲	😊	😊	n/a	n/a	n/a	Target achieved. 62 youth trained through the Mayoral Youth Skills Development Programme in the 2022/23 financial year. 62 youth had been trained by 30 June 2024. The target has been adjusted for the 2024/25 financial year. Tenders for accredited skills training matured on 30/06/2024. To replace these tenders, a procurement process was started in January 2024. These tenders needed to be cancelled due to the migration from Seta accreditation to QCTO accreditation. One Seta-accredited course (which received an accreditation extension) was advertised along with two other QCTO courses (for which confirmation of accreditation was obtained) during the first half of the 2024/25 financial year. No bids were received for the Seta tender, and two bids were successful for the QCTO courses. Training for these two courses starts in January and February 2025 to accommodate the maximum number of learners the service providers can accommodate. 26 in total for both.

Implementation Plan: Community Development Strategy															Performance Comment
Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	Partnerships / IGR Structure / Interdepartmental	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Progress Rating					
				2022/23	2023/24	2024/25	2025/26	2026/27		2022/23	2023/24	2024/25	2025/26	2026/27	
Conduct Youth Job Readiness Training	Number of Youth Job Readiness training conducted by 30 June	Department of Social Development (DSD)	600	120	120	120	120	120	▲	😊	😊	n/a	n/a	n/a	127 youths trained by 30 June 2023. 131 youths attended the Youth Job Readiness by 28 February 2024.
Host quarterly Registration of Early Childhood Development Centres capacity building workshops	Number of quarterly Registration of Early Childhood Development Centres capacity building workshops hosted	DSD, Cape Winelands District Municipality, Department of Education, Internal Municipal Departments, NGOs	20	4	4	4	4	4	▲	😊	😊	n/a	n/a	n/a	4 workshops were completed by 30 June 2023. 4 workshops are to be conducted by 28 February 2024.
Establishment of the Greater Stellenbosch GBV Forum	Number of Greater Stellenbosch GBV Forums established by 30 June	DSD, SAPS, NGOs	1	0	1	0	0	0	▲	n/a	n/a	n/a	n/a	n/a	The GBV Forum has been established by the Department of Social Development (DSD).
Facilitate network meetings with collaborative structures	Number of network meetings with collaborative structures facilitated by 30 June	SCAN, DSD, ECD Forums	60	12	12	12	12	12	▲	😊	😊	n/a	n/a	n/a	Target achieved. 22 network meetings were facilitated by 30 June 2023. 13 network meetings were facilitated by 28 February 2024.



7.3.14 Human Resource Strategy

High quality and a responsive Stellenbosch Municipality, with a focus on skills identification, supply, demand, retention, employability, and social mobility, is essential if the municipality is to realise its IDP ambitions. As such, Stellenbosch Municipality needs to be pre-emptive in terms of its human resource requirements and more responsive to service delivery improvement and best practices. The strategic role of Human Resource Management and Development (HRM&D) is ultimately to facilitate performance improvement through people. The table below provides a clarification of roles and involves the following:

- Understanding the business environment within which HRM&D operates;
- Partnering with management in effective people practices;
- Enabling change and transition;
- Engaging constructively with internal and external stakeholders' groups; and
- Delivering service-level commitments.

Table 54: Clarifying the role of HRM&D vis-à-vis Manager and employees

HRM	Line Managers	Employees
<ul style="list-style-type: none"> • Develops HRM&D strategies, principles, policies, and procedures in line with business requirements. • Ensures consistency and standardisation of processes and practices across the municipality. • Provides expert advisory services. • Ensure the application of appropriate best practice HRM&D service. • Partners line management in effective people practices • Enables change and transition. • Facilitates the assimilation of culture and values. • Build the capacity of line managers to effectively manage people. • Ensure good corporate governance around HRM&D practices. • Delivers on service level agreements. • Measures and reports on the effectiveness of HRM&D services within the municipality. • Interaction and negotiations with trade unions and feedback. 	<ul style="list-style-type: none"> • Partners with HRM&D in developing and implementing HRM&D strategies to achieve results. • Manage people according to HRM&D principles, policies, and procedures. • Complies with HRM&D legal requirements. • Proactively engages and partners with HRM&D around business and people challenges and solutions. • Initiate and lead change. • Drives the organisational values. • Takes responsibility for being informed of HRM&D matters and building their own people management skills. • Follows fair and procedural HRM&D practices and processes. • Ensures high performance through effective performance management and retention practices. • Communicates and gives feedback on service level expectations. • Tracks and measures the impact of HRM&D strategies in functional areas. • Measure and report on the effectiveness of people management within functional areas. 	<ul style="list-style-type: none"> • Partners with line and HRM&D to: • Remain relevant to local; government by taking responsibility for your own performance development and career planning; • Taking advantage of appropriate opportunities for development; • Remain informed of HRM&D policy and procedure; • Discuss expectations; • Take personal accountability for and support change initiatives; • Live the organisational values; • Participate in HRM&D surveys and feedback mechanisms; and • Provides feedback to / and liaises with Unions and relevant employee forums.

This HRM&D Framework provides Stellenbosch Municipality with the structure to plan, implement, monitor, and improve its HRM&D standards. This framework does not operate in isolation and will be central to all activities involving the human resources of Stellenbosch Municipality. Therefore, the Council, management, staff, and trade unions must "own" this framework, making it not just an HR document. Since the field of HR management is a dynamic discipline, it is envisaged that this framework will change and develop over time to reflect the realities of the municipality's environment.



Table 55: Key Strategies

Strategic Focus Area (SFA)	Key strategies	Alignment with HR Standards
SFA 1: Valley of Possibility	Ensuring that infrastructure and service planning and resourcing occur sustainably over the long term and draw on the expertise of other service delivery agencies, the private sector, and the university.	Strategic HR Management.
SFA 2: Green and Sustainable Valley	Focusing more strongly on the environmental planning and management function, including appropriate resourcing.	Strategic HR Management. Talent Management. Learning and Development.
SFA3: Safe Valley	<p>Securing adequate permanently employed HR, facilities, and equipment (specifically fleet) to undertake the specialist functions of traffic management, fire and rescue services, and disaster and event management on a 24/7 basis and to comply with legal standards.</p> <p>Establishing adequate, integrated law enforcement capacity is present in every ward of the municipality.</p>	Strategic HR Management. Learning and Development.
SFA 4: Dignified Living	Ensuring the delivery of a comprehensive range of services to vulnerable groups and the coordinated cooperation of service providers at all levels in the delivery and management of services to these groups.	Learning and Development.
SFA 5: Good Governance and Compliance	<p>Ensuring that functional areas have the capacity and readiness to deliver services in terms of short-, medium-, and long-term objectives and targets.</p> <p>Ensuring that all staff have the opportunity for leadership development within their functional areas and municipal management generally.</p> <p>Ensuring regular performance management of staff at all levels within the organisation.</p> <p>Undertaking strategic planning for the longer and shorter terms, the municipality, and local areas</p> <p>Implementing regular auditing of processes.</p> <p>Celebrating excellence in service delivery, both external and internal to the municipality.</p> <p>Renewing intergovernmental efforts to establish a municipal court in Stellenbosch.</p>	Strategic HR Management. Talent Management. Learning and Development. Performance Management/ Reward and Recognition. Strategic HR Management. HR Risk Management. Reward and Recognition. Talent Management.

7.3.15 ICT Strategy

7.3.15.1 Background

Information and Communication Technology (ICT) systems and services are playing an ever-increasing role as a strategic enabler of organisational transformation and service delivery in the public sector. There is also a growing acknowledgement at the corporate governance level that ICT services and systems form an integral part of the municipal service delivery value chain.

The continuous alignment of ICT services and systems with the strategic goals and objectives of the municipality, as well as statements of direction from the National Government and the Western Cape Provincial Government, imposes major challenges on the Department: ICT and its resources.

This document aims to articulate and describe changes in the Stellenbosch Municipality's ICT Strategy with the view of ensuring alignment with the municipality's strategy. The emphasis is placed on identifying the municipality's new requirements and opportunities for information and communication technology to move towards meeting the ICT-related requirements of the municipality and management. The revised ICT Strategy were submitted to the ICT Steering Committee on 14 March 2024.

The successful implementation of the municipality's IDP and the achievement of its strategic objectives are highly dependent on several critical enabling resources to be managed effectively to support the IDP, including finances, human resources, and information technology.

The achievement of the strategic objectives of the municipality's IDP is indirectly dependent on various information technology services, without which the core and supporting functions of the municipality will not be able to operate. The vital ICT-related services include:

- ✦ Provisioning of Municipal Financial Management and Payroll Management software applications;
- ✦ Hosting of the municipal website;
- ✦ E-mail and internet services;
- ✦ Data storage;
- ✦ Data recovery;
- ✦ ICT planning;
- ✦ Provisioning of the network, wireless networks, and telephony services;
- ✦ End-user support for the ICT environment;
- ✦ Disaster Recovery Management;
- ✦ Business Continuity;
- ✦ ICT Risk Management;
- ✦ ICT contract management; and
- ✦ Public Wi-Fi.

7.3.15.2 The Mission and Vision of ICT

ICT's mission is to deliver cost-effective ICT infrastructure and ICT business solution services that will provide the most enabling environment to assist the Stellenbosch Municipality in delivering sustainable services that are operationally efficient and cost-effective to all its stakeholders and communities, which includes:

- ✦ Cost-effective solutions;
- ✦ Quality Service Delivery;
- ✦ Ongoing performance monitoring; and
- ✦ Aligned to business processes.

The vision of the ICT Department is to become a trusted and reliable information and communication technology partner to enable Stellenbosch Municipality's management and end-users to build a better town using cutting-edge ICT technology solutions.

7.3.15.3 Success Factors to Adopt in getting closer to the community

The Department: ICT will continue to strive to achieve its goals of closing the gap between the municipality and the community by improving services and engagement. These goals include:

- ✦ Understanding the needs of the community;
- ✦ Always deliver a consistent and quality service; and
- ✦ Manage the relationships with vendors and stakeholders providing a service to the public.



7.3.15.4 Implementation Plan: ICT Strategy

Table 56: ICT Interventions

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

IMPLEMENTATION PLAN: ICT STRATEGY										
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target 2022/23	Year 2 Target 2023/24	Year 3 Target 2024/25	Year 4 Target 2025/26	Year 5 Target 2026/27	Funding Type	Performance Comment
TBC	Implementation of a Desktop Refreshment Policy and Hardware Standardisation over 3 years	Number of desktop refreshment policies and hardware standardisation implemented by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	The implementation plan for the ICT Strategy will be monitored on a departmental level.
TBC	Completion of a Business Case for System Integration (Collaborator, Ignite, SAMRAS, IMQS, and GIS etc.)	Number of Business Cases for System Integration completed by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Drafting of a Smart City Framework*	Number of Smart City Frameworks drafted by 31 May	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Development of a 3-year Public Wi-Fi Strategy*	Number of 3-year Public Wi-Fi Strategies developed by 31 May	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Upgrading of the ICT Infrastructure Network (Cameras and High sites and Hardware Replacement) *	Number of the ICT Infrastructure Networks (Cameras and High sites and Hardware Replacement) upgraded by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Implementation of the Corporate GIS modules plus aerial photography (Customer Care, Asset Management etc)	Number of Corporate GIS modules plus aerial photography (Customer Care, Asset Management etc) implemented by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Development of a 3-year Fibre Strategy for the Stellenbosch Municipality*	Number of 3-year Fibre Strategies for the Stellenbosch Municipality developed by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Implement a 3-year Cabling Maintenance Solution for all ICT needs. *	Number of Cabling Maintenance Solutions implementation reports submitted to the Director: Corporate Services	3	n/a	n/a	n/a	n/a	n/a	▲	
TBC	Upgrading of the audio and visual equipment in the Council Chambers, Stellenbosch*	Number of audio and visual equipment in the Council Chambers, Stellenbosch upgraded by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	



IMPLEMENTATION PLAN: ICT STRATEGY										
IDP Ref No	Key Activity / Project / Programme / Initiative (measurable action)	Description of Unit of Measurement	5-year target	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target	Funding Type	Performance Comment
				2022/23	2023/24	2024/25	2025/26	2026/27		
TBC	Implementation of a Digital Employee Management Solution*	Number of Digital Employee Management Solutions implemented by 30 June	1	n/a	n/a	n/a	n/a	n/a	▲	

CHAPTER 8:

Council Term Projects 2022 – 2027

8.1 Smart City

As cities compete for global investment and talent in efficient cities with fewer red tape barriers, ICT competitiveness comes centre stage. A smart city is adaptable to change and demands that emanate from growth and, in response, applies information and communication technologies to enhance performance and urban services to respond to demand while reducing consumption, waste, and costs. Smart cities need to capitalise on digital technology to facilitate the speed of information, support more efficient delivery of goods and services, and contribute to the greater vibrancy of cities.

A smart city is a municipality that uses information and communication technologies to increase operational efficiency, share information with the public, and improve both the quality of government services and citizen welfare.

8.1.1 Guiding Principles to create inclusive smart cities

For a smart city to be inclusive, it should adhere to six interdependent principles. The principles provide guidance when decisions must be made regarding the identification, planning, and implementation of smart initiatives and technologies.

Decisions on the nature and purpose of a smart initiative or technology should be guided by the following principles:

1. It should be smart for all;
2. It should use technology as an enabler rather than a driver;
3. It should be shaped by and respond to the local context;
4. It should be informed by the real needs of the community;
5. It should embrace innovation, partnership, and collaboration; and
6. It should be sustainable, resilient, and safe.

8.1.2 A smart city as a holistic ecosystem

Global best practices recommend three primary categories when determining the benefits and priorities for the design and implementation of the smart city roadmap. The smart city roadmap includes the following:

Smart Governance

Transform the institutional systems, processes, and organisational structure into one of the high-performance organisations to effectively deliver basic services.

Smart Livelihood

Implementation and integration of innovative digital platforms to enable social upliftment.



Smart Economy

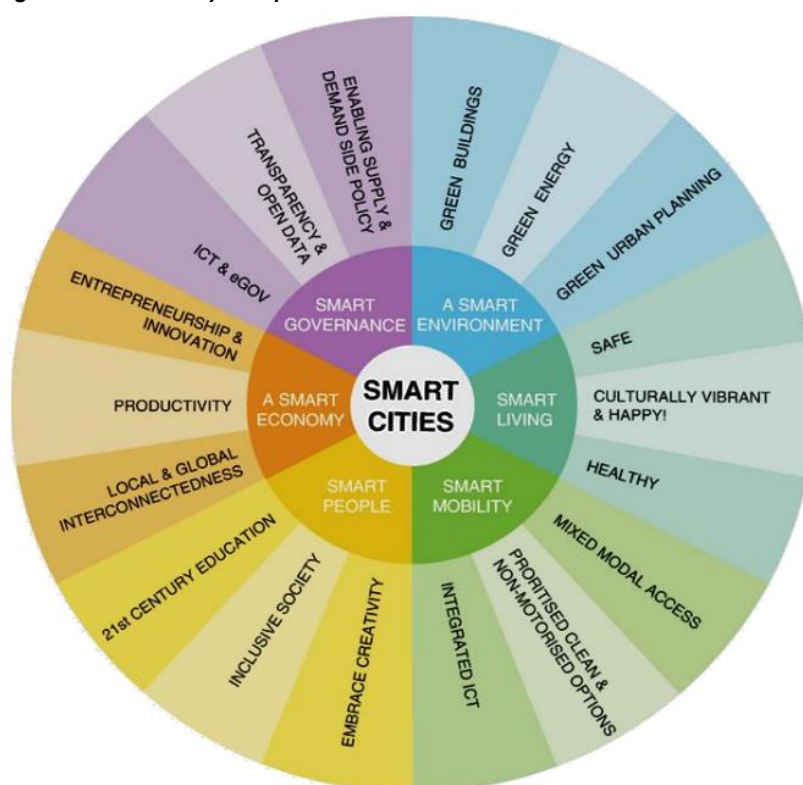
Grow and diversify the local economy through the attraction of new investment, skills development, and facilitation of an enabling environment for small business growth and job creation.

8.1.3 The Nature and Purpose of a proposed smart city initiative

The implementation of smart city initiatives should be guided by a clear understanding of the nature and purpose of the proposed interventions. These initiatives could be focussed on benefitting different target services in municipal-driven smart city initiatives, addressing the needs of the entire city (municipal area). Smart City initiatives should be aimed at improving the lives of the people residing in the city, especially in the different services that are delivered to the residents in the municipal area.

Smart city initiatives can be placed within a specific smart city theme, the figure below indicates the different smart city themes:

Figure 50: Smart City components and initiatives



Source: A South African Smart Cities Framework

Realising the goal and implementation of smart city initiatives will require the collaboration of internal and external stakeholders. Within the next five years (2022 – 2027), Stellenbosch Municipality will emphasise smart governance with a focus on e-governance. The aim is to formulate a Smart City Framework for approval by the Council in the 2024/25 financial year.

The purpose of the Smart City Framework will be to guide decision-making and provide internal stakeholders with a structured framework when identifying, planning, and implementing smart city initiatives that are appropriate to the theme of smart governance.

The legacy projects will be undertaken by the administration and political leadership, which will remain applicable for the duration of the political term under the leadership of the Executive Mayor and the respective portfolios of the Mayoral Committee Members.

8.2 Political Leadership: Five-Year Plans

8.2.1 Executive Mayor

In developing the proposed 3rd review of the 5th Generation IDP 2022 – 2027, the Stellenbosch Municipality ensured proper alignment and integration with the IDP, Budget, SDF and sector plans. There is no fundamental shift in the outstanding projects / programmes and initiatives that were planned in the 5th Generation IDP 2022 - 2027.

The 5th Generation IDP 2022 – 2027 will be the municipality's roadmap for the next five years and track the progress on the implementation of projects / programmes and initiatives. It is an exciting journey in working together with the administration, communities, and other spheres of government in making greater Stellenbosch a valley of opportunity. For this to happen, the following mayoral outcomes for the period 2022 – 2027 have been set and are reviewed on an annual basis.

Mayoral Outcome 1: Clean, accountable, and responsive local government;

Mayoral Outcome 2: Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area;

Mayoral Outcome 3: LED post the COVID-19 Pandemic and transfer of land to new farmers;

Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments);

Mayoral Outcome 5: Development of the Adam Tas Corridor and town establishment of all ten dorpies across the municipality area;

Mayoral Outcome 6: Streamline planning systems and procedures to facilitate desirable growth;

Mayoral Outcome 7: To create safer environments in our communities;

Mayoral Outcome 8: Expansion of the green economy with innovative projects, creating new reality of service delivery and job creation;

Mayoral Outcome 9: Alternative Energy.

8.2.1.1 Mayoral Outcome 1: Clean, accountable and responsive local government**Table 57: Summary of Results: Mayoral Outcome 1 - Clean, accountable and responsive local government**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	6	6	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	1	1	0
N/A	IDP Deliverable Not Yet Measured	0	0	8
Total IDP Deliverables		7	7	8

Table 58: Executive Mayor 5-Year Plan 2022 – 2027

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

Table 59: Mayoral Outcome 1: Clean, accountable, and responsive local government

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 1: Clean, accountable, and responsive local government																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Office of the Municipal Manager	Department: Governance	NKPA 5	SFA 5	Investigate all reported fraud and corruption cases	Percentage of all fraud and corruption cases initiated by 30 June	WCO24	100%	100%	100%	100%	100%	100%			n/a	n/a	n/a	The Fraud Register is updated and discussed with the Municipal Manager monthly. The Fraud Register Submitted to the Risk and Fraud Committee as well as the Audit and Performance Audit Committee (APAC).
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Revised Risk-Based Audit Plan (RBAP) submitted to the Audit Committee	Number of Revised Risk-Based Audit Plan (RBAP) submitted to the Audit Committee by 30 June	WCO24	5	1	1	1	1	1			n/a	n/a	n/a	Linked to the Top Layer SDBIP. Target achieved in March 2023 for the 2022/23 financial year. Target achieved in the 2023/24 financial year.



EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 1: Clean, accountable, and responsive local government																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Implement the Risk-Based Annual Audit Plan (RBAP)	Percentage of the Annual RBAP actions implemented by 30 June	WCO24	80%	80%	80%	80%	80%	80%	😊	😊	n/a	n/a	n/a	Progress report submitted to APAC and Municipal Manager. Target achieved by 85% for the 2022/23 financial year. Target achieved by 85% for the 2023/24 financial year.
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	AGSA Audit Action Plan (AAP) submitted to the Audit Committee	Number of AGSA Audit Action Plan (AAP) submitted to the Audit Committee by 30 June	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	1 AAP submitted to the Audit Committee by March 2023. Target achieved. AGSA Audit Action Plan submitted to APAC in March 2024.
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Implementation of the Directorate's actions as per the AGSA Audit Action Plan	Percentage of the Directorate's actions as per the AGSA Audit Action Plan implemented by 30 June	WCO24	100%	100%	100%	100%	100%	100%	😊	😊	n/a	n/a	n/a	Target achieved for the 2022/23 financial year. Target achieved by 100% for the 2023/24 financial year.
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Submission of a combined assurance report to the Council	Number of combined assurance reports submitted to Council by 30 September	WCO24	5	1	1	1	1	1	😞	😊	n/a	n/a	n/a	Target achieved for the 2023/24 financial year.
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Establishment of a Disciplinary Board in line with the financial misconduct regulations	Number of disciplinary boards in line with the financial misconducts established by 30 June	WCO24	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Office of the Municipal Manager	Department: Internal Audit	NKPA 5	SFA 5	Distribution of external newsletters	Number of external newsletters distributed by 30 June	WCO24	48	8	10	10	10	10	😊	😞	n/a	n/a	n/a	10 newsletters were distributed by June 2023. 9 newsletters distributed by 30 June 2024.



8.2.1.2 Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area

Table 60: Summary Results: Mayoral Outcome 2 - Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	7	10	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	3	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	0
Total IDP Deliverables		10	10	10

Table 61: Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																		Performance Comment	
Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Actual expenditure on the approved Capital Budget for the Municipality by 30 June (NKPI - MSA, Reg. S10(c))	Percentage of the approved Capital Budget for the municipality actually spent by 30 June	WCO24	90%	90%	90%	90%	90%	90%	🟢	🟢	n/a	n/a	n/a	84.79% achieved by 30 June 2023 A detailed performance assessment was conducted during the Mid-Year Adjustment Budget, and projects were shifted to the outer years for which tenders are not yet in place. 85.88% capital expenditure achieved by 30 June 2024
TBC	Directorate: Financial Services	Department: Revenue and Expenditure	NKPA 4	SFA 5	Payment of SMMEs within 14 days after receipt of invoice	Percentage of SMMEs invoices paid within 14 days after receipt of invoice	WCO24	90%	90%	90%	90%	90%	90%	🟢	🟢	n/a	n/a	n/a	90% achieved by 30 June 2023 SMMEs are paid each week. Target achieved for the 2023/24 financial year. 90% of SMMEs are paid within 14 days after receipt of invoice.



EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027

Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Financial Services	Department: Revenue and Expenditure	NKPA 4	SFA 5	Held Supply Chain Management Good Governance Workshop	Number of Supply Chain Management Good Governance Workshops held by 31 July	WCO24	5	1	1	1	1	1			n/a	n/a	n/a	1 workshop held in the 2023/24 financial year.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Finalised Business License Applications within 30 days	Percentage of Business License Applications finalised within 30 days of the receipt of a completed application	WCO24	90%	90%	90%	90%	90%	90%			n/a	n/a	n/a	172.50% achieved by 30 June 2023. In certain months, no business license applications were received. 90% of the target was achieved in the 2023/24 financial year.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 3	SFA 1	Attend to Filming and Events Applications within 7 working days after the date of receipt	Percentage of Filming and Events Applications attended to within 7 working days after the date of receipt	WCO24	75%	75%	75%	75%	75%	75%			n/a	n/a	n/a	The target was achieved in the 2023/24 financial year.
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 3	SFA 5	Develop an SOP for the registration of ECD Centres	Number of SOPs developed for the registration of ECD Centres 28 February	WCO24	1	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 3	SFA 2	Develop a Service Level Charter	Number of Service Level Charters developed by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Target achieved. The updated service charter for the Directorate: Infrastructure Services was approved by the Municipal Manager on 28 June 2024.
TBC	Directorate: Corporate Services	Section: Registry & Auxiliary Services	NKPA 5	SFA 2	Review the Service Level Charter	Number of Service Level Charters reviewed by 31 March	WCO24	3	n/a	n/a	1	1	1	n/a	n/a	n/a	n/a	n/a	To be reported on by 31 March 2025.



EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027

Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 4	Limit unaccounted electricity to less than 9% annually {(Number of Electricity Units Purchased and / or Generated - Number of Electricity Units Sold (incl. Free basic electricity)) / Number of Electricity Units Purchased and / or generated} x 100}	Percentage of average electricity losses, measured by 30 June	WCO24	<9	<9	<9	<9	<9	<9	😊	😊	n/a	n/a	n/a	4.24% achieved by 30 June 2023. 5.65% achieved by 30 June 2024.
TBC	Directorate: Infrastructure Services	Department: Development Services, Asset Management and Systems and Project Management Unit (PMU)	NKPA 1	SFA 4	Submit a report on development charges	Number of reports submitted on development charges to the Financial Services by 30 June	WCO24	8	4	1	1	1	1	😊	😊	n/a	n/a	n/a	The target was achieved in the 2022/23 financial year. Target adjusted to 1 report per financial year for the period 2023/24 – 2026/27
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 1	Upgrading of the Ida's Valley WTP	Number of Ida's Valley WTP upgraded by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	The project is budget dependent.
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 1	Upgrading of the new Stellenbosch Reservoir and Bulk Water Supply Pipeline	Number of the new Stellenbosch Reservoir and Bulk Water Supply Pipelines upgraded by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	The project name has been changed to "New Stellenbosch Reservoir." The contractor is presently commencing construction. Planned completion is in the 2025/26 financial year.



EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027

Mayoral Outcome 2: Excellent service delivery in all areas within the Greater Stellenbosch Municipal Area

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Development Services, Asset Management and Systems & Project Management Unit (PMU)	NKPA 1	SFA 4	Installation of standpipes in informal settlements	Number of standpipes installed in informal settlements by 30 June	WCO24	220	20	50	50	50	50	😊	😊	n/a	n/a	n/a	Linked to the Top Layer SDBIP. The target has been increased for the period 2022 – 2027. 26 standpipes were installed in the 2022/23 financial year. A new SOP is being developed so that the Informal Settlements Department can apply for funding on time. Target achieved. 50 standpipes installed by 30 June 2024
TBC	Directorate: Infrastructure Services	Development Services, Asset Management and Systems & Project Management Unit (PMU)	NKPA 1	SFA 4	Construction of Ablution facilities	Number of ablution facilities constructed in informal settlements by 30 June	WCO24	150	50	20	25	25	25	😞	😊	n/a	n/a	n/a	Linked to the Top Layer SDBIP. Target adjusted for the period 2022 – 2027. 20 waterborne concrete panel system toilets installed by 30 June 2024.

8.2.1.3 Mayoral Outcome 3: LED post the COVID-19 Pandemic**Table 62: Summary Results: Mayoral Outcome 3 - LED post the COVID-19 Pandemic and transfer of land to new farmers**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	4	7	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	1	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	5
Total IDP Deliverables		5	7	5

Table 63: Mayoral Outcome 3: LED post the COVID-19 Pandemic

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
LED post the COVID-19 Pandemic and transfer of land to new farmers																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Review the Economic Development Strategy	Number of Economic Development Strategies reviewed by 30 June	WCO24	4	n/a	1	1	1	1	n/a	😊	n/a	n/a	n/a	Target achieved in the 2023/24 financial year.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop the Economic Intelligence Report	Number of economic intelligence reports developed by 30 June	WCO24	12	4	2	2	2	2	😊	😊	n/a	n/a	n/a	Five (5) reports were submitted by 30 June 2023 4 reports were developed by 30 June 2024.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop an Annual Events Calendar for Stellenbosch Municipality	Number of Annual Events Calendars developed for the Stellenbosch Municipality by 31 December	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Update the Annual Events Calendar for Stellenbosch Municipality	Number of Annual Events Calendars updated for Stellenbosch Municipality 31 December	WCO24	4	n/a	1	1	1	1	n/a	😊	n/a	n/a	n/a	One (1) event calendar updated and submitted to the Municipal Manager by 30 November 2023



EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
LED post the COVID-19 Pandemic and transfer of land to new farmers																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Establishment of a Municipal Investment Desk	Number of Municipal Investment Desks established by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The IDP deliverable is subject to an organogram review and funding dependent. An Investment Desk proposal was submitted to the Municipal Manager for consideration.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Review the Tourism Policy	Number of Tourism Policies reviewed by 31 March	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Linked to the LED Strategy outcome The Tourism Strategy is incorporated in the LED Strategy.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Review the Municipal Agricultural Land Policy	Number of Municipal Agricultural Land Policies by 30 June	WCO24	4	1	1	n/a	1	1	🔴	🟢	n/a	n/a	n/a	Linked to the LED Strategy Outcome Target achieved for the 2023/24 financial year. No changes in the policy were required.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 3	SFA 1	Develop a Filming and Events By - law	Number of Filming and Events By – law developed by 31 March	WCO24	1	n/a	1	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	Target achieved. Filming and Event By-Law approved on 24 April 2024 and promulgated on 24 June 2024.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Compilation of an annual report on the policy / guideline / SOP needs assessment for Economic Development	Number of annual reports on the policy / guideline / SOP needs assessments compiled for Economic Development 31 March	WCO24	5	1	1	1	1	1	🟢	🟢	n/a	n/a	n/a	Target achieved.



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LED post the COVID-19 Pandemic and transfer of land to new farmers

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5- Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Allocation of municipal agricultural land units to emerging farmers	Number of municipal agricultural land units allocated to emerging farmers by 30 June	WCO24	10	2	2	2	2	2	😊	😊	n/a	n/a	n/a	<p>Linked to the LED Strategy Outcome.</p> <p>16 farming applications have been received.</p> <p>An item was prepared for the Council, and the four portions were approved, and the land was allocated to the successful applicants.</p> <p>Target achieved for the 2023/24 financial year.</p> <p>2 portions of land were allocated to emerging farmers:</p> <p>Council Meeting: 25 October 2023</p> <p>Portions 502BH: 17 and 18</p> <p>Portions 502AU</p> <p>Council Meeting: 29 November 2023</p> <p>Portions: 502BH 9 and 10, 23 and 24</p>

8.2.1.4 Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories**Table 64: Summary Results: Mayoral Outcome 4 - Provide housing opportunities for all residents in all housing categories**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	8	6	0
	Project in progress.	0	0	3
	Not completed / No budget available / District Function / Provincial Function	0	1	0
N/A	IDP Deliverable Not Yet Measured	0	0	5
IDP Deliverables		8	7	8

Table 65: Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments)																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward/s	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submission of Land Use Rights Application for the Northern Extension to the MPT	Number of Land Use Rights Applications for the Northern Extension submitted to MPT by 30 June	12, 13, 14, 15	1	n/a	n/a	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	The land use application was advertised for public comments, which closed on 25 February 2024. Application to be submitted in Q3 of the 2024/25 financial year to MPT for a decision.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submission of quarterly Integrated Human Settlement status reports	Number of quarterly Integrated Human Settlement status reports submitted to the Director: PED by 30 June	WCO24	20	4	4	4	4	4	😊	😊	n/a	n/a	n/a	4 status reports were submitted to the Director: PED by 30 June 2024.



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Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments)

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward/s	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Obtaining development rights on Erf 7001, Cloeteville to establish GAP housing	Percentage of the Erf 7001, Cloeteville Capital Budget annual actually spent by 30 June	16, 17, 19	90%	90%	90%	n/a*	n/a*	n/a*	😊	😊	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome. 100% of the capital budget was actually spent by June 2023. The land use application was advertised for public comments and closed on 25 February 2024. 99.95% of the budget was spent by 30 June 2024.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Finalising the sub-division plan and obtaining approval for Jamestown (Phases 2 and 3)	Percentage of the Jamestown (Phases 2 and 3) Capital Budget actually spent by 30 June	21	90%	90%	n/a*	n/a*	n/a*	n/a*	😊	😊	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome. 100% of the capital budget was actually spent by 30 June 2023. The land use application was submitted to MPT for a decision. 99.95% of the budget was spent by 30 June 2024.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	To obtain development rights for mixed-use development for Jamestown Phase 4	Percentage of the Jamestown Phase 4 Capital Budget actually spent by 30 June	21	90%	n/a	n/a	90%	n/a*	n/a*	n/a	n/a	😊	n/a	n/a	Linked to the Housing Pipeline Outcome. PDol allocated additional funding in their adjustment budget for the 2023/24 financial year, which was acknowledged by the municipality in the mid-year adjustment budget. Expenditure to date on said project is R795 934.



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Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments)

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward/s	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submission of Land Use Rights Application for the Kayamandi Town Centre to the MPT	Number of Land Use Rights Applications for the Kayamandi Town Centre submitted to MPT by 30 June	12,13,14,15	1	n/a	n/a	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	Linked to the Housing Pipeline Outcome. 100% of the capital budget was spent by 30 June 2023. PDol allocated additional funding in the municipal adjustment budget for the 2023/24 financial year for further studies. The Land Use Application has been submitted to the Department: Land Use Management for submission to MPT
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	To obtain development rights for township establishment for Erf 64, Kylemore	Percentage of the Erf 64, Kylemore Capital Budget annual actually spent by 30 June	4	90%	90%	90%	90%	90%	n/a*	😊	😊	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome. 99.92% of the capital budget was spent by 30 June 2023. The consultants are concluding the land use application for submission to the Section: Land Use Management. Expenditure will occur as per cashflow and programme. 100% of the budget was spent by 30 June 2024.



EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027

Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments)

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward/s	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	To obtain development rights and planning approvals for La Motte, Franschhoek	Percentage of the La Motte, Franschhoek Capital Budget actually spent by 30 June	2 and 3	90%	n/a	n/a	n/a	90%	n/a	n/a	n/a	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome. An application was submitted to NDoPW&I for a PoA in favour of Stellenbosch Municipality to obtain development rights. There has been no confirmation received with regards to the PoA, therefore, funding has been removed from the 2023/24 budget. The land has not been transferred to the municipality.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submit quarterly status reports on Social Housing (affordable rental accommodation) on Farms 81/2 and 81/9 and LAP - rental stock Stellenbosch to the Executive Mayor	Number of quarterly status reports on social housing submitted to the Executive Mayor	10 and 13	20	4	4	4	4	4	😊	😊	n/a	n/a	n/a	Linked to the Housing Pipeline Outcome on Social Housing Reports Four (4) reports had been submitted by 30 June 2023. 4 status reports on Cloetesville Social Housing (affordable rental accommodation) on Farms 81/2 and 81/9, Stellenbosch submitted



EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027

Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments)

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward/s	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submission of bi-annual Housing Development status reports on the rural nodes (De Novo and Vaaldrail) to the Executive Mayor	Number of bi-annual Housing Development status reports on the rural nodes (De Novo and Vaaldrail) submitted to the Executive Mayor	19	2	2	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Two (2) reports had been submitted by 30 June 2023. A decision was taken by the Council in May 2023 to remove Vaaldrail and De Novo from the Stellenbosch Municipality Housing Pipeline.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Submission of bi-annual status reports on backyard dwellers to the Executive Mayor	Number of bi-annual status reports on backyard dwellers submitted to the Executive Mayor	WCO24	20	4	4	4	4	4	😊	😊	n/a	n/a	n/a	Four (4) reports had been submitted by 30 June 2023. 3 reports were submitted by 30 June 2024.



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Mayoral Outcome 4: Provide housing opportunities for all residents in all housing categories (rental stock, BNG, GAP housing, upgrade of informal settlements and mixed-use developments)

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward/s	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Transferring title deeds to approved beneficiaries	The number of title deeds to approved beneficiaries transferred by 30 June	WCO24	750	150	150	150	150	150			n/a	n/a	n/a	<p>In the 2022/23 financial year, 190 title deeds were transferred.</p> <p>The 5-year target has been adjusted downwards due to the challenges experienced with resolving late estates.</p> <p>97 title deeds were transferred in the 2023/24 financial year. Target not achieved.</p> <p>The target could not be met due to the registration of historic general plans that had lapsed or not been obtained. General plans have now been registered, and registration of outstanding title deeds in these areas will be completed in the 2024/25 financial year.</p> <p>Transfers will be completed in the 2024/25 financial year.</p>

n/a* -After obtaining development rights, implementation of projects dealt with by the Department: Project Management Unit

8.2.1.5 Mayoral Outcome 5: Development of the Adam Tas Corridor and town establishment of all ten dorps across the municipality area**Table 66: Summary Results: Mayoral Outcome 5 - Development of the Adam Tas Corridor and town establishment of all ten dorps across the municipality area**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	2	2	0
	Project in progress.	0	0	1
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	0
Total IDP Deliverables		2	2	1

Table 67: Mayoral Outcome 5: Development of the Adam Tas Corridor and town establishment of all ten dorps in WCO24

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 5: Development of the Adam Tas Corridor and town establishment of all ten dorps across the municipality area																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Development of an ATC Local Spatial Development Framework	Number of ATC Local Spatial Development Frameworks developed by 30 September	WCO24	1	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Establishment of an Adam Tas Corridor Governance Structure	Number of Adam Tas Corridor Governance Structures established by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Target will be reported on by 30 June 2024.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Development of an Adam Tas Corridor Overlay Zone	Number of Adam Tas Corridor Overlay Zones developed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Target achieved
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 4	Amendment of the Integrated Zoning Scheme By-Law for the inclusion of an overlay zone for ATC	Number of Integrated Zoning Scheme By-Laws for the inclusion of an overlay zone for ATC amended by 31 March	WCO24	1	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Target achieved.



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Mayoral Outcome 5: Development of the Adam Tas Corridor and town establishment of all ten dorps across the municipality area

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Development of Local Spatial Development Frameworks for the 10 small towns	Number of Local Spatial Development Frameworks developed for all 10 small towns by 30 September	WCO24	5	n/a	n/a	1	2	2	n/a	n/a	😊	n/a	n/a	<p>Targets adjusted to 5 local SDFs for the period 2022 – 2027.</p> <p>The tender process for the Dwarsriver local SDF has been completed.</p> <p>The Koelenhof local SDF will be done in partnership with the private sector.</p>

8.2.1.6 Mayoral Outcome 6: Streamline planning systems and procedures to facilitate desirable growth**Table 68: Summary Results: Mayoral Outcome 6 - Streamline planning systems and procedures to facilitate desirable growth**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	2	1	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	1
Total IDP Deliverables		2	1	1

Table 69: Mayoral Outcome 6: Streamline planning systems and procedures to facilitate desirable growth

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																		Performance Comment	
Mayoral Outcome 6: Streamline planning systems and procedures to facilitate desirable growth																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Review the Municipal Spatial Development Framework	Number of Municipal Spatial Development Frameworks reviewed by 30 June	WCO24	5	1	1	1	1	1			n/a	n/a	n/a	Linked to TL SDBIP SDF review completed in the 2023/24 financial year. Review report for 2023/24 for inputs incorporated into Chapter 4 of the IDP 2024/25.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Implementation of a Spatial Information Performance Management System	Number of Spatial Information Performance Management Systems implemented by 31 March	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 4	Development of an Inclusionary Zoning Policy	Number of Inclusionary Zoning Policies developed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Linked to TL SDBIP Target achieved by 27 June 2023.



8.2.1.7 Mayoral Outcome 7: To create safer environments in our communities

Table 70: Summary Result: Mayoral Outcome 7 - To create safer environments in our communities

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	8	7	2
	Project in progress.	0	0	2
	Not completed / No budget available / District Function / Provincial Function	2	2	0
N/A	IDP Deliverable Not Yet Measured	0	0	5
Total IDP Deliverables		10	9	9

Table 71: Mayoral Outcome 7: To create safer environments in our communities

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 7: To create safer environments in our communities																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Facilitation of ECD new and re-registration processes	Number of ECD new and re-registration processes facilitated by 30 June	WCO24	30	5	10	5	5	5	😊	😊	n/a	n/a	n/a	37 ECDs were registered in the 2022/23 financial year. 5 ECDs registered by 30 June 2024
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Hosting a child protection event	Number of child protection events hosted by 30 June	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Hosting of 16 days of activism event	Number of 16 days of activism events hosted by 30 November	WCO24	5	1	1	1	1	1	😊	😊	😊	n/a	n/a	Target achieved.
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Hosting the prevention of elderly abuse event	Number of preventions of elderly abuse events hosted by 30 June	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Target achieved.



EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 7: To create safer environments in our communities																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Section: Community Development	NKPA 5	SFA 3	Hosting of International Day of Disability	Number of International Days of Disability hosted by 31 December	WCO24	5	1	1	1	1	1	😊	😊	😊	n/a	n/a	Target achieved by 31 December 2024
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Facilitation of ward-based community safety engagements	Number of ward-based community safety engagements facilitated by 30 June	WCO24	23	23	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved. There were 23 ward meetings held from 2022 to 2023.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Spending of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services	Percentage of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services by 30 June	WCO24	90%	90%	90%	90%	90%	90%	😞	😞	😐	n/a	n/a	Actual spending was 0.22% for 2023/24 due to the tender not being finalised. Due to the tender not being concluded, the actual spending for the financial year ending December 2024 is 0.55%. The Bid Specification Committee presented and approved new tender specifications. Tender to be advertised.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Appointment of Law Enforcement Officers (Tactical Reaction Unit (TRU))	Number of Law Enforcement Officers (TRU) appointed by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The establishment of a TRU needs to be finalised before appointments can be made. There are no available funds on the MTREF.



EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 7: To create safer environments in our communities																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Spending of the Registered Neighbourhood Watches capital budget	Percentage of the Registered Neighbourhood Watches capital budget actually spent by 30 June	WCO24	90%	90%	90%	90%	90%	90%	🔴	🔴	🟡	n/a	n/a	2023/24: The funds could not be converted to the operating budget. The purchase of equipment for NHWs is to be confirmed and processed. 2024/25: The procurement of safety kiosks for neighbourhood watches is finalised. The department is awaiting delivery of the kiosks.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Spending of the vehicle and equipment Capital Budget for the Department: Protection Services	Percentage of the vehicle and equipment Capital Budget actually spent for the Department: Protection Services by 30 June	WCO24	90%	90%	90%	90%	90%	90%	🟢	🟢	n/a	n/a	n/a	Target achieved. The Incident Command Vehicle will be delivered by 28 February 2024.
TBC	Directorate: Infrastructure Services	Office of the Director: Infrastructure Services	NKPA 1	SFA 2	Spending of the vehicle and equipment Capital Budget for the Directorate: Infrastructure Services	Percentage of the vehicle and equipment Capital Budget actually spent for the Directorate: Infrastructure Services by 30 June	WCO24	90%	90%	90%	90%	90%	90%	🟢	🟢	n/a	n/a	n/a	Target achieved.

8.2.1.8 Mayoral Outcome 8: Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation**Table 72: Summary Results: Mayoral Outcome 8 - Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	2	1	0
	Project in progress.	0	0	1
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	1
Total IDP Deliverables		2	1	2

Table 73: Mayoral Outcome 8: Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																		Performance Comment	
Mayoral Outcome 8: Expansion of the green economy with innovative projects, creating a new reality of service delivery and job creation																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 5	SFA 2	Develop a Waste Reclaimers Strategy	Number of Waste Reclaimer Strategies developed by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	😞	n/a	n/a	In progress and will be reported on by 30 June 2025
TBC	Directorate: Infrastructure Services	Office of the Director: Infrastructure Services	NKPA 5	SFA 2	Submission of a Green Energy Strategy to the MayCo	Number of Green Energy Strategies submitted to the MayCo by 31 March	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Linked to the Energy Master Plan. The Energy Masterplan was presented to the Municipal Manager and Directors on 08 November 2022 by CSIR. Target achieved.
TBC	Directorate: Infrastructure Services	Office of the Director: Infrastructure Services	NKPA 5	SFA 2	Invest in new and / or upgrade bulk infrastructure through the use of development charges contributions	Number of bulk infrastructure projects implemented through the use of development charges contributions by 30 June	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Target achieved by 30 June 2024.



8.2.1.9 Mayoral Outcome 9: Alternative Energy

Table 74: Summary Results: Mayoral Outcome 9 - Alternative Energy

Rating	Progress Description	2022/23	2023/24	2024/25
😊	Project completed	0	0	0
😐	Project in progress.	0	0	0
😞	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	0
Total IDP Deliverables		0	0	0

Table 75: Mayoral Outcome 9: Alternative Energy

EXECUTIVE MAYOR 5-YEAR PLAN 2022 – 2027																			Performance Comment
Mayoral Outcome 9: Alternative Energy																			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
									2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 1	Develop a policy to allow purchasing of electricity from the public	Number of policies to be developed to allow purchasing of electricity from the public by 30 June	WCO24	n/a	n/a	n/a	n/	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The purchase of electricity is already done by customers in the form of credits. To develop a policy, the regulatory environment does not allow for this at present (MFMA).
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA 1	Generate Landfill gas to energy (MW/H) per day	Number of Landfill gas to energy (MW/H) generated per day	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	According to the feasibility study conducted, the project is not feasible.

8.3 Mayoral Portfolios

The mayoral portfolios are a tool for the Executive Mayor to use to reach the mayoral goals for 2022 – 2027. In support of the mayoral outcomes, each portfolio has set performance-based strategic priorities that are aligned and will give effect to the mayoral outcomes. The performance-based strategic priorities for the 3rd review of the 5th Generation IDP 2022 – 2027, have a focused approach on the implementation of the strategic projects / programmes and initiatives with set targets and time frames.

The following portfolio performance-based implementation plans are listed below:

1. Portfolio: Human Settlements;
2. Portfolio: Rural Management and Environmental Management;
3. Portfolio: Sport, Youth, and Culture;
4. Portfolio: Planning, LED, and Tourism;
5. Portfolio: Community Services;
6. Portfolio: Financial Services;
7. Portfolio: Protection Services;
8. Portfolio: Corporate Services;
9. Portfolio: Infrastructure Services; and
10. Portfolio: Parks and Open Spaces.



8.3.1 Portfolio: Human Settlements

Table 76: Summary Results: Mayoral Portfolio Human Settlements - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
😊	Project completed	16	14	1
😐	Project in progress.	0	0	1
😞	Not completed / No budget available / District Function / Provincial Function	0	3	0
N/A	IDP Deliverable Not Yet Measured	0	0	15
Total IDP Deliverables		16	17	17

Table 77: Portfolio Human Settlements: 5-Year Plan 2022 – 2027

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

PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027																	Performance Comment			
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24		2024/25	2025/26	2026/27
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Implement and Annually Review the Housing Administration and Allocation Policy	Review the Housing Administration and Allocation Policy	Number of Housing Administration and Allocation Policy by 30 June	WCO24	5	1	1	1	1	1	🟢	🔴	n/a	n/a	n/a	Target not achieved in the 2023/24 financial year. Delay with the provincial government finalising the guidelines for housing allocation policy.



PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Implement an annual Housing Policy and Guideline and SOP Needs Assessment Review	Compilation of an annual report on the policy / guideline / SOP needs assessment for Integrated Human Settlements	Number of annual reports on the Integrated Human Settlements policy / guideline / SOP needs assessment compiled by 31 March	WCO24	5	1	1	1	1	1	🟢	🟢	n/a	n/a	n/a	2023/24 financial year: 3 reports submitted. Target achieved It should be noted that each manager submitted 3 SOPs according to their KPIs, namely: 1) Staff Rental Housing Policy 2023 (Revised) 2) Draft Review of Housing Administration and Allocation Policy 3) SOP—Maintenance and Managing of Anti-Anti-Social Behaviour at Council Rental Units 4) SOP—Verification of Issuing of Flood Kits 5) Review of SOP for Feasibility Studies within the Section: Housing Development.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Implement and Annually Review of Stellenbosch staff rental housing policy	Review the Staff Rental Housing Policy	Number of Staff Rental Housing Policies reviewed by 30 June	WCO24	2	n/a	n/a	1	1	n/a	n/a	n/a	🟢	n/a	n/a	Target achieved for the 2024/25 financial year. The policy was served during the 7th Council meeting in November 2024.



Portfolio Human Settlements: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Enable Transfer and registration of Title Deeds at the Deeds Offices of State Subsidy Houses to approved beneficiaries	Transferring title deeds to approved beneficiaries	The number of title deeds to approved beneficiaries transferred by 30 June	WCO24	750	150	150	150	150	150			n/a	n/a	n/a	Linked to the Mayoral Outcome. In the 2022/23 financial year, 190 title deeds were transferred. The 5-year target has been adjusted downwards due to the challenges experienced with resolving late estates. 97 title deeds were transferred in the 2023/24 financial year. Target not achieved. The target could not be met due to the registration of historic general plans that had lapsed or not been obtained. General plans have now been registered, and registration of outstanding title deeds in these areas will be completed in the 2024/25 financial year. The transfer of title deeds will be completed in the 2024/25 financial year.

PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Percentage of responding to minor maintenance and anti-social behavioral complaints received from the Municipal rental stock	Minor maintenance complaints of municipal rental stock were responded to within 72 hours	Percentage of minor maintenance complaints of municipal rental stock responded to within 72 hours	WCO24	80%	80%	80%	80%	80%	80%	😊	😊	n/a	n/a	n/a	92.50% of housing rental stock maintenance and anti-social behavioural complaints responded. This is measured and reported on a quarterly basis. Target achieved for the 2023/24 financial year. Responded to 90% of the maintenance complaints.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure implementation of Electronic Management Systems for the Management of the Housing Demand Database	Review of the electronic housing demand database	Number of electronic housing demand databases reviewed by 31 March	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Section: Housing Administration has reverted to using the Western Cape Housing Database.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Facilitate and conduct Housing Consumer Education Workshops	Conduct quarterly Housing Consumer education workshops	Number of housing consumer education workshops conducted by 30 June	WCO24	20	4	4	4	4	4	😊	😊	n/a	n/a	n/a	6 workshops were completed by 30 June 2023. 4 workshops have been conducted by 30 June 2024.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure the Management and Regular update of the Housing Demand Database	Compile a monthly report of the housing demand database updates	Number of monthly housing demand database update reports compiled	WCO24	60	12	12	12	12	12	😊	😊	n/a	n/a	n/a	4 quarterly reports for the 2022/23 financial year. Target achieved. 4 quarterly housing demand database update reports compiled for the 2023/24 financial year.



PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure annual internal audit review of amendments made to the Housing Demand Database	Conduct an annual audit on the amendments made to the housing demand database	Number of annual audits on the amendments made to the housing demand database by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: Housing Administration has reverted to using the Western Cape Housing Database.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure implementation of annually reviewed Housing Communication Plan	Compilation of a communication plan for Integrated Human Settlements	Number of communication plans compiled for Integrated Human Settlements by 30 June	WCO24	1	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	1 Strategic Communication Framework drafted in March 2024.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure implementation of annually reviewed Housing Communication Plan	Compilation of a communication plan for Housing Administration	Number of reviews of the communication plan for Housing Administration by 31 March	WCO24	3	n/a	n/a	1	1	1	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects: Erf 2183, Klapmuts	To obtain development rights Erf 2183, La Rochelle, Klapmuts	Percentage of the Erf 2183, La Rochelle, Klapmuts annual Capital Budget actually spent by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There is no budget allocation for the MTREF period 2023/24. The planning processes have all been concluded.

PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects	To obtain development rights La Motte: Farm 1339, Farm 1158 and Farm 1158/1	Percentage of the La Motte: Farm 1339, Farm 1158 and Farm 1158/1 annual capital budget actually spent by 30 June	1 and 2	90%	n/a	n/a	n/a	90%	n/a*	n/a	n/a	n/a	n/a	n/a	<p>An application was submitted to NDoPW&I for a PoA in favour of Stellenbosch Municipality to obtain development rights.</p> <p>There has been no confirmation with regard to the POA.</p> <p>Funding has been removed because the land has not been transferred to the municipality.</p>
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Housing Projects for Kayamandi Town Centre	Submission of Land Use Rights Application for the Kayamandi Town Centre to the MPT	Number of Land Use Rights Applications for the Kayamandi Town Centre submitted to MPT by 30 June	12, 13, 14 and 15	1	n/a	n/a	1	n/a	n/a	n/a	n/a	🙄	n/a	n/a	<p>Linked to the Housing Pipeline and Mayoral Outcomes.</p> <p>100% of the capital budget was actually spent by February 2023.</p> <p>The Land Use Application has been submitted to the Department: Land Use Management for submission to MPT for consideration</p>

PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for existing Housing Projects in Kayamandi.	Obtain development rights for the rectification of 4 existing housing projects in Kayamandi	Percentage spent on Operational Budget by 30 June	12, 13, 14 and 15	90%	90%	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	No power of attorney can be obtained for Project 5B due to the fact that Erf 66 within Project 5B is private property. Therefore, the said matter has been referred to the Directorate: Corporate Services and awaits an outcome. Township establishment was obtained for the other projects, and all diagrams were submitted to the Surveyor General Office for registration.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects. Jamestown Phases 2 and 3	Finalise the sub-division plan for Jamestown (Phases 2 and 3)	Percentage of the Jamestown, Phases 2 and 3 capital budget actually spent by 30 June	21	90%	90%	90%	n/a*	n/a*	n/a*			n/a	n/a	n/a	Linked to the Housing Pipeline. This is a multi-year project. 100% achieved by 30 June 2023. The land use application was submitted to the MPT for a decision. 99.48% of the budget was spent by 30 June 2024.



PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects. Erf 64 - Kylemore	To obtain development rights for Erf 64 Kylemore	Percentage of the Erf 64 Kylemore annual capital budget actually spent by 30 June	4	90%	90%	90%	90%	90%	n/a*	😊	😊	n/a	n/a	n/a	Linked to the Housing Pipeline. 99.20% of the capital budget was actually spent by 30 June 2023. 100% of the capital budget was actually spent by 30 June 2024. The consultants are in the process of concluding the land use application for submission to the Section: Land Use Management. Expenditure will occur as per cashflow and programme.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects, Jamestown Phase 4	Obtain development rights for mixed-use development for Jamestown Phase 4	Percentage of the Jamestown, Phase 4 annual capital budget actually spent by 30 June	21	90%	n/a	n/a	90%	n/a*	n/a*	n/a	😊	n/a	n/a	n/a	Linked to the Housing Pipeline and Mayoral Outcome. PDol allocated additional funding in their adjustment budget for the 2023/24 financial year, which was acknowledged by the municipality in the mid-year adjustment budget. Target adjusted from the 2023/24 to 2024/25 financial year. Expenditure to date on said project is R795 934.



PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure the obtaining of development rights for proposed Housing Projects, Erf 7001, Cloeteville	To obtain development rights on Erf 7001, Cloeteville to establish GAP housing	Percentage of the Erf 7001, Cloeteville annual capital budget actually spent by 30 June	16 and 17	90%	90%	90%	n/a*	n/a*	n/a*	😊	😊	n/a	n/a	n/a	Linked to the Housing Pipeline 100% of the capital budget was actually spent by 30 June 2023. 99.95% of the budget was spent by 30 June 2024.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 4	Ensure implementation of the Social Housing Programme (Obtain development rights). Farms 81/2 and 81/9 and LAP - rental stock Stellenbosch to the Portfolio Chairperson	Submit quarterly status reports on Social Housing (affordable rental accommodation) on Farms 81/2 and 81/9 and LAP - rental stock Stellenbosch to the Portfolio Chairperson	Number of quarterly status reports on Social Housing (affordable rental accommodation) on Farms 81/2 and 81/9 and LAP - rental stock Stellenbosch submitted to the Portfolio Chairperson	WCO24	20	4	4	4	4	4	😊	😊	n/a	n/a	n/a	Linked to the Housing Pipeline. 4 reports had been submitted by 30 June 2023. 4 reports have been submitted by 30 June 2024.
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure annual submission of housing pipeline to MayCo for approval	Submission of the Housing pipeline to the MayCo	Number of Housing Pipelines submitted to the MayCo by 31 May	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Linked to the TL SDBIP. Target achieved in May 2024
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure Quarterly Reports on the updated Demographics and Service Levels in all Informal Settlements	Annual report submitted to the MayCo on the demographics and Service Levels in all Informal Settlements	Number of annual reports submitted to MayCo on the demographics and Service Levels in all Informal Settlements	WCO24	7	2	2	1	1	1	😊	😞	n/a	n/a	n/a	4 reports submitted by 30 June 2023. 1 Report submitted by 30 June 2024. Target not achieved
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Ensure Informal Settlement administrative support services in response to disasters within 24 hours	Compilation of a draft verification report of disaster incidents within 24 hours	Percentage of draft verification reports of disaster incidents submitted to Disaster Management within 24 hours	WCO24	80%	80%	80%	80%	80%	80%	😊	😊	n/a	n/a	n/a	2022/23: 80% of draft verification reports were submitted within 24 hours by 30 June 2023. 2023/24: 80% of monthly verification reports of disaster incidents submitted to Disaster Management within 24 hours

PORTFOLIO HUMAN SETTLEMENTS: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 5	SFA 5	Ensure Informal Settlement administrative support service in response to court-related eviction matters within agreed timeframes.	Informal settlement service in response to court-related eviction matters within agreed timeframes	Percentage of informal settlements administrative services provided with in court agreed on timeframes	WCO24	70%	70%	70%	70%	70%	70%	😊	😊	n/a	n/a	n/a	80% achieved by February 2023. 2023/24: 80% of informal settlements administrative services provided within court-agreed timeframes, measured monthly
TBC	Directorate: Planning and Economic Development	Department: Integrated Human Settlements	NKPA 1	SFA 4	Ensure monitoring of each of the 29 Informal Settlements at least once per week.	Conduct site inspections in all informal settlements at least once per month	Number of site inspections conducted in all informal settlements at least once per month	WCO24	1740	348	348	348	348	348	😊	😊	n/a	n/a	n/a	341 site inspections were completed by 30 June 2023. 348 inspections completed by 30 June 2024. Target achieved

8.3.2 Portfolio: Rural and Environmental Management**Table 78: Summary Results: Mayoral Portfolio Rural Management - IDP Deliverables 2022 - 2027**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	1	0	0
	Project in progress.	0	2	0
	Not completed / No budget available / District Function / Provincial Function	1	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	2
Total IDP Deliverables		2	2	2

Table 79: Portfolio Rural Management: 5-Year Plan 2022 – 2027

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

Portfolio Rural Management: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Annual Review of the Municipal Agricultural Land Policy	Review the Municipal Agricultural Land Policy	Number of Municipal Agricultural Land Policies reviewed by 30 June	WCO24	4	1	1	n/a	1	1			n/a	n/a	n/a	Linked to the LED Strategy Outcome. Target adjusted downwards. Target achieved for the 2023/24 financial year. No changes in the policy were required.

PORTFOLIO RURAL MANAGEMENT: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Facilitate the allocation of municipal agricultural land to emerging farmers	Allocation of Municipal Agricultural Land to emerging farmers	Number of municipal agricultural land allocated to emerging farmers by 30 June	WCO24	10	2	2	2	2	2	😊	😊	n/a	n/a	n/a	<p>Linked to the LED Strategy Outcome. 16 farming applications have been received. An item was prepared for the Council, and the four portions were approved, and the land was allocated to the successful applicants.</p> <p>Target achieved for the 2023/24 financial year.</p> <p>2 portions of land were allocated to emerging farmers:</p> <p>Council Meeting: 25 October 2023 Portions 502BH: 17 and 18 Portions 502AU</p> <p>Council Meeting: 29 November 2023 Portions: 502BH 9 and 10, 23 and 24.</p>
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop a Rural Economic Development Strategy	Develop a Rural Economic Development Strategy	Number of Rural Economic Development Strategies developed by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The revised target date has been adjusted from 2023/24 to 2024/25.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Review of a Rural Economic Development Strategy	Review of a Rural Economic Development Strategy	Number of Rural Economic Development Strategies reviewed by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	The targets were adjusted for the outer financial years and the 5-year target.

8.3.3 Portfolio: Sport, Youth and Culture

Table 80: Summary Results: Mayoral Portfolio Youth, Sport, and Culture - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	1	2	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	2
Total IDP Deliverables		1	2	2

Table 81: Portfolio Youth, Sport and Culture: 5-Year Plan 2022 – 2027

Project Rating																				
	Project completed.					Project in progress.			Not completed / No budget available / District Function / Provincial Function											
PORTFOLIO YOUTH, SPORT AND CULTURE: 5-YEAR PLAN 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 5	SFA 5	Revise the agreements with each Sports Council	Submission of revised agreements with each Sports Council to the Municipal Manager	Number of revised agreements with each Sports Council submitted to the Municipal Manager by 30 June	WCO24	15	n/a	15	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Target achieved.
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 5	SFA 5	Compilation of a Sports Facilities Master Plan	Submission of a Sports Facilities Master Plan to the Municipal Manager	Number of Sports Facilities Master Plans submitted to the Municipal Manager 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Target to be reported on by 30 June 2025.
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 1	Compile a list of outstanding / upgrades to be done at Sports facilities.	Compilation of a status quo report for Sports Facilities and Community Halls	Number of Sports Facilities and Community Halls status quo reports compiled by 30 June	WCO24	5	1	1	1	1	1			n/a	n/a	n/a	The target will be reported on by 30 June 2025.

8.3.4 Portfolio: Planning, LED, and Tourism**Table 82: Summary Results: Mayoral Portfolio Planning, LED, and Tourism- IDP Deliverables 2022 - 2027**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	21	18	0
	Project in progress.	0	0	1
	Not completed / No budget available / District Function / Provincial Function	4	2	0
N/A	IDP Deliverable Not Yet Measured	0	0	178
Total IDP Deliverables		25	20	18

Table 83: Portfolio Planning, LED, and Tourism: 5-Year Plan 2022 – 2027

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

PORTFOLIO PLANNING, LED, and TOURISM: 5-YEAR PLAN 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 1	Review of the SBM Municipal Planning By-law Annually	Review of the SBM Municipal Planning By-Law	Number of SBM Planning By-Laws reviewed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 1	SBM Municipal Planning By-law	Amendment of the Zoning Scheme By-Law	Number of amendments of the Zoning Scheme By-Law by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	Target adjusted to the 2024/25 financial year. Currently open for public input and closing 31 January 2025. The final document is to be submitted to the Council by 30 June 2025.



PORTFOLIO PLANNING, LED, and TOURISM: 5-YEAR PLAN 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Implement and Annually Review SBM Integrated Zoning Scheme	Review SBM Zoning Scheme By-law	Number of SBM Zoning Schemes By-law reviewed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved. New amended Zoning Scheme By-law to be implemented in the 2025/26 financial year.
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Develop and Update SBM Zoning Scheme Register and Zoning Map	Updating the SBM Zoning Scheme Register and Zoning Map	Number of SBM Zoning Scheme Registers and Zoning Maps updated by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The Zoning Scheme Register, and maps are updated daily.
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Ensure Implementation of Land Use Management Electronic Application Management System)	Conduct an Annual Performance Assessment of the implementation of the Land Use Management Electronic Application Management System	Number of annual performance assessments of the Land Use Management Electronic Application Management System conducted by 30 June	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Target was achieved for the 2023/24 financial year. 1 assessment completed to the Land Use Management Electronic Application Management System conducted by 30 June 2024
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Implement annually approved LUM and BDM Client Communication and Consultation Plan.	Compilation of a communication plan for the Department: Development Management	Number of communication plans compiled for Department: Development Management by 31 March	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	

PORTFOLIO PLANNING, LED, and TOURISM: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Perform a LUM and BDM Policy and Guideline and SOP Review and Needs Assessment Annually.	Compilation of an annual report on the policy / guideline / SOP needs assessment for the Department: Development Management	Number of annual reports compiled on the policy / guideline / SOP needs assessment for the Department: Development Management by 31 March	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Linked to the Municipal Manager Outcome. Target was achieved for the 2023/24 financial year.
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 1	Percentage of Land-use applications considered by the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	Land-use applications considered by the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	Land-use applications considered by the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	WCO24	75%	75%	75%	75%	75%	75%	😊	😊	n/a	n/a	n/a	Linked to the Top Layer SDBIP. 100% achieved by 30 June 2023. 87.50% achieved by 30 June 2024.
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 1	Percentage of land-use applications considered by the Authorised Official within 120 days after having a complete land-use application submission	Land-use applications considered by the Authorised Official within 60 days after a complete land-use application submission	Percentage of land-use applications considered by an Authorised Official within 60 days after a complete land-use application submission	WCO24	60%	60%	60%	60%	60%	60%	😞	😞	n/a	n/a	n/a	37.25% achieved by 30 June 2023. 45.25% achieved by 30 June 2024. Resources are not adequate to address the workload effectively. Motivation for the continued appointment of student interns and the appointment of additional capacity.

PORTFOLIO PLANNING, LED, and TOURISM: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Implement Annually approved LUM and BD, Client Charter.	Development of a Client Charter for the Department: Development Management	Number of Client Charters for the Department: Development Management developed by 31 March	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 5	Implement Annually approved LUM and BD, Client Charter.	Review of the Client Charter for the Department: Development Management	Number of Client Charters for the Department: Development Management reviewed by 31 March	WCO24	4	n/a	1	1	1	1	n/a	😊	n/a	n/a	n/a	2023/24: Target achieved. The client charter was reviewed and amended where needed.
TBC	Directorate: Planning and Economic Development	Department: Development Management	NKPA 5	SFA 1	Percentage of building plan applications of <500sqm processed within 30 days after the date of receipt	Building plan applications of <500sqm decided on within 30 days	Building plan applications of <500sqm decided on within 30 days	WCO24	60%	60%	60%	60%	70%	70%	😞	😊	n/a	n/a	n/a	Linked to the Top Layer SDBIP 46.55% achieved by 30 June 2023 62.86% achieved by 30 June 2024 The target has been increased for the outer financial years.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 1	Review, Amend and Update the Municipal Spatial Development Framework Annually	Review the Municipal Spatial Development Framework	Number of Municipal Spatial Development Frameworks reviewed by 30 June	WCO24	1	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Linked to TL SDBIP and Mayoral Outcome Target achieved.

PORTFOLIO PLANNING, LED, and TOURISM: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 1	Development of Local Spatial Development Frameworks for the 10 small towns	Development of Local Spatial Development Frameworks for the 10 small towns	Number of Local Spatial Development Frameworks developed for all 10 small towns by 30 September	WCO24	5	n/a	n/a	1	2	2	n/a	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome Targets adjusted. Targets adjusted to 5 local SDFs for the period 2022 – 2027. The tender process for the Dwarsriver local SDF has been completed. The Koelenhof local SDF will be done in partnership with the private sector.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Development of a Spatial Information Performance Management System	Implementation of a Spatial Information Performance Management System	Number of Spatial Information Performance Management Systems implemented by 31 March	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome.



PORTFOLIO PLANNING, LED, and TOURISM: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Submission of Feasibility Report for possible Land Banking (Including buildings)	Submission of Feasibility Report for possible Land Banking (Including buildings)	Number of Feasibility Reports for possible Land Banking (Including buildings) submitted by 30 June	WCO24	4	n/a	1	1	1	1	n/a	😊	n/a	n/a	n/a	Linked to the Mayoral Outcome. One report was completed for the 2023/24 financial year. Dwarsrivier Valley Profile to identify land available to purchase for emergency housing. Study towards understanding the availability of property for emergency housing and identifying property that would be suitable for purchase.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 1	Facilitate, and coordinate the enablement of approved Catalytic Initiatives	Development of an ATC Local Spatial Development Framework	Number of ATC Local Spatial Development Frameworks developed by 30 September	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved. Linked to the Mayoral Outcome.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 1	Develop and review the Inclusionary Zoning Policy	Development of an Inclusionary Zoning Policy	Number of Inclusionary Zoning Policies developed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Linked to the TL SDBIP and Mayoral Outcome. Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Review and Update the Heritage Resource Inventory for Stellenbosch Municipality	Review of the Heritage Resource Inventory of the Stellenbosch Municipality	Number of Heritage Resource Inventories of the Stellenbosch Municipality reviewed by 31 March	WCO24	3	n/a	n/a	1	1	1	n/a	n/a	n/a	n/a	n/a	Target to be reported on by 30 June 2025.

PORTFOLIO PLANNING, LED, and TOURISM: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Provision of comments i.r.o. land use applications and building plans within 30 days	Provision of comments i.r.o. land use applications and building plans within 7 calendar days	Percentage of plans commented on i.r.o land use applications and building plans within 7 calendar days	WCO24	80%	80%	80%	80%	80%	80%	🟡	🟡	n/a	n/a	n/a	65.04% achieved by 30 June 2023. 78.33% of the target was achieved in the 2023/24 financial year. Approvals are dependent on interdepartmental comments as well as internal capacity constraints with historic backlogs.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Establish and Convene the Conservation Advisory Committee monthly	Establish the Conservation Advisory Committee	Number of Conservation Advisory Committees established by 30 September	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Develop and review the Outdoor advertising, Poster and Signage Bylaw Annually	Develop an Outdoor advertising, Poster and Signage By-law	Number of Outdoor advertising, Poster and Signage By-laws developed by 31 December	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Develop and review the Outdoor advertising, Poster and Signage Bylaw Annually	Review the Outdoor advertising, Poster and Signage By-law	Number of Outdoor advertising, Poster and Signage By-laws reviewed by 31 March	WCO24	2	n/a	n/a	1	n/a	1	n/a	n/a	n/a	n/a	n/a	Review to be completed in the 2024/25 financial year. The target for the outer financial years has been adjusted.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Develop a GIS and Spatial Information Policy	Development of a GIS and Spatial Information Policy	Develop a GIS and Spatial Information Policies developed by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.

PORTFOLIO PLANNING, LED, and TOURISM: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Update the Municipality's cadastral dataset quarterly	Updating of the municipality's cadastral dataset	Number of quarterly updates of the municipality's cadastral datasets	WCO24	20	4	4	4	4	4			n/a	n/a	n/a	12 updates were completed by 30 June 2023. 36 updates of the municipality's cadastral datasets were completed in the 2023/24 financial year.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Update the Municipality's Property Register quarterly	Updating of the municipality's Property Register	Number of quarterly updates of the municipality's Property Registers	WCO24	20	4	4	4	4	4			n/a	n/a	n/a	12 updates were completed by 30 June 2023. 34 updates of the property register were completed in the 2023/24 financial year.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Update the Electronic Metadata Catalogue Quarterly	Updating of the Electronic Metadata Catalogue	Number of quarterly updates of the Electronic Metadata Catalogue	WCO24	20	4	4	4	4	4			n/a	n/a	n/a	4 updates were completed by 30 June 2023. 7 updates of the Electronic Metadata Catalogue were completed in the 2023/24 financial year.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 5	SFA 5	Facilitate Municipal GIS Forum Meetings	Facilitate Municipal GIS Forum Meetings	Number of Municipal GIS Forum Meetings facilitated by 30 June	WCO24	20	4	4	4	4	4			n/a	n/a	n/a	4 meetings were attended by 30 June 2023. 6 meetings were facilitated in the 2023/24 financial year.

PORTFOLIO PLANNING, LED, AND TOURISM: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TB C	Directorate: Planning and Economic Development	Department : Development Planning	NKPA 3	SFA 1	Develop and review the Economic Development Strategy Annually	Review of the Economic Development Strategy	Number of Economic Development Strategies reviewed by 31 May	WCO24	4	n/a	1	1	1	1	n/a	😊	n/a	n/a	n/a	Linked to the LED Strategy and Mayoral Outcome. Target achieved in the 2023/24 financial year.
TB C	Directorate: Planning and Economic Development	Department : Development Planning	NKPA 3	SFA 1	Develop and review a Tourism Development policy annually	Review of the Tourism Policy	Number of Tourism Policies reviewed by 31 March	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Tourism Policy forms part of the LED Strategy. The Tourism Strategy is incorporated in the LED Strategy.
TB C	Directorate: Community and Protection Services	Department : Protection Services	NKPA 3	SFA 1	Functional and Efficient Economic Development and Tourism System Develop a Filming and Events Policy	Develop a Filming and Events Policy By-law	Number of Filming and Events Policy By - Law developed by 31 March	WCO24	1	n/a	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Filming and Event By-Law approved on 24 April 2024 and promulgated on 24 June 2024.
TB C	Directorate: Community and Protection Services	Department : Protection Services	NKPA 3	SFA 1	Develop and review a Filming and Events Policy annually	Review of the Filming and Events By - Law	Number of Filming and Events By - Law reviewed by 31 March	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	Target adjusted to be aligned with the promulgated date of the by-law.
TBC	Directorate: Planning and Economic Development	Department: Development Planning	NKPA 3	SFA 1	Develop and update the Annual Events Calendar for Stellenbosch Municipality	Develop an Annual Events Calendar for Stellenbosch Municipality	Number of Annual Events Calendars developed for the Stellenbosch Municipality by 31 December	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome. Target achieved.

PORTFOLIO PLANNING, LED, AND TOURISM: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department : Development Planning	NKPA 3	SFA 1	Develop and update the Annual Events Calendar for Stellenbosch Municipality Update the Economic Intelligence Report	Update the Annual Events Calendar for Stellenbosch Municipality	Number of Annual Events Calendars updated for Stellenbosch Municipality by 31 December	WCO24	4	n/a	1	1	1	1	n/a			n/a	n/a	Target achieved. Target achieved for the 2023/24 financial year.
TBC	Directorate: Planning and Economic Development	Department : Development Planning	NKPA 3	SFA 1	Perform an annual Economic Development Policy and Guideline and SOP Review and Needs Assessment. Compilation of an annual report on the policy / guideline / SOP needs assessment for Economic Development	Compilation of an annual report on the policy / guideline / SOP needs assessment for Economic Development	Number of annual reports on the policy / guideline / SOP needs assessments compiled for Economic Development by 31 March	WCO24	5	1	1	1	1	1			n/a	n/a	n/a	Linked to the Mayoral Outcome. The target will be reported on by 31 March 2025.



PORTFOLIO PLANNING, LED, AND TOURISM: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Planning and Economic Development	Department : Development Planning	NKPA 3	SFA 1	Percentage of Business License Applications processed within 30 days.	Finalised Business License Application within 30 days	Percentage of Business License Applications finalised within 30 days of the receipt of a completed application	WCO24	90%	90%	90%	90%	90%	90%	😊	😊	n/a	n/a	n/a	172.50% achieved by 30 June 2023. 90% of the target was achieved in the 2023/24 financial year. In certain months, no business license applications were received. Linked to the Mayoral Outcome.
TBC	Directorate: Planning and Economic Development	Department : Development Planning	NKPA 3	SFA 1	Facilitate the provision of training opportunities to Entrepreneurs and SMMEs	Training opportunities are provided for entrepreneurs and Small, Medium and Micro Enterprises	Number of training opportunities provided for entrepreneurs and Small, Medium and Micro Enterprises by 30 June	WCO24	20	4	4	4	4	4	😊	😊	n/a	n/a	n/a	22 training opportunities were provided by 30 June 2023. 27 training opportunities were provided in the 2023/24 financial year. SEDA = 1 x cooperative training session facilitated. Start-Up Tribe = 22 training courses facilitated with 200 participants in total. (June 2024).
TBC	Directorate: Planning and Economic Development	Department : Development Planning	NKPA 3	SFA 1	Number of jobs created through the Municipality's EPWP (public and / or private)	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Number of job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	WCO24	5800	1400	1100	1100	1100	1100	😊	😊	n/a	n/a	n/a	Linked to the LED Strategy, Mayoral Outcome, and Top Layer SDBIP. 1 449 job opportunities were created by 30 June 2023. 1695 job opportunities were created for the 2023/24 financial year by 30 June 2024.



8.3.5 Portfolio: Financial Services

Table 84: Summary Results: Mayoral Portfolio Financial Services - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
😊	Project completed	4	4	0
😐	Project in progress.	0	0	0
😞	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	4
Total IDP Deliverables		4	4	4

Table 85: Portfolio Financial Services: 5-Year Plan 2022 – 2027

Project Rating																				
😊	Project completed.				😐	Project in progress.				😞	Not completed / No budget available / District Function / Provincial Function									
PORTFOLIO FINANCIAL SERVICES: 5-YEAR PLAN 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 3	SFA 1	Maintain a Clean Audit from the AG each financial year	Receive an unqualified audit opinion from the AGSA	Number of unqualified audit opinions from AGSA received by 30 November	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Target achieved.



PORTFOLIO FINANCIAL SERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Importance of S71 engagements	Conduct monthly section 71 engagements with Directorates	Number of monthly section 71 engagements conducted with Directorates	WCO24	170	10	40	40	40	40			n/a	n/a	n/a	12 Section 71 engagements were conducted by 30 June 2023. 47 MFMA Section 71 engagements were conducted for the 2023/24 financial year.
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Specifically ensuring that the status of Capital projects that were recorded as work in progress in the previous financial year per directorate are being completed on time Doing site visits when needed	Manage and administer the Capital Prioritisation Platform for Stellenbosch Municipality	Number of quarterly reports regarding the management and implementation of Prioritisation Platform submitted to the Management Forum	WCO24	4	n/a	n/a	n/a	n/a	4	n/a	n/a	n/a	n/a	n/a	

PORTFOLIO FINANCIAL SERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Financial Services	Department: Revenue and Expenditure	NKPA 4	SFA 5	Revenue Enhancement strategy	Implementation of the adopted Revenue Enhancement Strategy	Number of actions implemented as identified in the Revenue Enhancement Strategy by 30 June	WCO24	18	2	4	4	4	4	😊	😊	n/a	n/a	n/a	4 actions implemented by 30 June 2023. 4 actions implemented by 28 February 2024.
TBC	Directorate: Financial Services	Department: Financial Management Services	NKPA 4	SFA 5	Existing Policies and By-laws are reviewed regularly and implemented	Submit a report on policies and by-laws to the MayCo	Number of reports submitted to the MayCo on policies and by-laws by 30 June	WCO24	5	1	1	1	1	1	😊	😊	n/a	n/a	n/a	Target achieved by 31 May 2024

8.3.6 Portfolio: Protection Services

Table 86: Summary Results: Mayoral Portfolio Protection Services - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	1	2	0
	Project in progress.	0	0	2
	Not completed / No budget available / District Function / Provincial Function	2	2	0
N/A	IDP Deliverable Not Yet Measured	0	0	1
Total IDP Deliverables		3	4	3

Table 87: Portfolio Protection Services: 5-Year Plan 2022 – 2027

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

Portfolio Protection Services: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Satellite Fire Station - South (Major Fire Pumper with CAFS)	Completion of the Satellite Fire Station in Jamestown	Number of the Satellite Fire Station in Jamestown completed by 30 June	WCO24	1	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	This is part of the project of the PMU. The new target date is set for 2025/26.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Incident Command Vehicle - DM	Procurement of a Major Fire Pumper with CAFS	Number of Major Fire Pumpers with CAFS procured by 31 March	WCO24	1	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Purchasing cancelled due to funding moved. (COVID)

PORTFOLIO PROTECTION SERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Camera Master Plan (CCTV / LPR)	Spending of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services	Percentage of the Capital Budget on CCTV cameras and equipment for the Department: Protection Services by	WCO24	90%	90%	90%	90%	90%	90%	🔴	🔴	🟡	n/a	n/a	Linked to the Mayoral Outcome. Actual spending was 0.22% for 2023/24 due to the tender not being finalised. Due to the tender not being concluded, the actual spending for the financial year ending December 2024 is 0.55%. The Bid Specification Committee presented and approved new tender specifications. Tender to be advertised.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Tactical Reaction Unit (TRU)	Appointment of Law Enforcement Officers (Tactical Reaction Unit (TRU)))	Number of Law Enforcement Officers (TRU) appointed by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Linked to the Mayoral and Municipal Manager's Outcomes. The establishment of a TRU needs to be finalised before appointments can be made.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Traffic Pound	Completion of the Traffic Pound registration process	Number of Traffic Pound registration processes completed by 30 June	WCO24	1	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	No confirmation has been received on funding for this project.

PORTFOLIO PROTECTION SERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Neighbourhood Watch Support	Spending of the Registered Neighbourhood Watches capital budget	Percentage of the Registered Neighbourhood Watches capital budget actually spent by 30 June	WCO24	90%	90%	90%	90%	90%	90%				n/a	n/a	The funds could not be converted to the operating budget. The department is awaiting delivery of the kiosks in the 2024/25 financial year.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Rent a Cop Implementation	Not Applicable	Not Applicable	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Rent a Cop Programme is dependent on business buy-in.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 1	SFA 3	Auxiliary (Reservist) Peace Officer Implementation	Not Applicable	Not Applicable	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A policy is in place. Individuals need to sign up for the programme.
TBC	Directorate: Community and Protection Services	Department: Protection Services	NKPA 3	SFA 1	Processing of filming and events applications within 30 days	Attend to Filming and Events Applications within 7 working days after the date of receipt	Percentage of Filming and Events applications attended to within 7 working days after the date of receipt	WCO24	75% per annum	75%	75%	75%	75%	75%			n/a	n/a	n/a	The target was achieved for the 2023/24 financial year.

8.3.7 Portfolio: Corporate Services**Table 88: Summary Results: Mayoral Portfolio Corporate Services - IDP Deliverables 2022 - 2027**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	2	1	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	3
Total IDP Deliverables		2	1	3

Table 89: Portfolio Corporate Services: 5-Year Plan 2022 – 2027

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

Portfolio Corporate Services: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Review the Property Management Policy, especially the outdoor dining aspect	Submission of revised Draft Property Management Policy to the Municipal Manager	Number of new Draft Property Management Policies submitted to the Municipal Manager by 31 May	WCO24	1	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	The draft policy was submitted to the Director: Corporate Services.
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Upgrade Makupula Community Hall	Completion of the Makupula Community Hall	Number of community halls completed by 30 June	15	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Target to be reported on by 30 June 2025.
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Structural improvement of Van Der Stel Sports Ground	Completion of the structural improvements of the Van De Stel Sports Ground	Number of Van der Stel Sports grounds improvements completed by 30 June	11	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	

PORTFOLIO CORPORATE SERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Structural upgrade of the Jamestown ward office	Completion of the structural upgrade of the Jamestown ward office	Number of Jamestown Ward Offices upgraded by 30 June	21	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 5	SFA 5	Corridor structural upgrade	Completion of Kayamandi Corridor structural upgrade	Number of Kayamandi Corridors upgraded by 30 June	12	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Corporate Services	Section: Properties Management and Municipal Building Maintenance	NKPA 1	SFA 1	Upgrade of the New Space on Ryneveld Street	Complete the upgrade of the New Office Space in Ryneveld Street	Number of new office spaces upgraded in Ryneveld Street by 30 June	8	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.

8.3.8 Portfolio: Infrastructure Services

Table 90: Summary Results: Mayoral Portfolio Infrastructure Services - IDP Deliverables 2022 - 2027

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	3	7	0
	Project in progress.	0	0	1
	Not completed / No budget available / District Function / Provincial Function	2	1	0
N/A	IDP Deliverable Not Yet Measured	0	0	6
Total IDP Deliverables		5	8	7

Table 91: Portfolio Infrastructure Services: 5-Year Plan 2022 – 2027

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

PORTFOLIO INFRASTRUCTURESERVICES: 5-YEAR PLAN 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5- Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Alternative energy supply: Purchasing Electricity from the Public	Develop a policy to allow purchasing of electricity from the public	Number of policies to be developed to allow purchasing of electricity from the public by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<div>The municipality is purchasing electricity from its customers in the form of credits.</div> <div>To develop a policy, the regulatory environment (MFMA) does not allow for this at present.</div>
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Alternative energy supply: Purchasing Electricity from the Public	Crediting of electricity to the public	Percentage of Energy Kwh credited to the Public/(Total energy (Kwh) credited to consumers)	WCO24	0.34%	n/a	0.34%	0.34%	0.34%	0.34%	n/a			n/a	n/a	<div>Linked to the IDP deliverable for the development of the policy.</div> <div>The municipality is crediting from the public what is fed back to the grid.</div>



PORTFOLIO INFRASTRUCTURESERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Alternative energy supply: Purchasing Electricity from Internal IPPs	Advertisement of an IPP tender	Number of IPP tenders advertised by 31 March	WCO24	2	n/a	1	1	n/a	n/a	n/a		n/a	n/a	n/a	2023/24: Target achieved. 2024/25: The municipality is currently working on IPP projects that are in the tendering stage.
TBC	Directorate: Infrastructure Services	Department: Electrical Services	NKPA 1	SFA 2	Alternative energy supply: Purchasing Electricity from external IPPs	Purchasing of Energy from external IPPs	Percentage of Energy Purchased from IPP / (Total energy purchased)	WCO24	30%	n/a	n/a	n/a	n/a	30%	n/a	n/a	n/a	n/a	n/a	1 x 20MW IPP tender is conditionally awarded but pending public participation, whereafter development rights are to be obtained.
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA 2	Alternative energy supply: Methane Mining	Appointment of a service provider for the Extraction of Methane from Cell 3	Number of service providers appointed for the Extraction of Methane from Cell 3 by 31 March	WCO24	1	n/a	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Target achieved.
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA 2	Alternative energy supply: Wet Waste Anaerobic Digestion (AD) Plant	Conclusion of a contract for diverting 50% of Organic Waste and generating electricity	Number of contracts concluded for diverting 50% of Organic Waste and generating electricity by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The feasibility study was conducted, and the project was found not to be feasible.



PORTFOLIO INFRASTRUCTURESERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA 2	Recycling from source: Stellenbosch municipality to provide residents with bins and bags to collect and separate organic waste and recyclable material to be collected by Municipality.	Expansion of the recycling programme	Number of recycling programmes expanded by 30 June	WCO24	9	2	2	1	2	2	⊗	⊗	n/a	n/a	n/a	Target adjusted for the 2024/25 financial year. 2023/24: Target not achieved. 1 area was added due to contractual delays; therefore, the overall 5-year target is reduced to 9 areas.
TBC	Directorate: Infrastructure Services	Department: Waste Management	NKPA 1	SFA 2	Recycling from source: Stellenbosch municipality to provide residents with bins and bags to collect and separate organic waste and recyclable material to be collected by the Municipality.	Implementation of an organic waste diversion initiative	Number of organic waste diversion initiatives implemented by 30 June	WCO24	4	n/a	1	1	1	1	n/a	😊	n/a	n/a	n/a	Target achieved. 1 organic waste diversion initiative implemented by 30 June 2024.

PORTFOLIO INFRASTRUCTURESERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 4	Pre-paid or "capped" water meters: Households are to be fitted with pre-paid water meters to reduce and prevent water wastage.	Installation of water management devices	Number of water management devices installed by 30 June	WCO24	500	300	50	50	50	50			n/a	n/a	n/a	<p>The devices are being rolled out to non-paying or high-usage water customers.</p> <p>175 water management devices were installed by 30 June 2023. The devices are installed when required.</p> <p>Target achieved for the 2023/24 financial year. 427 water demand management devices installed.</p> <p>The devices are being rolled out to non-paying or high-usage water customers.</p> <p>A budget adjustment is being made to increase roll-out in the outer financial years, if required.</p>



PORTFOLIO INFRASTRUCTURESERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Infrastructure Services	Department: Roads, Transport and Storm Water (RTS)	NKPA 1	SFA 1	Parking areas for park-and-ride purposes to create adequate parking spaces for people working in and visiting the Stellenbosch municipal area.	Develop single-level parking areas	Number of single-level parking areas developed by 30 June	WCO24	2	n/a	n/a	1	1	n/a	n/a	n/a	😊	n/a	n/a	Target achieved. One parking area was completed in Franschhoek by 30 December 2024. The other area has been earmarked by an approved Council item.
TBC	Directorate: Infrastructure Services	Department: Water and Wastewater Services	NKPA 1	SFA 1	Water pipelines: old water pipes are to be replaced	Spent the capital budget of water pipeline replacements	Percentage of the capital budget for the replacements of water pipelines by 30 June	WCO24	90%	n/a	90%	90%	90%	90%	n/a	😊	n/a	n/a	n/a	A pipe replacement tender is in place, and construction is underway.
TBC	Directorate: Infrastructure Services	Department: Infrastructure Planning, Development and Implementation Services	NKPA 1	SFA 4	Longlands Housing Project-Building of Top Structures	Construction of 106 subsidised top structures of the Longlands Housing Project	Number of subsidised top structures constructed by 30 June	20	106	99	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Infrastructure Services	Department: Infrastructure Planning, Development and Implementation Services	NKPA 1	SFA 4	Longlands Housing Project-Building of Top Structures	Construction of 38 enhanced sites in the Longlands Housing Project	Number of enhanced sites constructed by 30 June	20	38	38	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Infrastructure Services	Department: Infrastructure Planning, Development and Implementation Services	NKPA 1	SFA 4	Lindida GAP Housing Project – servicing 166 sites and building GAP houses.	Construction of 166 GAP houses in Lindida	Number of GAP houses constructed in Lindida by 30 June	5 and 6	166	140	26	n/a	n/a	n/a	😊	😊	n/a	n/a	n/a	Target achieved.

PORTFOLIO INFRASTRUCTURESERVICES: 5-YEAR PLAN 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Infrastructure Services	Department: Infrastructure Planning, Development and Implementation Services	NKPA 1	SFA 4	Servicing 178 sites in Zone O	Construction of 178 serviced sites in Zone O	Number of serviced sites constructed in Zone O by 30 June	12, 13, 14 and 15	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Duplication of the IDP deliverable "Upgrading of Zone O in Kayamandi."	

8.3.9 Portfolio: Parks and Open Spaces**Table 92: Summary Results: Mayoral Portfolio Parks, Open Spaces. Environment - IDP Deliverables 2022 - 2027**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	4	0	0
	Project in progress.	0	0	1
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	0
Total IDP Deliverables		4	0	1

Table 93: Portfolio Parks, Open Spaces and Environment: 5-Year Plan 2022 – 2027

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

Portfolio Parks, Open Spaces and Environment: 5-Year Plan 2022 – 2027																			Performance Comment	
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 2	Groendal cemetery building repairs are being planned and implemented	Upgrade of the Groendal Cemeteries	Number of Groendal cemeteries upgraded by 30 June	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are no funds on the MTREF. The cemetery has been upgraded twice and vandalised.	
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 2	Probable boundary markers / demarcation fencing and improved landscaping at Muslim cemetery Pappegaaiberg	Upgrade of the Muslim cemetery Pappegaaiberg	Number of Muslim cemeteries in Pappegaaiberg upgraded by 30 June	11	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are no funds on the MTREF.	
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 2	Road repairs and resealing in cemeteries	Road repairs and resealing of cemeteries	Number of cemeteries road repairs and resealing by 30 June	WCO24	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are no funds on the MTREF.	



PORTFOLIO PARKS, OPEN SPACES AND ENVIRONMENT: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 2	Management Plans Finalise Jan Marais Park EMP and submit to Cape Nature to endorse before submitting to Council and the Minister for approval	Submission of a Jan Marais Park Environmental Management Plan to the Council	Number of the Jan Marais Park Environmental Management Plans submitted to the Council by 30 June	8	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Linked to the EMP. The current plan is still relevant and applicable to the status of the of the Nature Reserve. The management authority provides input in the review and revision of the policy, and based on the priority list, Jan Marais is rated as a P2.
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 2	Management Plans	Submission of a draft Management plan of Ida's Valley and Botmaskop to the Municipal Manager	Number of draft Management Plans of Ida's Valley and Botmaskop submitted to the Municipal Manager by 30 June	5 and 6	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Linked to the EMP. Target achieved.
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 2	Mont Rochelle Upgrade	Completion of the Mont Rochelle entrance	Number of Mon Rochelle entrances completed by 30 June	1	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 2	Establish Friends Groups	Establishment of a Friends Group for the Jan Marias Nature Reserve	Number of Jan Marias Friends Groups established by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.



Portfolio Parks, Open Spaces and Environment: 5-Year Plan 2022 – 2027																		Performance Comment		
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25		2025/26	2026/27
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 2	Establish Friends Groups	Submit a revised Jan Marias Friends Group MOUs to the Municipal Manager	Number of revised Jan Marias Friends Group MOUs submitted by 30 June	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved. Submitted to the Municipal Manager in January 2023.
TBC	Directorate: Community and Protection Services	Department: Community Services	NKPA 1	SFA 2	Management Plans	Review of the Tree Management Policy	Number of Tree Management Policies reviewed 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	😐	n/a	n/a	The target has been moved to the 2024/25 financial year and will be reported on by 30 June 2025.

8.3.10 Portfolio: Community Services**Table 94: Summary Results: Mayoral Portfolio Community Services – IDP Deliverables 2022 – 2027**

Rating	Progress Description	2022/23	2023/24	2024/25
	Project completed	8	4	0
	Project in progress.	0	0	0
	Not completed / No budget available / District Function / Provincial Function	0	0	0
N/A	IDP Deliverable Not Yet Measured	0	0	8
Total IDP Deliverables		8	4	8

Table 95: Portfolio Community Services: 5-Year Plan 2022 – 2027

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

Portfolio Community Services: 5-Year Plan 2022 – 2027																				Performance Comment
IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Reporting on progress made with the implementation of the policy and policy objectives to MM and Council	Submit Universal Access progress reports to the MayCo	Number of Universal Access progress reports submitted to the MayCo by 30 June	WCO24	5	1	1	1	1	1			n/a	n/a	n/a	Target achieved.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Training different departments on the requirements of UA and how to implement the theory in context:	Conduct inter-departmental Universal Access training	Number of inter-departmental Universal Access training conducted by 30 June	WCO24	8	6	n/a	n/a	1	1		n/a	n/a	n/a	n/a	Target for the 5-year period has been increased. Target achieved.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Develop a GIS map of all DPOs (Disability Persons Organisations)	Submission of completed GIS map of all DPOs to the MayCo	Number of completed GIS maps of all DPOs submitted to the MayCo by 30 June	WCO24	5	1	1	1	1	1			n/a	n/a	n/a	Target achieved.

PORTFOLIO COMMUNITY SERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	GIS mapping and plotting of ECDs and their registration status	Updating of ECD facilities per ward on the Geographic Information System (GIS)	Number of ECD facilities per ward updated on the GIS, measured monthly	WCO24	600	120	120	120	120	120	😊	😊	n/a	n/a	n/a	128 updates completed by 30 June 2023. 120 updates were completed by 30 June 2024.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	SOP development: Stellenbosch ECD registration process – develop information leaflet	Develop an SOP for the registration of ECD Centres	Number of SOPs developed for the registration of ECD Centres 28 February	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Linked to the Mayoral Outcome. Target achieved in March 2023.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	ECD Policy Review	Submission of the reviewed ECD Policy to the MayCo	Number of reviewed ECD policies submitted to the MayCo by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The policy requires a review every 5 years. Target to be reported on by 30 June 2025.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	First Aid Training	Facilitation of First Aid Training for all Early Childhood Development Practitioners	Number of First Aid Training facilitated to all Early Childhood Development Practitioners by 30 June	WCO24	6	2	1	1	1	1	😊	😊	n/a	n/a	n/a	2 completed by 30 June 2023. 2 completed by 30 June 2024.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Health and Safety Training (COVID-19 readiness)	Facilitation of Health and Safety Training sessions	Number of Health and Safety training workshops facilitated by 30 June	WCO24	3	1	n/a	1	n/a	1	😊	n/a	n/a	n/a	n/a	Target achieved. 1 training session completed by 30 June 2024.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Establish Child Protection Forum in collaboration with NGOs	Establishment of Child Protection Forum	Number of Child Protection Forums established by 31 May	WCO24	1	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.

PORTFOLIO COMMUNITY SERVICES: 5-YEAR PLAN 2022 – 2027

IDP Ref No	Responsible Directorate	Responsible Department	National KPA	Municipal SFA	Priority	KPI Name	Description of Unit of Measurement	Ward	5-Year Target	Target					Progress Rating					Performance Comment
										2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Establishment of a Junior Town Council (JTC)	Establishment of a Junior Town Council (JTC)	Number of Junior Town Council (JTC) established by 30 June	WCO24	1	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	To be reported on by 30 June 2025.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Capacity Building for Junior Town Council (JTC)	Facilitate Capacity Building workshops for the Junior Town Council (JTC)	Number of Capacity Building workshops facilitated for the Junior Town Council (JTC) by 30 June	WCO24	3	n/a	n/a	1	1	1	n/a	n/a	n/a	n/a	n/a	To be reported on by 30 June 2025.
TBC	Directorate: Community and Protection Services	Department: Community Development	NKPA 5	SFA 5	Drafting of Youth Policy	Submission of a Youth Policy to the MayCo	Number of Youth Policies submitted to the MayCo by 30 June	WCO24	1	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	



CHAPTER 9:

Public Interest and Expression of Needs

9.1 Community Participation

Chapter 4 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) requires municipalities to create a culture of community participation. According to Section 16(1)(a)(i) of the MSA, "A municipality must develop a culture of municipal governance that complements formal representative government with a system of participatory governance and must, for this purpose, encourage and create conditions for the local community to participate in the affairs of the municipality, including in the preparation, implementation, and review of its integrated development plan in terms of Chapter 5." It is therefore essential to have effective public participation structures in place.

The SDF, IDP, Budget, and sector plans, as well as major municipal policies, by-laws, and decisions, should be engaged to ensure that they are designed and implemented for and with the community. This also adds to the credibility of the needs reflected in the IDP, the Budget calculated to address these needs, and the SDBIP drafted to implement programmes and projects that reflect the communities' needs.

The growing trend of mature and constructive discussions from the public, the level of complexity, and the investment made in understanding the municipality's business are encouraging. The direct participation and involvement of the ward councillors, communities, and stakeholders in the identification of ward-based priorities and their involvement in the public participation process have added great value to the maturity and quality of the discussions between the public and the municipality. Ward councillors are a critical link in connecting the municipality with the public. As members of the Council and recipients of all the decisions taken by the Council, it positions Councillors strategically to ensure that the municipality not only understands the needs of the community better but also to provide the public with honest and accurate feedback on the municipality's initiatives. These endeavours are supported by well-functioning ward committees. Councillors are, however, encouraged to always adhere to the code of ethics for councillors and to always act with the utmost integrity and accountability towards their constituents and the municipality, as this is the only way in which to form a responsible local government.

Public participation takes place through various means and platforms and is often tailored to suit a specific audience or community. Importantly, communities from different socio-economic backgrounds use different platforms to communicate. It is important to cater for all scenarios and to utilise all available platforms to their optimum potential, given that a certain degree of apathy exists in certain communities.

Further feedback will be provided on the comments captured in written submissions made via the various platforms created for public participation. To ensure that the public participation process is a two-way process, all comments have been carefully considered and discussed with internal departments.



9.2 Public Participation in the drafting of the 3rd review of the 5th Generation IDP 2022 – 2027

Stellenbosch Municipality implemented the IDP public participation process from **9 - 30 September 2024**, with physical IDP Open Days from **10 – 16 September 2024**. This public participation process was carried out during the analysis phase of the IDP cycle to identify the community's needs for drafting the draft 3rd review of the 5th Generation IDP 2022 – 2027 and draft Budget (MTREF).

Notices were published in the local newspaper and on the municipal website to announce the commencement of the public participation process for the drafting of the 3rd review of the 5th Generation IDP 2022 - 2027. At the outset of each public participation period, a link to an electronic submission form is posted on the municipal website, the Stellenbosch Citizen App, and shared via WhatsApp, Facebook, and email. Hard copy 'Have Your Say' forms are distributed to ward offices, municipal libraries, and satellite offices for community members who do not have access to electronic platforms can fill out the forms by hand.

Members of the community, as well as other interested and affected parties, were encouraged to attend the physical IDP Open Days in their respective wards or areas. The IDP Open Days served as a one-stop municipal desk for the community to obtain information on municipal services as well as having a one-on-one conversation with municipal departments of their choice to voice community concerns and ask questions. Community people were able to attend any of the IDP Open Days at the designated venues. The open days were more of a decentralised meeting at the numerous service desks set up by each directorate. The IDP Open Days were executed by area; for example, Wards 1 and 2 were combined into one (1) area. Although services such as indigent registration, registration on the housing demand and unemployment databases were not offered during the cause of the open day, information about these services was available to communities at the service desk.

Figure 51: Communication Platforms

Municipal Website

<https://stellenbosch.gov.za>

Stellenbosch Citizen App

Download from Google Play Store, iStore, Windows Store

WhatsApp

067 427 1556



Facebook

Stellenbosch

Email

idp@stellenbosch.gov.ZA

Libraries and Ward

Hardcopy forms

Table 96: IDP Public Participation Open Days Schedule – September 2024

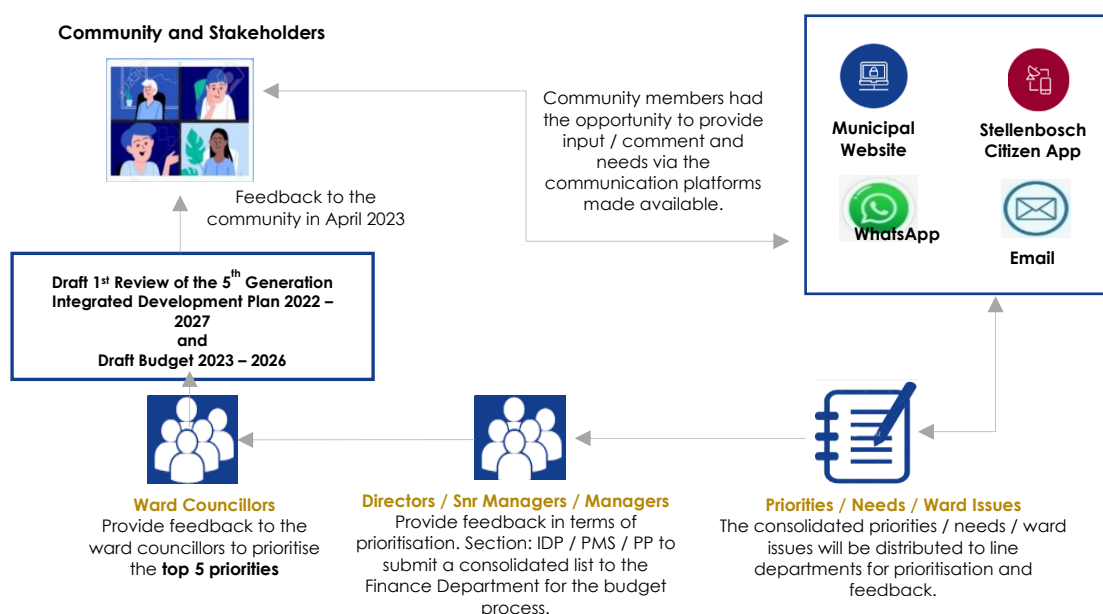
Date	Time	Wards	Ward Councillor(s)	Venue	Transport Plan	
					Pick-Up Point	Pick-Up Time
Tuesday, 10 September 2024	18:30 – 20:30	1 and 2	Cllr Reginald Pheiffer Cllr Wilhelmina Petersen	Franschhoek Town Hall	Bo-Hoek Farm Gate (Minibus)	18:00
					Groendal Primary School	18:15
					Bosbou (La Motte Hall)	18:00
					Groendal Community Hall clinic	18:10
					Langrug	18:20
	18:00 – 20:00	3 and 4	Cllr Charles Manuel Cllr Ralphon Adams	Wemmershoek Community Hall	Lanquedoc Klip Church	17:00
					Meerlust Community Hall	17:15
					Maasdorp Entrance	17:30
					Kylemore Community Hall	17:15
					Pniël Municipal Office	17:30
Wednesday, 11 September 2024	17:00 – 19:00	5 and 6	Cllr Roy Van Rooyen Cllr Nateshia Mcombring	St Ida's Primary School Hall (Ida's Valley)	Jonkershoek (Bosdorp and Cape Nature)	16:00
					Rustenburg Farm Gate	16:30
					Hydro - Gate	16:45
					Bruckner De Villiers Primary School	16:50
	18:00 – 20:00	18 and 19	Cllr JC Anthony Cllr James Williams	Klapmuts Multipurpose Centre (Klapmuts)	Fisher Road / Groenland	16:50
					De Waalshof (Tennis Court)	17:00
					Bellevue Entrance	17:10
					Cabrico / Corobrick Entrance	17:20
					Koelenhof Railway Station	17:50
					De Hoop Entrance	17:00
					Kromme Rhee and Koelenhof Farm (Clubhouse)	17:10
					Slayley Farm Entrance	17:15
					De Clapmuts Entrance	17:20
					Elsenburg (JJ Rhode School)	17:25
					Muldersvlei Station (by the shop)	17:30
					Nooitgedacht Entrance	16:50
					Simonsig Entrance	17:00
					Beyerskloof Entrance	17:10
					Chickwick / De Trekka Entrance	17:50
					De Novo Community Hall	17:50
Thursday, 12 September 2024	18:00 – 20:00	7, 8, 9, 11, 22 and 23	Cllr Annemarie Ferns Ward 08: Ward Councillor Cllr Zelda Dalling Cllr Johannie Serdyn Cllr Esther Groenewald Cllr Lwando Nkamisa	Stellenbosch Town Hall (Plein Street)	The First Dwars in den Weg	17:30
					Papplaas	17:45
	17:00 – 19:00	20 and 21	Cllr Joseph Joon Cllr Mynard Slabbert	Webergedenk Primary School Hall (Jamestown)	Vlottenburg Primary School	17:30
					Vlaeberg Tennis Court	17:40
					Faure Training Station	17:50
					Compangniesdrift, Baden Powel Road, Lynedoch	17:55
					Lynedoch Garage	18:00
					Raithby Methodist Church	17:30



Date	Time	Wards	Ward Councillor(s)	Venue	Transport Plan	
					Pick-Up Point	Pick-Up Time
Monday, 16 September 2024	18:00 – 20:00	12, 13, 14 and 15	Cllr Ayanda Tomose Cllr Mary Nkopane Cllr Maxwell Danana Cllr Elliot Masimini	Kayamandi High School (Kayamandi)	Eikendal Farm Gate	17:45
					Mooiberge Farm Stall	18:00
					Kayamandi Taxi Rank	17:10
					Trust Centre	17:15
					Makuphula High School Gate	17:20
					Kayamandi Clinic	17:30
					Legacy Centre / Hall	17:35
					Luyolo Street (next to Majola Panel Beaters)	17:10
	16:00 – 18:00	10, 16, 17 and 19 (Smartietown and Weltevrede 1 and 2)	Cllr Rozette Du Toit Cllr Elsabe Vermeulen Ward 17: Ward Councillor Cllr James Williams	Eike Hall (Cloeteville)	Siyanqoba Creché	17:15
					Luyolo Playpark	17:25
					Curry Street (before the North-End Street Stop Sign)	15:30
					Corner of Last Street and Bergstedt Street	15:40
					Corner of Bergstedt Street and Chippendale Street	15:50
					Stellita Park Stairs	15:30
					Rhode Road Flats	15:40
					Kloof / Long Street Flats	15:45
					Smartie Town Bus Stop	15:30
					Weltevrede 1 (Entrance in Long Street)	15:40
					Weltevrede 2 Entrance	15:45
					Ward 10 Office (Lap flats)	15:30
					AF Louw Primary School	15:40
					Tennantville - Noble Street (Noble Park)	15:45
					Baksteenhuis Long Street (South, Tennantville)	15:50

The electronic and verbal submissions made available on the various platforms created for public participation followed the process below:

Figure 52: Process Flow for electronic and verbal submissions

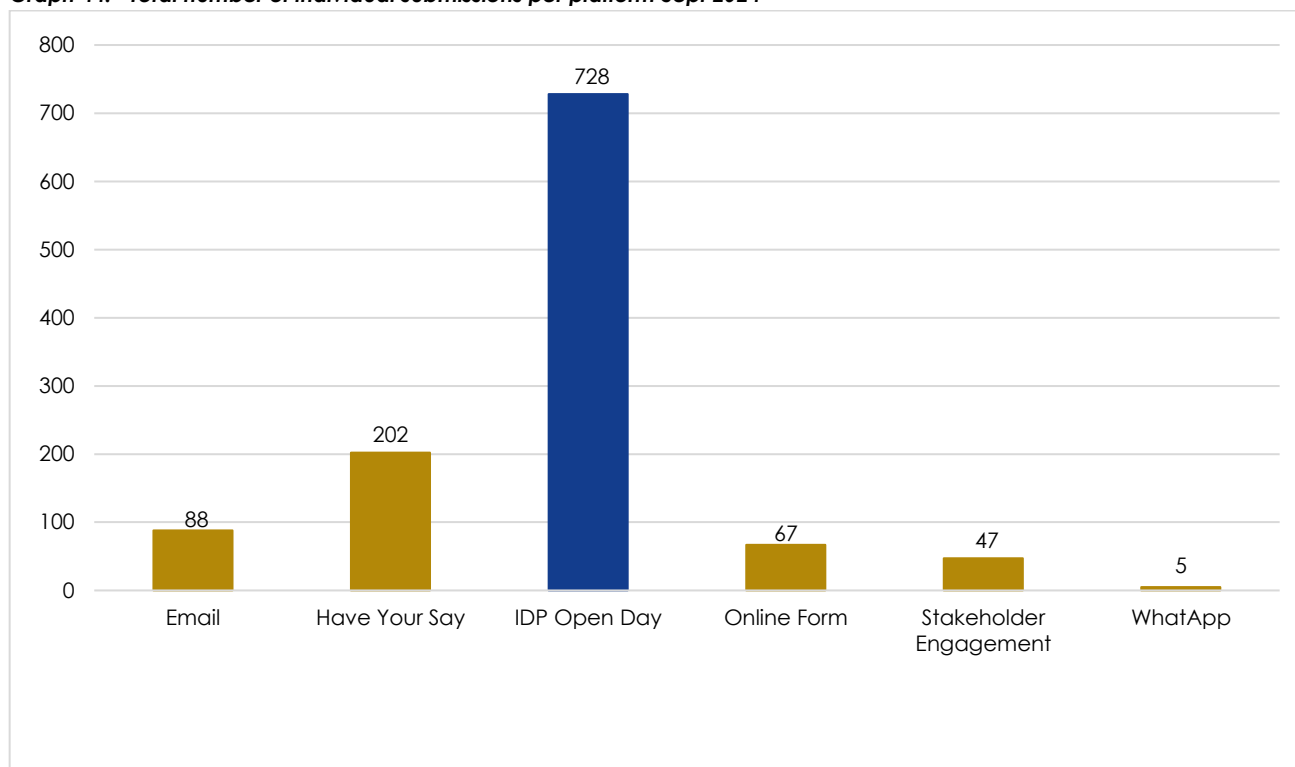




9.3 Public Participation Statistics: September 2024

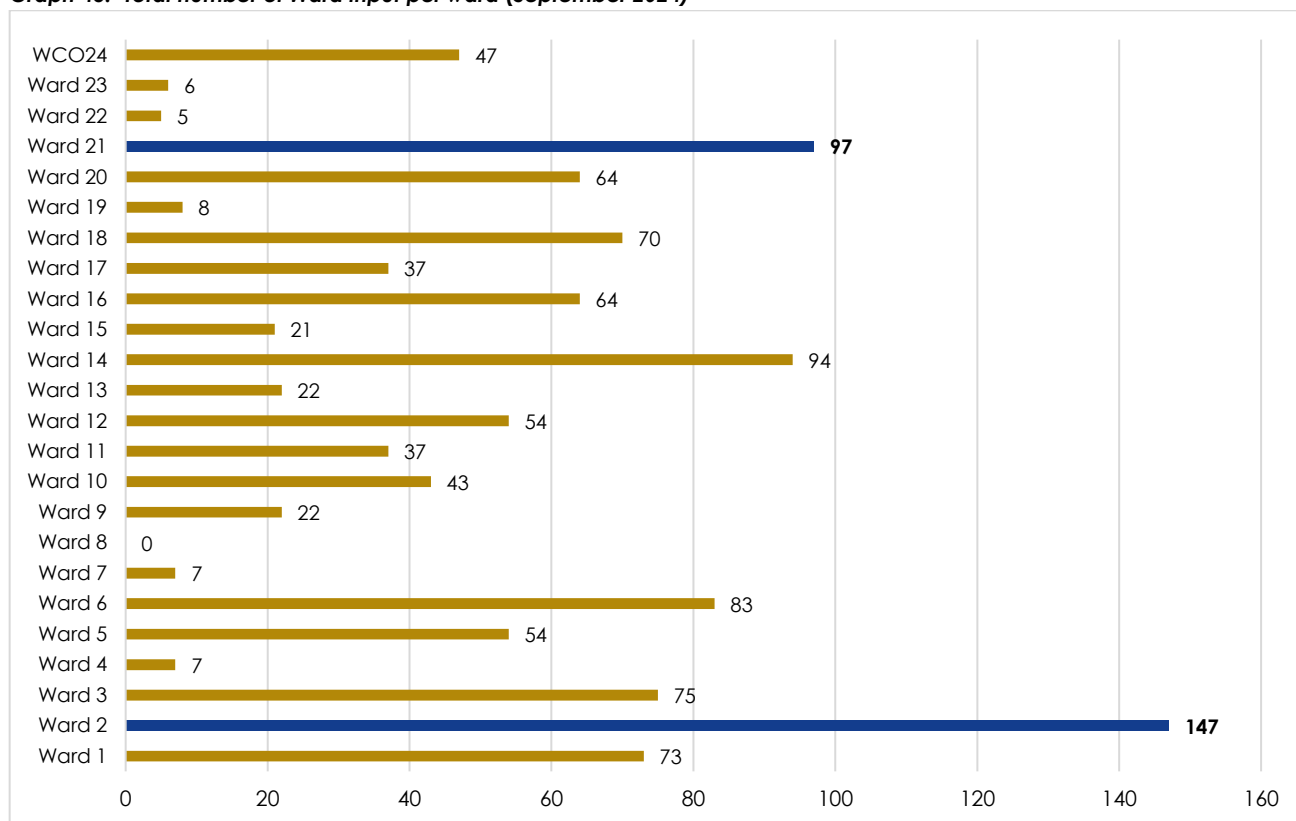
The graphs below indicate the number of individual line-item submissions received on the various communication platforms.

Graph 44: Total number of individual submissions per platform Sept 2024



As displayed in the graph above, the 'Have Your Say' form, which was made available in municipal libraries and ward offices, and the input that was recorded in the IDP Open Day minutes were the most popular platforms used by the community and stakeholders to submit their needs and priorities in September 2024. The physical IDP Open Days in September 2024 recorded a total of **728** individual line items. Input through the 'Have Your Say' form is the second most inputs, with **202** individual line-item submissions recorded in September 2024.

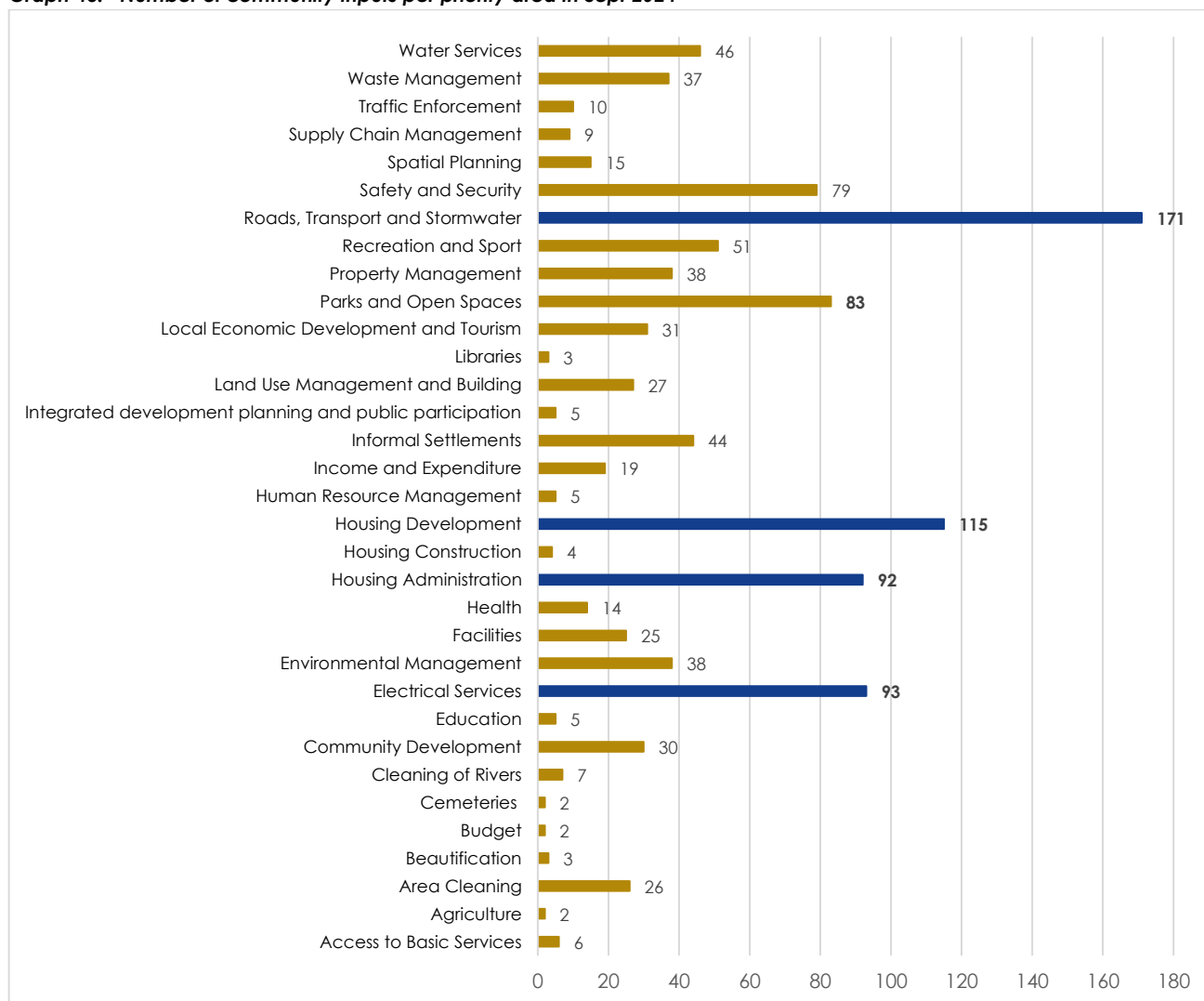
The graph (Dark Blue) below indicates that **Ward 02** and **Ward 21** received and captured the most line items / inputs per ward during the public participation period in September 2024.

**Graph 45: Total number of Ward input per ward (September 2024)**

9.4 Summary of Needs and Priorities

The graphs below present a summary of the key priorities and needs raised by communities during the public participation period in September 2024. It is evident from both graphs that the **top 5 priorities identified** for WCO24 by community members are listed below:

1. Roads, Transport and Stormwater;
2. Housing Development;
3. Electrical Services;
4. Housing Administration; and
5. Parks and Open Spaces.

**Graph 46: Number of community inputs per priority area in Sept 2024****Table 97: Number of Attendees disaggregated by Gender, September 2024**

Wards	Area	September 2024			
		Male	Female	Unspecified	Total Attendees
1 and 2	Franschhoek	37	50	3	90
3 and 4	Kylemore, Pniël, Wemmershoek, Lanquedoc, Maasdorp and Meerlust	24	12	5	41
5 and 6	Ida's Valley	20	18	1	39
7, 8, 9, 10, 11, 22 and 23	Stellenbosch CBD	27	23	4	54
12, 13, 14 and 15	Kayamandi	26	32	3	61
16, 17 and 19	Cloeteville (including Smartie Town and Weltevrede 1 and 2)	16	51	2	69
18 and 19	Klapmuts, De Novo, Vaaldras, Elsenburg and surrounding farms	19	15	0	34
20 and 21	Vlottenburg, Raithby, and Jamestown	46	75	2	123
Total		215	276	20	511

The table below indicates which priority areas were raised in the different wards:

Table 98: Priority areas per Ward for September 2023 – September 2024

Number of wards submitted the community need / priority	
Access to Basic Services	Wards
September 2023	20 and 21
April 2024	1, 4, 15 and WC024
September 2024	2, 4 and 22
Agriculture	
September 2023	1, 18, 19, 20, 21 and WCO24
April 2024	18 and WC024
September 2024	16 and 20
Area Cleaning	
September 2023	1, 2, 3, 4, 5, 6, 9, 10, 12, 14, 16, 17, 18, 19, 20 and 21
April 2024	2, 6, 12, 14 and 18
September 2024	2, 3, 5, 11, 12, 13, 14, 15, 16 and 20
Beautification	
September 2023	2, 8, 9 and 20
April 2024	2, 4, 20 and 22
September 2024	3, 11 and 12
Budget	
September 2023	21
April 2024	4 and WC024
September 2024	2 and 3
Cemeteries	
September 2023	4 and 18
April 2024	4, 10 and 21
September 2024	21
Cleaning of Rivers	

Number of wards submitted the community need / priority	
September 2023	20
April 2024	5 and WC024
September 2024	2, 12 and 20
Communications	
September 2023	3
April 2024	11
September 2024	0
Community Development	
September 2023	1, 2, 3, 5, 6, 8, 9, 12, 14, 16, 17, 18, 20 23, and WCO24
April 2024	4, 6, 11, 12, 14 and WC024
September 2024	3, 5, 6, 14, 15, 17, 18, 21 and WCO24
Education	
September 2023	1 and 8
April 2024	1
September 2024	6, 12, 20 and WC024
Electrical Services	
September 2023	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23 and WCO24
April 2024	1, 2, 3, 4, 5, 6, 12, 13, 14, 15, 16, 17, 18 and 20
September 2024	1, 2, 3, 5, 6, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20 and 21
Environmental Management	
September 2023	5, 6, 8, 9, 11, 13, 14, 16, 17, 18, 19, 20 and 22
April 2024	1, 3, 4, 5, 6, 7, 9, 10, 11, 12, 14, 16, 17, 20, 21 and WC024
September 2024	1, 3, 5, 6, 7, 9, 10, 11, 12, 14, 16, 17, 20 and WC024
Facilities	
September 2023	1, 2, 3, 4, 5, 14, 18, 20 and 21
April 2024	0
September 2024	1, 2, 3, 4, 9, 13, 14 and 18

Number of wards submitted the community need / priority	
Fire and Disaster	
September 2023	12
April 2024	5 and 21
September 2024	0
Health	
September 2023	12 and 20
April 2024	4, 6 and 14
September 2024	3, 6, 12, 14 and WC024
Historic Buildings	
September 2023	6 and 9
April 2024	5 and 6
September 2024	0
Housing Administration	
September 2023	1, 2, 3, 4, 5, 6, 12, 13, 14, 15, 16, 17, 18, 19, 20 and 21
April 2024	1, 2, 3, 4, 5, 12, 14, 15, 16, 17, 18, 19, 20 and 21
September 2024	1, 2, 3, 4, 12, 13, 14, 15, 16, 17, 18, 20 and 21
Housing Construction	
September 2023	6, 12, 13, 14, 16, 18, 19 and 20
April 2024	16, 18 and 21
September 2024	16
Housing Development	
September 2023	1, 2, 4, 5, 6, 9, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21 and WCO24
April 2024	1, 2, 3, 4, 5, 6, 11, 12, 13, 14, 15, 16, 17, 18 20, 21 and WC024
September 2024	1, 2, 3, 4, 5, 6, 11, 12, 13, 14, 15, 16, 18, 20, 21 and WC024
Human Resource Management	
September 2023	12, 13, 14, 15, 18 and 21
April 2024	1 and WC024

Number of wards submitted the community need / priority	
September 2024	2, 14 and 15
Income and Expenditure	
September 2023	1, 3, 4, 5, 6, 7, 12, 16, 18, 21 and 22
April 2024	5, 6, 7, 12, 13, 16, 17, 20, 21 and 22
September 2024	1, 5, 6, 12, 13, 16, 17, 18 and 21
Informal Settlements	
September 2023	1, 2, 3, 5, 6, 12, 13, 14, 15, and WCO24
April 2024	1, 2, 4, 12, 14, 15, 18, 20 and WC024
September 2024	1, 2, 3, 12, 13, 14, 18, 21 and WC024
Integrated development planning and public participation	
September 2023	16, 19 and WCO24
April 2024	1, 5, 14 and WC024
September 2024	10 and WC024
Land Use Management and Building	
September 2023	1, 2, 5, 6, 7, 8, 12, 18, 21 and 22
April 2024	4, 5, 6, 7, 9, 18 and 22
September 2024	1, 2, 3, 5, 6, 7, 11, 12, 14, 16, 21, 22 and WC024
Libraries	
September 2023	2 and 6
April 2024	0
September 2024	3, 6 and 20
Local Economic Development and Tourism	
September 2023	1, 2, 5, 6, 12, 13, 14, 15, 16, 18, 20, 21, 23 and WCO24
April 2024	1, 4, 5, 6, 11, 13, 14, 15, 16, 21 and WC024
September 2024	1, 2, 3, 5, 6, 13, 14, 15, 16, 17, 18 and 20
Parks and Open Spaces	
September 2023	1, 2, 3, 4, 5, 6, 10, 11, 12, 16, 17, 18, 19 and 20

Number of wards submitted the community need / priority	
April 2024	1, 2, 3, 4, 5, 6, 9, 10, 12, 14, 16, 17, 18 and 20
September 2024	1, 2, 3, 5, 6, 10, 11, 12, 13, 14, 16, 17, 18, 20 and 23
Property Management	
September 2023	1, 2, 3, 8, 16, 19, 20, 21, 22 and 23
April 2024	1, 3, 7, 15, 17, 18, 20, 21 and 22
September 2024	2, 3, 5, 6, 9, 12, 13, 15, 16, 18 and 20
Recreation and Sport	
September 2023	1, 2, 3, 4, 6, 8, 11, 14, 16, 17, 18, 19, 20, 21 and WCO24
April 2024	1, 2, 3, 4, 5, 6, 13, 14, 16, 18, 20, 21 and WC024
September 2024	1, 2, 3, 6, 12, 14, 17, 18, 19, 20 and WC024
Roads, Transport and Stormwater	
September 2023	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23 and WCO24
April 2024	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, 22 and WCO24
September 2024	1, 2, 3, 5, 6, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, 23 and WC024
Safety and Security	
September 2023	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18, 19, 20, 21, 22, 23 and WCO24
April 2024	1, 2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20 and WC024
September 2024	1, 2, 3, 5, 6, 9, 10, 11, 14, 15, 16, 17, 18, 19, 20, 22, 23 and WC024
Spatial Planning	
September 2023	1, 3, 5, 8, 16, 17, 18, 20, 21, 22 and WCO24
April 2024	WC024
September 2024	12, 18, 19, 20, 21 and WC024
Supply Chain Management	
September 2023	14 and 15
April 2024	1 and 22

Number of wards submitted the community need / priority	
September 2024	2, 3, 6, 14 and 18
Traffic Enforcement	
September 2023	7, 8, 9, 10, 11, 20, 23 and WCO24
April 2024	5, 14 and 20
September 2024	10, 11, 19, 20, 23 and WC024
Waste Management	
September 2023	6, 9, 11, 12, 14, 16, 20, 21, 22 and 23
April 2024	1, 2, 5, 6, 14, 15 and 21
September 2024	1, 2, 3, 5, 9, 11, 12, 14, 15, 18 and 20
Water Services	
September 2023	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 14, 18, 19, 20, 22 and WCO24
April 2024	1, 2, 3, 4, 5, 6, 7, 12, 20, 21, 22 and WC024
September 2024	2, 3, 5, 6, 7, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20 and WC024



9.5 Ward Priorities

Emanating from community needs and inputs, the following **key priorities per ward** were identified by the ward councillor for the period 2022 – 2027. During the annual IDP review, these key priorities may be reviewed and reprioritised.



Ward 1: Cllr. Reginald Pheiffer

9.5.1 Ward Priorities: Ward 1

Table 99: Ward 1 – Ward Priorities

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

WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 1: Housing	Provision of mixed-development housing projects in the greater Franschhoek Valley Area	Obtaining development rights for mixed-use development for the La Motte housing project	Percentage of the La Motte Capital Budget actually spent by 30 June	Planning and Economic Development	Integrated Human Development	Local	n/a	n/a	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The La Motte mixed-use housing development will provide a variety of housing opportunities / typologies for different income categories in the Franschhoek Valley that qualify for a housing subsidy. A meeting was held on 23 July 2024 with NDoPW and HDA pertaining to the transfer of the particular properties. NdoPW and requested additional information. The exact extent of the properties required as well as a proposed development plan.
	Complete the housing project on the vacant plots near Dalubuhle Primary. The infrastructure of the plots, near Dalubuhle Primary School, has been severely vandalised	An investigation needs to be conducted by a competent engineer to determine the exact cost to re-install the damaged services	Not Applicable	Planning and Economic Development	Integrated Human Development	Local	n/a	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	This matter is being dealt with by the Directorate: Corporate Services (Property Management).



WARD PRIORITIES: WARD 1																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 2: Infrastructure Services	Repair damaged infrastructure caused by the 2023 Floods in the ward	Repair and reinstatement of riverbanks and walkways	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😬	n/a	n/a	n/a	Short, medium, and long-term interventions are underway. Short-term interventions are complete.
	Repainting of road markings in ward 1	Painting of road marks in ward 1	Percentage of road marks painted in ward 1	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
	Develop traffic calming measures at Uitkyk Street and Main Road intersection, Franschhoek (e.g. Raised Intersection or 4-way stop)	Conduct an assessment on the feasibility of developing traffic calming measures at the Uitkyk Street and Main Road intersection	Number of assessments conducted by 30 September	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Currently, the priority is the Le Roux Street intersection and provincial upgrades along R44. Additional intersection upgrades are to be listed by June 2025.
	Removal of the decommissioned ablution facility in Klein Mooiwater Informal Settlement	Conduct an investigation on the removal of the decommissioned ablution facility in Klein Mooiwater Informal Settlement	Number of investigations conducted on the investigation on removal of the decommissioned ablution facility in Klein Mooiwater Informal Settlement by 30 April	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The investigation into the rehabilitation of services has been completed. A final site visit will be conducted to determine the manner in which the services will be addressed.
	Repair paving / sidewalks in Franschhoek Town	Repair paving / sidewalks in Franschhoek CBD	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Construction of the Franschhoek Taxi Rank across the Franschhoek Wine Tram Terminal (PRASA Property) in consultation with the local taxi association	Held a consultation meeting with relevant stakeholders	Number of consultation meetings held with relevant stakeholders by 31 March	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality needs to investigate more suitable / alternative land in the CBD. There is an existing lease between the Wine Tram and PRASA for the land. An investigation is currently underway.
	Provide space for collection and processing of recyclable waste at the Fabriek Street Waste Drop-off site	Investigate a suitable location for the processing of recyclable waste in Franschhoek	Number of investigations conducted for a suitable location for the processing of recyclable waste in Franschhoek by 30 June	Infrastructure Services	Waste Management	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An appointed consultant conducted an investigation. The site identified was damaged during the September 2023 floods. An alternative site needs to be identified.
	Establish a permit system for businesses in Franschhoek that transport extra waste of households to the Fabriek Street Waste Drop-off site.	According to the municipal bylaw outside service providers are not allowed to pick up refuse from private homes	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipal by-law does not allow external service providers to collect household refuse from residential properties. This is a municipal function.
	Street names to be installed in the new housing section in Mooiwater: Sunflower Street, Jacaranda Street, Orchid Street, Lavender Street, Aloe Street, Fennel Street, Bellflower Street, Cypress Street, Barberry Street, Fern Street and Everlasting Street	Installation of street name kerbs	Number of street name kerbs installed by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	11	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	The project is complete.



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Formalising the parking lot in front of the Franschhoek Bowling Club on Lambrecht Street	Complete concept designs for the improvement of the parking area on Lambrecht Street	Number of concept designs completed for the improvement of the parking area in Lambrecht Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The proposed parking is part of a provincial road reserve and cannot be formalised. The municipality will maintain it and keep it in good functional condition.	
	Establishment of a parking area at the back of Franschhoek Town Hall / Franschhoek Municipal Offices for use of the public	Complete concept design for the parking areas at the back of the Franschhoek Town Hall	Number of concept designs completed for the parking areas at the back of the Franschhoek Town Hall by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	🟡	n/a	n/a	Construction is currently underway.
	Upgrade and/or establish sidewalks in Reservoir Street specific, and frequently utilised residential routes in Franschhoek Town	The project is completed	The project is completed.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	n/a	The construction of sidewalks on Reservoir Street is complete. Further extension of the sidewalk is earmarked for the 2024/25 financial year.
	Construction and upgrading of sidewalks in Mooiwater, Groendal (Accessible for persons with disabilities)	Complete concept designs for sidewalks in Mooiwater, Groendal	Number of concept designs completed for sidewalks in Mooiwater, Groendal by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Partially complete. The NMT network is extended annually through phased implementation, taking into account the NMT Master Plan, available resources, and all community requests.



WARD PRIORITIES: WARD 1																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Establish a Landscaped Municipal Parking area on the corner of Dirkie Uys- and La Rochelle Street	Compile designs for the parking areas on the corner of Dirkie Uys- and La Rochelle Street	Number of designs compiled for the parking areas at the corner of Dirkie Uys- and La Rochelle Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Construction is currently underway.
	Removal of the parking bays on the west side of Hugonote Street between Berg and De La Rey Street and widening the sidewalks	The municipality could consider the request in the outer years after the implementation of the current strategy (2025-27 financial year)	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Designs are to be discussed with interested and affected parties by 30 June 2026.
	Closure of the southeast side of Church Street and conversion of the existing road into a public amenity area	Complete concept designs for the improvement of Church Street	Number of concept designs completed for the improvements of Church Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Concept designs are complete. Designs are to be discussed with interested and affected parties by 30 September 2026.
	Construction of traffic calming measures and resurfacing of Reservoir Street	Construct a raised intersection at Reservoir Street and AgriMark	Number of raised intersections constructed at Reservoir Street and AgriMark by 28 February	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
	Construct traffic calming measures and resurface Reservoir Street	Construct a raised pedestrian crossing at Reservoir Street	Number of raised pedestrian crossings constructed at Reservoir Street by 28 February	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Construction of a raised pedestrian crossing on Akademie Street across the Hospice	Conduct an assessment to determine the feasibility of a raised pedestrian crossing on Akademie Street	Number of assessments conducted to determine the feasibility of a raised pedestrian crossing in Akademie Street by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
	Four-way stop at the intersection of Oaklodge- and Akademie Street	Conduct an assessment to determine the feasibility of a four-way stop at the intersection of Oaklodge- and Akademie Street	Number of assessments conducted to determine the feasibility of a four-way stop at the intersection of Oaklodge- and Akademie Street by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
	Erection of more pedestrian signage on Akademie Street at Franschoek High School	Conduct a pedestrian signage assessment on Akademie Street at Franschoek High School	Number of pedestrian signage assessments conducted in Akademie Street at Franschoek High School by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
	Develop emergency vehicle access ways in Riverside and Klein Mooiwater informal settlement	The Department: Informal Settlements; and Road, Transport and Stormwater indicated that the structures should be removed before an emergency access road can be built	Not Applicable	Infrastructure Services and Planning and Economic Development	Roads, Transport and Storm Water (RTS) Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: RTS indicated that the structures should first be removed.



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Installation and upgrading of ablution facilities within the Riverside and Klein Mooiwater informal settlements	The Department: Informal Settlements monitors and reports on these facilities regularly	Not Applicable	Planning and Economic Development Infrastructure Services	Integrated Human Settlements Water and Sanitation Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A service provider has been appointed to conduct an assessment of the existing infrastructure and will make recommendations as to how the ablution facility can be re-integrated.	
	Provision and upgrading of water access points and sewerage infrastructure within the Riverside and Klein Mooiwater informal settlements	The Department: Informal Settlements monitors and reports on these facilities regularly	Not Applicable	Planning and Economic Development Infrastructure Services	Integrated Human Settlements Water and Sanitation Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The matter has been investigated and will be implemented in the 2024/25 financial year.	
	Upgrading of electricity network capacity to provide electricity access for residents in Riverside and Klein Mooiwater informal settlements	The MV network upgrade has been completed and residents who applied for an electricity connection have been attended to	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Eleven (11) applications were received, and connections have been completed.	
	Repair of the broken notice board next to La Rochelle Street	Repair of the broken notice board next to La Rochelle Street	Number of broken notice boards next to La Rochelle Street repaired by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Installation of paving at the entrance road to the Mont Rochelle Nature Reserve	Installation of paving at the entrance road to the Mont Rochelle Nature Reserve	% of the budget spent for the Installation of paving at the entrance road to the Mont Rochelle Nature Reserve by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Installation of street names in the kerbs instead of hand-painted road names along: Dirkie Uys and Akedemie Street and Berg and La Rochelle Street	Installation of street names in the kerbs instead of hand-painted road names along: Dirkie Uys and Akademie Street and Berg and La Rochelle Street	% of the budget spent for the street names in the kerbs instead of hand-painted road names along: Dirkie Uys and Akademie Street and Berg and La Rochelle Street	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Installation of pipes under the intersection to flatten the dip at the intersection of Dirkie Uys and La Rochelle Street towards the school in Akedemie Street in Franschhoek	Installation of pipes under the intersection to flatten the dip at the intersection of Dirkie Uys and La Rochelle Street towards the school in Akedemie Street in Franschhoek	% of the budget spent on the Installation of pipes under the intersection to flatten the dip at the intersection of Dirkie Uys and La Rochelle Street towards the school in Akedemie Street in Franschhoek by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Repairing the stormwater issue at the corridor/passage across the playpark at M56, Klein Mooiwater	Repairing the stormwater issue at the corridor/passage across the playpark at M56, Klein Mooiwater	% of the budget spent to repair the stormwater issue at the corridor/passage across the playpark at M56, Klein Mooiwater by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Traffic calming measures are needed at the busy intersection leading from Franschhoek Village to R45 e.g. Uitkyk, DeVilliers, Louis Botha and Reservoir Streets	Implementation of traffic calming measures at busy intersections leading from Franschhoek Village to R45 e.g. Uitkyk, DeVilliers, Louis Botha and Reservoir Streets	% of the budget spent on the implementation of traffic calming measures at busy intersections leading from Franschhoek Village to R45 e.g. Uitkyk, DeVilliers, Louis Botha and Reservoir Streets by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	The R45 sidewalk from Groendal through to De Villiers Street needs ongoing maintenance and sweeping, as it carries a lot of pedestrians and scholars and often it is covered in sand or overflowing water/sewerage spill (currently on the Ferme Chantelle portion of the sidewalk – this occurs every winter with no permanent solution	Implementation of regular maintenance and sweeping on the R45 sidewalk from Groendal through to De Villiers Street	% of the operational budget spent on the Implementation of regular maintenance and sweeping on the R45 sidewalk from Groendal through to De Villiers Street	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
Priority 3: Sports, Recreation and Parks	Development of a play park in Fair Donne Estate, Franschhoek	Construct a playpark in Fair Donne Estate, Franschhoek	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	No capital funds were made available for new play parks. Playparks are not erected on private properties.



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Formalised braai spots at the circus grounds on the Triangle section of Robertsvlei- and Excelsior Road	Investigate on the feasibility of the project	Not Applicable	Community and Protection Services	Community Services	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The feasibility of the request: During the summer (high fire season), people will braai and drink alcohol in the park. The location of the park is in a high wind zone from the southeast. Public participation is required. (Proof in writing of agreement by adjacent property owners).
	Development of a play park near the 2 nd phase Mooiwater housing development and Angelier Street area	Development of play park near the 2 nd phase Mooiwater housing	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	🛑	n/a	n/a	n/a	No capital funds were made available for new playparks.
	Construction of a swimming pool facility in Groendal / Franschhoek / La Motte	Conduct a feasibility study for additional swimming pools in the Stellenbosch municipal area	Number of feasibility studies conducted for additional swimming pools in the Stellenbosch municipal area by 30 June	Community and Protection Services	Community Services	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are no available funds on the current MTREF.
	Erection of a clear-view fence around the Franschhoek Bowling green with a motor-controlled gate	The municipality will investigate the type of lease agreement entered into with the bowling club to establish the roles and responsibilities	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are currently funds in the budget for a fence. The agreement between the bowling club and the municipality must be reviewed to determine roles and responsibilities.



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Establish sports and recreational facilities on Erf 3229, Mooiwater	Groendal already has a sports facility. The identified erf is earmarked for housing development	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	n/a	The identified erf is earmarked for housing development.
	Provision of staff to manage the Circus Grounds facilities (ablution, park and other) Mon-Sun and Public Holidays	Deployment of staff is funding dependant.	Not Applicable	Community and Protection Services And Infrastructure Services	Community Services Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A tender is in place to service facility.
	Develop the Franschhoek Circus Grounds that promote the Heritage, Culture and Art of Franschhoek	This is a heritage site. Therefore, development of an amphitheatre and wine museum cannot be developed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	n/a	Unfortunately, the implementation of the ward priority is not feasible due to the heritage status of the site.
	Construction of Natural Focused Parks alongside the Stiebeul River in Mooiwater	Continuous upgrades alongside the Stiebeul River in Mooiwater are dependent on available funds	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Continuous upgrades alongside the Stiebeul River in Mooiwater are dependent on available funds.
	Clean-up operation of the Stiebeul River and implementation of the river stewardship programme	The Stewardship programme is a volunteer programme. It is not a compulsory programme	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	n/a	The Department: Community Services is not able to start with the stewardship programme due to capacity constraints.



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Removal of trees at Patrysfontein Stream and new trees planted in appropriate positions on the streambanks in Franschhoek	Removal of trees at Patrysfontein Stream and new trees planted in appropriate positions on the streambanks in Franschhoek	% of the operational budget spent for the Removal of trees at Patrysfontein Stream and new trees planted in appropriate positions on the streambanks in Franschhoek	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Replacement of the two dog poo bins that were removed in Franschhoek at the corners of Patrysfontein Reservoir and Lambrecht's and Nerina Street	Replacement of the two dog poo bins that were removed in Franschhoek at the corners of Patrysfontein Reservoir and Lambrecht's and Nerina Street	Number of dog poo bins replaced in Franschhoek at the corners of Patrysfontein Reservoir and Lambrecht's and Nerina Street	Infrastructure Services	Waste Management Services	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Removal of overgrown bushes around the perimeter of the Bowls Club in Franschhoek	Removal of overgrown bushes around the perimeter of the Bowls Club in Franschhoek	% of operational budget spent for the Removal of overgrown bushes around the perimeter of the Bowls Club in Franschhoek by 30 June	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Maintenance and upkeep of toilets at Groendal Sports Grounds. The windows in the Hall / Club House are also broken and need to be replaced	Maintenance and upkeep of toilets at Groendal Sport Grounds	% of the operational budget spent for the maintenance and upkeep of toilets at Groendal Sport Grounds	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Maintenance and upkeep of toilets at Groendal Sports Grounds. The windows in the Hall / Club House are also broken and need to be replaced	Repair the broken windows in the Hall / Club House at Groendal Sport Grounds	Number of windows repaired in the Hall / Club House at Groendal Sports Grounds by 30 June	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	%	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	



WARD PRIORITIES: WARD 1																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Increase visibility of law enforcement to address crime and kidnapping in Franschhoek, residents are scared to go hiking	Increase the visibility of law enforcement in Franschhoek	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	The function is with SAPS. All the complaints must be reported to the control room.
Priority 4: Property Management	Building and Terrain Maintenance. Project at the Franschhoek Town Hall, Franschhoek Offices and Dirkie Uys Clinic	Additional information to be provided on what the project should entail	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The terrain maintenance is dealt with by the Department: Community Service. The town hall complex maintenance and repairs are not on the budget as a project. The department will investigate what the smaller maintenance issues entail.
	Provide space or building for Franschhoek based Legal Clinic	This is not a municipal function	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	The municipality will forward the ward priority to the provincial sector department.
	Upgrade and repurpose the Old Youth Centre Building in Beau Coup De L'eau Street, Mooiwater	There are no funds available on the MTREF	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	n/a	There are no funds available on the MTREF.
	Development of an Amphitheatre and Wine Museum on the Franschhoek Circus Ground	This is a heritage site. Therefore, the development of an Amphitheatre and wine museum is not feasible	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	n/a	Unfortunately, the implementation of the ward priority is not feasible due to the heritage status of the site.



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Reopening of the ablution facilities for the public in Dirkie Uys Street at the back of the Franschhoek Town Hall	The responsible department will investigate and provide a progress report	Not Applicable	Community and Protection Services Infrastructure Services	Community Services and Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	A tender is in place to service facility.
	To issue a call for proposals for Erven 3192, 3019 and 3111 Mooiwater, Franschhoek for the establishment of places of worship	This item will return to the Council in February 2024 to amend the resolution	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The zoning of these erven is not suitable for the kind of proposal.
	Lowering of the Franschhoek Municipal office counters at the Finance and Traffic section for accessibility for people with disabilities (persons in wheelchairs)	Installation of a special counter be investigated to serve people in wheelchairs rather than to lower existing counters	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This complaint has not been brought to the Directorate: Corporate Services by user departments.
	Establish a well-positioned Tourism Office in Franschhoek CBD	The LTO was awarded a suitable tourism office on a lease agreement. This is included in the Franschhoek Wine Valley Tourism Association (FWVT) appointment	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	n/a	The Franschhoek Wine Valley Tourism Association (FWVTA) is funded by the Council as an LTO.



WARD PRIORITIES: WARD 1																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables (KPI)	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 5: Local Economic Development	Implementation of a policy and effective mechanisms to limit and control formula restaurants in historic areas of Franschhoek	Land usage is currently managed in terms of the Stellenbosch Municipality Zoning Scheme Bylaw, 2019. Therefore, the proposed policy will infringe on person's rights to operate a business	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	It is suggested that an urban design policy be developed to ensure that the historical character (landscapes and building facades, etc.) of Franschhoek is retained.	
	Provide space for Jobseeker Data Capturers in Franschhoek / Groendal	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Planning and Economic Development	Development Planning	Local	1300	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	The Section: LED has created a remote job seeker office at the Groendal Community Hall.	
	Establish a policy to control and limit the use of private houses and flats for short-term rental in Franschhoek	The use of private houses and flats for short-term rental in Franschhoek is controlled and managed in terms of the Zoning Scheme Bylaw	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This is regulated by the municipal Zoning Scheme Bylaw.	
	Capacity Building outreach projects for residents of Franschhoek	Advertising of capacity building outreach projects	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	All training sessions held in the 2023/24 financial year were advertised on the Stellenbosch Municipal Social Media platforms, where all residents within the Stellenbosch Municipality were encouraged to register for the training on offer.	



Ward 2: Cllr. Wilhelmina Petersen

9.5.2 Ward Priorities: Ward 2

Table 100: Ward 2 – Ward Priorities

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

WARD PRIORITIES: WARD 2																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 1: Housing	Housing as well as land for housing in Ward 2	To obtain development rights for La Motte	Percentage of the La Motte capital budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The La Motte mixed-use housing development will provide a variety of housing opportunities / typologies for different income categories in the Franschhoek Valley that qualify for a housing subsidy. A meeting was held on 23 July 2024 with NDoPWandl and HDA pertaining to the transfer of the particular properties. NDoPW&I requested additional information: the exact extent of the properties required as well as a proposed development plan.
	Housing development on open spaces in Bosbou and Groendal	Council has requested the administration to investigate possible housing / business options on erven 412 and 217 and 284, Groendal	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The service provider created a new layout design for Erfs 412 and 217. The Section: Housing Development is preparing an agenda item for the Council to consider the preferred concept site development options for the aforementioned erven. If approved, a competitive procurement process will occur.
Priority 2: Basic Infrastructure Services	Insitu upgrading of Langrug	A funding application has been submitted to the Provincial Department of Infrastructure (PDol) in order to obtain funding for the revision of the existing plans	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Several subsequent meetings have been held with PDol officials to finalise the application process.



WARD PRIORITIES: WARD 2																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Upgrading and beautifying sidewalks in La Motte Bosbou	Conduct an assessment for phase implementation	Number of assessments conducted for phased implementation by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.
	Maintenance of Stiebeuel Riverbanks	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Completed, Phase 2 of the bridge rehabilitation over the river is to commence.
	Sewerage problem from Langrug to Blossom Street	A new bulk sewer main was constructed from the corner of Blossom Street and Le Roux Street, along Le Roux Street and Gladiola Street where it connected up to the bulk sewer. A catch pit was constructed at the entrance of Langrug to separate illegal objects that are dumped into the municipal sewer network by the community	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 2																	Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating						
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27		
	Sewerage outlet in the Stiebeuel River near Mooiwater informal Settlement in Skool Street	The sewerage outlet referred to is not a sewerage outlet, but a stormwater outlet that is contaminated by the community	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The sewerage outlet referred to is not a sewerage outlet but a stormwater outlet that is contaminated by the community.	
Priority 3: Sports, Arts and Culture	Swimming pool or water park in Groendal next to Groendal Sports Grounds	Conduct a feasibility study for additional swimming pools in the Stellenbosch municipal area	Number of feasibility studies conducted for additional swimming pools in the Stellenbosch municipal area by 30 June	Community and Protection Services	Community Services	Local	1	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	n/a	No funding is available to conduct a feasibility study.
	Pavilion at Groendal Sports Grounds	A Structural Engineer must be appointed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A 30-year sports facility plan will be written in the financial year 2024/25. This plan will assess the feasibility of swimming pools.
	Construct a soccer field behind the Groendal Secondary School	There are no available funds on the current MTREF.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Currently, the areas are zoned for agricultural use.
	Upgrading of the La Motte soccer and netball field	Areas are zoned for agricultural use	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: Community Services needs to first obtain a budget to upgrade the existing floodlights.
	Construct cloakroom facilities at the La Motte Sportsground	Existing clubhouse with cloakrooms	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There is currently a clubhouse with cloakrooms.



WARD PRIORITIES: WARD 2																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 4: Safety and Security	Repair and maintenance of CCTV cameras in Groendal	Repair and maintenance form part of the CCTV Camera Masterplan	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	A new tenderer has not been appointed for the installation of CCTV cameras.
	Increase Law Enforcement personnel to render services in Greater Franschhoek Valley	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	Ten(10) Safety Monitors "eyes and ears" and four (4) temporary law enforcement officers are currently deployed in the Franschhoek area since 1 July 2024 until 30 June 2025 to perform by law enforcement duties and report any irregularities.
Priority 5: Education	Establish an IsiXhosa Secondary School in Franschhoek	This is a Provincial function	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Provincial	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	A new CCTV tender appointment of a new tenderer has not yet been concluded. Ten (10) safety monitors, "eyes and ears," and four (4) temporary law enforcement officers are currently deployed in the Franschhoek area from 01 July 2024 to June 2025 to perform by-law enforcement duties and report any irregularities. The municipality will forward the ward priority to the provincial sector department.



9.5.3 Ward Priorities: Ward 3



Ward 3: Cllr. Charles Manuel

Table 101: Ward 3 – Ward Priorities

				Project Rating													
😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function												
WARD PRIORITIES: WARD 3																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Housing	Housing and town establishment in Lanquedoc, Wemmershoek, Maasdorp	To obtain development rights for Maasdorp	Percentage of the Maasdorp operational budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	n/a	n/a	n/a	n/a	😐	😊	n/a	n/a	n/a	Lanquedoc: No land is currently available for any housing development. Wemmershoek: No land is currently available for any housing development. Maasdorp: The land use application was submitted and approved by the MPT in January 2024.
	Housing consumer education and workshop in Lanquedoc and Wemmershoek	Conduct housing consumer education workshops	Number of housing consumer education workshops conducted by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The programme will be rolled out in the 2024/25 financial year.
Priority 2: Clinic	Build clinics in Lanquedoc and Wemmershoek	This is a Provincial function.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Provincial	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	n/a	Maasdorp: Land use and development rights have been approved by the Municipal Planning Tribunal by the end of January 2024. Funding options are currently being investigated.
Priority 3: Basic Infrastructure Services	Construction of speed humps on Boonzaai Road	Conduct an assessment to construct speedhumps on Boonzaai Road	Number of assessments conducted to construct speed humps in Boonzaai Road by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 3																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Construction of a bridge in Lanquedoc	Construction of a new bridge in Lanquedoc	Number of new bridges constructed in Lanquedoc by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	Construction is underway.
	Construction of sidewalks in Lanquedoc and Wemmershoek	A report is compiled on the annual implementation of NMT	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Partially complete. The NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.
	Erecting fences at the Lanquedoc and Wemmershoek Sportsgrounds	The Wemmershoek Sports ground needs boundary walls	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Currently, there is no sufficient budget for this request.
	Traffic mirrors in Lanquedoc and Wemmershoek	Conduct an assessment for traffic mirrors in Lanquedoc and Wemmershoek	Number of assessments conducted for traffic mirrors in Lanquedoc and Wemmershoek by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	😊	😊	n/a	n/a	Completed.
	Relocation of the stormwater lower point at Vygie street (at Mr J Johannes residence)	Conduct an assessment for the relocation of the stormwater lower point at Vygie Street	Number of assessments conducted for the relocation of the stormwater lower point at Vygie Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Implementation by 30 June 2024.
	Streetlights at Erica, Aandblom, Akkerlaan, Mispel Olyf Streets in Lanquedoc	Additional streetlights were installed and completed in October 2023	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 3																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Repairing of sewer Y junction on properties in Wemmershoek	Repair of sewer Y junction on properties in Wemmershoek	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sewer Y junctions are mostly used for a property owner to connect to the municipal sewer network, and it is the responsibility of the property owner to maintain / repair.
	Connection of boreholes in Wemmershoek and Lanquedoc	Repair of boreholes in Wemmershoek and Lanquedoc	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality is unaware of any broken boreholes in the Wemmershoek and Lanquedoc area.
Priority 4: Local Economic Development	Develop a business hub in Lanquedoc	Submission of progress reports on Council-approved catalytic initiatives and / or special projects to the Director: Planning and Economic Development	Number of quarterly progress reports on Council-approved catalytic initiatives and / or special projects submitted to the Director: Planning and Economic Development	Planning and Economic Development	Development Planning	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An investigation into the establishment of a business hub will be conducted in the 2024/25 financial year.
	Put business erven on tender for Wemmershoek residents	Conduct a land use investigation	Number of land use investigation conducted by 30 June	Planning and Economic Development	Development Planning	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A land use investigation will be conducted in the 2024/25 financial year to look at potential business erven in the Wemmershoek area.
Priority 5: Sport, Recreation and Culture	Safety gates at Lanquedoc clubhouse	Installation of safety gates at the Lanquedoc clubhouse	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This ward priority will be addressed in the 2024/25 financial year.
	Mobile toilets for sporting events	Request to be submitted to the Sport Council	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Sport Office has a mobile toilet, which must be requested from the Sport Council when needed.
	Fencing of Lanquedoc sports field	Funds will be requested for the 2024/25 financial year	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The priority will be addressed in the financial year 2024/25.



WARD PRIORITIES: WARD 3																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Netball court at Lanquedoc and Meerlust	Available land is a challenge	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This request will be discussed with the ward councillor, as available land is a challenge.
	Maintenance of Lanquedoc clubhouse	Funds will be requested for general maintenance for the 2024/25 financial year	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Assessments will be conducted with the Sport Council to do a needs analysis on all repairs needed.
	Prepare sports fields for league games	To be discussed with the Sport Council	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Fields are prepared as per fixtures received from the Sport Council.
	Installation of additional floodlights on Lanquedoc sports field (soccer field)	The existing lights will be upgraded to improve the lighting for the soccer as well	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Currently, there is no available budget for the upgrade of the lights.



9.5.4 Ward Priorities: Ward 4



Ward 4: Cllr. Ralphton Adams

Table 102: Ward 4 – Ward Priorities

Project Rating																	
	Project completed.			Project in progress.			Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 4																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 1: Basic Infrastructure Services	Drains overflowing in winter / rainy days in the areas of Kylemore; Johannesburg: Pniël.	Upgrading is scheduled for the 2023/24 financial year	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Completed.
	Recycling programme to be implemented in Kylemore; Johannesburg and Pniël.	Implementation (expansion) of the recycling programme in Kylemore and Johannesburg	Percentage of recycling programmes implemented in Kylemore and Johannesburg by 30 June	Infrastructure Services	Waste Management	Local	n/a	80%	n/a	n/a	n/a			n/a	n/a	n/a	The recycling program is implemented in Pniël through weekly collections
	A reliable electricity network is needed in Ward 4 in the following areas: Johannesburg, Kylemore, and Pniël.	A consultant and an electrical contractor have been appointed in the 2020/21 financial year to assist the municipality with the 11kV network upgrades. It will be upgraded by 2030	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An investigation was conducted to determine which networks needed to be upgraded. Arrangements for a direct supply point from Eskom are currently in progress and will be concluded by 2027.
	Increase the number of streetlights in the streets of Johannesburg; Kylemore and Pniël.	Repair of all streetlights in Kylemore		Infrastructure Services	Electrical Services	Local											n/a



WARD PRIORITIES: WARD 4																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Resurfacing or reseal of Sonnestraal Street in Johannesburg	Conduct an assessment for the resurfacing or reseal of Sonnestraal Street in Johannesburg	Number of assessments conducted for the resurfacing or resealing of Sonnestraal Street in Johannesburg by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Completed.
	Restructuring of the sewage network in Pniël, East End Crescent. Removal of a pump station in the area.	Upgrade (minor) the Pniël sewer pump station	Percentage of the Pniël sewer pump station capital budget actually spent by 30 June	Infrastructure Services	Water and Wastewater Services	Local	n/a	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This is a Masterplan item that is not planned to be implemented on the MTREF budget.
	Sidewalks in all streets of Kylemore; Pniël and Johannesburg.	Conduct an assessment to Construct sidewalks in all streets of Kylemore; Pniël and Johannesburg	Number of assessments conducted to Construct sidewalks in all streets of Kylemore; Pniël and Johannesburg by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a			n/a	n/a	Partially complete. The NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.
Priority 2: Safety and security	Visibility of Law Enforcement officers in Kylemore; Pniël; Johannesburg area	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are held as per the SSP Planning Meeting to address by-law offences and criminal activities. Members are also deployed intermittently to assist with enforcement.



WARD PRIORITIES: WARD 4																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Installation of more security cameras at hotspots in Kylemore, Johannesdal and Pniël	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns and is funding-dependent. The appointment of a new tenderer has not yet been concluded.
	Stop after-hours speeding cars in the Kylemore; Pniël; Johannesdal area	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are held as per SSP planning meetings to address by-law offences and criminal activities. Members are also deployed autonomously to do enforcement.
	Traffic officers must be more visible in Kylemore; Pniël; and Johannesdal for longer times of the day	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are held as per SSP planning meetings to address by-law offences and criminal activities. Members are also deployed autonomously to do enforcement.
	Need for more speed bumps in Kylemore, Johannesdal and Pniël	Conduct an assessment on speed humps in Kylemore, Johannesdal and Pniël	Number of assessments conducted on speedhumps in Kylemore, Johannesdal and Pniël by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This is an ongoing process and annual implementation as required. Speedhumps installed in Johannesdal and Pniël, as requested. Kylemore is to be considered in the 2024/25 financial year.



WARD PRIORITIES: WARD 4																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Increase safety measures on R 310: - Intersections in Kylemore, Johannesdal and Pniël	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to the Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	1	n/a	n/a	n/a	n/a	🔴	n/a	n/a	This is a Provincial Road Authority. The municipality will forward the ward priority to the provincial sector department.
	Increase safety measures on R 310 Main Street of Pniël (Cars speed through town)	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to the Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	This is a Provincial Road Authority. The municipality will forward the ward priority to the provincial sector department.
	Fencing around Pniël Offices. Secure Offices and prevent them to become a hotspot for crime at night.	There are no funds available on the MTREF	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The responsible department will conduct an investigation.
	Speedbumps at Kylemore Sports ground	Department: Community Services will investigate alternative means of addressing speeding vehicles on our community sports grounds	Not Applicable	Community and Protection Services Infrastructure Services	Community Services Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Department: Community Services will investigate alternative means of addressing speeding vehicles on our community sports grounds.
Priority 3: Open spaces; Sport; Recreation, Culture and Facilities	Renovation or upgrading of sports facilities; clubhouses and change rooms in Kylemore and Pniël	A contractor was appointed for the repairs of sport facilities in Kylemore and Pniël cricket facility	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	😊	n/a	n/a	n/a	Completed.
	Maintenance of floodlights on Kylemore and Pniël Sportsgrounds	A consultant is in the process of assessing the structural integrity and lighting upgrade needs	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The upgrade of the floodlights will be addressed in the 2024/25 and 2025/26 financial years.



WARD PRIORITIES: WARD 4																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Construction of the ticket-box on Pniël Sportsgrounds	No funding is currently available, will be incorporated as a future project.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	No funding is currently available, will be incorporated as a future project.
	Extension of boundaries of existing cemeteries in Pniël	Pniël: There is no additional land available to extend the boundaries. Kylemore is in the process of registering two additional erven to be used as a cemetery	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Pniël: There is no additional land available to extend boundaries. Kylemore is in the process of registering two additional erven to be used as a cemetery.
	Completion of the rezoning process and development of a cemetery in Kylemore	Project is in process	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Is currently with the internal legal department, which is driving the process.
	Cleaning of all streets and removal of weed on pavements not taking place in Johannesburg; Kylemore and Pniël	This is part of the operational maintenance which will be completed before 30 June 2023	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	EPWP staff are deployed into various areas to clean, and the Section: Area Cleaning collects all waste.
	Cutting of grass is needed in all Streets on municipal roads and Sidewalks in Johannesburg; Kylemore and Pniël	The municipality will attend to this request.	Not Applicable	Infrastructure Services Community and Protection Services	Roads, Transport and Storm Water (RTS) Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will attend to this request.
	Close the Riverside Play Park in Pniël it is becoming a crime hotspot	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The park is fenced.



WARD PRIORITIES: WARD 4																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Cleaning of Pniël cemeteries and maintenance	This is an ongoing process in the cemeteries	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Pniël cemeteries have been serviced, and the request has been completed.
	Renovation or upgrading of Millennium Hall and Kylemore Community Hall	Upgrade and renovations of the Millennium Hall	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Millennium Hall: The appointment of a consultant is in the tender procurement phase.
	Renovation or upgrading of Millennium Hall and Kylemore Community Hall	The Kylemore Community Hall is completed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
	Force private owners to clean vacant plots in Ward 4	The cleaning of private plots is the responsibility of the landowner	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality does not service private properties.
Priority 4: Community Development	More effective skills development programmes for youth in Ward 4	Fourteen (14) youths completed a beginners computer course in collaboration with the PE-centre	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	45 youth participated in the job readiness programme, and 3 participated in the learner and driver's license programme. Further information on alternative ongoing youth training will be communicated to the councillor's offices.
Priority 5: Local Economic Development	More job creation opportunities are needed in ward 4	EPWP projects were identified throughout the municipality and included these areas	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Unemployed people are encouraged to register on the municipal Unemployment Database.

WARD PRIORITIES: WARD 4																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 6: Land for Housing	Community needs land for affordable housing (GAP) in Pniël, and Johannesburg	To obtain development rights for Erf 64, Kylemore	Percentage of the Erf 64, Kylemore capital budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The municipality does not own any property within the Pniël and Johannesburg areas. The nearest housing development project in close proximity is Erf 64 in Kylemore. All studies have been completed except the freshwater study. The land use application will be submitted to Section: Land Use Management during the 1 st quarter of the 2024/25 financial year. If approved, the project will commence.	
	Fast-track implementation process for the housing project in Erf 64 in Kylemore	To obtain development rights for Erf 64, Kylemore	Percentage of the Erf 64, Kylemore capital budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a		



9.5.5 Ward Priorities: Ward 5



Ward 5: Cllr. Roy Van Rooyen

Table 103: Ward 5 - Ward Priorities

Project Rating																	
	Project completed.			Project in progress.			Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 5																	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Local Economic Development	Ida's Valley Community Trails initiative. Activating Ida's Valley Community Market as trail Centre	Submission of progress reports on the Council-approved catalytic initiatives and / or special projects to the Director: Planning and Economic Development	Number of quarterly progress reports on Council-approved catalytic initiatives and / or special projects submitted to the Director: Planning and Economic Development	Planning and Economic Development	Development Planning	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An item has been submitted to Mayco in January 2025. The municipality await feedback from Mayco regarding the outsourcing of the management of the trading hubs in Ida's Valley and Cloetesville.	
	Future tourism hub together with Botmaskop Mountain. This will enable integration and social cohesion between wards 5, 6 and 7	Submission of progress reports on Council-approved catalytic initiatives and / or special projects to the Director: Planning and Economic Development	Number of quarterly progress reports on Council-approved catalytic initiatives and / or special projects submitted to the Director: Planning and Economic Development	Planning and Economic Development	Development Planning	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This priority is not feasible. Further investigation will have to take place.	



WARD PRIORITIES: WARD 5																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Process of enquiring about the land the open space next to the school by Hillside Village, Newman Street and Hector Street in Ida's Valley (Ward 5) for a community garden to plant vegetables and flowers to sell and use some for household consumption	The municipality is not aware of such an official application to lease the property for this purpose.	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The person / organisation that will be responsible for the terms of the lease agreement is requested to send such an application to the Property Section for processing and a decision by the Council.	
	Fencing of the open space next to Bruckner De Villiers school in Ida's Valley (Ward 5)	Construct a fence of the open space next to Bruckner De Villiers school in Ida's Valley (Ward 5)		Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality budget and plan for specific fences are for the purpose of protecting council property, not to fence open spaces.
	Provide clarity as to why Jonkershoek is part of Ward 5	The Municipal Demarcation Board establishes the ward boundaries, typically based on the total number of voters in each voting district.	Not Applicable	Planning and Economic Development	Development Planning	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	If more voters than the required number reside in each district, the boundary is altered. A Municipal Demarcation Board Ward delamination process for the 2026 local government elections will commence in 2025.	



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 2: Sports, Recreation and Culture, Parks and Open spaces	Work together with DCAS, surrounding schools, NGOs tennis academy, and SAS to build multipurpose courts at the netball fields	Further discussions will be facilitated with the ward councillor, sports council, and netball fraternity to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Further discussions will be facilitated with the ward councillor, sports council, and netball fraternity to determine the feasibility of the request.
	Well-disciplined and structured after-school programme for surrounding schools. We will be able to transform the space where the office of the Ward Councillor is into a youth centre	Section: Community Development will deal with this priority through the normal programme for partial care capacity building. The councillor has been informed of the next engagement and will join along with two volunteers from the community		Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a
	The other properties like the rugby clubhouse can be used as spaces for this after-school programme	This application needs to be endorsed by the Sport Council.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Sports like Futsal Netball volleyball, chess, and basketball tennis can be coached. Jobs will be created youth will be educated and the sports field will be looked after and again integration can be promoted	Couching of sport is not a municipal function. The municipality only provides facilities	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This application needs to be endorsed by the Sport Council.
	Open space, nature areas, and rivers in Ida's Valley	Maintenance of open space, nature areas, and rivers in Ida's Valley	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Rivers are maintained by StellCare, the MOU has been put in place.
	Fencing and installation of gates at Mccoy Street, Hillside Village open spaces in Ida' Valley	Conduct an investigation for the fencing and installation of gates at Mccoy Street, Hillside Village open spaces in Ida's Valley	Number of investigations conducted for the fencing and installation of gates at Mccoy Street, Hillside Village open spaces in Ida's Valley	Community and Protection Services	Community Services	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	No budget is available in MTREF for fencing.
	Erect Clearview fence at Assegaai Street and Old Helshoogte Rd to prevent access to the open land where illegal dumping takes place	Erect a Clearview fence at Assegaai Street and Old Helshoogte Rd to prevent access to the open land where illegal dumping takes place	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Build a play park in Oaktree Village	A site visit was conducted and none of the open areas was conducive for a new park	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	Ward priority is not feasible.
	Pruning of trees on the play park in Packham Street	Pruning has taken place	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	Completed.
	Installation of swings at the play park in Packham Street	Installation of swings at the play park in Packham Street	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Swings are being procured for the parks.
	Gates at La Gratitude Park and extension of Clearview fence to the river	Conduct an investigation for the installation of gates at La Gratitude Park and extension of Clearview fence to the river	Number of investigations conducted for the installation of gates at La Gratitude Park and extension of Clearview fence to the river by 30 June	Community and Protection Services	Community Services	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A site meeting was held for gates at La Gratitude Park.
	Cutting of overhanging branches at the Reservoir in Ida's Valley	Cutting of overhanging branches at the Reservoir in Ida's Valley	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Extend the Clearview fence at Kreefgat Playpark into the river to prevent access behind the houses in Newman Street	Extend the Clearview fence at Kreefgat Playpark into the river to prevent access behind the houses in Newman Street	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Construction of a playpark in Starking Street, Lindida for Oak Tree Village	Construction of a playpark in Starking Street, Lindida for Oak Tree Village	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Construction of a playpark in Hillside Village	Construction of a playpark in Hillside Village	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
Priority 3: Basic Infrastructure Services	Install skips at the open space next to the Bruckner De Villiers school in Ida's Valley (Ward 5)	Conduct an investigation for the placement of skips at the open space next to the Bruckner De Villiers school in Ida's Valley (Ward 5)	Number of investigations conducted for the placement of skips at the open space next to the Bruckner De Villiers school in Ida's Valley (Ward 5) by 30 June	Infrastructure Services	Waste Management	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: Waste Management will provide feedback by 30 April 2025.
	Removal of the sewer pipes from the house in Gorridon; Davy Streets and Adendorff Street in Ida's Valley to the road	Removal of the sewer pipes from the house in Gorridon and Davy Streets in Ida's Valley to the road	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This is a midblock sewer and it is not always technically viable to remove the midblock sewer, due to existing house connections that gravitates to the



WARD PRIORITIES: WARD 5

Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Cleaning of drains in Ida's Valley	Cleaning of the drains will be complete by April 2024	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Complete.
	Construction of a parking area on the road at 3 Stinkhout, The Ridge in Ida's Valley	Not feasible for the municipality to implement parking areas on sidewalks and in front of private homes	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department is currently investigating alternatives to address the parking needs in residential areas.
	Construction of a parking area on the road at 75 Maroela Crescent, The Ridge in Ida's Valley	Not feasible for municipality to implement parking areas on sidewalks and in front of private homes	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department is currently investigating alternatives to address the parking needs in residential areas.
	Repairing of the sinkholes forming in the road at Maroela Crescent in Ida's Valley	Repair of sinkholes in Maroela Crescent in Ida's Valley	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
	Road signs and sidewalks needed in Oaktree Village (new development)	Repaint of street names in Oaktree Village	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
	Streets in Hillside Village does not have any visible sign of street names	Repaint of street names in Hillside Village	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Completed.



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Streets in Oaktree Village (new development) does not have streetlights	All the streets in Oak Tree Village have streetlights designed by the consultant according to SANS 10098-1. Public lighting in the public open spaces needs to be addressed	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😬	n/a	n/a	n/a	All the streets in Oak Tree Village have been installed as part of the development. A floodlight is planned to be installed on the public open space during the 2024/25 financial year. This will be to illuminate the high-security risk area in the suburb. A progress report is to be provided during the April 2025 public participation process.
	Stabilise the Krom River, the landslides occur especially between the houses	Construction of the walls at Krom River, the landslides occur especially between the houses	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Replace all outdated water pipes and sewerage pipes in Ida's Valley	Replace all outdated water pipes and sewerage pipes in Ida's Valley	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Installation of stormwater system in Talana Street; Merrilhof close and Lindida	Installation of stormwater system in Talana Street; Merrilhof close and Landida	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Re-installation of speedbump at Old Helshoogte Rd at the Ridge in Ida's Valley	Re-installation of speedbump at Old Helshoogte Rd at the Ridge in Ida's Valley	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Construction of speedbump at the end of Lindida Drive before Helderberg Street or Assegaai Street	Construction of speedbump at the end of Lindida Drive before Helderberg Street or Assegaai Street	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Installation of streetlights on the open space opposite in Talana Street in Ida's Valley	Installation of streetlights on the open space opposite in Talana Street in Ida's Valley	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Erect tarred sidewalks in Martin Street, Johnson Street and Moses Street in Ida's Valley	Erect tarred sidewalks in Martin Street, Johnson Street and Moses Street in Ida's Valley	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Stabilise the channel construction behind the houses at Olyf Street and Oaktree Village in Ida's Valley	Stabilise the channel construction behind the houses at Olyf Street and Oaktree Village in Ida's Valley	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Installation of additional speedbump at entrance of Wilgerbroom Road in Oaktree Village in Ida's Valley	Installation of additional speedbump at entrance of Wilgerbroom Road in Oaktree Village in Ida's Valley	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
Priority 4: Access to housing	Identify land in Jonkershoek and Ida's Valley for future housing projects and development	Ida's Valley: After the completion of Erf 9445, Lindida of 166 GAP-housing and Jonkershoek	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	😊	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Ida's Valley: After the completion of Erf 9445 and Lindida of 166 GAP-housing, no further land has been identified on the Housing Pipeline. Currently the administration is investigating 31 possible undeveloped sites for possible housing opportunities. Jonkershoek: The municipality has appointed the Housing Development Agency (HDA) to assist and finalise the transfer of land from the National Department of Public Works and Infrastructure (NDoPWandI) to the municipality. HDA has been requested to



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Provision of house addresses/numbers and formalise Baobab Street, The Ridge, Ida's Valley	The Ridge is a private development	Not Applicable	Planning and Economic Development	Land Use Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	The street names for the remainder of Erf 15653 Stellenbosch were approved on 12/06/2014 by the Planning and Economic Development. The street that extends from Baobab Street is wrongly also referred to as Baobab Street but was approved as Franseka Street. The system indicates this street as an extension of Helshoogte Road, which is also not correct. The matter will be rectified. Numbers still need to be allocated to Franseka Street.
Priority 5: Safety and Security	One security camera is to be installed at the four ways stop at the entrance to The Ridge. One security camera is to be installed at the old Asla building site in Hillside Village, Helderberg Street	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. The installation is also funding-dependent, and the appointment of a new tenderer has not yet been concluded.



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Provide information about the CCTV Cameras Masterplan	Council document not for public information	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Information related to the CCTV Cameras Masterplan is not for public information but for internal use and application.
	Provide information on the procedures to follow to access CCTV footage	Procedures to follows as per the current CCTV Policy	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	As per the CCTV policy, PAIA applications are submitted via legal services.
	Reviewing of the allocation of radios to Neighbourhood watches (NHW)	Allocation of radios is for accredited NHW	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Law enforcement issues two (2) radios per registered and accredited NHW group.
	Investigation of better communication methods between the NHW and the police station	Request to be submitted to SAPS	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Refer to South African Police Services; NHW Liaison Officers attached to Law Enforcement Services also assist with communication, especially with POCS.
	Monitoring of ashtray animals posing danger to livestock in the Jonkershoek area	Report complaints to the Control Room	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Law Enforcement will act in relation to stray animals in response to the complaints received from the control room.



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Closing of the channels on the open space behind Hillside Village in Ida's Valley	Conduct an assessment on the closing of the channels on the open space behind Hillside Village in Ida's Valley	Number of assessments conducted on the closing of the channels on the open space behind Hillside Village in Ida's Valley by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	Addressing current flood priorities, assessment by June 2026.	



WARD PRIORITIES: WARD 5																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Streetlights are to be installed on Helshoogte Road, behind The Ridge, in the direction of Pniël	<p>The road is a provincial road function, and it is responsible for the management and maintenance of streetlights.</p> <p>A service level agreement is being finalised where the Stellenbosch Municipality will be tasked with managing and maintaining the streetlight infrastructure on behalf of provincial engineers. This process is not finalised yet and is currently with the Municipal Manager.</p>	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	The possibility exists that Helshoogte Road will be illuminated as a result of the Botmanskop Development intersection. This is possible only if the intersection lighting formed part of the development rights agreement that was signed between the municipality and the developer. If Botmanskop Development does not require lighting at the intersection, the municipality will include the stretch of road in the three-year streetlight infrastructure upgrade project that will attend to all the areas taken over by Stellenbosch Municipality from Eskom and provincial roads that have recently been taken over by Stellenbosch Municipality.



9.5.6 Ward Priorities: Ward 6



Ward 6: Cllr. Nateshia Mcombring

Table 104: Ward 6 – Ward Priorities

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

WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / Other)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Safety and Security	Installation of a Close Circuit Camera on Old Helshoogte Park	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of a new tenderer has not yet been concluded.
	Installation of a Close Circuit Camera at the Main Road 5 (Traffic lights on the corner of Helshoogte Road and R44)	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of a new tenderer has not yet been concluded.
	New camera installation on the corner of Rustenburg Road and Sonnebloem Street	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of a new tenderer has not yet been concluded.
	Use of building at the Community Market as a Satellite Police Station	Satellite police stations are a Provincial function and will render the purpose for	Not Applicable	Community and Protection Services	Protection Services	Provincial	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Satellite police stations are a provincial function.



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local IDP)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
		which this facility was erected redundant. It is unlikely that the facility is feasible to be used as a satellite station due to the requirements of such a facility by SAPS.															
	More visibility and regular patrols of Police and Law Enforcement officials on all roads, Sports Grounds and farms in the ward. If the budget allows use Neighbourhood s Watches and pay them a stipend.	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>The establishment of NWH is the mandate of POCS. The municipality liaises with the Department of Police Oversight and Community Safety regularly through the office of the NHW Liaison Officer. Neighbourhood watch functions are voluntary, with no stipend paid.</p> <p>Sporadic joint operations are held as per the SSP Planning Meeting to address the by-law offences and criminal activities. Members are also deployed autonomously to conduct enforcement.</p>



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Cleaning and fencing (Clearview or Betafence) of all Electricity Boxes in the ward.	Bloekom Avenue and Helshoogte is complete.	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	<p>The project is anticipated to be completed in the 2024/25 financial year.</p> <p>Hotspots:</p> <p>In front of Ida's Valley Primary School in Bloekom Avenue, it will be moved and fenced before the end of the 2024/25 financial year.</p> <p>The miniature substation between Old Helshoogte Road and Helshoogte Road opposite Beltana was fenced in the 2022/2023 financial year.</p> <p>Madrasa in Protea Street and the corner of Kahler Street; and on the corner of Weber Street and Old Helshoogte Road. Sections: Construction and Lines and Cables are busy with the project.</p>
	Installation of a traffic mirror in front of Rustenburg house in Rustenburg Road and the house opposite the open-air gym on the corner of Kahler Street and Sonneblom	Conduct an assessment		Number of assessments to be conducted by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Regular pruning of trees hanging over electricity wires in the roads in Ward 6 as the need required	Branches were pruned as when required according to the APO	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	Another inspection was conducted to verify whether more pruning is required. The trees that were identified will be pruned within the next 2 months.
Priority 2: Infrastructure	Request traffic lights on the turn-off from Kromme Rhee Road in the direction of Koelenhoff and turn-off from Elsenburg (near Kanonkop)	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	1	n/a	n/a	n/a	😞	n/a	n/a	n/a	A consultant was appointed to investigate all identified locations and to propose suitable safety interventions to the Provincial Roads Department. The report is in the process of being submitted to the Provincial Department.
	Pedestrian crossing between Nietvoorbij and Timerlea Farm on R44	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	1	n/a	n/a	n/a	😡	😞	n/a	n/a	n/a	A consultant was appointed to investigate all identified locations and to propose suitable safety interventions to the Provincial Roads Department. The report is in the process of being submitted to the Provincial Department.



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	A pedestrian Traffic light on Helshoogte Road near Spar in the direction of The Safe House, Stellenbosch Primary and Stellenbosch High School / Footbridge in Helshoogte Road for people to utilise when going to Spar instead of crossing the Main Road (Helshoogte Road)	Conduct a feasibility assessment on Helshoogte Road.	Number of feasibility assessments conducted on the Helshoogte Road by 30 June.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	🟡	n/a	n/a	n/a	A consultant was appointed to investigate all identified locations and to propose suitable safety interventions to the Provincial Roads Department. The report is in the process of being submitted to the Provincial Department.
	Pedestrian crossing between Remhoogte and Lavinir on the R44	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	1	n/a	n/a	n/a	🟡	n/a	n/a	n/a	A consultant was appointed to investigate all identified locations and to propose suitable safety interventions to the Provincial Roads Department. The report is on the process of being submitted to the Provincial Department.



WARD PRIORITIES: WARD 6																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / Other)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Warning sign board indicating pupils are crossing the R44 near the second entrance of Cloetesville near Nietvoorbij in the direction of Klapmuts	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	1	n/a	n/a	n/a	😐	n/a	n/a	n/a	A consultant was appointed to investigate all identified locations and to propose suitable safety interventions to the Provincial Roads Department. The report is on the process of being submitted to the Provincial Department.
	Warning sign boards indicate pupils are crossing the R44 on both sides near Remhoogte and Lavinir	Submission of a report to the Western Cape Provincial Government	Number of reports submitted to Western Cape Provincial Government by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	1	n/a	n/a	n/a	😐	n/a	n/a	n/a	A consultant was appointed to investigate all identified locations and to propose suitable safety interventions to the Provincial Roads Department. The report is on the process of being submitted to the Provincial Department.
	Replacement of current outdated gravity sewers in Luckhoff Street and Baker Street	Ida's Valley is a high-lying area and is not dependent on sewer pumps. Ida's Valley is serviced by gravity sewers	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There is no indication of a pump station in that area.



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Parking Embayment in front of Old Apostolic Church in Luckhoff Street to help ease the parking problem of dropping and picking up pupils of Ida's Valley Primary School and in front of the New Apostolic in Homestretch	Conduct a feasibility assessment	Number of feasibility assessments conducted by 30 June.	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality is currently investigating alternatives to addressing parking needs in residential areas.
	Paint the Bus shelters in the ward which is covered by graffiti	The respective department will investigate	Not applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	🟢	n/a	n/a	Completed.
	Regular cleaning of the drains to prevent overflowing during rainy conditions for the winter readiness programme. As well for the readiness	The cleaning of drains forms part of the departmental operational plan	Not applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	🟡	n/a	n/a	n/a	This is an ongoing operation.



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Regular maintenance and repairs of all streetlights in Ward 6	Ongoing maintenance is done when reported by residents	Not applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>The contact numbers for complaints are 021 808 8343/8957/8214, engineering.services@stellenbosch.gov.za, or alternatively, after hours: 021 808 8890, control room: 079 622 4722.</p> <p>All street lighting in the various streets that have been reported faulty has been repaired.</p>
	Construct sidewalks for the following: Moffat, Hahn, Weber, Erasmussmith, Baker, Desch S, Botmanskop, Speler and Dahlia Streets	Conduct an assessment for phase implementation	Number of assessments conducted for phase implementation by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	🟡	n/a	n/a	n/a	<p>Partially complete.</p> <p>The NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.</p>
	Upgrading and resealing of roads and potholes as required in the ward	Conduct an assessment for the upgrade and reseal of roads and potholes	Number of assessments conducted for the upgrade and reseal of roads and potholes by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	🟡	n/a	n/a	n/a	<p>Reseal for the 2023/24 financial year is complete, and identified roads will be addressed.</p>
	More regular basic cutting of grass on all sidewalks in Moffat, Hahn, Weber, Tindall, Juffenburg, Kahler, Luckhoff, Rustenburg Road, Erasmussmith, Baker, Desch, Lelie,	Conduct an investigation	Number of investigations conducted by 30 August	Infrastructure Services Community and Protection Services	Roads, Transport and Storm Water (RTS) Community Services	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>A progress report is to be provided during the April 2025 public participation process.</p>



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Tar of public parking next to the Ida's Valley Public Library and Ward Office	Conduct an assessment for the construction of a formalised public parking next to Ida's Valley Public Library and Ward Office	Number of assessments conducted for the construction of a formalised public parking next to Ida's Valley Public Library and Ward Office by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	The Directorate proposes maintaining the gravel surface as an interim measure.
Priority 3: LED (Planning)	Request Waterproof covers for Ida's Valley Community Market to allow residents to use the facility as a hall and through all weather conditions	Submission of progress reports on Council-approved catalytic initiatives and / or special projects to the Director: Planning and Economic Development	Number of quarterly progress reports on Council-approved catalytic initiatives and / or special projects submitted to the Director: Planning and Economic Development	Planning and Economic Development	Development Planning	Local	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An item has been submitted to Mayco in January 2025. The department awaits feedback from Mayco regarding the outsourcing of the management of the trading hubs in Ida's Valley and Cloetesville.



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 4: Community Development †	Support and funding for Skills Development (Arts and Crafts) / Reading / Mathematics / Science and other Soft Skills Programmes through the Operational Budget of Ward Allocation (First Aid and	Annual Grant - In Aid applications to support these services financially are paid up to the value of R 5 000 000.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The 2024/25 GiA donations were approved by the council during May 2024. Advertisements for the next round of applications (2025/26 financial year) were advertised in September 2024.
	Conduct a Need and Cost Analysis for a Frail Care Centre in WCO24	The Department: Community Development indicated it would assist with the following: Access to a list of existing resources in the community that could be accessed by Stellumthombo , V GK Church, Stellcare, and	Not Applicable	Community and Protection Services	Community Development	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Needs analysis to be rolled out in partnership with DSD within the 2024/25 financial year by Q3 among existing elderly clubs. The outcome of the survey is to be handed to the DSD Regional Manager for their further attention.
Priority 5: Recreation and Sport	Tar the entrances of the Ida's Valley Sport Grounds	Scraping of the entrances of Ida's Valley Sports ground will be incorporated into maintenance programmes	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Continuous road maintenance will take place using milling obtained from our road engineers department.



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / BMX)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Upgrade seating in the stadium with recycling chairs or wooden panels	There are no available funds on the current MTREF	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	n/a	There are no available funds on the current MTREF. A consultation must also be had with the sport council. The priority is to have the existing floodlights upgraded.
	Replacement of vibracrete wall with a solid wall / Clear View Fencing on the Ida's Valley Sport Grounds	The fencing has been installed with a beta fence	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	🟢	n/a	n/a	There are no available funds on the current MTREF for the solid wall. The fencing has been installed with Betafence. The perimeter fencing is completed.
	Upgrade of lights on the Rugby fields	Upgrade of the Ida's Valley sports fields' floodlights	Number of the Ida's Valley sports fields' floodlights upgraded by 30 June	Community and Protection Services	Community Services	Local	n/a	n/a	4	n/a	n/a	n/a	n/a	🟡	n/a	n/a	The tender was evaluated by the consultant, and the municipality awaits further process by the adjudication committee.
	Upgrade of the Cricket fields	Upgrade the Ida's Valley cricket Field practise nets	Number of Ida's Valley cricket Field practice nets upgraded by 30 June	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	The cricket fields were upgraded, and as an addition, the newly constructed nets will be fenced. The installation of cricket nets is completed.
	Maintain and upgrade the BMX Track and purchase Bicycles as recreational equipment	Routine maintenance is being done at the BMX Track as in the Maintenance Plan	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🟡	n/a	n/a	n/a	n/a	Routine maintenance is being done at the BMX Track as in the Maintenance Plan.



WARD PRIORITIES: WARD 6																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Five (5) giant rubberised Chessboard Sets (size of board 30,5 cm; squares 24 x 24 boards) Recreational Equipment for the use of 3 Primary Schools and 1 High School in the Ward. As well as for Ida's Valley Public Library for Skills Development and Recreational purposes	The Sections: Library Services, Sport and the Ward Councillor will investigate the possibility to create a project in the next financial year to support chess development	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Specifications are being drawn up to purchase the chess sets; procurement will follow after specifications are finalised.
	Conduct a feasibility study for the planning of a new rugby clubhouse	Funds will be requested for the 2024/25 financial year	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Due to recent storms, the rugby clubhouse was damaged severely. Currently the building is condemned, and the assessor is busy handling the insurance claim.
	Conduct regular maintenance of the facilities of the sports field in Ida's Valley	This is part of the fixture and maintenance plan	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Ongoing as part of the fixture and maintenance plan. A report will be drafted illustrating all defects and will be addressed in the 2024/25 financial year.

WARD PRIORITIES: WARD 6																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local / DMA)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Request first aid equipment set and one stretch per sport code	Funds will be requested for the 2024/25 financial year	Not Applicable	Community and Protection Services	Communit y Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	It is recommended that the ward councillor budget for this first aid equipment when identifying and procuring the ward needs with the councillor's budget.	



9.5.7 Ward Priorities: Ward 7



Ward 7: Cllr. Annemarie Ferns

Table 105: Ward 7- Ward Priorities

Project Rating																	
	Project completed.			Project in progress.			Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 7																	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Roads and Transport	Reverse direction of Jannasch Street.																
	Implement a public participation process to determine whether most people agree to the reversing of the street	Conduct a public participation process for the reversing of Jannasch Street	Number of public participation processes conducted for the reversing of Jannasch Street by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Alternative proposal to conduct a traffic impact assessment prior to implementation.
	Implementation of traffic calming and safety measures at the intersection of Martinson- and Endler Streets.																
	The painting of a pedestrian crossing and providing signage on Martinson Road, across from the Junior Academy, allow parents and children safe access across this busy road	The department will conduct an assessment	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Completed.
	Speedily implementation of traffic calming measures as recommended by the Ward Committee and included in the consultant's final plan. The proposed date is January / February 2023	Implementation of traffic calming and safety measures at the intersection of Martinson- and Endler Streets	Number of traffic calming, and safety measures implemented at the intersection of Martinson- and Endler Streets 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 7																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Create a safe environment for all pedestrians and cyclists	Implementation of traffic calming and safety measures at the intersection of Martinson- and Endler Streets	Number of traffic calming, and safety measures implemented at the intersection of Martinson- and Endler Streets 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
	Speeding of vehicles and not stopping at the pedestrian crossing on Martinson Road causes a dangerous situation for school children that needs to cross the road	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic enforcement is conducted.
	More frequent law enforcement is required around the schools during peak periods to ensure a better flow of traffic and to prevent illegal parking	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic enforcement is conducted.
	Traffic calming measures for Cluver Road, Martinson Road, Jonkershoek Road and streets in Simonswyk.	Conduct an assessment for the implementation of traffic calming measures in Cluver Road, Martinson Road, Jonkershoek Road, and streets in Simonswyk	Number of assessments conducted for the implementation of traffic calming measures in Cluver Road, Martinson Road, Jonkershoek Road, Omega Street, and streets in Simonswyk by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	There are not sufficient resources to accommodate all the traffic calming requests in the ward or in the municipality before 2027. Alternative proposals for traffic calming are being investigated, such as the official lowering of speed limits in residential areas and CDBs.
Implementation of the Non-Motorised Transport (NMT) policy and plan for Ward 7.																	



WARD PRIORITIES: WARD 7																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Investigate the option to have separate cycle and pedestrian roads on opposite sides of the road in Martinson Road	Conduct an assessment for the completion of the cycle and pedestrian road from Jannasch Street	Number of assessments conducted for the completion of the cycle and pedestrian road from Jannasch Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	The NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.	
	Prevent vehicles from driving over, turning on or parking on pedestrian / cycle paths	Implement cycle lanes on Martinson Street	Number of cycle lanes implemented on Martinson Street by 31 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.	
	Make provision in the budget for more cycle lanes as per approved plan	The NMT network is extended annually taking into account the NMT Masterplan, community request and available resources	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A report is compiled on the annual implementation of NMT.	
	Expand the cycle tract in Martinson and Merriman Roads	The NMT network is extended annually taking into account the NMT Masterplan, community request and available resources	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A report is compiled on the annual implementation of NMT.	



WARD PRIORITIES: WARD 7																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Investigate the option to have a secure underground cycle parking	The NMT network is extended annually taking into account the NMT Masterplan, community request and available resources	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/s	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A report is compiled on the annual implementation of NMT.
Installation of traffic lights																	
	Installation of traffic lights at Simonsberg Rd and the Helshoogte Rd intersection, it is very dangerous and needs urgent attention	Installation of traffic lights at Simonsberg Rd and the Helshoogte Rd intersection	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/s	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
Upgrading the parking area on the northern side of Stellenbosch High School.																	
	Create parking bays for busses, like those at Coetzenburg.	Conduct an assessment on the creation of parking bays for busses	Number of assessments conducted on the creation of parking bays for busses by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	The land on the northern side of the school is municipal property and will require a Council decision. It must be utilised for public purposes; report by June 2026; the area will be neatly maintained until a Council decision.



WARD PRIORITIES: WARD 7																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Increase the length of the drop-off zone.	Conduct an assessment of the increase in the length of the drop-off zone	Number of assessments conducted on the increasing of the length of the drop-off zone by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	The land on the northern side of the school is municipal property and will require a Council decision. It must be utilised for public purposes; report by June 2026; the area will be neatly maintained until a Council decision.
	Prevent trucks from bypassing the speedbump on Merriman Road by driving across the parking area by erecting bollards. Prevent cars from driving into and turning on the pedestrian / cycle path by erecting bollards all along the footpath.	Issue Section 341 fines	Number of Section 341 fines issued in terms of the Criminal Procedure Act, measured quarterly	Community and Protection Services	Protection Services	Local	12000	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The KPI and target refer to all fines issued, not only those to which the ward priority refers.
	Prevent the hook-off of large trailers in the parking area signage is required	Issue Section 341 fines	Number of Section 341 fines issued in terms of the Criminal Procedure Act, measured quarterly	Community and Protection Services	Protection Services	Local	12000	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The KPI and target refer to all fines issued, not only those to which the ward priority refers.
	Create a more permanent surface for the parking area	Installation of more permanent surface for the parking area		Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	Land on the northern side of the school is municipal property and will require a council decision and must be utilised for public purposes. It will be reported by June 2026. The area will be neatly maintained until the council decision.
Traffic calming measures for Omega Street: Installation of a mini circle; Construction of chicane and Installation of 2 speed signs																	



WARD PRIORITIES: WARD 7																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Installation of a mini circle on the intersection of Omega and Uitsig Streets as per Department of Transport guidelines	Not sufficient resources to accommodate all the traffic calming requests in the ward or the Municipality before 2027	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Alternative proposals for traffic calming are being investigated, such as the official lowering of speed limits in residential areas and CBDs.	
	Construction of chicane midway in the upper section of Omega Street, between Uitsig Street and Rozendal Avenue	Not sufficient resources to accommodate all the traffic calming request in the ward or in the Municipality before 2027	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Alternative proposals for traffic calming are being investigated, such as the official lowering of speed limits in residential areas and CDBs.	
	Installation of 2 speed signs of 35km/h at the entrances of Omega Street	Such signage is not enforceable	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Alternative proposal to continue with the process for the official lowering of speed limits in residential areas and CDBs.	
Investigate and implement 3 mini circles in Martinson and Merriman Avenue:																	
	Investigate and implement mini- circles at Crossing of Jannasch/Merriman Avenue	No sufficient resources to accommodate all the traffic calming request in the ward or in the municipality before 2027	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Alternative proposals for traffic calming are being investigated, such as the official lowering of speed limits in residential areas and CDBs.	
	Investigate alternative ways to make the dangerous intersection safer for cyclists, pedestrians, and vehicles at the intersection of Boschendal Street; Martinson street; Omega street, and Jonkershoek Road	Investigate alternative ways to make intersection safer for cyclists, pedestrians and vehicles at the intersection of Boschendal Street; Martinson Street; Omega Street and Jonkershoek Road	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	



WARD PRIORITIES: WARD 7																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Investigate and implement mini circles at the crossing of Martinson/Omega and Jonkershoek Road	No sufficient resources to accommodate all the traffic calming request in the ward or in the municipality before 2027	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Alternative proposals for traffic calming are being investigated, such as the official lowering of speed limits in residential areas and CDBs.	
	Investigate and implement mini circles at the crossing of Martinson/Morkel streets	No sufficient resources to accommodate all the traffic calming request in the ward or in the municipality before 2027	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Alternative proposals for traffic calming are being investigated, such as the official lowering of speed limits in residential areas and CDBs.	
	Water tariffs: Fair treatment is required concerning the municipal reading of water meters. Residents should first be informed by the Municipality about irregular readings instead of just billing them. Unknown underground leaks may be the cause of the problem and not just over-usage. The current water tariff scale should be revised urgently to acceptable levels for all. Correct and consistent water meter readings are required. Municipal officials should be more helpful when residents approach them for assistance with a bill that is incorrect.	The Leak Rebate Policy is strictly followed	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Residents should be informed that all rebate applications are approved depending on compliance with the Leak Rebate Policy.	



Ward Priorities: Ward 7																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Replace old water pipelines in Lanzerac and Rheezyucht streets, Thibault Street needs to be prioritised. Mostertsdraif is the oldest suburb in Stellenbosch therefore has the oldest water pipes infrastructure	Replacement of water pipelines in Lanzerac and Rheezyucht Streets and Thibault Street needs to be prioritised	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Replacement of old infrastructure remains a priority and will be addressed according to the pipe replacement programme.
	Repair of the wall on the Eersteriver that got destroyed during flooding. This wall is at the entrance to Brummer Park from the Thibault/Anreith streets. The wall should be repaired and raised in such a way that it will divert water down the river and not allow flooding down Thibault and other streets. In addition to this, a low wall should be built to demarcate the entrance to the Brummer Park.	Repair of the wall on the Eersteriver at the entrance to Brummer Park from the Thibault/Anreith streets and a low wall to demarcate the entrance to the Brummer Park.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Completed.
Priority 2: Safety and Security	Safety at Botmaskop																
	The erection, repairing and maintenance of a security fence along a section of the Helshoogte Pass	Repairing and maintenance of a security fence along the Helshoogte Pass on the Botmaskop side	Number of security fences installed along the Helshoogte Pass on Botmaskop side by 30 June	Community and Protection Services	Community Services	Local	1	n/a	n/a	n/a	n/a	n/a	😬	n/a	n/a	n/a	The project in progress will be completed by the 30 December 2024.
	The installation of cameras in key positions must also be investigated	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of the new tenderer is not yet concluded.



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Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Cleaning up of Beltana depot (Metal sheets gathered by Red Ants).																	
	Find an alternative site for the storage of the metal sheets, away from any neighbourhood	Completed	Not Applicable	Community and Protection Services	Community Services	Local	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
	Remove and clean up all building material (shacks) and relocate it to the new site	Beltana depot is the only site of the municipality, therefore closing it is not feasible	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Closing the site is not feasible.
	Prevent any late-night dumping activities until completion of the clean up	Beltana depot is the only site of the municipality	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Closing the site is not feasible.
Improve security at the Hangbrug main entrance gate and along the river down to Koloniesland.																	
	Investigate the option to move the fence and gate to create a larger parking area for vehicles, preventing any vehicle from driving and parking close to the river. The vehicles will be in view of security officers on duty, controlling alcohol and drug abuse when visitors carry their goods to the Hangbrug / Brummer Park area	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The fence at the suspension bridge (Hangbrug / Brummer Park) has been completed.
	Hangbrug main entrance gate and along the river down to Koloniesland: Security officers must be on duty over weekends during high season and control visitors actively	Meetings was conducted to engage the ward councillor and Community Representatives	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Servitude is in place for the identified area. Sporadic enforcement is being done, especially during weekends and festive seasons.
Waste management at the Hangbrug and Brummer Park.																	



WARD PRIORITIES: WARD 7																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Issuing a sufficient number of rubbish bins for peak usage. Broken bins need to be replaced and be able to tip over.	There are sufficient bins. During the festive period, the frequency of cleaning is increased	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality is looking at alternative waste minimisation measures.	
	Cleaning of bins over weekends during high season. Cleaning of the bins on Monday mornings	There are sufficient bins. During the festive period, the frequency of cleaning is increased	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department is looking at alternative waste minimisation measures.	
	Regular cleaning of riverbanks and in the river on Monday mornings, removing bottles, plastics, and paper	Regular cleaning is part of the maintenance programme	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Regular cleaning is part of the maintenance programme.	
	Repair erosion on the footpath	The SCM process is in progress	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	A progress report is to be provided during the April 2025 public participation.	
	Replace fencing that was damaged during flooding	The fencing was replaced	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😄	n/a	n/a	Completed.	
	Replace the information board at the Hangbrug	Replacement of the information board at the Hangbrug	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will conduct an investigation.	
Toilet facilities at the Hangbrug.																	



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Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	The placement of movable toilets near the Hangbrug over weekends in the high season. Regularly providing toilet paper over weekends.	The service provider, Mshengu Toilet Hire, delivered two mobile toilets to Brummer Park in Karindal	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality has a term tender contractor in place.
Priority 3: Parks and Open spaces	Jan Marais Park																
	Implementation of the EMP as of June 2022	EMPs have been completed.	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Implementation is ongoing.
	Creating a new parking area for Jan Marais Park on Merriman Avenue. See the Jan Marais Nature Reserve: Northern Entrance Complex Plan	The Department: Community Services will implement the plan that Community Services commissioned for the entrance and parking area to Marais Street Nature Reserve	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: Community Services will implement the plan that Community Services commissioned for the entrance and parking area to Marais Street Nature Reserve.
	Appoint a manager / supervisor for Jan Marais Park	The post is on the current microstructure but is unfunded	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The post is on the current microstructure but is unfunded.



WARD PRIORITIES: WARD 7																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Improve the infrastructure, namely the replacement / installation of irrigation for sections of the park and replace old fences and gates	Irrigation FQ 67/23 is currently being evaluated for the appointment of a contractor. All gates were replaced in the last financial year. Fencing: The department is looking for funding	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An Irrigation tender is currently being evaluated for the appointment of a contractor. All gates were replaced in the last financial year. Fencing: The department is searching for funds.	
	Repairing and maintenance of the damaged fence at Jan Marais Park	Repairing and maintenance of the damaged fence at Jan Marais Park	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Improve security and implement regular foot patrols throughout the park	Foot patrols are happening daily	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	😊	n/a	n/a	Foot patrols are conducted daily.	
Upgrade of Parks in the ward																	
	Investigate option to upgrade De Jonker Park and Lanzerec Park	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Regular cutting of the grass at De Jonker Park and Lanzerec Park	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	



WARD PRIORITIES: WARD 7																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Install rubbish bins at De Jonker Park and Lanzerec Park	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Watering and feeding of trees and plants at De Jonker Park and Lanzerec Park	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Lanzarec park needs to become multi-facility parks with equipment such as swings, chessboard; benches, and better grass surfaces	Investigation of Lanzarec park to become multi-facility parks with equipment such as swings, chessboard; benches, and better grass surfaces	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
Arboretum at Uniepark																	
	Revise the existing plan for the Arboretum and focus on hardy trees, better suited for the conditions	There are no funds available in the current budget for the 2022/23 financial year for the development of an Arboretum in Uniepark	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The request will be investigated.	
	Investigate the option to build footpaths and prevent erosion on the down-hill sections	There are no funds available in the current budget for the 2022/23 financial year for the development of an Arboretum in Uniepark	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The request will be investigated.	



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Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	The installation of a few more benches	There are no funds available in the current budget for the 2022/23 financial year for the development of an Arboretum in Uniepark	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The request will be investigated.	
Rehabilitation of trees in Ward 7.																	
	Replant on open spaces where trees have died, with other Oak species such as Quercus acutissima, etc	The municipality is in the process of investigating the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality is in the process of investigating this request.	
	Pruning off low-hanging branches in streets	Branches were pruned as when required according to the APO	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Branches were pruned as needed, according to the APO.	
Cutting of bushes and shrubs in Ward 7.																	
	Cutting off vegetation on street which obstructs the view of traffic, cyclists, and pedestrian	Sidewalk Accessibility Policy has been compiled and approved by the Council	Not Applicable	Infrastructure Services Community and Protection Services	Roads, Transport and Storm Water (RTS) Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Vegetation encroachment on sidewalks throughout the municipality is receiving priority.	
Forfeited funds																	
	Feedback is required regarding the funds from Department: Environment Affairs which was forfeited when the contract was terminated in October 2019	Funds were paid back to the Provincial Department of Environmental Affairs	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	Funds were paid back to the Provincial Department of Environmental Affairs.	

WARD PRIORITIES: WARD 7																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	The IDP public participation process during September / October is too rushed and more time is required	The IDP public participation process is legislated by the MSA and its regulations	Not Applicable	Office of the MM	Good Governance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The consultative process normally takes 21 calendar days. The public participation process for September was 22 days, with an additional day for sector organisations to submit their input during the sector engagement.	
Priority 4: Planning	The planning department takes too long to process building applications. The current process should be investigated, and measures put in place to ensure a quicker response.	BPAMS version 2 has been implemented as of 01 July 2022 and the Section: Building Development is undergoing a business process investigation to improve the workflow	Not Applicable	Planning and Economic Development	Development management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Section: Building Development is in the process of acquiring additional capacity. A business process was concluded, and the remedial actions were implemented that resulted in a high level of service delivery being maintained and in compliance with the targets set by the SDBIP.	
	Zoning of 20 on School: The Department of Planning is requested to ensure that the new development in Schoongezicht Street in Simonswyk will not be used as student accommodation when it is available. The complex is zoned as Group/family housing and should be strictly enforced as per definition.	Zoning of 20 on School	Not Applicable	Planning and Economic Development	Development management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
Priority 5: Infrastructure	Repair faulty lights in the park adjacent to Campus Key in Universiteitsoord	Official purchase order received 12/02/2024	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Completed



WARD PRIORITIES: WARD 7																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Resurfacing of Rowan, Van der Stel, Kommandeurs- and Reyger Streets, Roux Street, Kleineweide Street, Hospitaal Street, Paul Sauer Street, section of Van Coppenhagen Street, Hendrik Bergh Street, Uitsig Street, Omega Street, Trengrove Street, Hoflaan, Provinsie Street, Oranje Street, AP Venter Street, section of Rozendal Street, section of Schoongezicht Street, section of Heresingel Street, Rheezicht Street, section of Van der Stel Street.	Conduct an assessment for Resurfacing of Rowan, Van der Stel, Kommandeurs- and Reyger Streets	Number of assessments conducted for Resurfacing of Rowan, Van der Stel, Kommandeurs- and Reyger Streets by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Partially complete. Remaining roads are scheduled for the annual next resealing programme.
	Painting of road names in Ward 7	Painting of road names in Ward 7	Number of road names painted in Ward 7 by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
	Paint speedbumps to make them more visible to motorists	Painting of speedhumps	Number of speedhumps painted 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	😊	n/a	n/a	n/a	Completed.
	Installation of hardened surface on the sidewalks in Universiteitsoord along Soeteweide Street on the hospital side of the road making it more accessible for students/pedestrians	Implementation of NMT Intervention	Number of NMT interventions implemented by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation. process.
	Cleaning of side-drains and drains on roads from March to May and again from October to December. Urgently clean drain-pipes in Zwaanswyk-, Meerlust, Anreith, Endler and Jannasch Streets.	Clean side-drains and drains in Ward 7	Number of side-drains and drains cleaned in Ward 7 by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.



Ward 8: Cllr. Tamryn Kumm

9.5.8 Ward Priorities: Ward 8

Table 106: Ward 8 – Ward Priorities

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

WARD PRIORITIES: WARD 8																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 1: Safety and Security	Address burglary and petty theft	This is a function of the South African Police Services (SAPS)	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are held as per the SSP planning meeting to address by-law offences and criminal activities. Members are also deployed intermittently to assist with enforcement.
	Investigate and repair the quality of street lighting on all streets in Ward 8	Investigation completed	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Completed.
	Collaborate with Campus Security and other stakeholders to ensure community members are informed and aware of safety and security measures in Ward 8	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Campus security is a stakeholder in the Stellenbosch Safety Partnership and forms part of weekly SSP meetings where crime-related feedback is shared, and enforcement is planned.



WARD PRIORITIES: WARD 8																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Increase the visibility of patrols in Ward 8	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are held as per the SSP planning meeting to address by-law offences and criminal activities. Members are also deployed intermittently to assist with enforcement.
Priority 2: Infrastructure Services	Investigate alternative methods of transport in Ward 8	Approval of the final CITP	Number of final CITPs approved by 31 July	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Completed.
	Speedbump at Hofmeyer Street in front of Lydia Residence	Conduct an assessment for the construction of a speedbump at Hofmeyer Street in front of Lydia Residence	Number of assessments conducted by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	Completed.
	Focus on the safety of cycling in Ward 8	The NMT network is extended annually in terms of the NMT Master Plan	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The NMT network is extended annually in terms of the NMT Masterplan.
	Look into upgrading pedestrian walkways in Ward 8.	Pedestrian walkways will be assessed	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This will form part of the municipality's annual NMT upgrade programme.



WARD PRIORITIES: WARD 8																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Investigate the possibility of safer cycling lanes in Merriman Lane	The NMT network is extended annually in terms of the NMT Master Plan	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Design report for cycle lanes on Merriman Road, to be completed by 31 December 2025.
	Approach provincial government to reduce speed limit in Merriman Lane	Investigations also underway for possible speed limit reduction in Municipal area	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The implementation of cycle lanes and possible speed reductions is to be tabled by the provincial government by 30 December 2025.
	Add signage at safe pedestrian crossings at Merriman Road	Completed	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
Priority 3: Community Development	Address issue of homelessness and encourage give responsible campaign	The Stellenbosch Homeless Forum was successfully established in 2023	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Give Responsibly Awareness Session took place with Stellenbosch University Social Impact on 8 February 2024. The goal was to promote the distribution of Give Responsible coupons, share information on how to interact with beggars in Stellenbosch, and provide details about the services offered at the Stellenbosch Night Shelter. In June 2024, the Stellenbosch Homeless Forum launched the



WARD PRIORITIES: WARD 8																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 4: Open spaces and environmental sustainability	Focus on environmental sustainability civic education in Ward 8	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Environmental education is currently earmarked for primary schools.
	Enforcement of environmental by-laws in Stellenbosch	Attend to all reported environmental by-law transgressions in WC024	Percentage of reported environmental by-law transgressions attended in WC024 quarterly.	Community and Protection Services	Community Services	Local	n/a	100%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Ensure flowerpots are maintained	Replacement of vegetation in pots in Victoria Street	Number of annual replacements of vegetation in pots in Victoria Street.	Community and Protection Services	Community Services	Local	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.



9.5.9 Ward Priorities: Ward 9

Ward 9: Ward Councillor (Vacant)

Table 107: Ward 9 – Ward Priorities

Project Rating																	
	Project completed.		Project in progress.		Not completed / No budget available / District Function / Provincial Function												
WARD PRIORITIES: WARD 9																	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Safety and Security	Security cameras at regular intervals in Ward 9	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of a new tenderer is not yet concluded.
	Monitoring of cameras in Ward 9	This is part of the Control room's daily operation function	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
Priority 2: Safety and Security	Universally accessible sidewalks and pavements and improvement of uneven pavements in Ward 9	The NMT network is extended annually taking into account the NMT Masterplan, community request and available resources	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.
	Traffic calming with raised pedestrian crossing outside Utopia Retirement Home at the top of Dorp Street – Pastorie Street	Not feasible due to policy road alignment and safety concerns, therefore the request cannot be supported	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	The request is not feasible.



WARD PRIORITIES: WARD 9																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Traffic calming with raised pedestrian crossing on Dorp Street, corner of Andringa and Helderberg Streets	Conduct an investigation for alternative traffic calming measures on Dorp Street, the corner of Andringa and Helderberg Streets	Number of investigations conducted for alternative traffic calming measures on Dorp Street, the corner of Andringa and Helderberg Streets by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An assessment will be conducted by 30 June 2025.
	Visible street names on poles and the side of buildings on street corners in Ward 9.	An alternative proposal is that municipal standards for street names on kerbs - remain in effect and be repainted periodically	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An alternative proposal is that municipal standards for street names on kerbs - remain in effect and be repainted periodically.
	Parking and Ride facilities for the CBD	Conduct an assessment of the feasibility of park-and-ride facilities in the CBD	Number of assessments conducted on the feasibility of park and ride facilities in the CBD by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The development of the Eikestad Parking Garage is currently underway as a public-private partnership.
Priority 3: Environment	Preservation of historic trees and other important trees Ward 9	Operational plans for the maintenance of trees are in place	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	😊	😊	n/a	n/a	Operational plans for the maintenance of trees are in place.
	Replacement of sick and dead trees is a matter of urgency in Ward 9	Operational plans for the maintenance of trees are in place	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	😊	😊	n/a	n/a	Operational plans for the maintenance of trees are in place.



WARD PRIORITIES: WARD 9																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Replacement of trees that have been removed. The suggestion is that an agreement be reached with private property owners to plant trees inside private properties where pavements are compromised in Ward 9	Operational plans for the maintenance of trees are in place	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	😊	😊	n/a	n/a	Operational plans for the maintenance of trees are in place.
	Stellenbosch is known as the Eikestad, but the trees in Ward 9 need urgent care	Operational plans for the maintenance of trees are in place	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	😊	😊	n/a	n/a	Operational plans for the maintenance of trees are in place.
Priority 4: Historic Buildings and Tourism	Maintenance and preservation of historic buildings and properties	A project is on the budget that deals with historic buildings that are in progress	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	The municipality is busy with a capital project that involved Voorgelegen, Rhenish, and Bergzicht maintenance.
	Maintenance and preservation of the Town Hall	Project is completed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A new kitchen, toilets, and flooring are in progress, along with the painting of the outside of the wall.
	Public toilets for use by visitors and tourists (possibly with an entrance fee)	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Infrastructure Services Planning and Economic Development	Water and Wastewater Services Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2025 public participation process.
	Clean pavements and public spaces	Litter picking and street sweeping are on-going	Not Applicable	Infrastructure Services Community and Protection Services	Waste Management Community Services Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Litter picking and street sweeping are on-going.



WARD PRIORITIES: WARD 9																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	The municipality offers First Aid Training to the members of Ward 9 which will be for two days first-day theory and second-day practical	Only one person from Ward 9 was interested in the training. The proposal is for the review of the ward priority	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The ward councillor is of the opinion that the interest is insufficient, and therefore the department is not compelled to provide first aid training as a ward priority.	
Priority 5: NMT non-motorised transport	Encourage cycling and walking in the CBD and campus	The municipality has implemented ongoing initiatives for consultation between stakeholders. The NMT network is being extended annually in terms of the NMT Masterplan	Number of NMT Interventions implemented by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.	



9.5.10 Ward Priorities: Ward 10



Ward 10: Cllr. Rozette Du Toit

Table 108: Ward 10 – Ward Priorities

Project Rating																	
	Project completed.				Project in progress.			Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 10																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Safety and Security	Safety Initiatives: Implementation of safety and security initiatives at LAP municipal flats	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are held as per the SSP planning meeting to address the by-law offences and criminal activities. Members are also deployed autonomously to do enforcement.
	Pedestrian traffic light in front of Boland College on Bird Street	Conduct an assessment for the installation of a traffic light in front of Boland College on Bird Street	Number of assessments conducted for the installation of a traffic light in front of Boland College in Bird Street by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An assessment will be conducted by 31 December 2024.
	Construction of speedbumps at a three-way stop in Lang-Suid, both ways and Curry Street	Conduct an assessment for the feasibility of speedhumps at the three-way stop in Lang-Suid (both ways) and Curry Street	Number of assessments conducted for the feasibility of speedhumps at the three-way stop in Lang-Suid (both ways) and Curry Street 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An assessment will be conducted by 31 December 2024.
	Tennantville underground channel: Investigate the feasibility of erecting fencing at the channel on the R44	Any closure or obstruction in the main water channel will result in flooding and damage to property	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Propose that alternative crime prevention measures be investigated.



WARD PRIORITIES: WARD 10																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Installation of a speed camera along Merriman Avenue and Jan Cilliers Street	Submission of a speed enforcement application	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic speed enforcement is conducted with portable cameras. The static camera is not installed.
	Installation of a speed camera along Jan Cilliers to the R44	Submission of a speed enforcement application	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Speed enforcement applications, which include a study and motivation, are submitted to the DPP for approval. Awaiting feedback from DPP.
	Installation of a speed camera along Bird Street to the R44	Submission of a speed enforcement application	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Speed enforcement applications, which include a study and motivation, were submitted to the DPP for approval. Awaiting feedback from DPP.
Priority 2: Housing	LAP infrastructure upgrading	Appointment of a structural engineer	Percentage of Housing project Capital Budget from the Department: Housing Development actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Section: PMU will assist the Department: Housing Administration with terms of reference for the tender.



WARD PRIORITIES: WARD 10																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Residents residing at the Municipal flats for 5 years or more must be listed as part of provisioning housing projects	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	As part of the integrated development process, the municipality, in accordance with the Housing Pipeline, is planning projects that can accommodate families currently residing in municipal rental stock. The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that 4 000 – 5 000 mixed-use housing opportunities will be created.
Priority 3: Infrastructure Services	The riverbanks at Kromrivier river near The Rand is a high risk it must be rehabilitated as soon as possible,	Rehabilitation of the riverbanks at Kromrivier river near The Rand	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2024 public participation process.
	Waterpipe bursts in Bird and Mount Albert Street and lower areas of Cloetesville	Replacement of old infrastructure remains a priority and will be addressed according to the pipe replacement programme	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2024 public participation process.
	Waterpipe/s breaks at AF Louw School affecting the La Colline area	If the lower part of LA Colline is shut down the secondary source in Dr Malan (connection in front of Prins Park) will feed La Colline	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	A progress report is to be provided during the September 2024 public participation process.



WARD PRIORITIES: WARD 10																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Investigate alternative options to keep the streetlights on during load shedding	Solar lighting is not part of the current material tender for streetlighting	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: Electricity Services will be investigating possible solar streetlight solutions and including solar streetlighting in our next material tender that will be activated in the 2025/26 financial year.
	Investigate alternative options to keep the traffic lights on during load shedding	Traffic signals have Uninterrupted Power Supply systems installed	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
Priority 4: Cleaning of River	The river needs clean-up due to dumping	The stewardship programme is a volunteer programme, not a compulsory programme	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Due to capacity constraints, the Department: Community Services will not be able to begin the stewardship programme.
	Fencing of Kromrivier banks	A fence along the river is not an ideal solution. The adjacent property owners may fence the river if required	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Unfortunately, this request is not feasible.
	Skip is required in Lang-Suid and Lappan Street since garbage or building rubble dumping occurs daily	Conduct an investigation into the placement of skips in Lang-Suid and Lappan Street	Number of investigations conducted for the placement of skips in Lang-Suid and Lappan Street by 30 June	Infrastructure Services	Waste Management	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An investigation was conducted. The area is not ideal for the placement of a skip. The municipality will continue monitoring the area for sporadic damping.



WARD PRIORITIES: WARD 10																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 5: Youth, Sport, Arts and Culture	Learnerships / Skills development	The Department: Community Development had an engagement with the Ward Councillor, and it was agreed that the project was not feasible	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😊	😊	n/a	n/a	n/a	The Section: Community Development commits to providing the ward councillor and ward administrator with youth-related skills development opportunities through email and WhatsApp. All training opportunities were communicated through ward offices.



9.5.11 Ward Priorities: Ward 11



Ward 11: Cllr. Johannie Serdyn

Table 109: Ward 11 – Ward Priorities

					Project Rating												
	Project completed.		Project in progress.		Not completed / No budget available / District Function / Provincial Function												
WARD PRIORITIES: WARD 11																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Environmental Management and Safety	CCTV camera installation in the area around the Municipal Court	Installation of CCTV cameras is per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of a new tenderer has not yet been concluded.
	The deployment of the fence and monitoring camera in Papegaaiberg Reserve	Installation of CCTV cameras is per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The fencing project has been completed. The plan was not to fence the whole nature reserve, but to fence the area and next to the suburb. Cameras were installed by law enforcement and monitoring is with the control room.
	Repair and maintenance of CCTV cameras	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Repair and maintenance form part of the CCTV Camera Master Plan. Active cameras are monitored by the control room operators. Challenges with the server and network are currently addressed. The appointment of a new tenderer has not yet been concluded.
	Monitoring of CCTV cameras	Monitoring of CCTV Cameras attached to the Control Room	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Monitoring of CCTV cameras is done by the control room.



WARD PRIORITIES: WARD 11																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	The deployment of fence and monitoring camera in Papegaaiberg Reserve	The fencing project has been completed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The plan was not to fence the whole nature reserve but to fence the area and the suburb next to it. Cameras were installed by law enforcement, and monitoring is done in the control room.
	Redeployment of working cameras to Papegaaiberg in Papegaaiberg Reserve	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of the new tenderer is not yet concluded.
	Papegaaiberg Reserve Fencing	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Extension of fence around the Papegaaiberg cemetery in Papegaaiberg Reserve	The fencing project has been completed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The fencing project has been completed. The plan was not to fence the whole nature reserve but to fence the area next to the suburb.
	A better quality of panels to be used to replace vandalised panels in Papegaaiberg Reserve	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Establish and maintain an active group "The Friends of Reserves" Taking care of the total set environmental requirements for a declared reserve in Ward 11	Friends of Reserves has been established	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Target achieved.



WARD PRIORITIES: WARD 11																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 2: Basic Infrastructure	The overall lighting of the ward will be an ongoing priority at Patrys Street (below Fisant Hammerkop, Flamingo, Jan Frederick, Tarentaal)	Flamingo Street to be upgraded to 70W from Distell traffic lights through to Middelvlei farm	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	The project was completed in October 2023.
	Tarring of pathways in Kwikstert Street down to Devon Valley Road	Compile planning and designs to Construct tar pathways in Kwikstert Street down to Devon Valley Road	Number of planning and designs compiled to Construct tar pathways in Kwikstert Street down to Devon Valley Road by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	The NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.
	Reseal all road surfaces in Onder Papegaaienberg	Conduct an assessment for the upgrade and reseal of roads and potholes	Number of assessments conducted for the upgrade and reseal of roads and potholes by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Phased annual implementation, taking into account road conditions and funding.
	Replacement of waterpipes where necessary in Ward 11	Replacement of old infrastructure remains a priority and will be addressed according to the pipe replacement programme.	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Replacement of old infrastructure remains a priority and will be addressed according to the pipe replacement programme.
	Urgency to identify alternative parking space for taxis at Stellenbosch Station that has taken complete control of the current parking area	Interim measures assessment to be carried out by June 2024	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	An assessment will be carried out by 30 June 2025.



WARD PRIORITIES: WARD 11																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	No facilities for example toilets available at the Taxi rank at Stellenbosch Station. Alternative arrangements to be investigated	Interim measures assessment will be conducted by 30 June 2024	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	An assessment will be carried out by 30 June 2025.	
	No input was asked from the public about the Taxi rank at Stellenbosch Station	Interim measures are currently being reviewed	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	An assessment will be conducted by 30 June 2025.	
	Sidewalk intersection Adam Tas to Devon Valley Road in front of the businesses	Compile planning and designs to construct a sidewalk intersection Adam Tas to Devon Valley Road in front of the businesses	Number of planning and designs conducted to construct a sidewalk intersection between Adam Tas to Devon Valley Road in front of the businesses by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	Planning and design to be conducted by 30 June 2026.	
	The request for sideways must make provision for pedestrians and cyclists in the area of Woodmill and Adam Tas R310	Construct a sidewalk for pedestrians and cyclists in the area of Woodmill and Adam Tas R310	Number of sidewalks constructed for pedestrians and cyclists in the area of Woodmill and Adam Tas R310 by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.	
	Ward 11 strives to conform with the NMT requirements of Stellenbosch Municipality	The NMT network is extended annually taking into account the NMT Masterplan, community requests and available resources	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	A report is compiled on the annual implementation of NMT.	



WARD PRIORITIES: WARD 11																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Establishment of park and ride facilities as a support to our public transport system at Woodmill Development Stellenbosch Station	A transport study for the ATC has commenced. Park and ride facilities will be part of the study	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Linked to the Adam Tas Corridor (ATC). A progress report is to be compiled by June 2025.
	Closure of Nagtegaal Street	Conduct an assessment of the feasibility to close of Nagtegaal Street	Number of assessments conducted for the feasibility to close of Nagtegaal Street by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	😄	n/a	n/a	Public participation is completed by 31 December 2024.
	There is a growing concern about the impact on traffic from development in Oude Molen	A Transport Study for the ATC has commenced. Traffic Impacts will form part of the study	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	A transport study for the ATC has commenced. Traffic impacts will form part of the study.
	NMT facilities are a prerequisite in Oude Molen	The NMT network is extended annually taking into account the NMT Masterplan, community requests and available resources	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A report is compiled on the annual implementation of NMT.
	An aggressive stance on the side of the developers in Oude Molen	The land use decision on Oude Molen has already been taken, and the developer has appealed the decision	Not Applicable	Planning and Economic Development	Development management	Local	n/a	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	n/a	The appeal decision was taken on 26 June 2023, and the matter has been concluded.



WARD PRIORITIES: WARD 11																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Promote cycle routes for recreational purposes in Ward 11	The NMT network is extended annually taking into account the NMT Masterplan, community requests and available resources	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A report is compiled on the annual implementation of NMT.	
	Further developments to make provision for Non-Motorising Transport in Woodmill Development	A transport study for the ATC has commenced. NMT facilities will form part of the study		Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A transport study for the ATC has commenced. NMT facilities will form part of the study.	
	Clearing of vegetation	Department: Community Services to determine the feasibility of clearing vegetation		Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Department: Community Services to determine the feasibility of clearing vegetation.	
	The Integrated Transport Plan (ITP) of 2017 or its revisions should receive attention for the implementation in collaboration with the Adam Tas Corridor project and affected wards	As part of the approval process for CITP, stakeholder engagement and public participation will be followed. The CITP will align with the ATC project and the affected wards		Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Completed.	
	Devon Valley Rd: Upgrade and beautification of the Devon Valley Rd from the new traffic circle past the industrial area	Conduct an assessment to determine the viability of the upgrade	Number of assessments conducted to determine the viability of the upgrade by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	An assessment for viability will be conducted by 31 December 2025.	



WARD PRIORITIES: WARD 11																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 3: Sports Recreation and Culture	Maintenance of Van der Stel Sports Grounds more especially the bowling facility	The bowling club indicated that they want to enter into an MOU with the municipality	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The VDS Bowling Club and Stellenbosch Municipality agreed and signed an MOU stipulating the roles and responsibilities of both parties. The bowling club will maintain the facility.
Priority 4: Environment	Land invasions are major and growing threats at the Top part of Kayamandi (Adam Tas bridge)	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A fence was erected to assist with the prevention of the illegal erection of structures. Enforcement and demolishing are being done as per complaints received and observations by officers during their patrols.
	Combat health risks and illegal structures in Papegaaiberg Reserve (Top – North and South)	The departments Public Safety and Integrated Human Settlements are the main role-players. This request has been discussed with these different role players	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The departments of Public Safety and Integrated Human Settlements are the main role-players. This request has been discussed with these different role players. The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that 4 000 – 5 000 mixed-use housing opportunities will be created.
	Request for the removal of alien species to support the natural granite renosterveld in Papegaaiberg Reserve, Plankenburg and Eerste River	Alien cleaning is done in terms of the APO. Agreement with SANBI that specifically focus on acaicia species	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Plankenburg: The municipality only removes vegetation from the riverbank. Eerste River: The municipality only removes vegetation.



WARD PRIORITIES: WARD 11																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Rehabilitation of wetlands area at Tarentaal / Devon Valley Road	Rehabilitation of wetlands area at Tarentaal / Devon Valley Road	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	No MOU was signed between Stellenbosch Municipality and Huis Horison; therefore, the responsibility for the maintenance and rehabilitation of the wetlands is still with the municipality.	
	Establish and maintain an active group "The Friends of Reserves" Taking care of the total set environmental requirements for a declared reserve in Ward 11	Establish and maintain an active group "The Friends of Reserves"	Not Applicable	Community and Protection Services	Community Services	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	According to the ward councillor, no Friends of Reserve Group has been established.	
	The outdated maintenance plan for the reserve is to be revised	The Department: Community Services is in the process of reviewing the Papegaaiberg Management Plan	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	The deployment of rangers to patrol the reserve in Papegaaiberg Reserve	The appointment of rangers is funding-dependent	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a		
Priority 5: Development Applications and Social Development	Developers are looking to exploit the need for the rapid growth of the Adam Tas Corridor	The ATC Project and LSDF are the transformation district for Stellenbosch Municipality	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The ATC has been identified as a catalytic project in the 4 th Generation IDP, and the municipality is focussing on the implementation of the project in the 5 th Generation IDP. The developments within the ATC's vision and objectives are contained within the LSDF, IDP, and mSDF.	



9.5.12 Ward Priorities: Ward 12

Table 110: Ward 12 – Ward Priorities

Ward 12: Cllr. Ayanda Tomose

Project Rating																	
😊	Project completed.		😐	Project in progress.		😞	Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 12																	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Access to Land and Housing	RDP Housing and plots for low- and medium-income earners in Kayamandi	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that ±4 000 - 5 000 mixed-use housing opportunities will be created. On 20 June 2024, the service provider provided the amended phasing of the development, which includes infrastructure costing per phase. This will determine which phase will start first when the housing project is implemented. A special meeting was arranged on 9 July 2024 to discuss the impact of the reservoir on the project, which might affect the current layout. Changes to the layout taking into consideration the pipeline and reservoir is expected by the end of July 2024.
	Provide space for 106 Local Business stalls to operate in Kayamandi	The municipality is busy with the Kayamandi Town Centre and the construction of the Kayamandi business hub. The community can utilise the Kayamandi corridor (renting space)	Not Applicable	Planning and Economic Development	Integrated Human Settlements and Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Kayamandi Town Centre: The land use planning application to obtain development rights has been submitted to the Land Use Management Department. After development rights have been obtained and a decanting site in the Northern Extension has been established, the redevelopment of the



WARD PRIORITIES: WARD 12																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
																Kayamandi Town Centre will commence.	
	Identification of land for New Primary School in Kayamandi	This is a Provincial function	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Provincial	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	n/a	Currently, there is no land available in the Kayamandi area to construct a school. In the northern extension space, space will be made available for education-linked functions.
Priority 2: Infrastructure Services	Installation of electricity in Nkanini and Azania	Installation of electricity in informal structures in Nkanini	Number of informal structures in Nkanini electrified by 30 June	Infrastructure Services	Electrical Services	Local	n/a	1300	n/a	n/a	n/a	😊	😊	😊	n/a	n/a	The project of Nkanini is completed. The electrification of Azania is not part of the scope of work for the electrification of Nkanini. Instructions to provide electricity in Azania must be given to the department by the Council; after this, an application for electrification (INEP grant) will be submitted to the Department: Minerals, Resources, and Energy.
	Fix streetlights in the decanting sites and Watergang area	Maintenance of streetlights in the decanting site in the Watergang area	Number of streetlights in the decanting site in the Watergang area maintained by 30 June	Infrastructure Services	Electrical Services	Local	12	n/a	n/a	n/a	n/a	😊	😊	n/a	n/a	n/a	All complaints that are received in the Watergang area are attended to by the maintenance staff if illegal wiring does not prohibit them from maintaining the infrastructure.
	Regular unblocking of drains in the Watergang area, Snake Valley and the rest of Ward 12	This is an ongoing operation network	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	😊	n/a	n/a	Completed.



WARD PRIORITIES: WARD 12																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Maintaining the existing toilets in Nkanini and Azania	The ablution facilities are maintained daily by an appointed local contractor	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The ablution facilities are maintained daily by an appointed local contractor. Materials needed for the repairs are provided by the municipality, and labour is provided by the contractor. The reason for the ongoing repairs is vandalism.
	Construction of tar roads in Nkanini and Azania to make it accessible for trucks to go in into the areas	For improved truck access, the area needs to be formalised	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	😊	n/a	n/a	This is an ongoing operation. Complaints are attended to, and regular maintenance is conducted on the road network.
	Installation of channels along the existing gravel roads to prevent potholes to make it accessible for trucks to go in into the areas	For improved truck access, the area needs to be formalised	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a								A progress report is to be provided during the April 2025 public participation process.
	Rename or name unnamed the streets in the Watergang area	The naming of streets in formalised areas is done by the Department: Planning for approval by the Council	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The street naming of Watergang (phase 1) has been approved on 10/02/2015 by the Council. Street numbers still need to be allocated, and this will be done during the 2024/25 financial year.
	The streets of Watergang require speed humps	Conduct an assessment to determine the feasibility for the construction of speedhumps in Watergang	Number of assessments conducted to determine feasibility for the construction of speedhumps in Watergang by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	An assessment will be conducted by 31 December 2025.



WARD PRIORITIES: WARD 12																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Construction of a raised intersection (speedhump) in front of Kayamandi Primary School	Conduct an assessment to determine the feasibility of the construction of a speedhump in front of the Kayamandi Primary School	Number of assessments conducted to determine feasibility for the construction of a speedhump in front of the Kayamandi Primary School 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	An assessment was completed.	
	Fencing of electrical substation in the area of the school crescent	An investigation is in progress to establish the feasibility	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Wayleave application WL2907 was declined.	
	Additional ablution facilities in Nkanini and Azania	Installation of additional ablution facilities in Nkanini and Azania	Number of additional ablution facilities in Nkanini and Azania	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department used the current maintenance contractor to install and rehabilitate the existing infrastructure.	
	Drain blockage in Section A and B in Nkanini	Completed	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.	
	Replace the existing streetlights with energy-efficient light bulbs (Infront of Kayamandi Primary School)	SCM process completed for the maintenance of LED streetlighting	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	All streetlights will be replaced; the municipality's strategy is to replace faulty streetlights with energy-efficient fittings as the streetlights become inoperable. The municipality then replaces the inoperable fittings with new energy-efficient fittings, this process is ongoing.	



WARD PRIORITIES: WARD 12																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Provision of accessible communal ablution facilities for persons with disabilities in Ward 12		Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Specific ablutions must be identified to investigate if communal ablution facilities for persons with disabilities in Ward 12 are required. Once the critical ones are identified and all resources are available, proposed works can be implemented.	
Priority 3: Community Development	Space for Food Garden that can provide vegetables for child-headed families to help disadvantaged families. Identified spaces: Nkanini, G Section and TRA	Two projects were initiated through DPLG: CDW's	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Food garden in Nkanini: 41 community members are involved. The current obstacle relates to water. The garden has a JoJo tank, but a request was made for water to be filled up by fire services. The Manager: Fire and Disaster indicated in-principle support, but it requires an inspection as to whether it will be possible. The food garden at the primary school is also progressing but requires support for a JoJo tank. The project is not using water from the school, but it is becoming difficult, especially over the summer months. The ward councillor received an explanation of and consent to the GiA process for funding access.	
	Soup kitchen to feed less privileged and disadvantaged families in Ward 12	Soup kitchens are operating in the community through NGOs. Grand-in-Aid is provided to NGOs that are running soup kitchens. The ward councillor has been given a list of soup kitchens	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	The ward councillor has been provided with a list of soup kitchens.	



WARD PRIORITIES: WARD 12																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Assist with the registration of the ECDs (to comply with the norms and standards of social development)	Registration of ECD centres.	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	The department has existing quarterly ECD engagements that address registration in collaboration with state departments (DoE, CWDM) and NGOs covering the entire WC024 ECD centres. Kayamandi ECD Forum and individual ECD practitioners are active participants in this programme.
Priority 4: Area Cleaning and Parks	Distribution of waste bags and skips in Nkanini and Azania	Provision of waste bags and skips in Nkanini and Azania	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Not all areas are accessible in Nkanini and Azania for the placement of skips. Refuse bags are provided every quarter.
	Employ additional EPWP workers to clean the Nkanini River and streets of Nkanini, Azania and the rest of Ward 12.	Appointment of EPWP workers	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	EPWP staff are deployed into various areas to clean, and the Section: Area Cleaning collects all waste.
	Collect refuse in all areas of Ward 12	Collection of refuse bags in Ward 12	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Refuse bags are distributed and collected at the communal site, or skips, daily.
	Informal Settlement door-to-door refuse collection programme in all informal Settlements in Kayamandi	Refuse collection in informal in settlements in Kayamandi	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department will begin with a pilot project and expand where feasible by 30 September 2025.
	Distribution of wheelie bins at TRA 2 in Kayamandi	Distribution of wheelie bins	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The wheelie bins at TRA 2 in Kayamandi will be distributed to the residents by 30 June 2024.



WARD PRIORITIES: WARD 12																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Replacement of play park equipment in Snake Valley	Conduct a meeting with the ward councillor to discuss the challenge of vandalism	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality requests that the community take ownership of the parks to prevent vandalism.	
Priority 5: Safety	Install smoke detectors and fire extinguishers at churches and ECD centres in Kayamandi	Unfortunately, the municipality cannot install smoke detectors in privately owned properties	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	ECDs located in informal high-risk areas will be considered. The exact location of ECDs is to be provided to the Senior Manager of Protection Services to have smoke detectors installed.	
	Establishment of a Green Route with NHW in Ward 12. A green route is a connected road / route that workers and scholars will use to get to their destinations, and which is consistently patrolled for the safety of users, as it is and continues to be a common occurrence that workers and scholars get mugged on their way to work and school and back	The Department had ward meetings to address the importance of community involvement	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality regularly communicates with POCS through the office of the NHW Liaison Officer. Challenges are community members not volunteering to form part of the NHW structure.	



9.5.13 Ward Priorities: Ward 13



Ward 13: Cllr. Mary Nkopane

Table 111: Ward 13 – Ward Priorities

Project Rating																	
	Project completed.			Project in progress.			Not completed / No budget available / District Function / Provincial Function										
WARD PRIORITIES: WARD 13																	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Upgrade of Hostels	Infrastructure improvements on the Hostels in Kayamandi	Obtaining development rights for high-density development in the Kayamandi Town Centre	Percentage of the Kayamandi Town Centre Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Kayamandi Town Centre: The land use planning application to obtain development rights has been submitted to the Land Use Management Department. After development rights have been obtained and a decanting site in the Northern Extension has been established, the redevelopment of the Kayamandi Town Centre will commence.
	Construction of more ablution facilities and repair of the current ablution facilities servicing in each Hostel block in Kayamandi	The ownership of the buildings and property must still be verified	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The redevelopment of the hostel area is an ongoing project with Integrated Human Settlement.
Priority 2: Multipurpose centre	Request for the building of a Multipurpose centre for indoor sports facilities, a training centre for skills development, which can be used as a Wellness Centre for Senior Citizens occasionally Kayamandi	The construction of a Thusong Centre is a provincial function. (Department of Local Government)	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There is no space in Kayamandi to build a multi-purpose centre. The municipality will forward the ward priority to the provincial sector department.



WARD PRIORITIES: WARD 13																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Free Wi-Fi Zone at the Centre in Kayamandi	Wi-Fi is available in ward offices at the Kayamandi Corridor	Not Applicable	Corporate Services	Information and Communication Technology	Local	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	Completed.
Priority 3: Safety and Security	Install CCTV Cameras at the George Blake and Costaland Entrance and Exits	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The CCTV camera tender is in progress. The department is busy with the tender evaluation. New cameras are funding-dependent and based on engagements with SAPS and crime patterns.
	Municipality to fix the existing CCTV cameras in Ward 13	Repair and maintenance form part of the CCTV Camera Master Plan	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The CCTV camera tender process is currently ongoing. The department is busy with the tender evaluation. When appointed, the new tenderer will take care of the repairs.
	Municipality to establish and provide financial support for Neighbourhood Watch, which will employ people from Ward 13	The establishment of NWH is the mandate of the Provincial Department of Policing Oversight and Community Safety (POCS)	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<div>The municipality regularly communicates with the Department of Police Oversight and Community Safety through the Office of the NWH Liaison Officer. Ward 13 had an established structure.</div> <div>The municipality liaised with the Department of Police Oversight and Community Safety regularly through the office of the NWH Liaison Officer.</div>



WARD PRIORITIES: WARD 13																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Municipality to provide container dedicated for the Neighbourhood Watch in Ward 13	The establishment of NWH is the mandate of the Provincial Department Policing Oversight and Community Safety (POCS)	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality liaised with the Department of Police Oversight and Community Safety regularly through the office of the NHW Liaison Officer. The container was not used and was reallocated to another ward. Awaiting the outcome of the registration of the new NHW structure.
	Removal of broken cars in 2 nd Avenue and Mdala Street in Kayamandi	Removal of broken cars in 2 nd Avenue and Mdala Street in Kayamandi	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Traffic services and Law Enforcement to attend and enforce.
Priority 4: Electricity	Solar Panels on streetlights in Ward 13 for Safety during Power cuts	Investigate the possible use of solar streetlight solutions	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Department: Electrical Services will be investigating possible solar streetlight solutions and including solar streetlighting in the next material tender that will be activated in the 2025/26 financial year.
	Municipality to provide Floodlights in Hotspot areas Ward 13	Project is completed	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	6 floodlights were replaced in Ward 13 on 03 October 2023.



WARD PRIORITIES: WARD 13																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Provision of electricity for informal settlements in Ward 13	Connection of electricity in informal settlements	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	All new electrical connections need to follow the formal application process via the municipal help desk. Once the application has been received, an assessment will be finalised, and quotations generated for the associated costs will become the responsibility of the applicant. This is not a new project but an existing infrastructure that requires additional connections; hence, the formal application process needs to be followed.	
Priority 5: Open Spaces	Land identified at Sizamile Creche where there is unused land must be utilised for community food gardening in Ward 13	It is confirmed that the municipality has a lease agreement with StellCare and that decisions relating to what happens on this land are tied to the agreement	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Collaborative discussions are underway with the leaseholder to investigate the establishment of food gardens on the property.	
	Cutting of trees in Ward 13	Pruning of trees in Ward 13	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Municipal trees were pruned in 2023. Trees on private property are the responsibility of the property owners.	

9.5.14 Ward Priorities: Ward 14



Ward 14: Cllr. Maxwell

Table 112: Ward 14 – Ward Priorities

		Project Rating															
	Project completed.				Project in progress.			Not completed / No budget available / District Function / Provincial Function									
WARD PRIORITIES: WARD 14																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Land and Housing	Identification of land for low-income housing, semi-urban housing, and prospects for middle-class housing in Ward 14, Kayamandi.	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that 4 000 – 5 000 mixed-use housing opportunities will be created. On 20 June 2024, the service provider provided the amended phasing of the development, which includes infrastructure costing per phase. This will determine which phase will start first when the housing project is implemented. A special meeting was arranged on 9 July 2024 to discuss the impact of the reservoir on the project, which might affect the current layout. Changes to the layout taking into consideration the pipeline and reservoir are expected by the end of July 2024.	



WARD PRIORITIES: WARD 14																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Land identification of serviced sites and plots for housing development in Kayamandi.	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that 4 000 – 5 000 mixed-use housing opportunities will be created. On 20 June 2024, the service provider provided the amended phasing of the development, which includes infrastructure costing per phase. This will determine which phase will start first when the housing project is implemented. A special meeting was arranged on 9 July 2024 to discuss the impact of the reservoir on the project, which might affect the current layout. Changes to the layout taking into consideration the pipeline and reservoir is expected by the end of July 2024.	
Priority 2: Community Hall	Identify land for a community hall in ward 14 (Makuphula Street)	The Makhuphula Hall will be maintained and not reconstructed	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Makuphula Hall will be maintained, not reconstructed. There are no funds in the budget, and the informal houses are located next to the hall.	



WARD PRIORITIES: WARD 14																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 3: Safety and Security	CCTV cameras must be installed at Luyolo Street, next to the car wash	Installation of CCTV cameras is done per the CCTV Camera Masterplan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of a new tenderer has not yet been concluded.
	CCTV camera must be installed at the corner of Setona Street and Swarts Close, closer to Kayamandi Clinic	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of a new tenderer has not yet been concluded.
Priority 4: Electricity	Solar-powered floodlights as it will operate during load shedding at Watergang Area and Swarts Close and all floodlights in Ward 14	Investigate possible solar streetlights	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A separate tender for solar streetlighting will be compiled and utilised to procure solar streetlighting; the tender and appointment process will be concluded in December 2024, and the installation is planned to commence in the 2024/25 financial year.
Priority 5: Open spaces	Cutting of trees in Zone I	Cutting of trees in Zone I	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.



Ward 15: Cllr. Elliot Masimini

9.5.15 Ward Priorities: Ward 15

Table 113: Ward 15 – Ward Priorities

		Project completed.				Project in progress.				Project Rating Not completed / No budget available / District Function / Provincial Function							
WARD PRIORITIES: WARD 15																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Land and Housing	Request for housing for backyarders in Ezintentei Zone N	Obtaining development rights for mixed-use development for the Northern Extension, Kayamandi	Percentage of the Northern Extension, Kayamandi Capital Budget actually spent 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Northern Extension has been earmarked as one of the projects that can accommodate various income categories, as it is envisaged that ±4 000 - 5 000 mixed-use housing opportunities will be created. On 20 June 2024, the service provider provided the amended phasing of the development, which includes infrastructure costing per phase. This will determine which phase will start first when the housing project is implemented. A special meeting was arranged on 9 July 2024 to discuss the impact of the reservoir on the project, which might affect the current layout. Changes to the layout taking into consideration the pipeline and reservoir is expected by the end of July 2024.
	Housing block Approach system in Kayamandi	Council has adopted in Zone O a block approach and Temporary Relocation Area (TRA) was established to implement the block approach	Not Applicable	Infrastructure Services	PMU	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This project is currently being implemented by the Department: Project Management Unit.



WARD PRIORITIES: WARD 15																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 2: Multipurpose centre and hall	Youth skills development centre or multipurpose centre in Kayamandi	The construction of a Thusong Centre is a provincial function. (Department of Local Government)	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	n/a	There is no space in the Kayamandi area to build a Multi-Purpose Centre. The municipality will forward the ward priority to the provincial sector department.
	Renovate of Kayamandi Hall	Renovation of the Kayamandi Community Hall to be utilised for community projects and events	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
Priority 3: Local Economic Development	The focal point is to assist growing entrepreneurs with funding and skills development to grow their businesses in Kayamandi	The municipality has implemented an SMME training programme through its external body performing a municipal function	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The municipality will identify additional training opportunities during the 2024/25 financial year. CDWM also makes funding in the amount of R100 000 available to SMMEs annually.
Priority 4: Parks	Request parks to be renovated on Forest Drive and Vineyard Street	The parks are maintained regularly	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	😊	n/a	n/a	n/a	The municipality requests that the community take ownership of the parks to prevent vandalism.
Priority 5: Safety and Security	Establish and support Neighbourhood watch in Ward 15	The establishment of NWH is the mandate of the Provincial Department of Policing Oversight and Community Safety (POCS)	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality liaises with POCS regularly through the office of the NWH Liaison Officer. Challenges are community members not volunteering to form part of the NWH Structure.



WARD PRIORITIES: WARD 15																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Establish the Green paths working with Neighbourhood Watch in Ward 15. Green Paths refers to the safe walking zone in Ward 15. Hotspots are Fire Street, Bassi Street, Fourth Street and Vineyard Street. Neighbourhood Watch visibility on these streets would ensure safety in Ward 15	The Department: Protection Services held ward meetings to address the importance of community involvement	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Neighbourhood Watch Coordinator / Liaison Officer also engaged through awareness sessions. The municipality regularly communicates with POCS through the office of the NHW Liaison Officer. Community members are not volunteering to be part of the NHW structure, which is a challenge.
	Increase patrols of Law Enforcement in Ward 15	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are being held as per the SSP Planning Meeting to address by-law offences and criminal activities. Members are also deployed autonomously to do enforcement.
	Install cameras at Basi Street, Vineyard Street, 7 th Avenue and 8 th Avenue	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. The appointment of new tenderer not yet concluded.



9.5.16 Ward Priorities: Ward 16



Ward 16: Cllr. Elsabe Vermeulen

Table 114: Ward 16 – Ward Priorities

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

WARD PRIORITIES: WARD 16																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 1: Safety and security	Increase the visibility of Law Enforcement in Cloetesville	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are being held as per the SSP Planning Meeting to address by-law offences and criminal activities. Members are also deployed autonomously to do enforcement.
	Increase patrol assistance from Law Enforcement in Cloetesville	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are held as per the SSP Planning Meeting to address by-law offences and criminal activities. Members are also deployed autonomously to do enforcement.
	Additional cameras in gangster areas with 24-hour mobile Law Enforcement units in the community of Cloetesville	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are held as per the SSP planning meeting to address the by-law offences and criminal activities. Members are also deployed autonomously to do enforcement. The installation of CCTV cameras is funding-dependent and installed as per the CCTV Master Plan and in conjunction with SASP and crime patterns.



WARD PRIORITIES: WARD 16																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Neighbourhood watch and security awareness with community involvement Ward 16	The establishment of NWH is the mandate of POCS	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>The establishment of NWH is the mandate of POCS. The municipality regularly communicates with the Department of Police Oversight and Community Safety through the Office of the NHW Liaison Officer.</p> <p>Two NWH structures have been established in Ward 16.</p>	
Priority 2: Land and Housing	Municipality to provide stand-alone plots for housing in Cloetesville.	To obtain development rights on Erf 7001, Cloetesville by providing GAP housing	Percentage of the Erf 7001, Cloetesville Capital Budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	90%	90%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>The appointed service provider submitted the land use application to obtain development rights, which was published for public comment. The layout has been revised to accommodate requirements from Directorate: Infrastructure Services, after finalisation regarding the requirements, the land use application will be submitted to the MPT for decision.</p>	
	Municipality to provide basic services for backyarders in Cloetesville	The Directorate: Infrastructure Services must develop a policy for the provision of services to backyarders	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>The Directorate: Infrastructure Services must develop a policy for the provision of services to backyarders.</p>	
	Upgrading of Municipal flats on Pine, Primrose, Eike and Jakaranda Streets	There are no funds available on the MTREF		Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	<p>There are no funds available in the MTREF period 2022 – 2027.</p>	



WARD PRIORITIES: WARD 16																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Utilising empty plots for housing in Cloetesville.	To obtain development rights identified sites in Cloetesville for possible housing opportunities	Percentage of Capital Budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The Council approved that an investigation should be undertaken on certain erven in Cloetesville whereby development rights can be obtained for housing opportunities. A funding application was submitted to PDol. No funds have been approved on the business plan of PDol.	
	Outline areas for selection to erect affordable and RDP housing.to make away with constraints and backlogs in Cloetesville.	To obtain development rights identified sites in Cloetesville for possible housing opportunities	Percentage of Capital Budget actually spent by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	90%	90%	90%	n/a	n/a	n/a	n/a	n/a	The Council approved that an investigation should be undertaken on certain erven in Cloetesville whereby development rights can be obtained for housing opportunities. Additional investigations by the administration are also currently taking place to identify further possible opportunities as well as possible Alternative Building Technology (ABT) structures.	
	To phase it out in an impact full manner to accomplish the fair distribution of the housing matter	Allocation of housing is done in terms of the National Housing Code 2009 and Municipal Policies	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The National Housing Code 2009 and municipal policies apply.	
Priority 3: Local Economic Development	More EPWP projects for the youth and the disabled in Cloetesville	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Planning and Economic Development	Development Planning	Local	1300	n/a	n/a	n/a	n/a	👍	n/a	n/a	n/a	n/a	Target applicable for the WC024. The selection of participants currently prioritises the appointment of women, youth, and the disabled.



WARD PRIORITIES: WARD 16																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Youth camps, youth orientation and skills development programmes in Cloetesville	All skills development opportunities will be communicated to the youth of Ward 16 through the ward office	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	🟡	n/a	n/a	n/a	No youth from Cloetesville applied for the lifeguard training to become eligible for employment at the municipal pool. 8 youth from other communities were trained. Further information on alternative ongoing youth training will be communicated to the councillor's offices.
	Training programmes for women empowerment to equip themselves to self-sustainability e.g. back yard gardens, selling their products. Crochet and knitting and business start-ups in Cloetesville	The focus of the Department for the next five (5) years is on SMME Training and Development		Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	🟡	n/a	n/a	n/a	n/a	Currently, there are local NGOs that deal with product development and product training projects.
Priority 4: Sports and Culture	Wheelchair access to the swimming pool facility e.g., the gate in Cloetesville	Completed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	n/a	Completed. A wheelchair pathway was constructed, entering from Curry Street.
	Entry into the swimming pool in Cloetesville	The swimming pool will open with the appointment of lifeguards		Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🟡	🟢	n/a	n/a	n/a	The swimming pool is open.
	Transform the tennis court into a more useful entity for the community of Cloetesville	Upgrade of the Cloetesville tennis courts	Number of Cloetesville tennis courts upgraded by 30 June	Community and Protection Services	Community Services	Local	2	n/a	n/a	n/a	n/a	🟡	🟢	n/a	n/a	n/a	A contractor has been appointed to upgrade the tennis courts. After completion, the tennis courts will be painted as multipurpose courts.



WARD PRIORITIES: WARD 16																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Floodlights on Cloetesville Sportsground	Upgrade of the Cloetesville Sportsground floodlights	Number of Cloetesville Sportsground floodlights upgraded by 30 June	Community and Protection Services	Community Services	Local	2	n/a	n/a	n/a	n/a	😊	😄	n/a	n/a	n/a	Completed.
Priority 5: Roads and safety	Place fencing next to the railway track on the Municipal side of the walkway in Crombie Street of White City, not on the PRASA side	It is not feasible for a fence to be installed on municipal property. The fence must be installed on the PRASA property	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will forward the request to PRASA.
	Tar pavements in Pine, Primrose and Eland Streets	Conduct an assessment to construct tar pavements on Pine, Primrose and Eland Streets	Number of assessments conducted to construct tar pavements in Pine, Primrose and Eland Streets by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	Partially completed. Further implementation is scheduled for the 2024/25 financial year.
	Ramp for disabled residents in Ward 16	Construct a ramp for disabled residents at the Steps	Number of ramps constructed for disabled residents at the Steps by 30 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	😄	n/a	n/a	n/a	n/a	Completed.
	Universal access/ramp for the disabled to the Cloetesville shopping centre	An assessment was carried out and found not to be feasible	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😄	n/a	n/a	n/a	Completed.

WARD PRIORITIES: WARD 16																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Sign boards to all public facilities in Cloetesville	Update signage at the Cloetesville sport facility	Number of signage at the Cloetesville sports facility was updated by 30 June	Community and Protection Services	Community Services	Local	2	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	All parks have the necessary signboards with the rules.



9.5.17 Ward Priorities: Ward 17



Ward 17: Executive Mayor Cllr. Jeremy Fasser

Table 115: Ward 17 – Ward Priorities

Project Rating																	
😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function												
WARD PRIORITIES: WARD 17																	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Housing	Upgrading of Municipal flats in Rhodes Street: Melody, Monte Christo, Monte Ray and Mountview blocks	There are no funds available on the MTREF for upgrading	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Day-to-day maintenance is done as maintenance complaints are received from tenants.
	Fencing of apartments in Kloof and Rhode streets	Fencing of apartments in Kloof and Rhode streets	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	😐	n/a	n/a	n/a	The fencing project is to be budgeted for the 2025/26 financial year.
Priority 2: Open spaces safety	Close "Die Gang" in Williams Road that leads into ERF 7181 (safety hazard)	Conduct an assessment on the closure of "Die Gang" in Williams Road that leads into ERF 7181	Number of assessments conducted on the closure of "Die Gang" in Williams Road that leads into ERF 7182 by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.
	Upgrading of existing play parks in Ward 17	Conduct a meeting with the ward councillor, ward committee and Department: Community Services	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Kloof Street Park has constant vandalism. This requires a meeting with the ward councillor, ward committee, and Department: Community Services to discuss a way forward / solution.

WARD PRIORITIES: WARD 17																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Beautification of open spaces in Ward 17	Further discussion will be conducted with the ward councillor to identify the areas referred to	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Further discussion will be conducted with the ward councillor to identify the areas referred to.
Priority 3: Infrastructure services	Parking is required at the entrances of Rietenbosch and Pieter Langeveld Schools	Compile designs for the construction of parking at the entrances of Rietenbosch and Pieter Langeveld Schools	Number of designs were compiled for the construction of parking at the entrances of Rietenbosch and Pieter Langeveld Schools by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Rietenbosch completed. Pieter Langeveld to be implementation in the 2024/25 financial year.
	Resurfacing of parking areas at Kloof and Rhode Streets flats	Resurface of parking areas at Kloof and Rhode Streets flats	Number of parking areas resurfaced at Kloof and Rhode Streets flats by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Resurface parking areas at Kloof and Rhode Streets flats in the 2025/26 financial year.
	Kloof Street flats require 1 Wheelie bin per flat	Installation of bulk underground waste receptacles (subject to suitable location)	Number of bulk underground waste receptacles installed by 30 June (subject to suitable location)	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	Installation of bulk underground waste receptacles (subject to a suitable location) by 30 June 2025.
	Streetlights required in Kloof Street (both sides of the park)	Completed	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	The project was completed in the 2021/22 financial year (April 2022).
	Construction of pavements in Raziet, Pool, Ortell, King, Isaacs, and Hine Roads	Partly implemented, the NMT network is extended annually taking into account the NMT Masterplan, community request, and available resource	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Partly completed. Further implementation is earmarked for the 2024/25 financial year.

WARD PRIORITIES: WARD 17																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 4: Local Economic Development	Create job opportunities for unemployed residents: main focus on youth in Cloetesville	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Planning and Economic Development	Development Planning	Local	1300	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	The selection of participants currently prioritises the appointment of women, youth, and the disabled.
	Skills development programme in Cloetesville.	Accredited youth skills training is implemented each year. Three courses are already in progress	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Further information on alternative ongoing youth training will be communicated to the councillor's offices.
	Liaise with Provincial and National Governments to create opportunities locally	Coordination with all spheres of government occurs through the IDP / Budget / MSDF legislative processes	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Coordination with all spheres of government occurs through the IDP / Budget / MSDF legislative processes.
Priority 5: Safety and Security	Provide equipment support for NHW in Ward 17	Provision of NHW equipment for Ward 17	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This is a core function of POCS. The municipality plays a supportive role.
	CCTV cameras in Ward 17	Installation of CCTV cameras is in Ward 17	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns It is also funding-dependent. The appointment of a new tender has not yet concluded.



9.5.18 Ward Priorities: Ward 18



Ward 18: Cllr. JC Anthony

Table 116: Ward 18 - Ward Priorities

Project Rating																	
	Project completed.		Project in progress.		Not completed / No budget available / District Function / Provincial Function												
WARD PRIORITIES: WARD 18																	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Access to Housing and basic services	Investigation of social housing at farms 739 and 737 Klapmuts	Klapmuts is currently not registered as a Restructuring Zone for Social Housing	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Social housing can only be implemented if the National Minister of Human Settlements approves a restructuring zone (RZ). Land must first be identified for a social housing project, and thereafter, an application can be submitted to the national and provincial governments. Funding has been made available in the 2023/24 financial year for studies / applications for restructuring zones, and the Department: Housing Development is in the process of following a competitive procurement process to appoint a suitable service provider. A service provider has been appointed to implement Social Housing for the WC024.
	Installation and upgrading of ablution facilities within the La Rochelle and Mandela City informal settlements for all residents	The Department: Informal Settlements monitors and reports on these facilities regularly	Not Applicable	Infrastructure Services Planning and Economic Development	Water and Sanitation Services Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	Fifteen additional toilets were added to the Mandela City toilets before the end of the 2023/24 financial year.



WARD PRIORITIES: WARD 18																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Upgrading the electricity network capacity to provide electricity access for residents in La Rochelle informal settlements and the whole of Klapmuts Town	The area is an Eskom area of supply. The project must be implemented by Eskom	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The user department (Housing) must apply to Eskom for electricity supply to the residents.
	Municipality to provide funding to buy land in Klapmuts for 600 RDP housing development units. Various portions of land are available in Klapmuts to buy in Land adjacent to Mandela City at Arra Farms and various other portions are available to supply Klapmuts Communities with residential units	A desktop study was conducted to investigate for potential developable sites in the greater Klapmuts area for future housing developments	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The Provincial Department of Infrastructure (PDol) is responsible for providing funding to acquire land for housing. A funding application will only be submitted to PDol once the Council approves the acquisition of a specific site(s). Investigation for potentially developable land is ongoing.
Priority 2: Local Economic Development	Job creation projects in Klapmuts. EPWP workers / learnership should be made available to young people to be trained as firefighters in Klapmuts to sustain the need	Those who are interested can join the Fire Reservist Project. The Reservist process allows access to training	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Becoming part of the project will make participants eligible to receive training as firefighters depending on the availability of positions and the training conducted by the District Municipality. Learnership funding opportunities will be tabled with the Department: LED.



WARD PRIORITIES: WARD 18																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Creation of jobs for the Klapmuts Community. A structured method should be done to secure Klapmuts Community with permanent jobs as security workers at the sports field and EPWP to clean Mandela City and La Rochelle	The EPWP workers clean all areas including Mandela City and La Rochelle	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	EPWP workers appointed in Klapmuts are from the Klapmuts community. No budget was made available for EPWP workers to work at the sports ground.
	Development of job creation projects - The buying / selling of refuse or Swap Shop idea should be introduced in Klapmuts	The procurement process was concluded to obtain a service provider to operate a Swap Shop, which was unsuccessful	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	In June 2023, the municipality held a Swap Shop. Additional events are planned for the 2024/25 financial year.
Priority 3: Safety and security	Cameras should be put in all strategic areas in the Ward to stop the flow of crime in Ward 18. LPQ and 360 rotating cameras must be installed at the 2 robots on R44 and 1 camera on the N1 Bridge entrance, 1 camera on Groenfontein road, 1 camera in Klapmuts Clubhouse and 1 camera in Mandela City	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of a new tenderer has not yet been concluded.
	Installation of cameras on the R44 and inside the Klapmuts area to stop the highfliers coming in to rob the business sector of the town	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and in consultation with SAPS and crime patterns. It is also funding-dependent. The appointment of a new tenderer has not yet been concluded.



WARD PRIORITIES: WARD 18																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Deployment of 15 EPWP workers as Law Enforcement personnel to render services in Klapmuts	Conduct sporadic crime prevention operations within the WCO24	Number of sporadic crime prevention operations conducted within the WCO24 by 30 June	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Four (4) safety monitors were deployed from 1 July 2024 to 30 June 2025 to be 'eyes and ears "for law enforcement to report any bylaw-related incidents and any irregularities.
	Traffic calming measures at Groenfontein Street, Klapmuts	Due to road classification, it is not possible to construct traffic calming measures	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Completed.
	Upgrading the streetlights in the old residential areas in Klapmuts	Streetlighting in the Klapmuts area has been taken over by Stellenbosch Municipality and maintenance	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	Completed.
Priority 4: Spatial Development Planning	The spatial development plan for Klapmuts needs to be updated for the town to be united – as the boundaries of the town are divided into two municipalities - Drakenstein and Stellenbosch. Ward base planning needs to be a continuous function in this area – as apartheid planning is still on in Klapmuts	The application to the Municipal Demarcation Board ("MDB") for the re-alignment of the boundaries between Klapmuts North and South has been submitted on 31 March 2022	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The proposal to include Klapmuts North within the municipal administrative boundaries of Stellenbosch Municipality was advertised in the media on 30 March 2023 for public comment by the Municipal Demarcation Board.



WARD PRIORITIES: WARD 18																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 5: Open spaces, Parks, and sports	Beautification of the town centre in Klapmuts	Further discussions will be facilitated with the ward councillor to identify the area	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	No beautification plans are in place for the town centre at this stage.
	Develop a new sports field in Klapmuts	Land needs to be identified by the Directorate: Planning and Economic Development	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Department: Sports will investigate if the land is available for new sports fields or if there are future plans for sports fields.
	Upgrading of existing play parks in Klapmuts upgrade	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Alexander Park has been earmarked for an upgrade in the 2024/25 financial year.
	Develop a new swimming pool in Klapmuts	Develop a new swimming pool in Klapmuts	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.



9.5.19 Ward Priorities: Ward 19



Ward 19: Cllr. James Williams

Table 117: Ward 19 – Ward Priorities

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

WARD PRIORITIES: WARD 19																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Community Development	Provide Learnership, Internships and skills development for the youth of Ward 19	Accredited skills training and establishment of food gardens	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The food garden project was rolled out by the SA Institute for Entrepreneurship. A job readiness program was held on 21-22 February 2024, reaching 12 youth.
	Provide ECD infrastructure in Ward 19	Provision of ECD infrastructure in Ward 19		Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Communication has been sent to the ward councillor to provide additional information about what is expected.
Priority 2: Access to Housing	Upgrade and rectify houses at Elsenburg (Vaaldraai / Elsenburg). Elsevier Project which includes De Novo and Kromme Rhee as promised by the Department of Transport and Public Works	The properties are owned by the Department of Transport and Public Works and Infrastructure (DoTPW&I)	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The ward priority will be forwarded to DoTPW&I for comment / feedback as the properties are being managed by DoTPW&I . The Department: Spatial Planning is in the process of re-advertising a "Development of Local Community Investment Plans that address Localised Planning and Development Outcomes". This process will entail significant community participation, and only after the outcome of this study can a decision be made about the projects. Spatial Planning to do the necessary investigation when funding is available.



WARD PRIORITIES: WARD 19																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Re-establish and provide an update on the Elsevier housing Project that was established more than 20 years back but was stopped	Conduct a desktop study on the Elsevier housing project	Number of desktop studies conducted on the Elsevier housing project by 30 June	Planning and Economic Development	Integrated Human Settlements	Local	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are no funds available in this MTREF to conduct a desktop study on the Elsevier housing project. The Department: Spatial Planning is in the process of re-advertising a "Development of Local Community Investment Plans that address Localised Planning and Development Outcomes". This process will entail significant community participation, and only after the outcome of this study can a decision be made about the projects. Spatial Planning to do the necessary investigation when funding is available.	
	Provision of title deeds to all residents of Elsenburg (Vaaldrain / Elsenburg). Elsevier Project which includes De Novo and Kromme Rhee	The land is under the jurisdiction of the City of Cape Town and the Provincial Department of Public Works and Infrastructure (DoTPW&I)	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Provincial	n/a	n/a	n/a	n/a	n/a	🛑	n/a	n/a	n/a	n/a	The properties are not owned by Stellenbosch Municipality, and therefore transfers of title deeds cannot occur as township establishments are outstanding.
	Provide housing opportunities for farmworkers	No particular farm worker housing project has been identified on the Housing Pipeline from a municipal perspective	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	It is imperative that farm workers register on the Housing Demand Database to qualify for a housing opportunity when housing projects become available.
Priority 3: Sport, Parks and Open Spaces	Upgrade Kromme Rhee clubhouse. (Built by the Department of Transport and Public Works and Cape Winelands District	The Provincial Department of Public Works owns the facility	Not Applicable	Community and Protection Services	Community Services	Provincial	n/a	n/a	n/a	n/a	n/a	🛑	n/a	n/a	n/a	n/a	The municipality will forward the ward priorities to the provincial sector department.



WARD PRIORITIES: WARD 19																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Construct tennis courts for Vaaldraai / Elsenburg, Kromme Rhee and De Novo. (1 per community) and train more players	There is no municipal land available in Vaaldraai / Elsenburg, Kromme Rhee and De Novo to construct tennis courts	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	n/a	The municipality will forward the ward priorities to the provincial sector department.
	Construct a soccer field for Vaaldraai / Elsenburg, Kromme Rhee and De Novo. (2 Fields Per community), like Nietvoorbij (Stellenbosch) Field was built by the Department of Sports, Arts and Culture	There is no municipal land available in Vaaldraai / Elsenburg, Kromme Rhee and De Novo to construct a soccer field	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	n/a	There is no municipal land available in Vaaldraai / Elsenburg, Kromme Rhee, and De Novo to construct a soccer field.
	Construction of netball fields like Ida's Valley field for Vaaldraai / Elsenburg, Kromme Rhee and De Novo, (2 Fields per community)	There is no municipal land available in Vaaldraai / Elsenburg, Kromme Rhee and De Novo to construct a netball field		Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	n/a	
	Provision of Chess equipment for Ward 19	There are no available funds on the MTREF		Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	n/a
	Construct swimming pools for Vaaldraai / Elsenburg, Kromme Rhee and De Novo	There is no municipal land available in Vaaldraai / Elsenburg, Kromme Rhee and De Novo to construct swimming pools	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	n/a	The municipality will forward the ward priorities to the provincial sector department.



WARD PRIORITIES: WARD 19																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Construct clubhouses at Vaaldras and De Novo	There is no municipal land available in Vaaldras and De Novo to construct club houses	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	🔴	n/a	n/a	n/a	n/a	There is no municipal land available in Vaaldras and De Novo to construct clubhouses. The municipality will forward the ward priorities to the provincial sector department.
	Establish a Sports Council in Ward 19	The Sport Council in Ward 19 will be established to organise their community-based sport	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sport councils affiliated with the municipality assist the municipality in managing its sports facilities. Sport councils also organise and develop sport.
	Implementation of more sport, arts, and culture programmes for the elderly	A meeting was held with the elderly in November 2023	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	The department will assist with the formalisation of an elderly group. In total, 8 lifeguards graduated from the training programme and are recognised as lifeguards. The advertisement for this youth training programme was advertised for participation.
	Lifeguard training	This should be a joint initiative between the Section: Community Development, Skills Development and Sports and Halls		Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	😄	n/a	n/a	n/a	
	Playpark at Elsenburg and De Novo	Construct a play park in Elsenburg and De Novo	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department will conduct an inspection to establish where municipal POS is. The trees referred to are on private property; hence, the municipality does not have jurisdiction.
	Cutting and removal of the trees at the back of No 58, Waaierpalm Street in Cloeteville	Cutting and removal of trees at 58, Waaierpalm Street in Cloeteville		Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	



WARD PRIORITIES: WARD 19																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 4: Road safety and transport	Issuing of taxi licences and permission to the taxi association in Klapmuts, Muldersvlei, Elsenburg / Vaaldras, Kromme Rhee, Koelenhof to Stellenbosch	The CITP is currently in the review process	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed. Operational licenses were issued.
	Issuing of taxi licences and permission to taxi associations in De Novo and surrounding farms to Kraaifontein and Paarl	The municipality does not have jurisdiction over the Kraaifontein route	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	New routes have been submitted for approval to the Provincial Regulatory Entity (PRE).
Priority 5: Infrastructure	Construction of tar road and new speed humps in the communities of De Novo, there is gravel roads but no street names. Kromme Rhee have no street names. Rural area with tar road. Request for 4 speedhumps in Smartie Town 1 in End of Hoek Street and 2 in Weltevrede and Waaierpalm Street (Northside)	Conduct an assessment for speedhumps on Hoek Street and Waaierpalm Street	Number of assessments conducted for speedhumps on Hoek Street and Waaierpalm Street by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Speedhumps completed.
	Re-construction of speedhumps in Vaaldras, Weltevrede Street and 25 Waaierpalm Street, the current speedhumps are too high for motor vehicles	Conduct an assessment on the height of the speedhump	Number of assessments conducted on the height of Speedhump by June 2023	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	😊	😊	😊	n/a	n/a	Speedhumps completed.



WARD PRIORITIES: WARD 19																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Upgrading of the 2010 parking area in Smartie Town	Upgrading of parking areas in Smartie Town	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The request to convert public open spaces to parking areas at this location is not supported.
	Tarring of sidewalks in Weltevrede 1 and 2	The NMT network is extended annually taking into account the NMT Masterplan, community requests and available resources	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	😊	n/a	n/a	Completed.
	Scraping of the gravel roads at De Novo	Scraping of the gravel roads at De Novo		Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	More visibility of police in De Novo	Conduct sporadic joint operations in De Novo	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Sporadic joint operations are held as per the SSP planning meeting to address the by-law offences and criminal activities. Members also deployed intermittently to assist with enforcement.
	Reduce the speed limit at the Kromme Rhee / R44 Turnoff	The road falls under the provincial government's authority.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality is only authorised to carry out work on municipal roads. The municipality will continue engaging with the provincial government.



WARD PRIORITIES: WARD 19																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Maintenance of the sidewalks on the Bottelary and Koelenhof Roads	The road falls under the provincial government's authority	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Partially completed by the provincial roads department. The municipality will continue engaging with the provincial government.	

9.5.20 Ward Priorities: Ward 20



Ward 20: Cllr. Joseph Joon

Table 118: Ward 20 - Ward Priorities

		Project completed.				Project in progress.				Not completed / No budget available / District Function / Provincial Function							
WARD PRIORITIES: WARD 20																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 1: Access to housing	Local farmworker families who have lived generations in this community cannot afford access to safe and decent housing	The municipality does not own any property for possible housing development within the Vloffenburg, Raithby and Lynedoch areas. Therefore, the provision for housing opportunities is extremely limited	Not Applicable	Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A revised letter was submitted to the NDoPWandI in March 2024 to consider alienating Portion 35 of Farm No. 183 and Portion 8 of Farm Vreedenburg No. 283 of DroëDyke for a mixed-use development. No particular housing project has been identified on the approved Housing Pipeline as municipal land is not available in the Vloffenburg, Raithby, and Lynedoch precincts.	
	Land for GAP housing in Vloffenburg (behind the school)	No municipal property for housing development behind the school		Planning and Economic Development	Integrated Human Settlements	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	No particular housing project has been identified on the approved Housing Pipeline as municipal land is not available in the Vloffenburg precinct except for privately owned land if donated to the municipality.	



WARD PRIORITIES: WARD 20																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 2: Youth, Sports, Arts and Culture	Because of unemployment many of the community needs food security. Projects can be implemented for the youth and parents to be self-sufficient which can then also be used for developing skills and self-employment	The Department: Community Development suggests that the ward committee first establish an interest in home gardens, after which the Provincial Department: Agriculture can be approached to conduct an investigation, with a focus on youth	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	1	n/a	n/a	n/a	Existing skills programmes will be communicated to the youth of the area through the ward office. An open day by DCAS on available services will be investigated to determine whether there is a need for DCAS programmes in the community. Youth skills training will be communicated to all ward councillors and administrators as it is advertised.
	Activities and facilities for the youth to develop sport, arts and culture in Vloottenburg is urgently needed	Identification of land for sport activities	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Land has not been identified yet because municipal land is extremely rare in the Vloottenburg area. At the moment, the municipality hasn't been successful.
	There are no sports grounds to practice their soccer, rugby, and netball	Land has not been identified yet because municipal land is extremely rare in the Vloottenburg area. At the moment, the municipality hasn't been successful	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Land has not been identified yet because municipal land is extremely rare in the Vloottenburg area. At the moment, the municipality hasn't been successful.
	A hall / place is needed to do extra mural activities	There are no available funds on the MTREF	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	⊗	n/a	n/a	n/a	n/a	There are no available funds on the MTREF.



WARD PRIORITIES: WARD 20																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Provide a Ward office for the Ward 20 councillor	There are no available funds on the MTREF	Not Applicable	Office of the Speaker	Office of the Speaker	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The current space is leased from Vloottenburg Primary School. This is a long-term project that requires long-term planning, beyond the MTREF.
	Because of the lack of facilities our youth are walking around aimlessly, and this leads to crime and participation in substance abuse	The building of facilities is dependent on land identification	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Facilities are dependent on land identification.
	Because of the lack of facilities our youth are walking around aimlessly, and this leads to crime and participation in substance abuse	A meeting will be set-up with the ward councillor to establish the need of the youth and action plans in Q3	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Ongoing youth skills training will be communicated to all ward councillors and administrators, as it is advertised.
	The grounds on the outside at the Vloottenburg Primary School can be developed into sports grounds	Department: Community Services will establish ownership of the property		Community and Protection Services	Community Services	Local											



WARD PRIORITIES: WARD 20																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Upgrading of the Raithby Playpark. Placing sitting benches, shading trees, removing thorns in the park, replacing broken equipment, and flower bowls and placing tar sidewalks	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality awaits the pricing schedule for benches from SCM. Trees can be arranged around Arbour Week during the 2023/24 financial year. Thorns were removed; however, it is an ongoing challenge. A play equipment tender is being planned for the 2024/25 financial year.	
	Providing a Playpark in Longlands, Vloffenburg	The Section: Parks is in contact with the housing developer about plans to develop a play park area	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are two existing play parks in Raithby and one in Vloffenburg. The construction of a playpark in Longland's development is in the discussion phase.	
	A public library will also make a huge difference in developing the children's and youth reading abilities and skills	Public libraries are not a municipal function.	Not Applicable	Community and Protection Services	Community Services	Provincial	n/a	n/a	n/a	n/a	n/a	🚫	n/a	n/a	n/a	The ward priority will be referred to the Provincial Department of Cultural Affairs and Sport (DCAS).	
	Implement EPWP projects in the Raithby and Vloffenburg areas	EPWP projects were identified throughout the municipality and included these areas	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Unemployed individuals are encouraged to register on the municipal Unemployment Database.	
Priority 3: Infrastructure	Making rail transport a priority and liaising with Metrorail and PRASA to get infrastructure back and running again. Employees are severely affected by the lack of alternative transport	Hold a consultation meeting with relevant stakeholders	Number of consultation meetings held with relevant stakeholders by 31 March	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	1	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 20																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Relocation of the irrigation water pump / valve from the private property on the Winelands Village Estate to the Municipal Raithby Sport grounds	An assessment will be conducted in conjunction with the Department: Community Services	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Department: Water Services does not work on private properties. The municipality's responsibility stops at the metered connection.
	Bus transport with Golden Arrow extending to some routes would also be an option for further consideration. This will also ensure the importance of road safety	There is a service operating from Stellenbosch to Cape Town and from Metro South-East to Stellenbosch.	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A bus service is operating.
	Streetlights on Raithby Road, Watson Way, Herman Street, Shaw Street, and Raithby Park	Installation of Streetlights in Raithby Road, Watson Way, Herman Street, Shaw Street, and Raithby Park	Number of streetlights installed in Raithby Road, Watson Way, Herman Street, Shaw Street and the Raithby Park by 31 December	Infrastructure Services	Electrical Services	Local	1	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	n/a	This project was completed by mid-December 2022.
	Water pipes are to be upgraded and the removal of asbestos pipes in Raithby Main Road / Watson Way Raithby	The replacement of old infrastructure remains a priority and will be addressed according to the pipe replacement programme	Not Applicable	Infrastructure Services	Water and Wastewater Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The replacement of the bulk water main is currently in the planning phase. No funds are currently available for this project, but it will be prioritised for possible inclusion and implementation in the 2027/28 financial year.



WARD PRIORITIES: WARD 20																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Construct sidewalks (with paving) on both sides of Raithby Road from the Winery Road Intersection	The road falls under the provincial government's authority	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will forward the request to the provincial sector department.
	Upgrading of all signage and street markings throughout Raithby	Conduct a signage assessment by 30 June 2023	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	Completed.
	Re-implement the recycling programme in Raithby which includes signage and recycling bins	Installation of bulk underground waste receptacles for recycling (subject to suitable location)	Number of bulk underground waste receptacles installed for recycling (subject to suitable location) by 30 June	Infrastructure Services	Waste Management	Local	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The current tender is ending, and a new tender needs to be advertised for implementation.
	Installation of traffic lights at the R44 / Winery Road Intersection	This is a provincial competency	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Assessments will be conducted and implemented where appropriate by 30 June 2025.
	Installation of speedhumps at Longlands Housing Development in Vlothenburg	Conduct an assessment	Number of assessments conducted by 30 June	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	1	n/a	n/a	n/a	🟢	n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 20																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Installation of streetlights at the Stellenbosch Hoof Road	Installation of streetlights at the Stellenbosch Hoof Road	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department is planning to install streetlighting along Polkadraai and Road (R310) to Longlands. This project is planned to take place over a three-year period, commencing in the 2024/25 financial year. The application process will form part of the appointment that will be managed by a consultant. The consultant was appointed, and a site kick-off meeting was held on 16 July 2024 in Klapmuts.	
Priority 4: Safety and Security	CCTV Cameras at the entrances in Raithby	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent. The CCTV cameras tender is yet to be finalised.	
	CCTV Cameras on the R44 / Winery Road Intersection	Installation of CCTV cameras is per the CCTV Camera Master Plan and is funding-dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent. The CCTV cameras tender is yet to be finalised.	
	CCTV Cameras on Stellenbosch Kloof Road, Vlothenburg road, Annandale Road and Vlaeberg	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding dependent	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent. The CCTV cameras tender is yet to be finalised.	



WARD PRIORITIES: WARD 20																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 5: Environment Management	Clearing of alien vegetation in the biodiversity area / municipal properties / water streams in Raithby	Clearing of alien vegetation in the biodiversity area / municipal properties / water streams in WC024	Number of hectares of alien vegetation cleared by 30 June	Community and Protection Services	Community Services	Local	200	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The clearing of alien vegetation in the biodiversity area / municipal properties / water streams in Raithby is ongoing.	
	Town beautification of Raithby	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	
	Beautification and fencing of Longlands Vloottenburg	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request.	



9.5.21 Ward Priorities: Ward 21



Table 119: Ward 21 – Ward Priorities

Ward 21: Deputy Mayor Cllr. Mynard Slabbert

Project Rating																	
😊	Project completed.	😐	Project in progress.	😞	Not completed / No budget available / District Function / Provincial Function												
WARD PRIORITIES: WARD 21																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 1: Affordable Housing	Completion of phases 2, 3 and 4 of the mixed housing projects in Mountain View, Jamestown	Construct phases 2, 3 and 4 of the mixed housing projects in Mountain View	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The land use planning application was presented to the Municipal Planning Tribunal (MPT) on 1 March 2024 for a decision. MPT approved the land use application, and an appeal was received. The appeal process has been followed and submitted to the Appeals Authority for decision. This will determine if the project continues or not.	
Priority 2: Community Development	Early Childhood Development (ECD) centers/schools in Jamestown	Establishment of ECD centers in Jamestown and Paradyskloof	Two dedicated ECD centers in Ward 21	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
Priority 3: Safety and Security	Satellite Police Station, increase of law enforcement visibility and more cameras in Jamestown, Paradyskloof and Blaauwklippen	Satellite police stations are a Provincial function and will render the purpose for which this facility was erected redundant	Not Applicable	Community and Protection Services	Protection Services	Provincial	n/a	n/a	n/a	n/a	n/a	n/a	😞	n/a	n/a	It is unlikely that the facility is feasible to use as a satellite station due to the requirements of such a facility by SAPS.	



WARD PRIORITIES: WARD 21																	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Satellite Police Station, increase of law enforcement visibility and more cameras in Jamestown, Paradyskloof and Blaauwklippen	Installation of additional CCTV cameras in Jamestown, Paradyskloof and Blaauwklippen	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Installation of CCTV cameras is done per the CCTV Camera Master Plan and is funding-dependent. CCTV cameras tender yet to be finalised.
	Influx in Mountain View	Law Enforcement core functions relate to enforcing the bylaws of the Municipality	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Law enforcement's core functions relate to enforcing the by-laws of the municipality.
Priority 4: Roads and Transport	Traffic calming measures and pedestrian walkways at Webersvallei Road, Festival Road, Torrey Road, Pajaro Avenue Mountainview entrance road, the intersection of Paradyskloof Road and Houtkapper Street up to Eden Forest, Schuilplaats Road (Make One way) and Serruria Road	Implementation of some of the requests will be between the 2023 – 2027 financial years. Schuilplaats Road is currently being addressed, and feedback was provided to the ward councillor	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Schuilplaats Road is currently being addressed, and feedback is to be provided to the ward councillor. The sidewalk implementation is partly completed.
	Pedestrian walkways at Webersvallei Road, Festival Road, Torrey Road, Pajaro Avenue Mountainview entrance road, the intersection of Paradyskloof Road and Houtkapper Street up to Eden Forest, Schuilplaats Road (Make One way)	The NMT network is extended annually taking into account the NMT Masterplan, community requests, and available resources	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Partly implemented, the NMT network is extended annually, taking into account the NMT Masterplan, community requests, and available resources. A report is compiled on the annual implementation of NMT.
Priority 5: Local Economic Development	Jamestown Heritage and Tourism Project	To stimulate tourism, economic inclusion and trade in Jamestown	Not Applicable	Planning and Economic Development	Development Planning	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will consult with Visit Stellenbosch with the implementation of tourism projects.



9.5.22 Ward Priorities: Ward 22



Ward 22: Cllr. Esther Groenewald

Table 120: Ward 22 – Ward Priorities

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

WARD PRIORITIES: WARD 22																	Departmental Comment
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
Priority 1: Safety and security	Safety in Ward 22 and alongside the Eerste Rivier	Safety monitors since 2023 and current.	Contracts for the safety monitors have been renewed until June 2025	Community and Protection Services	Protection Services	Local	n/a	92	n/a	n/a	n/a	n/a	😬	n/a	n/a	n/a	Four Safety Monitors appointed since December 2023. Their contracts were renewed till June 2025 to continue with deployment as the "eyes and ears" for Law Enforcement.
	Request for a 1-hour meeting every six months dedicated to the feedback on safety operations in Ward 22	Facilitate bi-annual safety meetings with the ward councillor	Number of bi-annual safety meetings facilitated with the ward councillor by 30 June	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	2	2	n/a	n/a	n/a	n/a	n/a	On request, the safety meetings will be attended.
	All safety requests previously mentioned are top priority. Together with that is the priority that all the cameras in Ward 22 should be linked to the internal system with sustainable and reliable internet and be monitored by the control room	Repair and maintenance form part of the CCTV Camera Master Plan. Active Cameras are monitored by the Control Room Operators	Not Applicable	Community and Protection Services	Protection Services	Local	n/a	n/a	n/a	n/a	n/a	😬	n/a	n/a	n/a	n/a	Repair and maintenance form part of the CCTV Camera Master Plan. Active cameras are monitored by the control room operators. Challenges with the server and network are currently being addressed. The appointment of a new tenderer has not yet been concluded.
Priority 2: Road safety	Sealing of roads was put on the list as well, but it has somehow disappeared. The internal roads in the suburb of Ward 22 need serious attention (2022/23 financial year)	Roads are assessed annually. Roads in poor conditions will receive priority, depending on available funding	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Phased annual implementation, taking into account road conditions and funding.



WARD PRIORITIES: WARD 22																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Maintenance of all pedestrian and cycle paths in Ward 22	The sidewalks will be assessed. Sidewalks in poor conditions will receive priority, depending on available funding	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The request is noted. The NMT network is extended annually through phased implementation, taking into account the NMT Master Plan, available resources, and all community requests.	
	Raised Intersection at Rokewood and Saffraan Avenue, Boord (2021/22 financial year)	Conduct an assessment to determine the feasibility for the construction of a raised intersection at Rokewood and Saffraan Avenue, Boord	Number of assessments were conducted to determine the feasibility for the construction of a raised intersection at Rokewood and Saffraan Avenue, Boord by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	Alternatives are being investigated by 30 June 2025.	
	Construction of a raised intersection at the corner of Doornbosch and Van Rheede Road	Number of raised intersections constructed at the corner of Doornbosch and Van Rheede Road	Number of raised intersections constructed at the corner of Doornbosch and Van Rheede Road	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Speed hump in Brandwacht Street near number 40	Conduct an assessment to determine the feasibility for the construction speed hump in Brandwacht Street (near number 40)	Number of assessments to determine the feasibility for the construction speed hump in Brandwacht Street (near number 40) by 31 December	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	1	n/a	n/a	n/a		n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 22																	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					Departmental Comment
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26	2026/27	
	Cleaning of vegetation on the Rokewood sidewalk at the corner of Rokewood / Elbertha Streets	Vegetation encroachment on sidewalks throughout the municipality is receiving priority. A Sidewalk Accessibility Policy is being tabled at Council	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	To assist with addressing the matter, a Sidewalk Accessibility Policy has been compiled and approved by the Council. Vegetation encroachment on sidewalks throughout the municipality is receiving priority.
	Collection of traffic data in Stellenbosch utilising cameras	The Department: RTS will engage with the Department: Traffic Services to investigate how to address the matter	Develop a Traffic Data Mobile Application for the Stellenbosch area	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Works on traffic models are ongoing, exploring the possibility of automatic counts from cameras; currently, traffic data is obtained through traffic counts.
	Installation of gravel on the illegal parking at Doornbosch Rod and Doornbosch Hall	Gravelling of informal parking at Doornbosch Road and Doornbosch Hall	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
	Taxi's driving in the yellow lanes	Construct kerbs barriers on the yellow lanes on the R44	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The installation of curbs on road shoulders/emergency lanes is not allowable on provincial roads.
	A mismatch between the Comprehensive Integrated Transport Plan (CITP) and municipal Spatial Development Framework (mSDF)	Alignment of the CITP and mSDF	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Alignment and approvals were completed.
Priority 3: Parks	The play parks have not all been upgraded and/or painted in Ward 22	Further discussions will be facilitated with the ward councillor to determine the feasibility of the request	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.



WARD PRIORITIES: WARD 22																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Play-Equipment on the parks to be painted and/or replaced in Ward 22	Paint, the replacement of playground equipment, and the placement of trash bins in the parks in Ward 22 are completed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
	Bins on parks need to be replaced in ward 22	Paint, the replacement of playground equipment, and the placement of trash bins in the parks in Ward 22 are completed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.
	Construct/install a pedestrian gate/thoroughfare wide enough for only pedestrians and bicycle users at the wood bridge by the Eerste River that connects it with Krige Street (similar to the gate / thoroughfare Ward 7 at Hangbrug)	Construct/install a pedestrian gate/thoroughfare wide enough for only pedestrians and bicycle users at the wood bridge by the Eerste River that connects it with Krige Street	% of the budget spent for the construction / install a pedestrian gate/ thoroughfare by 30 June	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.
Priority 4: Environmental management	Clearing of overhanging trees, branches and bushes that are obstructive in front of traffic signs in Ward 22 needs serious attention	An inspection will be conducted, and the matter will be addressed	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Overhanging in the area has been completed.
	Fixing of the two gates that give entry to the Brandwacht mountain area; one of which goes from Nooitgedacht Street and the other one from Brandwacht Street	Repair the gates at the Brandwacht mountain area (Nooitgedacht Street / Brandwacht Street)	Number of gates repaired at the Brandwacht mountain area (Nooitgedacht Street / Brandwacht Street) by 30 December.	Community and Protection Services	Community Services	Local	1	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	n/a	Completed.



WARD PRIORITIES: WARD 22																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Fencing the bush area at Brandwacht Mountain or implementation of restrictive access control measures into nature areas to keep arsonists out	Installation of fencing around the bush area at Brandwacht Mountain or implementation of restrictive access control measures into nature area	Unit of measurement to be confirmed with the responsible department	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	
	Removal of bin pickers from the streets to the hub or an alternative location	The department is going to roll out a pilot project to formalise waste pickers. The feedback will be provided by 30 June 2024	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department is going to roll out a pilot project to formalise waste pickers.	
Priority 5: Electricity	More streetlamps in Welgevallen Street on the farm side of the street and the replacement of old electric bulbs with LED Lights will be appreciated by the owners of that area	Installation of an extra pole with 2 fittings at the cul-de-sac at the end of Welgevallen Street	Number of extra poles with 2 fittings installed at the cul-de-sac at the end of Welgevallen Street by 28 February	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	The project was completed on 15 January 2024.	
	Floodlights are to be installed at the upper and lower sections of Formosa Park, Boord. This park has become a security risk to the neighbouring residents at night time	The superintendent will arrange a site meeting with the ward councillor by 30 June	Not Applicable	Infrastructure Services	Electrical Services	Local	n/a	n/a	n/a	n/a	n/a	🟢	n/a	n/a	n/a	The project was completed on 02 February 2024.	





WARD PRIORITIES: WARD 23																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Create a safe dedicated and protected NMT corridor from Kayamandi to Central Stellenbosch	The replacement of brick paving with asphalt surfacing is currently underway on George Blake Road	Not Applicable	Infrastructure Services	Roads, Transport and Storm Water (RTS)	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	😊	n/a	n/a	Completed.
Priority 2: Community Development in Ward 23	Assist to curb the impact of homelessness by moving them to the homeless shelter Stellenbosch Central	The Section: Property Management is to investigate the potential of property transfer at 18 Mark Street	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	U-Turn Ministries, a service provider for people living on the street, has submitted an application to Mayco for a suitable venue to provide a drop-in day centre service. They are currently awaiting feedback on the application.
	Collaborate with civil society organisations to curb the negative impact of homelessness in Stellenbosch Central	The Stellenbosch Homeless Forum has made progress by establishing an executive committee and finalising the Terms of Reference to help achieve the forum's objectives	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	The forum actively participated in the Street Store Winter Readiness Program by planning events, conducting orientation sessions and surveys, and successfully executing their plans, including 203 surveys with people living on the streets to develop a Homeless Database. SHF members received an invitation from the Human Science Research Council (HRCSA) to contribute to the initial draft of the Green Paper on Homelessness in South Africa. Stellenbosch Homeless Forum (SHF) is planning to host its first general quarterly meeting in the next couple of months.



WARD PRIORITIES: WARD 23																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Promote the give responsible campaign and encourage people to stop giving cash at WC024	License discs stickers are in the process of being printed with "the "Give Responsibly" information which will be distributed at the traffic department and university as well as other community role players to create awareness	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	The Give Responsibly Awareness Session took place with Stellenbosch University Social Impact on 8 February 2024. The goal was to promote the distribution of Give Responsible coupons, share information on how to interact with beggars in Stellenbosch, and provide details about the services offered at the Stellenbosch Night Shelter. This event was a collaborative effort between Stellenbosch University, Stellenbosch Municipality, and the Stellenbosch Night Shelter.
	Have a municipality led recycling programme and development to prevent homeless people from trashing Ward 23	Recycling collection in Ward 23	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Recycling collection is taking place in Ward 23 at residential households.
	Proper funding of NGOs such as the night shelter to cope with the massive increases in street living in Ward 23	The municipality is funding the Stellenbosch Night Shelter at 100% of the business plan submitted by the NGO through GiA	Not Applicable	Community and Protection Services	Community Development	Local	n/a	n/a	n/a	n/a	n/a	n/a	😊	n/a	n/a	n/a	Future funding will be dependent on the business plan submitted by the shelter and is not in the control of the department.
	Use the municipal / state house in Mark Street 18 to build a homeless centre, to provide skills, counselling and help for homeless people in the town's central	This is not a municipal property	Not Applicable	Corporate Services	Properties Management and Municipal Building Maintenance	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	This is not municipal property.



WARD PRIORITIES: WARD 23																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
Priority 3: Ward-Based Planning	Ward 23 Comprehensive Development Plan. To Develop a ward-based development plan that will include all major developments the municipality plans. Private development that the municipality will approve with the ward for the next 5 years	A Comprehensive Development Plan will be discussed with Development Planning in terms of the ATC	Not Applicable	Planning and Economic Development	Development management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A Comprehensive Development Plan will be discussed with the Department: Development Planning in terms of the ATC.	
	Alternatively, have a proper town central special development zone, that will cater for the needs of long-term residents, new property development and student accommodation in Ward 23	The ward priority will be discussed with Department: Development Planning in terms of the ATC	Not Applicable	Planning and Economic Development	Development management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The ward priority will be discussed with Department: Development Planning in terms of the ATC.	
Priority 4: Environmental Management and Open Spaces	Regularly clean the Kromrivier and Plankenberg River	The Department: Community Services will investigate and provide feedback to the ward councillor	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	1	n/a	n/a	n/a	n/a	n/a	MOUs with StellCare and Remgro were approved to clean portions of the two rivers.	
	Provide educational programmes for residents to stop littering and polluting rivers and the environment in Stellenbosch	Implementation of waste awareness programmes in Ward 23	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The waste awareness programme will be rolled out by 30 June 2025.	



WARD PRIORITIES: WARD 23																Departmental Comment	
Ward Priority	Description of Ward Priority	Key Performance Deliverables	Unit of Measurement	Linkage to Directorate	Linkage to Department	(National / Provincial / District / Local/)	Deliverable Target					Performance Rating					
							2022/23	2023/24	2024/25	2025/26	2026/27	2022/23	2023/24	2024/25	2025/26		2026/27
	Ensure the ward is clean with sufficient bins in key places, such as the taxi rant, Mark Street, Plankenberg and Kromrivier	The Department will investigate and provide feedback to the ward councillor	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The municipality will investigate and provide feedback to the ward councillor.	
	Implementation of waste pickers programme similar to the car guard project	The department is going to roll out a pilot project to formalise waste pickers	Not Applicable	Infrastructure Services	Waste Management	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	The department is going to roll out a pilot project to formalise waste pickers.	
	Construction of recreational facilities at the open space near the Stellenbosch Correctional Service (Prison)	An investigation will be conducted to determine the feasibility	Not Applicable	Community and Protection Services	Community Services	Local	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A progress report is to be provided during the April 2025 public participation process.	



CHAPTER 10:

Financial Plan

**Subject to information to be provided by the Directorate: Financial Services. Chapter 10 of the draft 3rd review of the 5th Generation IDP 2022 – 2027, is attached as an Annexure to the draft Budget 2025/26 – 2027/28, and should be read in conjunction with the draft 3rd review of the 5th Generation IDP 2022 – 2027.*



CHAPTER 11:

Organisational Scorecard (5 – years)

The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) requires that municipalities prepare a Service Delivery and Budget Implementation Plan (SDBIP) as a strategic financial management tool to ensure that budgetary decisions that are adopted by municipalities for the financial year are aligned with their strategic planning tool, the Integrated Development Plan (IDP). The SDBIP is a contract between the Council, administration, and the community. It gives effect to the IDP and budget of the municipality.

The municipal budget shall give effect to the Strategic Focus Areas as contained in the IDP. The Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) shall contain details on the execution of the budget and information on programmes and projects. Quarterly, half-yearly, and annual performance reports must also be submitted to the Council as a means to monitor the implementation of the predetermined objectives as contained in the IDP.

The SDBIP is a one-year detailed implementation plan that gives effect to the IDP and Budget of the municipality. It is a contract between the administration, Council, and community expressing the goals and objectives set by the Council as quantifiable outcomes that can be implemented by the administration over the next twelve months. This provides the basis for measuring the performance in service delivery against end-year targets and implementing the budget.

Indicators developed for the Stellenbosch Municipality address the Strategic Focus Areas (SFAs) of the municipality. The municipality utilises the one-year TL SDBIP to ensure that it delivers its service delivery mandate by indicating clear indicators and targets. These indicators also form the basis of the performance plans of the Directors, hence, the Directors are being evaluated on the approved TL SDBIP indicators.

The five necessary components are:

1. Monthly projections of revenue to be collected for each month;
 2. Monthly projections of expenditure (operating and capital) and revenue for each vote;
 3. Quarterly projections of service delivery targets and performance indicators;
 4. Ward information for expenditure and service delivery; and
- Detailed capital works plan broken down by ward over three years

11.1 Five-Year Top-Level Service Delivery and Budget Implementation Plan (SDBIP)

The SDBIP gives effect to the Integrated Development Plan (IDP) and is essentially the management and implementation tool setting out the quarterly service delivery targets.

The Top Layer SDBIP includes the main service delivery indicators of the municipality. The following table reflects the 5-year Implementation Plan of the Integrated Development Plan:



11.2 SFA 1 – Valley of Possibility

SFA 1 – Valley of Possibility																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP Link	PSO (VIP) link	CWDM link	PDO link	SDG LINK	Delivery Indicator
KPI001	Planning and Economic Development	Submission of the Economic Development Strategy to the MayCo	Number of Economic Development Strategies submitted to the MayCo by 31 May	Programme	All	New KPI	1	n/a	n/a	n/a	n/a	n/a	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 1.1	SDG 8	Output
KPI002	Planning and Economic Development	Submission of the revised Economic Development Strategy to the Municipal Manager	Number of revised Economic Development Strategies submitted to the Municipal Manager by 30 June	Programme	All	New KPI	4	n/a	n/a	1	1	1	n/a	NKPA 3	NDP1	VIP 2	CWDM 1	PDO 1.1	SDG 8	Output
KPI003	Planning and Economic Development	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Number of job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	Programme	All	1 120	1 100-per annum	1 400	1 100	1 100	1 100	1 100	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 1.1	SDG 8	Output
KPI004	Planning and Economic Development	Submission of Land-use applications to the Municipal Planning	Percentage of Land-use applications submitted to the MPT within	Programme	All	66.66 %	75% of land-use applications submitted to the Municipal	75%	75%	75%	75%	75%	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 2.4	SDG 11	Outcome



SFA 1 – Valley of Possibility																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP Link	PSO (VIP) link	CWDM link	PDO link	SDG LINK	Delivery Indicator
		Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	120 days from the conclusion of the administrative processing of the application				MPT within 120 days from the conclusion of the administrative processing of the application													
KPI005	Planning and Economic Development	Provide training opportunities to entrepreneurs and Small, Medium and Micro Enterprises (SMMEs)	Number of quarterly training opportunities provided to entrepreneurs and SMMEs	Programme	All	11	4 per annum	4	4	4	4	4	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 1.2	SDG 8	Output
KPI006	Planning and Economic Development	Submission of the revised Spatial Development Framework (SDF) to the Council	Number of revised SDFs submitted to the Council by 30 June	Programme	All	1	1 per annum	1	1	n/a	n/a	n/a	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO2.4	SDG 11; 15	Output
KPI007	Planning and Economic Development	Submission of the revised Housing Pipeline (document) to the MayCo	Number of revised Housing Pipelines (document) submitted to the MayCo by 31 May	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO4.1	SDG 11	Output



SFA 1 – Valley of Possibility																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP Link	PSO (VIP) link	CWDM link	PDO link	SDG LINK	Delivery Indicator
KPI008	Planning and Economic Development	Submission of the draft Rural Economic Development Strategy to the Municipal Manager	Number of draft Rural Economic Development Strategies submitted to the Municipal Manager by 30 June	Key Initiative	All	New KPI	1 per annum	n/a	n/a	n/a	n/a	n/a	n/a	NKPA 3	NDP 1	VIP 2	CWDM 1	PDO 1.1	SDG 8	Output



11.3 SFA 2 – Green and Sustainable Valley

SFA 2 – Green and Sustainable Valley																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI009	Infrastructure Services	Construction of a new intake substation in Dwarsriver Valley	Number of new intake substations constructed in Dwarsriver Valley by 30 June	Project	4	New KPI	1 Per annum	n/a	n/a	n/a	1	N/A	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG9	Output
KPI010	Infrastructure Services	Installation of the SCADA Master Station	Number of SCADA Master Stations installed by 30 June	Project	All	New KPI	1 Per annum	n/a	1	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 9	Output
KPI011	Infrastructure Services	Construction of a new landfill cell at the Stellenbosch Landfill Facility	Number of new landfill cells constructed at the Stellenbosch Landfill Facility by 30 June	Project	All	New KPI	1 Per annum	n/a	1	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 9	Output
KPI012	Community and Protection Services	Establishment of a Friends Group for the nature reserves and areas	Number of Friends Groups for the nature reserves and areas established by 30 June	Key Initiative	All	New KPI	n/a	n/a	n/a	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.4	SDG 15	Output



SFA 2 – Green and Sustainable Valley

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI013	Community and Protection Services	Submission of a revised Friends Group Memorandum of Understanding (MOU) to the Municipal Manager	Number of revised Friends Group MOUs submitted to the Municipal Manager by 30 June	Programme	All	New KPI	1 per annum	n/a	n/a	1	n/a	1	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 42.4	SDG 11	Output
KPI014	Planning and Economic Development	Process building plan applications of <500sqm within 30 days after the date of receipt	Percentage of building plan applications of <500sqm processed within 30 days after the date of receipt	Programme	All	62,35%	60% per annum	70%	60%	60%	60%	60%	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 11	Output
KPI015	Infrastructure Services	Submission of a Draft Organic Waste Plan to the Municipal Manager	Number of Draft Organic Waste Plans submitted to the Municipal Manager by 30 June	Key Initiative	All	New KPI	1 per annum	n/a	n/a	n/a	n/a	1	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.4	SDG 15	Output
KPI016	Infrastructure Services	Reduce organic waste	Percentage of organic waste reduced by 30 June	Programme	All	42%	20% per annum	20%	20%	20%	20%	20%	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.4	SDG 15	Output



SFA 2 – Green and Sustainable Valley

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI017	Infrastructure Services	Submission of the Fourth Generation Integrated Waste Management (IWMP) Plan to the MayCo	Number of Fourth Generation IWM Plans submitted to the MayCo by 30 June	Programme	All	New KPI	1 per annum	n/a	n/a	n/a	1	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.7	SDG 15	Output
KPI018	Infrastructure Services	Submission of a Waste Reclaimers Strategy to the Municipal Manager	Number of Waste Reclaimers Strategies submitted to the Municipal Manager by 30 June	Key Initiative	All	New KPI	1 per annum	n/a	n/a	1	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 15	Output
KPI019	Infrastructure Services	Submission of a Service Level Charter to the Municipal Manager	Number of Service Level Charters submitted to the Municipal Manager by 30 June	Key Initiative	All	New KPI	1 per annum	n/a	1	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 15	Output
KPI020	Infrastructure Services	Conduct an external audit of the Stellenbosch Municipal Waste Disposal Facilities	Number of external audits of the Stellenbosch Municipal Waste Disposal Facilities conducted by 30 June	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.1	SDG 15	Output



SFA 2 – Green and Sustainable Valley

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI021	Infrastructure Services	Implementation of identified waste minimisation projects	Number of identified waste minimisation projects implemented by 30 June	Programme	All	2	2 per annum	2	2	2	2	2	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 2.1	SDG 15	Output
KP022	Infrastructure Services	Wastewater quality measured to the Department of Water and Sanitation's License Conditions for physical and micro parameters	Percentage of wastewater quality compliance as per the analysis certificate, measured quarterly	Programme	All	51.75%	70% per annum	70%	70%	70%	70%	70%	n/a	NKPA 6	NDP 2	VIP 2	CWDM 2	PDO 4.4	SDG 6	Outcome
KPI023	Community and Protection Services	Submission of the revised Facility Management Plan to MayCo	Number of revised Facility Management Plans submitted to MayCo by 31 May	Programme	All	1	1 per annum	n/a	n/a	n/a	n/a	n/a	n/a	NKPA 9	NDP 8	VIP 5	CWDM 1	PDO 1.1	SDG 9	Output
KPI063	Infrastructure Services	Installation of a SCADA telemetry system at the Jan Marais electrical substation	Number of SCADA telemetry systems installed at the Jan Marais electrical substation by 30 June	Project	All	New KPI	1 Per annum	n/a	n/a	1	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 2	CWDM 1	PDO 4.1	SDG 9	Output



11.4 SFA 3 – Safe Valley

SFA 3 – Safe Valley																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI024	Community and Protection Services	Submission of the revised Disaster Management Plan to the Municipal Manager	Number of revised Disaster Management Plans submitted to the Municipal Manager by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 9	NDP 8	VIP 5	CWDM 2	PDO 3.1	SDG 13	Output
KPI025	Community and Protection Services	Submission of the revised Safety and Security Strategy to the Municipal Manager	Number of revised Safety and Security Strategies submitted to the Municipal Manager by 30 April	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 7	NDP 6	VIP 5	CWDM 2	PDO 3.2	SDG 16	Output
KPI026	Community and Protection Services	Submission of the revised Traffic Management Plan to the Municipal Manager	Number of revised Traffic Management Plans submitted to the Municipal Manager by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 7	NDP 6	VIP 5	CWDM 2	PDO 3.2	SDG 16	Output



11.5 SFA 4 – Dignified Living

SFA 4 – Dignified Living																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI027	Infrastructure Services	Installation of new standpipes	Number of new standpipes installed by 30 June	Programme	All	New KPI	50 new standpipes installed by 30 June	50	n/a	n/a	n/a	n/a	n/a	NKPA 8	NDP 2	VIP 5	CWDM 2	PDO 4.4	SDG 9	Output
KPI028	Infrastructure Services	Provision of waterborne toilet facilities in informal settlements as identified by the Department: Integrated Human Settlements	Number of waterborne toilet facilities provided in Informal settlements as identified by the Department: Integrated Human Settlements by 30 June	Programme	All	0	50 per annum	50	20	25	30	50	n/a	NKPA 2	NDP 2	VIP 5	CWDM 2	PDO 4.4	SDG 9	Output
KPI029	Infrastructure Services	Limit unaccounted electricity to less than 9% annually {(Number of Electricity Units Purchased and / or Generated - Number of Electricity Units Sold (incl. Free basic electricity)) / Number of Electricity Units	Percentage of average electricity losses, measured by 30 June	Programme	All	9,60%	<9% per annum	<9%	<9%	<9%	<9%	<9%	n/a	NKPA 9	NDP 8	VIP 5	CWDM 3	PDO 4.4	SDG 12	Outcome



SFA 4 – Dignified Living																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
		Purchased and/or Generated) x 100}																		
KPI030	Infrastructure Services	Water quality measured quarterly ito the SANS 241 physical and micro parameters	Percentage of water quality level as per the analysis certificate, measured quarterly	Programme	All	95%	90% per annum	90%	90%	90%	90%	90%	n/a	NKPA 2	NDP 2	VIP 2	CWDM 1	PDO 4.4	SDG 7	Outcome
KPI031	Infrastructure Services	Limit unaccounted water to less than 25%	Percentage of average unaccounted water, measured by 30 June	Programme	All	18,70%	<25% per annum	<25%	<25%	<25%	<25%	<25%	n/a	NKPA 3	NDP 3	VIP 5	CWDM 2	PDO 4.5	SDG 7	Outcome
KPI032	Financial Services	Registered indigent formal households with access to free basic water (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic water, measured quarterly	Programme	All	100%	100% per annum	100%	100%	100%	100%	100%	n/a	NKPA 6	NDP 2	VIP 5	CWDM 2	PDO 4.4	SDG 7	Outcome



SFA 4 – Dignified Living																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI033	Financial Services	Registered indigent formal households with access to free basic electricity provided by the municipality (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic electricity provided by the municipality, measured quarterly	Programme	All	100%	100% per annum	100%	100%	100%	100%	100%	n/a	NKPA 6	NDP 2	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI034	Financial Services	Registered indigent formal households with access to free basic refuse removal (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic refuse removal, measured quarterly	Programme	All	100%	100% per annum	100%	100%	100%	100%	100%	n/a	NKPA 7	NDP 3	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI035	Financial Services	Registered indigent formal households with access to free basic sanitation (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic sanitation, measured quarterly	Programme	All	100%	100% per annum	100%	100%	100%	100%	100%	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome



SFA 4 – Dignified Living																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI036	Financial Services	Formal households with access to water (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to water, measured quarterly	Programme	All	26 825	27 000 per annum	26 000	27 000	27 000	27 000	27 000	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI037	Financial Services	Formal households with access to electricity (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to electricity, measured quarterly	Programme	All	26 825	27 000 per annum	26 000	27 000	27 000	27 000	27 000	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI038	Financial Services	Formal households with access to refuse removal (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to refuse removal, measured quarterly	Programme	All	26 825	27 000 per annum	26 000	27 000	27 000	27 000	27 000	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome
KPI039	Financial Services	Formal households with access to sanitation (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to sanitation, measured quarterly	Programme	All	26 825	27 000 per annum	26 000	27 000	27 000	27 000	27 000	n/a	NKPA 8	NDP 4	VIP 5	CWDM 3	PDO 4.4	SDG 7	Outcome



11.6 SFA 5 – Good Governance and Compliance

SFA 5 – Good Governance and Compliance																				
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI040	Financial Services	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	Percentage of the approved Capital Budget for the municipality actually spent by 30 June	Programme	All	84,29%	90% per annum	90%	90%	90%	90%	90%	n/a	NKPA 9	NDP 8	VIP 5	CWDM 3	PDO 5.9	SDG 9	Input
KPI041	Planning and Economic Development	Submission of the revised Integrated Zoning Scheme to the MayCo	Number of revised Integrated Zoning Schemes submitted to the MayCo by 30 June	Key Initiative	All	New KPI	1 per annum	1	n/a	n/a	n/a	n/a	n/a	NKPA 11	NDP 4	VIP 5	CWDM 1	PDO 1.3	SDG15	Output
KPI042	Financial Services	Financial viability measured in terms of the available cash to cover fixed operating expenditure (NKPI Proxy - MSA, Reg. S10(g)(iii))	Cost coverage as at 30 June annually [(Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation)	Programme	All	3	4 per annum	4	4	4	4	4	n/a	NKPA 9	NDP 8	VIP 5	CWDM 3	PDO 5.8	SDG 16	Input
KPI043	Financial Services	Achieve an average payment percentage of 96% by 30 June	(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance -	Programme	All	96%	96% per annum	96%	96%	96%	96%	96%	n/a	NKPA 10	NDP 9	VIP 5	CWDM 3	PDO 5.9	SDG 16	Input



SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
		(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	Bad Debts Written Off) / Billed Revenue x 100																	
KPI044	Office of the Municipal Manager	Employment equity appointments made within the financial year in the three highest levels of management	Percentage of employment equity appointments made within the financial year in the three highest levels of management, measured by 30 June	Programme	All	33,30%	50% per annum	50%	50%	50%	50%	50%	n/a	NKPA 9	NDP 8	VIP 5	CWDM 3	PDO 5.6	SDG 16	Output
KPI045	Corporate Services	The percentage of the payroll budget spent on implementing the Municipal Workplace Skills Plan (NKPI Proxy-MSA, Reg. S10(f))	Percentage of the municipality's payroll budget actually spent on implementing its Workplace Skills Plan ((Total Actual Training Expenditure / Total Annual payroll Budget) x 100), measured by 30 June	Programme	All	0.43%	0.20% per annum	0.20%	0.20%	0.20%	0.20%	0.20%	n/a	NKPA 10	NDP 9	VIP 5	CWDM 3	PDO 5.7	SDG 16	Input



SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI046	Financial Services	Financial viability measured in terms of the municipality's ability to meet its service debt obligations (NKPI Proxy - MSA, Reg. S10(g)(i))	Debt coverage ratio ((Total operating revenue - operating grants received) / (Debt service payments due within the year)) measured by 30 June	Programme	All	17,55%	15% per annum	15%	15%	15%	15%	15%	n/a	NKPA 5	NDP 8	VIP 5	CWDM 3	PDO 5.6	SDG 16	Input
KPI047	Financial Services	Financial viability measured in terms of the outstanding service debtors (NKPI Proxy - MSA, Reg. S10(g)(ii))	Service debtors to revenue ratio – (Total outstanding service debtors / revenue received for services) measured by 30 June	Programme	All	15,56%	27% per annum	27%	27%	27%	27%	27%	n/a	NKPA 5	NDP 9	VIP 5	CWDM 3	PDO 5.7	SDG 16	Input
KPI048	Office of the Municipal Manager	Submission of the revised Risk-Based Audit Plan (RBAP) to the Audit and Performance Audit Committee (APAC)	Number of revised RBAPs submitted to the APAC by 30 June	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 8	VIP 5	CWDM 3	PDO 5.5	SDG 16	Output
KPI049	Office of the Municipal Manager	Submission of the Auditor General of South Africa (AGSA) Audit Action Plan (AAP) to the APAC	Number of AGSA Audit Action Plans submitted to the APAC by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 8	VIP 5	CWDM 3	PDO 5.5	SDG 16	Output



SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI050	Office of the Municipal Manager	Submission of the revised Strategic Risk Register (SRR) to the Risk Management Committee	Number of revised SRRs submitted to the Risk Management Committee by 30 June	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 9	VIP 5	CWDM 3	PDO 5.6	SDG 16	Output
KPI051	Corporate Services	Submission of the revised Information and Communication Technology (ICT) Backup Disaster Recovery Plan to the ICT Steering Committee	Number of revised ICT Backup Disaster Recovery Plans submitted to the ICT Steering Committee by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 8	VIP 5	CWDM 3	PDO 5.1	SDG 16	Output
KPI052	Corporate Services	Submission of the revised Strategic ICT Plan to the ICT Steering Committee	Number of revised Strategic ICT Plans submitted to the ICT Steering Committee by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	1	NKPA 5	NDP 9	VIP 5	CWDM 3	PDO 5.2	SDG 16	Output
KPI053	Office of the Municipal Manager	Submission of the draft Integrated Development Plan (IDP) to the Council	Number of draft IDPs submitted to the Council by 31 March	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output
KPI054	Office of the Municipal Manager	Submission of the IDP / Budget / SDF time schedule (process plan) to the Council	Number of IDP / Budget / SDF time schedules (process plan) submitted to the Council by 31 August	Programme	All	1	1 per annum	1	1	1	1	1	1	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output



SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI055	Infrastructure Services	Submission of the revised Sewer Master Plan to the Municipal Manager	Number of revised Sewer Master Plans submitted to the Municipal Manager by 30 June	Programme	All	New KPI	1 per annum	1	1	1	1	1	1	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output
KPI056	Infrastructure Services	Submission of the revised Electrical Master Plan to the Council	Number of revised Electrical Master Plans submitted to the Council by 30 June	Programme	All	New KPI	1 per annum	n/a	1	1	1	1	1	NKPA 5	NDP 8	VIP 5	CWDM 3	PDO 4.4	SDG 16	Output
KPI057	Corporate Services	Submission of the draft Smart City Framework to the Municipal Manager	Number of draft Smart City Frameworks submitted to the Municipal Manager by 31 May	Key Initiative	All	1	1 per annum	n/a	n/a	1	n/a	n/a	n/a	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output
KPI058	Corporate Services	Submission of an Integrated Property Maintenance Plan to the Municipal Manager	Number of Integrated Property Maintenance Plans submitted to the Municipal Manager by 30 June	Key Initiative	All	New KPI	1 per annum	1	n/a	n/a	n/a	n/a	n/a	NKPA 5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16	Output
KPI059	Office of the Municipal Manager	Submission of the revised Communication Policy to the MayCo	Number of revised Communication Policies submitted to the MayCo by 31 May	Key Initiative	All	New KPI	1 per annum	1	1	1	1	1	n/a	NKPA5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 16; 17	Output



SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	Baseline (2021/22)	5-year target	Target 2022/23	Target 2023/24	Target 2024/25	Target 2025/26	Target 2026/27	Outer years 2027 - 2032	NKPA link	NDP link	PSO link	CWDM link	PDO link	SDG link	Delivery Indicator
KPI060	Infrastructure	Submission of the updated Comprehensive Integrated Transport Plan (CITP) 2023 - 2028 to the Municipal Manager	Number of updated CITPs 2023 - 2028 submitted to the Municipal Manager by 31 May	Programme	All	1	1 per annum	1	1	1	1	1	n/a	NKPA5	NDP 4	VIP 5	CWDM 3	PDO 5.4	SDG 9; 16	Output
KPI062	Planning and Economic Development	Submission of the draft revised Integrated Zoning Scheme to the MayCo	Number of draft revised Integrated Zoning Schemes submitted to the MayCo by 30 June	Programme	All	1	1 per annum	n/a	1	n/a	1	n/a	n/a	NKPA 11	NDP 4	VIP 5	CWDM 1	PDO 1.3	SDG15	Output

Note: The Five-year Municipal Scorecard will be updated in accordance with the approved Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP). The TL SDBIP must be approved by the Executive Mayor within 28 days after the adoption of the Municipal Budget, to be tabled in the Council during May.



CHAPTER 12:

Implementation, Monitoring and Review (1 – year)

The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) requires that municipalities prepare a Service Delivery and Budget Implementation Plan (SDBIP) as a strategic financial management tool to ensure that budgetary decisions that are adopted by municipalities for the financial year are aligned with their strategic planning tool, the Integrated Development Plan (IDP). The SDBIP is a contract between Council, administration, and the community. It gives effect to the IDP and budget of the municipality.

The municipal budget shall give effect to the Strategic Focus Areas as contained in the IDP. The Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) shall contain details on the execution of the budget and information on programmes and projects. Quarterly, half-yearly and annual performance reports must also be submitted to the Council as a means to monitor the implementation of the predetermined objectives as contained in the IDP.

The SDBIP is a one-year detailed implementation plan which gives effect to the IDP and Budget of the municipality. It is a contract between the administration, Council and community expressing the goals and objectives set by the Council as quantifiable outcomes that can be implemented by the administration over the next twelve months. This provides the basis of measuring the performance in service delivery against end year targets and implementing budget.

Indicators developed for the Stellenbosch Municipality addresses the Strategic Focus Areas of the municipality. The municipality utilises the one-year TL SDBIP to ensure that it delivers of its service delivery mandate by indicating clear indicators and targets. These indicators also form the basis of the performance plans of the Directors, hence, the Directors are being evaluated on the approved TL SDBIP indicators.

The **five** necessary components are:

- Monthly projections of revenue to be collected for each month;
- Monthly projections of expenditure (operating and capital) and revenue for each vote;
- Quarterly projections of service delivery targets and performance indicators;
- Ward information for expenditure and service delivery; and
- Detailed capital works plan broken down by ward over three years.

Note: This chapter, the one-year Municipal Scorecard, will be updated in accordance with the approved Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) 2025/26 during June 2025 and, therefore, **it is subject to change**. The TL SDBIP 2025/26 must be approved by the Executive Mayor within 28 days after the adoption of the Municipal Budget to be tabled in the Council in May 2025.



12.1 SFA 1 – Valley of Possibility

SFA 1 – Valley of Possibility													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2023/24))	Annual Target 2025/26	TOP LAYER: Service Delivery and Budget Implementation Plan (2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI002	Planning and Economic Development	Submission of the revised Economic Development Strategy to the Municipal Manager	Number of revised Economic Development Strategies submitted to the MayCo by 31 May	Programme	All	1 per annum	New KPI	1 revised Economic Development Strategy submitted to the MayCo by 31 May	n/a	n/a	n/a	1	Output
KPI003	Planning and Economic Development	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Number of job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	Programme	ALL	1 100 per annum	1 449	1 100 job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	330 (330)	660 (660)	990 (990)	1 100 (1 100)	Output
KPI004	Planning and Economic Development	Submission of Land-use applications to the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	Percentage of Land-use applications submitted to the MPT within 120 days from the conclusion of the administrative processing of the application	Programme	ALL	75% per annum	100%	75% of land-use applications submitted to the MPT within 120 days from the conclusion of the administrative processing of the application	75%	75%	75%	75%	Output
KPI005	Planning and Economic Development	Provide training opportunities to entrepreneurs and Small, Medium and Micro Enterprises (SMMEs)	Number of quarterly training opportunities provided to entrepreneurs and SMMEs	Programme	All	4 per annum	22	4 quarterly training opportunities provided to entrepreneurs and SMMEs	1 (1)	1 (2)	1 (3)	1 (4)	Output
KPI007	Planning and Economic Development	Submission of the revised Housing Pipeline (document) to the MayCo	Number of revised Housing Pipelines (document) submitted to the MayCo by 31 May	Programme	ALL	1 per annum	1	1 revised Housing Pipeline (document) submitted to the MayCo by 31 May	n/a	n/a	n/a	1	Output



12.2 SFA 2 – Green and Sustainable Valley

SFA 2 – Green and Sustainable Valley													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2023/24))	Annual Target 2025/26	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI009	Infrastructure Services	Construction of a new intake substation in Dwarsriver Valley	Number of new intake substations constructed in Dwarsriver Valley by 30 June	Project	All	1 per annum	New KPI	1 new intake substation constructed in Dwarsriver Valley by 30 June	n/a	n/a	n/a	1	Output
KPI014	Planning and Economic Development	Process building plan applications of <500sqm within 30 days after the date of receipt	Percentage of building plan applications of <500sqm processed within 30 days after the date of receipt	Programme	All	60% per annum	42.91%	60% of building plan applications of <500sqm processed within 30 days after the date of receipt	60%	60%	60%	60%	Outcome
KPI016	Infrastructure Services	Reduce organic waste	Percentage of organic waste reduced by 30 June	Programme	All	20% per annum	51.30%	20% of organic waste reduced by 30 June	n/a	n/a	n/a	20%	Output
KPI017	Infrastructure Services	Submission of the Fourth Generation Integrated Waste Management (IWMP) Plan to the MayCo	Number of Fourth Generation IWM Plans submitted to the MayCo by 30 June	Programme	All	1 per annum	New KPI	1 Fourth Generation IWM Plan submitted to the MayCo by 30 June	n/a	n/a	n/a	1	Output
KPI018	Infrastructure Services	Submission of a Waste Reclaimers Strategy to the Municipal Manager	Number of Waste Reclaimers Strategies submitted to the Municipal Manager by 30 June	Key Initiative	All	1 per annum	New KPI	1 Waste Reclaimers Strategy submitted to the Municipal Manager by 30 June	n/a	n/a	n/a	1	Output
KPI020	Infrastructure Services	Conduct an external audit of the Stellenbosch Municipal Waste Disposal Facilities	Number of external audits of the Stellenbosch Municipal Waste Disposal Facilities conducted by 30 June	Programme	All	1 per annum	1	1 external audit of the Stellenbosch Municipal Waste Disposal Facilities conducted by 30 June	n/a	n/a	n/a	1	Output



SFA 2 – Green and Sustainable Valley

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2023/24))	Annual Target 2025/26	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI021	Infrastructure Services	Implementation of identified waste minimisation projects	Number of identified waste minimisation projects implemented by 30 June	Programme	All	2 per annum	2	2 identified waste minimisation projects implemented by 30 June	n/a	n/a	1 (1)	1 (2)	Output
KPI022	Infrastructure Services	Wastewater quality measured to the Department of Water and Sanitation's License Conditions for physical and micro parameters	Percentage of wastewater quality compliance as per the analysis certificate, measured quarterly	Programme	All	70% per annum	46.04%	70% of wastewater quality compliance as per the analysis certificate, measured quarterly	70%	70%	70%	70%	Outcome



12.3 SFA 3 – Safe Valley

SFA 3 – Safe Valley													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2023/24)	Annual Target 2025/26	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI024	Community and Protection Services	Submission of the revised Disaster Management Plan to the Municipal Manager	Number of revised Disaster Management Plans submitted to the Municipal Manager by 31 March	Programme	All	1 per annum	1	1 revised Disaster Management Plan submitted to the Municipal Manager by 31 March	n/a	n/a	1	n/a	Output
KPI025	Community and Protection Services	Submission of the revised Safety and Security Strategy to the Municipal Manager	Number of revised Safety and Security Strategies submitted to the Municipal Manager by 30 April	Programme	All	1 per annum	1	1 revised Safety and Security Strategy submitted to the Municipal Manager by 30 April	n/a	n/a	n/a	1	Output
KPI026	Community and Protection Services	Submission of the revised Traffic Management Plan to the Municipal Manager	Number of revised Traffic Management Plans submitted to the Municipal Manager by 31 March	Programme	All	1 per annum	1	1 revised Traffic Management Plan submitted to the Municipal Manager by 31 March	n/a	n/a	1	n/a	Output



12.4 SFA 4 – Dignified Living

SFA 4 – Dignified Living													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2023/24))	Annual Target 2024/25	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI028	Infrastructure Services	Provision of waterborne toilet facilities in informal settlements as identified by the Department: Integrated Human Settlements	Number of waterborne toilet facilities provided in Informal settlements as identified by the Department: Integrated Human Settlements by 30 June	Programme	All	30 per annum	56	30 waterborne toilet facilities provided in Informal settlements as identified by the Department: Integrated Human Settlements by 30 June	n/a	n/a	n/a	30	Output
KPI029	Infrastructure Services	Limit unaccounted electricity to less than 9% annually {(Number of Electricity Units Purchased and / or Generated - Number of Electricity Units Sold (incl. Free basic electricity)) / Number of Electricity Units Purchased and/or Generated} x 100}	Percentage of average electricity losses, measured by 30 June	Programme	All	<9% per annum	4.24%	<9% of average electricity losses, measured by 30 June	n/a	n/a	n/a	<9%	Outcome
KPI030	Infrastructure Services	Water quality measured quarterly ito the SANS 241 physical and micro parameters	Percentage of water quality level as per the analysis certificate, measured quarterly	Programme	All	90% per annum	94.81%	90% of water quality level as per the analysis certificate, measured quarterly	90%	90%	90%	90%	Outcome
KPI031	Infrastructure Services	Limit unaccounted water to less than 25%	Percentage of average unaccounted water, measured by 30 June	Programme	All	<25% per annum	27.42%	<25% of average unaccounted water, measured by 30 June	n/a	n/a	n/a	<25%	Outcome
KPI032	Financial Services	Registered indigent formal households with access to free basic water (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic water, measured quarterly	Programme	All	100% per annum	100%	100% of registered indigent formal households with access to free basic water, measured quarterly	100%	100%	100%	100%	Outcome



SFA 4 – Dignified Living													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2023/24))	Annual Target 2024/25	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI033	Financial Services	Registered indigent formal households with access to free basic electricity provided by the municipality (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic electricity provided by the municipality, measured quarterly	Programme	All	100% per annum	100%	100% of registered indigent formal households with access to free basic electricity provided by the municipality, measured quarterly	100%	100%	100%	100%	Outcome
KPI034	Financial Services	Registered indigent formal households with access to free basic refuse removal (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic refuse removal, measured quarterly	Programme	All	100% per annum	100%	100% of registered indigent formal households with access to free basic refuse removal, measured quarterly	100%	100%	100%	100%	Outcome
KPI035	Financial Services	Registered indigent formal households with access to free basic sanitation (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic sanitation, measured quarterly	Programme	All	100% per annum	100%	100% of registered indigent formal households with access to free basic sanitation, measured quarterly	100%	100%	100%	100%	Outcome
KPI036	Financial Services	Formal households with access to water (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to water, measured quarterly	Programme	All	27 000 per annum	26 895	27 000 formal households with access to water, measured quarterly	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	Outcome
KPI037	Financial Services	Formal households with access to electricity (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to electricity, measured quarterly	Programme	All	27 000 per annum	26 895	27 000 formal households with access to electricity, measured quarterly	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	Outcome
KPI038	Financial Services	Formal households with access to refuse removal (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to refuse removal, measured quarterly	Programme	All	27 000 per annum	26 895	27 000 formal households with access to refuse removal, measured quarterly	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	Outcome



SFA 4 – Dignified Living													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result (2023/24))	Annual Target 2024/25	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI039	Financial Services	Formal households with access to sanitation (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to sanitation, measured quarterly	Programme	All	27 000 per annum	26 895	27 000 formal households with access to sanitation, measured quarterly	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	27 000 (27 000)	Outcome



12.5 SFA 5 – Good Governance and Compliance

SFA 5 – Good Governance and Compliance													
IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2023/24)	Annual Target 2025/26	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI040	Financial Services	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	Percentage of the approved Capital Budget for the municipality actually spent by 30 June	Programme	All	90% per annum	84.79%	90% of the approved Capital Budget for the municipality actually spent by 30 June	10%	30%	60%	90%	Input
KPI042	Financial Services	Financial viability measured in terms of the available cash to cover fixed operating expenditure (NKPI Proxy - MSA, Reg. S10(g)(iii))	Cost coverage as at 30 June annually [(Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation)	Programme	All	2 per annum	4.04	2	n/a	n/a	n/a	2 (months)	Input
KPI043	Financial Services	Achieve an average payment percentage of 96% by 30 June (Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	Programme	All	96% per annum	95.06%	96%	n/a	n/a	n/a	96%	Input
KPI044	Office of the Municipal Manager	Employment equity appointments made within the financial year in the three highest levels of management	Percentage of employment equity appointments made within the financial year in the three highest levels of management, measured by 30 June	Programme	All	50% per annum	37.50%	50% of employment equity appointments made within the financial year in the three highest levels of management, measured by 30 June	n/a	n/a	n/a	50%	Output



SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2023/24)	Annual Target 2025/26	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI045	Corporate Services	The percentage of the payroll budget spent on implementing the Municipal Workplace Skills Plan (NKPI Proxy- MSA, Reg. S10(f))	Percentage of the municipality's payroll budget actually spent on implementing its Workplace Skills Plan ((Total Actual Training Expenditure / Total Annual payroll Budget) x 100), measured by 30 June	Programme	All	0.20% per annum	0.89%	0.20% of the municipality's payroll budget actually spent on implementing its Workplace Skills Plan ((Total Actual Training Expenditure / Total Annual payroll Budget) x 100), measured by 30 June	n/a	n/a	n/a	0.20%	Input
KPI046	Financial Services	Financial viability measured in terms of the municipality's ability to meet its service debt obligations (NKPI Proxy - MSA, Reg. S10(g)(i))	Debt coverage ratio ((Total operating revenue - operating grants received) / (Debt service payments due within the year)) measured by 30 June	Programme	All	15% per annum	33.22%	15%	n/a	n/a	n/a	15%	Input
KPI047	Financial Services	Financial viability measured in terms of the outstanding service debtors (NKPI Proxy - MSA, Reg. S10(g)(ii))	Service debtors to revenue ratio – (Total outstanding service debtors / revenue received for services) measured by 30 June	Programme	All	27% per annum	30%	27%	n/a	n/a	n/a	27%	Input
KPI048	Office of the Municipal Manager	Submission of the revised Risk-Based Audit Plan (RBAP) to the Audit and Performance Audit Committee (APAC)	Number of revised RBAPs submitted to the APAC by 30 June	Programme	All	1 per annum	1	1 revised RBAP submitted to the APAC by 30 June	n/a	n/a	n/a	1	Output
KPI049	Office of the Municipal Manager	Submission of the Auditor General of South Africa (AGSA) Audit Action Plan (AAP) to the APAC	Number of AGSA Audit Action Plans submitted to the APAC by 31 March	Programme	All	1 per annum	1	1 AGSA Audit Action Plan submitted to the APAC by 31 March	n/a	n/a	1	n/a	Output



SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2023/24)	Annual Target 2025/26	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI050	Office of the Municipal Manager	Submission of the revised Strategic Risk Register (SRR) to the Risk Management Committee	Number of revised SRRs submitted to the Risk Management Committee by 30 June	Programme	All	1 per annum	1	1 revised SRR submitted to the Risk Management Committee by 30 June	n/a	n/a	n/a	1	Output
KPI051	Corporate Services	Submission of the revised Information and Communication Technology (ICT) Backup Disaster Recovery Plan to the ICT Steering Committee	Number of revised ICT Backup Disaster Recovery Plans submitted to the ICT Steering Committee by 31 March	Programme	All	1 per annum	1	1 revised ICT Backup Disaster Recovery Plan submitted to the ICT Steering Committee by 31 March	n/a	n/a	1	n/a	Output
KPI052	Corporate Services	Submission of the revised Strategic ICT Plan to the ICT Steering Committee	Number of revised Strategic ICT Plans submitted to the ICT Steering Committee by 31 March	Programme	All	1 per annum	1	1 revised Strategic ICT Plan submitted to the ICT Steering Committee by 31 March	n/a	n/a	1	n/a	Output
KPI053	Office of the Municipal Manager	Submission of the draft Integrated Development Plan (IDP) to the Council	Number of draft IDPs submitted to the Council by 31 March	Programme	All	1 per annum	1	1 draft IDP submitted to the Council by 31 March	n/a	n/a	1	n/a	Output
KPI054	Office of the Municipal Manager	Submission of the IDP / Budget / SDF time schedule (process plan) to the Council	Number of IDP / Budget / SDF time schedules (process plan) submitted to the Council by 31 August	Programme	All	1 per annum	1	1 IDP / Budget / SDF time schedule (process plan) submitted to the Council by 31 August	1	n/a	n/a	n/a	Output
KPI055	Infrastructure Services	Submission of the revised Sewer Master Plan to the Municipal Manager	Number of revised Sewer Master Plans submitted to the Municipal Manager by 30 June	Programme	All	1 per annum	0	1 revised Sewer Master Plan submitted to the Municipal Manager by 30 June	n/a	n/a	n/a	1	Output



SFA 5 – Good Governance and Compliance

IDP Ref No	Directorate	Indicator (Activity / Project / Programme / Key Initiative)	Unit of Measurement	Indicator Type	Wards	5-year target	Baseline (Actual result 2023/24)	Annual Target 2025/26	TOP LAYER: Service Delivery and Budget Implementation Plan (SDBIP 2025/26)				Delivery Indicator
									Q1	Q2	Q3	Q4	
KPI056	Infrastructure Services	Submission of the revised Electrical Master Plan to the Council	Number of revised Electrical Master Plans submitted to the Council by 30 June	Key Initiative	All	1 per annum	New KPI	1 revised Electrical Master Plan submitted to the Council by 30 June	n/a	n/a	n/a	1	Output
KPI059	Office of the Municipal Manager	Submission of the revised Communication Policy to the MayCo	Number of revised Communication Policies submitted to the MayCo by 31 May	Programme	All	1 per annum	New KPI	1 revised Communication Policy submitted to the MayCo by 31 May	n/a	n/a	n/a	1	Output
KPI060	Infrastructure Services	Submission of the updated Comprehensive Integrated Transport Plan (CITP) 2023 - 2028 to the Municipal Manager	Number of updated CITPs 2023 - 2028 submitted to the Municipal Manager by 30 June	Programme	All	1 per annum	1	1 updated CITP 2023 - 2028 submitted to the Municipal Manager by 30 June	n/a	n/a	n/a	1	Output
KPI062	Planning and Economic Development	Submission of the draft revised Integrated Zoning Scheme to the MayCo	Number of draft revised Integrated Zoning Schemes submitted to the MayCo by 30 June	Programme	All	1 per annum	New KPI	1 draft revised Integrated Zoning Scheme submitted to the MayCo by 30 June	n/a	n/a	n/a	1	Output



6.3	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR FEBRUARY 2025
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Collaborator No: 782051
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 24 March 2025

1. SUBJECT:MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR FEBRUARY 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 Council. In compliance thereto, this report presents to the Council the SCM deviations that occurred during February 2025.

5. RECOMMENDATION

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

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 March 2025

7.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [CLLR J FASSER]
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7.1	PROTECTION SERVICES: (PC: CLLR J WILLIAMS)
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NONE

7.2	SPORTS, YOUTH AND CULTURE: [PC: CLLR T KUMM]
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NONE

7.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
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7.3.1	APPLICATION TO CONSENT TO TRANSFER FROM TRUST TO COMPANY: ERF 15794 STELLENBOSCH (TECHNOPARK)
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Collaborator No: 782245
 IDP KPA Ref No: Good Governance
 Meeting Date: 24 March 2025

1. SUBJECT: APPLICATION TO CONSENT TO TRANSFER FROM TRUST TO COMPANY: ERF 15794 STELLENBOSCH (TECHNOPARK)

2. PURPOSE

For Council to consider the application from the registered owner of Erf 15794 Stellenbosch to consent to the transfer of the property from a trust to a private company.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

An application has been received from the Jan Jooste Familie Trust for Council to consent to the transfer of the property from a trust to a private company as the Municipality has a pre-emptive right to the property as registered in the Title Deed for Erf 15794 Stellenbosch, which is situated in Technopark. Erf 15794 is a consolidated property comprising of three erven namely 13430, 13425 and 13421. All three erven were initially bought from the Stellenbosch Municipality. Two of the erven are already developed and the third erf, being the largest portion still needs to be developed.

The largest component of the consolidated property is subject to a pre-emptive right in favour of the Municipality. In terms of the pre-emptive right the owner has to give the Municipality the option to purchase the property at a market related price in the event that the owner wants to sell the property. Although the purchaser is not of the intention to sell the property, he has to transfer the property from the Jan Jooste Familie Trust to a company, of whom the trust is the only shareholder. This transfer will require consent from the Municipality as the Municipality has a pre-emptive right to purchase the property at market value should the seller elect to sell the property.

The reason provided by the applicant for wanting to transfer the property from the trust to a private company is due to the fact that the applicant will need to get investors to develop the property, and this can't be done in a family trust. If the property is registered in the name of the company, then the applicant can sell shares in the company to the investors to provide finances to develop the property. The request is therefore that the Municipality should consent to the transfer of the property to the company and that the transfer will be done in terms of an Asset-for-Shares Exchange Agreement subject to the same pre-emptive condition as contained in the Certificate of Consolidated Title.

5. RECOMMENDATIONS

For consideration:

- (a) that Council considers the request from Jan Jooste Familie Trust to 1 Technopark (Pty) Ltd.
- (b) Should Council concede to the request the same pre-emptive condition as contained in the Certificate of Consolidated Title should be included the Assets-for-Shares Exchange Agreement between the Jan Jooste Familie Trust and Technopark (Pty) Ltd a signed copy of which is to be provided to the Property Management Department.

6. DISCUSSION / BACKGROUND

6.1 Background

Erf 15794 is a consolidated property comprising of three erven namely 13430, 13425 and 13421. All three erven were initially bought from the Stellenbosch Municipality and the smaller two erven are already developed. The largest component of the consolidated property is subject to a pre-emptive right in favour of the Municipality. In terms of the pre-emptive right the owner has to give the Municipality the option to purchase the property at a market related price in the event that the owner wants to sell the property. A copy of the Certificate of Registered Title is attached hereto as **APPENDIX 2**. The relevant clause in the Certificate of Registered Title reads as follows:

“Die Koper of sy opvolger in regte is verplig om, indien hy van voornemens is om die vakante erf wat hierby verkoop word of enige gedeelte daarvan te verkoop of van die hand te sit, die erf of sodanige gedeelte skriftelik aan die Munisipaliteit aan te bied en die Munisipaliteit sal daarop ‘n voorkoopsreg hê om sodanige erf of gedeelte teen die dan heersende markprys, met ‘n minimum van dieselfde prys as waarteen dit oorspronklik deur die Munisipaliteit verkoop is, terug te koop. Die markwaarde van die ers sal bepaal word deur twee onafhanklike waardeers op koste van die aansoeker. Hierdie aanbod sal vir ‘n tydperk van DRIE (3) maande vanaf ontvangs daarvan geldig bly en indien die Munisipaliteit sy voorkoopsreg uitoefen, moet die koper die grond sonder versuim aan die Munisipaliteit oordra, alle koste van sodanige oordrag van die grond aan die Munisipaliteit moet deur die eienaar betaal word.”

6.2. DISCUSSION

An application has been received from the Jan Jooste Familie Trust for Council to consent to the transfer of the property from a trust to a private company as the Municipality has a pre-emptive right to the property as registered in the Title Deed for Erf 15794 Stellenbosch, which is situated in Technopark. A copy of the letter received from Feenstra Inc, acting on behalf of the applicant is attached hereto as **APPENDIX 1**.

Although the purchaser is not of the intention to sell the property, he has to transfer the property from the Jan Jooste Familie Trust to a company, of whom the trust is the only shareholder. This transfer will require consent from the Municipality as the Municipality has a pre-emptive right to purchase the property at market value should the seller elect to sell the property.

The reason provided by the applicant for wanting to transfer the property from the trust to a private company is due to the fact that the applicant will need to get investors to develop the property and this can't be done in a family trust. If the property is registered in the name of the company, then the applicant can sell shares in the company to the investors to provide finances to develop the property. The request is therefore that the Municipality should consent to the transfer of the property to the company and that the transfer will be done in terms of an Asset-for-Shares Exchange Agreement subject to the same pre-emptive condition as contained in the Certificate of Consolidated Title.

6.2.1 Location and context

The property is located at the entrance of Technopark.



Fig 1. Location



Fig 2. View of Property

6.2.2 Ownership

The ownership of the property vests with Jan Jooste Familie Trust as per the Certificate of Registered Title attached to the item.

6.3 Financial Implications

There are no financial implications should Council decide to consent to the transfer from the trust to the company. Only if the pre-emptive right is exercised will Council need to consider the financial implications as the property will have to be purchased at a market related price and then a valuation will be needed.

6.4 Legal Implications

The legal implications are addressed in the item. It is important that the pre-emptive right is written into the agreement between the trust and the company and also registered in the new Title Deed.

6.5 Staff Implications

No additional staff implications.

6.6 Previous / Relevant Council Resolutions

None.

6.6.1 Risk Implications

Addressed by the content of the item.

6.8 Comments from Senior Management**6.8.1 Director: Infrastructure**

No objections to the application.

6.8.2 Director: Planning and Economic Development

Supports the recommendations. No further input.

6.8.3 Director: Community and Protection Services

No comments received.

6.8.4 CFO

No comments received.

6.8.5 Municipal Manager

Supports the recommendations.

- Appendix:**
- 1. Letter from Feenstra Inc**
 - 2. Certificate of registered title**

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	2025-03-03

APPENDIX 1

The Director of Planning

Stellenbosch Municipality

Pleinstreet

Stellenbosch

Attention: Yolande van den Berg

E-pos: Yolande.vandenberg@stellenbosch.gov.za**FEENSTRA INC**

Prokureurs, Transportbesorgers, Notarisse en
Handelsmerk Prokureurs
Attorneys, Conveyancers, Notaries and Trademark
Attorneys

Tel: [REDACTED]
Email / Epos : [REDACTED]
VAT no / BTW Nr: [REDACTED]

Dear Ms van den Berg

26 February 2025

RE: JAN JOOSTE FAMILIE TRUST NO IT1086/94

1. We act for the Jan Jooste Familie Trust, the registered owner of Erf 15794 Stellenbosch measuring 1,8470 hectares in terms of Certificate of Consolidated Title T27511/2008. Attached hereto is a copy of the said Certificate together with the diagram LG. No 331/2008 of the consolidated property comprising of three erven namely Erven 13430, 13425 and 13421. All three erven were bought from the Municipality of Stellenbosch.
2. The largest component of the consolidated property [previously the remainder of Erf 13421 Stellenbosch (shown by the figures ABCDZYX on the said diagram)] is in terms of Condition III(c)(2) of the said Certificate of Consolidated Title T27511/2008 subject to a pre-emptive right in favour of the Municipality of Stellenbosch.
3. Although a portion of the consolidated property had been improved with an office building our client intends to expand the development on the remainder of the consolidated property. To enable my client to finance the development of the remainder of Erf 15794 Stellenbosch he needs investors to invest in the project.
4. The owner of the property being a trust is not suited for such investment. Our client had been advised that the property need to be transferred to a company in which the said trust owns all the issued shares. This will enable the Trust to sell the shares to potential investors to provide the finance to develop the remainder of the said property.



FEENSTRA INC

5. Consequently, the Stellenbosch Municipality is hereby requested to consent to the transfer of Erf 15794 Stellenbosch to a company namely 1 Technopark (Pty) Ltd registration number 2006/027547/07 in which the Jan Jooste Familie Trust holds all the issued shares. The company will take transfer of the property in terms of an Asset-for-Shares Exchange Agreement subject to the same condition III(c)(2) as contained in the said Certificate of Consolidated Title.

We look forward to hear from you as soon as possible.

Regards

RJ Feenstra

FEENSTRA INC



APPENDIX 2

SEELREG DUTY	R.....
FOOI EEE	R. 95.00

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Jan S de Villiers

Opgestel deur my

[Handwritten Signature]
AKTEBESORGER
FEENSTRA RJ

W.O.P

ARTIKEL 40 WET 47 VAN 1937 SECTION 45 ACT 47 OF 1937	
VERBIND MORTGAGED	
B 108063 / 2007	
VIR FOR R 10 500 000.00	
BC 030527/08	<i>[Handwritten Signature]</i> REGISTRATEUR/REGISTRAR
27 APR 2008	

T	000027511/2008
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SERTIFIKAAT VAN VERENIGDE TITEL

Uitgereik in terme van Artikel 40 van die Aktes Wet 1937, 1937

(No. 37/1937) soos gewysig

AANGESIEN

Die Trustees indertyd van
JAN JOOSTE FAMILIE TRUST
No. IT 1086/94

DATA / CAPTUR
24 APR 2008
MASIUT

aansoek gedoen het vir die uitreik van 'n Sertifikaat van Verenigde Titel
kragtens Artikel 40 and die Aktes Wet, 1937 -

EN AANGESIEN

**Die Trustees indertyd van
JAN JOOSTE FAMILIE TRUST
No. IT 1086/94**

die geregistreerde eienaar is van

1. **RESTANT VAN ERF 13421 STELLENBOSCH**
in die Munisipaliteit en Afdeling van STELLENBOSCH
PROVINSIE WESKAAP
GEHOU KRAGTENS Transportakte Nr. T. 93403/2007
2. **ERF 13425 ('n gedeelte van Erf 13171) STELLENBOSCH**
in die Munisipaliteit en Afdeling van STELLENBOSCH
PROVINSIE WESKAAP
GEHOU KRAGTENS Transportakte Nr T 30663/1997
3. **ERF 13430 ('N GEDEELTE VAN Erf 13421) STELLENBOSCH**
in die Munisipaliteit en Afdeling van STELLENBOSCH
PROVINSIE WESKAAP
GEHOU KRAGTENS Transportakte Nr T 107979/1997

welke eiendomme gekonsolideer is en voortaan bekend sal wees soos
hieronder beskryf :

SO IS DIT dat ek, die Registrateur van Aktes, **KAAPSTAD** kragtens die
bepalings van voormelde Wet, hiermee sertifiseer dat die voornoemde :

**Die Trustees indertyd van
JAN JOOSTE FAMILIE TRUST
No. IT 1086/94**

en sy gemagtigdes en opvolgers in titel die geregistreerde eienaar is van:

ERF 15794 STELLENBOSCH
in die Munisipaliteit en Afdeling van STELLENBOSCH
PROVINSIE WESKAAP

GROOT: 1,8470 (EEN komma AGT VIER SEWE NUL)
Hektaar

SOOS MEER VOLLEDIG AANGETOON op Kaart LG No 331/2008

I. **WAT BETREF FIGUUR GEMERK xywFGH op Kaart LG No 4043/1997**

- A. **ONDERHEWIG** aan die voorwaardes waarna verwys word in Sertifikaat van Geregistreerde titel No. T.28901/1988.
- B. **ONDERHEWIG VERDER** soos genoem in die gemelde Grondbrief Stellenbosch Eiendomsbriewe Boekdeel 5 Nr 34 gedateer 20 September 1883, naamlik :-

"Subject to all such duties and regulations as are either already or shall in future be established with regard to such land."

II. **WAT BETREF DIE FIGUUR yzEw op Kaart LG No 8371/1996**

- A. **ONDERHEWIG** aan die voorwaardes waarna verwys word in Sertifikaat van Geregistreerde Titel No. T.28901/1988.
- B. **ONDERHEWIG VERDER** soos genoem in die gemelde Grondbrief Stellenbosch Eiendomsbriewe Boekdeel 5 Nr 34 gedateer 20 September 1883, naamlik :

"Subject to all such duties and regulations as are either already or shall in future be established with regard to such land"

III. **WAT BETREF DIE FIGUUR ABCDzyx op Kaart LG No 8728/1996**

- A. **ONDERHEWIG** aan die voorwaardes waarna verwys word in Sertifikaat van Geregistreerde Titel No. T.28901/1988.
- B. **VERDER ONDERHEWIG** soos genoem in die Grondbrief Stellenbosch Eiendomsbriewe Boekdeel 5 Nr 34 gedateer 20 September 1883, naamlik :-

"Subject to all such duties and regulations as are either already or shall in future be established with regard to such land."



C. **VERDER ONDERHEWIG** aan die voorwaardes soos opgelê in 'n koopkontrak aangegaan deur en tussen die MUNISIPALITEIT STELLENBOSCH en die JAN JOOSTE FAMILIE TRUST, No. IT1086/1994, op 23 Oktober 2006 en vervat in Transportakte Nr. T93403/2007 :-

1. Die Koper onderneem om die eiendom wat hiermee aangekoop word in terme van die huidige soneringsvoorwaardes en die konsep beplanning reeds voorgelê, aan te wend en dat die Koper en alle opvolgers in titel of huurders van geboue op die terrain aan die voorwaardes ten opsigte van hoëvlak tegnologiese ontwikkeling sal voldoen.
2. Die Koper of sy opvolgers in regte is verplig om, indien hy van voornemens is om die vakante erf wat hierby verkoop word of enige gedeelte daarvan te verkoop of van die hand te sê, die erf of sodanige gedeelte skriftelik aan die Munisipaliteit aan te bied en die Munisipaliteit sal daarop 'n voorkoopsreg hê om sodanige erf of gedeelte teen die dan heersende markprys, met 'n minimum van dieselfde prys as waarteen dit oorspronklik deur die Munisipaliteit verkoop is, terug te koop. Die markwaarde van die erf sal bepaal word deur twee onafhanklike waardeers op koste van die aansoeker. Hierdie aanbod sal vir 'n tydperk van DRIE (3) maande vanaf ontvangs daarvan geldig bly en indien die Munisipaliteit sy voorkoopsreg uitoefen, moet die Koper die grond sonder versuim aan die Munisipaliteit oordra, alle koste van sodanige oordrag van die grond aan die Munisipaliteit moet deur die eienaar betaal word.
3. Indien sodanige aanbod nie deur die Munisipaliteit aanvaar word nie, mag die eienaar die eiendom verkoop aan enige ander persoon op voorwaarde dat die Koper verplig is om die voorwaardes soos vervat in Klousules 5, 6, 7 en 8 van gemelde Koopkontrak hierbo na verwys *mutatis mutandis* van toepassing te maak op sy koper. Die partye hiertoe is dit eens dat die Munisipaliteit geregtig sal wees om die vereiste belastinguitlaring te weerhou indien die koop-ooreenkoms tussen die Verkoper en sy Koper nie die bostaande voorwaardes bevat nie en ook sal bepaal dat die eweneens van toepassing sal wees op enige en alle verdere herverkope

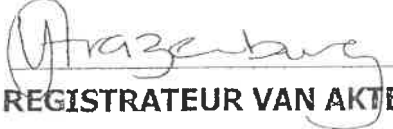
EN DAT kragtens hierdie Sertifikaat genoemde

**Die Trustees indertyd van
JAN JOOSTE FAMILIE TRUST
No. IT 1086/94**

en diese gemagtigdes, nou en voortaan daartoe geregtig is ooreenkomstig
plaaslike gebruik, maar behoudens die regte van die Staat.

TEN BEWYSE waarvan ek, voornoemde Registrateur, hierdie akte
onderteken en met die ampseël bekragtig het.

ALDUS GEDOEN en **GETEKEN** op die Kantoor van die Registrateur van
Aktes te **KAAPSTAD** op hede die 22 April 2008.


REGISTRATEUR VAN AKTES



CERTIFIED COPY FOR REGISTRATION
FOR SURVEYOR-GENERAL
DATE 13 FEB 2008

12
JAN S DE VILLIERS

Komponente:

1. Die figuur xyWFGH stel voor Erf 13430 Stellenbosch.
Sien Diagram LG No. 4043/1997 T/A 1997- -107979
2. Die figuur yzEW stel voor Erf 13425 Stellenbosch.
Sien Diagram LG No. 8731/1996 T/A 1997- -30663
3. Die figuur ABCDzyx stel voor die Restant van Erf 13421 Stellenbosch.
Sien Diagram LG No. 8728/1996 T/A 1997- -107978

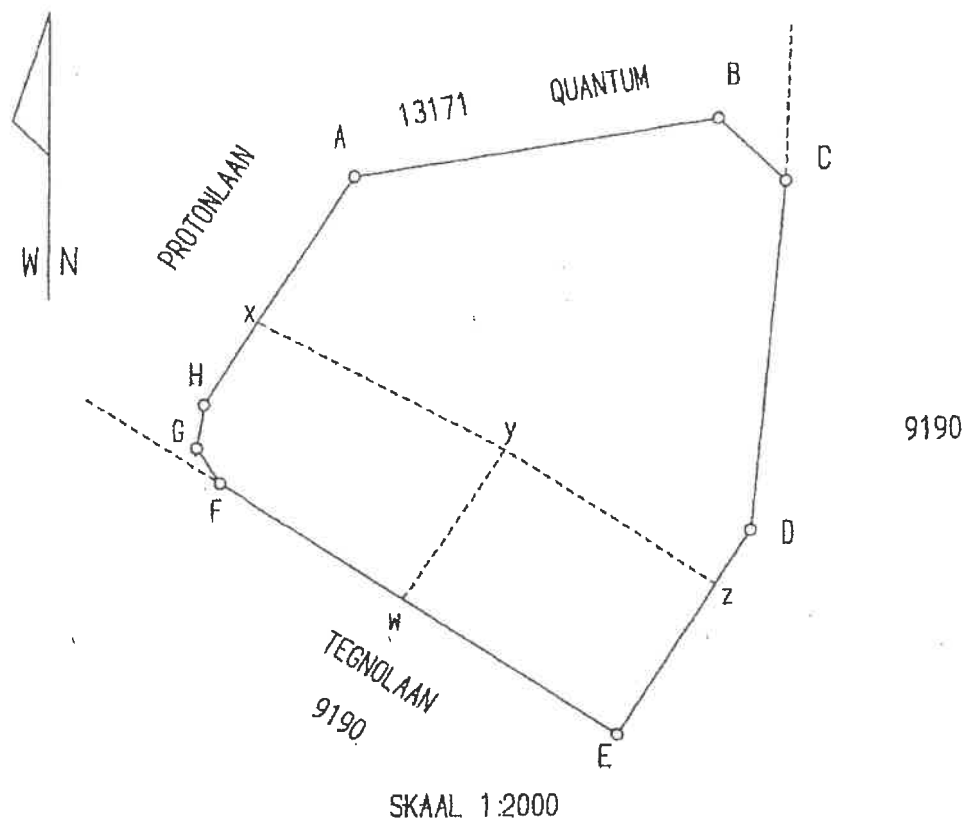
L.G. No.
331/2008

Goedgekeur

Stawaka

nms Landmeter-gent

12 FEB 2008



Die figuur A B C D E F G H

stel voor 1.8470 hektaar

grond, syn

Erf 15794 Stellenbosch en bevat 1., 2. en 3. soos hierbo aangehaal

Gelee in die Munisipaliteit en
Administratiewe Distrik Stellenbosch
Saamgestel in Jan. 2008

Provinsie Wes-Ka

deur my

N. Loubser
N. Loubser (PLS 0892) Pr. Landmeter

Hierdie kaart is geheg aan
Not 1000027511/2008
geatseer 27 APR 2008
t.g.v.

Die oorspronklike kaart is
is soos hierbo aangehaal

Leer No. Stel. 377
MS No. Saamgestel
Komp. BHSZ- 31 (M3169)

LPI C0670022

Thage
Registrateur van Aktes

Erf 15794 Stellenbosch

7.3.2	APPLICATION FROM AGNIESZKA'S HAVEN TO LEASE A PORTION OF ERF 2235 GROENDAL
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Collaborator No: 782248
 IDP KPA Ref No: Good Governance
 Meeting Date: 24 March 2025

1. SUBJECT: APPLICATION FROM AGNIESZKA'S HAVEN TO LEASE A PORTION OF ERF 2235 GROENDAL

2. PURPOSE

For Council to consider an application from Agnieszka's Haven to lease a portion of Erf 2235 Groendal for the purposes of updating the facility to a Community Care and Rehabilitation Centre. If that application is approved council needs to review and rescind and replace the previous Council resolution.

3. DELEGATED AUTHORITY

The Executive Mayor in consultation with the Executive Mayoral Committee has the delegated authority to consent to lease agreements for a period not exceeding 9 years 11 months.

The Municipal Manager has the delegation to enter into the lease agreements approved by the Executive Mayoral Committee on behalf of the Municipality. Council if a previous Council resolution must be rescinded.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality is the registered owner Erf 2235 Franschoek situated in Beacoup de L'eau Street, Groendal. This is a large property consisting of, *inter alia*, the Groendal taxi rank, some informal residential units and then the building referred to in this item. This building was used for a Youth Hub in the past however in the preceding couple of years the property has been vacant and more recently the property is illegally occupied and illegal activities are taking place on the property.

In March 2017 Council resolved that approval several be granted for the establishment of Local Economic Development hubs / incubators on several properties. A portion of Erf 2235 Groendal formed part of these properties.

In the interim the property which is supposed to be vacant has now been causing severe issues for the broader community due to the illegal activities on the premises.

An application has been filed by Agnieszka's Haven to request the lease of the premises to be used as a for a Community Care and Rehabilitation Centre. They also offer to update the facility and maintain it. The purpose of the centre is to reach out to communities by establishing shelters, in order to rehabilitate drug addicts, alcohol addicted people and to care for abused women and children, to rehabilitate and reintegrate ex-convicts, parolees and the homeless into their respective communities. The applicant is a registered Non-Profit Organisation. Should Council approve the leasing the premises to the applicant the 2017 Council resolution will have to be rescinded. Council will also have to advertise its intention to lease the property to Agnieszka's Haven for public input/comments/alternative proposals as the lease would be seen as a "private treaty".

The current zoning of the property is Mixed-Use which allows for, *inter alia*, a clinic but only for day or outpatients, not overnight facilities.

5. RECOMMENDATIONS

- (a) that the portion of erf 2235 is identified as land not needed for the provision of the delivery of minimum service; and
- (b) that Council consider the application and the possible rescission of the 2017 resolution should the application of Agnieszka's Haven be approved in-principle.

6. DISCUSSION / BACKGROUND

6.1 Background and Current Application:

Stellenbosch Municipality is the registered owner Erf 2235 Franschoek situated in Beacoup de L'eau Street, Groendal. This is a large property consisting of, *inter alia*, the Groendal taxi rank, some informal residential units and then the building referred to in this item. This building was used for a Youth Hub in the past however in the preceding couple of years the property has been vacant and more recently the property is illegally occupied and illegal activities are taking place on the property.

In March 2017 Council resolved that approval be granted for several properties to be used for the establishment of Local Economic Development hubs / incubators and this portion of Erf 2235. Groendal formed part of these properties. It was specifically earmarked to be a Business Support Services Incubator that should be managed by a preferred service provider.

In the interim the property which is supposed to be vacant has now been causing severe issues for the broader community due to the illegal activities on the premises. The property has also been vandalised to the point that it will need a rather large capital investment to re-instate the premises for any use.

6.2. DISCUSSION

An application has been filed by Agnieszka's Haven for the purpose of using it as a Community Care and Rehabilitation Centre. They also intend to update the facility. A copy of the application is attached hereto as **APPENDIX 1**. The application indicates that the applicant is willing to attend to the necessary repair work and maintain the building.

The purpose of the centre is to reach out to communities by establishing shelters, in order to rehabilitate drug addicts, alcohol addicted people and to care for abused women and children, to rehabilitate and reintegrate ex-convicts, parolees and the homeless into their respective communities. They are a registered Non-Profit Organisation. Attached hereto as **APPENDIX 2** is proof of registration as a Non-Profit Organisation. A brief summary of the organisation is further attached hereto as **APPENDIX 3**.

Should Council consider granting the application for lease as applied for then the resolution of March 2017, as it pertains to this specific property, will have to be rescinded – see 6.6 below.

6.2.1 Location and context

The property is located in Beaucoup de L'eau Street, Groendal and is situated on the same premises as the taxi rank.



Fig 1. Location



6.2.3 Ownership

The ownership of the property vests with Stellenbosch Municipality.

6.3 Financial Implications

A valuator will have to be appointed to determine the monthly rental. The valuator will be paid by the Municipality. The full financial implications will only be addressed after the valuation report has been obtained. A registered Non-Profit Organisation can qualify for a rental reduction and only pay 10% of the total market value. As the applicant has indicated that they are of the intention of renovating and maintaining the property there will be no financial implications for the municipality in that respect. It is however possible that Council can consider a set-off of capital investment against the monthly rental.

6.4 Legal Implications**6.4.1 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*:-

- a) whether the capital asset may **be required for the municipality's own use** during the period for which the right is to be granted;
- b) 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;
- c) the (possible) risks and rewards associated with the use in relation to the municipality's interests;
- d) Any comments received from the local community, and
- e) Compliance with the legislative regime applicable to the proposed granting of the right.

6.4.2 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.

6.5 Staff Implications

No additional staff implications.

6.7 Previous / Relevant Council Resolutions

7th COUNCIL: 2017-03-29: ITEM 7.3.2**RESOLVED** (majority vote)

- (a) that approval be granted for the establishment of Local Economic Development hubs / incubators on the following properties as identified in **APPENDIX 1:**

RANK	PROPERTY	LOCATION	PURPOSE	MANAGEMENT	PROCESS
1	Erf 2235	Groendal (Mooiwater homestead / old youth house)	Business support Services incubator	Preferred service provider	Building/site maintenance; lease agreements; contractor relocation.
2	Public Place / POS north of Groendal Community Hall	Vacant office on play park land	Business Sector Offices	Preferred service provider	Lease agreement.
3	Erven 2751 and 6314 (Old Agricultural Hall)	Stellenbosch	Incubator and affordable rentals for Arts, crafts and tourism sector, including parking area	Preferred service provider	Building / site maintenance; lease agreements; illegal occupants' relocation; rezoning.
4	Erven 228, 229 and 230	Franschhoek (Triangle site)	Affordable rental space for shops and tourism activities	Preferred service provider	Building / site maintenance; lease agreements; staff relocation (Erven 228 and 229); site

					improvement; further lease agreements.
5	Re Erf 342	Klapmuts	Trading hub	Preferred service provider	Rezoning; services connections; lease agreements; container acquisition.
6	Erf 1538	Franschhoek (old tennis courts)	Parking/ business opportunity for a co-operative	Preferred service provider	Site improvement; lease/ management agreement.
7	Erven 1956, 1957, 6487, 6488 and 6490	Stellenbosch (Old clinic site and LED office)	Business Development Incubator and rental space (Arts, crafts, shops, offices, tourism activities)	Preferred service provider	Building / site maintenance; lease agreements; occupants' relocation.
8	Die Boord POS	Intersection Van Rheeede Rd and R44	Community market	Preferred service provider	Site improvement; lease/ management agreement.
9	Erf 721	Pniel (municipal office site)	Affordable rental space (Shops and tourism activities)	Preferred service provider	Rezoning; services connections; lease agreements; container acquisition.

- (b) that Council agrees to the approved tariff structure for the local economic development incubator hubs as applies to the Kayamandi Economic and Tourism Corridor (KETC);
- (c) that Council confirms that the properties are not required for the provision of the minimum level of basic municipal services in terms of Section 14 of the Local Government: Municipal Finance Management Act, 2003, Act 56 of 2003; and
- (d) that the Municipal Manager be authorised to follow the prescribed process for the leasing of the relevant properties in keeping with the Stellenbosch Tariff Structure as amended, through requesting proposals in line with the objectives of Local Economic Development.

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

6.8 Risk Implications

The risk of not occupying the space is that it will be further vandalised, more illegal occupants will take occupation, and more illegal activities will take place on the premises which will have a negative impact on the area.

6.9 Comments from Senior Management

6.9.1 Director: Infrastructure

No objections to the application.

6.9.2 Director: Planning and Economic Development

"In Council's deliberation on the item Council needs to take into consideration that a Council decision was taken in March 2017 designating a portion of Erf 2235, Groendal as a Local Economic Development Hub. While the LED Section acknowledges that there has been no movement on the establishment of the LED Hub since the decision, it should be noted that the property has since been vandalized and is currently illegally occupied."

6.9.3 Director: Community and Protection Services

No inputs received.

6.9.4 CFO

No comments received.

6.9.5 Municipal Manager (Acting)

Council must determine the way forward for this property.

Appendix: 1. Application to lease Municipal Land**2. Certificate of Registration****3. Summary of Applicant****FOR FURTHER DETAILS CONTACT:**

NAME	Annalene de Beer
POSITION	Director
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021-8088073
E-MAIL ADDRESS	annalene.debeer@ Stellenbosch.gov.za
REPORT DATE	2025-03-06

APPENDIX 1

OFFICE APPLICATION



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

APPLICATION FOR LEASE OF MUNICIPAL LAND APPLICATION FORM

A: APPLICANT'S DETAILS

Name : DR. (Pastor) George Herman

Physical address:

[REDACTED]
[REDACTED]
.....
.....

Postal code: [REDACTED]

Mailing address:

[REDACTED]
[REDACTED]
.....
.....

Postal code: [REDACTED]

E-mail address:

[REDACTED]

Telephone:

.....

Cell phone:

[REDACTED]
.....

B: PROPERTY DETAILS OF APPLICANT

Erf/farm number :

Maaiwate

Suburb:

Groendal

Town: Franschoek
C: PROPERTY DETAILS OF LEASE AREA
 Erf/farm number : Mooiwater
 Suburb: Groendal
 Town: Franschoek
 Area of encroachment:m²

* 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 (such as garden purposes, gates, ect) ☒
- For projecting structures onto street reserves ☐
- For projecting structures onto other council-owned land ☐
- Other: please provide description: ☐

Brief description of application: Mooiwater Building is
currently illegally invaded and being damaged
and not properly used.

Motivation: Agnieszka's Haven Rehabilitation and
Community Care Centre applied for use of
mooiwater in 2018-2019 to use as chapel;
office administration; soup kitchen and use

for Rehabilitation treatment. We serve the Community.
Kindly lease the property to us for a period of 8 years
& we will maintain the building & do repairs.

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 properly authorized to make this application.

Applicant's signature:

Date: 08.05.2023

Full name: GEORGE HERMAN

FOR OFFICIAL USE

- The application was considered onby.....
- The application was

	APPROVED
--	-----------------

	NOT APPROVED
--	---------------------

Conditions (if any):

.....

.....

Applicant was informed of outcome on

.....
SIGNATURE OF RESPONSIBLE OFFICIAL

.....
DATE

Name:.....

***If approved**

☐

Encroachment fee paid

☐

Lease Agreement signed

☐

Agreement/Permit processed on Contract Management System

.....
SIGNATURE OF RESPONSIBLE OFFICIAL

.....
DATE

Name:.....

APPENDIX 2

G.P.-S. 012-0123



CERTIFICATE OF REGISTRATION OF NONPROFIT ORGANIZATION

In terms of the Nonprofit Organisation Act, 1997, I am satisfied that

Agnieszka's Haven

(name of the organisation)

meets the requirements for registration.

The organisation's name was entered into the register on **23 August 2023**
(date)

Registration number **[REDACTED]**

Director's signature

M. Mufasa

Department of Social



Development

APPENDIX 3



AGNIESZKA'S HAVEN



Community Care and Rehabilitation Centre



ABOUT AGNIESZKA'S HAVEN

Agnieszka's Haven was established and then registered after the Chief Executive Officer, retired Lieutenant Colonel George Herman saw the need of so many people being cast away and forgotten by families and communities. People in despair and living in utmost poverty... People who see no reason to live anymore... People for and to whom the world became alien and who have no one to turn to into life... The abandoned who feel despised by the world... Abused women and children... drug addicts and alcoholics cast out... Prisoners who are punished over and over again and children abandoned and thrown away in dustbins...

This organisation is there for those in despair and will feed them... clothe them... visit them... rehabilitate them... care for and love them... restore their human dignity and at the end, will re-integrate them into the community!

OUR MISSION

Reaching out to communities by establishing shelters in order to rehabilitate drug addicts, alcohol addicted people and to care for abused women and children and the rehabilitation and reintegration of ex-convicts and parolees into their respective communities.

OUR VISION

Spreading the Gospel of Jesus Christ by establishing and maintaining Shelters in communities and equipping these shelters to safeguard and to equip and reintegrate those in despair, abandoned, abused and rejected by own families and communities and to alleviate poverty through job creation and skills development. Assisting abused women and children and rehabilitation of convicted parolees and other inmates through restoration and reintegration as well as the rehabilitation of people suffering with drugs and to provide recovery facilities to ex-convicts and all drug and / or alcohol addicted people and to take in all orphans and abandoned children.

Matthew 25: 35 - 36

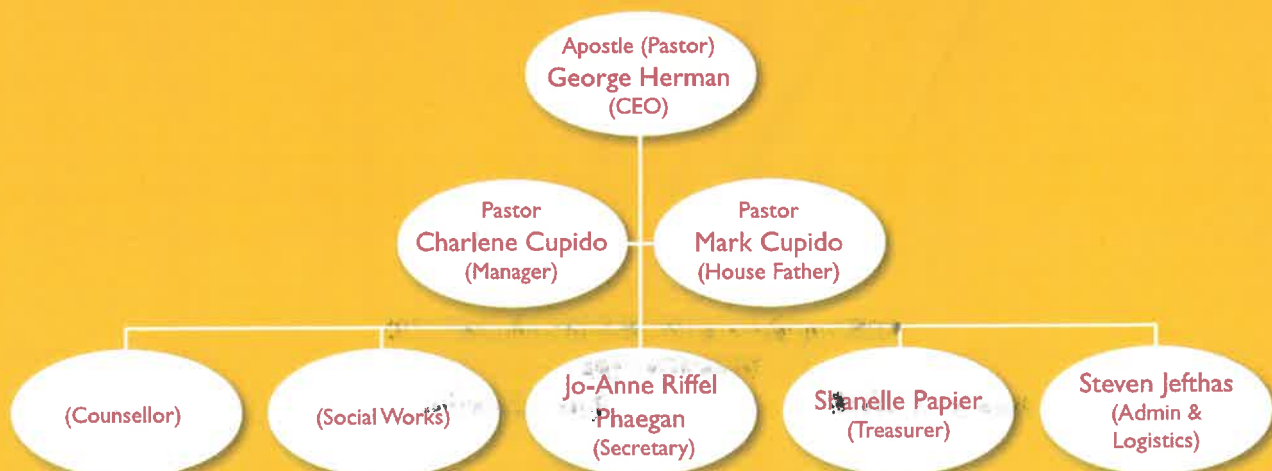
"For I was hungry and ye gave me to eat; I was thirsty, and ye gave me drink; I was a stranger, and ye took me in; Naked, and ye clothed me; I was sick and you visited me; I was in prison, and ye came unto me".



OUR OBJECTIVES

- Impacting communities through community projects and outreach programs.
- Providing recovery facilities to drug and alcohol addicted people.
- Working hand in hand with Correctional facilities regarding release and pre-release programs such as Victim offenders Dialogue.
- Working hand in hand with community social workers.
- Rehabilitation and re- integration of prisoners into their community.
- Prison outreach programs such as Pillar to Post by means of visits and preaching the Gospel of Christ.
- Providing of life skills tools to men, women and children who has found themselves challenged with drugs and alcohol abuse.
- Providing life skill tools to any person abused and/or imprisoned to deal with issues such as anger, abuse, depression and/or any other psychological triggers that might cause relapse in their treatment.
- Providing a safe home to abandoned children.
- Providing a soup kitchen once weekly for those in need.

ORGANISATIONAL CHART





*On a road trip one cold and rainy
night enroute to Cape Town my
daughter Agnieszka, through tears, at
the tiny age of 6 years old... touched
my heart, by offering her warmest
jersey to an unknown lady, walking on
the road in Beaufort West...*

*Through your kind and caring heart
and your love for people,
Agnieszka's Haven
was born!*

Contact Details:

34 Santa Rosa Street, Franschhoek, 7690

Contact nos: 0719163911 (Pastor Herman)

071 870 6625 (Pastor Charlene), 060 879 2200 (Pastor Mark)

7.3.3	A PORTION OF ERF 9190 STELLENBOSCH (TECHNOPARK): APPLICATION TO LEASE A PORTION OF MUNICIPAL LAND FOR PARKING PURPOSES
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Collaborator No: 782138
 IDP KPA Ref No: Good Governance
 Meeting Date: 24 March 2025

1. SUBJECT: A PORTION OF ERF 9190 STELLENBOSCH (TECHNOPARK): APPLICATION TO LEASE A PORTION OF MUNICIPAL LAND FOR PARKING PURPOSES

2. PURPOSE

To consider an application from TechstelSRA to lease a portion of Erf 9190 Stellenbosch which is situated in Technopark for parking purposes.

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 approval of a lease agreement of three (3) years and less has been delegated to the Municipal Manager. The Municipal Manager has the delegation to sign lease agreements on behalf of the Municipality.

4. EXECUTIVE SUMMARY

An application has been received from TechstelSRA for the lease of a portion of municipal land for parking purposes. The area they are interested in is situated on a portion of Erf 9190 Stellenbosch which is situated in Technopark. The area is situated on the left side of the main road as you enter Technopark and is already being used as an informal parking area for the overflow of cars in Technopark. The area is situated on the south-eastern corner of the Techno Avenue and Elektron Road intersection. The purpose of the application is to formalise the parking area in order to erect security booms at the area to assist with mitigating the risk of car theft within the Technopark area, which has become an issue within the last couple of years.

Technopark was originally developed by the Stellenbosch Municipality as a science park and due to the demand parking space in the area. This resulted in the use of undeveloped land and public open spaces within Technopark for parking purposes.

The area being applied for is therefore already being used as a parking lot and the applicant wishes to secure the area due to the rise in car theft.

The application was initially brought in collaboration by four companies operating in the park, namely EMSS, Platinum Square, Cotillion Place and Moore, who wish to divide the costs and parking distribution between the four companies. TechstelSRA will be the entity that enters into an agreement with the Municipality. TechstelSRA has confirmed that they will sign the contract and attend to the administration of the lease. The four companies and TechstelSRA must enter into a separate agreement to arrange the implementation amongst themselves. The municipality will bill TechstelSRA and keep them accountable for the provisions in the lease.

It will therefore not be a parking space which is open for the public, but rather only for the benefit of the listed four companies. The application does however indicate that if there is sufficient space it will be open for other companies to arrange for their employees for parking on a first come first served basis to registered motor vehicles. The mentioned four companies will be responsible to provide security at the parking lot as well as the costs of erecting the security booms and additional wooden bollards on the premises.

The application does not state the term that they are interested in. The erf is the original mother erf for Technopark and has all the Land-Use rights as per the Technopark Overlay Zone. This will be regarded as a private treaty and any lease longer than 3 years will be advertised for comments/inputs/alternative All lease agreements beyond 3 years are advertised for public input as it is regarded by the municipality as long-term rights and the lease is not the end result of an open process where everybody had an opportunity to lease the land.

5. RECOMMENDATIONS

For consideration:

- (a) that this portion of erf 9190 be identified as land not needed for the provision of minimum services;
- (b) that the application be considered including the period of the lease;
- (c) that if the lease is approved in principle the intention of the municipality must be advertised and the item return to Mayco after the public participation process; and
- (d) that the rental be considered.

6. DISCUSSION / CONTENT

6.1 Background

An application has been received from TechstelSRA for the lease of a portion of municipal land for parking purposes. A copy of the application together with supporting documentation is attached hereto as **APPENDIX 1**.

6.2 DISCUSSION

The area they are interested in is situated on a portion of Erf 9190 Stellenbosch which is situated in Technopark. The area is situated on the left side of the main road as you enter Technopark and is already being used as an informal parking area for the overflow of cars in Technopark. The area is situated on the south-eastern corner of the Techno Avenue and Elektron Road intersection. The purpose of the application is to formalise the parking area in order to erect security booms at the area to assist with mitigating the risk of car theft within the Technopark area, which has become an issue within the last couple of years.

Technopark was originally developed by the Stellenbosch Municipality as a science park.

The area being applied for is already being used as a parking lot and the applicant wishes to secure the area due to the rise in car theft.

The application is brought in collaboration by four companies operating in the park, namely EMSS, Platinum Square, Cotillion Place and Moore, who wish to divide the costs and parking distribution between the four companies. It will therefore not be a parking space which is open for the public, but rather only for the benefit of the listed four companies. The application does however indicate that if there is sufficient space it will be open for other companies to arrange for their employees for parking on a first come first served basis to registered motor vehicles.

The mentioned four companies will be responsible to provide security at the parking lot as well as the costs of erecting the security booms and additional wooden bollards on the premises. According to the application filed a total number of 140 parking bays will be available on the portion they are interested in. The application does not state the term that they are interested in.

6.2.1 Location and context

The portion of Erf 9190 is situated on the south-eastern corner of Techno Avenue and the Elektron Road Intersection as per Fig. 1 and 2 below.





Fig 2: Proposed leasing area to be developed into a parking lot

6.3 Financial implication

The tariff for rental of parking bays is approved on an annual basis by council when the budget is approved. The current rate for parking bays outside the Stellenbosch CBD is R234.00 per parking bay per month. For the 140 parking bays that will be an amount of R32 760.00 per month. It should be noted that the capital investment to upgrade the area will be done by the applicant and might be taken into consideration when the monthly rental is determined. It is unclear at this stage what that may be.

6.4 Legal requirements

6.4.1 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*:-

- f) whether the capital asset may **be required for the municipality's own use** during the period for which the right is to be granted;
- g) 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;
- h) the (possible) risks and rewards associated with the use in relation to the municipality's interests;
- i) Any comments received from the local community, and
- j) Compliance with the legislative regime applicable to the proposed granting of the right.

6.4.2 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.

6.5 STAFF IMPLICATIONS

No additional staff implications.

6.6 RISK IMPLICATIONS

The possible risk of not granting the application is that the clients will continue to make use of the area without the Municipality being compensated for the use and the area will stay a crime hot spot.

6.7 PREVIOUS COUNCIL RESOLUTIONS:

None

6.8 COMMENTS FROM SENIOR MANAGEMENT**6.8.1 Municipal Manager (Acting)**

A provision needs to be included in the contract that when the land is needed for municipal services (like the Technopark/ Adam Tas Western Bypass) the lease agreement will be cancelled on three months' notice and all improvements will become the asset of the municipality if not movable and is not removed.

6.8.2 Director Planning and Economic Development

"The portion of land falls within the Technopark Overlay Zone earmarked for such purpose and in terms of which parking will be an associated use and can be accommodated.

It should however be noted that a portion of the subject land is earmarked for the Technopark/ Adam Tas western bypass and can therefore not be leased on a long-term basis if the road is going to be built and depending on the timing for the building of the road.

It should further be noted that the land is currently already used as an informal parking area for Technopark employees and visitors alike. To permit the lease of this land that will limit its access for parking to only four companies, and which will operate the parking as a commercial venture, and exclude other casual parking, may potentially not be viewed in the best interest of the broader Technopark community. The subject companies are also required to provide on-site parking for their employees.

There is, however, no objection from this Directorate to make the land available for parking provision in order to satisfy the provision of security measures. It is proposed that the parking should not be limited to specific four companies and exclude general access, and for which purpose the managing company for Technopark should be the most suitable body to operate such common parking areas for the benefit of the whole Technopark."

6.8.3 Director Infrastructure Services

No objections against the application. The input from Planning must however be read in here. They have indicated that a portion of this land is earmarked for the Technopark/ Adam Tas western bypass and can therefore not be leased on a long-term basis if the road is going to be built and depending on the timing for the building of the road.

6.8.4 Director Community and Protection Services

No comments received.

6.8.5 CFO

No comments received.

ANNEXURES: **Appendix 1: Application**

FOR FURTHER DETAILS CONTACT:

NAME	<i>Annalene de Beer</i>
POSITION	<i>Director: Corporate Services</i>
DIRECTORATE	<i>Corporate Services</i>
CONTACT NUMBERS	<i>021-8088073</i>
E-MAIL ADDRESS	<i>annalene.debeer@ Stellenbosch.gov.za</i>
REPORT DATE	<i>2025-03-07</i>

APPENDIX 1



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

APPLICATION FOR LEASE OF MUNICIPAL LAND APPLICATION FORM

A: APPLICANT'S DETAILS

Name : TechstelSRA

Physical address: JPS Trust

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Mailing address:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

E-mail address:

[REDACTED]

Telephone:

.....

Cell phone:

[REDACTED]

B: PROPERTY DETAILS OF APPLICANT

Erf/farm number : Technopark 18-20 Parking Management
(TPM18-24)"—(a suggestion for the
management body)

Suburb: Techno Park

Town: Stellenbosch

C: PROPERTY DETAILS OF LEASE AREA APPLYING FOR

Erf/farm number : RE/9190

Suburb: Techno Park

Town: Stellenbosch

Area applying for $\pm 2792\text{m}^2$

* To be supplemented with a sketch-plan with dimension in m^2

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:

The primary purpose of this application is to address the random parking on municipal land (Erf RE/9190) as well as the escalating issue of motor vehicle theft within Technopark, which has become a significant concern for both the employers and employees operating within the park. To mitigate this risk and ensure the safety and security of all vehicles, we propose the establishment of a controlled parking area.

Motivation:

Please refer to attached motivation letter dated 27 May 2024

.....

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 properly authorized to make this application.

Applicant's signature:

Date: 27.5.2024

Full name: G.W. Bester

ANNEXURES:

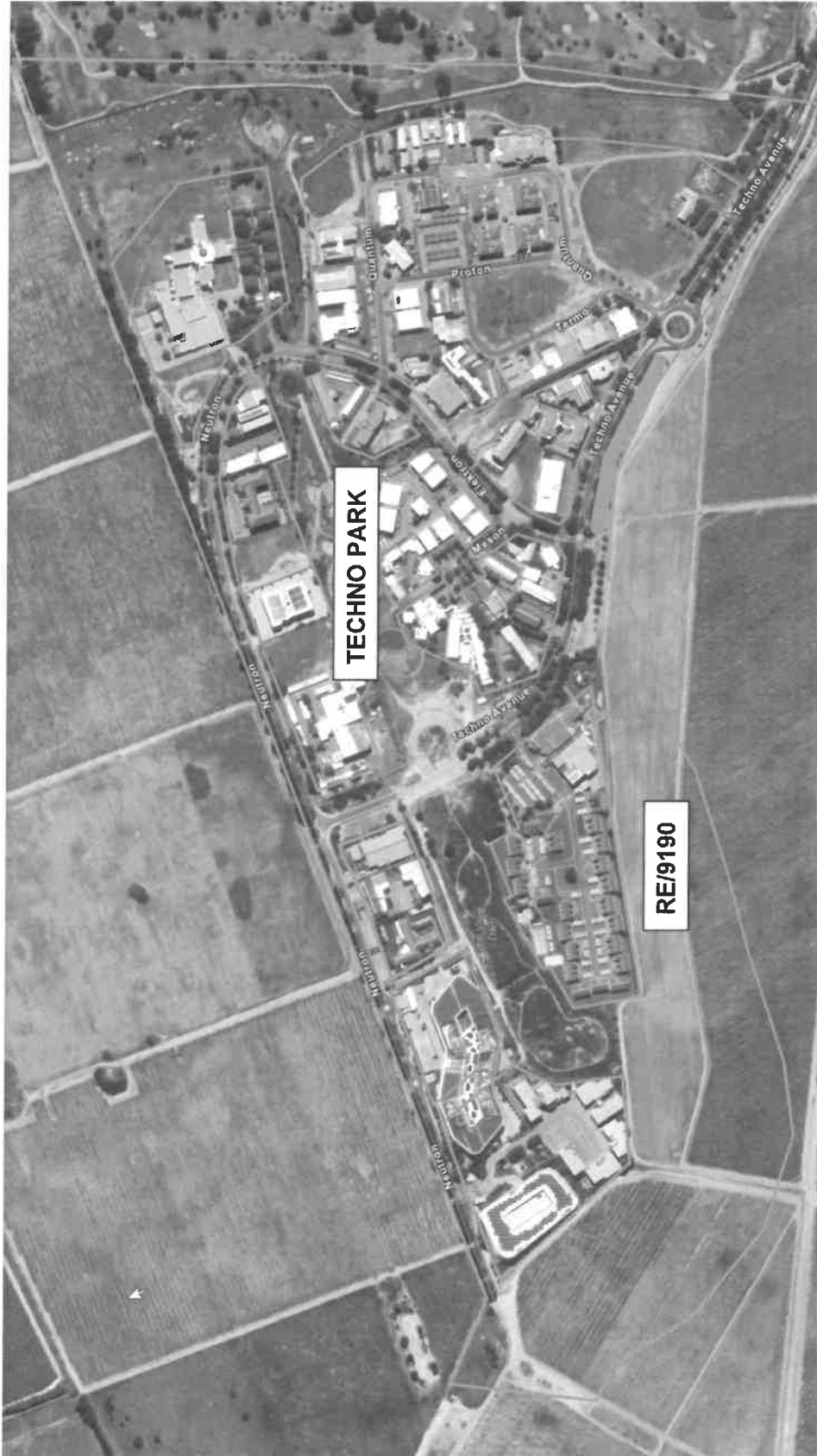
- A. LOCALITY PLAN
- B. MOTIVATION LETTER
- C. SPECIAL POWER OF ATTORNEY
- D. DIAGRAM OF PROPOSED AREA
- E. LETTERS OF CONCENT

ANNEXURE

A. LOCALITY PLAN

ANNEXURE A:

LOCALITY OF ERF: RE/9190: PROPOSED SECURED PARKING AREA INDICATED IN RED



ANNEXURE

B. MOTIVATION LETTER

Date: 27 May 2024

Our Reference: UDS724/01/13/001

ATTENTION: Mr Johan Fullard

Dear Sir,

APPLICATION FOR PROPOSED SECURE PARKING AREA TECHNO AVE, TECHNO PARK, STELLENBOSCH

This company was approached and appointed by four (4) office building owners along Techno Ave and TechnoStel SRA to prepare an application to secure, by means of a security access barrier (boom), the public parking area situated on the south-eastern corner of the Techno Ave and Elektron Rd intersection, Techno Park, Stellenbosch.

1. BACKGROUND AND LOCALITY

Techno Park is situated to the south of Stellenbosch Town, between the Stellenbosch Golf Course and De Zalze Estate, and currently accommodates business-, science- and institutional-facilities.

Techno Park was originally developed by Stellenbosch Municipality as a science park, but as result of the demand for office space to the outside of the town centre and more easily accessible from the surrounding suburbs, the park has developed into a business park over the years (mainly offices). The said change in land use resulted in parking issues, as the parking requirement originally associated with the Techno Park zoning is not sufficient to accommodate the demand for offices.

This resulted in the use of undeveloped Techno Park land and public open spaces for overflow parking.

This document thus serves as a motivation and an application to Stellenbosch Municipality to secure the public open space currently used as public parking on Erf RE/9190, by means of a security access boom. Refer to **Figure 1** attached to this document for the locality of the property.

This application stems from the theft of 11 vehicles reported in 2021 alone, of personnel that make use of these overflow parking areas. A total of three (3) vehicles were stolen of Moore Stephens personnel, six (6) of Bexgroup and two (2) from EMMS. The owners of the abovementioned properties as well as that of the Cotillion Place building decided to submit an application to secure the parking where these vehicles were stolen. This application was also supported by Techno Park SRA in an email dated 30 November 2021.

The intension of these property owners is to distribute and share the cost to secure the parking area pro-rata according to the Table 1 below.

Table 1 : Parking distribution

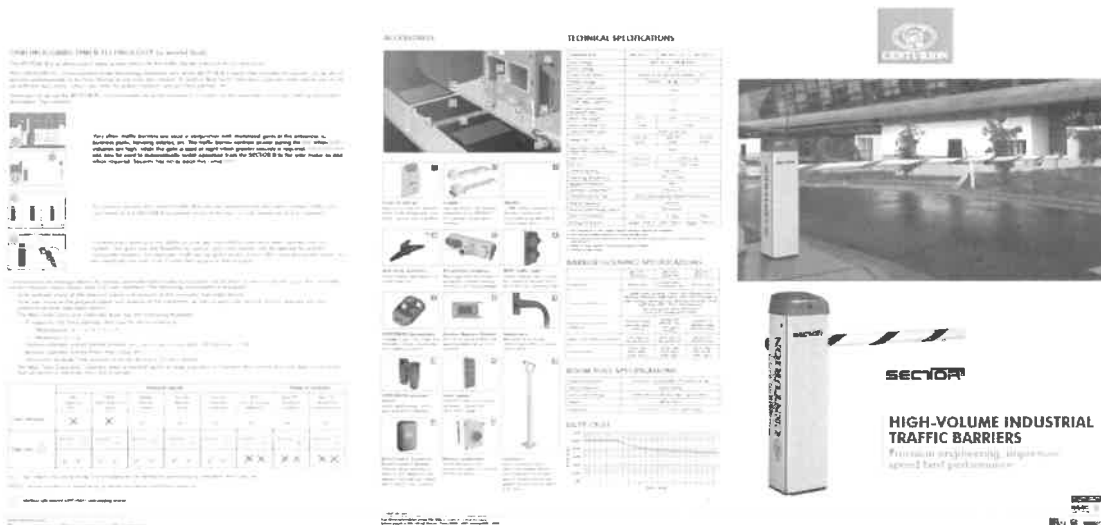
Office Address	Building Owner	Parking	% Of total parking requirement
Techno Ave 18	EMSS	11	8
Techno Ave 20	Platinum Square	58	41
Techno Ave 22	Cotillion Place	13	10
Techno Ave 24	Moore	58	41
Total		140	

2. USE OF THE SECURED PARKING AREA

The secure parking area with access from the small roundabout at Electron Avenue will generally be used by the employees or visitors of the four buildings indicated in **Table 1**. However, should employees from other buildings within Techno Park want to park inside the secured parking area, this can be arranged with the company that will be responsible for the maintenance and general upkeep of the boom system. A contract would have to be entered into by this company/companies with the Stellenbosch Municipality in order to ensure that, inter alia, the boom system is maintained and employees from any company within Techno Park can make use of the secured area. The parking area will be available on a *first come first serve* basis for those registered to use the parking area and when full, the overflow parking would have to be accommodated on the adjacent open areas. The provision of security at the secure parking area would be the responsibility of the abovementioned companies.

3. PROPOSAL

A 4,5m wide Sector High Volume Industrial Traffic Barrier is proposed. See picture below.



The security barrier (boom) will be placed in a position so that vehicles can queue in front of the barrier without interfering with the through traffic on Techno Ave. Additional wooden bollards will be installed to secure the area on both sides of the barrier.

Three types of access control are considered:

Phone-in option

The problem with this option is that a person arriving in front of the barrier could be searching for his/her cell phone or could be on another call and then not be able to call immediately and queues may build up behind the vehicle. The entry and exit will be regulated by “Fluss” an electronic access system ensuring controlled access for registered employees.

Biometrics (fingers)

Experience shows that the finger option can experience problems and delays if for example the person’s fingers are damp, etc.

Biometrics (hand)

This seems to be the most efficient option but is more expensive than the other two options.

From the above it appears that the most practical and secure access control would be the phone-in option using the “Fluss” electronic access system.

Additional items to secure the area

Additional bollards are required to secure the parking area as shown on *Figure 1*. Furthermore, low gravel berms are proposed to divert the parking surface storm water into the existing open drain. This is to prevent possible erosion.

4. CONCLUSION

The following can be concluded from the report:

- 1) That a security barrier (boom) be installed at a position as shown so that vehicles can queue between the barrier and Techno Ave.
- 2) That the type of control preferably be the “Flus” phone-in system.
- 3) That additional bollards be installed to secure the parking area on both sides of the barrier.
- 4) That the security barrier and the other required works be funded by EMSS, Platinum Square, Cotillion Place and Moore building Owners.
- 5) That the TechnoStel SRA also confirmed their support to submit this application to the Stellenbosch Municipality - see accompanying letter.
- 6) That gravel cut-off storm water berms to divert the parking surface storm water into the open storm water drain be provided.

- 7) That a contract between the companies; EMSS, Platinum Square, Cotillion Place, Moore and Stellenbosch Municipality be entered into to define the operation and maintenance of the secure parking.

We trust that the above will be sufficient for the purpose of the approval of this application and will gladly provide any additional information required on request.

Yours faithfully,



Petri Germishuys Pr.Tech.Eng
UDS AFRICA



21 May 2024

Ms Yolande van den Berg
Head : Contract Management
Corporate Services
Stellenbosch Municipality

Dear Ms van den Berg

Subject: Application for Development of Designated Parking Area in Technopark

I am writing on behalf of TechstelSRA to submit an application for the development of a designated parking area in Technopark, under the jurisdiction of the Stellenbosch Municipality. This is in conjunction with a previous UDSAfrica application submitted to the municipality.

The primary purpose of this application is to address the random parking on municipal land as well as the escalating issue of motor vehicle theft within Technopark, which has become a significant concern for both the employers and employees operating within the park. To mitigate this risk and ensure the safety and security of all vehicles, we propose the establishment of a controlled parking area.

The designated parking area, to be known as the "Techno 18 to 20 Parking Area," will be managed by the owners of businesses in Techno Road, properties numbered 18, 20, 22, and 24, under the entity name of "Technopark 18-20 Parking Management (TPM18-24)"—(a suggestion for the management body). Initially, only the area on the southwestern side of Techno Drive will be developed, as indicated on the attached map.

Key features of the proposed parking area include:

1. **Security Measures:** The area will be secured with sturdy bollards, creating a single access point to prevent unauthorised entry.
2. **Capacity:** Approximately 140 parking spaces will be available, as indicated on map drawn by UDSAfrica.
3. **Traffic Flow:** The access point will be designed to facilitate free-flowing traffic without congestion for incoming vehicles.
4. **Public Access:** Adequate parking spaces will be reserved for public use and visitors of businesses within the area not participating in the parking scheme.
5. **Access Control:** Entry and exit will be regulated by an electronic access system provided by "Fluss", ensuring controlled access for authorised employees.
6. **Usage Policy:** Any individual working within Technopark may utilise the designated parking area by submitting a request to the Controlling Officer, possibly ABC Security, for approval.
7. **Information Signage:** Clear instructions for using the designated parking area will be displayed on a billboard erected at the entrance.

Additionally, TPM18-24 proposes to rent the parking area at a rate of R1000 per year for a term of 9 years and 11 months, after which a renewal application will be submitted. All development, installation, and management costs, including gate and boom erection and access system management, will be covered by TPM18-24.

We believe that the establishment of this designated parking area will significantly enhance orderly parking as well as safety and security of Technopark, benefiting all employees and stakeholders. Therefore, we kindly request that the municipality consider this application favourably.

Thank you for your attention to this matter. Should you require any further information or clarification, please do not hesitate to contact me at 0824903327.

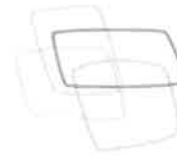
Yours sincerely



Gustav Bester
Director : TechstelSRA

ANNEXURE

C. SPECIAL POWER OF ATTORNEY



TECHNO
PARK

TECHSTELSRA NPC

Reg No. [REDACTED]

Tel. [REDACTED] Fax [REDACTED]

www.technopark.org.za

21 May 2024

Ms Yolande van den Berg
Head : Contract Management
Corporate Services
Stellenbosch Municipality

Dear Ms Van den Berg

**SPECIAL POWER OF ATTORNEY : APPLICATION FOR LEASE OF LAND FOR DESIGNATED PARKING
AREA IN TECHNO AVE : TECHNOPARK**

I, Ernst Wolfaardt (Chairperson : TechstelSRA), give hereby a special power of attorney to Gustav Bester (Director : TechstelSRA), to act on behalf of TechstelSRA to apply for the lease of municipal land in Techno Ave to the Stellenbosch Municipality which will be used for a secure and designated parking area.

Yours sincerely

ERNST WOLFAARDT
CHAIRPERSON : TECHSTELSRA

ANNEXURE

D. DIAGRAM OF PROPOSED AREA



TECHNO AVENUE PARKING: PROPOSED SECURITY BARRIER (BOOM) POSITION

FIGURE 1
SCALE 1:200

ANNEXURE

E. LETTERS OF CONCENT



21 May 2024

Ms Yolande van den Berg
Head: Contract Management
Corporate Services
Stellenbosch Municipality

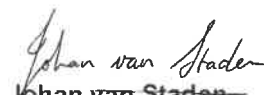
Dear Ms Van den Berg

**LETTER OF CONSENT: APPLICATION FOR LEASE OF LAND FOR DESIGNATED PARKING IN TECHNO
AVE: TECHNOPARK**

I, Johan van Staden (Managing Director: EMSS Antennas (Pty) Ltd), give hereby consent to TechstelSRA, represented by Gustav Bester (Director: TechstelSRA), to act on behalf of EMSS Antennas (Pty) Ltd to apply for the lease of municipal land in Techno Ave which will be used for a secure and designated parking area.

I hereby also declare that there is no objection to this application or the use thereof for a secure and designated parking area.

Yours sincerely


Johan van Staden
Managing Director

21 May 2024

Ms Yolande van den Berg
Head: Contract Management
Corporate Services
Stellenbosch Municipality

Dear Ms Van den Berg

**LETTER OF CONSENT: APPLICATION FOR LEASE OF LAND FOR DESIGNATED PARKING
IN TECHNO AVE: TECHNOPARK**

I, Herman du Toit (Manager: Partner-US), give hereby consent to TechstelSRA, presented by Gustav Bester (Director: TechstelSRA), to act on behalf of Partner-Us to apply for the lease of municipal land in Techno Ave which will be used for a secure and designated parking area.

I hereby also declare that there is no objection to this application or the use thereof for a secure and designated parking area.

Yours sincerely



HERMAN DU TOIT
MANAGER: PARTNER-US



Moore Stellenbosch Inc

Moore Stellenbosch Building,
[REDACTED]
[REDACTED]

T [REDACTED]
F [REDACTED]
E [REDACTED]

www.moore-southafrica.com

Ons verw: / Our ref: MSI/IDP/jf

21 May 2024

Ms Yolande van den Berg
Head: Contract Management
Corporate Services
Stellenbosch Municipality
STELLENBOSCH
7600

Dear Ms Van den Berg

**LETTER OF CONSENT: APPLICATION FOR LEASE OF LAND FOR DESIGNATED PARKING IN
TECHNO AVE: TECHNOPARK**

I, Izak du Plessis (Director: Moore Stellenbosch), give hereby consent to TechstelSRA, presented by Gustav Bester (Director: TechstelSRA), to act on behalf of Moore Stellenbosch to apply for the lease of municipal land in Techno Ave which will be used for a secure and designated parking area.

I hereby also declare that there is no objection to this application or the use thereof for a secure and designated parking area.

Yours sincerely,

MOORE STELLENBOSCH INCORPORATED

Per: IJH DU PLESSIS
DIRECTOR

Moore Stellenbosch Inc. | Trading as Moore Stellenbosch Inc | Reg No. [REDACTED]
Directors: IJH du Plessis, FW Hoffman, A Smit, M Stofberg, G Vifoen.

Registered Auditors - Practice Number [REDACTED]

Member firms in principal cities throughout the world.

BEXCO (PTY) LTD

21 May 2024

Ms Yolande van den Berg
Head : Contract Management
Corporate Services
Stellenbosch Municipality

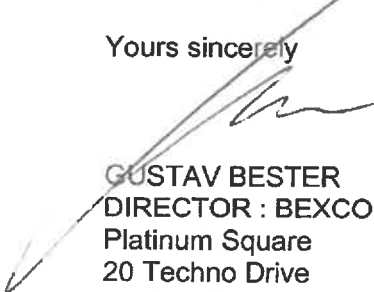
Dear Ms Van den Berg

**LETTER OF CONSENT : APPLICATION FOR LEASE OF LAND FOR DESIGNATED PARKING IN
TECHNO AVE : TECHNOPARK**

I, Gustav Bester (Director : Bexco), give hereby consent to TechstelSRA, presented by Gustav Bester (Director : TechstelSRA), to act on behalf of Bexco to apply for the lease of municipal land in Techno Avenue, which will be used for a secure and designated parking area.

I hereby also declare that there is no objection to this application or the use thereof for a secure and designated parking area.

Yours sincerely



GUSTAV BESTER
DIRECTOR : BEXCO
Platinum Square
20 Techno Drive
Techno Park
Stellenbosch

7.3.4	PROPOSED RENEWAL OF EXISTING MEMORANDUM OF UNDERSTANDING FOR THE MUNICIPAL COURT OF STELLENBOSCH
-------	---

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

24 March 2025

1. SUBJECT: PROPOSED RENEWAL OF EXISTING MEMORANDUM OF UNDERSTANDING FOR THE MUNICIPAL COURT OF STELLENBOSCH

2. PURPOSE

To obtain Council's approval for the proposed renewal of the Memorandum of Understanding for the Municipal Court (as *Additional* Court) in the jurisdictional area of Stellenbosch. (The Renewal of the Memorandum of Agreement with the Department of Justice).

3. DELEGATED AUTHORITY

For decision by Municipal Council.

4. EXECUTIVE SUMMARY

The priority setting for Local Government is to strive and achieve an acceptable quality of life for all the residents and visitors in its jurisdictional area. Local Government must monitor the role of law and sound order. In pursuing this primary goal, Local Government is also attempting to ensure safety, security and well-being of its residents. At the same time a climate for sustainable development and prosperity is created.

In terms of Section 152 of the Constitution, a Municipality has an obligation to promote a safe and healthy environment, and a Municipality must strive within its financial and administrative capacity to achieve this objective.

Based on this premise and the fact that the Stellenbosch courts could not deal with the case load Council, at its meeting on 2014-06-25 (Item 7.11), resolved that a Municipal Court for the Stellenbosch District be established, in order that through effective and efficient prosecuting of transgressors Municipal related offences like Traffic offences, By-Laws, national building regulations and others.

A 3-year contract was entered into with the Department of Justice. This agreement was renewed in 2019 and 2022. The agreement comes to an end on 30 June 2025 and the need still exists. Our Municipal Court has been doing sterling work.

The Department of Justice has not raised any issues with the performance of the additional court and we believe they will be willing to extending the memorandum of agreement (**attached as APPENDIX 1**) to continue the *Additional* (Municipal) Court dedicated to municipal transgressions in Stellenbosch area.

5. RECOMMENDATIONS

- (a) that the Memorandum of Agreement with the Department of Justice for the Municipal Court for the Stellenbosch District, be renewed for a 3-year term from 1 July 2025; and
- (b) that the Municipal Manager be delegated to sign all relevant documentation for the extension of the afore-said agreement.

6. DISCUSSION / CONTENTS**6.1 Background**

In terms of Section 165(3) of the Constitution of the Republic of South Africa, 1996 (The Constitution), judicial authority is vested in Courts. Organs of State, including the Municipality, must through legislative and other measures assist and protect Courts to ensure the independence, impartiality, dignity, accessibility and effectiveness of the Courts.

Traffic offences make up a huge number of cases on the court roles on a monthly basis. Construction of illegal buildings and other related offences in terms of the National Building regulations- and Building Standards Act, No. 103 of 1977, as well as the conflict with the Municipal Scheme Regulations and the Land Use Planning Ordinance, No. 15 of 1985 (Western Cape) can cause unsafe and unhealthy environments, if not effectively enforced and prosecuted.

Proper law enforcement pertaining to the contravention of all Municipal By-Laws is required on a daily basis to contribute to the safety to the community should such offences be effectively enforced and prosecuted.

National- and Provincial Government have an obligation in terms of the Constitution to support and strengthen the capacity of municipalities to manage their own affairs, to exercise their powers and to perform their functions.

Council, at its meeting on 2014-06-25 (Item 7.11), resolved that a Municipal Court for the Stellenbosch District be established, in order that through effective and efficient prosecuting of transgressors of Traffic offences, By-Laws, national building regulations and others, the Municipal Court can assist with the goal of empowering the greater Stellenbosch Community to prosper in a safe and healthy environment.

A further 3-year contract was entered into with the Department of Justice from 1 July 2019 and 2022. The agreement expires on 30 June 2025.

6.2 Discussion

The Court has been used over the past 6 years for municipal-related offences such as transgression of the National Road Traffic Act, No. 93 of 1996, National Building Regulations Standard Act, No. 103 of 1977, the Land Use Planning Ordinance and its Scheme Regulations, No. 15 of 1985, the Business Act, No 71. of 1991 and the

Due to the promulgation of new Municipal By-Laws there is more legislation to be enforced. This also increases the number of cases to appear in Court.

Where a traffic offender fails to appear in Court, an admin mark is put against the identification number of that person with the net result that, that person will not be able to renew his car or driver license, until the fine is paid. It must be noted this can only

be done if a warrant of arrest was issued against that person. This places an even bigger demands on the current Court capacity.

BENEFITS OF A COURT DEDICATED TO MUNICIPAL MATTERS:

- Improved and effective action against offenders
- Legal costs saved as offenders are now criminally prosecuted
- Improved enforcement (of the code) of municipal By-Laws
- A more law-abiding society if they know that action is taken on offences
- More warrants of arrest, combined with the implementation of the NATIS BLOCK, will ensure more compliance on the roads with a change in driving behaviour, and therefore a safer road.
- The extension of the agreement for the operation of the Additional (Municipal) Court will be in the interest of the Stellenbosch Municipality.

OPERATIONAL MATTERS

The Stellenbosch Municipality is in a position to provide the necessary accommodation, equipment and infrastructure for an *Additional* Court dedicated to municipal affairs in Stellenbosch. The court operates from a Municipal Building. Court Cells have to be build there, but a rezoning process must be completed before it can be done.

The following personnel are currently employed at the court:

- 1 Magistrate (on Department of Justice payroll but funded by the Municipality)
- 1 Prosecutor (a four-year contract is offered to candidates in the process of appointment)
- 1 Court Manager (vacant)
- 3 Clerks of the Court
- 1 Clerk of Court/*Interpreter*

The staff is temporary employees linked to the term of the current agreement and those posts will be dealt with as soon as Council approves the extension of the MOU. The department has proposed that the post of the manager be scrapped, and the functions divided between the interpreter and the prosecutor.

COMMENTS FROM RELEVANT AUTHORITIES

The Department of Justice and Constitutional Development; the Director Public prosecutions; Senior Magistrate M.Pragg of Stellenbosch Magistrates' Court; Senior Prosecutor Juanita Williams of Stellenbosch Magistrates' Court as well as the Chief Magistrate Cape Town are all in support of the continuation of the Municipal Court.

6.3 Financial Implications

The operational costs for the court are budgeted on the operational budget.

6.4 Legal Implications

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

6.5 Staff Implications

Dealt with under 6.2 above.

6.6 Previous / Relevant Council Resolutions:

Council Resolution: 2014-06-25, Item 7.11

26TH COUNCIL MEETING: 2019-04-24: ITEM 8.2.7

RESOLVED (majority vote with abstentions)

(a) that the Memorandum of Agreement with the Department of Justice for the Municipal Court for the Stellenbosch District, be renewed for a 3-year term from 1 July 2019; and

(b) that the Municipal Manager be delegated to sign all relevant documentation for the extension of the afore-said agreement.

6.7 Risk Implications

If the MOU is not renewed Stellenbosch Municipality will go back to a situation where we have to compete with the other normal cases on the criminal court roll and prosecutors that are not dedicated to municipal cases.

6.8 Comments from Senior Management:**6.8.1 Director: Community and Protection Services:**

Supports the continuation of a Municipal Court.

6.8.2 Municipal Manager:

Supports the recommendations

ANNEXURES**Appendix 1: MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF JUSTICE AND STELLENBOSCH MUNICIPALITY****FOR FURTHER DETAILS CONTACT:**

NAME	Annalene de Beer
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.org.za</i>
REPORT DATE	<i>17 March 2025</i>

APPENDIX 1

STELLENBOSCH MUNICIPAL COURT (ADDITIONAL COURT)

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT: WESTERN CAPE .

(Herein represented by the Regional Head, R. Isaacs)

&

THE STELLENBOSCH MUNICIPALITY

(Herein represented by the Municipal Manager, Ms G Mettler)

&

THE NATIONAL PROSECUTING AUTHORITY

(Herein represented by the Director of Public Prosecutions (DPP),)

&

THE LOWER COURT JUDICIARY

(Herein represented by the Chief Magistrate Cape Town, Magistrate, L.J Unuvar)

COLLECTIVELY REFERRED TO AS “STAKEHOLDERS”

PREAMBLE

WHEREAS the current infrastructure is either insufficient or overburdened to cope with all the matters on the Stellenbosch court roll, Additional Courts are established in order to improve access to Justice and compliance.

AND WHEREAS a Local Efficiency Enhancement Committee was established to oversee, manage and monitor the effective Implementation of case flow and where this Additional Court slots in;

AND WHEREAS the Chief Magistrate and the Stellenbosch Municipality have identified the need for the establishment of an Additional Court in their area of jurisdiction due to insufficient time allocation on the existing court roll for envisaged hearings from 30 June 2025 for a further period of 3 years.

AND WHEREAS the current agreement period of 3 years ends on 30 June 2025

AND WHEREAS the need still exists for the additional court

NOW THEREFORE the stakeholders involved wishes to extend the period of the Municipal Court as an additional court and wish to record the provisions of the Memorandum of Understanding as follows:

1. OBLIGATIONS OF STAKEHOLDERS:

1.1 Department of Justice (DOJ) and Constitutional Development (CD)

The Department of Justice and Constitutional Development (DOJ & CD) undertakes to:

- 1.1.1 Appoint a suitably qualified magistrate for the intended court as based on the prescribed legislative framework and regulations relating to accommodation and remuneration and benefits of magistrates;
- 1.1.2 Liaise with the Chief Magistrate, if necessary, to ensure that the appointment of an additional magistrate is routed to the delegated Executive Authority;
- 1.1.3 Participate in the appointment of suitably qualified administrative support staff for the intended court as prescribed by legislation relating to specific functions and duties if and when required;
- 1.1.4 Facilitate training and development of appointed court officials for the Additional Court;
- 1.1.5 Contribute towards the lay-out of the floor plan if and when required;
- 1.1.6 Liaise with the National Prosecuting Authority (NPA) and Municipality to ensure the availability and appointment of the prosecutor or additional prosecutor as and when required;
- 1.1.7 Provide a secretariat function for the Local Efficiency Enhancement Committee; and
- 1.1.8 Co-operate fully with the other stakeholders to attain the successful operation of the Additional Court at Stellenbosch.

1.2 National Prosecuting Authority (NPA)

The National Prosecuting Authority (NPA) undertakes to:

- 1.2.1 Participate in the appointment of a suitably qualified prosecutor or prosecutors for the intended Additional Court as prescribed by legislation relating to specific functions and duties as and when required;
- 1.2.2 Effectively prosecute matters on the additional court roll;
- 1.2.3 Ensure that the prosecutor is trained to prosecute matters on the court roll;
- 1.2.4 Ensure that the prosecutor is subjected to the directions and standards set by the Director of Public Prosecutions and answerable to the said Director or his/her representative;
- 1.2.5 Facilitate that the appointed prosecutors are issued with all the authorisations in terms of relevant legislation to perform the functions and execute their duties of a prosecutor;
- 1.2.6 Maintain accurate records (statistics) on the numbers of case prosecuted; and
- 1.2.7 Co-operate fully with the other stakeholders to attain the successful operation of the Additional Court at Stellenbosch.

1.3 Stellenbosch Municipality

The Stellenbosch Municipality undertakes to:

- 1.3.1 Appoint, manage and remunerate the prosecutors and support staff in consultation with the Director of Public Prosecutions or his delegate and the DOJ & CO if and when required;
- 1.3.2 Pay the transfer payment of Magistrate's salary to National Treasury on submission of an invoice to that effect;
- 1.3.3 Be responsible for costs relating to infrastructural, financial and human resources requirement based on the prescribed legislative frameworks and regulations relating to accommodation and remuneration of prosecutors, interpreters and other administrative court officials;
- 1.3.4 Arrange proper and fit Court Orderlies to render service at the additional court room;
- 1.3.5 Keep proper and separate record of fines collected on behalf of the Municipality and fines collected for failure to appear in court on behalf of the State. A detailed reconciliation of the payments made shall be send to the Clerk of Court at Stellenbosch Magistrates Court by the 10th of the month. This process will be subject to audit processes as prescribed legislative frameworks and regulations;
- 1.3.6 The Municipality shall provide all necessary support service to the court in the form of electronic and vocal communication, stationary, security infrastructure and resources, municipal levies (Rates and taxes, water and electricity supply);
- 1.3.7 Serve on the Local Efficiency Enhancement Committee and provide feedback with regard to the impact of this court on crime in the specific jurisdictional area; and
- 1.3.8 Co-operate fully with the other stakeholders to attain the successful operation of the Additional Court at Stellenbosch,

1.4 Lower Court Judiciary

The Lower Court Judiciary undertakes to:

- 1.4.1 Avail a presiding officer to preside over matters appearing on the Additional Court roll, provided that funding is made available for the appointment of an acting magistrate additional to the establishment of magistrates for the district and provided that such acting magistrate is appointed by the Deputy Minister of the Department of Justice and Constitutional Development;
- 1.4.2 Make an application to the Deputy Minister of the Department of Justice and Constitutional Development for the appointment of a suitable qualified, fit and proper person as acting magistrate to preside over matters appearing in the Additional Court;
- 1.4.3 Effectively manage the court roll of the Additional Court to ensure speedy resolution of cases;
- 1.4.4 Convene, if necessary, any meeting regarding the operations and or running of the Additional Court; and
- 1.4.5 Co-operate fully with the other stakeholders to attain the successful operation of the Additional Court at Stellenbosch.

2. LOCAL EFFICIENCY ENHANCEMENT COMMITTEE

The signatories agree that the Local Efficiency Enhancement Committee (Stellenbosch Magistrate Courts) will oversee and monitor the Additional Court once established.

3. SPECIAL CONDITIONS

- 3.1 Since the Stellenbosch Municipality with its main seat located in Stellenbosch currently also handle cases that previously felt in the Paarl magistrates district, which has in the meantime been incorporated into the seat in Stellenbosch it might necessitate that the Additional Court with its seat in Stellenbosch has to convene sittings on a circuit basis at the Court in Franschoek.
- 3.2 The Municipality consulted the heads of the judiciary, prosecution and administration of the Paarl Magistrate Court and it was agreed that the Franschoek area be incorporated into the Stellenbosch Municipal Court area.

4. STRATEGIC COMMITMENTS

If necessary, strategic platforms will be convened and be represented by all stakeholders. Monthly, quarterly and annual meeting will be facilitated to track the performance of the intervention as determined by stakeholders.

5. DURATION OF THE MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding shall be binding on the stakeholders from date of signature hereof and remain valid for a period of three (3) years and may be thereafter be renewed on a tri-annual basis subject to the acceptance of funding received from the Stellenbosch Municipality by the Accounting Officer of the Department of Justice and Constitutional Development.

All stakeholders to this Memorandum of Understanding will support the Task Team to give effect to this Memorandum of Understanding, Programs of Action and pursuant agreements that may be concluded between the stakeholders from time to time.

SIGNED AT ON THE DAY OF 2025

.....

Regional Head: R. Isaacs

.....

Ms G Mettler
Municipal Manager Stellenbosch

.....

DPP Western Cape

.....

Chief Magistrate Cape Town
L.J Unuvar

7.3.5	APPLICATION FOR LEASE OF A PORTION OF FARM 1653 LA MOTTE BY GH BUILDING SUPPLIES (PTY) LTD FOR STORAGE PURPOSES PARKING TRUCKS AND TRACTOR LOADER BACKHO AND STORAGE OF BUILDING MATERIALS
-------	---

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

24 March 2025

1. SUBJECT: APPLICATION FOR LEASE OF A PORTION OF FARM 1653 LA MOTTE BY GH BUILDING SUPPLIES (PTY) LTD FOR STORAGE PURPOSES PARKING TRUCKS AND TRACTOR LOADER BACKHO AND STORAGE OF BUILDING MATERIALS

2. PURPOSE

To consider the request from GH Building Supplies (Pty) Ltd to lease a portion of Farm 1653 La Motte for the purposes of parking trucks and Tractor Loader Backho (TLB's) as well as storage of building material.

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 Municipal Manager has the delegated authority to sign lease agreements on behalf of the Municipality.

4. EXECUTIVE SUMMARY

An application has been received from GH Building Supplies (Pty) Ltd for the lease of a portion of Farm 1653 La Motte. The application is for the lease of a portion of Farm 1653 La Motte, not the entire property. The application indicates that no permanent structures will be erected on the property and it is only needed for wholesale and retail of building materials and the parking of trucks and TLB's. They intent to make use of a container that will need to be connected to water, sewerage and electricity. All the surrounding properties have access to water and electricity/ If there is a need to connect then the applicant will be liable for costs of such connections, and this should form part of a resolution should the application be approved. They do not specify a period that they are interested in in leasing the premises.

The applicant further states that they have been supplying building materials such as sand, stone and bricks and providing services for plant hire, earthmoving and demolition in the Franschhoek area for over 30 years. They require a yard to continue delivering these services. They currently employ nine Franschhoek locals. The property has several properties on it, including residential units, the fire department and offices for the Infrastructure department. The zoning of the property is Agricultural (**See APPENDIX 3**). They previously applied to lease a property in Franschhoek which was turned down and that Council will now put on auction.

This application is regarded as a lease through private treaty and must therefore be advertised for input/comments/objections/other proposals before a final decision can be

made. The area they are interested to lease is approximately 2000 sqm when measuring the area on the map

5. RECOMMENDATION

For consideration.

6. DISCUSSION / CONTENT

6.1 Background

6.1.1 Farm 1653 La Motte

This property is situated in La Motte, as you enter from the main road and cross over the bridge. It is a large property with several different properties including residential units, offices for the infrastructure department as well as the Fire Station.

6.2 DISCUSSION

6.2.1 Location and context

Attached hereto as **APPENDIX 1** is an application received from GH Building Supplies (Pty) Ltd to lease a portion of Farm 1653, La Motte. The specific area they are interested in is situated between a residential home and the recycling depot which is currently being operated by an illegal tenant. The municipality is currently busy with litigation to evict this illegal tenant.

It is also opposite the site that was donated to the Western Cape Government with the intention of them building a school on the property.

The property is zoned Agricultural.



Fig 1: Location and context



Fig 2: The site

6.2.2 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*:-

- k) whether the capital asset may be required for the municipality's own use during the period for which the right is to be granted;
- l) the extent 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;
- m) the (possible) risks and rewards associated with the use in relation to the municipality's interests;
- n) Any comments received from the local community, and
- o) 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

A valuator will have to be appointed to ascertain a market related rental for the property if Council considers the application favourably. The municipality will have to pay the costs of the valuator. The full financial implications will only be available after the valuation report has been obtained. The exact layout of the area must be determined should Council want to lease the area taking into account that the Solid Waste Department has indicated that they are interested in using the area for municipal services.

6.4 Legal Implications

The legal implications are discussed above under 6.2. Should this application be considered favourably the intention to lease will have to be advertised for public participation to request objections/comments/alternative proposals as it will be seen as a “private treaty process”.

6.5 Staff Implications

No additional staff implications.

6.6 Previous / Relevant Council Resolutions

SUBJECT: APPLICATION FOR LEASE AGREEMENT: USE OF COUNCIL-OWNED LAND FOR TELECOMMUNICATIONS BASE STATION ON FARM 1653 LA MOTTE

EXECUTIVE MAYORAL COMMITTEE: 2024-05-22: ITEM 7.3.3

RESOLVED

- (a) that the request be approved in principle;
- (b) that the portion of Farm 1653 La Motte be recognized as not needed for municipal purposes; and
- (c) that the intention be advertised for comment/input/ other alternatives and return to Mayco after the Public participation.

SUBJECT: REPORT TO COUNCIL ON FARM 1653 LA MOTTE

27TH COUNCIL MEETING: 2024-11-27: ITEM 10.3.3

RESOLVED (majority vote with 5 abstentions)

- (a) that those properties required for Municipal Services be subdivided from the bigger property (marked as building 1, 6 and 7) and be retained as they are required for municipal use;
- (b) that it be noted that the property donated to WC Province, for a school (marked as 5), is already in the process of been subdivided from the bigger property and transferred to the department of education; and
- (c) that eviction proceedings be instituted against people who live in properties and who do not vacate the properties after given notice to vacate.

6.7 Risk Implications

The risks of not leasing out the property is possible illegal and unauthorised use of the property. At least 7 of the properties on farm 1653 are illegally occupied including both of the properties adjacent to the site. The applicants are not using the site at the moment.

6.8 Comments from Senior Management

6.8.1 Director: Infrastructure Services

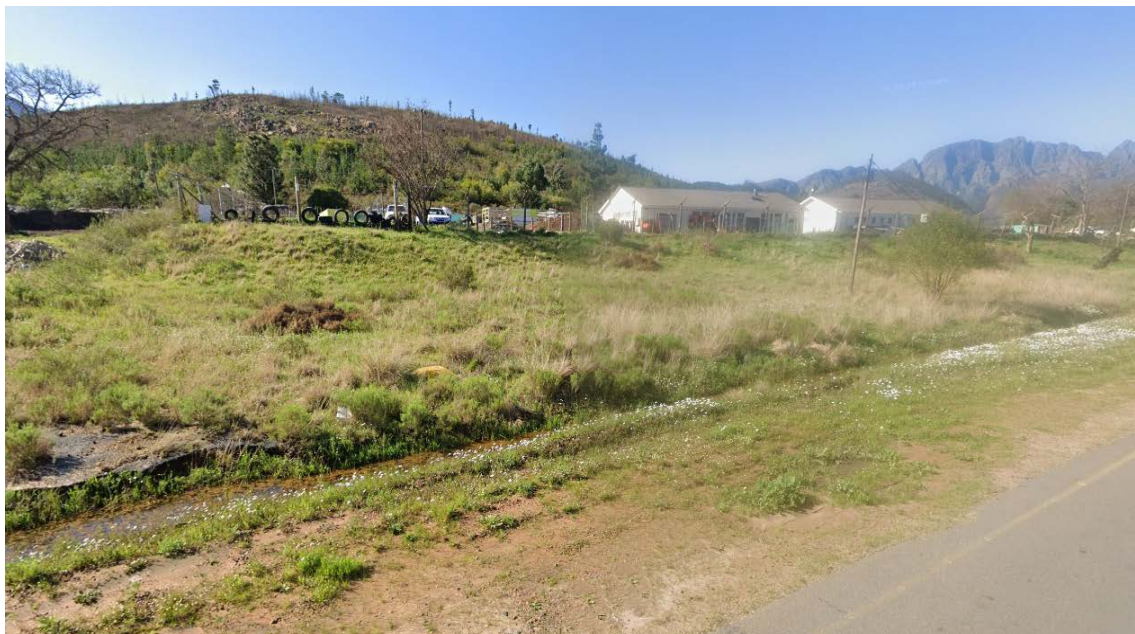
Infrastructure Services cannot support the attached Item.

Infrastructure Services conducted a site selection process for a new waste drop off facility in Franschhoek. The same portion of land has been identified for the proposed waste drop off site (see attached **APPENDIX 2**)

6.8.2 Director: Planning and Economic Development

Farm No. 1653, Paarl Division have a spit zoning of Utility Services Zone (± 2.4 ha – Municipal Stores and the La Mote Fire Station) and Agriculture and Rural Zone for the rest of the property. See attached zoning certificate.

The identified portion of land, requested to be leased by GH Building Supplies (Pty) Ltd for wholesale and retail of building materials and the parking of trucks falls within the area already zoned for similar municipal uses (Municipal store, road maintenance depot, building yard, etc.).



The proposed land use will therefore not detract from the established land uses on the property or the surrounding area.

Its proposed location is also the most desirable, with easy access of a public road, not in close proximity to the La Motte residential area, is not envisaged to negatively affect

the cultural landscape and entrance to the La Motte residential area and is located on a property already zoned for similar municipal uses.

The proposed lease agreement could be recommended for approval from a land use management perspective.

6.8.3 Director: Community Services

No input received.

6.8.4 CFO

No input received

6.8.5 Municipal Manager (Acting)

The application is not supported as the land may be required for municipal services for the waste department.

ANNEXURES: **Appendix 1: Application**
 Appendix 2: Input from Infrastructure
 Appendix 3: Zoning

FOR FURTHER DETAILS CONTACT:

NAME	<i>Annalene de Beer</i>
POSITION	<i>Director: Corporate Services</i>
DIRECTORATE	<i>Corporate Services</i>
CONTACT NUMBERS	<i>021-8088073</i>
E-MAIL ADDRESS	<i>annalene.debeer@Stellenbosch.gov.za</i>
REPORT DATE	<i>09/03/2025</i>

APPENDIX 1



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

**APPLICATION FOR LEASE OR MUNICIPAL LAND
APPLICATION FORM**

A: APPLICANT'S DETAILS

Name: GH Building Supplies

Physical address:

~~1 Pionier Street~~

Stellenbosch

.....

.....

Postal code: 7599

Mailing address:

PO Box 642

Stellenbosch

.....

.....

Postal code: 7600

E-mail address:

~~ghbuilding@ghbuilding.co.za~~

Telephone:

~~021 200 77 11~~

Cell phone:

~~082 570 31 77~~

B: PROPERTY DETAILS OF APPLICANT

Erf/farm number: 2

Suburb:

.....

Town: Stellenbosch

C: PROPERTY DETAILS OF LEASE AREA

Erf/farm number: Portion of farm 1653

Suburb: La Motte

Town: Franschhoek

Area of encroachment: +- 1850m²

* 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 (such as garden purposes, gates,ect)

☐

For projecting structures onto street reserves

☐

For projecting structures onto other council-owned land

☐

Other: please provide description:

☐

Brief description of application:

We need a depot to store some building materials, parking of our trucks and plant. No permanent structures needed, we make use of a mobile office and container for storage that will only need electricity, water, and sewerage connection.

Motivation:

G H Building Supplies was established 1989 in Stellenbosch and expanded its operations to Franschhoek with the primary objective of providing a superior supply and delivery service of sand, bricks and aggregates to the construction,

civil engineering, farming, building industry and golf courses. We need a yard/depot for this purpose to continue our services to this area whereas Stellenbosch Municipality is also a debtor of us. We currently employ 9 Franschhoek local South African citizens, that also have families to support. As you are aware our lease agreement came to an end and are no longer available.

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)
(Stellenbosch Municipality will be our neighbor)

☐

Application fee (non-refundable)

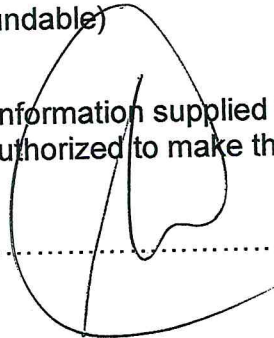
☐

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:

Date: 15/08/2024

Full name: Bertus Kriel



FOR OFFICIAL USE

- The application was considered onby.....
- The application was

☐	APPROVED
--------------------------	----------

☐	NOT APPROVED
--------------------------	--------------

Conditions (if any):

.....

.....

Applicant was informed of outcome on

.....
SIGNATURE OF RESPONSIBLE OFFICIAL

.....
DATE

Name:.....

***If approved**

- ☐ Encroachment fee paid
- ☐ Lease Agreement signed
- ☐ Agreement/Permit processed on Contract Management System

.....
SIGNATURE OF RESPONSIBLE OFFICIAL

.....
DATE

Name:.....



Imagery ©2024 Airbus, Maxar Technologies, Map data ©2024 AfriGIS (Pty) Ltd 20 m

Measure distance

Total area: 1,852.53 m² (19,940.47 ft²)

Total distance: 204.98 m (672.51 ft)



Portion of Farm 1653 (option 2)



Imagery ©2024 Airbus, Map data ©2024 AfriGIS (Pty) Ltd 10 m

Measure distance
Total area: 1,426.13 m² (15,350.71 ft²)
Total distance: 153.43 m (503.37 ft)



CapeFarmMapper 3

33.893270°S 19.079021°E

☒ SG Layers ☒ Resource Layers

WC SG Farm Portion Info

Name: n/a

Farm Nr: 1653

Area (Ha): 17.44

SG Region: PAARL

SG Code: C05500000000165300000

☒ Convert to Graphic ☒ Download SG Diagrams

☒ Zoom In ☒ Add Marker ☒ Explore



Web: www.ghb.co.za

REG. NO: 2000/012315/07

Stellenbosch
7599

To whom it may concern

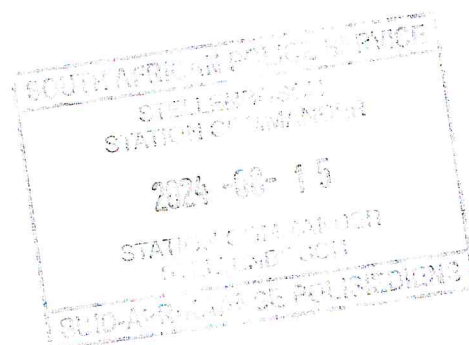
15/08/2024

This to confirm that I, Albertus Johannes Kriel 7603115032082 from GH Building Supplies, is not the owner of a portion of Farm 1653, La Motte, Franschhoek that we GH Building Supplies are in process of applying to lease from the Stellenbosch Municipality.

Yours truly

AJ Kriel

I, VAL OOR TOESPREKENDE DOKUMENT WAT AAN MY VOP WAARNE MING VERVOLGDE IS, IK SEKERHEIT VERVOER DAT MOGHEDE BY WAAR OORDEEL, DIT OORDEEL N WYKING OOR VERBODEN, OORDEEL OORSPRONKELIK DOKUMENT AANGEBINGEN.	
I CERTIFY THAT THIS DOCUMENT IS A TRUE REPRODUCTION COPY OF THE ORIGINAL DOCUMENT WHICH WAS HANDLED FOR AUTHENTICATION. I FURTHER CERTIFY THAT I HAVE NO OBSERVATIONS AN AMENDMENT OR A CHANGE WAS NOT MADE TO THE ORIGINAL DOCUMENT.	
HANDSIGNED SIGNATURE 	RANK RANK
MAGNUMMER FORCE NUMBER	NAME IN DRUKSKRIEF ALBERTUS JOHANNES KRIEL



APPENDIX 2

APPENDIX 3



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Our Ref : 1653P
 Contact person: : Akhona Gwintsa
 Contact no : (021) 808 8681
 Email: : Akhona.Gwintsa@stellenbosch.gov.za

ZONING CERTIFICATE

Farm 1653, Paarl Division, Province of the Western Cape
(SPLIT ZONING)

1. ZONING SCHEME PROVISIONS APPLICABLE TO THE SUBJECT PROPERTY

In accordance with the Stellenbosch Zoning Scheme Bylaw 2023, the base zone allocated to the above property, is:

AGRICULTURE AND RURAL ZONE **(Remainder of property)**

In terms of the provisions of the said Bylaw, this base zone may provide for the following Primary, Additional and Consent land uses:

PRIMARY USES PERMITTED	ADDITIONAL USES (Technical approval) Land development requiring technical approval in terms of Section 15 of the Stellenbosch Land Use Planning Bylaw, 2023	CONSENT USE (Application Required) Land development requiring approval in terms of Section 15 of the Stellenbosch Land Use Planning Bylaw, 2023.
<ul style="list-style-type: none"> • Agricultural building ($\leq 2000\text{m}^2$) • Agriculture • Dwelling house • Forestry • Natural Environment • Occasional use (one event/year) • Privater road • Polytunnel ($\leq 2000\text{m}^2$) • Second dwelling • Employee housing (one unit) 	<ul style="list-style-type: none"> • Agricultural building ($> 2000\text{m}^2$) • Agricultural Industry ($< 2000\text{m}^2$) • Bed and breakfast establishment • Employee housing (exceeding one unit) • Guest house • Home daycare centre • Home occupation practice • Polytunnel ($\geq 2001\text{m}^2$ and $\leq 5000\text{m}^2$). • Rooftop base telecommunication station • Tourist dwelling units • Tourist facility (existing buildings) 	<ul style="list-style-type: none"> • Abattoir • Additional dwelling units (max 4) • Airfield • Airstrip • Agricultural industry ($\geq 2000\text{m}^2$) • Camping site • Day care centre • Freestanding base telecommunication station • Helicopter landing pad • Intensive feed farming • Kennel • Market • Occasional use ($> \text{one event/year}$) • Plant nursery • Polytunnel ($> 5000\text{m}^2$) • Renewable energy structure • Service trade • Tourist accomodation establishment • Tourist facility (new buildings or exceeding threshold) • Any additional use exceeding the threshold set out in this chapter

UTILITY SERVICE ZONE
±2.4 ha (Municipal stores and Fire station)

PRIMARY USES PERMITTED	ADDITIONAL USES (Technical approval) Land development requiring technical approval in terms of Section 15 of the Stellenbosch Land Use Planning Bylaw, 2023	CONSENT USE (APPLICATION REQUIRED) Land development requiring approval in terms of Section 15 of the Stellenbosch Land Use Planning Bylaw, 2023
<ul style="list-style-type: none"> • Authority use • Parking garage • Public parking • Public road • Utility Services • Occasional use (one event/year) • Private road • Rooftop base telecommunication station 	<ul style="list-style-type: none"> • Employee housing • Market 	<ul style="list-style-type: none"> • Freestanding base telecommunication station • Helicopter landing pad • Occasional Use(> one event /year) • Renewable energy installation • Transport purposes (passengers)

2. PERMITTED LAND USES ATTACHED TO THE SUBJECT PROPERTY

- a) The land uses which are permitted on the subject property in accordance with the zoning provisions and the approvals granted and on record, are the following:

All primary land uses as per Zoning Scheme Bylaw (**Annexure A**) and approval letter dated 12/03/2015 (**Annexure B**).

- b) **Consent Use for:**

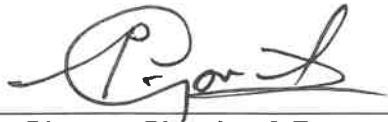
A freestanding base telecommunication station on the remainder, as per approval letter dated 17-08-2022 (**Annexure C**).

3. Land Use Restrictions

The above land uses are subject to various definitions, development parameters and restrictions contained in the applicable zoning scheme, a copy of which is available on the Stellenbosch Municipality website at <https://stellenbosch.gov.za/planning-portal/>.

4. Status of the Zoning Certificate

- a) A Zoning Certificate is not a legal mechanism to vest any land use rights and where there are any discrepancies between the zoning information contained in this certificate and any current Municipal decision on the permitted land use rights and any qualification thereon, such Municipal decision on the land use rights will override the contents of this zoning certificate.
- b) The permitted land use rights attached to the subject property does not exempt the owner/occupier from compliance with any other statutory requirement which may be applicable to the subject property, inclusive of restrictive title deed conditions,


 pp Director: Planning & Economic Development

14/03/2025
 Date:

ANNEXURE A

STELLENBOSCH MUNICIPALITY ZONING SCHEME BY-LAW

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CHAPTER 20: AGRICULTURE AND RURAL ZONE

CHAPTER 20: AGRICULTURE AND RURAL ZONE**199. Zone name and designation on map**

- (1) The Agriculture and Rural zone may be referred to by the code (AR) and shall be indicated on the zoning map in pale green (Colour code 211,255,191).

200. Purpose of the zone

- (1) The purpose of this zone is to make provision for:
- (a) the protection and preservation of agricultural land, rural landscapes and biodiversity;
 - (b) use of land for purposes of bona fide agricultural production or conservation;
 - (c) buildings and structures which may be erected for reasonable and normal agricultural purposes;
 - (d) a limited range of other ancillary uses which may take place on agricultural land units, either as additional rights or with the consent of the Municipality and which provides for more intensive agricultural use, agricultural industry or tourism which has the objective of creating variety, ensuring sustainability and providing diversified income to land owners, without adversely impacting on the primary use of the land unit for agricultural purposes.

201. Land use within this zone

- (1) The following land uses are permitted in this zone:

Primary Uses	Additional Uses (not exceeding threshold in this chapter and subject to technical approval)	Consent Uses (Application required)
<ul style="list-style-type: none"> • Agricultural building ($\leq 2000\text{m}^2$) • Agriculture • Dwelling house • Forestry • Natural environment • Occasional use (one event/year) • Private road • Polyunnel ($\leq 2000\text{m}^2$) • Second dwelling • Employee housing (one unit) 	<ul style="list-style-type: none"> • Agricultural building ($> 2000\text{m}^2$) • Agricultural industry ($< 2000\text{m}^2$) • Bed and breakfast establishment • Employee housing (exceeding one unit) • Guest house • Home day care centre • Home occupation practice • Polyunnel ($\geq 2001\text{m}^2$ and $\leq 5000\text{m}^2$) • Rooftop base telecommunication station • Tourist dwelling units • Tourist facility (existing buildings) 	<ul style="list-style-type: none"> • Abattoir • Additional dwelling units (max 4) • Airfield • Airstrip • Agricultural industry ($\geq 2000\text{m}^2$) • Camping site • Day care centre • Freestanding base telecommunication station • Helicopter landing pad • Intensive feed farming • Kennel • Market • Occasional use ($> one event/year$) • Plant nursery • Polyunnel ($> 5000\text{m}^2$) • Renewable energy structure • Service trade • Tourist accommodation establishment • Tourist facility (new buildings or exceeding threshold) • Any additional use exceeding the threshold set out in this chapter

- (2) One or more of the abovementioned primary uses are permitted on a land unit at the same time.

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- (3) After the commencement of this Scheme, and prior to the erection of any new buildings or alterations to existing buildings or the conversion of any existing buildings to a new land use, a site development plan shall be submitted in accordance with section 216 for a land unit.
- (4) A technical approval for an additional use shall not be issued in terms of section 13(8)(f) unless all the applicable parameters for that use in the relevant section is complied with. Any deviation from these parameters requires a consent use application in terms of Planning Law.
- (5) Portions of buildings or land in this zone may not be registered separately by sectional title.

202. Agricultural buildings

- (1) Agricultural buildings which are directly related to the agricultural activities on a land unit may be erected, provided that where the coverage of any one building exceeds 2000m², an application for technical approval for an additional use shall be made in terms of section 13.
- (2) The number of agricultural buildings on a land unit is not limited provided that all buildings are reasonably connected to the main farming activity.
- (3) Should agricultural buildings on one land unit serve a farm which consists of more than one land unit, the Municipality may, in their sole opinion, require that land units be notorially tied to prevent the separate sale thereof, before approving the building plan on a specific land unit.

203. Agricultural industry

- (1) At least 50% of the produce used in an agricultural industry shall be grown or produced on the particular farm on which the agricultural industry is located.
- (2) Where the total area used for the agricultural industry on a land unit, including all storage, parking, loading and associated circulation space for the activity, is less than 2000m²⁷, agricultural industry buildings may be erected provided that the Municipality has granted an application for technical approval for an additional use in terms of section 13.
- (3) A consent use application is required where the total area used for the agricultural industry on a land unit, including all storage, parking, loading and associated circulation space exceeds 2000m².
- (4) The Municipality may require information about produce, yields and production capacity to confirm the scale of the proposed building is commensurate with the farming activities on the land unit or farm concerned.
- (5) The agricultural industry shall remain subservient to the agricultural activities on the land unit or farm.
- (6) Other farm owners in the surrounding area may supply produce to the agricultural industry provided that the definition is complied with.
- (7) An agricultural industry may not be subdivided, alienated via a registered lease, or sectionalised.
- (8) Should agricultural industry buildings on one land unit serve a farm which consists of more than one land unit, the Municipality may, in their sole opinion, require that land units be notorially tied to prevent the separate sale thereof, before approving the building plan on a specific land unit.

204. Dwelling house, second dwelling and additional dwellings

- (1) One dwelling house and one second dwelling shall be permitted on any land unit as a primary right.

⁷ It should be noted that NEMA requires a basic assessment for agricultural industries of 2000m² or more in extent which are located outside industrial areas (refer Regulations 327 Reg 8 April 2017).

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- (2) On land units exceeding 20ha in size, the Municipality may grant its consent for additional dwelling units at a rate of one additional dwelling unit per every 10ha exceeding the 20ha threshold, up to a maximum of four additional dwelling units, as set out in the definitions. This parameter may not be deviated or departed from.
- (3) Each dwelling house, second dwelling or additional dwelling unit may be occupied by no more than one family as defined or may be used in a manner permitted as additional uses or consent uses if approved by the Municipality, and the same conditions as set out in Chapter 7 for bed and breakfast establishment, home day care centre and home occupation practice shall apply.
- (4) The maximum building development parameters are indicated in section (7): a main dwelling and second dwelling may not exceed a coverage of 600m² each whilst any additional dwelling is limited to a coverage of 120m² each. Coverage excludes garage, carport or outbuildings which are ordinarily associated to a dwelling house for one family.

205. Employee housing unit

- (1) One employee housing dwelling unit shall be permitted on a land unit as a primary right.
- (2) The Municipality may grant its further technical approval for additional employee housing units, provided that it is satisfied that the owner has provided sufficient proof that the additional employee housing units are for *bona fide* employees associated with activities on the land unit.
- (3) An employee housing unit may only be used for the accommodation of one family as defined, unless another use thereof has been approved by the Municipality.
- (4) One of the occupants of each of the employee housing units shall be permanently employed in connection with the farming activities on the farm concerned.
- (5) The maximum building development parameters are indicated in section (7): each employee housing unit may not exceed a coverage of 120 m². Coverage excludes garage, carport or outbuildings which are ordinarily associated to a dwelling house for one family
- (6) Construction of new employee housing units shall be refused where employee housing units on the land unit were, in the past, converted to other land uses, unless the Municipality is satisfied that such approval will not result in creeping development footprint which exceed the overall development extent intended for a land unit or will lead to an erosion of agriculture as the primary land use on the property.
- (7) Should employee housing on one land unit serve a farm which consists of more than one land unit, the Municipality may, in their sole opinion, require that land units be notorially tied to prevent the separate sale thereof, before approving the building plan on a specific land unit.

206. Home occupation and home day care as additional uses

- (1) A home occupation or home day care establishment may only be conducted from the approved main dwelling house or the second dwelling on the land unit and the proprietor shall reside in a main dwelling or second dwelling on the land unit. The same parameters as set out in section 51 shall apply to a home occupation or home day care establishment in this zone.

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207. Bed and breakfast, guest house, tourist dwelling unit as additional use in this zone

- (1) The total number of guest bedrooms in a bed and breakfast, guest house and tourist dwelling unit as a combined additional use on a land unit may not exceed 7 bedrooms or 14 people⁸ in total per land unit.
- (2) A bed and breakfast establishment may only be conducted from the approved main house or the second dwelling where the proprietor shall reside in either of these two buildings. The same parameters as section 51 shall apply to a bed and breakfast in this zone, except the maximum number of rooms permitted is subject to the overall threshold for guest accommodation in this zone.
- (3) A guest house and/or tourist dwelling unit accommodation, when conducted as additional uses, may only be conducted from one or more approved dwelling units on the land unit.
- (4) Guest accommodation, when conducted as additional uses, may only be undertaken as an additional use on a land unit where the primary use of the property remains cultivation, keeping of animals or any other bona fide agricultural or natural environment use, unless otherwise approved by the Municipality. The guest accommodation shall always remain subservient to the primary agricultural activities and shall not interfere with the agricultural or natural environment land uses on the property. If the land unit ceases to be used for agricultural or natural environment activities, the Municipality may instruct the owner to also cease the guest accommodation activity.
- (5) A guest house, bed and breakfast, or tourist dwelling unit in this zone may not include meeting or beauty treatment rooms or a wellness centre unless the Municipality's consent has been obtained for these land uses.
- (6) The Municipality may grant a consent use for a greater number of bedrooms to be used for a guest house, tourist dwelling unit or bed and breakfast, provided that these activities shall remain confined to the approved dwelling units on the land unit and the number of additional dwellings may not exceed the number permitted by means of the definition of "additional dwellings".
- (7) When approving such an application the Municipality shall impose a restriction on the number of bedrooms which may be used in connection with the activity and any future expansions or alterations will require further consent.

208. Tourist accommodation and hotel in this zone

- (1) When the number or scale of buildings, in which accommodation for transient guests is provided, exceed the maximum number or scale of dwelling houses and additional dwelling houses permitted on a land unit, or if other buildings, which are not the approved main dwelling house, second dwelling house or additional dwellings units, are converted to transient guest accommodation, the activity shall be classified either as a tourist accommodation establishment or a hotel, depending on the type of accommodation and the ancillary uses.
- (2) A tourist accommodation establishment or hotel is a consent use in this zone.
- (3) When considering a consent use application, the Municipality shall adhere to the assessment criteria and other requirements set out in section 213.

⁸ Note: "Less than 15 people" per land unit is the threshold set in National Environmental Management Act (NEMA) regulations for all guest accommodation facilities outside the urban edge below which basic assessment is not required (unless within 5km of a proclaimed national park). It is regarded as an appropriate general threshold for guest accommodation permitted as an additional use right on a farm land unit since the impact (from a land use management perspective) is regarded to be small and the activity will not have an adverse impact on agricultural activities, when curtailed to existing buildings. It should however be noted that guest accommodation outside the urban edge, but within protected areas, within 10km of a national park or world heritage site, or 5km from any other protected area or from the core of a biosphere reserve triggers a NEMA basic assessment.

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209. Tourist facilities in this zone

- (1) The parameters in this section shall apply to all tourist facilities on a land unit which are conducted as an additional use in this zone.
- (2) A technical approval for additional uses shall not be issued in terms of section 13(8)(f) unless all the applicable parameters in this section are complied with. Any deviation from these parameters requires a consent use application in terms of Planning Law.
- (3) Tourist facilities in this zone may only be undertaken from a land unit where the primary use of the land unit is *bona fide* agriculture or natural environment or a combination of these uses and where the proposed activity is subservient to the primary land use on the farm.
- (4) Tourist facilities which are additional uses, and which require buildings to operate from, may only be undertaken from existing approved buildings on the land unit which are no longer utilised for their original purpose, provided the Municipality may approve internal alterations and minor additions to these buildings within the parameters of this Scheme. Building plans must be submitted and approved prior to converting existing buildings to tourist facilities.
- (5) New buildings for tourist facilities require a consent use application in terms of Planning Law.
- (6) The total coverage of all buildings plus any external use areas which are used for tourist facilities (excluding parking areas) as an additional use, including the area which is used for manufacturing as envisaged in subsection (8), shall not exceed 250m² for the entire land unit, of which:
 - (a) the total coverage of buildings plus external use areas of all shops in a tourist facility as provided for in subsection (7) may not exceed a total of 120m² and this is a sub-limit of the overall limit for tourist facilities;
 - (b) the coverage plus external use areas used for the making and manufacturing of products as provided for in subsection (8) may not exceed a total of 50m² and this is a sub-limit of the overall limit for tourist facilities. This sub-limit may not be exceeded through application for consent use, nor may it be departed from;
 - (c) the total land area for market stalls may not exceed 120m² and this is a sub-limit of the overall limit for tourist facilities.
- (7) Shops in a tourist facility, which may include a market, farm stall, farm shop, point of sale, deli, may sell goods which are produced or grown on the farm, or goods from elsewhere, provided that at least 50% of the floor space of the shop shall be dedicated to the display and sale of goods produced or grown on the farm.
- (8) Tourist facilities may include an area for the brewing or manufacturing of beverages, cooking or baking of food, making of arts, craft, clothing or articles, where the raw materials used in such activity is not necessarily grown or farmed on the land unit concerned, provided the following conditions are adhered:
 - (a) the activity shall be undertaken or managed by the owner of the farm or one of their relatives, or a full-time employee of the farm or one of their relatives;
 - (b) such goods may be sold in the tourist facility on the property, or elsewhere.
- (7) The site development plan together with any conditions as approved by the Municipality shall constitute the development rules for the activity and any expansion, alteration or relocation will require a further application in terms of this Scheme.
- (8) The Municipality may impose any conditions required to mitigate the potential impact.
- (9) Tourist facilities may not have an adverse impact on surrounding properties, in respect of, but not limited to, noise, traffic congestion, pollution, emissions or the gathering of large numbers of people, or the presence of people hindering agriculture e.g. during spraying season, nor may the tourist activities have an adverse impact on any *bona fide* agricultural activities on the farm itself or on neighbouring properties.

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- (10) The Municipality may, at any time after the commencement of the activity impose additional conditions to mitigate adverse impacts or it may instruct the owner that the activity shall cease, and the Municipality shall issue a compliance notice in accordance with the Municipal Planning By-law.
- (11) Tourist facilities which exceed the maximum thresholds or any of the conditions or provisions in this section shall require a consent use application, unless the specifically prohibited in this section, and the Municipality may only grant such consent if it is satisfied that the objectives of the Agriculture and Rural zone will not be undermined by such approval.

210. Polytunnels in this zone

- (1) For polytunnels, which for the purposes of this section also include agricultural shade netting, the following provisions apply: -
 - (a) up to 2000m² coverage per land unit are permitted as a primary use provided that it is indicated on an overall site development plan for the farm submitted to the Municipality in accordance with section 216 prior to erection thereof;
 - (b) between 2001m² and 5000m² coverage per land unit is permitted with the technical approval of the Municipality, subject to a more detailed and location-specific site development plan, as may be required by the Municipality;
 - (c) exceeding 5000m²⁹ coverage on a land unit requires a consent use application to be submitted and approved by the Municipality.
- (2) When assessing an application for technical approval or consent use for polytunnels, the Municipality shall take cognisance of the importance of agriculture and food security and strive to approve applications forthwith if proposals address concerns of adverse impacts on visual, cultural and heritage amenity and addresses all technical requirements.
- (3) The Municipality may require proposals to be amended, in the form of repositioning, screening and any other measures which may address negative adverse impacts.
- (4) The Municipality may also impose measures and conditions related to decommissioning as set out in section 24 of this Scheme.

211. Mining as a temporary departure in Agriculture and Rural Zone

- (1) The Municipality may grant a departure in this zone to use land for the purposes of mining on a temporary basis.
- (2) Notwithstanding section 18(1)(b) of the Stellenbosch Land Use Planning By-law, the period for which a mine may operate shall be linked to the life expectancy of the mine and may exceed a period of 5 years.
- (3) The Municipality shall impose conditions relating to the period of validity, other operational requirements, as well as future rehabilitation of the mine after closure, as provided for in section 24 of this Scheme.

212. Rooftop and freestanding base telecommunication stations

- (1) A rooftop base telecommunication station in this zone is an additional use and a freestanding base telecommunication station may only be erected if consent use is approved by the Municipality.
- (2) A rooftop base telecommunication station antennae may not extend more than 3 meters in height above the part of the building that it is attached to unless otherwise approved by the Municipality when granting a technical approval.

⁹ It must be noted that The National Heritage Resources Act (no 25 of 1999) requires a NID to be submitted for any activity that will change the character of a site exceeding 5000m² in area.

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- (3) Any base station attached to the antennae shall be accommodated within the envelope of the building itself or inside its roof structure and shall not be visible from a public road, unless otherwise approved by the Municipality when granting a technical approval.
- (4) The mast of a freestanding base telecommunication station may not extend more than 30 meters in height above existing ground level.
- (5) The height of any structures and buildings associated with a freestanding base telecommunication station (excluding the masts) may not exceed 1 storey unless otherwise approved by the Municipality when granting its consent.
- (6) The Municipality may request that a pre-electromagnetic radiation test be commissioned to accompany the application.
- (7) The Municipality may require appropriate context-specific screening to mitigate the impact of such infrastructure.

213. Consent uses in Agriculture and Rural Zone

- (1) Prior to approving a consent use application for the conversion of any existing buildings on a land unit in this zone, the Municipality shall require a site development plan to be submitted in accordance with the requirements in section 216.
- (2) When approving new consent uses the Municipality shall have regard for the objectives of the zone namely the preservation of agricultural land and the continued use of farm land for agriculture.
- (3) The scale of the individual buildings used for consent uses shall remain in keeping with the character of buildings on the land unit, the character of the area and non-agricultural land uses may not dominate the farm activities or buildings form.
- (4) A consent use application for an abattoir, airstrip, meeting facilities associated with a guest house, day care centre, helicopter landing pad, hotel, outdoor sport, tourist accommodation establishment and tourist facilities which exceed the threshold may only be approved if the Municipality is satisfied that the use is subservient to the primary use of bona fide agriculture or natural environment or combination of these two primary uses.
- (5) These consent uses may only be undertaken from a land unit where the primary use of the land unit is bona fide agriculture/and or natural environment and where the proposed activity is subservient to these two primary land use activities on the land unit.
- (6) If agriculture or natural environment use is not conducted from the farm, or if agriculture or natural environment use ceases to be practiced on the land unit, a rezoning is required before non-agricultural consent uses may be exercised.
- (7) As far as possible, the consent uses should be undertaken from existing buildings on the property which are no longer utilised for their original purpose, and the Municipality may approve internal alterations and additions to these buildings within the parameters of this Scheme.
- (8) New buildings may only be approved if the Municipality is satisfied that there are no other suitable unused buildings on the land unit which can be used for this purpose, or where the location or configuration of existing buildings are obviously unsuitable or undesirable for the proposed use, or where the proposed new buildings are significantly more desirable given the purpose of the Agriculture and Rural zone.
- (9) The coverage or floor area of each approved consent use on the land unit shall be recorded on the farm's site development plan, and the Municipality may limit the floor area or coverage of each particular land use or the total floor area or coverage that may be used for consent uses.

STELLENBOSCH MUNICIPALITY ZONING SCHEME BY-LAW

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214. Building development parameters in this zone

- (1) The following building lines, height, and floor area or coverage thresholds shall apply to buildings and activities within this zone:

Building type	BUILDING LINES (m) Street & common boundaries (incl. ROW servitudes)	HEIGHT (Storeys)	PRIMARY USE Maximum Coverage Threshold	ADDITIONAL USE (SDP) Maximum Coverage Threshold	CONSENT USE Maximum Coverage
Accommodation and dwellings in this zone					
Dwelling house and second dwelling-house (excluding outbuildings, carport or garage)	5m	2 storeys	600m ² each		
Additional dwelling houses (excluding outbuildings, carport or garage): Max 4 dwelling units (1 unit/10ha for land units larger than 20ha)	5m	1 storey			120m ² each
Guest house, bed & breakfast & tourist dwellings: in existing approved dwellings	In existing approved dwelling houses (as per above)			Max 7 bedrooms	As approved by Municipality
Tourist facilities					
Tourist facilities: overall max limit including outdoor areas used but excluding parking.	5m	1 storey		250m ²	As approved by Municipality
-Shop in tourist facility sub-limit				120m ²	
-Manufacture and craft workshop sub-limit				50m ²	
Other Agricultural buildings					
Employee housing unit (excluding outbuildings, carport or garage)	5m	1 storey	120m ²	As approved by Municipality	
Agricultural buildings	5m	3 storeys	No overall limit on land unit	Any one building > 2000m ²	
Agricultural industry, including outdoor parking and loading areas	5m	3 storeys	n/a	<2000m ²	≥2000m ²
Polytunnels; including shade netting	5m	1 storey	≤2000m ²	≤2001m ² to 5000m ²	>5000m ²

- (2) The general development parameters as set out in Chapter 5 of this Scheme, shall, where applicable, be complied with.

215. Boundary walls and fences parameters

- The height of any masonry wall, excluding the entrance structure and columns, may not exceed 1 meter.
- A fence comprising of only wire or steel palisade (painted charcoal, black or dark green) may not exceed 2,1 meters.
- No brick piers shall be permitted in wire or steel palisade fences and only the entrance gate structure may be of solid brick structures which shall not be higher than 3,5 meters for a maximum distance of 10 meters on both sides of the entrance gate.
- The general development parameters relating to boundary walls and fences in section 23 shall also apply.

216. Site development plan

- (1) A site development plan shall be required by the Municipality for any new development or change of land uses in existing buildings in this zone.

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CHAPTER 20: AGRICULTURE AND RURAL ZONE

- (2) An owner of land zoned Agriculture and Rural may submit a site development plan for a farm, as described in subsection (2) even if no new development is intended, at any time after the commencement of this Scheme, and shall do so prior to, or at the same time as, an application is submitted in terms of this Scheme or when a building plan for new buildings is submitted to the Municipality, or when an existing building is converted to another use.
- (3) The purpose of the farm site development plan submitted in terms of subsection (1) and (2) is to indicate all existing buildings and their land uses, cultivated areas, grazing areas, uncultivated areas, dams, rivers, natural veld and critical biodiversity areas on a plan to provide an overview of the extent of land use activities on the land unit, and to enable the Municipality to evaluate the compliance of any new land use or building proposals.
- (4) Any existing activity which is indicated on the overall farm site development plan shall be clearly marked as either an existing primary use, a non-conforming land use/building or previously approved consent use or departure, as the case may be, and the proof of such approval or lawfulness (application number, building plan number or letter of approval, or any other relevant documentary proof) may be requested by the Municipality and must then be supplied by the applicant.
- (5) The plan may also show future intended activities which shall be clearly marked as future primary, additional or consent uses. The plan can either be accompanied by the necessary planning application for the additional or consent uses, or these shall be clearly marked as un-approved uses for future application.
- (6) None of the future activities which require approval in terms of this Scheme are approved by their inclusion on this plan until the relevant planning application is concluded.
- (7) The plan may be updated and amended by the owner from time to time, when the need arises, and shall be updated each time a new building plan or application in terms of Planning Law or this Scheme is submitted.
- (8) The farm site development plan does not require notification to neighbours, unless it accompanies an application in terms of Planning Law, in which case the required procedures will apply.
- (9) An amended farm site development plan shall accompany any application for an additional or consent use indicating the extent and location of the proposed activity in relation to the overall farm land uses.
- (10) Apart from the farm site development plan the Municipality shall also require a more detailed site development plan for the specific additional use or consent use which will serve as the development parameters for the approved use, once approved.
- (11) An approved overall farm site development plan shall not lapse unless replaced by a new farm site development plan.

217. Construction environmental management plan

- (1) The Municipality may require that a construction environmental management plan is submitted for approval prior to building plan approval for the construction of new buildings in this zone.

218. Engineering services

- (1) At building plan approval, the Municipality may impose conditions related to the provision of off-the-grid engineering services in instances where municipal engineering services are not available to a proposed development. Such services shall be provided at the cost of the owner and to the satisfaction of the Municipality.

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219. Development charges in this zone

- (1) A development charge is payable in terms of section 20 in instances where a building plan is submitted to utilise intensified primary development rights which came into operation as a result of this Scheme.
- (2) The Municipality shall, prior to approval of such a building plan, determine the extent of such additional rights and calculate the required levy, which shall be paid by the land owner prior to the approval of said building plan.
- (3) The Municipality may impose development charges for any additional use or consent use application in accordance with Planning Law.

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CHAPTER 22: LIMITED USE ZONE

CHAPTER 22: LIMITED USE ZONE**229. Zone name and designation on map**

- (1) The Limited Use zone may be referred to by the code (LU) and shall be indicated on the zoning map in brown (Colour code 138,113,70).

230. Purpose of the zone

- (1) The purpose of this zone is to make provision for the following:
- (a) a transitional mechanism to provide an appropriate zone for properties previously zoned 'undetermined' or other abolished zones in previous schemes;
 - (b) to allow existing non-conforming land-uses which do not fit into a zone in this Scheme to continue within the approved parameters, without granting significant other rights which may be inappropriate in the particular area;
 - (c) for existing lawful land uses to continue, provided that no new land uses (other than the right to build a dwelling house) shall be permitted and properties shall be rezoned to the appropriate use zone in order to permit new land uses.
- (2) The intention is to not permit new rezoning to this zone and to phase it out over time.

231. Land use within this zone

- (1) The following land uses are permitted in this zone:

Primary Uses	Additional Uses	Consent Uses
<ul style="list-style-type: none"> • Dwelling house and/or • Limited to existing lawful uses at commencement date 	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None

- (2) No alteration to an existing land use or an existing building shall be permitted other than to a dwelling house or as provided for below.
- (3) No more than one dwelling house is permitted on a land unit.
- (4) Development parameters and conditions of approval approved prior to the commencement of this Scheme overrides any development parameters permitted in terms of this zone.
- (5) The same parameters as prescribed in Conventional Residential zone shall be applicable to dwelling houses in this zone provided that no dwelling in this zone may exceed a coverage of 300m² and one storey unless the Municipality grants permission in terms of the Scheme for a dwelling that exceed these additional parameters.
- (6) The Municipality may approve minor internal alterations to existing buildings and may also approve additions to buildings and structures provided that the additions may not exceed 10% of the existing floor area; and the land use shall remain the same.
- (7) No rezoning to Limited Use zone shall be permitted after the commencement date and should additional uses or development rights be sought over and above what is permitted in this zone, a rezoning application to an appropriate use zone in terms of this Scheme shall be lodged.
- (8) Portions of property in this zone may not be registered separately by sectional title.

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CHAPTER 22: LIMITED USE ZONE

232. Boundary walls and fences

- (1) The height of any masonry wall, excluding the entrance structure and columns, may not exceed 1 meter.
- (2) A fence comprising of only wire or steel palisade (painted charcoal, black or dark green) may not exceed 2,1 meters.
- (3) No brick piers shall be permitted in wire or steel palisade fences and only the entrance gate structure may be of solid brick structures which shall not be higher than 3,5 meters for a maximum distance of 10 meters on both sides of the entrance gate.
- (4) The general development parameters relating to boundary walls and fences in section 23 shall also apply

233. Destruction of existing building

- (1) Buildings which have by accident been partially or completely destroyed may be reconstructed in accordance with lawful development rights which existed at the commencement date, provided that building plans for such reconstruction are approved within 12 months from the date of the accidental destruction.

ANNEXURE B

(7)

Enquiries	P April / B Mdoda
Your ref	-
Our ref	Farm 1653, Paarl
Application No	LU/3982
Date	2015-03-12
Telephone	021-808 8685 / 8690
Fax	021-886 6899

REGISTERED MAIL

CK Rumboll and Partners
PO Box 211
Malmesbury
7299

Sir

FILE NR:	OUTGOING POST
F1653P	LU/3982 Appr
SCAN NR:	
COLLABORATOR NR:	361617

APPLICATION FOR REZONING: FARM NO. 1653, PAARL DIVISION

Your application in the above regard, refers.

The Director: Planning and Economic Development at a recent meeting resolved as follows:

1. That the application for the rezoning of 2.4ha of Farm No. 1653, Paarl Division from Agriculture Zone I to Authority Zone in order to formalize and extend the existing municipal stores as indicated on **APPENDIX 3, be approved** in terms of Section 16 of the Land Use Planning Ordinance, 1985 (No 15 of 1985) subject to the conditions as per attached **APPENDIX 1**.

Kindly note, this rezoning approval will lapse unless all conditions of approval have been complied with and the property is utilised in accordance with the rezoning hereby granted within 2 years of the date of Council's final notification letter, which is to follow in due course. Should it be required, any application for extension of validity of the rezoning approval should be lodged well in advance of lapsing of this approval

Kindly note that the above approval does not guarantee approval of any related building plan application in terms of the National Building Regulations and Building Standards Act, No 103 of 1977 and that building work may therefore only commence once such plans are formally passed.

Kindly also note, you are advised in terms of Section 5 of the Promotion of Administrative Justice Act, No 3 of 2000 that you are entitled to request in writing reasons for the above decision.

Kindly be advised that you may appeal to the Municipal Manager against the above Council decision (including any conditions imposed in case of approval) by giving written notice of such appeal in terms of Section 62 of the Local Government Municipal Systems Act, No 32 of 2000 ("MSA"), and/or the internal appeal process approved by Council at its meeting held on 29 October 2014. In terms of the aforesaid Council decision, an applicant or objector aggrieved by a decision of Council in respect of an application in terms of the Ordinance, Zoning Scheme Regulations or applicable By-Law, may appeal against such decision to the Municipal Manager, by giving written notice of such appeal.

P 9-04-15

A detailed motivated appeal with reasons therefore (and not only the intention to appeal), clearly stating in terms of which legislation it is made, as well as payment of the appeal fee to the amount of R 737,00, should be directed to and received by the Municipal Manager, Stellenbosch Municipality, P O Box 17, Stellenbosch, 7599, or if hand delivered, to the Advice office, Land Use Management, Ground floor, municipal building, Plein Street, Stellenbosch, or faxed to fax number 021 886 6899 within 21 days of the date of registration at the Post Office of this notification letter (with such registration day not included in the appeal period), provided where the last day for lodging an appeal falls either on a Saturday, Sunday or public holiday, it shall be deemed to be the next working day thereafter. Where this letter is collected by hand, the above appeal period will be similarly calculated from the next day after collection. Failure to comply with the above requirements may result in the appeal being ruled invalid by the Appeal Authority. **Kindly be advised that no appeal will be accepted via email.**

Notwithstanding the above, kindly note, you are not permitted to submit a revised proposal as part of such an appeal. Should this be the case, your submission will not be regarded as an appeal, but rather a new application which should be submitted in the normal manner, as only the above decision can be appealed at this stage.

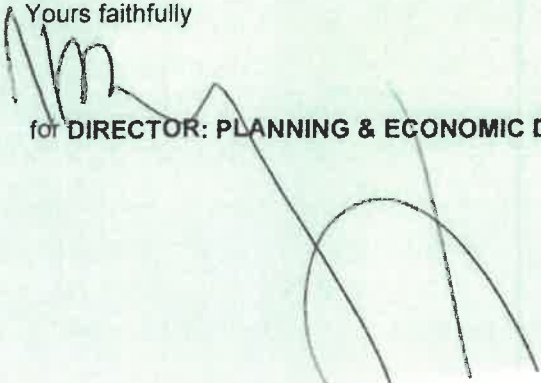
Kindly be advised that objectors (if any) are granted a simultaneous right of appeal in terms of the internal appeal process approved by Council at its meeting held on 29 October 2014.

Please note, appellants are not permitted to canvass the Municipal Manager or members of Council before or after the matter is heard.

Important note: Rights of appeal in terms of Section 44(1)(a), (b), (c) or (d) of the Land Use Planning Ordinance, No 15 of 1985 no longer exist as such an appeal to the Minister of Local Government, Environmental Affairs and Development Planning, Western Cape has been declared unconstitutional by the Constitutional Court in its unanimous judgment* on 4 April 2014, as such matters fall within the exclusive functions of a municipality in terms of the Constitution.

Kindly note the above Council decision is suspended and may therefore not be acted on until such time as the period for lodging appeals has lapsed, any appeal has been finalised and you've been advised accordingly.

Yours faithfully


for DIRECTOR: PLANNING & ECONOMIC DEVELOPMENT

REGISTERED LETTER GEREGISTREERDE BRIEF (with an insurance option/met 'n versekeringsopsie)	Postage paid R _____ Service fee/Diensgeld R _____ Insurance/Versekering R _____ Total/Totaal R _____
Full tracking and tracing/Volledige volg en spoor	Insured value of contents Versekerde waarde van inhoud R _____
Addressed to/Geadresseer aan CK Rumball P.O. Box 21 Malleshbury 7299 Postcode	Enquiries/Navrae Toll-free number S.A. POST OFFICE Tolvry nommer STELLENBOSCH 7599 0800 111 502
<small>The value of the contents of this letter is as indicated and compensation is not payable for a letter received unconditionally. Compensation is payable without documentary proof. Compensation is limited to R2 000.00 and applies to domestic registered letters only.</small> <small>Die waarde van die inhoud van hierdie brief is so aangedui en vergoeding sal nie betaal word vir 'n brief wat sonder voorbedingde hande ontvang is. Vergoeding is betaalbaar sonder dokumentêre bewys. Vergoeding is beperk tot R2 000.00 en is slegs van toepassing op binnelandse geregistreerde briewe.</small>	REGISTERED LETTER (with a domestic insurance option) ShareCall 0800 111 502 www.spo.co.za RC 069 372 667 A CUSTOMER COPY 31028R 16 MAR 2015 FOLIO 7 Paraaf van aanvaarding Datumstempel



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Directorate: Planning and Economic Development

APPENDIX 1
FILE NO: PL1653P.

In this approval document:

"Council" means the Stellenbosch Municipality

"the owner" means the registered owner of the property.

"the site" means **FARM NO. 1653, PAARL DIVISION.**

"scheme regulation" has the meaning assigned thereto by the Land Use Planning Ordinance (15 of 1985)

EXTENT OF APPROVAL: The rezoning of approximately 2.4ha of Farm No. 1653, Paarl Division from Agriculture Zone I to Authority Zone in order to formalize and extend the existing municipal stores as indicated on **APPENDIX 3**, in terms of Section 16 of the Land Use Planning Ordinance, 1985 (No. 15 of 1985).

VALIDITY OF APPROVAL: That the approval for the departure shall lapse if not exercised within two (2) years from the date of final notification.

CONDITIONS IMPOSED IN TERMS OF SECTION 42(1) OF THE LAND USE PLANNING ORDINANCE NO 15 OF 1985:

1. That the approval applies only to the rezoning in question, as indicated on **APPENDIX 3** and shall not be construed as authority to depart from any other legal prescriptions or requirements from Council.
2. That all electrical enquiries be directed to Eskom.
3. That the Zoning, Subdivisional and Site Development Plans for the proposed intergraded residential development in La Motte be amended where applicable to include the alignment of the approved Authority Zoned area.
4. That Council reserves the right to impose further conditions if deemed necessary.

COMPILED BY:



P APRIL
SENIOR TOWN PLANNER

10/03/2015
DATE

RECOMMENDATION ACCEPTED:



H. DEDNAM
MANAGER: LAND USE MANAGEMENT

10/03/2015
DATE

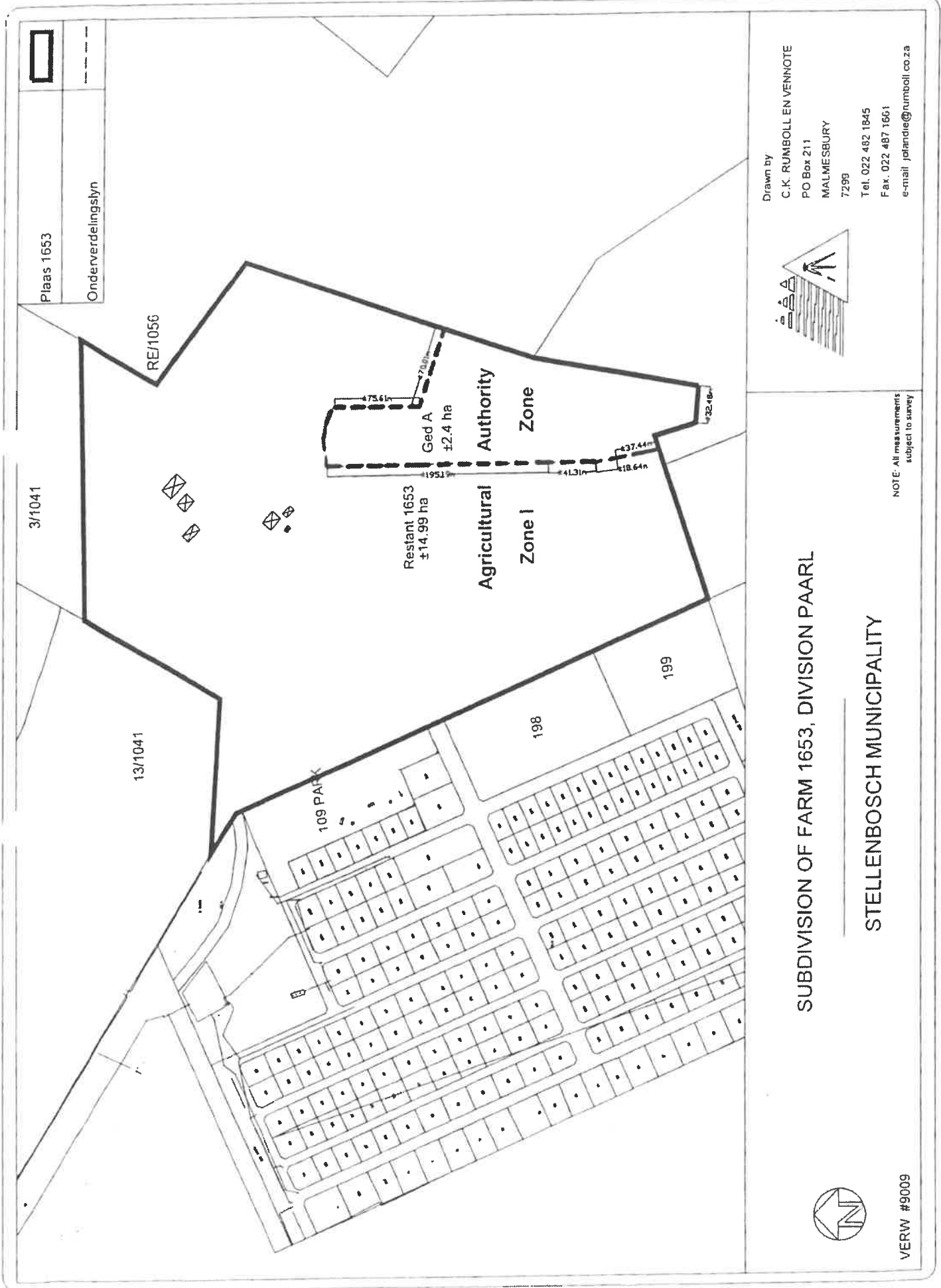
THE DIRECTOR: PLANNING & ECONOMIC DEVELOPMENT HEREBY APPROVES THE ABOVE RECOMMENDATION UNDER DELEGATED AUTHORITY:



D. LOMBAARD
DIRECTOR: PLANNING & ECONOMIC DEVELOPMENT

10/03/2015
DATE

APPENDIX 3



ANNEXURE C



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Application Number: LU/9520

Our File Reference Number: Farm 1653, Paarl

Your Reference Number:

Enquiries: Ulrich von Molendorff

Contact No: 021 808 8682

Email address: Ulrich.Vonmolendorff@stellenbosch.gov.za

PER E-MAIL: dlroots@wpplanning.co.za

Sir/Madam

APPLICATION FOR REMOVAL OF RESTRICTIVE TITLE DEED CONDITIONS AND CONSENT USE ON FARM 1653, PAARL DIVISION

1. The above application refers.
2. The Municipal Planning Tribunal on 22 July 2022 resolved as follows:
 - 2.1 That the application in terms of Section 15(2)(f) for the **removal of the restrictive title deed conditions** of the Stellenbosch Municipal Land Use Planning Bylaw, promulgated by notice number 354/2015, dated 20 October 2015 on Farm No. 1653, Paarl Division.

BE REFUSED in terms of Section 60 of the said Bylaw.

3. The **reasons** for the above decision are as follows:

- 3.1 The title deed of the subject property makes provisions for the proposed development as telecommunication base stations are regarded as infrastructure related to township development.
4. That the application for a **Consent Use** in terms of Section 15(2)(o) of the Stellenbosch Municipality Land Use Planning By-Law, promulgated by notice number 354/2015, dated 20 October 2015, on Farm No. 1653, Paarl Division to allow for a 15m high freestanding base telecommunication station with associated equipment

BE APPROVED in terms of Section 60 of the said Bylaw subject to conditions.

The approval is subject to the following **conditions** imposed in terms of Section 66 of the said Bylaw:

- 4.1 The approval only applies to the Consent Use under consideration, as indicated on Drawing ATSA1134 (Sheet 2 – 6), dated 8 March 2019 and not be construed as authority to depart from any other legal prescriptions or requirements from Council or other legislation or Bylaws or Regulations that may be applicable.
- 4.2 The development be implemented substantially in accordance with the Site Development Plan (**Annexure C**) Drawing ATSA1134 (Sheet 2 – 6), dated 8 March 2019 and drawn by D. Loots of WPP town & regional planning consultants, allowing:
 - a) 1 x 15m high monopole mast;
 - b) 12 x antennae attached to the mast;
 - c) microwave dishes attached to the mast; and
 - d) 4 x equipment containers.
- 4.3 Building plans be generally in accordance with the Drawing ATSA1134 (Sheet 2 - 6), dated 8 March 2019 and attached as Annexure C.
- 4.4 Natural areas disturbed during construction be rehabilitated with indigenous water-wise plants to the satisfaction of the Municipality.
- 4.5 Access to the telecommunication infrastructure and associated equipment be strictly controlled at all times by means of a fence or wall with a locked door or gate to the satisfaction of the Municipality.
- 4.6 No unauthorized person be permitted within 5m in front of the panel antennae.
- 4.7 Adequate warning signs in the three official languages be displayed on the access door or gate, defining it as a no-go zone.
- 4.8 Access be granted to the Municipality at all reasonable times to the installation, for the purpose of monitoring inspection and compliance certification.
- 4.9 The finishing and colour of the panel antennae be kept in keeping with the building to which it is attached and the surrounding environment.
- 4.10 The consent use be restricted to the fenced compound of the mast and equipment room as depicted on the approved site development plan attached as Annexure C.

- 4.11 The mast, equipment room or any boundary enclosure is not utilised for outdoor advertising purposes.
 - 4.12 The service provider be willing to co-host with other service providers.
 - 4.13 The applicant/operator is responsible for ongoing maintenance of the entire installation as well as all costs with respect to such maintenance or future decommissioning of the telecommunication infrastructure.
 - 4.14 If the site is decommissioned the applicant/operator to remove all site infrastructure and the site to be rehabilitated to its former state or to a condition that is in line with the land use and character of the area at the time of decommissioning to the satisfaction of the Municipality.
 - 4.15 The radio frequency (RF) exposure emanating from the telecommunication infrastructure be monitored by the service provider / operator / lessee, not exceed the public exposure guidelines as set by the International Commission on Non-Ionising Radiation Protection (ICNIRP).
 - 4.16 The service provider / operator / lessee within 1 month of the request of the Municipality, submit documentary evidence completed by an independent certified person / body that the radio frequency (RF) electromagnetic energy (EME) levels emitted by the telecommunication infrastructure on the property is lower than the ICNIRP guidelines (for a continuous period of not less than 3 months preceding this request). Evidence to the contrary will result in the immediate shut down / decommissioning of the installation.
 - 4.17 Should it be proven that there are negative health effects from base stations, and this base station falls within those guidelines, the landowner is responsible for the rectification of non-compliance and if not done within a reasonable time, the Municipality may request that the base station be decommissioned with immediate effect.
5. The **reasons** for the above decision are as follows:
- 5.1 The telecommunication base mast will benefit the users of cellular phones as well as the internet as it will continue increased effectiveness and efficiency of the network in the area.
 - 5.2 The proposed use is in line with the objectives of the Stellenbosch Municipality Telecommunication mast policy.

- 5.3 Existing established trees on the property mitigate visual appearance of the mast on the property.

6. Matters to be noted:

- 6.1 The approval granted shall not exempt the applicant from complying with any other legal prescriptions or requirements that might have a bearing on the proposed use.
- 6.2 Building plans must be submitted and approved by the Municipality prior to the commencing of any building works, including the preparation of land, which will only be approved when all relevant (or qualified) conditions of approval have been complied with.
7. You are hereby informed in terms of section 79(2) of the Stellenbosch Municipal Land Use Planning Bylaw, 2015, of your right to appeal the above decision to the Appeal Authority within 21 days from the date of notification of the above decision. Please note that no late appeals or an extension of time for the submission of appeals are permitted in terms of Section 80(1)(a) of the said By-Law.
8. Appeals must be submitted with the prescribed information to satisfy the requirements of Section 80(2) of the said By-law, failing which the appeal will be invalid in terms of Section 81(1)(b) of the said By-Law. The following prescribed information is accordingly required:
- (a) The personal particulars of the Appellant, including:
 - (I) First names and surname;
 - (II) ID number;
 - (III) Company of Legal person's name (if applicable)
 - (IV) Physical Address;
 - (V) Contact details, including a Cell number and E-Mail address;
 - (b) Reference to this correspondence and the relevant property details on which the appeal is submitted.
 - (c) The grounds of the appeal which may include the following grounds:
 - (i) that the administrative action was not procedurally fair as contemplated in the Promotion of Administrative Justice Act, 2000 (Act 3 of 2000);

- (ii) grounds relating to the merits of the land development or land use application on which the appellant believes the authorised decision maker erred in coming to the conclusion it did.

(d) whether the appeal is lodged against the whole decision or a part of the decision;

(e) if the appeal is lodged against a part of the decision, a description of the part;

(f) if the appeal is lodged against a condition of approval, a description of the condition;

(g) the factual or legal findings that the appellant relies on;

(h) the relief sought by the appellant; and

(i) any issue that the appellant wishes the Appeal Authority to consider in making its decision;

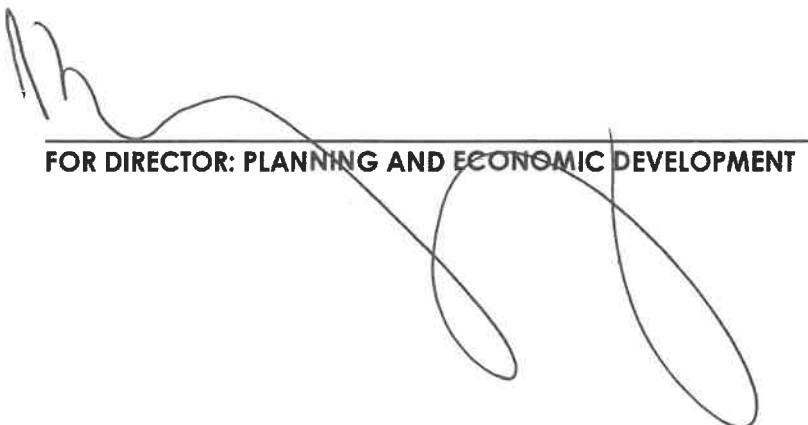
(j) That the appeal includes the following declaration by the Appellant:

- (i) The Appellant confirms that the information contained in the subject appeal and accompanied information and documentation is complete and correct
- (ii) That the Appellant is aware that it is an offence in terms of Section 86(1)(d) of the said By-Law to supply particulars, information or answers in an appeal against a decision on an application, or in any documentation or representation related to an appeal, knowing it to be false, incorrect or misleading or not believing them to be correct.

9. Appeals must be addressed to the Municipal Manager and submitted to his/ her designated official by means of E-mail at the following address: landuse.appeals@ Stellenbosch.gov.za
10. Any party (applicant or other) who lodges an appeal must pay the applicable appeal fee in terms of the approved municipal tariffs and submit the proof of payment together with the appeal. The LU Reference number on this correspondence, or the applicable Erf/ Farm Number must be used as the reference for the payment of the appeal fee.
11. The approved tariff structure may be accessed and viewed on the municipal website (<https://www.stellenbosch.gov.za/documents/finance/rates-and-tariffs>) and the banking details for the General Account can also be accessed on the municipal website (<https://www.stellenbosch.gov.za/documents/general/8314-stellenbosch-municipality-banking-details-1/file>).

12. An applicant who lodge an appeal must also adhere to the following requirements stipulated in terms of section 80(3) to (7) of the said By-law:
- (a) Simultaneously serve the appeal on any person who commented on the application concerned and any other person as the municipality may determine.
 - (b) The notice by the applicant must invite persons to comment on the appeal within 21 days from date of notification of the appeal.
 - (c) The notice must be served in accordance with section 35 of the said legislation and in accordance with the prescripts or such additional requirements as may be determined by the Municipality.
 - (d) Proof of serving the notification must be submitted to the Municipality at the above E-mail address within 14 days of serving the notification.
13. Kindly note that no appeal right exists in terms of Section 62 of the Local Government Municipal Systems Act, No 32 of 2000.
14. Kindly note the above decision is suspended, and in the case of any approval, may therefore not be acted on, until such time as the period for lodging appeals has lapsed, any appeal has been finalised and you've been advised accordingly.

Yours faithfully



FOR DIRECTOR: PLANNING AND ECONOMIC DEVELOPMENT

17/8/2022
DATE:

COPIES:

Franschhoek Heritage & Ratepayers Association
Email: barryphillips505@gmail.com

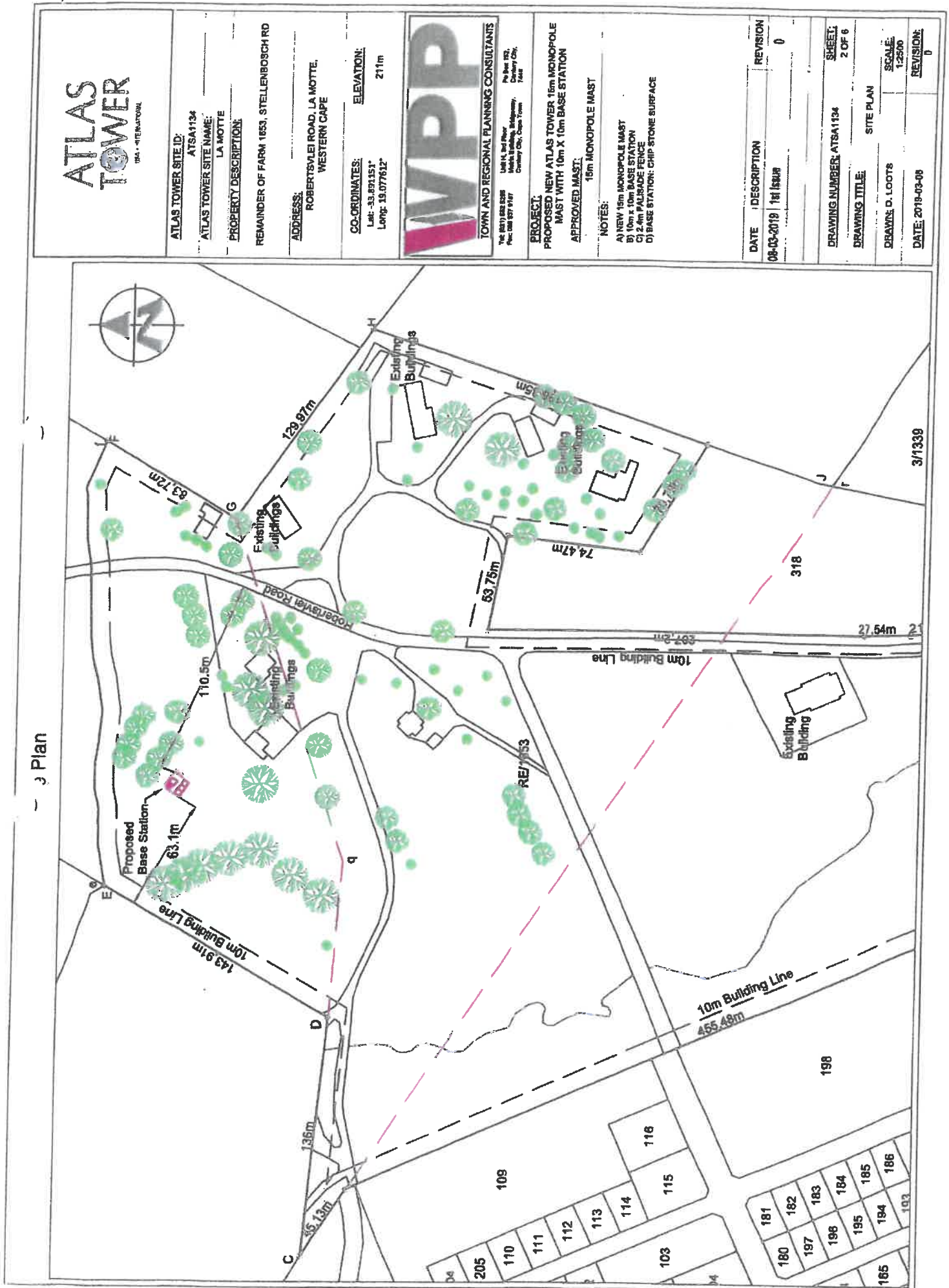


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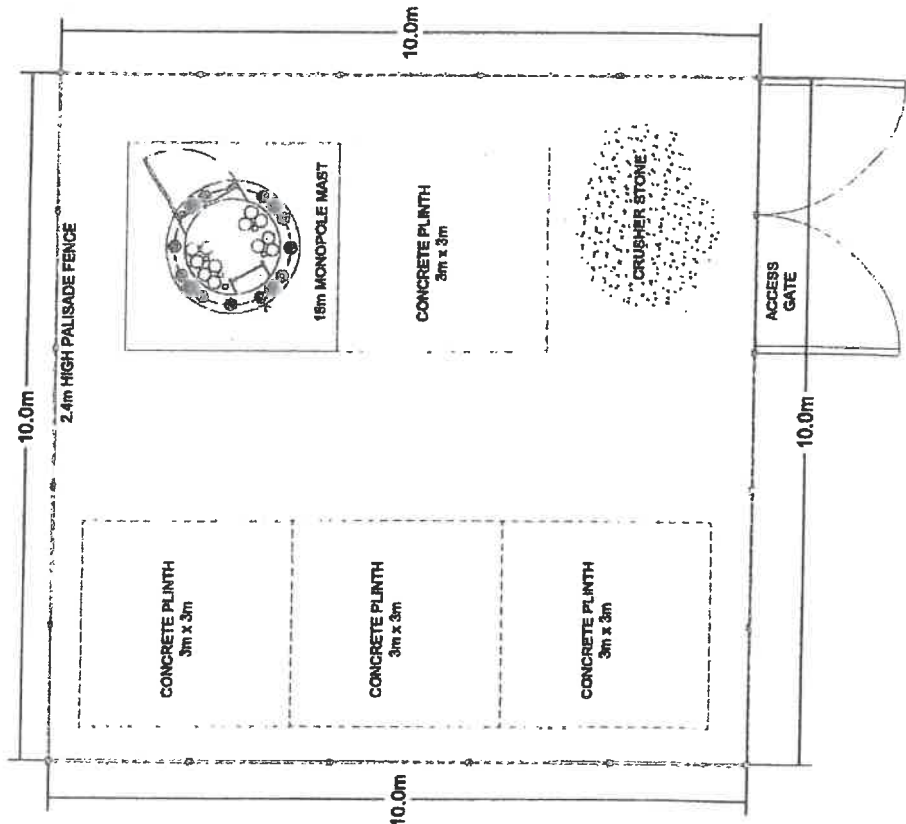
ANNEXURE C

**(REMOVAL OF RESTRICTIVE TITLE DEED CONDITIONS AND CONSENT USE ON FARM No.
1653, PAARL DIVISION)**

SITE LAYOUT PLAN



View



**ATLAS
TOWER**
ISA • INTERNATIONAL

ATLAS TOWER SITE ID:
ATSA1134

ATLAS TOWER SITE NAME:
LA MOTTE

PROPERTY DESCRIPTION:
REMAINDER OF FARM 1653, STELLENBOSCH RD

ADDRESS:
ROBERTSVLEI ROAD, LA MOTTE,
WESTERN CAPE

CO-ORDINATES:
Lat: -33.891151°
Long: 19.077612°

ELEVATION:
211m

WPP

TOWN AND REGIONAL PLANNING CONSULTANTS

Tel: 021 511 8248
Fax: 021 511 8167
Unit 11, 3rd Floor
Mabona Building, Balfour Street,
Durban City, Cape Town
P.O. Box 152,
Durban City, 4000

PROJECT:
PROPOSED NEW ATLAS TOWER 15m MONOPOLE
MAST WITH 10m X 10m BASE STATION

APPROVED MAST:
15m MONOPOLE MAST

NOTES:
A) NEW 15m MONOPOLE MAST
B) 10m x 10m BASE STATION
C) 2.4m PALISADE FENCE
D) BASE STATION: CHIP STONE SURFACE

DATE	DESCRIPTION	REVISION
08-03-2019	1st Issue	0

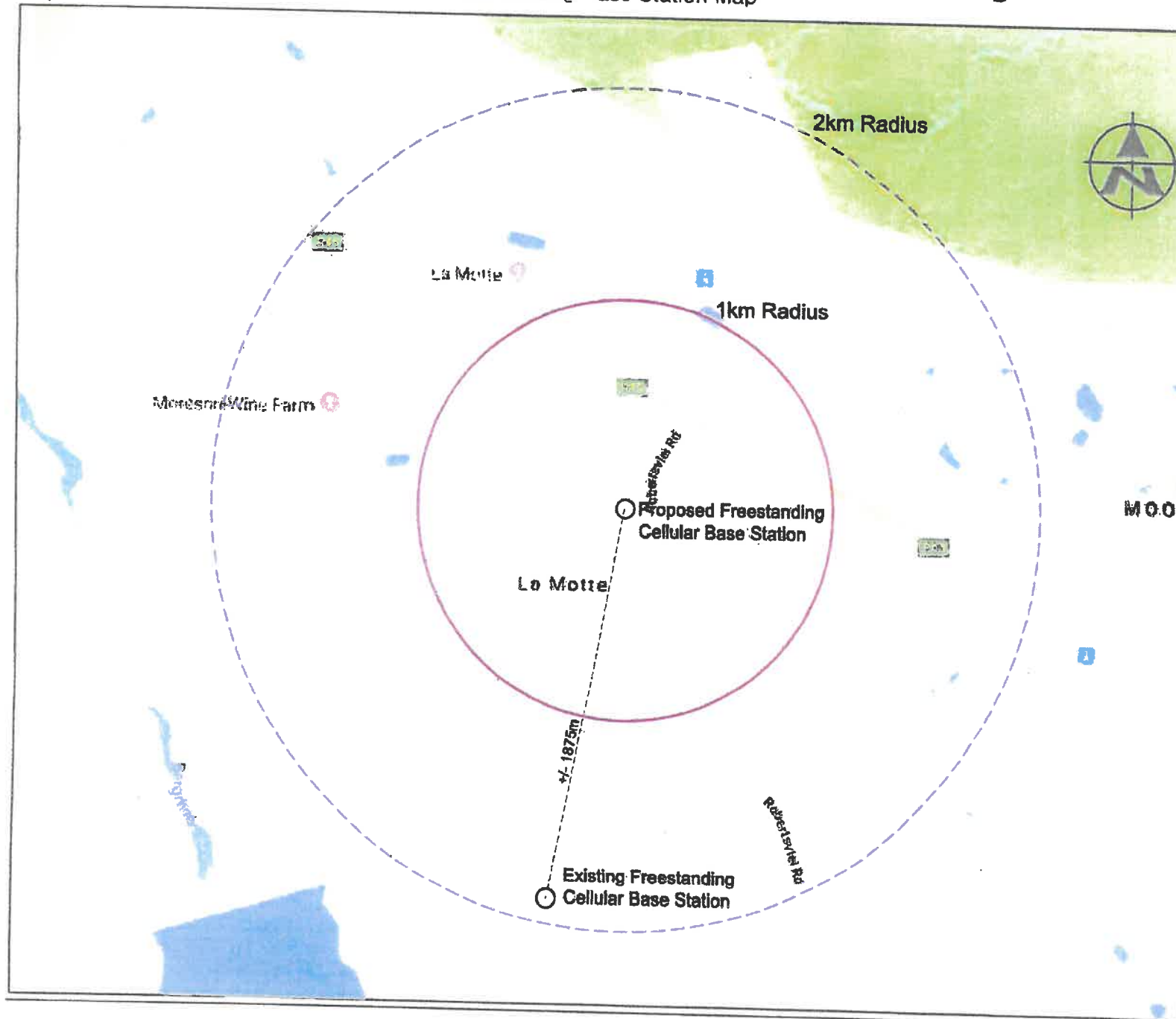
DRAWING NUMBER: ATSA1134	SHEET: 3 OF 8
DRAWING TITLE: TOP VIEW	SCALE: NTS
DRAWN: D. LOOTS	REVISION: 0
DATE: 2019-03-08	

ATLAS
TOWER
USA • INTERNATIONAL

The site plan shows the layout of the proposed radio station. Key features include:

- Lighting Spike**: Located at the top left of the site.
- Proposed Future Operator Dishes**: Two sets of dishes, each consisting of three individual dishes mounted on a common structure.
- Proposed Future Operator Antennae**: Two sets of antennae, each consisting of three individual antennae mounted on a common structure.
- Platform**: A small rectangular structure located between the operator dishes and the 15m Monopole Mast.
- 15m Monopole Mast**: A tall, thin mast structure.
- Proposed Equipment Unit**: A large, rectangular structure located to the right of the 15m Monopole Mast.
- Proposed Equipment Units**: A smaller, rectangular structure located to the left of the Proposed Equipment Unit.
- 2.4m High Palisade Fence**: A fence line running along the bottom and right sides of the site.
- Dimensions**: The site is 15.0m wide and 10.0m deep. The Proposed Equipment Unit is 2.4m high.

Surrounding Base Station Map



ATLAS TOWER

USA - INTERNATIONAL

ATLAS TOWER SITE ID:

ATSA1134

ATLAS TOWER SITE NAME:

LA MOTTE

PROPERTY DESCRIPTION:

REMAINDER OF FARM 1653, STELLENBOSCH RD

ADDRESS:

ROBERTSVLEI ROAD, LA MOTTE,
WESTERN CAPE

CO-ORDINATES:

Lat: -33.891151°
Long: 19.077612°

ELEVATION:

211m


Tel: (021) 922 8285
Fax: 080 527 9707

Unit H, 3rd Floor
Melia Building, Bridgeway,
Century City, Cape Town

P.O. Box 182,
Century City,
7445

PROJECT:

PROPOSED NEW ATLAS TOWER 15m MONOPOLE
MAST WITH 10m X 10m BASE STATION

APPROVED MAST:

15m MONOPOLE MAST

NOTES:

- A) NEW 15m MONOPOLE MAST
- B) 10m x 10m BASE STATION
- C) 2.4m PALISADE FENCE
- D) BASE STATION: CHIP STONE SURFACE

DATE	DESCRIPTION	REVISION
08-03-2018	1st Issue	0

DRAWING NUMBER: ATSA1134

SHEET:
5 OF 6

DRAWING TITLE: SURROUNDING BASE STATIONS

DRAWN: D. LOOTS

SCALE:
NTS

DATE: 2019-03-08

REVISION:
0

Artist Impression



Superimposition of Proposed 15m Monopole Mast (As Viewed from Robertsvlei Road)

ATLAS TOWER

UN4 • SITE NATIONAL

ATLAS TOWER SITE ID:

ATSA1134

ATLAS TOWER SITE NAME:

LA MOTTE

PROPERTY DESCRIPTION:

REMAINDER OF FARM 1853, STELLENBOSCH RD

ADDRESS:ROBERTSVLEI ROAD, LA MOTTE,
WESTERN CAPE**CO-ORDINATES:**Lat: -33.891351°
Long: 19.077612°**ELEVATION:**

211m

WPP

TOWN AND REGIONAL PLANNING CONSULTANTS

Tel: 021 552 9200
Fax: 021 557 9157Unit 11, 2nd Floor
Market Building, Bridgeway,
Century City, Cape TownP.O. Box 182,
Century City,
7408**PROJECT:**PROPOSED NEW ATLAS TOWER 15m MONOPOLE
MAST WITH 10m X 10m BASE STATION**APPROVED MAST:**

15m MONOPOLE MAST

NOTES:

- A) NEW 15m MONOPOLE MAST
- B) 10m x 10m BASE STATION
- C) 2.4m PALISADE FENCE
- D) BASE STATION: CHIP STONE SURFACE

DATE	DESCRIPTION	REVISION
08-03-2019	1st Issue	0

DRAWING NUMBER: ATSA1134**SHEET:**
6 OF 6**DRAWING TITLE:**

ARTIST IMPRESSION

DRAWN: D. LOOTS**SCALE:**
NTS**DATE:** 2019-03-08**REVISION:**
0

7.3.6	REVIEW OF STELLENBOSCH MUNICIPAL HONOURS BYLAW
--------------	---

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

24 March 2025

1. SUBJECT: REVIEW OF STELLENBOSCH MUNICIPAL HONOURS BYLAW**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 item served before Mayco in November 2024 and referred to Council. The item was removed by the Speaker and referred back for consultation with the Speaker and the Council Whip. A meeting took place in February 2024 between Cllr Lwando Nkamisa, Speaker, Cllr Quintin Smit and the Council Whip, Cllr Patricia Crawley. The personal assistant of the speaker and the Director Corporate services was also present to deal with the administration. Further changes were made to the revised draft. The new draft is attached as **APPENDIX 2** for consideration.

5. RECOMMENDATIONS

- (a) that the amendments marked in red be noted;
- (b) that Council approve the revised Stellenbosch Municipal Honours Bylaw for public participation; and
- (c) that the item be returned to council to consider any inputs received during the public participation process.

6. DISCUSSION / CONTENTS**6.1 Discussion:**

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. The bylaw is twenty years old and needs to be revised. Attached is a draft bylaw that on request of the Executive Mayor was placed before the section 80 committee. 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 a draft served before Mayco in November 2024. The Speaker ruled that the item again be referred back for discussions. A meeting took place in February 2024 between Cllr Lwando Nkamisa, Speaker, Cllr Quintin Smit and the Council Whip, Cllr Patricia Crawley. The personal assistant of the speaker and the Director Corporate services was also present to deal with the administration. Further changes were made to the revised draft. It now brought back for consideration.

6.2 Financial Implications

The manufacturing of medals and hosting of ceremonial events must be funded through the approved budget annually.

6.3 Legal Implications

The content and recommendations comply with Council policies and legislation.

6.4 Staff Implications

No additional staff implications.

6.5 Previous / Relevant Council Resolutions.

Approval of the BYLAW in 2002

Recommendations by the Section 80 Corporate Services Committee to the Executive Mayor:

**CORPORATE SERVICES COMMITTEE: 2023-08-01: ITEM 6.2
RESOLVED**

- a) That 4) iv – vi to be removed.
- b) That 4 iv) be replaced to read that a Councillor who served 3 full consecutive terms as a normal Councillor without appearing in front of a disciplinary hearing, be awarded 5 additional points.
- c) That the word's "Executive Mayor be removed from 4 iii) as the Executive Mayor is comprehensively covered in other provisions.

6.6 Risk Implications

The risks have been addressed in the item.

Recommendations by the Section 80 Corporate Services Committee to the Executive Mayor:

CORPORATE SERVICES COMMITTEE: 2023-08-01: ITEM 6.2

RESOLVED

- a) That 4) iv – vi to be removed.
- b) That 4 iv) be replaced to read that a Councillor who served 3 full consecutive terms as a normal Councillor without appearing in front of a disciplinary hearing, be awarded 5 additional points.
- c) That the word's "Executive Mayor be removed from 4 iii) as the Executive Mayor is comprehensively covered in other provisions.

ANNEXURES:

Appendix 1 : Honours Bylaw 2002

Appendix 2 : Final Draft Reviewed Honours Bylaw 2024

NAME	Annalene de Beer
POSITION	Director
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 808 8018
E-MAIL ADDRESS	Annalene.deBeer@ Stellenbosch.gov.za
REPORT DATE	17 March 2025

APPENDIX 1

STELLENBOSCH MUNICIPAL HONOURS BY-LAW**BY-LAW**

To provide for Municipal honours, the conferral thereof, the amendment of conferral, of Municipal honours, and to provide for matters incidental thereto.

PREAMBLE

WHEREAS section 156(5) of the Constitution of the Republic of South Africa, Act No 108 of 1996, in general authorise a municipality to exercise any power concerning a matter reasonably necessary for, or incidental to, the effective performance of its functions;

WHEREAS section 186(9) and (10) of the Municipal Ordinance 1974 (No 20 of 1974), in particular, authorise a municipality to confer the freedom of the municipality on a person or to present a medal, memento, address or other commemorative token to persons;

WHEREAS section 156(2) of the Constitution of the Republic of South Africa authorise a municipality to make by-laws for the effective administration of the matters which it has the right to administer;

WHEREAS it is desirable to take into consideration and recognise persons for exceptional achievements or the rendering of exceptionally meritorious service in the interest of the municipality; and

WHEREAS this needs to be done in an orderly manner;

Be it, therefore, enacted by the Council of the Stellenbosch Municipality.

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2. Municipal Honours
3. Conferral of Municipal Honours
4. Annulment of Conferral of Municipal Honours
5. Municipal Honours Advisory Panel
6. Criteria for the bestowing of Municipal Honours
7. Warrants
8. Short Title and Date of Commencement

1. DEFINITIONS

1. "*The Council*" means the political structure of Stellenbosch Municipality in terms of section (4) of the Establishment Notice (P.N. 489/2000) as contemplated in section 18 of the Municipal Structures Act.
2. "*Stellenbosch Municipality*" means the municipality established in terms of section (4) of the Establishment Notice (P.N. 489/2000).
3. "*Municipal Manager*" means the person that is the head of administration and also accounting officer for the municipality, appointed in terms of section 82 of the Municipal Structures Act, Act 117 of 1998.
4. "*Councilor*" means a member of the Municipal Council of Stellenbosch Municipality.
5. "*Municipality*" for the purposes of section 7 means:
 - (a) the Municipality of Stellenbosch established by Provincial Notice 489 of 2000 dated 22 September 2000;
 - (b) any municipality established under the provision of the Local Government Transition Act, 1993;
 - (c) any municipality established under the provisions of the Municipal Ordinance, 1974 or any previous ordinance providing for the establishment of a municipality;
 - (d) any council or committee established under the provisions of the Black Local Authorities Act, 1982;
 - (e) any management committee established under the provisions of Provincial Ordinance No 6 of 1963.
6. "*Employee*" means an employee of Stellenbosch Municipality and shall for the purposes of section 6(8) include commencement service at one of the following established municipalities:

Stellenbosch Municipality
 Franschhoek Municipality
 Pniel Local Council
 Boland District Municipality
 Winelands District Council
 Western Cape Metropool Council
 Stellenbosch Divisional Council.

2. MUNICIPAL HONOURS

2. (1) There are the following Municipal honours for Stellenbosch Municipality:
 - (a) freedom of the Municipality or freedom of the town of Stellenbosch, Franschhoek or Pniel;
 - (b) honorary citizenship of the Municipality of Stellenbosch;
 - (c) illuminated address of the Municipality or illuminated address of the town of Stellenbosch, Franschhoek or Pniel;
 - (d) Aldermanship certificate;
 - (e) a Council's commendation certificate;
 - (f) a Mayor's commendation certificate; and
 - (g) certificate for long or outstanding service with the Council.
2. (2) There are the following medal for the Stellenbosch Municipality:
 - (a) the Simonsberg medal (gold) for exceptional achievement or for performing an act of bravery within the Municipal area of Stellenbosch;
2. (3) The Mayor is the patron of the Municipal honours as described in section (1) and (2).

3. CONFERRAL OF MUNICIPAL HONOURS

3. (1) The Mayor, after of approval of Council may confer municipal honours on any person and may make a posthumous conferral of a municipal honour.

4. ANNULMENT OF CONFERRAL OF MUNICIPAL HONOURS AND MEDALS

4. (1) The Mayor, after approval of Council may annul the conferral of a Municipal honour if the holder of the honour has performed any action or has behaved in a manner which harmed the interest of the Municipality of Stellenbosch, or otherwise has become unworthy of the Municipal honour concerned.
4. (2) The Mayor shall, in annulling the conferral of a Municipal honour in terms of subsection (1), do so in accordance with the advice of the panel referred to in section 5.

5. MUNICIPAL HONOURS ADVISORY PANEL

5. (1) The Mayor must obtain advise on the conferral, annulment or restoration of Municipal honours from an advisory panel, consisting of:
 - (a) a maximum of five (5) councillors, broadly representative of the council, appointed by council; and
 - (b) a maximum of five (5) people, highly respected by and who are broadly representative of the people of Stellenbosch Municipality, appointed by Council, if Council so wishes.
5. (2) The advisory panel shall meet at the request of the Mayor.

6. CRITERIA FOR THE BESTOWING OF MUNICIPAL HONOURS

6. (1) The freedom of the Municipality or the freedom of the town of Stellenbosch, Franschhoek or Pniel will be conferred:
 - (a) a non-resident person or organisation, when such a person or organisation is worthy of such an honour in the opinion of Council;
 - (b) if approved by Council by way of a broad consensus. The freedom of the Municipality or of a town shall not be conferred on an active politician.
6. (2) Honorary citizenship of the Municipality of Stellenbosch will be conferred:
 - (a) on a person of national and/or international stature residing in Stellenbosch Municipality for a period of at least 25 years, when such person is worthy of such an honour in the opinion of Council;
 - (b) on such a person if unanimously approved by Council at a Special Council Meeting. Alternatively when approved by Council by way of a broad consensus.
 - (c) Honorary citizenship will not be conferred on an active politician.
6. (3) An illuminated address of the municipality or an illuminated address of the town of Stellenbosch, Franschhoek or Pniel will be conferred:
 - (a) on a person when such person is worthy of such an honour in the opinion of Council;
 - (b) if approved by Council by a two-thirds majority vote;
6. (4) Aldermanship will be conferred on a serving Councillor of Stellenbosch Municipality:
 - (a) who has served on one or more municipalities within the Republic of South Africa for a total period of 20 years. Such terms of office need not be consecutive;

- (b) upon the assumption of the office of Mayor. This criterium does not apply to acting Mayors or acting chairperson of Council. Such title shall be removed if such Councillor does not serve the Council for a full term of office as Mayor;
- (c) who obtains the minimum of 20 points on the following scale:
 - (i) one point for each completed year served as a Councillor on any municipality; plus
 - (ii) one additional point for each completed year service as a member of the executive of any municipality or as chairperson of a standing committee or portfolio committee of such municipality; plus
 - (iii) one additional point for each completed year service as a deputy mayor of a municipality; plus
 - (iv) two additional points for each completed year served as a mayor or chairperson of any municipality; plus
 - (v) two additional points for each completed year served as a member of the executive committee or chairperson of a standing committee of the Stellenbosch Municipality subsequent to 5 December 2000; plus
 - (vi) three additional points for each completed year served as deputy mayor or speaker of the Stellenbosch Council.
- 6. (5) Any current serving Councillor who is of the view that he/she qualifies for Aldermanship, should notify the Municipal Manager in writing, together with the necessary details to the satisfaction of the Municipal Manager. The Municipal Manager shall make a recommendation to Council, after having considered all the relevant details. The Municipal Manager shall for the purpose of this by-law create an appropriate database of all current serving councillors of the Council of Stellenbosch as from 5 December 2000.
- 6. (6) The Council's recommendation certificate will be conferred;
 - (a) a resident of Stellenbosch Municipality when such person is worthy of such an honour in the opinion of Council;
 - (b) if approved by Council;
- 6. (7) The Mayor's recommendation certificate will be conferred on:
 - (a) a resident of Stellenbosch Municipality; and
 - (b) in the sole discretion of the Mayor.
- 6. (8) A certificate for long outstanding service with the Council will be conferred on an employee:
 - (a) who has served the municipality for a period of 25 years, on condition that such an employee has not been found guilty of misconduct for a period of 10 years prior to his/her 35th year of service.
- 6. (9) A medal will be conferred on a resident of Stellenbosch Municipality when:
 - (a) such person is worthy of such an honour in the opinion of Council; and
 - (b) if approved by Council by way of a broad consensus.

7. WARRANTS

The Mayor together with the other members of Council may, by special Council decision and after publication thereof in the Provincial Gazette, issue warrants for the better carrying out of the objects of this by-law and in particular, but without prejudice to the generality of the foregoing, relating to:

- (a) the keeping and administering of the Municipal honours referred to in section 1;
- (b) the keeping of a register of Municipal honours conferred;
- (c) the replacement of lost or stolen Municipal honours and the charges, therefor;
- (d) the publication of an annual Municipal honours list;
- (e) the wearing of Municipal medals;
- (f) benefits and privileges of Alderman;
- (g) rules regarding the annulment and restoration of provincial honours;
- (h) the issuing of accompanying certificates;
- (i) the lay-out/description of Municipal honours/medals; and
- (j) the protocol regarding the handing over of Municipal honours.

8. SHORT TITLE

This by-law is called the Stellenbosch Municipal Honours By-law and takes effect on date of publication thereof.

APPENDIX 2



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

**STELLENBOSCH MUNICIPALITY
MUNICIPAL HONOURS BY-LAW**

PREAMBLE

To provide for Municipal honours, the conferral thereof, the amendment of conferral, of Municipal honours, and to provide for matters incidental thereto

WHEREAS section 156(5) of the Constitution of the Republic of South Africa, Act No 108 of 1996, in general authorise a municipality to exercise any power concerning a matter reasonably necessary for, or incidental to, the effective performance of its functions;

AND WHEREAS section 156(2) of the Constitution of the Republic of South Africa authorise a municipality to make by-laws for the effective administration of the matters which it has the right to administer;

AND WHEREAS it is desirable to take into consideration and recognise persons for exceptional achievements or the rendering of exceptionally meritorious service in the interest of the municipality; and

AND WHEREAS this needs to be done in an orderly manner;

THEREFORE, enacted by the Council of the Stellenbosch Municipality.

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4. *"Councilor" means a member of the Municipal Council of Stellenbosch Municipality.*
5. *"Municipality" for the purposes of section 7 means:*
 - (a) *the Municipality of Stellenbosch established by Provincial Notice 489 of 2000 dated 22 September 2000 and amended by Provincial notice 118/2021 dated 15 October 2021;*
 - (b) *any municipality established under the provision of the Local Government Transition Act, 1993;*
 - (c) *any municipality established under the provisions of the Municipal Ordinance, 1974 or any previous ordinance providing for the establishment of a municipality;*
 - (d) *any council or committee established under the provisions of the Black Local Authorities Act, 1982;*
 - (e) *any management committee established under the provisions of Provincial Ordinance No 6 of 1963.*
6. *"Employee" means an employee of Stellenbosch Municipality and shall for the purposes of section 6(8) include commencement service at one of the following established municipalities:*

*Stellenbosch Municipality
Franschhoek Municipality
Pniel Local Council
Boland District Municipality
Winelands District Council
Western Cape Metropool Council
Stellenbosch Divisional Council.*
7. ***"Full term"*** *A full term constitutes the period between Local government Elections.*
8. ***"Structures Act"*** *means the Local Government Municipal Structures Act, Act 117 of 1998 as amended*

2. MUNICIPAL HONOURS

- (1) There are the following Municipal honours for Stellenbosch Municipality:
 - (a) freedom of the Municipality or freedom of the town of Stellenbosch, Franschhoek or Pniel;
 - (b) honorary citizenship of the Municipality of Stellenbosch;
 - (c) illuminated address of the Municipality or illuminated address of the town of Stellenbosch, Franschhoek or Pniel;
 - (d) Aldermanship certificate;
 - (e) a Council's commendation certificate;
 - (f) a Mayor's commendation certificate; and
 - (g) certificate for long or outstanding service with the Council.
- (2) There are the following medal for the Stellenbosch Municipality:

the Simonsberg medal (gold) for exceptional achievement or for performing an act of bravery within the Municipal area of Stellenbosch;
- (3) The Mayor is the patron of the Municipal honours as described in section (1) and (2).

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- (1) The Mayor, after approval of Council may annul the conferral of a Municipal honour if the holder of the honour has performed any action or has behaved in a manner which harmed the interest of the Municipality of Stellenbosch, or otherwise has become unworthy of the Municipal honour concerned.
- (2) The Mayor shall, in annulling the conferral of a Municipal honour in terms of subsection (1), do so in accordance with the advice of the panel referred to in section 5.

5. MUNICIPAL HONOURS ADVISORY PANEL

- (1) The Mayor must obtain advise on the conferral, annulment or restoration of Municipal honours from an advisory panel, consisting of:
 - (a) a maximum of five (5) councillors, broadly representative of the council, appointed by council; and

(b) a maximum of five (5) people, highly respected by and who are broadly

representative of the people of Stellenbosch Municipality, appointed by Council, if Council so wishes.

(2) The advisory panel shall meet at the request of the Mayor.

6. CRITERIA FOR THE BESTOWING OF MUNICIPAL HONOURS

(1) The freedom of the Municipality or the freedom of the town of Stellenbosch, Franschhoek or Pniel will be conferred:

(a) a non-resident person or organisation, when such a person or organisation is worthy of such an honour in the opinion of Council;

(b) if approved by Council by way of a broad consensus. The freedom of the Municipality or of a town shall not be conferred on an active politician.

(2) Honorary citizenship of the Municipality of Stellenbosch will be conferred:

(a) on a person of national and/or international stature residing in Stellenbosch Municipality for a period of at least 25 years, when such person is worthy of such an honour in the opinion of Council;

(b) on such a person if unanimously approved by Council at a Special Council Meeting. Alternatively when approved by Council by way of a broad consensus.

(c) Honorary citizenship will not be conferred on an active politician.

(3) An illuminated address of the municipality or an illuminated address of the town of Stellenbosch, Franschhoek or Pniel will be conferred:

(a) on a person when such person is worthy of such an honour in the opinion of Council;

(b) if approved by Council by a two-thirds majority vote;

(4) Aldermanship will be conferred on a serving Councillor of Stellenbosch Municipality:

(a) who has served on one or more municipalities within the Republic of South Africa for a total period of 20 years. Such terms of office need not be consecutive;

(b) upon the assumption of the office of Executive Mayor. This criterium does not apply to acting Mayors or acting chairperson of Council. Such title shall be removed if such Councillor does not serve the Council for a full term of office as Executive Mayor;

(c) who obtains the minimum of 20 points on the following scale:

(i) one point for each completed year served as a Councillor on any municipality; plus

- (ii) one additional point for each completed year service as a member of the executive of any municipality ~~or as chairperson of a standing committee or portfolio committee of such municipality~~; plus
 - (iii) one additional point for each completed year service as an Executive Mayor, Deputy Mayor, Speaker or Council Whip of a municipality; plus
 - iv) ~~a Councillor who served 3 full consecutive terms as a normal Councillor without appearing in front of a disciplinary hearing, be awarded 5 additional points.~~
 - (IV) ~~two additional points for each completed year served as a mayor or chairperson of any municipality; plus~~
 - (V) ~~two additional points for each completed year served as a member of the executive committee or chairperson of a standing committee of the Stellenbosch Municipality subsequent to 5 December 2000; plus~~
 - (IV) ~~three additional points for each completed year served as deputy mayor or speaker of the Stellenbosch Council.~~
- (5) Any current serving Councillor who is of the view that he/she qualifies for Aldermanship, should notify the Municipal Manager in writing, together with the necessary details to the satisfaction of the Municipal Manager. The Municipal Manager shall make a recommendation to Council, after having considered all the relevant detail. The Municipal Manager shall for the purpose of this by-law create an appropriate database of all current serving councillors of the Council of Stellenbosch as from 5 December 2000.
- (6) The Council's recommendation certificate will be conferred;
- (a) resident of Stellenbosch Municipality when such person is worthy of such an honour in the opinion of Council;
 - (b) if approved by Council;
- (7) The Mayor's recommendation certificate will be conferred on:
- (a) a resident of Stellenbosch Municipality; and
 - (b) in the sole discretion of the Executive Mayor.
- (8) A certificate for long outstanding service with the Council will be conferred on an employee:
- (a) who has served the municipality for a period of 25 years, on condition that such an employee has not been found guilty of misconduct for a period of 10 years prior to his/her 35th year of service.
- (9) A medal will be conferred on a resident of Stellenbosch Municipality when:
- (a) such person is worthy of such an honour in the opinion of Council; and
 - (b) if approved by Council by way of a broad consensus ~~when recognised as an Alderman/Alderwoman.~~

7.PROCLAMATION

The Mayor together with the other members of Council may, by special Council decision and after publication thereof in the Provincial Gazette, issue a proclamation for the better carrying out of the objects of this by-law and in particular, but without prejudice to the generality of the foregoing, relating to:

- (a) the keeping and administering of the Municipal honours referred to in section 1 ;
- (b) the keeping of a register of Municipal honours conferred;
- (c) the replacement of lost or stolen Municipal honours and the charges, therefor;
- (d) the publication of an annual Municipal honours list;
- (e) the wearing of Municipal medals;
- (f) benefits and privileges of Alderman;
- (g) rules regarding the annulment and restoration of provincial honours;
- (h) the issuing of accompanying certificates;
- (i) the lay-out/description of Municipal honours/medals; and
- (j) the protocol regarding the handing over of Municipal honours.

8.SHORT TITLE

This by-law is called the Stellenbosch Municipal Honours By-law and takes effect on date of publication thereof.

7.3.7	APPLICATION FOR LEASE OF A PORTION OF ERF 17030 STELLENBOSCH (IDA'S VALLEY) BY CALVYN HEYNES FOR PARKING OF COMBIS, SPRINTERS AND OTHER MOTOR VEHICLES
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

24 March 2025

1. SUBJECT: APPLICATION FOR LEASE OF A PORTION OF ERF 17030 STELLENBOSCH (IDA'S VALLEY) BY CALVYN HEYNES FOR PARKING OF COMBIS, SPRINTERS AND OTHER MOTOR VEHICLES

2. PURPOSE

To consider the request from Calvyn Heynes to lease a portion of Erf 17030 Stellenbosch (Ida's Valley) for the purposes of parking Combis, Sprinters and other motor vehicles used for a transport company as well as community upliftment.

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 Municipal Manager has the delegated authority to sign lease agreements on behalf of the Municipality.

4. EXECUTIVE SUMMARY

An application has been received from Mr. Calvyn Heynes to lease a portion of Erf 17030 Stellenbosch, which is situated in Oak Tree Village, Ida's Valley. The application is for parking purposes for combis, sprinters and other motor vehicles which is being used in his transport company as well as for community upliftment.

Mr. Heynes has been using this portion of land for parking purposes for almost 20 years. He is a resident of the area since 2000 and started his transport company in 2003. Oak Tree Village is a new development and residence started moving in in 2023.

The applicant indicates that he uses the vehicles not only in his business but also to assist the local community. He often takes the local school children on field trips free of charge as well as taking the children from Lindida and Hillside Village to church on Sundays. He also offers his transport free of charge to the church for any trips they take the local community on.

From the income from his business, he feeds several school children on a daily basis and ensures that they have school uniforms and stationery.

Mr. Heynes indicates that he does not have enough parking available on his premises and therefore started using this portion of land. Lately, there has been complaints from some of the other locals and Mr. Heynes therefore wishes to formalise an agreement with the Municipality for the lease of the land.

The application does not indicate the period of lease he is interests in and the current zoning of the property is Public Open Space.

5. RECOMMENDATION

For consideration.

6. DISCUSSION / CONTENT

6.1 Background

6.1.1 Erf 17030 Stellenbosch

Erf 17030 Stellenbosch is situated in the Oak Tree Village Development in Ida's Valley. It was previously registered as Erf 16853 but after registration of the erven in the development it was registered as Erf 17030 and is currently the mother erf of the development. The zoning of the property is Public Open Space.

6.2 DISCUSSION

6.2.1 Application by Mr. Calvyn Heynes:

Mr Heynes has filed an application for lease of a portion of this property for parking purposes. He states that he has been using this portion of land for parking purposes since 2005. The vehicles that are currently parked on the property are two combis, two sprinters and two motor vehicles. The vehicles are used for his private transport business however he also uses the vehicles for community upliftment. He offers free transportation to the local schools for field trips, takes the children from Lindida and Oak Tree Village to church on Sundays as well as taking the church members on field trips when required. From the income of this business, he feeds several school children in the area on a daily basis as well as ensuring that they have school uniforms and stationery.

A copy of his application is attached hereto as **APPENDIX 1**. Although all the information listed above is not in the application, the Property Management Department had a meeting with the applicant and discussed same.

6.2.2 Location and context

The property is situated in the Oak Tree Village development in Ida's Valley. The property is registered in the name of Stellenbosch Municipality and the zoning is Public Open Space.



Fig 1: Location and context

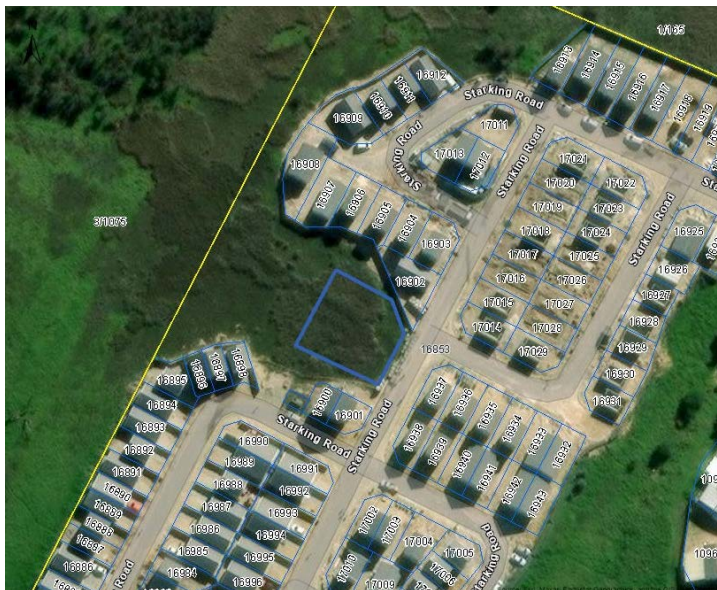


Fig 2: The site

6.2.3 Legal requirements

6.2.3.1 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*:-

- p) whether the capital asset may be required for the municipality's own use during the period for which the right is to be granted;

- q) the extent 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;
- r) the (possible) risks and rewards associated with the use in relation to the municipality's interests;
- s) Any comments received from the local community, and
- t) Compliance with the legislative regime applicable to the proposed granting of the right.

6.2.3.2 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

A valuator will have to be appointed to ascertain a market related rental for the property, should the application be favoured. The municipality will have to pay the costs of the valuator. The full financial implications will only be available after the valuation report has been obtained.

6.4 Legal Implications

The legal implications are discussed above under 6.2. It must be noted that this is a residential area, and the zoning of the land is public open space.

6.5 Staff Implications

No additional staff implications.

6.6 Previous / Relevant Council Resolutions

None.

6.7 Risk Implications

The risks of not leasing out the property is possible illegal and unauthorised use of the property. The applicant has indicated that there are some illegal activities happening in the open space and he has been protecting the area. It must further be noted that this is a residential area, and the zoning of the land is public open space.

6.8 Comments from Senior Management

6.8.1 Director: Infrastructure Services

The electrical network is underground and, in some areas, paved and tarred protecting the network. If entry driveways to that erf is made care must be taken. Herewith comment from the roads department:

Application not supported.

- Proposed area for leasing (Erf 17030) is a protected wetland area.
- The applicant is currently utilizing part of erf 17032 for parking – possibly without council permission, see image below (centre of image)



6.8.2 Director: Planning and Economic Development

No comments received.

6.8.3 Director: Community Services

No comments received.

6.8.4 CFO

No comments received

6.8.5 Municipal Manager (Acting)

The area is currently illegally used.

ANNEXURES: Appendix 1: Application

NAME	<i>Annalene de Beer</i>
POSITION	<i>Director: Corporate Services</i>
DIRECTORATE	<i>Corporate Services</i>
CONTACT NUMBERS	<i>021-8088073</i>
E-MAIL ADDRESS	<i>annalene.debeer@ Stellenbosch.gov.za</i>
REPORT DATE	<i>10/03/2025</i>

APPENDIX 1



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

APPLICATION FOR LEASE OF MUNICIPAL LAND APPLICATION FORM

A: APPLICANT'S DETAILS

Name :

Calryn Heynes

Physical address:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Postal code:

[REDACTED]

Mailing address:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Postal code:

[REDACTED]

E-mail address:

[REDACTED]

Telephone:

[REDACTED]

Cell phone:

[REDACTED]

B: PROPERTY DETAILS OF APPLICANT

Erf/farm number :

[REDACTED]

Suburb:

LINDIDA - Tdas Valley

Town:

Stellenbosch

C: PROPERTY DETAILS OF LEASE AREA APPLYING FOR

Erf/farm number :

Suburb:

Starkingsh. & Indida

Town:

Stellenbosch

Area applying for

.....m²* 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:

Ek is woonagtig in Starkingsh sedert 2000. en bestuur my eie vervoer besighede sedert 2003. Weens uitbreiding het ek in te kort

Motivation:

aan parkering op my eie erf en gebruik juis die bestaande spasie vir die laaste 20 jaar -jare voor die bplanning van die nuwe Oak Tree village.

Uit hierdie besigheid bedien ek ons plaaslike
skole en gemeenskaps. Selfs vanuit hierdie
inkomste word selfs talke kinders in my
nabye omgewing gevoed op 'n daaglikse
basis.

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)

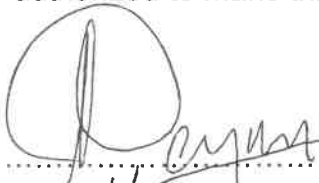
☐

Application fee (non-refundable)

☐

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

Applicant's signature:



Date:

24/01/2025

Full name:

Calvyn Heynes

7.3.8	APPLICATION FOR LEASE AGREEMENT: STELLENBOSCH DISTRICT RIDING CLUB: FARM 502N STELLENBOSCH RD
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

24 March 2025

1. SUBJECT:APPLICATION FOR LEASE AGREEMENT: STELLENBOSCH DISTRICT RIDING CLUB: FARM 502N STELLENBOSCH RD

2. PURPOSE

To consider an application received from the Stellenbosch District Riding Club for a new lease agreement on Farm 502N Stellenbosch.

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 Municipal Manager has the delegated authority to sign lease agreements on behalf of the Municipality.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality and the Stellenbosch District Riding Club concluded a Lease Agreement 17 February 1992 for the period 1 April 1991 to 31 March 2021. The Club subsequently applied for a renewal of the lease agreement for a further period of 9 years and 11 months. On 17 February 2021 council resolved that the current lease agreement be extended on the same terms and conditions on a month-to-month basis until the process for the Sports Councils has been finalised and a property register has been compiled and considered by council to determine the future of Council properties per category. Such property register has now been adopted by council.

The Riding Club is not affiliated with the Sports Councils that uses the different Sport Facilities. That process has also been dealt with. The Executive Mayoral Committee can therefore now consider the application for a lease agreement for a period of 9 years 11 months.

The application served before the Executive Mayoral Committee in October 2024 and was referred back to Administration for further discussions and a new property valuation. On request of the Deputy Mayor through the Municipal Manager, the matter returned to the January 2025 Executive Mayoral Committee meeting however it was again referred back as the valuation report was not available. The valuation report is now available, and the item is therefore ready for consideration.

The Stellenbosch District Riding Club has been leasing this portion of land from the Stellenbosch Municipality for over 30 years. They are a registered Non-Profit Organisation, and they are involved in several community upliftment projects and assist in much needed job creation in the Stellenbosch Community (see **APPENDIX 3**). The club is also of the intention to offer Equine Assisted Therapy in the near future and provide free riding lessons for Local Underprivileged Children (see **APPENDIX 3**). The applicant has

also filed a summary and motivation together with the application which is attached hereto as **APPENDIX 3**.

5. RECOMMENDATIONS

For consideration

- (a) that farm 502N, Stellenbosch is identified as land not needed for basic Municipal Services;
- (b) that the application from the Riding Club be considered including the rental amount and the length of the lease;
- (c) that if the lease agreement is longer than 3 years the intention to lease be advertised for public participation to request inputs/objections/alternative offers and return to Mayco for final approval; and
- (d) that the lessee be responsible to maintain the land and any structures on it.

6. DISCUSSION / CONTENT

6.1 Background

6.1.1 Lease Agreement

Stellenbosch Municipality and the Stellenbosch District Riding Club concluded a 30-year Lease Agreement on 17 February 1992. This agreement lapsed on 31 March 2021. A copy of the Lease Agreement is attached as **APPENDIX 1**.

On 17 February 2021 council resolved that the current lease agreement be extended on the same terms and conditions on a month-to-month basis until the process for the Sports Councils has been finalised and a property register has been compiled and considered by council to determine the future of Council properties per category. Such property register has now been adopted by council and the club does not form part of the Sports Councils.

6.2 DISCUSSION Application for renewal

The Stellenbosch District Riding Club has applied for the renewal of the Lease Agreement for a period of 9 years and 11 months. A copy of their latest application is attached as **APPENDIX 2**.

The applicant has also filed a summary and motivation together with the application which is attached hereto as **APPENDIX 3**.

The Stellenbosch District Riding Club has been leasing this portion of land from the Stellenbosch Municipality for over 30 years. They are a registered Non-Profit Organisation and they are involved in several community upliftment projects and assist in much needed job creation in the Stellenbosch Community. The club is also of the intention to offer Equine Assisted Therapy in the near future and provide free riding lessons for Local Underprivileged Children. A copy of proof of registration as a Non-Profit Organisation is attached hereto as **APPENDIX 4**.

6.2.2 Location and context

Lease Area 502N is situated off the R44 at the entrance to the Stellenbosch Flying Club and opposite Mountain Breeze, as indicated on Fig 1 and 2 below.

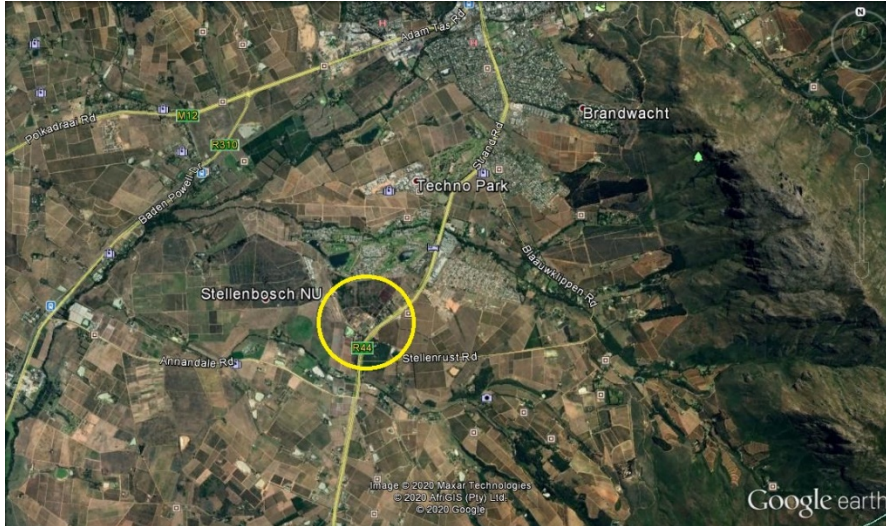


Fig 1: Location and context



Fig 2: Extent of property

6.2.2 Extent of property and zoning

Lease Area 502N is 4.2ha in extent. The zoning of the property is agricultural / rural and falls under the Rural Scenic Overlay Zone. There is 1,5 hectares of water rights allocated to this portion.

6.2.3 Ownership:

Ownership of Remainder Farm 502, Stellenbosch vest with Stellenbosch Municipality by virtue of a Title Deed STF5-34/1883.

6.3 Financial Implications

The application has served before the Executive Mayoral Committee in October 2024 as well as January 2025. The item was referred back to the administration in order to obtain a valuation report. A valuation report has been obtained and is attached hereto as **APPENDIX 5**. In terms of the valuation report the monthly rental for the vacant land is R12 250.00. It should be noted that this is a Non-Profit Organisation and they therefore qualify to pay only a percentage (10%) of the monthly rental should the Executive Mayoral Committee approve same.

As per the valuation report the monthly rental for the land is R12 250.00. As the organisation is a registered Non-Profit Organisation they qualify to pay only 10% of the market value. This means R 1225.00 per month. The buildings on the premises need maintenance work and upgrades and it is suggested by the administration that the applicant attends to the maintenance and upgrades at their costs.

On date of drawing the item there was an outstanding account of R3632.77. The Club did pay R6000 on 17 February 2025.

6.4 Legal Implications

6.4.1 Asset Transfer Regulation

In terms of Section 34 (1) of the ATR a Municipality may grant a right to use, control or manage a capital asset only after-

- a) The Accounting officer has concluded a public participation process*; and
- b) The municipal council has approved in principle that the right may be granted.

*Sub regulation (1) (a) (public participation process), however, must be complied with only if-

- The capital asset in respect of which the right is to be granted has a value in excess of R10M*; and
- A long-term right is proposed to be granted (i.e. longer than 10 years).

*This property's value is not in excess of R10M and the proposed term is less than 10 years. For this reason the prescribed public participations process is not required.

As this is seen as a "private treaty agreement" a public participation process is still required. Council must publish its intention to lease the property to the Riding club for comments/inputs/alternative proposals.

In terms of Regulation 36, the municipal council must, when considering such approval, 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

In terms of Regulation 41, if an approval in principle has been given in terms of regulation 34 (1)(b), the municipality (read Mayco) 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

*The policy on the Management of Council owned property is deemed to be Stellenbosch Municipality's disposal management System.

6.4.2.1. Policy on the Management of Council owned property

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.

One of the circumstances listed in (l) is lease contracts with existing tenants of immovable properties, not exceeding ten (10) years. Such agreements may be renegotiated where the Council is of the opinion that public competition would not serve a useful purpose, subject to such renewal being advertised, calling for public comment.

Further, in terms of paragraph 9.2.2.2, the reasons for any such deviation from the competitive process must be recorded.

6.5 Staff Implications

No additional staff implications.

6.6 Previous / Relevant Council Resolutions

EXECUTIVE MAYORAL COMMITTEE: 2021-02-17: ITEM 7.2.2

RESOLVED

- (a) that the lease area 502N be identified as land not needed to provide basic services during the period for which such rights are to be granted, as provided for in Regulation 36 of the Asset Transfer Regulations;
- (b) that the current lease agreement be extended on the same terms and conditions on a month-to-month basis until the process with the Sports Councils has been finalised and a property register has been compiled and considered by Council to determine the future of Council properties per category;
- (c) that the District Riding Club pay their municipal account and that the Municipal Manager be mandated to determine the lease amount;
- (d) that the Municipal Manager be mandated to take the necessary steps to ensure the drafting and finalisation of the property register and to submit it to Council by not later than December 2021; and
- (e) that the item be brought back to Council as soon as the property register has been adopted by Council.

EXECUTIVE MAYORAL COMMITTEE: 2024-10-16: ITEM 7.3.1**RESOLVED**

that this item be referred back to Administration for further discussions and a new property evaluation.

EXECUTIVE MAYORAL COMMITTEE: 2025-01-22: ITEM 7.3.5**RESOLVED**

That this item be referred back to the administration to wait for the property valuation.

6.7 Risk Implications

The risks are addressed in the content of the item.

6.8 Comments from Senior Management**6.8.1 Director: Infrastructure Services**

This directorate has no problem with extending or renewing the contract, but we need to ensure that all internal maintenance within any buildings is for the account of the renter. This includes also the responsibility to maintain an Electricity Certificate of Compliance as prescribed by Regulation 2(3) of the Electrical Installation Regulations of the Occupation Health and Safety Act. This was already resolved on 17 February 2021.

6.8.2 Chief Financial Officer

No objections against application.

6.8.3 Municipal Manager

Takes note of the application

- ANNEXURES:**
- APPENDIX 1: Previous lease agreement**
 - APPENDIX 2: Application**
 - APPENDIX 3: Motivation**
 - APPENDIX 4: Proof of registration as NPO**
 - APPENDIX 5: Valuation report**

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	17/03/2025

APPENDIX 1

STELLENBOSCH

UNISIPALITEIT



MUNICIPALITY

POSBUS 17
 POSKODE 7600
 TELEFOON: 02231-2111
 FAX: 02231-3993

P.O. BOX 17
 POSTCODE 7600
 TELEPHONE: 02231-2111
 FAX: 02231-3993

U Verw		Your Ref
My Verw	7/2/1991 (M.v. EF Sippel)	My Ref

Departement van die Stadsekreteraris

01-06-26

o Voorsitter
 Stellenbosch District Riding Club
 Posbus 1157
 NERSET-VES
 20

Hierby

JURKONTRAK VIR 30 JAAR

ingeleg word asseblief die nuwe huurooreenkoms.

diens saam met twee getuies elke bladsy te sertifiseer en voelst dit teke
 in day 16. Ek ontvang graag die kontrak daarna so spoedig moontlik
 rug saam met die besluit van u komitee waarby ons u oorspronklike
 d en in tuel vir R1.12 vynde u pro rata-huurpand nog verskuldig vir
 e jaar 1991-01-01 tot 1992-03-30

o Twee

UITVOERENDE HOOF / STADSHEF

MEMORANDUM VAN HUUROOREENKOMS

Aangegaan deur en tussen

DIE MUNISIPALITEIT STELLENBOSCH

hierin verteenwoordig deur

ERASMUS PETRUS SMITH TALJAARD EN GERHARDUS MATTHYS STRYDOM

in hul onderskeie hoedanighede as Burgemeester en/of Uitvoerende
Hoof/Stadsklerk van gemelde Munisipaliteit

("die VERHUURDER")

en

STELLENBOSCH DISTRICT RIDING CLUB EN HOTTENTOTS HOLLAND KENNEL
CLUB

hierin verteenwoordig deur *JOHN ALBERT STEVENS for HOTTENTOTS HOLLAND KENNEL CLUB*
MICHAEL STARKER for STELLENBOSCH DISTRICT RIDING CLUB
as synde die gevolmagdigde verteenwoordiger ingevolge 'n besluit van die
RESPECTIVE CLUBS gedateer 92.02.17 waarvan 'n afskrif as Bylae A
aangeheg is.

("die HUURDER")

NADEMAAL die VERHUURDER die eienaar is van die eiendom bekend as

Perseelnommer : 502N

Groot : 4,20 hektaar

soos aangedui op die aangehegte kaart

("die EIENDOM")



EN NADEMAAL die VERHUURDER begerig is om die EIENDOM aan die HUURDER te verhuur vir die uitsluitlike gebruik van 'n sportklub en om 'n gedeelte van die verhuurde eiendom van nywerheidswater te voorsien kragtens 'n ooreenkoms of ooreenkomste tussen die VERHUURDER en die Departement van Waterwese en Bosbou en/of die Helderberg Besproeiingsraad (DIE OOREENKOMS), die terme en voorwaardes van die ooreenkoms waarvan aan die HUURDER bekend is.

EN NADEMAAL die HUURDER begerig is om die EIENDOM te huur en om die water wat as gevolg van sodanige ooreenkoms ten opsigte van die verhuurde eiendom verkry word, op die verhuurde eiendom aan te wend.

EN NADEMAAL die verhuring van die EIENDOM aan die HUURDER onder voorwaardes van DIE OOREENKOMS op 'n vergadering van die Stadsraad gehou op 1991-05-14 (item 5.1.B) goedgekeur is.

NOU DERHALWE KOM DIE PARTYE ONDERLING SOOS VOLG OOREEN

1. TERMYN VAN VERHURING

Die VERHUURDER verhuur hiermee aan die HUURDER die eiendom, wat deur die HUURDER in huur aangeneem word, vir 'n tydperk wat begin op die eerste (1) dag van April 1991 en afsluit op die 31ste dag van Maart 2021 -dog is steeds onderworpe aan die bepalinge van subklousules 4.4 (laat betaling), 13.1 (sessie), klousule 20 (opsegging) en die bepalinge van Bylae B hiervan.

2. Die VERHUURDER onderneem om alles te doen, of te laat doen, om 1,5 ha van die EIENDOM, of sodanige gedeelte wat goedgekeur mag word, soos uitgewys tussen die partye, kragtens die ooreenkoms van nywerheidswater te laat voorsien.

3. Die HUURDER sal geregtig wees om gedurende die huurtermyn in klousule 1 bepaal die water wat as gevolg van sodanige

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op die verhuurde eiendom aan te wend op sodanige wyse soos goedgekeur deur die VERHUURDER en onderhewig aan alle terme en voorwaardes kragtens die bepalinge van DIE OOREENKOMS, of andersins bepaal, welke terme en voorwaardes aan die HUURDER bekend is.

HUURGELD, KOSTE VAN WATER, MUNISIPALE BELASTING

Die HUURDER betaal voor of op die eerste dag van Augustus 1991 by die kantoor van die Stadstesourier die huurgeld vir die bedrag van R100,00 (EENHONDERD RAND) (welke bedrag bereken is vir die tydperk vanaf die datum waarop die ooreenkoms 'n aanvang neem tot die 31ste dag van Maart wat daarop volg) en daarna jaarliks vooruit voor of op die 31ste dag van Maart van elke daaropvolgende jaar die huurgeld plus verhoging soos bereken volgens die voorwaardes wat as Bylae B hierby aangeheg is.

Die HUURDER sal verder aanspreeklik wees om op aanvraag deur die VERHUURDER die volgende bedrae aan die VERHUURDER, of sy genomineerde, te betaal, naamlik:

enige en alle belastinge en vorderings gehef te word deur die Helderberg Besproeiingsraad wat jurisdiksie het oor die verhuurde eiendom. Die Departement van Waterwese en Bosbou, of enige ander owerheidsliggaam, vir of ten opsigte van, maar nie uitluitend nie -

- 4.2.1.1 basiese bydrae vir rente en delging van die beoogde nywerheidswatervoorsiening;
- 4.2.1.2 administratiewe koste;
- 4.2.1.3 verpligte bydraes ten opsigte van 'n reserwefonds;
- 4.2.1.4 verpligte bydraes tot die Waternavorsingsraad;

- 4.2.1.5 koste van die gelewerde water soos gemeter deur die Beproeilingsraad en bereken teen die aankoopkoste van water soos van tyd tot tyd deur die Departement van Waterwese bepaal; en
- 4.2.1.6 enige en alle belastings of ander heffings of vorderings, van welke aard en omvang ookal gehef deur voormelde liggame.
- 4.2.2 voorlopige uitgawes en tussentydse heffings wat deur die Besproeilingsraad of die Departement van Waterwese en Bosbou opgelê word.
- 4.3 Die VERHUURDER beskou die voorlegging van 'n rekening van die Besproeilingsraad en/of die Departement van Waterwese en Bosbou as afdoende stawende bewys van die bedrag wat deur die HUURDER verskuldig is, opvallende foute en weglatings uitgesluit.
- 4.4 Enige huurgeld of gelde verskuldig kragtens klousule 4.1 en 4.2 wat na die vervaldatum deur die HUURDER aangebied word ten opsigte van enige jaar, indien die VERHUURDER dit aanvaar, is onderworpe aan 'n rente wat maandeliks vooruit bereken sal word teen die standaardrentekoers, soos deur die Munisipale Ordonnansie, Ordonnansie nr 20 van 1974, of enige vervanging of wysiging daarvan of enige ander toepaslike Ordonnansie van tyd tot tyd bepaal ten opsigte van elke maand of gedeelte daarvan.
- 4.5 Dit is 'n spesiale voorwaarde van hierdie ooreenkoms dat die VERHUURDER die reg voorbehou om hierdie ooreenkoms summier te kanselleer, sonder enige voorafgaande skriftelike kennisgewing, indien die HUURDER sou versuim om enige verskuldigde huurgeld of gelde verskuldig kragtens klousule 4.1. en 4.2 binne sewe dae vanaf die vervaldatum te vereffen, en so 'n kansellering affekteer generwyse die reg van die VERHUURDER om enige bedrag wat die HUURDER skuld of verskuldig aan word, geregtelik van hom te vorder nie.
- 4.6 Die HUURDER sal aanspreeklik wees om enige wetlike verpligte heffing sowel as die eiendomsbelastings en/of diensgelde deur die

A handwritten signature in dark ink, appearing to be 'Ois' followed by a stylized flourish or 'lat'.

Stadsraad op die EIENDOM gehef te betaal, onderworpe aan die voorwaardes en vereistes soos bepaal mag word in terme van die toepaslike wetgewing of die Munisipale Ordonnansie, Ordonnansie nr 20 van 1974, of enige vervanging of wysiging daarvan, of enige ander toepaslike Ordonnansie.

5. STREEKSDIENSTERAADHEFFING

Die HUURDER onderneem om alle heffings wat deur die Streeksdiensteraad op die EIENDOM gehef word, regstreeks aan daardie owerheid te betaal.

6. MYN- EN ANDER REGTE

Die VERHUURDER behou voor alle regte op metale, minerale, steenkool, klip van alle soorte, klei en gruis, met inbegrip van die reg van toegang tot die eiendom te alle tye om sodanige metale, minerale of steenkool te myn of om klei, gruis en klip te verwyder, onderworpe aan 'n vermindering van die huurgeld in verhouding tot die oppervlakte wat deur die VERHUURDER vir sodanige mynwerk of verwydering teruggeneem word.

7. BESKERMING VAN BOME

7.1 Alle bome, wingerde of dergelike verbeteringe op die verhuurde perseel bly die eiendom van die VERHUURDER en mag nie deur die HUURDER beskadig of verwyder word nie.

7.2 Die HUURDER moet die geskrewe toestemming van die VERHUURDER vooraf verkry vir die verwydering van enige bome, wingerde en dergelike verbeteringe op 'n terrein wat hy vir verbouing nodig het, en as sodanige toestemming verleen word, behou die VERHUURDER die reg voor om oor die hout vir sy eie voordeel te beskik.

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7.3 Die VERHUURDER behou die reg oor om deur sy amptenare periodieke inspeksies van bome, en ander verbeteringe op die eiendom uit te voer en om sodanige stappe ter beskerming daarvan te doen as wat hy nodig mag ag.

7.4 Die VERHUURDER behou die reg voor om self enige bome op die eiendom wat nie deur die HUURDER aangeplant is nie, te kap en te verwyder, en hiervoor het hy vrye toegang tot die eiendom.

8. WATERBRONNE

8.1 Die VERHUURDER waarborg geen voorraad van oppervlakte- of ondergrondse water nie.

8.2 Die HUURDER onderneem om nie met fonteinne of met die natuurlike vloei van oppervlakte afloopwater in te meng nie deur kanale, vore of damme te bou of om enige ander werke uit te voer sonder die voorafverkreë skriftelike toestemming van die VERHUURDER nie, en vir die toepassing van hierdie subklousule is 'n opinie van die betrokke Staatsdepartemente en/of onderafdelings daarvan bindend en finaal.

8.3 Die VERHUURDER behou die reg voor om water op die EIENDOM op te gaar of om die gebruik van water uit fonteinne of strome te beperk, indien sodanige opgaring of beperking na sy mening noodsaaklik is ter beskerming van die regte van derde partye.

8.4 Die HUURDER onderneem om alle strome, fonteinne of opgaardamme teen besoedeling te beskerm, en om sodanige instruksies uit te voer as wat die VERHUURDER periodiek te dien einde mag uitreik.

9. GRONDBEWARING

9.1 Die HUURDER onderneem om die EIENDOM op 'n versigtige en sorgsame wyse, te gebruik en ook om verswakking van die natuurlike vrugbaarheid en kwaliteit van die grond teen te werk.

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9.2 Die HUURDER onderneem om gronderosie teen te werk en om stiptelik uitvoering te gee aan die bepalings van enige grondbewaringskema wat volgens wet op die EIENDOM van toepassing mag wees, en te dien einde behou die VERHUURDER die reg voor om periodieke instruksies uit te reik.

9.3 Die VERHUURDER behou die reg voor om sodanige werke uit te voer as wat hy nodig mag ag vir die bestryding van gronderosie, en wel op die koste van die HUURDER as laasgenoemde versuim om dit op die VERHUURDER se versoek te doen.

9.4 Die HUURDER onderneem om geen sand, grond, gruis, klip of ander grondstof vanaf die EIENDOM vir verkoping of gebruik elders te verwyder nie.

9.5 Die HUURDER onderneem om toe te sien dat geen vullis, rommel of afval op die EIENDOM gestort word nie.

10. SKADELIKE GEWASSE

10.1 Die HUURDER onderneem om die EIENDOM van skadelike gewasse skoon te hou.

10.2 Die VERHUURDER behou die reg voor om sodanige stappe as wat hy dienlik mag ag, te doen ter verwydering van dergelike geproklameerde onkruid, en wel op die koste van die HUURDER in geval laasgenoemde versuim om dit op die VERHUURDER se versoek te doen.

11. BRANDBESTRYDING

11.1 Die HUURDER onderneem om die uiterste sorg uit te oefen ter beskerming van die EIENDOM teen veldbrande, en die VERHUURDER kan vereis dat die HUURDER op sy eie koste sodanige brandpaaie bou as wat die VERHUURDER nodig mag ag.

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- 11.2 Die HUURDER is aanspreeklik vir vergoeding aan die VERHUURDER vir enige uitgawe aangegaan om brande te voorkom of te blus. Brandskade aan bome of ander plante op die EIENDOM wat aan die VERHUURDER behoort word deur 'n taksateur wat deur die VERHUURDER aangestel en wie se bevinding bindend is, aangeslaan, en aan die VERHUURDER deur die HUURDER vergoed.

12. OMHEINING

- 12.1 Die HUURDER is verantwoordelik vir die oprigting en koste van enige omheining wat hy vir die beskerming van sy onderneming op die EIENDOM nodig mag ag.

- 12.2 Omheining wat deur die HUURDER opgerig word, kan binne een maand na die afloop van die huurooreenkoms verwyder word, maar die VERHUURDER kan uitstel vir sodanige verwydering verleen totdat die EIENDOM weer verhuur is om onderhandelinge met die opvolger vir die verkoping of oordrag daarvan moontlik te maak, met dien verstande dat die VERHUURDER eienaar van sodanige omheining word indien geen finale reëlins binne sestig dae vanaf die datum van herverhuring deur die HUURDER getref is nie, en in so 'n geval is die HUURDER nie geregtig tot enige vergoeding vir die omheining wat aldus deur hom verbeur is nie.

13. ONDERVERHURINGS, SESSIES OF OORDRAGTE, ENS

- 13.1 Die HUURDER sal nie hierdie huurooreenkoms seeder of oordra nie, en onderverhuur nie die EIENDOM of enige deel daarvan sonder die voorafverkreë skriftelike toestemming van die VERHUURDER nie.

- 13.2 Die VERHUURDER kan 'n sertifikaat as bewys vereis dat die maatskappy wat 'n HUURDER is, wel as 'n maatskappy geregistreer is.

Handwritten signature and initials, possibly "OHS" and "L", in the bottom right corner.

13.3 By verandering van die beherende aandeelhouding of belange in 'n maatskappy of beslote korporasie wat 'n HUURDER is of by verandering van direkteure of by likwidasie van die maatskappy of beslote korporasie of ingeval die maatskappy onder geregtelike bestuur geplaas word, bly die oorspronklike borge ten behoeve van die maatskappy of beslote korporasie gesamentlik en afsonderlik en as mede-hoofskuldenaars teenoor die VERHUURDER aanspreeklik, tensy die VERHUURDER op skriftelike aansoek van die HUURDER toestem tot vervanging van sodanige borge.

13.4 Verandering van die beherende aandeelhouding of verandering van ledebelaang, direkteure of Trustees vir 'n Maatskappy, Beslote Korporasie of 'n Trust wat 'n HUURDER is, word geag 'n onderverhuring te wees.

14. GEBOUE EN STRUKTURELE VERBETERINGE

14.1 Enige gebou of strukturele verbeteringe wat op die EIENDOM by die aanvang van die huurooreenkoms bestaan, of mettertyd gedurende die huurtermyn opgerig mag word, sal deur die HUURDER op sy eie koste hetsy binne of buite in 'n goeie toestand gehou word en wel tot die bevrediging van die VERHUURDER en indien die HUURDER versuim om dit te doen kan die VERHUURDER sodanige reparasies as wat hy nodig mag ag, laat aanbring terwyl die HUURDER vir die uitgawe aanspreeklik bly.

14.2 Geen nuwe gebou, struktuur of ander permanente verbetering sal op die EIENDOM aangebring, opgerig of uitgevoer word sonder die voorafverkreë skriftelike toestemming van die VERHUURDER nie, en sonder dat bouplanne ten opsigte van sodanige verbeteringe vooraf deur die VERHUURDER goedgekeur is nie en laasgenoemde kan gelas dat sodanige gebou, struktuur of verbetering wat inderdaad sonder sy skriftelike goedkeuring en toestemming opgerig, aangebring of gebou is deur die HUURDER op sy eie koste verwyder word.

ONS
/

- 14.3 Goedgekeurde verbeteringe van 'n permanente aard sal deur die HUURDER op sy eie risiko aangebring of opgerig word.
- 14.4 Die VERHUURDER sal enige geboue of ander verbeteringe wat by die aanvang van die huurtermyn op die EIENDOM is teen skade verseker en sodanige versekering instand hou, met dien verstande dat die HUURDER verantwoordelik sal wees vir die volle kostes verbonde aan sodanige versekering, en die VERHUURDER sal derhalwe die premies direk van die HUURDER vorder.
- 14.5 Indien die VERHUURDER kontant van 'n versekeringsmaatskappy sou ontvang ter vergoeding van 'n eis ten opsigte van skade aan enige verbetering op die EIENDOM soos in subklousule 14.4 van hierdie ooreenkoms genoem, kan hy die verbetering herstel of die kontant hou, na gelang hy dit dienlik ag.
- 14.6 Behuising kan, met behoud van die bepalinge van subklousules 14.1, 14.2, 14.3 en 14.4 van hierdie ooreenkoms aan werkers wat die HUURDER op die EIENDOM in diens het, met inbegrip van hul onmiddellike afhanklikes, op die EIENDOM voorsien word, onderworpe aan die voorafverkreeë skriftelike toestemming van die VERHUURDER, en die stiptelike nakoming van die bepalinge en vereistes van die toepaslike wetgewing met betrekking tot behuising.
- Enige plakkery op die EIENDOM is ten strengste verbode.
- 14.7 Die HUURDER sal geen reg of aanspraak hê of vergoeding kan eis ten opsigte van verbeteringe, met inbegrip van landboukundige verbeteringe wat tydens die huurtermyn op die EIENDOM aangebring is nie, en die VERHUURDER behou die reg voor om, by beëindiging van hierdie ooreenkoms ingevolge die bepalinge van klousule 3, subklousules 4.4, 20.1.1, 20.1.2 en 20.2 of andersins volgens sy eie diskresie en goeddunke te besluit of die VERHUURDER bereid is om die HUURDER enigsins te vergoed vir sodanige verbeteringe. Voorts kan die VERHUURDER in die alternatief toestem tot die verwydering van enige verbetering binne 'n tydperk soos deur die VERHUURDER voorgeskryf, by gebreke waar-

Handwritten signature and initials, possibly 'DAS' and 'MEL'.

van die HUURDER enige reg op verwydering van sodanige verbeteringe of enige verdere aanspraak van walter aard ookal sal verbeur, ten gevolge waarvan die betrokke verbeteringe sonder enige aard van vergoeding die EIENDOM van die VERHUURDER word.

- 14.8 Die Kennelklub mag hondehokke wat met VERHUURDER se goedkeuring opgerig is, slegs vir die aanbod van hoogstens vier nasionale hondeskoue per jaar gebruik vir tydperke wat na die oordeel van die VERHUURDER redelikerwys daarmee verband hou en vir geen ander doel hoegenaamd nie.

15. BAKENS

- 15.1 Deur die huurooreenkoms te onderteken erken die HUURDER dat hy bewus is van die werklike ligging van alle bakens wat die EIENDOM se grense bepaal en enige onkunde of misverstand aan sy kant in hierdie verband raak nie die geldigheid van die huurooreenkoms of maak hom nie geregtig tot 'n vermindering van die huurgeld of tot kompensasie en enige vorm nie.

- 15.2 Indien enige baken wat die grense van die EIENDOM bepaal na ondertekening van hierdie ooreenkoms nie gevind kan word nie, is die HUURDER aanspreeklik vir alle opmetings- en ander kostes verbonde aan die herplasing van sodanige bakens.

16. PAAIE

Die HUURDER onderneem om alle bestaande paaie op die EIENDOM in 'n goeie toestand te hou, en voorts om geen verdere paaie te bou of oop te maak sonder die voorafverkreë skriftelike toestemming van die VERHUURDER nie.

Ans.
10/1.

Die gemagtigde amptenare van die VERHUURDER kan te eniger tyd die EIENDOM betree om sodanige inspeksies as wat hulle nodig mag ag, uit te voer en om vas te stel of die voorwaardes en bepalinge van die huurooreenkoms stiptelik nagekom word.

18. ADVERTENSIE TEKENS

Die HUURDER sal geen advertensietekens hoegenaamd op die EIENDOM oprig nie, en sal ook nie toelaat dat sulke tekens opgerig word sonder die voorafverkreë skriftelike toestemming van die VERHUURDER nie.

19. ERFDIENSBAAARHEID EN VERJARING

19.1 Die huur is onderworpe aan enige erfdienbaarheid wat aan die EIENDOM kleef, en as dit te eniger tyd sou blyk dat die VERHUURDER nie daartoe geregtig was om die EIENDOM of enige deel daarvan te verhuur nie, het die HUURDER geen eis vir skadevergoeding behalwe dat die huurgeld *pro rata* verminder word ten opsigte van daardie deel van die EIENDOM wat nie vir okkupasie of gebruik deur die HUURDER beskikbaar is nie.

19.2 Die HUURDER erken hiermee dat hy geen aanspraak op eiendomsreg by wyse van verjaring ten opsigte van die EIENDOM wat verhuur word sal verkry nie.

20. OPSEGGING EN BEËINDIGING VAN HUUROOREENKOMS

20.1 Die VERHUURDER kan, sonder om afbreuk te doen aan enige bepaling of vereistes van hierdie ooreenkoms, met spesifieke verwysing na die bepalinge van klousule 4 hiervan, en nadat 'n skriftelike kennisgewing op die HUURDER gedien is, hierdie ooreenkoms beëindig -

125 / 1

- 20.1.1 indien die HURDER versuim om enige voorwaarde of bepaling ten opsigte van hierdie ooreenkoms na te kom: of
- 20.1.2 indien die VERHURDER daarvan oortuig is dat die HURDER die grond en op onbehoorlike of onverantwoordelike wyse benut; of
- 20.1.3 indien die VERHURDER daarvan oortuig is dat die HURDER deur sy handelinge op die EIENDOM 'n oorlas vir ander uitmaak; of
- 20.1.4 indien die HURDER teenstrydig met enige bepaling van die Dorpsaanlegskemaregulasies van die Munisipaliteit van Stellenbosch afgekondig by PK 73 van 1979-07-20, soos gewysig, optree; of
- 20.1.5 indien die EIENDOM in sy geheel of gedeeltelik vir *bona fide* munisipale doeleindes, waarby dorpsstigting ingesluit is, benodig word:

met dien verstande dat 'n grasiëperiode van hoogstens een (1) jaar in die gevalle soos in subklousules 20.1.1; 20.1.2; 20.1.3; 20.1.4 en 20.1.5 genoem aan die HURDER verleen word, op voorwaarde dat die HURDER gedurende die grasiëperiode aan al die bepalings en vereistes van hierdie ooreenkoms, of ander voorwaardes wat die VERHURDER in hierdie verband mag stel moet voldoen, by gebreke waarvan die toegestane grasiëperiode sonder verdere kennisgewing deur die VERHURDER in heroorweging geneem sal word.

- 20.2 die HURDER kan, sonder om afbreuk te doen aan enige bepaling of vereiste van hierdie ooreenkoms en nadat 'n skriftelike kennisgewing van ses (6) maande deur die HURDER aan die VERHURDER gegee is, hierdie ooreenkoms beëindig.
- 20.3 Wanneer subklousule 20.1.5 toegepas word sal die HURDER kwytgeskeld word van alle oorblywende verpligtinge soos in paragraaf 4.2.1 bepaal word en geregtig wees op vergoeding van die koste

On
let

direkte gevolg van die voorsiening van die nywerheidswater aangebring is (pypleiding, kleppe, krane en meters), wat soos volg vanaf vestigings- tot huuropseggingsdatum bereken word:

bedrag betaalbaar ten opsigte van infrastruktuur is gelyk aan die historiese vestigingskoste - volgens die gemiddelde waardasie van twee onafhanklike buitestaanders wat vir die VERHUURDER aanvaarbaar is - minus die waardevermindering wat in gelyke paaielemente oor twintig (20) jaar bereken is. Koste vir voorlegging ter staving van eise deur HUURDER en alle uitgawe verbonde aan die aanstelling van buitestaanders berus by die HUURDER.

21 SKADELOOSSTELLING

Die HUURDER onderneem hierby om die VERHUURDER te vrywaar en gevrywaar te hou teen alle gedinge, stappe, eise, vorderings, koste, skadevergoeding en uitgawes wat gehef, gebring of gemaak mag word teen die VERHUURDER of wat die VERHUURDER mag betaal, opdoen of aangaan as gevolg van enige handeling aan die kant van die HUURDER, sy werknemers of persone wat onder sy beheer handel.

22 KOSTE VAN OOREENKOMS

Alle kostes wat deur die VERHUURDER aangegaan is vir die voorbereiding en opstel van hierdie ooreenkoms, plus die koste van die verhuringsadvertensie, opmetingskoste en ander toevallige uitgawes sal deur die HUURDER gedra word, en die HUURDER kan nie die korrektheid van die bedrag wat deur die VERHUURDER in hierdie verband geëis word, betwis nie. Die Huurooreenkoms sal slegs op die uitdruklike versoek van die HUURDER en op sy koste notarieël verly en in die Aktekantoor geregistreer word. Die HUURDER moet in sodanige geval 'n deposito betaal soos deur die VERHUURDER bepaal ten opsigte van die kostes hierbo vermeld.

verhand met enige aangeleentheid voortspruitende uit hierdie ooreenkoms, sal onderwerp word aan en besleg word deur arbitraste.

Iedere sodanige arbitrasie moet plaasvind

23.2.1 te Stellenbosch;

23.2.2 op 'n informele summiere wyse sonder enige pleitstukke of blootlegging van dokumente en sonder die noodsaaklikheid om aan die strenge reëls van die bewysreg te voldoen;

23.2.3 onverwyld, met die oog daarop om dit af te handel binne drie (3) maande vanaf die datum waarop die geskil na arbitrasie verwys is; en

23.2.4 onderworpe aan die bepalinge van die Wet op Arbitrasie, No 42 van 1986, of sodanige ander Arbitrasiewette as wat van tyd tot tyd mag geld, behalwe waar die bepalinge van hierdie klousule anders voorskryf.

Die arbiter moet 'n persoon wees op wie deur die partye onderling ooreengekom is en by onstentenis van 'n ooreenkoms, een aangestel deur die diensdoenende President van die Wetsgenootskap van die Kaap die Goeie Hoop.

Die partye kom hiermee onherroeplik ooreen dat die beslissing van die arbiter in sodanige arbitrasieverrigtinge finaal en bindend op hulle sal wees.

24. INVORDERINGSKOSTE

Indien die VERHUURDER opdrag aan sy prokureurs sou gee om enige gelde wat kragtens hierdie ooreenkoms betaalbaar is, op die HUURDER te verhaal, is die HUURDER aanspreeklik vir die betaling van alle koste deur die VERHUURDER in hierdie verband aangegaan, bereken op 'n prokureur/kliëntbasis, insluitende sodanige heffings wat betaalbaar is kragtens Regulasie 62 van die Wet op Prokureursordes nr 41 van 1975, of enige vervanging of wysiging daarvan, of enige soortgelyke heffings.

GETEKEN TE STELLENBOSCH HIERDIE _____ DAG VAN _____ 1991

GETUIE

TEN BEHOEWE VAN DIE VERHUURDER

1. _____

BURGEMEESTER

2. _____

UITVOERENDE HOOF/
STADSKLERK

GETEKEN TE STELLENBOSCH HIERDIE 17TH DAG VAN FEBRUARY 1992

GETUIE

TEN BEHOWE VAN DIE HUURDER

1. _____

W. Stank

2. _____

W. Stevens

1991-06-25

(/KONTRAK/BC)

W. Stank
W. Stevens

BELEID EN TOEPASSING VAN DIE HUURGELDBEREKENING

1. Vir die doeleindes van hierdie ooreenkoms word die aanvanklike huurgeld van 'n sportklub vanaf 1991-04-01 deur die Raad op R100,00 per jaar bepaal.

2. *Huurgeld betaalbaar in eerste termyn van tien (10) jaar*
Die huurgeld sal jaarliks met 15 %, saamgesteld bereken met aanvangsdatum 1992-04-01, eskaleer.

3. *Aangepaste huurgeld na tien (10) jaar*
Die huurgeld sowel as die persentasie aanpassing soos beskryf in paragraaf 1 en 2 sal elke tien (10) jaar herbepaal word by wyse van onderlinge ooreenkoms. Indien die partye nie konsensus kan bereik nie, sal 'n arbiter die aangeleentheid beslis welke beslissing finaal en bindend sal wees.

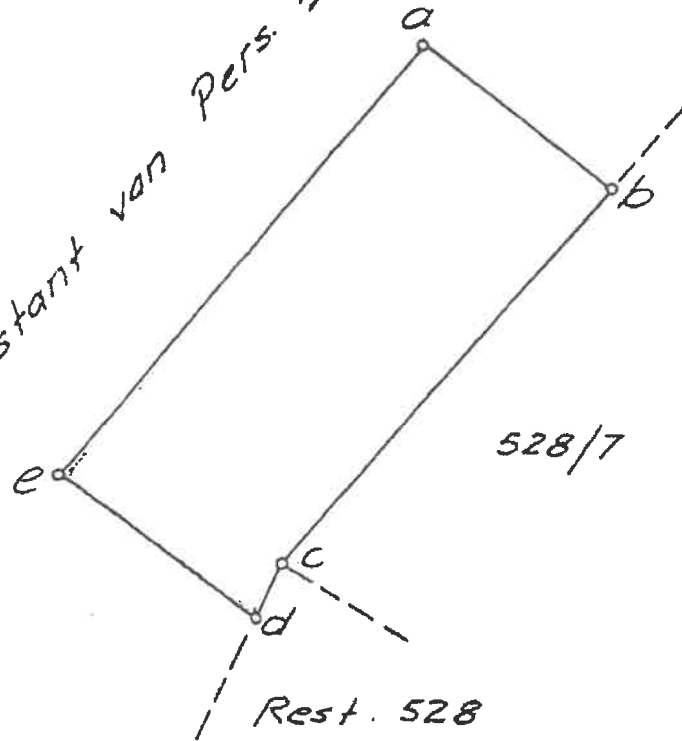
1991-06-25

(ESAP/KONTRAK/mc)

Two handwritten signatures are visible in the bottom right corner of the page. The top signature appears to be 'Lal.' and the bottom signature appears to be 'OAS.'.

W N

Restant van Pers. XIII



Skaal: 1/5000

Die figuur *abcde* stel voor
 4,2 Ha (benaderd tot die naaste 0,2 Ha) grond synde

Munisipale Huurgrond Perseel XIII J

geleë in die Munisipaliteit en Afdeling Stellenbosch
 Provinsie Kaap die Goeie Hoop.

Opgestel deur my op Aug. 1976

Heinrich J. Volkmann
 Landmeter.

Oorspronklike Kaart

Nr. 9133/1957

T/A Stel. F 5-34

BH-8DCD

Burgermeester

Stadsklerk

Getuie

1.

2.

Getuie

1.

2.

APPENDIX 2



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

APPLICATION FOR LEASE OF MUNICIPAL LAND APPLICATION FORM

A: APPLICANT'S DETAILS

Stellenbosch District Riding Club
 Name :
 Physical address: Cnt R44 and Aerodrome Rd, Stellenbosch

 Postal code:
 PO Box 4 , Somerset West
 Mailing address:

 Postal code:..... 7129.....
 E-mail address:
 Telephone:
 Cell phone:

B: PROPERTY DETAILS OF APPLICANT

STELLENBOSCH DISTRICT RIDING CLUB
 Erf/farm number :
 Stellenbosch
 Suburb:

Town: Stellenbosch

C: PROPERTY DETAILS OF LEASE AREA APPLYING FOR 502N

Erf/farm number :
STELLENBOSCH

Suburb:
STELLENBOSCH

Town:
4,2HA

Area applying form²

* 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: Horse roiding shows which we have
Been doing on these grounds for over 40 years with our lease through the
Stellenbosch Municipality

Motivation: To continue seving the horse riding community and support our
local rural community (Motivation Letter attached)

.....

.....

.....

.....

.....

.....

.....

E: LIST OF ATTACHEMENTS AND SUPPORTING DOCUMENTS

Please mark the appropriate box

- | | |
|--|--------------------------|
| Special Power of Attorney, where Applicant is not the owner
Stellenbosch Municipality has been our landlord for over 70 years | ☐ |
| Diagram of proposed area of the lease area
Attached | ☐ |
| 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:

Date: 23 April 2024

Dianne Valerie Arnold for SDRC

Full name:

APPENDIX 3



Enhancing Community Engagement Through Sport and Equine

Enthusiasm:

The Stellenbosch District Riding Club

- **Introduction:**

- The Stellenbosch District Riding Club (SDRC) is a longstanding pillar of the community, serving equine enthusiasts for 70 years.
- SDRC is centrally located and has leased the property from council for the last 35 years without encountering any issues or concerns
- We highlight the club's commitment to **continuous improvement** and its status as a **non-profit** organization dedicated to nurturing the sport for children and youth **from all backgrounds**.
- **SDRC IS SUPPORTED BY THE Western Cape Department of Support and Culture** since we offer Olympic Sport
- SDRC is also the only non private/municipal owned equestrian property used for Equestrian Sport in the Cape Winelands
- SDRC is in good standing with SANCOC , SASCOC affiliates and District provincial and National Federations





Community Impact:

- SDRC's role in fostering a sense of community among equine sport enthusiasts, offering a central hub for riders of to connect and engage.

- **These organizations include the Helderberg Branch of the South African Pony Club, Western Province Para-Dressage Society (disabled equestrian athletes) and the Winelands Region of SANESA (South African National Equestrian Schools Association), which is acknowledged by the South African Equestrian Federation (SAEF) and SASCOC.**

showcasing its commitment to inclusivity and development of our youth and disadvantaged

- Currently we are the **only** non private Riding Grounds offering these facilities to an Olympic Sport



Equine Assisted Therapy

Our club will be offering equestrian-assisted therapy for children

Equestrian-assisted therapy has proven to be a highly beneficial form of therapeutic intervention for children facing physical, emotional, and cognitive challenges. By incorporating horses into the therapy process, children develop improved motor skills, confidence, and emotional well-being.

Our member, who is professionally qualified in this field, will ensure that these services are conducted in a safe and nurturing environment.

We believe that this initiative will be a valuable addition to our club's activities and will greatly contribute to the welfare of children in our community. We are committed to supporting this program and ensuring that it operates according to the highest safety and ethical standards.

Free lessons will be offered to the community which include

- Welfare societies
- Orphanage's
- Hospitals
- Schools





HOW CAN EQUESTRIAN THERAPY HELP?

Studies have shown people of all ages can benefit from equine-assisted therapy, and horses have been incorporated into treatment for a wide variety of issues, including:

- Cerebral palsy
- Inattention and hyperactivity
- Addictions and substance abuse
- Mood-related issues
- Autism
- Asperger's
- Learning difficulties
- Eating and food issues
- Grief and loss
- Trauma and posttraumatic stress
- Bipolar
- Depression
- Anxiety

FREE RIDING LESSONS FOR LOCAL UNDERPRIVILEGED CHILDREN

- We are a dedicated team focused on enriching the lives of young individuals through unique and meaningful experiences. Today, I am delighted to share an exciting opportunity that we believe can make a lasting impact on the lives of underprivileged children in our community.
- We are pleased to offer FREE horse riding lessons to children who may not otherwise have access to such activities due to financial or social challenges. Our goal is to create an inclusive and supportive environment where children can not only learn the art of horse riding but also gain a range of lifelong skills and benefits.
- We plan to target schools in and around our community to encourage children to share and learn to love our equine partners





Community Impact:

- SDRC has a direct impact on the local community by generating job opportunities in various sectors, including:

1. Grooming: Every horse requires a dedicated groom for care and maintenance.
2. Groundskeeping: Maintenance of the facilities requires a skilled groundstaff team.
3. Security: Ensuring safety and security on the premises through security personnel.

Indirectly, the SDRC also benefits the community by supporting:

1. Farmers: Increased demand for horse feed contributes to agricultural activities.
2. Feed Merchants: Businesses supplying horse feed benefit from increased sales.
3. Saddlery and Leather Merchants: Demand for equipment and supplies for horses leads to economic growth for these merchants.
4. Transport: Transportation services are utilized for the movement of horses, supplies, and personnel.
5. Veterinary, Dental, Physiotherapy Services, etc.: The SDRC creates demand for specialized services related to horse care and health, benefiting professionals in these fields.





Supporting Local Initiatives:

- SDRC's collaboration with local communities, particularly through support for the carriage driving association in **Macassar and The Cape Flats.**
- SDRC provides these associations with reduced fees and full access to facilities, demonstrating a commitment to supporting and **uplifting neighbouring communities.**





Supporting Local Initiatives:

- - The SDRC organizes **inter-district** initiatives and competitions, covering areas like the Overberg, Eden, West Coast, Central Karoo, and Cape Metro.
- Additionally, SDRC hosts **national shows** that attract participants from across South Africa. This contributes to the local community through increased accommodation bookings, shopping activities, wine tasting experiences, and more.
- Furthermore, SDRC's events attract **international judges** who, after experiencing the local tourist attractions, often return for future engagements



Facilities and Resources:

- Our facilities and resources available at SDRC are **maintained** to the highest standard, emphasizing the secure accessibility and safety of those who make use of the club. On a regular basis we upgrade the Arena's to maintain a world class riding service. SDRC is committed to excellence and community service and we foster a welcoming and secure environment for all members and visitors.



These facilities benefit not only SDRC members but also the broader community through events, training programs, and educational initiatives. Some of these initiatives include:

- Archery
- SANESA School Events
- Para-Dressage Events
- Development Dressage Riders
- Development Show Jumpers
- Development Event Riders



TOURISM

Our shows play a vital role in supporting tourism in the Stellenbosch area, contributing significantly to the local economy. With 4 to 6 large provincial shows hosted annually, we attract an impressive number of visitors—ranging from 400 to 1,000 people per event. These tourists don't just attend the shows; they explore the wider region, taking advantage of local hotels, charming bed and breakfasts, and self-catering accommodations. Many also enjoy the renowned wine farms, dine at a variety of restaurants, and shop at local stores, boosting business across multiple sectors. By hosting these shows, we not only offer entertainment and cultural experiences but also create opportunities for increased visitor spending and long-term tourism growth. In essence, our shows serve as a dynamic platform that brings life, revenue, and sustained interest to Stellenbosch, benefiting the entire community.

In Conclusion:

- SDRC is **dedicated to our community** engagement and development through equine sports.
- We encourage continued support and participation from the community to sustain and strengthen SDRC's impact for years to come.
- **We have fostered positive relations with our neighbours, who fully supports us.** We encourage community engagement and create harmonious and a supportive environment for all residents
- SDRC has had a positive impact on the local community via **job creation** and **cultural enrichment** via our equestrian partners



STELLENBOSCH DISTRICT RIDING CLUB

(Affiliated to the SAEF, SA Show Jumping, Dressage SA, Eventing SA, Equitation SA, SA Showing, CDSA)

SECRETARY: TEL 065 656 6666
Email: sdrc@stellenbosch.co.za
Fax: 0866 651 750
Website www.sdrc.co.za
SAEF CLUB REGISTRATION NO WC0002
437 433 NPO



PO BOX 1167
BOMBERG 7129
JOIN US ON Facebook
STELLENBOSCH DISTRICT RIDING CLUB

15 January 2024

Stellenbosch Municipality
PO Box 17, Stellenbosch, 7600
Town House Complex, Plein
Street, Stellenbosch, 7600

Motivation letter for extended land use

Erf Nr 502N

Application for use of land for Equestrian Events – host horse riding shows

As requested, please find herewith our motivation to host horse riding events at Stellenbosch District Riding Club

Stellenbosch District Riding Club (SDRC) has been in existence for over 70 years, and during this time continually kept their facilities in a good condition and upgraded and expanded whenever possible or necessary to be able to host equestrian event for our local community as well as National and International Events.

SDRC is now the only equestrian sports club in the Boland and Cape Winelands District that support a variety of equestrian disciplines at one venue.

As a club, we support a very large rural community, especially people from previously disadvantaged backgrounds and poor communities because we not only provide numerous jobs during our shows and events, employ permanent staff, but we also give people the opportunity to participate in competitions and the equestrian sport which they would otherwise not be able to do.

SDRC has an ongoing partnership with the WP Disabled Riding Association, who uses our sports club for their events. Therefore, SDRC is a disabled-friendly club; all our current facilities are wheelchair assessable and this means that we cater to all of the disabled and para-athletes in our sport, which few to none other equestrian clubs can provide in the District.

A major part of our community is children and young adults through their school equestrian clubs. We host the district Inter School Equestrian events and every 4 years host the Inter district event which bring all the children from the different schools together to compete. Teams are then picked to represent the province at the National competition in Gauteng.

STELLENBOSCH DISTRICT RIDING CLUB Page 1247

(Affiliated to the SAEF, SA Show Jumping, Dressage SA, Eventing SA, Equitation SA, SA Showing, CDSA)

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STELLENBOSCH DISTRICT RIDING CLUB

We support other non-profit organisations whose objectives, like SDRC, are to nurture and develop our sport for children and the youth from all different walks of life. These organizations include the Helderberg Branch of the South African Pony Club, Western Province Para-Dressage Society (disabled equestrian athletes) and the Winelands Region of SANESA (South African National Equestrian Schools Association), which is acknowledged by the South African Equestrian Federation (SAEF) and SASCOC. We also host an annual carriage development show for the Carriage Driving Association in Macassar where youngsters are encouraged to bring their horses/ponies and carriages to our club and show the community their achievements. We provide such organisations with reduced fees, full access to all our facilities and the opportunity to advance their objectives using SDRC to make it happen. Through the cooperation between organisations like these and SDRC our community can participate in sports to a far greater extent than if SDRC did not support such organisations.

We host events, mainly on a weekend throughout the year and already have applied for our events permit through the municipality. All has been approved, except for the land use application, which is the purpose of this motivation. Every year we apply for our events permit. Our lease is with Stellenbosch Municipality and has been for over 50 years which shows our commitment to the sport and the community.

We intend hosting at least 32 horse riding shows up to the end of December 2024.

This is normally about 50 horses per day and 100 people per day.

We use a PA system to announce who is competing and for the results of the competition.

Depending on the type of horse show the event may run over 1 day or 2 days for approximately 8 hours a day

Parking is available on site, no need for any parking on the street. The people either park directly behind the club house, next to the stables or on the area below the arenas.

As we border on the Losbos forest and the Stellenbosch Flying Club, we have a very small impact on the agricultural land, this land was allocated to us by Stellenbosch Municipality in 1991 and we have applied and been granted another lease as per the Mayoral Committee meeting on 24 March 2021. We are still awaiting final documentation from the municipality

We look forward to hearing from you soon

Kind regards

DI ARNOLD
SDRC

APPENDIX 4



CERTIFICATE OF REGISTRATION OF NONPROFIT ORGANIZATION

In terms of the Nonprofit Organisation Act, 1997, I am satisfied that

Stellenbosch District Riding Club

(name of the organisation)

meets the requirements for registration.

The organisation's name was entered into the register on **18 September 2013**
(date)

Registration number **[REDACTED]**

Director's signature

Al Bole

Department of Social



Development

APPENDIX 5

RENTAL VALUATION REPORT

PORTION OF FARM 502/N
STELLENBOSCH RD

(STELLENBOSCH RIDING CLUB)



HCB Property Valuations

35 Long Street
Moorreesburg
7310

Tel: 022 433 2035 **Cell:** 083 663 2140

Email: admin@hcb.co.za

VALUATION REPORT – PORTION OF FARM 502/N, STELLENBOSCH RD**LIMITATIONS AND RESTRICTIONS**

This valuation report has been made with the following general assumptions:

1. No responsibility is assumed for the legal description or for matters including legal or title considerations. Title to the property is assumed to be good and marketable unless otherwise stated.
2. The property is valued free and clear of any or all liens or encumbrances unless otherwise stated.
3. Responsible ownership and competent property management are assumed.
4. The information furnished by others is believed to be reliable. However, no warranty is given for its accuracy.
5. All engineering information is assumed to be correct. The plans and illustrative material in this report are included only to assist the reader in visualizing the property.
6. It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures that render it more or less valuable. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them.
7. It is assumed that there is full compliance with all applicable state and local environmental regulations and laws unless non-compliance is stated, defined and considered in the valuation report.
8. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless non-compliance is stated, defined and considered in the valuation report.
9. It is assumed that all required licenses, certificates of occupancy, consents or other legislative or administrative authority from any local or national government or private entity or organization have been or can be obtained or renewed for any use on which the value estimate contained in this report is based.
10. It is assumed that the utilization of the land and improvements is within the boundaries or property lines of the property described and that there is no encroachment or trespassing unless noted in this report.



Signature

VALUATION REPORT – PORTION OF FARM 502/N, STELLENBOSCH RD**LIMITATIONS AND RESTRICTIONS**

This valuation report has been made with the following general limiting conditions.

1. The apportionment, if any, of the total valuation figure in this report between land and improvements applies only under the stated client instructions and is hypothetical. The separate allocations for land and buildings must not be used in conjunction with any other valuation and are invalid if so used.
2. Possession of this report, or a copy thereof, does not carry with it the right of publication. It may not be used for any purpose by any person other than the party to whom it is addressed without the written consent of the valuer, and in any event only with proper written qualification and only in its entirety.
3. The valuer herein by reason of this valuation is not required to give further consultation, testimony, or be in attendance in court with reference to the property in question unless arrangements have been previously made.
4. Neither all nor part of the contents of this report (especially conclusions as the value, the identity of the valuer, or the firm with which the valuer is connected) shall be disseminated to the public through advertising, public relations, news, sales, or other media without the prior written consent and approval of the valuer.
5. Neither the whole nor any part of this valuation report or certificate or any reference thereto may be included in any published document, circular or statement, or published in any way without the valuer's written approval of the form and context in which it may appear. The publication shall deem to include references in company accounts and/or director's reports or any other company statement or circular.
6. The valuation is prepared on the basis that full disclosure of all information and facts which may affect the valuation, has been made to the valuer and no liability or responsibility will be accepted whatsoever for the valuation unless such full disclosure has been made.
7. This valuation is solely for the use of the party to whom it is addressed in accordance with the instructions. Reliance on it by any third party cannot be regarded as reasonable and no responsibility to any third party is or will be accepted for the whole or any part of the valuation.
8. The valuer has no personal interest in the property.
9. In the unlikely event of the client incurring any losses due to negligence of the valuers, valuers in training and assistants, the aggregate amount of the damages recoverable against the valuer shall not exceed the fee for providing the service.



Signature

VALUATION REPORT – PORTION OF FARM 502/N, STELLENBOSCH RD
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VALUATION REPORT – PORTION OF FARM 502/N, STELLENBOSCH RD

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1. INTRODUCTION

I, Coenraad Botha, registered as a Professional Valuer in terms of the Property Valuers Profession Act 47 of 2000, do hereby certify that I have inspected and identified the subject property referred to in this report and have obtained all the necessary information to determine the market value thereof.

➤ *See Annexure 1 for Valuer Certificate*

1.1 Instruction

An instruction was received from Stellenbosch Municipality to attend to the valuation of the property being more commonly known as Leased Area N of Farm 502, Stellenbosch RD (Riding Club). The purpose of the valuation is to determine the open market rental of the property as on 1 March 2025.

➤ *See Annexure 2 for Instruction*

1.2 Date of Valuation

The date of valuation as instructed by the client is 1 March 2025.

1.3 Date of Inspection

The property was inspected by HCB on 7 March 2025. We are therefore familiar with subject property and the surrounding area.

2. TITLE DEED DESCRIPTION**2.1 Title Deed**

There is no Title Deed information available for this leased section as this is an unregistered portion of Stellenbosch RD 502 portion N.

2.2 Description

The property can be described as “Portion of Farm 502, leased area N Stellenbosch RD, Western Cape”. Hereafter in the report we will refer to this erf as “subject property”.

2.3 Owner

Farm 502 is registered in the name of Stellenbosch Municipality.

2.4 Extent

Information received from the client is that the area for rental valuation is 4.2Ha.

2.5 Purchase Price

Not relevant to this report, because it will not have an impact on Market Value.

2.6 Surveyor General Information

CSG information is available for Stellenbosch RD 502/RE of which subject property is a portion of. Therefor no CSG information is included in this valuation report. Please refer to image below indication the portion of subject property in Yellow.

**2.7 Title Deed Conditions**

We could not find any special conditions on subject property that may affect the market value.

3. LOCAL, PROVINCIAL AND CENTRAL GOVERNMENT INFORMATION**3.1 Local Authority**

This property falls under the jurisdiction of the Stellenbosch Municipality, situated in the Western Cape.

3.2 Municipal Valuation

Municipal valuation was done on subject property during the GV 2023 process; however we are of the opinion that this will not have an impact on current market rental.

4. PHYSICAL DESCRIPTION**4.1 Land**

Subject property is flat and ground conditions is good, therefore our findings that the topography will not affect market value.

➤ *See Annexure 3 for Locality Map / Aerial Photo / Photo of Subject Property*

4.2 Improvements

There are several improvements on the subject property, but for the purpose of this valuation it will not be included, as our instruction is to determine market rental for the land portion only.

5. MARKET ANALYSIS

Rent is a system of payment for the temporary use of something owned by someone else; the payments for such use are typically referred to as “rent”. In the open market, rent is a product; it does not occur naturally, as in, ‘this is the rent for the premises. To value rent, all the terms and conditions of the tenancy must be known, stated in advance or defined. However, because the rent at a new letting is often agreed before the lease is drafted and/or approved; it is possible for a completed lease to contain terms and conditions that could produce a different rent to what was agreed.

6. METHOD OF VALUATION

The Comparable Rental Method of valuation is considered to be the most suitable method to employ in order to establish the market rental of the subject property. In applying the Comparable Rental Method, it is necessary to investigate the sales of similar type properties that have been rented as well as returns/yield as required by the holders of such land.

The above information is compared to the subject property, which involves judgments as to the degree of similarity with regard to value factors such as location, shape of erf and use to which the subject property can be put.

7. ESTABLISHMENT OF COMPARABLE RENTALS**7.1 Highest and Best use**

Definition: *“The most probable use of a property which is physically possible, appropriately justified, legally permissible, financially feasible and which result in the highest value of the property being valued”.*

Therefore, it could be argued that the highest and best use of a property is, which is physically possible, appropriately justified, legal permissible, financially feasible and which result in the best value of the property to be valued.

In regard to subject property, it is current uses as a Riding Club. For the subject property to be developed a rezoning application may be required and building plan approval.

7.2 Valuation Method

The market was surveyed for current ground leases, rates of return and leasing practices of both firms and public agencies to derive the net operating income attributable to the land. No comparable vacant land leases could be established in the area.

The market was surveyed for comparable sales and the following sales was noted.

Sale Number: 1 – Farm 578/3		
	Purchase Date:	1 March 2024
	Purchase Price:	R9 000 000
	Farm Extent:	2.1193ha
	Location:	Stellenbosch RD
Comment on Comparable:		
Sales Analysis indicate that the value of the improvements on this farm calculates to R2 535 000-00, and agricultural land sold for R3 200 000-00/ha.		

VALUATION REPORT – PORTION OF FARM 502/N, STELLENBOSCH RD

Sale Number: 2 – Farm 577/8

Purchase Date:	26 June 2023
-----------------------	---------------------

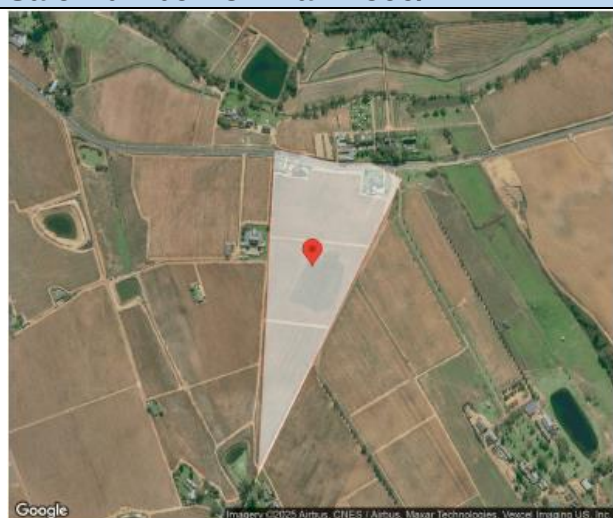
Purchase Price:	R23 000 000
------------------------	--------------------

Farm Extent:	4.8788ha
---------------------	-----------------

Location:	Stellenbosch RD
------------------	------------------------

Comment on Comparable:

Sales Analysis indicate that the value of the improvements on this farm calculates to R3 500 000-00, and agricultural land sold for R4 000 000-00/ha.

Sale Number: 3 – Farm 566/1

Purchase Date:	29 July 2024
-----------------------	---------------------

Purchase Price:	R25 000 000
------------------------	--------------------

Farm Extent:	9.4317ha
---------------------	-----------------

Location:	Stellenbosch RD
------------------	------------------------

Comment on Comparable:

Sales Analysis indicate that the value of the improvements on this farm calculates to R5 000 000-00, and agricultural land sold for R2 100 000-00/ha.

VALUATION REPORT – PORTION OF FARM 502/N, STELLENBOSCH RD

Sale Number: 4 – Farm 555/2

Purchase Date:	14 august 2023
-----------------------	-----------------------

Purchase Price:	R18 500 000
------------------------	--------------------

Farm Extent:	5.484ha
---------------------	----------------

Location:	Stellenbosch RD
------------------	------------------------

Comment on Comparable:

Sales Analysis indicate that the value of the improvements on this farm calculates to R7 000 000-00, and agricultural land sold for R1 700 000-00/ha.

7.3 Application of Comparables

Investigation of these sales it was derived at that Vacant Agricultural sell for between R1, 700,000-00/ha to R4,000,000-00/ha.

After adjustments for time, use, shape, layout and location was done it is my opinion that a per hectare tariff of R1,750,000-00/ha is applicable, and market related for subject property.

Subject property can be broken down as follow.

- Vacant agricultural land 4.2ha @ R1,750,000-00/ha

It is therefore my opinion that the market value of the subject property is R7,350,000-00 (Vacant Land – Improvements Not Valued)

To determine a rental, the market was surveyed to establish an acceptable market rate of return. Market indicated that return varies between 2% to 5%. It is my opinion, taking into consideration current market and economic factors that the applicable rate of return should be 2% and the rental therefore calculated at R147 000-00 annually, rounded to **R12,250-00/month**.

Note: *A 2% rate of return for vacant agricultural land outside Stellenbosch is justified due to its low-risk nature, limited income generation, and strong long-term capital growth potential. Agricultural land typically yields lower returns than commercial properties due to zoning restrictions and minimal short-term revenue. Investors accept lower returns in exchange for stability and appreciation potential. Additionally, the rate aligns with market trends and prevailing interest rates, making it a reasonable benchmark for valuation purposes in this area.*

8. CERTIFYING OF VALUE

I hereby certify that I have identified the subject property and obtained all the necessary information to determine the market rental thereof.

Accordingly, I hereby certify that in my opinion, to the best of my knowledge, skill and expertise, the monthly rental of the subject property as of 1 March 2025 to be R12,250-00 per month (twelve thousand two hundred and fifty rand per month).



Hendrik Coenraad Botha
Professional Valuer
SACPVP Registration Number: 5601

9. CAVEATS

This valuation has been prepared on the basis that full disclosure of all Information and factors which may affect the valuation have been made to Ourselves and we cannot accept any liability or responsibility whatsoever for the Valuation unless such full disclosure has been made.

9.1 Valuation Standard

This valuation has been prepared in accordance with the guidelines of the South African Institute of Valuers for valuation reports.

9.2 Statutory Notices and Unlawful Use

We have assumed that the property and its value are unaffected by any statutory notice or condition of Title where Title Deeds have not been inspected, and that neither the property nor its condition, nor its use, nor its intended use, is or will be unlawful.

9.3 Confidentiality

This valuation is produced exclusively for the Stellenbosch Municipality and for the specific purpose to which it refers. It may be disclosed to your other professional advisers assisting you in respect of that purpose. We accept no responsibility whatsoever to any parties other than yourselves who make use of this valuation.

9.4 Non-Publication

Kindly note that neither the whole nor any part of this report, nor any reference thereto maybe included in any published document, circular or statement, nor published in any way without our prior written approval at to the form or context in which it may appear.

10. ANNEXURES**10.1 Annexure 1 – Valuer Certificate**

SOUTH AFRICAN COUNCIL FOR THE
**PROPERTY VALUERS
 PROFESSION**

This is to certify that

HENDRIK COENRAAD BOTHA

is registered as

Professional Valuer

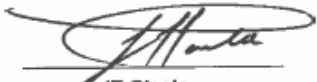
In terms of section 20(2)(a) of the
 Property Valuers Profession Act, 2000

DATE OF REGISTRATION AS: Professional Valuer: 28 January 2020

DATE OF ISSUE: 25 July 2024

PERIOD OF VALIDITY: 1 July 2024 - 30 June 2029




 JF Cloete
 President

REGISTRATION No: 5601


 ND Naidoo
 Registrar

VALUATION REPORT – PORTION OF FARM 502/N, STELLENBOSCH RD

10.2 Annexure 2 – Instruction

HCB

Valuations and Services (Pty) Ltd
HEAD OFFICE

38 Long Street, Moorreesburg, 7310

T: +27(0)22 433 2035 M: +27(0)83 663 2140 E: admin@hcb.co.za

**HCB would like to assist with your valuation request.
Kindly complete below to the best of your ability in order for us to provide you with a
quotation and subsequent valuation report.**

Erf/Farm Number:	Farm 502 N
Town/Region:	Stellenbosch
Owner:	Stellenbosch Municipality
Zoning and Usage:	Agricultural – Horse Riding Club.
Date of Valuation:	15/01/2025
Reason for valuation:	To determine market Related Rental
Any other information you feel is pertinent to the valuation:	
Expected Delivery Date:	ASAP

Should you have any questions or concerns contact:
 Helen: 081 4733 707 / helen@hcbval.co.za
 Coenraad: 083 663 2140 / coenraad@hcb.co.za

VALUATION REPORT – PORTION OF FARM 502/N, STELLENBOSCH RD



All orders are subjected to the Supply Chain Management Policy.

VAT REG NO	OFFICIAL ORDER NO	ORDER DATE
4700102181	000000900020585	08/02/2025

TO: HCB VALUATIONS AND SERVICES
KERKSTRAAT 20
MOORREESBURG

Invoice To: Stellenbosch Local Municipality
Stellenbosch Main Building
17 Plein Street
Stellenbosch

Tel: (021) 0224332035
Fax: (021) 0805148551
Email: admin@hcb.co.za

7600
Tel: (021) 8088111
Fax:
Email:

DELIVERY ADDRESS:
3DR FLOOR NPK
BUILDING
STELLENBOSCH
MUNICIPALITY
STELLENBOSCH

CONTACT DETAILS
Melissa Loggenberg
(021) 808 8180

7600

CREDITORS / SUPPLIER NUMBER	REQUEST NO.	CONTRACT NO.	TENDER NO.
MAAA0220843	000000100040008	BSM 58/10	

PLEASE SUPPLY AND DELIVER THE UNDERMENTIONED GOODS / SERVICES TO THE STIPULATED DELIVERY ADDRESS

#	COMMODITY CODE	STOCK CODE	ORDER LINE DESCRIPTION	QTY	UNIT PRICE	GROSS (EXCL VAT)	VAT	TOTAL COST (INCL VAT)
1	64131501	V84131501	MARKET RELATED RENTAL VALUATION REPORT - FARM 502N HORSE RIDING CLUB	1.00	3 173.91	3 173.91	478.09	3 650.00

TOTAL ORDER: R 3 650.00

Digitally signed by DONRAYB
08/02/2025 13:02:48

1. Ensure that prices as quoted are correctly reflected on this order and quote this order number on all invoices.
2. Payment will be made within 30 days of the statement date on items printed on the original order.
3. Upon receipt of official orders, suppliers must commence within at least seven (7) days or prior with the disposal of the order, failure to do so without any substantial reasons may lead to cancellation of this order.
4. No provider or prospective provider may order or grant any inducement or reward, gift or favour to any official or role player.
5. Stellenbosch Local Municipality may cancel a contract and claim any damages for any losses incurred due to poor performance based on a performance rating assessment.

10.3 Annexure 3 – Locality Map / Aerial Photo / Photo of Subject Property



10.4 Annexure 4 – Rental Valuation Certificate**HCB****Valuations and Services (Pty) Ltd****HEAD OFFICE**

35 Long Street, Moorreesburg, 7310

T: +27(0)22 433 2035 M: +27(0)83 663 2140 E: admin@hcb.co.za***Valuation Certificate***

Client: Stellenbosch Municipality

Farm Number: 502N

Registration Division: Stellenbosch RD

Area/Town: Stellenbosch

Owner: Stellenbosch Municipality

Farm Extent: 4.2ha

Date of Valuation: 1 March 2025

Reference Number: SRD/502L

Rental Valuation Amount: R 12 250-00/Month

Zoning: Undetermined

Comments:

Vacant Land – Improvements Not Valued

Hendrik Coenraad Botha**Professional Valuer****Registration Number: 5601**

7.3.9	RETURN ITEM: CONSIDERATION OF THE COMMENTS AFTER THE PUBLICATION OF THE INFORMATION STATEMENT TO DISPOSE OF TRANSVALIA COMPLEX THROUGH A 30 YEAR LEASE TO MIDDEDORP PORPERTIES WHO WAS THE PREFERRED BIDDER IN THE TENDER PROCESS AND CONSIDERATION OF THE FINAL APPROVAL OF THE LEASE
-------	---

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

24 March 2025

1. **SUBJECT: RETURN ITEM: CONSIDERATION OF THE COMMENTS AFTER THE PUBLICATION OF THE INFORMATION STATEMENT TO DISPOSE OF TRANSVALIA COMPLEX THROUGH A 30 YEAR LEASE TO MIDDEDORP PORPERTIES WHO WAS THE PREFERRED BIDDER IN THE TENDER PROCESS AND CONSIDERATION OF THE FINAL APPROVAL OF THE LEASE**

2. **PURPOSE**

The purpose of this report is to inform Council of the comments received after an Information statement was published indicating Council's in -principal decision to lease the properties to the preferred bidder that was identified through the tender process on a 30-year lease. The tender award is subject to this final decision by council to dispose of the properties in terms of the Asset Transfer Regulations. Council must consider the comments and then decide to confer long term rights on the property (a 30-year lease) through the lease to the preferred bidder, Middledorp Properties. The views of National and Provincial Treasury have also been solicited and is included under the discussion. Should council not approve the lease agreement the Accounting Officer's acceptance of the recommendations of the Bid Adjudication Committee becomes null and void as the "subject to" clause suspends the decision by the accounting officer acceptance until Council makes a final resolution. The tender will then have to be cancelled, and the process started afresh.

3. **DELEGATED AUTHORITY**

Council must consider the matter.

4. **EXECUTIVE SUMMARY**

The Transvalia complex as it is commonly known consists of erven 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160. Erven 1125 and 1130 is used as a street and provides access to the private erven situated adjacent to it. Erf 825 provides access to the Stelkor complex and is mainly used for parking for the middle of town as the Checkers centrum lies across the street. When the tender was published erven 1129, 1124, 1125 and 1130 did not form part of the tender to lease as they provide access to the property and surrounding properties.

The "Dorp Street flats", currently rented to the IEC (unit 1) and used as office space for the Informal Settlements Department and some of Infrastructure Directorate (PMU) staff, are situated along Dorp Street and is located on portions of erven 1123, 1133, 1128, 1134, 1142. These buildings are heritage buildings and to make any changes to them will require approval from Heritage Western Cape. An extract of the specifications that was included in the tender is attached as **APPENDIX A**.

During the compulsory site meeting there was a healthy interest of around 15 companies that attended the meeting, but on the closing date only three companies put forward a tender. Two of the bidders were not further considered as their tenders did not pass the compliance test.

The preferred bidder Middledorp Properties (Pty) Ltd submitted a bid with a capital cost amount of R22 028 250,00 (VAT included) which amount represents the estimated capital outlay which will form part of the Capital assets and which that remains Council's assets. It also excludes all maintenance over the next 30 years or their responsibility to manage the property. This amount was used for bid evaluation purposes after the responsiveness and functionality was evaluated, in terms of the tender specifications. The amount of rental must still be agreed on and in the tender was indicated to be in three phases. The planning stage of 12 months, the 2 years construction phase and the rest of the lease agreement. Phase 3 – years 4 to 30 (Operational) during which they offer as an initial rental income R20 000 a month, but it is subject to negotiations. It must also be borne in mind that they must invest the capital of R22 028 250,00 (VAT included) and do the management and maintenance of the property for the duration of the lease. The investment in the property remains the municipality's assets after the lease lapses. These amounts are subject to consultation and agreement with the municipality and will escalate over the period. The municipality has in the past allow a lower rental because the capital cost was offset against the rental amount. The rental income will be “supplemented” with the fact that the municipality will not have to provide any resources to manage or maintain the area. The property remains the asset of the municipality, and the municipality will not have to do any maintenance to preserve the old buildings.

In brief the preferred proposal entails the following key elements:

Renovate the existing historic buildings along Dorp Street for the purposes of a 24-unit Boutique Hotel with an art-focused theme, incorporating a 60-seater restaurant, hotel coffee and wine bar and a rooftop bar for guests, re-developed courtyard and guest area behind hotel as well as an art and design shop in one of the historic buildings.

Preserving the architectural integrity of the buildings along Dorp Street. Demolish the existing garages and provide upgraded public toilets. The proposed new structures comprise of a wooden deck for the proposed restaurant at 135 Dorp Street, steel frame clip-on staircase and corridor, swimming pool, paved hotel dedicated parking area, dedicated refuse area and security/parking kiosks. Repair and upgrading of existing public parking area, providing 143 paid public parking, 34 paved hotel dedicated parking bays as well as 10 non-motorised parking bays. It was a pre-requirement of the tender that the proposal that is made take the historical overlay and the surrounding precinct into account and integrate into the area. All changes to buildings and any new structures will have to be approved through the planning department and most importantly by Western Cape Heritage.

In this process only one bidder complied with the specifications according to the technical evaluation and the Bid Evaluation committee, namely Middledorp properties.

The information statement was published on 12.12.2024 in the Eikestad (see **APPENDIX B**) news and on 7.12.2024 in the Burger (see **APPENDIX C**). The closing date for comments was 7 February 2025. We received several comments that are discussed below.

5. RECOMMENDATIONS

For consideration:

- (a) that Council confirms that the erven 825, 1123, 1125, 1124, 1128, 1129 1130, 1133, 1134 and 1142 is not needed for the provision of basic municipal services;
- (b) that council notes that erven 1124, 1125.1129, and 1130 will not be included in the lease agreement as it acts as access roads to the area and to the businesses in the area;
- (c) that Council takes note of the comments that was received and confirm that they were considered;
- (d) that Council approves to lease erven 825, 1123, 1128, 1133, 1134 and 1142 to Middedorp Properties (Pty) Ltd for a period of 30 years;
- (e) that council notes that the lease amounts during phases 1 – 3 is subject to negotiation and will take the capital investment into account;
- (f) that Council authorises the Municipal Manager to appoint a legal representative to draw up the lease agreement that would incorporate all the conditions and provisions as set out in the tender; and
- (g) that a copy of the lease agreement be submitted to Provincial Treasury.

6. DISCUSSION**6.1 Background**

The Transvalia complex as it is commonly known consists of erven 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160. Erven 1125 and 1130 is used as a street and provides access to the private erven situated adjacent to it. Erf 825 provides access to the Stelkor complex and is mainly used for parking for the middle of town as the Checkers centrum lies across the street. When the tender was published erven 1129, 1124, 1125 and 1130 did not form part of the tender to lease as they provide access to the property and surrounding properties

The “Dorp Street flats”, currently rented to the IEC (unit 1) and used as office space for the Informal Settlements Department and some of Infrastructure Directorate (PMU) staff, are situated along Dorp Street and is located on portions of erven 1123, 1133, 1128, 1134, 1142. These buildings are heritage buildings and to make any changes to them will require approval from Heritage Western Cape. An extract of the specifications that was included in the tender is attached as **APPENDIX A**.

6.2 Discussion

During the compulsory site meeting there was a healthy interest of around 15 companies that attended the meeting, but on the closing date only three companies put forward a tender. Two of the bidders were not further considered as they were regarded as non- responsive.

Sutherland Quantity Surveyors did not illustrate proposals as it relates to the site, but provided examples what the intention would be for a development. There was no attempt to illustrate how the site will adhere to the character of the area as it relates to architectural character or building parameters like height. The intention of their proposal was to develop an emporium/market similar to the Elgin Station market . Lourensford and Blaauwklippen markets on mostly undeveloped space. The historical buildings will be used to accommodate food and beverage shops. A new 54 room hotel is proposed on the corner of Dorp and Retief Street. All the structures proposed reflect a modern design. The architectural language and character of the development is not in keeping with the Stellenbosch/Dorp street character and design , scale and proportion and constitutes foreign elements that do not fit in the historic centre of town. It was a key component that the proposals must allow for tourist accommodation and must fit in with the character of the area.

GIST Technology Holdings (Pty) Ltd's proposal included the full cost of the project instead of just providing the capital cost (value added to the property) as was requested which makes them non-compliant without even considering the content of their proposal. In brief their proposal however entails the following key elements:

Upgrading of the five top structure buildings on the property for a Hotel General Admin space, lounges, dining room and tourist related offices/shops. Demolish existing garages and erect a new three storey building comprising 30 (thirty) bachelors' apartments to complement the old houses. Construct new four storey building comprising 40 (forty) bachelors' apartments to complement the old houses. These building will be located behind the private dwelling houses along Louw Street, and adjacent to the public parking area. Construct a new parking garage comprising 3 (three storeys) plus roof parking, in total providing 307 parking bays. The parking garage links with the existing basement parking located in the Isa Carstens Building.

No hotel rooms are provided in the historical buildings. The blocks of "bachelors appartements" are two new proposed buildings. The first block will consist of a three storey-building in the position of the current garages consisting of 30 "bachelor apartments" and a second block of 40 "bachelor apartments" for four storeys high adjacent to the erf boundary of the Victorian residential buildings along Louw Street. The development further proposes a 3-storey parking structure on the current public parking area. This parking structure will completely fill in the traditional open space behind historical buildings in the form of a massive block with foreign proportions and scale. The single storey private residential buildings along the western side of Louw Street will be overshadowed by this 4-storey structure which will dwarf them in scale, height, and character. The height of the four storey apartments will also exceed the maximum height of 10 m for structures in this area.

It would be ill advised to allow such a tall development so close to a row of residential dwellings as it will overlook the private space behind the residential buildings and cast shade on their private space. The accommodation will be "bachelor apartments which will serve as tourist accommodation, short and or long stay." This certainly opens the door to air-b-and-b accommodation and will be impossible to police. It is unclear how the "bachelor apartments" will complement and function intimately as part of the hotel given that they are not physically connected. This proposal therefore does not adhere to the pre- qualification to only provide tourist accommodation in the form of a type of boutique hotel and does not align with the character of the immediate area particular in terms of scale, massing and height which are out of character and will lead to the creation of a "superblock" which is a foreign element not complementing the historical character.

GIST Technology requested reasons why they were seen as non-responsive. They were supplied with the reasons as indicated above. They subsequently submitted an objection in terms of the regulation 49 of the SCM regulations. As this tender is not about the procurement of goods and services the normal rules do as per regulation 49 however does not apply and the decision by the Accounting officer is not a final decision to which an objection or appeal can be submitted in terms of section 62. As this award is subject to the Council resolution after the upcoming public participation process the objection should not be entertained as a bidder cannot submit an objection at this stage against as the process is not finalised yet. Appeals can only be against a final outcome where the decision was taken in terms of delegated authority. The decision of the accounting officer regarding the preferred bidder is subject to council resolution and the section 62 appeal process does not apply to a decision by a full council only to delegated decision making. Objections in terms of regulation 49 and 50 does not provide a bidder with a remedy to stop or alter the decision. Section 34(4) provides that a municipal council may delegate to the accounting officer its approval power referred to in sub regulation (1)(b) excluding the power to grant long term rights to use, control or manage capital assets of a value in excess of R10 million.

Should a proposal be approved which does not fit with the zoning overlay and vision as was advertised the project is doomed for failure as it would not be approved and the municipality may end up in litigation because it does not fit in with the historic feel of the area.

6.2.2 Ownership

The ownership of the property vests in Stellenbosch Municipality.

6.2.3 Objections received during Public Participation Process following the publishing of APPENDIX B and C.

Comments received from Provincial Treasury

Chapter 4 of the MATR and Regulation 40 of the SCM Regulations applies to the leasing of municipal property, which should be done in terms of a process that is fair, equitable, transparent, competitive, and cost-effective.

4.2. Council should be aware of the mandatory requirements as set out in Regulation 36 of the MATR before making an in-principal decision on leasing of municipal property to an individual.

- 4.3. The Municipality need to take cognisance of the following when considering leasing a property: The type of usage required;
- The period of the lease agreement;
- The manner in which it is to be granted;
- The minimum compensation to be paid; and
- A framework within which direct negotiations for the granting of the right must be conducted.

-
- 4.4. If the Council decides to grant approval in principle for the leasing of the municipal property, the Municipality need to have assurance that **Middledorp Properties (Pty) Ltd** or **their successors in title** will provide adequate maintenance and safeguarding of the asset as stipulated in Regulation 41(4) of MATR.
 - 4.5. A draft copy of the lease agreement needs to be submitted to the Provincial Treasury to establish if the proposed lease agreement will meet the criteria outlined in Regulation 45 of the MATR. Unfortunately, no comments could be provided in regard to the criteria outlined in Regulation 45 of the MATR.
 - 4.6. Stellenbosch Municipality must ensure that the processes followed are in accordance with the disposal management system that makes provision for leasing of the asset and ensure that all other processes are followed as stipulated in Chapter 4 after approval has been granted in principle by the council.
 - 4.7. The municipality should also consider if the asset should continue being leased for a long-term period by conducting a study, taking all future plans in consideration (e.g. property in a road reserve) to determine whether it will be more beneficial to dispose of the asset, instead of leasing the property.
 - If the CoCT decides to dispose of the asset, to ensure that the disposing process is followed in terms of Regulation 40 of the MFMA Supply Chain Management Regulation. The full input is attached as **Appendix G**.

It seems as if there is some confusion. The last input refers to COCT and not Stellenbosch Municipality and the Information statement indicates that the in principal decision was already taken. The recommendation that the lease agreement should be submitted to treasury is noted.

Comments received from National Treasury

We draw your attention to regulation 45 of the MATR which sets out the minimum requirements for the ensuing lease agreement, including the requirement for the private sector party to whom the right has been granted to maintain and safeguard the asset for its intended purpose. Since the existence of the lease will relieve the municipality of its maintenance burden for the assets, we trust that the obligations of the parties regarding the maintenance of the property, as well as other applicable conditions, will be duly addressed in the lease agreement. It is our understanding that the municipality will ensure that the transaction is finalised in line with Chapter 4 of the MATR as well as the applicable disposal management processes. The full comment is attached as **APPENDIX F**.

Comments received from Franklin Adams:

Firstly, where the following applicable, legal and heritage law consider:

- (a) Section 34 of the NHRA
- (b) When will the Environmental Impact Assessment (EIA) take place under the National Environmental Management Act (NEMA)?

Secondly;

- (c) What terms and conditions or necessary arrangements are in place for any irreversible alterations, that would still preserve historical integrity of the heritage site?
- (d) Will the facility allow commercial viability with balanced public access to proposed multi-purpose tourist and leisure facility?
- (e) What respect will the leaser have for the local heritage groups, historians, and indigenous communities taking in consideration the legacy of eviction of families under the group area act? Will the leaser incorporate historically displaced (Group Areas) people?
- (f) Will an inclusive decision-making take place, that includes cultural, local and indigenous communities?
- (g) If any developments are perceived as being harmful to the heritage site, what alternative solution will be offered?
- (h) Will this property that's owned by the municipality have any efficient and effective economic development and social equity measures that benefit local and indigenous communities?

Thirdly;

- (i) Additionally, Tender No 34, which includes, Proposal for development of erf 1123, Transvalia had irregularities of ±R432 million and was cancelled by the High Court. Why embark on this process again?
- (ii) Was the irregularities addressed?
- (iii) If addressed, how?
- (iv) Specify?

Fourthly;

Any development in the area, will have a big impact on Dorp Street and its mobility, and cannot carry the traffic, as it will cause traffic jams. Will disfurnishment to the buildings cause inconvenience or any costs to the rates payers of Stellenbosch, perhaps an increase in rates to local citizens? A copy of the input is attached as **APPENDIX H**.

Comments from GIST:

GIST was one of the tenderers on the tender whose tender was regarded as non-compliant. Their objection turns on the fact that they are of the view that their tender should not have been regarded as noncompliant. A copy of the input is attached as **APPENDIX I**.

A full discussion on their tender and why it was regarded as non-compliant is under 6.2 above and a letter was also addressed to them by the Senior Legal advisor.

Comments from Chief Letitia

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 Communitities 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

Non disclose

Proposals for leases

And disclosure of information

The copy of the input is attached as **APPENDIX J and APPENDIX N**

Comments from Cathleen Booysen.

Her comments are attached as **APPENDIX K** and revolves around the following matters:

Lack of Public Participation

Inexcusable extension of the lease agreement

Social and Environmental issues

Conflict of interest

A different use.

Comments from Imari Moolman

Her objection and concerns are attached as **APPENDIX L**. It relates to the same objection of GIST.

Comments received from John Andrews:

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 properties ¹. Additionally, leasing policies for municipally owned immovable property may require public participation for long-term leases or high-value assets. The comments is attached as **APPENDIX M**.

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. A copy of her objection is attached hereto as **APPENDIX O**.

6.3 Financial Implications

In 2010 it was valued at R16 050 000 and the sell-out value was determined at R161 893 915 over three and a half years. The residual value was determined at R20 900 000. The properties that council resolve to form part of the lease will have to be re-evaluated as no reliance can be placed on the more than 10-year-old valuations.

The capital cost value added is R22 028 250(vat Inclusive). The rental is subject to negotiations and agreement with the municipality. The offer is:
Phase 1 = 0

Phase 2 = R10 000 pm

Phase 3 = R20 000 pm

For the next 30 years all maintenance to the buildings and area will not be at the cost for the municipality. All rights and developments will be for the cost of the lessee.

The CFO provided a valuation of the properties as per **APPENDIX D**.

6.4 Legal Implications

This complex was part of tender 34 and an in-principle decision by Council to sell the erven under discussion to was not proceeded with on 23 April 2014.

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”.*
- “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”.*

Council also needs to resolve on whether the properties are needed for Municipal Functions before there can be a decision to dispose of them either through selling or a long-term lease.

Council is currently leasing unit 1 of the Dorp Street complex to the IEC and is in the process of renewing the lease agreement.

Staff from Informal Settlements Department and Infrastructure Directorate (PMU) is temporarily using the other units for office accommodation and some changes and upgrades were done to accommodate them.

GIST Technology submitted and objection in terms of the SCM regulations. As this tender is not about the procurement of goods and services the normal rules do not apply and the decision by the accounting officer is not a final decision to which an

objection or appeal can be submitted. As this award is subject to the Council resolution after the upcoming public participation process the objection should not be entertained as a bidder cannot appeal against an interim ruling in a process that is not finalised yet. Appeals can only be against a final outcome where the decision was taken in terms of delegated authority. The decision of the accounting officer regarding the preferred bidder is subject to council resolution and the section 62 appeal process does not apply to a decision by a full council only to delegated decision making. Objection in terms of regulation 49 and 50 does not provide a bidder with a remedy to stop or alter the decision. Section 34(4) provides that a municipal council may delegate to the accounting officer its approval power referred to in sub regulation (1)(b) excluding the power to grant long term rights to use, control or manage capital assets of a value in excess of R10 million.

6.5 Staff Implications

The staff that currently use the buildings as temporary office accommodations will have to be relocated. There are no other staff implications.

6.6 Previous / Relevant Council Resolutions

9TH COUNCIL MEETING: 2022-11-23: ITEM 11.3.3

RESOLVED (majority vote)

- (a) that Council provisionally identifies the erven 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160 is not needed for Municipal Services; and
- (b) that the information statement be approved for public participation.

Cllrs RB Hendrikse; C Noble and M Van Stade requested that their votes of dissent be minuted.

SPECIAL COUNCIL MEETING: 2023-09-27: ITEM 5.3.1

RESOLVED (majority vote with 5 abstentions)

- (a) that Council identifies the erven 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160 is not needed for Municipal Services;
- (b) that Council in principle approve of the disposal of the property to a qualified bidder sourced through a competitive supply chain process through a long-term lease; and
- (c) that the tender specifications comply with the submissions in the information statement that was published and the content of this item.

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

Councillors J Andrews; N Mkhontwana; C Noble; and M van Stade.

26TH COUNCIL MEETING: 2024-10-30: ITEM 12.10**RESOLVED (nem con)**

- (a) that Council confirms that the erven 825, 1123, 1125, 1124, 1128, 1129 1130, 1133, 1134 and 1142 is not needed for the provision of basic municipal services;
- (b) that council notes that erven 1124, 1125.1129, and 1130 is not included in the lease agreement as it acts as access roads to the area and to the businesses in the area.
- (c) that Council in principle approves to lease erven 825, 1123, 1128, 1133, 1134 and 1142 to Middedorp Properties (Pty) Ltd for a period of 30 years subject to a public participation process during which the views/alternative proposals/ inputs and objections of the public is solicited as well as the views of Provincial and National Treasury;
- (d) that Council notes that the lease amounts during phases 1 – 3 is subject to negotiation and will take the capital investment into account;
- (e) that Council approves the Information statement attached as APPENDIX B;
- (f) that the item return to Council after the public participation process and the views from National and Provincial treasury has been solicited for a final resolution by Council.

6.7 Risk Implications

The risks are addressed through the item. Should a proposal be approved which does not fit with the zoning overlay and vision as was advertised the project is doomed for failure as it would not be approved, and the municipality may end up in litigation because it does not fit in with the historic feel of the area.

If the 30 Year lease agreement to the preferred bidder is not approved that is the end of the process as the tender was awarded subject to Council's approval of the lease agreement to the preferred bidder. If Council still want to rent the property on a long term lease a new process will have to be started. The other bidders, whose bids were regarded as non-compliant cannot then become the next preferred bidder.

GIST who attempted to launch an appeal may decide to take legal action should council approve the lease. Attached hereto is a letter that was drafted by the Senior Legal Adviser to address the attempted appeal as **APPENDIX E**.

6.8 Comments from Senior Management

No new comments were requested as this follows a tender process to determine the preferred bidder in the further process:

Previous comments were:

6.8.1 Director Planning and Economic Development

The development potential of the existing structures is limited whilst the retention of the "parking area" is critical in terms of its location in the centre of town and its role as public

parking is self-explanatory. Should Council succeed in closing Church Street and other streets, in future, this public parking area will become even more important as it is in walking distance of all amenities and mostly tourist related business in the centre of the town.

6.8.2 Director Infrastructure Services

Infrastructure Services has no objection to the wording of the Information Statement above. Possible Traffic Impact Assessment (TIA) and consideration to the Non-Motorised Transport (NMT) principles are contained in the body of the text.

6.8.3 CFO

The item is supported. A service provider will be appointed to determine the market-related rental.

6.8.4 Municipal Manager

Supports the item.

ANNEXURES:

Appendix A: An extract of the specifications that was included in the tender.

Appendix B: Notice in Eikestad News

Appendix C: Notice in the Burger

Appendix D: Information from CFO on the valuation of the property

Appendix E: Draft letter to GIST

Appendix F: Comments from National Treasury

Appendix G: Comments Provincial Treasury

Appendix H : Comments Franklin Adams

Appendix I : Objection GIST

Appendix J: Comments from Chief Letitia

Appendix K: Comments from Cathleen Booysen

Appendix L: Comments from Imari Moolman

Appendix M: Comments from Mr Andrews

Appendix N: Comments from United Sovereign Cape Kingdoms

Appendix O: Comments from Silvia Bell

FOR FURTHER DETAILS CONTACT:

NAME	Annalene de Beer
POSITION	Director
DIRECTORATE	Corporate Services
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REPORT DATE	17 March 2025

ANNEXURE A

RE-DEVELOPMENT AND LEASE OF TRANSVALIA PROPERTIES

1. BACKGROUND AND PURPOSE OF TENDER

- 1.1 Stellenbosch Municipality, the second oldest town in South Africa, has identified one of its prime urban properties for re-development purposes to enhance economic activities in the historic Central Business District (CBD).
- 1.2 The Transavia Complex consists of erven 825, 1123, 1133, 1128, 1134, 1142 and 1160, hereinafter referred to as “the Property”. Erven 1123,1133,1128,1134 and 1142 have top structures facing Dorp Street and the remaining erven provide for street access, on-site parking as well as public parking, serving the CBD of Stellenbosch and the business around the area.
- 1.3 The Property is made available for re-development via a long-term lease of not more than 30 (thirty) years and subject to Council approval of the term proposed by the successful bidder. The re-development must be for the purposes of tourism related facilities and accommodation to enhance the tourism potential of Stellenbosch CBD. No office space can form part of the development and the accommodation must be for tourism and not long term. The development requirements are set out in more detail in paragraph 3 below. The buildings on the property enjoy heritage status of a variety of gradings and the successful bidder will have to obtain, inter alia, approval from Heritage Western Cape.
- 1.4 Over and above the tourism related focus of the development, provision will also have to be made for public parking (143) on the property in its current form, which largely serves as public parking to surrounding private businesses in the CBD. The development itself will also attract on-site/client parking requirements as per the Municipality’s bylaws and that will also have to be catered for on premises. Provision must also be made for public toilets and non-motorised transport like bicycles.

2. PROPERTY DETAILS

2.1 Ownership

The property is registered in the name of Stellenbosch Municipality.

2.2 Locality and context

The property is situated in Dorp Street Stellenbosch, with vehicular access from Piet Retief Street, Louw Street and Noordwal-Wes Road, as indicated on the attached locality and lease map.

2.3 Current zoning and size

The current zonings of the sites comprising the property are as follows:

Erf 825 – Public Roads and Parking Zone (2 577m²)

Erf 1123 – Public Road and Parking (2 881m²)

Erf 1128 – Multi-unit Residential Zone (1 328m²)

Erf 1133 – Multi-unit Residential Zone (868m²)

Erf 1134 – Multi-unit Residential Zone (2 674m²)

Erf 1142 – Multi-unit Residential Zone (1104m²)

NB

Note that erven 1129, 1124, 1125 and 1130 do not form part of the lease and provide access to the property and surrounding properties.

2.4 Property Valuation

The combined municipal valuation of the Property in 2021 amounts to approximately R 23 270 000.

2.5 Building Improvements

Double storey buildings are situated on erven 1123, 1128, 1133, 1134 and 1142 which are currently partially occupied for municipal/public service and office purposes. The Municipality will provide vacant occupation to the successful bidder at the time of the start of the construction.

3. DEVELOPMENT VISION AND SPECIFICATIONS

- 3.1. Stellenbosch Council has decided that the Property be made available on a long-term lease basis of not more than 30 years. The successful bidder must indicate the period of the lease over which the proposed re-development will run, and the term must be approved by Council. The properties and existing top structures must be used to maximise the economic development, job opportunities and to stimulate economic activity within the historic Stellenbosch CBD as well as the town as a whole. The development must compliment the architectural character of Stellenbosch and be sensitive to the historic character of the existing buildings and area. As such the development requirements for the area within which the erven are situated must be considered as far as height and depth of any above/underground development is concerned.
- 3.2. The bidders will have to contact Heritage Western Cape to obtain information regarding the process to apply for the re-development including what is possible when re-developing the site and the current existing structures. Whatever plans is finally submitted by the successful bidder is still subject to approval by Heritage Western Cape and other bodies further referred to in this special conditions of tender. Linkages to the rest of the central historical area must be indicated on the plan.
- 3.3. As re-development requirements, the Municipality envisage that tourist related

facilities and tourist accommodation such as, but not limited to, a restaurant/ boutique hotel/business opportunities/economic development opportunity be established on the Property. Parking, public toilets and space for non-motorised transport must be provided. All facilities and amenities proposed **must have a tourism focus** and must fit in with the historic character of Stellenbosch and the specific area and overlay zone for the area. The tourism focus must be clear from the proposals. No conventional short or long-term residential accommodation will be allowed and no office space.

- 3.4. No offers for the purchase of the Property will be entertained.
- 3.5. Bidders must take note of the fact that the erven comprising the Property, currently also provide for public parking serving other nearby private businesses with high volume customers. The successful bidder will therefore be required to make provision for/retain public parking facilities (143 spaces) on the re-developed property, over and above the provision of on-site/client parking as required in terms of the Stellenbosch Zoning Scheme By-Law that attaches to the re-development. Therefore, the minimum parking requirement will be 143 (existing) public parking bays **plus** the additional parking demand created by the proposed re-development. All parking must comply with the design specifications of the Municipality. There must also be secure facilities for non-motorised transport like bicycles.
- 3.6. The current parking structures (garages) on the properties have asbestos roof that must be replaced within the provisions of the legislation around handling and disposal of asbestos.
- 3.7. Provision must be made for public toilets.
- 3.8. To give effect to the parking requirements set out above, the successful bidder may make provision for a new parking garage as part of the proposed development package.
- 3.9. The top structures on erven 1123, 1133, 1128, 1134, and 1142 are protected by the National Heritage Resources Act, 25 of 1999, as amended. As such, any alterations to these building will require heritage conservation permission, hence the successful bidder will have to follow the necessary processes as per the aforementioned legislation to obtain the necessary approval permit from the heritage authority, at own cost. The buildings heritage status range between Grade II (significant) to Significant IIIA and IIIA. The grading information must be obtained by a bidder from the heritage Unit of Stellenbosch Municipality prior to bidding.
- 3.10. Prior to submission of an application to the heritage authority, the

Stellenbosch Municipality Conservation Advisory Committee as well as the local registered Conservation Bodies (Stellenbosch Heritage Foundation and Stellenbosch Interest Group) must be consulted by the successful bidder for comment.

- 3.11. In addition to public parking, Erf 825 also provides for vehicular access to the adjacent private property erf 824. This access must remain intact and provided for in the re-development proposal.
- 3.12. As the development will generate additional traffic, the successful bidder will be responsible to mitigate current parking challenges. As such a Traffic Impact Assessment or at least a Traffic Impact Statement prepared in accordance with the National Department of Transport guidelines for traffic impact studies, will be required by the successful bidder.
- 3.13. The erven may need to be rezoned and any application in this regard will have to follow the normal rezoning process by the successful bidder.
- 3.14. The successful bidder will be responsible, at own costs, for the undertaking and conclusion of all specialist reports and studies (e.g. heritage impact assessment, traffic impact assessment/statement, etc,) which may be required based on the successful bidder's development proposal.
- 3.15. The lessee (successful bidder) will be responsible for the maintenance of all infrastructure and facilities forming part of the lease, which includes the public parking, and for the payment of all municipal services to the Property at the approved tariffs for the duration of the lease and which lease will start after the final approval by Council of the lease.
- 3.16. All costs relating to the proposals submitted, as well as actual re-development costs will be for the account of the successful bidder.
It must be noted that no detail plans are required at this stage except a development plan indicating what the proposals regarding the re-development will consist of.
- 3.17. All relevant legislation applicable to the re-development must be complied with at own cost by the successful bidder.
- 3.18. Any re-development activities that do not form part of a building plan approval process or any other formal approval process, will require approval of the Municipality before implementation.
- 3.19. Information on the status of current services to the property are included in this document. Should additional information be required bidders will have to consult with the Infrastructure Services as well as the Planning and Economic Development Departments of the Municipality.

- 3.20. Bidders are required to arrange pre-submission consultations with the Infrastructure Services as well as the Planning and Economic Development Departments of the Municipality with regard to services availability/upgrading, public parking specifications, possible development charges, land use/rezoning and development rights, building plan approval processes, etc
- 3.21. Bidders are hereby invited to submit proposals for the lease of the Property and the development thereof for the establishment and running of the re-developed facilities as set out above for a period not longer than 30 years.

4. LEASE TERM AND SUB-LEASE

- 4.1 The Property is available for lease for a maximum lease term of 30 (Thirty) years which will be notarially registered at the cost of the lessee. The lease agreement will be entered into after the Municipal Council has approved the final lease. The award of the tender will be subject to this approval of council and no rights on the tender will take effect unless Council approve the lease.
- 4.2 The lease agreement will include agreed timelines for project implementation and milestones.
- 4.3 The lease agreement will be reviewed annually until the re-development is completed in accordance with the proposals submitted and approved. The review will focus on timelines and progress during development implementation. The lease agreement will stipulate remedies to manage possible lack of progress.
- 4.4 Tenderers are required to tender lease amounts for the first 12 months (planning phase), construction phase (estimated at around 24 months) and the rest of the duration of the lease. These amounts must be market related and may take the development costs into account as all developments on the property will become the property of the municipality and will remain on site after the lease expired. The tender will not be evaluated based on the lease amounts and the municipality reserve the right to negotiate the lease amounts with the successful bidder before the lease agreement takes effect.
- 4.5 The lease agreement will lay down a period of 36 months for completion of the re-development.
- 4.6 The final agreed rental amounts as tendered will escalate annually on the date of signing of the lease agreement at the latest Consumer Price Index (CPI) at the time of calculation.
- 4.7 The Municipality will consider application/s for the sub-lease of any one or more

elements of the development, once fully completed in terms of the approved re-development proposals. Any proposed sub-lease must be submitted and duly motivated in writing and will be subject to **prior** written approval of the Municipality. Any sub-lease period or terms and conditions may not exceed or contradict that of the master lease.

- 4.8 The lessee will not be responsible for paying property rates as ownership of the land resides with the Municipality. The Lessee however will be responsible for payment for all services used by the re-development.
- 4.9 The lease agreement with the successful bidder will be concluded after the final approval of the lease by the Municipal Council.

5. LEASE “VOETSTOOTS” AND SUBJECT TO CONDITIONS

- 5.1. The property is leased as it stands, "voetstoots", and the Municipality shall not be responsible for any defects in the property either patent or latent. The property is moreover leased subject to all conditions and servitudes mentioned or referred to in the current and/or prior title deeds of the property and to all such other conditions and servitudes which may exist in regard thereto.
- 5.2. The Municipality shall not be required to point out the boundary beacons of the property and shall not be liable for any deficiency in the extent of the property which may be revealed on any survey or re-survey and shall not benefit from any excess.

6. PERMITTED LAND USE

- 6.1 The various sites comprising the Property, are currently zoned for Multi-unit Residential Zone and also Public Roads and parking Zone, as set out in Par 2 above. It should be noted that the envisaged use activities as per the Development Vision and Specifications set out in Par 3 above, will require rezoning of certain sites. It will therefore be required of the successful bidder to, at own cost, apply to the Municipality for the necessary land use rights, after the tender has been awarded to the successful bidder, to permit the envisaged use activities as per the Development Vision and Specifications.
- 6.2 Prospective bidders are advised to contact the Land Use Management Section of the Municipality **prior to submission of a tender** to acquaint itself with all aspects pertaining to the acquiring of land use rights. The Section's contact details are as

follows:

Land Use Management: Client Services: Annecke Hardouin

E-mail landuse.enquiries@ Stellenbosch.gov.za

Tel 021 – 808 8606

7. ENGINEERING AND ELECTRICAL SERVICES

7.1 All municipal services are available to the Property.

7.2 The successful bidder will be responsible, at own costs, for any alterations/upgrading to any municipal service that may be required to support the proposed development.

7.3 The successful bidder may also be responsible for development charges, if applicable in terms of the Development Charges Policy of the Municipality.

7.4 Electrical Services

- The Developer/Lessee must submit an Energy Management plan with their building plan application for consideration/approval by the Department: Electrical Services
- The Municipality equipped the Dorp Street Municipal Offices with a 100kVA Back- Up Generator which is utilized during load shedding. The municipal building at Dorp Street is supplied by a 150A three phase supply.

7.5 Water and Wastewater Services

- The Developer must follow due process i.t.o. development and building construction.
- A water and sewer capacity study must be done should the proposed development significantly differs from the current Masterplan.

7.6 Infrastructure Planning Development and Implementation (Development Services)

- Drawings are attached to indicate existing engineering services. All queries regarding drawings to be directed to Myra Francis Email: Myra.Francis@ Stellenbosch.gov.za

7.7 Waste Management

- Provision for refuse bins should be available in the form of refuse rooms which are easily accessible.
- The refuse collection frequency will be dependent on the type of development e.g. businesses and commercial properties receive a 3x per week collection service and residential properties once a week only. The developer/lessee will be responsible for the refuse collection charges.
- The developer/lessee should also implement recycling initiatives to reduce the waste generated from the development. These initiatives must be submitted to Infrastructure Services (Waste Management) for consideration and input.

7.8 Should additional information be required, prospective bidders are advised to consult with the Infrastructure Services Department of the Municipality. The contact person is:

E-mail: Shane.Chandaka@ Stellenbosch.gov.za

Tel 021 808 8213

Or

engineering.services@ Stellenbosch.gov.za

8. TOWN PLANNING AND BUILDING PLANS

- 8.1. The Stellenbosch Zoning Scheme will apply in respect of all land use and proposed structural additions (if any). The property is located in the historical centre which is governed by an overlay zone specific to the area.
- 8.2. Should new buildings/structures be proposed by the successful bidder, a formal Site Development Plan (SDP) will be required from the successful bidder (after tender award) indicating the nature/ type of the building structures proposed, which must be compliant with the permitted land use. Once an approved SDP has been obtained, building plans may be submitted for approval. No building work may commence without formal approval of such application/s by the Municipality.
- 8.3. As indicated above, the buildings on the Property enjoy heritage protection, therefore it will be the responsibility of the successful bidder to obtain the required permits to undertake building alterations. A Power of Attorney will be issued by the Municipality as property owner to submit the necessary applications to Heritage Western Cape. No building plans will be considered until the necessary

permits have been issued.

- 8.4. A building plan for structures less than 500m² should be concluded by the Municipality within 30 days from receipt of payment, and structures greater than 500m², 60 days. Building plans must be submitted and paid well in advance of planned construction to cater for any technical difficulties with the building plan application which may result in refusals or the resubmission of building plans with corrections. Once building plan approval has been obtained, the Municipality must be notified 7 days in advance of commencement of building works.
- 8.5. The successful bidder will be responsible for all costs for the compilation and submission of building plan applications, permits and approvals as well as construction and other costs.
- 8.6. Bidders are advised to consult with the Planning and Economic Development Department as to the availability of building plans for existing structures, and in relation to the matters listed above.

Contact persons: Stiaan.Carstens@ Stellenbosch.gov.za

- 8.7. The successful bidder must ensure that all relevant legislation pertaining to construction work, occupational health and safety, town planning and other applicable legislation, are duly complied with when the project is implemented.
- 8.8. Cognisance must be taken of existing planning frameworks for the site and surrounding areas inter alia the preliminary Framework and Policy for the Piet Retief Street area.

9. LANDSCAPING

The successful applicant will be responsible, at his/her own costs, for the compilation and submission of landscaping plans/proposals.

10. TENDER EVALUATION: PRE-QUALIFICATION REQUIREMENTS

- 10.1 The bidders' re-development proposals must be in accordance with the Vision and Development Specifications as stipulated in Par. 3 above. The bidders are required to clearly indicate the detail of the proposals on the development plan to enable the Municipality to evaluate the compliance of the re-development proposal in line with the vision of the municipality in paragraph 3.
- 10.2 Bidders are required to submit a detailed breakdown of the total capital investment/value added to the Property because of the re-development proposed.

The capital investment/value add amount will be adjudicated as the tender amount on the 80/20 or 90/10 principle required by the Procurement legislation and regulations. For the purposes of calculation of the capital investment amount, all general tender/operational costs such as professional fees, rezoning costs, studies, building plan costs, heritage approvals, lease costs, etc, **must be excluded.**

- 10.3 Bids that fail to meet the pre-qualification requirements, will be regarded as non-responsive and their bid will not be further evaluated.

11. TENDER FUNCTIONALITY ASSESSMENT

Valid bid proposals relating to the lease and re-development of the Property, will be assessed in terms of a functionality assessment based on the evaluation criteria set out below. Bids are required to attain a minimum score of 80% for functionality. Bids that fail to score a minimum of 80%, will be regarded as non-responsive. This is a strategic property and has a strategic value and function for the area. We need to ensure that proposals are of a high quality and will be able to fulfil the brief, therefore the requirement for a 80% score.

Assessment will be undertaken by a panel of staff members as assigned for this purpose.

Criterion 1: Experience and financial sustainability.

- 1.1 Proof of the bidder's development experience in relation to similar or comparable projects/ventures.

No.	Description	Points
1	Successfully/substantially completed a similar or comparable project/venture during the last 5 years. Details of such project/s and the status thereof must be included.	10
2	Successfully completed a similar or comparable project/venture 5 to 10 years ago. Details of such project/s must be included.	6
3	Have not completed a similar or comparable project/venture during the last 10 years	0

- 1.2 Proof of the bidder's financial sustainability to successfully execute the development proposal.

No.	Description	Points
1	Bank letter of good standing which confirms the bidder's financial sustainability to successfully implement a project of this magnitude.	10
2	Other proof of bidder's financial sustainability to implement a project of this magnitude.	5
3	No proof of bidder's financial sustainability to implement the bid proposal.	0

1.3 Proof of the bidder's management experience in relation to similar or comparable projects/ventures.

No.	Description	Points
1	Successfully managed the facilities in a similar or comparable project/venture during the last 5 years	10
2	Successfully managed the facilities in a similar or comparable project/venture 5 to 10 years ago	6
3	Have not undertaken facility management in a similar or comparable project/venture during the last 10 years	0

Criterion 2: Site Development Plan

2.1 For the purpose of tender evaluation, a concept/informal Site Development Plan (SDP) must accompany the bid indicating the proposed application of each building as well as any new structures proposed. The concept SDP must include the following:

No.	Description	Points (18)	
		Yes	No
1	A clear indication of the purpose/s for which each existing structure on the Property will be utilised.	4	0

2	Basic detail of proposed alteration/addition/s to existing structures.	5	0
3	Newly proposed structures (if any) and purpose. If no structures are proposed, indicate accordingly in which case 1 point will be scored. The same applies to rows 4 – 6 below.	1	0
4	Location of any proposed new structures.	1	0
5	The approximate size/extent, in square meters (m ²), of any newly proposed structures.	1	0
6	Estimated date of commencement and completion of any newly proposed structures.	1	0
7	On site parking layout and surface finish	1	0
8	Public parking layout and surface finish demonstrating compliance to public parking requirements	2	0
9	Parking control measures proposed	1	0
10	Landscaping proposed.	1	0

Criterion 3: Development implementation plan.

3.1 The Bid proposal must be supported by an Implementation Plan with clear implementation milestones and time frames as well as a breakdown of the estimated operational and capital expenditure linked to milestones and also linked to each building and the public parking facilities.

No.	Description	Points
1	The Implementation Plan provides clear milestones and time frames for development implementation. The Plan includes a structured layout of the estimated capital investment and operational expenditures	10

	clearly linked to the implementation time frames and in respect of each building as well as the public parking area.	
2	The Implementation Plan with time frames and estimated capital investment/expenditures, provides elements of the information requested but does not cover all aspects and/or does not furnish the required level of detail.	5
3	No or scant information re time frames and/or estimated investment/expenditures.	0

Criterion 4: Operational plan

No.	Description	Points
1	The Operational Plan provides an indication of how the successful bidder intends to put the upgraded/redeveloped facilities into operation, facility management, the processes to be followed to identify suitable sub-tenants (if any) as well as the criteria for such sub-tenant/s and marketing of the facilities.	10
2	The Operational Plan shows limited information as to how the facilities will be put into operation, facility management, identification of subtenant/s and marketing.	5
3	No or scant information re intended day to day operations.	0

Criterion 5: Employment Creation.

The Bid proposal must be accompanied by an estimate of the number of permanent employment opportunities to be created.

1.	Indication of estimated number of permanent (for duration of lease) employment opportunities included in bid proposal.	1
2.	Indication of estimated temporary/casual employment opportunities.	1
3.	No indication provided.	0

12. SPECIFICATIONS CHECKLIST

Support documents that speak to the functionality assessment criteria set out in Par 11 above, must be included in bids. The onus rests on bidders to ensure that focussed and relevant support documentation are attached to enable the Municipality to perform the functionality assessment. The following documents/information are required as a minimum:

ACTIVITY/INFORMATION	X
1. Proof of the bidder's experience in relation to the successful implementation of similar or comparable projects.	
2. Proof of the bidder's financial sustainability to successfully implement the bid proposals, such as written good standing confirmation by a bank, financial loan agency, written confirmation by sponsor/donor, etc. Information regarding the source of funding should be clearly indicated.	
3. Proof of the bidder's experience in relation to the successful management of similar or comparable projects.	
4. A concept/informal Site Development Plan, which includes all elements of the proposals.	
5. Development Implementation Plan which sets out all proposals as well as a detailed description of the proposed implementation and time frames.	
6. Operational Plan detailing the operational implementation of the	

upgraded facilities, facility management, subtenant identification all linked to the implementation plan.	
7. A summary of the intended employment creation.	
8. The re-development proposals are in accordance with the Vision and Development Specifications as stipulated in Par. 3 above.	
9. A detailed breakdown of the total capital investment/value to the Property as a result to the re-development proposed is included in the bid document.	

13. GENERAL REQUIREMENTS

- 13.1 The maintenance and repairs of the existing and new buildings (if any), parking area and infrastructure on site will be the sole responsibility of the successful bidder for the duration of the lease agreement.
- 13.2 The Municipality does not bind itself to accept the highest offer and reserves the right to accept any proposal, partial proposal or none of the proposals submitted.
- 13.3 All administrative and applicable legal and technical requirements must be adhered to.

14. COMPULSORY CLARIFICATION MEETING

- 14.1 A compulsory information session will be held at the Property) onat.....
The Municipality may arrange more than one session depending on the number of the number of prospective bidders.
- 14.2 Applicants will be required to register for the clarification meeting at least 48 hours prior to the clarification meeting @annalene'deBeer@stellebosch.gov.za. Use the reference of Transvalia clarification meeting. Not more than 3 people per bidder is allowed at the clarification meeting. Prospective bidders must bring their own documentation and pens. All people who are ill must please wear a mask. Prospective bidders will be group to ensure that it is practical.
- 14.3 Applicants who fail to attend the entire compulsory information session will be disqualified.

15. OVERVIEW OF TENDER PROCESS

- 15.1 After the tender closing date, all proposals will be assessed by the Municipality in terms of the Development Vision and Specifications as well as the Evaluation Criteria, as stipulated above.
- 15.2 Bids will firstly be assessed in terms of compliance with the Development Vision and Specifications. Bids that do not comply with the development requirements and use specifications will be regarded as non-responsive and will not be evaluated further.
- 15.3 Bids that comply with the Development Vision and Specifications, will be assessed based on the evaluation criteria set out in **Par 11** above, in terms of which bidders are required to attain a functionality score of at least 80%. Bids that fail to attain the minimum score, will be regarded as non-responsive and will not be evaluated further.
- 15.4 Bids who pass the pre-qualification criteria and obtain at least 80% in the functionality criteria will be adjudicated on the 80/20 or 90/10 principle where the value added will be adjudicated in the 80/20 or 90/10 principle.
- 15.5 The Municipality reserves the right to clarify any aspect of the bid submitted or to request any omitted documents, during the evaluation phase. Any such clarification or omitted documents requested, will be duly recorded, and reported to the Bid Committees.
- 15.6 Bids that score a minimum of 80% in terms of functionality, will progress to be finally assessed in terms of bid price (total capital value added to the Property) as per the Form of Offer and the preferential points system as set out in the Tender Document. Bidders will also be required to indicate the monthly lease amount/s however this amount will not be used for tender evaluation purposes.
- 15.7 Following the assessment of the respective bid proposals, an assessment report will be submitted to the relevant Bid Committees of the Municipality for consideration and award. After award by the Bid Adjudication Committee, the matter will be submitted to the Municipal Council for final approval of the lease. Should the lease not be approved by Council, the award will automatically lapse.
- 15.8 The respective bidders will thereafter be informed of the outcome.
- 15.9 Tender prices must be valid for 180 days after closing of the tender.

16. CONTACT PERSON

The contact details of the technical staff are captured above. For general/administrative enquiries regarding the specifications of the tender and clarification meeting, Rozeeta Petersen, Corporate Services Department, may be contacted on Tel 021 808 8018 or email at Rozeeta.Petersen@stellenbosch.gov.za or Annalene.deBeer@stellenbosch.gov.za

ANNEXURE B

Publication	Publication Date	Section	Page
BMSTBEN (EikestadNuus)	12/12/2024	MAIN (Main)	-



STELLENBOSCH
STELLENBOSCH • PAUL • FRANSCHBURG
MUNICIPALITEIT • UMKAPALA • MUNICIPALITY

LOCAL AUTHORITY NOTICE
OFFICIAL NOTICE AS CONTEMPLATED IN REGULATION 35(a) OF THE
MUNICIPAL ASSET TRANSFER REGULATIONS
PROPOSED AWARDING OF LONG-TERM RIGHTS: TRANSVALIA COMPLEX:
ERVEN 825, 1123, 1128, 1133, 1134 AND 1142 STELLENBOSCH

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 a 30 year lease agreement) for the Transvalia Complex situated in Dorp Street on erven 825, 1123, 1128, 1133, 1134 and 1142.

2. Background / Reasons for proposed Awarding of Rights

2.1 Vision of Stellenbosch Municipality
It has been a long time vision of the Municipality to use the property in a manner to create economic activity in the historic centre of Stellenbosch, whilst preserving and maintaining the historic buildings and architecture of the area. Some of the erven are also providing access to adjacent private properties as well as parking at the Stelkor centre and is excluded from the lease area (erven 1124, 1125, 1129 and 1130).

2.2 Tender process and successful bidder
Council went out on a tender process to identify a preferred bidder through a competitive process to lease the land on a long term lease (30 years) to Middelcorp Properties (Pty) Ltd to re-develop the area. In brief the preferred proposal entails the following key elements:
Renovate the existing historic buildings along Dorp Street for the purposes of a 24-unit Boutique Hotel with an art-focused theme, incorporating a 60-seater restaurant, hotel coffee and wine bar and a rooftop bar for guests, re-developed courtyard and guest area behind hotel as well as an art and design shop in one of the historic buildings. Preserving the architectural integrity of the buildings along Dorp Street. Demolishing the existing garages and provide upgraded public toilets.
The proposed new structures comprise of a wooden deck for the proposed restaurant at 135 Dorp Street, steel frame clip-on staircase and corridor, swimming pool, paved hotel dedicated parking area, dedicated refuse area and security/parking kiosks. Repair and upgrading of existing public parking area, providing 143 paid public parking, 34 paved hotel dedicated parking bays as well as 10 non-motorised parking bays. No residential housing or office space were requested. A capital injection of R22 028 250.00 will be made into the land that will remain the Council's asset.

3. Discussion

3.1 Public Participation Process
In terms of Regulation 34 of the ATR, before Council can make a final decision on whether to award rights in Municipal property, i.e. to enter into long-term Lease Agreements, the Municipal Manager must first conduct a public participation process contemplated in 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 an Information Statement referred to in Regulation 34.
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 website together with this notice. The full Council item is in the agenda of 30 October 2024 that is also available 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 of the long term lease of 30 years to Middelcorp Properties.
Any such comments/inputs or alternative proposals must be in writing and must reach the office of Property Management by no later than 7 February 2025 at close of business at the address or e-mail listed below:
Physical address: 3rd Floor, NPK Building, cnr Plein and Rynaveld Streets, Stellenbosch
Tel: 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 METTLER DATE
MUNICIPAL MANAGER: STELLENBOSCH MUNICIPALITY

ANNEXURE C

Publication	Publication Date	Section	Page
NETWBURGER (Netwerk24Burger)	07/12/2024	CLASSDSP (CLASSDSP)	-



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHOEK
MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

LOCAL AUTHORITY NOTICE

**OFFICIAL NOTICE AS CONTEMPLATED IN REGULATION 35(a)
OF THE MUNICIPAL ASSET TRANSFER REGULATIONS
PROPOSED AWARDED OF LONG-TERM RIGHTS:**

TRANSVALIA COMPLEX: ERVEN 825, 1123, 1128, 1133, 1134 AND 1142 STELLENBOSCH

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2. Background / Reasons for proposed Awarding of Rights

2.1 Vision of Stellenbosch Municipality

It has been a long time vision of the Municipality to use the property in a manner to create economic activity in the historic centre of Stellenbosch, whilst preserving and maintaining the historic buildings and architecture of the area. Some of the erven are also providing access to adjacent private properties as well as parking at the Stekkor centre and is excluded from the lease area (erven 1124, 1125, 1129 and 1130).

2.2 Tender process and successful bidder

Council went out on a tender process to identify a preferred bidder through a competitive process to lease the land on a long term lease (30 years) to Middelorp Properties (Pty) Ltd to re-develop the area. In brief the preferred proposal entails the following key elements:
Renovate the existing historic buildings along Dorp Street for the purposes of a 24-unit Boutique Hotel with an art-focused theme, incorporating a 60-seater restaurant, hotel coffee and wine bar and a rooftop bar for guests, re-developed courtyard and guest area behind hotel as well as an art and design shop in one of the historic buildings. Preserving the architectural integrity of the buildings along Dorp Street. Demolishing the existing garages and provide upgraded public toilets. The proposed new structures comprise of a wooden deck for the proposed restaurant at 135 Dorp Street, steel frame clip-on staircase and corridor, swimming pool, paved hotel dedicated parking area, dedicated refuse area and security/parking kiosks. Repair and upgrading of existing public parking area, providing 143 paid public parking, 34 paved hotel dedicated parking bays as well as 10 non-motorised parking bays. No residential housing or office space were requested. A capital injection of R2 208 250.00 will be made into the land that will remain in the Council's asset.

3. Discussion

3.1 Public Participation Process

In terms of Regulation 34 of the ATR, before Council can make a final decision on whether to award rights in Municipal property, i.e. to enter into long-term Lease Agreements, the Municipal Manager must first conduct a public participation process contemplated in Regulation 35.

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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 of the long term lease of 30 years to Middelorp Properties

Any such comments/inputs or alternative proposals must be in writing and must reach the office of Property Management by no later than 7 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
Tel: 021 808 8073
Email: municipal.manager@stellenbosch.gov.za

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**GERALDINE METTLER
MUNICIPAL MANAGER:
STELLENBOSCH MUNICIPALITY**

ANNEXURE D

Annalene De Beer

From: Kevin Carolus
Sent: Tuesday, 14 May 2024 15:56
To: Annalene De Beer
Subject: RE: Valuation of The Transvalia Complex
Attachments: SB1123.pdf; SB825.pdf

Hi Annalene,

Hiermee die waardasies:

- Die volgende erwe se waardasies is ingesluit by SB 1123: Erwe: 1123 , 1124 , 1125 , 1128 , 1129 , 1130 , 1133 , 1134 , 1142 , 1160
- Erf 825 is apart gewaardeer en aangeheg as SB825



Kind regards,
Kevin Carolus
Chief Financial Officer
Financial Services

T: +27 21 808 8528
Plein Street, Stellenbosch, 7600
www.stellenbosch.gov.za



Disclaimer and confidentiality note: The legal status of this communication is governed by the terms and conditions published at the following link:
http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

STELLENBOSCH MUNISIPALITEIT
STELLENBOSCH MUNICIPALITY
CURR For Internal Use ONLY

2024-05-14

Erf Ref:	SB1123	C06700220000112300000	Owner:	Munisipaliteit Stellenbosch
Sector:	SB	Stellenbosch	Address:	PO Box 17 STELLENBOSCH 7600
Erf No:	1123		Active:	☒
Part:			Temp Reg:	☐
Erf Area:	2402	6857	Not in Set	
Zone/Ward:	20	9	Middedorp (DORPS)	
		DORPS	Sentraal:suid Van Dorpstraat	
Street Name & No:	Dorp			2014/11/20 15:43:23
Erf Category:	Residential		Vacant:	☐
Erf Use & Rebate:	MUNR	NONE	Buildclause:	☐
Erf Attribute:	Normal Property		B/Clause Value:	0
Group/Farm ref:	Alma		Divided From:	
Erf Classification:	Not Classified		Consolidated To:	
Fin Accn No:	200330006		Sectional Title Ref:	
Notes:	Bosmanhuis , Tinetta , Transvalia , Alma Erwe : 1123 , 1124 , 1125 , 1128 , 1129 , 1130 , 1133 , 1134 , 1142 , 1160			

Improvement	UnF?	Description	No	Docm Ref	Area	Factor	Eqv.Area	Seq	Date of Improv.
Woonstelblok	☐	Bosmanhuis + Tinetta	1		920	0.00	0	1	
Stoep OD	☐		1		11	0.00	0	2	
Stoep OOP	☐		1		64	0.00	0	3	
Woonstelblok	☐	Transvalia + Alma	1		800	0.00	0	4	
Stoep OOP	☐		1		65	0.00	0	5	
Garage	☐		1		85	0.00	0	6	
Garage	☐		1		296	0.00	0	7	
Toilet	☐		1		21	0.00	0	8	
No of Entries: 8					Totals:	2262	0		

Valuation Period:	2021/00	Entry Date:	21-Oct-20	Authorized:	☒
		Inspect. Date:	21-Oct-20	Provisional:	☐
Ward:	9	Effective Date:	01-Jul-21	Active:	☒
Article Ref:				Unfinished:	☐
Notes:					

Val Entity:	Primary	0	Equivalent Area:	0	0	0
Cat & Use:	Residential	MUNR	Adjusted Area:	80	200	
Points:	0	Balanced	Value per Unit Area:	0		
Values	Total		Calc. Improv. Value:	0	22,646,000	
Erven:	0		Erf - Owner:	Munisipaliteit Stellenbosch		
Improv.:	22,646,000		Category:	Residential	MUNR	
Total:	22,646,000		Attribute:	Normal Property	Vacant:	☐
Erf Area:	2,402	2020/10/27 15:45:33	B/Clause:	0		

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STELLENBOSCH MUNICIPALITY

CURR For Internal Use ONLY

2024-05-14

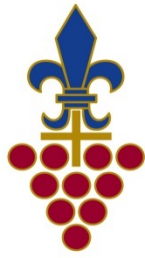
Erf Ref:	SB825	C06700220000082500000	Owner:	Munisipaliteit Stellenbosch
Sector:	SB	Stellenbosch	Address:	PO Box 17 STELLENBOSCH 7600
Erf No:	825		Active:	☒
Part:			Temp Reg:	☐
Erf Area:	2121	Not in Set	eMail:	
Zone/Ward:	20	9 DORPS	Middelorp (DORPS) Sentraal:suid Van Dorpsstraat	
Street Name & No:	Piet Retief		2011/06/13 09:09:15	
Erf Category:	Business		Vacant:	☒
Erf Use & Rebate:	POS	NONE	B/Clause Value:	0
Erf Attribute:	Normal Property		Buildclause:	☐
Group/Farm ref:			Divided From:	
Erf Classification:	Publieke Oop Ruimte		Consolidated To:	
Fin Accn No:	200320007		Sectional Title Ref:	
Notes:	Parkeerterrein		Full GIS Erf No:	

Valuation Period:	2021/00	Entry Date:	21-Oct-20	Authorized:	☒	
		Inspect. Date:	21-Oct-20	Provisional:	☐	
Ward:	9	Middelorp	Effective Date:	01-Jul-21	Active:	☒
Article Ref:					Unfinished:	☐
Notes:						

Val Entity:	Primary	0	Equivalent Area:	0	0	0
Cat & Use:	Business	POS	Adjusted Area:	80	200	
Points:	0	Balanced	Value per Unit Area:	0		
Values	Total		Calc. Improv. Value:	0	424,000	
Erven:	0		Erf - Owner:	Munisipaliteit Stellenbosch		
Improv.:	424,000		Category:	Business	POS	
Total:	424,000		Attribute:	Normal Property	Vacant:	☒
Erf Area:	2,121		B/Clause:	0		
		Ward: 9				
		2020/10/21 16:29:20				

For Internal Use ONLY

ANNEXURE E



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

For Attention: Mr EW Kemp

Kemp Nabal Attorneys

By E-mail: assistantewk@kempnabal.co.za

11 March 2025

Tel: (021) _____

Dear Mr Kemp

RE: BID B/SM111/24-RE-DEVELOPMENT AND LEASE OF TRANSVALIA PROPERTIES

1. We acknowledge receipt of your email correspondence dated 7 February 2025, the content which is noted.
2. The Municipality is still of the view that section 62 of the Municipal Systems Act, 32 of 2000 is not applicable to this matter. Section 62 is only applicable if a decision is taken under delegated power. Full Council will be attending to the final decision to lease the property on a 30-year lease to Middledorp Properties ("Middledorp") (or not) as per the tender that was awarded subject to Council approval of the lease. It therefore does not involve a delegated power decision as alleged by your client.
3. Your client's objection/appeal as well as its tender submitted will be contained in the item as part of the inputs/comments that was elicited by the information statement. It is not customary to involve Council in any Supply Chain Management objection/appeal. As previously alluded, there is no appeal process applicable to the award that was made. In any event there is no final decision as the final decision is not the award to Middledorp Properties, but the Council resolution to lease the property to them for 30 years. Middledorp's proposal and the money they will be investing in the property are aspects that Council will consider when making the decision to lease or not lease the property. If Council decide not to lease to Middledorp that would be the end of the

tender process, and the tender process will have to commence afresh. It does not mean that your client can then become the next company as their tender proposal was regarded as non-compliant and Council cannot turn that decision around.

4. As there is no appeal process in terms of section 62, Council can resolve on the lease and cannot be instructed that it cannot serve before Council or held over until the appeal is decided. Any decision taken by Council can be taken on review in the High Courts by your client.

P SHANDAKA

ACTING MUNICIPAL MANAGER

ANNEXURE F

**national treasury**

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

Private Bag X115, Pretoria, 0001 • 40 Church Square, PRETORIA, 0002 • Tel: +27 12 315 5111, Fax: +27 12 406 9055 • www.treasury.gov.za

Email: mfma@treasury.gov.za

The City Manager
Stellenbosch Municipality
PO Box 17
STELLENBOSCH
7600

For Attention: Ms Geraldine Mettler

Fax: (021) 808 8111

Dear Madam

**RE: PROPOSED LONG TERM LEASE OF PORTIONS OF THE TRANSVALIA COMPLEX
(ERVEN 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160 STELLENBOSCH)**

The correspondence received on 22 January 2025 requesting the National Treasury's comments on the municipality's intention to lease various municipal capital assets for developmental purposes, has reference.

We have noted the contents of the documents including the copy of the council resolution. The municipality intends to dispose of various erven 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160 Transvalia for tourism development. The municipality has undertaken a public competitive process by inviting public offers.

Section 14 of the MFMA read with the Municipal Asset Transfer Regulations (MATR) sets the legal framework for the disposal and the granting of rights to use, control or manage municipal capital assets. In this instance, Chapter 4 of the MATR is applicable as the municipality intends to grant the right to use, control or manage a municipal capital asset.

According to the council resolution, the properties are not required for the provision of the minimum level of basic municipal services.

The municipality has indicated that it will receive a capital injection of R22 028 250 (inclusive of VAT). The development will take place in three phases. Phase 1 (Planning Stage) will last 12 months, during which the developer will be exempt from paying rent. Phase 2 (Construction Stage) will last 24 months, with a rental amount of R10 000 per month. Phase 3 (Operational Stage) will commence from the 4th year until the end of the 30-year lease, with a monthly rental of R20 000, subject to annual increases. The municipality has indicated that the value of the property will have to be re-evaluated. Please ensure that the valuation report is shared with us and maintained for audit purposes.

**national treasury**Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

The council item indicates that the Unit 1 of the Dorp Street complex is currently leased to IEC and there are plans for renewal. On the council resolutions, the municipality has not confirmed whether it has given notice to the current tenant of Unit 1 at the Drop Street Complex, despite plans to renew the lease with them. To avoid potential breach of contract claims and litigation damages, the municipality should ensure that the proper processes and notice procedures are followed.

The lease will be for a period of 30 years. Regulation 36 of the MATR sets out the matters to be considered for granting the right to use, control or manage a capital asset. This regulation requires the municipality to consider the risks and rewards associated with the use, control or management of the capital asset in relation to the municipality's interests, amongst others. The municipality has affirmed that it will not incur any losses through granting the leases and the municipality will retain ownership of the property, incur no maintenance costs, and offset rental income with savings on management and maintenance of the property.

We draw your attention to regulation 45 of the MATR which sets out the minimum requirements for the ensuing lease agreement, including the requirement for the private sector party to whom the right has been granted to maintain and safeguard the asset for its intended purpose. Since the existence of the lease will relieve the municipality of its maintenance burden for the assets, we trust that the obligations of the parties regarding the maintenance of the property, as well as other applicable conditions, will be duly addressed in the lease agreement.

It is our understanding that the municipality will ensure that the transaction is finalised in line with Chapter 4 of the MATR as well as the applicable disposal management processes.

We trust that you will be guided accordingly.

Yours sincerely

Wayne McComans
Chief Director: MFMA Implementation
Date: 24 February 2025

Cc: Chief Financial Officer

Cc: MFMA Coordinator: Western Cape Provincial Treasury

ANNEXURE G



Reference number: 24/2/1/5

Enquiries: Umar Salie

Stellenbosch Municipality
Plein Street, Stellenbosch
PO Box 17, Stellenbosch
7599

Tower Block Building,
2nd Floor,
4 Dorp Street,
Cape Town
8001

Dear Municipal Manager, Mr. Geraldine Mettler

Attention:

The Chief Financial Officer: Rochelle Nichols

The Head of Supply Chain Management: Mr. Dalleel Jacobs

Property Management

PROPOSED LEASE OF PORTION OF MUNICIPAL LAND, TRANSVALIA COMPLEX: ERVEN 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160, STELLENBOSCH

1. PURPOSE

- 1.1. To provide an opinion to the Stellenbosch Municipality on the application for the proposed lease of Municipal Land, in terms of the Municipal Asset Transfer Regulation (MATR).

2. BACKGROUND

- 2.1 The Stellenbosch Municipality has submitted a memorandum to the Provincial Treasury seeking comments and recommendations in respect of the leasing of Municipal Land, portion of Transvalia complex being **Erven 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160, Stellenbosch** to **Middedorp Properties (Pty) Ltd** with the objective of creating an **Economic Upliftment by creating Tourist Facilities including a Restaurant & Tourist Accommodation** as well as **Parking**, for a **period of 30 years**, in terms of MATR.
- 2.2 As per communication by the Stellenbosch Municipality, the following documentation was made available:
- 2.2.1 Information statement;
- 2.2.2 Public invitation notice
- 2.3 In terms of Regulation 35(b) of the MATR, the relevant Provincial Treasury should provide comments and/or recommendations on municipal assets that exceeds R10 million and/or if the asset will be leased for a long-term period.

2.4 The Municipality has disclosed that the Capital Value of the land is **R22 028 250.00** inclusive of vat. The rental is subject to negotiations and agreement with the municipality. The offer in **Phase 1 = R0, Phase 2 = R10 000 per month** and **Phase 3 = R20 000 per month**, for a period of **thirty (30) years**.

2.5 It should be noted that a copy of the draft lease agreement was not submitted to Provincial Treasury and therefore could not establish if the draft lease agreement meets the criteria highlighted in Regulation 45 of the MATR.

3. ISSUE

3.1 The Stellenbosch Municipality hereby seeks comments and recommendations from the Provincial Treasury in respect of the leasing of Municipal Land, **being portion of Transvalia complex** which are **Erven 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160, Stellenbosch**, to **Middedorp Properties (Pty) Ltd** with the objective of **Creating an Economic Upliftment by Creating Tourist Facilities including a Restaurant and Tourist Accommodation as well as Parking, for a period of 30 years**, in terms of MATR.

4. COMMENTS

4.1. Chapter 4 of the MATR and Regulation 40 of the SCM Regulations applies to the leasing of municipal property, which should be done in terms of a process that is fair, equitable, transparent, competitive, and cost-effective.

4.2. Council should be aware of the mandatory requirements as set out in Regulation 36 of the MATR before making an in-principal decision on leasing of municipal property to an individual.

4.3. The Municipality need to take cognisance of the following when considering leasing a property:

4.3.1.The type of usage required;

4.3.2.The period of the lease agreement;

4.3.3.The manner in which it is to be granted;

4.3.4.The minimum compensation to be paid; and

4.3.5.A framework within which direct negotiations for the granting of the right must be conducted.

4.4. If the Council decides to grant approval in principle for the leasing of the municipal property, the Municipality need to have assurance that **Middedorp Properties (Pty) Ltd** or **their successors in title** will provide adequate maintenance and safeguarding of the asset as stipulated in Regulation 41(4) of MATR.

4.5. A draft copy of the lease agreement needs to be submitted to the Provincial Treasury to establish if the proposed lease agreement will meet the criteria outlined in Regulation 45 of the MATR. Unfortunately, no comments could be provided in regard to the criteria outlined in Regulation 45 of the MATR.

4.6. Stellenbosch Municipality must ensure that the processes followed are in accordance with the disposal management system that makes provision for leasing of the asset and ensure that all other processes are followed as stipulated in Chapter 4 after approval has been granted in principle by the council.

4.7. The municipality should also consider if the asset should continue being leased for a long-term period by conducting a study, taking all future plans in consideration (e.g. property in a road reserve) to determine whether it will be more beneficial to dispose of the asset, instead of leasing the

property, If the CoCT decides to dispose of the asset, to ensure that the disposing process is followed in terms of Regulation 40 of the MFMA Supply Chain Management Regulation.

5. RECOMMENDATIONS

- 5.1. In conclusion, the Stellenbosch Municipality must take cognisance of the above-mentioned comments and relevant pieces of legislation for the leasing of municipal Land, **Transvalia complex: Erven 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and 1160, Stellenbosch, with the objective of creating an economic upliftment by creating tourist facilities including a restaurant and tourist accommodation as well as parking, to Middledorp Properties (Pty) Ltd** at a market related value, for a 30-year period in terms of MATR.
- 5.2. The Accounting Officer needs to be satisfied that all due processes and procedures stipulated in the legislative prescripts and in the SCM and Asset Management policies have been followed.

We trust that you find the above in order.

Yours Sincerely,

MR. REGINALD CLARKE

DEPUTY DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT

PROVINCIAL TREASURY

ANNEXURE H

FRANKLIN ADAMS PO BOX 12445 DIE BOORD 7613 oakcity2010@yahoo.com

**INFORMATION STATEMENT IN RELATION TO ALONG TERM LEASE OF PORTION OF THE
TRANSVALIA COMPLEX (ERVEN 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 and
1160 STELLENBOSCH)**

COMMENTS

In relation to leasing a heritage building in South Africa, particularly in the Western Cape for the development of a multipurpose tourist and leisure facility would be exposed to have several legal, economic, and cultural implications. Taking into consideration the compliance of relevant heritage laws, zoning regulations, assets regulations and environmental considerations, many were not mentioned in the advertisement for comments.

Firstly, where the following applicable, legal and heritage law consider:

- (a) Section 34 of the NHRA
- (b) When will the Environmental Impact Assessment (EIA) take place under the National Environmental Management Act (NEMA)?

Secondly;

- (c) What terms and conditions or necessary arrangements are in place for any irreversible alterations, that would still preserve historical integrity of the heritage site?
- (d) Will the facility allow commercial viability with balanced public access to proposed multi-purpose tourist and leisure facility?
- (e) What respect will the leaser have for the local heritage groups, historians, and indigenous communities taking in consideration the legacy of eviction of families under the group area act? Will the leaser incorporate historically displaced (Group Areas) people?
- (f) Will an inclusive decision-making take place, that includes cultural, local and indigenous communities?

- (g) If any developments are perceived as being harmful to the heritage site, what alternative solution will be offered?
- (h) Will this property that's owned by the municipality have any efficient and effective economic development and social equity measures that benefit local and indigenous communities?

Thirdly;

- (i) Additionally, Tender No 34, which includes, Proposal for development of erf 1123, Transvalia had irregularities of ±R432 million and was cancelled by the High Court. Why embark on this process again?
- (ii) Was the irregularities addressed?
- (iii) If addressed, how?
- (iv) Specify?

Fourthly;

Any development in the area, will have a big impact on Dorp Street and its mobility, and cannot carry the traffic, as it will cause traffic jams. Will disfurnishment to the buildings cause inconvenience or any costs to the rates payers of Stellenbosch, perhaps an increase in rates to local citizens?

ALUTA CONTINUA !!!!

ANNEXURE I

Our Ref: EWK/lvs

Your Ref:

Date: 7 February 2025

Stellenbosch Municipality

Chief Legal Advisor

Attention: Mervin Williams

Via e-mail: Mervin.Williams@stellenbosch.gov.za

Municipal Manager

Attention: Geraldine Mettler

Via e-mail: municipal.manager@stellenbosch.gov.za

And via e-mail: scm.tenderawards@stellenbosch.gov.za

Office of Property Management

Via e-mail: municipal.manager@stellenbosch.gov.za

Re: **BID: B/SM 111/24 RE-DEVELOPMENT AND LEASE OF TRANSVALIA PROPERTIES**

1. We are instructed by GIST Technology Holdings (Pty) Ltd ("GIST").
2. GIST submitted a tender in response to the bid notice B/SM 111/24 concerning re-development and lease of Transvalia Properties issued by the Stellenbosch Municipality.
3. In a letter dated 10 October 2024, GIST was informed by the Municipality, that its tender was unsuccessful and that the bid was awarded to Middledorp Properties for a

Committed to Solutions

re-development capital expenditure of R22,028,250 (VAT included) and rental payments over the period applicable amounting to R6,600,000.

4. In the same letter, the Municipality recorded that in terms of SCM Regulation 49 GIST had the right to lodge a written objection or complaint against the decision or action taken within 14 days and in terms of Section 62 of the Municipal Systems Act ("the Act"), GIST had the right to lodge a written appeal against the decision, if any rights were affected, within 21 days.
5. After GIST informally enquired as to the reasons why its tender, amounting to a re-development capital expenditure of R163,450,000 and rental payments over the period applicable amounting to R75,650,040, had lost out to a significantly lower tender, – that is more than 8 (eight) times less than our client's tender – it was provided with your response of 14 October 2024.
6. In your response of 14 October 2024, GIST was informed by your Manager: Demand Management and Strategic Sourcing, Bentley Louw, that GIST's bid was non-responsive. This decision was taken by the Municipality's Bid Adjudication Committee.
7. Our client disagrees with the decision of the Bid Adjudication Committee.
8. GIST proceeded, within the 14-day period, to lodge a formal objection (on 23 October 2024) and then filed an appeal in terms of Section 62 of the Act, within 21 days (on 31 October 2024).
9. Copies of the formal objection and of the Section 62 appeal are attached.



10. In terms of Section 62(2) of the Act, the Municipal Manager is obliged promptly to submit the appeal to the appropriate appeal authority and in terms of Section 62(5) the appeal authority must commence with an appeal within 6 (six) weeks and decide the appeal within a reasonable time – this has not yet occurred.
 11. Subsequent to submitting the formal objection and the Section 62 appeal, on 8 November 2024 GIST received correspondence from the Municipality's Chief Legal Advisor, Mervin Williams, in which the Municipality attempted to retract its 10 October 2024 correspondence based on the submission that the "award" of the tender to Middedorp Properties will only be finalised once the Council provides final approval and that no objection or appeal to the tender award would accordingly be available as the award is not final until Council finally approves it (you also recorded that the administration had made recommendations to Council as to the successful tender).
 12. We disagree with your last-mentioned conclusions (paragraph 11 above). GIST is clearly a person whose rights have been affected by the decision of the Bid Adjudication Committee. In concluding (incorrectly) that GIST's bid was non-responsive, the Bid Adjudication Committee has taken a final decision that determines GIST's rights. This is a decision contemplated in Section 62(1) of the Act.
 13. In the circumstances, the Section 62 appeal process must follow its ordinary course and be decided promptly.
 14. GIST also requires that that the Municipality's Council be formally informed of the pending Section 62 appeal and of the full details of our client's bid and that the Municipal Council's final determination of the tender be held over until after the Section 62 appeal process (and any further dispute process) has run its course. This is
- 

because GIST's bid – from which the Municipality stands to benefit financially – is compliant with the tender specifications.

15. We require confirmation by 17h00 on Tuesday 11 February 2025 that:

15.1. the Section 62 appeal will be dealt with in accordance with the applicable law;

15.2. that the Municipal Council will be informed of the Section 62 appeal and the details of GIST's bid; and

15.3. that the Municipal Council's final decision on the award of the tender will be held over until finalisation of the Section 62 appeal.

16. All of our client's rights remain reserved.

Yours faithfully

A handwritten signature in blue ink, appearing to be 'E W KEMP', written over the typed name.

E W KEMP



TO: **Stellenbosch Municipality**

Date: 2024/10/23

Plein Street
Stellenbosch
7600

Per Email: scm.tenderawards@ Stellenbosch.gov.za

ATT: **Mr. B Louw on behalf of / for**
The Municipal Manager

cc.: Ms. A. De Beer, Mr. B. De la Bat, Ms. L. Pool, Mr. A. Marais

RE: BID: B/SM 111/24 RE-DEVELOPMENT AND LEASE OF TRANSVALIA PROPERTIES

SUBJECT: FORMAL OBJECTION TO OUTCOME, received dd. 2024/10/10

We refer to the above matter and your letter dated 10 October 2024 (attached hereto as Annexure A), aforementioned received on same date.

As an interested and affected party who submitted a compliant bid for this tender, we believe that the tender process and the subsequent award were not conducted in accordance with the applicable legal and regulatory framework. As per SCM regulation 49, we hereby formally **lodge our objection** against the decision of the municipality in awarding the bid to Middedorp Properties in the amount of R22 028 250.00 (Twenty-two million and twenty-eight thousand two hundred and fifty Rand).

We vehemently disagree with the content of your breakdown of our "Non-compliance" and / or "non-responsive" as set out in your email dated Monday, 14 October 2024 (attached hereto as Annexure B). After extensive consultation with professionals in the property, legal and hoteliering industries, we wish to correct the Municipality in your averments in said email. Our grounds for objection are listed below.

GROUND OF OBJECTION

1. The Tender Document does not require a detailed plan or layout of the proposed hotel. As per GIST Technology Holdings' tender bid that was submitted for your consideration, in our proposal **the historical building will indeed be used for hotel facilities**, which includes but is not limited to Hotel General Admin, Lounges, Dining Room, Offices, perhaps even Rooms on the 1st floor (which does not require stating, as it forms part of the obvious and intended use of the Buildings and the purpose of the Tender).

Company Registered Name:	GIST Technology Holdings (Pty) Ltd
Company Registration No.:	2021 / 472741 / 07
VAT Registration No:	Work in progress
Address:	c/o Plein and Bird Street, Oude Postkantoor, Level 3, Unit 305, Stellenbosch Central, Stellenbosch, 7600



As per our submitted tender document, a covered walkway to amenities and additional hotel rooms, to create a bigger and uniform use of areas and buildings.

Where the term "bachelor apartments" is used, it serves as a guide (common practise in Urban Design & Architecture) to the size of the hotel rooms in relation to design and will be used as both short and long stay accommodation by tourists. In this regard we would like to draw your attention to Tender Clarification 1 dated 6 September 2024 (attached hereto as Annexure C) clearly indicating that the apartments will solely be utilised by tourists visiting the area. Therefore, the apartments will not be available to students or working persons, in the traditional sense.

2. GIST Technology Holdings' tender proposal falls within the municipality's bylaws and all legal parameters regarding land use, heritage, development concept and vision. The municipality's opinion that the tenderer may have overbulk, does not result in the tenderer not being compliant with the pre-qualification criteria. GIST Technology Holdings remain open to discuss the matter of overbulking and can easily tone down the development if needed.
3. Throughout the years precedent has been established in relation to the "foreign proportions and scale" of buildings within the area. This can be seen by the erection of Eikestad Mall, the ABSA building located in Plein Street and the Post Office on the corner of Bird and Plein Street, all examples where old meets new. A precedent in law is essential as it ensures that equity is achieved through consistency and predictability in each and every case. The proposed building is within the zoning regulations that allow for a four (4) storey building. The apex of the building is 12,9 meters, the building parameters allowed being a height of four (4) storeys with a maximum height of 15 meters. We refer to the Stellenbosch Municipality: Zoning Scheme By-law, 2019 (As amended 30 July 2024):

252. Provisions applicable to specific Urban and Rural Conservation Overlay Zones

- (1) The provisions of this subsection shall apply to the Stellenbosch Urban Conservation Area, as defined on Map URC01:
 - (a) buildings may not exceed a height of 10 meter, measured from existing ground level to top of roof or top of parapet, which limit is applicable only to the first 15 meters measured from the public road.
 - (b) on the balance of the land unit (outside the 15 meters measured from the public road) the height of a building may not exceed 5 storeys or the maximum number of storeys permitted in the base zone, whichever is the lowest.

GIST Technology Holdings therefore comply with the above requirements.

4. During the site meeting, mention and discussions were held regarding the need for parking, additional parking for the greater Stellenbosch CBD, same needed to be included in the development proposal. We refer to the Aurecon Traffic Impact Assessment/Study conducted for Stellenbosch and the Parking Deck/Garage Feasibility Study (C1978-Eikestad-Parking-PPP-Feasibility-Study-Summary-Report-20240124). The parking garage is classified as a consent use and will be concealed by the two residential blocks.
5. The argument made by the municipality that the single storey private residential buildings located along the western side of Louw Street would be dwarfed, does not hold merit.



There is multiple high storey buildings located on the eastern side of Louw Street namely, the two (2) storey Batavia Boutique Hotel as well as the three (3) storey building situated on 14 Louw Street. The fact that the proposed development will overlook the private space of residential buildings cannot be considered a foreign occurrence as this happens to all even situated within such a multi residential zone, which is also the case in this particular area. GIST Technology Holdings is most willing to scale/tone down to a two (2) or three (3) storey building. Furthermore, the Gist Technology proposal, has sufficient set back / building lines, as per bylaws (Refer to sketches by architect Chris de Hart on pg. 13, 15, 16, 20 of our submitted tender proposal). In addition to that, find a concept that shows a further setback in lieu of comments regarding the Louw Street property (attached hereto as Annexure D).

6. After thorough engagement with various professionals, we have been informed that an amount of R 19 155 000 excluding VAT is simply insufficient to cover the costs for the repair and upgrade needed to restore the historical building which is the subject of this tender bid. This amounts to heritage neglect. Economic development, job opportunities and the stimulation of economic activity remain paramount as stated during the site meeting, transcripts available upon request.
7. It is also evident that Ms. Geraldine Mettler and the 'successful' bidder, Middledorp Properties, currently serve together on the tourism board of Stellenbosch – Visit Stellenbosch / leadership. We refer you to the following link <https://members.visitstellenbosch.org/leadership/>. This is a clear conflict of interest and if Stellenbosch Municipality were to indeed award the Tender to Mr. Ben Carl Havemann (representative), it will not be in the best interests of the Stellenbosch Members and Community as a whole, when it comes to being stewards and custodians of assets within the realm of the Counsel.

CONCLUSION

GIST Technology Holdings has complied with the Development Vision and Specifications as required in terms of Par 15.2 of the Tender Document as illustrated in the points set out above.

Therefore, we pass the pre-qualification criteria and as such is indeed **compliant and responsive**.

In terms of the Section 217 of the Constitution, when an organ of state contracts for goods and services it must do so with a system which is fair, equitable, transparent, competitive and cost-effective. The Preferential Procurement Policy Framework Act 5 of 2000 (PPPFA) and the regulations thereunder, as well as the Municipal Supply Chain Management Regulations (SCM Regulations), promulgated under the Municipal Finance Management Act must be considered to give effect to Section 217 of the Constitution.

It is clear from the points raised above that GIST Technology Holdings has submitted a tender, which in all respects, comply with the specifications and conditions as set out in the tender document and the submitted tender is therefore deemed to be an 'acceptable tender' as contemplated by Section 1 of the PPPFA.



BIDDER REQUEST

Our rights have been affected by the tender being awarded to the 'successful tenderer' in circumstances when they should not have been based on the grounds listed above. In light of the above points, we demand a thorough and transparent review of the tender award decision.

We believe that a fair reassessment of the submitted tenders will demonstrate the merits of our proposal and therefore respectfully request the following action:

1. Stellenbosch Municipality's withdrawal of their incorrect non-compliance allocation to Gist Technology Holdings;
2. Stellenbosch Municipality's decision to award Tender No. **B/SM 111/24** be reviewed and overturned with immediate effect;
3. An independent review or re-evaluation of the tender process be conducted in line with the provisions of the Municipal Finance Management Act (MFMA) and other applicable laws;
4. Detailed reasons (proof) as per Section 11 of tender document that Middelorp Properties has indeed scored a minimum of 80% in terms of the functionality assessment;
5. GIST Technology Holdings tender bid be further evaluated and cleared based on the criteria set out in Par 11 of the Tender Document to obtain a functionality score and progress to be assessed in terms of Par 15.6 of the Tender.

THE RIGHT TO JUST ADMINISTRATIVE ACTION

Should we not receive a satisfactory response we reserve our rights to seek further legal recourse, including but not limited to judicial review in terms of the Promotion of Administrative Action Act 3 of 2000 (PAJA).

Section 33 of the Constitution of the Republic of South Africa, 1996, guarantees every individual the right to administrative action that is lawful, reasonable, and procedurally fair. This right is further reinforced by PAJA, which governs all forms of administrative action. It is trite law that the awarding of a tender by a municipality, as an organ of state, constitutes an administrative action. In terms of PAJA, any tender process is subject to judicial review if it fails to meet the criteria of lawfulness, reasonableness, or procedural fairness, provided that all internal remedies have been exhausted.

Nothing in this letter shall be construed as a waiver of any rights or remedies available to GIST Technology Holdings under applicable law or equity. GIST Technology Holdings retains the right to assert any claims or defenses in relation to this matter or any related matter, which rights we expressly reserve.

We trust that you will apply your mind to each and every point listed above and await your prompt response herein, by no later than **28 October 2024**.



Many thanks and kind regards,

GIST Technology Holdings (Pty) Ltd T/A **GIST Devco**

A handwritten signature in black ink, appearing to read "E. Yntema", written over a horizontal line.

Mr. Eugene Yntema
Director

Contact Details:

Mobile: +27 84 800 5420
Email: eyntema@go-group.co.za



ANNEXURES:

- A: Outcome of tender letter
- B: Email from B. Louw
- C: Tender Clarification 1
- D: Concept of further setback



TO: Stellenbosch Municipality
Appeal Authority

Date: 2024/10/31

Plein Street
Stellenbosch
7600

Per Email: scm.tenderawards@ Stellenbosch.gov.za

ATT: Mr. B Louw on behalf of / for
The Municipal Manager

cc.: Ms. A. De Beer, Mr. B. De la Bat, Ms. L. Pool, Mr. A. Marais

RE: BID: B/SM 111/24 RE-DEVELOPMENT AND LEASE OF TRANSVALIA PROPERTIES

**APPEAL IN TERMS OF SECTION 62 OF THE LOCAL GOVERNMENT: MUNICIPAL
SYSTEMS ACT 32 OF 2000 – AGAINST THE DECISION TO AWARD TENDER
NUMBER: B/SM 111/24**

BACKGROUND

The Appellant is GIST Technology Holdings (Pty) Ltd ('GIST Technology Holdings'). The Appellant appeals against the decision of the Supply Chain Management Bid Adjudication Committee of the Municipality of Stellenbosch, taken under delegated authority, to award tender number B/SM 111/24 – *Re-development and Lease of Transvalia Properties* to Middedorp Properties.

Stellenbosch Municipality advertised the tender and the closing date was 26 August 2024. The Municipality received three (3) bids in response to this tender. One of the bidders subsequently withdrew post submission, the Appellant's bid was found to be unresponsive and ultimately the tender was awarded to Middedorp Properties.

The Appellant received notice of the tender outcome on 10 October 2024 and lodged an objection on 23 October 2024, setting out the grounds for being compliant with the tender document and the municipality's error in determining the Appellant's bid as unresponsive. No feedback from the municipality has been received to even date.

Company Registered Name:	GIST Technology Holdings (Pty) Ltd
Company Registration No.:	2021 / 472741 / 07
VAT Registration No:	Work in progress
Address:	c/o Plein and Bird Street, Oude Postkantoor, Level 3, Unit 305, Stellenbosch Central, Stellenbosch, 7600



The Appellant formally challenges the decision of the municipality and demands immediate reconsideration of its decision in light of the Public Finance Management Act of 1999 (PFMA) and the Promotion of Administrative Justice Act of 2000 (PAJA), which obligates transparent, fair and lawful decision-making in public procurement.

In terms of section 62 of the Municipal Systems Act 32 of 2000 (MSA) and Section 55 of Stellenbosch Municipality's Supply Chain Management Policy 2023/2024, GIST Technology Holdings, as the party whose rights are affected by the tender award, has 21 days from the date of the notification of the Tender to appeal the tender award. Gist Technology Holdings accordingly appeals the tender award in terms of this appeal. The reasons for appeal, rights that have been affected and the remedy sought, is set out below.

GROUND OFS OF APPEAL

1. Non-responsiveness of bid

It is a universally accepted principle of public procurement that bids which do not meet the minimum requirements as stipulated in a tender document are to be regarded as non-responsive and rejected without further consideration. The standard practice in the public sector is that bids are first evaluated for compliance with responsiveness criteria before being evaluated for compliance with other criteria, such as functionality, pricing or empowerment. Bidders found to be non-responsive are excluded from the bid process regardless of the merits of their bids.

The Appellant argues that it passed the pre-qualification criteria as will be clearly seen in point 2 below. As such GIST Technology Holdings' tender submission does in fact qualify as a **responsive and compliant** bid as it met all the requirements set out in the tender document.

There is no single or simple test that may be applied to determine the issue of bid responsiveness. This determination calls for a careful weighing up of multiple factors through a process of fair-minded reasoning, rather than the adoption of a narrow, rigid or pedantic approach.

2. Compliance

GIST Technology Holdings has complied with the Development Vision and Specifications as required in terms of Par 15.2 of the Tender Document and has further, also complied with all legislative requirements. The following points set out below will illustrate the aforementioned:

- i. The Tender Document does not require a detailed plan or layout of the proposed hotel. As per GIST Technology Holdings' tender bid that was submitted for the municipality's consideration, in its proposal **the historical building will indeed be used for hotel facilities**, which includes but is not limited to Hotel General Admin, Lounges, Dining



Room, Offices, perhaps even Rooms on the 1st floor (which does not require stating, as it forms part of the obvious and intended use of the Buildings and the purpose of the Tender).

As per the submitted tender document, the hotel is connected to amenities and additional hotel rooms by a covered walkway, to create a bigger and uniform use of areas and buildings. Definition of "hotel" as per Stellenbosch Municipality: Zoning Scheme By-law 2019 means the use of an entire building, a portion of a building, or a group of buildings on the same land unit for the accommodation of transient guests in furnished bedrooms or suites, where the activity or buildings exceeds the scale and extent of a guest house.

Where the term "bachelor apartments" is used, it serves as a guide (common practise in Urban Design & Architecture) to the size of the hotel rooms in relation to design and will be used as both short and long stay accommodation by tourists. Refer to Annexure A: Tender Clarification 1 dated 6 September 2024, clearly indicating that the apartments will solely be utilised by tourists visiting the area. Therefore, the apartments will not be available to students or working persons, in the traditional sense.

- ii. GIST Technology Holdings' tender proposal falls within the municipality's bylaws and all legal parameters regarding land use, heritage, development concept and vision. The municipality's opinion that the tenderer may have overbulked, does not result in the tenderer not being compliant with the pre-qualification criteria. This opinion is in fact contrary to the zoning rights of the properties and is not a basis for non-compliance as it did not form part of the requirements set out in the Tender document. GIST Technology Holdings remain open to discuss the matter of overbulking and can easily tone down the development if needed.
- iii. Throughout the years precedent has been established in relation to the "foreign proportions and scale" of buildings within the area. This can be seen by the erection of Eikestad Mall, the ABSA building located in Plein Street and the Post Office on the corner of Bird and Plein Street, all examples where old meets new. A precedent in law is essential as it ensures that equity is achieved through consistency and predictability in each and every case. The proposed building is within the zoning regulations that allow for a four (4) storey building. The apex of the building is 12,9 meters, the building parameters allowed being a height of four (4) storeys with a maximum height of 15 meters. Stellenbosch Municipality: Zoning Scheme By-law, 2019 (As amended 30 July 2024) read as follows:

252. Provisions applicable to specific Urban and Rural Conservation Overlay Zones

- (1) The provisions of this subsection shall apply to the Stellenbosch Urban Conservation Area, as defined on Map URC01:



- (a) buildings may not exceed a height of 10 meter, measured from existing ground level to top of roof or top of parapet, which limit is applicable only to the first 15 meters measured from the public road.
- (b) on the balance of the land unit (outside the 15 meters measured from the public road) the height of a building may not exceed 5 storeys or the maximum number of storeys permitted in the base zone, whichever is the lowest.

GIST Technology Holdings therefore comply with the above requirements.

- iv. During the site meeting, mention and discussions were held regarding the need for parking, additional parking for the greater Stellenbosch CBD, same needed to be included in the development proposal. Refer to the Aurecon Traffic Impact Assessment/Study conducted for Stellenbosch and the Parking Deck/Garage Feasibility Study (C1978-Eikestad-Parking-PPP-Feasibility-Study-Summary-Report-20240124). The parking garage is classified as a consent use and will be concealed by the two residential blocks without affecting the scale of the historical buildings. The bidder reiterates that the historical character of the existing buildings will remain preserved as required by the conditions set out in the tender document.
- v. The argument made by the municipality that the single storey private residential buildings located along the western side of Louw Street would be dwarfed, does not hold merit.

There is multiple high storey buildings located on the eastern side of Louw Street namely, the two (2) storey Batavia Boutique Hotel as well as the three (3) storey building situated on 14 Louw Street. The fact that the proposed development will overlook the private space of residential buildings cannot be considered a foreign occurrence as this happens to all erven situated within such a multi residential zone, which is also the case in this particular area. GIST Technology Holdings is most willing to scale/tone down to a two (2) or three (3) storey building. Furthermore, the Gist Technology proposal, has sufficient set back / building lines, as per bylaws (Refer to sketches by architect Chris de Hart on pg. 13, 15, 16, 20 of the submitted tender proposal and attached hereto as Annexure B).

In addition to that, find a typical concept that illustrates what a further setback in lieu of comments regarding the Louw Street property could look like (attached hereto as Annexure C). Simple clarification or a meeting could have clarified such misinterpretation or misunderstandings from the municipality. The bidder requested such a meeting and was advised by Mr A. Marais that no meetings will be held with bidders during clarification, only the 'successful bidder', post award. Refer to Annexures D and E in this regard. It is a gross oversight by the municipality or its nominated contractors to not allow for fluid and transparent dialogue pre-award of tender. Similarly, the municipality have not exhausted all avenues to obtain accurate information and avoid any misinterpretation.



3. Heritage, economic development, job opportunities and the stimulation of economic activity within Stellenbosch CBD

After thorough engagement with various professionals, the Appellant has been informed that an amount of R 19 155 000 excluding VAT is simply insufficient to cover the costs for the repair and upgrade needed to restore the historical building which is the subject of this tender bid. This amounts to heritage neglect.

Economic development, job opportunities and the stimulation of economic activity remain paramount as stated during the site meeting, transcripts available upon request.

Refer to: GIST1 - Job Creation_Transvalia Rev 00 dd. 20240822

Specific mention is made to desperately needed job creation:

- Total Jobs During Construction: 315-430
- Total Jobs After Construction: 105-175

4. Conflict of interest

It is also evident that Ms. Geraldine Mettler and the 'successful' bidder, Middledorp Properties, currently serve together on the tourism board of Stellenbosch – Visit Stellenbosch / leadership. Refer to the following link <https://members.visitstellenbosch.org/leadership/>. This is a clear conflict of interest and if Stellenbosch Municipality were to indeed award the Tender to Mr. Ben Carl Havemann (representative), it will not be in the best interests of the Stellenbosch Members and Community as a whole, when it comes to being stewards and custodians of assets within the realm of the Counsel. As per MBD 4: Declaration of Interest points 2 and 3.9 of the Tender document, the Appellant requires the municipality to provide proof that the 'successful bidder' has indeed declared their interest with the municipal manager.

LEGISLATIVE FRAMEWORK

Section 217 of the South African Constitution requires all government procurement to be conducted in an equitable, transparent, fair, competitive, and cost-effective manner. This section of the Constitution underscores the foundation for all procurement-related laws and policies, ensuring that every tender decision aligns with these essential principles.

The PFMA explicitly mandates that all procurement decisions be based on equitable, transparent, and cost-effective criteria. Our proposal met all requirements and offered competitive solutions specifically designed to maximize value in line with the tender's objectives. We therefore assert



that our submission deserves a thorough and unbiased re-evaluation to ensure compliance with PFMA obligations.

Furthermore, PAJA entitles the Appellant to reasonable and fair administrative action. It is trite law that the awarding of a tender by a municipality (as an organ of state) amounts to an administrative action. In terms of PAJA, the tender is subject to **judicial review** if it is not lawful, reasonable and procedurally fair, subject to all internal remedies having been exhausted.

As such, the Appellant is exercising its right to a detailed breakdown of the decision-making process that led to the tender outcome. The Appellant demands access to a documented rationale that confirms alignment with PAJA standards, ensuring that the decision was made without bias or procedural flaw. Failure to provide this could indicate procedural impropriety, and the Appellant reserves the right to pursue further action if necessary.

RIGHTS THAT HAVE BEEN AFFECTED

The Appellant's constitutional right to administrative justice has been affected by the tender being awarded to the successful tenderers in circumstances when they should not have been based on the grounds of appeal outlined in this Appeal. Section 33 of the Constitution protects the right to lawful, reasonable and procedurally fair administrative justice. This right is reinforced by PAJA, which provides a legal framework for challenging administrative decisions that are unfair or lack justification.

REMEDY SOUGHT

Section 62(3) of the Municipal Systems Act empowers the Appeal Authority to:-

'...consider the appeal, and confirm, vary or revoke the decision, but no such variation or revocation of a decision may detract from any rights that may have been accrued as a result of the decision.'

The Appellant therefore requests a reconsideration of their tender submission, with a clear and justifiable basis for any final decision. Further, the Appellant requests a formal response within 14 days, outlining the steps that will be taken by the municipality to address this demand.

Failure by the Appeal Authority to abide by the above request, the Appellant will seek further legal recourse as available to it.



CONCLUSION

The municipality's reasoning for finding the Appellant's bid to be non-responsive during the assessment of the pre-qualification criteria is as follows (refer to Annexure F):

"This proposal therefore does not adhere to the pre-qualification to align with the character of the immediate area particular in terms of scale, massing and height which are out of character and will lead to the creation of a "superblock" which is a foreign element not complementing the historical character."

The Appellant avers that it has set out a compelling argument that its bid was indeed responsive in light of the grounds stated above, proving that it has complied with all pre-qualification requirements. Whether the submitted proposal compliments the architectural character of Stellenbosch and historical character of existing buildings is based exclusively on subjective opinion and not on current applicable municipal bylaws.

Under the premise that the Appellant's bid is indeed responsive, from a financial point of view, the Appellant's bid is 7,4 times the amount of the 'successful bidder'.

Should the municipality indeed award the tender to the Appellant it would serve the best interests of both Stellenbosch Municipality and the broader community. A bid of R163,450,000.00 (one hundred sixty-three million four hundred and fifty rand) promises far greater value and potential for growth in the area than the R22,028,250.00 (twenty-two million twenty-eight thousand two hundred and fifty rand) bid.

It is unfathomable why the municipality would consider rejecting an offer that is seven times more beneficial/lucrative than the 'successful bid' (chosen bid), ***simply based on the opinion of officials (and subcontractors) rather than facts and figures.***

GIST Technology Holdings looks forward to receiving a rectified and favourable response from the Municipal Manager, the Appeal Authority/Committee and/or other senior officials before close of business on **14 November 2024**.

Many thanks and kind regards,

Mr. Eugene Yntema
Director

Contact Details:

Mobile: +27 84 800 5420
Email: eyntema@go-group.co.za



ANNEXURES:

- A: Tender Clarification 1
- B: Transvalia Tender Submission
- C: Concept for further setback
- D: Assumptions and Requests
- E: Response to Requests
- F: Municipality's Reasoning for Non-responsiveness

ANNEXURE J

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 Communitities 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

2024/425786/08 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

ANNEXURE K

Yolande van den Berg

From: mm
Sent: Monday, 10 February 2025 10:52
To: Annalene De Beer
Cc: Nomie Tshefu; Yolande van den Berg; mm
Subject: FW: [EX] Public Participation Process: Objection to Disposal/Long term lease of Municipal Property

Good day Director

Herewith, please see sub-joined objection received on Mountain Breeze Caravan Park.

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

-----Original Message-----

From: Cathleen Booysen <~~cathleen.booysen@stellenbosch.gov.za~~>
Sent: Friday, 07 February 2025 11:06
To: mm <Municipal.Manager@stellenbosch.gov.za>
Subject: [EX] Public Participation Process: Objection to Disposal/Long term lease of Municipal Property

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.

This objection has reference to:

1. DISPOSAL: MOUNTAIN BREEZE- CARAVAN PARK. ERVEN 528, 529C
2. LONG TERM LEASE: FARM 502L, STELLENBOSCH
3. LONG TERM LEASE: PORTIONS OF THE TRANSVALIA COMPLEX (ERVEN 825, 1123, 1125, 1130, 1133, 1128, 1129, 1124, 1134, 1142 AND 1160 STELLENBOSCH)

Dear Municipal Manager

I'm writing to formally express my disapproval of the recent request for proposals and/or lease extensions for several parcels of property that fall within your purview. The following grounds form the basis of this objection:

1. Lack of Public Consultation and Transparency There has been a lack of transparency in the call for proposals and/or lease extension process. Fair participation from interested parties has been limited as a result of insufficient public consultation and disclosure of important information pertaining to the land in question.

2. Inexcusable Extension of Lease

There is no explicit justification for the proposed lease extension. To guarantee the most advantageous use of public land, proper due diligence should be carried out before to granting any lease extension, including public participation and a competitive bidding procedure.

3. Social and Environmental Issues

The land in question might be important to society and culture, or it might have environmental significance. Long-term harm could result from any lease renewal or allocation that does not include comprehensive environmental impact evaluations and stakeholder involvement.

The fourth is a possible conflict of interest.

There are worries that there might be conflicts of interest or partiality in the selection process for the proposals and/or lease renewal. To guarantee accountability and justice, a transparent and impartial review process should be put in place.

5. A Different and More Helpful Use

There may be a more advantageous use for the land that would meet the needs of the community, including housing, public amenities, or conservation. A reassessment should be carried out before proceeding with any decision.

Based on these concerns, I urge your office to: - Halt any further action regarding the call for proposals or lease extension until a thorough and transparent review is conducted.

- Conduct meaningful public participation and consider alternative options that best serve the interest of the community.

- Ensure fair and competitive processes in the allocation or lease of public land.

I appreciate your prompt attention to this matter and look forward to your response. Kindly acknowledge receipt of this objection and advise on the next steps to address these concerns.

Kind Regards

Cathleen Booysen



<https://lh3.googleusercontent.com/a/ACg8oclg4lxc_R20q4mxavVWhi_QDpT4JEdoMZ10J2KcCV4rczfMC0Q=s40-p-mo> ReplyForward

Add reaction

ANNEXURE L

ANNEXURE M

From: [mm](#)
To: [Annalene De Beer](#)
Cc: [Yolande van den Berg](#); [mm](#); [Nomie Tshefu](#)
Subject: FW: [EX] Objection to Disposal / Long term Leases of Municipal Properties
Date: Wednesday, 12 February 2025 08:44:08

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 <john.andrews0026@gmail.com>
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 properties ¹. 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

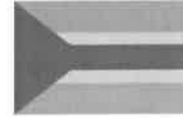
Sincerely

John Andrews

ANNEXURE N

02/02/25/06/00 NPET/C

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 :

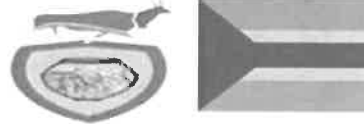
Lack of public participation and involvement.

No Transparency

Fair Participation

A

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", enclosed within an oval shape.

SPC Gqona King Cornelius Botha V

ANNEXURE O

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 <[REDACTED]>
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

[REDACTED]

Regards.

7.4	FINANCIAL SERVICES: (PC: CLLR JC ANTHONY)
-----	---

NONE

7.5	HUMAN SETTLEMENTS: (PC: CLLR R DU TOIT)
-----	---

NONE

7.6	INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)
-----	---

7.6.1	STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – MARCH 2025
-------	---

Collaborator No: 781806
 IDP KPA Ref No: Green & Sustainable Valley
 Meeting Date: 24 March 2025

1. SUBJECT: STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – MARCH 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 20 MW Independent Power Producer Contract: Tender conditionally awarded to successful bidder. A Legal Firm has been appointed by the Municipality to assist in interrogating the draft Power Purchase Agreement at present. Once the draft Power Purchase Agreement is finalised and signed off by both parties, development rights will commence.
- 4.2 50 MW Independent Power Producer Tender: The Request for Proposals has been prepared and served at the Bid Specifications Committee (BSC). The BSC had some queries before approving the bid documents. These queries will be taken up in return Item to Council to confirm Council's interpretation of what was previously approved by Council when the Feasibility Study was approved.
- 4.3 The installation of the 66kV switchgear at Main and University substations, is planned to be completed in April 2025. This will then enable the installation of the Supervisory Control and Data Acquisition (SCADA) completion at those substations.
- 4.4 The Bid Specification Committee (BSC) meeting for the new (SCADA) 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.

The tender was advertised on 15 February 2025.

-
- 4.5 Fire Station Progress: The tender for the Stellenbosch Fire Station battery storage system was awarded and construction work will be completed by 30 June 2025.
- 4.6 NPK Building Progress: Tender documentation is being prepared at present for the retrofitting of the building with alternative energy equipment.
- 4.7 Main Building (Neethling Huis) Progress: Currently at detailed design and tender documentation stage (Electrical and Mechanical Fire Compliancy).
- 4.8 Energy Performance Certification: The frames have been delivered, and the certificates have been installed in all buildings except the NPK building. The delay in the NPK building is due to the final positioning of the frame not yet being confirmed.
- 4.9 Municipal Community Buildings Progress: Tender B/SM 34/25 Turnkey – Engineering, Procurement and Construction (EPC) of Hybrid Inverter with Battery Storage Systems at fourteen Stellenbosch Municipality Community Buildings. The technical evaluation has been completed and the report will serve at the next Bid Adjudication Meeting in March.
- 4.10 Eskom Hot Water Load Control (HWLC) and RT 29-2024 Contracts for smart meters:
A new tender will be prepared with the objective of becoming effective on 1 July 2025.
- 4.11 The Municipality's load curtailment application is still with Eskom at present, and Eskom has committed to responding formally to the Municipality's request. The Municipality will still pursue this option but mitigating measures are in place should it not materialise.

The above projects, 4.1 to 4.10, will still be pursued by the Municipality's Alternative Energy Program with the focus on securing cheaper and renewable energy, as well as the focus on business continuity during outages and ensuring that critical plants and systems are still operational.

5. RECOMMENDATION

that Council notes 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

6.2.1 20 MW Independent Power Producer Contract: Tender conditionally awarded to successful bidder. A Legal Firm has been appointed by the Municipality to assist in interrogating the draft Power Purchase Agreement at present. Once the draft Power Purchase Agreement is finalised and signed off by both parties, development rights will commence.

6.2.2 50 MW Independent Power Producer Tender: The Request for Proposals has been prepared and served at the Bid Specifications Committee (BSC). The BSC had some queries before approving the bid documents. These queries will be taken up in return Item to Council to confirm Council's interpretation of what was previously approved by Council when the Feasibility Study was approved.

6.2.3 The installation of the 66kV switchgear at Main and University substations, is planned to be completed in April 2025. This will then enable the installation of the Supervisory Control and Data Acquisition (SCADA) completion at those substations.

6.2.4 The Bid Specification Committee (BSC) meeting for the new (SCADA) 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.

The tender was advertised on 15 February 2025.

6.2.5 Fire Station Progress: The tender for the Stellenbosch Fire Station battery storage system was awarded and construction work will be completed by 30 June 2025.

6.2.6 NPK Building Progress: Tender documentation is being prepared at present for the retrofitting of the building with alternative energy equipment.

6.2.7 Main Building (Neethling Huis) Progress: Currently at detailed design and tender documentation stage (Electrical and Mechanical Fire Compliancy).

6.2.8 Energy Performance Certification: The frames have been delivered, and the certificates have been installed in all buildings except the NPK building. The delay in the NPK building is due to the final positioning of the frame not yet being confirmed.

6.2.9 Municipal Community Buildings Progress: Tender B/SM 34/25 Turnkey – Engineering, Procurement and Construction (EPC) of Hybrid Inverter with Battery Storage Systems at fourteen Stellenbosch Municipality Community Buildings. The technical evaluation has been completed and the report will serve at the next Bid Adjudication Meeting in March.

6.2.10 Eskom Hot Water Load Control (HWLC) and RT 29-2024 Contracts for smart meters:

A new tender will be prepared with the objective of becoming effective on 1 July 2025.

6.2.11 The Municipality's load curtailment application is still with Eskom at present, and Eskom has committed to responding formally to the Municipality's request. The

Municipality will still pursue this option but mitigating measures are in place should it not materialise.

The above projects, 4.1 to 4.10, will still be pursued by the Municipality's Alternative Energy Program with the focus on securing cheaper and renewable energy, as well as the focus on business continuity during outages and ensuring that critical plant and systems are still operational.

6.3 Financial Implications

This report has no further financial implications to the municipality and the projects have been appropriately budgeted for.

6.4 Legal Implications

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

6.5 Staff Implications

Specialized technical staff would be required to facilitate and implement the switching and optimization of different sources of energy into the Municipal grid. The department has identified vacancies as well as new posts which have been submitted in a new draft organogram for review.

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:

- The approval of the municipality's load curtailment application by Eskom's Load Shedding Committee is a risk but the program is now focusing on affordability of future energy costs for the Municipality, as well as security of supply.
- The existing ICT network infrastructure is being upgraded in tandem with the SCADA project.

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.

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>27 February 2025</i>

7.6.2	REQUEST FOR THE CLOSURE OF NAGTEGAAL ROAD, ONDER-PAPEGAAIBERG
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Collaborator No: 782377
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 24 March 2025

1. SUBJECT: REQUEST FOR THE CLOSURE OF NAGTEGAAL ROAD, ONDER-PAPEGAAIBERG

2. PURPOSE

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

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

The Municipality had received requests from the public, for the permanent closure of Nagtegaal Road, at its intersection with Devon Valley Road in Onder-Papegaaiberg.

In March 2024 the Municipality commissioned a detailed Traffic Impact Study to confirm the nature and extent of the traffic impacts. The Traffic Impact Study recommended the closure of Nagtegaal Road.

The proposed closure was tabled before Council in November 2024, where Council noted the contents of the report (and its Traffic Study) and approved the advertisement of the road closure for public comment, see **ANNEXURE A**.

Comments received proposed improved traffic calming measures on surrounding roads and a U-Turn facility and the point of the closure, see Annexure B. All proposals from the public participation process were evaluated and found to be valid and warranted and are also supported by the Directorate.

It is therefore proposed that cost of the closure, which will include traffic calming on surrounding roads and well as the U-turn facility, be budgeted for in the next budget cycle. Implementation which will include design and construction, can commence once the budget is approved and becomes available.

5. RECOMMENDATIONS

- (a) that Council takes note of the comments received and the Directorates view;
- (b) that Council approves the closure of Nagtegaal Road;
- (c) that the cost for the closure and associated works be budgeted for in the next budget cycle; and
- (d) that implementation of the closure, which includes design and construction commences once the budget is approved and becomes available.

6. DISCUSSION / CONTENTS**6.1 Background**

The Municipality had received requests from the public, for the permanent closure of Nagtegaal Road, at its intersection with Devon Valley Road in Onder-Papegaaiberg.

In March 2024 the Municipality commissioned a detailed Traffic Impact Study to confirm the nature and extent of the traffic impacts. The Traffic Impact Study recommended the closure of Nagtegaal Road.

The proposed closure was tabled before Council in November 2024, where Council noted the report (and its Traffic Study) and approved the advertisement of the road closure for public comment.

6.2 Discussion

A public participation was followed whereby Notice No. 8/2025 was published on the Municipality's website and in the Eikestad newspaper on the 23rd of January 2025, see **ANNEXURE A**.

Comment was received from an internal Municipal Department proposing a U-turn facility at the point of the closure, see **Annexure Bi**.

Comments from the public were received from Mr AM van Zyl and Ms D Pieters. In essence the public comments proposed improved traffic calming measures on surrounding roads, see **ANNEXURE Bii and Biii**.

All proposals from the public participation process were evaluated and found to be valid and warranted. The proposals obtained from the public participation process are also supported by the Directorate.

It is therefore proposed that cost of the closure, which will include traffic calming on surrounding roads and well as the U-turn facility, be budgeted for in the next budget cycle. Implementation, which will include design and construction, can commence once the budget is approved and becomes available.

See Locality Plan below:



6.3. **Financial Implications**

If final approval is obtained, an estimated cost for implementation is R500 000.

6.4 **Legal Implications**

Complies with legislative requirements.

6.5 **Staff Implications**

No additional staff implications.

6.6 **Previous / Relevant Council Resolutions:**

27TH COUNCIL MEETING: 2024-11-27: ITEM 10.6.3

RESOLVED (majority vote with 7 abstentions)

- (a) that the contents of this report, and its ANNEXURE be noted;
- (b) that the Proposed Nagtegaal Road Closure be duly advertised for public comment; and
- (c) that upon the completion of the public participation process, together with any comments/objections, the item be resubmitted to Council for final approval and adoption.

6.7 Risk Implications

Implementation of the closure will improve local traffic safety.

6.8 Comments from Senior Management:**6.8.1 Municipal Manager:**

ANNEXURE A: Notice for Public Comment

ANNEXURE B: Comments Recieved

FOR FURTHER DETAILS CONTACT:

<i>Name</i>	Shane Chandaka
<i>Position</i>	<i>Director</i>
<i>Directorate</i>	<i>Infrastructure Services</i>
<i>Contact Numbers</i>	<i>021 808 8213</i>
<i>E-mail Address</i>	Shane.Chandaka@ Stellenbosch.gov.za
<i>Report Date</i>	<i>14 March 2025</i>

ANNEXURE A



The Maties students currently working as Interns at R17 Ventures (from left) are Bernard Wleahn, Johannes Alvin Scholtz, Lindokuhle Nomzamo Nkume, Elani Conradie and Simon Baxter. Photo: R17 Ventures

Marketing talent actively fostered

Five students of Stellenbosch University (SU) have embarked on the next step of their education journey thanks to a collaboration between the institution and international digital performance marketing agency R17 Ventures AG.

The students have joined the company's Cape Town office at the V&A Waterfront as interns.

This milestone celebrates the company's strong and collaborative relationship with SU, which was further strengthened during a dynamic challenge hosted on-campus last September.

The initiative, part of SU's centenary celebration of business education, blended academic rigour with real-world application, culminating in an opportunity for students to secure internships with R17 Ventures.

The agency hosted a workshop that challenged the Maties students to craft go-to-market strategies for a Swiss brand, targeting generational markets. Working in teams, the BCom students tackled the complexities of marketing, finance and innovation, presenting fresh perspectives and creative solutions.

After a rigorous evaluation, one team emerged victorious, earning paid internships at R17, which exemplifies the company's effort to empower the next generation of marketing professionals by bridging the gap between academic theory and professional practice.

"With such a high calibre of students in the participating teams, the competition was tough," said Chanté Brand, academy lead at R17 Ventures. "It's reassuring to see such a strong student base getting ready to enter the workforce."

Over the next four weeks, the group of interns, under the instruction of Brand and R17 leadership, will receive hands-on training in performance marketing, gaining invaluable skills that align with global industry standards.

Raphael Rohner, CEO of R17 Ventures, added: "This initiative highlights our broader dedication to fostering young talent across South Africa. In addition to our partnership with SU, we have our own in-house academy and also maintain robust relationships with other leading institutions."

Digital identity workshop

Stellenbosch will host the DID: UNCONF AFRICA 2025 two-day workshop at the prestigious Stellenbosch Institute for Advanced Study (STIAS) from Tuesday 18 to Thursday 20 February.

As organisations and governments across Africa embrace digital transformation, reshaping how we connect and transact, the need for innovative digital identity solutions made by Africans for Africans has never been more critical. This "unconference" aims to address this challenge by bringing experts together to collaborate on African-led solutions.

This collaboration between local digital identity start-up DIDx and the Internet Identity Workshop (IIW) will bring local and international innovators, leaders and activists together to reshape the future of digital identity in the Southern African Development community (SADC).

The event fosters innovation, collaboration and interoperability, making a significant impact on the inclusive development of digital identity in Africa.

Launched in 2005 by the IIW, this event takes place twice a year in Silicon Valley, USA.

Keeping it relevant to Africa, Day 1

starts with an African-focused Digital Identity Programme, which will explore the current state of digital identity in South Africa and the SADC region through insightful presentations and engaging panel discussions, focusing on local challenges, opportunities and innovations.

From here on it takes on a slightly unconventional approach, with the Open Space UnConferences, which are participant driven. Together with a professional facilitator, the delegates will co-create the agenda live each day of the event. There are no keynotes or panels; it's all about exploring the topic with professional peers from a range of identity areas.

Renowned facilitator Heidi Nobantu Saul and local experts from DIDx will guide the process of the "unconference" proceedings.

"We are excited to bring the first IIW-inspired event to Africa," says DIDx chief operations officer Gideon Lombard. "DID:UNCONF AFRICA is a unique platform for innovation and collaboration in digital identity, offering attendees the chance to actively shape the future of this crucial field."

For further details, registration and sponsorship opportunities, visit: <https://didunconf.africa>.

Cheerful parade beckons

Excitement is building as the iconic Stellenbosch Harvest Parade returns to the streets of the country's wine capital on Saturday 1 February.

The beloved tradition brings together the vibrant Stellenbosch community to celebrate the start of the grape-harvest season with a spectacular procession of floats, music and joy. It has been a feature of the town for almost half a century and has consistently coloured the streets in its the current format since 2013.

Visitors and residents are again invited to witness the parade as it follows its traditional route from Market Street and winding its way along oak-lined avenues. The high point is its arrival at the Stellenbosch Town Hall, where a brief ceremony will take place to bless the coming harvest and express gratitude for the contributions of all agri-workers who make the industry thrive.

"The Harvest Parade is one of the most beautiful expressions of our wine culture and community spirit," said Elmarie Rabe, manager of Stellenbosch Wine Routes. "It's a day to celebrate not only the vineyards and the wines we are so proud of, but also the incredible people behind the scenes who bring the magic to life. We're thrilled to welcome visitors to Stellenbosch to experience this unforgettable event."

Raising the prominence of the occasion is the support of the Stellenbosch Municipality. A steadfast patron of the parade, its backing recognises the important contribution



A colourful parade of floats, dancers, musicians and more will again fill Stellenbosch's streets for the annual Harvest Parade on Saturday 1 February. Photo: Alfred Thorpe/Vuurtoring Media

agriculture and wine tourism make to the region's economy and heritage. The event is also supported by the Cape Winelands District Municipality, Paul Roos KwikSpar and Aquasky Water.

Furthermore, the parade coincides with another significant date for South African agriculture: the official birthday of our wine industry. On 2 February 1659 the first wine was produced in the Cape, marking the beginning of a rich viticultural legacy that continues to flourish.

The parade gets underway at 09:00 from the town's Toy and Miniature Museum in Market Street. It then makes its way along Alexander, Bird, Church and Plein streets to arrive at the town hall at 09:30 for the official blessing of the harvest. Once completed, the procession will return along its route to the starting point.

For more information, email info@wineroute.co.za or call 021 886 4310.



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

NOTICE FOR PUBLIC COMMENT

NOTICE No.: 8/ 2025

CLOSURE OF THE NAGTEGAAL ROAD INTERSECTION WITH DEVEON VALLEY ROAD

The Municipality is considering the closure of the Nagtegaal Road Intersection with Devon Valley Road, Onder-Papegaaiberg.

The intersection closure under consideration prohibits direct access from Devon Valley Road to Nagtegaal Road. Nagtegaal Road remains open and accessible via Tarentaal Road and Hoep-Hoep Road.

Notice is given in terms **Council's Resolution, Item 10.6.3 of the 27th Council Meeting held on the 27 November 2024**, to advertise the proposed closure for public comment.

The community and travelling public is therefore invited to provide comment. Comments must clearly state "Closure of the Nagtegaal Road Intersection with Devon Valley Road" and may be forwarded to: Engineering.services@stellenbosch.gov.za or may be submitted to the Municipal Office located at 71 Plein Street, Ecclesia Building, Second Floor.

Any person, unable to read or write or, having any sight disability, will be assisted by an official at the above-mentioned office, should they not be able to provide comments on their own accord.

The Council item and associated report can be downloaded from Stellenbosch Municipality's website (www.stellenbosch.gov.za).

Comments / inputs must be submitted on or before 28th of February 2025.

Infrastructure Services
21/1/2025

ANNEXURE B

From: [Engineering Services](#)
To: [Shannon Groeneveld](#); [Justine Fielies](#); [Grant Leith](#)
Cc: [Clayton Hendricks](#); [Engineering Services](#); [Johan Fullard](#); [Justin Leitch](#)
Subject: RD_000050482 Closure of the Nagtegaal Road Intersection with Devon Road"
Date: Monday, 10 February 2025 11:51:01
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

Good day

Please find the under- mentioned request – registered with reference number RD_000050482 – for your attention.


Kind regards,
Ms Farren Loggenberg
Customer Care Officer (Support Intern)
Infrastructure Services

T: 021 808 8953
Email: Farren.Loggenberg@stellenbosch.gov.za
1st Floor, Ecclesia Building 71, Plein Street, Stellenbosch,
7600
www.stellenbosch.gov.za



www.facebook.com/stellenboschmunicipality
twitter.com/StellMun

From: Clayton Hendricks <Clayton.Hendricks@stellenbosch.gov.za>
Sent: Monday, 10 February 2025 10:23
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Cc: Johan Fullard <Johan.Fullard@stellenbosch.gov.za>
Subject: Closure of the Nagtegaal Road Intersection with Devon Road"

Good day Roads Dept

The notification of the closing of Nagtegaal Road intersection is noted.

The Waste Management Department will require a turning circle at the end of Nagtegaal Road to allow the refuse truck to turn at the end of the road. Reversing a refuse trucks poses several risks and should be avoided. If no turning circle is possible, then the closing of Nagtegaal Road is not supported.


Kind regards,
Clayton Hendricks
Senior Manager: Waste Management
Infrastructure Services
Stellenbosch Municipality

T: +27 21 808 8248/8228 | Cell: +27 731344912
71 Plein Stret, Ecclesia Building, Stellenbosch, 7600
www.stellenbosch.gov.za




From: [Engineering Services](#)
To: [Nigell Winter](#); [Justine Fielies](#); [Shannon Groeneveld](#)
Cc: [Engineering Services](#); [mm](#); [Mayor \(Jeremy Fasser\)](#); mver@sun.ac.za
Subject: FW: Closure of Nagtegaal road at intersection with Devonvalley Road, Onderpapegaaiberg
Date: Wednesday, 12 February 2025 16:28:37
Attachments: [NoticeNagtegaalroadClosure.jpg](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)

Good day.

Please find complaint below – registered with reference number RD_000050704 – for your attention.

[@mver@sun.ac.za](mailto:mver@sun.ac.za) – We hereby acknowledge the receipt of your e-mail. Your complaint has been escalated to the Roads & Stormwater Division for further handling.



Regards
Ashwill Coetzee
Customer Care Officer (Intern)
Infrastructure Services

T: +27 21 808 8345
 71 Plein Street, Ecclesia Building 1st Floor
 Stellenbosch, 7599
www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

From: Pieterse, DALENE [mver@sun.ac.za] <mver@sun.ac.za>
Sent: Wednesday, 12 February 2025 15:57
To: mm <Municipal.Manager@stellenbosch.gov.za>; [Engineering Services](mailto:Engineering.Services@stellenbosch.gov.za) <Engineering.Services@stellenbosch.gov.za>; [Mayor \(Jeremy Fasser\)](mailto:Mayor@stellenbosch.gov.za) <Mayor@stellenbosch.gov.za>
Subject: [EX] Closure of Nagtegaal road at intersection with Devonvalley Road, Onderpapegaaiberg

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 management of Stellenbosch municipality

The closure of Nagtegaalroad at the entrance of Devonvalley Road refers(see attached file for notice). The addition of the circle in Winery Road, becoming Devonvalley Road has led to an increase in traffic in surrounding areas which is a residential area (Onderpapegaaiberg), with the proposed closure of the above mentioned intersection. I would like to bring to your attention the fact that this closure will lead to an increase in traffic in Tarentaal road. This road leads directly past two sets of accommodation for the elderly, Stellenoord and Geluksoord. In this specific area this is a pedestrian crossing

near the corner of Tarentaal and Hoep Hoep, but this is totally insufficient since cars speed down this road (in this particular area as well). There is a speed hump further down this road near the Scouts Hall, but there is definitely one needed at the pedestrian crossing mentioned. Also note that, should Tarentaal be closed, it will lead to increased traffic down Hoep Hoep road. This road is used very often by the residents of Geluksoord and I urge you to also set up speed humps in Hoep Hoep.

Kind regards.

Dalene Pieterse

Resident of Hoep Hoep road, Onderpapegaaiberg

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[Vrywaringsklousule](#)

From: [Engineering Services](#)
To: [Justine Fielies](#); [Nigell Winter](#)
Cc: [Engineering Services](#); amvanzyl@isales.co.za
Subject: CLOSURE OF NAGTEGAAL ROAD INTERSECTION
Date: Tuesday, 04 February 2025 08:22:18
Attachments: [image001.png](#)
[image003.png](#)
[image004.png](#)
Importance: High

Good day

Please find e-mail below for your attention.

@ Ms Van Zyl – Your e-mail has been escalated to the Roads & Traffic Engineering Division for their scrutiny.



Jeanne Schreuder
Customer Care Officer
Infrastructure Services

T: +27 21 808 8343
71 Plein Street, Ecclesia Building 1st Floor
Stellenbosch, 7599
www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm

From: AM VAN ZYL <amvanzyl@isales.co.za>
Sent: Monday, 03 February 2025 16:25
To: Engineering Services <Engineering.Services@stellenbosch.gov.za>
Subject: [EX] Fw: CLOSURE OF NAGTEGAAL ROAD INTERSECTION
Importance: High

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: AM VAN ZYL
Sent: Friday, January 31, 2025 10:11 AM
To: engineeringservices@stellenbosch.gov.za
Subject: CLOSURE OF NAGTEGAAL ROAD INTERSECTION

To Whom it may Concern

NOTICE: 8/ 2025

Objection against said plans unless the area gets SPEED CALMING in Hoep-Hoep Street.

We have had, and still have experiences with motorists taking wrong turn offs, then speeding up and down either Tiptol or Hoep-Hoep to make up for “time lost”. The latest trend of delivery bikes and Ubers adding to the problem at great speed.

We do have the old age home, Geluksoord, at the end of Hoep-Hoep Street, with the elderly either using Hoep-Hoep for walking, assisted or on their own.

I have been witnessed to reckless driving by a motorist down Hoep-Hoep, nearly hitting an elderly pedestrian who can not, due to the uneven nature of the sidewalks, use them, forced to walk on the tar, but with people parking in front of their homes, causing speeding cars to swerve, nearly knocking over a very old lady. She was left traumatised by this event. And that is just one such incident witnessed.

Children use the streets on their bicycles and many moms with toddlers use Hoep-Hoep to push a pram, or have the little one on tricycles and push bikes. Not ideal to close roads, forcing irritated drivers through the streets. Signage are ignored, so will not solve a problem caused by speed.

I urge you kindly to, once the municipality decides to close off Nagtegaal, bring speed bumps halfway between Geluksoord and Nagtegaal turn off, as well as before Tiptol, as people picks up speed returning bottom end of Hoep-Hoep, to chase down the street.

Thank you kindly

Adri van Zyl
Resident Tiptol 1
0824137353

7.7	PARKS AND OPEN SPACES: (PC: N OLAYI)
-----	---

NONE

7.8	PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM :(PC: DEPUTY MAYOR M SLABBERT)
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7.8.1	REVISED TERMS OF REFERENCE REVISION 1 AND CODE OF CONDUCT FOR THE ESTABLISHMENT OF A STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE (SMCAC) AND TO ALLOW THE DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT TO PLACE ADVERTISEMENTS TO INVITE SUITABLY QUALIFIED AND EXPERIENCED PERSONS TO APPLY TO SERVE AS MEMBERS OF SMCAC
-------	--

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

24 March 2025

- SUBJECT: REVISED TERMS OF REFERENCE REVISION 1 AND CODE OF CONDUCT FOR THE ESTABLISHMENT OF A STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE (SMCAC) AND TO ALLOW THE DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT TO PLACE ADVERTISEMENTS TO INVITE SUITABLY QUALIFIED AND EXPERIENCED PERSONS TO APPLY TO SERVE AS MEMBERS OF SMCAC**

2. PURPOSE

To provide the Council with the Revised Terms of Reference and Code of Conduct for the Establishment of the Conservation Advisory Committee as required in terms of Section 249 of the Stellenbosch Municipality Zoning Scheme Bylaw, 2024, and to obtain the required approval to place advertisements for the invitation for members to serve on the said Committee.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Section 249 of the Stellenbosch Municipality Zoning Scheme Bylaw, 2024 stipulates the following:

“(1) The Municipality shall establish a Conservation Advisory Committee, which may consist of various sub-committees for different overlay zone areas, to make recommendations on planning applications in Urban and Rural Conservation Overlay zones.”

5. RECOMMENDATIONS

- (a) that Council approve the Terms of Reference Revision 1 for the Establishment of the Conservation Advisory Committee, as contained in **APPENDIX 1** of this report;
- (b) that Council approves the revised Code of Conduct Revision 1 of the Members of the Conservation Advisory Committee as contained in **APPENDIX 2** of this report;
- (c) that Council approves that the Directorate: Planning and Economic Development commence with a process to place an advertisement that will invite suitably qualified and experienced persons to apply to serve as Members of the Conservation Advisory Committee; and
- 6. that Council notes that the Directorate: Planning & Economic Development will submit the preferred candidates to serve as members of the Conservation Advisory Committee, to Council for approval.

6. DISCUSSION / CONTENTS

6.1 Background

The Stellenbosch Municipality Zoning Scheme Bylaw, 2024 requires the establishment of a Stellenbosch Municipality Conservation Advisory Committee (SMCAC) in terms of Section 249 of the said bylaw.

The Committee:

- *shall consider the application and submit their recommendation within the period prescribed by the Planning By-law.*
- *may formulate recommendations that may include conditions to be imposed or recommendations on how the proposal should be amended to improve compliance with the Conservation Overlay Policy.*

The Municipality, through its adopted rules and procedures, may determine that certain types of applications need not be commented on by the committee, in which case the designated decision-maker within the Municipality may decide on the application as per the appropriate delegations.

The Urban and Rural Overlay Zones Conservation Overlay Zones is contained within the applicable bylaw, and the Committee is also tasked with providing

recommendations to the Delegated Authority, as determined by the Stellenbosch Municipality Register of Delegations, which may be amended from time to time on land use applications and all other matters requiring cultural and heritage comments (including signage and outdoor advertising applications).

Modifications of the Terms of Reference (**Annexure 1**):

- General formatting to improve the document grammatically.
- Updating the Revision and Date of the document.
- Updated the Structure of the SMCAC, to request the restrictive clause of members being only residents be relaxed to allow potential SMCAC members to either reside or work in Stellenbosch Municipality.
- Rules and procedures of the meeting have been updated to reflect the current in-person meetings of the SMCAC.
- Updated the Roles of the Chairperson to include an additional hour at the end of each meeting to discuss the minutes.

Modification of the Code of Conduct (**Annexure 2**):

- General formatting to improve the document grammatically.
- Updating the Revision and Date of the document.
- Rules and procedures of the meeting have been updated to reflect the current in-person meetings of the SMCAC.
- Updated the Roles of the Chairperson to include an additional hour at the end of each meeting to discuss the minutes.
- Added a signature block at the end of the document, so that when persons accept their appointment as members of the SMCAC they will sign a Copy of the Code of Conduct that will be kept with their appointment letter and acceptance letter.

6.2 Financial Implications

The Committee members will be remunerated at an hourly rate of R1325. This is a 6% increase as due to budgetary constraints there has not been an increase in fees, since the Committee was first appointed in 2023.

The Chairperson will be remunerated at an hourly rate of R1460. This is a new fee as more time is expected of the Chairperson per meeting.

Meeting procedures are limited to three (3) hours per meeting and should the duration of meetings require an extension of such hours, prior approval must be obtained from the delegated authority.

The current budgetary provision was made for one (1) meeting per month within the 2025/2026 approved operational budget.

6.3 Legal Implications

The Establishment of the Conservation Advisory Committee is required in terms of Section 249 of the Stellenbosch Municipality Zoning Scheme Bylaw, 2024.0.

6.4 Previous / Relevant Council Resolutions:

The SMCAC members were previously approved at the 11th Council meeting Dated 2023-02-22 and the 23rd Council meeting Dated 2024-06-14.

6.5 Risk Implications

There exists no risk in the Establishment of the Committee.

APPENDICES

Appendix 1: Terms of Reference Revision 1 for the Establishment of a Stellenbosch Municipality Conservation Advisory Committee

Appendix 2: Code of Conduct Revision 1 of the Stellenbosch Municipality Conservation Advisory Committee

FOR FURTHER DETAILS CONTACT:

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POSITION	Senior Heritage Planner
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REPORT DATE	20 February 2025

APPENDIX 1



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**TERMS AND REFERENCES FOR THE
ESTABLISHMENT OF A STELLENBOSCH
MUNICIPALITY CONSERVATION ADVISORY
COMMITTEE**

Revision 1

JANUARY 29, 2025

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Definitions and interpretation of rules

In this document, unless the context requires otherwise -

“Delegated Authority”	Means: a municipal employee / Committee who is authorized in terms of delegated by the Municipality to exercise a power or perform a duty in terms of the National Heritage Resources Act 25 of 1999 and Chapters 25 and 26 of the Stellenbosch Municipality Zoning Scheme Bylaw, 2024.
“Chairperson”	Means: the person who presides over the meeting. The Chairperson is responsible for ensuring that each meeting is effectively conducted according to the constitution and that matters are handled in an orderly and efficient manner.
“Committee”	Means: the Stellenbosch Municipality Conservation Advisory Committee appointed by the Council.
“Committee Officer”	Means: an authorized employee appointed/ designated by the Stellenbosch Municipality, whose function is to provide administrative and secretarial support to the Stellenbosch Municipality Conservation Advisory Committee.
“Conservation”	Means: the process for managing heritage resources to retain their cultural significance. This includes protection, maintenance, preservation, and adaptive reuse of resources. Conservation requires the retention of an appropriate visual context and other relationships that contribute to the significance of the place.
“Consultant”	Means: a person authorized in terms of the power of attorney to make an application on behalf of the owner of land.
“Council”	Means: Municipal Council of Stellenbosch Municipality.
“Cultural landscape”	Means: a physical area with natural features and elements that have been modified by human activity which results in layered evidence, that has been built up over time that gives a landscape its descriptive spatial historical aesthetic character that is symbolic and memorable.
“Cultural significance”	Means: aesthetic, architectural, historical, social, linguistic, scientific and technological value or significance.
“Development”	Means: any physical intervention, excavation, or action that is not the result of natural forces, which may, in the opinion of a heritage authority, result in a change to the appearance or physical nature of the place or will influence its stability and future wellbeing.
“Heritage area”	Means: a designated geographical area of special architectural historical, social, symbolic, aesthetic/scenic character protected by legislative mechanisms at a provincial or municipal level.
“Heritage resources”	Means: any place or object that has a cultural significance.
“Heritage site”	Means: a place that has been declared a national heritage site (Grade 1) by SAHRA or declared a provincial heritage site (Grade 2) by the provincial resource authority.
“HWC”	Means: Heritage Western Cape - the provincial heritage resource authority.
“Member”	Means: a person appointed a member of the Stellenbosch Municipality Conservation Advisory Committee by the Stellenbosch Council.
“Minister”	Means: The Minister of Arts and Culture
“Municipality”	Means: Stellenbosch Municipality located in the Cape Winelands District of the Western Province.

“NHRA”	Means: The National Heritage Resources Act, (Act 25 of 1999)
“SAHRA”	Means: The South African Heritage Resources Agency
“Zoning Scheme”	Means: The Stellenbosch Zoning Schemes Bylaw adopted by Stellenbosch Council

1. The purpose of the Stellenbosch Municipality Conservation Advisory Committee

The Stellenbosch Municipality Conservation Advisory Committee is appointed by the Council, to assist them with the expertise required in heritage-related matters to satisfy the mandate of Section 249(1) of the Stellenbosch Zoning Scheme By-Law, 2024.

The Conservation Advisory Committee must evaluate and advise on all heritage matters per the National Heritage Resources Act 25 of 1999 and any new developments in Overlay Zones and Scenic Routes in terms of the Stellenbosch Zoning Scheme By-Law.

The Conservation Advisory Committee must evaluate and advise on signage applications made in terms of the Outdoors Advertising and Signage Policy / By-Law that is located in the Overlay Zones and Scenic Routes in terms of the Stellenbosch Zoning Scheme By-Law, 2024.

On request by the Senior Manager: Development Planning, the Stellenbosch Municipality Conservation Advisory Committee must evaluate and advise on any building scheme outside the Overlay Zones, should he be of the opinion, that such scheme might have a significant impact on the environment.

2. Functions of the Stellenbosch Municipality Conservation Advisory Committee

The function of the Conservation Advisory Committee is to advise the Council on the various aspects of preservation and furthering of the cultural landscape and natural environment of the Greater Stellenbosch Area.

The committee therefore has the following functions:

- 2.1 To advise the Council on the aesthetical, functional, architectural, cultural, and historical aspects of any new development or contemplated development and for any proposed alterations or additions to existing buildings, structures, and built environment elements within all declared heritage areas including areas outside of the declared heritage areas where in the opinion of the Senior Manager: Development Planning, a new development might have a significant impact on the environment.
- 2.2 To advise the Council on the aesthetical, functional, architectural, cultural, and historical aspects of any proposed alterations or additions to existing buildings or structures specified in Sections 27 & 34 of the NHRA.
- 2.3 To advise Council on any application received for the demolition or partial demolition of any building or structure within any declared Heritage Area or to any structure specified in terms of Sections 27 & 34 of the NHRA.
- 2.4 To advise, the Council on any applications received in terms of Section 38 of the NHRA.
- 2.5 To provide the Council with comments and input on Outdoor Advertising and Signage applications.
- 2.6 To advise the Council with the compilation of a heritage register and demarcation of heritage areas as specified in section 30 or 31 of the NHRA of all heritage resources within the greater Stellenbosch.
- 2.7 To evaluate and advise the Council on any application for signage as per the approved Outdoor Advertising Signage Policy or Bylaw.

- 2.8 Provide input to the Directorate of Planning and Environment on the development of specific development strategies, guidelines, regulations, and procedures pertaining to the preservation and appropriate development of individual declared Heritage Areas.
- 2.9 To provide advice on applications that require approval by SAHRA and HWC in terms of Sections 27 & 34 of the National Heritage Resources Act.
- 2.10 To advise the Council on developments located in all the cultural landscapes as defined by the Heritage Inventory in cases where the Senior Manager: Development Planning is of the opinion, that any contemplated development might have a significant impact.
- 2.11 The Municipality may, through its adopted rules and procedures, determine that certain types of applications need not be commented on by the Committee (Stellenbosch Zoning Scheme 2024, Section 249(7)).
- 2.12 Should the Council be assessed by Heritage Western Cape and be deemed a competent authority in terms of Section 26 read together with Section 8 of the Heritage Resource Act, the Committee is to advise the Council on the identification and management of Grade III heritage resources.

3. Mandate of the Stellenbosch Conservation Advisory Committee

The mandate of the Committee is only to advise the delegated authority as per Council's Register of Delegations, on all heritage-related applications in the declared Stellenbosch Municipality Urban and Rural Conservation Overlay Zones, Scenic Routes and all heritage buildings and sites related to the NHRA as well as all developments referred to the Committee by the Senior Manager: Development Planning.

No individual member and/or group of members of the Committee may represent the views and/or authority of the Stellenbosch Municipality.

4. Structure of the Stellenbosch Conservation Advisory Committee

It is recommended that a single Committee structure is adopted, to advise the delegated authority on all heritage-related applications in the declared Stellenbosch Municipality Urban and Rural Conservation overlay Zones, Scenic Routes, and all heritage buildings and sites in Stellenbosch (WC024) Municipality and any developments recommended to them to comment on by the Senior Manager: Development Planning.

A Heritage Committee must consist of:

- 4.1 A must consist of a minimum of five (5) members and a maximum of seven (7) members appointed by the Council who are not employees of the Municipality or on the Council.
- 4.2 All members must reside or work in the Stellenbosch (WC024) Municipality.
- 4.2 In addition, there will be a minimum of two (2) employees of the Municipality from the Department of Environmental Planning.
- 4.3 The Committee must have reasonable knowledge, experience, and expertise in the following interrelated fields and professions:
 - 4.3.1 Built Environment
 - 4.3.2 Cultural Heritage
 - 4.3.3 Heritage Management
 - 4.3.4 Natural Environment

- 4.4 The Committee members must have appropriate knowledge of the current heritage planning and environmental legislation and policies.
- 4.5 It would be considered advantageous if members have experience in documentation and archival research of South African Heritage or expertise in design and supervision of construction in the heritage environment.
- 4.6 The Committee members are to be representative of diversity, inclusion, and equity.

5. Terms of Office of the Stellenbosch Conservation Advisory Committee members.

- 5.1 The Municipality will select members through an advertised application process.
- 5.2 Members of the Conservation Advisory Committee shall be appointed following a process of transparency and representativity.
- 5.3 Their appointment must consider that the members are to have qualifications and/or proven experience in the fields relevant to heritage resources for the efficient functioning of the Heritage Committee.
- 5.4 A member holds office for a term of three (3) years.
- 5.5 A member may be re-appointed by the Council for a second term, for three (3) years, provided that the member may not hold office for more than six (6) consecutive years.
- 5.6 On appointment the members must sign a letter of acceptance of the post and a copy of a Code of Conduct of Committee Members that has been approved by the Council.
- 5.7 A member of the Conservation Advisory Committee must vacate the office if a member:
 - 5.7.1 Resigns in writing 1 month before the date of resignation.
 - 5.7.2 Has been absent from three consecutive meetings of the Heritage Committee without leave of absence.
 - 5.7.3 The Municipal Manager, after consultation with the Director: of Planning and Economic Development and the relevant delegated authority, may remove a member from office if, in the opinion of the Council, there are sound reasons for doing so after hearing the member on those reasons.
- 5.8 If a member vacates the office before the expiration of the period for which they have been appointed as a member of the Conservation Advisory Committee, another person may be nominated by the Committee and appointed by the Council to fill the vacancy for the remaining portion of the period for which the member was appointed.
- 5.9 Should the need arise, the Committee can put forward a request to the Council for the right to co-opt additional members to the committee temporarily should a development issue be dealt with that will have a direct impact on a specific geographic area and a person or persons with sound knowledge of that area exist.

6. Reimbursement of expenses incurred by the Stellenbosch Conservation Advisory Committee

The delegated authority may determine the reimbursement of expenses incurred by members of the Heritage Committee in terms of Stellenbosch Municipality's relevant reimbursement policy, only when such expenses have been pre-approved in writing by the delegated authority.

7. Rules of procedure for Meetings of the Stellenbosch Conservation Advisory Committee:

7.1. General:

- 7.1.1 The Conservation Advisory Committee must meet at 9 AM on the last Monday of each month.
- 7.1.2 The Committee Officer must pre-arrange the boardroom where the Committee is to meet monthly.
- 7.1.3 The Members will nominate and vote for a Chairperson at the first Committee meeting.
- 7.1.4 The Committee Officer will be responsible for creating the yearly meeting schedule.
- 7.1.5 The Committee Officer will create the meeting agenda and compile information packs that will be sent to the members through electronic communication a minimum of five (5) working days before the meeting.
- 7.1.6 All Members of the Committee must, in writing, specify an electronic mail address, where they will receive a notice of meetings and other official correspondence and are required to acknowledge receipt, in writing, of the upcoming scheduled meeting and receipt of the information packs.
- 7.1.7 Electronic notices of a meeting or any other official correspondence to these addresses will constitute a paper notice of a meeting.
- 7.1.8 If a member has not received notice of a meeting or all relevant documentation, the meeting will not be invalidated.
- 7.1.9 Should the Chairperson be absent on the day of the meeting, the Committee is to elect a Committee Member who will undertake the duties of the Chairperson.

7.2. Quorum

- 7.2.1 A quorum for a meeting of the Stellenbosch Municipality Conservation Advisory is half (50%) plus 1 of the appointed members.
- 7.2.2 The Chairperson shall, in the event of equality of votes, have a casting vote in addition to his / her deliberative vote.
- 7.2.3 The minutes can only be recorded as approved once there is a quorum.

7.3. Agenda and Site Inspections:

- 7.3.1 A copy of the minutes from the previous meeting, an agenda for the scheduled meeting, and copies of all information packs for the meeting must be sent to the Committee Members by the Committee Officer.
- 7.3.2 Meetings should be conducted according to the order in which the matter appears on the agenda, and only items that are on the agenda and are in writing may be debated. Notwithstanding this, the Chairperson may change the order of matters appearing on the agenda and/or withdraw an item or refer it back to the Administration, except for allocated appointment items on the agenda.

- 7.3.3 The Committee may conduct a site inspection, with prior approval from the delegated authority, relevant to an application being considered or request that the Committee office or the second Municipal Official, present at the meetings, to conduct an inspection on their behalf.
- 7.3.4 Should a site inspection be required, arrangements are to be made by the Committee Official. All members are to confirm the dates that they are available at the end of the meeting for ease of arrangements.
- 7.3.5 All site inspections are to be recorded in a Site Inspection Report by the members and which should be attached to the minutes of the next meeting.

7.4. Role of the Chairperson

The Chairperson must:

- 7.4.1 Ensure that the minutes of the previous meeting is adopted and seconded by the Committee Members.
- 7.4.2 Request members to declare any personal or other interest in respect of the agenda before them and indicate whether they have been approached by any party concerned prior to the meeting. Recusals by members, if any should be minute accordingly.
- 7.4.3 Maintain order during the meeting.
- 7.4.4 Refer any alleged contravention of the code of conduct by members at the meetings to the Delegated Authority.
- 7.4.5 Ensure that the meetings are conducted according to the code of conduct.
- 7.4.6 Ensure that when members go on a site inspection, they are reminded that they are representing the Municipality and should always act per the Code of Conduct.
- 7.4.7 Allocate an extra hour to the end of the meeting to discuss the minutes with the Committee official.

7.5. Oral/ electronic presentation

- 7.5.1 Should an applicant wish to present an oral/verbal/visual presentation to the Committee, they are to put their request in writing to the Committee Officer at least seven (7) days before that meeting so they can be allocated a time slot.
- 7.5.2 The purpose of an oral presentation is to allow the applicant/consultant an opportunity to present the application to the committee and provide accuracy or merit on the documentation/plans before the committee, it also allows the applicant to elaborate on relevant issues that the committee members may have. The applicant may not be present when the Committee discusses the application and makes their recommendation.
- 7.5.3 The applicant must provide electronic documents to the Committee Officer on the closing date for submission on the 15th of each Month before the next meeting.

- 7.5.4 The Committee Officer will electronically distribute the electronic document to the Committee members so that the Committee members may have time to consider the matter in advance.
- 7.5.5 The Chairperson may limit the oral presentation to specified matters relating to an application.
- 7.5.6 As a general guide, the applicant/consultant, must be permitted a maximum of 15 minutes to make their presentation.
- 7.5.7 After the introduction of the application by the Committee Officer, the order of speakers will, subject to the Chairperson's discretion be as follows:
 - 7.5.7.1 The applicant or consultant who requested the presentation will address the Committee; whereafter
 - 7.5.7.2 The Chairperson will allow committee members to ask the applicant relevant questions of clarification.
 - 7.5.7.3 No cross-examination of any party is permitted.

7.6. Recommendations and Voting:

- 7.6.1 All recommendations must be taken by the supporting vote agreed upon by the majority of members present at the meeting.
- 7.6.2 If the Chairperson asks members whether they agree with the recommendation/s on the matter before the Committee, and such recommendation/s are opposed by any members present, a decision must be taken by show of hands by approving an application in (1) whole or (2) in part, or (3) refuse it. Should there be no opposition, it must be recorded in the minutes that the decision was unanimous.
- 7.6.3 A member may vote only if he/she has been present during the debate on the matter.

7.7. Minutes

- 7.7.1 The Committee Secretary must ensure that all proceedings of the Stellenbosch Municipality The Conservation Advisory Committee is to be recorded during the meeting. All recommendations, including reasons, must be recorded in the minutes.
- 7.7.2 Every member of the Committee, as well as any other person who attended a meeting, must sign the attendance register, and the Committee Officer must ensure that a record is made in the minutes of the names of those members who:
 - 7.7.2.1 Are absent with leave having been granted by the Chairperson;
 - 7.7.2.2 In the case of the Chairperson, absent with leave must be granted by the Senior Heritage Planner;
 - 7.7.2.3 Any leave that has not been authorized must be recorded;
 - 7.7.2.4 Arrived after the meeting has started (time of arrival must be recorded);
 - 7.7.2.5 Leave the meeting before the conclusion thereof (time and reason for departure must be recorded)
 - 7.7.2.6 The correctness of the minutes must, after the meeting, be signed off by the Chairperson after circulation to the members present, and thereafter be made available within one week (seven working days) following a meeting;

- 7.7.2.7 A copy of the confirmed minutes must be included in the Agenda of the next meeting of the Stellenbosch Municipality Conservation Advisory Committee for information and record purposes.

APPENDIX 2



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CODE OF CONDUCT OF A STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE

Revision 1

JANUARY 29, 2025

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These Rules of Procedure must be read with the Stellenbosch Municipal Land Use Planning By-law (2015) published in the Provincial Extraordinary Gazette No 7512, dated 7 October 2015;

1. Application of rules of procedure

- 1.1. The Rules of Procedure (hereafter named "Rules") apply to all the meetings of the Stellenbosch Municipality Conservation Advisory Committee appointed by the Council.

2. Definitions and interpretation of rules

- 2.1. In these Rules, unless inconsistent with the context hereof or the Stellenbosch Municipal Planning By-law:

"Agent" or "Consultant"	Means a person authorised in terms of a power of attorney to make an application on behalf of the owner of the land
"Applicant"	Means a person referred to in Section 15 who makes an application to the Municipality as contemplated in that section and includes its agent or consultant or other legal representative
"Authorised Employee"	Means a municipal employee who is authorised in terms of delegated or sub-delegated authority by the Municipality to exercise a power or perform a duty in terms of the Stellenbosch Municipal Land Use Planning By-law (2015) and includes the author of land use assessment report served before the Committee.
"By-law"	Means By-law on Land Use Planning on Land Use Planning 2015, published in the Provincial Extraordinary Gazette No 7512, dated 7 October 2015
"Chairperson"	Means the Chairperson designated in terms of Section 72(10) of the Stellenbosch Municipal Land Use Planning By-law (2015) and includes the elected at such meetings if the Chairperson is not able to act as such
"Committee"	Means the Stellenbosch Municipality Conservation Advisory Committee appointed by Council.
"Committee Officer"	Means an authorized employee appointed/ designated by the Stellenbosch Municipality, whose function is to provide administrative and secretarial support to the Stellenbosch Municipality Conservation Advisory Committee.
"Consultant"	Means a person authorized in terms of the power of attorney to make an application on behalf of the owner of the land.

“Council”	Means Municipal Council of Stellenbosch Municipality.
“Cultural landscape”	Means a physical area with natural features and elements that have been modified by human activity that results in layered evidence built up over time that gives a landscape its descriptive spatial historical aesthetic character that is symbolic and memorable.
“Cultural significance”	Means aesthetic, architectural, historical, social, linguistic, scientific and technological value or significance.
“Day”	Means calendar day and <i>not a</i> working day;
“Development”	Means any physical intervention, excavation, or action that is not the result of natural forces, which may, in the opinion of a heritage authority, result in a change to the appearance or physical nature of the place or will influence its stability and future wellbeing.
“Heritage area”	Means a designated geographical area of special architectural historic, social, symbolic, aesthetic/scenic character protected by legislative mechanisms wither at the provincial or municipal level.
“Heritage resources”	Means any place or object that has cultural significance.
“Heritage site”	Means a place that has been declared a national heritage site (Grade 1) by SAHRA or declared a provincial heritage site (Grade 2) by the provincial resource authority.
“HWC”	Means Heritage Western Cape - the provincial heritage resource authority.
“Member”	Means a person appointed a member of the Stellenbosch Municipality Conservation Advisory Committee by the Stellenbosch Council.
“Minister”	Means The Minister of Arts and Culture
“Municipality”	Means Stellenbosch Municipality located in the Cape Winelands District of the Western Province.
“NHRA”	Means The National Heritage Resources Act, (Act 25 of 1999)
“SAHRA”	Means The South African Heritage Resources Agency
“Zoning Scheme”	Means the Stellenbosch Zoning Schemes Bylaw adopted by the Stellenbosch Council

- 2.2. The ruling of the Chairperson regarding the application of these Rules and any other procedural matters not dealt with herein is final and binding on the meeting at which such ruling is made and shall be recorded in the minutes.

3. Notice of meetings

- 3.1. If a member has not received notice of a meeting per these Rules, this will not invalidate any proceedings of the meeting.
- 3.2. The Chairperson and officials who are Committee members will receive such notification via their email addresses.
- 3.3. Electronic notices of a meeting or any other official correspondence to these addresses will constitute a paper notice of a meeting. Hard copies of an agenda and all official correspondence will be delivered to a member on request, provided it is practical and/or economical to do so in the circumstances.
- 3.4. The Conservation Advisory Committee must meet at 9 AM on the last Monday of each month.
- 3.5. The Committee Officer must pre-arrange the boardroom where the Committee is to meet monthly.
- 3.6. At the first meeting, the Members will nominate and vote for a Chairperson.
- 3.7. The Committee Officer will be responsible for creating the yearly meeting schedule based on the date determined by the Conservation Advisory Committee in consultation with the Delegated Authority.
- 3.8. The Committee Officer will create the meeting agenda and compile information packs that will be sent to the members through electronic communication a minimum of five (5) working days before the meeting.
- 3.9. All Members of the Committee must, in writing, specify an electronic mail address, where they will receive a notice of meetings and other official correspondence and are required to acknowledge receipt, in writing, of the upcoming scheduled meeting and receipt of the information packs.
- 3.10. Electronic notices of a meeting or any other official correspondence to these addresses will constitute a paper notice of a meeting.
- 3.11. If a member has not received notice of a meeting or all relevant documentation the meeting will not be invalidated.
- 3.12. Should the Chairperson be absent on the day of the meeting, the Committee is to elect a Committee Member who will undertake the duties of the Chairperson.

4. Meetings open to the public.

- 4.1. Meetings of the Committee must be open to the public, except in so far as the Committee may in special cases direct otherwise, namely that the meeting is

closed as matters are of such a nature that confidential treatment is considered reasonable and justifiable.

- 4.2. Certain items on the agenda may be discussed in-camera. A Committee member may call for an in-camera discussion. However, such a decision on any item must be taken in a meeting open to the public.

5. Quorum

- 5.1. If there is no quorum and the Chairperson is present, he/she must postpone the meeting for 15 minutes. If at the end of that period, there is still no quorum, the meeting must again be postponed for a period determined by the Chairperson at his/her discretion. The Chairperson may postpone the meeting till another time and date at the same venue or another venue.
- 5.2. In the absence of the Chairperson and where no quorum exists, the Committee Officer shall postpone the meeting for 15 minutes. If, after 15 minutes of the appointed time for the commencement of the meeting the required quorum is not present, the meeting shall be cancelled.
- 5.3. A quorum for a meeting of the Stellenbosch Municipality Conservation Advisory is half (50%) plus 1 of the appointed members.
- 5.4. The Chairperson, shall, in the event of an equality of votes, have a casting vote in addition to his / her deliberative vote.
- 5.5. The minutes can only be recorded as recommendations once a quorum is present.

6. Agenda

- 6.1. A copy of the minutes from the previous meeting, an agenda for the scheduled meeting, and copies of all information packs for the meeting must be sent to the Committee Members by the Committee Officer.
- 6.2. Meetings should be conducted according to the order in which the matter appears on the agenda, and only matters which are on the agenda and are in writing may be debated. Notwithstanding this, the Chairperson may change the order of matters appearing on the agenda or withdraw an item or refer it back to the Administration, except for allocated appointment items on the agenda.
- 6.3. The Committee may conduct a site inspection, with prior approval from the delegated authority, relevant to an application being considered or request that the Committee office or the second Municipal Official, present at the meetings, to inspect on their behalf.

- 6.4. Should a site inspection be required, arrangements are to be made by the Committee Official. All members are to confirm the dates that they are available at the end of the meeting for ease of arrangements.
- 6.5. All site inspections are to be recorded in a Site Inspection Report by the members which should be attached to the minutes of the next meeting.

7. Role of the Chairperson.

- 7.1. The Chairperson must:
 - 7.1.1. Ensure that the minutes of the previous meeting are adopted and seconded by the Committee Members.
 - 7.1.2. Request members to declare any personal or other interest in respect of the agenda before them and indicate whether they have been approached by any party concerned before the meeting. Recusals by members, if any should be minute accordingly.
 - 7.1.3. Maintain order during the meeting.
 - 7.1.4. Refer any alleged contravention of the code of conduct by members at the meetings to the Delegated Authority.
 - 7.1.5. Ensure that the meetings are conducted per these rules.
 - 7.1.6. Ensure that when members go on-site inspections they are representing the Stellenbosch Municipality should always act per these rules.
 - 7.1.7. Allocate an extra hour to the end of the meeting to discuss the minutes with the Committee official.

8. Oral/ electronic presentation

- 8.1. Should an applicant wish to present an oral/verbal/visual presentation to the Committee, they are to put their request in writing to the Committee Officer at least seven (7) days before that meeting so that they can be allocated a time slot.
- 8.2. The purpose of an oral presentation is to allow the applicant/consultant an opportunity to present the application to the committee and provide accuracy or merit on the documentation/plans before the committee, it also allows the applicant to elaborate on relevant issues that the committee members may have. The applicant may not be present when the Committee discusses the application and makes their recommendation.

- 8.3. The applicant must provide electronic documents to the Committee Officer on the closing date for submission on the 15th of each Month before the next meeting.
- 8.4. The Committee Officer will electronically distribute the electronic document to the Committee members so that the Committee members may have time to consider the matter in advance.
- 8.5. The Chairperson may limit the oral presentation to specified matters relating to an application.
- 8.6. As a general guide, the applicant/consultant, must be permitted reasonable time to make their presentation.
- 8.7. After the introduction of the application by the Committee Officer, the order of speakers will, subject to the Chairperson's discretion be as follows:
 - 8.7.1. The applicant or consultant who requested the presentation will address the Committee; where after
 - 8.7.2. The Chairperson will allow committee members to ask the applicant relevant questions of clarification.
 - 8.7.3. No cross-examination of any party is permitted.

9. Recommendations and Voting:

- 9.1. All recommendations must be taken by the supporting vote agreed upon by the majority of members present at the meeting.
- 9.2. If the Chairperson asks members whether they agree with the recommendation/s on the matter before the Committee, and such recommendation/s are opposed by any members present, a decision must be taken by show of hands by approving an application in (1) whole or (2) in part, or (3) refuse it. Should there be no opposition, it must be recorded in the minutes that the decision was unanimous.
- 9.3. A member may vote only if he/she has been present during the debate on the matter.

10. Interruption, Suspension, and Adjournment

- 10.1. The Chairperson must, on reasonable motivation and a majority vote of the members, interrupt or postpone proceedings and adjourn the meeting.
- 10.2. On resumption of the meeting at a later time or date, the meeting will consider the unfinished business before continuing with any new matters on the agenda.

11. Minutes

- 11.1. The Committee Secretary must ensure that all proceedings of the Stellenbosch Municipality Conservation Advisory Committee are to be recorded during the meeting. All recommendations, including reasons, must be recorded in the minutes.
- 11.2. Every member of the Committee, as well as any other person who attended a meeting, must sign the attendance register, and the Committee Officer must ensure that a record is made in the minutes of the names of those members who:
 - 11.2.1. Are absent with leave having been granted by the Chairperson;
 - 11.2.2. In the case of the Chairperson, absent with leave must be granted by the Senior Manager: Development Planning;
 - 11.2.3. Any leave that has not been authorised must be recorded;
 - 11.2.4. Arrived after the meeting has started (time of arrival must be recorded);
 - 11.2.5. Leave the meeting prior to the conclusion thereof (time and reason for departure must be recorded)
 - 11.2.6. The correctness of the minutes must, after the meeting, be signed off by the Chairperson after circulation to the members present, and thereafter be made available within one week (seven working days) following a meeting;
 - 11.2.7. A copy of the confirmed minutes must be included in the Agenda of the next meeting of the Stellenbosch Municipality Conservation Advisory Committee for information and record purposes.

12. Recommendations on applications

- 12.1. In respect of an application referred to in Section 15(2) of the Stellenbosch Municipal Land Use Planning By-law (2015), the Committee must:
 - 12.1.1. recommend for the approval, in whole or in part, or reject the application with reasons;
 - 12.1.2. recommend conditions to be imposed in terms of Section 66 of the Stellenbosch Municipal Land Use Planning By-law (2015) for inclusion should an application be appealed upon the approval and conduct any necessary inspection to assess an application in terms of Section 59 of the Stellenbosch Municipal Land Use Planning By-law (2015).
- 12.2. Any evaluation or assessment made by the Committee must also take into account: the criteria for decision-making as contained in Section 65 of the Stellenbosch Municipal Land Use Planning By-law (2015) and Section 42 of the

Spatial Planning Land Use Management Act (2013); impose Conditions as per Section 66 of the Stellenbosch Municipal Land Use Planning By-law (2015); take into account the Development principles referred to in Chapter VI of the Land Use Planning Act 2014 and Chapter 2 of Spatial Planning Land Use Management Act (2013); and applicable provisions of the zoning schemes of WC024.

- 12.3. As the Committee is an advisory body only, no member is allowed to make public statements and/or comments in the public domain representing the deliberations of the Committee.

	NAME (Please print)	SIGNATURE	DATE
SMCAC Committee member			
Stellenbosch Municipality Official			

7.9	COMMUNITY SERVICES:(PC: CLLR X KALIPA)
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7.9.1	FEEDBACK RECEIVED FROM FRANSCHHOEK RUGBY CLUB COUNCIL 2024-11-27/10.9.2
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Collaborator No: 782276
 IDP KPA Ref No: Valley of Opportunity
 Meeting Date: 24 March 2025

1. SUBJECT: FEEDBACK RECEIVED FROM FRANSCHHOEK RUGBY CLUB COUNCIL 2024-11-27/10.9.2

2. PURPOSE

To consider the feedback received from Franschhoek Rugby Club relating to the Council decision to pay back the donation.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Council decided that two organisations who were found to be in contravention of the Grant in Aid policy must pay back the donations received and that they are eligible to apply again for Grant in Aid after a period of 12 months.

The council decision was communicated to both organisations on 2024-01-20 (**ANNEXURE 1**). Two written responses (**ANNEXURE 2**) were received from Franschhoek Rugby Club on 2025-01-27 wherein they make some requests.

5. RECOMMENDATIONS

- (a) that the communication between the municipality and Franschhoek Rugby Club be noted; and
- (b) that the amount required to be paid back by Franschhoek Rugby Club remains at R 40 000,00;
- (c) that the arrangements relating to the repayment of monies owed be dealt with in line with the approved debt collection policy;
- (d) that the full amount of R 40 000 be paid back by the end of the current financial year (30 June 2025);
- (e) that Franschhoek Rugby Club be allowed to apply for Grant in Aid funding only upon clearing the amount owed to the municipality;

- (f) that further funding is dependent upon approval of such an allocation by Provincial Treasury as per Section 67 (2) of the Municipal Finance Management Act 56 of 2003 (MFMA); and
- (g) that Franschhoek Rugby Club be informed of the decision.

6. DISCUSSION / CONTENTS

6.1 Background

Council resolved that Franschhoek Rugby Club who was found to be in contravention of the Grant in Aid (GiA) policy must pay back the amount of R 40 000 and that they would be allowed to apply for GiA funding again after a 12-month period. Upon receiving the information, the club responded with further requests.

6.2 Discussion

Two communications received from Franschhoek Rugby Club contains the following requests:

- a. To reduce the amount that the club is required to pay back and
- b. To allow them to make monthly installments of R 500,00 towards the money owing by them. The club explains further that the request to pay R 500,00 per month is subject to their financial position and that they will pay more if they are in a position to do so, but that should their position worsen, that they will send an adjusted amount to the municipality or make a suitable payment arrangement.

The above requests are made in response to a Council Decision. It is thus required that a response be obtained from the Council on these matters.

No reference is made in terms of the percentage reduction requested. The donation was made to the club from the items requested in the table below and the feedback report indicate what the funds were utilised for. None of the funds were spent according to the requested proposal and it is recommended that all funds spent in contravention of the policy be claimed back by the municipality.

Funding Proposal (Request)	Expenditure of funds (Feedback Reports)
1. Transport to the value of R12 000 and 2. Sport equipment to the value of R 28 000. <ul style="list-style-type: none"> a. Headstart Soccer Ball Bag b. Marking cones (Flat) c. Marking cones (Traffic) d. Training bibs e. Ball pump f. Agility ladder g. Hurdles h. Tackle bag i. Contact Shield j. Rugby balls k. Training agility poles l. Gilbert rugby ball 	1. Frame for deceased player (R150) 2. Flowers and Sympathy card for deceased player (R137.49) 3. Physio Therapist - outstanding account (R 920) 4. Accountant - outstanding account (R5 000) 5. Medic – outstanding account (R 2 500) 6. Referees (R 800) 7. Coke (R 5 470) 8. Shop Shop (Cooldrink, chips, chocolates, cleaning materials) (R 1 400.20) 9. Float and Ad Hoc ? (R 2 500) 10. Accountant – outstanding account (R 2 500) 11. Rolls and Wors (R 1 985.86) 12. Medic (R 900) 13. After Function Food (R300) 14. Referees (R 1 600)

	15. Coke (R 2 447)
	16. Shop Shop (Chips and Cooldrink) (R 976.20)
	17. Wors and Rolls (R 804.99)
	18. Samsung Tablet (R 2 988)
	19. Engen Fuel (R 300)
	20. 2 Way Radio (R 1 872.80)
	21. Projector and Mini Video Camera (R4 057)

Paying back R 40 000,00 at R 500,00 per month will take the club 80 months (6 years and 8 months). This period is dependent on whether the club pays back the money at R 500,00 per month or whether they pay larger or smaller amounts. Accepting a payment arrangement of R 500,00 per month means that the club can apply for further donations from the municipality without having cleared their debt. This is not recommended due to the administrative burden it will place on the municipality.

6.3. Financial Implications

Council is to receive the amount of R 40 000 back from Franschhoek Rugby Club if the amount is paid in full. Down payments of the monies owed will place an administrative burden on the municipality for a suggested period of 6 years and 8 months.

6.4 Legal Implications

Arrangements for the repayment of outstanding debt must be dealt with through the debt collection policy to comply with the provisions of the MFMA.

6.5 Staff Implications

This report has no staff implications to the Municipality.

6.6 Previous / Relevant Resolutions:

27TH COUNCIL MEETING: 2024-11-27: ITEM 10.9.2

RESOLVED (majority vote with 5 abstention)

- (a) that the communication sent to all three applicants, and the written responses received from Ubuntu Hiking and Franschhoek Rugby Club, be noted;
- (b) that Ubuntu Hiking be instructed to pay back the amount of R1481.00;
- (c) that Council agree after careful consideration to change that **Ubuntu Hiking** be barred from participation in the Grant in Aid Donation Programme for a period of 12 months despite the stipulations of the Grant in Aid Policy paragraph 8.5;
- (d) that the Franschhoek Rugby Club be instructed to pay back the amount of R 40 000,00;
- (e) that Council agree, after careful consideration, to change the period that Franschhoek Rugby Club be barred from participating in the Grant in Aid Donation Programme for a period of 12 months despite the stipulations of the Grant in Aid Policy paragraph 8.5;
- (f) that Council consider to change the period to be barred from participating in the Grant in Aid Donation Programme for a period of 12 months despite the stipulations of the Grant in Aid Policy paragraph 8.5; and
- (f) that these two Organisations be informed of the decision.

6.7 Risk Implications

Risks are addressed in the report.

6.8 Comments from Senior Management (Grants Committee Members):**6.8.1 Director: Protection and Community Services:**

Support the recommendations.

6.8.2 Director: Planning and Economic Development:

Support the recommendations.

6.8.3 Chief Financial Officer:

I do not support the extension of the payment period beyond 30 June 2025. In my opinion, the full repayment of the outstanding amount must be settled with the municipality before any further funding is considered.

It is important to note that the organisation will be eligible to apply for grant-in-aid funding in the 2025/2026 financial year. However, I believe it is important that all existing financial obligations are met in full prior to the further allocation of any grant-in-aid funding.

Also keep in mind that requirements in Section 67 (2) of the Municipal Finance Management Act 56 of 2003 (MFMA) must be met before any grant-in-aid funding is allocated to the organisation.

Section 67 (2) of the MFMA:

If there has been a failure by an organisation or body to comply with the requirements of subsection (1) in respect of a previous transfer, the municipality may despite subsection (1)(c) make a further transfer to that organisation or body provided that:

(a) subsection 1 (a) and (b) is complied with; and

(b) the relevant provincial treasury has approved the transfer

6.8.3 Municipal Manager:

Repayment to coincide with the MTREF period as per MFMA.

ANNEXURES

Annexure 1: Letter informing Franschhoek Rugby Club of the 2024/11/27 Council decision

Annexure 2: Responses received from Franschhoek Rugby Club

FOR FURTHER DETAILS CONTACT:

<i>NAME</i>	Michelle Aalbers
<i>POSITION</i>	Manager Community Development
<i>DIRECTORATE</i>	Community and Protection Services
<i>CONTACT NUMBERS</i>	8408
<i>E-MAIL ADDRESS</i>	Michelle.aalbers@stellenbosch.gov.za
<i>REPORT DATE</i>	2025-01-29

ANNEXURE 1



STELLENBOSCH
 STELLENBOSCH • PNIEL • FRANSCHHOEK
 MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Ref: Council 3/4/1/5 2024-11-27/10.9.2
 20-01-2025

The Chairman
 Franschhoek Rugby Club
 9 Keerom Street
 Groendal, Franschhoek

Dear Mr George Collins

Grant in Aid: Feedback relating to the 2021-2022 funding period

The original communication dated 07-12-2022 and your subsequent response dated 12-01-2023 has reference. The municipality apologise for the late response, but can provide your organisation with the following formal response on the matter:

27TH COUNCIL MEETING: 2024-11-27: ITEM 10.9.2

RESOLVED (majority vote with 5 abstention)

- (a) that the communication sent to all three applicants, and the written responses received from Ubuntu Hiking and Franschhoek Rugby Club, be noted;
- (b) that the Franschhoek Rugby Club be instructed to pay back the amount of R 40 000,00;
- (c) that Council agree, after careful consideration, to change the period that Franschhoek Rugby Club be barred from participating in the Grant in Aid Donation Programme for a period of 12 months despite the stipulations of the Grant in Aid Policy paragraph 8.5;
- (f) that these two Organisations be informed of the decision.

As it has already been more than 12 months since the incident and as Franschhoek Rugby Club has not participated in the Grant in Aid Donation programme during that period, it is deemed that the period of 12 months as indicated by Council has been adhered to.

Please submit proof of payment to the amount of R 40 000.00 to michelle.aalbers@stellenbosch.gov.za. Payment can be made into the following account using the following reference:

Account Name: Stellenbosch Municipality
 Account Type: Public Sector Managed Account
 Account Number: 62869253684
 Bank Name: First National Bank (Code 200610)
 Reference: Fhoek Rugby Refund

Regards

M Aalbers
 Manager Community Development

ANNEXURE 2



FRANSCHHOEK RUGBY CLUB

Franschhoekrugby@gmail.com

(est. 2003)

REGISTRATION NUMBER NPC 2019/528641/08

Our reference: slbmun/1/25

Your reference: Council3/4//1/5 2024-11-27/10.9.2

27th January 2025

BY EMAIL

The Manager: Community Development
Stellenbosch Municipality
Attention: Ms M. Aalbers

Dear Ms Aalbers

GRANT IN AID: 2021 // 2022

The above matter bears reference as well your letter dated 20th January 2025, of which the content is noted.

We wish to reiterate, as we hereby do, and as stated in our communique to you dated 25th October 2022, our willingness to reimburse the Municipality for the grant in-aid allocated to us during the financial year 2021 – 2022.

Having said that, it is vital however that you take into consideration our Club's economic circumstances in your request that we repay the money back, more specifically for the following reasons:

- (a) We are a voluntarily organisation, deeply dependent on sponsorships, membership fees and functions throughout the year.
- (b) Many of our members are either unemployed or learners.

Club Administrator: Emile Krotz (083 580 0097)

President Archie Johnson -0825128956 - Chairperson: George Collins 072 863 6226

Secretary: Jami Klem 0646512910 - Treasurer: Leandre Davids 083 951 2159

Scrum it Administrator: Rayno Jordaan (081 462 7026)

Affiliated with Western Province Rugby Football Union (WPRFU)





FRANSCHHOEK RUGBY CLUB

Franschhoekrugby@gmail.com

(est. 2003)

REGISTRATION NUMBER NPC 2019/528641/08

- (c) A large number of our local community is seasonal employees and do not work for nearly half a year.
- (d) About 60% of our games are played outside Franschhoek which puts an extra financial burden on our transport expenses, over and above our administrative commitments to honour at Western Province Rugby Union in Cape Town.
- (e) It is against this background that we humbly request that you sympathetically consider the following:
- (f) To reduce the amount that we are accountable to repay; and
- (g) That you allow us to make monthly instalments to settle such an amount

We trust that you find the above in order and that you consider our request favourably.

Your sincerely


George Collins
Chairperson

Club Administrator: Emile Krotz (083 580 0097)

President Archie Johnson -0825128956 - Chairperson: George Collins 072 863 6226

Secretary: Jami Klem 0646512910 - Treasurer: Leandre Davids 083 951 2159

Scrum it Administrator: Rayno Jordaan (081 462 7026)

Affiliated with Western Province Rugby Football Union (WPRFU)





FRANSCHHOEK RUGBY CLUB
Franschhoekrugby@gmail.com
(est. 2003)
REGISTRATION NUMBER NPC 2019/528641/08

Our reference: stbmun/1/25

Your reference: Council3/4//1/5 2024-11-27/10.9.2

27th January 2025

BY EMAIL

REFUND-GRANT IN AID: 2021 // 2022

The Manager: Community Development
Stellenbosch Municipality
Attention: Ms M. Aalbers

Dear Ms Aalbers

Referring to our previous communication, we can only afford to pay R500 per month, depending on how our economic situation unfolds for the year. If our finances improve, we would like to pay it off faster, but conversely, if our finances worsen, we will send an adjusted amount to the municipality or to make a suitable payment arrangement.

We hope that the committee will consider our proposed amount. Your understanding and cooperation are greatly appreciated.

Kind regards


George Collins

Chairperson

Club Administrator: Emile Krotz (083 580 0097)

President Archie Johnson -0825128956 - Chairperson: George Collins 072 863 6226

Secretary: Jami Klem 0646512910 - Treasurer: Leandre Davids 083 951 2159

Scrum it Administrator: Rayno Jordaan (081 462 7026)

Affiliated with Western Province Rugby Football Union (WPRFU)



7.10	RURAL MANAGEMENT AND ENVIRONMENT: (PC: CLLR C MANUEL)
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7.10.1	STELLENBOSCH MUNICIPALITY NATURE AREAS BY-LAW
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Collaborator No: 781075
 IDP KPA Ref No: Valley of Opportunity
 Meeting Date: 24 March 2025

1. SUBJECT: STELLENBOSCH MUNICIPALITY NATURE AREAS BY-LAW

2. PURPOSE

The Stellenbosch Municipality Nature Areas By-Law (February 2025) (**ANNEXURE A**) has been prepared to give effect to the rights contained in Section 24 of the Constitution of the Republic of South Africa (1996) and numerous other legislations as it pertains to the management of Stellenbosch Municipality's nature areas. Following the Council Resolution of 2024-10-30, referred to in section 6.6 below, the draft by-law (August 2024) was advertised for public comment (**ANNEXURE B**). Comment received during this period (**ANNEXURE C**) has been considered and various amendments made (**ANNEXURE D**) culminating in the above document presented to the Council for approval.

3. DELEGATED AUTHORITY

Council of Stellenbosch Municipality.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality owns a number of properties throughout the WC024 area. Among these properties are areas formally declared as nature reserves and areas historically used for forestry. These areas cover an area of approximately 2 850 ha of vacant land managed by the Section: Environmental Management (Directorate: Community and Protection Services, Department: Community Services).

A Stellenbosch Municipality Nature Areas By-Law has been prepared to give effect to the right contained in Section 24 of the Constitution of the Republic of South Africa (1996), the municipality's responsibilities as prescribed by the National Environmental Management: Protected Area Act (57 of 2003), the National Environmental Management: Biodiversity Act (10 of 2004) and the Veld Fire Act, among other legislation, and to ensure that Stellenbosch Municipality's nature areas are managed and used in a responsible- and sustainable manner.

4. RECOMMENDATIONS

- (a) that Council approves the Draft Stellenbosch Municipality Nature Areas By-Law (February 2025); and
- (b) that Council approves of the completion of the administrative process of gazetting the by-law as the Stellenbosch Municipality Nature Areas By-Law.

5. DISCUSSION / CONTENTS**8.1 Background**

Stellenbosch Municipality owns a number of properties throughout the WC024 area. Among these properties are areas formally declared as nature reserves and areas historically used for forestry. These areas include:

- Papegaaiberg Nature Reserve
- Mont Rochelle Nature Reserve
- Jan Marais Nature Reserve
- Idas Valley Dam Nature Area
- Botmaskop Nature Area
- Paradyskloof Nature Area
- Louwsbos Nature Area
- Wemmershoek Nature Area
- Purgatory Nature Area

These areas cover an area of approximately 2 850 ha of vacant land managed by the Section: Environmental Management (Directorate: Community and Protection Services, Department: Community Services).

6.2 Discussion

Since 2017 Stellenbosch Municipality has made a concrete effort to put measures in place to ensure that the above areas are managed in accordance with applicable legislation and best practice. To this effect, Council has adopted the following policy and plans:

- Stellenbosch Environmental Management Framework
- Stellenbosch Municipality Invasive Alien Plant Management Plan
- Stellenbosch Municipality Integrated Fire Management Plan
- Papegaaiberg Nature Reserve Environmental Management Plan
- Paradyskloof Nature Area Environmental Management Plan
- Mont Rochelle Nature Reserve Environmental Management Plan
- Idas Valley / Botmaskop Nature Area Environmental Management Plan

Until now, however, Stellenbosch Municipality have not had a dedicated Nature Areas By-Law addressing place specific challenges. The attached draft by-law deals with, among other, the:

- a) Powers and responsibilities of the municipality in relation to its nature areas
- b) Use of biological resources in nature areas
- c) Access to nature areas

- d) Restricted activities
- e) Prohibited activities
- f) Compliance and enforcement

8.3 Financial Implications

The proposed by-law will have to be published in the Provincial Gazette.

Environmental Management and Law Enforcement will be responsible for enforcing the by-law on adoption thereof.

6.4 Legal Implications

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

6.5 Staff Implications

Environmental Management and Law Enforcement will be responsible for enforcing the by-law on adoption thereof.

6.6 Previous / Relevant Council Resolutions:

The 26th Council Meeting: 2024-10-30: Item 10.10.1 RESOLVED (majority vote) that:

- (a) Council approves the Draft Stellenbosch Municipality Nature Reserve and Nature Area By-Law (August 2024) to be advertised for public input; and
- (b) that the inputs received during the above public participation process be worked into a final Draft Stellenbosch Municipality Nature Reserve and Nature Area By-Law to be presented to the Council for approval.

6.7 Risk Implications

This report has no risk implications for the Municipality.

ANNEXURES

Annexure A – Draft Stellenbosch Municipality Nature Areas By-Law (February 2025)

Annexure B – Call for comments (Advertisement)

Annexure C – Comment received

Annexure D – Comment and response report

ANNEXURE A

STELLENBOSCH MUNICIPALITY

NATURE AREAS BY-LAW

Draft: February 2025

Stellenbosch Municipality, in terms of Section 156(2) of the Constitution of the Republic of South Africa, 1996, hereby enacts as follows:

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CHAPTER 1: INTRODUCTORY PROVISIONS

1. Definitions

In this by-law, unless the context indicates otherwise –

“adverse effect” means any actual or potential impact on the environment that impairs, or would impair the environment or any aspect of it to an extent that is more than trivial or insignificant;

“aircraft” means any object driven or propelled, or which glides on or over the surface of a nature area, wholly or partly by mechanical or electrical power, in order to move through the airspace above a nature area;

“animal” means any organism whose taxonomical classification belongs to the kingdom ANIMALIA.

“authorized official” or **“ranger”** means an employee of the Stellenbosch Municipality responsible for carrying out any duty or function or exercising any power in terms of this By-Law and includes employees delegated to carry out or exercise such duties, functions or powers;

“the Act” means the National Environmental Management: Protected Areas Act (57 of 2003);

“biological resource” means any resource consisting of;

- (a) a living or dead animal, plant or other organism of an indigenous species;
- (b) a derivative of such an animal, plant or other organism, as defined in Section 1 of the Biodiversity Act or
- (c) any genetic material of such animal, plant or other organism, as defined in Section 1 of the Biodiversity Act;

“bioprospecting” has the meaning assigned to it in Section 1 of the Biodiversity Act;

“code of conduct” means a written set of specific rules for the use of a specific nature area by users which are not contrary to this By-Law;

“Council” means the council of the Stellenbosch Municipality, being a Council as provided for in terms of Section 18 of the Local Government: Municipal Structures Act (117 of 1998), or any committee, any sub-council or councillor of Council, acting under delegated or sub-delegated authority of the Council.

“domestic animal” means any horse, pony, mule, donkey, cattle, pig, sheep, goat, camel, reptile, dog, cat, rabbit, and any other livestock, exotic animal or pet;

“management plan” means a plan approved by the MEC in compliance with Section 39(2) of the Act; whereas a management plan has been prepared for a nature area, this means a plan approved by the Council of Stellenbosch Municipality;

“Municipality” means the Municipality of Stellenbosch established in terms of Section 12 of the Local Government: Municipal Structures Act (117 of 1998), Provincial Notice 488 dated 22

September 2000, and includes any political structure, political office bearer, councillor, duly authorized agent thereof or any employee thereof acting in connection with this By-Law by virtue of a power vested in the municipality and delegated or sub-delegated to such political structure, political office bearer, councillor, agent or employee;

“nature reserve” means an area proclaimed, protected or published in any government or provincial gazette in terms of any law for the purposes of nature conservation in Stellenbosch Municipality, and which is managed by Stellenbosch Municipality or designated management authority;

“nature area” means an area owned by the Municipality, whose current use or intended purpose includes that of nature and/or water resource conservation and/or management, encompassing both a proclaimed nature reserve and an unproclaimed natural area;

“NEMA” means the National Environmental Management Act (107 of 1998);

“notice” includes a written notification or prohibition, determined by Stellenbosch Municipality, being prominently displayed in writing, optionally combined with the use of pictograms, or a notice board erected at or near a nature area point of entry or exit, and **“notify”** shall have a corresponding meaning;

“nuisance” means any act, omission or condition which is offensive, injurious or dangerous to health, or which materially interferes with the ordinary comfort, safety, convenience, peace or quiet of any user of a nature area or amenity connected therewith;

“open access areas” means a portion of a nature area which can be entered and traversed by any means where entry to such portion of the nature area is not restricted or controlled by any access point or gate;

“operating times” means the period of time between and including the opening time and closing time of a nature area as depicted on a notice board;

“overnight” means to be present and includes camping in designated areas in a nature area between sunset and sunrise;

“pick” includes cut, chop off, take, gather, pluck, uproot, break, damage or destroy;

“Protected Area Advisory Committee” (PAAC) means a committee established in terms of the Regulations for the Proper Administration of Nature Reserves (Government Gazette No. 35021, GNR.99 of 8 February 2012) made in terms of the Act;

“recreational area” means any area set aside or designated in terms of the management plan for general or specific recreational use by the public inside a nature area;

“recreational water” means any inland water body, lake, river, stream, wetland, vlei, dam or portion thereof, which is owned or managed by Stellenbosch Municipality, and includes the verges or banks

of such areas, against which water may periodically or seasonally rise, and which is also owned or managed by the Municipality;

“Remotely Piloted Aircraft System” (RPAS) means an unmanned aircraft which is either autonomous or is piloted from a remote pilot station and includes drones and model aircraft.

“species” means a kind of animal, plant or other organism that does not normally interbreed with individuals of another kind, and includes any subspecies, cultivar, variety, geographic race, strain, hybrid or geographically separate population;

“specimen” means—

- (a) any living or dead animal, plant or other organism;
- (b) a seed, egg, gamete or propagule or part of an animal, plant or other organism capable of propagation or reproduction or in any way transferring genetic traits;
- (c) any derivative of any animal, plant or other organism; or
- (d) any goods which—
 - (i) contain a derivative of an animal, plant or other organism; or
 - (ii) from an accompanying document, from the packaging or mark or label, or from any other indications, appear to be or to contain a derivative of an animal, plant or other organism;

“stormwater system” means both the constructed and natural facilities, including pipes, culverts, watercourses and their associated floodplains, whether over or under public or privately-owned land used or required for the management, collection, conveyance, temporary storage, control, monitoring, treatment, use and disposal of stormwater;

“vehicle” means anything defined as a motor vehicle in terms of the National Road Traffic Act (93 of 1996); or any conveyance designed or adapted principally to travel on wheels or tracks;

“water area” means the water and the bottom or floor of any natural lake, river or stream, dam, impoundment or wetland or any part thereof, situated within a nature area, and includes the water and the land between the lowest line and the highest line to which the water-level of such a natural lake, river or stream, dam, impoundment or wetland or any part thereof may recede or rise at any time;

“written authorization” means written consent issued by an authorized official or ranger of the Municipality in terms of this By-Law, and includes any permit issued in terms of Section 14(1) or identification card issued in terms of Section 5(2).

2. Application

This By-Law –

- (a) applies to any area which is proclaimed or recognized as a protected area in terms of the Act; or managed as a nature area;
- (b) must be interpreted and applied in accordance with the principles and provisions of the National Environmental Management Act (107 of 1998), the Stellenbosch Environmental

Management Framework and the Environmental Management Plan in force in a particular area.

CHAPTER 2: POWERS AND RESPONSIBILITIES OF THE MUNICIPALITY

3. Functions

The municipality may in managing a nature area –

- (1) manage breeding and cultivation programmes, and may reserve areas in a nature area as breeding places and nurseries;
- (2) sell, exchange or donate any animal, plant or other organism occurring in a nature area, or purchase, exchange or otherwise acquire any indigenous species which it may consider desirable to re-introduce into a specific nature area;
- (3) undertake and promote research;
- (4) control, remove or eradicate any species or specimens of species which it considers undesirable to protect and conserve in a nature area or that may negatively impact on the biodiversity of the nature area;
- (5) carry out any development and construct or erect any infrastructure necessary for the management of a nature area, subject to an environmental authorization in terms of Section 24 of NEMA, applicable By-Laws and the applicable management plan;
- (6) allow visitors to a nature area;
- (7) take reasonable steps to ensure the security and well-being of visitors and staff;
- (8) provide accommodation and facilities for visitors and staff;
- (9) carry on any business or trade or provide other services for the convenience of visitors and staff; authorize any person, subject to relevant conditions as it may determine, to—
 - (i) carry on any business or trade, or provide any service, which the management authority may carry on or provide in terms of this section; and
 - (ii) provide the infrastructure for such business, trade or service;
- (10) by agreement with-
 - (i) other municipal departments, provide any service in a nature area for the management of the nature area, which the Municipality may be mandated to provide in terms of legislation; or
 - (ii) any other organ of state, perform a function in a nature area which that organ of state may perform in terms of legislation; and
- (11) issue Notices in terms of Section 6.

4. Commercial, community and visitor activities

- (1) The Municipality may, in terms of a management plan, designate a part of a nature area, as an area in which a particular activity may be undertaken by visitors to a nature area, communities or interest groups, and must display a notice at the entrance to the nature area in which such area is described, provided that the activity does not compromise the purpose for which the nature area was established or is used.
- (2) The Municipality may, in terms of a management plan, designate a part of a nature area, as an area in which a commercial activity may be undertaken by an authorized vendor, and must display a notice at the entrance to the nature area in which such area is described and at the place the commercial activity is undertaken;
- (3) The Municipality may, in consultation with the PAAC's, user or interest groups and other interested and affected parties develop codes of conduct for specific activities authorized within a nature area.

5. Rangers

- (1) The Municipality may appoint rangers for a nature area and set in writing any prerequisites, terms, conditions or restrictions on any such appointments.
- (2) The Municipality must issue any duly appointed ranger with a written authorization and an identification card.
- (3) The ranger must, when performing any responsibility with regards to this By-Law, have in his/her possession their identification card or written authorization.
- (4) A ranger may issue verbal or written instructions to visitors relating to compliance with this By-Law in terms of the conditions of their written authorization.

6. Notices

- (1) In relation to a nature area, the Municipality may from time to time and by means of a notice displayed at the entrance to or at, other relevant places of a nature area—
 - (a) designate any land or water area as a recreational area;
 - (b) designate any land or water area for a purpose other than recreation;
 - (c) prohibit or restrict the use and access of any person, vehicle, vessel, domestic animal, species or specimen to a specific land or water area or part thereof; or
 - (d) designate the times and conditions during which and subject to which any sports or other activities may be practiced or performed on such land or water area.
- (2) A notice may impose conditions in relation to the participation in or undertaking of any activity in a nature area and the Municipality may vary or revoke a notice at any time by a subsequent notice.

- (3) The Municipality may prescribe symbols or pictograms to be used on public notice boards and these shall have the meaning prescribed in the list of approved pictograms attached as Annexure A.
- (4) The Municipality may erect public notice boards within or near the nature area to notify interested and affected parties of permissible activities and prohibitions in terms of this By-Law.
- (5) In addition, the Municipality may -
 - (a) publish or broadcast the notice in a manner that is reasonably likely to bring it to the attention of interested and affected persons;
 - (b) distribute copies of the notice to persons owning or occupying land in the vicinity of the affected nature area; or
 - (c) use public meetings, PAAC meetings or other means of bringing information to the attention of interested and affected persons.

7. Recreational areas inside nature areas

- (1) The Municipality may, within a recreational area, display any notice required under this By-Law.
- (2) In relation to recreational areas, the Municipality may prominently display a notice at an entrance to a recreational area indicating -
 - (a) the opening and closing times of that recreational area; and
 - (b) any rules made by the management authority in relation to that recreational area.

CHAPTER 3: USE OF BIOLOGICAL RESOURCES IN NATURE AREAS

8. Use of biological resources

The Municipality may, upon application and subject to the provisions of a management plan, by means of the granting of a non-transferable written authorization or the entering into a written agreement, with the conditions it deems necessary, grant to any person the right to the sustainable, monitored use of identified biological resources in a nature area.

9. Natural resource utilization

The Municipality may upon application and subject to the provisions of a management plan, by means of the granting of a written authorization or the entering into a written agreement, and on the conditions it deems necessary, grant to any person or group the right to the sustainable, monitored use of identified natural resources in a nature area.

10. Authorization for use of biological- or natural resources

- (1) A written authorization or written agreement as contemplated in Sections 4, 8 or 9, must—
 - a) not be in conflict with the purpose for which a nature area was established;

- b) define the land or water area within which the use of the biological- or natural resources is granted;
 - c) indicate the period for which the right contemplated in Sections 4, 8 and 9 is granted; and
 - d) determine the limits to the use of the biological resources.
- (2) The Municipality may demarcate the land or water area contemplated in subsection 10(1)(b) in a manner it deems fit.
 - (3) An authorization granted in terms of Sections 4, 8 or 9 may not interfere with the exercise of any authorization which has been granted to another person in respect of the area contemplated in subsection 10(1)(b).
 - (4) An authorization granted in terms of Sections 4, 8 or 9 must include a stipulated notice period for the expiry and for the termination of the right or amendment of the conditions granting the right.
 - (5) The Municipality may cancel an authorization granted in terms of Sections 4, 8 or 9 in respect of the area or part thereof, if such area or part thereof is required for conservation purposes or for purposes approved by the Municipality.
 - (6) The Municipality may cancel an authorization granted in terms of Sections 4, 8 or 9 if the conditions set by the Municipality are not complied with by the relevant person or group, or if the resource or any other component of the nature area is threatened.
 - (7) The Municipality may instruct a holder of an authorization contemplated in Sections 4, 8 or 9 to cease all activities immediately, and take any remedial action if the aforementioned holder of the written authorization is found or deemed to be in contravention of any conditions stipulated in the written authorization.
 - (8) The Municipality may at any time cancel or suspend such authorization contemplated in Sections 4, 8 and 9 in the event of an emergency, disaster, threat to life or safety, threat to the environment, or in any circumstance where the authorized official deems the ongoing activity to be detrimental in any way to the nature area.

CHAPTER 4: ACCESS TO NATURE AREAS

11. Access to nature areas by user of biological- or natural resources

- (1) The holder of a written authorization granted in terms of Sections 4, 8 or 9 above may, subject to any condition contained in the written authorization, use a road or path identified by the municipality, for the reasonable exercise of a written authorization to use biological resources- or natural resources: Provided that -
 - (a) the Municipality may close any access road or limit the use thereof for management purposes;
 - (b) if a holder of a written authorization fails to remove or repair any obstruction on an access road caused as a result of the exercise of a written authorization, the

Municipality may undertake such removal or repair, and recover the cost in this regard from the holder of the written authorization;

- (c) the Municipality may impose restrictions on the type of vehicle, machinery or equipment which is permitted on an access road in order to prevent any environmental or other damage;
- (d) the holder of a written authorization must keep every road, track or footpath used, reasonable wear excluded, in a good driving condition; and
- (e) a holder of a written authorization may not create or construct any new access road for the removal of biological resources or for any other reason create, construct, lengthen or otherwise expand any new or existing road, track or footpath, without written authorization from the Municipality.

12. Admission

- (1) A person who has been granted entry into a nature area may be allowed admission only to a specific area and at designated times as determined by the Municipality.
- (2) The Municipality may close a nature area or any part of a nature area-
 - (a) if, in the Municipality's opinion-
 - (i) the closure is necessary or desirable for the management of the nature reserve or nature area;
 - (ii) the closure is necessary for the Municipality to perform any of its functions in terms of the Act or this By-Law or any maintenance actions; or
 - (iii) the safety of persons may be compromised;
 - (b) if a fire-ban is in force in an area that includes all or part of the nature area;
 - (c) if the risk of uncontrolled fire in the nature area is, in the Municipality's opinion, extreme;
 - (d) if the Municipality's staff necessary to patrol or secure the nature area are unavailable; or
 - (e) if, in the Municipality's opinion, it is in the interest of public safety to close the nature area.
- (3) No person may, without the written authorization of the Municipality, enter or remain in a nature area, or part thereof, that has been closed in terms of subsection 12(2).

13. Points of entry and exit

- (1) No person may, other than in open access areas of a nature area, or subject to the provisions of Section 11, enter or leave a nature area at any place other than through the designated points of entry or exit, without the written authorization of the Municipality.
- (2) Where a public road, pathway or cycle path traverses a nature area-
 - (a) no written authorization is required by a person to travel through the nature area on such public road, pathway, or cycle path to a destination outside the nature area in question; and
 - (b) no person may in the course of traversal -

- (i) leave such public road, pathway or cycle path;
 - (ii) enter into a nature reserve or nature area from such public road, pathway or cycle path other than in compliance with Section 12(1).
- (3) No person may fly an aircraft, over a nature area, at a height below 1500ft above ground level without the written authorization from the Municipality.
- (4) No person may land, or attempt to land, an aircraft in a nature area without the prior written authorization from the Municipality.
- (5) No person may fly a RPAS over a nature area or land such RPAS in a nature area without the written authorization from the Municipality.
- (6) Subsection 13(4) and (5) does not apply-
 - (a) in the case of an emergency; or
 - (b) to a person acting on the instructions of a ranger.
- (7) An aircraft performing an emergency landing as per subsection 13(6)(a) above, must report such emergency landing and the nature thereof, in writing, to the Municipality before the aircraft is removed from the nature area, within a reasonable time, depending on the nature of the emergency.

14. Proof of entry

- (1) Where a written authorization, or entry permit, is required for entry to a nature area, a person who enters the nature area in a vehicle or on foot, must ensure that the written authorization or entry permit is in his or her possession, and available for inspection at all times until he or she leaves the nature area.
- (2) Where a written authorization is issued for overnighting in a nature area, the written authorization must be displayed at all times in the vehicle in accordance with subsection 14(3) while he or she is overnighting in or near the vehicle.
- (3) For purposes of this By-Law a written authorization contemplated in subsection 14(2) is displayed in a vehicle only if-
 - (a) the written authorization is displayed on the inside of the windscreen on the side of the vehicle opposite to the driver's position; or
 - (b) where, because of the design of the vehicle, it is not possible to comply with paragraph (3)(a) the written authorization displayed in a permanent position in or on the vehicle, so that the written authorization is facing outwards from the vehicle and can be easily seen and read by a person outside the vehicle.

15. Safe entering

No person may enter or take a vehicle into a nature area, onto a place, road, river or water area in an unsafe, reckless or negligent manner.

16. Staying overnight

No person may stay overnight in a nature area-

- (a) without the written authorization of the Municipality;
- (b) without having first reported to the Municipality or to a ranger assigned by the Municipality to perform escort duty; or
- (c) at any place other than a place designated for such activity by the Municipality.

17. Times of entry and travel

- (1) Nature areas are open from sunrise to sunset, unless indicated otherwise by means of a notice at designated points of entry and at open access areas.
- (2) No person may, without the written authorization of the Municipality, enter, leave or travel in a nature area at any time other than the times determined by the Municipality, except in open access areas.

18. Maximum number of visitors

- (1) The Municipality may determine a maximum number of visitors who may be present at a specific nature area at a given date and time;
- (2) The number of visitors contemplated under subsection 18(1) must be published by the Municipality by means of a notice.

CHAPTER 5: RESTRICTED ACTIVITIES**19. Activities which may have an adverse effect in a nature area**

- (1) No person may, without the written authority of the Municipality, in a nature area-
 - (a) introduce any non-endemic specimen, or part thereof to a nature area;
 - (b) convey, move or otherwise translocate any specimen;
 - (c) intentionally disturb any species or non-endemic specimen;
 - (d) feed any species or specimen;
 - (e) use any recording of any species or specimen or the imagery or scent of a species or specimen to attract animals;
 - (f) lure, bait or attract by any means or for any purpose or intention any species or specimen;
 - (g) cut, damage, remove or destroy or be in possession of any plant or any part thereof, including dry wood;
 - (h) hunt, capture, injure or kill any living animal by any means, method or device whatsoever, including searching, pursuing, driving, lying in wait, ensnaring, luring, alluring, discharging a missile or projectile or injure with intent to hunt, catch, capture or kill any such animal;
 - (i) gather, collect or pluck any specimen;
 - (j) pick parts of, or cut, chop off, uproot, damage or destroy, any specimen;
 - (k) possess or exercise physical control over any specimen;

- (l) grow, breed or in any other way propagate any specimen or cause it to multiply;
 - (m) sell or otherwise trade in, buy, receive, give, donate or accept as a gift, or in any way acquire or dispose of any specimen; or
 - (n) angle, attempt to angle, catch or attempt to catch fish other than in an area designated for such purpose.
- (2) No person within a nature area may–
- (a) intentionally or negligently cause pollution;
 - (b) deface cultural heritage resources; or
 - (c) harm, or cause death to any individual specimen or population of any species without the prior written authorization of the Municipality.
- (3) No person may, within a nature area place, throw, dump, or release into the environment any refuse, rubbish, used containers, effluent, toilet waste, or any objectionable material in areas other than those designated fit for this purpose by the Municipality.
- (4) No person may spoil or ruin any equipment, furniture or structure located within a nature reserve or nature area by affixing thereto, in any way, papers, placards or notices, or by cutting, writing, stamping, painting, drawing or marking thereon;
- (5) No person may start or keep a fire or commit any acts whereby a fire may be caused within a nature area, except an official or person duly authorized to do so;
- (6) No person may consume alcohol or drugs within a nature area, nor enter a nature area under the influence of alcohol or drugs.

20. Specified activities

- (1) No person may undertake any of the following activities in a nature area except with written authorization from the Municipality and in accordance with an approved environmental management plan for the specified activity:
- (a) film and simultaneously transmit photographic images using a webcam or other image recording or transmitting device, including trail cams;
 - (b) conduct tours for profit;
 - (c) conduct any kind of competition;
 - (d) sell or hire goods or the offering of goods for sale or hire;
 - (e) provide or offer to provide any service for a fee or reward;
 - (f) an activity of any kind for the purpose of fund raising, personal gain, making a profit, or advertising;
 - (g) an organised and hold an event, including sporting or cultural events;
 - (h) record visual images of animals for any virtual hunting or other such activity;
 - (i) conduct any type of training, exercises or simulations; or
 - (j) environmental education programmes and activities.

21. Research and monitoring

- (1) No person may in a nature area, without written authorization of the Municipality, carry out scientific or general research or undertake monitoring projects.
- (2) Any person undertaking scientific or general research or monitoring projects in a nature area must—
 - (a) submit a written proposal to the Municipality that describes the purpose and methodology of the research or monitoring;
 - (b) be in possession of all required permits and authorizations in terms of any other law;
 - (c) comply with all specified conditions in the written authorization;
 - (d) submit all data and information gathered, to the Municipality, in a format determined and at stages of the project specified by the Municipality; and
 - (e) submit copies of all reports and findings to the Municipality upon completion.

22. Interference with substrates or cultural objects

- (1) No person may, except with the prior written authorization of the Municipality and subject to any other applicable laws-
 - (a) remove from a nature area any-
 - (i) soil, sand, gravel, pebbles, stone, rock or mineral or similar material;
 - (ii) wood, mulch or other dead vegetation;
 - (iii) fossil, archaeological remains or cultural artefacts;
 - (iv) animal faecal matter;
 - (b) dig any soil or similar material in a nature area; or
 - (c) disturb in a nature area –
 - (i) wood, mulch, peat or other dead vegetation or animal;
 - (ii) termite mounds, bees' nests, spider webs, birds' nests or animal burrow;
 - (iii) fossil, shell midden, archaeological remains or paleontological specimens or meteorites;
 - (iv) any object or material that is or was used for any ritual or other practice; or
 - (v) any object that has historical or cultural significance.

23. Bioprospecting

No person may undertake any manner or form of bioprospecting in a nature area without the prior written authorization of the Municipality other than subject to such conditions as determined by the Municipality.

24. Buildings and improvements

- (1) Building developments and improvements in a nature area are subject to prior approval and written authorization from the Municipality, and any relevant legislation.
- (2) No person may in a nature area, without prior written authorization of the Municipality, erect, construct or transform or cause to be erected, constructed or transformed any building, structure (temporary or permanent) or any other improvement, including but not

limited to a building or structure of any kind, jetty, dock, pier, landing stage, landing float, anchor buoy, raft, fence or any obstruction, bridge, pontoon, road or crossing.

25. Land and airspace

- (1) No person may in a nature area, except with the prior written authorization of the Municipality-
 - (a) engage in the sport of climbing rock faces;
 - (b) engage in the sport of paragliding, parachuting or abseiling;
 - (c) land or take off in, or attempt to land or take off in, any aircraft, helicopter, glider, hang glider, paraglider or hot air balloon;
 - (d) launch or fly a hot air balloon;
 - (e) fly RPAS or gliders;
 - (f) engage in the sport of any kind of boarding, including sandboarding, windsurfing, kitesurfing or sailboarding
 - (g) operate any motorised vehicle for recreational purposes;
 - (h) launch or propel, a missile or flare into the airspace above a nature area unless such activity is a bona fide emergency; or
 - (i) possess, ignite or use any fireworks.

26. Water areas

- (1) No person may, without the written authorization of the Municipality, launch, or use a vessel on a dam, reservoir, lake, river or other body of water in a nature area unless the water has been set aside by the Municipality for the use of vessels.
- (2) No person may carry out any repairs, servicing, testing, painting of any vessel in a water area in a nature area unless the prior written authorization by the Municipality has been obtained.

27. Removal and dumping in water areas

- (1) No persons may, without the prior written authorization of the Municipality and other than subject to the conditions imposed by the Municipality, in any manner in a nature area—
 - (a) remove, dredge, pump or move any sand, soil or stones from a water area;
 - (b) deposit, dump or throw sand, soil, stones or other material of any kind in a water area.

28. Domestic animals and livestock in nature areas

- (1) No person may, except on conditions determined by the Municipality from time to time, allow any dog, cat or other domestic animal or livestock belonging to or under the care of that person to enter or remain in a nature area.
- (2) Any dog, cat or other domestic animal, including those contemplated in Section 28(1) which is not in the care of any person, may be caught and removed, impounded or destroyed at the discretion of the Municipality.

- (3) Any dog, cat, other domestic animal or livestock in a nature area, including those contemplated in Section 28(1), that is not in direct control by means of a leash or similar restraint, unless in a designated leash or constraint free area, may be caught and removed or impounded at the discretion of the Municipality.

29. Firearms and dangerous weapons

No person, other than a ranger or contractor with written authorization of the municipality, who enters a nature area, may be in possession of any firearm, dangerous weapon, explosive, trap or poison.

30. Commercial activities

No person may undertake any activities of a commercial nature, including the operation of any entertainment device, the sale of any goods, the hire of any equipment, or any similar activity on any nature area, without written authorization from the Municipality.

31. General restrictions

- (1) No person who is in a nature area, without the written authorization of the Municipality, may—
- (a) offer any show or entertainment, conduct any business or trade, or collect any money from the public;
 - (b) carry on any agricultural or gardening activities except subject to the conditions which the Municipality may lay down from time to time;
 - (c) use or cause to be used, any loud speaker or similar device or other noisy equipment;
 - (d) construct or erect any booth, marquee or other structure;
 - (e) organise or cause to be organised or attend or participate in any public meeting, demonstration or gathering; or
 - (f) tamper with, deface, damage, remove or in any other way interfere with a nature area boundary fence or object demarcating the boundary of a nature area.
- (2) No person may -
- (a) intentionally or negligently cause a fire or discard any burning or smouldering object in any place where it may set fire to any other object or otherwise act in a manner likely to cause a fire, other than at a place where the making of a fire is permitted by the Municipality;
 - (b) smoke in a nature area, other than in areas designated for smoking; or
 - (c) discharge any firework.

CHAPTER 6: PROHIBITED ACTIVITIES

32. Prohibitions relating to vehicles

- (1) No person, other than a municipal official or authorized individual, driving a vehicle in a nature area may-

- (a) drive, park, or stop in such a manner that constitutes a nuisance, disturbance, inconvenience or danger to any other person or vehicle;
 - (b) drive, park or stop in any manner that causes an obstruction;
 - (c) block the pathway of a management operation or emergency vehicle;
 - (d) park a vehicle in a place other than in a place designated for that purpose by the Municipality;
 - (e) drive or park anywhere except on a designated road or designated parking area;
 - (f) drive or operate any vehicle in a reckless or negligent manner, or deliberately or intentionally disregard the safety of any person, species, specimen or property of whatever nature;
 - (g) drive a vehicle off designated roads or tracks, except in an area set aside by the Municipality for that purpose; or
 - (h) drive a vehicle for recreational purposes, including, but not limited to, 4x4ing, off-roading, quad biking and motor biking in any area not demarcated for such recreational activity.
- (2) The Municipality may restrict or preclude the use of any vehicle or vehicle type within a nature area or section of a nature area.
 - (3) No person may enter or travel in a nature area except in a vehicle that conforms to the dimensions and other requirements determined by the Municipality.

33. Littering and pollution

- (1) No person may, in a nature area-
 - (a) deposit or leave any litter which is either industrial or domestic, regardless of whether that litter is biodegradable or non-biodegradable, except in an area or receptacle provided for that purpose;
 - (b) deposit or leave any litter, bottle, broken glass, china, pottery, plastic article, rubbish, refuse, seeds, fruit or vegetable matter or other waste material, except in an area or receptacle provided for that purpose;
 - (c) deposit, discharge or leave any noxious, smelly, offensive or polluting substance, matter or thing;
 - (d) deposit or leave any offal, dead species or specimen, or dung;
 - (e) deposit, except in any receptacle provided for litter, any domestic garbage;
 - (f) intentionally break any article of glass, china, pottery, plastic or other brittle material;
 - (g) deposit, discharge or leave any mineral, mineral waste or other industrial waste or by-product thereof;
 - (h) discard or discharge any toxic chemical or substance, pharmaceutical substance, including biocides, or any other pollutant or harmful substance except in the course of control and eradication of invasive specimens in terms of the National Environmental Management: Biodiversity Act (10 of 2004); or
 - (i) dispose of aerosols containers or any other hazardous substance of such nature.
- (2) No person at any time or in any manner, including by the use of detergents, dispose of any solid or liquid waste, including engine oil, into any water area in a nature area.
- (3) No person may at any time or in any manner throw, place or dispose of any item, medium or object that may directly or indirectly cause water pollution.

34. General prohibitions

- (1) No person may, in a nature area-
 - (a) unlawfully occupy, build on, erect, move into, inhabit, sell or use any land, building or structure to which he or she does not have lawful title;
 - (b) demarcate any piece of land with any form of material, including, but not restricted to string, rope, pegs, stones, pebbles, wire, wood or any other material or continue to demarcate after a written notice to stop any form of demarcation was issued by the Municipality;
 - (c) move or remove any demarcation or surveying pegs affixed in terms of any law;
 - (d) without the written consent of the Municipality allow, encourage, motivate, organise or instigate the occupation of any land;
 - (e) continue with any activity specified in subsections (a) to (e) above after a written notice to stop construction was issued by the Municipality;
 - (f) at any time play any radio, compact disc player, music system, musical instrument or in any way whatsoever cause any noise in a manner that is likely to disturb any species or specimen or other person;
 - (g) behave in an offensive, improper, indecent or disorderly manner;
 - (h) engage in sexual activity or solicit any person for the purpose of prostitution or immorality;
 - (i) except subject to written authorization granted in Chapter 3, cut, remove, dig up, fell, burn, pluck, break, climb up or upon or cause damage to timber or to any tree, shrub, brushwood, fencing post, pole, fern, turf, grass, fruit, flower, plant or vegetation; or
 - (j) create or construct any new access roads, paths or tracks.
- (2) No person may, in a nature area, intentionally obstruct, disturb, interrupt or annoy any other person utilising the nature area in compliance with this By-Law.
- (3) No person may discharge a firearm within a nature area, except-
 - (a) if that person is authorized by the Municipality thereto;
 - (b) for the discharge of a blank by a life-guard during an organized competition or by any other person authorized by the Municipality, during a sports meeting in a water area; or;
 - (c) in connection with the collection of specimens for scientific purposes, subject to the written authorization of the Municipality;
- (4) No person may, in a nature area, throw, roll or discharge any stone, rock, boulder, substance, projectile or missile to endanger any person, species or specimen.
- (5) No person may, in a nature area, prevent, hinder or obstruct a ranger in the exercise of his duties in terms of this By-Law.

CHAPTER 7: FEES AND TARIFFS**35. Fees and tariffs**

- (1) The Municipality shall annually determine the fees and tariffs applicable for—

- (a) access to nature areas;
 - (b) the use of any amenity, service, facility, entertainment venue, event, film show or performance presented or provided or rendered by or on behalf of the Municipality, at or in a nature area; and
 - (c) the operation of any commercial activity;
 - (d) costs associated with any remedial action undertaken by the Municipality due to non-compliance with the By-law.
- (2) The Municipality may recover costs associated with remedial action undertaken due to non-compliance with the By-law.
 - (3) The Municipality may suspend the payment of entrance fees on any specific day as it may deem fit.

CHAPTER 8: COMPLIANCE AND ENFORCEMENT

36. Rangers

- (1) The Municipality may appoint any official as a ranger.
- (2) Any duly appointed ranger must be in possession of the prescribed staff identification card when exercising any power in terms of this By-Law and must, upon request, produce such card.
- (3) Should the ranger considered in subsection 36(2) fail to produce the staff identification card then no power granted in terms of this By-Law can be exercised.

37. Powers and functions of rangers

- (1) In this section, unless the context indicates otherwise, 'article' means anything, including a structure, object, document, book, record or electronic information or extract, part or sample therefrom that is reasonably suspected in the use of contravening this By-Law.
- (2) Without a warrant, a ranger may stop, enter, search and seize any vehicle, premises or person if the ranger has reasonable grounds to believe that an offence in terms of this By-Law has been or is being committed by means or with the help of such vehicle or premises if-
 - (a) the person in control of the vehicle or premises consents to such stop, entry, search or seizure; or
 - (b) the ranger has reasonable grounds to believe that a warrant will be issued, if the ranger applied for it, and the delay caused by the obtaining of such a warrant would defeat the object of the stop, entry, search or seizure.
- (3) If subsection 37(2) does not apply, then a ranger may stop, enter and search any vessel, vehicle, premises or person and may seize an article contemplated in subsection 37(5)(h) only on the authority of a warrant.

- (4) A judge in chambers may issue a warrant contemplated in subsection 37(3) on written application by a ranger if it appears from information under oath or affirmation that-
 - (a) there are reasonable grounds for believing that a contravention of this By-Law has occurred;
 - (b) the search and seizure is likely to yield information pertaining to the contravention; and
 - (c) the search and seizure is reasonably necessary for the purposes of this By-Law.
- (5) In enforcing or investigating compliance with this By-Law, a ranger may-
 - (a) be accompanied by an interpreter, a police official or any other person who may be able to assist with the inspection;
 - (b) inspect any article which may be relevant to the investigation;
 - (c) examine, analyse, measure or make a copy of an article and remove it for examination, analysis, measurement, copying or extraction;
 - (d) require a person to produce or to deliver at such time and place as may be determined by the ranger, an article for inspection;
 - (e) take a photograph or make an audio-visual recording of any person or anything for his or her investigation;
 - (f) question a person who, in the opinion of the ranger, may be able to furnish information on a matter to which this By-Law relates;
 - (g) direct a person to appear before him or her at such time and place as may be determined by the ranger and question such person either alone or in the presence of any other person on a matter to which this By-Law relates; and
 - (h) seize an article-
 - (i) which is associated with or is on reasonable grounds believed to be associated with an offence in terms of this By-Law;
 - (ii) which may afford evidence of an offence in terms of this By-Law; or
 - (iii) which is intended to be used or is on reasonable grounds believed to be intended to be used in the commission of an offence in terms of this By-Law.
- (6) A person who so requests may, if possible, make a copy of an article to be removed or seized in terms of this section.
- (7) When a ranger removes or seizes an article, the ranger must issue a receipt to the owner or person in control thereof and, if possible, return the article as soon as practicable after achieving the purpose for which the article was removed or seized.
- (8) A ranger must exercise his or her powers and functions with strict regard for decency and order, and with regard for each person's right to dignity, freedom, security and privacy.
- (9) Notwithstanding the provisions of this By-Law, and subject to any other applicable legislation, a ranger may —
 - (a) launch, operate or use any vehicle or vessel upon any recreational water or in any nature area for the purpose of providing an emergency, rescue or transport service, to provide a municipal service, to ensure compliance with this By-law, or for the purpose of undertaking research, monitoring or conducting a survey;
 - (b) do anything in a nature area in the exercise of a lawful power or duty; and

- (c) in any nature area, use prohibited means of fishing, hunt any animal, and collect biological specimens in order to eradicate, control, or collect information for the control, monitoring and research of such organisms in the course of their duties.

38. Compliance Notice

- (1) The Municipality or appointed ranger may serve a written compliance notice on a person if there are reasonable grounds for believing that the person is in contravention of this By-Law.

The compliance notice must-

- (a) describe the conduct constituting a contravention of this By-Law;
- (b) indicate which provision of this By-Law or condition of approval is contravened;
- (c) where relevant, state that the unlawful conduct constitutes an offence and indicate the penalty;
- (d) where relevant, be issued together with a fine;
- (e) instruct the person to cease the unlawful conduct;
- (f) where relevant, impose conditions which must be complied with and specify the steps to be taken to comply;
- (g) state that a failure to comply with the notice constitutes an offence and indicate the penalty; and
- (h) state that, in the event of non-compliance with the notice, the Municipality may take one or more of the following measures-
 - (i) issue the person with a fine for not complying with the compliance notice;
 - (ii) take steps to remedy any adverse effect arising from the person's actions and recover the costs from such person;
 - (iii) apply to a competent court for appropriate relief including the costs of the application; or
 - (iv) institute a criminal prosecution.

The compliance notice may-

- (i) instruct the person within a specified time to, in writing, inform the Municipality what steps have been taken to comply with the notice;
 - (j) instruct a person at their cost to take specified action to the satisfaction of the Municipality within a specified time to-
 - (i) cease, modify or control an activity causing, continuing or contributing to an adverse effect on a nature area,
 - (ii) investigate, evaluate and assess the impact of a specific situation or activity and report thereon;
 - (iii) undertake and complete specific measures;
 - (iv) eliminate or remove an encroachment or unauthorized structure;
 - (v) rehabilitate the affected environment; or
 - (vi) any combination of the provisions listed in paragraphs (i) through (v).
- (2) Should the person on whom a compliance notice under subsection 38(1) was issued, fail to comply, or inadequately comply, with the compliance notice or authorization, then the Municipality may take measures that the Municipality considers appropriate to remedy the situation and may authorize another person to take such measures.

- (3) The Municipality may recover costs to the Municipality, or an authorized person, for the measures to be undertaken under subsection 38(2), and all costs incurred as a result of acting under subsection 38(2), from any or all of the persons on whom the compliance notice or authorization was issued.

39. Impounding of vehicle, items or goods

- (1) The Municipality or appointed ranger may, without a warrant, seize and impound a vehicle, items or goods which is concerned, or is on reasonable grounds believed to be concerned, with the commission of an offence in terms of this By-Law.
- (2) The ranger, at the time of the impoundment, must give the holder of the impounded vehicle, items or goods an impoundment notice setting out –
 - (a) the reason for the impoundment;
 - (b) a description of the impounded vessel or vehicle;
 - (c) the address and contact details of the designated pound;
 - (d) the impoundment fee; and
 - (e) a warning that the impounded vehicle may be sold to recover the impoundment fee and any fine, costs or damages.
- (3) The ranger must cause an impounded vehicle to be taken to a designated pound where it must be retained and dealt with in terms of this section.
- (4) The Municipality must release the impounded vehicle, items or goods to the owner upon presentation of proof of ownership if, in relation to the offence contemplated in subsection 40 –
 - (a) a criminal charge is not laid, or a fine or a notice of intention to prosecute is not issued within 72 hours of the impoundment; or
 - (b) the criminal case against all accused persons is disposed of because –
 - (i) the charges are withdrawn;
 - (ii) the accused persons are acquitted; or
 - (iii) the accused persons are convicted and either the impoundment fee and any fine, costs and damages are paid.
- (5) An impounded vessel, vehicle, items or goods is forfeited to the Municipality and becomes the property of the Municipality if –
 - (a) a court orders such forfeiture; or
 - (b) the lawful owner of the vehicle, items or goods cannot be traced within 90 days of such impoundment after reasonable efforts to trace the owner have not been successful.
- (6) If any payment contemplated in subsection 39(4)(b)(iii) is not made within such time as the Municipality may determine, and if no appeal has been lodged at the expiry of the time limit for an appeal, the Municipality may sell an impounded vehicle, items or goods and deal with any net proceeds in accordance with subsection 39(7).

- (7) Any net proceeds from the sale of an impounded vessel, vehicle, items or goods must be applied as follows and in this order:
 - (a) the recovery of costs incurred by the Municipality during forfeiture and impoundment;
 - (b) the payment of the impoundment fee, and any fine, costs or damages ordered by a court in relation to an offence contemplated in subsection 39(1); and
 - (c) return to the person who lawfully owned the vessel, vehicle, items or goods at the time of the impoundment except where the vessel, vehicle, items or goods was forfeited to the Municipality.
- (8) The Municipality may determine an impoundment fee and designate a pound contemplated in this section.

CHAPTER 9: OFFENCES AND PENALTIES

40. Offences

- (1) Any person who -
 - (a) contravenes a provision of this By-Law;
 - (b) contravenes any conditions, restrictions or prohibitions imposed in terms of this By-Law;
 - (c) fails to comply with the terms of any notice or signage displayed in terms of this By-Law;
 - (d) contravenes a lawful instruction given by a ranger in terms of this By-Law;
 - (e) threatens, obstructs, hinders or uses abusive language to a ranger or a person lawfully accompanying the ranger in the exercise of a power conferred in terms this By-Law;
 - (f) when called upon by a ranger to furnish information, furnishes false or misleading information; or
 - (g) falsely holds himself or herself to be a ranger or a person authorized to act on behalf of the Municipality in terms of this By-Law;

commits an offence.

41. Penalties

- (1) Any person who commits an offence referred to in Section 40 is liable to a corresponding fine as contemplated in terms of the NEMA Admission of Guilt Fines Regulations (Annexure B), or upon conviction to imprisonment for a period not exceeding 2 years or to such imprisonment without the option of a fine, or to both such fine and such imprisonment.
- (2) In addition to imposing a fine or imprisonment, a court may order any person convicted of an offence in terms of this By-Law —
 - (a) to rectify the harm caused;
 - (b) to forfeit to the Municipality a vehicle impounded in terms of Section 39;
 - (c) to pay the costs incurred by the Municipality as a consequence of the contravention; and

- (d) to pay damages for harm caused to another person or property within the nature area, which order shall have the force and effect of a civil judgment.
- (3) The Municipality may ban any person who fails to comply with any provisions of this By-Law from entering any nature area(s) for a determined period of time.
- (4) The Municipality may restrict access to a vehicle that fails to comply with any provisions of this By-Law from entering a nature area for a determined period of time.
- (5) A ban imposed in terms of subsections 41(3) and 42(4) must be reduced to writing and served on the person or owner of the vehicle.
- (6) The Municipality must provide a person contemplated above with a written notice of its intention to ban such person in terms of section 41(3). Such a person has 7 days to provide reasons why the Municipality should not ban such person.
- (7) A person who has been banned in terms of subsections 41(3) and 41(4) above may make written representations to the Director: Community and Protection Services as to why the ban should be lifted or reduced in length within 48 hours of the receipt thereof.

42. Appeals

Any person may appeal against an administrative decision taken by the Municipality or ranger in terms of this By-Law in accordance with the provisions of Section 62 of the Local Government: Municipal Systems Act (32 of 2000).

43. Delegation

A function, power or duty conferred on the Municipality in terms of this By-Law may be delegated or sub-delegated to an employee of the Municipality in accordance with the system of delegation adopted by Council in accordance with Section 59 of the Local Government: Municipal Systems Act (32 of 2000).

44. Liability and Indemnity

- (1) The Municipality and appointed rangers are not liable for any loss sustained by or damage caused to a person by an act or omission in good faith relating to the performance of a duty under this By-Law, unless gross negligence is proved.
- (2) Any person making use of a public amenity shall do so at his/her own risk, Council shall not be liable for the death of or any injury to persons or any loss of or damage to any property of visitors, unless gross negligence is proved.

45. Repeal of by-laws

The provisions of any by-laws pertaining to nature areas previously promulgated by the Municipality or by any of the disestablished municipalities now incorporated in the Municipality are hereby repealed as far as they relate to matters provided for in this by-law.

46. Short title and Commencement

This By-Law is called the Stellenbosch Municipality: Nature Areas By-Law and comes into operation on promulgation in the Provincial Gazette.

ANNEXURE A

1	Stay on boardwalk		19	Fires in demarcated areas		37	Fishing		55	Restrooms		73	Wheelchair access		91	Swimming allowed		109	Do not pick flora	
2	Stay on pathways		20	Braais allowed		38	Fishing with permit only		56	Female restroom		74	Parking		92	Swimming is dangerous		110	Useful plants	
3	Hiking / Walking		21	No fires		39	No fishing		57	Male restroom		75	Visitors parking		93	No swimming		111	Unique vegetation	
4	Guided walk		22	No fires or gas braais		40	No treble hooks		58	Restaurant		76	No parking		94	Windsurfing		112	Nature appreciation	
5	Trail running		23	No overnighting		41	No fishing off bridges		59	Picnic area		77	Information		95	Water skiing		113	Do not damage fauna or flora	
6	Scenic views		24	No alcohol		42	No fishing at night		60	Use litterbins		78	Speed limit		96	Boat launch		114	General fauna	
7	Pathway		25	No firearms		43	No fishing with nets		61	Bin free area Do not litter		79	No access		97	Motorboating		115	Bird viewing	
8	Dog free running area		26	No hunting		44	No prawn pumping		62	Education facilities		80	No vehicles		98	Sailing		116	Birdhide	
9	Dogs on leash		27	No dumping		45	No bait collection		63	Overnight education facilities		81	No off-road vehicles		99	No sailing		117	Do not feed the animals	
10	No dogs allowed		28	No sand-mining		46	No use of live bait		64	Accommodation		82	No mountain bikes		100	Natural pool		118	Photos allowed	
11	Poop scoop area		29	No music		47	No lobster fishing		65	Permit needed		83	No driving on sand dunes		101	Boma		119	Discovery trail	
12	No driftlines		30	Playground		48	Conservation office		66	Beware of snakes		84	Canoeing allowed		102	Power boats allowed		120	Whale watching	
13	Bag limits		31	No smoking		49	Beach		67	Kite surfing		85	No canoeing		103	No power boats		121	Horse riding	
14	Size limits		32	Do not leave valuables in vehicle		50	No boats of any kind allowed		68	No kite surfing		86	Jet skis prohibited		104	Electric boats allowed		122	Camping	
15	Beware of falling branches		33	Safeguard valuables		51	Wind surfing		69	No mooring of vessels		87	No water skiing		105	No electric boats		123	4 X 4	

124 Cellphone			
106 Water bottle	107 Sun hat	108 Tortoises	  
88 No defecating	89 Nature garden	90 Unique fauna and flora	  
70 Gift shop	71 Canon	72 Safety gloves	  
52 Coffee shop	53 Play area	54 Safety boots	  
34 Cafe	35 Administration office	36 No lighting match/fires	  
16 Restaurant	17 No camping	18 No hiking/walking	  

NO.	INTERPRETATION OF SYMBOL	BETEKENIS VAN SIMBOOL	INTSINGISELO YOMQONDISO
1	Stay on boardwalk	Bly op plankpad	Hamba kwibhulorho yabahambi ngeenyawo
2	Stay on pathways	Bly op voetpaaie	Hamba kwiindlelana zenyawo
3	Hiking / walking	Staproete	Kuyahayikwa/kuyahanjwa
4	Guided walk	Begeleide staproete	Uhambo olukhokhelwayo
5	Trail running	Drafroete	Umzila wokubaleka
6	Scenic views	Mooi uitsig	Umbono obukekayo
7	Pathway	Voetpad	Indlela yeenyawo
8	Dog free-running area	Gebied vir loslopende honde	Umandla wokubaleka izinja ezingabotshelelwanga
9	Dogs on leash	Honde aan leiband	Izinja ezibotshelelwayo
10	No dogs allowed	Geen honde toegelaat nie	Azivumelekanga izinja
11	Poop scoop area	Bollieskoppie-gebied	Umandla wokukha ilindle lezinja
12	No driftlines	Dryflyne verbode	Azikho iintambo zokuloba
13	Bag limits	Sakbeperkings	Imida yengxowa
14	Size limits	Groottebeperkings	Ubukhulu bomda
15	Beware of falling branches	Pasop vir vallende takke	Lumkela amasebe awayo
16	Restaurant	Restaurant	Irestyurenti
17	No camping	Kamp verbode	Akuvumelekanga ukukhempisha
18	No hiking/walking	Stap verbode	Akuhayikwa/akahanjwa
19	Fires in demarcated areas	Vuurmaak in afgebakende gebiede	Imililo kwimimandla ekhethiweyo
20	Braais allowed	Braaiers toegelaat	Ukoja kuvumelekile
21	No fires	Vuurmaak verbode	Akubaswa mililo
22	No fires or gas braais	Vuurmaak en gasbraaiers verbode	Akubaswa mililo okanye iizitovu zerhasi
23	No overnighting	Oornagverblyf verbode	Akulalwa
24	No alcohol	Alkohol verbode	Akuselwa tywala
25	No firearms	Vuurwapens verbode	Imipu ayivumelekanga
26	No hunting	Jag verbode	Akuzingelwa
27	No dumping	Afvalstorting verbode	Akulahlwa nkunkuma
28	No sand-mining	Sandmynerie verbode	Akwembiwa santi
29	No music	Musiek verbode	Awuvumelekanga umculo
30	Playground	Speelgrond	Indawo yokudlala/ibala lokudlala
31	No smoking	Rook verbode	Akutshaywa
32	Do not leave valuables in vehicle	Moenie kosbare items in voertuig los nie	Musa ukushiya izinto zexabiso emotweni
33	Safeguard valuables	Beveilig kosbare items	Zigade izinto ezixabisekileyo
34	Café	Kafee	Ikhefi
35	Administration office	Administrasiekantoor	I-ofisi yolawu
36	No lighting matches / fires	Vuurmaak / aansteek van vuurhoutjies verbode	Akulayitwa imatshisi / imililo
37	Fishing	Hengel	Ukuloba
38	Fishing with permit only	Hengel slegs met permit	Kulotywa ngemvume kuphela
39	No fishing	Hengel verbode	Akulotywa
40	No treble hooks	Drie-angelhoeke verbode	Akukho magwegwe okuloba
41	No fishing off bridges	Hengel van brug af verbode	Akulotywa ngakwiibhlorho
42	No fishing at night	Hengel snags verbode	Akulotywa ebusuku
43	No fishing with nets	Hengel met nette verbode	Akulotywa ngeminatha
44	No prawn pumping	Pomp van garnale verbode	Akuvumelekanga ukumpontshwa kweeprawn

45	No bait collection	Uithaal van aas verbode	Akubheyithwa
46	No use of live bait	Gebruik van lewende aas verbode	Akusetyenziswa izinto eziphilayo xa uloba
47	No lobster fishing	Uithaal van kreef verbode	Akulotywa zilobster
48	Conservation office	Bewaringskantoor	I-ofisi yolondolozo
49	Beach	Strand	Ulwandle
50	No boats of any kind allowed	Alle soorte bote verbode	Akuvumelekanga naluphi na uhlobo lwesikhephe
51	Windsurfing	Seilplankry	Ukusefa
52	Coffee shop	Koffiewinkel	Ivenkile yekofu
53	Play area	Speelarea	Ummandla wokudlala
54	Safety boots	Veiligheidstewels	Iibhutsi zokhuseleko
55	Restrooms	Kleedkamers	Amagumbi angasese
56	Female restroom	Kleedkamer vir vroue	Igumbi langasese labasetyhini
57	Male restroom	Kleedkamer vir mans	Igumbi langasese lamadoda
58	Restaurant	Restaurant	Irestyurenti
59	Picnic area	Piekniekgebied	Ummandla wepiknikhi
60	Use litterbins	Gebruik vullisdromme	Sebenzisa imigqomo yenkunkuma
61	Bin free area. Do not litter	Dromlose gebied. Rommelstrooiery verbode	Ummandla wemigqomo. Musa ukulahla phantsi inkunkuma
62	Education facilities	Opvoedingsfasiliteite	Amaziko emfundo
63	Overnight education facilities	Oornag-opvoedingsfasiliteite	Amaziko emfundo asebusuku
64	Accommodation	Verblyf	Indawo yokuhlala
65	Permit needed	Permit benodig	Imvume iyafuneka
66	Beware of snakes	Pasop vir slange	Lumkela iinyoka
67	Kite surfing	Vlieërski	Ukubhajiswa kweekayiti
68	No kite surfing	Vlieërski verbode	Akubhajiswa iikayiti
69	No mooring of vessels	Vasmeer van vaartuie verbode	Akuvumelekanga ukubotshelwa kweenqanawa
70	Gift shop	Geskenkwinkel	Ivenkile yezipho
71	Cannon	Kanon	Inkanunu
72	Safety gloves	Veiligheidshandskoene	Igloves zokuzikhusela
73	Wheelchair access	Rolstoeltoegang	Indawo yokungena abakhubazekileyo
74	Parking	Parkering	Ipaki
75	Visitors parking	Besoekersparkering	Ipaki yendwendwe
76	No parking	Parkering verbode	Akupakwa
77	Information	Inligting	Iinkcukacha
78	Speed limit	Spoedbeperking	Isantya somgago
79	No access	Geen toegang nie	Akungenwa
80	No vehicles	Voertuie verbode	Azivumelekanga izithuthi
81	No off-road vehicles	Veldvoertuie verbode	Azivumelekanga izithuthi ezinkulu (off-road vehicles)
82	No mountain bikes	Bergfietse verbode	Azivumelekanga iibhayisekile ezihamba ezintabeni
83	No driving on sand dunes	Bestuur op sandduine verbode	Akuqhutywa kwiingqumba zesanti
84	Canoeing allowed	Kanovaart toegelaat	Kuvumelekile ukuhamba ngephenyane
85	No canoeing	Kanovaart verbode	Akuvumelekanga ukuhamba ngephenyane
86	Jet skis prohibited	Waterponies verbode	Azivumelekanga izithuthuthu zokudlala emanzini
87	No water skiing	Waterski verbode	Akuvumelekanga ukutyibiliza emanzini
88	No defecating	Ontlasting verbode	Akuvumelekanga ukuzithuma

89	Nature garden	Natuurtuin	Igadi yotyani
90	Unique flora and fauna	Unieke flora en fauna	Izityalo kunye nezilwanyana ezizodwa
91	Swimming allowed	Swem toegelaat	Kuvumelekile ukuqubha
92	Swimming is dangerous	Gevaarlike swemgebied	Kuyingozi ukuqubha
93	No swimming	Swem verbode	Akuqujwa
94	Windsurfing	Seilplankry	Ukusefa
95	Water skiing	Waterski	Umdlalo wokutyibiliza emanzini
96	Boat launch	Boot-tewaterlating	Ukuphehlelelwa kwezikhephe
97	Motor boating	Motorbootry	Ukuqhuba isikhephe
98	Sailing	Seiljagry	Ukuhamba ngenqanawa
99	No sailing	Seiljagry verbode	Akuhanjwa ngenqanawa
100	Natural pool	Natuurpoel	Ipuli eyenziwe ngendalo yokusingqongileyo
101	Boma	Boma	Ibhoma
102	Power boats allowed	Kragbote toegelaat	Izikhephe ezinesantya esiphezulu zivumelekile
103	No power boats	Kragbote verbode	Azivumelekanga izikhephe ezinesantya esiphezulu
104	Electric boats allowed	Elektriese bote toegelaat	Zivumelekile izikhephe zombane
105	No electric boats	Elektriese bote verbode	Azivumelekanga izikhephe zombane
106	Water bottle	Waterbottel	Ibhotile yamanzi
107	Sun hat	Sonhoed	Isigqoko selanga
108	Tortoises	Skilpaaie	Ufudo
109	Do not pick flora	Moenie flora pluk nie	Musa ukuzithatha izityalo
110	Useful plants	Nuttige plante	Izityalo ezibalulekileyo
111	Unique vegetation	Unieke plantegroei	Izityalo ezahlukileyo
112	Nature appreciation	Natuurwaardering	Ukuxabisa indalo
113	Do not damage fauna or flora	Moenie fauna of flora beskadig nie	Musa ukuzimoshisa izilwanyana okanye izityalo
114	General fauna	Algemene fauna	Izilwanyana ezizintlobo zonke
115	Bird viewing	Voëlkyk	Ukubukela iintaka
116	Bird hide	Voëlskuiling	Indlwana yokubukela iintaka
117	Do not feed the animals	Moenie diere voer nie	Musa ukutyisa izilwanyana
118	Photos allowed	Foto's toegelaat	Ifoto zivumelekile
119	Discovery trail	Ontdekkingsroete	Ukufunyanwa komkhondo
120	Whale watching	Walviskyk	Ukubukela umnenga
121	Horse riding	Perdry	Ukukhwela ihashe
122	Camping	Kampering	Ukumisa inkampu
123	4x4	4x4	4x4
124	Cellphone	Selfoon	Iseleula

ANNEXURE B

GOVERNMENT NOTICE

DEPARTMENT OF ENVIRONMENTAL AFFAIRS**No. R. 574****15 July 2011****NATIONAL ENVIRONMENTAL MANAGEMENT ACT, 1998:
ADMISSION OF GUILT FINES REGULATIONS**

I, Bomo Edith Edna Molewa, Minister of Water and Environmental Affairs has under section 34G of the National Environmental Management Act, 1998 (Act No. 107 of 1998), made the regulations in the Schedule.

**BOMO EDITH EDNA MOLEWA****MINISTER OF WATER AND ENVIRONMENTAL AFFAIRS****SCHEDULE****Definitions**

1. In these Regulations any word or expression to which a meaning has been assigned in the Act, the Protected Areas Act or the Protected Areas Regulations, as the case may be, shall have the meaning so assigned and, unless the contents otherwise indicates—

"Protected Areas Act" means the National Environmental Management: Protected Areas Act, 2003 (Act No. 57 of 2003);

"Protected Areas Regulations" means the Regulations for the Proper Administration of Special Nature Reserves, National Parks and World Heritage Sites promulgated under section 86 of the Protected Areas Act and published in *Government Gazette* No. R. 1061 of 28 October 2005;

"the Act" means the National Environmental Management Act, 1998 (Act No. 107 of 1998).

Offences under the Protected Areas Regulations

2. The offences in terms of regulation 61 of the Protected Areas Regulations are, to the extent specified in columns 1 and 2 of Table 1 to this Schedule hereby specified as offences in respect of which an admission of guilt fine, stipulated in column 3 of the said Table, may be paid.

Short title and commencement

3. These Regulations are called the Protected Areas Act: Admission of Guilt Fines Regulations, 2011 and take effect on the date of publication thereof in the *Gazette*.

TABLE 1

OFFENCES IN TERMS OF PROTECTED AREAS REGULATIONS

1	2	3
Regulation	Description of offence	Fine
4(1)(a)	Introduction of any species or specimen, or part thereof, into a special nature reserve, national park or world heritage site without prior written consent of a management authority, license, permit or receipt.	R 1500,00
4(1)(c)	Intentionally disturbing any species or specimen in a special nature reserve, national park or world heritage site without prior written consent of a management authority, license, permit or receipt.	R 1000,00
4(1)(d)	Feeding any species or specimen in a special nature reserve, national park or world heritage site without prior written consent of a management authority, license, permit or receipt.	R 500,00
4(1)(f)	Removal of any wood, sand, gravel, stone, sea shell, guano or other material without prior written consent of a management authority, license, permit or receipt.	R 2500,00
4(1)(i)	Significantly altering or changing the sense of place, or any environmental, cultural or spiritual values in a special nature reserve, national park or world heritage site without prior written consent of a management authority, license, permit or receipt.	R 1500,00
8(3)	Entering or remaining in a special nature reserve, national park or world heritage site that has been closed without the permission of the management authority.	R 1000,00
9(1)	Entering or remaining in a special nature reserve, national park or world heritage site or part thereof without paying an entrance fee as determined by the management authority.	R 1000,00
9(2)	Entering or remaining within the boundaries of accommodation or recreational facilities in a special nature reserve, national park or world heritage site without paying the fees determined for such accommodation or facilities or without the permission of the management authority.	R 1000,00
10(1)	Entering or leaving a special nature reserve, national park or world heritage site at any place other than through an official point of entry or exit without the written permission	R 1500,00

	of the management authority.	
11(1)	Failing to display receipt for the entrance fee or the permit authorizing entry into the special nature reserve, national park or world heritage site.	R 500,00
11(2)	Failing to display, in their vehicle, a permit for camping in a special nature reserve, national park or world heritage site.	R 500,00
13(1)(a)	Staying overnight in a special nature reserve, national park or world heritage site without the permission of the management authority.	R 1500,00
13(1)(b)	Staying overnight in a special nature reserve, national park or world heritage site without payment of the applicable fees as determined by the management authority.	R 1500,00
13(1)(c)	Staying overnight in a special nature reserve, national park or world heritage site without first reporting to the designated reception office or to an authorized official assigned to perform escort duty.	R 1500,00
13(1)(d)	Staying overnight in a special nature reserve, national park or world heritage site if no accommodation has been reserved or is available for that person.	R 1500,00
13(1)(e)	Staying overnight in a special nature reserve, national park or world heritage site on a houseboat or any other vessel without the permission of the management authority.	R 1500,00
13(1)(f)	Staying overnight in a special nature reserve, national park or world heritage site at any place other than a place designated by the management authority.	R 1500,00
13(2)	Camping in a special nature reserve, national park or world heritage site at an area other than an area set aside for that purpose by the management authority.	R 1500,00
14	Entering, leaving or traveling in a special nature reserve, national park or world heritage site at any time other than the times determined by the management authority.	R500, 00
15	Entering or travelling in a special nature reserve, national park or world heritage site in a vehicle that does not conform to the dimensions and other requirements determined by the management authority from time to time.	R 1000,00
16(1)(a)	Driving, parking or stopping a vehicle in a special nature reserve, national park or world heritage site in a way that constitutes a nuisance, disturbance or danger to any other person.	R 2000,00
16(1)(b)	Driving in a special nature reserve, national park or world	R 1500,00

	heritage site in a way that causes an obstruction or blocks the pathway of a management operation or emergency vehicle.	
16(1)(c)	Parking a vehicle in a special nature reserve, national park or world heritage site in a place other than a place designated for that purpose.	R 500,00
16(1)(d)	Driving or parking in a special nature reserve, national park or world heritage site in an area other than a designated road or place.	R 1000,00
16(1)(e)	Driving a vehicle in a special nature reserve, national park or world heritage site causing damaging or acting in a manner that could cause damage of any nature whatsoever, including damage to any roads, plants or animals.	R 1000,00
16(2)	Entering or being in a special nature reserve, national park or world heritage site in a vessel that does not comply with requirements of management authority's internal rules, subject to the provisions of the Merchant Shipping Act.	R 2500,00
17	Using a vessel in a water area of a special nature reserve, national park or world heritage site without obtaining a permit from the management authority.	R2500.00
18(1)	Using a vehicle or vessel which is propelled by a propeller above the water in a water area.	R 2500,00
18(2)	Painting a vessel in a water area without the prior written approval of the management authority.	R 1000,00
18(3)	Disposing of any liquid or solid waste, including motor oil, into a water area other than in places specifically designated by the management authority therefore.	R 2500,00
18(4)	Intentionally obstructing, disturbing, interrupting or annoying any other person engaged in the proper use of the special nature reserve, national park or world heritage site.	R 1000,00
18(5)	Throwing, rolling or discharging a stone, substance or missile, in a special nature reserve, national park or world heritage site, to endanger any person, specimen or species in the a special nature reserve, national park or world heritage site.	R 1000,00
18(6)	Defacing, painting, writing on, cutting names or letters in, or otherwise making marks or affixing bills on trees, rocks, gates, fences, buildings, signs or other property, or in any other manner spoiling features, buildings or facilities in a special nature reserve, national park or world heritage site without written permission of the management authority.	R 2500,00

18(7)	Moving, defacing or otherwise interfering with a Protected Areas Notice, notice board or other sign board put onto, affixed to or placed in a special nature reserve, national park or world heritage site by a management authority or by a life-guard, without being duly authorized thereto by a management authority.	R 2000,00
20(1)(a)	Filming and simultaneously transmitting photographic images, in a special nature reserve, national park or world heritage site by the use of a webcam or other image recording or transmitting device without a license, permit or agreement with the management authority.	R 2500,00
20(1)(b)	Conducting a tour, in a special nature reserve, national park or world heritage site without a license, permit or agreement with the management authority.	R 2000,00
20(1)(c)	Conducting any kind of competition in a special nature reserve, national park or world heritage site without a license, permit or agreement with the management authority.	R 1500,00
20(1)(d)	Selling or hiring of goods or the offering of goods for sale or hire in a special nature reserve, national park or world heritage site without a license, permit or agreement with the management authority.	R 1000,00
20(1)(e)	Providing or offering to provide any service for a fee or reward in a special nature reserve, national park or world heritage site without a license, permit or agreement with the management authority.	R 1000,00
20(1)(g)	Conducting research in a special nature reserve, national park or world heritage site without a license, permit or agreement with the management authority.	R 1500,00
20(1)(h)	Conducting an activity of any kind for the purpose of fund raising, personal gain or making a profit in a special nature reserve, national park or world heritage site without a license, permit or agreement with the management authority.	R1500,00
20(1)(i)	Undertaking any organized or special event in a special nature reserve, national park or world heritage site, including sporting or cultural events without a license, permit or agreement with the management authority.	R 1500,00
20(1)(j)	Visual imaging of animals in a special nature reserve, national park or world heritage site for the purpose of virtual hunting or other similar activities without a license, permit or agreement with the management authority.	R 1500,00
22(a)	Using or causing to be used, any loud speaker or similar	R 2000,00

	device or other noisy equipment in a special nature reserve, national park or world heritage site without the written permission of the management authority.	
22(b)	Constructing or erecting any booth, marquee or other structure in a special nature reserve, national park or world heritage site without the written permission of the management authority.	R 1000,00
22(c)	Organizing or causing to be organized, attending or participating in any public meeting, demonstration or gathering in a special nature reserve, national park or world heritage site without the written permission of the management authority.	R 2500,00
25(2)	Launching, or using a vessel on a dam, reservoir, lake, river, or other body of water in a special nature reserve, national park or world heritage site without the permission of the management authority.	R 1500,00
26(a)	Bathing, swimming or diving in any area in a special nature reserve, national park or world heritage where such bathing, swimming or diving is not permitted.	R 1000,00
28	Handling, touching or using in any manner a life-saving rope, buoy or other life-saving apparatus installed in or maintained in or at a water area, or doing anything which will impede the proper working of such life-saving apparatus.	R 500,00
29(1)	Water skiing in a water area other than in a place and at times permitted by the management authority.	R 1500,00
30(a)	Engaging in sport of climbing rock faces in a national park or world heritage site without the written permission of the management authority.	R 2500,00
30(b)	Engaging in the sport of parachuting or abseiling in a national park or world heritage site without the written permission of the management authority.	R 2500,00
30(c)	Using a hang glider or any other kind of glider in a national park or world heritage site without the written permission of the management authority.	R 2500,00
30(d)	Launching or flying a hot air balloon in a national park or world heritage site without the written permission of the management authority.	R 2500,00
30(e)	Flying model planes or gliders in a national park or world heritage site without the written permission of the management authority.	R 2500,00
30(f)	Engaging in the sport of any kind of boarding in a national park or world heritage site without the written permission of the management authority.	R 2500,00
30(h)	Driving a vehicle off-road or off designated roads or tracks in a national park or world heritage site without the written permission of the management authority.	R 2500,00
34(1)	Conducting scientific research in a special nature reserve, national park or world heritage site without the written	R 1500,00

	permission of the management authority.	
36	Interfering with, putting into operation, damaging, climbing on or boarding any vehicle, vessel, dredging apparatus or any other implement which is the property of or in use by a management authority or its agent, without the permission of the management authority, or its agent.	R 2000,00
37(1)	Interfering with, misusing, damaging, using in conflict with any management authority directions any building, signage, convenience shelter, changing room, pier, landing stage, raft, buoy or other facility or structure provided or erected by the management authority.	R 1000,00
37(2)	Failing to comply with directions of any notice affixed to a building, structure or facility referred to in regulation 37(1).	R 500,00
37(3)	Blocking or restricting access to any road or other point of entry to or within any special nature reserve, national park or world heritage site.	R 2500,00
39(1)(a)(ii)	Removing wood, mulch or other dead vegetation from a special nature reserve, national park or world heritage site without the prior written permission of the management authority.	R 2500,00
39(1)(a)(v)	Removing coral or shells from a special nature reserve, national park or world heritage site without the prior written permission of the management authority.	R 2500,00
39(1)(b)	Digging or intentionally disturbing any soil or similar material in a special nature reserve, national park or world heritage site without the prior written permission of the management authority.	R 500,00 (2500)
39(1)(c)(i)	Intentionally disturbing any wood, mulch, peat or other dead vegetation or animal in a special nature reserve, national park or world heritage site without the prior written permission of the management authority.	R 500,00
39(1)(c)(ii)	Intentionally disturbing termite mounds in a special nature reserve, national park or world heritage site without the prior written permission of the management authority.	R 1500,00
39(1)(c)(iii)	Intentionally disturbing fossil, shell midden, archaeological remains or paleontological specimens or meteorites in a special nature reserve, national park or world heritage site without the prior written permission of the management authority.	R 1500,00 (2500)
39(1)(c)(iv)	Intentionally disturbing any of the marine components contemplated in regulation 39(1)(a).	R 1000,00
39(2)	Constructing an impoundment or weir on any river or river bed or abstracting any water from any impoundment or weir on any river or in any river bed within a special nature reserve, national park or world heritage site, or abstracting any water by means of pump, pipes, gravitation or any other means, located outside the boundary of a special nature reserve, national park or world heritage site, from any river or river bed forming a boundary with a special nature reserve, national park or world heritage site without the written permission of the management authority and without conducting an environmental impact assessment.	R 2500,00
40(a)	Depositing or leaving, in a special nature reserve, national park or world heritage site, any litter, bottle, broken glass, china, pottery, plastic articles, rubbish, refuse, seeds, fruit or	R 2000,00

	vegetable matter or other waste material in an area or receptacle other than an area or receptacle provided for that purpose.	
40(b)	Depositing, discharging or leaving any noxious, smelly, offensive or polluting substance, matter or thing in a special nature reserve, national park or world heritage site.	R2500,00
40(c)	Depositing or leaving any offal, dead species or specimen or dung in a special nature reserve, national park or world heritage site.	R 2000, 00
40(d)	Depositing any domestic garbage, in a special nature reserve, national park or world heritage site, in a receptacle other than in any receptacle provided for litter.	R 2000,00
40(e)	Intentionally breaking any article of glass, china, pottery, plastic or other brittle material in a special nature reserve, national park or world heritage site.	R 2000,00
43(a)	Offering any show or entertainment, conducting any business or trade or collecting any money from the public, in a special nature reserve, national park or world heritage site without the prior written consent of the management authority.	R 2000,00
43(e)	Lighting or causing any open fire to be started or making use of an open fire in the special nature reserve, national park or world heritage site, other than in a fireplace or container made available for that purpose by the management authority or without the authority of the management authority.	R 2500,00
43(f)	Placing, throwing, dumping or letting out any refuse, rubbish or used containers in a special nature reserve, national park or world heritage site.	R2000,00
43(h)	Carrying on any agricultural or gardening activities in a special nature reserve, national park or world heritage site without prior written approval of management authority.	R 2500, 00
43(i)	Allowing any species or specimen to graze in or enter upon a special nature reserve, national park or world heritage site without the prior written approval of the management authority.	R 1500,00 (2500)
43(j)	Placing, displaying or distributing any advertisement, promotional material or notice anywhere in a special nature reserve, national park or world heritage site without the prior written permission of the management authority.	R 1500,00
43(k)	Affixing to or, in any manner whatsoever, making on any tree or object not belonging to that person any name, letter, figure, symbol, mark, picture, sign or notice or otherwise damaging any tree or other object, in a special nature reserve, national park or world heritage site.	R 2500,00
43(m)	Playing any radio, compact disc player, music system, musical instrument or in any way causing any noise in a manner likely to disturb any species or specimen or other person in a special nature reserve, national park or world heritage site.	R 2000,00
43(n)	Behaving in an offensive, improper, indecent or disorderly manner in a special nature reserve, national park or world heritage site.	R 1500,00
45(2)(b)(ii)	Possessing or exercising control over a specimen of an alien or listed invasive species in a special nature reserve, national park or world heritage site without the written authorisation of the	R2500, 00

	management authority.	
45(2)(b)(iv)	Conveying, moving or otherwise translocating any specimen of an alien or listed invasive species in a special nature reserve, national park or world heritage site without the written permission of the management authority.	R2500, 00
49(1)	Bringing a dog, cat or other pet belong to such person or under such persons care into a special nature reserve, national park or world heritage site other than on the conditions determined by the management authority.	R 1000.00
61(b)	Failing to comply with a Protected Area Notice, an internal rule or any other document issued or displayed in terms of the Protected Areas Regulations.	R500, 00
62(b)	In failing to comply with any internal rule, violates, refuses or fails to obey or comply with any prohibition, request or instruction imposed by the Protected Areas Regulations or by the management authority or authorised official.	R 2500,00
63(2)	Failing to hand over a permit or proof of entry on demand for endorsement indicating withdrawal of permission to enter a special nature reserve, national park or world heritage site, when requested to leave.	R1500, 00

Musical experience

One of Middelvie Wines' popular events, Burgers and Beats, returns on Saturday 7 December, with live entertainment by duo James Stewart and John Ellis.

As lead singers of their respective bands, the vocalists rose to fame in the 1990s, and their collective talents of their interpretations of some of their favourite songs add to the ingredients for a perfect night out under a starlit sky.

Ellis was the former lead singer of internationally acclaimed band Tree63, and multi-Emmy nominated and multi-South African Music Award-winning Stewart is the former frontman of The Usual.

Sit back, relax and enjoy a bit of the farm lifestyle away from the hustle and bustle of the Stellenbosch nightlife. Wine plays the starring role, but for their meals, guests will enjoy a delicious home-made beef cheeseburger, served with chips and a glass of Middelvie wine, while being kept entertained.

The cost per person is R360. Children under 12 years only pay R90 for a hamburger, chips and juice. Groups of 10 adults or more will qualify for a 10% discount when booking.

Middelvie wines will also be available to purchase.

Space is limited; book your place on middelviefwines@gmail.com or 021 883 2565.

School of Art to exhibit at PJ Olivier Art Centre



Students of the Mari Stander School of Art – (from left) Christelle Kriel, Gerhard de Bruin, Janet Traut, Mathilda Malan and Marlaen Jonker-Arangles – working from a live model and busy finishing off their artworks before their final student exhibition, which opens at the PJ Olivier Art Centre in Stellenbosch at 18:30 on Tuesday 26 November. The artworks will be displayed until Monday 2 December. Locals are invited to come and enjoy an evening of beautiful art, wine and live music. The opening speaker is Franci Beyers of Stellenbosch Visio magazine. All the artwork on display is a show of the students' work for the year. The exhibition will, as a result, present a variety of subjects and mediums.



'Tis the season at Middelvie

Start the festive season on a high note with the annual Sunset Carols event at Middelvie on Sunday 1 December from 18:15. A child's dream, Middelvie is set on a working farm where the young ones can run around freely on the sprawling lawn, get to know the farm animals or participate in some fun traditional games. This allows for the older generation to sit back and relax while sipping on a glass of Middelvie wine. The bonus of a breathtaking Stellenbosch sunset makes the evening so much more special. As per tradition, Father Christmas will make a special guest appearance to hand-out gifts to the young ones, and the evening concludes with everyone joining in to sing along to Christmas carols. The evening, at a cost of R450 per couple, includes a Boerebraai-inspired tapas platter with, among other things, sweetcorn fritters with a sweet chilli dipping sauce, mini-braai broodjies, chicken kebabs and boerewors sosaties. Dessert is an optional extra. The children will get to tuck into a yummy snack box of a boerie, chips, a juice box and some sweets at a cost of R100 per child under age 12. Pre-booking for this unforgettable evening is essential on middelviefwines@gmail.com or 021 883 2565.

Dorpskalender | Town calendar

SATERDAG 23 NOVEMBER

■ Idasvlei: Die **HOËRSKOOLOÛCKHOFF-ALUMNIGROEP** hou om 10:00 sy jaarvergadering by die skool in Bloekomlaan. Die volgende is op die sakelys – opening en verwelkoming; verskonings; notule van vorige vergadering op 25 November 2023; sake uit notule; voorsitter se verslag; geouditeerde finansiële verslag; veranderinge aan grondwet; algemeen; en sluiting. Kontak Stan Amos by 082 464 6283 of Fatieg Henry by 082 958 9309 vir meer inligting.

SONDAG 24 NOVEMBER

■ Stellenbosch: Die Stellenbosch Madrigaalsangere bied om 16:00 hul jaareind-konsert, *Of All The Birds*, by die **PJ OLIVIER-KUNSSENTRUM** aan. Die plaaslike sanggroep sal 'n verskeidenheid genres en style dek, insluitend musiek van The Beatles, Sinead O'Connor, Mia Makaroff, Xander Krizinger, Thomas Morley, John Bartlett, 'n tradisionele Ierse-lied (in Gaëlies), en vele meer. Verversings sal teen 'n skenking beskikbaar wees, maar daar is geen kaartfasiliteit nie, net kontant, elektroniese betalings en Capitec PayMe. Kaartjies, teen R130 elk, is aanlyn deur Quicket te koop, met beperkte kaartjies by die deur.

MONDAY 25 NOVEMBER

■ Stellenbosch: *Richmond Loop*, a multimedia response to an artist residency in the Karoo town, will be screened at the **NEELSIE CINEMA** until Sunday 1 December. It is a collaboration between new music composer Prof Michael Blake and conceptual artist Emma Willemse. On Thursday 28 November at 17:30, the artists will be present to take questions after the showing.

DINSdag 26 NOVEMBER

■ Devonvlei: Die **DIEREBESKERMINGSVERENIGING (DBV) STELLENBOSCH** hou om 18:00 sy jaarvergadering by die Devon Valley Hotel. Stuur teen 'n vyldag 22 November 'n e-pos-bondskap na

fundraiser@awss.co.za of skakel 021 883 9129 om jou plek te bespreek.

FRIDAY 29 NOVEMBER

■ Stellenbosch: The Cape Town Philharmonic Orchestra (CPO) has opened the dress rehearsal, for the sold-out annual tribute concert to the late philanthropist Hubert Rupert, to the public. The rehearsal of Beethoven's *Fifth*, featuring CPO principal guest conductor Bernhard Gueller and piano virtuoso Qden Blaauw, will be held at the **ENDLER HALL** at 16:00. Unreserved tickets cost R75 each and can be booked through Webtickets and Artscape Dial-A-Seal on 021 421 7695. The doors for the rehearsal performance will open at 15:45.

SATERDAG 30 NOVEMBER

■ Stellenbosch: Die Evangeliese-Lutherse gemeente Stellenbosch-Somerset-Wes bied van 10:00 tot 14:00 die jaarlike **DUITSE KERSMARK** in Hofmeyrstraat 26 aan. Soos altyd bied die mark 'n geleentheid vir Kersinkopies met 'n Europese inslag met handgemaakte Kersversierings en adventkranses, geskenkartikels, Bratwurst en aartappelsaai, Kersgebak en ander Duitse lekkernye. Toegang is gratis. Stuur e-pos na info@lutheranstellenbosch.co.za, skakel 021 887 5030 of besoek www.lutheranstellenbosch.co.za vir meer inligting.

■ Stellenbosch: Die ATKV-Crescendo vier sy 50ste verjaardag met 'n spesiale konsert, **ATKV Crescendo GOUD**, by die **DAISY JONES-TEATER** buite Stellenbosch. Crescendo-bekendes soos Karin Hougaard, Petronel Baard en Rouel Beukes sal saam met meer onlangse bekendes soos Selby Williams, Lucia Poggenpoel en Alzanley Lizmore musikale huldeblyke bring aan kunstenaars soos Anneli van Rooyen, Jak de Priester en Rina Hugo wie se musikale loopbane met die hulp van Crescendo vlerke gekry het. Besoek www.crescendo.org.za vir kaartjies. Standaard-kaartjies kos R250 en vir R500 kan jy 'n eksklusiewe BBP-ervaring kry, waar jy onder meer voor en ná die vertoning versnaperings en 'n glasie van die ATKV-Crescendo se eksklusiewe wynreeks saam met die kunstenaars kan geniet. BBP-kaartjiehouers kan ook uitsteek na 'n wyn-en-whisky-proeueleentheid.

SATURDAY 7 DECEMBER

■ Johannesburg: Be part of the enthusiastic community building up the Argentine tango at **DIE BOEKLUB** off the Helshoogte Pass from 15:00 to 18:00. The event is organised by an organisation dedicated to building the Argentine tango dance and music community in the Boland and celebrating Afro-Argentine artistic culture. The event is open to newcomers and experienced dancers. There will be a lesson from 15:00 to 16:30, followed by a practica until 18:00. The cost is R150 for both sessions or R50 for the practica only. For more information or to reserve your place, send an email to wikus engelbrecht@gmail.com.

■ Idasvlei: Die derde jaarlike braai-byeenkoms van die **HOËRSKOOLOÛCKHOFF-ALUMNIGROEP** word om 14:00 by die skool in Bloekomlaan gehou. Alle oudleerders word genooi om die geselligheid by te woon. Neem jou eie vleis, drankies, stoele en gazebo's saam. Hout, kole en water sal verskaf word. Toegang beloop R50 per persoon; parkering is gratis. Kontak Stan Amos by 082 464 6283 of Fatieg Henry by 082 958 9309 vir meer inligting.



STELLENBOSCH MUNICIPALITY

STELLENBOSCH-PNIEL-FRANSCHHOEK

MUNISIPALITEIT UMASIPALA MUNICIPALITY

021 808 8679 Community and Protection Services

INVITATION TO COMMENT:

DRAFT STELLENBOSCH MUNICIPALITY NATURE RESERVE AND NATURE AREA BY-LAW

Notice is hereby given of the availability of the Draft Stellenbosch Municipality Nature Reserve and Nature Area By-Law for comment. The draft by-law is available on the municipal website (<https://www.stellenbosch.gov.za/>). Hard copies are available at the municipal advice centres in Stellenbosch and Franschhoek. Comment on the document must be submitted per email to schalk.vandermarwe@stellenbosch.gov.za. The closing date for receipt of comment is 20 December 2024.

Please contact Schalk van der Merwe at 021 808 8679 should you have any queries.

UITNODIGING VIR KOMMENTAAR:

KONSEP STELLENBOSCH MUNISIPALITEIT NATUURRESERVAAT EN NATUURAREA ORDONANSIE

Hiermee word kennisgewing gegee van die beskikbaarheid van die Konsep Stellenbosch Munisipaliteit Natuurreservaat en Natuurarea Ordonansie vir kommentaar. Die dokument is beskikbaar op die munisipale webtuiste (<https://www.stellenbosch.gov.za/>). Harde kopieë is beskikbaar by die munisipale advieskantore te Stellenbosch en Franschhoek. Kommentaar op die dokument moet gestuur word per e-pos na schalk.vandermarwe@stellenbosch.gov.za. Die sluitingsdatum vir die ontvang van kommentaar is 20 Desember 2024.

Vir enige navrae skakel gerus vir Schalk van der Merwe by 021 808 8679.

EKESTADNUUS
21 NOV 2024

ANNEXURE C



Chairperson: HC Eggers
 fsm.spring474@passfwd.com
 fsmountain.org
 11 Grandiceps Rd, 7600 Stellenbosch
 Public Benefit Organisation No. 930049434

FRIENDS OF STELLENBOSCH MOUNTAIN

Comments and suggestions on the Draft SM Nature Reserve and Nature Area By-law January 2025

A Context

- A1. Thank you for the opportunity to comment on the Draft Stellenbosch Municipality Nature Reserve and Nature Area By-Law in the version of November 2024.
- A2. Attached please find two copies of the November 2024 draft, one with detailed comments, text edits and suggested important additions, the other showing only the suggested new text omitting any editing information.

B Salient points

- B1. **Principles** had been entirely missing so far. Expanded definitions of the relevant Acts of Parliament as well as the new section 2(2) remedy this omission.
- B2. **Wildfires** constitute the largest short-term risk and threat to the Municipality and its residents by far. The enormous risk and costs resulting from new-era wildfires, with winds far stronger than ever experienced before coupled to dry areas, have been illustrated by the recent Los Angeles fires. The Stellenbosch climate, topography, wind risk and settlement patterns closely resemble those of Southern California. A few lessons learnt so far in Los Angeles, which must now be applied to Stellenbosch and many other Western Cape settlements include:
 - B2.1 Nature Areas represent a source of fire and risk not just for adjacent residential areas. Burning embers can fly for kilometers, and entire neighbourhoods can be set on fire even while the fire front is still far away.
 - B2.2 Conventional wisdom, methods and resources pertaining to firefighting must be revised fundamentally. Even helicopters and aircraft become powerless and useless under the conditions experienced in Los Angeles.
 - B2.3 More than 12,000 structures were destroyed so far in Los Angeles within a few days — equivalent to most of central Stellenbosch.
 - B2.4 The cost of loss and damage in Los Angeles was last estimated at 250 billion US Dollars, about 4 to 5 trillion Rand. These enormous numbers mean that Nature Areas now represent the single largest immediate threat to the Municipality and its residents.

For these reasons, a new section provisionally called “31A” has been added which collects all related provisions as well as introduce stricter ones. For example, even the possession of flammable material should now be prohibited, not just the laying of fires.

- B3. **Liability** is closely connected to Wildfires (through the National Veld and Forest Fire Act and common law) but also to personal injury. These liabilities were also not addressed adequately so far. The old section 45 (Indemnity) has been “promoted” to “Liability and Indemnity” and moved into Chapter 8.
- B4. **Rangers:** Both sections 5 and 37 originally had the same title “Rangers”. From the context, it appears that section 37 refers to Rangers (now termed “Staff Rangers”) who are permanent or temporary municipal employees, while section 5 refers to other persons who are not employees but accredited volunteers and maybe external service providers such as commercial security companies. This makes sense. However, the various powers and functions of eg section 38 must be disambiguated to make clear which powers and functions are reserved for Staff Rangers and which are also given to volunteer Rangers. Section 5(6) attempts to establish lines of communication between the later and municipal persons or structures.
- B5. **Initiation schools** have been a problem in the past. The issue should be considered and if necessary one or more additional sections added.
- B6. **Consolidation and re-ordering** of several sections and subsections has been carried out to bring related issues together. Where possible, language has been tightened and improved.
- B7. **Definitions** have been carefully updated and expanded. The suggested new provisions are closely tied to those definitions, so both must be read together.
- B8. For example: we suggest that the definitions “nature reserves” and “nature areas” are ambiguous in the use of “OR” and because the unnecessarily long five-word phrase “nature reserves OR nature areas” is used about 100 times in the By-Law. The modified definitions of “**Nature Area**” and “**Nature Reserve**” solve these problems.
- B9. We suggest that **Agenda items** needed to introduce a revised Nature Area By-Law in Mayco and Council should
- B9.1 emphasise the ballooning risk and role of Nature Areas in municipal affairs,
 - B9.2 make clear that the By-Law itself is only a start and that comprehensive medium-term and long-term changes to current municipal practices and policies would be needed,
 - B9.3 point out that, to avoid the charge of “negligence” as defined in the National Veld and Forest Fire Act, the Municipality must in future allocate a far larger share in funding and manpower to Nature Areas than the paltry amounts allocated so far to Nature Areas. The necessary additional budget allocations of a few million more Rand must be compared to the hundreds of millions or trillions in damage costs resulting from negligence.

C Smaller general issues

- C1. The suggested changes have inevitably had an impact on section numbering. Even the original November 2024 version was in part inconsistent. Once final edits have been completed, the entire document must again be revised to ensure that section numbering and reference to them is consistent.
- C2. In general, section numbers in legislation do not normally have a full stop at the end. We therefore suggest that, for example, one should write “12” instead of “12.” and so on throughout the document. Also spelling variants must be consolidated. For example, use either “authorisation” or “authorization” but not both. Capitalised chapter headings are hard to read, so these were made lower-case as well as shortened in some cases.
- C3. The two attached PDF copies were generated from Latex. A Word version can be provided on request but that would need more work.

Stellenbosch Municipality Draft Nature Areas By-Law
Annotated version with suggested corrections and additions
January 2025 Friends of Stellenbosch Mountain

Comment:

- Text in red denotes suggested corrections and/or additions.
- Text with ~~striketrough~~ should be deleted.
- Yellow comment boxes provide background and motivation for specific text.
- Section numbering has been kept the same as in the August 2024 draft, but new sections had to be added and some sections and subsections moved (eg section 45). Renumbering and updating of reference to section numbers will therefore be necessary.

Stellenbosch Municipality, in terms of Section 156(2) of the Constitution of the Republic of South Africa ~~of~~ 1996, hereby enacts as follows:

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Comment: See comments under new definition “Visitor”

5. Rangers

Comment: see definitions and section 37 “Staff Ranger”. It may be better to move this to Chapter 8.

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CHAPTER 1: INTERPRETATION AND OBJECTIVES

1. Definitions

In this by-law, unless the context indicates otherwise –

“**adverse effect**” means any actual or potential impact on the environment that impairs, or would impair the environment or any aspect of it to an extent that is more than trivial or insignificant;

“**aircraft**” means any object driven or propelled, or which glides on or over the surface of a ~~nature reserve or nature area~~ **Nature Area**, wholly or partly by mechanical or electrical power, in order to move through the airspace above a ~~nature reserve or nature area~~ **Nature Area**;

“**animal**” means any organism whose taxonomical classification belongs to the ~~kingdom ANIMALIA~~ **Animal Kingdom which includes plants, animals and microorganisms**.

Comment: “Animalia” is a TV series. Kingdoms are not normally fully capitalised in science. It seems advisable to spell out the all-inclusive meaning of the Kingdom.

“**a Authorised official**” or “~~the~~ **Ranger**” means an employee of the ~~Stellenbosch~~ Municipality responsible for carrying out any duty or function or exercising any power in terms of this

By-Law and includes employees delegated to carry out or exercise such duties, functions or powers;

Comment: Capitalise “Ranger” and “Authorised Official” throughout

~~“the Act”~~ means the National Environmental Management: Protected Areas Act (57 of 2003);

Comment: The Protected Areas Act is important, but not more important than the other acts in the NEMA suite. For that reason, it would be better to spell out “Protected Areas Act” where appropriate, eg in section 2 below, but to put in a more general definition of ALL pertinent acts as follows (note the plural!)

“the Nature Acts” means the aggregate of Acts of Parliament pertaining to nature areas and nature conservation, as amended, including

- **the NEMA Suite of acts as defined in this section, plus**
- **the National Environmental Management Laws Amendment Act (Act 25 of 2014) (NEMLA 3),**
- **the National Veld and Forest Fire Act (Act 101 of 1998),**
- **the National Water Act (Act 36 of 1998),**
- **the Mountain Catchment Areas Act (Act 76 of 1981),**
- **the Climate Change Act (Act 22 of 2022),**

and the Regulations issued from time to time in terms of these Acts.

Comment: This is used in section 2. The NEMLA 3a Act is important in linking environmental legislation to mining legislation and corresponding EIAs.

“biological resource” means any resource consisting of;

- (a) a living or dead animal, plant or other organism of an indigenous species;
- (b) a derivative of such an animal, plant or other organism, as defined in Section 1 of the Biodiversity Act or
- (c) any genetic material of such animal, plant or other organism, as defined in Section 1 of the Biodiversity Act;

“bioprospecting” has the meaning assigned to it in Section 1 of the Biodiversity Act;

“code of conduct” means a written set of specific rules for the use of a specific ~~nature reserve or nature area~~ **Nature Area** by users which are not contrary to this By-Law;

Comment: Codes of Conduct are normally voluntary. It would be better to use another term if specific clauses are intended to be enforceable. For example, a Memorandum of Understanding is not a Code of Conduct.

“Council” means the council of the ~~Stellenbosch~~ Municipality, being a Council as provided for in terms of section 18 of the Local Government: Municipal Structures Act (117 of 1998), or any committee, any sub-council or councillor of Council, acting under delegated or sub-delegated authority of the Council.

“domestic animal” means any horse, pony, mule, donkey, cattle, pig, sheep, goat, camel, reptile, dog, cat, rabbit, and any other livestock, exotic animal or pet;

“Fire Management Plan” means the **Stellenbosch Municipality Integrated Fire Management Plan;**

“management plan” means **both** a plan drafted and submitted to **approved by** the MEC in compliance with Section 39(2) of the **Protected Areas Act**; ~~whereas as well as a management plan pertinent to one or more Nature Area which has been approved by Council~~ has been prepared for a nature area, this means a plan drafted and submitted to the Council of Stellenbosch Municipality;

“model aircraft” ~~means any miniature aircraft not capable of or intended for the conveying of persons, which is controlled from a remote location and includes recreational/toy drones;~~

Comment: This has been subsumed into the definition of RPAS

“Municipality” means the Municipality of Stellenbosch **as** established in terms of Section 12 of the Local Government: Municipal Structures Act (117 of 1998), **and** Provincial Notice 488 dated 22 September 2000, and includes any political structure, political office bearer, councillor, duly authorised agent thereof or any employee thereof acting in connection with this By-Law by virtue of a power vested in the Stellenbosch Municipality and delegated or sub-delegated to such political structure, political office bearer, councillor, agent or employee; **“municipal” shall have corresponding meaning**

Comment: Capitalise the word “Municipality” in the definition to distinguish it from “any other municipality”, then use the capitalised word “Municipality” throughout the by-law

“Nature Reserve” means an area proclaimed, protected or published in any government or provincial gazette in terms of any law for the purposes of nature conservation in Stellenbosch **the** Municipality, and which is managed by Stellenbosch **the** Municipality or designated management authority;

~~“nature area” means any area set aside, un-proclaimed and managed as a nature area for nature conservation by Stellenbosch Municipality;~~

Comment: This submission tries to unify the two kinds of nature areas under one concept, because throughout the August 2024 draft, the use of “nature reserves OR nature areas” makes ambiguous use of the word “OR”, which sometimes should read “AND”. There is a distinction between an “exclusive OR” and an “inclusive OR” and these have different legal implications. Also, this five-word phrase is used more than 100 times which made the August 2024 draft hard to read. The two-word term “Nature Area” defined below solves both problems:

“Nature Area” means an area owned by the Municipality, whose current use or intended purpose includes that of nature and/or water resource conservation and/or management, independent of the particular zoning assigned to the area by the Municipal Zoning Scheme, and encompassing both a proclaimed Nature Reserve and an unproclaimed natural area;

~~“NEMA” means the National Environmental Management Act (107 of 1998);~~

Comment: Replace with the more general (refer also to the above definition of “Nature Acts” which is more general):

“NEMA Suite of Acts” means the aggregate of

- **the National Environmental Management Act (Act 107 of 1998),**
- **the Protected Areas Act (Act 57 of 2003),**
- **the Biodiversity Act (Act 10 of 2004),**
- **the Air Quality Act (Act 39 of 2004),**
- **the Waste Act (Act 59 of 2008),**

and the Regulations issued from time to time in terms of these Acts.

Comment: Used in section 2 for a compact summary of relevant principles applying to Nature Areas.

~~“Notice” includes~~ **means** a written notification or prohibition, determined by Stellenbosch **the** Municipality, being **either** ~~prominently~~ displayed in writing, optionally combined with the use of pictograms, or a notice board erected at or near a ~~nature reserve or nature area~~ **Nature Area** point of entry or exit, **or communicated in writing to the person or party concerned;** and “notify” shall have a corresponding meaning;

Comment: Many notices mentioned in section 6 do not belong on a notice board but in a written letter by the Municipality.

“nuisance” means any act, omission or condition which is offensive, injurious or dangerous to health, or which materially interferes with the ordinary comfort, safety, convenience, peace or quiet of any user of a ~~nature reserve or nature area~~ **Nature Area** or amenity connected therewith;

“open access areas” means a portion of a ~~nature reserve or nature area~~ **Nature Area** which can be entered and traversed by any means where entry to such portion of the ~~nature reserve or nature area~~ **Nature Area** is not restricted or controlled by any access point or gate;

“operating times” means the period of time between and including the opening time and closing time of a ~~nature reserve or nature area~~ **Nature Area** as depicted on a notice board;

“overnight” means to be present ~~and includes camping in designated areas~~ in a ~~nature reserve or nature area~~ **Nature Area** between sunset and sunrise; **this includes camping and night hiking;**

“pick” includes cut, chop off, take, gather, pluck, uproot, break, damage or destroy;

“the Principles” mean the principles laid down in each and all of the NEMA Suite of Acts;

“Protected Area Advisory Committee” (PAAC) means a committee established in terms of the Regulations for the Proper Administration of Nature Reserves (Government Gazette No. 35021, GNR.99 of 8 February 2012) made in terms of the Act;

“Ranger” means a natural person who has been appointed by the Municipality in terms of section 5 or as Staff Ranger in terms of section 37.

Comment: See additional definition of “Staff Ranger” below to distinguish the two categories addressed in sections 5 and 37.

“recreational area” means any area set aside **or designated** in terms of the management plan for general or specific recreational use by the public ~~inside in~~ a ~~nature reserve or nature area~~ **Nature Area**;

Comment: “set aside” means exclusive use. “Designate” means nonexclusive use. Many activities, including FSM invasive work, biking, etc etc are not exclusive to other activities in the same area.

“recreational water” means any inland water body, lake, river, stream, wetland, vlei, dam or portion thereof, which is owned or managed by ~~Stellenbosch~~ **the** Municipality, and includes the verges or banks of such areas, against which water may periodically or seasonally rise, and which is also owned or managed by the ~~m~~ **M**unicipality;

“riparian habitat” shall have the meaning defined in the National Water Act;

“Remotely Piloted Aircraft System” (RPAS) means an unmanned aircraft which **is either autonomous or** is piloted from a remote pilot station and includes ~~the Remotely Piloted Aircraft System commonly referred to as drones~~ **drones and model aircraft of any kind;**

“species” means a kind of animal, plant or other organism that does not normally interbreed with individuals of another kind, and includes any subspecies, cultivar, variety, geographic race, strain, hybrid or geographically separate population;

“specimen” means —

- (a) any living or dead animal, plant or other organism;
- (b) a seed, egg, gamete or propagule or part of an animal, plant or other organism capable of propagation or reproduction or in any way transferring genetic traits;
- (c) any derivative of any animal, plant or other organism; or
- (d) any goods which —
 - (i) contain a derivative of an animal, plant or other organism; or
 - (ii) from an accompanying document, from the packaging or mark or label, or from any other indications, appear to be or to contain a derivative of an animal, plant or other organism;

but excluding dogs and food brought in legally by a Visitor.

Comment: Definition of “specimen” is too general. See comments at the start of section 19. The addition **excluding ...** is important. However, only dogs should be excluded, not domestic animals or pets in general, because some of those could turn feral and invasive.

Staff Ranger means a permanent or temporary member of Staff of the Municipality who is appointed in terms of Section 37.

“stormwater system” means both the constructed and natural facilities, including pipes, culverts, watercourses and their associated floodplains, whether over or under public or privately-owned land used or required for the management, collection, conveyance, temporary storage, control, monitoring, treatment, use and disposal of stormwater;

“vehicle” means anything defined as a motor vehicle in terms of the National Road Traffic Act (93 of 1996); or any **motorised or unmotorised** conveyance designed or adapted principally to travel on wheels or tracks, **including a bicycle**;

“Visitor” means a natural person or organisation and includes a recreational visitor, a community or volunteer group, a contractor, a service provider, a lessee, an event attendant.

Comment: The very general definition of “Visitor” is used eg in the generality of Liability, see eg section 40A. Care must be taken to keep this definition general.

Comment: It must be verified whether the various sections pertaining to visitors are compatible with this general definition. In any case, it is important that the role of all persons and groups who are not municipal staff members must be addressed properly in the By-Law. It may work to qualify specific types of visitors in specific clauses. For example, in section 18 one would speak of “recreational visitors” rather than just “visitors”. “Lessee” pertains to eg people renting a municipal facility inside a Nature Area.

Comment: If occasional visitors must be distinguished from regular ones such as volunteer groups, contractors, maintenance persons etc, then a second collective definition would help eg in section 4(1). For example define **“Volunteer”** or **“Regular User”** and use accordingly.

“watercourse” shall have the meaning defined in the National Water Act; and includes a “water area” as defined in this By-law;

“water resource” shall have the meaning defined in the National Water Act;

“water area” means the water and the bottom or floor of any natural lake, river or stream, dam, impoundment or wetland or any part thereof, situated within a ~~nature reserve or nature area~~ **Nature Area**, and includes the water and the land between the lowest line and the highest line to which the water-level of such a natural lake, river or stream, dam, impoundment or wetland or any part thereof may recede or rise at any time;

“written authorisation” means written consent issued by an authorised official or ranger of the ~~m~~ **Municipality** in terms of this By-Law, and includes any permit issued in terms of Section 15(1) or identification card issued in terms of Section 5(5).

2. Application

This By-Law applies to any area which is—

- (1) ~~proclaimed or recognized as a protected area in terms of the Act; or~~
- (2) ~~managed as a nature area.~~

Comment: The new subsection (2) ensures that some kind of principles form part of the By-Law without having to reinvent the wheel. (Also see Definition of “Nature Acts”)

This By-Law —

- (a) **applies to each and every Nature Area; and**

- (b) **must be interpreted and applied in accordance with the Principles and applicable provisions of the NEMA Suite of Acts, all other Nature Acts, the Stellenbosch Municipality Environmental Management Framework (SEMF) and the Environmental Management Plan currently in force for a particular Nature Area.**

CHAPTER 2: Powers and Responsibilities of the Municipality

3. Functions

The ~~m~~ **Municipality** may in managing a ~~nature reserve or nature area~~ **Nature Area** –

- (1) manage breeding and cultivation programmes, and may reserve areas in a ~~nature reserve or nature area~~ **Nature Area** as breeding places ~~and~~ **or as** nurseries;
- (2) sell, exchange or donate any animal, plant or other organism occurring in a ~~nature reserve or nature area~~ **Nature Area**, or purchase, exchange or otherwise acquire any indigenous species which it may consider desirable to re-introduce into a specific ~~nature reserve or nature area~~ **Nature Area**;
- (3) undertake and promote research;
- (4) control, remove or eradicate any species or specimens of species which it considers undesirable to protect and conserve in a nature reserve or nature area or that may negatively impact on the biodiversity of the nature reserve or nature area;
- (5) carry out any development and construct or erect any infrastructure necessary for the management of a ~~nature reserve or nature area~~ **Nature Area**, subject to an environmental authorisation in terms of Section 24 of NEMA, applicable By-Laws and the applicable management plan;
- (6) allow visitors to a ~~nature reserve or nature area~~ **Municipal Nature Area**;
- (7) take reasonable steps to ensure the security and well-being of visitors and staff;
- (8) provide accommodation and facilities for visitors and staff;
- (9) carry on any business or trade or provide other services for the convenience of visitors and staff; authorize any person, subject to relevant conditions as it may determine, to –
 - (i) carry on any business or trade, or provide any service, which the management authority may carry on or provide in terms of this section; and
 - (ii) provide the infrastructure for such business, trade or service;
- (10) by agreement with -
 - (i) other municipal departments, provide any service in a ~~nature reserve or nature area~~ **Nature Area** for the management of the ~~nature reserve or nature area~~ **Nature Area**, which the ~~m~~ **Municipality** may be mandated **or required** to provide in terms of legislation; or
 - (ii) any other organ of state, perform a function in a ~~nature reserve or nature reserve~~ **Nature Reserve** which that organ of state may perform in terms of legislation; ~~or and~~
- (11) issue Notices in terms of Section 6.

4. Commercial, community, **volunteer** and visitor activities

Comment: See comment underneath the definition “Visitor” in section 1

- (1) The ~~m~~ **Municipality** may, in terms of a management plan, ~~set aside~~ **designate** a part of a ~~nature reserve or nature area~~ **Nature Area** as an area in which a particular activity may be undertaken by ~~visitors to a nature reserve or nature area, communities or interest groups~~ **a Visitor**, and must display a notice at the entrance to the ~~nature reserve or nature area~~ **Nature Area** in which such area is described, provided that the activity does not compromise the purpose for which the ~~nature reserve or nature area~~ **Nature Area** was established **or is currently used**.

Comment: “set aside” means exclusive use. “Designate” means nonexclusive use. Many activities, including FSM invasive work, biking, etc etc are not exclusive to other activities in the same area.

- (2) The ~~m~~ **M**unicipality may, in terms of a management plan, set aside **(designate?)** a part of a ~~nature reserve or nature area~~ **Nature Area**, as an area in which a commercial activity may be undertaken by an authorised vendor, and must display a notice at the entrance to the ~~nature reserve or nature area~~ **Nature Area** in which such area is described and at the place the commercial **or community** activity is undertaken;

Comment: While the intention is clearly to accommodate eg cycle tracks, this provision of “notice” should preferably be complemented by adding a provision where areas are designated in MoUs. For example, the area in which FSM does its invasive work ranges from the lowest river to the mountain cliffs, and it hardly makes sense to put up a map of such at the entrance. Rather, the area of operation should be defined in the MoU.

- (3) The ~~m~~ **M**unicipality may, in consultation with the PAAC’s, user or ~~interest~~ **volunteer** groups and other interested and affected parties develop ~~codes of conduct~~ **rules and binding Memoranda of Understanding** for specific activities authorised within a ~~nature reserve or nature area~~ **Nature Area**.

5. Rangers

Comment: This section covers Rangers appointed from outside the body of municipal employees, which are covered as “Staff Rangers” in section 37. See section 1 definitions of “Ranger” which includes both and “Staff Ranger” which is more specific. Staff Rangers have more powers than Rangers in general.

Comment: If the intention is to harness volunteer help and create synergy between the Municipality and other organisations, then an additional subsection should spell out a process of accreditation.

- (1) The ~~m~~ **M**unicipality may appoint ~~r~~ **R**angers for a ~~nature reserve and nature area~~ **one or more Nature Area** and set in writing any prerequisites, terms, conditions or restrictions on any such appointments.
- (2) The ~~m~~ **M**unicipality must issue any duly appointed ~~r~~ **R**anger with a written authorisation and an identification card.
- (3) The ~~r~~ **R**anger must, when performing any responsibility with regards to this By-Law, have in his/her possession their identification card or written authorization.
- (4) A ~~r~~ **R**anger may issue verbal or written instructions to visitors relating to compliance with this By-Law in terms of the conditions of their written authorization.
- (5) One or more staff members or departments of the Municipality shall be designated as contact persons with whom a Ranger shall communicate on specific issues.**

Comment: This and the next new subsections establishes lines of communication, reporting and escalation with respect to difficult situations eg when an illegal activity is encountered by the Ranger which he/she cannot legally address on his own. For example, the Ranger would call in municipal Law Enforcement or the Fire Services as and when the need arises.

- (6) As and where the need arises for actions to be taken which exceed the authority of a Ranger, the Ranger shall communicate forthwith with the designated contact person to provide a staff member or Staff Ranger with the necessary authorisations.**

6. Notices

- (1) In relation to a ~~nature reserve or nature area~~ **Nature Area**, the ~~m~~ **Municipality** may from time to time and by means of a notice displayed at the entrance to or at, other relevant places of a ~~nature reserve or nature area~~ **Nature Area** —
 - (a) ~~set aside~~ **set aside or designate** any land or water area; **for what purpose? or excluding what particular use?**
 - (b) designate any land or water area as a recreational area;
 - (c) designate any land or water area for a purpose other than recreation;
 - (d) prohibit or restrict the use and access of any person, vehicle, vessel, domestic animal, species or specimen to ~~any~~ **a specific** land or water area or part thereof; or
 - (e) designate the times and conditions during which and subject to which any sports or other activities may be ~~practised~~ **practiced** or performed on such land or water area.

Comment: “Practise” is to improve one’s ability in something. “Practice” is to carry out a particular activity.

- (2) A notice may impose conditions in relation to the participation in or undertaking of any activity in a ~~nature reserve or nature area~~ **Nature Area** and the ~~m~~ **Municipality** may vary or revoke a notice at any time by a subsequent notice.
- (3) The ~~m~~ **Municipality** may prescribe symbols or pictograms to be used on public notice boards and these shall have the meaning prescribed in the list of approved pictograms attached as Annexure A.

Comment: Annexure A is of course still to be included

- (4) The ~~m~~ **Municipality** may erect public notice boards within or near the ~~nature reserve or nature area~~ **Nature Area** to notify **Visitors and** interested and affected parties of permissible activities and prohibitions in terms of this By-Law.
- (5) In addition, the ~~m~~ **Municipality** may -
 - (a) publish or broadcast the ~~m~~ **Notice** in a manner that is reasonably likely to bring it to the attention of interested and affected persons;
 - (b) distribute copies of the notice to persons owning or occupying land in the vicinity of the affected ~~nature reserve or nature area~~ **Nature Area**; or
 - (c) use public meetings, PAAC meetings or other means of bringing information to the attention of interested and affected persons.

7. Recreational areas inside nature reserves and nature areas

- (1) The ~~m~~ **Municipality** may, within a recreational area, display any notice required under this By-Law.
- (2) In relation to recreational areas, the ~~m~~ **Municipality** may prominently display a notice at an entrance to a recreational area indicating -
 - (a) the opening and closing times of that recreational area; and
 - (b) any rules made by the management authority in relation to that recreational area;
 - (c) display and levy entrance or use fees for daily access or season tickets or electronic tokens and issue corresponding tickets or tokens;**
 - (d) require Visitors to produce their ticket or tokens on demand during their sojourn; and**
 - (e) issue a spot fine to any person who cannot produce a valid ticket or token.**

CHAPTER 3: ~~THE~~ Use of Biological Resources in Nature Areas

8. Use of biological resources

The ~~m~~**M**unicipality may, upon application and subject to the provisions of a management plan, by means of the granting of a non-transferable written authorisation or the entering into a written agreement, with the conditions it deems necessary, grant to any person the right to the sustainable, monitored use of identified biological resources in a ~~nature reserve or nature area~~ **Nature Area**.

9. Natural resource utilization

The ~~m~~**M**unicipality may upon application and subject to the provisions of a management plan, by means of the granting of a written authorisation or the entering into a written agreement, and on the conditions it deems necessary, grant to any person or group the right to the sustainable, monitored use of identified natural resources in a ~~nature reserve or nature area~~ **Nature Area**.

10. Authorization for use of biological or natural resources

- (1) A written authorization or written agreement as contemplated in Sections 4, 8 or 9, must —
 - (a) not be in conflict with the purpose for which a ~~nature reserve or nature area~~ **Nature Area** was established;
 - b) ~~define~~ **demarkate** the land or water area within which the use of the biological or natural resources is granted;
 - c) indicate the period for which the right contemplated in Sections 4, 8 and 9 is granted; and
 - d) determine the limits to the use of the biological resources.
- (2) The ~~m~~**M**unicipality may demarcate the land or water area contemplated in subsection 10(1) (b) in a manner it deems fit.
- (3) An authorization granted in terms of Sections 4, 8 or 9 may not interfere with the exercise of any authorization which has been granted to another person in respect of the area contemplated in subsection 10(1) (b).
- (4) An authorization granted in terms of Sections 4, 8 or 9 must include a stipulated notice period for **the expiry and for the cancellation termination** of the right or amendment of the conditions granting the right.
- (5) The ~~m~~**M**unicipality may cancel an authorization granted in terms of Sections 4, 8 or 9 in respect of the area or part thereof, if such area or part thereof is required for conservation purposes or for purposes approved by the ~~m~~**M**unicipality.
- (6) The ~~m~~**M**unicipality may cancel an authorization granted in terms of Sections 4, 8 or 9 if the conditions set by the ~~m~~**M**unicipality are not complied with by the relevant person or group, or if the resource or any other component of the ~~nature reserve or nature area~~ **Municipal Nature Area** is threatened.
- (7) The ~~m~~**M**unicipality may instruct a holder of an authorization contemplated in Sections 4, 8 or 9 to cease all activities immediately, and take any remedial action if the aforementioned holder of the written authorization is found or deemed to be in contravention of any conditions stipulated in the written authorization.
- (8) The ~~m~~**M**unicipality may at any time cancel or suspend such authorization contemplated in Sections 4, 8 and 9 in the event of an emergency, disaster, threat to life or safety, threat to the environment, or in any circumstance where the authorized official deems the ongoing activity to be detrimental in any way to the ~~nature reserve or nature area~~ **Nature Area**.

CHAPTER 4: Access

11. Access to Nature Areas by user of biological or natural resources

- (1) The holder of a written authorisation granted in terms of Sections 4, 8 or 9 above may, subject to any condition contained in the written authorisation, use a road or path ~~identified~~ **designated** by the ~~m~~ **Municipality**, for the reasonable exercise of a written authorisation to use biological resources- or natural resources: Provided that -
 - (a) the ~~m~~ **Municipality** may **for operational purposes** close any access road or limit the use thereof ~~for management purposes~~;
 - (b) if a holder of a written authorisation fails to remove or repair any obstruction on an access road caused as a result of the exercise of a written authorisation, the ~~m~~ **Municipality** may undertake such removal or repair, and recover the cost in this regard from the holder of the written authorisation;
 - (c) the ~~m~~ **Municipality** may impose restrictions on the type of vehicle, machinery or equipment which is permitted on an access road in order to prevent any environmental or other damage;
 - (d) the holder of a written authorisation must keep every ~~access road~~ **road, track or foot-path** used, reasonable wear excluded, in a good ~~driving~~ condition; and

Comment: the provision should cover not only access roads but also tracks (jeep tracks, bicycle tracks etc)

Comment: The term “reasonable wear” is problematic and needs more clarity. For example, erosion often starts with what may be considered “reasonable wear” but increases cumulatively. There must be a requirement of rehabilitation in some way.

- (e) a holder of a written authorisation may not ~~create or construct any new access road for the removal of biological resources or for any other reason,~~ **create, construct, lengthen or otherwise expand any new or existing road, track or footpath** without the **additional** written authorisation of the ~~m~~ **Municipality**.

12. Admission

- (1) A person who has been granted entry into a ~~nature reserve or nature area~~ **Nature Area** may be ~~allowed admission~~ **given access** only to a specific area and at designated times as determined by the ~~m~~ **Municipality**.
- (2) The ~~m~~ **Municipality** may close a ~~nature reserve or nature area~~ **Nature Area** or any part of a ~~nature reserve or nature area~~ **Nature Area** -
 - (a) if, in the ~~m~~ **Municipality's** opinion -
 - (i) the closure is necessary or desirable for the proper management of the ~~nature reserve or nature area~~ **Nature Area**;
 - (ii) the closure is necessary for the ~~m~~ **Municipality** to perform any of its functions in terms of the ~~Act~~ **Nature Acts** or this By-Law or any maintenance actions; or
 - (iii) the safety of persons may be compromised;
 - (c) if a fire-ban is in force in an area that includes all or part of the ~~nature reserve or nature area~~ **Nature Area**;

Comment: Issues relating to fire must be addressed more comprehensively. See new section provisionally named 31A below.

- (d) if the risk of uncontrolled fire in the nature reserve or nature reserve is, in the ~~m~~ **Municipality's** opinion, extreme;
- (e) if the ~~m~~ **Municipality's** staff necessary to patrol or secure the nature reserve or nature area are unavailable; or

- (f) if, in the ~~m~~ Municipality's opinion, it is in the interest of public safety to close the ~~nature reserve or nature area~~ **Municipal Nature Area**.
- (3) No person may, without the written authorization of the ~~m~~ Municipality, enter or remain in a ~~nature reserve or nature area~~ **Nature Area**, or part thereof, that has been closed in terms of subsection 12(2).

13. Points of entry and exit

- (1) No person may, other than in open access areas of a nature reserve or nature reserve, or subject to the provisions of Section 11, enter or leave a ~~nature reserve or nature area~~ **Nature Area** at any place other than through the designated points of entry or exit, without the written authorisation of the ~~m~~ Municipality.
- (2) Where a public road, pathway or cycle path ~~passes through~~ **traverses** a ~~nature reserve or nature area~~ **Nature Area** -
- (a) no written authorisation is required by a person to travel through the ~~nature reserve or nature area~~ **Nature Area** on such public road, pathway, or cycle path to a destination outside the ~~nature reserve or nature area~~ **Nature Area** in question; and
- (b) no person may **in the course of traversal** -
- (i) leave such public road, pathway or cycle path;
- (ii) enter into a ~~nature reserve or nature area~~ **the Municipal Nature Area** from such public road, pathway or cycle path other than in compliance with Section 12(1).
- (3) No person may fly an aircraft, over a ~~nature reserve or nature area~~ **Nature Area**, at a height below 1500ft above ground level without the written authorisation from the ~~m~~ Municipality.

Comment: "Ground level" may be ambiguous. Is this measured for example from the basis of the mountain, or from each point on the mountain? In other words, does the 1500ft exclusion zone also rise and fall with the topography?

- (4) No person may land, or attempt to land, an aircraft in a nature reserve or nature area without the prior written authorisation from the ~~m~~ Municipality.
- (5) No person may fly a RPAS over a ~~nature reserve or nature area~~ **Nature Area** or land such RPAS in a ~~nature reserve or nature area~~ **Nature Area** without the written authorisation from the ~~m~~ Municipality.
- (6) Subsection 13(4) and (5) does not apply-
- (a) in the case of an emergency; or
- (b) to a person acting on the instructions of a ranger.
- (7) An aircraft performing an emergency landing as per subsection 13(6)(a) above, must report such emergency landing and the nature thereof, in writing, to the ~~m~~ Municipality before the aircraft is removed from the ~~nature reserve or nature area~~ **Nature Reserve**, within a reasonable time, depending on the nature of the emergency.

14. Proof of entry

- (1) Where a written authorisation, or entry permit, is required for entry to a ~~nature reserve or nature area~~ **Nature Area**, a person who enters the ~~nature reserve or nature area~~ **Municipal Nature Area** in a vehicle or on foot, must ensure that the written authorisation or entry permit is in his or her possession, and available for inspection at all times until he or she leaves the ~~nature reserve or nature area~~ **Nature Area**.
- (2) Where a written authorisation is issued for overnighting in a nature reserve, the written authorisation must be displayed at all times in the vehicle in accordance with subsection 14(3) while he or she is overnighting in or near the vehicle.

Comment: Question: does this apply to reserves only? Or to all nature areas?

- (3) For purposes of this By-Law a written authorisation contemplated in subsection 14(2) is displayed in a vehicle only if -
- (a) the written authorisation is displayed on the inside of the windscreen on the side of the vehicle ~~opposite to~~ **at the** the driver's position; or
 - (b) where, because of the design of the vehicle, it is not possible to comply with paragraph (3)(a) the written authorisation displayed in a permanent position in or on the vehicle, so that the written authorisation is facing outwards from the vehicle and can be easily seen and read by a person outside the vehicle.

15. Safe entering

No person may enter or take a vehicle into a ~~nature reserve or nature area~~ **Nature Area**, onto a place, road, river or water area in an unsafe, reckless or negligent manner.

Comment: This section is quite unclear. What is the concern with “entering” as opposed to “moving within” an area? Why not make this a subsection of section 32?

16. Staying overnight

No person may stay overnight in a ~~nature reserve or nature area~~ **Municipal Nature Area** -

- (a) without the written authorisation of the ~~m~~ **Municipality**;
- (b) without having first reported to the ~~m~~ **Municipality** or to a ~~r~~ **Ranger** assigned by the ~~m~~ **Municipality** to perform escort duty; or
- (c) at any place other than a place designated for such activity by the ~~m~~ **Municipality**.

17. Times of entry and travel

- (1) ~~Nature reserves or nature areas are open from sunrise to sunset, unless indicated otherwise by means of a notice at designated points of entry and at open access areas.~~ **Unless indicated otherwise by means of a Notice, Nature Areas are open from sunrise to sunset**
- (2) No person may, without the written authorisation of the ~~m~~ **Municipality**, enter, leave or travel in a ~~nature reserve or nature area~~ **Nature Area** at any time other than the times determined by the ~~m~~ **Municipality**, except in open access areas.

18. Maximum number of visitors

- (1) The ~~m~~ **Municipality** may determine a maximum number of ~~v~~ **Visitors** who may be present at a specific ~~nature reserve or nature area~~ **Nature Area** at a given date and time;
- (2) The number of visitors contemplated under subsection 18(1) must be published by the ~~m~~ **Municipality** by means of a notice.

CHAPTER 5: Restricted Activities

19. Activities which may have an adverse effect on a Nature Area

- (1)

Comment: Subsection (1) relies on the definition of “specimen”, but that definition is too general. Taken at face value, any pet dog is also a “specimen”, as are boiled eggs, cheese milk etc brought in for food etc. Update the definition of “specimen” to exclude these.

No person may, without the written authority of the ~~m~~ **Municipality**, in a ~~nature reserve or nature area~~ **Municipal Nature Area** -

- (a) introduce any **nonendemic** specimen, or part thereof to a ~~nature reserve or nature area~~ **Nature Area**;

- (b) convey, move or otherwise translocate any **nonendemic** specimen;
- (c) intentionally disturb any species or specimen;
- (d) feed any species or specimen;
- (e) use any recording of any species or specimen or the imagery or scent of a species or specimen to attract animals;
- (f) lure, bait or attract by any means or for any purpose or intention any species or specimen;
- (g) cut, damage, remove or destroy or be in possession of any plant or any part thereof, including dry wood;
- (h) hunt, capture **injure** or kill any living animal by any means, method or device whatsoever, including searching, pursuing, driving, lying in wait, **ensnaring**, luring, alluring, discharging a missile or projectile or injure with intent to hunt, catch, capture or kill any such animal;
- (i) gather, collect or pluck any specimen;
- (j) pick parts of, or cut, chop off, uproot, damage or destroy, any specimen;
- (k) possess or exercise physical control over any specimen;
- (l) grow, breed or in any other way propagate any specimen or cause it to multiply;
- (m) sell or otherwise trade in, buy, receive, give, donate or accept as a gift, or in any way acquire or dispose of any specimen; or
- (n) angle, attempt to angle, catch or attempt to catch fish other than in an area designated for such purpose.
- (o) introduce any dead wood or untreated timber of any origin whatsoever into a Nature Area.**

Comment: This is stricter than the provisions of subsections (a) and (b) and is designed to prevent introduction of infested firewood for braais or untreated construction timber which may be contaminated by invasives such as the Polyphagous Shothole Borer Beetle or other pathogen

- (2) No person within a ~~nature reserve or nature area~~ **Municipal Nature Area** may –
 - (a) intentionally or negligently cause pollution;
 - (b) deface cultural heritage resources; or
 - (c) harm, or cause death to any individual specimen or population of any species without the prior written authorisation of the ~~m~~ **Municipality**.
- (3) No person may, within **or in the vicinity of** a ~~nature reserve or nature area~~ **Nature Area** place, throw, dump, or release into the environment any refuse, rubbish, used containers, effluent, toilet waste, **toxic substance, soil, stones** or any objectionable material in areas other than those designated fit for this purpose by the ~~m~~ **Municipality**.

Comment: This duplicates parts of section 33 and should preferably be consolidated with section 33.

- (4) No person may spoil or ruin any equipment, furniture or structure located within a ~~nature reserve or nature area~~ **Nature Area** by affixing thereto, in any way, papers, placards or notices, or by cutting, writing, stamping, painting, drawing or marking thereon;

Comment: Subsection (5) moved to section 31A.

Comment: Subsection (6) moved to section 35(1)(i)

20. Specified activities

- (1) No person may undertake any of the following activities in a ~~nature reserve or nature area~~ **Nature Area** except with written authorisation from the ~~m~~ **Municipality** and in accordance with an approved environmental management plan for the specified activity:

- (a) film and simultaneously transmit photographic images using a webcam or other image recording or transmitting device, including trail cams;
- (b) conduct tours **for profit**;
- (c) conduct any kind of competition;
- (d) sell or hire goods or the offering of goods for sale or hire;
- (e) provide or offer to provide any service for a fee or reward;
- (f) an activity of any kind for the purpose of fund raising, personal gain, making a profit, or advertising;
- (g) ~~an organised~~ **organise and hold any** special event, including sporting or cultural events;
- (h) record visual images of animals for any virtual hunting or other such activity;
- (i) conduct any type of training, exercises or simulations; or
- (j) environmental education programmes and activities.

Comment: Some overlap and duplication with section 30

Comment: A Visitor showing the area informally to others would strictly speaking be “conducting a tour”, so that exclusion has to be limited. This section also implies systematic communication and agreement with volunteer NGOs and signing the necessary Memoranda of Understanding. The Municipality needs volunteer help and will be wise to not choke off that help.

21. **Research, monitoring and patents**

- (1) No person may in a ~~nature reserve or nature area~~ **Nature Area**, without written authorisation of the ~~m~~ **Municipality**, carry out scientific or general research or undertake monitoring projects.
- (2) Any person undertaking scientific or general research or monitoring projects in a ~~nature reserve or nature area~~ **Nature Area** must —
 - (a) submit a written proposal to the ~~m~~ **Municipality** that describes the purpose and methodology of the research or monitoring;
 - (b) be in possession of all required permits and authorisations in terms of any other law;
 - (c) comply with all specified conditions in the written authorisation;
 - (d) submit all data and information gathered, to the ~~m~~ **Municipality**, in a format determined and at stages of the project specified by the ~~m~~ **Municipality**; and
 - (e) submit copies of all reports and findings to the ~~m~~ **Municipality** upon completion.
- (3) **No person or organisation may apply for a patent or exclusive use based on any natural resource occurring in a Nature Area identified and evaluated in the course of formal or informal research conducted there.**

Comment: This could also go under section 23 (Bioprospecting) but in principle not only biological species could be patented.

22. **Interference with substrates or cultural objects**

- (1) No person may, except with the prior written authorisation of the ~~m~~ **Municipality** and subject to any other applicable laws -
 - (a) remove from a ~~nature reserve or nature area~~ **Nature Area** any-
 - (i) soil, sand, gravel, pebbles, stone, rock or mineral or similar material;
 - (ii) wood, mulch or other dead vegetation;
 - (iii) fossil, archaeological remains or cultural artefacts;
 - (v) animal faecal matter;
 - (b) dig any soil or similar material in a ~~nature reserve or nature area~~ **Nature Area**; or
 - (c) intentionally **or unintentionally** disturb in a ~~nature reserve or nature area~~ **Nature Area**

- (i) wood, mulch, peat or other dead vegetation or animal;
- (ii) termite mounds, bees' nests, spider webs, birds' nests or animal burrow;
- (iv) fossil, shell midden, archaeological remains or paleontological specimens or meteorites;
- (v) any object or material that is or was used for any ritual or other practice; or
- (vi) any object that has historical or cultural significance.

23. Bioprospecting

No person may undertake any manner or form of bioprospecting in a ~~nature reserve or nature area~~ **Nature Area** without the prior written authorisation of the ~~m~~ **Municipality** other than subject to such conditions as determined by the ~~m~~ **Municipality**.

24. Buildings and improvements

- (1) Building developments and improvements in a nature reserve or nature area are subject to prior approval and written authorisation from the ~~m~~ **Municipality**, and any relevant legislation.
- (2) No person may in a ~~nature reserve or nature area~~ **Nature Area**, without prior written authorisation of the ~~m~~ **Municipality**, erect, construct or transform or cause to be erected, constructed or transformed any building, structure (temporary or permanent) or any other improvement, including but not limited to a building or structure of any kind, jetty, dock, pier, landing stage, landing float, anchor buoy, raft, fence or any obstruction, bridge, pontoon, road or crossing ~~in respect of a building or immovable property~~.

Comment: The last phrase “in respect of a building or immovable property” is unclear and must be clarified or removed.

25. Land and airspace

No person may in a ~~nature reserve and nature area~~ **Nature Area**, except with the prior written authorisation of the ~~M~~ **Municipality** -

- (a) engage in the sport of climbing rock faces;
- (b) engage in the sport of paragliding, parachuting or abseiling;
- (c) land or take off in, or attempt to land or take off in, any aircraft, helicopter, glider, hang glider, paraglider or hot air balloon;
- (d) launch or fly a hot air balloon;
- (e) fly ~~model aircraft~~, RPAS or gliders;
- (f) engage in the sport of any kind of boarding, including sandboarding, windsurfing, kitesurfing or sailboarding;
- (g) operate any motorised vehicle for recreational purposes;
- (h) launch or propel, a missile or flare into the airspace above a nature reserve unless such activity is a bona fide emergency; or
- (i) possess, ignite or use any fireworks.

26. Watercourses and water resources

- (1) No person may, without the written authorisation of the ~~m~~ **Municipality**, launch, or use a vessel on a dam, reservoir, lake, river or other body of water in a ~~nature reserve or nature area~~ **Nature Area** unless the water has been set aside by the ~~m~~ **Municipality** for the use of vessels.
- (2) No person may carry out any repairs, servicing, testing, painting of any vessel in a water area in a ~~nature reserve or nature area~~ **Nature Area** unless the prior written authorisation by the ~~m~~ **Municipality** has been obtained.

- (3) No person may access, modify, interfere with or erect structures in any water resource occurring in a Nature Area without the written authorisation of the Municipality and the appropriate legal basis and processes within the National Water Act and the Biodiversity Act.

27. Removal and dumping in watercourses

No persons may, without the prior written authorisation of the ~~the~~ Municipality and other than subject to the conditions imposed by the ~~the~~ Municipality, in any manner in a ~~nature reserve or nature area~~ Nature Area —

- (a) remove, dredge, pump or move any sand, soil or stones from a ~~water area~~ watercourse or riparian habitat;
- (b) deposit, dump or throw sand, soil, stones or other material of any kind in a ~~water area~~ watercourse or riparian habitat.

28. Domestic animals and livestock in Nature Areas

- (1) No person may, except on conditions determined by the ~~the~~ Municipality from time to time, allow any dog, cat or other domestic animal or livestock belonging to or under the care of that person to enter or remain in a ~~nature reserve or nature area~~ Nature Area.
- (2) Any dog, cat or other domestic animal, including those contemplated in Section 28(1) which is not in the care of any person, may be caught and removed, impounded or destroyed at the discretion of the ~~the~~ Municipality.
- (3) Any dog, cat, other domestic animal or livestock in a ~~nature reserve or nature area~~ Nature Area, including those contemplated in Section 28(1), that is not in direct control by means of a leash or similar restraint, unless in a designated leash or constraint free area, may be caught and removed or impounded at the discretion of the ~~the~~ Municipality.
- (4) No person may bring, convey or introduce any exotic pet or exotic domesticated animal into a Nature Area.

Comment: This includes foreign or nonendemic snakes, geckos, bugs, as well as the infamous tars which became invasive on Table Mountain, Argentine ants and the Polyphagous Shothole Borer Beetle.

29. Firearms and dangerous weapons

- (1) No person, other than a ~~a~~ Ranger or contractor with written authorisation of the ~~the~~ Municipality, who enters a ~~nature reserve or nature area~~ Nature Area, may be in possession of any firearm, dangerous weapon, explosive, trap or mammal or avian poison.

Comment: Herbicides must be allowed under particular circumstances, see section 33 new limitations in 33(1)(h)

- (2) No person may discharge a firearm within a nature reserve or nature area, except -
- (a) if that person is authorised by the ~~the~~ Municipality thereto;
 - (b) for the discharge of a blank by a life-guard during an organized competition or by any other person authorised by the ~~the~~ Municipality, during a sports meeting in a water area; or
 - (c) in connection with the collection of specimens for scientific purposes, subject to the written authorisation of the ~~the~~ Municipality;

Comment: This was moved from section 35(3)

- (3) No person may, in a ~~nature reserve or nature area~~ Nature Area, throw, roll or discharge any stone, rock, boulder, substance, projectile or missile to endanger any person, species or specimen.

Comment: This was moved from section 35(4)

30. Commercial Activities

No person may undertake any activities of a commercial nature, including the operation of any entertainment device, the sale of any goods, the hire of any equipment, or any similar activity on any ~~nature reserve or nature area~~ **Nature Area**, without written authorisation from the ~~m~~ **Municipality**.

Comment: Overlap and duplication with section 20

31. General restrictions

- (1) No person who is in a ~~nature reserve or nature area~~ **Nature Area**, without the written authorisation of the ~~m~~ **Municipality**, may —
 - (a) offer any show or entertainment, conduct any business or trade, or collect any money from the public;
 - (b) carry on any agricultural or gardening activities except subject to the conditions which the ~~m~~ **Municipality** may lay down from time to time;
 - (c) use or cause to be used, any loud speaker or similar device or other noisy equipment;
 - (d) construct or erect any booth, marquee or other structure;
 - (e) organise or cause to be organised or attend or participate in any public meeting, demonstration or gathering; or
 - (f) tamper with, deface, damage, remove or in any other way interfere with a ~~nature reserve or nature area~~ **Nature Area** boundary, fence or **other** object demarcating the boundary of a ~~nature reserve or nature area~~ **Nature Area**.
- (2) **Every lease or management agreement between the Municipality and any other party involving a Nature Area in part or as a whole must prohibit the introduction or use of specimens and species as defined in section 1, and must prohibit within the leased or management area any land use, watercourse- and water resource-related or any other activity prohibited in this By-law.**
- (3) **Every encroachment agreement between the Municipality and any other landowner adjacent to a Nature Area must prohibit the introduction or use of specimens and species as defined in section 1, and must prohibit within the encroachment area any land use, watercourse- and water resource-related or any other activity prohibited in this By-law.**

Comment: Ensure that lease areas, outsourced management and encroached areas do not become sources of new invasives and misuses like dumping.

CHAPTER 6: Prohibited Activities

31A. Fire and burns

Comment:

- Risks and the severity of wildfires have escalated and will likely further escalate.
- The Municipality must minimise the huge risks, financial and ecological, associated with wildfires. A basic precaution is to proactively prevent an accusation of negligence as per the National Veld and Forest Fire Act and the associated huge financial liabilities which negligence could cause. The new section below tries to proactively address those risks.
- Under the new climatic conditions, wildfires starting in Nature Areas can easily reach residential areas. Correspondingly, the Rand amount of liabilities has exploded. Maximum preventative measures in Nature Areas have therefore become necessary not only for the sake of these areas themselves, but also for the residential areas and the associated

liabilities.

- (2) No person may -
- (a) intentionally or negligently cause a fire or discard any burning **or smouldering object anywhere in a Nature Area other than in a place where such firemaking is explicitly permitted by the Municipality, or otherwise act in a manner likely to cause a fire;** ~~object in any place where it may set fire to any other object or otherwise act in a manner likely to cause a fire other than at a place where the making of a fire is permitted by the Municipality;~~

Comment: Except for controlled and ecological burns (see below), outdoors fire-making of any kind whatsoever should no longer be permitted within Nature Reserves, not even in previously designated fire or braai areas. The risks are too high and the consequences too massive. For indoor firemaking, see new subsection (5) below.

- (b) ~~smoke in a nature reserve or nature area,~~ **Nature Area;** ~~or other than in areas designated for smoking; or~~
- (c) ~~discharge any firework.~~

Comment: Duplicates section 25(i).

Comment: The above subsection was previously under section 31. Smoking should be prohibited everywhere, with no exceptions. See also new subsection below re possession of flammable materials.

- (3) Unless authorised in writing by the Municipality, no person entering a Nature Area may be in possession of any flammable material, including cigarettes, smoking pipes, matches, candles, lighters, fireworks, liquid or solid fuels or propellants, gas cylinders, braai equipment, braai wood or fuel, or any equipment which may emit or cause flames or sparks.**

Comment:

- The suggested prohibition on even the possession of flammable material is much stricter than restrictions hitherto. It has, however, become necessary because fire risks and fire consequences have escalated.
- Prohibiting possession is also much easier to verify and enforce possession of flammable material than it is to catch someone in the act of smoking etc.

- (4) No person may construct any new outdoor fireplace of any kind whatsoever within a Nature Area or re-use an existing outdoor fireplace.**
- (5) The Municipality may authorise the use of indoor fireplaces within fully enclosed overnight stay facilities but may suspend consent use as and when in its opinion conditions are too dangerous.**
- (6) The Public Fire Danger Index codifying the current fire danger within Nature Areas in Appendix B must be updated and published daily by the Municipality. If a Code Red condition is declared, all Visitors must leave all Nature Areas, and until relaxation of Code Red only essential municipal and firefighting staff may enter and remain in a Nature Area.**

Comment: The 2019 Integrated Fire Management Plan is a good start, but that plan and its five colour codes were aimed at municipal staff, and the measures to be taken as per Table 2 were too lax for present and future conditions. While it may take a while to update the Integrated Fire Management Plan itself, an up-to-date system of colour codes, and corresponding actions suitable for the public can be included as an appendix already in the present By-Law.

- (8) **Notwithstanding the provisions of this section, the Municipality may conduct or cause to be conducted controlled, ecological and prescribed burns in specific parts of Nature Areas.**
- (9) **The Municipality must, in conducting or authorising controlled or ecological burns, apply the rules and methods set out in the Fire Management Plan. In particular, the Municipality must take all reasonable measures to ensure that a controlled or ecological burn does not get out of hand. Mandatory measures include suitable choice of weather conditions, warning of adjacent landowners and having firefighting equipment and teams on hand during the burn.**

~~No person may start or keep a fire or commit any acts whereby a fire may be caused within a nature reserve or nature area, except an official or person duly authorised to do so;~~

Comment: The above deleted subsection was previously under section 19(5) but is replaced by the above two new subsections.

32. Prohibitions relating to vehicles

- (1) No person driving a vehicle in a ~~nature reserve or nature area~~ **Nature Area** may -
- drive, park, or stop in such a manner that constitutes a nuisance, disturbance, inconvenience or danger to any other person or vehicle;
 - drive, park or stop in any manner that causes an obstruction;
 - block the pathway of a management operation or emergency vehicle;
 - park a vehicle in a place other than in a place designated for that purpose by the ~~m~~ **Municipality**;
 - drive or park anywhere except on a designated road or designated parking area;

Comment: This prohibition assumes that “vehicles” are cars or at least motorised, whereas the definition of “Vehicle” is more general, including nonmotorised vehicles like bicycles. And such NMT vehicles are not “parked” and do not travel only on “designated roads”. Limit the above to cars/trucks since the other cases are treated below.

- drive or operate any vehicle in a reckless or negligent manner, or deliberately or intentionally disregard the safety of any person, species, specimen or property of whatever nature;
 - drive a vehicle off designated roads or tracks, except in an area set aside by the ~~m~~ **Municipality** for that purpose; or
 - drive a vehicle for recreational purposes, including, but not limited to, 4x4ing, off-roading, quad biking and motor biking in any area not demarcated for such recreational activity.
- (2) The ~~m~~ **Municipality** may restrict or preclude the use of any vehicle or vehicle type within a ~~nature reserve or nature area~~ **Nature Area** or section of a nature reserve or nature area.
- (3) No person may enter or travel in a ~~nature reserve or nature area~~ **Nature Area** except in a vehicle that conforms to the dimensions and other requirements determined by the ~~m~~ **Municipality**.

Comment: Dimensions?? Where are these dimensions to be specified? Updated? Dimensions for all the large variety of “vehicles”?

33. Littering and pollution

- (1) No person may, in a ~~nature reserve or nature area~~ **Nature Area**-
- deposit or leave any litter which is either industrial or domestic, regardless of whether that litter is biodegradable or non-biodegradable, except in an area or receptacle provided for that purpose;

- (b) deposit or leave any litter, bottle, broken glass, china, pottery, plastic article, rubbish, refuse, seeds, fruit or vegetable matter or other waste material, except in an area or receptacle provided for that purpose;
- (c) deposit, discharge or leave any noxious, smelly, offensive or polluting substance, matter or thing;
- (d) deposit or leave any offal, dead species or specimen, or dung;
- (e) deposit, ~~except in any receptacle provided for litter, any domestic garbage;~~

Comment: Domestic garbage has no place at all in Nature Areas, and certainly not in any Nature Area refuse bin where visitors could dump their household waste under this section.

- (f) intentionally break any article of glass, china, pottery, plastic or other brittle material;
- (g) deposit, discharge or leave any mineral, mineral waste or other industrial waste or by-product thereof;
- (h) discard or discharge any toxic chemical or substance, pharmaceutical substance, including biocides, or any other pollutant or harmful substance **except in the course of control and eradication of invasive specimens in terms of the Biodiversity Act**; or
- (i) dispose of aerosols containers or any other hazardous substance ~~of such nature~~.

34. Pollution of water

- (1) No person at any time or in any manner, including by the use of detergents, dispose of any solid or liquid waste, including engine oil, into any water area in a ~~nature reserve or nature area~~ **Nature Area**.
- (2) No person may at any time or in any manner throw, place or dispose of any item, medium or object that may directly or indirectly cause water pollution.

35. General prohibitions

- (1) No person may, in a ~~nature reserve or nature area~~ **Nature Area** -
 - (a) unlawfully occupy, build ~~on~~, or erect **any temporary or permanent building or structure**, move into, inhabit, sell or use any land to which he or she does not have lawful title; ~~or any building or structure;~~

Comment: Subsection (b) moved below and generalised

- (c) demarcate any piece of land with any form of material, including, but not restricted to string, rope, pegs, stones, pebbles, wire, wood or any other material or continue to demarcate after a written notice to stop any form of demarcation was issued by the ~~m~~ **Municipality**;
- (d) move or remove any demarcation or surveying pegs affixed in terms of any law;
- (e) without the written consent of the ~~m~~ **Municipality** allow, encourage, motivate, organise or instigate the occupation, **rental or sale** of any land;
- (b) continue with ~~the construction of an incomplete structure~~ **any activity specified in subsections (a) to (e)** after a written notice to stop ~~construction~~ was issued **served** by the ~~m~~ **Municipality**;
- (f) at any time play any radio, compact disc player, music system, musical instrument or in any way whatsoever cause any noise in a manner that is likely to disturb any species or specimen or other person;
- (g) behave in an offensive, improper, indecent or disorderly manner;
- (h) engage in sexual activity or solicit any person for the purpose of prostitution or immorality;
- (i) **consume, distribute, sell or be in possession of any alcohol or drugs nor enter a Nature Area under the influence of alcohol or drugs.**

Comment: This replaces section 19(6). As in the case of flammable materials (new section 31A), it is better to prohibit possession of alcohol and drugs since it is much easier to prove possession of alcohol than to catch someone in the act of consuming it.

- (j) **make a video or sound recording or another person without his or her consent, unless in the context of some noncompliance with this By-Law by such person.**
- (2) No person may, in a ~~nature reserve or nature area~~ **Nature Area**, intentionally obstruct, disturb, interrupt or annoy any other person utilising the ~~nature reserve or nature area~~ **Nature Area** in compliance with this By-Law.
- (3) **Except where explicitly provided in terms of a Municipal Plan or required by law, no person may in a Nature Area –**
- (a) except subject to written authorisation granted in Chapter 3, cut, remove, dig up, fell, burn, pluck, break, climb up or upon or cause damage to timber or to any tree, shrub, brushwood, fencing post, pole, fern, turf, grass, fruit, flower, plant or vegetation; or

Comment: “The Law” includes the Biodiversity Act which requires the Municipality to carry out control and eradication of invasives.

- (b) create or construct any new access roads, paths or tracks **or lengthen, widen or realign any existing road, track or path.**

Comment: These two subsections have been removed from 35(1) above because there are exceptions to the general prohibition: eg mountain bike trail plans and invasive species control and eradication.

Comment: Subsection 35(3) was moved to section 29

Comment: Subsection 35(4) was moved to section 29

- (5) No person may, in a ~~nature reserve or nature area~~ **Nature Area**, prevent, hinder or obstruct a ~~Ranger~~ **Ranger** in the exercise of his **or her** duties in terms of this By-Law.

Comment: change subsection number

CHAPTER 7: Fees and Tariffs

36. Fees and tariffs

- (1) The ~~m~~ **Municipality** shall annually determine the fees and tariffs applicable for —
- access to ~~nature reserves or nature areas~~ **Nature Areas**;
 - the use of any amenity, service, facility, entertainment venue, **event**, film show or performance presented or provided or rendered by or on behalf of the ~~m~~ **Municipality**, at or in a ~~nature reserve or nature area~~ **Nature Area**; and
 - the operation of any commercial activity;
 - ~~costs associated with any remedial action undertaken by the municipality due to non-compliance with the By-law.~~

Comment: 36(d) is not a fee or tariff; it varies with the particular noncompliance. Hence it was moved to section 45 Liability and Indemnity and generalised: see 45(6).

- (e) **the price of any resource sold or leased by the Municipality associated in the course of such commercial activity;**
- (f) **the fees, tariffs or remuneration paid by the Municipality to an external service provider or consultant in the course of assisting with a service in or with respect to a Nature Area.**

- (2) ~~The Municipality may recover costs associated with remedial action undertaken due to non-compliance with the By-law.~~

Comment: section 36(2) likewise does not belong under “fees and tariffs” and was moved to section 45(7).

- (3) The ~~m~~ Municipality may suspend the payment of entrance fees on any specific day as it may deem fit **but must motivate such suspension in a Notice.**

CHAPTER 8: Compliance, Enforcement and Liability

Comment: Inclusion of section 5 (ordinary Rangers) here may help to clarify to distinguish between the two types and their respective functions and powers

37. Staff Rangers

- (1) The ~~m~~ Municipality may appoint any member of staff , **including a permanent and temporary employee** as a ~~ranger~~ **Staff Ranger**.
- (2) Any duly appointed ~~ranger~~ **Staff Ranger** must be in possession of the prescribed staff identification card when exercising any power in terms of this By-Law and must, upon request, produce such card.
- (3) Should the ~~ranger~~ **Staff Ranger** considered in subsection ~~36(2)~~ **37(2)** fail to produce the staff identification card then no power granted in terms of this By-Law can be exercised **by the Staff Ranger**.

38. Powers and functions of ~~r~~ Rangers

Comment: It is important to clarify which of these powers are conferred on ordinary (section 5) Rangers and which are reserved for Staff Rangers (section 37).

- (1) In this section, unless the context indicates otherwise, ‘article’ means anything, including a structure, object, document, book, record or electronic information or extract, part or sample therefrom that is reasonably suspected in the use of contravening this By-Law.
- (2) ~~Without a warrant, a~~ **A** ~~r~~ Ranger may stop, enter, search and seize any vehicle, premises or person **without a warrant** if the ~~r~~ Ranger has reasonable grounds to believe that an offence in terms of this By-Law has been or is being committed ~~on or in~~ **by means or with the help of** such vehicle or premises if -
 - (a) the person in control of the vehicle or premises consents to such stop, entry, search or seizure; or
 - (b) the ~~r~~ Ranger has reasonable grounds to believe that a warrant will be issued **later**, if the ~~r~~ Ranger applied for it, and the delay caused by the obtaining of such a warrant would defeat the object of the stop, entry, search or seizure.
- (3) If subsection ~~37(2)~~ **38(2)** does not apply, then a ~~r~~ Ranger may stop, enter and search any vessel, vehicle, premises or person and may seize an article contemplated in subsection **37(5)(h)** ~~38(5)(h)~~ only on the authority of a warrant.
- (4) A judge in chambers may issue a warrant contemplated in subsection **37(3)** ~~38(2)~~ on written application by a ~~r~~ Ranger if it appears from information under oath or affirmation that -
 - (a) there are reasonable grounds for believing that a contravention of this By-Law has occurred;
 - (b) the search and seizure is likely to yield information pertaining to the contravention; and
 - (c) the search and seizure is reasonably necessary for the purposes of this By-Law.
- (5) In enforcing or investigating compliance with this By-Law, a ~~r~~ Ranger may -

- (a) be accompanied by an interpreter, a police official or any other person who may be able to assist with the inspection;
- (b) inspect any article which may be relevant to the investigation;
- (c) examine, analyse, measure or make a copy of an article and remove it for examination, analysis, measurement, copying or extraction;
- (d) require a person to produce or to deliver at such time and place as may be determined by the ~~¶~~ **R**anger, an article for inspection;
- (e) take a photograph or make an audio-visual recording of any person or anything for his or her investigation;
- (f) question a person who, in the opinion of the ~~¶~~ **R**anger, may be able to furnish information on a matter to which this By-Law relates;
- (g) direct a person to appear before him or her at such time and place as may be determined by the ~~¶~~ **R**anger and question such person either alone or in the presence of any other person on a matter to which this By-Law relates; and
- (h) seize an article -
 - (i) which is ~~concerned in~~ **associated with** or is on reasonable grounds believed to be ~~concerned in~~ **associated with** an offence in terms of this By-Law;
 - (ii) which may afford evidence of an offence in terms of this By-Law; or
 - (iii) which is intended to be used or is on reasonable grounds believed to be intended to be used in the commission of an offence in terms of this By-Law.
- (6) A person who so requests may, if possible, make a copy of an article to be removed or seized in terms of this section.
- (7) When a ~~¶~~ **R**anger removes or seizes an article, the ~~¶~~ **R**anger must issue a receipt to the owner or person in control thereof and, if possible, return the article as soon as practicable after achieving the purpose for which the article was removed or seized.
- (8) A ~~¶~~ **R**anger must exercise ~~their~~ **his or her** powers and functions with strict regard for decency and order, and with regard for each person's right to dignity, freedom, security and privacy.
- (9) Notwithstanding the provisions of this By-Law, and subject to any other applicable legislation, a ~~¶~~ **R**anger may —
 - (a) launch, operate or use any vehicle or vessel upon any recreational water or in any Nature Area for the purpose of providing an emergency, rescue or transport service, to provide a municipal service, to ensure compliance with this By-law, or for the purpose of undertaking research, monitoring or conducting a survey;
 - (b) do anything in a ~~nature reserve or nature area~~ **Nature Area** in the exercise of a lawful power or duty; and
 - (c) in any ~~nature reserve or nature area~~ **Nature Area**, use prohibited means of fishing, hunt any animal, and collect biological specimens in order to eradicate, control, or collect information for the control, monitoring and research of such organisms in the course of their duties.

39. Compliance Notice

- (1) The ~~¶~~ **M**unicipality or appointed ~~¶~~ **R**anger may serve a written compliance notice on a person if there are reasonable grounds for believing that the person is in contravention of this By-Law.
The compliance notice must -
 - (a) describe the conduct constituting a contravention of this By-Law;
 - (b) indicate which provision of this By-Law or condition of approval is contravened;
 - (c) where relevant, state that the unlawful conduct constitutes an offence and indicate the penalty;
 - (d) where relevant, be issued together with a fine;
 - (e) instruct the person to cease the unlawful conduct;
 - (f) where relevant, impose conditions which must be complied with and specify the steps

- to be taken to comply;
- (g) state that a failure to comply with the notice constitutes an offence and indicate the penalty; and
- (h) state that, in the event of non-compliance with the notice, the ~~m~~ Municipality may take one or more of the following measures -
 - (i) issue the person with a fine for not complying with the compliance notice;
 - (ii) take steps to remedy any adverse effect arising from the person's actions and recover the costs from such person;
 - (iii) apply to a competent court for appropriate relief including the costs of the application; or
 - (iv) institute a criminal prosecution.

The compliance notice may -

- (i) instruct the person within a specified time to, in writing, inform the ~~m~~ Municipality what steps have been taken to comply with the notice;
- (j) instruct a person at their cost to take specified action to the satisfaction of the ~~m~~ Municipality within a specified time to -
 - (i) cease, modify or control an activity causing, continuing or contributing to an adverse effect on a ~~nature reserve or nature area~~ **Nature Area**,
 - (ii) investigate, evaluate and assess the impact of a specific situation or activity and report thereon;
 - (iii) undertake and complete specific measures;
 - (iv) eliminate or remove an encroachment or unauthorised structure;
 - (v) rehabilitate the affected environment; or
 - (vi) any combination of the provisions listed in paragraphs (i) through (v).
- (2) Should the person on whom a compliance notice under subsection 38(1) was issued, fail to comply, or inadequately comply, with the compliance notice or authorisation, then the ~~m~~ Municipality may take measures that the ~~m~~ Municipality considers appropriate to remedy the situation and may authorise another person to take such measures.
- (3) The ~~m~~ Municipality may recover costs to the ~~m~~ Municipality, or an authorised person, for the measures to be undertaken under subsection 38(2), and all costs incurred as a result of acting under subsection 38(2), from any or all of the persons on whom the compliance notice or authorisation was issued.

40. Impounding of vehicle, items or goods

- (1) The ~~m~~ Municipality or appointed ~~r~~ Ranger may, without a warrant, seize and impound a vehicle, items or goods which is concerned, or is on reasonable grounds believed to be concerned, with the commission of an offence in terms of this By-Law.
- (2) The ~~r~~ Ranger, at the time of the impoundment, must give the holder of the impounded vehicle, items or goods an impoundment notice setting out -
 - (a) the reason for the impoundment;
 - (b) a description of the impounded vessel or vehicle;
 - (c) the address and contact details of the designated pound;
 - (d) the impoundment fee; and
 - (e) a warning that the impounded vehicle may be sold to recover the impoundment fee and any fine, costs or damages.
- (3) The ~~r~~ Ranger must cause an impounded vehicle to be taken to a designated pound where it must be retained and dealt with in terms of this section.
- (4) The ~~m~~ Municipality must release the impounded vehicle, items or goods to the owner upon presentation of proof of ownership if, in relation to the offence contemplated in subsection ~~39(1)~~ **49(1)** -
 - (a) a criminal charge is not laid, or a fine or a notice of intention to prosecute is not issued within 72 hours of the impoundment; or

- (b) the criminal case against all accused persons is disposed of because –
 - (i) the charges are withdrawn;
 - (ii) the accused persons are acquitted; or
 - (iii) the accused persons are convicted and either the impoundment fee and any fine, costs and damages are paid.
- (5) An impounded vessel, vehicle, items or goods is forfeited to the ~~m~~ Municipality and becomes the property of the ~~m~~ Municipality if –
 - (a) a court orders such forfeiture; or
 - (b) the lawful owner of the vehicle, items or goods cannot be traced within 90 days of such impoundment after reasonable efforts to trace the owner have not been successful.
- (6) If any payment contemplated in subsection ~~39(4)(b)(iii)~~ **40(4)(b)(iii)** is not made within such time as the ~~m~~ Municipality may determine, and if no appeal has been lodged at the expiry of the time limit for an appeal, the ~~m~~ Municipality may sell an impounded vehicle, items or goods and deal with any net proceeds in accordance with subsection 39(7).
- (7) Any net proceeds from the sale of an impounded vessel, vehicle, items or goods must be applied as follows and in this order:
 - a) the recovery of costs incurred by the ~~m~~ Municipality during forfeiture and impoundment;
 - (b) the payment of the impoundment fee, and any fine, costs or damages ordered by a court in relation to an offence contemplated in subsection 39(1) ; and
 - (c) return to the person who lawfully owned the vessel, vehicle, items or goods at the time of the impoundment except where the vessel, vehicle, items or goods was forfeited to the ~~m~~ Municipality.
- (8) The ~~m~~ Municipality may determine an impoundment fee and designate a pound contemplated in this section.

45. Liability and Indemnity

Comment: It is well known that liability is the single largest financial risk associated with Nature Areas, its owners, visitors, contractors and other users.

- (1) The Municipality must take proactive steps to reduce and minimise its liability for wildfire damage under the National Veld and Forests Fire Act or any other pertinent legislation.**
- (2) A written report on measures taken to reduce and minimise liability for wildfire damage must be tabled in Council annually.**
- (3) By default and until proven otherwise, liability for death, injury, damage, theft or other loss of property of any and all persons rests jointly and severally with that person. Any person or organisation making use of a public amenity shall do so at his/her own risk. This liability must be prominently displayed at all access points to Nature Areas and in the text used in pertinent permits and authorisations.**

~~Any person making use of a public amenity shall do so at his/her own risk, Council shall not be liable for the death of or any injury to persons or any loss of or damage to any property of visitors, unless gross negligence is proved.~~

Comment: The strikethrough text was originally section 45(2)

Comment: Mountain biking, tourism, casual visitors, contractors etc all risk injury or damage. To avoid the accusation of negligence as per National Veld and Forest Fire Act and related legislation, the Municipality must make clear that the liability rests with these parties.

- (4) Each tender, contract, agreement and Memorandum of Understanding pertaining to Nature Areas, as agreed between the Municipality and one or more other parties, must**

contain one or more section addressing the allocation of liability for various forms of damage, injury and loss incurred or caused by such other parties.

- (5) **Polluter pays: the perpetrator of any pollution or dumping listed in sections 19, 27, 33 and 34 is liable for the costs of removal and rehabilitation of such pollution.**
- (6) **One or more persons or organisations who acted in noncompliance with this By-law are jointly and severally liable for the costs incurred in the associated remedial and/or rehabilitation of the financial and/or environmental damage or loss incurred to the Municipality and/or Nature Area.**

Comment: This new 45(6) replaces section 36(d) which was deleted there.

- (7) **The Municipality may recover costs associated with remedial action undertaken due to noncompliance with this By-law.**

Comment: Moved from section 36(2).

- (8) The ~~m~~ **M**unicipality and appointed ~~r~~ **R**angers are not liable for any loss sustained by or damage caused to a person by an act or omission in good faith relating to the performance of a duty under this By-Law, unless gross negligence is proved.

Comment: This was originally section 45(1)

CHAPTER 9: Offences and Penalties

41. Offences

Any person who -

- (a) contravenes a provision of this By-Law;
- (b) contravenes any conditions, restrictions or prohibitions imposed in terms of this By-Law;
- (c) fails to comply with the terms of any notice or signage displayed in terms of this By-Law;
- (d) contravenes a lawful instruction given by a **Staff Ranger or r Ranger** in terms of this By-Law;
- (e) threatens, obstructs, hinders or uses abusive language ~~to~~ **in communicating with a municipal employee, enforcement officer, r Ranger** or a person lawfully accompanying the **r Ranger** in the exercise of a power conferred in terms this By-Law;
- (f) when called upon by a **r Ranger** to furnish information, furnishes false or misleading information; or
- (g) falsely ~~holds~~ **pretends** himself or herself to be a **r Ranger** or a person authorised to act on behalf of the ~~m~~ **M**unicipality **or lawfully contracted external service provider** in terms of this By-Law;

commits an offence.

42. Penalties

- (1) Any person who commits an offence referred to in Section ~~40~~ **41** is liable to a corresponding fine as contemplated in terms of the NEMA Admission of Guilt Fines Regulations (Annexure B), or upon conviction to imprisonment for a period not exceeding 2 years or to such imprisonment without the option of a fine, or to both such fine and such imprisonment.

Comment: Annexure B must be annexed.

- (2) In addition to imposing a fine or imprisonment, a court may order any person convicted of an offence in terms of this By-Law —
 - (a) to rectify the harm caused;
 - (b) to forfeit to the ~~m~~ **M**unicipality a vehicle impounded in terms of Section 40;

- (c) to pay the costs incurred by the ~~m~~ Municipality as a consequence of the contravention; and
- (d) to pay damages for harm caused to another person or property within the ~~nature reserve or nature area~~ **Nature Area**, which order shall have the force and effect of a civil judgment.
- (3) The ~~m~~ Municipality may ban any person who fails to comply with any provisions of this By-Law from entering any ~~nature reserve(s) or nature area(s)~~ **Nature Area** for a determined period of time.
- (4) The ~~m~~ Municipality may restrict access to a vehicle that fails to comply with any provisions of this By-Law from entering a ~~nature reserve or nature area~~ **Nature Area** for a determined period of time.
- (5) A ban imposed in terms of subsections 41(3) and 41(4) must be reduced to writing and served on the person or owner of the vehicle.
- (6) The ~~m~~ Municipality must provide a person contemplated above with a written notice of its intention to ban such person in terms of section 41(3). Such a person has 7 days to provide reasons why the ~~m~~ Municipality should not ban such person.
- (7) A person who has been banned in terms of subsections **41(3)**42(3) and **41(4)**42(4) above may **within 48 hours of receipt thereof** make written representations to the Director: Community and Protection Services as to why the ban should be lifted or reduced in length ~~within 48 hours of the receipt thereof~~.

43. Appeals

Any person may appeal against an administrative decision taken by the ~~m~~ Municipality or ~~r~~ **Ranger** in terms of this By-Law in accordance with the provisions of Section 62 of the Local Government: Municipal Systems Act (32 of 2000) **or any other provision in law**.

44. Delegation

A function, power or duty conferred on the ~~m~~ Municipality in terms of this By-Law may be delegated or sub-delegated to an employee of the ~~m~~ Municipality in accordance with the system of delegation adopted by Council in accordance with Section 59 of the Local Government: Municipal Systems Act (32 of 2000).

45. Indemnity

Comment: This has been moved to the end of Chapter 8

46. Repeal of by-laws

The provisions of any by-laws **pertaining to Nature Areas** previously promulgated by the ~~m~~ Municipality or by any of the disestablished municipalities now incorporated in the ~~m~~ Municipality are hereby repealed as far as they relate to matters provided for in this by-law.

47. Short title and Commencement

This By-Law is called the Stellenbosch Municipality: ~~Nature Reserve~~ **Nature Area** By-Law and comes into operation on promulgation in the Provincial Gazette.

ANNEXURE D

PARADYSKLOOF NATURE AREA ENVIRONMENTAL MANAGEMENT PLAN (SEPTEMBER 2018)**Comment on Draft Document**

Date	Comment	Response
Friends of Stellenbosch Mountain	A1. Thank you for the opportunity to comment on the Draft Stellenbosch Municipality Nature Reserve and Nature Area By-Law in the version of November 2024.	
22 Jan 2025	A2. Attached please find two copies of the November 2024 draft, one with detailed comments, text edits and suggested important additions, the other showing only the suggested new text omitting any editing information.	Noted. Recommended changes and additions considered and made were appropriate.
	B1. Principles had been entirely missing so far. Expanded definitions of the relevant Acts of Parliament as well as the new section 2(2) remedy this omission.	Agreed. A reference to NEMA and applicable EMP principles have been included in the revised By-Law.
	B2. Wildfires constitute the largest short-term risk and threat to the Municipality and its residents by far. The enormous risk and costs resulting from new-era wildfires, with winds far stronger than ever experienced before coupled to dry areas, have been illustrated by the recent Los Angeles fires. The Stellenbosch climate, topography, wind risk and settlement patterns closely resemble those of Southern California. A few lessons learnt so far in Los Angeles, which must now be applied to Stellenbosch and many other Western Cape settlements include:	Agree.
	B2.1 Nature Areas represent a source of fire and risk not just for adjacent residential areas. Burning embers can fly for kilometers and entire neighbourhoods can be set on fire even while the fire front is still far away.	Noted and agreed.
	B2.2 Conventional wisdom, methods and resources pertaining to firefighting must be revised fundamentally. Even helicopters and aircraft become powerless and useless under the conditions experienced in Los Angeles.	Noted and agreed.
	B2.3 More than 12,000 structures were destroyed so far in Los Angeles within a few days — equivalent to most of central Stellenbosch.	Noted.
	B2.4 The cost of loss and damage in Los Angeles was last estimated at 250 billion US Dollars, about 4 to 5 trillion Rand. These enormous numbers mean that Nature Areas now represent the single largest immediate threat to the Municipality and its residents. For these reasons, a new	Agree. However, prohibitions and restrictions related to fire in nature areas are already sufficiently covered elsewhere in the proposed By-Law and

	<p>section provisionally called “31A” has been added which collects all related provisions as well as introduce stricter ones. For example, even the possession of flammable material should now be prohibited, not just the laying of fires.</p> <p>B3. Liability is closely connected to Wildfires (through the National Veld and Forest Fire Act and common law) but also to personal injury. These liabilities were also not addressed adequately so far. The old section 45 (Indemnity) has been “promoted” to “Liability and Indemnity” and moved into Chapter 8.</p> <p>B4. Rangers: Both sections 5 and 37 originally had the same title “Rangers”. From the context, it appears that section 37 refers to Rangers (now termed “Staff Rangers”) who are permanent or temporary municipal employees, while section 5 refers to other persons who are not employees but accredited volunteers and maybe external service providers such as commercial security companies. This makes sense. However, the various powers and functions of eg section 38 must be disambiguated to make clear which powers and functions are reserved for Staff Rangers and which are also given to volunteer Rangers. Section 5(6) attempts to establish lines of communication between the later and municipal persons or structures.</p> <p>B5. Initiation schools have been a problem in the past. The issue should be considered and if necessary one or more additional sections added.</p> <p>B6. Consolidation and re-ordering of several sections and subsections has been carried out to bring related issues together. Where possible, language has been tightened and improved.</p> <p>B7. Definitions have been carefully updated and expanded. The suggested new provisions are closely tied to those definitions, so both must be read together.</p> <p>B8. For example: we suggest that the definitions “nature reserves” and “nature areas” are ambiguous in the use of “OR” and because the unnecessarily long five-word</p>	<p>Stellenbosch Municipality Fire Management Plan.</p> <p>In terms of Chapter 5 – Restricted Activities, no person may start or keep a fire or commit any acts whereby a fire may be caused within a nature area, except an official or person duly authorised to do so;</p> <p>Disagree. Current inclusions pertaining to indemnity and liability deemed sufficient.</p> <p>Noted.</p> <p>Lines of communication to be actioned as per the current system of delegations and organisational structure.</p> <p>This item has been considered and addressed under Chapter 3.</p> <p>Current layout deemed correct.</p> <p>Noted. Some changes and additions proposed were considered and made were appropriate.</p> <p>Agree. Recommended change to the By-Law title and content were made.</p>
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	<p>phrase “nature reserves OR nature areas” is used about 100 times in the By-Law. The modified definitions of “Nature Area” and “Nature Reserve” solve these problems.</p> <p>B9. We suggest that Agenda items needed to introduce a revised Nature Area By-Law in Mayco and Council should</p> <p>B9.1 emphasise the ballooning risk and role of Nature Areas in municipal affairs,</p> <p>B9.2 make clear that the By-Law itself is only a start and that comprehensive medium-term and long-term changes to current municipal practices and policies would be needed,</p> <p>B9.3 point out that, to avoid the charge of “negligence” as defined in the National Veld and Forest Fire Act, the Municipality must in future allocate a far larger share in funding and manpower to Nature Areas than the paltry amounts allocated so far to Nature Areas. The necessary additional budget allocations of a few million more Rand must be compared to the hundreds of millions or trillions in damage costs resulting from negligence.</p> <p>C1. The suggested changes have inevitably had an impact on section numbering. Even the original November 2024 version was in part inconsistent. Once final edits have been completed, the entire document must again be revised to ensure that section numbering and reference to them is consistent.</p> <p>C2. In general, section numbers in legislation do not normally have a full stop at the end. We therefore suggest that, for example, one should write “12” instead of “12.” and so on throughout the document. Also spelling variants must be consolidated. For example, use either “authorisation” or “authorization” but not both. Capitalised chapter headings are hard to read, so these were made lower-case as well as shortened in some cases.</p> <p>C3. The two attached PDF copies were generated from Latex. A Word version can be provided on request but that would need more work.</p>	<p>To be considered.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted.</p>
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7.11	MUNICIPAL MANAGER
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7.11.1	ADOPTION OF THE REVISED STRATEGIC AND OPERATIONAL RISK REGISTER FOR THE 2024/2025 FINANCIAL YEAR
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

24 March 2025

1. SUBJECT: ADOPTION OF THE REVISED STRATEGIC AND OPERATIONAL RISK REGISTER FOR THE 2024/2025 FINANCIAL YEAR

2. PURPOSE

To submit the Strategic and Operational Risk Register for the 2024/2025 financial year for Council approval.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Municipal Governance best practice as well the Municipal Finance Management Act (MFMA), Act 56 of 2003, requires municipalities to have an effective risk management mechanism to stay abreast of prevalent risks and to determine the risk appetite. To ensure effectiveness, a municipality must focus its attention and resources on the areas of most significant risk and concern to stakeholders. To this end, Stellenbosch Municipality has undertaken the practice of adopting a Strategic Risk Register which identifies strategic and operational risk at a corporate level to ensure that risks which could hamper service delivery, and the strategic objectives are identified and linked to appropriate actions to mitigate the risks.

Due to the changing dynamics in the external environment with impact municipal services, amendments to the Strategic Risk Register was necessitated to ensure that the municipalities remain appropriately responsive to the risk environment.

The Stellenbosch Municipality is committed to effective risk management in order to achieve the municipality's vision, service delivery, and strategic objectives and to ensure appropriate outcomes for the community.

5. RECOMMENDATION

that Council approves the Strategic and Operational Risk Register (**ANNEXURE A**) for the 2024/2025 financial year.

6. DISCUSSION

The Municipal Finance Management Act (MFMA), Act 56 of 2003, and best practices for municipal governance both mandate that municipalities maintain an efficient risk management system in order to stay on top of emerging threats and assess risk appetite. A municipality must concentrate its resources and attention on the areas where stakeholders are most concerned and at risk in order to achieve effectiveness. In order to achieve this, the Stellenbosch Municipality has implemented a Strategic Risk Register, which identifies operational and strategic risks at the corporate level. This process makes sure that risks that could impair service delivery and the strategic objectives are recognized and connected to the necessary steps to reduce them.

In order to accomplish the municipality's vision, service delivery, and strategic goals and to guarantee suitable results for the community, the Stellenbosch Municipality is dedicated to efficient risk management.

To guarantee that the municipalities continue to be suitably responsive to the risk environment, changes to the Strategic Risk Register were required due to the shifting external environment dynamics that affect municipal services.

A cultural shift in favour of ongoing risk identification and mitigation is necessary for effective risk management. This necessitates the cultural mainstreaming of risk management at all levels of local government operations. The goal of this risk management policy is to offer a risk management framework that makes this possible. Risk evaluations were carried out in accordance with the law throughout the first and second quarters of the current financial year. These are done to make sure the Council is aware of the dangers that need to be reduced and that the risk register accurately reflects those risks.

6.1 Background

In terms of Section 60 of the MFMA the Municipal Manager must take reasonable steps to ensure that the municipality maintain effective financial and risk management as well as internal controls.

The principal aim of the risk assessments process is to:

- Identify the risks threatening the achievement of the IDP's objectives of each directorate;
- Assess the key risks facing each directorate; and
- Identify the processes / functions / directorates / persons the municipality and top management relies upon to manage the identified risks.
- Align the mentioned risk management process with processes as established by provincial and national government (as communicated to the municipality).

6.2 Financial Implications

The financial impact will be quantified as part of the 2024/2025 approved budget and adjustment budget.

6.3 Legal Implications**Section 62 of the MFMA****General Financial Management Functions**

- (1) *The accounting officer of a municipality is responsible for the managing of financial administration of the municipality, and must for this purpose take all reasonable steps to ensure –*
- (a) that the resources of the municipality are used effectively, efficient and economically;*
 - (b) that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards;*
 - (c) that the municipality has and maintains effective, efficient and transparent systems–*
 - (i) of financial and risk management and internal control.*

6.4 Staff Implications

None.

6.5 Risk Implications

As indicated in the annexed Strategic and Operational Risk Register.

6.6 Comments from Senior Management:**6.6.1 Director: Infrastructure Services**

Supported.

6.6.2 Director: Planning and Economic Development

Supported.

6.6.3 Director: Community and Protection Services

Supported.

6.6.4 Director: Corporate Services

Supported.

6.6.5 Director: Planning and Economic development

Supported.

6.6.6 Chief Financial Officer:

Supported.

6.6.7 Municipal Manager:

Supported.

ANNEXURES

Annexure A: Strategic and Operational Risk Register for the 2024/2025 financial year.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Helena Priem</i>
POSITION	<i>Chief Risk Officer</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	<i>8157</i>
E-MAIL ADDRESS	<i>Helena.priem@ Stellenbosch.gov.za</i>
REPORT DATE	<i>3 March 2025</i>

ANNEXURE A

STELLENBOSCH MUNICIPALITY																		
REVISED STRATEGIC AND OPERATIONAL RISK REGISTER 2024/2025																		
Risk												Control	Action Plan					
Risk Title	Risk Description	Risk Category	Risk II	Risk IL	Risk IR	Risk IR Description	Risk RI	Risk RL	Risk RR	Risk RR Description	Control Title	Action Plan Title	Action Plan Description	Action Plan Current Status Summary	Action Plan Status	Action Plan Start Date	Action Plan Due Date	
Availability and cost of electricity	Continuous loadshedding; sustainability of the national power supplier.	Strategic	9.00	9.00	81.00	Extreme Risk	7.79	7.79	60.75	High Risk	Alternative energy sources that flows in to network. Example: Wheeling of energy and pool buying of electricity							
												Advertise 50 Megawatt IPP tender and appoint Service Provider		50 Megawatt IPP tender approved by Council on 4 March 2025 for advertisement.	In Progress	2025/03/14	2025/12/31	
												Alternative energy sources that flows in to network. Example Rooftop Solar Installations, and Municipal Energy Resilience Project with DEDAT.	Alternative Electricity Generation Initiative Underway. Resourced by Internal Project Manager. Energy Master Plan completed by CSIR (with funding from DEDAT). Electrical Master Plan underway. Cost of Supply Study underway (Consultant appointed). Feasibility study of battery storage underway at present via Stellenbosch University.		In Progress	2023/02/13	2025/06/30	
												Encourage public to install rooftop PV's			In Progress	2023/06/21	2025/06/30	
												Request proposals to generate own electricity.			In Progress	2023/06/21	2025/06/30	
												Take part in Western Cape Energy resilient initiative			In Progress	2023/06/21	2025/06/30	
Breakdown of Waste Water Treatment Plants	Breakdown of Waste Water Treatment Plants due to electricity outages	Strategic	7.00	7.00	49.00	Moderate Risk	4.43	4.43	19.60	Low Risk	A skilled and capable workforce that supports the growth objectives							
											Regular asset maintenance							
											Safeguarding infrastructure sites and equipment and ensure safe return of staff and contractors to enable continuation of capital projects.							
											Supply of goods and services in place							
												Constant monitoring of staff and the execution of projects.			In Progress	2024/06/11	2025/12/31	
												Continuous maintenance at all plants.			In Progress	2025/03/14	2025/12/31	
Business Continuity	Disasters, electricity outages; hacking of systems.	Strategic	8.00	5.00	40.00	Moderate Risk	6.93	4.33	30.00	Moderate Risk	Disaster Management Plan for overall service delivery, operational disaster recovery site, JOC, Integrated ERP							
											ICT employee usage tools implemented							
											Off site data center							
												Alternate client communication plan developed and ready to deal with possibilities that may trigger the disaster management plan.	Alternate client communication plan developed.	Alternate client communication plan developed and ready to deal with possibilities that may trigger the disaster management plan.	In Progress	2023/06/01	2025/12/31	
												Ensure all staff have access to the necessary ICT equipment to perform functions remotely.	Directorate IT needs register implemented.	Directorate IT needs register implemented and in progress.	In Progress	2023/06/01	2025/12/31	
												Ensure that the Directorates' Business Continuity Plan is reviewed at least annually.	Directorate Business Continuity Plan developed and implemented.	Directorate Business Continuity Plan has been developed and is being implemented.	In Progress	2023/06/01	2025/12/31	
Climate Change and Infrastructure disasters	Changing weather patterns, unpredictabel rainfall/flash floods, drought and natural disasters, fires seasonal and other	Strategic	10.00	8.00	80.00	Extreme Risk	5.00	4.00	20.00	Low Risk	Boreholes completed to mitigate drought.							
											Drought management plan in place							
											Water demand meters							
											Water warriors							
												Climate Change Impact Assessments and mitigating planning			In Progress	2023/06/21	2025/12/31	

Risk											Control	Action Plan					
Risk Title	Risk Description	Risk Category	Risk II	Risk IL	Risk IR	Risk IR Description	Risk RI	Risk RL	Risk RR	Risk RR Description	Control Title	Action Plan Title	Action Plan Description	Action Plan Current Status Summary	Action Plan Status	Action Plan Start Date	Action Plan Due Date
Cyber attacks. Cybersecurity risk is the probability of exposure or loss resulting from a cyber attack or data breach on your organization.	Cyber attacks and cyber safety /security has become essential in municipalities. Investigate security gaps. Users opening unsafe/infected attachments	Strategic	9.00	6.00	54.00	High Risk	7.79	5.20	40.50	Moderate Risk	New electronic system to monitor potential cyber threats is in place						
											Password Policy implemented						
											Staff awareness to not open suspicious email attachments						
												Awareness campaigns			In Progress	2023/05/25	2025/06/30
												Continuous security and penetration testing			In Progress	2023/06/21	2025/06/30
										IT to do gap analysis on security requirements				In Progress	2023/06/21	2025/06/30	
Differentiation in salary regimes and adjustments (increases) leads to inequality in remuneration to different levels of management in Local Government.	Section 56 employees salaries determined by minister, COGTA, while staff determined based on task evaluation system. As a result senior managers already earn more than directors and accounting officers, who have more responsibilities and accountability,	Strategic	8.00	8.00	64.00	High Risk	7.59	7.59	57.60	High Risk	As the Section 56 salaries are determined by COGTA and although recommendations and resolutions from a council can be forwarded to adress the risk in the form of motivation why a higher salary should be considered, the final approval of these salary						
												Ongoing liaison with COGTA				In Progress	2023/06/21
Economic downturn due civil unrest, crime and the impact loadshedding.	Increase in criminal activities, civil unrest reputational risk due to perceived increase in the said activities.	Strategic	9.00	8.00	72.00	High Risk	5.69	5.06	28.80	Moderate Risk	Close relationships with SAPS and other law enforcement agencies						
											Combined control room						
											Combined SSI						
											Strategic camera placings						
										Frequent meeting interventions				In Progress	2023/06/21	2025/12/31	
Financial Sustainability.	Debt management; cashflow; changes patterns in revenue (more off the grid connections w.r.t water and electricity).	Strategic	10.00	5.00	50.00	Moderate Risk	6.32	3.16	20.00	Low Risk	Legal framework to lock in customer regarding off grid connections and fix cost charges						
High Vacancy Rate	A skilled and capable workforce is necessary to support growth objectives, quality and timeous service delivery needs to be provided by all departments.	Operational	8.00	4.00	32.00	Moderate Risk	5.06	2.53	12.80	Low Risk	Revenue enhancement strategy.						
											Communication between the user departments and human resources more stream lined and effective						
											Filling of posts in the recruitment and selection department to create capacity						
											Fully staffed Recruitment and Selection unit						
											Organsational and operational structure aligned and approved						
	Continious and advance planning to address staff shortages, as well as optimal use of staff and existing skills.	Vacant positions on Org to be funded and filled. A new org submission for consideration is in process	Submission of new Organogram, prioritising current vacancies within the department to be funded and advertised	Closed	2023/06/09	2024/12/31											
Increase in community unrest due to the fact that growth in demand for housing exceeds the resources available for development.	Lack of bulk infrastructure; lack of identified and suitable land, unrealistic eviction judgements, housing backlogs, migration.	Strategic	8.00	6.00	48.00	Moderate Risk	6.93	5.20	36.00	Moderate Risk	Emergency policy						
											Housing pipeline						
											Increased monitoring for illegal occupants.						
											TRA identification						
												Develop and implement an Integrated Human Settlement Communications Plan	Develop and implement an Integrated Human Settlement Communications Plan	Development of an Integrated Human Settlement Communications Plan has been initiated.	In Progress	2023/07/01	2025/06/30
	Ensure implementation of an annually reviewed Housing Communication Plan (Ensure that clarity is provided on the Municipality's Housing Delivery Strategy and Targets).			In Progress	2023/06/21	2025/06/30											
	Improve internal buy-in to annual housing pipeline development process via scheduled internal discussions with the relevant Infrastructure Services, Spatial Planning and Financial Management colleague	Improve internal coordination and buy-in and comment on the annual housing pipeline development process.	Improved coordination and buy-in and comment on the annual housing pipeline development process facilitated via incorporation into the municipal CEF process and the annual review of the MSDF process. Improved consultation sessions with both internal Staff, Management and Councillors.	In Progress	2023/07/01	2025/06/30											

Risk											Control	Action Plan					
Risk Title	Risk Description	Risk Category	Risk II	Risk IL	Risk IR	Risk IR Description	Risk RI	Risk RL	Risk RR	Risk RR Description	Control Title	Action Plan Title	Action Plan Description	Action Plan Current Status Summary	Action Plan Status	Action Plan Start Date	Action Plan Due Date
Increased risk of land invasion.	Legal precedents set under disaster management declaration limiting municipal scope to evict. Illegal invasions and land grabs. Compromising housing development and housing opportunities	Strategic	9.00	10.00	90.00	Extreme Risk	5.69	6.32	36.00	Moderate Risk	Arms tender finalised and awarded						
											Close relationships with SAPS and other law enforcement agencies, combined control room						
											Combined control room						
											Housing development continuing in response to housing demand						
											Legal panel in place to respond to legal matters						
											Security tender in place						
											Utilisation of municipal drones to monitor areas of potential land invasion.						
												Action Plan for security/protecting municipal owned land.	Improve the security / protection of vacant municipal owned property, especially those that are earmarked for future housing development.	Action Plan to be driven by the Directorate: Community and Protection Services. Improvement of the security / protection of vacant municipal land being implemented as budget allows.	In Progress	2023/07/01	2025/06/30
												Annual revision and submission of the Housing Pipeline for Council approval	Annual review of the Municipal Housing Pipeline to be approved by Council	Annual Review in process.	In Progress	2023/07/01	2025/05/31
												Develop and implement a municipal specific land banking strategy			In Progress	2023/06/21	2025/06/30
												Ensure implementation of an annually reviewed Housing Communication Plan (Ensure that clarity is provided on the Municipality's Housing Delivery Strategy and Targets).			In Progress	2023/06/21	2025/06/30
												Ensure the Implementation of a specific Social Housing Programme			In Progress	2023/06/21	2025/06/30
												Implementation and annual review of the Municipal Land Invasion SOP	Improve the coordination with respect to illegal land invasions by annually reviewing and implementing the municipality's land invasion SOP (SOP to provide clarity on the municipality's approach to dealing with evictions). SOP to be reviewed annually.	Land Invasion SOP to be reviewed and implemented in conjunction with the Directorate: Community and Protection Services. Currently in process.	Closed	2023/07/01	2025/02/28
												Monitoring of all 29 Informal Settlements within the WC024 bi-weekly.	Bi-weekly monitoring of all 29 informal settlements within the WC024 with respect to informal settlement growth, demographics, and service levels. Submission of quarterly reports.	Bi-weekly monitoring of all 29 informal settlements in the WC024 is currently in process and ongoing.	In Progress	2023/07/01	2025/06/30
Ineffective service delivery due to geopolitical Instability	Global risk to commodities especially possible fuel rationing by government, energy related products, engineering services, certain food products. Possible communication infrastructure threats; possible deepening of world-wide recession. Current status in the Middle East and the ongoing conflict as part of the regional conflict in the Ukraine.	Strategic	9.00	7.00	63.00	High Risk	7.79	6.06	47.25	Moderate Risk	Business Continuity						
											Communication Plan						
											Effect on income						
											Energy Plan						
											Fuel reserves						
											SCM Plan addressing affected commodities						
											Develop and implement Working from home policy				Closed	2023/06/21	2025/06/30
Insufficient burial space in the greater Stellenbosch	Planning and funding; land availability. Insufficient funding. Compliance and impact of COVID-19 burials after experiencing a 2nd and 3rd wave.	Operational	8.00	8.00	64.00	High Risk	3.58	3.58	12.80	Low Risk	Land use application has been approved						
											Part of approved SDF						
											Project plan approved for implementation						
											Implementation of Calcutta Memorial Park				In Progress	2023/06/21	2025/12/31
Lack of integrated Information and Communication Technology	Disparite systems	Operational	6.00	4.00	24.00	Low Risk	5.20	3.46	18.00	Low Risk	New server room completed						
											Position paper on integration						
											Role of ICT SteerCom in managing acquisition of new system and integration						
												All ICT SLAs for software applications have been reviewed by the legal and contract management department			In Progress	2023/06/21	2025/06/30
												Centralised ICT Procurement & Hardware Standardisation			Closed	2023/06/21	2023/12/31
												ICT Management monitoring			In Progress	2023/06/21	2025/06/30
												Manual interface exception report monitoring by line management and ICT management			In Progress	2023/06/21	2025/06/30
												System status report to be presented to the ICT Steering Committee as a standing item in order to monitor system implementation. SAMRAS modules to be developed			In Progress	2023/06/21	2025/06/30

Risk											Control	Action Plan					
Risk Title	Risk Description	Risk Category	Risk II	Risk IL	Risk IR	Risk IR Description	Risk RI	Risk RL	Risk RR	Risk RR Description	Control Title	Action Plan Title	Action Plan Description	Action Plan Current Status Summary	Action Plan Status	Action Plan Start Date	Action Plan Due Date
Losing the historic status of Stellenbosch w.r.t environment (trees, biodiversity, buildings, rivers, etc.)	Keeping the balance - development and the historic status; occurance of natural disasters.	Operational	6.00	4.00	24.00	Low Risk	3.79	2.53	9.60	Low Risk	A tree management policy has been approved and implemented						
											Adherence to heritage planning legislation for developmental applications						
											Declared heritage zones						
											Heritage asset register completed						
											Maintenance heritage assets						
												Appoint more staff		x2 Operators was appointed last year, x2 General Workers posts are still vacant	In Progress	2023/06/09	2025/06/30
												Be part of any new developments and advise Engineering Services regarding tree characteristics		Section is part of the way-leave team, attending way-leave meetings	In Progress	2023/06/09	2025/05/30
												Encourage all stakeholder to continuously plant trees		Conduct awareness	In Progress	2023/06/09	2025/06/30
												Establish maintenance programme for Oak trees		As per the daily functioning	In Progress	2023/06/09	2025/06/30
												Identify possible courses for staff		Training courses has been identified in the Skills Audit Plan and PDP that was submitted to HR	In Progress	2023/06/09	2025/05/30
Loss off credibility and reputation due to perceived fraud and corruption.	Abuse of legislation; reputational risk and credibility; media statements and role of social media in reports etc.	Operational	6.00	4.00	24.00	Low Risk	2.68	1.79	4.80	Low Risk	Fraud prevention policy						
											Hotline						
											SALGA to address unintended consequence of regulations						
Material misstatements in the AFS that constitutes non-compliance with Section 122 of the MFMA.	System errors, transactions and events not recognised as they occur and accordingly nor recorded in the financial period it occurred.	Operational	6.00	4.00	24.00	Low Risk	3.79	2.53	9.60	Low Risk	8 month AFS, systems upgrade and alignment						
											Actions to be reflected in detail in Audit Action Plan						
											Audit readiness is essential with a need for an external audit prior to the formal audit from AGSA.						
Minimising the potential risks, negative effects and consequences of Artificial Intelligence on society.	*Consumer Privacy (privacy violations and data security concerns. *Biased programming. *Unclear legal regulation. *Existential Risks. *Intellectual property infringement. *Exponential algorithmic biases. *Job losses/potential to replace human workers. Malicious use. *Dependency.	Strategic	8.00	8.00	64.00	High Risk	6.93	6.93	48.00	Moderate Risk	Auditing and accountability.						
											Awareness						
											Develop regulations and standards.						
											Education.						
											Ethical Frameworks.						
												Basic Education and the transfer of skills and knowledge.		Discussion has started regarding the impact of AI.	In Progress	2024/11/20	2025/06/30
												Continuous evaluation and feedback to detect problems.			Started	2024/11/20	2025/06/30
Scarcity of landfill space.	Unavailability of suitable land; costs of SLA's and alternative waste disposal; legislative requirements i.e EIA applications and approvals etc.	Strategic	4.00	4.00	16.00	Low Risk	3.25	3.25	10.56	Low Risk	Cell four commissioned and in operation.						
											Consultant reappointed for resubmission of Licence Application and amended Basic Assessment Report.						
											Engagement with DEADP.						
											Waste management strategy						
												New cell for waste disposal being developed.			In Progress	2025/03/14	2025/12/31
Timeous Capital Spending	Steady increase in budget allocation, growing population and demand for services, demand management; unforeseen storms and wheather events; suppliers and contractors going into financial distress.	Operational	10.00	8.00	80.00	Extreme Risk	8.66	6.93	60.00	High Risk	Capex SDBIP indicators developed and monitored						
											Demand Management Plan and Committee						
												Financial Record keeping and Interventions	Reliable financial systems in place as well as reporting, good communication with user departments		In Progress	2023/06/21	2025/06/30

Risk											Control	Action Plan					
Risk Title	Risk Description	Risk Category	Risk II	Risk IL	Risk IR	Risk IR Description	Risk RI	Risk RL	Risk RR	Risk RR Description	Control Title	Action Plan Title	Action Plan Description	Action Plan Current Status Summary	Action Plan Status	Action Plan Start Date	Action Plan Due Date
Urbanisation and growth.	Comprehensive understanding of the developmental needs in the greater Stellenbosch area; rapid and continued urbanisation; changes in the needs of the community; masterplans; housing pipeline; IDP and SDF alignment.	Strategic	6.00	6.00	36.00	Moderate Risk	5.20	5.20	27.00	Moderate Risk	Approved housing pipeline						
											Approved SDF						
											DBSA funding will be utilised for updating new CEF with spatial demand quantification.						
												Develop a municipal policy / strategy on housing delivery, including type of delivery			In Progress	2023/06/21	2025/06/30
												Develop an internal strategy for expediting regulatory approvals for obtaining development rights (Planning & Environmental)			In Progress	2023/06/21	2025/06/30
												Develop and implement an Inclusionary Zoning (Housing) Policy	Develop, approve and implement a Council policy on Inclusionary Zoning (Housing).	Inclusionary Zoning policy developed, approved by Council and currently being implemented.	Closed	2023/06/21	2023/06/30
												Develop and implement an Integrated Human Settlement Communications Plan			In Progress	2023/06/21	2025/06/30
												Ensure Alignment between the Business Plan of PDoHS and the budget of the Municipality via at least quarterly technical engagements with PDoHS. (Municipality not appointing service providers if PDoHS	Ensure alignment between housing delivery programme and the MSDF, CEF and LTFP and PDoHS business plan. Ensure improved communication and coordination with the PDoHS.	Implemented improved coordination sessions with Spatial Planning for the MSDF and with the Capital Planning Forum for the CEF and LTFP. Improved communication with PDoHS ensured via the institution of Monthly engagements.	Closed	2021/07/01	2023/06/30
												Ensure Housing delivery programme is linked to MSDF, CEF and LTFP via the annual submission of the Municipality's Housing Pipeline and the annual review of the Municipality's SDF and CEF.	Ensure Housing delivery programme is linked to MSDF, CEF and LTFP	Implemented improved coordination sessions with Spatial Planning for the MSDF and with the Capital Planning Forum for the CEF and LTFP.	Closed	2022/07/01	2023/06/30
Water security	* Growing population and development growth * Polluted natural water sources * Dependency on external sources (CoC)	Strategic	5.00	5.00	25.00	Low Risk	2.24	2.24	5.00	Low Risk	Boreholes						
											Drought management plan in place						
											Ensure that there is sufficient generating power to stabilise water levels						
											Water demand meters						
											Water warriors						
												High Level mitigating action taken with drilling for water.			In Progress	2023/06/21	2025/12/31

7.11.2	ADOPTION OF THE REVISED ANTI FRAUD AND CORRUPTION PREVENTION PLAN FOR THE 2024/2025 FINANCIAL YEAR
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

24 March 2025

1. SUBJECT: ADOPTION OF THE REVISED ANTI FRAUD AND CORRUPTION PREVENTION PLAN FOR THE 2024/2025 FINANCIAL YEAR

2. PURPOSE

To submit the Fraud and Corruption Prevention Plan for the 2024/2025 financial year to Council for approval.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The policy makes provision for an internal Fraud Response Unit and re-establishes the managerial duties to ensuring ethical behaviour at all levels of the municipality.

In terms of Section 79 of the Local Government Municipal Structures Act 117 of 1998, a Municipal Council may establish one or more committees necessary for the effective and efficient performance of its functions or the exercise of any of its powers. The Council appoints the members of these committees and may dissolve the committee or remove a member at any given time. The Council must determine the functions of a Section 79 committee and may determine its procedures.

The Audit and Performance Committee assist the Executive Management and Council in advising and monitoring the Municipality's compliance with legislation and all other acts, codes of conduct etc. relevant to fraud risk management.

5. RECOMMENDATION

That Council adopts the Revised Anti-Fraud and Corruption Plan for the 2024/2025 **(ANNEXURE A)** financial year.

6. DISCUSSION / CONTENTS

Although Section 79 of the Local Government Municipal Structures Act 117 of 1998, allow Council to establish committees to assist in effective and efficient management, the Municipal Manager as the Accounting Officer is the responsible authority as defined in Sections 60 and 62 of the Municipal Financial Management Act no 56 of 2003.

6.1 Background

In terms of Section 60 of the MFMA the Municipal Manager must take reasonable steps to ensure that the municipality maintain effective financial and risk management as well as internal controls and therefor must:

- (a) *exercise the functions and powers assigned to an accounting officer in terms of this Act; and*
- (b) *provide guidance and advice on compliance with this Act to –*
 - (i) *the political structures, political office-bearers and officials of the municipality;*

In terms of Section 62 of the MFMA – General Financial Management Functions;

- (1) *The accounting officer of a municipality is responsible for the managing of financial administration of the municipality, and must for this purpose take all reasonable steps to ensure –*
 - (c) *that the municipality has and maintains effective, efficient and transparent systems–*
 - (i) *of financial and risk management and internal control; and*
 - (ii) *of internal audit operating in accordance with any prescribed norms and standards;*
 - (d) *that unauthorised, irregular or fruitless and wasteful expenditure and other losses are prevented;*
 - (e) *that disciplinary or, when appropriate, criminal proceedings are instituted against any official of the municipality who has allegedly committed an act of financial misconduct or an offence in terms of Chapter 15.*

6.2 Financial Implications

The financial impact will be quantified as part of the 2024/2025 approved budget and adjustment budget.

6.3 Legal Implications**Section 62 of the MFMA*****General Financial Management Functions***

- (2) *The accounting officer of a municipality is responsible for the managing of financial administration of the municipality, and must for this purpose take all reasonable steps to ensure –*
 - (c) *that the resources of the municipality are used effectively, efficient and economically;*
 - (d) *that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards;*
 - (d) *that the municipality has and maintains effective, efficient and transparent systems–*
 - (ii) *of financial and risk management and internal control.*

6.4 Staff Implications

None.

6.5 Risk Implications

As indicated in the annexed Anti-Fraud and Corruption Prevention Plan.

6.6 Comments from Senior Management:**6.6.1 Director: Infrastructure Services**

Supported.

6.6.2 Director: Planning and Economic Development

Supported.

6.6.3 Director: Community and Protection Services:

Supported.

6.6.4 Director: Corporate Services:

Supported.

6.6.5 Director: Planning and Economic development

Supported.

6.6.6 Chief Financial Officer

Supported.

6.6.7 Municipal Manager

Supported.

ANNEXURES

Annexure A: Revised Anti-Fraud and Corruption Prevention Plan for the 2024/2025 financial year.

<i>NAME</i>	<i>Helena Priem</i>
<i>POSITION</i>	<i>Chief Risk Officer</i>
<i>DIRECTORATE</i>	<i>Office of the Municipal Manager</i>
<i>CONTACT NUMBER/S</i>	<i>8157</i>
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<i>REPORT DATE</i>	<i>3 March 2025</i>

ANNEXURE A



ANTI- FRAUD & CORRUPTION

PREVENTION

PLAN

Review ~~2023/24~~2024/2025



FOREWARD

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

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

The new Anti-Fraud and Corruption Prevention Plan which is aligned to the Consequence Management Policy aims to assist Stellenbosch Municipality in the prevention, detection, investigation and sanctioning of fraud, corruption, unethical behaviour, and instances of gross negligence that might result in damage or loss to the municipality. Methods will be continually explored to apply consequence management to deter such behaviour.

Through this new Anti-Fraud and Corruption Prevention Plan, Stellenbosch Municipality is recommitting itself to clean governance at all levels of the organisation which will be strictly applied with no discrimination or favour to any individual. All complaints received of fraud and corruption will be investigated to ensure that instances of fraud and corruption are reduced at all levels of Stellenbosch Municipality.

Stellenbosch Municipality encourages anyone who may suspect fraud, corruption, and unethical behaviour to inform their immediate supervisor, any member of management, the Municipal Manager, the Executive Mayor, the Speaker (in case of Councillors) or members of the Fraud and Risk Management team. We further encourage anyone to make use of the municipal fraud hotline (0800 111 027) to report fraud, corruption, or any forms of financial misconduct. All those involved are encouraged to do so responsibly.

MUNICIPAL MANAGER

Geraldine Mettler

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1 INTERPRETATION AND GLOSSARY OF TERMS

The headings of the clauses in this Plan are for the purpose of convenience and reference only and shall not be used in the interpretation of nor modify nor amplify the terms of this Policy, nor any clause hereof, unless a contrary intention clearly appears: -

- 1.1 Words importing: -
 - 1.1.1 Any one gender include the other gender;
 - 1.1.2 The singular includes the plural and vice versa; and
 - 1.1.3 Natural persons include created entities (corporate or unincorporated) and the state and vice versa.
- 1.2 When any number of days is prescribed in this Plan, same shall be reckoned exclusively of the first and inclusively of the last day unless the last day falls on a Saturday, Sunday or public holiday, in which case the last day shall be the next succeeding day which is not a Saturday, Sunday or public holiday;
- 1.3 When figures are referred to in numerals and in words, if there is any conflict between the two, the words shall prevail;
- 1.4 Expressions defined in this Plan shall bear the same meanings in schedules or annexures to this Plan which do not themselves contain their own definitions; and
- 1.5 Where any term is defined within the context of any clause in this Plan, the term so defined, unless it is clear from the clause in question that the term so defined has limited application to the relevant clause, shall bear the meanings ascribed to it for all purposes in terms of this Plan, notwithstanding that, that term has not been defined in this interpretation clause.
- 1.6 The following terms shall have the meanings assigned to them hereunder and cognate expressions shall have corresponding meanings, namely: -

<u>APACAG</u>	Audit and Performance <u>Audit</u> Committee established in terms of Section 166 of the MFMA
AO	Accounting Officer of the municipality; Municipal Manager
CAE	Chief Audit Executive of the Stellenbosch Municipality
CRO	Chief Risk Officer
Code of Conduct for Councillors	Code of Conduct for Councillors contained in Schedule 1 of the Local Government: Municipal Systems Act, Act 32 of 2000
Code of Conduct for Municipal Staff Members	Code of Conduct for Staff Members of the City contained in Schedule 2 of the Local Government Municipal Systems, Act 32 of 2000
Consequence Management	The process put in place to effectively deal with fraud, corruption, misconduct, and financial misconduct, which includes internal municipal processes and criminal proceedings
Consequence Management Policy	A defined, appropriate approach to address accountability and responsibility for, inter alia, non-compliance, financial misconduct, and codes of conduct/ethical dilemmas, required formalisation in the Municipality. While not designed to alter or add consequence to specific situations of non-compliance, this Policy aims to formalise and consolidate the principles of consequence management which encompasses remedial and recourse measures.
Corporate Governance	Corporate governance concerns the relationships among the management, Council, Stakeholders and employees or

workers of the municipality. Good corporate governance contributes to sustainable economic development by enhancing the performance of the municipality and increasing access to outside capital.

Corruption

Any conduct or behaviour where a person accepts, agrees, or offers any gratification for him/her or another person where the purpose is to act dishonestly or illegally. Such behaviour also includes the misuse of material or information, abuse a position of authority or a breach of trust or violation of duty

Council

Municipal Council of the municipality as referred to in section 157(1) of the Constitution.

Councillor

Councillor of the Municipal Council as elected.

Criminal Action

Legal proceeding in which the state prosecutes a person who is charged with an offence.

CRO

Chief Risk Officer of the Stellenbosch Municipality

Delegation

A power or function as determined by the municipality's approved System of Delegation.

**Department
Business Plan**

The plan at departmental level linking the department's Activities to the IDP and budget.

**Designated
Official/Body**

Means the official/body is the identified in a municipality to receive reports of allegations of fraud, corruption, or financial offences.

Director	A position created in terms of section 56 of the Municipal Systems Act on the approved managerial structure of Stellenbosch Municipality.
Executive Mayor	The Executive Mayor of the municipality as defined in the Structures Act, any successor-in-title, or any duly appointed nominee.
Financial Misconduct	Means any act of financial misconduct referred to in section 171 of the Municipal Finance Management Act (MFMA).
Financial Offence	Means any offence referred to in section 173 of the MFMA.
Fraud	Lawful and intentional false representation or concealment of a material fact with the aim of illegally obtaining financial and/or other benefit for personal enrichment.
Fraud Response Team	Will be deemed to include the Municipal Manager, Chief Risk Officer, Fraud Hotline; Legal Services Advisory Support.
Induce	To persuade, encourage, coerce, intimidate, or threaten or cause a person to commit an act against their will.
Integrated Development Plan	A plan envisaged in section 25 of the Municipal Systems Act
Investigator	Means the person, team, appointed service provider or law enforcement entity conducting a full investigation and misconduct.
Law	Means the common law, Constitution of the Republic of South Africa, any applicable statutes, proclamation, regulation, rule, notice, judgment or order and any interpretation of any of them by any Court or applicable

tribunal, and any applicable guidance, direction, code of practice or other determination by which the Municipality, municipal official, the public and business are bound.

Management

Includes all senior managers and managers

Municipal Council

Means municipal council as democratically elected as referred to in section 157 of the Constitution

MFMA

Local Government: Municipal Finance Management Act 56 of 2003, including any regulations made i.t.o. of this legislation

**Municipal
Manager**

Municipal Manager of the Stellenbosch Municipality i.t.o. section 55 of the Municipal Systems Act

Municipality

Stellenbosch Municipality, a local municipality established in terms of section 12 of the Structures Act

**Municipal
Structures Act**

Local Government: Municipal Structures Act No. 117 of 1998, as amended

**Municipal Systems
Act**

Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), as amended

SDBIP

Service Delivery and Budget Implementation Plan - Detailed annual plan to implement the IDP and the budget

Senior Managers

Appointed Manager i.t.o. section 56 of the Municipal Systems Act; includes persons acting in the capacity of a section 56 manager.

Service Providers	specialised advisory services, external investigators, external audit services appointed to assist with the process of fraud, corruption, and consequence management
Strategic Focus Area	Medium term goal aligned to the long-term strategy
Remuneration	Duty to disclose remuneration

2 REGULATORY ENVIRONMENT

This Policy must be read together with, and be interpreted consistently with, the other relevant legislation and council approved documents, including but not restricted to the:

- (a) Prevention and Combating of Corrupt Activities Act (No. 12 of 2004)
- (b) Promotion of Access to Information Act (No. 2 of 2000)
- (c) Promotion of Administrative Justice Act (No. 3 of 2000)
- (d) Protected Disclosures Act (PDA) (No. 26 of 2000)
- (e) Public Finance Management Act (PFMA) (No. 1 of 1999)
- (f) Municipal Finance Management Act (MFMA) (No. 56 of 2003)
- (g) Financial Intelligence Centre Act (FICA) (No. 38 of 2001)
- (h) MFMA Regulation on Financial Misconduct (No. 430 of 2014)
- (i) Code of Conduct for Councilors in terms of Schedule 1 of the Municipal Structures Act (No. 32 of 2000)
- (j) Code of Conduct for Municipal Staff Members in terms of Schedule 2 of the Municipal Structures Act (No. 32 of 2000)
- (l) Stellenbosch Municipality Risk Management Policy.
- (m) Stellenbosch Municipality System of Delegations.

3 PRINCIPLES AND OBJECTIVES OF ANTI-CORRUPTION AND FRAUD PREVENTION

- 3.1 The Municipality's agenda is to focus its efforts on the following processes and objectives:
 - 3.1.1 Create and nurture a culture of ethical conduct in managing resources of the municipality and intolerance to fraud, corruption and financial misconduct;
 - 3.1.2 Understand the fraud risks that can undermine the institution's service delivery / business objectives;
 - 3.1.3 Encourage a culture within the Municipality where all municipal officials, members of the public and other stakeholders continuously behave with and promote integrity in their dealings with or on behalf of the Municipality;
- 3.2 Create a culture within the Municipality which is intolerant to unethical conduct, corruption, and fraud by:
 - 3.2.1 Strengthening community participation in the fight against corruption and fraud in the Municipality;
 - 3.2.2 Reduce exposure to liability, sanctions and litigation that may arise from violations of law or stakeholder expectations;
 - 3.2.3 Strengthening relationships with key stakeholders that are necessary to support actions required to combat corruption and fraud in the Municipality;
 - 3.2.4 Create an environment where all staff members and Councillors at all times act with honesty, integrity and to safeguard the Municipal resources for which they are responsible for;
 - 3.2.5 Appropriate action, including criminal action, will be taken against any person who attempts to or assists with committing fraud, corruption and other criminal activity including but not limited to:
 - 3.2.6 Putting measures in place to prevent and detect fraud as and when it occurs;
 - 3.2.7 Investigating instances of fraud, corruption and financial misconduct;
 - 3.2.8 Taking appropriate action in the event of such irregularities, e.g., disciplinary action, recovery of losses, prosecution, etcetera;

- 3.2.9 Developing a system of consequence management and apply appropriate sanctions;
- 3.2.10 Prohibition from further employment within the municipality and in the case of suppliers of goods and services, blacklisting in terms of the Supply Chain Management Policy and Regulations.

4 ETHICS

- 4.1 The ethical climate of an organisation is an essential element in establishing its credibility and furthering its mission. organisational culture that takes ethical considerations into account at every point and cannot be produced simply by having Council lay down a code; ethical principles must arise from consultation with and responsiveness of the municipality's council, municipal manager, senior managers, employees and stakeholders.

In addition, the processes to embed workplace ethics include, but are not limited to:

- ethics awareness for new employees;
 - anti-corruption and ethics awareness training for existing staff;
 - broad-based dialogue on ethics;
 - communication and articles on ethical matters;
 - mechanisms for confidential disclosure and reporting of ethical issues that require investigation;
 - advisory service on ethical dilemmas or matters requiring interpretation of ethics related policies and procedures;
 - collaboration on and sharing of best practices with other institutions;
 - monitoring the ethical culture, risk profile and the role of ethics;
- and • monitoring of and coordinating with role-players/stakeholders regarding the processes relating to declaration of interests, applications to undertake private work and gift receiving.

5 APPLICATION AND SCOPE

- 5.1 The Plan applies to all fraud, corruption, theft, financial misconduct, or suspected irregularities of this nature.
- 5.2 This Plan is applicable to the Stellenbosch Municipality and related joint ventures entered, which may involve the following persons or entities:
 - 5.2.1 All municipal staff;
 - 5.2.2 Consultants, suppliers, contractors and other providers of goods or services to the Municipality;
 - 5.2.3 Community structures, organisations' and other parties receiving services from the Municipality.
- 5.3 This Plan aims to provide a framework for consequence management, without excluding any sanctions that might be applicable through other forms of legislations.
- 5.4 Appropriate action, including criminal action, will be taken against any person employed by the municipality that is involved in, or assists with committing fraud, corruption and other criminal activity, maladministration and/or negligence.
- 5.5 Any allegations of fraud, corruption, theft financial misconduct or suspected irregularities of this nature against the Municipal Manager and section 56 Managers i.t.o. of the Municipal Systems Act of 2000, will be dealt with in terms of the Local Government Disciplinary Regulations for Senior Managers of 2010 and MFMA Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings of 2014 and not in terms of this strategy.

6 ANTI-CORRUPTION AND FRAUD PREVENTION

- 6.1 As instances of fraud, corruption and financial misconduct remain a constant threat to public trust and confidence, it becomes essential to recognise fraud risk management as an integral part of strategic management. Stellenbosch Municipality is therefore adopting a comprehensive approach to the management of fraud risks.

- 6.2 Failure by any employee, institution or individual within the service of the municipality to comply with this plan could result in disciplinary as well as criminal action being taken against that individual.
- 6.3 It is expected that all personnel will adhere to this Anti-~~Corruption and~~ Fraud-Fraud and Corruption Prevention Plan.
- 6.4 It is the intention that individual personnel, as well as business units will work together in a consistent and integrated manner, with the overall objective of reducing fraud risk.

7 RESPONSIBILITIES OF STAKEHOLDERS

7.1 Council

Council has a duty for setting the tone at the top by:

- (a) Considering and adopting an Anti-Fraud and Corruption Prevention Plan for the Municipality;
- (b) Regularly reviewing and amending, if necessary, the Anti-Fraud and Corruption Prevention Plan, if and when required;
- (c) Abiding by the code of conduct and code of ethics of the Council;
- (d) Performing oversight functions that support the implementation of the Anti-Fraud and Corruption Prevention Plan of the Municipality;
- (e) Providing support to the Municipal Manager and the efforts of the management team to implement the Anti-Fraud and Corruption Prevention Plan;

7.2 Councillors

Councillors have a fiduciary responsibility to the Municipality, including a duty to promote the reputation and business of the institution.

- (a) Councillors may not derive personal gain at the expense of or because of their relationship with the Municipality.
- (b) Councillors are further required to declare their interests in terms of the Systems Act.
- (c) It is the responsibility of every Councillor who suspects that fraud or corruption or irregularity has been attempted or committed, to immediately report their suspicion to the Speaker of Council.

7.3 Municipal Manager

The Municipal Manager, as the Accounting Officer, is responsible for ensuring that anti-corruption and fraud prevention measures are implemented within the Municipality by:

- (a) Ensuring that the Municipality develops and implements an Anti-Fraud and Corruption Prevention Plan;
- (b) Overseeing the implementation of prevention, detection, investigation of fraud and ensure appropriate resolution measures are implemented in respect of fraud and corruption within the Municipality;
- (c) The Municipal Manager is accountable for managing fraud and all the platforms required for the effective and efficient management of fraud prevention and consequence management in accordance with this plan.

7.4 Management

Management includes all Directors appointed i.t.o. section 56 of the Municipal Systems Act, Senior Managers and Managers.

- (a) The overall responsibility of managing fraud risk is vested with the Municipal Manager and the Directors of the municipality.
- (b) Management plays a key role in the prevention of fraud and corruption, and fulfills this responsibility through the establishment, implementation, and continued operation of suitable internal controls. Further to this Management plays a critical role in leading with the correct "tone at the top" by:
 - (c) Creating a corruption and fraud aware culture, where it is clear that corruption and fraud will not be tolerated, and that all instances of fraud and corruption will be dealt with swiftly and will be appropriately sanctioned;
 - (d) Implementing the Anti-~~Fraud and Corruption~~ Corruption and Fraud Prevention Plan of the municipality, as reviewed and amended from time to time;

- (e) Share the Municipality's strategies and policies in respect of fraud and corruption with all staff members;
- (f) Report incidents or suspicions of fraud, corruption or irregularities;
- (g) Ensuring the practical realisation of the principles of prevention, detection, investigation;
- (h) Ensure that adequate internal controls are implemented, and appropriate systems and processes are in place to prevent and detect fraud and corruption or any forms of irregularities;
- (i) Investigating all instances of fraud, corruption and financial misconduct brought to their attention with equal diligence and vigour;
- (j) Monitor the implementation and application of the Anti-Fraud and Corruption Prevention Plan and ensure adequate supervision and dynamism of the controls and procedures;
- (k) Review the process implemented by management in respect of anti-corruption and fraud prevention and ensure that all fraud, corruption and instances of irregularities have been followed up appropriately;
- (l) Ensure that an appropriate fraud and corruption risk assessment is completed;
- (m) Ensure that reports of fraud, corruption and misconduct are effectively handled and that consistent and appropriate action is taken on known incidents;
- (n) Ensure proper reporting in terms of applicable guidelines on all instances of fraud and fraud risks reported;
- (o) After an investigation is completed, submit a report to the Municipal Manager indicating the results of the investigation and whether there are cause to:
 - Dismiss such allegations as frivolous; or
 - Whether a need exists for a thorough disciplinary process to be undertaken.
- (p) Ensure adherence to all reporting requirements to ensure that instances

of fraud, corruption and irregularities are effectively investigated and resolved.

7.5 Fraud Response Team

- (a) The Fraud Response Team will consist of the Municipal Manager as Accounting Officer, the Chief Risk Officer, Legal Services Advisory Support.
- (b) The Fraud Response Team is authorized to assist in providing overall assurance to Council, the Audit and Performance Audit Committee and other combined assurance advisory bodies in a manner that is commensurate with this Plan and principles of Combined Assurance.
- (c) The Fraud Response Team ensures that reports on fraud, corruption and misconduct are effectively handled, and that consistent and appropriate action is taken. Review the Anti-Fraud and Corruption Prevention Plan ~~anti-corruption and fraud prevention plan~~ and recommend for approval by Council;
 - (a) Develops, together with other role players, the anti-corruption and fraud prevention policy, terms of reference and standard operating procedures;
 - (b) Include a focus on fraud and corruption risks during risk identification and assessments;
 - (c) Assist management in developing responses for fraud and corruption risks;
 - (d) Facilitate presentations and working sessions relating to fraud and corruption risks to promote awareness and the ethics and integrity standards required by the Municipality.
 - (e) Report identified incidents of fraud or corruption to Management, Directors, or the Municipal Manager.
 - (f) Evaluate the effectiveness of the implementation of the Anti-Fraud and Corruption Prevention Plan ~~anti-corruption and fraud prevention plan~~;
 - (g) Monitor the implementation of the plan and application of the plan and ensure adequate supervision and dynamism of the controls and procedures;

- (h) Review the process implemented by management in respect of anti-corruption and fraud prevention and ensure that all fraud and corruption related incidents have been followed up appropriately;
- (i) Ensure that an appropriate fraud and corruption risk assessment is completed;
- (j) Receive, review, process and manage all complaints from the fraud hotline, internal and external tip-offs received;
- (k) Report quarterly to ~~APAC~~the Audit Committee, summarising the Municipality's corruption and fraud prevention, detection, and action for the period.
- (l) Can appoint service providers when required.

7.6 Staff

- (a) The staff (permanent, contract and temporary) of the Municipality are responsible for:
- (b) Abiding by the code of conduct and code of ethics of the Municipality;
- (c) Reporting incidents or suspicions of fraud and corruption;
- (d) Participating in initiatives to prevent, minimise, detect and investigate fraud;
- (e) Avoiding and declaring conflicts of interest;
- (f) Abiding by the code of conduct of the municipality and the Anti-Fraud and Corruption Prevention Plan ~~Fraud Prevention and Anti-Corruption Plan~~ of the municipality.

7.7 Suppliers, Contractors, Service Providers and Consultants

- (a) Suppliers, contractors and consultants are expected to act honestly and fairly in all their dealings with Stellenbosch Municipality.
- (b) Failure to do so may result in one or more of the following:
 - (a) the cancellation or suspension of any tenders or contracts awarded to them;

- (b) restriction i.t.o. of the Combatting of Abuse in the Supply Chain Management System Policy; and
- (c) Being reported to the South African Police Services (SAPS).

7.8 Audit and Performance Audit Committee

The audit committee will be responsible for the following:

- (a) Advise the Municipal Council, political office bearers, the accounting officer and management staff of the Municipality on matters relating to good governance, fraud and corruption;
- (b) Review the progress made with the implementation of the Anti-Fraud and Corruption Prevention Plan ~~anti-corruption and fraud prevention plan~~ of the Municipality.

7.9 Internal Audit

Internal Audit will be responsible for the following:

- (a) Internal Audit is responsible for the provision of an independent and objective opinion on the adequacy and effectiveness of risk management, control and governance processes which includes the fraud and corruption management processes.
- (b) The adequacy of arrangements for managing the risk of fraud and ensuring that the Municipality promotes an anti-fraud culture is a fundamental element in arriving at an overall opinion.

7.10 Community

Role of the community:

- (a) The Municipality also recognizes the important role of the Greater Stellenbosch community and public at large to contribute to an environment that is free of corruption and other irregularities.
- (b) In the event that members of the community wish to remain anonymous, they may contact the external fraud Hotline (0800 111 027) to report the matter.

8 REPORTING

- 8.1 The Municipality commits itself to establish appropriate structures to enable reporting of fraud or corruption by municipal staff, Councillors, municipal service providers, consultants whilst delivering work on behalf of the municipality and the community, in accordance with applicable legislation.
- 8.2 Reporting Structures includes:
- 8.3 The Fraud Hotline
- 8.4 Tip offs officially reported to the Fraud Response Team, or the Management Team;
- 8.5 All instances of fraud, corruption and unethical behavior reported will be registered in the official municipal Fraud Register, which will be updated, managed and tracked by the Fraud Response Team;
- 8.6 Instances of fraud, corruption and unethical behavior reported against a Councillor will be reported to the Speaker of the Council and will be dealt with in terms of the Code of Conduct for Councillors;
- 8.7 Instances of fraud, corruption and unethical behavior reported against the Municipal Manager and Directors will be reported to Council, and will be dealt with in terms of the Local Government Disciplinary Regulations for Senior Managers of 2010 and MFMA Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings of 2014;
- 8.8 Instances of fraud, corruption and unethical behavior reported against a Senior Manager, or a manager will be reported to the relevant Director or Municipal Manager (depending on the reporting lines) and will be dealt with in terms of this Plan;
- 8.9 Instances of fraud, corruption and unethical behavior reported against staff members can be reported directly to the relevant Manager and/or Senior Manager, to the Fraud Response Team or through the fraud hotline and will be dealt with in terms of this Plan.

9 CONSEQUENCE MANAGEMENT – POLICY DIRECTIVES

The municipality must create an environment and culture that promotes ethical, transparent, effective, and efficient public administration that conforms to the Constitutional accountability principles.

In line with the municipalities zero-tolerance to fraud and corruption, culpable behaviour will not be tolerated and corrective measures, including disciplinary action, where merited, will be taken.

The phases of the Municipal's consequence management can be depicted as follows:

Phase 1: Risk/Issue Reporting

This phase deals with the reporting of issues (various incidents and red flags), risks and opportunities identified.

Reporting that can have a potential negative impact on the effectiveness and efficiency of the Municipality's operations, the reliability of its reporting (financial and non-financial) and compliance with the applicable laws and regulations, can be identified from various sources, including the following:

- Public complaints;
- Whistle Blowers;
- Declaration of interest councillors;
- Declaration of interest employees;
- Risk Registers
- Combined Assurance Plan
- Reports from the Municipality's combined assurance providers and;
- Reports from the Office of the Auditor – General of South Africa

Phase 2: Control Activities

This phase focus on the identification and implementation of remedial actions to be taken to curtail and prevent the issue, risk or opportunity from re-occurring. Remedial actions need to ensure control improvements to the Municipality's systems and processes as well as personnel conduct.

Remedial actions in the context of this consequence management efforts can be identified from documented processes of various existing management tools such as:

- Management actions included in Municipal Risk Registers;
- Management actions included on the Combined Assurance Plan;
- Recommendations and agreed management actions included in reports from second level assurance providers (i.e legal services, OH&S etc);
- Recommendations and agreed management actions included in assurance reports from 3rd and 4th level assurance providers (i.e. Internal Audit, Forensic Services – Investigations, Ethics – Investigations, Auditor-General of South Africa and other external assurance providers);
- Directives issued by the Office of the Municipal Manager or CFO;
- Municipal Manger correspondence directed to Executive Management team members;
- Recommendations included in reports from independent investigators appointed by the Municipal Manager (sourced service providers);
- Recommendations from advisory and oversight bodies – MPAC, Financial Misconduct Disciplinary Board, APAC etc;
- Resolutions by Council and Council Committees; and
- Directives and Instructions issued by Provincial and National Treasury.

The establishment and enforcement of control activities is the responsibility of line management, who have an intrinsic duty to fulfill their job function, powers, and delegations in a responsible manner.

Phase 3: Information and Communication

After issues (various incidents and red flags), risks and opportunities have been identified and reported to the first line of defence to action (refer to phase 1), key r significant cases may need to be reported or escalated to the relevant advisory or oversight bodies as per their specific terms of reference or delegations.

Important is to keep these bodies informed of:

- significant issues;
- emerging trends;
- escalating requirements;
- unresolved risk exposures.

Stakeholders have an expectation of the governance structures in the municipality to exercise good governance. Sometimes however, such governance structures could form part of the decision-making chain and thus are required to make the final decision or final recommendation to Council. Oversight bodies could include the Risk and Fraud Committee, APAC, MPAC, Financial Misconduct Disciplinary Board, Executive Mayor, Speaker and Council.

Phase 4: Monitoring and Reporting

Comprehensive systems must be implemented to track and follow-up the implementation of all remedial actions stemming from the various role players in the consequence management process.

This is to:

- Ensure that risk exposures have been adequately and timely addressed to curtail the impact and prevent the issue, risk and/or opportunity from re-occurring; and
- Assist the advisory and oversight bodies in their assessment of the effectiveness of consequence management in the municipality, enable them to provide assurance to the stakeholders in this regard.

It is therefore the responsibility of:

- Those recommending the remedial actions; and

- The Directors, in the case of the municipal manager issuing directives to ensure that;
- The implementation of corrective action is tracked and monitored; overdue actions are reported on; and
- Follow ups are performed to confirm/verify successful implementation of corrective action.

The following practices should be applied to ensure a comprehensive tracking and follow up processes are implemented:

- Registers should be maintained by each role-player responsible for making recommendations, documenting the issues (various incidents and red flags), risks and opportunities and related remedial actions, including the estimated implementation date and responsible action owners;
- Nominated representatives should be in each directorate to provide information with regards to the status of implementation of remedial actions relevant for their directorate;
- Role players should provide feedback to representatives in terms of the implementation status of remedial actions, and escalate those that are overdue to the next reporting level or delegated authority, if necessary;
- Perform follow-ups/checks to confirm whether remedial actions have indeed been implemented/actioned successfully to the responsible officials;
- Successful implementation of remedial actions can be measured in terms of a key operating indicator on Directors' and Directorate performance scorecards; and
- Progressive reporting to the appropriate delegated authority and advisory oversight bodies who can be tasked to act against management for tardiness (failure to implement the remedial action (s) successfully and timeously).

Phase 5: Conclusion/closure

This phase deals with the correct application and appropriate disclosure of remedial actions. Remedial actions impacting the control objectives i.e the efficiency and effectiveness of the municipality's operations, the reliability of the municipality's reporting (financial and non-financial), the municipality's compliance to legislation, regulations, policies, and procedures; will be disclosed in the following formats:

- ~~Second level combined assurance providers reports;~~
- Internal Audit ~~Assurance~~ reports (including quarterly reports to APACA&PC);
- AGSA report;
- Corporate Performance Scorecards;
- Municipal Manager and Directors' Personal Performance Scorecards;
- Municipality's Integrated Annual Report;
- Municipality's Annual Financial Statements;
- Municipality's Annual Oversight Report;
- ~~Management Responsibility Letter;~~
- Combined Assurance Reporting;
- ~~Internal Control Environment report;~~ and
- ~~Governance Committee Annual reports.~~

To ensure that Council and its officials take ownership and accountability for the good financial management of the municipality, the following corporate documents need be periodically updated to incorporate aspects of consequence management:

- Council – ~~accoutability~~accountability and/or responsibility in respect of oversight role and/or decision making role regarding consequence management to ensure good corporate governance;
- Integrated Development Plan~~IDP~~ – refer to consequence management as a key initiative under the strategic pillar;
- Directorate and department ~~business~~ plans – commitment in respect, responsibility and/or accountability regarding consequence management to ensure good corporate governance; and

- Service Delivery Budget and Implementation Plan – inclusion of a consequence management key performance indicator.

Managing compliance encompasses making appropriate rules that are known, understood and followed and for which consequences of non-compliance are clear and commensurate with risk and context.

10 RECOVERY OF LOSSES

- 10.1 The Municipal Manager must investigate the potential and cost implications for recovering losses suffered by the Municipality due to fraud and/or corruption and, depending on the outcome of the investigation, institute legal action against the offending parties to recover losses.

11 SANCTIONS

- 11.1 The sanction imposed may include any or a combination of the following, with or without conditions:
- 11.1.1 Suspension without pay for no longer than 3 months;
 - 11.1.2 Demotion;
 - 11.1.3 Transfer to another post;
 - 11.1.4 Reduction in salary, allowances or other benefits
 - 11.1.5 An appropriate fine;
 - 11.1.6 Dismissal;
 - 11.1.7 Repayment of losses to the municipality, as quantified.

~~12 PROTECTION OF WHISTLE BLOWERS~~

- ~~12.1~~ 11.2 ~~A person who reports suspected corruption and/or fraud may remain anonymous should he/she so desire. It must however be kept in mind though that the investigation could reveal the source of the information.~~

- ~~12.2~~ ~~The Municipality is committed to the highest standards of openness, ethical behaviour, integrity, and accountability. The Municipality aims to promote a culture in which employees feel able to raise genuine and valid concerns without fear of victimisation, discrimination, or disadvantage. Members of~~

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~~the public and service providers are also encouraged to raise concerns about our activities so that we can investigate and take appropriate action.~~

~~12.3 It is the responsibility of all employees including management of the municipality to report all incidents of fraud, corruption, theft, maladministration, or any other dishonest activities of a similar nature to immediate supervisors or designated ethics and fraud officers. If the employee/s is not comfortable reporting such matters to his/her manager, he/she should report the matter to his/her manager's superior, with final recourse to the Municipal Manager. Employees may also report incidents by using the municipal hot line reporting facility, if they wish to remain anonymous or for any other reason.~~

~~12.411.3 All Managers are responsible for the detection, prevention and investigation of fraud, corruption, theft, maladministration, or any dishonest activities of a similar nature, within their areas of responsibility.~~

1312 CONFIDENTIALITY

~~13.112.1 To ensure that the identity of the whistleblower, whether it be a member of staff, or the community is protected, all information provided in connection with fraud and corruption allegations and suspicions will be treated as highly confidential.~~

1413 REVIEW

~~14.113.1 The~~ Anti-Fraud and Corruption is ~~Anti-Corruption and Fraud~~ Prevention Plan must be reviewed as and when required and be approved by Council.

1514 CONCLUSION

~~15.114.1~~ The Municipality encourages its personnel, members of the public as well as all other stakeholders as set out in this Plan to freely report any suspicion of fraud, corruption and any other irregularities that has been attempted or committed without fear or favour.

7.11.3	ADOPTION OF THE WHISTLEBLOWING POLICY
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

24 March 2025

1. SUBJECT: ADOPTION OF THE WHISTLEBLOWING POLICY**2. PURPOSE**

To submit the Stellenbosch Municipality Whistleblowing policy to Council for adoption.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Whistleblowing serves as an early warning system that can prevent potential risks to the organisation. By implementing an effective policy that promotes whistleblowing, the Municipality can identify when something is amiss and take the requisite corrective action in a timely manner. It also encourages effective communication within organisations.

5. RECOMMENDATION

That Council adopts the Whistleblowing Policy (**ANNEXURE A**).

6. DISCUSSION

The Protected Disclosures Act 26 of 2000 came into effect on 16 February 2001. This Act provides processes and protection to whistleblowers in both the public and private sectors who reveal information about illegal or irregular behavior by their coworkers or employers. It promotes a culture of responsibility, openness, and sound governance.

A disclosure is a protected disclosure under the Protected Disclosures Act if:

- i. The disclosure contains information about impropriety and
- ii. The disclosure has been made to the right person, according to the scheme established by the Act (see The Four Doors to Legal Protection below).

The Protected Disclosures Act sets out a clear and simple framework to promote responsible whistleblowing by:

Reassuring workers that silence is not the only safe option;

- (ii) providing strong protection for workers who raise concerns internally;
- (iii) reinforcing and protecting the right to report concerns to public protection agencies such as the Public Protector and Auditor-General of South Africa, and

- (iv) Protecting more general disclosures if there is a valid reason for going wider and that the disclosure is a reasonable one.

Members of the public and service providers are also encouraged to raise concerns about activities within the Municipality regarding any irregular conduct that should be investigated. It is therefore recognised that –

- a) criminal conduct and other improprieties within the Municipality are detrimental to achieving good corporate governance;
- b) there is a need for procedures in terms of which employees and workers should, without fear of reprisals, disclose information relating to suspected or alleged criminal conduct and/or other improprieties in good faith;
- c) every municipal employee and worker has a responsibility to disclose criminal conduct and/or other improprieties in the workplace; and

An organization has a much higher possibility of proving that it is well managed and operated if it actively promotes whistleblowing. In court cases, having a functional whistleblower policy might be crucial.

One of the main challenges in the fight against corruption is that, despite possible obligations under their employment contracts, people are frequently too scared to speak up or report corrupt and illegal practices they witness taking place in the workplace.

Municipal employees and workers who disclose information relating to criminal conduct and other improprieties in good faith will be protected from any reprisals as a result of such disclosure.

6.1 Background

At Stellenbosch Municipality, whistle blowing guidelines were always part of the anti-fraud and corruption strategy. However, a decision to formulate a standalone Whistleblowing Policy were recently made by Management.

The municipality is committed to the highest standards of openness, integrity, and accountability and therefor promotes a culture in which its employees and workers can make disclosures to the Municipality without fear of victimisation, discrimination or being disadvantaged.

Members of the public and service providers are also encouraged to raise concerns about activities within the Municipality regarding any irregular conduct that should be investigated. It is therefore recognised that –

- 6.1.1 criminal conduct and other improprieties within the Municipality are detrimental to achieving good corporate governance;
- 6.1.2 there is a need for procedures in terms of which employees and workers should, without fear of reprisals, disclose information relating to suspected or alleged criminal conduct and/or other improprieties in good faith;
- 6.1.3 every municipal employee and worker has a responsibility to disclose criminal conduct and/or other improprieties in the workplace; and

6.4 Financial Implications

The financial impact will be quantified as part of the 2024/2025 approved budget and adjustment budget.

6.5 Legal Implications

Protected Disclosures Act 26 of 2000 and Protected Disclosures Amendment Act 5 of 2017.

6.4 Staff Implications

None.

6.5 Risk Implications

As indicated in the annexed Whistleblowing Policy.

6.6 Comments from Senior Management:**6.6.1 Director: Infrastructure Services**

Supported.

6.6.2 Director: Planning and Economic Development

Supported.

6.6.3 Director: Community and Protection Services

Supported.

6.6.4 Director: Corporate Services

Supported.

6.6.5 Director: Planning and Economic development

Supported.

6.6.6 Chief Financial Officer:

Supported.

6.6.7 Municipal Manager:

Supported.

ANNEXURES

Annexure A: Draft Whistleblowing Policy

FOR FURTHER DETAILS CONTACT:

NAME	<i>Helena Priem</i>
POSITION	<i>Chief Risk Officer</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	<i>8157</i>
E-MAIL ADDRESS	<i>Helena.priem@ Stellenbosch.gov.za</i>
REPORT DATE	<i>3 March 2025</i>

ANNEXURE A



STELLENBOSCH

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WHISTLE BLOWING POLICY

2024/2025

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1. PURPOSE

This Policy is intended to encourage employees and others to make good faith reports of suspected fraud, corruption, or other improper municipal activity, and to describe the process that will be followed by the Municipality in evaluating and investigating such reports.

The focus of the policy is on the reporting of suspected fraud, corruption and other improper government activities, the investigation of which is outlined in the approved Anti-Fraud and Corruption Prevention Plan.

2. DEFINITION OF WHISTLEBLOWING

Whistleblowing is not about informing in a negative, anonymous sense but rather about reporting malpractice within an organization. The bravery of being prepared to blow the whistle is directly related to the cultural resistance in many organisations' transparency and accountability.

Whistleblowing is therefore a key tool for promoting individual responsibility and organizational accountability. Whistleblowers act in good faith and in the public interest to raise concerns around suspected impropriety within their place of employment. However, they often risk victimisation, recrimination and sometimes dismissal.

3. POLICY OBJECTIVES

This Policy has been formulated to achieve the following:

- (i) To encourage employees to disclose any malpractice or misconduct which they become aware of;
- (ii) To ensure that allegations are thoroughly investigated, and appropriate action be taken accordingly;
- (iii) To protect the whistle-blowing employee from adverse employment actions, victimization or other forms of discrimination, even if the allegations are proven to be incorrect or unsubstantiated; and
- (iv) To take all steps necessary to preserve the anonymity of the whistle-blower, although there may be unavoidable situations where this cannot be achieved.

4. POLICY STATEMENT

In instances where unethical conduct, fraud and corruption have been reported, Stellenbosch Municipality will pursue a Zero Tolerance approach. Such reported conduct will be investigated and followed up by the application of all remedies available to the full

extent of the law and the implementation of appropriate prevention and detection controls. These controls include the existing financial and other controls and checking mechanisms as prescribed in legislation, policies and procedures.

Stellenbosch Municipality takes all malpractice very seriously, whether it is committed by an employee or service provider.

This policy statement applies to all permanent and temporary employees.

The following examples demonstrate what is meant by serious malpractice:

1. Fraud, corruption, bribery or other malpractice which could lead to a financial loss to the Municipality;
2. Criminal offences, e.g. theft;
3. Failure to comply with legal obligations; and
4. Actions which are intended to conceal any of the above.

If you become aware of any such activities or other possible malpractices, you are encouraged to follow the procedures set out in the approved as per the approved Anti-Fraud and Corruption Prevention Plan. It will not always be clear that a particular action falls within one of these categories and you will need to use your own judgment. However, if you believe the matter to be serious, Stellenbosch Municipality would prefer you to report your concerns rather than keep them to yourself.

5. WHO CAN REPORT?

- (i) Any Employee who has a reasonable belief that there is corruption or misconduct relating to any of the protected matters specified above, may report under the procedure detailed in the Anti-Fraud and Corruption Prevention Plan.
- (ii) Reporting must be without malice, in good faith and not for personal gain and the individual must reasonably believe that the information disclosed, and any allegations contained in it, are substantially true. The issues raised may relate to a Manager, another Employee, a group of Employees, the individuals own directorate or a different directorate of the Municipality. The perpetrator can be an employee, a manager, a member of the public or an ex-employee.

6. IMPORTANCE OF WHISTLEBLOWING TO STELLENBOSCH MUNICIPALITY

Whistleblowing is an early warning system to avert possible risks to the organization. An effective policy to encourage whistleblowing enables the Municipality to find out when something is going wrong, in time, to take necessary corrective action. A positive

whistleblowing culture is a critical element in the success of any risk management system.

An organisation that positively encourages whistleblowing stands a far better chance of demonstrating that it is properly managed. The existence of a working whistleblowing policy can be important in legal and disciplinary proceedings.

Press reports can fuel fears, and it is not surprising that most employees who find themselves in this position speak only to friends or family - rather than to their Employer, which is the best equipped to investigate the issue.

The result of this communication breakdown is that the Employer loses a valuable opportunity to avert what might become an emerging crisis or to reassure employees that their concerns are mistaken and loses access to a valuable pool of information.

7. PROTECTED DISCLOSURE ACT 2000

In South Africa the Protected Disclosures Act (no 26 of 2000) makes provision for procedures in terms of which employees in both the public and private sector who disclose information of unlawful or corrupt conduct by their employers or fellow employees are protected from occupational detriment.

This law aims to encourage honest employees to raise their concerns and report wrongdoing within the workplace without fear. This law should be welcomed as a crucial corporate governance tool to promote safe, accountable and responsive work environments.

The Protected Disclosures Act sets out a clear and simple framework to promote responsible whistleblowing by:

- (i) Reassuring workers that silence is not the only safe option;
- (ii) providing strong protection for workers who raise concerns internally;
- (iii) reinforcing and protecting the right to report concerns to public protection agencies such as the Public Protector and Auditor-General of South Africa, and
- (iv) Protecting more general disclosures if there is a valid reason for going wider and that the disclosure is a reasonable one.

If a disclosure is protected it means that any "occupational detriment" that the employee who made the disclosure subsequently suffers because of the disclosure will attract a legal remedy. "Occupational detriment" is very widely defined by the Protected Disclosures Act and includes harassment, dismissal, transfer against the will of the employee, non-promotion, a denial of appointment, or "otherwise adversely affected".

People who are victimized in breach of the Act, whether they are dismissed or not, can refer a dispute to the Commission for Conciliation, Mediation and Arbitration for reconciliation and thereafter to the Labour Court. People who are dismissed for making a protected disclosure can claim either compensation, up to a maximum amount of two years' salary, or reinstatement.

People who are not dismissed, but who are disadvantaged in some other way because of making a protected disclosure, can claim compensation or ask the court for any other appropriate order.

A disclosure is a protected disclosure under the Protected Disclosures Act if:

- i. The disclosure contains information about impropriety; and
- ii. The disclosure has been made to the right person, according to the scheme established by the Act (see The Four Doors to Legal Protection below).

8. PREVENTION & COMBATING OF CORRUPT ACTIVITIES (PRECCA)

PRECCA was approved on the 27 April 2004 to provide for the strengthening of measures to prevent and combat fraud and corruption.

It outlines the following:

- a. General offence of corruption - S3;
- b. Relating to specific people (Public Officers) - S4;
- c. Receiving unauthorized gratification - S10;
- d. Contracts - S12;
- e. Procurement and tenders - S13;
- f. Conflict of interest - S17; and
- g. Duty to report - S34.

It also emphasizes that any person who knows or ought reasonably to have known or suspected that any other person has committed fraud or any activity relating to malpractice needs to report to the relevant authorities as explained below:

9. REPORTING PROCESS

Employees must report the suspected fraud through one of the following:

- (i) *Non-Anonymous Reporting:*
 - (a) Report in writing, verbally or telephonically to a line Manager;
 - (b) Report in writing, verbally or telephonically to the Chief Risk Officer;
 - (c) Report in writing to the Municipal Manager; and

(d) Report in writing to the office of the Executive Mayor.

(ii) *Anonymous Reporting:*

(a) Fraud Hotline: **0800 111 027** alternatively, SMS to 30916 or e-mail: stellenbosch@thehotline.co.za;

(b) Correspondence to a Manager, Chief Risk Officer, Municipal Manager; and

(c) Correspondence to the Office of the Executive Mayor.

10. LEGAL PROTECTION

10.1 Legal Advice

A disclosure made by a Whistle-blower to someone for the purpose of getting legal advice about the disclosure is a protected disclosure. This would include the Employee's attorney or ShopSteward.

10.2 Internal Disclosure

The Protected Disclosures Act signals that it is safest if concerns are raised internally. A disclosure to the employer will be protected if the whistle-blower acts in good faith, and follows the process set out for such disclosures by the employer. They should have a reason to believe that there is a problem of some sort, including the law being broken, the health or safety of people being endangered, or discrimination taking place. This is the door that the Protected Disclosures Act wants the potential whistle-blower to walk through, in everyone's interest. But it assumes that the employer will take the disclosure seriously and respond appropriately.

10.3 Regulatory Disclosures

The Act reinforces and strengthens the right to make disclosures to specified regulatory bodies.

These currently include:

- The office of the Public Protector.
- The office of the Auditor-General. Disclosures to these bodies will be protected where the whistleblower makes the disclosure in good faith and the employee reasonably believes the Public Protector or Auditor General would usually deal with the kind of problem that the whistleblower wants to talk about. There is no requirement that the concern should first be raised with the employer.

10.4 Wider Disclosures

Employees can also be protected under the Act if they make wider disclosures (e.g., to the police, Member of Parliament, and even the media). This is known as a general protected disclosure. This protection applies where the whistleblower honestly and reasonably believes that the information and any allegation contained in it are substantially true and that the disclosure is not made for personal gain. Crucially to be protected there must also be a good cause for going outside and the disclosure must be reasonable.

11. MANAGEMENT'S ASSURANCE

Management is committed to this policy. Stellenbosch Municipality will ensure that any Employees who make a disclosure in the abovementioned circumstances will not be penalized or suffer any occupational detriment for doing so.

Once the Whistleblower has told management of their concern, the Municipality will investigate it to assess initially what action should be taken. This may involve an internal inquiry or a more formal investigation. The issue raised will be acknowledged within 7 working days. If requested, an indication of how the Municipality proposes to deal with the matter and a likely time scale could be provided. If the decision is made not to investigate the matter, reasons will be given. The Municipality will tell the whistleblower who will be handling the matter, how the whistleblower can contact him / her and whether the whistleblower's further assistance may or will be needed.

While the purpose of this policy is to enable the Municipality to investigate possible malpractice and take appropriate steps to deal with it, the Municipality will give the whistleblower as much feedback as possible. If requested, the Municipality will confirm its response to the whistleblower in writing. Please note, however, that the Municipality may not be able to tell the whistleblower the precise action to be taken where this could infringe a duty of confidence owed by the Municipality to someone else.

12. POLICY REVIEW

The custodian of this Policy is the Risk and Fraud Management Committee. The policy will be reviewed if and when required and submitted for approval to Council.

7.11.4	2025/2026 GRANT IN AID APPLICATIONS AND RECOMMENDED DONATIONS
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Collaborator No:	782136
IDP KPA Ref No:	Good Governance and Compliance
Meeting Date:	24 March 2025

1. SUBJECT:2025/2026 GRANT IN AID APPLICATIONS AND RECOMMENDED DONATIONS

2. PURPOSE

To obtain Council's approval for Grant-in-Aid (GiA) applications and recommended donations for the financial year 2025-2026.

3. DELEGATED AUTHORITY

FOR DECISION BY MUNICIPAL COUNCIL

In terms of Municipal Finance Management Act (MFMA), Act (56 of 2003) Section 17. (3) (e) relating to content of annual budgets and supporting documents.

4. EXECUTIVE SUMMARY

The Grant-in-Aid policy aims to provide a framework for Grant-in-Aid to non-governmental organisations (NGOs), community-based organisations (CBOs), non-profit organisations (NPOs) or non-profit companies (NPC), Public Benefit Organisations (PBO's) and bodies that are used by government as an agency to serve the poor, marginalised or otherwise vulnerable as envisaged by the Grant in Aid Policy approved at the Council Meeting in May 2024.

In terms of Council's Grant-in-Aid Policy, proposals were called for by means of advertisement in the press on 19 September 2024 (Eikestad Nuus) and on the municipal website and Facebook page.

The advertisement included an invitation to attend one of three compulsory workshops on either 14-16 October 2024 to assist and give guidance on the policy and application procedure. One hundred and sixty-two (162) persons attended the workshops.

A workshop to assist with capacity building of small, emerging organisations was conducted during October 2024 focussing on financial management. The workshop was attended by ninety (90) persons.

By the closing date (22 November 2024), 95 applications were received of which one was withdrawn.

5. RECOMMENDATIONS

- (a) that Council notes the organisations that are receiving funding are organisations or bodies serving the poor;
- (b) that Council support the continuation of the food garden project and approve the donation to SA Institute for Entrepreneurship to conclude the final year of the three-year Cat B donation;
- (c) That Council support the implementation of day services for persons who are homeless and approve the deferment of the approved 2024/2025 Cat B application to commence in 2025/2026.
- (d) That Council notes that the Cat A donation allows for a maximum amount of R40 000 to be allocated per organisation.
- (e) That Council consider and approve the recommended donations to organizations as per attached detailed register for public participation as part of the draft budget.
- (f) That the Accounting Officer certifies to the Auditor General that the compliance requirements in terms of section 67 (1) (a) of the MFMA are uneconomical and unreasonable for organisations receiving Cat A donation.

6. DISCUSSION / CONTENTS**6.1 Background**

Grant in Aid donations are considered on an annual basis and has over the years contributed to valuable services in vulnerable communities. The programme allows Stellenbosch Municipality to demonstrate that it is a caring municipality which supports civil society to render services that contribute to the municipal Dignified Living strategic pillar.

6.2 Discussion

The Department Community Development and the Sport and Recreation Department scrutinized and evaluated ninety-five (94) applications representing the following categories:

CATEGORY	SUB CATEGORY	APP's RECEIVED	APP's RECOMMENDED/ CONDITIONALLY RECOMMENDED	WARDS SERVED THROUGH THE ORGANIZATIONS	RECOMMENDED AMOUNT (2025-2026)
Social Development	General	7	3	1-3, 6-11, 13, 16, 19, 22	120 000.00
	Partial Care	36	21	ALL	817 000.00
	Disability	3	3	ALL	120 000.00
	Elderly	6	2	1, 2 and 4	80 000.00
	Youth	8	5	ALL	200 000.00
	Substance Abuse	2	1	5-7, 9, 10, 12, 16, 17, 20	40 000.00
	Gender	1	0		0.00
	Food Security	4	2	ALL	2 575 300.00
	People Living on the Street	1	1	ALL	1 646 121.12

AGENDA

MAYORAL COMMITTEE MEETING

2025-03-24

	Safety	1	0		0.00
	Skills Development	3	2	ALL	80 000.00
Environment	Environment	1	1	3-4	40 000.00
Health	Physical and Psychological	3	1	ALL	40 000.00
Sport, Art and Culture	Sport Clubs	14	3	6, 18	120 000.00
	Art and Culture	4	2	14, 15	80 000.00
	Total	94	47		5 958 421.12

Table 1: Applications received and draft grant recommendations per category

Communication received from U Turn Homeless Ministries relating to the approved Grant in Aid Category B application for 2024/2025 – 2026/2027. The communication request that their approved application be deferred to start in 2025/2026 as they were not able to meet the condition to obtain access to a facility within WC024 from where they can deliver services. The organisation is, however, still committed to deliver the much-needed day services to persons on the street and submitted updated audited financial reports to support their request. A new application was not submitted as the proposal is to simply defer an existing approved application to the following year.

Table 2 contains the complete list of donations under consideration and can be found below.

CATEGORY	SUB CATEGORY	APP's RECEIVED	APP's RECOMMENDED/ CONDITIONALLY RECOMMENDED	WARDS SERVED THROUGH THE ORGANIZATIONS	RECOMMENDED AMOUNT (2025-2026)
Social Development	General	7	3	1-3, 6-11, 13, 16, 19, 22	120 000.00
	Partial Care	36	21	ALL	817 000.00
	Disability	3	3	ALL	120 000.00
	Elderly	6	2	1, 2 and 4	80 000.00
	Youth	8	5	ALL	200 000.00
	Substance Abuse	2	1	5-7, 9, 10, 12, 16, 17, 20	40 000.00
	Gender	1	0		0.00
	Food Security	4	2	ALL	2 575 300.00
	People Living on the Street	2	2	ALL	2 741 160.12
	Safety	1	0		0.00
	Skills Development	3	2	ALL	80 000.00
Environment	Environment	1	1	3-4	40 000.00
Health	Physical and Psychological	3	1	ALL	40 000.00
Sport, Art and Culture	Sport Clubs	14	3	6, 18	120 000.00
	Art and Culture	4	2	14, 15	80 000.00
	Total	95	47		7 053 901.12

Table 2: Complete list of donations under consideration for Draft Budget purposes.

The detailed register of applications and requests received and assessed can be found at the end of the item. Reason for not recommending organizations is contained in the notes column of said register.

The Municipality would like to support as many as possible organizations delivering valuable services within our communities but cannot disregard requirements of the MFMA (56 of 2003) Section 67 stipulating the responsibility of council to ensure donations are made to organizations who has the capacity to govern itself according to accepted financial practises and who can deliver the services for which the donation is required and benefiting the intended target audience.

Declarations of Interest:

Where officials were indicated as linked to an applicant, either directly or indirectly and said official formed part of the Grant in Aid assessment team, the official was excused from any assessment or discussions relating to the application in question. The following declarations relating to municipal officials and councillors are noted:

Applicant	Person	Organisation Capacity	Municipal Capacity
Abba Stellenbosch	Portia Jansen	Vice Chairperson	Community Development Coordinator (Daughter of Chairperson)
	Wilfred Frederick Pietersen	Chairperson	PR Councillor
Blue Stars United RFC	JC Anthony	Patron	Ward 18 Councillor
Cape Winelands Farm Workers Sport and Recreation Association	Tanya Carstens	Vice Chairman	Snr Clerk: Administration Infrastructure Services
	Adele Wagenaar	Vice Secretary	Administrative Officer, Financial Services
Celtic United FC	Adele Wagenaar	Secretary	Administrative Officer, Financial Services
Christian Dependency Ministry	Wilfred Frederick Pietersen	Chairperson	PR Councillor
Family in Focus	JC Anthony	Patron	Ward 18 Councillor
Hospice NPC	Wilfred Frederick Pietersen	Director	PR Councillor
Isibane Sempumelelo	Mary Nkopane	Chairperson	Ward 13 Councillor
Klapmuts Sport Forum	JC Anthony	Patron	Ward 18 Councillor
Kylemore Secondary School	Gerrit Africa	Additional Member	General Worker, Community and Protection Services
	Franklin Peceur	Additional Member	Fire Fighter, Community and Protection Services
La Motte Wanderers	Reginald Pheiffer	Secretary	Ward 1 Councillor
Legacy Community Development	Nono Khulela	Director	

Pniel Villagers RFC	Bradley Williams	Additional Member	Technician, Infrastructure Services
Stellenbosch en Distrikte Coronation RFC	Richard Seconds	Match and Registration Secretary	Sr Clerk Credit Control
Stellenbosch Muslem Helping Hands	Emaan Galphie		General Worker, Housing Stock
Stellenbosch Work Centre for Adult Persons with Disabilities	Portia Jansen	Manager	Community Development Coordinator (Niece of Manager)
Stellemploy	Portia Jansen	Director	Community Development Coordinator (Daughter of Director)
Wemmershoek Buurtwag	Charles Manuel	Unclear	Ward 3 Councillor
	Greg Viljoen	Unclear	Ward Administrator

Policy Directive: Paragraph 7.12

The policy in paragraph 7.12 states that “...the CFO after considering the merits of an application not complying with the minimum application criteria and after consulting the Municipal Manager, may for the purpose of this policy approve a deviation from the norm”.

Minimum requirements are interpreted as all prescribes of the approved Grant in Aid policy.

1. Requirement to submit audited financial statements if the applicant is older than 5 years:

Auditing fees are very expensive and have in the past contributed to applicants not being approved for a Grant in Aid donation. The department sourced two accounting firms who indicated their willingness to perform independent reviews at a reduced cost for those applicants who cannot afford auditing fees. The firms participated in the financial management and compulsory clarification workshops and introduced their services. Applicants were advised that they can include the cost of the review as part of their GiA application.

Prospective applicants were also invited to a workshop on governance training to further capacitate them to comply with the requirements of the Grant in Aid policy and MFMA regulations. These efforts assisted 27 organisations who would otherwise not have been able to qualify for financial assistance.

2. Requirement to attend the compulsory clarification meeting:

Applicants are required to RSVP by a due date to attend a compulsory clarification meeting. The SA Institute for Entrepreneurship is delivering a flagship GiA project as the first Cat B application to focus on addressing ward priorities which cannot be addressed by the municipality alone. In so doing they have trained 720 individuals in home food gardens, have started with the development of community food gardens by eliciting support from schools, churches and started with food gardens at ECD centres. 2025/2026 will be the final year of their three year application. The applicant missed the call for proposals and contacted the

department after the closing date for the RSVP's to attend the compulsory clarification meeting. The applicant submitted their application with a specific appeal in relation to par 7.12 of the GiA policy. Due to the successful implementation and reporting of the initial years of the project, the department is supportive of the request to approve the application for the final year of the project.

3. Request to defer the approved 2024/2025 GiA U Turn Homeless Ministries donation to the 2025/2026 financial year:

The GiA Policy requires Cat B applications to be re-submitted on an annual basis. U Turn Homeless Ministries did not submit a new application, but requested that their existing approved application be re-considered for funding in the 2025/26 funding cycle.

U Turn Homeless Ministries have launched repeated attempts to access a Stellenbosch based venue from where day services can be rendered to persons on the street. All these efforts were however unsuccessful and as such no GiA payment has been made to the organisation during 2024/25.

The planned day services remains the same as per the original application and include serving 250 unique individuals per year through the following services in year 1:

Meals provided:	6 000
Showers and Ablutions:	3 000
Group Sessions:	2 000
Individual Sessions:	300
Individuals starting rehab:	20
Referrals to shelters:	25
Referrals to Work Readiness:	10

Due to the high demand (included as Ward 23 priority) for an appropriate response to the increasing homelessness within Stellenbosch and in recognition of the fact that a Night Shelter only provides limited services, the department is in support of the request to defer the existing approved application to the 2025/2026 financial year.

Below applicants did not comply with the requirements for audited financial statements and/or other policy requirements as discussed above. However, where applicable, financial statements which were independently reviewed by a registered accountant were submitted to the satisfaction of the department. The names will be included in the MFMA 67 (4)(b)(ii) Certificate should their applications be approved in terms of par 7.12 of the GiA Policy.

Applicant	Type of Statement	Amount	Recommendation
GENERAL			
FRANCO	Independent review by registered Accountant	40 000,00	Conditional – committed to provide final feedback.
PARTIAL CARE			
ABC 99 Educare Centre	Independent review by registered Accountant	40 000,00	Conditional – committed to provide final feedback.
Anganathi Educare	Independent review by registered Accountant	40 000,00	Recommended

AGENDA

MAYORAL COMMITTEE MEETING

2025-03-24

Isibane Sempumelelo	Independent review by registered Accountant	40 000,00	Recommended
Liyema Creche	Independent review by registered Accountant	40 000,00	Recommended
Lubabalo Creche	Independent review by registered Accountant	40 000,00	Recommended
Luthando Educare	Independent review by registered Accountant	40 000,00	Recommended
Noxolo Educare	Independent review by registered Accountant	40 000,00	Recommended
Okuhle Connie's Educare	Independent review by registered Accountant	40 000,00	Conditional – committed to provide final feedback.
Phakamani Educare	Independent review by registered Accountant	40 000,00	Recommended
Sibongumusa ECD	Independent review by registered Accountant	40 000,00	Conditional – committed to provide final feedback.
Simni Educare Centre	Independent review by registered Accountant	30 000,00	Conditional – committed to provide final feedback.
Sivuyise Creche	Independent review by registered Accountant	40 000,00	Recommended
Unakho Daycare	Independent review by registered Accountant	40 000,00	Recommended
Wielie Walie Pre School	Independent review by registered Accountant	40 000,00	Recommended
Woelwater Dagsorg	Independent review by registered Accountant	40 000,00	Recommended
Zenzele Educare Centre	Independent review by registered Accountant	40 000,00	Conditional – committed to provide final feedback.

YOUTH			
Kylemore Secondary School	Independent review by registered Accountant	40 000,00	Recommended
Training for Changes	Independent review by registered Accountant	40 000,00	Recommended
ELDERLY			
Pniel Simonsberg Elderly Club	Independent review by registered Accountant	40 000,00	Recommended
FOOD SECURITY			
SA Institute for Entrepreneurship	Audited AFS - did not attend compulsory clarification	2 535 300,00	Recommended
PEOPLE LIVING ON THE STREETS			

U Turn Homeless Ministries	Audited AFS Request to defer approved application to 2025/2026 financial year.	1 095 480,00	Conditional on proof of access to local facility from where to render services.
SPORT			
Kingdom Development Projects	Established 2022. Signed by Treasurer and Chairperson	40 000,00	Recommended
Klapmuts Hill Primary School	Independent review by registered Accountant	40 000,00	Recommended
Stellenbosch and District Coronation RFC	Independent review by registered Accountant	40 000,00	Recommended
ARTS AND CULTURE			
Celebration Gospel Choir	Independent review by registered Accountant	40 000,00	Recommended
Siph'impundulo Youth Development	Independent review by registered Accountant	40 000,00	Recommended

6.3 Financial Implications

This report has the following financial implications:

2025-2026 (Cat A)
1 777 000.00

2025-2026 (Cat B)	2026-2027 (Cat B)	2027-2028 (Cat B)
5 276 901.12	3 025 160.11	1 277 900.00

DRAFT BUDGET TOTAL	7 053 901.12
2025-2026	

6.4 Legal Implications

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

6.5 Staff Implications

This report has no staff implications to the Municipality.

6.6 Previous / Relevant Council Resolutions:**SPECIAL COUNCIL MEETING: 2024-05-31: ITEM 7.2**

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

RESOLVED (majority vote)

- (a) that the Draft High Level Budget Summary, as set out in **APPENDIX 1 – PART 1 – SECTION C**; be approved;
- (b) that the Annual Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 1 – PART 1 – SECTION D**, be approved;
- (c) that the Grants-In-Aid allocations as set out in **APPENDIX 1 – PART 2 – SECTION J**, be approved;
- (d) that the three-year Capital Budget for 2024/2025, 2025/2026 and 2026/2027, as set out in **APPENDIX 1 – PART 2 – SECTION N**, be approved;
- (e) that the proposed draft rates on properties in WCO24, tariffs, tariff structures and service charges for water, electricity, refuse, sewerage and other municipal services, as set out in **APPENDIX 3**, be approved;
- (f) that the proposed amendments to existing budget related policies and other policies as set out in **APPENDICES 4 - 34**, be approved;
- (g) that Council specifically note and consider the need to take up an external loan, needed for investment in income generating infrastructure to the amount of R600 million of which R200 million will be required in year one, R200 million in year two and R200 million in year three (refer to Section G: High Level Budget Overview and Table A1 Budget Summary) and confirm approval of same;
- (h) that Council specifically take note of the fact that the proposed electricity charges and tariff structure is subject to NERSA approval that could change materially;
- (i) that Council takes note of MFMA circulars 126 and 128 that was published to guide the MTREF for 2024/2025 to 2026/2027 as set out in **APPENDICES 35 – 36**;
- (j) that Council takes note of the Long-Term Financial Plan that contains the financial management principles for sound financial management that was considered with the compilation of the final budget as set out in **APPENDIX 37**;
- (k) that Council takes note of the Capital Investment Plan as set out in **APPENDIX 38**; and
- (l) that Council takes note that the public comments and submissions were considered with the compilation of the final budget.

6.7 Risk Implications

Risks are addressed through the content of the report.

6.8 Comments from Senior Management**6.8.1 Chief Financial Officer:**

Financial Services agree with the recommendations. The funding for the Grant in Aid donations will be provided for in the Medium-Term Revenue and Expenditure Framework (MTREF/Budget).

ANNEXURES

ANNEXURE A: Grant in Aid 2025-2026 Register of applications and recommended donations

ANNEXURE B: Minutes Grants Committee 2025-03-03

FOR FURTHER DETAILS CONTACT:

NAME	<i>Michelle Aalbers</i>
POSITION	<i>Manager: Community Development</i>
DIRECTORATE	<i>Community and Protection Services</i>
CONTACT NUMBERS	<i>8408</i>
E-MAIL ADDRESS	<i>Michelle.aalbers@ Stellenbosch.gov.za</i>
REPORT DATE	<i>14-03-2025</i>

ANNEXURE A

2025/26 GRANT-IN-AID APPLICATIONS

2025/26 GRANT-IN-AID APPLICATIONS					Category A	Category B		
No	Workshop Attendance Ref no	Applicant Name	Notes	Recommendation	Funds proposed	Funds proposed YEAR 1 (2025-2026)	Funds proposed YEAR 2 (2026-2027)	Funds proposed YEAR 3 (2027-2028)
SOCIAL DEVELOPMENT								
GENERAL								
1	01_15	ACVV Franschhoek	AFS AUDITED WITH NO OPINION AS APPROPRIATE AUDIT EVIDENCE COULD NOT BE PROVIDED TO THE AUDITORS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
2	03_14	ACVV Stellenbosch		RECOMMENDED	40 000,00	0,00	0,00	0,00
3	22/15	FRANCO	COMMIT TO PROVIDE FEEDBACK BY APRIL 2025. AFS INDEPENDENTLY REVIEWED.	CONDITIONAL	40 000,00	0,00	0,00	0,00
4	18/16	God the King Ministries	CONSTITUTION INDICATE NOT LESS THAN 5 BOARD MEMBERS. LIST ONLY 4. NO AFS SUBMITTED.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
5	23/14	LORD'S ACRE CHRISTIAN COMMUNITY CENTRE	LIST 11 BOARD MEMBERS, CONSITUTION ALLOW A MAX OF 9. NOT LATEST AFS WITH NO REVIEW OR AUDIT OPINION. BANK FORM IN DIFFERENT NAME. PROJECT PROPOSAL NOT ALIGNED WITH FUNDING PERIOD. NO OVERALL BUDGET AS IS REQUIRED FOR GENERAL APPLICATIONS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
6	55/15	StellCare Stellenbosch		RECOMMENDED	40 000,00	0,00	0,00	0,00
7	50/16	Stellenbosch Muslim Helping Hands	CONSTITUTION INDICATE 4 BOARD MEMBERS, LIST 3. NO AFS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
					120 000,00	0,00	0,00	0,00
PARTIAL CARE								
8	02_16	ABC 99 Educare Centre	SECOND YEAR APPLICATION WITHOUT C REG. DID NOT INDICATE SPECIFIC VS GENERAL APPLICATION. COMMIT TO PROVIDE FINAL FEEDBACK. AFS ARE INDEPENDENTLY REVIEWED. SPECIFIC PROPOSAL SUBMITTED.	CONDITIONAL	40 000,00	0,00	0,00	0,00
9	01_14	Acorn Christian Daycare	AFS DOES NOT SPEAK TO ANY SPECIFIC REPORTING PERIOD. NO PROOF OF REGISTRATION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
10	02_15	AKKERLAND DAYCARE CENTRE	AFS: WE HAVE PERFORMED THE DUTIES OF ACCOUNTING OFFICER TO THE GOVERNING BODY OF AKKERLAND ACCORDING TO SECT 43 OF THE SA SCHOOLS ACT 84 OF 1996. APPLICATION NOT SIGNED. NO BANK DETAILS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
11	4_14	Anganathi Educare	YEAR 2 OF APPLICATION WITHOUT C REG. AFS: INDEPENDETNLY REVIEWED.	RECOMMENDED	40 000,00	0,00	0,00	0,00
12	49/14	Early Education Centre, The	C REGISTRATION NOT REQUIRED. (ECD SERVICE PROVIDER)	RECOMMENDED	40 000,00	0,00	0,00	0,00
13	19_15	Early Learning Resource Unit	APPLICATION FOR 6 MOVABLE HOMES TO OPPERATE AS ECD FACILITIES WITH NO INDICATION OF WHERE IT WILL BE SITUATED NOR CONFIRMATION OF BUILDING AND ZONING REQUIREMENTS. PICTURES PROVIDED = PREFAB STRUCTURES.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
14	21_15	FAMILY IN FOCUS	REMAIN IN YEAR 1 OF APPLICATION WITHOUT C REGISTRATION. DID NOT INDICATE SPECIFIC VS GENERAL APPLICATION. NOT LATEST AFS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
15		Froggies Aftercare	YEAR 2 OF APPLICATION WITHOUTH C REG. DID NOT SUBMIT AN APPLICATION. SUBMITTED FEEDBACK REPORT ON FUNDING PREVIOUSLY RECEIVED.	NA	0,00	0,00	0,00	0,00
16	27/15	Imizekeliso Educare	AFS NOT RELIABLE AND NOT ALIGNED TO FINANCIAL REPORTING PERIOD.	NOT RECOMMENDED	0,00	0,00	0,00	0,00

17	69_14	Isibane Sempumelelo	AFS = INDEPENDENT REVIEW.	RECOMMENDED	40 000,00	0,00	0,00	0,00
18	29_15	Jessie Keet Early Childhood Development	AFS: "A CRECHE OF STELLCARE" POLICY ONLY ALLOWS ONE APPLICATION PER ORGANISATION. CONSTITUTION READS: "PROGRAMME OF STELLCARE"	NOT RECOMMENDED	0,00	0,00	0,00	0,00
19	30_16	Khanyisa Creche	DID NOT INDICATE SPECIFIC VS GENERAL APPLICATION. CONSTITUTION INTERNET TEMPLATE. AFS NOT AUDITED OR REVIEWED. APPLICATION FORM (P4, 7) INCOMPLETE. NO PROPOSAL.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
20	38/15	Kylemore Early Childhood Development	AFS: "A CRECHE OF STELLCARE" POLICY ONLY ALLOWS ONE APPLICATION PER ORGANISATION. CONSTITUTION READS: "PROGRAMME OF STELLCARE"	NOT RECOMMENDED	0,00	0,00	0,00	0,00
21	43/15	Little Angels Educare	DID NOT INDICATE SPECIFIC VS GENERAL APPLICATION. AFS NOT FOR COMPLETED FINANCIAL YEAR.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
22	22/14	Liyema Creche	YEAR 1 OF APPLICATION WITHOUT C REGISTRATION. AFS: INDEPENDENTLY REVIEWED. ONLY ITEMS CONTRIBUTING TOWARDS REGISTRATION APPROVED.	RECOMMENDED	27 000,00	0,00	0,00	0,00
23	25/14	Lubabalo Creche Centre	AFS INDEPENDENTLY REVIEWED	RECOMMENDED	40 000,00	0,00	0,00	0,00
24	38_16	Luthando Educare	AFS: INDEPENDENTLY REVIEWED.	RECOMMENDED	40 000,00	0,00	0,00	0,00
25	44/15	Nora Tyres ECD	AFS: "A CRECHE OF STELLCARE" POLICY ONLY ALLOWS ONE APPLICATION PER ORGANISATION. CONSTITUTION READS: "PROGRAMME OF STELLCARE"	NOT RECOMMENDED	0,00	0,00	0,00	0,00
26	40_16	Noxolo Educare	YEAR 2 OF APPLICATION WITHOUT C REGISTRATION. AFS: INDEPENDENTLY REVIEWED.	RECOMMENDED	40 000,00	0,00	0,00	0,00
27	41/16	Okuhle Connie's Educare	DID NOT INDICATE SPECIFIC VS GENERAL APPLICATION. AFS INDEPENDENTLY REVIEWED. COMMIT TO PROVIDE FINAL FEEDBACK.	CONDITIONAL	40 000,00	0,00	0,00	0,00
28	50/14	Pebbles Project		RECOMMENDED	40 000,00	0,00	0,00	0,00
29	32/14	Phakamani Educare	AFS INDEPENDENTLY REVIEWED.	RECOMMENDED	40 000,00	0,00	0,00	0,00
30	34/14	Prochorus Community Development		RECOMMENDED	40 000,00	0,00	0,00	0,00
31	35/14	Samnkies Creche	NO AFS. REMAIN IN YEAR 1 OF APPLICATION WITHOUT C REG.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
32	51/15	Sibongumusa ECD Centre	AFS INDEPENDENTLY REVIEWED BY REGISTERED ACCOUNTANT. COMMIT TO PROVIDE FINAL FEEDBACK.	CONDITIONAL	40 000,00	0,00	0,00	0,00
33	37/14	Simni Educare Centre	YEAR 2 OF APPLICATION WITHOUT C REGISTRATION. AFS: INDEPENDENTLY REVIEWED. FUNDING APPROVED FOR ITEMS IN LINE WITH REGISTRATION REQUIREMENTS. COMMIT TO PROVIDE FINAL FEEDBACK.	CONDITIONAL	30 000,00	0,00	0,00	0,00
34	39/14	Sivuyise Creche	YEAR 2 OF APPLICATION WITHOUT C REG. AFS: INDEPENDENTLY REVIEWED.	RECOMMENDED	40 000,00	0,00	0,00	0,00
35	53/15	Sizamile Child Care Facility	AFS: "A CRECHE OF STELLCARE" POLICY ONLY ALLOWS ONE APPLICATION PER ORGANISATION. CONSTITUTION READS: "PROGRAMME OF STELLCARE"	NOT RECOMMENDED	0,00	0,00	0,00	0,00
36	49/16	Stellenbosch Kindergarten		RECOMMENDED	40 000,00	0,00	0,00	0,00
37	64/14	Thanduxolo Daycare	NO PROPOSAL/BUDGET	NOT RECOMMENDED	0,00	0,00	0,00	0,00
38	54/14	Unakho Day Care for Disable	AFS: INDEPENDENTLY REVIEWED.	RECOMMENDED	40 000,00	0,00	0,00	0,00
39	62/15	Vinyard Houses	AFS INDEPENDENTLY REVIEWED BY REGISTERED ACCOUNTANT, BUT NOT SIGNED OFF BY ORG REPRESENTATIVE. COMMIT TO PROVIDE FINAL FEEDBACK.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
40	63/15	Vision Africa	COMMIT TO PROVIDE FINAL FEEDBACK.	CONDITIONAL	40 000,00	0,00	0,00	0,00
41	65/15	Wielie Walie Pre School	AFS: INDEPENDENTLY REVIEWED.	RECOMMENDED	40 000,00	0,00	0,00	0,00
42	62/16	Woelwater Dagsorg	AFS: INDEPENDENTLY REVIEWED.	RECOMMENDED	40 000,00	0,00	0,00	0,00

43	63/16	Zenzele Educare Centre	DID NOT CONFIRM SPECIFIC VS GENERAL APPLICATION. PROVIDED SPECIFIC PROPOSAL WITH BUDGET. AFS: INDEPENDENTLY REVIEWED. COMMIT TO PROVIDE FINAL FEEDBACK.	CONDITIONAL	40 000,00	0,00	0,00	0,00
					817 000,00	0,00	0,00	0,00
DISABILITY								
44	12_15	ChangeAbility	INTERIM FEEDBACK PROVIDED. COMMIT TO PROVIDE FINAL FEEDBACK.	CONDITIONAL	40 000,00	0,00	0,00	0,00
45	23/16	Huis Horison		RECOMMENDED	40 000,00	0,00	0,00	0,00
46	57/15	Stellenbosch Work Centre for Adult Persons with Disabilities	COMMIT TO SUBMIT FEEDBACK	CONDITIONAL	40 000,00	0,00	0,00	0,00
					120 000,00	0,00	0,00	0,00
ELDERLY								
47	02_14	Azaleahof	PROJECT BUSINESS PLAN/PROPOSAL DOES NOT INCLUDE A COST BREAKDOWN OF THE ACTIVITIES AND OR OUTINGS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
48	14/15	De Tuine Bejaarde Klub	NO PROOF OF REGISTRATION OR BANK DETAILS. AFS: NOT SIGNED OFF WITHOUT OPINION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
49	16_16	Franschhoek Elderly Club		RECOMMENDED	40 000,00	0,00	0,00	0,00
50	15/14	Idas Valley Golden Boys and Girls	AFS CONSIST OF MANAGEMENT REPORTS WITH NO AUDIT OR INDEPENDENTLY REVIEWED RESULTS. NO OVERALL BUDGET AS REQUIRED PER GENERAL APPLICATION. PROPOSAL FOR INCORRECT PERIOD.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
51	42/16	Pniel Simonsberg Elderly Club	AFS INDEPENDENTLY REVIEWED BY REGISTERED ACCOUNTANT	RECOMMENDED	40 000,00	0,00	0,00	0,00
52	75/15	Wemmershoek Bejaarde Klub	REQUEST FUNDING FOR ACTIVITIES OUTSIDE THE FUNDING PERIOD. APPLICATION LIST TWO POSITIONS NOT ON APPROVED POSITIONS AS PER CONSTITUTION. AFS NOT ACCORDING TO THE FINANIAL YEAR.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
					80 000,00	0,00	0,00	0,00
YOUTH								
53	07_16	Dwarsrivier Valley Initiative t/a Aitsa! Aftercare	AFS INDEPENDENTLY REVIEWED BY REGISTERED ACCOUNTANT. NO OVERALL BUDGET AS REQUIRED PER GENERAL APPLICATION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
54	11_16	Embrace Community Outreach	APPLICATION NOT SIGNED.NO AFS OR PROOF OF REGISTRATION.GENERAL APPLICATION WITHOUT OVERALL BUDGET. REQUEST FUNDS FOR ACTIVITIES OUTSIDE THE FUNDING PERIOD.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
55	24_15	Help2read NPC		RECOMMENDED	40 000,00	0,00	0,00	0,00
56	39/15	Kylemore Secondary School	AFS INDEPENDENTLY REVIEWED BY REGISTERED ACCOUNTANT	RECOMMENDED	40 000,00	0,00	0,00	0,00
57	41/15	Legacy Community Development		RECOMMENDED	40 000,00	0,00	0,00	0,00
58	14/14	Sports for Life	NO OVERALL BUDGET SUBMITTED AS PER REQUIREMENT FOR GENERAL APPLICATIONS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
59	52/14	Training 4 Changes NPC	AFS INDEPENDENTLY REVIEWED BY REGISTERED ACCOUNTANT	RECOMMENDED	40 000,00	0,00	0,00	0,00
60	29_16	Youth Outreach		RECOMMENDED	40 000,00	0,00	0,00	0,00
					200 000,00	0,00	0,00	0,00
SUBSTANCE ABUSE								
61	63/14	ABBA Stellenbosch a project of BADISA Stellenbosch	COMMIT TO PROVIDE FINAL FEEDBACK BY APRIL 2025. NOT ALL EXP PROVIDED IS SUPPORTED BY PROOF OF EXPENDITURE. MUST SUBMIT SAME.	CONDITIONAL	40 000,00	0,00	0,00	0,00
62	08_14	Christian Dependency Ministry	AFS INDEPENDENTLY REVIEWED. BANK FORM NOT SIGNED. DID NOT INDICATE WHETHER IT IS SPECIFIC OR GENERAL APPLICATION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
					40 000,00	0,00	0,00	0,00
GENDER								

63	26/16	iGentlemen's Club NPC	NO OVERALL BUDGET AS REQUIRED FOR GENERAL APPLICATIONS. NO AFS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
					0,00	0,00	0,00	0,00
FOOD SECURITY								
64	13_16	EPJ Boerdery	CONSTITUTION INDICATES NOT FOR PROFIT. REGISTRATION CERTIFICATE INDICATE PTY(LTD) WITH PRIVATE COMPANY STATUS. AFS NOT SIGNED. UNSURE WHAT THE PURPOSE OF THE ENTITY IS ITO A BUSINESS VS NOT FOR PROFIT. DID NOT INDICATE SPECIFIC VS GENERAL APPLICATION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
65	05_15	Maranatha Christian Church	AFS: NOT LATEST STATEMENTS AND ONLY SIGNED BY THE CHAIRMAN. ONE OF THE DIRECTOR'S IS THE COMPILER OF THE REPORT. CONSTITUTION: NPC CERT INDICATE 3 DIRECTORS WITH THE SAME SURNAME. BANK FORM NOT SUBMITTED. INDICATE BOTH GENERAL AND SPECIFIC APPLICATION. NO OVERALL BUDGET	NOT RECOMMENDED	0,00	0,00	0,00	0,00
66		SA Institute for Entrepreneurship	APPLICANT DID NOT ATTEND THE COMPULSORY CLARIFICATION MEETING, BUT SUBMITTED A PAR 7.12 PLEA FOR ATTENTION SR MANAGEMENT.	RECOMMENDED	0,00	2 535 300,00	0,00	0,00
67	56/15	Stellenbosch Feeding In Action		RECOMMENDED	40 000,00	0,00	0,00	0,00
					40 000,00	2 535 300,00	0,00	0,00
PEOPLE LIVING ON THE STREET								
68	45/14	Stellenbosch Night Shelter	PROVIDE MONTHLY FEEDBACK REPORTS	RECOMMENDED	0,00	1 646 121,12	1 840 880,11	0,00
69	55/14	U Turn Homeless Ministries	REQUEST TO DEFER APPROVED 2024/2025 APPLICATION TO 2025/2026.	CONDITIONAL ON PROOF OF LOCAL FACILITY FROM WHERE SERVICES WILL BE RENDERED.	0,00	1 095 480,00	1 184 280,00	1 277 900,00
					0,00	2 741 601,12	3 025 160,11	1 277 900,00
SAFETY								
70	59/14	Wemmershoek Buurtwag	CONSTITUTION: NOT LEGAL ENTITY AND CONTAINS PARTS THAT REFLECTS THE GUIDELINES FOR THE COMPLETION OF THE CONSTITUTION WITHOUT GROUPS OWN INTERPRETATION. GIA POLICY: MUST OPERATE AS SEPARATE LEGAL ENTITY AND ARE RECOGNISED AS SUCH BY SA LEGISLATION. (WC COMMUNITY SAFETY ACT 3 OF 2013). REGISTRATION/ACCREDITATION: ACCREDITED BY POCS, CLAIM NPO REGISTRATION WITHOUT PROOF. AFS: NOTHING SUBMITTED. BUSINESS PLAN: NOTHING SUBMITTED	NOT RECOMMENDED	0,00	0,00	0,00	0,00
					0,00	0,00	0,00	0,00
SKILLS DEVELOPMENT								
71	06_15	Bergzicht Training	PARTIAL FEEDBACK. COMMIT TO PROVIDE FINAL FEEDBACK BY APRIL 2024	CONDITIONAL	40 000,00	0,00	0,00	0,00
72	66/16	Franschhoek Hospitality Academy and Learning Centre	APPLICATION NOT SIGNED	NOT RECOMMENDED	0,00	0,00	0,00	0,00
73	42/14	Stellemploy		RECOMMENDED	40 000,00	0,00	0,00	0,00
					80 000,00	0,00	0,00	0,00
SUBTOTAL SOCIAL DEVELOPMENT					R 1 497 000,00	R 5 276 901,12	R 3 025 160,11	R 1 277 900,00
ENVIRONMENT								
74	27_14	More Recycling	IN PROCESS TO REGISTER, NOT YET LEGAL ENTITY. CONDITIONAL RECOMMENDATION. APPLICANT MUST PROVIDE PROOF OF REGISTRATION BY END APRIL 2025.	CONDITIONAL	40 000,00	R 0,00	R 0,00	R 0,00
SUBTOTAL ENVIRONMENT					R 40 000,00	R 0,00	R 0,00	R 0,00

HEALTH								
75	22/16	Health House Centre	NO AFS SUBMITTED	NOT RECOMMENDED	0,00	0,00	0,00	0,00
76	47/15	Real Sister's Cancer Group	CONSTITUTION INDICATE FIN YEAR TO END NOV. AFS INDEPENDENTLY REVIEWED FOR DEC 2023-FEBR 2024. ONLY LISTED 5 OF THE REQUIRED 6 BOARD MEMBERS. DID NOT INDICATE SPECIFIC OR GENERAL APPLICATION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
77	14/44	Stellenbosch Hospice NPC		RECOMMENDED	40 000,00	0,00	0,00	0,00

SUBTOTAL HEALTH					R 40 000,00	R 0,00	R 0,00	R 0,00
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SPORT ARTS AND CULTURE								
SPORT CLUBS								
78	04_14	Blue Stars United	GENERAL APPLICATION WITHOUT REQUIRED OVERALL BUDGET. BOARD MEMBERS LISTED IN APPLICATION DOES NOT ALIGN WITH APPROVED BOARD MEMBERS IN CONSITUION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
79	08_15	Burnley FC	BOARD MEMBERS LISTED DOES NOT ALIGN WITH THE APPROVED POSITIONS IN CONSTITUTION. NO AFFILIATION. NO AFS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
80	10_15	Cape Winelands Farmworkers Sport & Recreation Ass	GENERAL APPLICATION WITHOUT OVERALL BUDGET. AFS NOT SIGNED BY MANAGEMENT, AUDITOR REG NO NOT INDICATED. BOARD MEMBERS IN APPLICATION NOT ALIGNED WITH APPROVED LIST OF BOARD MEMBERS IN CONSTITUTION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
81	11_15	Celtic United FC	BOARD MEMBERS LISTED DOES NOT ALIGN WITH THE APPROVED POSITIONS IN CONSTITUTION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
82	13/15	Coronation Cricket Club	> 5 YEARS. APPLICATION DOES NOT LIST ALL POSITIONS OF BOARD MEMBERS AS DETERMINED BY CONSTITUTION. AFS NOT AUDITED AND WITHOUT REVIEWED OPINION.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
83	31/15	Kingdom Development Projects	<5 YEARS. AFS SIGNED BY TREASURER AND CHAIR PERSON	RECOMMENDED	40 000,00	0,00	0,00	0,00
84	34/15	Klapmuts Hill Primary School	APPLICATION AND CONSTITUTION IN NAME OF "KLAPMUTS HILL PRIMARY SCHOOL". BANK STATEMENTS AND ACCOUNT AND AFS IN NAME OF "KLAPMUTS NO 2 PRIMARY SCHOOL". PROCESS OF CHANGING NAMES HAS BEEN CONFIRMED BY THE WCED.	RECOMMENDED	40 000,00	0,00	0,00	0,00
85	36/15	Klapmuts Sport Forum	DID NOT INDICATE SPECIFIC VS GENERAL APPLICATION. PROPOSAL DOES NOT INCLUDE A COST BREAKDOWN.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
86	32/16	Kylemore Football Club	BOARD MEMBERS IN APPLICATION DOES NOT ALIGN WITH APPROVED BOARD MEMBERS IN CONSITUION. NO AFS	NOT RECOMMENDED	0,00	0,00	0,00	0,00
87	40/15	La Motte Wanderers RFC	BOARD MEMBERS NOT ALIGNED WITH STIPULATIONS IN CONSTITUTION. AFS COMPILED WITHOUT AN AUDIT OPINION OR REVIEW EXPRESSED. >5YEARS	NOT RECOMMENDED	0,00	0,00	0,00	0,00
88	65/16	Pniel Villagers RFC	THE BOARD MEMBERS ON THE APPLICATION DOES NOT ALIGN WITH THE REQUIREMENTS IN CONSTITUTION. AFS INDEPENDENTLY REVIEWED.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
89	74/15	Stellenbosch & Distrikte Coronation RFC	AFS INDEPENDENTLY REVIEWED.	RECOMMENDED	40 000,00	0,00	0,00	0,00

90	46/14	Stellenbosch United Football Club	GENERAL APPLICATION WITHOUT REQUIRED OVERALL BUDGET. BOARD MEMBERS LISTED IN APPLICATION DOES NOT ALIGN WITH APPROVED BOARD MEMBERS IN CONSITUTION. NO AFS: ONLY EXPENDITURE REPORT.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
91	64/15	Wemmershoek Cricket Club	CONSTITUTION SILENT ON BOARD MEMBERS AND DOES NOT ADHERE TO REQUIREMENTS OF A CONSTITUTION. NO AFS.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
					120 000,00	0,00	0,00	0,00
ARTS AND CULTURE								
92	67/16	Amagoduka Traditional Group	DID NOT INDICATE WHETHER IT IS A SPECIFIC OR GENERAL APPLICATION. AFS NOT SIGNED AND ONLY FOR 9 MONTH.	NOT RECOMMENDED	0,00	0,00	0,00	0,00
93	07_14	Celebration Gospel Choir	AFS: SUBMITTED INDEPENDENTLY REVIEWED STATEMENTS	RECOMMENDED	40 000,00	0,00	0,00	0,00
94	11_14	eBosch	DID NOT COMMIT TO PROVIDE FINAL FEEDBACK	NOT RECOMMENDED	0,00	0,00	0,00	0,00
95	38/14	Siph'impendulo Youth Development	AFS INDEPENDENTLY REVIEWED BY REGISTERED ACCOUNTANT	RECOMMENDED	40 000,00	0,00	0,00	0,00
96	16_15	Stellenbosch Heemkring	AFS: LAST STATEMENT READS THAT AN OVERVIEW WAS CONDUCTED AND THAT NOTHING UNTOWARD WAS FOUND. GENERAL APPLICATION WITHOUT OVERALL BUDGET FOR THE DONATION PERIOD. NO FEEDBACK REPORTS CAN BE FOUND FOR FUNDING RECEIVED IN PREVIOUS YEARS. WITHDREW APPLICATION ON 22/11/2024.	NA	0,00	0,00	0,00	0,00
					80 000,00	0,00	0,00	0,00
SUTOTAL SPORT ARTS AND CULTURE					R 200 000,00	R 0,00	R 0,00	R 0,00
					R 1 777 000,00	R 5 276 901,12	R 3 025 160,11	R 1 277 900,00
					R7 053 901,12			

ANNEXURE B



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.

2025-02-27

MINUTES

GRANTS COMMITTEE MEETING

2025-03-03 AT 12:00

MINUTES**GRANTS COMMITTEE MEETING****2025-03-03****TABLE OF CONTENTS**

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1.	OPENING AND WELCOME
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The Chairperson welcomed all present at the meeting of Grants Committee meeting.

1.1	COMMUNICATION BY THE CHAIRPERSON
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NONE

1.2	DISCLOSURE OF INTERESTS
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NONE

2.1	APPLICATIONS FOR LEAVE OF ABSENCE
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NONE

2.2	MINUTES OF PREVIOUS GRANTS COMMITTEE MEETING
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2.2.	MINUTES OF THE GRANTS COMMITTEE MEETING HELD ON 2025-01-27
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GRANTS COMMITTEE MEETING: 2025-01-27: ITEM: 2.2.1

RESOLVED

that the Minutes of a Grants Committee Meeting held on 2025-01-27 were confirmed as correct.

3.	ITEMS FOR CONSIDERATION
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3.1	2025/2026 GRANT IN AID APPLICATIONS AND RECOMMENDED DONATIONS
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Collaborator No: 763267

IDP KPA Ref No:

File Plan:

Meeting Date: 03 MARCH 2025

1. SUBJECT:

2025/2026 GRANT IN AID APPLICATIONS AND RECOMMENDED DONATIONS

2 PURPOSE

To obtain Council's approval for Grant-in-Aid (GiA) applications and recommended donations for the financial year 2025-2026.

3. DELEGATED AUTHORITY

FOR DECISION BY MUNICIPAL COUNCIL

In terms of Municipal Finance Management Act (MFMA), Act (56 of 2003) Section 17. (3) (e) relating to content of annual budgets and supporting documents.

4. EXECUTIVE SUMMARY

The Grant-in-Aid policy aims to provide a framework for Grant-in-Aid to non-governmental organisations (NGOs), community-based organisations (CBOs), non-profit organisations (NPOs) or non-profit companies (NPC), Public Benefit Organisations (PBO's) and bodies that are used by government as an agency to serve the poor, marginalised or otherwise vulnerable as envisaged by the Grant in Aid Policy approved at the Council Meeting in May 2024.

In terms of Council's Grant-in-Aid Policy, proposals were called for by means of advertisement in the press on 19 September 2024 (Eikestad Nuus) and on the municipal website and Facebook page.

The advertisement included an invitation to attend one of three compulsory workshops on either 14-16 October 2024 to assist and give guidance on the policy and application procedure. One hundred and sixty two (162) persons attended the workshops.

A workshop to assist with capacity building of small, emerging organisations was conducted during October 2024 focussing on financial management. The workshop was attended by ninety (90) persons.

By the closing date (22 November 2024), 95 applications were received of which one was withdrawn.

GRANTS COMMITTEE: 2025-03-03 ITEM 3.1

RESOLVED

- a) That Council notes the organisations that are receiving funding are organisations or bodies serving the poor;
- b) That Council support the continuation of the food garden project and approve the donation to SA Institute for Entrepreneurship to conclude the final year of the three-year Cat B donation.
- c) That Council support the implementation of day services for persons who are homeless and approve the deferment of the approved 2024/2025 Cat B application to commence in 2025/2026.
- d) That Council notes that the Cat A donation allows for a maximum amount of R40 000 to be allocated per organisation.
- e) That Council consider and approve the recommended donations to organizations as per attached detailed register for public participation as part of the draft budget.
- f) That the Accounting Officer certifies to the Auditor General that the compliance requirements in terms of section 67 (1) (a) of the MFMA are uneconomical and unreasonable for organisations receiving Cat A donation.

4.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

5.	NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER
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NONE

6.	URGENT MATTERS
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NONE

7.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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NONE

The meeting adjourned at **12:30**

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments.**

8.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

9.	URGENT MATTERS
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NONE

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