



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/1/5

2024-09-22

NOTICE OF A SPECIAL MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY MONDAY, 2025-09-22 AT 14:00

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

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

Notice is hereby given in terms of Section 29, read with Section 18(2) of the *Local Government: Municipal Structures Act, 117 of 1998*, as amended, that a **SPECIAL MEETING** of the **COUNCIL** of **STELLENBOSCH MUNICIPALITY** will be held via **MS TEAMS** on **MONDAY, 22 SEPTEMBER 2025** at **14:00** to consider the items on the Agenda.

SPEAKER
CLLR Q SMIT

A G E N D A
SPECIAL MEETING OF COUNCIL
OF STELLENBOSCH MUNICIPALITY
2025-09-22

ITEM	SUBJECT	PAGE
1.	OPENING AND WELCOME	
2.	COMMUNICATIONS BY THE SPEAKER	
3.	DISCLOSURE OF INTERESTS	
4.	APPLICATIONS FOR LEAVE OF ABSENCE	
5.	REPORTS BY THE MUNICIPAL MANAGER [G METTLER]	
5.1	UPDATE ON THE INVITATION TO ATTEND THE ASIA PACIFIC CITIES SUMMIT (APCS) AND MAYORS FORUM IN DUBAI FROM 27 - 29 OCTOBER 2025	5
6.	MATTERS TO BE CONSIDERED IN-COMMITTEE	
	NONE	

1.	OPENING AND WELCOME
2.	COMMUNICATIONS BY THE SPEAKER
3.	DISCLOSURE OF INTERESTS
4.	APPLICATION FOR LEAVE OF ABSENCE

5.	REPORTS BY THE ACTING MUNICIPAL MANAGER [K CAROLUS]
5.1	UPDATE ON THE INVITATION TO ATTEND THE ASIA PACIFIC CITIES SUMMIT (APCS) AND MAYORS FORUM IN DUBAI FROM 27 - 29 OCTOBER 2025

Collaborator No:

IDP KPA Ref No:

Meeting Date: 22 September 2025

- 1. SUBJECT: UPDATE ON THE INVITATION TO ATTEND THE ASIA PACIFIC CITIES SUMMIT (APCS) AND MAYORS FORUM IN DUBAI FROM 27 - 29 OCTOBER 2025**

- 2. PURPOSE**

To obtain Council's approval for the Deputy Executive Mayor to attend the Asia Pacific Cities Summit and Mayors Forum, which is taking place in Dubai from 27 - 29 October 2025.

- 3. DELEGATED AUTHORITY**

Council

- 4. EXECUTIVE SUMMARY**

Gratiya Advisory, the organisers of the Asia Pacific Cities Summit and Mayors Forum invited the Executive Mayor and will cover travel and accommodation expenses for attending the Summit in Dubai, from 27 - 29 October 2025 (**ANNEXURE 1**). Council approved the Executive Mayor's, the Municipal Manager and the CFO's attendance and relating expenditure on 30 July 2025 (**ANNEXURE 2**).

The Deputy Executive Mayor, if approved by Council, will now join the delegation. The Summit organisers confirmed upon inquiry that the Deputy Executive Mayor may still register to attend the Summit (**ANNEXURE 3**).

- 5. RECOMMENDATIONS**

It is recommended:

- a) that Council approves the Deputy Executive Mayor's attendance at the summit; and
- b) that Council grants approval to permit the Municipal Manager to sanction expenses related to the summit.

- 6. DISCUSSION / CONTENTS**

- 6.1. Background**

Stellenbosch Municipality has been singled out as a city of significant interest. Gratiya Advisory, the organisers of the Asia Pacific Cities Summit and Mayors Forum invited the Executive Mayor and will cover travel and accommodation expenses for attending the Summit in Dubai, from 27 - 29 October 2025 (**ANNEXURE 1**). Council approved

the attendance and related expenditure of the delegation consisting of the Executive Mayor, the Municipal Manager and the CFO on 30 July 2025 (**ANNEXURE 2**).

After discussions with relevant parties, it was decided to approach Council to obtain approval for the inclusion of the Deputy Executive Mayor in the delegation. In addition to strengthening Stellenbosch's international municipal diplomacy, the Executive Mayor and Deputy Executive Mayor's attendance at APCS 2025 would improve knowledge and policy exchange, make it easier to access funding and private sector partners, increase the city's visibility, and possibly assist Stellenbosch in forming new strategic alliances and collaborative urban development projects. The municipality may optimise learning, representation, and follow-up opportunities across several topic streams by utilising the dual-attendance model.

The Summit organisers confirmed upon inquiry that the Deputy Executive Mayor may still register to attend the Summit (**ANNEXURE 3**).

6.3 Financial Implications

The financial implications concerning the Executive Mayor's attendance will be:

ESTIMATED COSTS					
NAME	REGISTRATION FEE	DAILY ALLOWANCE	VISA	FLIGTS	ACCOMMODATION
DEPUTY EXECUTIVE MAYOR	9 000.00	10 752.00	980.00	19 930.00	11 666.00
GRAND TOTAL					R52 328.00

It should be noted that the above figures are subject to change as it is dependent on the exchange rate, fluctuation in prices of accommodation and other variables.

6.4 Legal Implications

The item is in line with relevant legislation.

6.5 Staff Implications

None

6.6 Previous / Relevant Council Resolutions:

Item 12.1 33rd Council Meeting 2025-07-30.

6.7 Risk Implications

None

6.8 Comments from Senior Management:**6.8.1 Municipal Manager**

None required.

6.8.2 Chief Financial Officer

Comment/Input incorporated into the financial implications.

ANNEXURES

Annexure 1: APCS Invitation

Annexure 2: Minutes of 33rd Council Meeting 2025-07-30, Item 12.1

Annexure 3: Confirmation from Summit organisers

FOR FURTHER DETAILS CONTACT:

NAME	Donovan Muller
POSITION	Manager Councillor Support
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	donovan.muller@ Stellenbosch.gov.za
REPORT DATE	17 September 2025

***THE AGENDA HAS BEEN DISCUSSED WITH THE SPEAKER,
CLLR Q SMIT AND HE AGREES WITH THE CONTENT.***

ANNEXURE 1

Donovan Muller

From: Robert Cranenburgh <Robert.Cranenburgh@expodubaigroup.ae>
Sent: Wednesday, 18 June 2025 12:06
To: Charlotte De Wet (Mayor Assistant)
Cc: 'angela.kan@gratiya.com'; Nasra Al Rahma; Alanood Burhaima; Robert Cranenburgh
Subject: [EX] Sponsorship Opportunity to attend the Asia Pacific Cities Summit
Attachments: 2025APCS FAQs.pdf; 2025APCS_Overview.pdf; Gratiya Advisory x APCS - Shaping the Future of Cities Together.pdf

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 Mayor Fasser,

We are pleased to share that one of our Major Partners, **Gratiya Advisory**, has identified your city as a city of high interest. In recognition of this, Gratiya Advisory is offering sponsorship support **specifically for the Mayor**, which will cover **flights and accommodation** to attend the Asia Pacific Cities Summit and Mayors Forum taking place in Dubai from the 27th- 29th October 2025.

More information can be found in the attached overview and FAQs.

Please note that **the Mayor is still required to complete the registration process and purchase a registration ticket**. Upon completion of registration (see details below), we will connect your office directly with Gratiya Advisory's dedicated logistical concierge—who are cc'd on this email—to coordinate the next steps.

For your reference, please find attached the company profile.

Additionally, we are pleased to offer an **early bird discounted registration for Mayors and their delegates at a rate of \$500 USD** (exclusive of VAT). This offer is valid until **26 June 2025**.

- Register as a Mayor [here](#) (\$500 USD for Mayors (exclusive of VAT)
- Register up to two City Leaders [here](#) (\$530 USD for City Leaders (exclusive of VAT)
- Register additional delegates (currently our lowest price offer for standard tickets, for an individual ticket) \$710 USD before VAT - [link here](#)

Should you wish to register additional delegates or explore group registration options, please let us know and we'll be happy to assist.

Accommodation information, including special rates at our partner hotels, is available [here](#). Please note that these **accommodation options and rates are intended for delegates** and do not apply to the Mayor, whose accommodation will be arranged separately by Gratiya advisory.

We look forward to hearing from you soon.

Warm regards,
Expo City Dubai

Robert Cranenburgh
 Coordinator - Mayoral Outreach - Expo City Dubai Global Initiatives & Advisory
 PO Box 2020, Dubai, UAE
 Robert.Cranenburgh@expodubaigroup.ae

Note - For seamless access to the Expo City Dubai, please ensure to apply on the link:
<https://expocityprd.powerappsportals.com/registervisitor/>



ANNEXURE 2

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

12.	REPORTS BY THE MUNICIPAL MANAGER (G METTLER)
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12.1	INVITATION TO ATTEND THE ASIA PACIFIC CITIES SUMMIT (APCS) AND MAYORS FORUM IN DUBAI FROM 27 - 29 OCTOBER 2025
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Collaborator No:

IDP KPA Ref No:

Meeting Date: 30 July 2025

1. SUBJECT: INVITATION TO ATTEND THE ASIA PACIFIC CITIES SUMMIT (APCS) AND MAYORS FORUM IN DUBAI FROM 27 - 29 OCTOBER 2025

2. PURPOSE

To obtain Council's permission for the Executive Mayor, the Municipal Manager and the Chief Financial Officer to attend the Asia Pacific Cities Summit and Mayors Forum, which is taking place from the 27th to the 29th of October 2025.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Stellenbosch Municipality has been singled out as a city of significant interest. As a result, Gratiya Advisory invited the Executive Mayor, and will cover travel and accommodation expenses for attending the Asia Pacific Cities Summit and Mayors Forum in Dubai from the 27th to 29th of October, 2025 (**ANNEXURE 1**). The invitation is extended to two (2) officials who may accompany the Executive Mayor, but at the cost of the Municipality.

The 2025 Asia Pacific Cities Summit, a worldwide convention hosted by Dubai, brings together Executive Mayors, municipal officials, business leaders, innovators, and young professionals from Asia Pacific, Europe, the Middle East, Africa, South Asia, and other regions to discuss the future development of urban areas.

Taking place at Expo City Dubai, the venue that previously hosted Expo 2020 and COP28, the 2025 APCS lies at the center of international dialogue and innovation. Dubai's role as a central hub for trade, logistics, and innovation positions the Summit as a platform for global collaboration, progress, and practical solutions.

33RD COUNCIL MEETING: 2025-07-30: ITEM 12.1**RESOLVED** (nem con)

- a) that Council notes the invitation received from Gratiya Advisory, annexed hereto as **APPENDIX 1**;
- b) that Council notes the overview of the 2025 Asia Pacific Cities Summit and Mayors Forum as **APPENDIX 3**;
- c) that Council approves the Executive Mayors', the Municipal Manager and the Chief Financial Officer's attendance at the summit; and
- d) that Council grants approval to the Municipal Manager to sanction expenses related the APCS summit.

FOR FURTHER DETAILS CONTACT:

NAME	Donovan Muller
POSITION	Manager Councillor Support
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	donovan.muller@ Stellenbosch.gov.za
REPORT DATE	19 June 2025

ANNEXURE 3

Annelene Rooifontein

From: Gratiya Advisory <rc@gratiya.com>
Sent: Thursday, 18 September 2025 12:12
To: Annelene Rooifontein; Angela Kan
Cc: mm; APCS invite
Subject: [EX] RE: Gratiya Advisory - APCS 2025

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 Annelene,

We would be honoured if your deputy mayor was also able to attend, they can register as a mayor using the link below.

For a limited time only, Mayors, City Leaders and Delegates can avail a further 20% discount on ticket prices at all levels:

- Mayors are priced at \$504
- City Leaders are priced at **\$540**
- Young Professionals are priced at **\$288**
- International Delegates are priced at **\$720**
- Premier Delegates are priced at **\$1800**

Register as a Mayor [here](#)

Register up to two City Leaders [here](#)

Register additional delegates - [link here](#)

Please let me know if you have any more questions.

Best wishes,
Robert Edwin

From: Annelene Rooifontein <Annelene.Rooifontein@ Stellenbosch.gov.za>
Sent: Wednesday, September 17, 2025 7:02 PM
To: Gratiya Advisory <rc@gratiya.com>; Angela Kan <angela.kan@gratiya.com>
Cc: mm <Municipal.Manager@ Stellenbosch.gov.za>; APCS invite <apcs.invite@expocitydubai.ae>
Subject: RE: Gratiya Advisory - APCS 2025

Dear Robert

Thank you for your feedback.

As you know, we already have 3 registered delegates, of whom one is our Executive Mayor. I have received enquiries about whether an additional delegate, our Deputy Executive Mayor, may still register to attend. Kindly advise.



Groete/Kind regards,
Annelene Rooifontein
 Senior Clerk: Risk
 Management

T: +27 21 808 8752
 3rd Floor, Townhouse, 17 Plein Street,
 Stellenbosch, 7600
www.stellenbosch.gov.za



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http://www.stellenbosch.gov.za/main_pages/disclaimerpage.htm



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About Stellenbosch Municipality

Our mission is to deliver cost-effective services that will provide the most enabling environment for civil and corporate citizens.



Our head office is at Town House Complex, Plein Street, Stellenbosch, 7600, South Africa. For more information about Stellenbosch Municipality, please call +2721-808-8111, or visit www.stellenbosch.gov.za

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The information contained in this communication from annelene.rooifontein@stellenbosch.gov.za sent at 2025-09-12 13:41:49 is confidential and may be legally privileged. It is intended solely for use by angela.kan@gratiya.com and others authorized to receive it. If you are not angela.kan@gratiya.com you are hereby notified that any disclosure, copying, distribution or taking action in reliance of the contents of this information is strictly prohibited and may be unlawful. Powered by [IOCO](#)



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