



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2025-01-29

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## **MINUTES**

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

**2025-01-29 AT 10:00**

**MINUTES**  
**28<sup>TH</sup> MEETING OF COUNCIL**  
**OF STELLENBOSCH MUNICIPALITY**  
**2025-01-29**

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**TO**

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

**COUNCILLORS**

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

\*\*\*\*\*

**OFFICIALS**

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

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**1. OPENING AND WELCOME**

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

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

**2. MAYORAL ADDRESS [ALD J FASSER]**

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

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

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

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

Verify their details

Update their information

Receive valuable feedback from our officials.

Thank you."

|           |                                      |
|-----------|--------------------------------------|
| <b>3.</b> | <b>COMMUNICATIONS BY THE SPEAKER</b> |
|-----------|--------------------------------------|

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

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

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

**December**

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

**January**

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

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

|           |                                |
|-----------|--------------------------------|
| <b>5.</b> | <b>DISCLOSURE OF INTERESTS</b> |
|-----------|--------------------------------|

Cllr S Schafer declared his interest in Item 12.8 and requested to be recused from the meeting when Item 12.8 dealt with.

|           |                                         |
|-----------|-----------------------------------------|
| <b>6.</b> | <b>APPLICATION FOR LEAVE OF ABSENCE</b> |
|-----------|-----------------------------------------|

- 6.1 The following applications for leave of absence were approved in terms of the Rules of Order By-Law of Council:-

|                 |                   |
|-----------------|-------------------|
| Cllr ZJ Dalling | - 29 January 2025 |
| AJ Hanekom      | - 29 January 2025 |
| RB Hendrikse    | - 29 January 2025 |
| NR Ndalasi      | - 29 January 2025 |
| G Mettler (MM)  | - 29 January 2025 |

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

|           |                                                          |
|-----------|----------------------------------------------------------|
| <b>7.</b> | <b>CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING/S</b> |
|-----------|----------------------------------------------------------|

|            |                                                    |
|------------|----------------------------------------------------|
| <b>7.1</b> | <b>27<sup>TH</sup> COUNCIL MEETING: 2024-11-27</b> |
|------------|----------------------------------------------------|

The minutes of the 27<sup>th</sup> Council meeting: 2024-11-27 **were confirmed as correct without any changes.**

|     |                                                                                                            |
|-----|------------------------------------------------------------------------------------------------------------|
| 7.2 | <b>SPECIAL COUNCIL MEETING: 2024-11-29</b>                                                                 |
|     | The minutes of a Special Council meeting: 2024-11-29 <u>were confirmed as correct without any changes.</u> |
| 8.  | <b>STATUTORY MATTERS</b>                                                                                   |
| 8.1 | <b>TABLING OF THE DRAFT ANNUAL REPORT 2023/24</b>                                                          |

Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 January 2025 and 29 January 2025

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

**2. PURPOSE**

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

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

**3. DELEGATED AUTHORITY**

Council.

**4. EXECUTIVE SUMMARY**

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

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

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

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

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

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

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

**FOR FURTHER DETAILS CONTACT:**

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

|     |                                               |
|-----|-----------------------------------------------|
| 8.2 | MFMA SECTION 52 REPORTING UP TO DECEMBER 2024 |
|-----|-----------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

22 January 2025

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

To comply with Section 52(d) of the Municipal Finance Management Act and report to Council on the implementation of the budget; and service delivery budget plan of the Municipality for the 2<sup>nd</sup> quarter of the 2024/25 financial year.

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

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

*"The mayor of a municipality—*

*(d) must, within 30 days of the end of each quarter; submit a report to the council on the implementation of the budget and the financial affairs of the municipality:"*

**4. EXECUTIVE SUMMARY**

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

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

This report provides the overall performance of the Municipality for the period 1 October 2024 to 31 December 2024.

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 8.2****NOTED**

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

**FOR FURTHER DETAILS CONTACT:**

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

|     |                                                                     |
|-----|---------------------------------------------------------------------|
| 8.3 | <b>S72 MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT FOR 2024/2025</b> |
|-----|---------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 January 2025

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

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

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

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

**4. EXECUTIVE SUMMARY**

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

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

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

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

|            |                                                  |
|------------|--------------------------------------------------|
| <b>8.4</b> | <b>MID-YEAR ADJUSTMENTS BUDGET FOR 2024/2025</b> |
|------------|--------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 January 2025

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

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

**3. DELEGATED AUTHORITY**

Approval is required by the Municipal Council.

**4. EXECUTIVE SUMMARY**

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

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 8.4**

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

**RESOLVED** (majority vote)

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

**FOR FURTHER DETAILS CONTACT:**

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

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

2024/2025

# MID-YEAR ADJUSTMENTS BUDGET

TABLED BY EXECUTIVE MAYOR  
JEREMY FASSER

29 JANUARY 2025



**STELLENBOSCH**

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY



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

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

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

### **Introduction**

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

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

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

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

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

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

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

**When we look at Stellenbosch as A Model Municipality**

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

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

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

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

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

**In terms of our Operational Income Adjustments:**

Honourable Speaker,

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

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

**Under our Operational Expenditure Adjustments:**

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

**Capital Budget Adjustments:**

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

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

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

Capital Adjustment Budget:

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

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

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

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

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

#### 2024/2025 Capital Budget per Department

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

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

|                                            |                    |
|--------------------------------------------|--------------------|
| Law Enforcement and Security               | 6,141,367          |
| Traffic Services                           | 885,000            |
| <b>Community &amp; Protection Services</b> | <b>67,117,020</b>  |
|                                            |                    |
| Financial Services General                 | 1,400,000          |
| <b>Financial Services</b>                  | <b>1,400,000</b>   |
|                                            |                    |
| <b>Total Capital Expenditure</b>           | <b>514,012,559</b> |

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

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

### **Looking Ahead**

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

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

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

I thank you,  
Baie dankie,  
Enkosi kakhulu.

**EXECUTIVE MAYOR**  
**CLLR JEREMY FASSER**

|     |                                                                                  |
|-----|----------------------------------------------------------------------------------|
| 8.5 | <b>REVISED TOP LAYER SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2024/25</b> |
|-----|----------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Financial Sustainability

Meeting Date: 22 January 2025 & 29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

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

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

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

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

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

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

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

**FOR FURTHER DETAILS CONTACT:**

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

|     |                                                                                                                                                                                                                  |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8.6 | <b>OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 2 (01 OCTOBER 2024 – 31 DECEMBER 2024)</b> |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Financial Sustainability

Meeting Date: 22 January 2025

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

- PURPOSE**

To submit to Council a report for the period 01 October 2024 – 31 December 2024 on the implementation of Council's Supply Chain Management Policy. The report covers the performance of the various delegated functions and the implementation thereof.

- DELEGATED AUTHORITY**

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

Council

Section 6 (3) & 4 of the SCM Policy 2024/2025 determines that the Accounting Officer must within 10 days at the end of each quarter submit a report on the implementation of the SCM Policy to the Executive Mayor. This report must be made public in accordance with section 21A of the Municipal Systems Act (32 of 2000).

- EXECUTIVE SUMMARY**

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

## 28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 8.6

### NOTED

- that Council notes the report and **ANNEXURE A** attached to the report, and
- that the report be made public in accordance with Section 21A of the Municipal Systems Act.

### FOR FURTHER DETAILS CONTACT:

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

|     |                                                                                                                                        |
|-----|----------------------------------------------------------------------------------------------------------------------------------------|
| 8.7 | MANAGEMENT OF CONTRACTS OR AGREEMENTS AND CONTRACTOR PERFORMANCE FOR THE PERIOD 01 JULY 2024 – 31 DECEMBER 2024 MFMA S116(2)(d) REPORT |
|-----|----------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

22 January 2025

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

2. PURPOSE

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

3. DELEGATED AUTHORITY

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

None

4. EXECUTIVE SUMMARY

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

## 28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 8.7

### NOTED

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

### FOR FURTHER DETAILS CONTACT:

|                 |                                     |
|-----------------|-------------------------------------|
| NAME            | Dalleel Jacobs                      |
| POSITION        | Senior Manager: SCM                 |
| DIRECTORATE     | Financial services                  |
| CONTACT NUMBERS | 021 808 8528                        |
| E-MAIL ADDRESS  | Dalleel.Jacobs@ Stellenbosch.gov.za |
| REPORT DATE     | 03 January 2025                     |

|            |                                                                                           |
|------------|-------------------------------------------------------------------------------------------|
| <b>8.8</b> | <b>MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR NOVEMBER &amp; DECEMBER 2024</b> |
|------------|-------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

22 January 2025

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

**2. PURPOSE**

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2024/2025 to report the deviations to the Council.

**3. DELEGATED AUTHORITY**

**Council**

For noting.

**4. EXECUTIVE SUMMARY**

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

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 8.8**

**NOTED**

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

**FOR FURTHER DETAILS CONTACT:**

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

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

Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 29 January 2025

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

**2. PURPOSE**

To inform Council of the decisions taken by the Executive Mayor from October 2024 to December 2024 (see **APPENDIX 1**).

**3. DELEGATED AUTHORITY**

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

For Notification

**4. EXECUTIVE SUMMARY**

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

*"An Executive Mayor must report to the municipal council on all decisions taken by the Executive Mayor."*

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 9.1.1**

**NOTED**

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

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                                                              |
|------------------------|----------------------------------------------------------------------------------------------|
| <b>NAME</b>            | DONOVAN MULLER                                                                               |
| <b>POSITION</b>        | <b>MANAGER: COUNCILLOR SUPPORT</b>                                                           |
| <b>DIRECTORATE</b>     | <b>CORPORATE SERVICES</b>                                                                    |
| <b>CONTACT NUMBERS</b> | <b>021 8088314</b>                                                                           |
| <b>E-MAIL ADDRESS</b>  | <a href="mailto:Donovan.Muller@ Stellenbosch.gov.za">Donovan.Muller@ Stellenbosch.gov.za</a> |
| <b>REPORT DATE</b>     | <b>06 January 2025</b>                                                                       |

|              |                                                                                           |
|--------------|-------------------------------------------------------------------------------------------|
| <b>9.1.2</b> | <b>REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 8 NOVEMBER 2024</b> |
|--------------|-------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

For information.

**4. EXECUTIVE SUMMARY**

The Executive Mayor has since her election reported to Council on discussions that takes place at the regular meetings of the Mayor – Rector Forum. The meeting was held on 8 November 2024. The minutes is attached as **Annexure A**. The University of Stellenbosch caused the delay with the circulation of the minutes.

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 9.1.2**

**NOTED**

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

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                   |
|------------------------|---------------------------------------------------|
| <b>NAME</b>            | DONOVAN MULLER                                    |
| <b>POSITION</b>        | <b>MANAGER: COUNCILLOR SUPPORT</b>                |
| <b>DIRECTORATE</b>     | <b>CORPORATE SERVICES</b>                         |
| <b>CONTACT NUMBERS</b> | <b>021 8088314</b>                                |
| <b>E-MAIL ADDRESS</b>  | <b><u>Donovan.Muller@ Stellenbosch.gov.za</u></b> |
| <b>REPORT DATE</b>     | <b>14 January 2025</b>                            |

|       |                                                                                                                                                                                                       |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.1.3 | <b>REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR ON MATTERS RESOLVED UNDER AUTHORITY DELEGATED TO THE EXECUTIVE MAYOR IN CONSULTATION WITH THE MAYORAL COMMITTEE [OCTOBER – DECEMBER 2024]</b> |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

29 January 2025

- SUBJECT: REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR ON MATTERS RESOLVED UNDER AUTHORITY DELEGATED TO THE EXECUTIVE MAYOR IN CONSULTATION WITH THE MAYORAL COMMITTEE [OCTOBER - DECEMBER 2024]**

- PURPOSE**

To inform Council of the decisions taken by the Executive Mayor on matters resolved under the authority delegated to the Executive Mayor, in consultation with the Mayoral Committee, for meetings from October to December 2024 (see **APPENDIX 1**).

- DELEGATED AUTHORITY**

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

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

- EXECUTIVE SUMMARY**

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

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

## 28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 9.1.3

### NOTED

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

### FOR FURTHER DETAILS CONTACT:

|                        |                                                                                                     |
|------------------------|-----------------------------------------------------------------------------------------------------|
| <b>NAME</b>            | DONOVAN MULLER                                                                                      |
| <b>POSITION</b>        | <b>MANAGER: COUNCILLOR SUPPORT</b>                                                                  |
| <b>DIRECTORATE</b>     | <b>CORPORATE SERVICES</b>                                                                           |
| <b>CONTACT NUMBERS</b> | <b>021 8088314</b>                                                                                  |
| <b>E-MAIL ADDRESS</b>  | <b><a href="mailto:Donovan.Muller@ Stellenbosch.gov.za">Donovan.Muller@ Stellenbosch.gov.za</a></b> |
| <b>REPORT DATE</b>     | <b>15 January 2025</b>                                                                              |

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|            |                                |
|------------|--------------------------------|
| <b>9.2</b> | <b>REPORT/S BY THE SPEAKER</b> |
|------------|--------------------------------|

NONE

|            |                                                         |
|------------|---------------------------------------------------------|
| <b>9.3</b> | <b>REPORT/S BY THE MUNICIPAL MANAGER [MS G METTLER]</b> |
|------------|---------------------------------------------------------|

NONE

|            |                                                                          |
|------------|--------------------------------------------------------------------------|
| <b>10.</b> | <b>CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR:<br/>[ALD J FASSER]</b> |
|------------|--------------------------------------------------------------------------|

|             |                                                   |
|-------------|---------------------------------------------------|
| <b>10.1</b> | <b>PROTECTION SERVICES: [PC: CLLR J WILLIAMS]</b> |
|-------------|---------------------------------------------------|

NONE

|             |                                                      |
|-------------|------------------------------------------------------|
| <b>10.2</b> | <b>SPORTS, YOUTH AND CULTURE: [PC: CLLR TO KUMM]</b> |
|-------------|------------------------------------------------------|

NONE

|      |                                          |
|------|------------------------------------------|
| 10.3 | CORPORATE SERVICES: (PC: CLLR L NKAMISA) |
|------|------------------------------------------|

|        |                                                 |
|--------|-------------------------------------------------|
| 10.3.1 | REVIEW OF STELLENBOSCH MUNICIPAL HONOURS BY-LAW |
|--------|-------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 21 and 27 November 2024

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

## 2. PURPOSE

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

## 3. DELEGATED AUTHORITY

Council

## 4. EXECUTIVE SUMMARY

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

28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 10.3.1

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

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

|        |                                                                |
|--------|----------------------------------------------------------------|
| 10.3.2 | RETURN ITEM: DISPOSAL OF ERF 4810 (3 SWAWEL LAAN) STELLENBOSCH |
|--------|----------------------------------------------------------------|

Collaborator No: 779038  
IDP KPA Ref No: Good Governance  
Meeting Date: 22 January 2025 and 29 January 2025

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

2. **PURPOSE**

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

3. **DELEGATED AUTHORITY**

For decision by Municipal Council.

4. **EXECUTIVE SUMMARY**

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

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

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 10.3.2**

**RESOLVED** (majority vote with 4 abstentions)

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

**FOR FURTHER DETAILS CONTACT:**

|                 |                                                                                              |
|-----------------|----------------------------------------------------------------------------------------------|
| NAME            | Annalene de Beer                                                                             |
| POSITION        | Director                                                                                     |
| DIRECTORATE     | Corporate Services                                                                           |
| CONTACT NUMBERS | 021-8088018                                                                                  |
| E-MAIL ADDRESS  | <a href="mailto:Annalene.deBeer@stellenbosch.gov.za">Annalene.deBeer@stellenbosch.gov.za</a> |
| REPORT DATE     | 13/01/2025                                                                                   |

|             |                                                 |
|-------------|-------------------------------------------------|
| <b>10.4</b> | <b>FINANCIAL SERVICES: (PC: ALD JC ANTHONY)</b> |
|-------------|-------------------------------------------------|

NONE

|             |                                                |
|-------------|------------------------------------------------|
| <b>10.5</b> | <b>HUMAN SETTLEMENTS: (PC: CLLR R DU TOIT)</b> |
|-------------|------------------------------------------------|

NONE

|             |                                                    |
|-------------|----------------------------------------------------|
| <b>10.6</b> | <b>INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)</b> |
|-------------|----------------------------------------------------|

|               |                                                                           |
|---------------|---------------------------------------------------------------------------|
| <b>10.6.1</b> | <b>THE INTEGRATED WASTE MANAGEMENT PLAN FOR STELLENBOSCH MUNICIPALITY</b> |
|---------------|---------------------------------------------------------------------------|

Collaborator No: 778764  
IDP KPA Ref No: Good Governance and Compliance  
Meeting Date: 22 January 2025 and 29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

Municipal Council.

**4. EXECUTIVE SUMMARY**

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

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

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

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

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 10.6.1**

**RESOLVED** (nem con)

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

**FOR FURTHER DETAILS CONTACT:**

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

|        |                                                                                     |
|--------|-------------------------------------------------------------------------------------|
| 10.6.2 | <b>STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – DECEMBER 2024</b> |
|--------|-------------------------------------------------------------------------------------|

Collaborator No: 778763  
 IDP KPA Ref No: Green & Sustainable Valley  
 Meeting Date: 22 January 2025 and 29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

Municipal Council.

**4. EXECUTIVE SUMMARY**

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

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

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

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

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**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 10.6.2****NOTED**

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

**FOR FURTHER DETAILS CONTACT:**

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

|        |                                                                                                                      |
|--------|----------------------------------------------------------------------------------------------------------------------|
| 10.6.3 | <b>ANNUAL WATER SERVICES DEVELOPMENT PLAN PERFORMANCE- AND WATER SERVICES AUDIT REPORT: FINANCIAL YEAR 2023/2024</b> |
|--------|----------------------------------------------------------------------------------------------------------------------|

Collaborator No: 778762  
 IDP KPA Ref No: Green & Sustainable Valley  
 Meeting Date: 22 January 2025 and 29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

Municipal Council.

**4. EXECUTIVE SUMMARY**

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

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

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

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**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 10.6.3****NOTED**

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

**FOR FURTHER DETAILS CONTACT:**

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

|      |                                                  |
|------|--------------------------------------------------|
| 10.7 | <b>PARKS AND OPEN SPACES: [PC: CLLR N OLAYI]</b> |
|------|--------------------------------------------------|

NONE

|      |                                                                                    |
|------|------------------------------------------------------------------------------------|
| 10.8 | <b>PLANNING, LOCAL ECONOMIC DEVELOPMENT AND TOURISM:<br/>[PC: CLLR M SLABBERT]</b> |
|------|------------------------------------------------------------------------------------|

|        |                                                                                                                                                  |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| 10.8.1 | <b>APPROVAL TO ADVERTISE THE DRAFT STELLENBOSCH MUNICIPALITY<br/>OUTDOOR ADVERTISING &amp; SIGNAGE BY-LAW, 2024 FOR PUBLIC<br/>PARTICIPATION</b> |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No: 776709

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 21 November 2024 & 29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

MAYCO & Council.

**4. EXECUTIVE SUMMARY**

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

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

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

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

**FOR FURTHER DETAILS CONTACT:**

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

|        |                                                                                                                                        |
|--------|----------------------------------------------------------------------------------------------------------------------------------------|
| 10.8.2 | <b>REQUEST TO UNDERTAKE PUBLIC PARTICIPATION PROCESS ("PPP") IN RESPECT TO AMEND THE STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2024</b> |
|--------|----------------------------------------------------------------------------------------------------------------------------------------|

**Collaborator No:**

**IDP KPA Ref No:** Good Governance and Compliance

**Meeting Date:** 21 November 2024 & 29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

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

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

## **28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 10.8.2**

**RESOLVED** (majority vote with 1 abstention)

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

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                                                            |
|------------------------|--------------------------------------------------------------------------------------------|
| <b>NAME</b>            | Joh-ne Jansen                                                                              |
| <b>POSITION</b>        | <i>Senior Economic Development Officer</i>                                                 |
| <b>DIRECTORATE</b>     | <i>Planning and Economic Development</i>                                                   |
| <b>CONTACT NUMBERS</b> | <b>021 808 8144</b>                                                                        |
| <b>E-MAIL ADDRESS</b>  | <a href="mailto:joh-ne.jansen@ Stellenbosch.gov.za">joh-ne.jansen@ Stellenbosch.gov.za</a> |
| <b>REPORT DATE</b>     | <b>11 November 2024</b>                                                                    |

|        |                                                                                                                                                                             |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10.8.3 | <b>TO PROVIDE FEEDBACK ON THE PUBLIC PARTICIPATION PROCESS FOR THE OUTSOURCING OF THE MANAGEMENT OF THE INFORMAL TRADING HUBS (CLOETESVILLE, IDA'S VALLEY AND KLAPMUTS)</b> |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Valley of Opportunity

Meeting Date: 22 January 2025 & 29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

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

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

Ida's Valley:

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

Cloetesville:

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

Klapmuts:

- no proposals were received

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

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

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

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

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

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                                                                  |
|------------------------|--------------------------------------------------------------------------------------------------|
| <b>NAME</b>            | <b>Lesley van Gensen</b>                                                                         |
| <b>POSITION</b>        | <b>Local Economic Development Officer</b>                                                        |
| <b>DIRECTORATE</b>     | <b>Planning and Economic Division</b>                                                            |
| <b>CONTACT NUMBERS</b> | <b>021 808 8179</b>                                                                              |
| <b>E-MAIL ADDRESS</b>  | <a href="mailto:Lesley.vangensen@ Stellenbosch.gov.za">Lesley.vangensen@ Stellenbosch.gov.za</a> |
| <b>REPORT DATE</b>     | <b>17 January 2025</b>                                                                           |

|        |                                                                                                                                                                           |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10.8.4 | CONSIDERATION FOR THE SOUTH AFRICAN MOBILE DEVICES DISTRIBUTORS AND REPAIRERS' ASSOCIATION (SAMDDRA) TO USE THE KAYAMANDI CORRIDOR CONFERENCE FACILITY AS A TRAINING SITE |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Valley of Opportunity

Meeting Date: 22 January 2025 &amp; 29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

Municipal Council.

**4. EXECUTIVE SUMMARY**

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

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

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

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

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

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

|      |                                         |
|------|-----------------------------------------|
| 10.9 | COMMUNITY SERVICES: [PC: CLLR X KALIPA] |
|------|-----------------------------------------|

NONE

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|-------|---------------------------------------------------------|
| 10.10 | RURAL MANAGEMENT AND ENVIRONMENT: [PC: CLLR J WILLIAMS] |
|-------|---------------------------------------------------------|

NONE

|       |                                  |
|-------|----------------------------------|
| 10.11 | MUNICIPAL MANAGER (MS G METTLER) |
|-------|----------------------------------|

NONE

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|-----|-------------------------------------------------------------------------------------------------------------------------------|
| 11. | CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER |
|-----|-------------------------------------------------------------------------------------------------------------------------------|

|      |                                                                    |
|------|--------------------------------------------------------------------|
| 11.1 | MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC):<br>[CLLR WF PIETERSEN] |
|------|--------------------------------------------------------------------|

NONE

|     |                                  |
|-----|----------------------------------|
| 12. | REPORTS BY THE MUNICIPAL MANAGER |
|-----|----------------------------------|

|      |                                                                                                                                                                                 |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12.1 | QUARTERLY REPORT OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE OF STELLENBOSCH MUNICIPALITY FOR THE PERIOD 01 JULY 2024 TILL 30 SEPTEMBER 2024 AND APAC ANNUAL REPORT 2023/ 2024 |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:

File No:

IDP KPA Ref No: Good Governance

Meeting Date: 29 January 2025

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

2. **PURPOSE**

To inform Council of the activities of the Audit and Performance Audit Committee for the period 01 July 2024 till 30 September 2024 (1<sup>st</sup> Quarter). The Minutes of the meeting held for this period mentioned is herewith attached as **APPENDIX 1** which outlines the activities of the Audit and Performance Audit Committee.

That Council notes the Report of the Audit and Performance Audit Committee included in the Annual Report of the Municipality for the year ending 30 June 2024, attached as **APPENDIX 2**.

### 3. DELEGATED AUTHORITY

Audit and Performance Audit Committee reports to Council periodically.

### 4. EXECUTIVE SUMMARY

In terms of Section 166 of the Municipal Finance Act (MFMA), Act No 56 of 2003, each municipality must have an Audit and Performance Audit Committee. The Audit and Performance Audit Committee is an independent advisory body which must advise Council, the political office bearers, the accounting officer, the management and staff of the municipality.

The Audit and Performance Audit Committee has executed its duties and responsibilities during the period under review in accordance with its terms of reference as they relate to Council's accounting, internal auditing, internal control and financial reporting practices.

## 28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 12.1

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

### NOTED

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

### FOR FURTHER DETAILS CONTACT:

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

|      |                                                                                                                                                                 |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12.2 | <b>APPOINTMENT OF COUNCILLORS ON THE DISCIPLINARY COMMITTEE, APPOINTING A CHAIRPERSON FOR THE DISCIPLINARY COMMITTEE AND APPOINTING SECONDI WHERE NECESSARY</b> |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

Council.

**4. EXECUTIVE SUMMARY**

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

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

The current composition of the disciplinary committee is:

3 DA members

2 members of the opposition parties

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

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

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

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

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

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                                                                          |
|------------------------|----------------------------------------------------------------------------------------------------------|
| <b>NAME</b>            | Donovan Muller                                                                                           |
| <b>POSITION</b>        | <b><i>Manager: Council Support</i></b>                                                                   |
| <b>DIRECTORATE</b>     | <b><i>Corporate Services</i></b>                                                                         |
| <b>CONTACT NUMBERS</b> | <b><i>021 808 8314</i></b>                                                                               |
| <b>E-MAIL ADDRESS</b>  | <b><i><a href="mailto:Donovan.Muller@stellenbosch.gov.za">Donovan.Muller@stellenbosch.gov.za</a></i></b> |
| <b>REPORT DATE</b>     | <b><i>24.01.2025</i></b>                                                                                 |

|      |                                                                                                                                                                                                                                                                                                                          |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12.3 | REQUEST TO NOMINATE COUNCILLORS TO SERVE ON THE HOSPITAL FACILITY BOARD AND CLINIC COMMITTEES: AAN-HET-PAD CLINIC; CLOETESVILLE COMMUNITY DAY CENTRE; DON AND PAT BILTON CLINIC (JAMESTOWN); GROENDAL CLINIC; DIRKIE UYS STREET SATELLITE CLINIC; IDAS VALLEY CLINIC; KAYAMANDI CLINIC; KLAPMUTS CLINIC; KYLEMORE CLINIC |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance

29 January 2025

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

2. **PURPOSE**

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

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

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

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

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

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

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

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

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

**FOR FURTHER DETAILS CONTACT:**

|                        |                                                                                              |
|------------------------|----------------------------------------------------------------------------------------------|
| <b>NAME</b>            | DONOVAN MULLER                                                                               |
| <b>POSITION</b>        | <b>MANAGER: COUNCILLOR SUPPORT</b>                                                           |
| <b>DIRECTORATE</b>     | <b>CORPORATE SERVICES</b>                                                                    |
| <b>CONTACT NUMBERS</b> | <b>021 8088314</b>                                                                           |
| <b>E-MAIL ADDRESS</b>  | <a href="mailto:Donovan.Muller@ Stellenbosch.gov.za">Donovan.Muller@ Stellenbosch.gov.za</a> |
| <b>REPORT DATE</b>     | <b>24 January 2025</b>                                                                       |

|      |                                                                   |
|------|-------------------------------------------------------------------|
| 12.4 | REPLACEMENT OF REPRESENTATIVES TO CAPE WINELANDS DISTRICT COUNCIL |
|------|-------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Good Governance and compliance

Meeting Date: 29 January 2025

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

2. **PURPOSE**

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

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

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

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

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 12.4**

**NOTED**

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

**FOR FURTHER DETAILS CONTACT:**

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

|      |                                                               |
|------|---------------------------------------------------------------|
| 12.5 | ESTABLISHMENT OF SECTION 80 COMMITTEES (PORTFOLIO COMMITTEES) |
|------|---------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

29 January 2025

**1. SUBJECT: ESTABLISHMENT OF SECTION 80 COMMITTEES (PORTFOLIO COMMITTEES)**

**2. PURPOSE**

Council must approve the established the Section 80 Committee and must appoint the members on these Committees. This item serves to amend the Committees, and the members as appointed in September 2024.

**3. DELEGATED AUTHORITY**

Council establishes the committees and appoints the members, whilst the Executive Mayor appoints the Chairpersons.

**4. EXECUTIVE SUMMARY**

In terms of Section 80 of the Structures Act, if a municipality has an Executive Mayor, it may appoint Committees of Councillors to assist the Executive Mayor.

Such Committees may not in number exceed the number of members of the Executive Committee (10, including the Deputy Executive Mayor).

The Executive Mayor, *inter alia*:-

- appoints a Chairperson for each Committee; and
- may delegate any powers and duties of the Executive Mayor to the Committee.

Such Committee(s) must assist the Executive Mayor in accordance with the directions of the Executive Mayor and in line with the provisions as indicated in Section 80.

The members are appointed by Council in accordance with the principle of representation amongst the number of members allocated to each committee.

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

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

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

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 12.5**

**RESOLVED** (majority vote with 1 abstention)

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

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

Approved by Executive Mayor:

Date: 16 January 2025

Received by the office of the Speaker:

Date: 16 January 2025

|      |                                                                                         |
|------|-----------------------------------------------------------------------------------------|
| 12.6 | <b>APPOINTMENT OF REPRESENTATIVES TO SALGA PROVINCIAL WORKING GROUPS – WESTERN CAPE</b> |
|------|-----------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

29 January 2025

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

**2. PURPOSE**

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

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

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

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

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

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

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

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

**FOR FURTHER DETAILS CONTACT:**

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

|      |                                                                                                                                                                                                                                                                                   |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12.7 | CONSIDERATION ON APPLICATIONS RECEIVED: FUNDING OF EXTERNAL BODIES PERFORMING A MUNICIPAL FUNCTION AS PROVIDED BY THE POLICY FUNDING OF BODIES PERFORMING A MUNICIPAL FUNCTION, READ WITH SECTION 80(2) OF THE LOCAL GOVERNMENT SYSTEMS ACT, 32 OF 2000, FINANCIAL YEAR 2024/2025 |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 29 January 2025

1. **SUBJECT: CONSIDERATION ON APPLICATIONS RECEIVED: FUNDING OF EXTERNAL BODIES PERFORMING A MUNICIPAL FUNCTION AS PROVIDED BY THE POLICY FUNDING OF BODIES PERFORMING A MUNICIPAL FUNCTION, READ WITH SECTION 80(2) OF THE LOCAL GOVERNMENT SYSTEMS ACT, 32 OF 2000, FINANCIAL YEAR 2024/2025: STELLENBOSCH ANIMAL WELFARE SOCIETY**

## 2. PURPOSE OF MEETING

To discuss and consider the funding applications for the 2024 / 2025 financial year received from external bodies performing a Municipal function as provided by the Policy for the Funding of External Bodies Performing a municipal function, read with Section 80(2) of the Municipal Systems Act No. 32 of 2000.

## 3. EXECUTIVE SUMMARY

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

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

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

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

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

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

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

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

**FOR FURTHER DETAILS, CONTACT:**

|                        |                                                                                      |
|------------------------|--------------------------------------------------------------------------------------|
| <b>NAME</b>            | Mrs Joan Felix                                                                       |
| <b>POSITION</b>        | Manager: Law Enforcement & Traffic Service                                           |
| <b>DIRECTORATE</b>     | Community and Protection                                                             |
| <b>CONTACT NUMBERS</b> | 021 808 8441                                                                         |
| <b>E-MAIL ADDRESS</b>  | <a href="mailto:Joan.felix@ Stellenbosch.gov.za">Joan.felix@ Stellenbosch.gov.za</a> |
| <b>REPORT DATE</b>     | 18 December 2024                                                                     |

|      |                                                                                                                                                                                                                                                                                                              |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12.8 | <b>CONSIDERATION FOR ADDITIONAL FUNDING OF EXTERNAL BODIES PERFORMING A MUNICIPAL FUNCTION AS PROVIDED BY THE POLICY FUNDING OF BODIES PERFORMING A MUNICIPAL FUNCTION, READ WITH SECTION 80(2) OF THE LOCAL GOVERNMENT SYSTEMS ACT, 32 OF 2000, FINANCIAL YEAR 2024 2025: (Local Tourism Organisations)</b> |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Collaborator No:**

**IDP KPA Ref No:** Valley of opportunity

**Meeting Date:** 29 January 2025

- SUBJECT: CONSIDERATION FOR ADDITIONAL FUNDING OF EXTERNAL BODIES PERFORMING A MUNICIPAL FUNCTION AS PROVIDED BY THE POLICY FUNDING OF BODIES PERFORMING A MUNICIPAL FUNCTION, READ WITH SECTION 80(2) OF THE LOCAL GOVERNMENT SYSTEMS ACT, 32 OF 2000, FINANCIAL YEAR 2024 2025: (Local Tourism Organisations)**

- PURPOSE**

To discuss and consider the amendment to the funding application for the 2024 / 2025 financial year received from external bodies performing a Municipal function as provided by the Policy for the Funding of External Bodies Performing a Municipal Function, read with Section 80(2) of the Municipal Systems Act No. 32 of 2000, as approved by Council at the Special Council Meeting dated 30 July 2024.

- DELEGATED AUTHORITY**

Council

- EXECUTIVE SUMMARY**

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

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

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

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

**28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 12.8**

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

**RESOLVED** (majority vote with 3 abstentions)

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

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

**FOR FURTHER DETAILS, CONTACT:**

|                        |                                                                                                  |
|------------------------|--------------------------------------------------------------------------------------------------|
| <b>NAME</b>            | <i>Lesley van Gensen</i>                                                                         |
| <b>POSITION</b>        | <i>Manager: Economic Development and Tourism</i>                                                 |
| <b>DIRECTORATE</b>     | <i>PLANNING AND ECONOMIC DEVELOPMENT</i>                                                         |
| <b>CONTACT NUMBERS</b> | <i>021 808 8179</i>                                                                              |
| <b>E-MAIL ADDRESS</b>  | <a href="mailto:Lesley.vangensen@ Stellenbosch.gov.za">Lesley.vangensen@ Stellenbosch.gov.za</a> |
| <b>REPORT DATE</b>     | <i>22 January 2025</i>                                                                           |

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|     |                                                                                      |
|-----|--------------------------------------------------------------------------------------|
| 13. | CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER |
|-----|--------------------------------------------------------------------------------------|

NONE

|     |                                 |
|-----|---------------------------------|
| 14. | CONSIDERATION OF URGENT MOTIONS |
|-----|---------------------------------|

NONE

|     |                                                   |
|-----|---------------------------------------------------|
| 15. | URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER |
|-----|---------------------------------------------------|

NONE

|     |                                  |
|-----|----------------------------------|
| 16. | REPORTS SUBMITTED BY THE SPEAKER |
|-----|----------------------------------|

|      |                                                                                                   |
|------|---------------------------------------------------------------------------------------------------|
| 16.1 | QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING 2 <sup>ND</sup> QUARTER OF 2024/2025 FINANCIAL YEAR |
|------|---------------------------------------------------------------------------------------------------|

Collaborator No:

IDP KPA Ref No:

Meeting Date:

*Good Governance*

29 January 2025

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

2. **PURPOSE**

For Council to take note of the Functioning of Ward Committees within the Stellenbosch municipal areas.

3. **DELEGATED AUTHORITY**

For Notification by Municipal Council

4. **EXECUTIVE SUMMARY**

In terms of section 73 of the Local Government: Municipal Structures Act, no 117 of 1998 and Regulations, Ward Committees must be established for each ward within the municipal area within 120 days after the election.

The System of Delegations of the Stellenbosch Municipality (S6 and S7) designates the Speaker of Stellenbosch Municipality to facilitate the establishment of Ward Committees in line with the provisions and stipulations of the Municipal Structures Act and Council's policy for the establishment of Ward Committees.

At the Council meeting of 30 March 2022, Council noted the establishment of Ward Committees for all 23 wards within the Stellenbosch Municipality.

Wards who did not have the full complement of Ward Committees members were allowed to co-opt members in line with Council Policy and Procedures for Ward Committees. All ward committees are fully functional and are performing all duties as set out in the Policy and Procedures for Ward Committees.

Attached herewith as **ANNEXURE A** is a table outlining the functioning of all Ward Committees for the period October to December 2024, including dates and number of Ward Committee meetings held to date.

#### 28<sup>TH</sup> COUNCIL MEETING: 2025-01-29: ITEM 12.8

#### NOTED

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

#### FOR FURTHER DETAILS CONTACT:

|                        |                                                                                                            |
|------------------------|------------------------------------------------------------------------------------------------------------|
| <b>NAME</b>            | Jacqueline Beerwinkel                                                                                      |
| <b>POSITION</b>        | <b>EXECUTIVE SUPPORT OFFICER</b>                                                                           |
| <b>DIRECTORATE</b>     | <b>CORPORATE SERVICES</b>                                                                                  |
| <b>CONTACT NUMBERS</b> | <b>0218088618</b>                                                                                          |
| <b>E-MAIL ADDRESS</b>  | <a href="mailto:Jacqueline.Beerwinkel@ Stellenbosch.gov.za">Jacqueline.Beerwinkel@ Stellenbosch.gov.za</a> |
| <b>REPORT DATE</b>     | <b>29 January 2025</b>                                                                                     |

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|-----|------------------------------------------|
| 17. | REPORTS SUBMITTED BY THE EXECUTIVE MAYOR |
|-----|------------------------------------------|

NONE

|     |                                       |
|-----|---------------------------------------|
| 18. | MATTERS TO BE CONSIDERED IN-COMMITTEE |
|-----|---------------------------------------|

SEE PINK DOCUMENTATION (previous minutes only)

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The meeting adjourned at 15:00.

**CHAIRPERSON:** .....

**DATE:** .....

Confirmed on .....without amendments.