



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2025-07-30

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MINUTES

**33RD COUNCIL MEETING OF THE
COUNCIL OF STELLENBOSCH MUNICIPALITY**

2025-07-30 AT 10:00

MINUTES
33RD MEETING OF COUNCIL
OF STELLENBOSCH MUNICIPALITY
2025-07-30

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PRESENT	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 J Andrews Ald JC Anthony R Cupido (until 10:45) MM Danana JA Davids I De Taillerfer R Du Toit A Ferns E Groenewald AJ Hanekom SC Heneke J Joon TO Kumm N Mananga-Gugushe C Manuel EP Masimini XL Mdemka	NM Mkhontwana (until 11:25) NR Ndalasi L Nkamisa M Nkopane N Ntsunguzi Z Olayi GA Petersen RO Pheiffer WF Pietersen MG Rataza Ald JP Serdyn SR Schäfer (from 11:00) A Tomose RB Van Rooyen M Van Stade E Vermeulen J Williams

OFFICIALS	Municipal Manager (G Mettler) Chief Financial Officer: (K Carolus) Director: Community and Protection Services (-G Boshoff) Director: Infrastructure (S Chandaka) Director: Planning and Economic Development (A Barnes) Acting Director: Corporate Services (A Kannemeyer) Chief Audit Executive (Lunga Mvandedwa) Senior Administration Officer (T Samuels)
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1.	OPENING AND WELCOME
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The Speaker, Cllr Q Smit welcomed all present at the 33rd Council meeting held in the Council Chamber.

2.	MAYORAL ADDRESS
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- July was about celebrating 67 minutes for Mandela, and I call on all our residents to honour the legacy of Nelson Mandela and ask everyone to make every day a day to make a difference in your community. In August we will be celebrating Women's Month and Women's Day. This month honours the resilience and achievement of women while we also acknowledge the ongoing struggle for gender equality and addressing issues like gender-based violence.
- Nog 'n herinnering aan al ons inwoners dat Stellenbosch Munisipaliteit se bankbesonderhede sedert 1 Julie 2025 verander het, en die munisipaliteit nou van Standard Bank gebruik maak vir bankdienste. Neem asseblief kennis van die inligting soos op die munisipale webtuiste om te verseker dat u die korrekte inligting het wanneer betalings gedoen moet word.
- I invite all Councillors and all residents of Stellenbosch and visitors to join us at the Stellenbosch Wine Festival on 2 and 3 August 2025 in the Town hall. This year is also the celebration of 100 years of Pinotage. This is going to be a marvellous event.
- Alle voornemende kunstenaars word uitgenooi om deel te neem aan die Locals Got Talent 2025 oudisies wat gedurende September 2025 plaasvind. Kom wys jou talent en jy kan moontlik deel vorm van die 2025 Festival of Lights later die jaar. Inligting is op die munisipale webblad beskikbaar.
- Swap Shop event will take place on 31 July 2025 at Kayamandi Corridor from 10h00 until 16h00. Residents are encouraged to bring sorted recyclable items in bags and receive coupons to then shop for household items, snacks and treats in the pop-up store. This fun and educational initiative is especially loved by children – they learn about recycling, the importance of a clean environment and get rewarded in the process!

That concludes my communication. Thank you Honourable Seaker.”

3.	COMMUNICATIONS BY THE SPEAKER
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- The Speaker informed Council that the parking bays adjacent to the Stellenbosch Town Hall, which are usually allocated to Councillors during Council and other official meetings, will not be available on Friday, 1 August and Saturday, 2 August 2025. These bays will be used by Vendors participating in the Wine Festival taking place at the Town Hall on the mentioned dates.
- A Special Council Meeting has been scheduled for Friday, 8 August 2025 at 10:00 in the Council Chamber. The Speaker emphasized the importance of full attendance by all Councillors. A formal notice and the agenda for the meeting will be distributed in due course. Furthermore, the Speaker announced that a Whips Meeting, to be attended by the Whips of all political parties, will be convened prior to the Special Council Meeting. Details of this meeting will be communicated in due course.
- An All Wards Meeting will be held after the Special Council Meeting on Friday, 8 August 2025, starting at 12:00. Councillors were requested to make the necessary arrangements to attend.
- It was noted that Agenda Item 10.3.1 would be withdrawn from the current Council Agenda and will be tabled at the next scheduled Council Meeting.
- The Speaker extended congratulations to all Councillors who celebrated their birthdays during the months of June and July.

4.	COMMUNICATIONS BY THE MUNICIPAL MANAGER
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- The Municipal Manager welcomed all present to the 33rd Council meeting.
- She introduced Mr. Lunga Mvandedwa, the newly appointed Chief Audit Executive, who officially joined the Stellenbosch Municipality on 1 July 2025. She welcomed him to the team and wished him well in his new role.
- In light of the commencement of the new financial year, the Municipal Manager reported that the Supply Chain Management (SCM) Unit held a workshop the previous week. The workshop reflected on the SCM processes of the past financial year, addressed challenges faced, and focused on planning for the new year's demand management. This was conducted under the current year's theme: "Service Excellence in a Complex World of Overregulation."
- The Municipal Manager reported on several recent fire disasters that occurred in various informal settlements within the Stellenbosch community. Councillors were encouraged to actively engage with their communities regarding fire safety awareness, especially in relation to the use of open fires. The Mayoral Committee recently received a presentation on plans to expand the rollout of smoke detectors in informal areas as a preventative measure.
- Given the ongoing winter season and frequent rainfall, the Municipal Manager urged communities to remain vigilant and to report any blocked stormwater and drainage systems promptly to avoid localized flooding. The Municipal Manager extended her sincere gratitude to the Disaster Management and Fire Services Teams for their continued support, commitment, and for working overtime in response to the recent community emergencies.
- The Municipal Manager expressed deep concern regarding the recent increase in shootings in the Cloetesville area. It was noted with regret that a 15-year-old boy tragically lost his life in one of these incidents. She urged the community to report these activities to the relevant authorities in order to enable timely and effective responses. She further reported that, despite the deployment of additional municipal capacity to assist with monitoring and ensuring community safety, those officials were also targeted, being shot at and pelted with stones. This underscores the severity of the situation. From the Municipality's side, efforts are being made to address the situation, but the support and cooperation of the community are essential. Ward Councillors were requested to actively engage with and alert their communities regarding these escalating safety concerns.
- The Municipal Manager shared that she, along with the Mayor, recently conducted a drive-through in Cloetesville, specifically focusing on high-crime areas such as Primrose Street and North End Street. The purpose of this visit was to assess what further interventions might be implemented to improve safety and address growing gang-related activities.
- In closing, the Municipal Manager encouraged all present to remain vigilant and to stay warm, and he wished all attendees a productive meeting.

5.	DISCLOSURE OF INTERESTS
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NONE

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

Cllr RB Hendrikse	-	30 July 2025
Cllr JC Macfarlane	-	30 July 2025
Cllr NR Ndalasi	-	30 July 2025
Cllr N Olayi	-	30 July 2025
Cllr WC Petersen	-	30 July 2025
Cllr M Van Stade	-	30 July 2025

6.2 Permission was granted to Councillor SR Schafer to join the meeting later (from 11:00) and to Councillors R Cupido and NM Mkhontwana to leave the meeting earlier (until 10:45 and 11:25 respectively).

6.3 ABSENT:

Cllr O Jooste	-	30 July 2025
Cllr NE Mcombring	-	30 July 2025

7.	CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING/S
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7.1	32ND COUNCIL MEETING: 2025-05-30
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The minutes of the 32nd Council meeting: 2025-05-30 were confirmed as correct without any changes.

7.2	SPECIAL COUNCIL MEETING: INTRODUCTION OF JUNIOR TOWN COUNCIL HELD ON 2025-06-23
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The minutes of a Special Council Meeting: Introduction of Junior Town Council held on 2025-06-23 were confirmed as correct without any changes.

7.3	SPECIAL COUNCIL MEETING HELD ON 2025-06-30
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The minutes of a Special Council Meeting held on 2025-06-30 were confirmed as correct without any changes.

8.	STATUTORY MATTERS
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8.1	APPROVED TOP LAYER (TL) SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2025/26
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Collaborator No: 790154
 IDP KPA Ref No: Good Governance
 Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: APPROVED TOP LAYER (TL) SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2025/26

2. PURPOSE

Is to inform the Council that the Executive Mayor has approved the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) 2025/26.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Section 53(1)(c)(ii) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) requires the mayor of a municipality to take all reasonable steps to ensure that the municipality's Service Delivery and Budget Implementation Plan (SDBIP) is approved by the mayor within 28 days after the approval of the budget.

The TL SDBIP 2025/26 was approved by the Executive Mayor on 20 June 2025, which falls within the prescribed 28 days after the approval of the Budget. The TL SDBIP 2025/26 is herewith submitted to the Council for notification.

33RD COUNCIL MEETING: 2025-07-30: ITEM 8.1

NOTED

- (a) the approved TL SDBIP 2025/26 attached hereto as **ANNEXURE A**;
- (b) that the approved TL SDBIP 2025/26 has been made public within 10 working days after the approval of the TL SDBIP 2025/26 and duly submitted to the MEC for Local Government in the Province;
- (c) that the Approved TL SDBIP 2025/26 must be read together with the third review of the 5th Generation Integrated Development Plan (IDP) 2022 – 2027; and
- (d) that the performance indicators and targets contained in the approved TL SDBIP 2025/26 be considered to have been made in the IDP to ensure accurate technical alignment between the third review of the IDP 2022 – 2027 and the TL SDBIP 2025/26.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	mm@ Stellenbosch.gov.za
REPORT DATE	23 June 2025

8.2	OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: ANNUAL IMPLEMENTATION REPORT (01 JULY 2024 - 30 JUNE 2025)
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Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

22 July 2025 and 30 July 2025

1. SUBJECT:OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: ANNUAL IMPLEMENTATION REPORT (01 JULY 2024 - 30 JUNE 2025)

2. PURPOSE

To submit to Management a report for the period 01 July 2024 - 30 June 2025 on the implementation of Council's Supply Chain Management Policy. The report covers the performance of the various delegated functions and the implementation thereof.

3. FOR DECISION BY MUNICIPAL COUNCIL

Section 6 (2) (i) & 4 of the SCM Policy 2024/2025 determines that the Accounting Officer must within 30 days of the end of each financial year submit a report on the implementation of the SCM Policy to the Executive Mayor. This report must be made public in accordance with section 21A of the Municipal Systems Act (32 of 2000).

4. EXECUTIVE SUMMARY

Within 30 days of the end of each financial year 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 provide assistance in the provision of municipal services.

33RD COUNCIL MEETING: 2025-07-30: ITEM 8.2

RESOLVED (majority vote with 1 abstention)

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

FOR FURTHER DETAILS CONTACT:

NAME	<i>Kevin Carolus</i>
CONTACT NUMBERS	<i>021 808 8528</i>
E-MAIL ADDRESS	<i>Kevin.Carolus@ Stellenbosch.gov.za</i>
DIRECTORATE	<i>Financial Services</i>
REPORT DATE	<i>03 July 2025</i>

8.3	OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 4 (01 APRIL 2025 – 30 JUNE 2025)
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Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

22 July 2025 and 30 July 2025

1. SUBJECT: OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 4 (01 APRIL 2025 – 30 JUNE 2025)

2. PURPOSE

To submit to Management a report for the period 01 April 2025 – 30 June 2025 on the implementation of Council's Supply Chain Management Policy. The report covers the performance of the various delegated functions and the implementation thereof.

3. FOR DECISION BY MUNICIPAL COUNCIL

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

4. EXECUTIVE SUMMARY

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

33RD COUNCIL MEETING: 2025-07-30: ITEM 8.3

RESOLVED (majority vote)

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

FOR FURTHER DETAILS CONTACT:

NAME	<i>Dalleel Jacobs</i>
CONTACT NUMBERS	<i>8137</i>
E-MAIL ADDRESS	<i>Dalleel.Jacobs@Stellenbosch.gov.za</i>
DIRECTORATE	<i>Supply Chain Management</i>
REPORT DATE	<i>03 July 2025</i>

8.4	MFMA SECTION 52 REPORTING UP TO JUNE 2025
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Collaborator No:

IDP KPA Ref No:

Good Governance

Meeting Date:

22 July 2025 and 30 July 2025

1. SUBJECT: MFMA SECTION 52 REPORTING UP TO JUNE 2025**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 4th 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 April 2025 to 30 June 2025.

33RD COUNCIL MEETING: 2025-07-30: ITEM 8.4**NOTED**

the Section 52 Report (including Quarterly Performance Report) – Fourth Quarter.

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	June 2025

8.5	MANAGEMENT OF CONTRACTS OR AGREEMENTS AND CONTRACTOR PERFORMANCE AS AT 01 JANUARY 2025 – 30 JUNE 2025 MFMA S116(2)(d) REPORT
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 22 July 2025 and 30 July 2025

1. **SUBJECT: MANAGEMENT OF CONTRACTS OR AGREEMENTS AND CONTRACTOR PERFORMANCE AS AT 01 JANUARY 2025 – 30 JUNE 2025 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 January 2025 to 30 June 2025.

33RD COUNCIL MEETING: 2025-07-30: ITEM 8.5

NOTED

the Annual MFMA S116(2)(d) report: Management of contracts or agreements and contractor performance from 01 January 2025 to 30 June 2025.

FOR FURTHER DETAILS CONTACT:

NAME	Dalleel Jacobs
POSITION	<i>Snr Manager SCM</i>
DIRECTORATE	<i>Financial services</i>
CONTACT NUMBERS	<i>021 808 8137</i>
E-MAIL ADDRESS	<i>Dalleel.jacobs@ Stellenbosch .gov.za</i>
REPORT DATE	

8.6	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JUNE 2025
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good Governance and Compliance

22 July 2025

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR JUNE 2025

2. PURPOSE

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

33RD COUNCIL MEETING: 2025-07-30: ITEM 8.6

NOTED

that there were no deviations approved for the month of June 2025.

FOR FURTHER DETAILS CONTACT:

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

8.7	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR THE PERIOD 1 JULY 2025 UNTIL 15 JULY 2025
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR THE PERIOD 1 JULY 2025 UNTIL 15 JULY 2025

2. PURPOSE

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 36 of the Supply Chain Management Policy 2025/2026 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 (2025/2026) stipulate that SCM deviations be reported to the Council. In compliance thereto, this report presents to the Council the SCM deviations that occurred during July 2025.

33RD COUNCIL MEETING: 2025-07-30: ITEM 8.7

NOTED

the deviations approved for the period 1 July 2025 until 15 July 2025.

FOR FURTHER DETAILS CONTACT:

NAME	Dalleel Jacobs
POSITION	Senior Manager SCM
DIRECTORATE	Finance
CONTACT NUMBERS	021 808 8137
E-MAIL ADDRESS	Dalleel.Jacobs@ Stellenbosch.gov.za
REPORT DATE	15 July 2025

9.	ITEMS FOR NOTING
9.1	REPORT/S BY THE EXECUTIVE MAYOR
9.1.1	REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: APRIL – JUNE 2025

Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 30 July 2025

1. SUBJECT: REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: APRIL – JUNE 2025

2. PURPOSE

To inform Council of the decisions taken by the Executive Mayor from April 2025 to June 2025 (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.”

33RD COUNCIL MEETING: 2025-07-30: ITEM 9.1.1

NOTED

the report on the decisions taken by the Executive Mayor for the Quarter: April – June 2025 decisions by the Executive Mayor.

FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	MANAGER: COUNCILLOR SUPPORT
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	Donovan.Muller@ Stellenbosch.gov.za
REPORT DATE	09 July 2025

9.1.2	REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR ON MATTERS RESOLVED UNDER AUTHORITY DELEGATED TO THE EXECUTIVE MAYOR IN CONSULTATION WITH THE MAYORAL COMMITTEE [APRIL – JUNE 2025]
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 30 July 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 [APRIL – JUNE 2025]**

- 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 April to June 2025 (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.”

33RD COUNCIL MEETING: 2025-07-30: ITEM 9.1.2

NOTED

the decisions by the Executive Mayor taken in consultation with the Mayoral committee meeting from April until June 2025.

FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	MANAGER: COUNCIL SUPPORT
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	Donovan.Muller@ Stellenbosch.gov.za
REPORT DATE	09 July 2025

9.1.3	REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 4 MARCH 2025
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 25 July 2025

1. SUBJECT: REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 4 MARCH 2025

2. PURPOSE

To inform Council of the matters under discussion at the Mayor – Rector Forum meeting held on 4 March 2025.

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 4 March 2025. The minutes is attached as **ANNEXURE A**. The University of Stellenbosch caused the delay with the circulation of the minutes.

33RD COUNCIL MEETING: 2025-07-30: ITEM 9.1.2

NOTED

the report from the Executive Mayor on the Mayor – Rector Forum Meeting: 4 March 2025.

FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	MANAGER: COUNCILLOR SUPPORT
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	<u>Donovan.Muller@ Stellenbosch.gov.za</u>
REPORT DATE	09 June 2025

9.2	REPORT/S BY THE SPEAKER
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NONE

9.3	REPORT/S BY THE MUNICIPAL MANAGER [MS G METTLER]
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9.3.1	DECISIONS TAKEN BY DIRECTORATES IN TERMS OF DELEGATED AUTHORITY FROM 1 APRIL 2025 UNTIL 30 JUNE 2025
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 30 July 2025

1. SUBJECT: DECISIONS TAKEN BY DIRECTORATES IN TERMS OF DELEGATED AUTHORITY FROM 1 APRIL 2025 UNTIL 30 JUNE 2025

2. PURPOSE

To report to Council on the decisions taken by the Municipal Manager and the Directors in terms of Council's System of Delegations for the period 1 April 2025 until 30 June 2025, in compliance with Section 63 of the Local Government: Municipal Systems Act, read in conjunction with the System of Delegations as approved by Council.

3. DELEGATED AUTHORITY

Municipal Council

4. EXECUTIVE SUMMARY

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

Furthermore, these delegations only indicate the delegations exercised as delegated by Council to the various Senior Managers.

33RD COUNCIL MEETING: 2025-07-30: ITEM 9.3.1

NOTED

that Council takes note of the decisions taken for the period 1 April 2025 until 30 June 2025, by the following Section 56 Managers:

- Municipal Manager and Acting Director Corporate Services – Ms G Mettler (1 April 2025 – 30 June 2025)
- Chief Financial Officer – Mr Kevin Carolus (1 April 2025 – 30 June 2025)
- Director Infrastructure Services – Mr S Chandaka (1 April 2025 – 30 June 2025)
- Director Planning and Economic Development – Mr A Barnes (1 April 2025 – 30 June 2025)
- Director Community and Protection Services – Mr G Boshoff (1 April 2025 – 30 June 2025).

FOR FURTHER DETAILS CONTACT:

NAME	G 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	18 July 2025

10.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [CLLR J FASSER]
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10.1	PROTECTION SERVICES: (PC: CLLR J WILLIAMS)
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10.1.1	FEEDBACK REPORT: BORDER MUNICIPALITIES REGIONAL WORKSHOP DAR ES SALAAM, TANZANIA HELD ON 11 TO 12 JUNE 2025
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Collaborator No: 790260
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: FEEDBACK REPORT: BORDER MUNICIPALITIES REGIONAL WORKSHOP DAR ES SALAAM, TANZANIA HELD ON 11 TO 12 JUNE 2025

2. PURPOSE

Feedback Report: Border Municipalities Regional Workshop Dar es Salaam, Tanzania held on the 11th and 12th of June 2025.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Stellenbosch Municipality was accepted as a Strong Cities Network member on the 25th of July 2023. Since then, three knowledge-sharing engagements took place whereby information was shared with partnering cities on various crime prevention initiatives. An engagement was held in Cape Town in December 2023 where much interest was shown in Stellenbosch's Neighbourhood Watch Support Programs and Safety Initiatives.

An invitation was received from the Strong Cities Network to the Border Municipalities Regional Workshop in Dar es Salaam, Tanzania. The workshop was held on the 11th and 12th of June 2025. The municipality was invited to speak on the Community Safety Forum and to share its knowledge and expertise with the other partner cities of the Strong Cities Network.

Positive feedback was received from the participants and the leadership of the border municipalities that attended the workshop in Tanzania. Municipalities also indicated their interest in having the Neighbourhood Watch Model and Community Safety Forum rolled out in their areas.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.1.1

RESOLVED (majority vote with 1 abstention)

that Council notes the feedback report on the Strong Cities Workshop attended in Dar es Salaam, Tanzania as well as the progress made with the Neighbourhood Watch Programme in the Nansana Municipality, Uganda.

FOR FURTHER DETAILS CONTACT:

NAME	Joan Felix
POSITION	Manager
DIRECTORATE	Traffic and Law Enforcement Services
CONTACT NUMBERS	021- 808 8441
E-MAIL ADDRESS	Joan.Felix@stellenbosch.gov.za
REPORT DATE	11 July 2025

10.2	SPORTS, YOUTH AND CULTURE: [PC: CLLR T KUMM]
10.2.1	RETURN ITEM: FEEDBACK AFTER PUBLICATION OF THE INFORMATION STATEMENT REGARDING THE IN-PRINCIPAL DISPOSAL OF THE VAN DER STEL SPORT FACILITY TO THE PREFERRED BIDDER FOLLOWING A FORMAL TENDER PROCESS

Collaborator No: 790262
 IDP KPA Ref No: Good Governance
 Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: RETURN ITEM: FEEDBACK AFTER PUBLICATION OF THE INFORMATION STATEMENT REGARDING THE IN-PRINCIPAL DISPOSAL OF THE VAN DER STEL SPORT FACILITY TO THE PREFERRED BIDDER FOLLOWING A FORMAL TENDER PROCESS

2. PURPOSE

To provide feedback to Council after the amended Information Statement was advertised. It outlines Council's intention to grant a 30-year lease of the Van der Stel Sport Complex to Stellenbosch Football Club for the management and development of Erf 235 Stellenbosch.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

At the **30th Council Meeting held on 31 March 2025**, Council resolved:

- (a) That Council approves a thirty (30) year lease of the Van der Stel Sport Complex to **Stellenbosch Football Club** for the management and development of Erf 235; and
- (b) That Council notes that, although the following two entities are situated on Erf 235, namely the **World Tennis Foundation** and the **Van der Stel Bowling Club**, they are excluded from the lease agreement.

At the **32nd Council Meeting held on 30 May 2025 – Item 10.2.1** – it was resolved (majority vote with one abstention):

- (a) That the resolutions adopted at the 30th Council Meeting on 31 March 2025 for Item 12.2 be rescinded.
- (b) That Council acknowledges the language discrepancy between the wording of the Information Statement and the tender specifications; and
- (c) That Council approves the advertising of the amendment to the Information Statement.

The amended Information Statement has now been published, and two comments were received for consideration by Council before a final decision can be taken.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.2.1**RESOLVED** (majority vote with 1 abstention)

- (a) that Council notes the comments received after the publication of the amended Information Statement;
- (b) that Council approves a 30-year lease of the facility to Stellenbosch Football Club; and
- (c) that Council notes that only the World Tennis Foundation and Van der Stel Bowling Club were excluded from the lease.

FOR FURTHER DETAILS CONTACT:

NAME	Albert van der Merwe
POSITION	<i>Senior Manager Community Services</i>
DIRECTORATE	<i>Community and Protection Services</i>
CONTACT NUMBERS	<i>021-808 8165</i>
E-MAIL ADDRESS	<i>albertvandermerwe@ Stellenbosch.gov.za</i>
REPORT DATE	<i>02 July 2025</i>

10.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
10.3.1	POSSIBLE DISPOSAL OF A PORTION OF THE REMAINDER OF FARM 739 KLAPMUTS FOR THE PURPOSE OF BUILDING A POLICE STATION

Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: POSSIBLE DISPOSAL OF A PORTION OF THE REMAINDER OF FARM 739 KLAPMUTS FOR THE PURPOSE OF BUILDING A POLICE STATION

2. PURPOSE

To consider the possible disposal of a portion of the remainder of Farm 739 Klapmuts to the Department of Public Works with the intention of building a new Police Station.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The South African Police Service filed an application to acquire a portion of Erf 342 Klapmuts for the purposes of building a new Police Station. They have identified a need to establish a new police station to serve the Klapmuts area as the existing Klapmuts police station does not adequately serve the community and requires upgrading to a fully-fledged facility. The current facility is a leased premises and cannot be upgraded due to certain physical constraints. The application indicated that they will require 1.5 hectares of land and they further request that Council considers donating the land to them and if this is not possible, they will consider a purchase option alternatively a land swap as there is state owned land in Klapmuts.

The application was initially made in October 2019 and never processed. Colonel Govender attended a meeting with the Property Management Department during the last week of November 2024 and indicated that they are still interested in acquiring a portion of Erf 342 Klapmuts and requested that the application be processed for consideration by Council.

An item served before the Executive Mayoral Committee on 22 January 2025 and was referred back to the administration for further discussions. It has since been determined that the portion requested has been earmarked and approved for alternative uses and that this portion is not fit for the purpose of a police station.

The adjacent property known as the Remainder of Farm 739 Klapmuts has better accessibility to roads and will be a better suited location for the Police Station as this Police Station does not only serve the community living in Klapmuts but also the surrounding farms.

Council should consider disposing of a portion (1.5 hectares) of the Remainder of Farm 739 Klapmuts to the Department of Public Works and if such a disposal is approved Council should consider if it should be donated, sold or alternatively if a land swap for other state-owned land in the area would be best suited.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.3.1

The Speaker **RULED**

that this matter be withdrawn.

FOR FURTHER DETAILS CONTACT:

NAME	Yolande van den Berg
POSITION	Contract Management
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021-8088073
E-MAIL ADDRESS	<u>yolande.vandenberg@ Stellenbosch.gov.za</u>
REPORT DATE	10/07/2025

10.3.2	APPLICATION FOR LEASE AGREEMENT: THE FRANSCHHOEK CABLEWAY COMPANY (PTY) LTD: A PORTION OF ERF 23 FRANSCHHOEK
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: APPLICATION FOR LEASE AGREEMENT: THE FRANSCHHOEK CABLEWAY COMPANY (PTY) LTD: A PORTION OF ERF 23 FRANSCHHOEK

2. PURPOSE

For Council to consider an application to lease a portion of Erf 23 Franschhoek to the Franschhoek Cableway Company (Pty) Ltd.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Franschhoek Cableway Company (Pty) Ltd has filed an application to lease municipal land for a portion of Erf 23, Franschhoek. Should the application be successful a further servitude will also be registered over a portion of the property.

The application for lease is for the construction of a proposed cableway and associated tourist facilities to be erected between Haute Cabriere Wine Estate at the foot of the Franschhoek pass and just below Middagkrans Peak in the Mont Rochelle Local Nature Reserve. The portion below Middagkrans Peak is Municipal owned land (Erf 23 Franschhoek) and the applicant will have to lease this portion of land for the installation of the cableway as well as the tourist facilities on top of the mountain. Although it is Municipal owned the area is managed by the Mont Rochelle Advisory Board. The applicants have indicated that the intention with this portion of land is to erect an all-day restaurant with a self-serving and a serving area for patrons, a wine tasting centre, a souvenir shop, heritage and environmental information display area, an open-air adventure and paragliding launching area which could be accessed from the Mont Rochelle reserve hiking trail and connecting walkways with wind-sheltered seating areas, shade zones and viewing decks. The total area they have applied for is 4789 square meters. The expected visitors vary from 120 visitors per day in off-peak seasons and 3000 visitors per day during peak season. A full report on the application is attached to the item.

The Department suggest that should Council consider granting the lease a longer period should be considered (i.e. 30 years) due to the capital investment that will go into the project. In this instance an information statement will be brought to Council for approval and publication in order for the correct public participation process to be followed.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.3.2

Before deliberations on the matter, Cllr S Schafer recused himself from the Chamber.

RESOLVED (majority vote with 2 abstentions)

- (a) that Council takes note of the application to lease Municipal land as received from The Franschhoek Cableway Company (Pty) Ltd;
- (b) that Council is not currently in a position to make any decisions on the application as the application is premature; and
- (c) that the item be brought back to Council after the outcome of the Environmental Impact Assessment **Report is received, for further consideration.**

FOR FURTHER DETAILS CONTACT:

NAME	Yolande van den Berg
POSITION	Head Contract Management
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021-8088073
E-MAIL ADDRESS	Yolande.vandenberg@ Stellenbosch.gov.za
REPORT DATE	2025/07/04

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

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

10.6	INFRASTRUCTURE SERVICES : (PC : R PHEIFFER)
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10.6.1	STELLENBOSCH MUNICIPALITY PARTNERSHIP WITH GERMAN WATER UTILITY: HAMBURGER STATDENTWASSERUNG AND HAFENCITY UNIVERSITY HAMBURG (HCU)
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 July 2025 and 30 July 2025

1. **SUBJECT: STELLENBOSCH MUNICIPALITY PARTNERSHIP WITH GERMAN WATER UTILITY: HAMBURGER STATDENTWASSERUNG AND HAFENCITY UNIVERSITY HAMBURG (HCU)**

2. **PURPOSE**

For Council to note the names of the officials for the Study Visit hosted by *Hamburger Stadtentwässerung AoR* and *HafenCity University Hamburg* as required per the approved Subsistence and Travel Policy.

3. **DELEGATED AUTHORITY**

In terms of 9.2 of the Cost Containment Policy 2025-26, only the Municipal Council in a Council Meeting can approve the international travel for any official or political bearer.

4. **EXECUTIVE SUMMARY**

Council approved in May 2025 for the Municipality to enter into a partnership with *Hamburger Stadtentwässerung AoR* and *HafenCity University Hamburg*, both based in Germany, called a "Water Operators' Partnership" within the research project "NEU-Water: Nature Engineered Urban Design for Water Recycling and Re-use" (attached as **ANNEXURE A**).

The aim of this item is:

- For Council to note the actual names of the officials to travel to Hamburg as required by Council's approved Subsistence & Travel Policy (to enable approval of the daily allowances for the officials and costs of transfers to and from the airports). The Invite Letters from the Partnership are attached as **ANNEXURE B**.
- For Council to note the updated travel itinerary in October 2025, due to Visa and passport application timeframes.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.6.1**RESOLVED** (nem con)

- (a) that Council notes the invitation received from Hafencity University Hamburg;
- (b) that Council notes the updated itinerary for the officials over the period of 3 to 11 October 2025 (Invitation letters attached as **ANNEXURE B**);
- (c) that Council approves the participation of the following 4 (four) municipal officials on the study tour:
- Water Treatment Specialist – Manager Water Quality: Nico-Ben Janse van Rensburg
 - Stormwater Management Specialist – Senior Manager Roads, Transport and Engineering: Johan Fullard
 - Project Co-ordination and Contract Management – Director Infrastructure Services: Preshane Chandaka
 - Strategic Management in Infrastructure Services – Mayoral Committee Portfolio Chairperson: Councillor Reginald Pheiffer; and
- (d) that Council approves the daily allowance for the duration of the tour.

FOR FURTHER DETAILS CONTACT:

NAME	Shane Chandaka
POSITION	Director Infrastructure Services
DIRECTORATE	Infrastructure Services
CONTACT NUMBERS	021 808 8213
E-MAIL ADDRESS	<u>shane.chandaka@ Stellenbosch.gov.za</u>
REPORT DATE	17 July 2025

10.6.2	EXPRESSION OF INTEREST (EOI) PROCESS FOR THE EIKESTAD PARKING PUBLIC PRIVATE PARTNERSHIP PROJECT (PPP)
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: EXPRESSION OF INTEREST (EOI) PROCESS FOR THE EIKESTAD PARKING PUBLIC PRIVATE PARTNERSHIP PROJECT (PPP)

2. PURPOSE

That Council takes note of this Item and approves the Expression of Interest Phase to proceed.

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY:

The Council had previously resolved to address severe parking shortages in Central Stellenbosch. The parking studies conducted found that the best available option is a Build-Operate-Transfer (BOT) arrangement with a private sector operator, which would amount to a Public-Private-Partnership (PPP) as defined in the Municipal PPP Regulations and Municipal Finance Management Act (MFMA).

The PPP process was embarked upon and the requirements of Section 78 of the Municipal Systems Act, and Section 120 of The Municipal Finance Management Act, were followed and complied with. In August 2024, a detailed Feasibility Report was approved by Council and it was also agreed that more detailed Traffic Impact Assessment would be undertaken for the project, during the appropriate time periods, to enable an informed decision going forward.

This Traffic Impact Assessment has now been completed and is attached as **ANNEXURE A** (Modeling Report: Eikestad Parking PPP). It was ensured that the period of assessment took into account both the peak and off-peak demand of traffic as well as to ensure that the traffic counts were not conducted during the university and school holidays so that an accurate assessment of peak demand movements was considered.

Traffic counts were carried out in April, August and September 2024, and a total of 42 intersections were counted. The traffic signal timing plans of signalised intersections were also taken into account. A Traffic Model was developed for the weekday AM and PM peak hours, which was calibrated to forecast the future traffic scenarios.

The detailed TIA showed that the existing road network, in the immediate vicinity of the planned facility, already operates at sub-optimal performance, especially in the PM Peak Hour. However, this performance is a consequence of the operation of all the strained intersections along Adam Tas Road, and the queuing that results therefrom.

It should also be noted that other roads and transport interventions are being embarked upon to address congestion on main roads leading into and out of Stellenbosch, such as the capacity upgrades which are separately planned for the Alexander Road, Dorp Street, and Merriman Street intersections with Adam Tas Road.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.6.2

The ANC requested a caucus, which the Speaker allowed (from 12:35 to 12:40). After the caucus, it was

RESOLVED (majority vote with 1 abstention)

- (a) the detailed Traffic Impact Assessment that was conducted, attached as **ANNEXURE A** (Modeling Report Eikestad Parking PPP); as well as the recommendations and conclusions of the Traffic Impact Assessment;
- (b) the Expression of Interest (EOI) and its objectives, attached as **ANNEXURE B**, and approves the distribution and market engagement phase of the EOI;
- (c) that once the Request for Proposals (RFP) has been compiled, the RFP will be tabled before Council for approval to proceed with a further Public Participation phase;
- (d) that the Return RFP Item, which will take into account outcomes of the public participation process, will be tabled before Council for final consideration; and
- (e) that should final Council approval in (d) above be granted, that National and Provincial Treasury approval of the RFP and Public Private Partnership Agreement is required, prior to releasing the RFP to the market and formally commencing the bidding process.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Johan Fullard</i>
POSITION	<i>Senior Manager Roads, Transport Engineering and Stormwater</i>
DIRECTORATE	<i>Infrastructure Services</i>
CONTACT NUMBERS	<i>021 808 9912</i>
E-MAIL ADDRESS	<i><u>Johan.Fullard@ Stellenbosch.gov.za</u></i>
REPORT DATE	<i>14 July 2025</i>

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

10.8	PLANNING AND LOCAL ECONOMIC DEVELOPMENT AND TOURISM: (PC: DEPUTY MAYOR M SLABBERT)
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10.8.1	REPORT ON PUBLIC PARTICIPATION PROCESS AND INPUTS - STELLENBOSCH MUNICIPALITY: DRAFT ZONING SCHEME BY-LAW 2024 AND PROPOSED DRAFT ZONING SCHEME BY-LAW 2025
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Collaborator No: 789609
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 22 July 2025 and 30 July 2025

**1. SUBJECT: REPORT ON PUBLIC PARTICIPATION PROCESS AND INPUTS -
STELLENBOSCH MUNICIPALITY: DRAFT ZONING SCHEME BY-LAW 2024 AND
PROPOSED DRAFT ZONING SCHEME BY-LAW 2025**

2. PURPOSE

The purpose of this report is to present to Council for consideration:

- Report on the public participation process for the Stellenbosch Municipality: Draft Zoning Scheme By-Law 2024 with the public inputs, responding comments and recommendations for the updating and amendment of the By-Law.
- Updated and amended Stellenbosch Municipality: Draft Zoning Scheme By-Law 2025 that is based on the recommendations of the Public Participation Report.
- The adoption of the Stellenbosch Municipality: Proposed Draft Zoning Scheme By-Law 2025 (SDZSB) for the purpose of a final public participation process.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Following the internal review of the Stellenbosch Municipality: Zoning Scheme By-Law 2019 and a report submitted on same; Council vide **Item 11.8.1 on 26 April 2023** authorised the development of a revised and updated zoning scheme By-Law.

The proposed draft amended zoning scheme By-Law was submitted to Council who sanctioned its adoption vide **Item 10.8.1 on 23 August 2024** for the purpose of a public participation process.

Following an initial consultation process with targeted key stakeholder groups, the draft amended zoning scheme By-Law was advertised to the general public over the period December 2024 to January 2025. All the inputs that were received on the public participation process was considered and the draft amended zoning scheme By-Law has been updated and amended in accordance with the recommendations contained in the subject report on the public participation process.

The resulting updated and amended Stellenbosch Municipality: Proposed Draft Zoning Scheme By-Law 2025 is now being presented to Council for consideration to be adopted as a draft for the purpose of a final public participation process.

Following the final public participation process and any amendments that may result from such process, the final draft zoning scheme By-Law will be submitted to Council for consideration of approval and implementation.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.8.1

RESOLVED (majority vote with 1 abstention)

- (a) that the Report on the public participation process for the Stellenbosch Municipality: Draft Zoning Scheme By-Law 2024, attached as **ANNEXURE "A", BE NOTED;**
- (b) that the updated and amended Stellenbosch Municipality: Draft Zoning Scheme By-Law 2025, attached as **ANNEXURE "B", BE NOTED;** and
- (c) that the Stellenbosch Municipality: Proposed Draft Zoning Scheme By-Law 2025 **BE ADOPTED** for the purpose of a final public participation process.

FOR FURTHER DETAILS CONTACT:

NAME	Stiaan Carstens
POSITION	Senior Manager: Development Management
DIRECTORATE	Planning and Economic Development
CONTACT NUMBERS	021 808 8674
E-MAIL ADDRESS	Stiaan.carstens@ Stellenbosch.gov.za
REPORT DATE	23 June 2025

10.8.2	REQUEST FOR THE RE-ADVERTISEMENT OF THE REVIEWED STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2025 FOR PUBLIC PARTICIPATION
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Collaborator No: 790337
 IDP KPA Ref No: Good Governance
 Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: REQUEST FOR THE RE-ADVERTISEMENT OF THE REVIEWED STELLENBOSCH MUNICIPALITY EVENTS BY-LAW, 2025 FOR PUBLIC PARTICIPATION

2. PURPOSE

To provide Council with the pertinent facts to consider the re-advertisement of the reviewed Stellenbosch Municipality Events By-Law, 2025.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Stellenbosch Municipality has conducted a review of the 2025 Events By-Law due to a number of concerns that were raised by the Directorate for Community and Protection Services regarding the misinterpretation of the By-Law by the general public.

The aim of the reviewed Events By-Law is to provide clarity and to ensure that the By-law stays relevant, effective and aligned to the evolving needs of the local community of Stellenbosch.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.8.2

RESOLVED (majority vote with 1 abstention)

- (a) that Council takes note of the reviewed Stellenbosch Municipality Events By-Law which was advertised for a period of twenty-one (21) working days and that copies of the proposed By-Law were placed at the venues as indicated in the advertisement, copy attached as Appendix 2 to this report;
- (b) that Council takes note that the reviewed Events By-Law incorporates significant changes based on public and internal inputs; and
- (c) that Council **approves** the re-advertisement of the reviewed Stellenbosch Municipality Events By-Law for public comment for a period of thirty (30) days, due to extensive amendments made following the initial round of public participation.

FOR FURTHER DETAILS CONTACT:

NAME	Joh-ne Jansen
POSITION	<i>Senior Economic Development Officer</i>
DIRECTORATE	<i>Planning and Economic Development</i>
CONTACT NUMBERS	021 808 8144
E-MAIL ADDRESS	<u>joh-ne.jansen@ Stellenbosch.gov.za</u>
REPORT DATE	08 July 2025

10.8.3	CONSIDERATION OF A SECTION 78(3) FEASIBILITY STUDY ON OUTSOURCING OF TOURISM SERVICES
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Collaborator No: 790155
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: CONSIDERATION OF A SECTION 78(3) FEASIBILITY STUDY ON OUTSOURCING OF TOURISM SERVICES

2. PURPOSE

To obtain Council's approval to initiate a feasibility study in terms of Section 78(3) of the Municipal Systems Act (Act 32 of 2000) to assess the viability of outsourcing the municipality's tourism functions to an external service provider or agency.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The current delivery of tourism services by the Municipality has constraints in capacity, agility, and resource mobilisation.

Outsourcing tourism functions to a dedicated external agency may offer benefits such as:

- Enhanced industry-led tourism marketing and development.
- Improved public-private collaboration.
- More responsive, innovative, and cost-efficient service delivery.

A feasibility study will allow the Municipality to:

- Comply with legislative obligations.
- Make an evidence-based decision.
- Ensure transparency, accountability, and alignment with local economic development objectives.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.8.3

RESOLVED (majority vote with 2 abstentions)

- that Council notes the legal obligation in terms of Section 78(3) of the Municipal Systems Act;
- that Council approves the initiation of a Section 78(3) feasibility study to assess the outsourcing of tourism functions to an external mechanism;
- that the Municipal Manager be authorised to conduct an inhouse feasibility study; and
- that the findings of the feasibility study be submitted to Council for consideration prior to any final decision on the outsourcing of tourism services.

FOR FURTHER DETAILS CONTACT:

NAME	Lesley van Gensen
POSITION	Manager: Economic Development and Tourism
DIRECTORATE	Planning and Economic Division
CONTACT NUMBERS	021 808 8179
E-MAIL ADDRESS	Lesley.vangensen@ Stellenbosch.gov.za

10.8.4	RETURN ITEM: FEEDBACK ON PUBLIC PARTICIPATION PROCESS (PPP) AFTER THE ADVERTISING OF THE DRAFT SPAZA SHOP BY-LAW
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Collaborator No: 790182
 IDP KPA Ref No: Good Governance
 Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: RETURN ITEM: FEEDBACK ON PUBLIC PARTICIPATION PROCESS (PPP) AFTER THE ADVERTISING OF THE DRAFT SPAZA SHOP BY-LAW

2. PURPOSE

To inform Council of the comments received during the public participation process (PPP) following the advertisement of the Draft Spaza Shop By-law, and to obtain Council's approval to commence with a second round of public participation.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

At the Council meeting held on 31 March 2025, Council approved the commencement of the Public Participation Process (PPP) for the Stellenbosch Municipality Draft Spaza Shop By-law (hereafter referred to as "the By-law"). The advertising period for the PPP ran from 10 April 2025 to 12 May 2025, during which members of the public were invited to submit written comments. A total of two (2) written submissions were received and duly considered.

In addition to public input, further recommendations were received from internal municipal departments following the commencement of the advertising period. Although these internal comments were not part of the originally advertised draft, they have been assessed and incorporated into the revised draft of the By-law.

The comments received from both the public and internal departments are considered substantial, and it is therefore recommended that the revised draft be subjected to a second round of public participation prior to final adoption.

This report presents the updated draft By-law for Council's consideration. The revised version reflects both public feedback and internal inputs. The By-law is intended to regulate and support the operation of spaza shops within the Stellenbosch Municipality, aligning with national policy directives while addressing specific local socio-economic needs.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.8.4

RESOLVED (nem con)

- (a) that Council takes note of the inputs received from the public during the PPP;
- (b) that Council takes note of the Second Draft of the By-law, attached as **ANNEXURE A**, and approves the re-advertisement of the By-law for public comment; and
- (c) that, upon completion of the PPP, the Second Draft By-law, together with any comments or objections submitted by the public, be resubmitted to Council for final approval and adoption.

FOR FURTHER DETAILS CONTACT:

NAME	Lesley van Gensen
POSITION	Manager: Economic Development and Tourism
DIRECTORATE	Planning and Economic Division
CONTACT NUMBERS	021 808 8179
E-MAIL ADDRESS	Lesley.vangensen@ Stellenbosch.gov.za
REPORT DATE	7 July 2025

10.8.5	APPOINTMENT OF THE MEMBERS TO SERVE ON THE STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE
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Collaborator No: 790343
 IDP KPA Ref No: Good Governance
 Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: APPOINTMENT OF THE MEMBERS TO SERVE ON THE STELLENBOSCH MUNICIPALITY CONSERVATION ADVISORY COMMITTEE

2. PURPOSE

To provide the Council with the pertinent facts to appoint the Members for the Stellenbosch Municipality Conservation Advisory Committee.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

In terms of Section 249(1) of the Stellenbosch Zoning Scheme By-Law, 2024, the municipality shall establish a Conservation Advisory Committee to make recommendations on planning applications in Urban and Rural Conservation Overlay Zones.

Based on the Terms of Reference as approved by the Council, a minimum of five (5) and a maximum of seven (7) members must be approved.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.8.5

RESOLVED (majority vote with 2 abstentions)

- (a) that Council appoints the following six (6) members for one (1) year, and should the committee require an additional member, this person can be co-opted at a later date.

Nominee	Residence
Petrus Jakobus Kruger Dekker	Stellenbosch
Jan Raymond Dirk Bouma	Jonkershoek, Stellenbosch
Brian Henry Howard	Franschhoek
Rudia Pool-Stanvliet	Mostertsdrift, Stellenbosch
Cornelia Hendrika Smart	Devon Park, Stellenbosch
Pedri Lotz	Shop 11A, Woodmill Centre, Stellenbosch

- (b) that the members are to be remunerated at an hourly rate of R1352; and
- (c) that the Chairperson, elected at the 1st Committee meeting, is remunerated at an hourly rate of R1460.

FOR FURTHER DETAILS, CONTACT:

NAME	<i>Katherine Robinson</i>
POSITION	<i>Senior Heritage Planner</i>
DIRECTORATE	<i>Planning & Economic Development</i>
CONTACT NUMBERS	<i>021 808 8608</i>
E-MAIL ADDRESS	<i>Katherine.Robinson@ Stellenbosch.gov.za</i>
REPORT DATE	<i>11 July 2025</i>

10.9	COMMUNITY SERVICES:(PC:)
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NONE

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

10.11	MUNICIPAL MANAGER
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10.11.1	COMBINED ASSURANCE FRAMEWORK 2025/2026
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Collaborator No: 790150
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: COMBINED ASSURANCE FRAMEWORK 2025/2026

2. PURPOSE

To adopt the Combined Assurance Framework as recommended by the Audit and Performance Audit Committee.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Audit and Performance Audit Committee serves as the custodian of Combined Assurance, as outlined in the approved Audit and Performance Audit Committee Charter.

At its meeting held on 26 June 2025, the Committee considered and approved the Draft Combined Assurance Framework for the 2025/2026 financial year, attached hereto as **APPENDIX 1**, and resolved to recommend it to the Council for adoption.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.11.1

RESOLVED (nem con)

that Council adopts the Combined Assurance Framework 2025/ 2026 of Stellenbosch Municipality.

FOR FURTHER DETAILS CONTACT:

NAME	Mari-Lise Krige
POSITION	Senior Internal Auditor
DIRECTORATE	Municipal Manager
CONTACT NUMBERS	0218088296
E-MAIL ADDRESS	mari-lise.krige@stellenbosch.gov.za
REPORT DATE	1 July 2025

10.11.2	SIGNED PERFORMANCE AGREEMENTS 2025/26 OF THE MUNICIPAL MANAGER AND MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGER (THE CFO AND DIRECTORS)
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Collaborator No: 790150

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 22 July 2025 and 30 July 2025

1. SUBJECT: SIGNED PERFORMANCE AGREEMENTS 2025/26 OF THE MUNICIPAL MANAGER AND MANAGERS DIRECTLY ACCOUNTABLE TO THE MUNICIPAL MANAGER (THE CFO AND DIRECTORS)

2. PURPOSE

To submit to the Council, for notification, the following:

- (a) The signed Performance Agreements 2025/26 of the Municipal Manager and Managers Directly Accountable to the Municipal Manager (the Chief Financial Officer (CFO) and Directors).

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

According to Section 57(2) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA), the performance agreement(s) must be concluded annually:

- “(a) ...within one month after the beginning of each financial year of the municipality.”

The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) additionally mandates the prompt submission of the signed performance agreements to the Council.

The Performance Agreements 2025/26 were developed in consultation with the Municipal Manager, CFO, and Directors and signed on 20 June 2025.

33RD COUNCIL MEETING: 2025-07-30: ITEM 10.11.1

NOTED

the signed Performance Agreements 2025/26 of the Municipal Manager, the CFO, and the Directors.

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal Manager
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	mm@ Stellenbosch.gov.za
REPORT DATE	23 June 2025

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

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

IDP KPA Ref No:

Meeting Date: 25 June 2025

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

2. **PURPOSE**

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

3. **DELEGATED AUTHORITY**

Council

4. **EXECUTIVE SUMMARY**

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

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

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

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

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

FOR FURTHER DETAILS CONTACT:

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

13.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER
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13.1	NOTICE OF A QUESTION BY CLLR M VAN STADE OF THE GOOD PARTY: PROPOSED HOUSING DEVELOPMENT IN HILLSIDE VILLAGE, IDAS VALLEY
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A Notice of a Question, dated 2025-07-09, was received from Councillor M van Stade.

The said Question is attached as **APPENDIX 1** and the appropriate response as **APPENDIX 2**.

33RD COUNCIL MEETING: 2025-07-30: ITEM 13.1

RESOLVED (nem con)

that it be noted that Cllr van Stade was not present at the meeting, but a written response was provided.

13.2	NOTICE OF A QUESTION BY CLLR M VAN STADE OF THE GOOD PARTY: EXCLUSION OF RURAL HOUSING PRIORITIES IN WARD 11
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A Notice of a Question, dated 2025-06-20, was received from Councillor M van Stade.

The said Question is attached as **APPENDIX 1** and the appropriate response as **APPENDIX 2**.

33RD COUNCIL MEETING: 2025-07-30: ITEM 13.2

RESOLVED (nem con)

that it be noted that Cllr van Stade was not present at the meeting, but a written response was provided.

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 4 TH QUARTER OF 2024/2025 FINANCIAL YEAR

Collaborator No:

IDP KPA Ref No: *Good Governance*

Meeting Date: 30 July 2025

**1. SUBJECT: QUARTERLY REPORT – WARD COMMITTEE FUNCTIONING
4TH 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 April - June 2025, including dates and number of Ward Committee meetings held to date.

33RD COUNCIL MEETING: 2025-07-30: ITEM 16.1**NOTED**

- (a) the functioning of Ward Committees in all 23 wards; and
- (b) the number of Ward Committee and Sector meetings held to date in all 23 wards from April - June 2025.

FOR FURTHER DETAILS CONTACT:

NAME	Jacqueline Beerwinkel
POSITION	EXECUTIVE SUPPORT OFFICER
DIRECTORATE	CORPORATE SERVICES
CONTACT NUMBERS	021808 8618
E-MAIL ADDRESS	Jacqueline.Beerwinkel@ Stellenbosch.gov.za
REPORT DATE	30 July 2025

17.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

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

The meeting adjourned at 13:20.

CHAIRPERSON:

DATE:

Confirmed on