



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2025-08-25

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MINUTES

**34TH COUNCIL MEETING OF THE
COUNCIL OF STELLENBOSCH MUNICIPALITY**

2025-08-25 AT 10:00

MINUTES
34TH MEETING OF COUNCIL
OF STELLENBOSCH MUNICIPALITY
2025-08-25

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

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)

1. OPENING AND WELCOME

The Speaker, Cllr Q Smit welcomed all present at the 34th Council meeting and requested all Councillors to ensure that they are signed in at the meeting. The Council Whip confirmed that there were 40 Councillors present at the meeting.

2. MAYORAL ADDRESS

The Executive Mayor delivered his Mayoral address as follows:

- “- August is Women's Month, and we celebrated Women's Day. Many wards also hosted their own events to celebrate and honour women. We salute and honour all the female staff of the municipality and the female councillors.
- Stellenbosch Municipality was recognised for excellence in governance and financial management at the recent Premier's Coordinating Forum. Our Municipal Manager, Ms G Mettler, accepted the Clean Audit award for the 2023/2024 financial year. As stated in media releases, Stellenbosch municipality is but one of a few municipalities across the country to achieve this milestone.
- Alle inwoners van Stellenbosch munisipaliteit word aangemoedig om by die Beskermingsdienste WhatsApp kanaal aan te sluit. Hierdie kanaal sal jou op hoogte hou van belangrike waarskuwings, nuus en intydse inligting met betrekking tot veiligheids- en sekuriteitsbedrywighede in al 23 wyke van ons munisipale gebied. Verwag opdaterings van:
 - Verkeersdienste
 - Wetstoepassing
 - Brandweerdienste
 - Rampbestuur

Die inligting oor hoe om aan te sluit is op die munisipale webblad beskikbaar.
- On 6 August 2025, Executive Mayor Jeremy Fasser and Mayoral Committee Member for Protection Services, Councillor Stephanie Heneke, hosted a high-level safety and security engagement at the Stellenbosch Municipality. The meeting brought together key law enforcement stakeholders, including the newly appointed Cape Winelands District SAPS Commissioner, General Mocholochi; Western Cape Minister of Police Oversight and Community Safety, Minister Anroux Marais; SAPS leadership from the region; Municipal Protection Services and the Municipal Manager as well as representatives from local private security and community safety organisations. The Mayor made it clear that we are tired of meetings and talk — our residents are tired of living in fear. Crime is not unique to Stellenbosch, but recent increases in petty crime and the rise in gang-related violence in areas like Cloetesville demand urgent and decisive action from the South African Police Service.
- We are reminding residents of Idas Valley to participate in the walk-in day on 30 August 2025 to share your thoughts, ideas, proposals and plans on the re-imaging of the Idas Valley Community Market.

Thank you.”

The Speaker granted the Councillors an opportunity to comment on the Mayor's Mayoral address, whereafter the Speaker afforded the Executive Mayor an opportunity to reply, in accordance with Rule 29 of Council's Rules of Order By-Law.

3.	COMMUNICATIONS BY THE SPEAKER
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The Speaker's communication is as follows:

- "IDP open days will take place from 8 September 2025 until 11 September 2025. Pamphlets/posters for the open days were distributed as per Councillors requests.
- Items 8.3; 10.1.1 and 10.6.1 are for noting only.
- Item 10.3.1 has an amendment.
- An urgent item (a return item) was submitted under Item 12.4.
- The following Councillors celebrated their birthdays during the month of August:

Cllr N Ntsunguzi	- 8 August
Cllr O Jooste	- 11 August
Cllr M Nkopane	- 11 August
Ald J Fasser	- 13 August

- Despite several letters issued to Ward Committees, Ward Administrators, and Ward Councillors, it appears that ward committee offices and buildings are still being used for purposes other than official ward office work. This is not permitted under any circumstances. It has come to my attention that, in certain wards, organisations are utilising ward offices and/or boardrooms based on verbal agreements granted by Ward Councillors. Let me state it clearly: this is a direct violation of municipal protocols.

Any Councillor found to be authorising or permitting the use of municipal facilities — including ward offices — for purposes outside of official ward committee work will face disciplinary action. Such actions constitute a breach of the Code of Conduct for Councillors, Council's Rules of Order, and various other applicable laws and regulations.

These matters will be referred to an Independent Committee for investigation. If a councillor is found guilty of misuse of municipal property, they will face the full consequences of their actions, including possible dismissal from Council.

You are hereby instructed to immediately cease and desist from any unauthorised use of municipal resources or facilities, including giving verbal or informal permissions to third parties.

This will serve as the final communication on this matter. No further warnings will be issued. Should you be found in violation, you will be held accountable.

Thank you."

4.	COMMUNICATIONS BY THE MUNICIPAL MANAGER
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The Municipal Manager delivered her communication as follows:

- "The Administration is currently in the process of planning and finalising a Women's Event for female staff and Councillors. Final details will be shared once confirmed.
- The Integrated Development Plan (IDP) Public Participation Process is scheduled to take place from 8–11 September 2025. Councillors are urged to encourage the public to participate during this period to ensure active community engagement.
- A Safety Forum Meeting was recently held with key safety stakeholders, including SAPS. Discussions focussed on safety-related issues and the need for greater SAPS involvement in supporting community safety efforts.

- I want to acknowledge and commend our law enforcement teams for their ongoing efforts in supporting and protecting our communities, especially in light of the recent increases in petty crime and the rise in gang-related violence.
- This past weekend, we enjoyed a vibrant and successful weekend of sports, and I am proud to announce that our very own local soccer team has advanced to the semi-finals of the MTN tournament, which will be held in Durban in October 2025. Congratulations to the team—well done!
- Lastly, I would like to inform you that I will be on leave soon, during which time the Chief Financial Officer (CFO) will be acting in my stead.

Thank you.”

5.	DISCLOSURE OF INTERESTS
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NONE

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

Cllr NR Ndalasi	- 25 August 2025
Cllr M Nkopane	- 25 August 2025
Cllr WC Petersen	- 25 August 2025
Cllr MG Rataza	- 25 August 2025

6.2 ABSENT

Cllr J Williams	- 25 August 2025
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7.	CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING/S
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7.1	33RD COUNCIL MEETING: 2025-07-30
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The minutes of the 33rd Council meeting: 2025-07-30 **were confirmed subject to the following change of the minutes:**

First paragraph on page 2 under the Executive Mayor's Speech:

Replace the word “she” with the word “Ald V Fernandez”.

7.2	SPECIAL COUNCIL MEETING: 2025-08-08
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The minutes of a Special Council meeting: 2025-08-08 **were confirmed as correct without any changes.**

8.	STATUTORY MATTERS
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8.1	SDF / IDP / BUDGET TIME SCHEDULE / PROCESS PLAN FOR 2026/27
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Collaborator No: 790154
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 13 August 2025 and 25 August 2025

1. SUBJECT: SDF / IDP / BUDGET TIME SCHEDULE / PROCESS PLAN FOR 2026/27

2. PURPOSE

To table to the Council for consideration The SDF / IDP / Budget Time Schedule / Process Plan for 2026/27, attached as **ANNEXURE A**.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Spatial Development Framework (SDF) / Integrated Development Plan (IDP) / Budget Time Schedule is an essential planning tool to promote transparent, accountable, and effective local governance. Therefore, it is a legislative requirement that a municipality prepare and approve a time schedule stipulating the key strategic activities and deadlines to align the SDF, IDP, Budget and Disaster Management processes.

The SDF / IDP / Budget Time Schedule for 2026/27 delineates the essential strategic activities and public engagement processes that will inform the review, planning, drafting, and adoption of the 4th review of the 5th Generation IDP 2022 – 2027, as well as the Medium-Term Revenue Expenditure Framework (the Budget) for the period 2026/27 – 2028/29. The 4th review of the 5th Generation IDP signals the final review of the 5th Generation IDP for the period 2022 - 2027.

The SDF / IDP / Budget Time Schedule / Process Plan for 2026/27 is compiled in terms of Section 21(1)(b) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), which states that “the mayor of a municipality **must**

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at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for –

- (i) the preparation, tabling and approval of the annual budget;
- (ii) the annual review of-
 - (aa) the integrated development plan in terms of section 34 of the Municipal Systems Act; and
 - (bb) the budget-related policies;
- (iii) the tabling and adoption of any amendments to the integrated development plan and budget-related policies; and
- (iv) any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii)

34TH COUNCIL MEETING: 2025-08-25: ITEM 8.1**RESOLVED** (majority vote with 1 abstention)

- (a) that the Council adopts the SDF / IDP / Budget Time Schedule / Process Plan for 2026/27 for the compilation of the annual budget in terms of Section 21(1) of the MFMA and Section 29 of the MSA to guide the planning, drafting, and adoption of the 4th review of the 5th Generation IDP 2022 – 2027, attached as **ANNEXURE A**; and
- (b) that an advertisement is placed on the official website of the municipality and in the local newspaper, notifying the public of the adopted SDF / IDP / Budget Time Schedule / Process Plan for 2026/27.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Geraldine Mettler</i>
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	<i>021 808 8025</i>
E-MAIL ADDRESS	<i>geraldine.mettler@ Stellenbosch.gov.za</i>
REPORT DATE	<i>13 August 2025</i>

8.2	ADJUSTMENTS BUDGET (ROLL-OVER) 2025/2026
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 13 August 2025 and 25 August 2025

1. SUBJECT: ADJUSTMENTS BUDGET (ROLL-OVER) 2025/2026

2. PURPOSE

To present the adjustments budget roll-over for the 2025/2026 financial year to Council for approval.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

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

34TH COUNCIL MEETING: 2025-08-25: ITEM 8.2

RESOLVED (nem con)

- (a) that the Adjustments Budget for 2025/2026 as set out in **APPENDICES 1-5**, be approved;
- (b) that the Adjustments Budget Tables as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 3**, be approved; and
- (c) that the Service Delivery and Budget Implementation Plan be adjusted accordingly inclusive of the non-financial information (performance measurement).

FOR FURTHER DETAILS CONTACT:

NAME	MONIQUE STEYL
POSITION	SENIOR MANAGER: FINANCIAL MANGEMENT SERVICES
DIRECTORATE	FINANCIAL SERVICES
CONTACT NUMBERS	021 808 8512
E-MAIL ADDRESS	Monique.Steyl@ Stellenbosch.gov.za
REPORT DATE	20 August 2025

8.3	MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR THE PERIOD 16 JULY UNTIL 08 AUGUST 2025
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 13 August 2025 and 25 August 2025

1. SUBJECT: MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS FOR THE PERIOD 16 JULY UNTIL 08 AUGUST 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

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 for the period 16 July 2025 until 08 August 2025.

34TH COUNCIL MEETING: 2025-08-25: ITEM 8.3

NOTED

that there were no deviations approved for the period 16 July 2025 until 08 August 2025.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Dalleel Jacobs</i>
POSITION	<i>Senior Manager SCM</i>
DIRECTORATE	<i>Finance</i>
CONTACT NUMBERS	<i>021 808 8137</i>
E-MAIL ADDRESS	<i>Dalleel.Jacobs@ Stellenbosch.gov.za</i>
REPORT DATE	<i>08 August 2025</i>

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

9.2	REPORT/S BY THE SPEAKER
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NONE

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

10.	CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: [ALD J FASSER]
10.1	COMMUNITY AND PROTECTION SERVICES: (PC: CLLR S HENEKE)
10.1.1	NANSANA MUNICIPALITY, UGANDA COLLABORATIVE PROGRESS REPORT ON THE IMPLEMENTATION OF NEIGHBOURHOOD WATCH AND COMMUNITY SAFETY PROGRAMS

Collaborator No: 791539
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 13 August 2025 and 25 August 2025

1. SUBJECT: NANSANA MUNICIPALITY, UGANDA COLLABORATIVE PROGRESS REPORT ON THE IMPLEMENTATION OF NEIGHBOURHOOD WATCH AND COMMUNITY SAFETY PROGRAMS

2. PURPOSE

To provide Council with an updated progress report on the ongoing implementation of Neighbourhood Watches (NHW) and safety initiatives in Nansana Municipality, Uganda, following recent training interventions and stakeholder engagements.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality, as a Strong Cities Network (SCN) member since July 2023, continues to contribute towards international safety partnerships. These interventions focused on the practical rollout of the NHW Model across multiple zones in Nansana.

The delegation, comprising of Director Gary Boshoff, Senior Manager Charl Kitching, and Manager Joan Felix, conducted field visits, presented training workshops, and received valuable feedback from NHW members, municipal leadership, and community structures.

Key outcomes included:

- Strengthened municipal partnership and entering a formal twinning agreement in December 2024.
- Affirmed need for further support (training, mentorship, resources) from Stellenbosch.
- Identification of challenges: lack of equipment (vests, torches, gumboots), formal identification, airtime for communication, safety concerns, and volunteer sustainability.
- Community-led solutions proposed, including formation of youth and women inclusion, and community fundraising.

The project demonstrates Stellenbosch's leadership in grassroot safety strategies and its role in shaping international safety frameworks through SCN.

34TH COUNCIL MEETING: 2025-08-25: ITEM 10.1.1**NOTED**

the feedback report on the implementation and support of NHW's in Nansana Municipality.

FOR FURTHER DETAILS CONTACT:

NAME	Charl Kitching
POSITION	Senior Manager
DIRECTORATE	Protection Services
CONTACT NUMBERS	021- 808 8815
E-MAIL ADDRESS	Charl.kitching@stellenbosch.gov.za
REPORT DATE	6 August 2025

10.2	SPORT, YOUTH AND CULTURE: (PC: CLLR N OLAYI)
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NONE

10.3	CORPORATE SERVICES: (PC: CLLR L NKAMISA)
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10.3.1	FUTURE USE OF ERF 454 FRANSCHHOEK (31 PARK STREET, GROENDAL)
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 13 August 2025 and 25 August 2025

1. SUBJECT: FUTURE USE OF ERF 454 FRANSCHHOEK (31 PARK STREET, GROENDAL)

2. PURPOSE

To obtain Council's guidance on the future use of Erf 454 Franschhoek situated at 31 Park Street, Groendal.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Erf 454 Franschhoek which is situated at 31 Park Street, Groendal was previously used for staff accommodation. The property has been vandalised, and an eviction order was granted and executed against the previous occupants. The property has been attracting many illegal occupants and activities, and the Municipality has now placed security on site which has a monthly cost implication to the Municipality.

The property has been vandalised to the extent that a large sum of money will be needed to reinstate the property to be used for municipal purposes or for staff housing. The Infrastructure Department has indicated a need for staff housing for an emergency staff member in the area.

Council needs to consider the way forward with the property and if the property should be reinstated for staff housing or if it should be disposed of by way of public auction. Due to the current state of the property Council should also consider if the Municipal valuation can be used as the basis for the sales price if Council resolves to dispose of the property.

34TH COUNCIL MEETING: 2025-08-25: ITEM 10.3.1**RESOLVED** (majority vote with 1 abstention)**Amended recommendations**

- (a) that Erf 454 Franschhoek be identified as land not needed to provide the minimum level of basic municipal services;
- (b) that the Council approves the disposal of the erf by way of a competitive bidding process.
- (c) that the Council follow a public participation process;
- (d) that preference shall be given to individuals who are residents of Franschhoek and the surrounding areas, and who have either:
 - (i) lived in the area for a period exceeding ten (10) years; or
 - (ii) are originally from the area; or
 - (iii) on the municipal housing list.
- (e) that the buyer be responsible for the payment of the costs for the transfer and possible rezoning of the property;
- (f) that the Municipal Manager be authorised to conclude the sale agreement after the competitive bidding process, provided that the sale price is not lower than the market property valuation price ;
- (g) that the risk transfers to the buyer on occupation or on registration, whichever one is first; and
- (h) the successful bidder shall be required to take occupation of and effect transfer of the property within six (6) months from the date of conclusion of the sale agreement.

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	23/06/2025

10.3.2	APPLICATION FOR LEASE AGREEMENT: U-TURN HOMELESS MINISTRIES: A PORTION OF ERF 235 STELLENBOSCH
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 13 August 2025 and 25 August 2025

1. SUBJECT: APPLICATION FOR LEASE AGREEMENT: U-TURN HOMELESS MINISTRIES: A PORTION OF ERF 235 STELLENBOSCH

2. PURPOSE

To consider an application from U-Turn Homeless Ministries to lease a portion of Erf 235 Stellenbosch with the intention of providing day services to the homeless.

3. DELEGATED AUTHORITY

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

The Municipal Manager has the delegated authority to sign lease agreements on behalf of the Municipality.

4. EXECUTIVE SUMMARY

An application for lease of municipal land has been received from U-Turn Homeless Ministries for the use of a portion of Erf 235 Stellenbosch with the intention of providing day services to the homeless. Erf 235 Stellenbosch is a large property consisting of *inter alia*, the van der Stel sports complex, the taxi rank, Bergzicht Training Academy and the bowls club. The area they are interested in is situated between the bowls club, Bergzicht Training Academy and the taxi rank. They have indicated that the area required is roughly 500 square metres.

The applicant is a registered non-profit organisation and therefore qualify for a discounted monthly rental.

As all other cities and towns across the world, Stellenbosch is experiencing an increase in the number of homeless persons since Covid-19. The rise in the number of persons living off our streets has the following impact:

- a. Increased begging impacting on the economy and tourism;
- b. Increased use of public spaces to overnight and use as toilets;
- c. Increased crime as syndicates operates under the guise of homelessness.

Recurring thematic problems have been identified through the IDP Ward Priority process, the Community Safety Forum and Stellenbosch Homeless Forum affecting homeless persons:

- a. Street children in the CBD causing nuisance and contributing to crime;
- b. The need for services for homeless persons in the CBD including accommodation and skills development; and
- c. The need to promote the Give Responsibly Campaign further to address the cash economy on the streets of Stellenbosch.

The suggestion from the Department is that the application be considered for an initial period of three years and that at this stage only day services be provided.

34TH COUNCIL MEETING: 2025-08-25: ITEM 10.3.2**RESOLVED** (nem con)

- (a) that the portion of Erf 235 Stellenbosch as indicated on the diagram in the item be identified as land not needed to provide the minimum level of municipal services;
- (b) that a lease agreement be approved, in principle, for a period of three years;
- (c) that the valuator be appointed to determine a fair monthly market rental value;
- (d) that the applicant pays 10% of the monthly market rental due to them being a registered non-profit organisation;
- (e) that Council's intention to enter into the lease agreement be advertised and the item to return to Council for a final decision after the public participation process.

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	03/08/2025

10.3.3	POSSIBLE DISPOSAL OF A PORTION OF THE REMAINDER OF FARM 739 KLAPMUTS FOR THE PURPOSE OF BUILDING A POLICE STATION
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: 22 July 2025 and 30 July 2025 and 25 August 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.

34TH COUNCIL MEETING: 2025-08-25: ITEM 10.3.3**RESOLVED** (nem con)

- (a) that Council confirms that a portion of the remainder of Farm 739 Klapmuts is not needed to provide the minimum basic level of municipal services;
- (b) that Council in principle approves the granting of the land (1.5 hectares of the remainder of Farm 739 Klapmuts) to the Department of Public Works (South African Police Service) with the intention to develop same for a Police Station;
- (c) that Council go out on public participation to inform the public of the in-principle decision and call on the public to provide comments, inputs or alternative proposals;
- (d) that a valuator be appointed to determine the fair market value for the purpose of a land swap; and
- (e) that the matter be brought back to Council for a final decision after a public participation process was followed and a valuation obtained.

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

10.3.4	DISPOSAL OF TRANSVALIA COMPLEX THROUGH A 30-YEAR LEASE TO MIDDEDORP PROPERTIES
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 25 August 2025

1. SUBJECT: RETURN ITEM: DISPOSAL OF TRANSVALIA COMPLEX THROUGH A 30-YEAR LEASE TO MIDDEDORP PROPERTIES

2. PURPOSE

The purpose of this report is:

- 2.1 To inform Council of the comments received after a Public Participation process was followed indicating Council's in-principal decision to lease the properties to the preferred bidder. The preferred bidder was identified through a tender process on a 30-year lease.
- 2.2 To provide feedback to Council after the appeal process in terms of Section 62 of the Municipal Systems Act was finalised as per the previous Council resolution.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

On 30 October 2024 Council gave an in-principle approval for the lease of the Transvalia complex to Middledorp Properties (Pty) Ltd for a period of 30-years pending a public participation process. This process has now been finalised and Council needs to take into consideration the comments received from the public.

During the public participation process, and on resolution of the Executive Mayoral Committee taken in March 2025, an external legal opinion was also obtained on whether or not one of the unsuccessful bidders had a right to appeal. This opinion was brought to Council as an In-committee item and it was resolved that the appeal should be dealt with in terms of Section 62 of the Municipal Systems Act. This process has also been finalised.

The preferred bidder Middledorp Properties (Pty) Ltd submitted a bid with a capital cost amount of R22 028 250,00 (VAT included) which amount represents the estimated capital outlay. This would form part of the Capital assets and would remain Council's assets at the end of the lease term. The bidder will also be liable for all the maintenance costs over the 30 years, which amount is not included in the above amount. This amount was used for bid evaluation purposes after the responsiveness and functionality was evaluated, in terms of the tender specifications. The amount of monthly rental must still be agreed on and, in the tender, was indicated to be in three phases.

In this process, only one bidder complied with the specifications according to the technical evaluation and the Bid Evaluation Committee, namely Middledorp Properties. One of the unsuccessful bidder, GIST Technology Holdings (Pty) Ltd submitted an appeal in terms of Section 62 of the Municipal Systems Act, which appeal has now been finalised and was dismissed.

An Official Notice was published on 12 December 2024 in the Eikestad news and on 7 December 2024 in Die Burger. The closing date for comments was 7 February 2025. Several comments were received and are discussed in the item.

Council needs to consider the comments and inputs received from the public and approve the lease amount negotiations framework. After the lease amount is determined an Information Statement will be prepared for approval by Council.

34TH COUNCIL MEETING: 2025-08-25: ITEM 10.3.4

RESOLVED (majority vote with 3 abstentions)

- (a) that Council takes note of the comments received after public participation; and
- (b) that Council takes note that the appeal in terms of Section 62 of the Municipal Systems Act has been finalised;
- (c) that Council approves the negotiation framework for the determination of the lease amount. The framework states that the negotiations team take the following into consideration:
 - 1. The valuation report setting out the fair market value and rental of the property;
 - 2. The capital investment to the property;
 - 3. The maintenance costs and upkeep of the property over the thirty year lease period;
 - 4. The economic benefit to the community and municipality.

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	19 August 2025

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

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

10.6	INFRASTRUCTURE: (PC: CLLR R PHEIFFER)
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10.6.1	STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – AUGUST 2025
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Collaborator No: 791567
IDP KPA Ref No: Good Governance and Compliance
Meeting Date: 13 August 2025 and 25 August 2025

1. SUBJECT: STATUS REPORT ON THE ALTERNATIVE ENERGY GENERATION PROGRAMME – AUGUST 2025

2. PURPOSE

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

3. DELEGATED AUTHORITY

Municipal Council.

4. EXECUTIVE SUMMARY

- 4.1 20 MW Independent Power Producer Contract: Tender conditionally awarded to successful bidder. A Legal Firm has been appointed by the Municipality and has interrogated the draft Power Purchase Agreement. Once the draft Power Purchase Agreement is finalised and signed off by both parties, development rights will commence.
- 4.2 50 MW Independent Power Producer Tender: The closing date for the Request for Proposals is 30 September 2025.
- 4.3 The installation of the 66kV switchgear at Main and University substations was completed on 30 June 2025.
- 4.4 SCADA - Phase 2 was completed on 30 June 2025 except for Main and University substations due to 66kV switchgear replacement projects which were underway. The two substations will be completed in Phase 3. Phase 3 kick-off meeting was held on 25 July 2025.

- 4.5 Fire Station Progress: The Stellenbosch Fire Station Battery Energy Storage System (BESS) was completed in April 2025.
- 4.6 NPK Building Progress: The original scope included battery storage for business continuity. The consultant has revised the project scope considering the current reduction in load shedding compared to at the time the project was initiated. The revised scope will be presented to the AEG Committee to enable a decision aligned with the Municipality's current priorities. Of the two proposed options on the revised scope, one prioritises business continuity through a backup system, while the other focuses on cost savings via a grid-tied configuration.
- 4.7 Main Building (Neethling Huis) Progress: The department is currently processing new purchase orders following the Section 116 (3) scope amendment process before the consultant can proceed with work.
- 4.8 Energy Performance Certification: The certificates have been installed in all buildings with a floor area of 1000m² and above.
- 4.9 Municipal Community Buildings Progress: Tender B/SM 34/25 Turnkey – Engineering, Procurement and Construction (EPC) of Hybrid Inverter with Battery Storage Systems at fourteen Stellenbosch Municipality Community Buildings. The project was completed on 30 June 2025 except for two sites, Jamestown Library and Law Enforcement and Events Offices which could not be completed due to construction currently underway at these sites.
- 4.10 Eskom Hot Water Load Control (HWLC) and RT 29-2024 Contracts for smart meters: The tender was advertised on 20 June 2025 and closed on 21 July 2025.
- 4.11 The Municipality's load curtailment application: Eskom responded formally to the Municipality's, outlining the reasons for their decision to deny the municipality to be a load curtailment customer. The Municipality will still pursue this option but mitigating measures are in place should Eskom not allow it.

The above projects, 4.1 to 4.10, are still being pursued by the Municipality's Alternative Energy Program with the focus on securing cheaper and renewable energy, as well as the focus on business continuity during outages and ensuring that critical plants and systems are still operational.

34TH COUNCIL MEETING: 2025-08-25: ITEM 10.6.1

NOTED

that Council notes the latest progress with the Alternative Energy Generation projects in implementation at present.

FOR FURTHER DETAILS CONTACT:

NAME	Nombulelo Zwane / Rendani Makungo
POSITION	Senior Manager: Electrical Services / AEG Project Manager
DIRECTORATE	Infrastructure Services
CONTACT NUMBERS	021 808 8770/ 021 808 8333
E-MAIL ADDRESS	nombulelo.zwane@ Stellenbosch.gov.za / rendani.makungo@ Stellenbosch.gov.za
REPORT DATE	04 August 2025

10.7	PARKS, OPEN SPACES AND ENVIRONMENT: (PC: CLLR J WILLIAMS)
10.7.1	PAPEGAAIBERG NATURE RESERVE: ENVIRONMENTAL MANAGEMENT PLAN – REVIEW

Collaborator No: 791560
 IDP KPA Ref No: Good Governance and Compliance
 Meeting Date: 13 August 2025 and 25 August 2025

1. SUBJECT: PAPEGAAIBERG NATURE RESERVE: ENVIRONMENTAL MANAGEMENT PLAN – REVIEW

2. PURPOSE

The Papegaaiberg Nature Reserve's Environmental Management Plan (EMP) was drafted and approved prior to the area's declaration in terms of the National Environmental Management: Protected Areas Act (57 of 2003) in 2016. As required by the existing EMP the document has been reviewed (Annexure A). The purpose of this Item is to acquire Council's approval to advertise the reviewed EMP (June 2025) for public input.

3. DELEGATED AUTHORITY

For decision by the Council of Stellenbosch Municipality.

4. EXECUTIVE SUMMARY

A portion of Stellenbosch Municipality owned property located on Papegaaiberg, Stellenbosch, was declared a nature reserve (NR) in terms of the National Environmental Management: Protected Areas Act (NEM:PA) in June 2016.

As part of the declaration an EMP was adopted by Council and approved by the Minister (Local Government, Environmental Affairs and Development Planning). This EMP has now been reviewed with assistance of Cape Nature.

The purpose of the Papegaaiberg NR EMP is to provide a strategic tool for management of Papegaaiberg NR, informing the need for specific programs and operational procedures. It provides for capacity building, future thinking and continuity of management of Papegaaiberg NR and enables Stellenbosch Municipality to manage Papegaaiberg NR in such a way that its values and the purpose for which it has been established are protected.

34TH COUNCIL MEETING: 2025-08-25: ITEM 10.7.1

RESOLVED (nem con)

- (a) that Council approves the advertisement of reviewed Papegaaiberg Nature Reserve Environmental Management Plan (June 2025) as Papegaaiberg Nature Reserve's 2nd generation environmental management plan for public input; and
- (b) that the inputs received during the above public participation process be worked into a final Papegaaiberg Nature Reserve Environmental Management Plan to be presented to Council for approval.

FOR FURTHER DETAILS CONTACT:

NAME	Schalk van der Merwe
POSITION	Environmental Planner
DIRECTORATE	Community and Protection Services
CONTACT NUMBERS	021 808 8679
E-MAIL ADDRESS	schalk.vandermerwe@stellenbosch.gov.za
REPORT DATE	28 July 2025

10.8	PLANNING, LED AND TOURISM: (PC: CLLR T KUMM)
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NONE

10.9	RURAL DEVELOPMENT: (PC: CLLR C MANUEL)
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NONE

10.10	MUNICIPAL MANAGER: (MS G METTLER)
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NONE

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

12.	REPORTS BY THE MUNICIPAL MANAGER (G METTLER)
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12.1	AUDIT AND PERFORMANCE AUDIT COMMITTEE CHARTER 2025/2026
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Collaborator No:

IDP KPA Ref No:

Good Governance and Compliance

Meeting Date:

Council: 25 August 2025

1. SUBJECT: AUDIT AND PERFORMANCE AUDIT COMMITTEE CHARTER 2025/2026

2. PURPOSE

To obtain Council's approval of the Audit and Performance Audit Committee (APAC) Charter attached as **Appendix 1**.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The APAC conducts an annual review of its Charter to incorporate legislative updates and align with emerging best practice principles, including those set out in the Global Internal Audit Standards (GIAS). The Charter is submitted to Council for approval on an annual basis.

At its meeting held on 26 June 2025, the Committee reviewed the Charter as part of this annual process.

34TH COUNCIL MEETING: 2025-08-25: ITEM 12.1

RESOLVED (nem con)

that Council approves the Audit and Performance Audit Committee Charter 2025/2026.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Lunga Mvandedwa</i>
POSITION	<i>Chief Audit Executive, CIA</i>
DIRECTORATE	<i>Municipal Manager</i>
CONTACT NUMBERS	<i>0218088555</i>
E-MAIL ADDRESS	Lunga.Mvandedwa@ Stellenbosch.gov.za
REPORT DATE	<i>14 August 2025</i>

12.2	REMOVAL OF COUNCILLORS AND OFFICIALS SERVING ON EXTERNAL BODIES RELATED TO TOURISM
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 25 August 2025

1. SUBJECT: REMOVAL OF COUNCILLORS AND OFFICIALS SERVING ON EXTERNAL BODIES RELATED TO TOURISM

2. PURPOSE

For Council to note the removal of councillors and officials serving on the external tourism bodies for Stellenbosch and Franschhoek (Visit Stellenbosch and Franschhoek Wine Valley Association and to repeal its decision as it relates to Tourism Bodies item 11.2.3 of the 3rd Council meeting: 2022-03-30.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The Municipality has initiated a process in terms of Section 78 of the Local Government: Municipal Systems Act, 32 of 2000, to determine the most appropriate mechanism for delivering tourism and related services in the future. This process requires a comprehensive and impartial assessment of all available service delivery options.

In terms of the Local Government: Municipal Finance Management Act, 56 of 2003 (MFMA):

- Section 117 prohibits Councillors from participating in or influencing any part of a municipal bid or tender process; and
- Municipal Supply Chain Management Regulations, Regulation 44, prohibits the award of contracts to entities in which a Councillor or Official has a direct or indirect interest.

Maintaining municipal representation on the Board during and after such processes would create a material conflict of interest and undermine the fairness, transparency, and integrity required under MFMA Section 112 and the Municipality's Supply Chain Management Policy.

For these reasons, the Municipality will no longer hold any Board seats or participate in Visit Stellenbosch or Franschhoek Wine Valley Association governance structures. This step is necessary to ensure compliance with the applicable legislation and to allow the Section 78 process to proceed without any actual or perceived bias.

Councillors appointed by Council to serve on external bodies, including those related to tourism in the WC024, must be removed from the governance structures of these bodies.

34TH COUNCIL MEETING: 2025-08-25: ITEM 12.2

During deliberations on the matter, the ANC requested a caucus, which the Speaker allowed.

When the meeting resumed, it was

RESOLVED (majority vote with 6 abstentions)

- (a) For Council to note the decision to remove Councillors and Officials serving on governance structures of tourism related bodies in Stellenbosch Municipality (Visit Stellenbosch and Franschhoek Wine Valley Association);
- (b) For Council to repeal the decision on item 11.2.3 of the 3rd Council meeting: 2022-03-30 as it relates to Tourism Bodies.

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	18 August 2025

12.3	THE EXPERTS FUND MEETING AND KARLSURHE MUNICIPALITY HOSPITATION VISIT
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: 25 August 2025

1. SUBJECT: THE EXPERTS FUND MEETING AND KARLSURHE MUNICIPALITY HOSPITATION VISIT

2. PURPOSE

To obtain Council's permission to attend the Experts Fund Meeting and a hospitation visit hosted by Karlsruhe Municipality.

3. DELEGATED AUTHORITY

In terms of 9.2 of the Cost Containment Policy 2019, only the Municipal Council in a Council Meeting can approve the international travel for any official or political bearer.

4. EXECUTIVE SUMMARY

Stellenbosch Municipality strengthened its partnership with the City of Karlsruhe during the 4th Network Meeting of the South African-German P2P Learning Network, which led to a successful joint application for the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH-funded Expert Fund for municipal partnerships. The application, submitted on 31 January 2024 and approved in March 2025, supported the appointment of a Climate Change Expert in the Office of the Municipal Manager. This was in response to recent extreme weather events, including the September 2023 floods in Franschhoek, which severely impacted municipal infrastructure. The expert's role is aligned with key objectives such as climate vulnerability assessment, adaptation and mitigation planning, emergency preparedness, data collection, and community engagement. A GIZ site visit to Franschhoek in August 2024 affirmed the municipality's motivations and led to final approval. The recruitment process concluded with the appointment of a local expert who commenced duties on 1 June 2025 and will serve until 31 December 2026.

The aim is to inform Council of the benefits of the Experts Fund to date as well as obtain permission to attend the Experts Fund Meeting and hospitation visit hosted by Karlsruhe Municipality:

- 4.1 The extended learning opportunities between Experts funded by the Experts Fund;
- 4.2 Council to cover cost in terms of travel related costs in Germany for the night stay (daily allowances). See attached as **Annexure 1**.
- 4.3 Council to note that the flight tickets will be booked and paid for by GIZ once the travel dates have been confirmed, likely for the period of 12th – 20th October 2025.

34TH COUNCIL MEETING: 2025-08-25: ITEM 12.3**RESOLVED** (majority vote with 4 abstentions)

- (a) that Council approves the attendance of Nicole Martin to the Experts Fund Meeting and hospitation visit hosted by Karlsruhe Municipality likely from 12th - 20th October 2025 as per the funding agreement; and
- (b) that Council approves the travel related costs in Germany for night stay (daily allowances) as per the funding agreement.

FOR FURTHER DETAILS CONTACT:

NAME	<i>Geraldine Mettler</i>
POSITION	<i>Municipal Manager</i>
DIRECTORATE	<i>Municipal Manager</i>
CONTACT NUMBERS	<i>021- 808 8025</i>
E-MAIL ADDRESS	<i>Municipal.manager@stellenbosch.gov.za</i>
REPORT DATE	<i>20 August 2025</i>

12.4	ADJUSTMENT OF MOTOR VEHICLE ALLOWANCE SCHEME TO EMPLOYEES ON TASK LEVEL 15 AND HIGHER
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Collaborator No:

IDP KPA Ref No: Good governance

Meeting Date: 25 AUGUST 2025

1. SUBJECT: ADJUSTMENT OF MOTOR VEHICLE ALLOWANCE SCHEME TO EMPLOYEES ON TASK LEVEL 15 AND HIGHER

2. PURPOSE

To clarify the decision of Council taken at the Special Council Meeting held on 8th August 2025 with regard to the approval of the adjustment of the car allowances paid to permanent employees from Task Level 15 and higher.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Council, at the Special Council Meeting held on the 8th August 2025 Council resolved that;

"SPECIAL COUNCIL MEETING: 2025-08-08: ITEM 8.3

RESOLVED (majority vote with 1 abstention)

That the revised Motor Vehicle Allowance Policy, attached as ANNEXURE A be approved subject to consultation with the unions."

On 20 August 2025, the Municipal Manager received an internal memorandum from the CFO indicating that the consultation with the unions was finalised and both Unions support the implementation of the Policy. **ANNEXURE A**

When the Administration started to calculate the increases referred to as per the Policy, it was found that due to some ambiguity in the wording of certain provisions, the decision of Council could not be implemented without qualifying the intention of Council's resolution. To this end, this item aims to provide clarity for the purposes of implementation. Council intention was always to provide across the board CPIX increase to all staff receiving car allowances.

5. RECOMMENDATION

- (a) that all current staff receiving a car allowance as per the approved Motor Vehicle Allowance Policy of 28 November 2018 receive a CPIX related increase calculated at 5.01% with effect from 1st August 2025, and
- (b) that the revised Motor Vehicle Allowance Policy, as attached in Annexure "A," be approved, subject to consultation with the Unions and correcting the ambiguity of interpretation that's exists.

6. DISCUSSION / BACKGROUND

6.1 Background

Council currently pays some permanent Employees a car allowance as part of their benefits. This applies to employees who used to be on the post levels 1-4 under the old Van Der Merwe job grading system. Since 01 July 2013 Council has accepted the SALGA approved TASK Job Evaluation system and although no official comparison was done between the old van der Merwe level 1 – 4 posts and the T14 and higher TASK gradings, these Employees retained their allowances as contractual to the incumbent.

With the acceptance of the new organogram on 25 October 2017 and 25 February 2019 the implementation of the organogram it has become necessary to also adjust the policies dealing with the car allowance.

During February/March 2025, IMATU enquired from the Municipality as to when the car allowance will be adjusted with the required stipulation contained in the policy as these allowances have not been adjusted since the implementation of the policy in 2018. Furthermore, IMATU referred to clause 3.3 of the Motor Vehicle Allowance Scheme that was approved by Council on the 28th of November 2018 and which states that:

“The allowance will be increased annually with effect from 01 July 2019 in accordance with a determination in the budget process”.

There is sufficient budget for the proposed increase in the 2025/2026 financial year.

At the Special Council Meeting held on the 8th August 2025 Council resolved that;

“SPECIAL COUNCIL MEETING: 2025-08-08: ITEM 8.3

RESOLVED (majority vote with 1 abstention)

That the revised Motor Vehicle Allowance Policy, attached as ANNEXURE A be approved subject to consultation with the unions.

When the administration started to calculate the increases referred to in the attached (**ANNEXURE A**) policy, it was found that due to some ambiguity in the wording of certain provisions (3.1.8, 3.3, and the transitional arrangements under 4), the decision of Council could not be implemented without qualifying the intention of Council's resolution.

The Municipal Manager clarified that Council's intention was to increase all current Employees, who are recipients of a car allowance, with a CPIX increase with effect from 1st August 2025 and that the revised policy be consulted with the Unions. It is therefore proposed that the recommendations under paragraph 5 above reflect the intention of Council and that the mandate be granted that any ambiguity as identified be corrected during the consultation with the Unions.

The policy will be submitted to the Council for notification once consulted and agreed to.

6.2 Discussion

In order to attract skills and qualified Employees in more senior positions the administration needs to use additional benefits, such as a car allowance to attract the best possible candidates for vacancies. Investigations at nearby and comparative municipalities have revealed that a car allowance is one of the benefits offered to Employees on TASK levels 15 and above.

As Council wants to attract the best possible candidates for the positions it is essential that we offer applicants for jobs comparable benefits with neighbouring municipalities as we compete with them for the best candidate.

6.3 Financial Implications

Sufficient budget is available in the 2025/2026 financial year.

6.4 Legal Implications

Employees who currently receive an allowance and whose posts fall within the mentioned post grades are entitled to receive such increases as part of their conditions of service stipulations.

The Vehicle Car Allowance is a benefit that can be negotiated at a municipal level.

6.5 Staff Implications

Affects staff who receive the motor vehicle scheme allowance.

6.6 Previous / Relevant Council Resolutions:

Special Council Meeting: 2025-08-08: Item 8.3.

6.7 Risk Implications

Currently, there are no risk implications.

6.8 Comments from Senior Management:

Senior Management supports the recommendation that the car allowances be adjusted in line with the provisions made in the applicable policy and the available budget.

34TH COUNCIL MEETING: 2025-08-25: ITEM 12.4

RESOLVED (majority vote with 5 abstentions)

- (a) that all current staff receiving a car allowance as per the approved Motor Vehicle Allowance Policy of 28 November 2018 receive a CPIX related increase calculated at 5.01% with effect from 1st August 2025, and
- (b) that the revised Motor Vehicle Allowance Policy, as attached in Annexure "A," be approved, subject to consultation with the Unions and correcting the ambiguity of interpretation that's exists.

ANNEXURE:

Annexure A: Internal memorandum from the CFO

FOR FURTHER DETAILS CONTACT:

Name	GARALDINE METTLER
Position	MUNICIPAL MANAGER
Directorate	OFFICE OF MUNICIPAL MANAGER
Contact Numbers	021 808 8025
E-mail Address	municipal.manager@ Stellenbosch.gov.za
Report Date	21st August 2025

13.	CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER
13.1	NOTICE OF A QUESTION BY CLLR G PETERSEN OF GOOD PARTY: VERIFIED BREAKDOWN OF THE 900 INCLUSIONARY HOUSING UNITS REPORTEDLY APPROVED SINCE 2023

A Notice of a Question, dated 2025-08-14, was received from Councillor G Petersen.

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

34TH COUNCIL MEETING: 2025-08-25: ITEM 13.24

It is noted that Cllr G Petersen confirmed that he received a response from the Municipal Manager and is satisfied with the feedback.

13.2	NOTICE OF A QUESTION BY CLLR G PETERSEN OF GOOD PARTY: NUMBER OF APPROVED UNITS PHYSICALLY CONSTRUCTED AND OCCUPIED TO DATE AND IN WHICH AREA
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A Notice of a Question, dated 2025-08-14, was received from Councillor G Petersen.

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

34TH COUNCIL MEETING: 2025-08-25: ITEM 13.24

It is noted that Cllr G Petersen confirmed that he received a response from the Municipal Manager and stated that he will pose a follow-up question to the Office of the Speaker.

13.3	NOTICE OF A QUESTION BY CLLR M VAN STADE OF GOOD PARTY: ALLEGED NON-COMPLIANCE OF REGULATION 9(1) – STELLENBOSCH MUNICIPALITY FIRE SERVICES DEPARTMENTS'S JOB DESCRIPTIONS
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A Notice of a Question, dated 2025-08-14, was received from Councillor M Van Stade.

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

34TH COUNCIL MEETING: 2025-08-25: ITEM 13.3

It is noted that Cllr M Van Stade confirmed that he received a response from the Municipal Manager and stated that he will pose follow-up questions to the Office of the Speaker.

13.4	NOTICE OF A QUESTION BY CLLR M VAN STADE OF GOOD PARTY: IMPLICATIONS IF JOB DESCRIPTIONS REMAIN UNEVALUATED AND UNAUDITED
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A Notice of a Question, dated 2025-08-14, was received from Councillor M Van Stade.

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

34TH COUNCIL MEETING: 2025-08-25: ITEM 13.4

It is noted that Cllr M Van Stade confirmed that he received a response from the Municipal Manager and stated that he will pose follow-up questions to the Office of the Speaker.

14.	CONSIDERATION OF URGENT MOTIONS
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NONE

15.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

16.	REPORTS SUBMITTED BY THE SPEAKER
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NONE

17.	REPORTS SUBMITTED BY THE EXECUTIVE MAYOR
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NONE

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

The meeting adjourned at 13:10.

CHAIRPERSON:

DATE:

Confirmed on