



STELLENBOSCH

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MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2025-08-08

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MINUTES

SPECIAL COUNCIL MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

2025-08-08 AT 10:00

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OF STELLENBOSCH MUNICIPALITY
2025-08-08

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	NONE	

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	NE Mcombring
J Andrews	XL Mdemka
Ald JC Anthony	L Nkamisa
R Cupido	M Nkopane
MM Danana	N Ntsunguzi
JA Davids	N Olayi
I De Taillerfer	Z Olayi
R Du Toit	GA Petersen
A Ferns	WC Petersen
E Groenewald	RO Pheiffer
AJ Hanekom	WF Pietersen
RB Hendrikse	MG Rataza
SC Heneke	Ald JP Serdyn
J Joon	A Tomose
O Jooste	RB Van Rooyen
TO Kumm	M Van Stade
N Mananga-Gugushe	E Vermeulen
C Manuel	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 Chief Audit Executive (M Krige)
 Senior Administration Officer (T Samuels)

1.	OPENING AND WELCOME
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The Speaker welcomed all present at the Council meeting.

2.	COMMUNICATION BY THE EXECUTIVE MAYOR
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The Executive Mayor extended a warm welcome to the:

Honourable Speaker;
Municipal Manager;
Deputy Executive Mayor;
Council Whip;
Mayco members;
Councillors;
Directors; and
Officials present

Community Engagement in Klapmuts

The Executive Mayor welcomed a group of community members from Klapmuts who arrived at the municipality to raise concerns affecting their area. He commended the residents for the respectful and peaceful manner in which they conducted themselves during the engagement. A brief but constructive discussion was held in the Mayor's Chamber and further discussions are scheduled for this afternoon, where the concerns raised will be addressed more comprehensively. The Executive Mayor also indicated that a proper platform will be established to ensure continuous engagement and accountability in delivering basic services to all residents within our municipal area.

Women's Day

In recognition of Women's Day on 9 August, the Executive Mayor extended warm wishes to all female councillors and women within the municipality. The Mayor highlighted the vital role that women play in leadership and governance, noting their courage, commitment, and the positive impact they continue to have on community development. He emphasized that women in council are instrumental in driving initiatives that not only meet the immediate needs of communities but also contribute to long-term, sustainable development. The municipality remains proud to be supported by women who lead with strength and compassion. The Executive Mayor concluded by wishing all women a blessed and joyful Women's Day.

3.	COMMUNICATION BY THE SPEAKER
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All Wards Meeting

An All Wards meeting will take place at 12:00 in the Council Chamber. Councillors are reminded to attend promptly.

New Access Control System Briefing

In response to repeated requests from Councillors, the Speaker announced that a new access control system for the gates adjacent to the Town Hall has been finalized. A briefing session has been scheduled for 11:00 and will be led by Mr. Z. Tshefu, Deputy Chief: Law Enforcement, CCTV Control Room and Security Services. The purpose of the session is to explain the functionality and procedures of the new system, which will include:

- An overview of how the system operates
- Procedures for Councillor access through the gates
- Exit protocols

Implementation of the access control system is expected to take place in the coming weeks following the member briefing.

Attendance at Section 80 Committee Meetings

The Speaker addressed growing concerns over poor attendance at Section 80 Committee meetings. To address this, each Councillor received a copy of the approved Schedule of Meetings for 2025. The Speaker urged all Councillors to prioritize these meetings in their planning and stressed that these engagements must take precedence over other commitments. He further stated that while his office has shown leniency in the past regarding non-attendance, stricter monitoring will now be enforced to ensure accountability and consistent participation.

Rescheduling of 34th Council Meeting

Please note that the 34th Council Meeting originally scheduled for Wednesday, 27 August 2025 at 10:00 has been rescheduled to Monday, 25 August 2025 at 10:00. Councillors are advised to update their calendars accordingly.

Birthday Congratulations

The Speaker extended warm congratulatory wishes to Councillor N. Ntsunguzi, who is celebrating her 50th milestone birthday today.

4.	COMMUNICATION BY THE MUNICIPAL MANAGER
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“August is here and with it, a chance to celebrate the strength, love and leadership of women across our municipality. From officials and councillors to business owners and volunteers – women are making an impact everywhere.

Beyond our roles, we are also mothers, daughters, sisters and partners – caring, leading and carrying our families and communities, often without recognition.

At Stellenbosch Municipality, we’re committed to a future of true equality, where women and men walk side by side.

As we celebrate, we also thank the men who support, uplift and walk this journey with us.

Wishing everyone a meaningful and united Women’s Month!

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 JC Macfarlane	-	8 August 2025
Cllr EP Masimini	-	8 August 2025
Cllr NM Mkhontwana	-	8 August 2025
Cllr NR Ndalazi	-	8 August 2025
Cllr SR Schäfer	-	8 August 2025

7.	STATUTORY MATTERS
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NONE

8.	REPORTS BY THE MUNICIPAL MANAGER
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8.1	RECONFIGURATION OF COUNCIL COMMITTEES (SECTION 79 AND SECTION 80 COMMITTEES)
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Collaborator No:

IDP KPA Ref No: Good Governance and Compliance

Meeting Date: Special Council Meeting 8 August 2025

1. **SUBJECT: RECONFIGURATION OF COUNCIL COMMITTEES (SECTION 79 AND SECTION 80 COMMITTEES)**
2. **PURPOSE**
Council must approve the reconfiguration of Council committees.
3. **DELEGATED AUTHORITY**
Council establishes the committees and appoints the members, whilst the Executive Mayor appoints the Chairpersons of the Section 80 Committees.
4. **EXECUTIVE SUMMARY**
Due to the recent re-establishment of the Mayoral Committee, Council needs to reconstitute all Council's committees to reflect the changes made. To this end, the current MPAC committee and Section 80 Committees must be reconfigured.

On the 22 July 2025, the Executive Mayor informed the Municipal Manager of the appointment of a new Mayoral Committee, and thus new Portfolio Chairpersons is attached as **APPENDIX 1**.

SPECIAL COUNCIL MEETING: 2025-08-08: ITEM 8.1

RESOLVED (nem con)

- (a) that it be noted that the Executive Mayor has amended the appointment of the Chairpersons of Committees from 22 July 2025 as per **APPENDIX 1**;
- (b) that Council approves the reconfiguration of the Section 80 Committees as follows:
 1. **Corporate Services**, total 5 members:

DA– Cllr L Nkamisa (Chairperson)

 - Cllr I. De Taillefer (DA)
 - Alderman J. Serdyn (DA)
 - Cllr M.Rataza (ANC)
 - Cllr JC.Macfarlane (FF+)

2. Planning, Local Economic Development and Tourism, total 5 members:

DA– Cllr T Kumm (Chairperson)

- Cllr A. Ferns (DA)
- Cllr R. Van Rooyen (DA)
- Cllr M. Danana (ANC)
- Cllr G. Petersen (GOOD)

3. Financial Services, total 5 members:

DA– Ald JC Anthony Chairperson)

- Cllr W. Petersen (DA)
- Alderman J. Serdyn (DA)
- Cllr A. Tomose (ANC)
- Cllr G. Petersen (GOOD)

4. Human Settlements, total 5 members:

DA – Cllr R Du Toit (Chairperson)

- Cllr E. Vermeulen (DA)
- Cllr X. Mdemka (DA)
- Cllr E. Masimini (ANC)
- Cllr M. van Stade (GOOD)

5. Infrastructure Services, total 5 members:

DA – Cllr R Pheiffer (Chairperson)

- Cllr R van Rooyen (DA)
- Cllr N Mcombring (DA)
- Cllr N Ntsunguzi (ANC)
- Cllr Z Ndalasi (EFF)

6. Community & Protection Services, total 5 members:

DA– Cllr S Heneke (Chairperson)

- Cllr N. Mcombring (DA)
- Cllr Z. Olayi (DA)
- Cllr A. Tomose (ANC)
- Cllr N. Mkhontwana (EFF)

7. Rural Management, total 4 members:

DA– Cllr C. Manuel (Chairperson)

- Cllr J. Joon (DA)
- Cllr R. Adams (DA)
- Cllr J. Davids (ANC)

8. Sport, Youth and Culture, total 5 members:

DA– Cllr N. Olayi Chairperson

- Cllr R. van Rooyen (DA)
- Cllr N. Mcombring (DA)
- Cllr R. Hendrikse (GOOD)
- Cllr J. Andrews (PA)

9. Parks, Open Spaces and Environment total 4 members**DA– Cllr J. Williams (Chairperson)**

- Cllr E. Vermeulen (DA)
- Cllr I. De Taillefer (DA)
- Cllr M. Nkopane (ANC)

(d) that the Terms of Reference for the following Section 80 Committees be amended to reflect the changes in the Committees:

(i) Community Development and Protection Services

(e) that the amended Terms of References be referred to the relevant Section 80 Committees for revision and adoption (see **APPENDIX 3**)

(f) that the members of the Section 79 Committee – MPAC be amended as follows:

Cllr Chairperson – WF Pietersen (PDM) – Full time Councillor

Cllr A. Hanekom (DA)

Cllr S. Schäfer (DA)

Cllr E. Groenewald (DA)

Cllr R. Cupido (DA)

Cllr N. Gugushe (ANC)

Cllr O. Jooste (ACDP)

FOR FURTHER DETAILS CONTACT:

<i>NAME</i>	<i>Geraldine Mettler</i>
<i>POSITION</i>	<i>Municipal Manager</i>
<i>DIRECTORATE</i>	<i>Office of the Municipal</i>
<i>CONTACT NUMBERS</i>	<i>021 8088025</i>
<i>E-MAIL ADDRESS</i>	<i>Geraldine.mettler@ Stellenbosch.gov.za</i>
<i>REPORT DATE</i>	<i>5 August 2025</i>

8.2	APPOINTMENT OF REPRESENTATIVES TO SALGA PROVINCIAL WORKING GROUPS – WESTERN CAPE
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Collaborator No:

IDP KPA Ref No: Good Governance

Meeting Date: Special Council Meeting 8 August 2025

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

2. PURPOSE

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

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

Following the appointment of a new Mayoral Committee on 22 July 2025, as well new councillors appointed to Council, it is imperative that Council must review the nominated representatives to serve on the various SALGA provincial working groups.

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

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

SPECIAL COUNCIL MEETING: 2025-08-08: ITEM 8.2**RESOLVED** (majority vote with 1 abstention)

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

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

FOR FURTHER DETAILS CONTACT:

NAME	Geraldine Mettler
POSITION	Municipal Manager
DIRECTORATE	Office of the Municipal
CONTACT NUMBERS	021 8088025
E-MAIL ADDRESS	Geraldine.mettler@ Stellenbosch.gov.za
REPORT DATE	5 August 2025

8.3	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: Special Council Meeting 8 August 2025

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

2. PURPOSE

To request Council to approve the adjustment of the car allowances paid to permanent employees from Task Level 15 and higher.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

Council currently provides a car allowance to certain permanent employees who are on a T15 and higher TASK grade, as well as those who were receiving an allowance under the old post levels 1-4 of the Van Der Merwe job gradings. Since 1 July 2013, the Council has adopted the SALGA-approved TASK Job Evaluation System.

With the acceptance of the new organogram on 25 October 2017, reviewed in 2019, and the implementation of the structure, it has become necessary to adjust the policies regarding car allowances. Consequently, the Motor Vehicle Allowance Scheme was approved at the Council meeting on 28 November 2018, and car allowances were paid to employees on a T15 and higher TASK grade. However, these car allowances have not been adjusted since the Council decision, and a request is being submitted to Council to adjust the car allowance approved for employees on T15 and above.

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.

FOR FURTHER DETAILS CONTACT:

Name	<i>Kevin Carolus</i>
Position	<i>021 808 8528</i>
Directorate	<i>Kevin.Carolus@ Stellenbosch.gov.za</i>
Contact Numbers	<i>Financial Services</i>
E-mail Address	<i>03 July 2025</i>
Report Date	

9.	URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

10.	MATTERS TO BE CONSIDERED IN-COMMITTEE
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NONE

The meeting adjourned at 10:45.

CHAIRPERSON:

DATE:

Confirmed on