



STELLENBOSCH

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MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref no.3/4/2/5

2025-09-30

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MINUTES

SPECIAL COUNCIL MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

2025-09-30 AT 15:30

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SPECIAL MEETING OF THE COUNCIL
OF STELLENBOSCH MUNICIPALITY
2025-09-30

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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	XL Mdemka
Ald JC Anthony	NR Ndalasi
R Cupido	L Nkamisa
MM Danana	M Nkopane
J 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	SR Schäfer
O Jooste	A Tomose
TO Kumm	RB Van Rooyen
JC Macfarlane	M Van Stade
N Mananga-Gugushe	E Vermeulen
C Manuel	J Williams
EP Masimini	

OFFICIALS Acting Municipal Manager (K Carolus)
 Director: Community & Protection Services (G Boshoff)
 Chief Audit Executive (Lunga Mvandedwa)
 Senior Administration Officer: (T Samuels)

1. OPENING AND WELCOME

The Speaker, Cllr Q Smit welcomed everyone present at the Special Council meeting which was held via MS Teams.

2. COMMUNICATION BY THE EXECUTIVE MAYOR

NONE

3. COMMUNICATION BY THE SPEAKER

NONE

4. COMMUNICATION BY THE MUNICIPAL MANAGER

NONE

5. DISCLOSURE OF INTERESTS

NONE

6. APPLICATION FOR LEAVE OF ABSENCE

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

Cllr J Andrews	- 30 September 2025
Cllr NE Mcombring	- 30 September 2025
Cllr N Mkhontwana	- 30 September 2025
Cllr N Ntsunguzi	- 30 September 2025

7. STATUTORY MATTERS

NONE

8.	REPORTS BY THE MUNICIPAL MANAGER
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8.1	APPOINTMENT OF ACTING DIRECTOR: CORPORATE SERVICES
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Collaborator No:

IDP KPA Ref No: Good governance and Compliance

Meeting Date: 30 September 2025

1. SUBJECT: APPOINTMENT OF ACTING DIRECTOR: CORPORATE SERVICES

2. PURPOSE OF REPORT

To seek Council's approval for the appointment of Mr. Mervin Williams, Chief Legal Advisor, as Acting Director: Corporate Services for the period 01 October 2025 to 31 December 2025, pending the conclusion of the recruitment and selection process for a full-time appointment to the position.

3. DELEGATED AUTHORITY

Council

4. EXECUTIVE SUMMARY

The position of Director: Corporate Services (a Section 56 appointment in terms of the Local Government: Municipal Systems Act, 2000, as amended) is currently vacant. The recruitment and selection process for the appointment has commenced.

It is essential to appoint an Acting Director: Corporate Services to ensure continuity of operations, proper governance, and compliance with legislation. Mr. Mervin Williams, currently Chief Legal Advisor, possesses the relevant qualifications, competencies, and institutional knowledge to act in the position. He has previously acted in this role on various occasions as per Council-approved rosters.

SPECIAL COUNCIL MEETING: 2025-09-30: ITEM 8.1

RESOLVED (nem con)

- (a) that Council approves the appointment of Mr. Mervin Williams, Chief Legal Advisor, as Acting Director: Corporate Services for the period 01 October 2025 to 31 December 2025; and
- (b) that an acting allowance be paid in accordance with the provisions of the Council-approved Acting Policy, where applicable.

FOR FURTHER DETAILS CONTACT:

NAME	Kevin Carolus
POSITION	<i>Acting Municipal Manager</i>
DIRECTORATE	<i>Office of the Municipal Manager</i>
CONTACT NUMBERS	021 808 8025
E-MAIL ADDRESS	<i>Municipal.Manager@Stellenbosch.gov.za</i>
REPORT DATE	26 September 2025

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 15:40.

CHAIRPERSON:

DATE:

Confirmed on